



Ordinary Meeting of Council

27 March 2024

**UNDER SEPARATE COVER
ATTACHMENTS**

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

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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.1 DA.2023.0273 - PARTIAL DEMOLITION, ALTERATIONS AND
 ADDITIONS TO STRUCTURES ASSOCIATED WITH THE
 ALBION HOTEL - 119 WALLACE STREET BRAIDWOOD

ATTACHMENT 1 DA.2023.0273 - SECTION 4.15 ASSESSMENT REPORT



DA.2023.0273 – SECTION 4.15 ASSESSMENT REPORT

EXECUTIVE SUMMARY

The application seeks development consent for demolition of two existing sheds ('T-shaped sheds') and garage structure. Minor building work is also proposed including replacing the stables building roof, concrete treatment to the flooring and improvements to the stables brickwork, internal plumbing connection to the stable building to reinstate previous fit out for sink connection and installation of bathroom, minor timber deck and slab extension to the stables and extension to the roof of the existing brick store.

The existing hotel, shop and stables on the subject site are listed on the NSW State Heritage Register as Heritage item 00304. The subject site is also located within the state listed Braidwood and its setting heritage conservation area (SHR Item 01749).

The application was notified in accordance with the QPRC Community Engagement and Participation Plan from 26 June 2023 to 24 July 2023. Given Council officers could not confirm the plans were sufficiently made available to the public, the application was renotified from 31 October 2023 to 16 November 2023.

Twenty (20) submissions were received during the notification period. The submissions raised concerns with the potential impacts on built heritage from the demolition of the T shaped sheds with general support for the demolition of the garages to the southern boundary and minor building work to the stables. Other issues raised include a suggestion the application should restore and retain all the structures, the description of the listing in the LEP, which has changed over time, the opportunity for Council to consent to the development, plan and application material, the validity of Heritage NSW's assessment process and the source of funding for the works.

The application is supported by a Baseline Historical Archaeological Assessment by GML Heritage dated August 2018 and a Conservation Management Plan by Touring the Past dated April 2020. The assessment in the later report determined the T shaped sheds to not have significant heritage value and suggested the current State Heritage Register description be changed accordingly.

The application has been made for Integrated Development. Given approval under the NSW *Heritage Act 1977* has been issued the effect of s4.48 of the Environmental Planning and Assessment Act is that Council is not able to refuse the application on heritage grounds.

Council's assessment of the development is made under s4.15 of the Act and has determined the proposed development to be suitable for the site. The application is recommended for approval subject to the imposition of the recommended conditions of consent.

BACKGROUND

A summary of all relevant structures located on the site and their history is provided below:

Hotel

The existing hotel structure on the subject site currently operates as a café though Council records indicate that the structure has previously been utilised as a dwelling from the 1930s to 1980s and prior to that a hotel in varying forms has existed upon the site since the 1840s.

Shops

The two storey terrace shops located to the south of the site were constructed in the 1920s and contain three commercial tenancies.

Stables

The existing stable structure upon proposed Lot 1 previously operated as the offices for the Braidwood Times newspaper. The building is currently vacant and the internal fit out removed.

Other

Part of the site was also used as an indoor skating rink that was subsequently adapted into a garage for patrons of the hotel. This structure was subsequently demolished.

State Heritage Listing

The site was included on the NSW State Heritage Register on 2 April 1999. The description includes the following excerpt of Heritage Listing:

Hotel (c.1872, on at least the foundations of a c.1855-58 former hotel)

The Historical Archaeological Assessment (HAA) prepared by GML provides details and a historical sketch of a c.1855-58 single-storey hotel, the "Cottage of Content" located on the footprint of the existing two-storey hotel. Judging by the location, form and placement of doors and fenestration along the facade of the c.1855-58 hotel, it is likely that the existing c.1872 hotel was built above, or at least on the foundations of the earlier hotel. Therefore, part of the Albion Hotel would date to c.1855-58 (Heritage Council report, 7.8.2019).

Two-storey rendered brickwork hotel with two-storey timber veranda facing Wallace Street, Braidwood's main street, and Duncan Street, a side street. The corner splay parapet is decorated in stucco with urns, volutes and 'ALBION HOTEL'. The external masonry is otherwise undecorated. The two-storied veranda appears to be a partial reconstruction. The columns and beams are stop chamfered in a traditional Victorian manner. The balustrading is also timber in an 'X' pattern. The chimney and many openings appear to be original. The interior contains original mantelpieces and timber architraves (SOHI, 2015, 1).

The ground floor has an operating cafe and lawyer's office. The first floor has three residential flats. A fourth residential flat is on the ground floor behind the street front. The hotel roof is corrugated metal (ibid, 2015, 1).

Shops (c.1920s)

Three brick shops of two storeys face Wallace Street to the main hotel's south. These are in Federation style are linked to the hotel by a first-floor timber walkway. These shops are typical of c1920 construction. The shopfronts are original to this period. They have single-storey verandas of timber framing on concrete bases and fibre cement valences. Inside, the shops retain some pressed metal ceilings, cornices and rendered brick wall surfaces. The first floor above the shops has two residential flats (ibid, 2015, 1).

Terrace (c.1920s)

The terrace is a typical c.1920 Federation style and is linked to the hotel by a first-floor timber walkway (ibid, 2019).

Outbuildings

There are existing outbuildings on site. Later outbuildings are present which date after 1929 (the exact date of each outbuilding is unknown). It is not clear whether any relate to the early 1846-1872 development phase of the site (ibid, 2019).

Stables (c.1855-58)

A sandstock brick stables with gabled hay loft faces the side Duncan Street boundary. It was constructed on a rubble granite base. The softer bricks have deteriorated somewhat. The windows and doors appear to be original. Windows have flat arch brickwork with bricks rubbed to fit. The roof is corrugated steel (ibid, 2015).

The stables with gabled hay loft and tin metal roof is located to the east of the main hotel. The HAA provides early town plans of the area showing that an identical size structure was located on the footprint of the extant shed by 1859. Therefore, it is highly likely that the stables were built close to or at the same time as the c.1855-58 'Cottage of Content' (ibid, 2019).

Shed

A corrugated steel shed clad in characteristic short lengths was constructed in the rear of the hotel, possibly around the turn of the twentieth century. The door has a sculpted sandstone threshold, evidently reused from another project.

Local Environmental Plan History

Under the Tallaganda Local Environmental Plan 1991, the site was described as 'The Albion and Outbuildings'. Schedule 1 of the Tallaganda Local Environmental Plan 1991 lists the heritage items but does not indicate whether the sites/objects are of local or state significance.

Following the April 1999 State Heritage Register entry, the subsequent Local Environmental Plans, being Palerang and the current Queanbeyan Palerang Regional LEP recognise the State significant listing of the site. Officers understand this was to ensure consistency with the State Heritage Register.

Recent application history

DA.2015.138 – Alterations (renovations) to existing commercial premises (Albion Hotel) – Approved.

DA.2018.060 – Three lot subdivision – Refused (Heritage NSW refused to issue General Terms of Approval).

DA.2021.1240 – Two lot subdivision – refused on 9 March 2022.

Section 60 (s60/2020/260) approval issued by Heritage NSW for subdivision on 18 November 2020.

Section 60 (s60/2021/102) approval issued by Heritage NSW for Demolition & works on 24 September 2021

REV.2022.1001 – Review of determination – Council first considered on 14 September 2022. Deferred decision. On 26 October 2022 Council determined to approve the review of determination application and accordingly the proposed development however that decision was rescinded. On 9 November 2022, Council determined the review application was not substantially the same as the original Development Application and therefore failed the relevant test under Section 8.3 of the *Environmental Planning and Assessment Act 1979*. Council determined not to decide the application.

17 May 2023 - DA.2023.0273 – Development application subject to this consideration lodged.

DESCRIPTION OF THE SITE AND LOCALITY

The subject site is legally described as Lot 1 DP 598830 and is commonly known as 119 Wallace Street, Braidwood. The site is located on the eastern side of Wallace Street and the southern side of Duncan Street and has an area of 2983m².

The site is relatively flat. And contains minimal existing vegetation, except for two large trees on the southern side of the allotment. No vegetation is proposed to be removed.

Existing development on the site comprises of the Albion Hotel building on the corner of Duncan and Wallace Streets. There is a brick building facing Wallace Street that contains shops, offices and dwellings.

There is also a single storey stone stables, T-shaped sheds, small brick store and an open shed structure ('garages'). Vehicular access is provided to the site via an existing driveway from Duncan Street.

Existing development within the locality consists of a mixture of uses predominantly office, retail, and low-density residential premises.



Figure 1: Subject Site and Locality

PROPERTY BURDENS AND CONSTRAINTS

There is an easement for sewer infrastructure on site which is sought to be protected through conditions.

DESCRIPTION OF THE PROPOSED DEVELOPMENT

The application seeks consent for the demolition of two existing sheds (T-Shaped sheds) in the centre of the site and carport / garage adjoining the southern boundary. Also, minor building work ancillary to the existing stables building and brick store.

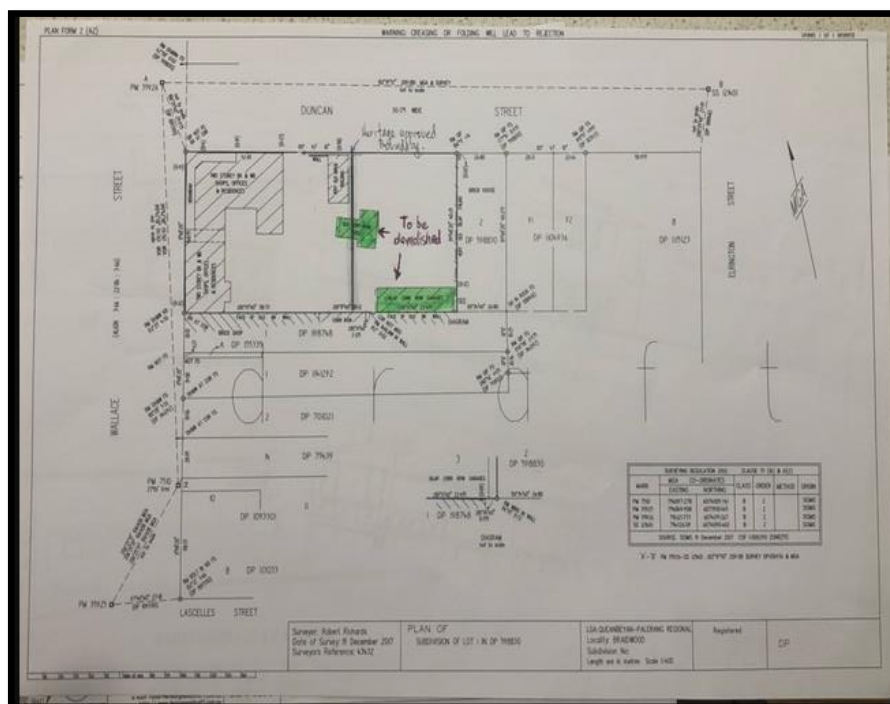


Figure 2: Proposed demolition plan

The building work proposed to the Stables includes:

- Works to stables building involving a self-levelling cement compound over existing concrete floor.
- Extension of timber deck off western side of stables by 1400mm
- Replacing the roof of the stables with like for like material
- Repairing the stables brickwork
- Installation of plumbing into stable for sink connection, installation of bathroom and extension to approved roof and seating area to west of stables.

The building work to the brick storage shed to the rear of the Albion Hotel is for a roof awning 4m x 3m (12m²).

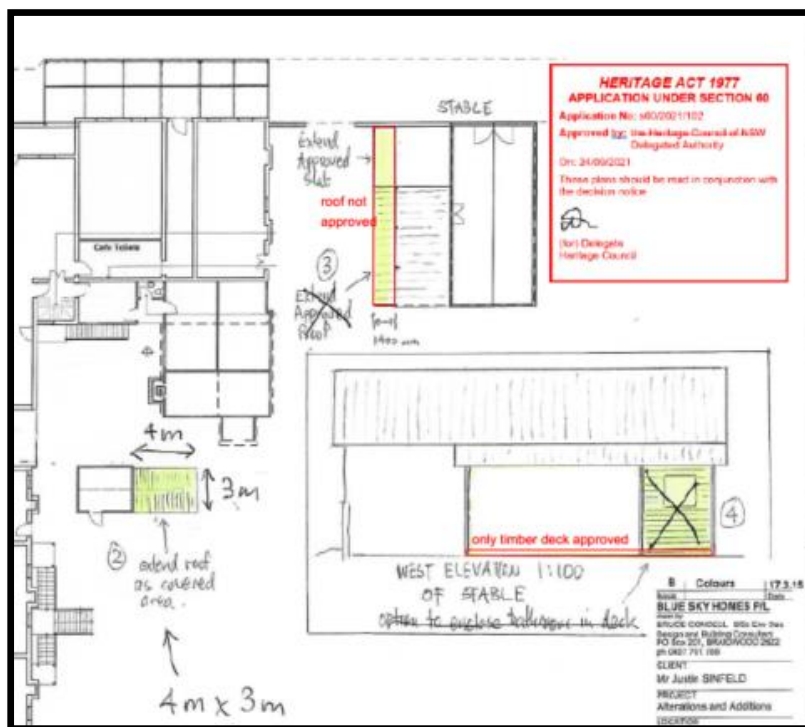


Figure 4: Proposed works – roof to brick store and timber decking to stables

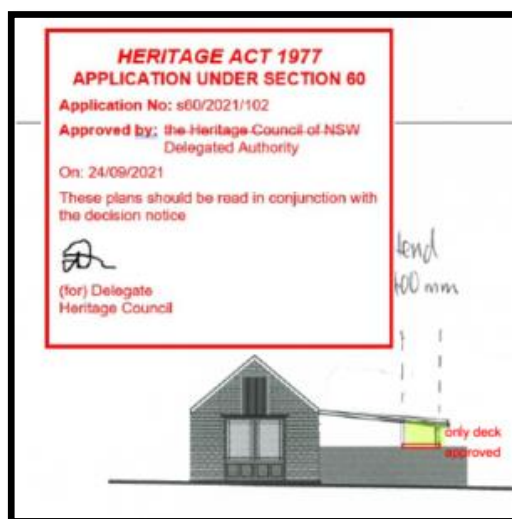


Figure 5: Proposed works –timber deck extension 1.4m to stables

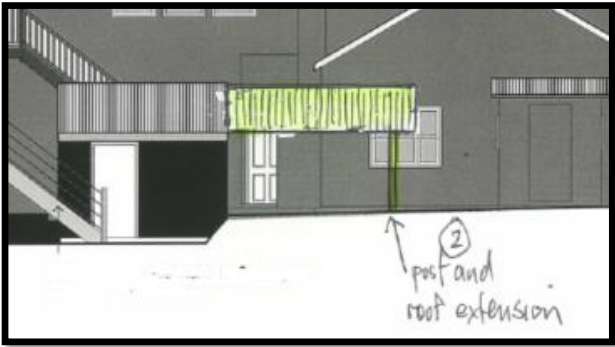


Figure 6: Proposed works – roof extension to brick store 4m x 3m

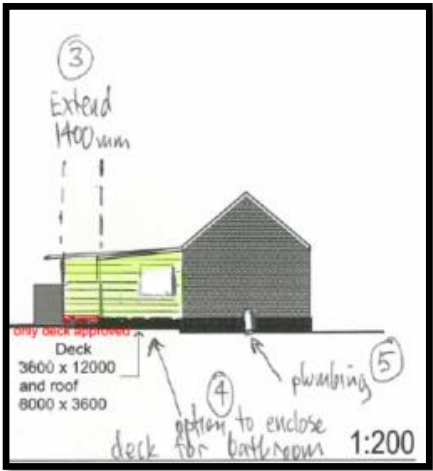


Figure 7: Proposed works - timber deck extension to stables and plumbing

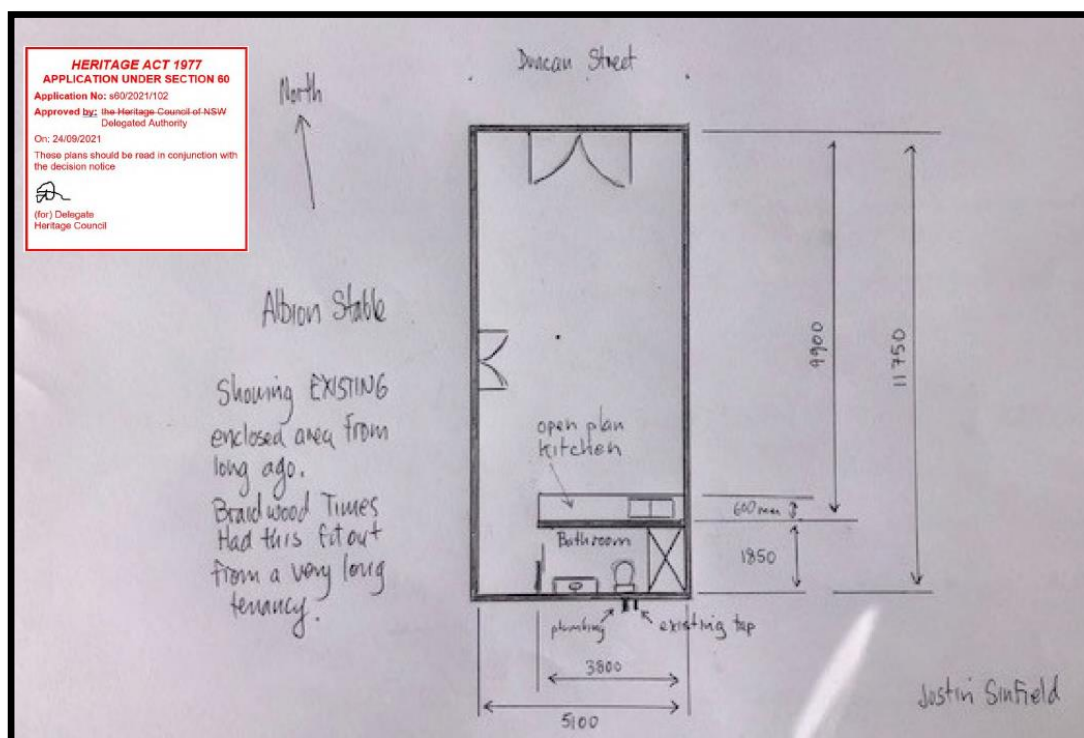


Figure 8 – Stables internal floor plan

CONSENT AUTHORITY

In accordance with the *Environmental Planning and Assessment Act 1979* (EP&A Act) the proposal is for integrated development and Council is the Consent Authority.

SECTION 4.10 DESIGNATED DEVELOPMENT – EP&A Act, 1979

The proposal is not designated development.

SECTION 4.48 INTEGRATED DEVELOPMENT – EP&A Act, 1979

The Applicant has nominated the application as Integrated Development.

Council referred the application to Heritage NSW for their consideration. On 13 March 2024, Heritage NSW wrote to Council and confirmed that since a Section 60 Approval has been issued for the identical works included in this application, no further approval by them is required. The approval (reference: s60/2021/102 issue date: 24 September 2021) includes the removal of the T-Shaped sheds, garage to the southern boundary and minor building works to the stable and brick store. A copy of that advice is attached as Schedule 1 to the draft conditions of consent.

REFERRALS

INTERNAL REFERRALS

Engineering Comments

Water - There is an existing 100mmØ council water service along northern end of Duncan Street which will be utilised by the proposed development.

Sewer - The site is serviced by an existing 150mmØ sewer service which runs through the terminating at an endcap within a Right-of-Way and services dwellings on 83 and 85 Duncan Street.

A sewer easement with a sewer main of depth approximately 1.8m exists within the lot and the proposed extension of a shed is on the edge of the easement which will require piercing to protect the council mains. The proposed extension of the shed on the frontage of Duncan Street is approximately 1400mm as per NSW Heritage in addition to 3600mm. The sewer main is approximately 6.75m away from the edge of existing shed. The location of the sewer easement is indicative as per Council services plan and prior to commencing works, the sewer alignment and depth of invert is to be confirmed on site and survey to be carried out to confirm the invert levels.

The proposed extension will require piercing to a depth below the invert level to protect the council mains and avoid the zone of influence of the sewer easement. Any construction is not permitted on the sewer easement.

Structural plans are to be submitted to council prior to Construction Certificate demonstrating the requirement of piers and piercing depth, sought as a condition of consent.

Storm Water - There is no council stormwater infrastructure available adjacent to the subject site. Any additional stormwater including any overflow from rainwater tanks is to be discharged to a charged or gravity storm water system to Duncan Street swale, and at least three (3) meters clear of all buildings and boundaries.

Access - There are two existing heritage type entrances for the site which satisfy the requirements of Braidwood DCP 2006 and Council's D13 Design Specifications.

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

Building Officer Comments

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

Environmental Health

Council's Environmental Health Officer has assessed the proposal and offered no objections to the proposal, subject to the imposition of recommended conditions of consent.

EXTERNAL ADVICE

Heritage NSW

In a letter dated 13 March 2024 Heritage NSW confirmed they have approved the works now subject to this application. Their letter and relevant Section 60 Approval is attached to the draft conditions, should the application be approved.

Heritage Advisor

Council's Heritage Advisor (retired) provided advice on this application (attached). He suggested the use of appropriate materials for the stable works, which has been conditioned. Also, should demolition be approved, that a photo history of the buildings be recorded and that materials could be reclaimed. These have also been included as draft conditions.

In relation to the proposed demolition, he noted the following:

Demolition of T shaped shed

Braidwood's sheds are seen as part of the town's historic character and hence demolition is not a preferred heritage solution. However, the shed is in medium to poor condition and would require a fair amount of work to revitalise it – which nevertheless is achievable. The T shaped shed sits

across the proposed subdivision boundary. Given the history of the development over the last few years it would be an acceptable heritage solution to reconstruct the shed so that it was in good condition and wholly on the one site – probably that of the hotel itself. It could provide future uses including residential accommodation, commercial opportunity (possibly in tandem with the stables) or ancillary service to the main building (storage etc).

If demolition approval is given then the shed should be archivally recorded and made available to the local community.

Remove sheds on south boundary line

These sheds are in dilapidated condition and given health and safety issues it would be difficult to require their retention. If demolition is approved the sheds should be archivally recorded including plan and elevations as well as photographically, and a digital copy provided to QPRC for their records. Salvaged timber should be made available to the community for possible re-use in a sculptural or creative manner.

Legal Advice

Given Heritage NSW have approved the demolition and minor works and in response to issues raised by submitters, Council sought advice from Shaw Reynolds Solicitors to assist in the assessment of this application.

The legal advice is privileged and not attached.

Shaw Reynolds confirm Council is precluded from refusing the application on 'heritage grounds' under s.4.48 of the EPA Act.

If the Council were to refuse the application on heritage grounds the proponent may seek review of the merits of that decision in Class 1 Land and Environment Court Proceedings or challenge the validity of the decision in Class 4 judicial review proceedings in the Land and Environment Court.

CONSIDERATION OF THREATENED SPECIES

Council is required under Section 4.15 of the *Environmental Planning and Assessment Act 1979* to make an assessment of whether the proposed development will have a significant impact on any threatened species, populations, or ecological communities, or their habitats. Such threatened species in NSW may be protected under the NSW Biodiversity Conservation Act 2016 or under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act).

Section 7.3 of the Biodiversity Conservation Act 2016 sets out what must be considered in determining whether a proposed development will have a significant impact. Section 7.3 requires the consideration of the following:

- any assessment guidelines applicable to the species, population, or ecological communities, or their habitats, and
- the application of the 'seven-part test' described in the Section.

The subject site is highly urbanised and contains no significant native vegetation. As such, the proposed development is considered unlikely to result in any significant or adverse impacts to any threatened flora or fauna community.

SECTION 4.14 CONSULTATION AND DEVELOPMENT CONSENT – CERTAIN BUSHFIRE PRONE LAND – EP&A ACT, 1979

The subject site is not bushfire prone.

SECTION 4.15 CONSIDERATIONS – EP&A Act, 1979

In determining a development application, the consent authority is to take into consideration the following matters of consideration contained within section 4.15 of the Environmental Planning and Assessment Act, 1979 as relevant to the development application:

4.15(1)(a) the provisions of:

(i) any environmental planning instrument

STATE ENVIRONMENTAL PLANNING POLICY (RESILIENCE AND HAZARDS) 2021

Chapter 3 Hazardous & Offensive development: This SEPP requires consideration to be given to potential contamination on site in recognition of the existing historical structures.

Conditions have been suggested to manage the potential impact of contaminants which could be found through the demolition process.

STATE ENVIRONMENTAL PLANNING POLICY (TRANSPORT & INFRASTRUCTURE) 2021

Chapter 2 Infrastructure: This SEPP establishes a number of matters that require consideration for development fronting a classified road including the ability to obtain access from a non-classified road where practicable and compatibility of the development with its proximity to the classified roads and its operation.

The subject site fronts Wallace Street which is a classified road. Access to the site is via Duncan Street. The proposed development includes no actions considered to alter the compatibility of the development with the ongoing operation/ functionality of Wallace Street.

STATE ENVIRONMENTAL PLANNING POLICY (BIODIVERSITY & CONSERVATION) 2021

Chapter 2 – Vegetation in non-rural areas: The proposal does not require the removal of any native vegetation. The site is heavily disturbed and there is no native vegetation present on the property.

Chapter 8 – Sydney Drinking Water Catchment: The SEPP requires that for development within the Sydney drinking water catchment, such as the proposed development, that consent not be granted to development unless the development results in a neutral or beneficial impact upon water quality.

Council's Environmental Health Officer has confirmed a NorBE assessment not triggered given the area of disturbance is under the threshold area. Appropriate soil and erosion controls will be sought through conditions which will meet the objectives of the SEPP when implemented.

QUEANBEYAN PALERANG REGION LOCAL ENVIRONMENTAL PLAN (QPRLEP) 2022

An assessment of the proposal against the general aims of QPRLEP 2022 is included below:

| Cl. 1.2(2) | Aims | Complies |
|----------------|--|----------|
| (aa) | to protect and promote the use and development of land for arts and cultural activity, including music and other performance arts, | Yes |
| Comment | <i>The proposed works to the stables will allow its reuse and contribute to the cultural opportunities on the site.</i> | |
| (a) | to protect and improve the economic, environmental, social and cultural resources and prospects of the community, | Yes |
| Comment | <i>The proposal will improve opportunities for economic development of the site. The proposal will not protect the entire current formation of buildings on site which locally are considered to have cultural significance. On balance, this assessment has found that the removal of the metal sheds will not significantly alter the ability of the site to continue to offer economic, social and cultural resources and prospects of the community.</i> | |
| (b) | to facilitate the orderly and economic use and development of land having regard to ecological sustainability principles, | Yes |
| Comment | <i>The proposal will facilitate the orderly and economic use of the land considering ecological sustainability principles. The site will continue to</i> | |

| | | |
|----------------|--|-----|
| | offer significant heritage value to future generations should this proposal be approved. | |
| (c) | to provide for a diversity of housing to meet the needs of the community into the future, | N/A |
| (d) | to provide for a hierarchy of retail, commercial and industrial land uses that encourage economic and business development that caters for the retail, commercial and service needs of the community, | N/A |
| Comment | to keep and protect important natural habitat and biodiversity, | N/A |
| (f) | to protect water quality, aquifers and waterways, | Yes |
| Comment | Conditions have been suggested to manage any off site impacts to water quality. | |
| (g) | to keep, protect and encourage sustainable primary industry and associated commerce in rural areas, | N/A |
| (h) | to identify and protect the cultural heritage of the area, including the built heritage and the Aboriginal heritage, | Yes |
| Comment | The application identifies the site as having State Heritage significance in both its site listing and location in the Braidwood and its setting conservation area. The proposal does not retain or protect 2 metal conjoined sheds and metal garaging. The built heritage of the site would change as a result of development consent however this assessment has found this will not override its overall heritage significance. The cultural heritage of the area will not be significantly impacted by this proposal | |
| (i) | to protect important scenic quality, views and vistas, | Yes |
| Comment | The view of the site from Wallace Street will not change as a result of this development, should it be approved. The view to Duncan Street, a local street, is not considered an important view or vista in terms of those within the entire Council area. However, the built environment view from Duncan Street will be altered. | |
| (j) | to facilitate the orderly growth of urban release areas, | N/A |
| (k) | to ensure development does not unreasonably increase the demand for public services or public facilities, | Yes |
| Comment | The application assessment has determined that relevant public services and facilities are available to the site. | |
| (l) | to identify, protect and provide areas for community health and recreational activities. | N/A |

Comment: Aim (h), which seeks to *identify and protect the cultural heritage of the area, including the built heritage and the Aboriginal heritage*, is particularly relevant and warrants discussion.

The application identifies the site as having State Heritage significance in both the listing for this site and location in the 'Braidwood and its setting' conservation area.

The proposal does not retain or protect 2 metal conjoined sheds and metal garaging. The built heritage of the site would change as a result of development consent however this assessment has found this will not override its overall heritage significance.

The metal garaging to the southern boundary is in a very poor condition as referenced in the photos included in this report and as noted by Council's Heritage Advisor. The demolition of those structures appears less contentious than for the T shaped sheds.

Officers' perspective, as a generalist Development Assessment Officer, is that the T shaped sheds as viewed from Duncan Street and at single storey are partially concealed by the Stables. Being lower overall than the Stables and more centrally located, they are not as prominent to the street frontage as the Stables.

Structurally they appear in relatively poor condition compared to the brick structures on site. The doorways appear narrow and it may be challenging having the buildings repurposed to meet current building standards, especially if they were to be made available to the public.

The cultural heritage of the area has been identified and with some loss and some protection measures as a result, the cultural heritage is not anticipated to be significantly impacted by this proposal.

Permissibility

The subject site is included partly in the E1 Local Centre zone and partly in the MU1 Mixed Use zone under Queanbeyan Palerang Regional Local Environmental Plan 2022. The proposed works are almost entirely within the E1 zone, which will be addressed below. There is no additional development in the MU1 zoned land.

Demolition is able to be approved under Clause 2.7 of the QPRLEP 2022. Minor ancillary works as proposed are associated with the existing approved uses of the site.

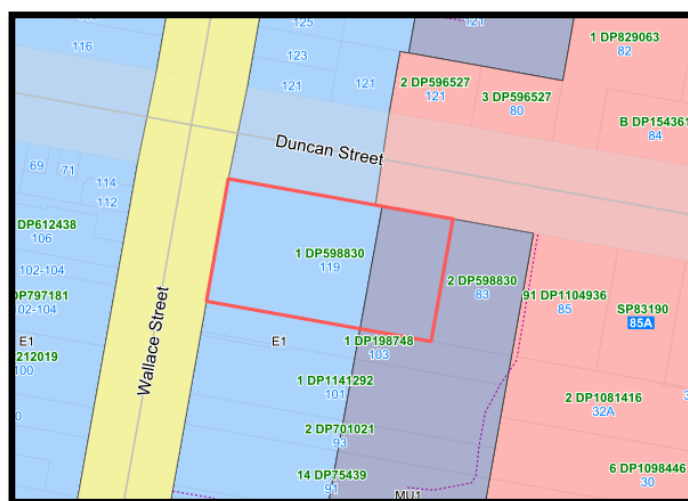


Figure 10 – E1 and MU1 zones

Zone Objectives E1 Local Centre Zone

| Objectives | Complies |
|--|----------|
| 1) To provide a range of retail, business and community uses that serve the needs of people who live in, work in and visit the area. Comment: The proposal will assist the landowner to serve the needs of the local community by retaining and improving the stables building, therefore being better able to support retail, business and employment objectives in the Local Centre Zone. | Yes |
| 2) To encourage investment in local commercial development that generates employment opportunities and economic growth. Comment: The proposal will assist the long term sustainability of the site and its local commercial context as the stables building will be better able to support future uses and opportunities for employment. | Yes |
| 3) To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area. | N/a |
| 4) To encourage business, retail, community and other non-residential land uses on the ground floor of buildings. | N/a |
| 5) To encourage development that is consistent with the character and amenity of the locality. Comment: The proposed development will not impact on amenity. The proposed removal of buildings with heritage characteristics could impact on the character of the local area, discussed below. | Yes |
| 6) To support business development by providing parking and other civic facilities. | N/a |
| 7) To encourage some limited high density residential uses to create vitality in town centres. | N/a |

Comment: Objective 5 seeks to encourage development that is consistent with the character and amenity of the locality.

Temporary amenity impacts could be experienced in the local area when site works occur, if approved, however Council would seek to mitigate these through conditions.

The proposal includes the demolition of buildings with heritage characteristics and modifications to other buildings which have heritage characteristics. The development maintains the significant heritage items on site noting less significant and more recently introduced structures are proposed to be demolished.

The proposed works are not inconsistent with the zone objectives.

Part 4: Principal development standards

An assessment of the proposal against the relevant provisions contained within Part 4 of the QPRLEP 2022 is provided below.

4.3 Height of Buildings

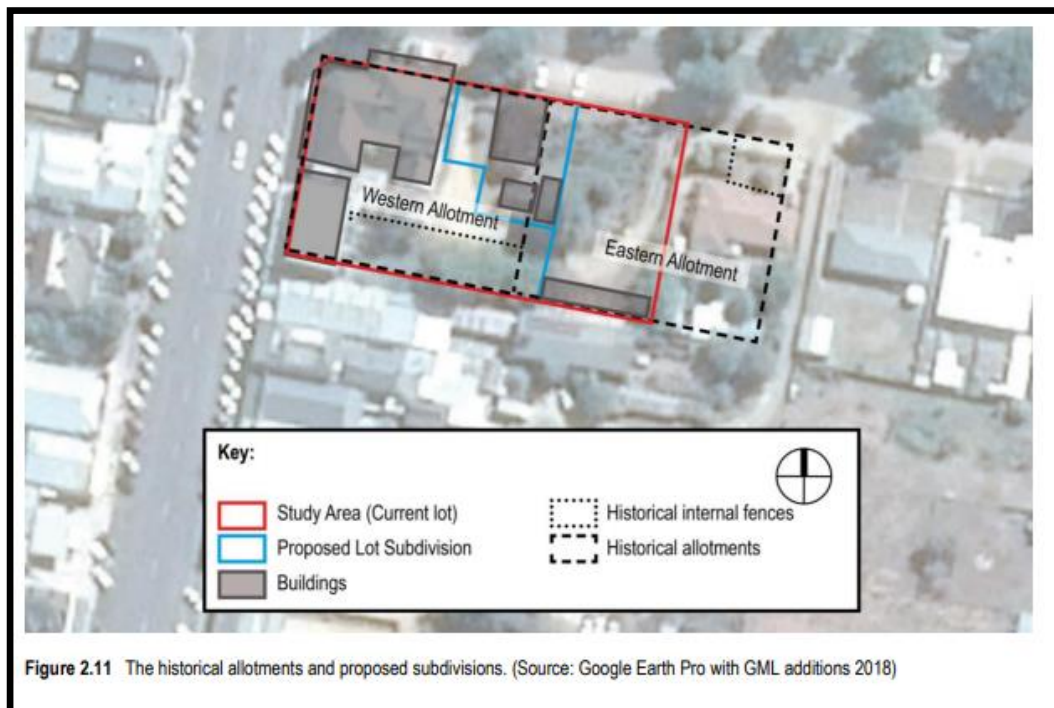
The work to the stables being single storey does not exceed the maximum for the site of 7.2m.

Part 5: Miscellaneous Provisions

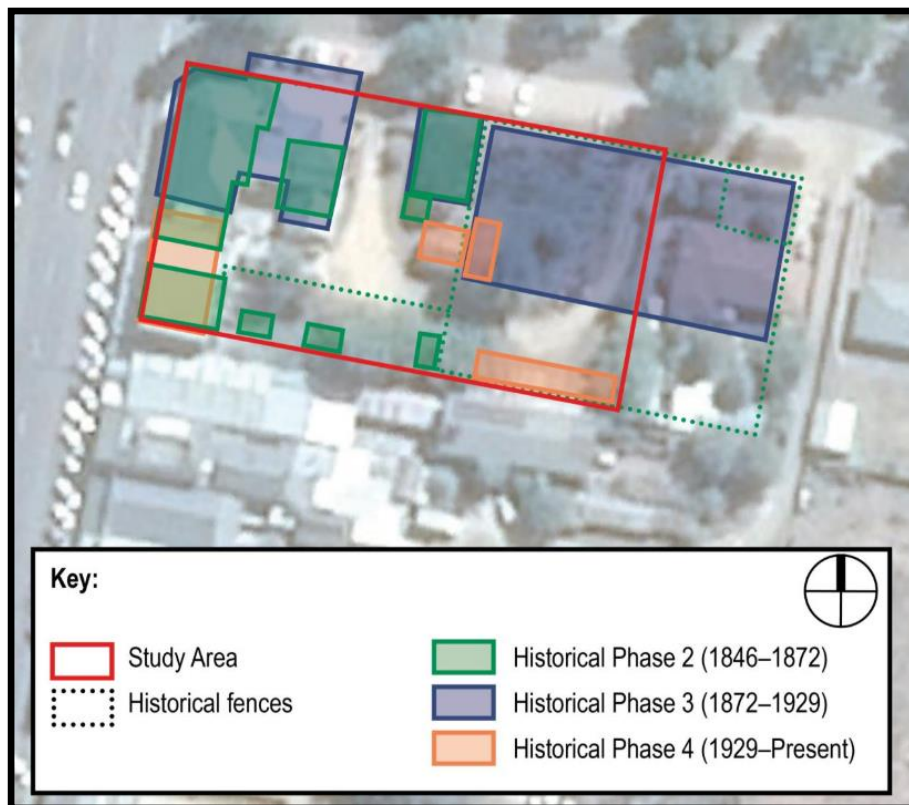
The relevant provisions contained within Part 5 of the QPRLEP 2022 are addressed below as part of this assessment:

5.10 Heritage conservation

The site is within the State Heritage Register curtilage of the listing for 'Braidwood and its Setting'. The 'Albion Hotel, 3 Adjoining Shops and Stables' is also listed as an individual item on the SHR.



The T shaped sheds and garages are identified in the Baseline Historical Archaeological Assessment by GML Heritage dated August 2018 (image above).



These were found to be constructed after 1929 and not within the same historical phase as the more significant items on site.

Schedule 5 of the QPRLEP 2022 lists the site as State significant. Clause 5.10 of the LEP is relevant and requires Council to consider heritage conservation. Relevant controls are addressed below:

Objectives

- (a) to conserve the environmental heritage of the Queanbeyan-Palerang Regional local government area,
- (b) to conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, settings and views,
- (c) to conserve archaeological sites,
- (d) to conserve Aboriginal objects and Aboriginal places of heritage significance.

Comment: The assessment confirms conjoined sheds and garages are proposed to be demolished. They can be considered to be part of the fabric, settings and views of the local government area.

However, as State significant items the principal agency has approved their demolition. Council officers note the works to the stables seek to retain and repair that structure for its ongoing use. The significance of the items and conservation area will be minimally affected by the loss of the sheds and garages however the most significant items are to be conserved.

Requirement for consent Development consent is required for any of the following—

- (a) demolishing or moving any of the following or altering the exterior of any of the following (including, in the case of a building, making changes to its detail, fabric, finish or appearance)—
 - (i) a heritage item,
 - (ii) an Aboriginal object,
 - (iii) a building, work, relic or tree within a heritage conservation area,

Comment: A development application seeking development consent for demolition and building work has been lodged. Council determination of that application is now sought.

Effect of proposed development on heritage significance *The consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned. This subclause applies regardless of whether a heritage management document is prepared under subclause (5) or a heritage conservation management plan is submitted under subclause (6).*

Comment: This assessment has considered the effect of the proposed development on the heritage significance of the item or heritage conservation area. The assessment has been guided by relevant historical and archaeological assessments provided to Council and Heritage NSW for their consideration. Further, the effect of the Act where for this type of development (integrated, for which approval has already been granted), cannot be refused on heritage grounds.

Heritage assessment *The consent authority may, before granting consent to any development—*
(a) *on land on which a heritage item is located, or*
(b) *on land that is within a heritage conservation area, or*
(c) *on land that is within the vicinity of land referred to in paragraph (a) or (b),*
require a heritage management document to be prepared that assesses the extent to which the carrying out of the proposed development would affect the heritage significance of the heritage item or heritage conservation area concerned.

Heritage conservation management plans *The consent authority may require, after considering the heritage significance of a heritage item and the extent of change proposed to it, the submission of a heritage conservation management plan before granting consent under this clause.*

Archaeological sites *The consent authority must, before granting consent under this clause to the carrying out of development on an archaeological site (other than land listed on the State Heritage Register or to which an interim heritage order under the [Heritage Act 1977](#) applies)—*
(a) *notify the Heritage Council of its intention to grant consent, and*
(b) *take into consideration any response received from the Heritage Council within 28 days after the notice is sent.*

Aboriginal places of heritage significance *The consent authority must, before granting consent under this clause to the carrying out of development in an Aboriginal place of heritage significance—*
(a) *consider the effect of the proposed development on the heritage significance of the place and any Aboriginal object known or reasonably likely to be located at the place by means of an adequate investigation and assessment (which may involve consideration of a heritage impact statement), and*
(b) *notify the local Aboriginal communities, in writing or in such other manner as may be appropriate, about the application and take into consideration any response received within 28 days after the notice is sent.*

Comment: The application has been supported by relevant heritage assessment and conservation plans. Council officers are aware of the heritage significance assessment of the site which focusses primarily on the older structures. The structures proposed to be removed are newer ones dated 1929 onwards.

It will be a condition of any consent that site works proceed with caution. Further, that prior to any demolition appropriate photographic records are taken and preserved.

Demolition of nominated State heritage items *The consent authority must, before granting consent under this clause for the demolition of a nominated State heritage item—*
(a) *notify the Heritage Council about the application, and*
(b) *take into consideration any response received from the Heritage Council within 28 days after the notice is sent.*

Comment: Heritage NSW was notified of this application and this assessment has taken into consideration their response.

Conservation incentives *The consent authority may grant consent to development for any purpose of a building that is a heritage item or of the land on which such a building is erected, or for any purpose on an Aboriginal place of heritage significance, even though development for that purpose would otherwise not be allowed by this Plan, if the consent authority is satisfied that—*

- (a) the conservation of the heritage item or Aboriginal place of heritage significance is facilitated by the granting of consent, and*
- (b) the proposed development is in accordance with a heritage management document that has been approved by the consent authority, and*
- (c) the consent to the proposed development would require that all necessary conservation work identified in the heritage management document is carried out, and*
- (d) the proposed development would not adversely affect the heritage significance of the heritage item, including its setting, or the heritage significance of the Aboriginal place of heritage significance, and*
- (e) the proposed development would not have any significant adverse effect on the amenity of the surrounding area.*

Comment: Not applicable. Consent can be issued for demolition and minor building work associated with the existing buildings on site.

A Conservation Management Plan prepared by Touring the Past dated April 2020 has been provided in support of the application. It describes the sheds as a *conjoined (T-shaped) pair of single-storey timber-framed and gable roofed buildings, clad in shortlength corrugated metal sheeting (rusted in parts) are situated immediately south of the Stables. Three single-leaf timber doors. Utilitarian character, used as storage. Likely early 20th century in origin.*

They suggest that it is the Albion Hotel, stables and Terrace Row that are significant and make a positive contribution to the township of Braidwood. Further, that the existing Statement of Significance described as 'The Albion & Outbuildings' on the State Heritage Inventory be revised.

Also, that according to the current guidelines and thresholds provided in the NSW Heritage Manual *Assessing Heritage Significance*, it would be appropriate to revise the Statement of Significance on the State Heritage Inventory to recognise that the other structures and landscape elements at the place not specifically listed, such as the pair of corrugated metal sheds, brick outbuilding, garages, well cap, gravel driveway, and plantings are not significant.

Council officers note the heritage assessment does not recognise the outbuildings proposed to be demolished as significant. Further, that both the Baseline Historical Archaeological Assessment prepared by GML Heritage and the Conservation Management Plan by Touring the Past have been included in the approved documents which Heritage NSW relied upon when issuing their demolition approval.

The removal of outbuildings on this site can be considered by some to impact local heritage values. Pursuant to clause 4.48 of the Act, Council is unable to refuse the application on heritage grounds.

It is suggested that materials from the structures to be demolished be salvaged and reused if possible. A condition to that affect could be included in any consent.

Part 7: Local Provisions

The relevant provisions contained within Part 7 of the QPRLEP 2022 are addressed below as part of this assessment:

7.1 Earthworks

Clause 7.1 of the QPRLEP 2022 establishes several matters requiring consideration for development involving earthworks. The subject land is relatively flat and the proposal involves minimal earthworks.

7.3 Drinking Water Catchments

Clause 7.3 of the QPRLEP 2022 makes provision for developments within a drinking water catchment. The proposal is not anticipated to have any negative impact on the Sydney Drinking Water Catchment and will be connected to the reticulated water and sewer supply.

7.12 Essential services

Clause 7.12 of the QPRLEP 2022 requires satisfactory arrangements to be made for water supply, stormwater drainage, solid domestic waste, sewage, and the treatment and disposal of effluent. Along with the supply of electricity and suitable vehicle access.


Essential Services are available to the site. The proposal is able to be supported by Council's Engineer.

4.15(1)(a)(ii) any draft environmental planning instruments

There were no draft instruments relevant at the time of lodgement.

4.15(1)(a)(iii) any development control plan

| BRAIDWOOD DEVELOPMENT CONTROL PLAN | |
|------------------------------------|---|
| Section | Assessment |
| Aim | <p>a) highlight to landowners and developers the need for full and proper consideration of environmental constraints and servicing requirements in relation to proposed development;</p> <p>Comment: The application has addressed the environmental constraints of the proposed development.</p> <p>b) facilitate the conservation of Braidwood's State and local heritage significance and ensure that heritage issues are given appropriate consideration; and</p> <p>Comment: The conservation of Braidwood's State and local heritage significance has been considered in the assessment of this application. Appropriate consideration have been given to these issues.</p> <p>c) allow for public participation in the determination of development proposals.</p> <p>Comment: Public participation was invited and submissions considered in the assessment of this proposal. Issue raised have been considered including with the assistance of expert legal advice.</p> |
| Objectives | <p>In relation to heritage matters:</p> <p>a) to ensure the protection of heritage items and the heritage significance of Braidwood and its setting;</p> <p>Comment: The proposal cannot ensure the protection of all items on the site however the items proposed to be removed are not considered essential to the maintenance of the heritage significance of this site which accommodates a two storey hotel, brick store and terrace shops, all having significant value. The removal or relocation / reuse of the materials as sought by a condition will not impact the significance of Braidwood and its settings, referring to the findings of Touring the Past and the section 60 approval by Heritage NSW.</p> <p>b) to ensure that future development does not detract from the historic rural character of the town;</p> |

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| | <p>Comment: The proposed development includes the demolition of galvanized metal sheds and garages which could contribute to the historic rural character of the town. They are considered minor structures and it is considered the historical rural character of the Albion site will remain, including with the repairs proposed to the Stables structure.</p> <p>c) to ensure management of the town's streetscapes is consistent with the town's historic character;</p> <p>Comment: The proposal will remove metal sheds and garages which contribute to the Duncan Street facade of the site. The towns historic character on this site is principally maintained by improvements to the stables associated with the Albion Hotel.</p> <p>d) to ensure management of the town's perimeter and setting is consistent with it's historic and aesthetic values; and</p> <p>Comment: Not applicable</p> <p>e) to maintain Braidwood as a living, working community.</p> <p>Comment: The proposal will provide an opportunity for development on the site that supports this objective.</p> |
| <p>Part Two – Section 4. Precincts</p> | <p>Precinct 1A – Wallace Street Commercial Area</p> <p>4.1 Precinct 1a – WALLACE STREET COMMERCIAL AREA The commercial area is located in the central and northern part of Wallace Street and to a small extent on adjacent cross roads as shown below.</p>  <p><i>Figure 2 Wallace St Commercial Area (shown hatched)</i></p> <p>The subject site is located in Precinct 1A 'Wallace Street Commercial Area' of Braidwood. The site is listed as containing a State heritage item (s) and is located within the Braidwood Heritage Conservation Area.</p> <p>Objectives</p> <p>(a) to preserve the historical character of the precinct's townscape and the contributory and individual significance of the individual heritage items within it;</p> <p>(b) to ensure development in the vicinity of buildings with historical importance is in harmony with the form and scale of those buildings; and</p> <p>(c) to encourage the location of retailing, office space, and other commercial enterprises which service local and regional needs.</p> <p>The proposed demolition will result in some items of contributory heritage value not to be preserved as a consequence.</p> |

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| | <p>The T shape sheds are a conjoined (T-shaped) pair of single-storey, timber-framed and gable roofed buildings clad in short-length corrugated metal sheeting (rusted in parts) situated immediately south of the stables. Three single-leaf timber doors and used for storage. Likely early 20th century in origin. The Conservation Management Plan by Touring the Past indicates these buildings are not significant. The proposal seeks to retain the stables and other listed heritage items on site.</p> <p>The garages are detached, low-slung, timber-framed structures, clad in short-length corrugated metal sheeting located along the rear boundary to the south-east corner of the site. The Conservation Management Plan by Touring the Past indicates these buildings are not significant.</p> <p>Approval has been granted by Heritage NSW that specifically permits demolition of these structures.</p> <p>Legal advice provided in relation to development on this site confirms the explanation of the bill that introduced s.4.48 states the purpose of s4.48 was to <i>remove the ability of a council to refuse a development on heritage grounds when it has been rigorously assessed and approved by the Heritage Council, because it is logical that the states prime heritage body...should have a primary role in assessing the heritage impact of a development.</i></p> <p>This reflects the hierarchy in heritage listings, with items on the State Heritage Register being of broader heritage significance than items listed on the Local register.</p> <p>The prime historical structures being the Albion Hotel and adjoining building will remain.</p> <p>Land use Preferred land uses:</p> <ul style="list-style-type: none"> • shops • offices • hotels • cafes and restaurants • community hall • galleries • other compatible commercial development <p>Other possible land uses:</p> <ul style="list-style-type: none"> • dwellings and multi-unit housing (whether attached or not) associated with a preferred land use • cottage industries associated with existing dwellings <p>New development New development shall:</p> <ul style="list-style-type: none"> • be no higher than the maximum height of the adjacent building; • not obscure significant views of adjacent buildings; • be sympathetic to and consistent with the historic built form evident in the main street; • not be visually dominant in the streetscape; and • have direct access from the main street, i.e. a doorway opening onto the main street. <p>Development will be no higher than the existing, will not obscure significant views of adjacent buildings, will not impact views to the main street, will not be visually dominant in the streetscape and will maintain or improve access.</p> |
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| <p>Part Four: Other Provisions</p> | <p>A majority of the general provisions contained within Part four Section 7 of the Braidwood DCP relate to new buildings.</p> <p>7.6 - Building height has been addressed in the LEP controls.</p> <p>7.9 – Driveways and requirements for vehicular access are contained within the Development Engineer's referrals and will be required pursuant standard conditions of consent.</p> <p>7.16 - Materials are shown on the proposal plans or sought to be clarified through conditions.</p> <p>7.21 & 7.22 – Waste management through conditions</p> <p>7.29 – Access for people with disabilities managed through conditions and any subsequent Construction Certificate.</p> |
| <p>Part Eight – Heritage Listed Items</p> | <p>Council must make an assessment of the impact of the proposal on the heritage significance of the place including its setting.</p> <p>Officers recognise that the outbuildings in the curtilage of The Albion Hotel have some local value to the local setting. However those cannot overcome the existing legal framework that approves their demolition.</p> <p>Section 8.1 – Heritage Inventory The State Heritage Inventory has been considered in the assessment of this application. Council has also sought advice from its Heritage Advisor and Heritage Advisory Committee who identify the structures as having local heritage value.</p> <p>The heritage impact is, on balance, considered acceptable given the State Heritage items are being retained.</p> <p>Section 8.2 – Building Style & Character The character of the site is complemented by the range of buildings on site. However, as discussed, Council is constrained from refusing their demolition on heritage grounds.</p> <p>Section 8.3 – Alterations and Additions The alterations and additions to the stables are minor, will reinstate elements of the structure in disrepair and will allow a useable internal space. The addition to the storage shed is for the roof only. The minor works are supported by Council's Heritage Advisor and were not objected to by Council's Heritage Advisory Committee.</p> <p>Section 8.4 – Building Scale The proposed extensions to the stables are minor and will not impact on the scale or relationship with other buildings on site.</p> <p>Section 8.5 – Height to additions The additions to the Stables and shed will remain single storey.</p> <p>Section 8.6 – Roof form, scale and material Roof form and scale is considered to be acceptable by Councils Heritage Advisor, Committee and staff. Confirmation of some materials are sought to be provided as a condition of consent.</p> <p>Section 8.7 – Attics and Dormers Not applicable</p> <p>Section 8.8 – Walls Wall material will be sympathetic with the original including brick work to be undertaken by a suitably experienced trade person as a condition of consent.</p> <p>Section 8.9 - Chimneys</p> |

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| | <p>Section 8.10 – Window and Door openings There are no changes proposed to door or windows. The door to the stables may require widening to meet Access controls, which are required for renovations to provide for disabled access, however they are not proposed.</p> <p>Section 8.11 – Veranda The proposal does not alter any verandas. Alterations to roof and seating area to the west of the stables could appear to complement that part of the site, similar to how a veranda would function.</p> <p>Section 8.12 – Finishes The materials proposed to be used on the stables and shed are to be consistent with the existing, required by conditions of consent.</p> <p>Section 8.13 – Garages and Carports visible from the street The proposal includes the removal of garaging visible from the street however these controls relate to new garages. No new garages or carports are proposed.</p> <p>Section 8.14 – Demolition The partial demolition of structures on this site has been assessed under the Integrated Development pathway and consent for the proposed demolition and works has been obtained by the Applicant from Heritage NSW.</p> |
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4.15(1)(a)(iia) any planning agreement or draft planning agreement

No planning agreement has been entered into under section 7.4 of the *Environmental Planning and Assessment Act 1979*.

4.15(1)(a)(iv) matters prescribed by the regulations

Clause 92 of the *Environmental Planning and Assessment (EP&A) Regulation 2000* requires Council to take into consideration Australian Standard AS2601–1991: *The Demolition of Structures*, in the determination of a development application.

Having regard to these prescribed matters, the proposed development does involve the demolition of a building for the purposes of AS 2601 – 1991: *The Demolition of Structures*.

Should this application be approved, appropriate conditions of consent are suggested to ensure compliance with any relevant regulations.

4.15(1)(a)(v) any coastal zone management plan

Council is not subject to a coastal zone management plan.

4.15(1)(b) the likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality

The demolition of heritage buildings associated with a State Heritage item will be a consequence of this proposal. The Conservation Management Plan by Touring the Past has assessed these are not significant, with significant items to be retained including improvements to one, the stables.

This assessment recognises that there are likely to be social and economic impacts arising from improvements proposed to the stables building and its reuse.

4.15(1)(c) the suitability of the site for the development

The subject site is relatively unconstrained and is considered suitable in its current state for the proposed development.

4.15(1)(d) any submissions made in accordance with this Act or the regulations

The application was notified in accordance with the QPRC Community Engagement and Participation Plan from 26 June 2023 to 24 July 2023. Given Council officers could not confirm the plans were sufficiently made available to the public, the application was renotified from 31 October 2023 to 16 November 2023.

Twenty (20) submissions were received. The issues raised are summaries below:

- 1) *The proposed development is considered to have an unacceptable impact on two buildings considered to have local heritage significance. The buildings should be retained on site.***

Comment: The development includes the consequential demolition of the T-Shaped Sheds and garage that would result from approval of this application. Despite this Heritage NSW has issued a Section 60 Approval dated 24 September 2021 for the demolition of these structures and Council is unable to refuse the application on heritage grounds based on Section 4.48 of the EP&A Act 1979.

The concerns of the submitters on the impact to the contributory heritage listing is acknowledged however given the s60 approval and Council's inability to refuse the application on heritage grounds, it is recommended that the application be approved.

Legal advice to Council confirms there is a hierarchy in heritage listings, with items on the State Heritage Register being of broader heritage significance than items listed on a Local register. The Local Environmental Plan is consistent with the Heritage Register that identifies it as being significant.

Further, that the State Heritage Council, in determining whether to issue a heritage approval under s 57, is required to consider impacts on local heritage including *the extent to which that application, if approved, would affect the significance of any item as an item of environmental heritage.*

"Environmental heritage" is defined in the Heritage Act as *those places, buildings, works, relics, moveable objects, and precincts, of State or local heritage significance.*

Council officers see no conflict with the hierarchy of listing with the State Heritage Register prevailing. Given the State has issued approval for demolition, Council officers recommend Council support this proposal.

Council can seek that the materials be salvaged and repurposes as a condition of consent. Council's Heritage Advisor has also conditioned suitable material be used for the proposed works to the Stables.

Notwithstanding the point above, it is recognised that submitters have given considerable weight to the impact the structures currently have on local views. The metal garaging to the southern boundary is in a very poor condition as referenced in the photos included in this report and as noted by Council's Heritage Advisor. The demolition of those structures appears less contentious than for the T shaped sheds.

Officers' perspective, as a generalist Development Assessment Officer, is that the T shaped sheds as viewed from Duncan Street and at single storey are partially concealed by the Stables. Being lower overall than the Stables and more centrally located, they are not as prominent to the street frontage as the Stables.

Structurally they appear in relatively poor condition compared to the brick structures on site. The doorways appear narrow and it may be challenging having the buildings repurposed to meet current building standards, especially if they were to be made available to the public.

The galvanised metal has some appeal in its discolouration and they are quaint structures.

2) *That the buildings should be retained, repaired and reused. There are other business solutions the land owner could employ.*

Comment: The application as proposed must be assessed. The land owner has sought to retain and repair the stables structure however not the T shaped sheds and the garages which Council's Heritage advisor recognises as being dilapidated and in need of repair.

3) *Local Heritage listing in the Tallaganda LEP 1991.*

The site was identified as a Local Heritage item in the Tallaganda LEP 1991, described as 'The Albion and Outbuildings'. It had local significance under that now repealed LEP.

Comment: Schedule 1 of the Tallaganda LEP 1991 lists the heritage items but does not indicate whether the sites/objects are of local or state significance.

The site was included on the State Heritage Register on 2 April 1999. Local Environmental Plans in force after Tallaganda, being Palerang and the current Queanbeyan Palerang Regional LEP recognise the State significant listing of the site. Officers under the PLEP 2014 and QPRLEP 2022 included the State significant listing to be consistent with the State Heritage Register to avoid potential inconsistencies.

The current listing in the Queanbeyan Palerang LEP and on the State Heritage Register have statutory weight. Considering how the buildings on the site were described or what significance that may have had does not overcome the current status of these listings.

Given the hierarchy of heritage significance in New South Wales, the assessment and subsequent determination by Heritage NSW to approve the works identical to before Council now and the application of section 4.48, there is no ground to refuse the application based on the submitters comment.

4) *Section 4.47 of the Environmental Planning and Assessment Act allows Council to refuse the application.*

Comment: Section 4.47 operates where Council is not required to obtain General Terms of Approval where it determines to refuse consent. Council is reminded that integrated development can relate to a range of development proposals, including subdivision of land that is bushfire prone. That is a general clause to any integrated development.

Section 4.48 relevantly applies to the type of development application now before it as it relates to the situation where a heritage approval has already been provided. Section 4.48 does not allow Council to refuse consent where heritage approval has already been provided.

5) *The plans are unclear and unprofessional. Applications should be clear and succinct.*

Comment: The applicant has submitted the same plans to Council as were approved by Heritage NSW, for consistency. The plans are adequate for Council's purpose with the addition of conditions to ensure the materials proposed are appropriate. Council's Heritage Advisor has suggested conditions be imposed on any consent requiring a photographic record be made of the buildings on this site.

6) *Heritage NSW did not follow due process when they assessed and approved the Section 60 approval.*

Comment: Council is unable to comment on how a State Government agency conducts its business. Review or appeal mechanisms could be considered by the submitter for consideration by Heritage NSW or others.

7) *Funding sources and restoration costs offered by the Applicant are questionable.*

Comment: The applicant has sought to invest in his property in this way. The proposed improvements to the stables are likely to encourage its re-use which will assist to meet the aims and objectives of the QPRLEP in relation to economic development in the local area.

4.15(1)(e) the public interest

The 'public interest' is a specific test at law and can be considered 'something of serious concern to the public at large or a significant section of the public, such as a disadvantaged or marginalised group'. For something to be of 'public interest' it must amount to more than a private right or individual interest. Also, it must amount to more than something merely 'of interest to the public'.

The public interest is served through the detailed assessment of this development application under the relevant local planning controls and legislation and consideration of any submissions received relating to it.

Council needs to balance whether public interest considerations against issuing consent (for retention of the structures and no works to the stables) outweigh the presumption in favour of consent, permitting demolition and the work to the stables.

This assessment has sought to provide relevant information to assist Council in its obligations and decision making process. The assessment has concluded that the interests of some may be affected by the proposed development however it is not considered to be contrary to the public interest.

SECTION 64 CONTRIBUTIONS

Section 64 of the *Local Government Act 1993* allows contributions to be levied towards the provision of water, sewerage, and stormwater infrastructure. No contributions are applicable.

SECTION 7.11 CONTRIBUTIONS

Section 7.11 of the *Environmental Planning & Assessment Act 1979* permits councils to require as a condition of development consent, the reasonable dedication of land or the payment of monies, or both, for development that is likely to require the provision of, or increase the demand for public amenities and public services within the area.

Section 7.11 Contributions are not applicable to the proposed development.

CONCLUSION

The application has been assessed having regard to Section 4.15 of the *Environmental Planning and Assessment Act 1979* and is considered satisfactory for approval subject to the recommended conditions of consent.

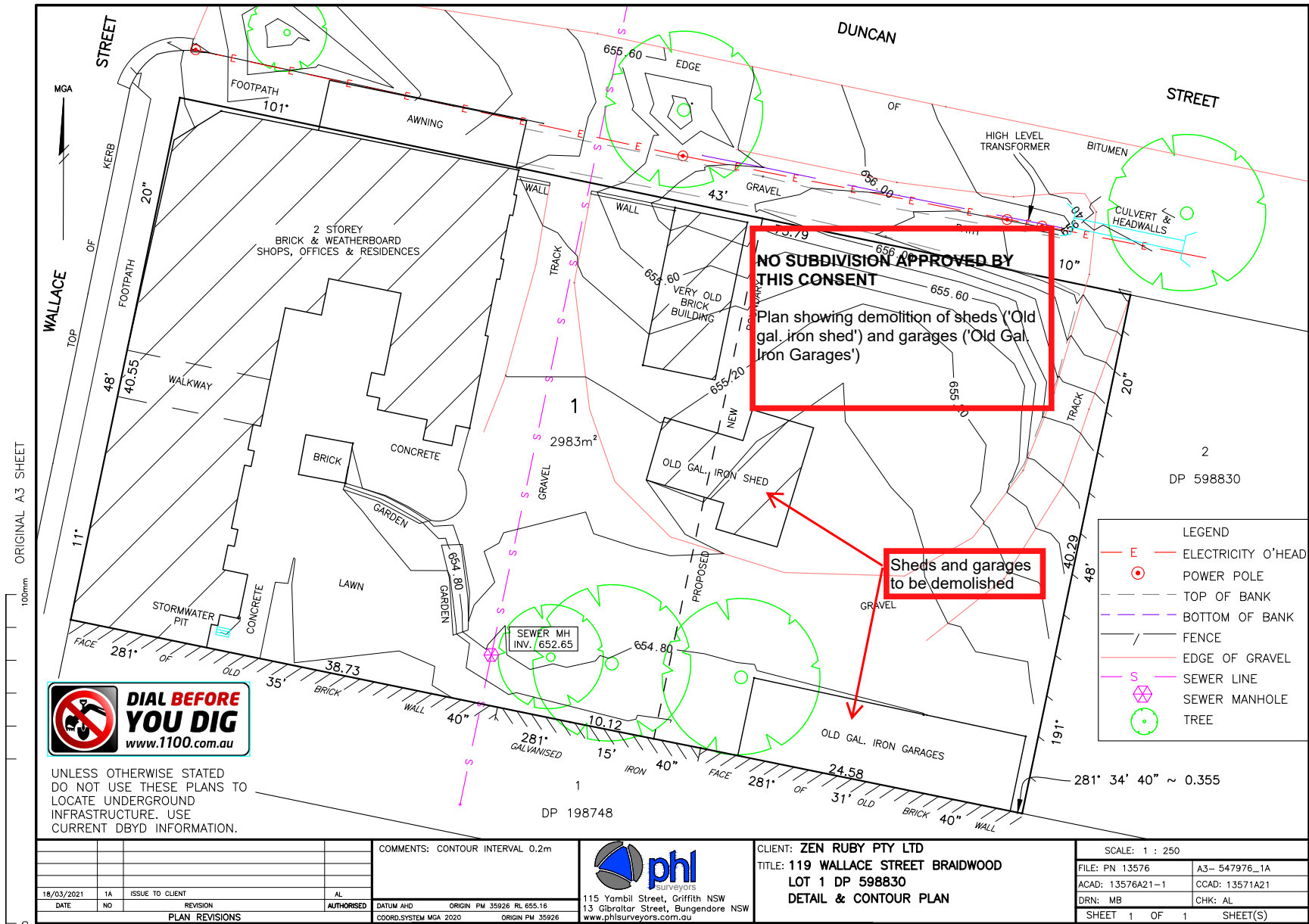
QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.1 DA.2023.0273 - PARTIAL DEMOLITION, ALTERATIONS AND
 ADDITIONS TO STRUCTURES ASSOCIATED WITH THE
 ALBION HOTEL - 119 WALLACE STREET BRAIDWOOD

ATTACHMENT 2 DA.2023.0273 - DEMOLITION PLAN



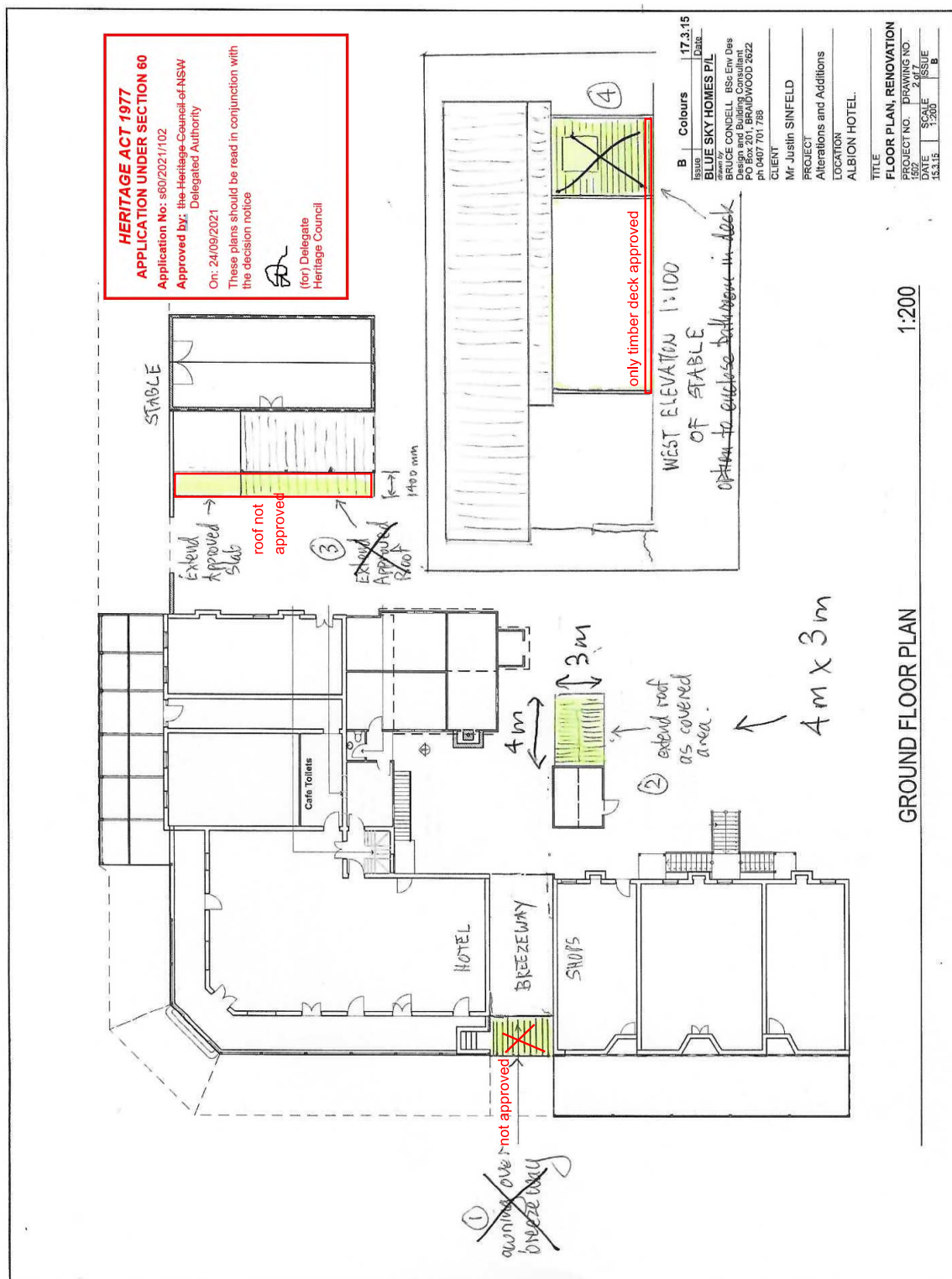
QUEANBEYAN-PALERANG REGIONAL COUNCIL

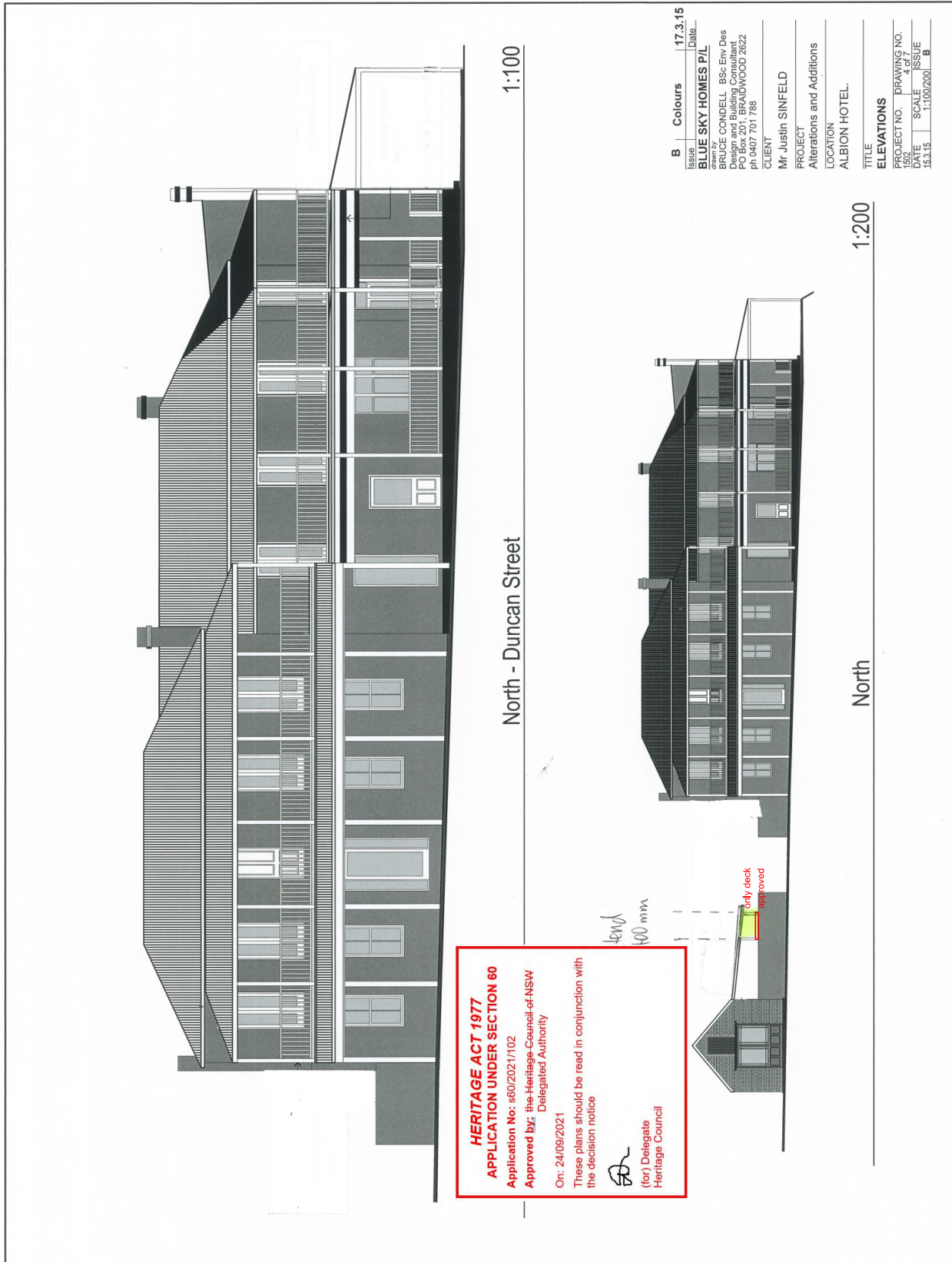
Council Meeting Attachment

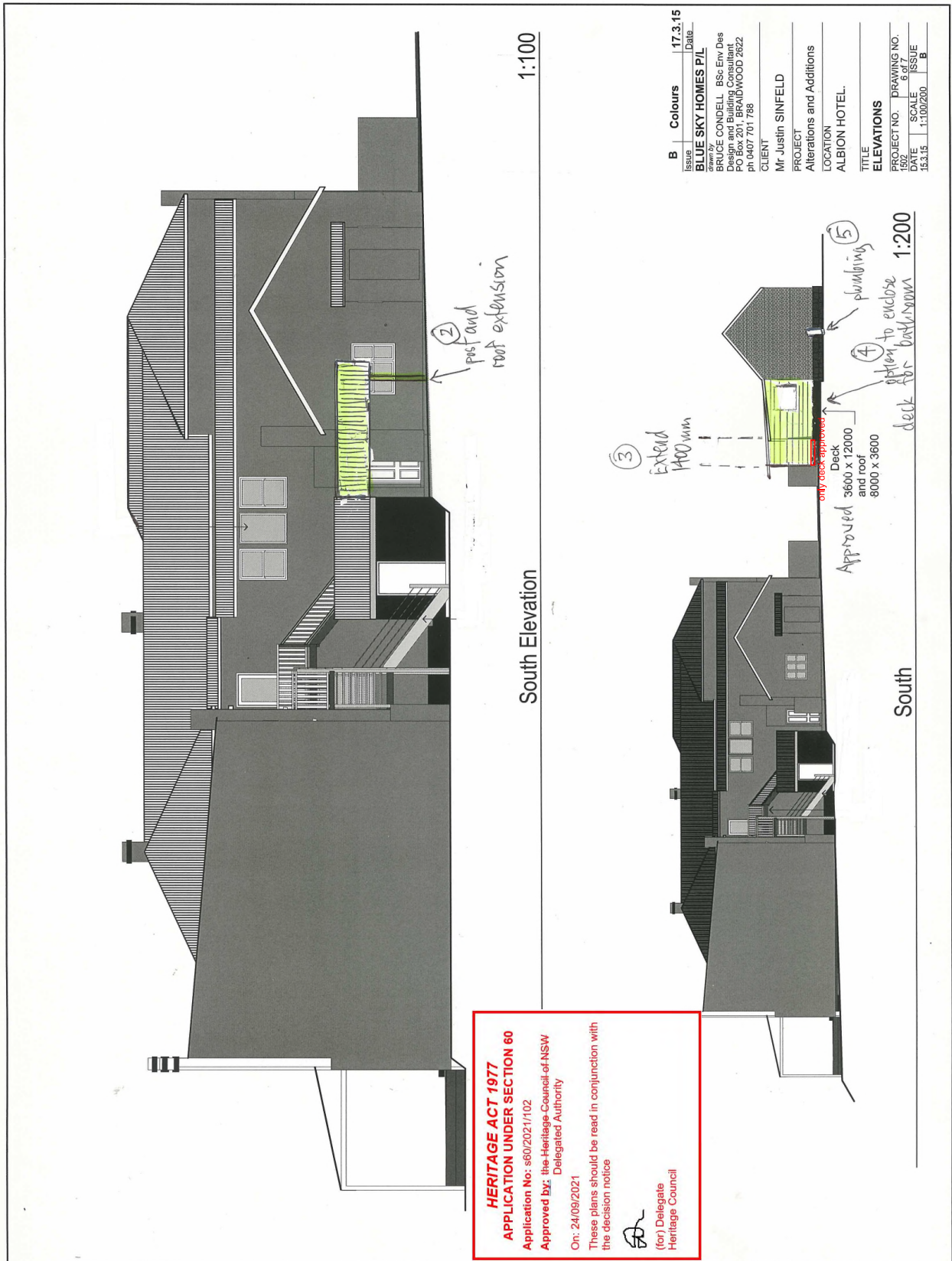
27 MARCH 2024

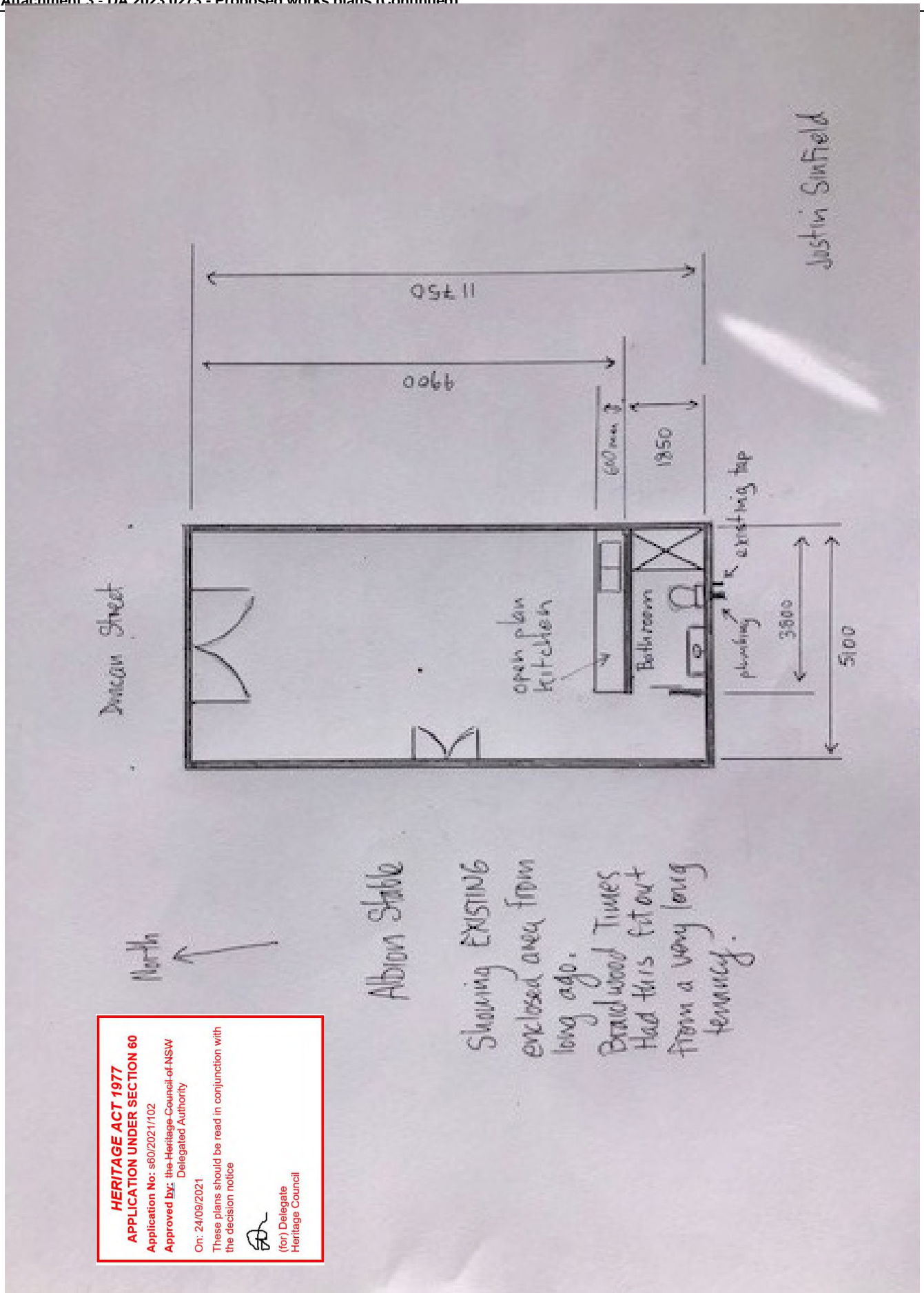
ITEM 9.1 DA.2023.0273 - PARTIAL DEMOLITION, ALTERATIONS AND
 ADDITIONS TO STRUCTURES ASSOCIATED WITH THE
 ALBION HOTEL - 119 WALLACE STREET BRAIDWOOD

ATTACHMENT 3 DA.2023.0273 - PROPOSED WORKS PLANS









HERITAGE ACT 1977
APPLICATION UNDER SECTION 60
Application No: s60/2021/102
Approved by: the Heritage Council of NSW
Delegated Authority
On: 24/09/2021
These plans should be read in conjunction with the decision notice

(for) Delegate
Heritage Council

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.1 DA.2023.0273 - PARTIAL DEMOLITION, ALTERATIONS AND
 ADDITIONS TO STRUCTURES ASSOCIATED WITH THE
 ALBION HOTEL - 119 WALLACE STREET BRAIDWOOD

ATTACHMENT 4 DA.2023.0273 - HERITAGE ADVISOR COMMENTS

Queanbeyan-Palerang Regional Council - Heritage Advisory Service

| | |
|---------|---|
| Place | 119 Wallace Street Braidwood – Albion Hotel |
| Issue | Partial demolition, alterations and additions to structures associated with the Albion Hotel. |
| Contact | Luceille Yeomans |

Heritage comment as follows:

Stables

Deck

Heritage NSW has approved the west verandah and roof cover to a maximum width of only 3.6m, with deck to be in timber boards. This is considered to be acceptable subject to appropriate choice of materials (hardwood timber frame, galvanised iron roof, round metal downpipes)

Replacement of main roof over stables

Must use timber battens

Must use galvanised iron - custom orb profile

Internal works

Seem acceptable

Brickwork repairs

Must use suitably experienced tradesman (can this be enforced through the approval process?)

Demolition of T shaped shed

Braidwood's sheds are seen as part of the town's historic character and hence demolition is not a preferred heritage solution. However, the shed is in medium to poor condition and would require a fair amount of work to revitalise it – which nevertheless is achievable. The T shaped shed sits across the proposed subdivision boundary. Given the history of the development over the last few years it would be an acceptable heritage solution to reconstruct the shed so that it was in good condition and wholly on the one site – probably that of the hotel itself. It could provide future uses including residential accommodation, commercial opportunity (possibly in tandem with the stables) or ancillary service to the main building (storage etc).

If demolition approval is given then the shed should be archivally recorded and made available to the local community.

Remove sheds on south boundary line

These sheds are in dilapidated condition and given health and safety issues it would be difficult to require their retention. If demolition is approved the sheds should be archivally recorded including plan and elevations as well as photographically, and a digital copy provided to QPRC for their records. Salvaged timber should be made available to the community for possible re-use in a sculptural or creative manner.

Regards

Pip Giovanelli

Heritage Adviser, Queanbeyan-Palerang Regional Council

6/7/2023

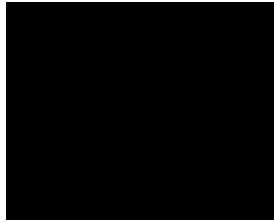
QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.1 DA.2023.0273 - PARTIAL DEMOLITION, ALTERATIONS AND
 ADDITIONS TO STRUCTURES ASSOCIATED WITH THE
 ALBION HOTEL - 119 WALLACE STREET BRAIDWOOD

ATTACHMENT 5 DA.2023.0273 - SUBMISSIONS (REDACTED)



to: Queanbeyan-Palerang Regional Council

Re: DA.2023.0273

Partial demolition, alterations and additions to structures associated with the Albion Hotel

The [REDACTED] local group has been active in the community since 1993 and our members have always been in support of the listing of Braidwood as a heritage town, together with ongoing efforts to preserve that heritage. Thankyou for the opportunity to comment on this proposal, to which we are opposed.

The features that contributed to the listing nearly twenty years ago of Braidwood as a heritage town are not restricted to the Georgian grid, the rural buffer and the grander houses that have remained from earlier times, for example. There are several buildings that may not seem significant but which play an important role in maintaining the character of Braidwood, and the Albion sheds and stables, subject of this DA, are some of those. When The Albion Hotel was listed as one of the town's significant buildings, its inclusion related to the other buildings on this site as well.

The Albion site is one of only four Braidwood properties that are separately State-listed, as well as State-listed as a part of the town listing. This gives it an added significance and there is therefore a heightened responsibility on the part of the owner to manage any changes appropriately.

The sheds behind the Abion are part of the bigger story of Braidwood, beginning with the construction of the original Albion Hotel in the 1850s. The Albion was a horse and coach stop and at the height of its activity as such there were around 60 horses out the back that people who had arrived by coach could hire along with a cart to go on trips around the district. The tin sheds and the stables were all used for these activities.

The sheds that are part of the subject of the DA contain examples of acetylene lighting, a form of lighting which was introduced in 1894 and which was obsolete by 1920, confirming the sheds' construction as being over 100 years ago; it is thought that they were built in the 1880s, with some alterations made in the early 20th century, when the lighting may have been added.

As well as the need to retain the sheds, it is also important to keep the stables (dating back to the early 1850s along with the main building), intact. Any extension to this building will greatly detract from its heritage value.

Some may see the sheds as nothing more than old, rat-infested storage areas which need to be removed, but with the appropriate care and good use of grant moneys, they can and ought to be maintained as a key part of this section of Duncan St.

All of the buildings could easily be restored sympathetically and repurposed without altering anything significant on the exteriors. That doesn't mean that there can't or shouldn't be any

changes, but rather that new elements are in the same design and same materials as the original items. Any new windows and doors should be carefully designed to respect and reflect the original design and still allow others in the future to understand how the buildings have been used in the past. The Burra Charter rules are simple and clear and express the owner's responsibilities quite plainly. On significant historical sites one does as much as necessary but as little as possible.

The possible new uses of these sheds are exciting, and we encourage the applicant of this DA to engage with the community to talk about what might be achieved if we work together for an outcome that will maintain the site's heritage value while breathing new life into the site.

While the outside appearance is maintained, the insides could be lined and re-purposed for a range of uses, from studios to eating areas, thus keeping the overall character of this area. If the sheds were to be removed, what may replace them would change the site irrevocably and delete this part of Braidwood's heritage from its story.

We therefore urge Council to reject the application in its entirety - for the demolition of the sheds and to change the appearance of the stables building by adding an extension.

Please note that [REDACTED] have made no donations relevant to this or any other proposal.

Yours faithfully,

[REDACTED]

November 16, 2023

Submission on Development Application DA.2023.0273 – Partial demolition, alterations and additions to structures associated with the Albion Hotel - 119 Wallace Street, Braidwood

I wish to object to DA 2023/0273 as notified on the QPRC website. My comments relate to the heritage significance of the two T-sheds which are structures associated with the Albion Hotel and the LEP listing.

Heritage significance of the two T-sheds and the LEP listing

Two acts protect heritage listings in Braidwood. 'The Albion Hotel, 3 adjoining shops and stables' was entered in the State Heritage Register, 1989 (no. 00304) for its significance to the state of NSW. It is also located within the curtilage of State Heritage listing for Braidwood and its Setting, 2006 (no. 01749). The listing does not include the two T shaped sheds or the stables/garages.

'The Albion and Outbuildings', separately listed since 1991 as an item of environmental heritage under Schedule 5 of the Tallaganda and Palerang (2014) Local Environmental Plans (LEP), the listing includes a statement of heritage significance: 'Historic aesthetic and social value. Prominent location, streetscape value, good condition, some modifications. Also includes brick barn, corrugated iron shed and stables'. The entry notes it is listed on the State Heritage Register.

The sheds contribute to the history of the Albion hotel complex and are very important for the local community. This is supported by:

- Statement of Heritage Impact and significance assessment in the GML report, Baseline HA Assessment GML, 2018 (included as s.60/2021/102 and DA.2021.1240) acknowledged potential historic, social and potential aesthetic values at a local level.
- The CMP for the Albion recognises that the site is listed in the LEP which is subject to administration by QPRC under the EPA.
- NSW Heritage Council Approvals Committee minutes from the refused S60 three lot subdivision proposal (Resolution 2020-64, 1 December 2020) confirm
 - *the significance of the sheds to the local community, which are typical of the character of Braidwood town, and Council's recognition of this in the local statement of significance,*
 - *the shed's significance includes its relationship to the space and to the Hotel; subdivision would cause a loss of connection in the spatial and historic relationship of those elements and negatively impact the readability of the site as a whole.*

QPRC Notice of Determination of Development Application DA.2012.1240, 9 March 2022 resolved:

- *The proposed development is considered to have an unacceptable impact on the public interest.*
- *The proposed development is considered to have an unacceptable impact on two buildings considered to have local heritage significance.*

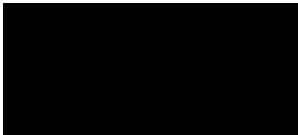
Local heritage is important – it is about our community, it's what makes our stories meaningful, forms our sense of place and feelings of belonging. It's what we want to keep from our past to leave for present and future generations. Heritage reflects the changes in ways of life, in transport, hotel accommodation

and entertainment, the economics of the town and the social lives of our community. These sheds are an integral part of that story.

The QPRC heritage adviser's report (S.60) presents compelling reasons why sheds, found on many allotments in Braidwood should be retained. They are *One of the significant features of Braidwood's built environment.... Many of them still survive and almost all continue to be used as adjunct structures to the primary building, whether commercial, civic or residential... they provide much of the 'fine grain' evident in Braidwood's townscape. To dismiss this rich layer of the built environment indicates a lack of understanding of the way in which life operated in a country town up to the middle of the 20th century.*

There is shared community concern for the removal of fine grained heritage features including sheds and night cart lanes in the Braidwood township which were characteristic of country towns and to a large extent have already been lost in other places. These features have the potential to yield information that will contribute to an understanding of NSW's cultural history and should be conserved both by the LEP and upgraded to State Heritage Listing for Braidwood and its Setting.

The importance of local heritage was recognised in the NSW Legislative Council Review that recommended increased opportunity for community participation and co design in the identification, protection and management of heritage ([Report No. 59 - Standing Committee on Social Issues - Review of the Heritage Act 1977.pdf \(nsw.gov.au\)](#)).



16 November 2023



Make a submission on a Development Application

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Development Application Number *

DA.2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

I strongly support retention of the sheds and garages which are subject to demolition under this DA. My view is that these old buildings are a precious part of Braidwood's fabric and should be preserved for everyone's future enjoyment. I note that their history is somewhat unknown and that this could be an interesting topic of research for the right person.

Braidwood is unique in being entirely heritage listed, visitors come here to enjoy the "quaint" old buildings. I have spoken to many of these people regarding the sheds and garages when the stables were being used as a cafe. They have often taken the time to have a stroll around and check them out up closer.

Demolishing these buildings would lead to the irreparable loss of assets to this town which I think we should avoid at all costs.

Attach your submission

Browse

Attach your Political Donations and Gifts Disclosure Statement

Other attached files: BRW10B1DFD35F1E_000055.pdf



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Development Application Number *

DA.2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

I object to the demolition as the buildings are part of Braidwood's history and need to be preserved for future generations

Attach your submission

[REDACTED]

Browse

Attach your Political Donations and Gifts Disclosure Statement

[REDACTED]

Browse



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Development Application Number *

DA 2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

I object to the application to demolish the sheds on the grounds that Council has the authority under Clause 4.47 of the EP+A Act to refuse the application.

The details of my submission are attached.

Attach your submission

Other attached files: Albion Hotel DA 2023.0273.docx

Attach your Political Donations and Gifts Disclosure Statement

Other attached files: Disclosure Statement Details [REDACTED]

[REDACTED].pdf

I object to the application to demolish the sheds on the grounds that Council has the authority under Clause 4.47 of the EP+A Act to refuse the application without further deliberation.

The applicant refers to Clause 4.48 of the Environmental Planning and Assessment Act, however, the applicant has not referred to the preceding clause - Clause 4.47 of the Environmental Planning and Assessment Act which states:

Environmental Planning and Assessment Act 1979

4.47 Development that is integrated development (cf previous s 91A)

(2) Before granting development consent to an application for consent to carry out the development, the consent authority must, in accordance with the regulations, obtain from each relevant approval body the general terms of any approval proposed to be granted by the approval body in relation to the development. **Nothing in this section requires the consent authority to obtain the general terms of any such approval if the consent authority determines to refuse to grant development consent.**

This application is for demolition of the sheds which are listed under the LEP for which Council is the Consent Authority. Pursuant to Clause 4.47(2) Council has the authority to refuse development consent on the grounds that as the consent authority for the LEP, demolition is contrary to the provisions of the LEP.

In other words, clause 4.47(2) gives Council the authority to refuse the application without consulting Heritage NSW.



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Development Application Number *

DA.2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

These sheds are key part of our heritage. We are a heritage town. They need to stay.

Attach your submission

Browse

Attach your Political Donations and Gifts Disclosure Statement

Browse

15th November 2023

Objection to demolition of The Albion Sheds

Application DA.2023.0273 – Partial demolition, alterations and additions to structures associated with the Albion Hotel

Applicant – Zen Ruby Pty Ltd ATF Ruby Trust

To whom it may Concern,

This submission is an **objection to the proposed subdivision which would result in the proposed demolition of the Albion Sheds (Application DA.2023.0273)**, being the two cojoined corrugated iron sheds behind the Albion Stable and Albion Hotel.

Please note:

- I do not object to an *appropriate* subdivision.
- I do not object, in principle, to appropriate and sympathetic urban infill development on the new eastern lot that would result from an *appropriate* subdivision proposal. This would especially be the case if a condition of consent determined an allocation of affordable housing, given the dire local need for housing, and the applicant's repeatedly stated intention to include affordable housing at this location.
- I do not object to restoration work proposed for the Albion Stable building that is intended to protect the building fabric from deterioration due to water ingress.
- I do not object to the property/properties being *sympathetically* developed and managed for legitimate profit, economic sustainability, and viability. Clearly, this is an essential part of the expectation whereby heritage property owners are obligated to maintain heritage properties in their care.

I do strongly object to the demolition of the two cojoined Albion Shed buildings.

I am a Braidwood land-owning resident of nearly 20 years and a was landowner in Majors Creek for almost 10 years before that.

I am an experienced building designer, building consultant and craft-builder. I hold a Bachelor of Science (Honours) Degree and a Bachelor of Architecture. I am a sole practitioner building designer with 15 years' practice experience. I have a special interest and extensive experience in the restoration and reuse of old buildings and especially small-scale vernacular buildings, such as the Albion Sheds.

These humble buildings make a valuable contribution to the character of this highly significant heritage-listed town. It is not only "high value" buildings that need to be protected to keep our shared understanding of our cultural and built heritage alive and relevant. Humble, vernacular working buildings, like this pair of sheds, provide crucial detail, nuance, and colour to our understanding of our past. The texture and patina of these buildings, the spatial relationship of the entire Albion buildings group, in their central location, are a significant feature of Braidwood's built environment and have enormous potential to be developed to increase tourist values and to enhance a sense of place and history for residents.

Arguments have been raised by the applicant in their submission, relating to the heritage Advisor's comments (Attachment 7 to 20 Nov 2021 QPRC Council Meeting Attachment to Item 9.1). The Heritage Advisor commented that "many dwellers in the town feel strongly about...the sheds that occur on so many allotments" in Braidwood. The applicant attempts to argue this point in the Advisor's comments diminishes the Albion Sheds' significance, implying that since there are other sheds in town, these are not of value. This is a misrepresentation and a flawed assertion.

Rather, as the Advisor explains, Braidwood's remnant sheds are important because they are surviving examples of work-a-day buildings in varying construction types and materials. Further, the Advisor explains that these remaining ancillary buildings are well-utilised in various ways by contemporary users/owners/residents. There is strong precedent for adaptive and meaningful re-use of this class of buildings and these uses make a significant contribution to contemporary life and economic activity in Braidwood. This could readily happen in the case of the Albion Sheds. They are significant and viable living heritage. I strongly feel it would be a terrible community loss, and missed opportunity, for these buildings to be demolished.

A more apt interpretation of the Heritage Advisor's comments would be that these buildings are valuable and meaningful remnants. They demonstrably continue to serve daily functions in contemporary life, and they are diverse, surviving examples of different levels of building technique and craftsmanship, that reflect the social history and the community's ability to "make do" and adapt. That there are a few surviving examples, in different locations around town, is part of their value and an important part of the story they tell. This helps to demonstrate the role they played in the social and economic history of Braidwood. To suggest that since we "have a few about", we can accept losing a couple here or there, is a very bad approach to interpreting and protecting our local heritage. To suggest it is acceptable to sacrifice *this specific pair of sheds*, in their significant central location and as part of The Albion Complex, is absolutely missing the mark.

These humble buildings are inherently valuable as living, functioning infrastructure as well as an historical record. I strongly reject the suggestion the Albion Shed buildings are beyond repair and cannot be adaptively re-used. While I have not had the opportunity to inspect them closely in a professional capacity, I am confident they could be renovated to become economically viable commercial tenancies. Certainly, there would be a cost involved to adapt these buildings, however, the resulting property would have a considerably enhanced value as a significant landmark with a unique character, adding to the potential value of the tenancy for the owner.

A constructive consultation with a creative-thinking building designer could readily find a solution that would satisfy the owner's economic goals, protect local heritage, and not override the community concern over this issue. I have personally considered a business proposal that is uniquely dependent on that site and its historical character. Certainly, other individuals would also have ideas that would have potential for success at this location. An intention to seek out a positive creative solution, that respected legitimate community concerns, would mean a win-win could certainly be achieved that would be in-keeping with the character and economy of Braidwood and beneficial to the applicant.

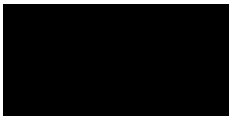
The fact that the Albion Sheds are not State Heritage Listed is not justification for their demolition. The Albion Sheds were mentioned as locally significant in the Palerang LEP 2014 for "historic aesthetic and social value". However, this assessment of local significance was not carried forward to the QPRC LEP. A pertinent question should be raised as to why this important wording was lost from the current LEP?

Further, I would comment that an item not being on the State Register does not mean it is not locally significant and therefore acceptable for demolition. The State heritage criteria will naturally have a different assessment criterion. Whereas the local heritage values must reflect the local context and the local community values. What is meant by "significant" is inherently different between the levels of State Heritage and local heritage. If a recognised local value can be overridden by state assessments, without recourse to a local assessment and local planning decisions, then there is a serious flaw in our legislation needing correction.

In the Heritage Advisor's Comments (attachment 7) a viable alternative subdivision solution is proposed. The alternative proposal demonstrably balances the owner's intent and legitimate right to develop the property, with the desire expressed by the community to retain the heritage fabric of the Albion Sheds. This proposal seems an acceptable compromise, and it seems quite unreasonable for the applicant to pursue so strenuously the more destructive outcome that entails demolition of valued heritage buildings, when it is clearly rejected by much of the community.

If a reasonable alternative solution did not exist (i.e., to shift the subdivision boundary to the immediate east of the Sheds), it may be appropriate for the applicant to pursue, repeatedly, strenuously and at excessive length, the option that involves demolishing the Albion Sheds. However, there is a viable alternative subdivision option. The applicant displays a clear intention to underplay legitimate community concern for these vernacular buildings and undermine the validity of local advice and opinion. His repeated appeal to the authority of "expertise" as more important than the local perception of value, is misguided in this situation. Furthermore, the applicant's unreasonable lengthy submission to support this attempt to subdivide in a way that entails demolition of The Albion Sheds, places an unreasonable administrative burden on the local consent authority and on concerned residents who wish to see the heritage values of their town respected.

Yours sincerely,

A solid black rectangular box used to redact the signature of the author.



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Development Application Number *

2023.0273

Your full name *

Email Address *

Contact number

Submission

I am against the removal of the Albion sheds. Please leave them alone. Taking them is removal of our history. They are part of Braidwood's identity and part of the charm in what makes Braidwood a beautiful town. Taking them down would only cause hurt and a feeling of hopelessness that Braidwood is only being bought. Money does not equal class. Anything that replaces them will only be an eyesore and represent greed.

Attach your submission

Browse

Attach your Political Donations and Gifts Disclosure Statement

Browse



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Development Application Number *

2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

Submission on Development Application DA.2023.0273 – Partial demolition, alterations and additions to structures associated with the Albion Hotel - 119 Wallace Street, Braidwood

I wish to object to DA 2023/0273 as notified on the QPRC website.

The application lacks professionalism, and is not clear, concise or effective.

The bulk of the applicant's submission is about previous applications. The histrionics, accusations of incorrect or unfair dealings, the innuendos of personal interference or political alignments on previous applications, and the personal attacks, have nothing to do with this application. This application must be dealt with on its merits.

The application does not include an application to subdivide, a subdivision has not been approved and does not exist, and yet the Detail and Contour Plan shows a Proposed New Boundary, and the following Plan entitled "Subdivision of Lot 1" shows a heavy boundary line. These drawings are incorrect and it is inappropriate to include the drawings in their current state in the application.

The estimated cost of \$40,000 is questionable and requires justification, given that all work is to be completed by tradespeople experienced in heritage restoration, as well as the engagement of heritage professionals to ensure the work is carried out in a professional heritage manner.

The question "Does the application propose a variation to a development standard in an environmental standard (eg LEP or SEPP)" has been answered as "NO". This is incorrect. If approved, the LEP would have to be varied to remove the sheds from the Local Heritage List.

The Ground Floor Plan is unclear, confusing and unprofessional. It is a drawing previously given approval by Heritage, but has been altered and sections crossed out that may, or may not, form part of the approval. With Heritage matters, clarity is essential.

Attach your submission

[REDACTED]

Browse

Attach your Political Donations and Gifts Disclosure Statement

[REDACTED]

Browse

[REDACTED]

From: [REDACTED]
Sent: Wednesday, 15 November 2023 6:10 PM
To: Council Mail
Subject: Submission on DA 2023.0273- Demolition of buildings associated with Albion Hotel

Categories: [REDACTED]

Some people who received this message don't often get email from [REDACTED]. [Learn why this is important](#)

[EXTERNAL] This email originated from outside of the organisation. Please do not click links or open attachments unless you recognise the sender and know that the content is safe.

I wish to object to DA 2023.0273 as notified on the QPRC Website on the following grounds:

The Applicant purchased the buildings while fully aware of their heritage listing, and demolishing items of heritage significance is not a justifiable means of ongoing maintenance and support.

Re-application of a previous refusal to demolish within the framework of Integrated Development with the expectation of using Clause 4.48 of the EPA Act to nullify rejection by Council is not appropriate.

The Applicant states advice from external sources regarding the manner in which Council has dealt with previous Applications but does not provide documentary evidence in support.

As mentioned in many different sources these buildings are valuable in so far as they illustrate how life was lived in earlier days and are a necessary adjunct to the Albion Building.

[REDACTED]

Sent from [Mail](#) for Windows

Submission on Development Application DA.2023.0273 – Partial demolition, alterations and additions to structures associated with the Albion Hotel - 119 Wallace Street, Braidwood

I wish to object to DA 2023/0273 as notified on the QPRC website.
Any determination by Council based on the S60 issued by Heritage NSW may be Ultra Vires
A lot is made by the applicant of the S60 approval by Heritage NSW, however, an analysis of the required procedures for assessment of the S60 under the Heritage Act shows that correct procedures have not been followed. (The Chair of the Heritage Council has been advised of this analysis)

Heritage Act 1977

62 Process for determination of application

(1) In determining an application for approval in respect of an item or land, the approval body shall take into consideration—
(a) the extent to which that application, if approved, would affect the significance of any item as an item of the environmental heritage,
Approval to demolish the sheds affects the significance of the local heritage listed sheds and this was not taken into consideration by Heritage NSW when assessing the application.
(d) such other matters as to it seem relevant.
The minutes of the Heritage Council refer to the importance of the local significance of the sheds and this was not taken into consideration by Heritage NSW when assessing the application.

63 Determination of application

(2) Where—
(a) an application for approval is made to demolish the whole of a building or work, or
(b) an application for approval is made which would, if it were approved, necessitate the demolition of the whole of a building or work, the approval body shall determine that application by refusing approval.
Heritage NSW issued the S60 approval, which includes demolition of a building of local heritage significance notwithstanding the above
(c) the building or work is situated (whether wholly or partly) in a place or precinct that is an item of State heritage significance, but is not itself such an item, and the approval body is of the opinion that the demolition of the whole of the building or work will not have a materially detrimental effect on the heritage significance of the place or precinct.
As demolition of the sheds, which are situated within a place or precinct of State Heritage significance, demolition would have a materially detrimental effect on the local heritage significance of the place or precinct, with a linked significance to the State Listed building and the State Listing of the Braidwood.

63B Partial and conditional approvals

(1) An approval may be granted—
(a) for the doing or carrying out of the act, matter or thing for which the approval is sought, or
(b) for the doing or carrying out of that act, matter or thing, except for a specified part or aspect of that act, matter or thing, or
(c) for the doing or carrying out of a specified part or aspect of that act, matter or thing.
(2) An approval referred to in subsection (1) may be granted subject to a condition that—
(c) any thing associated with that act, matter or thing or the doing or carrying out of that act, matter or thing, must be the subject of another approval.
The S60 should have referred to the need for demolition of a local heritage listed item which is the subject of another approval for which QPRC is the consent authority, and the S60 should have been conditioned accordingly.

Heritage NSW issued the S60 approval, notwithstanding the requirements to consider the above, and it would appear from the above that the S60 has been issued improperly and without due diligence.
If demonstrated successfully in the courts, any determination based on the S60 will be Ultra Vires.

Demolition will mean lost forever



15 November 2023



Make a submission on a Development Application

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Development Application Number *

DA.2023.0273

Your full name *

Email Address *

Contact number

Submission

The Shed are part of the heritage listing for the town please leave the sheds as they are. Please do not allow developers to change the historic charm of our town.

Attach your submission

Browse

Attach your Political Donations and Gifts Disclosure Statement

Browse

Submission on Development Application DA.2023.0273 – Partial demolition, alterations and additions to structures associated with the Albion Hotel - 119 Wallace Street, Braidwood

THE ALBION SHEDS – BRAIDWOOD. A PLACE PERSPECTIVE

The Albion sheds make a significant contribution to the sensory experience of Braidwood. Their central location, robust form, weathered corrugated iron cladding and hardwood framing all contribute to the town's sense of place. Close inspection reveals fine details; the fixings used to secure the cladding, painted signs indicating former uses, weather-beaten timber doors, and penetrations suggesting building elements now removed.

In a contemporary urban design and placemaking context, the Albion sheds give visible expression to stories of Braidwood. They are an important part of the narrative of place that invests the town with meaning. Integral to Braidwood's character, the sheds' destruction would leave a physical scar, in turn symbolising a loss of meaning for the town.

Perhaps even more importantly, the sheds' removal would come with an inestimable opportunity cost. In a growing regional town, their potential adaptive reuses present many possibilities for vibrant and functional future uses.

Imagine a not-too-distant future in a Braidwood that continues to expand its population, and in turn its regional offer. New generations of artists, makers, growers and food producers have settled in the town, building upon and developing the resourceful and artistic culture already here. New settlers bring creative ideas and entrepreneurial flair.

Flourishing new businesses require spaces in the town in which to operate. Well located premises to attract visitors, close to food, coffee, other maker spaces and artisan retail. The Albion sheds are an ideal environment for these future uses. They are visible from Braidwood's central intersection and easily accessible. They can extend the town's retail and commercial centre east along Duncan Street, mirroring similar growth to the west. This type of extension off the main street makes the town more interesting to residents and visitors, a more layered experience that rewards exploration with discovery.

The sheds benefit from good spatial relationships with one another, making it easy to visualise a small community of makers, retailers or artisan food outlets activating their part of the streetscape. Land around the sheds lends itself to easy circulation and the potential to spill out from the structures into the open space outside.

If we lose these sheds, these opportunities for future uses are forever gone. And with them, some of the stories that contribute to the town's narrative reach their end and disappear from our view. One more loss of meaning, one more step in the march toward homogeneity, where one place looks just like another, one more loss of the distinctiveness that gives Braidwood its character.

November 2023

I am writing to formally object to the proposed development in DA.2023.0273 the sheds behind the Albion building in Braidwood. The reasons are set out below.

- A previous application was rejected for heritage reasons that were made quite clear to the developer/owner. The sheds and stables are listed on the State Heritage Register and, I believe QPRC's own Local Heritage Register. That should be an end to the matter.
- The sheds appear according to some to have been associated with the Nom Chong family. This family was an integral part of the fabric of Braidwood and its history in the nineteenth and twentieth centuries. At the very least an independent investigation could be undertaken to identify the original owners and the probable date of construction. Such an investigation, should it become necessary would remove any grounds for claims of bias and misinformation.
- The owner purchased the property after the town was listed as a Heritage Town. Surely this was understood at the time of purchase.
- Much of historic significance in NSW (indeed Australia) has been lost over time. One need only look at the redevelopment of the centre of Parramatta a few years ago where a heritage building was pulled down and stored for later rebuilding. Then it was decided that rebuilding was too expensive. The proposal to move the sheds could meet the same fate. Any proposal to remove the sheds to another site would need to come with guarantees.
- The sheds have been cited as a source of vermin. Has QPRC verified this and whose responsibility is it to have the vermin controlled?
- Owning a heritage site comes with responsibilities. If the DA is accepted it will be hard to refuse other requests proposing similar reasons for future development. The town may as well have not been listed if the DA goes ahead.
- Finally, once the sheds are demolished, if that is what happens, they are gone forever. While they may be seen by some as just rusty old sheds that flood and are useless any way they are seen as part of the town's heritage and I am concerned that a precedent would be set that could lead to further developments at the expense of heritage listed buildings.

[REDACTED]

From: [REDACTED]
Sent: Thursday, 16 November 2023 10:35 AM
To: Council Mail
Subject: DA2023.0273 Albion Hotel, Braidwood
Attachments: Scan.pdf
Categories: [REDACTED]

[EXTERNAL] This email originated from outside of the organisation. Please do not click links or open attachments unless you recognise the sender and know that the content is safe.

I wish to lodge my objection to the above Development Application.

It is my understanding that Council has no alternative but to protect items that are heritage listed under Council's LEP.
Clause 4.47(2) of the Environmental Planning and Assessment Act provides Council with the mechanism to do that.

I attach my Disclosure Statement.

[REDACTED]



Make a submission on a Development Application

Any person may make a written submission on a development application during the notification period. If your submission is an objection to the proposal, the grounds of the objection must be stated. Please note that all submissions will be publicly available, may be included in Council reports, published on Council's website or discussed at meetings. Council will not suppress the identity of submitters. All submissions must include a [Political Donations and Gifts Disclosure Statement](#) as required under s. 147(5) of the Environmental Planning and Assessment Act, 1979.

Development Application Number *

2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

I have lived in the general area of Braidwood for the past 18 years, Braid has always been my closest town and I'm extremely proud of it. Its old and historic. Every time I step into a shop and see the bowing on the concrete steps it makes me think of all who have been before. Every time I'm in town I look at the architecture and appreciate every building, including those beautiful old sheds and stables at the Albion. How it can even be considered to be demolished is beyond me - this is our heritage- It MUST be protected at all costs. The owner is arguing that he has received approval from Heritage NSW to demolish the sheds. That's true. But Heritage NSW did not consider the LOCAL significance of the sheds. They are only concerned with the STATE significance. Unfortunately the sheds are not mentioned in the State Heritage Listing. But they have been listed on the Local Heritage Register for many years, as part of the Albion Complex. The owner argues that State Heritage decisions override Local decisions. That's not true. Council can refuse this DA because the sheds are of Local Heritage Significance and they have an obligation to protect them. The sheds record part of Braidwood's history, they are located on a State Heritage site in the centre of town, and they are loved by past and present residents. They also attract the attention of visitors and are the subject of many photographs. They have a real visual presence in the centre of town, and serve as a reminder of our history. Many buildings have come and gone in that location, and we need to preserve what remains.

To quote [REDACTED] during a previous application on this site, [REDACTED] said "It is clear that many current and past residents care about, and have a deep affection for, the Albion and its Outbuildings heritage site, which is protected under the Palerang Local Environmental Plan 2014.

There has been no re-assessment of the local heritage significance of the T-shaped shed to justify its demolition. What the NSW Heritage Council has determined, in considering an application to subdivide the land on which the Albion Complex sits, is that the shed is not of significance to the state heritage listing.

The shed remains relevant to Braidwood's history and the history of the site on which it sits in particular, and it is protected under the Palerang Local Environmental Plan.

The depth of feeling that residents have expressed about the possible loss of the shed and with it, the irrevocable change to this heritage site, demonstrates that it does indeed continue to be of local heritage significance. The shed is not at risk of imminent collapse or beyond renewal. It is suitable for adaptive re-use on the site. "

To lose these buildings would be a crime to this Town and to Australia

Attach your submission

[REDACTED]

Browse

Attach your Political Donations and Gifts Disclosure Statement

Other attached files: political donations20231119_11173975.pdf

Submission on Development Application - DA.2023.0273 – Partial demolition, alterations and additions to structures associated with the Albion Hotel - 119 Wallace Street, Braidwood

As a long-term resident of the town of Braidwood, I wish to object to DA 2023/0273 as notified on the QPRC website.

I am opposed to the application to demolish the T-shaped shed(s) on the site of the Albion Hotel Complex for the following reasons:

1. They were listed as having Local Heritage Significance as part of Item 126 *The Albion and its Outbuildings*, in the Palerang LEP 2014. This should continue into the QPRC LEP, as the listing has not been revoked. As such they cannot be demolished unless they are first assessed under Section 8.13 of the Braidwood Development Control Plan 2016, which states that *“The demolition of heritage listed dwellings shall not be permitted except in exceptional circumstances”*. The application does not satisfy either of the requirements under Sec 8.13 that they can be demolished if

- *the existing condition poses a significant health or safety risk that is beyond reasonable economic repair. The application must include a professional structural or health assessment demonstrating that conservation is not a practical option; or*
- *in the opinion of Council, the integrity of the built form and street elevations of an original dwelling has been extensively and irreversibly diminished by unsympathetic alterations and additions.*

2. These sheds have visual, historic and social significance for the town of Braidwood. They are in original condition and in good repair. They form part of an integrated group of buildings which together preserve some of the history of the Albion Hotel Complex, once a central location for horse-drawn transport in the Braidwood district. This site preserves the only remaining evidence of a Livery Stable complex in the town.

3. The outbuildings on the site have never had a comprehensive professional heritage assessment. There are opportunities for further research and interpretation of these sheds, and of the so-called “stables” building to which they are closely related both visually and functionally. As stated in the report by QPRC’s Heritage Advisor (Nov 2020) *“Not very much is known about these buildings, even though they are on a State listed item in a State listed town. The corrugated sheds therefore have the potential to yield information that will contribute to an understanding of NSW’s cultural history....”*

Note that several heritage experts doubt that the ‘Stables’ building was used as stables. Not enough is known about any of these buildings to be sure of their uses over time.

4. It has been suggested recently that the sheds may have been built from salvaged materials from the former Braidwood roller skating rink located on the eastern part of the same site. This indicates that there may be more information available if more research was carried out.

5. They could be used as a space to tell the story of Braidwood's transport history. They are a valuable means of educating people about history and changes to life over time in Braidwood and other country towns. They carry information about building materials and methods from past times. If they are built from salvaged materials, that may relate to economic conditions in Braidwood in the early 20th century.

6. They are a much loved and valued part of Braidwood's built heritage, in the centre of the town. They are a tourist attraction in their current state and could be adapted to other uses while retaining their essential features. To quote a comment made on Braidwood's social media, *"With imagination and creativity this area could be retained and developed sensitively to return a profit to the owner that suits locals and visitors."*

For all these reasons I believe that Council has no choice but to refuse this application to demolish these sheds.

Comments on the proponent's submissions (Parts 4 and 5 of the DA)

While the comments below may not be strictly relevant to the planning issues raised by this application, I am including them to demonstrate that there are credibility issues with claims made by the proponent in his submissions, included as Parts 4 & 5 of the DA. They are also intended as a defence of the many local residents who work hard for the preservation of Braidwood's heritage and have been personally attacked in these submissions by the proponent.

1. Funding of restoration work on the Albion Building.

The proponent claims that the Albion building was neglected for decades and in a dangerous condition. He claims that *"the vocal minority ...supervised the decades of decay of the Albion Hotel and shops."* He claims that *"They watched irreplaceable significant fabric of the main buildings decay for decades and did nothing."*

The Albion building and shops were in residential and commercial use when purchased by the current owner in 2014. The sale advertisement stated that there were *"13 retail, professional and residential tenancies with a gross return of approximately \$130,000 and continually fully occupied over many years."* It further states that *"the building underwent major refurbishment in the 1990's."*

The photos in the 2014 advertisement do not back the proponent's claim that the building was neglected and in a dangerous condition. Presumably there are records of the work that was done after the owner purchased the building, that would indicate the condition of the building when he bought it. He states that the restoration cost \$350,000 and that he self-funded that work. He states that *"I have cost the government nothing to do a major renovation of a Heritage item"*. It is on record that he received a \$150,000 grant from the State Government to assist with that work. Neglecting to mention that \$150,000 in the form of a government grant provided by the people of NSW forms part of the monies expended in restoration work denies credibility.

2. Proposed future use of the site

The applicant states that

“The Albion has had a \$350 000 restoration and protection and proposes better use in the form of affordable housing / commercial use. Both of these are needed and the restoration has greatly improved safety and longevity of the most significant major buildings. The impact / trade off , is removal of sheds in the rear of private property.

Yet the applicant also states that

“Proceeds of the application will contribute to the maintenance of the site of the Albion by debt reduction.”

This current application will not result in any ‘proceeds’. The only proceeds can come from sale of the proposed subdivided lot if a subdivision application is approved by Council. The proponent claims that he intends to build housing and shops on that site, which would require a very significant financial investment.

Proposing that the subdivision and demolition will allow the applicant to provide affordable accommodation is not credible when there is no concrete plan to do so. Such a proposal, if genuine, could be done without subdivision and demolition.

3. Heritage NSW Approval: The proponent is attempting to obtain approval of the demolition of the sheds within an Integrated Development Application, in anticipation of the Heritage NSW approval over-ruling any objection by Council. The proponent obtained a s60 approval for the demolition of the sheds and work on the “Stables” before submitting any DA to Council. He assumed that this would prevent Council from refusing the previous DA.2021.1240. Heritage NSW have stated that Council is the consent authority for the previous DA, and there was no need for it to be referred back to Heritage NSW once they had provided their consent. So this application does not need to be submitted as an IDA to Heritage NSW again. The proponent needs the consent of Council, not the consent of Heritage NSW. He is attempting to avoid the required scrutiny of the Application to Demolish, and to avoid the application of the BDCP 2006 Guidelines for approval to demolish a Heritage item. (Section 8.13 Demolition).

4. The railings: The proponent is using a “straw man” argument here. The proponent claims that local residents objected to the changed design of the balustrades on the Albion Hotel building. In fact the objections raised have been not about the new design, but about the substitution of approved timber balustrades with metal, confirmed in writing by the Heritage Council of NSW as being non-compliant and unacceptable. All his comments on this matter are a disguised attack on local individuals, rather than a reasoned refutation of the actual objection. These comments are also irrelevant to this application.

5. The cost of maintaining the sheds

The sheds have been utilised in the recent past for storage by tenants of the owner. However there has never been any attempt to maintain or restore the sheds to make them financially viable. The proponent claims that the sheds are in disrepair, when an onsite inspection would reveal that this is not the case. Photos included in the QPRC's Heritage Advisor's Comments in November 2020 confirm this.

Having purchased the entire complex for just over \$1m, refusing a recent purchase offer for anything less than \$10m negates the credibility of claims of financial hardship.

6. The comparison with the Braidwood Museum restoration. The proponent denigrates the volunteers who give unselfishly of their time and effort, without compensation or assistance to help protect our heritage. His comments on the Museum building and the work of many volunteers over a 50-year period demonstrate his ignorance of the Museum building, of its history and of the way it has been cared for and preserved by the BDHS. It is not a commercial building, yet he denigrates these volunteers as being incompetent financial managers because they have failed to self-fund this work. He has no knowledge of how the Museum restoration has been funded over many years. He has no knowledge of all the work done by the current Braidwood and District Historical Society Committee to plan for and project manage their current building project, funded by a NSW Government grant. He makes comparisons with his own work on a building which is rented out to a number of tenants, and for which he received a substantial Government grant.

Below is an example of these comments. Again this is irrelevant to the application to demolish the sheds.

"I also ask that people who cant self fund do really know how to manage multi million dollar tax payer hand outs ? Some of the speakers (Committee and others) are recipients of this grant .

I am told the committee knows this , I believe they value heritage over peoples lives. I believe this effects their ability to consider things properly when they are happy for people to be seriously injured or die as long as their opinion on heritage is priority. "

Heritage preservation should be a universal objective, not a constant battle.

Thank you for considering my submission.

██████████

16th November 2023



Make a submission on a Development Application

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Development Application Number *

DA.2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

I strongly oppose this proposal to demolish the Albion sheds. They are a crucial part of Braidwood's heritage, charm and history. It's small pieces of history like this that make our town special - it makes you want to wander around, look around corners, discover what lies beneath and behind. They add depth and charm and something uniquely special to our Main Street. Please do not let this proposal go ahead.

Attach your submission

[REDACTED]

Browse

Attach your Political Donations and Gifts Disclosure Statement

[REDACTED]

Browse



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Development Application Number *

2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

I object to the development application as I am most concerned that the development requires the demolition of heritage items. The buildings have been listed as significant. Clearly an item listed for protection is not protected by demolition.

Frankly, I found assessing and judging the application difficult. The case for development was confusing, semi literate and buried in obfuscation. That undoubtedly makes the assessing officers job more difficult and residents wary of the real agenda. I think QPRC residents deserve clear and succinct applications to enable them to make a properly informed assessment.

Local heritage protection is important. These well loved, humble buildings remain on the LEP as protected items, QPRC has a responsibility as the approval authority to ensure they are not wilfully demolished.

[REDACTED]
Braidwood

(d) such other matters as to it seem relevant.

The minutes of the Heritage Council refer to the importance of the sheds as local significance and was not taken into consideration by Heritage NSW when assessing the application.
Heritage NSW issued the S60 approval, notwithstanding the requirements to consider the above

Attach your submission

Browse

Attach your Political Donations and Gifts Disclosure Statement



Make a submission on a Development Application

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Development Application Number *

DA.2023.0273

Your full name *

[REDACTED]

Email Address *

[REDACTED]

Contact number

[REDACTED]

Submission

I am opposed to the proposed to the demolition of the sheds associated with the Albion Hotel and the sub-division of the block as currently proposed.
Unfortunately, I am unable to download the attachments and hence make a detailed submission in response to particular documents submitted due to the problem with QPRC website.
The T-shaped sheds slated for demolition provide an important contribution to the overall understanding of the historical operation of the Albion Hotel. I understand they provided storage for the equipment needed for the horses stabled in the brick shed adjacent, and that while it is quite common for the main structures of hotels to remain, it is less common for the outhouses to still be intact. No doubt, this was an important factor considered in the initial heritage listing of the sheds.
Some have commented that these are just vermin infested tin sheds of no value. The fact that they are vermin infested (should they actually be infested), is more a reflection of the lack of care given to the sheds by the owner.
Yes, they are tin sheds, with wooden frames and wooden floors. In this respect they are similar in construction to other buildings which few would question the need to protect them – like the Braidwood National Theatre.
Without being able to see the plans I cannot judge whether the proposed sub-division is significantly different to the 2021 proposals. If they are not, the sub-division would also require the removal of a nice example of an elm tree. Again, an undesirable change.
I believe that reference is made in the documentation to the sub-division that affordable housing would be a use for the land. In the absence of actual proposed plans for building affordable housing in the application, this statement must be discounted as just meaningless politically correct words.
Indeed, the track record of the owner in providing affordable housing above the Albion Hotel suggests he considers this to be providing badly maintained poor quality housing with rising damp.
I also find it disappointing that an issue that has been previously resolved against the owner comes again in front of Council for consideration.

Attach your submission

Browse

Attach your Political Donations and Gifts Disclosure Statement

Other attached files: 2023-11-16_165208.pdf

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.1 DA.2023.0273 - PARTIAL DEMOLITION, ALTERATIONS AND
 ADDITIONS TO STRUCTURES ASSOCIATED WITH THE
 ALBION HOTEL - 119 WALLACE STREET BRAIDWOOD

ATTACHMENT 6 DA.2023.0273 - DRAFT CONDITIONS OF CONSENT

DRAFT CONDITIONS OF CONSENT
DA.2023.0273

APPROVED DEVELOPMENT AND PLANS

1. Approved Development and Plans

The development referred to in the application is to be carried out in accordance with the approved plans and documents including the following:

| Title / Description | Prepared by | Issue/Revision & Date | Date received by Council |
|--|-----------------|--|--------------------------|
| Demolition as shown on Contour & Survey Plan | PHL Surveyors | 18 March 2021 Sheet 1 of 1 | 17 May 2023 |
| Ground Floor Plan | Blue Sky Homes | 17.3.2015 Sheet 2 of 7 Rev B (with mark ups and Heritage approval) | 17 May 2023 |
| Elevations North | Blue Sky Homes | 17.3.2015 Sheet 4 of 7 Rev B (with mark ups and Heritage approval) | 17 May 2023 |
| Elevations South | Blue Sky Homes | 17.3.2015 Sheet 6 of 7 Rev B (with mark ups and Heritage approval) | 17 May 2023 |
| Stables Floor Plan | Justin Sinfield | undated | 17 May 2023 |

Except as modified by any of the following conditions of consent.

Reason: Development is undertaken in accordance with this consent & is used for the approved purpose only.

SPECIAL CONDITIONS

2. Comply with Heritage NSW Approval

Comply with the approval granted by Heritage NSW as outlined in the advice attached at Schedule 1 of this consent dated 8 March 2024 (reference HMS ID 4774) which includes their approval reference s60/2021/102 dated 24 September 2021.

Reason: To ensure the development proceeds in accordance with NSW Heritage approval.

3. No Structures over Easement

Construction of any type within an easement or implied easement is not permitted. No permanent structures (including eaves) are permitted over an easement or implied easement.

Reason: To ensure assets are protected and maintenance and operations are safely carried out.

4. Access for People with Disabilities

Access shall be provided to and within the development in accordance with the Disability (Access to Premises-Buildings) Standards 2010 and NCC Part D3 Access for People with a Disability. Certification from a suitably qualified Access Consultant shall be provided prior to the issue of a Construction Certificate demonstrating compliance.

Reason: To provide equitable access to facilities and services.

5. Dust Management

Immediately undertake all measures as appropriate, and/or respond to any Council direction to provide dust suppression on roads leading to, adjacent to and within the site in the event that weather conditions, construction activities and associated traffic to and from the site are giving rise to abnormal generation of dust.

Reason: To manage the impacts from dust as required.

GENERAL CONDITIONS

6. Comply with the Building Code of Australia

All work is to comply with the current edition of the Building Code of Australia.

Reason: All building work is carried out in accordance with relevant construction standards.

7. Construction within Boundaries

The development including but not limited to footings, walls, roof barges and guttering must be constructed wholly within the boundary of the premises. No portion of the proposed structure shall encroach onto the adjoining properties. Gates must be installed so they do not open onto any footpath or adjoining land.

Reason: Approved works are to be contained wholly within the subject site.

8. Protection of Sewer and Stormwater Mains

Council's sewer/stormwater main affected by the development must be protected by extending footings of proposed additions below the invert of the main (location and depth of the invert to be confirmed on site) and implementing pier and beam construction that has been designed and certified by a practising structural engineer.

Reason: To ensure that public services are not damaged or otherwise impacted on by the development.

9. Unauthorised Use of Public Land

No building materials are to be stored or construction activities undertaken on public or adjoining land without prior written approval from Council.

Reason: To prevent unnecessary disturbance to public land.

10. Work on Adjoining Land Is Limited

The verge and other adjoining lands must not be used for storage of materials, trade/construction vehicle parking or disturbed by construction activities with the exception of;

- a. Installation of a temporary, stabilised construction access across the verge,

- b. Installation of services,
- c. Construction of an approved permanent verge crossing.

Reason: To minimise interference with the verge and its accessibility by pedestrians.

11. Submit Annual Fire Safety Statement

Each year, the owner of the building must submit to Council an Annual Fire Safety Statement for the building. The Annual Fire Safety Statement must address each Essential Fire Safety Measure in the building.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000.

12. All Works to Be Confined to the Site

All demolition, excavation, backfilling, construction and other activities associated with the development must:-

- a) Be carried out entirely within the allotment boundaries unless otherwise approved by Council.
- b) Comply with the requirements of AS 2601-2001 - The demolition of structures.
- c) If within one metre of the verge, the site must be protected by a hoarding which must be erected prior to the commencement of the demolition works.
- d) Be kept clear of stormwater, sewer manholes and service easements on the site.
- e) Any gates must be installed so they do not open onto any footpath or adjoining land.

Reason: To ensure that all development activity associated with the development does not pose a hazard to life or property and that the effectiveness of public services is not impaired.

13. Work In Accordance with Engineering Specifications

All construction and restoration work must be carried out strictly in accordance with the approved drawings and Queanbeyan-Palerang Regional Council's current Design and Construction Specifications.

Reason: To ensure design, construction and restoration work is in accordance with Council's standards and requirements.

CONDITIONS TO BE SATISFIED PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

14. Appoint PCA

Appoint a principal certifying authority before any work is undertaken. Provide details of the appointed principal certifying authority (if not Queanbeyan-Palerang Regional Council) to Queanbeyan-Palerang Regional Council at least 2 days prior to any work being undertaken.

Reason: To provide for supervision of the works.

15. Protection of Council Sewer/Stormwater Easements

Prior to the issuing of a Construction Certificate (Building) structural plans must be provided to Council for concurrence as the sewer and water authority. The plans are to demonstrate that the footings of the structure will not be located within the zone of influence of Council's sewer and stormwater easements.

Reason: To allow for safe access and maintenance of services within the easements by Council personnel.

CONDITIONS TO BE SATISFIED PRIOR TO COMMENCEMENT OF WORKS / DEMOLITION

16. Obtain Construction Certificate

Obtain a construction certificate from Queanbeyan-Palerang Regional Council or an appropriately accredited private certifier before undertaking any work. Forward a copy of any construction certificate issued by a private certifier to Queanbeyan-Palerang Regional Council at least 2 days before undertaking any work in accordance with that construction certificate.

Reason: Work is undertaken in accordance this consent & relevant construction standards.

17. Heritage Plan

The following is to be shown on a plan approved by Council prior to the issue of Construction Certificate;

- i) Stables Deck – materials to be hardwood timber frame, galvanised iron roof, round metal downpipes,
- ii) Replacement of main roof over stables -_Must use timber battens with galvanised iron - custom orb profile roofing,
- iii) Brickwork repairs – to be performed by a suitably experienced tradesman,
- iv) T shaped shed and garages – unless contaminated, demolition material proposed to be removed off site is to be made available to the local community. The method for making that available is to be described in the Heritage Plan.

18. Building to Be Photographed

Prior to the demolition of the dwelling-house, outbuilding, etc the complete exterior and interior must be photographed using a digital camera of no less than 8 megapixels and set at the highest possible resolution to record the images.

All images must be saved onto a USB in JPEG format, complete with the full address of the property and the date on which the photographs were taken.

The images must be re-named to include the property name and feature that has been photographed. If more than one image of the same object is supplied then it must be distinguished with a number to give it a unique file name.

Two copies of the photographs printed by a commercial photographic laboratory must be submitted to Council. The image size, to ensure all detail of the building is visible, must be no smaller than 10"x8" (25cmx20cm).

Note: Images printed on a home/office computer are not acceptable.

Reason: To ensure the history of the site is adequately recorded.

19. Site Identification

The site where building work or demolition work are proposed to be carried out shall be identified by a sign sited in a visually prominent position containing the following information:

- the development application number,
- name, address, and telephone number of the principal certifying authority,
- name of the principal contractor (if any) and 24-hour contact telephone number, and
- a statement that “unauthorised entry to the work site is prohibited”.

Reason: To satisfy the provisions of Clause 136B and 227A of the Environmental Planning and Assessment Regulation 2000.

20. Sediment and Erosion Control

A Sediment and Erosion Control Plan (S&ECP) for all site works, including road works and access, is to be approved by the principal certifying authority prior to work commencing. The plan is to cover all measures to control erosion and sediment transport in accordance with the NSW Landcom publication *Managing Urban Stormwater - Soils and Construction (4th Edition 2004 - "Blue Book")*.

Erosion and sediment controls are to be in place before the disturbance of any soils on the site, and are to be maintained during the works and for as long as necessary after the completion to prevent sediment and dirty water leaving the site and/or entering the surface water system outside of the site as follows:

- (a) divert uncontaminated run-off around cleared or disturbed areas,
- (b) erect a silt fence to prevent debris escaping into drainage systems or waterways,
- (c) prevent tracking of sediment by vehicles on roads, and
- (d) stockpile topsoil, excavated material, construction and landscaping supplies and debris within the site.

Reason: To minimise environmental impact associated with any works & to prevent soil erosion/water pollution.

21. Hazardous Substances Management Plan

Prior to any demolition works being undertaken a Hazardous Substances management plan as per AS2601 - The demolition of structures is to be submitted to Council for approval.

Comply with all recommendations set out in the Council approved Hazardous Substances management plan.

Reason: To ensure that all hazardous substances are identified and addressed to ensure that safety of the workers, residents and the environment.

22. Submit Asbestos Inspection Report

Prior to demolition works commencing an asbestos inspection report must be undertaken and submitted to Council.

Reason: To satisfy the requirements of the Work Health and Safety Act 2011 and to protect public health.

23. Asbestos Removal and Disposal

Asbestos material found on the site must be removed and disposed of in accordance with the *Work Health and Safety Act 2011*, and the NSW WorkCover Guidelines.

Asbestos material must be disposed of to a lawful landfill site approved for that purpose by the Environmental Protection Authority of NSW or equivalent authority in the ACT. Written evidence that the material has been disposed of to the approved landfill must be submitted to the Principal Certifying Authority.

Reason: To ensure the proper disposal of asbestos material.

24. Construction and Demolition Waste Management Plan

A Waste Management Plan, prepared by a suitably qualified or experienced professional, shall be submitted to Council for approval. The waste management plan shall include:

- Estimated quantities of demolition waste broken down into major waste streams.
- Description of how demolition waste will be reused, recycled or otherwise safely and legally diverted from landfill for the duration of the demolition works.
- Estimated quantities of demolition waste to be landfilled, reused, recycled, or otherwise safely and legally diverted from landfill.
- Estimated quantities of construction waste broken down into major waste streams.
- Description of how construction waste will be avoided, reused, recycled or otherwise safely and legally diverted from landfill for the duration of construction works.
- Estimated quantities of construction waste to be landfilled, reused, recycled, or otherwise safely and legally diverted from landfill.
- Estimated quantities of excavated natural material (ENM), the expected classification of ENM and how ENM will be managed and disposed.
- Generally addressing how this project is contributing to the NSW Waste and Sustainable Materials Strategy 2041 (NSW DPIE, June 2021) target to achieve "80% average recovery rate from all waste streams by 2030".

Reason: To ensure that that waste management is appropriately considered and managed across the life of the development.

25. Retain and Protect Trees within Site and on Adjoining Land

Trees nominated to be retained on the approved plans must be protected in accordance with 'AS4970-2009 *Tree Protection on Development Sites*' and the following measures:

- a) During construction/demolition works, ensure retained trees on the site or adjoining land (if impacted) are protected by cyclone/chain mesh fencing.

The fencing must:

- 1) extend around the drip line of the tree;
- 2) be a minimum of 1.8 metres high
- 3) consist of a minimum of 4 panels
- 4) be erected prior to commencement of any work; and
- 5) remain in place until all site works have been completed.

Reason: To ensure that tree(s) are protected from damage during construction.

CONDITIONS TO BE SATISFIED DURING DEMOLITION AND/OR BUILDING WORKS

26. Hours of Operation for Works

All works associated with the construction and/or demolition of this development must be carried out between the following hours unless Queanbeyan-Palerang Regional Council agrees in writing. A written application shall be made to Queanbeyan-Palerang Regional Council if a variation of hours is required.

| | |
|------------------------------|------------------|
| Weekdays: | 7.00am to 6.00pm |
| Saturdays: | 8.00am to 4.00pm |
| Sundays and Public Holidays: | NIL |

Reason: To reduce the chance of offensive noise being created and to minimise the impacts of the development in its locality.

27. Approval Documents

Keep a copy of all stamped approved plans, specifications, and documents on site while work is being undertaken.

Reason: Relevant documentation is available for perusal on site by a council officer, for compliance check.

28. Unexpected Finds

The development is to proceed with caution. If any Aboriginal objects are found, works should stop and DECCW notified. If human remains are found work is to stop, the site is to be secured and the NSW Police and NSW Office of Environment and Heritage are to be notified.

Reason: To ensure objects discovered during construction are protected and notified in accordance with the Due Diligence Code of Practice for the Protection of Aboriginal Objects in New South Wales.

29. All Works to Be Confined to the Site

All demolition, excavation, backfilling, construction, and other activities associated with the development must:

- a) Be carried out entirely within the allotment boundaries unless otherwise approved by Council.
- b) Comply with the requirements of AS 2601-2001 - The demolition of structures.
- c) If within one metre of the verge, the site must be protected by a hoarding which must be erected prior to the commencement of the demolition works.
- d) Be kept clear of stormwater, sewer manholes and service easements on the site.
- e) Any gates must be installed so they do not open onto any footpath or adjoining land.

Reason: To ensure that all development activity associated with the development does not pose a hazard to life or property and that the effectiveness of public services is not impaired.

30. Demolition Works

The demolition of the existing building must be carried out in accordance with the:

- a) requirements of the SafeWork Authority of New South Wales,
- b) NSW Work Health and Safety Act 2011, and
- c) Australian Standard AS 2601-2001: The Demolition of Structures.

Reason: To ensure compliance with SafeWork and occupational health and safety requirements.

31. Construction Waste Management

All waste materials generated on-site during construction are to be stored in enclosed containers and deposited in an approved landfill at regular periods.

Reason: To ensure adequate waste management practices are in place during the construction phase.

32. Construction Facilities

Toilet facilities are to be provided at or in the close vicinity of the work site on which work involved in the erection or demolition of a building is being carried out.

Reason: To provide adequate facilities to the work site.

33. Works Sites to Be Fenced

A fence be erected between the development site and public places before commencement of any other work.

Reason: To ensure that an effective barrier is provided to preserve the safety of people and property in public places.

CONDITIONS TO BE SATISFIED PRIOR TO ISSUE OF OCCUPATION/COMPLETION CERTIFICATE

34. Stormwater Disposal

All stormwater from the site must be captured and piped to the street swale/stormwater pit/interallotment or other via an on-site detention system to limit the discharge from the site to the pre-development rate in accordance with Council's Development Design Specification D5.

Reason: To provide satisfactory stormwater disposal.

35. Driveway Application Form

A driveway application form must be submitted to and approved by Council prior to commencement of driveway works and construction of the driveway across Council's footway area must be undertaken by a Council approved contractor, at no cost to the Council.

Reason: To ensure the construction of the driveway on public land meets Council's requirements.

36. Driveway Location from Water Meter, Sewer and Stormwater Connections

The driveway within the property must maintain a clearance not less than one metre (1.0m) from the water meter.

The driveway verge cross-over is not permitted to be constructed over the water service, sewer tie point connection or stormwater tie point connection.

Reason: To ensure such service is not damaged by vehicle movements or difficult to access.

37. Repair Damaged Public and Private Property

All damage caused to public and private property during the construction operations and associated activities must be repaired or reinstated prior to Council accepting any Certificate of Completion.

Reason: To ensure that all public and neighbouring private property in the vicinity of the development is maintained in its pre-development condition.

38. Heritage Entrance Crossover - Braidwood

Construct / Upgrade existing entrance and to maintain appropriate historical aesthetics with the proposed development and pursuant to QPRC D13 Design Specification / Braidwood DCP 2006 where existing footpath and gutter is grass or gravel, the driveway cross-over shall be finished in either brick, clay pavers, stone flagging, crushed rock, cobbles or similar.

Reason: To ensure safe entry and exit to the lot from the road.

39. Obtain Occupation Certificate

Do not occupy or use the premises until an occupation certificate has been issued by Queanbeyan-Palerang Regional Council or an appropriately accredited private certifier. Provide a copy of any occupation certificate, issued by a private certifier, to Queanbeyan-Palerang Regional Council no later than 2 days after the occupation certificate is issued.

Reason: Ensure that the building complies with relevant standards.

40. External Materials and Finishes to match existing

The new roofing is to use colours and materials that match the existing. Any brickwork repairs to the stable building exterior is to be consistent with the existing.

Reason: The works match the existing buildings.

41. Disposal of Contaminated Material

All contaminated material removed from the site must be disposed of to a licensed disposal facility or as otherwise specified in the remedial action plan. Evidence of the location, date and quantities of material disposed of must be submitted to Council prior to the issue of a Construction Certificate (Building or Subdivision).

Reason: To ensure that contaminated material removed from the site is disposed of in an environmentally safe manner.

42. Fire Safety Certificate

Prior to obtaining the final occupation certificate, provide the final fire safety certificate to Queanbeyan-Palerang Regional Council (and to the principal certifying authority if not Queanbeyan-Palerang Regional Council). A final fire safety certificate is a certificate issued by or on behalf of the owner of the premises to the effect that each essential fire safety measure specified in the current fire safety schedule for the building to which the certificate relates:

- a) has been assessed by a properly qualified person, and
- b) was found, when it was assessed, to be capable of performing to at least the standard required by the current fire safety schedule for the building for which the certificate is issued.

Note: The assessment of essential fire safety measures must have been carried out within the period of 3 months prior to the date on which a final fire safety certificate is issued

As soon as practicable after the final fire safety certificate is issued, the owner of the building to which it relates:

- a) must provide a copy of the certificate (together with a copy of the current fire safety schedule) to the Fire Commissioner, and
- b) must display a copy of the certificate (together with a copy of the current fire safety schedule) prominently displayed in the building.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000.

CONDITIONS TO BE SATISFIED DURING THE ONGOING USE OF THE PREMISES

43. Repair Damaged Public and Private Property

All damage caused to public and private property during the establishment of the development must be repaired or reinstated prior to the issue of the Subdivision Certificate.

Reason: To ensure that all public and private property in the vicinity of the development is maintained in its pre-development condition.

44. Surface Water

Do not re-direct surface water onto adjoining private land. Alterations to the surface contours must not impede or divert natural surface water run-off, so as to cause a nuisance to adjoining property owners or create an erosion or sediment problem.

Reason: Stormwater disposal does not impact on the building or neighbouring properties.

ACTIVITY APPROVAL - SECTION 68 OF LOCAL GOVERNMENT ACT 1993

45. Carry Out Sewer Work, Carry Out Water Supply Work, Carry Out Stormwater Work

All sanitary plumbing and drainage work is to be carried out in accordance with the requirements of the *Local Government (General) Regulation 2005, AS 3500 and the requirements of Plumbing and Drainage Act, 2011*. No alterations or additions are permitted without approval from Council.

Reason: All plumbing and drainage functions adequately.

Council must inspect the following stages of construction and installation:

- Internal and external plumbing and drainage,
- Installation of the on-site sewage management system and disposal area,
- Final inspection of plumbing, drainage and on-site sewage management system.

The top level of the sewerage service yard gully shall be located a minimum of 150 mm below the lowest fixture level and a minimum of 75 mm above ground level. Where it is not practicable to locate the top of the yard gully 150 mm below the lowest fixture level or 75 mm above the surrounding ground level, then a reflux valve shall be fitted to the sewer drainage system so as to prevent the backflow from the sewer entering the building.

The sewer junction inspection opening is to be located and raised to ground level.

Reason: To ensure compliance with AS3500 - National Plumbing and Drainage Code and the requirements of Plumbing and Drainage Act, 2011.

Three star and four star rated water conservation devices are to be installed in the bathroom and kitchen respectively.

Reason: Water efficiency and minimisation of wastewater produced.

A 'Notice of Work' (NoW) is to be issued to Queanbeyan-Palerang Regional Council no later than 2 business days before the work concerned is carried out.

Reason: Council is informed prior to undertaking inspections and in accordance with requirements of Plumbing and Drainage Act, 2011.

Licensees as the 'responsible person' must submit a Sewer Service Diagram (SSD) layout to Queanbeyan-Palerang Regional Council prior to or at the time of inspection.

Reason: Council records are kept up to date and requirements of Plumbing and Drainage Act, 2011.

A 'Certificate of Compliance' (CoC) is to be issued to the Queanbeyan-Palerang Regional Council and a copy to the person for whom the work is carried out on completion of the final inspection.

Reason: Council records are kept up to date and requirements of Plumbing and Drainage Act, 2011.

Schedule 1

Department of Climate Change, Energy, the Environment and Water



Our ref: HMS ID 4774
Your ref: DA.2023.0273

Luceille Yeomans
Specialist Town Planner
Queanbeyan-Palerang Regional Council
PO Box 90, QUEANBEYAN NSW 2620

Email: Luceille.Yeomans@gprc.nsw.gov.au

Dear Ms Yeomans

HERITAGE COUNCIL OF NSW Development Application Referral

| | |
|-------------------------------|--|
| Address: | 119 Wallace Street, Braidwood, NSW, 2622 |
| SHR Item: | Albion Hotel, 3 adjoining shops & stables, SHR 00304 Braidwood and Setting, SHR 01749 |
| DA.2023.0273 proposal: | Works to stables building involving a self-levelling cement compound over existing concrete floor, replace roof with like for like material, repair of brickwork, installation of plumbing into stable for sink connection, installation of bathroom and extension to approved roof and seating area to west of stables. Removal of T-shaped sheds, removal of sheds on south boundary line. Construct awning to shed at the rear of Albion Hotel. |
| Application no: | HMS ID 4774, received 11 October 2023 |

I refer to your submission to the Heritage Council of NSW (Heritage Council) received by Heritage NSW on 11 October 2023 about development application DA.2023.0273 (the **DA**).

The works proposed in the DA (as above) by the owner of the item and land, Mr Sinfield, is identical to that covered by an existing section 60 approval granted to Mr Sinfield on 24 September 2021.

Heritage NSW (as delegate of the Heritage Council) granted approval under Section 63 of the Heritage Act 1977 (the **Act**) for the following works to *Albion Hotel, 3 adjoining shops & stables*: *Works to stables building involving a self-levelling cement compound over existing concrete floor, replace roof with like for like material, repair of brickwork, installation of plumbing into stable for sink connection, installation of bathroom and extension to approved roof and seating area to west of stables. Removal of T-shaped sheds, removal of sheds on south boundary line. Construct awning to shed at the rear of Albion Hotel.*

On this basis, no further approval is required under the Act for Mr Sinfield to carry out the works proposed in the DA.

The Section 60 determination letter dated 24 September 2021 is included at **Attachment A** to this letter for your reference.

If you have any questions regarding the above matter please contact Caitlin Stevens, Senior Assessments Officer at Heritage NSW via Caitlin.Stevens@environment.nsw.gov.au or 9873 8500.

Yours sincerely



Shikha Jhaladiyal
Acting Manager, Assessments
Heritage NSW
Department of Climate Change, Energy, the Environment and Water
As Delegate of the Heritage Council of NSW
8/03/2024



Attachment A – section 60 determination letter

Our ref: DOC21/149578

Justin Sinfield
58 Lagoon Street
NARRABEEN NSW 2102

By email: etalkj@yahoo.com.au

Dear Mr Sinfield

**Application under section 60 of the *Heritage Act 1977*
Albion Hotel, 3 adjoining shops & stables
State Heritage Register No. 00304**

Address: 119 Wallace Street, Braidwood, NSW, 2622
Proposal: Works to stables building involving a self-levelling cement compound over existing concrete floor, replace roof with like for like material, repair of brickwork, installation of plumbing into stable for sink connection, installation of bathroom and extension to approved roof and seating area to west of stables. Removal of T-shaped sheds, removal of sheds on south boundary line. Construct awning to shed at the rear of Albion Hotel.
s60 application no: s60/2021/102, received 15 March 2021, following discussions and request for additional information, completed application received 25 June 2021.

As delegate of the Heritage Council of NSW (the Heritage Council), I have considered the above Section 60 application. Pursuant to section 63 of the *Heritage Act 1977*, approval is granted subject to the following conditions:

APPROVED DEVELOPMENT

1. All work shall comply with the information contained within:
 - a) Drawings originally prepared by Blue Sky Homes and marked up by the applicant to demonstrate proposed works, as listed below:

| Dwg No | Dwg Title | Date | Rev |
|--|-----------------------|-----------------------------------|-----|
| Project Name: Alterations and Additions | | | |
| 2 of 7 | Floor Plan Renovation | Submitted to HNSW on 18 June 2021 | N/A |
| 4 of 7 | Elevations | Submitted to HNSW on 2 March 2021 | N/A |
| 6 of 7 | Elevations | Submitted to HNSW on 2 March 2021 | N/A |

- b) Drawing of Albion Hotel Stables showing the proposed stables floorplan, provided by email 13 July 2021.
- c) Site Survey titled, *11 Wallace Street, Braidwood*, prepared by PHL Surveyors, dated 18 March 2021.
- d) Report titled, *Albion Hotel Complex: 119 Wallace Street, Braidwood*, prepared by Touring the Past and Justin Sinfield, dated February 2021.
- e) Conservation Management Plan titled, *Albion Hotel complex: 119 Wallace Street, Braidwood*, prepared by Touring the Past, dated April 2020
- f) Report titled, *119 Wallace Street Baseline Historical Archaeological Assessment*, prepared by FML Heritage, dated August 2018.
- g) Letter titled, *Austech Cement Concrete Repairs Quote*, which identifies the description of works to stables exterior, undated.

EXCEPT AS AMENDED by the conditions of this approval:

WORKS TO STABLES BUILDING

- 2. The new self-levelling cement compound must be installed without impacting on the base and sandstock brick walls of the Stables building.
- 3. The bathroom fitout must not impact significant fabric and services should reuse existing service points.

Reason: To protect significant fabric and prevent unnecessary removal of fabric.

- 4. The extension to the deck is approved but must be a timber structure and not concrete.

Reason: To retain consistency with previous section 60 determination for the deck, application no. 15/s60/03, approved 28 October 2014.

HERITAGE CONSULTANT

- 5. A suitably qualified and experienced heritage consultant must be nominated for this project. The nominated heritage consultant must provide input into the detailed design, provide heritage information to be imparted to all tradespeople during site inductions, and oversee the works to minimise impacts to heritage values. The nominated heritage consultant must be involved in the selection of appropriate tradespersons and must be satisfied that all work has been carried out in accordance with the conditions of this consent.

Reason: So that appropriate heritage advice is provided to support best practice conservation and ensure works are undertaken in accordance with this approval.

SPECIALIST TRADESPERSONS

6. All work to, or affecting, significant fabric shall be carried out by suitably qualified tradespersons with practical experience in conservation and restoration of similar heritage structures, materials and construction methods.

Reason: So that the construction, conservation and repair of significant fabric follows best heritage practice.

SITE PROTECTION

7. Significant built and landscape elements are to be protected during site preparation and the works from potential damage. Protection systems must ensure significant fabric, including landscape elements, is not damaged or removed.

Reason: To ensure significant fabric including vegetation is protected during construction.

UNEXPECTED HISTORICAL ARCHAEOLOGICAL RELICS

8. The applicant must ensure that if unexpected archaeological deposits or relics not identified and considered in the supporting documents for this approval are discovered, work must cease in the affected area(s) and the Heritage Council of NSW must be notified. Additional assessment and approval may be required prior to works continuing in the affected area(s) based on the nature of the discovery.

Reason: This is a standard condition to identify to the applicant how to proceed if historical archaeological deposits or relics are unexpectedly identified during works.

ABORIGINAL OBJECTS

9. Should any Aboriginal objects be uncovered by the work which is not covered by a valid Aboriginal Heritage Impact Permit, excavation or disturbance of the area is to stop immediately and the Department of Planning, Industry and Environment is to be informed in accordance with the *National Parks and Wildlife Act 1974* (as amended). Works affecting Aboriginal objects on the site must not continue until the Department of Planning, Industry and Environment has been informed and the appropriate approvals are in place. Aboriginal objects must be managed in accordance with the *National Parks and Wildlife Act 1974*.

Reason: This is a standard condition to identify to the applicant how to proceed if Aboriginal objects are unexpectedly identified during works.

COMPLIANCE

10. If requested, the applicant and any nominated heritage consultant may be required to participate in audits of Heritage Council of NSW approvals to confirm compliance with conditions of consent.

Reason: To ensure that the proposed works are completed as approved.

DURATION OF APPROVAL

11. This approval will lapse five years from the date of the consent unless the building works associated with the approval have physically commenced.

Reason: To ensure the timely completion of works.

Advice

Section 148 of the *Heritage Act 1977* (the Act), allows people authorised by the Minister to enter and inspect, for the purposes of the Act, with respect to buildings, works, relics, moveable objects, places or items that is or contains an item of environmental heritage. Reasonable notice must be given for the inspection.

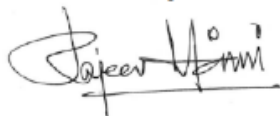
Right of Appeal

If you are dissatisfied with this determination appeal may be made to the Minister under section 70 of the Act.

It should be noted that an approval under the Act is additional to that which may be required from other Local Government and State Government Authorities in order to undertake works.

If you have any questions about this correspondence, please contact please contact Caitlin Stevens, Senior Heritage Assessment Officer, at Heritage NSW, on 9895 6582 or Caitlin.Stevens@environment.nsw.gov.au.

Yours sincerely



Rajeev Maini
Senior Team Leader
South Assessments
Heritage NSW
Department of Premier and Cabinet
As Delegate of the Heritage Council of NSW
24 September 2021

cc: Queanbeyan Palerang Regional Council,

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.2 AFFORDABLE HOUSING STRATEGY WORKING GROUP

ATTACHMENT 1 EXPRESSIONS OF INTEREST

| Full name | Do you live in the QPRC region? | Town/locality | Please tell us why you are interested in joining the Affordable Housing Working Group. | What skills do you have that could assist the Working Group achieve its role? |
|--------------|---------------------------------|---------------|---|---|
| Saara Bowen | Yes | Bungendore | <p>I express my strong interest in joining the Affordable Housing Working Group as part of the Queanbeyan-Palerang Regional Council's efforts to implement the Draft Affordable Housing Strategy.</p> <p>My motivation stems from a deep concern regarding the barriers to access affordable, secure, and suitable housing—a cornerstone of individual and community well-being and socioeconomic stability.</p> <p>I understand the current housing crisis in regional communities across Australia is the result of challenges in supply, low vacancy rates, demographic pressures, and escalating unaffordability, among other complex factors, and requires a concerted and informed response.</p> <p>I am particularly interested in this initiative as it acknowledges the complex interplay of factors affecting housing affordability and seeks to engage community representatives to devise and monitor solutions that are both practical and impactful.</p> <p>My interest in joining the working group is driven by a combination of personal passion for social equity, professional background in law, and a commitment to community service. I believe that my local knowledge, experience in regional and rural issues, professional and personal connections, and dedication to fostering inclusive communities equip me with insight necessary to contribute positively to the working group's objectives.</p> <p>It appears the working group will provide the opportunity to:</p> <p>Leverage my understanding of local housing challenges to inform the strategy's implementation;</p> | <p>Legal and other experience in dealing with rural and regional issues; Education and experience in the causes and impact of the housing crisis among vulnerable groups; Local connections personally and professionally. Connections with other regional areas personally and professionally, interstate and otherwise.</p> <p>My law practice is located in Bungendore and I am Group Councillor for the Bungendore branch of the CWA.</p> <p>My legal experience includes (but is not limited to) family law, family violence law, criminal law, elder law, contract law and administrative law. I have experience working with indigenous peoples, vulnerable people (including the elderly, immigrants and victims of violence), and local government issues.</p> |
| James Ansell | Yes | Karabar | <p>I'm a young person who barely afforded my townhouse 3 years ago (no chance on a standalone house!) and wouldn't be able to afford if I was buying today. None of my peers own their homes in the Canberra region, with most having to move away e.g. to Dubbo to be able to buy.</p> <p>This seems unsustainable and bad long term. So something needs to be done to turn it around.</p> | <p>I'm a policy wonk and have some academic/university skills; so ma good at stuff like parsing research, data analysis, designing recommendations, evaluating initiatives etc.</p> |

9.2 Affordable Housing Strategy Working Group
Attachment 1 - Expressions of Interest (Continued)

| | | | | |
|---------------------|-----|-----------|--|---|
| Stuart Davis-Meehan | No | Canberra | I write to express an interest in serving as a community representative on the QPRC Affordable Housing Working Group. I am the Director Special Works at Vinnies Canberra/Goulburn and have been in the role for nearly 2 years. I have some 40 years experience working in the social and community services sector in NSW, Victoria and the ACT. I have worked in a youth refuge, managed a small boarding school for students with challenging behaviours and a motel for people experiencing homelessness. As a Director of my own company, Key Insights Pty Ltd, I have researched a number of community impact assessments for mobile home villages in the Hunter Region of NSW. | In my current role, my portfolio is responsible for the management of Vinnies Canberra/Goulburn (Vinnies C/G) significant portfolio of homelessness programs across the region it covers from Lake Cargelligo in the north west to Eden in the south east. Our programs include Samaritan House, Blue Door, Street to Home, Families and Young Parents Accommodation Program, Roadhouse, Justice Housing Program, CIP (Oaks Estate) and our Night Patrol vans (which service Queanbeyan nightly). We also head lease some 100 properties from the ACT Government for transitional accommodation. I am also a member of the Queanbeyan Homelessness Collaborative and participated in the recent Cross Border Workshops and the Street Count. Vinnies has both a conference and a Vinnies shop in Queanbeyan and Braidwood. I was actively involved in developing Vinnie's CG submission to the Queanbeyan-Palerang Affordable Housing Strategy last year. Whilst I don't live in the LGA, I believe I have a lot to contribute having significant experience in the area of housing/homelessness and the community sector. I am a skilled researcher, strategic planning facilitator, program manager and am curious, empathetic and courageous. I have attached a CV prepared in 2021, prior to my successful appointment to my current position with Vinnies. |
| Sue Murray | Yes | Braidwood | As President of the Braidwood Community Association I co-wrote the BCA's submission on the QPRC Affordable Housing Strategy. We researched the need for affordable housing in Braidwood, and the different housing types needed for our community. I am concerned that increasing rents and house prices are forcing low income earners out of Braidwood. Some long term residents find it hard to afford housing. There is a need for different types of housing - seniors housing, medium density housing etc, to suit people at different stages of their lives. I'm interested in exploring the changes that might be needed (eg to zoning) to enable a wider range of housing. | 1. Knowledge of my community's social and economic structure gained from living and working here for over 50 years. I worked as a teacher here for approx 30 years. 2. Connections with the community due to my work as the president of the Braidwood Community Association since 2018 and involvement in many other community organisations. 3. Research and writing skills. 4. Ability to work constructively with others. As I'm not sure how this group will work, I'm also not sure what skills will be required. I believe that representatives from the rural parts of the LGA should be included in the Working Group, as there are specific factors influencing the affordability of housing for rural and small town residents. |
| Sarah Leheny | Yes | Braidwood | I am a member of the Braidwood Community Association and the Chair of the Braidwood Affordable Housing sub-committee. I see first-hand the affect of a lack of affordable housing on the people of Braidwood and would like to be apart of the solution. | secretariat organisation administration 35 years in the Australian Public Service |

9.2 Affordable Housing Strategy Working Group
Attachment 1 - Expressions of Interest (Continued)

| | | | | |
|------------------|-----|------------|--|--|
| Mostyn Neil Gale | Yes | Queanbeyan | <p>I am keenly interested in joining the Affordable Housing Working Group as a community representative because I have a strong passion for development and ensuring beneficial outcomes for society. I feel that a key aspect of this is housing affordability.</p> <p>Having been fortunate enough to secure an affordable housing situation myself, I am acutely aware of the stark reality that this is not the case for many individuals and families within our community. Moreover, as a teacher, I am in daily contact with students for whom the concept of buying a home seems an impossible dream. I firmly believe that access to safe and affordable housing is a fundamental right that should be afforded to all members of society.</p> <p>One of the primary reasons I feel compelled to contribute to the Affordable Housing Working Group is my deep-seated concern regarding the detrimental effects of exorbitant housing prices on individuals and families. It deeply troubles me to witness hardworking individuals and families struggle to make ends meet due to the unnecessarily excessive portion of their income being allocated towards housing expenses. This financial strain not only jeopardises their financial stability but also impacts their overall well-being and quality of life.</p> <p>As a teacher, I have witnessed firsthand the detrimental effects of high housing costs on families and children. The stress and anxiety stemming from financial instability often spill over into other aspects of life, impeding individuals' ability to fully engage with their families and communities. Moreover, the strain placed on familial relationships due to financial pressures can result in significant emotional distress and, in some cases, contribute to family breakdowns.</p> | <p>My background in public policy within the Australian Government, specifically in small business policy, has equipped me with invaluable skills in industry and economic analysis. This experience has honed my ability to assess complex policy issues, identify key stakeholders, and develop strategic solutions to address them effectively.</p> <p>Furthermore, my academic credentials, including a Master's degree in Public Policy, have provided me with a solid foundation in economic analysis and policy formulation. I am adept at conducting rigorous research, analysing data, and synthesising findings to inform evidence-based decision-making.</p> <p>I am a Physicist by training and now a Mathematics teacher, and thus possess the requisite skills needed to understanding the theoretical underpinnings of market dynamics and mechanisms. This interdisciplinary perspective allows me to approach housing affordability issues from a unique angle, drawing upon principles of economics and applying analytical methodologies to assess market trends and dynamics.</p> <p>In addition, my experience as an economics instructor at Dickson College has honed my ability to communicate complex economic concepts in a clear and accessible manner. I excel in engaging with diverse audiences and facilitating productive discussions to foster a deeper understanding of economic principles and their implications for housing affordability.</p> |
| Megan Ward | | Queanbeyan | <p>I am the Chief Operating Officer with CHC and have close to 25 years experience in the Community Housing sector, previously directly managing social and affordable housing in Queanbeyan and the surrounding areas. Excitingly, CHC are in the process of submitting Housing Australia Future Fund tender applications that include sites within Queanbeyan to house both affordable and social cohorts. These projects, if approved will bring much needed additional housing to your township, reduce public housing waitlist numbers and assist key workers.</p> | <p>I have recently joined the cross boarder working group and feel I bring experience that will assist your aims in:</p> <ul style="list-style-type: none"> -Providing local knowledge on Affordable Housing issues pertaining to the local government area. - Monitoring the implementation of council's Affordable Housing Strategy. - Raising community awareness of Affordable Housing issues. |

| | | | | |
|---------------|--|------------|--|--|
| Serena Wilson | | Bungendore | I would like to express interest in joining the QPRC Affordable Housing Working Group as a community representative. I have a long-standing interest in affordable housing issues and how they manifest at a local level. This stems originally from my undergraduate degree in Arts (Political Science) at the University of Melbourne and continued throughout my career as a Commonwealth public servant working on social policy for more than 30 years. | My undergraduate honours thesis explored the impact of three layers of government policy - Local, State and Commonwealth - on the rooming house market in inner Melbourne. I worked as a junior policy (JMeer on housing issues at the start of my public service career in the Department of Housing and Construction and later, housing policy (including Rent Assistance and the Commonwealth-State Affordable Housing and Homelessness Agreement) was one of my responsibilities when I retired as a Deputy Secretary in the Department of Social Services in 2018. For several years I was also the Commonwealth Government representative on the advisory board of the Australian Housing and Urban Research Institute (AHURI). I have extensive experience in community engagement and consumer led approaches to the design of policy interventions, program implementation and evaluation. I led the development of the first National Disability Agreement and jointly headed the Commonwealth Taskforce that designed the National Disability Insurance Scheme with state/territory and non-government partners. I also oversaw the development of the Commonwealth's Social Investment Approach and Policy design experimentation through the Try, Test and Learn Fund. I have an enduring commitment to evidence informed approaches to social policy and programs and the importance of citizen engagement in developing and refining interventions to improve lifetime wellbeing. Clearly, access to affordable, secure and appropriate housing is a key platform for addressing social disadvantage and improving wellbeing outcomes at the. Individual, community and metal level. Since I retired, I have been Involved with Abbeyfield Australia serving both as a Board member of the company from 2020 - 2022 and as co-chair of the Bungendore Abbeyfield Committee since late 2019. I have been a Bungendore resident since 1997 and am acutely aware of the range of affordable housing issues facing the Local community. I network well at the local level. I have strong analytical skills, excellent communication skills, a deep knowledge of social policy issues and am collaborative, positive and diligent in projects in which I engage. I would welcome the opportunity to be involved in the Affordable Housing Working Group as a community representative. A short CV is attached. |
| Vivienne Cox | | Queanbeyan | Please accept my expression of Interest in serving as a community representative on QPRC's Affordable Housing Group. I am personally familiar with the value of an affordable home, having been raised in a family that experienced rental crisis and homelessness until moving into a Housing NSW (Housing Commission) home. | I have demonstrated my interest in local aspects of housing affordability and homelessness since moving to Queanbeyan in 2013, including: · - Managing a range of local NSW government contracts including those for homelessness & domestic violence. · - Following retirement in 2021 I joined the board of Karabar Housing Cooperative (KHC) and accepted the chair at that year's AGM · Chairing the local Housing and Homelessness Solutions Forum, and as a product of that, in 2017 the Queanbeyan Housing Action Collective (Q-HAC, which I still chair, and which still meets monthly) · Managing a range of local NSW government contracts including those for homelessness & domestic violence. Like all the Queanbeyan Housing Action Collective (Q-HAC) members, I'm proud that our QPRC Councillors listened and acted on our advocating for an Affordable Housing Strategy. We look forward to the positive impact on housing affordability it promises to have across our community. |

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.2 AFFORDABLE HOUSING STRATEGY WORKING GROUP

ATTACHMENT 2 DRAFT TERMS OF REFERENCE

Queanbeyan-Palerang Regional Council Affordable Housing Working Group – Terms of Reference

1. Purpose

QPRC's Affordable Housing Strategy recommends Council convene and resource an Affordable Housing Advisory Group or similar. It is anticipated that the working group will oversee progress of the strategies in the plan, provide local knowledge and expertise on homelessness and related issues that can be dealt with at a local government level and raise community awareness of affordable housing in the community.

2. Status of the Working Group

The working group provides non-binding advice to Council for consideration. It does not have the power to incur direct or indirect expenditure, or to bind Council.

3. Role

- Provide local knowledge on Affordable Housing issues within the local government areas
- Monitor implementation of Council's Affordable Housing Strategy
- Raise community awareness of Affordable Housing issues.

4. Meetings

The working group would meet once a month during business hours.

5. Membership

The working group will consist of:

- One Councillor
- 9 community members, and
- 2 staff members

It will be Chaired by a nominated member of the working group.

6. Quorum

3 members

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.3 EXTENSION OF CONTRACT 08/2014 WASTE COLLECTION
SERVICES

ATTACHMENT 1 OLG CIRCULAR 23-16: REGULATION AMENDMENTS TO
PROTECT THE EMPLOYMENT OF WASTE WORKERS



Office of
Local Government

Circular to Councils

| | |
|-----------------------------|---|
| Circular Details | 23-16 / 15 December 2023 / A885509 |
| Previous Circular | N/A |
| Who should read this | Councillors / General Managers / Council procurement staff |
| Contact | Council Governance Team / (02) 4428 4100 / olg@olg.nsw.gov.au |
| Action required | Council to Implement |

Regulation amendments to protect the employment of waste workers.

What's new or changing

- Amendments have been made to the Local Government (General) Regulation 2021 (the Regulation) to strengthen employment protections where councils tender for domestic or other waste management services.

What this will mean for your council

- Section 173 of the Regulation has been amended to require tender submissions for the performance of domestic or other waste management services to contain an undertaking that the tenderer will ensure that current employees (whether of the council or the current contractor) will be offered employment to continue to provide the service, and for anyone who accepts the offer of employment:
 - the employment will be on at least the same terms as the individual's current employment, and
 - the employment will be taken to be a continuation of the individual's current employment with no loss of entitlements, and
 - the tenderer will pay an annual increase in the individual's base rate pay in accordance with the applicable industrial instrument or the Local Government (State) Award if there is no applicable instrument.
- Section 177 of the Regulation has been amended to provide that tender submissions for the performance of domestic or other waste management services cannot be considered by a council unless they contain the required undertaking.
- To facilitate the giving of undertakings, section 170 of the Regulation has been amended to require tender proposal documents issued by councils in relation to contracts for the performance of domestic or other waste management services to provide details of the employees who currently provide the service and the terms on which they are employed. This information must be provided in a way that protects the privacy of individual workers. This information is not required to be included if the council cannot reasonably obtain access to the information.
- Section 178(1A) of the Regulation has been amended to provide that a council must not accept a tender submission for a proposed contract unless the council has consulted with each relevant union and the unions are satisfied that appropriate industrial arrangements will be in place to ensure compliance with the undertaking during the life of the contract.
- Section 178 of the General Regulation currently provides that councils must ensure that every contract they enter into as a result of a tender submission

Office of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

they accept, is with the successful tenderer and in accordance with the tender. This means that the terms and conditions of any contract for the performance of domestic or other waste management services must reflect the undertaking given by the tenderer.

- Section 173(6) of the Regulation further provides that an individual, to which an undertaking relates, may take action to enforce the undertaking as if the undertaking were a contract between the tenderer and the individual.

Key points

- The Regulation defines “domestic or other waste management services” as “the storage, treatment, processing, collecting, removal, disposal, destruction, sorting or recycling of domestic waste and other waste.”
- The new requirements also apply in circumstances where the services which are the subject of a tender are currently provided in-house by council employees and the council is proposing to outsource the provision of the services.

Where to go for further information

- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

Brett Whitworth
Deputy Secretary, Local Government

Office of Local Government
5 O’Keefe Avenue NOWRA NSW 2541
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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.3 EXTENSION OF CONTRACT 08/2014 WASTE COLLECTION
SERVICES

ATTACHMENT 2 LGNSW UPDATE - WASTE TENDERING REGULATIONS

From: LGNSW President Darriea Turley AM <lgnsw@lgnsw.org.au>
Date: 10 March 2024 at 3:18:47 pm GMT-7
To: Rebecca Ryan
Subject: Waste Tendering Regulations – Update
Reply-To: lgnsw@lgnsw.org.au

[EXTERNAL] This email originated from outside of the organisation. Please do not click links or open attachments unless you recognise the sender and know that the content is safe.

WASTE TENDERING REGULATIONS – UPDATE

Dear Ms Ryan,

As previously advised, on 15 December 2023 the [Local Government \(General\) Amendment \(Tendering\) Regulation \(No 2\) 2023](#) (Waste Tendering Regulation) was made, amending tendering requirements for domestic and other waste management services under the existing [Local Government \(General\) Regulation 2021](#) (Regulations).

The updated Regulation is currently in force and councils are required to comply with it until it is repealed or amended.

Neither LGNSW, councils, county councils, joint organisations nor waste management service providers were consulted in relation to the amendments.

LGNSW has obtained a legal opinion from Arthur Moses (Senior Counsel) which, briefly stated, confirms LGNSW's view that the amended Regulations are ambiguous, unworkable and apt to produce adverse consequences for councils, tenderers, employees, ratepayers, and the general public. We are already seeing this, with members indicating that the amendments are causing them serious detrimental impacts.

[DOWNLOAD A COPY OF THE LEGAL OPINION >>](#)

LGNSW has asked the NSW Government to repeal the amendments immediately, and to engage in proper consultation with all stakeholders in relation to any future amendments to the Regulations. We have also asked the Opposition and members of the Crossbench to move and/or support a motion to disallow the Waste Tendering Regulation (we have until about early May for this to occur), which would have the effect of rescinding the amendments.

I encourage members to raise the matter with their local member of Parliament.

For further information, please contact me or Adam Dansie (LGNSW Director Workforce and Legal).

Yours sincerely

Cr Darriea Turley AM
President LGNSW

QUESTIONS?

Feel free to send us an enquiry.

[Contact us today](#)

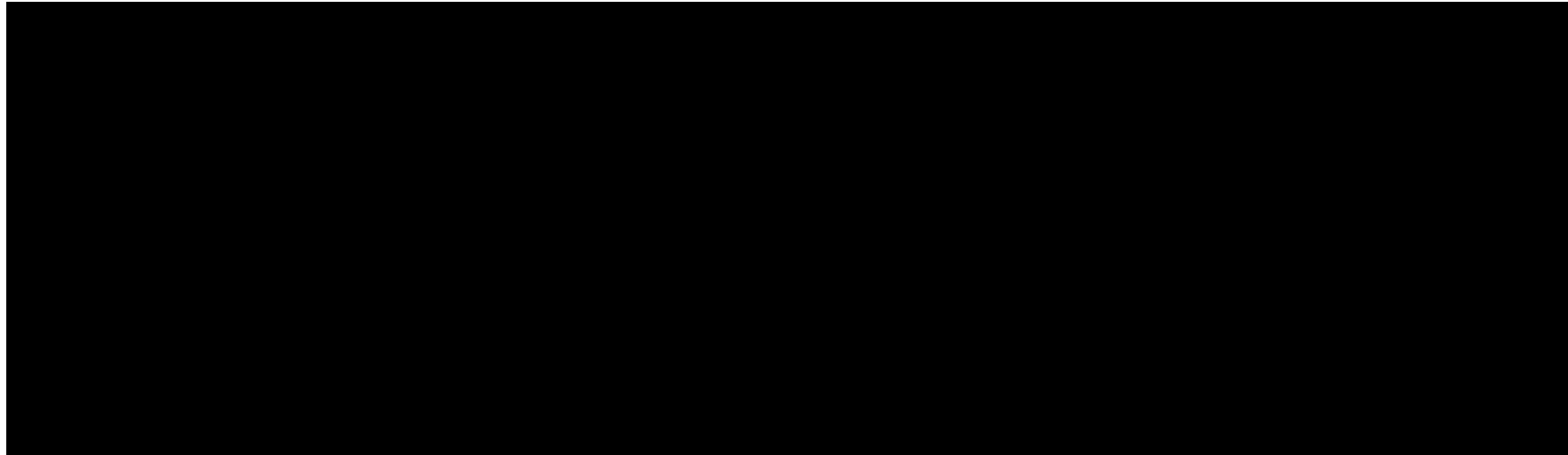
QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.6 BUNGENDORE SWIMMING POOL LEASE EXTENSION OFFER

ATTACHMENT 1 EMAIL FROM ANTOINETTE SCHULZ



From: Antoinette Schulz [REDACTED]
Sent: Monday, February 19, 2024 10:33 PM
To: SchoolInfrastructureNSW, Corro <SINSW@det.nsw.edu.au>; monaro@parliament.nsw.gov.au; Council Mail <Council.Mail@qprc.nsw.gov.au>
[REDACTED]
Subject: Extend the lease for Bungendore swimming pool until new pool is built

[EXTERNAL] This email originated from outside of the organisation. Please do not click links or open attachments unless you recognise the sender and know that the content is safe.

Dear Hon. Steve Whan, School Infrastructure NSW and QPRC,

I am emailing to once again request that the NSW Department of Education extend the existing lease of the Bungendore Swimming Pool from 31 March 2024, to at least 31 March 2025. It's quite obvious that construction of the new pool will not be complete by the end of the year, as it has not even started.

I sent the attached petition last year, which is still relevant for the next swimming season as the new pool is not yet built. The community of Bungendore needs the existing pool to stay operational over summer(s) until the new one is ready for use.

It makes sense to extend the lease prior to it expiring, to save council the expense of removing all of the pumps and equipment from the pool, only to have to return it all again which is what happened last year.

It's been a fantastic swimming season with the Bungendore Swimming Club having a record number of children this year, with many new swimmers coming through. We're all extremely grateful to NSW Department of Education and QPRC for making it all happen, and hope the same can be done for the next swimming season. It would be devastating to lose this community facility even for one season, and it's obvious from last year's petition with 1207 signatures that the community feels strongly about having continuity of access to a pool within the township.

I look forward to hearing from NSW state government that the lease will be extended, with confirmation from QPRC that the same arrangements will be in place as this season, to operate the existing Bungendore pool for the 24/25 swimming season.

Kind regards,

Antoinette Schulz

A black rectangular redaction box covering the signature of Antoinette Schulz.

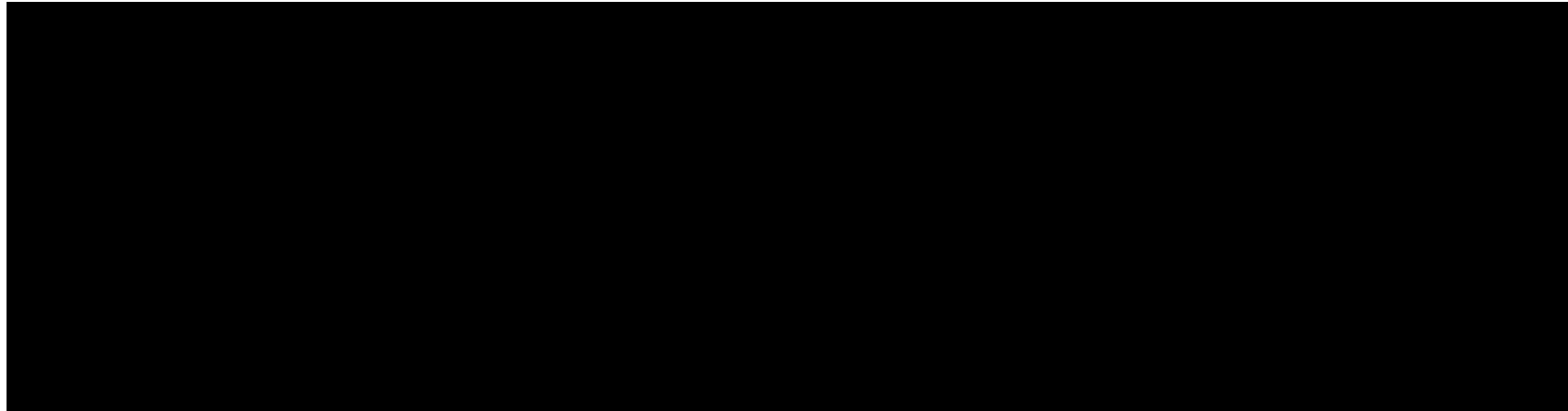
QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.6 BUNGENDORE SWIMMING POOL LEASE EXTENSION OFFER

ATTACHMENT 2 EMAIL FROM SINSW - LEASE EXTENSION



From: Carlo Bellinato [REDACTED]

Sent: Wednesday, March 13, 2024 12:35 PM

To: Rebecca Ryan [REDACTED]

Subject: Bungendore Swimming Pool - Lease Extension

[EXTERNAL] This email originated from outside of the organisation. Please do not click links or open attachments unless you recognise the sender and know that the content is safe.

Hi Rebecca,

Further to our recent discussions, the department wishes to advise that we are able to extend the lease for Bungendore Swimming Pool until 31 March 2025, which will include the 2024/25 swimming season.

Please let us know QPRC's position once they have considered the above.

Please don't hesitate to contact us should you wish to discuss further.

Kind regards,

Carlo Bellinato

Senior Project Director, Infrastructure Delivery
School Infrastructure NSW



Level 8, 259 George Street, Sydney, NSW 2000 | GPO Box 33, Sydney, NSW 2001



I acknowledge the traditional custodians of the land and pay my respects to Elders past and present. I also acknowledge all the Aboriginal and Torres Strait Islander staff working within the Department of Education at this time.

Confidentiality: This email is from the NSW Department of Education. The contents are confidential and may be protected by legal professional privilege. The contents are intended only for the named recipient of this email. If the reader of this email is not the intended recipient you are hereby notified that any use, reproduction, disclosure or distribution of the information contained in the email is prohibited. If you have received this email in error, please reply to us immediately and delete the document.

*** This message is intended for the addressee named and may contain privileged information or confidential information or both. If you are not the intended recipient please notify the sender and delete the message. ***

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 9.7 INVESTMENT REPORT - FEBRUARY 2024

ATTACHMENT 1 INVESTMENT REPORT PACK - FEBRUARY 2024



Investment Report Pack

Queanbeyan-Palerang Regional Council

At 29 February 2024



Contents

- 1. Budget vs Actual Interest Income 1 July 2023 to 30 June 2024
- 2. Portfolio Valuation At 29 February 2024
- 3. Portfolio Compliance At 29 February 2024
- 4. Portfolio Statistics For Period Ending 29 February 2024
- 5. Portfolio Fossil Fuel Summary For Period Ending 29 February 2024



1. Budget vs Actual Interest Income 1 July 2023 to 30 June 2024

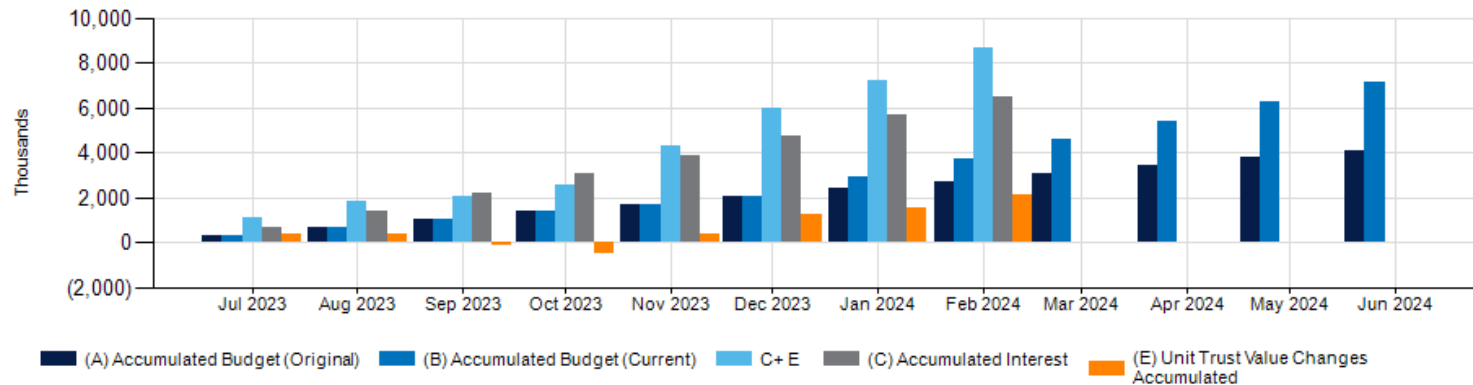
| Month / Year | (A) Income Interest Budget (Original) Running Total | Interest Income Budget (Current) For Month | (B) Interest Income Budget (Current) Running Total | (T) Interest Income Received/Accrued For Month | (C) Interest Income Received/Accrued Running Total | Accrued Interest Acquired For Month | Accrued Interest Acquired Running Total | (U) Unit Trust Market Value Changes | (E) Unit Trust Market Value Changes Running Total | 'Return' For Month (T + U) |
|--------------|---|--|--|--|--|-------------------------------------|---|-------------------------------------|---|----------------------------|
| Jul 2023 | 343,686.00 | 343,685.88 | 343,685.88 | 708,268.31 | 708,268.31 | 0.00 | 0.00 | 409,130.65 | 409,130.65 | 1,117,398.96 |
| Aug 2023 | 687,372.00 | 343,685.88 | 687,371.76 | 742,946.31 | 1,451,214.62 | 0.00 | 0.00 | (11,200.36) | 397,930.29 | 731,745.95 |
| Sep 2023 | 1,031,058.00 | 343,685.88 | 1,031,057.64 | 777,274.13 | 2,228,488.75 | (29,550.00) | (29,550.00) | (548,414.06) | (150,483.77) | 228,860.07 |
| Oct 2023 | 1,374,744.00 | 343,685.88 | 1,374,743.52 | 823,919.47 | 3,052,408.22 | (46,440.00) | (75,990.00) | (331,377.16) | (481,860.93) | 492,542.31 |
| Nov 2023 | 1,718,430.00 | 343,685.88 | 1,718,429.40 | 810,852.75 | 3,863,260.97 | (9,002.80) | (84,992.80) | 896,125.94 | 414,265.01 | 1,706,978.69 |
| Dec 2023 | 2,062,116.00 | 343,685.88 | 2,062,115.28 | 897,928.49 | 4,761,189.46 | (15,210.00) | (100,202.80) | 822,044.94 | 1,236,309.95 | 1,719,973.43 |
| Jan 2024 | 2,405,802.00 | 843,685.95 | 2,905,801.23 | 888,943.88 | 5,650,133.34 | (12,690.00) | (112,892.80) | 345,044.01 | 1,581,353.96 | 1,233,987.89 |
| Feb 2024 | 2,749,488.00 | 843,685.95 | 3,749,487.18 | 836,319.23 | 6,486,452.57 | (10,320.00) | (123,212.80) | 586,480.90 | 2,167,834.86 | 1,422,800.13 |
| Mar 2024 | 3,093,174.00 | 843,685.95 | 4,593,173.13 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Apr 2024 | 3,436,860.00 | 843,685.95 | 5,436,859.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| May 2024 | 3,780,546.00 | 843,685.95 | 6,280,545.03 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Jun 2024 | 4,124,232.00 | 843,685.95 | 7,124,230.98 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | 7,124,230.98 | | 6,486,452.57 | | (123,212.80) | | 2,167,834.86 | | 8,654,287.43 |

Notes on Table Above

1A. The numbers shown in Column T are the accrual interest amounts for that month combined with the At Call Deposit, Unit Trust and Unassigned interest and distribution income received during that month.

1B. The accruals shown in this section have been calculated using each security's coupon schedule.

Accumulated Budget vs Actual (Accruals Based Upon Coupon Payment Schedules)






2. Portfolio Valuation At 29 February 2024

| | Fixed Interest Security | Security Rating | ISIN | Face Value Original | Bond Factor | Face Value Current | Capital Price | Accrued Interest Price | Unit Price Notional | Unit Count | Market Value | % Total Value | Running Yield | Weighted Running Yield |
|-----------------------|---|-----------------|--------------|---------------------|-------------|--------------------|---------------|------------------------|---------------------|------------|---------------|---------------|---------------|------------------------|
| 31 Day Notice Account | AMP 31 Day Ntc | S&P BBB | | 911,655.32 | 1.00000000 | 911,655.32 | 100.000 | 0.000 | | | 911,655.32 | 0.34% | 5.20% | |
| | | | | 911,655.32 | | 911,655.32 | | | | | 911,655.32 | 0.34% | | 5.20% |
| | | | | | | | | | | | | | | |
| At Call Deposit | | | | | | | | | | | | | | |
| | AMP QPRC At Call | S&P ST A2 | | 77.54 | 1.00000000 | 77.54 | 100.000 | 0.000 | | | 77.54 | 0.00% | 3.30% | |
| | BENAU transaction At Call | Moodys A3 | | 83,017.40 | 1.00000000 | 83,017.40 | 100.000 | 0.000 | | | 83,017.40 | 0.03% | 0.00% | |
| | NAB At Call | S&P AA- | | 18,802,041.25 | 1.00000000 | 18,802,041.25 | 100.000 | 0.000 | | | 18,802,041.25 | 7.06% | 3.90% | |
| | NAB General At Call | S&P AA- | | 12,245,006.68 | 1.00000000 | 12,245,006.68 | 100.000 | 0.000 | | | 12,245,006.68 | 4.60% | 4.35% | |
| | NAB Links At Call | S&P AA- | | 713,541.09 | 1.00000000 | 713,541.09 | 100.000 | 0.000 | | | 713,541.09 | 0.27% | 4.35% | |
| | | | | 31,843,683.96 | | 31,843,683.96 | | | | | 31,843,683.96 | 11.96% | | 4.07% |
| Covered Floating Bond | | | | | | | | | | | | | | |
| | BENAU 1.15 16 Jun 2028 COVEREDFLO | Moodys Aaa | AU3FN0078846 | 6,000,000.00 | 1.00000000 | 6,000,000.00 | 100.460 | 1.102 | | | 6,093,720.00 | 2.29% | 5.49% | |
| | ING 0.98 08 Dec 2025 COVEREDFLO | Moodys Aaa | AU3FN0074175 | 3,500,000.00 | 1.00000000 | 3,500,000.00 | 100.506 | 1.211 | | | 3,560,095.00 | 1.34% | 5.32% | |
| | | | | 9,500,000.00 | | 9,500,000.00 | | | | | 9,653,815.00 | 3.63% | | 5.43% |
| Fixed Rate Bond | | | | | | | | | | | | | | |
| | ANZ 4.95 11 Sep 2028 Fixed | S&P AA- | AU3CB0302404 | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 100.738 | 2.325 | | | 3,091,890.00 | 1.16% | 4.97% | |
| | BOQ 4 29 Oct 2025 Fixed | S&P BBB+ | AU3CB0288843 | 2,840,000.00 | 1.00000000 | 2,840,000.00 | 98.222 | 1.344 | | | 2,827,674.40 | 1.06% | 4.11% | |
| | MACQ 1.7 12 Feb 2025 Fixed | S&P A+ | AU3CB0270387 | 6,000,000.00 | 1.00000000 | 6,000,000.00 | 97.157 | 0.079 | | | 5,834,160.00 | 2.19% | 1.66% | |
| | NTTC 0.8 15 Jun 2024 - Issued 16 Mar 2021 - Queanbeyan Regional Council Fixed | Moodys Aa3 | | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 0.568 | | | 5,028,400.00 | 1.89% | 0.80% | |
| | NTTC 1.1 15 Dec 2024 - Issued 16 Sep 2020 Fixed | Moodys Aa3 | | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 100.000 | 0.229 | | | 3,006,870.00 | 1.13% | 1.10% | |
| | NTTC 1.1 15 Jun 2025 - Issued 16 Mar 2021 - Queanbeyan Regional Council Fixed | Moodys Aa3 | | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 0.781 | | | 5,039,050.00 | 1.89% | 1.10% | |
| | SunBank 2.5 25 Jan 2027 Fixed | S&P A+ | AU3CB0285955 | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 93.794 | 0.240 | | | 4,701,700.00 | 1.77% | 2.66% | |
| | SunBank 4.8 14 Dec 2027 Fixed | S&P A+ | AU3CB0294957 | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 99.856 | 1.010 | | | 3,025,980.00 | 1.14% | 4.88% | |
| | UBS Aust 5 12 May 2028 Fixed | S&P A+ | AU3CB0299378 | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 99.109 | 1.497 | | | 3,018,180.00 | 1.13% | 5.01% | |
| | | | | 35,840,000.00 | | 35,840,000.00 | | | | | 35,573,904.40 | 13.36% | | 2.56% |
| Floating Rate Deposit | | | | | | | | | | | | | | |
| | Westpac 1.01 17 Apr 2024 1827DAY FRD | S&P ST A1+ | | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 100.000 | 0.145 | | | 3,004,362.33 | 1.13% | 5.31% | |
| | Westpac 1 29 Apr 2024 1827DAY FRD | S&P ST A1+ | | 4,000,000.00 | 1.00000000 | 4,000,000.00 | 100.000 | 0.000 | | | 4,000,000.00 | 1.50% | 5.30% | |
| | Westpac 0.98 03 Jul 2024 1827DAY FRD | S&P ST A1+ | | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 0.347 | | | 5,017,349.70 | 1.88% | 5.28% | |



| | | | 12,000,000.00 | | 12,000,000.00 | | | | 12,021,712.03 | 4.51% | 5.29% |
|--------------------|-----------------------------------|---------------|---------------|---------------|---------------|---------------|---------|-------|---------------|--------|-------|
| Floating Rate Note | | | | | | | | | | | |
| | BOQ 1.35 27 Jan 2027 FRN | S&P BBB+ | AU3FN0074662 | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 100.729 | 0.485 | 3,036,420.00 | 1.14% | 5.67% |
| | BENAU 1.35 27 Jan 2027 FRN | S&P BBB+ | AU3FN0074563 | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.837 | 0.485 | 5,066,100.00 | 1.90% | 5.69% |
| | CBA 1.15 13 Jan 2028 FRN | S&P AA- | AU3FN0074514 | 3,500,000.00 | 1.00000000 | 3,500,000.00 | 101.160 | 0.678 | 3,564,330.00 | 1.34% | 5.50% |
| | CBA 0.95 17 Aug 2028 FRN | Moodys Aa3 | AU3FN0080396 | 3,750,000.00 | 1.00000000 | 3,750,000.00 | 100.399 | 0.145 | 3,770,400.00 | 1.42% | 5.29% |
| | RABOCOOP 1.15 21 Nov 2028 FRN | S&P A+ | AU3FN0083119 | 3,750,000.00 | 1.00000000 | 3,750,000.00 | 100.634 | 0.120 | 3,778,275.00 | 1.42% | 5.48% |
| | HSBCSyd 0.83 27 Sep 2024 FRN | S&P AA- | AU3FN0050498 | 4,000,000.00 | 1.00000000 | 4,000,000.00 | 100.255 | 0.911 | 4,046,640.00 | 1.52% | 5.20% |
| | HSBCSyd 1.1 25 Aug 2027 FRN | Moodys Aa3 | AU3FN0071015 | 3,750,000.00 | 1.00000000 | 3,750,000.00 | 100.637 | 0.045 | 3,775,575.00 | 1.42% | 5.44% |
| | HSBCSyd 1.05 03 Mar 2028 FRN | Moodys Aa3 | AU3FN0075792 | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.325 | 1.291 | 5,080,800.00 | 1.91% | 5.41% |
| | MACQ 0.84 12 Feb 2025 FRN | S&P A+ | AU3FN0052908 | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 100.335 | 0.242 | 3,017,310.00 | 1.13% | 5.19% |
| | MACQ 0.48 09 Dec 2025 FRN | S&P A+ | AU3FN0057709 | 2,000,000.00 | 1.00000000 | 2,000,000.00 | 99.694 | 1.061 | 2,015,100.00 | 0.76% | 4.85% |
| | NAB 1.2 25 Nov 2027 FRN | S&P AA- | AU3FN0073896 | 4,400,000.00 | 1.00000000 | 4,400,000.00 | 101.327 | 0.045 | 4,460,368.00 | 1.68% | 5.54% |
| | NAB 1 12 May 2028 FRN | S&P AA- | AU3FN0077830 | 6,300,000.00 | 1.00000000 | 6,300,000.00 | 100.568 | 0.249 | 6,351,471.00 | 2.39% | 5.35% |
| | SunBank 0.93 22 Aug 2025 FRN | S&P A+ | AU3FN0070892 | 2,200,000.00 | 1.00000000 | 2,200,000.00 | 100.511 | 0.101 | 2,213,464.00 | 0.83% | 5.27% |
| | SunBank 0.48 15 Sep 2026 FRN | S&P A+ | AU3FN0062964 | 2,000,000.00 | 1.00000000 | 2,000,000.00 | 99.285 | 1.006 | 2,005,820.00 | 0.75% | 4.83% |
| | SunBank 0.78 25 Jan 2027 FRN | S&P A+ | AU3FN0065694 | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 99.894 | 0.492 | 5,019,300.00 | 1.89% | 5.13% |
| | SunBank 1.25 14 Dec 2027 FRN | S&P A+ | AU3FN0074241 | 2,850,000.00 | 1.00000000 | 2,850,000.00 | 101.132 | 1.182 | 2,915,949.00 | 1.10% | 5.60% |
| | UBS Aust 1.55 12 May 2028 FRN | S&P A+ | AU3FN0077970 | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 101.614 | 0.275 | 5,094,450.00 | 1.91% | 5.81% |
| | UBS Aust 1.45 24 Nov 2028 FRN | Moodys Aa3 | AU3FN0083168 | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 101.249 | 0.048 | 3,038,910.00 | 1.14% | 5.73% |
| | | | | 67,500,000.00 | | 67,500,000.00 | | | 68,250,682.00 | 25.63% | 5.39% |
| Term Deposit | | | | | | | | | | | |
| | Auswide 4.9 10 Apr 2024 363DAY TD | Moodys ST P-2 | | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 4.323 | 5,216,137.00 | 1.96% | 4.90% |
| | Auswide 5.5 13 Nov 2024 365DAY TD | Moodys ST P-2 | | 2,000,000.00 | 1.00000000 | 2,000,000.00 | 100.000 | 1.612 | 2,032,246.58 | 0.76% | 5.50% |
| | BOQ 5.05 06 Mar 2024 365DAY TD | Moodys ST P-2 | | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 4.967 | 5,248,349.30 | 1.97% | 5.05% |
| | BOQ 3.7 08 May 2024 728DAY TD | Moodys ST P-2 | | 10,000,000.00 | 1.00000000 | 10,000,000.00 | 100.000 | 2.980 | 10,298,027.40 | 3.87% | 3.70% |
| | BOQ 5.56 26 Jun 2024 364DAY TD | Moodys ST P-2 | | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 3.747 | 5,187,364.40 | 1.95% | 5.56% |
| | BVIC 5.75 10 Jul 2024 364DAY TD | S&P ST A2 | | 10,000,000.00 | 1.00000000 | 10,000,000.00 | 100.000 | 3.655 | 10,365,479.50 | 3.89% | 5.75% |
| | CBA 5.39 20 Nov 2024 363DAY TD | S&P ST A1+ | | 7,000,000.00 | 1.00000000 | 7,000,000.00 | 100.000 | 1.447 | 7,101,302.46 | 2.67% | 5.39% |
| | DFB 5.65 26 Jun 2024 364DAY TD | S&P ST A2 | | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 3.808 | 5,190,397.25 | 1.95% | 5.65% |
| | DFB 5.05 18 Feb 2026 728DAY TD | S&P BBB | | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 0.111 | 5,005,534.25 | 1.88% | 5.05% |
| | MYS 5 08 May 2024 364DAY TD | Moodys ST P-2 | | 10,000,000.00 | 1.00000000 | 10,000,000.00 | 100.000 | 4.041 | 10,404,109.60 | 3.91% | 5.00% |
| | NAB 0.8 28 Aug 2024 1098DAY TD | S&P ST A1+ | | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 100.000 | 0.410 | 3,012,295.89 | 1.13% | 0.80% |



Investment Report Pack

Queanbeyan-Palerang Regional Council

at 29 February 2024

| | | | | | | | | | |
|--|------------|----------------|------------|----------------|---------|--------|-----------------|----------------|---------|
| NAB 5.24 11 Sep 2024 364DAY TD | S&P ST A1+ | 5,000,000.00 | 1.00000000 | 5,000,000.00 | 100.000 | 2.426 | 5,121,309.60 | 1.92% | 5.24% |
| NAB 5.25 02 Oct 2024 362DAY TD | S&P ST A1+ | 3,000,000.00 | 1.00000000 | 3,000,000.00 | 100.000 | 2.100 | 3,063,000.00 | 1.15% | 5.25% |
| NAB 5.3 07 Nov 2024 365DAY TD | S&P ST A1+ | 10,000.00 | 1.00000000 | 10,000.00 | 100.000 | 1.641 | 10,164.08 | 0.00% | 5.30% |
| | | 75,010,000.00 | | 75,010,000.00 | | | 77,255,717.31 | 29.01% | 4.92% |
| Unit Trust | | | | | | | | | |
| NSWTC Long Term Growth Fund UT | S&P AA+ | 18,614,907.37 | | 18,614,907.37 | | 1.0822 | 17,200,827.3510 | 18,614,907.37 | 6.99% |
| NSWTC Medium Term Growth Fund UT | S&P AA+ | 12,136,995.26 | | 12,136,995.26 | | 1.0179 | 11,923,212.0712 | 12,136,995.26 | 4.56% |
| | | 30,751,902.63 | | 30,751,902.63 | | | | 30,751,902.63 | 11.55% |
| Portfolio Total | | 263,357,241.91 | | 263,357,241.91 | | | | 266,263,072.65 | 100.00% |
| Note: For holdings in unit funds and similar securities, the face value (original and current) columns will display market values. | | | | | | | | | |



3. Portfolio Compliance At 29 February 2024

| Short Term Issuer/Security Rating Group | Market Value | % Total Value |
|--|---------------|---------------|
| A2 | 53,942,188.57 | 20.26% |
| A1+ | 30,329,784.06 | 11.39% |
| Portfolio Total | 84,271,972.63 | 31.65% |

Market Value by Security Rating Group (Short Term)



| Long Term Issuer/Security Rating Group | Market Value | % Total Value |
|---|----------------|---------------|
| BBB+ to BBB- | 16,847,383.97 | 6.33% |
| A+ to A- | 42,722,705.40 | 16.05% |
| AA+ to AA- | 112,767,195.65 | 42.35% |
| AAA | 9,653,815.00 | 3.63% |
| Portfolio Total | 181,991,100.02 | 68.35% |

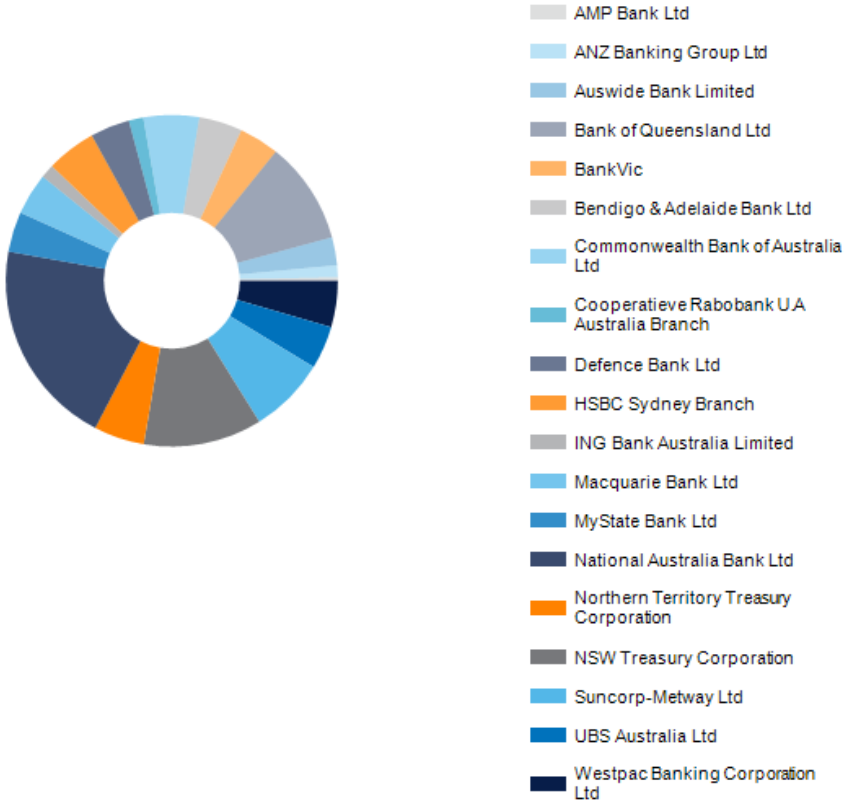
Market Value by Security Rating Group (Long Term)





| Issuer | Market Value | % Total Value |
|---|----------------|---------------|
| AMP Bank Ltd | 911,732.86 | 0.34% |
| ANZ Banking Group Ltd | 3,091,890.00 | 1.16% |
| Auswide Bank Limited | 7,248,383.58 | 2.72% |
| Bank of Queensland Ltd | 26,597,835.50 | 9.99% |
| BankVic | 10,365,479.50 | 3.89% |
| Bendigo & Adelaide Bank Ltd | 11,242,837.40 | 4.22% |
| Commonwealth Bank of Australia Ltd | 14,436,032.46 | 5.42% |
| Cooperative Rabobank U.A Australia Branch | 3,778,275.00 | 1.42% |
| Defence Bank Ltd | 10,195,931.50 | 3.83% |
| HSBC Sydney Branch | 12,903,015.00 | 4.85% |
| ING Bank Australia Limited | 3,560,095.00 | 1.34% |
| Macquarie Bank Ltd | 10,866,570.00 | 4.08% |
| MyState Bank Ltd | 10,404,109.60 | 3.91% |
| National Australia Bank Ltd | 53,779,197.59 | 20.20% |
| Northern Territory Treasury Corporation | 13,074,320.00 | 4.91% |
| NSW Treasury Corporation | 30,751,902.63 | 11.55% |
| Suncorp-Metway Ltd | 19,882,213.00 | 7.47% |
| UBS Australia Ltd | 11,151,540.00 | 4.19% |
| Westpac Banking Corporation Ltd | 12,021,712.03 | 4.51% |
| Portfolio Total | 266,263,072.65 | 100.00% |

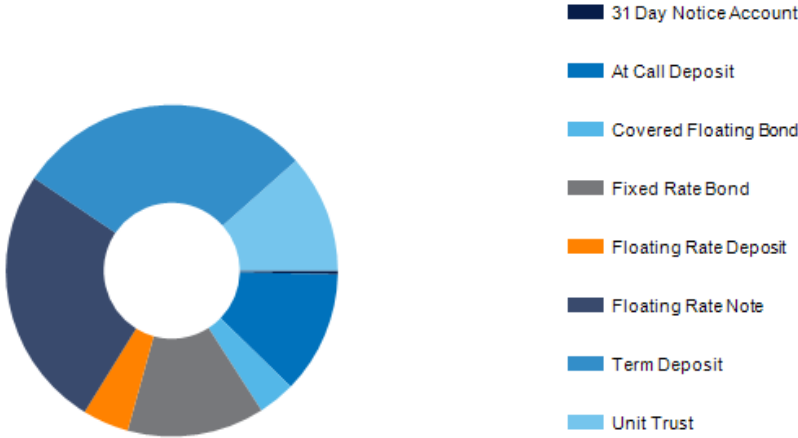
Market Value by Issuer





| Security Type | Market Value | % Total Value |
|-----------------------|----------------|---------------|
| 31 Day Notice Account | 911,655.32 | 0.34% |
| At Call Deposit | 31,843,683.96 | 11.96% |
| Covered Floating Bond | 9,653,815.00 | 3.63% |
| Fixed Rate Bond | 35,573,904.40 | 13.36% |
| Floating Rate Deposit | 12,021,712.03 | 4.51% |
| Floating Rate Note | 68,250,682.00 | 25.63% |
| Term Deposit | 77,255,717.31 | 29.01% |
| Unit Trust | 30,751,902.63 | 11.55% |
| Portfolio Total | 266,263,072.65 | 100.00% |

Market Value by Security Type





Market Value by Term Remaining





| Term Remaining | Market Value | % Total Value |
|-----------------|----------------|---------------|
| 0 to < 1 Year | 168,712,517.00 | 63.36% |
| 1 to < 3 Years | 40,490,257.65 | 15.21% |
| 3 to < 5 Years | 57,060,298.00 | 21.43% |
| Portfolio Total | 266,263,072.65 | 100.00% |

Note: Term Remaining is calculated using a weighted average life date (WAL) where appropriate and available otherwise the interim (initial) maturity date is used.

| Investment Policy Compliance | |
|------------------------------|-----------------------------|
| Legislative Requirements | Fully compliant |
| Issuer | Fully compliant (36 limits) |
| Security Rating Group | Fully compliant (9 limits) |
| Term Group | Fully compliant (4 limits) |



4. Portfolio Statistics For Period Ending 29 February 2024

| Trading Book | 1 Month | 3 Month | 12 Month | Since Inception |
|--------------------------------------|---------|---------|----------|-----------------|
| Queanbeyan-Palerang Regional Council | | | | |
| Portfolio Return (1) | 0.60% | 1.90% | 5.50% | 2.61% |
| Performance Index (2) | 0.34% | 1.09% | 4.10% | 1.54% |
| Excess Performance (3) | 0.26% | 0.81% | 1.40% | 1.07% |

- Notes
- 1 Portfolio performance is the rate of return of the portfolio over the specified period
 - 2 The Performance Index is the Bloomberg AusBond Bank Bill Index (Bloomberg Page BAUBIL)
 - 3 Excess performance is the rate of return of the portfolio in excess of the Performance Index

| Trading Book | Weighted Average Running Yield |
|--------------------------------------|-----------------------------------|
| Queanbeyan-Palerang Regional Council | 4.63 |

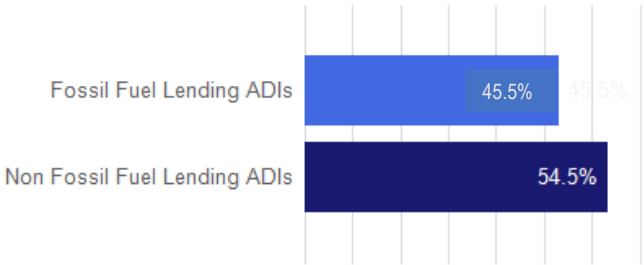


5. Portfolio Fossil Fuel Summary For Period Ending 29 February 2024

Portfolio Summaries At 29 February 2024

| Portfolio Summary by Fossil Fuel Lending ADIs | | | | |
|---|---------|----------------|---------|---------------|
| ADI Lending Status | % Total | Current Period | % Total | Prior Period |
| Fossil Fuel Lending ADIs | | | | |
| AMP Bank Ltd | 0.4% | 911,732.86 | 0.4% | 907,724.07 |
| ANZ Banking Group Ltd | 1.3% | 3,000,000.00 | 1.3% | 3,000,000.00 |
| Bank of Queensland Ltd | 1.3% | 3,000,000.00 | 0.0% | 0.00 |
| Commonwealth Bank of Australia Ltd | 6.1% | 14,250,000.00 | 6.4% | 14,250,000.00 |
| HSBC Sydney Branch | 5.5% | 12,750,000.00 | 5.7% | 12,750,000.00 |
| ING Bank Australia Limited | 1.5% | 3,500,000.00 | 1.6% | 3,500,000.00 |
| Macquarie Bank Ltd | 4.7% | 11,000,000.00 | 4.9% | 11,000,000.00 |
| National Australia Bank Ltd | 23.0% | 53,470,589.02 | 21.6% | 48,477,175.58 |
| Westpac Banking Corporation Ltd | 1.7% | 4,000,000.00 | 1.8% | 4,000,000.00 |
| | 45.5% | 105,882,321.88 | 43.6% | 97,884,899.65 |
| Non-Fossil Fuel Lending ADIs | | | | |
| Auswide Bank Limited | 3.0% | 7,000,000.00 | 3.1% | 7,000,000.00 |
| Bank of Queensland Ltd | 9.8% | 22,840,000.00 | 10.2% | 22,840,000.00 |
| BankVic | 4.3% | 10,000,000.00 | 4.5% | 10,000,000.00 |
| Bendigo & Adelaide Bank Ltd | 4.8% | 11,083,017.40 | 4.9% | 11,015,247.46 |
| Cooperatieve Rabobank U.A Australia Branch | 1.6% | 3,750,000.00 | 1.7% | 3,750,000.00 |
| Defence Bank Ltd | 4.3% | 10,000,000.00 | 4.5% | 10,000,000.00 |
| MyState Bank Ltd | 4.3% | 10,000,000.00 | 4.5% | 10,000,000.00 |

Fossil Fuel vs Non-Fossil Fuel Lending ADI





| | | | | | |
|---|-------|----------------|-------|----------------|-------------|
| Northern Territory Treasury Corporation | 5.6% | 13,000,000.00 | 5.8% | 13,000,000.00 | <div></div> |
| Suncorp-Metway Ltd | 8.6% | 20,050,000.00 | 8.9% | 20,050,000.00 | <div></div> |
| UBS Australia Ltd | 4.7% | 11,000,000.00 | 4.9% | 11,000,000.00 | <div></div> |
| Westpac Banking Corporation Ltd | 3.4% | 8,000,000.00 | 3.6% | 8,000,000.00 | <div></div> |
| | 54.5% | 126,723,017.40 | 56.4% | 126,655,247.46 | |
| Total Portfolio | | 232,605,339.28 | | 224,540,147.11 | |

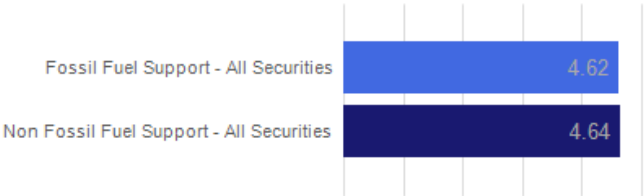
All amounts shown in the table and charts are Current Face Values for fixed interest holdings and Market Values for unit trust holdings (if included).
The above percentages are relative to the portfolio total and may be affected by rounding.
A fossil fuel lending ADI appearing in the non-fossil fuel related table will indicate that the portfolio contains a "green bond" issued by that ADI.

Running Yields by Fossil Fuel Ratings At 29 February 2024

| Trading Book | Weighted Average Running Yield |
|--|--------------------------------|
| Queanbeyan-Palerang Regional Council | 4.63 |
| Fossil Fuel Support - Simple Interest Only | 4.69 |
| Non-Fossil Fuel Support - Simple Interest Only | 5.06 |
| Fossil Fuel Support - All Securities | 4.62 |
| Non-Fossil Fuel Support - All Securities | 4.64 |

Note: If unit trust holdings are included in the report and multiple trading books hold the same unit trust security, reported IRRs can be misleading.

Fossil Fuel vs
Non-Fossil Fuel
Running Total





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BRISBANE OFFICE: LEVEL 15 CENTRAL PLAZA 1, 345 QUEEN STREET, BRISBANE QLD, 4000 T 61 7 3123 5370

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 10.1 USE OF AERO RANGER SYSTEM FOR PARKING
ENFORCEMENT

ATTACHMENT 1 LETTER FROM MINISTER FOR FINANCE, THE HON
COURTNEY HOUSSOS MLC

OFFICIAL

The Hon Courtney Houssos MLC

Minister for Finance
Minister for Domestic Manufacturing and Government Procurement
Minister for Natural Resources



Ref: MO_714_1_16490

Clr Kenrick Winchester
Mayor
Queanbeyan-Palerang Regional Council
PO Box 90
QUEANBEYAN NSW 2620
By email: council@qprc.nsw.gov.au

Re: Ticketless parking fines

Dear Clr Winchester,

The NSW Government values the important role that councils play in providing crucial services to local communities.

As part of our focus on addressing cost-of-living pressures on families and households, the NSW Government is committed to making the state's fines system fairer.

45% of all penalty notices issued in NSW last year are for parking infringements. 55% of parking fines are issued by local councils using the ticketless parking fine scheme introduced in May 2020.

While there are some benefits to the ticketless system, I am aware of community concerns around the issuing of ticketless parking fines, particularly the timeliness of fine notifications.

I understand the Queanbeyan-Palerang Regional Council currently utilises the ticketless parking system.

The key concerns in relation to ticketless parking fines are:

- the difficulty in gathering evidence in the event the driver wants to seek a review of the fine,
- the reduced impact of a fine to act as an immediate deterrent and influence behaviour, and
- that a driver can receive multiple parking infringements before receiving a notification via post or the Service NSW app.

I believe these concerns can be addressed by implementing some simple administrative measures.

I am requesting your council enhances your parking fine process so that drivers are provided immediate, written notification to drivers at the time they are issued with a parking fine. This is currently not a requirement of the scheme.

This could be as simple as a note, which could take the form of a standardised, pre-printed card, noting that a fine has been issued.

52 Martin Place Sydney NSW 2000
GPO Box 5341 Sydney NSW 2001

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This note does not necessarily need to form part of the infringement notice but at a minimum it should inform the driver they will soon receive an infringement notice via post or the Service NSW app.

Doing so will provide drivers immediate notification that they have been given a parking fine and will allow them to take their own photos and note down relevant details.

One of the key benefits of the ticketless parking scheme is that it provides drivers with access to photographic evidence of their alleged infringement. This streamlines the review process.

Whilst currently not a mandatory requirement of the scheme, I am also requesting your council review its processes to ensure photographic evidence is captured and transmitted to Revenue NSW.

For the avoidance of doubt, while the Government does not wish to cause disruption to your council's operation of the program, I believe there is an overriding public interest in taking action to address these concerns.

While there have been limited reports of abuse and aggression directed towards parking officers, I am acutely aware of the need to protect all employees in their workplace.

Given officers are already inputting details into their device and taking photos, providing a simple notification should not add significant risk to their work.

The current implementation of the ticketless parking system has eroded trust in parking fine system. Providing immediate notification to drivers is the right thing to do and is an important first step to restoring community trust in the administration of the fines system.

Next steps

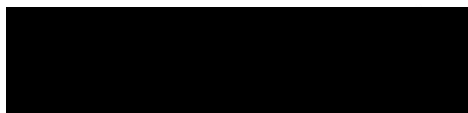
I would be grateful if you could advise Revenue NSW of the following:

- If Queanbeyan-Palerang Regional Council already provides immediate notification to drivers as part of your council's parking fine regime.
- What actions Queanbeyan-Palerang Regional Council intends to take to address community concerns about the program, including where any support can be provided by Revenue NSW.

I believe these common sense changes ensure the parking fine systems functions in a fair and transparent way and meets community expectations.

I'm grateful for your partnership in the matter and welcome further discussion. Please direct correspondence and queries to Revenue NSW on (02) 9566 8476 or via email businesspartners@revenue.nsw.gov.au.

Sincerely,



The Hon Courtney Houssos MLC
Minister for Finance
Minister for Domestic Manufacturing and Government Procurement
Minister for Natural Resources

9 March 2024

*Looking forward to
working with you
on this. Please
let me know if
you'd like to
discuss further.*

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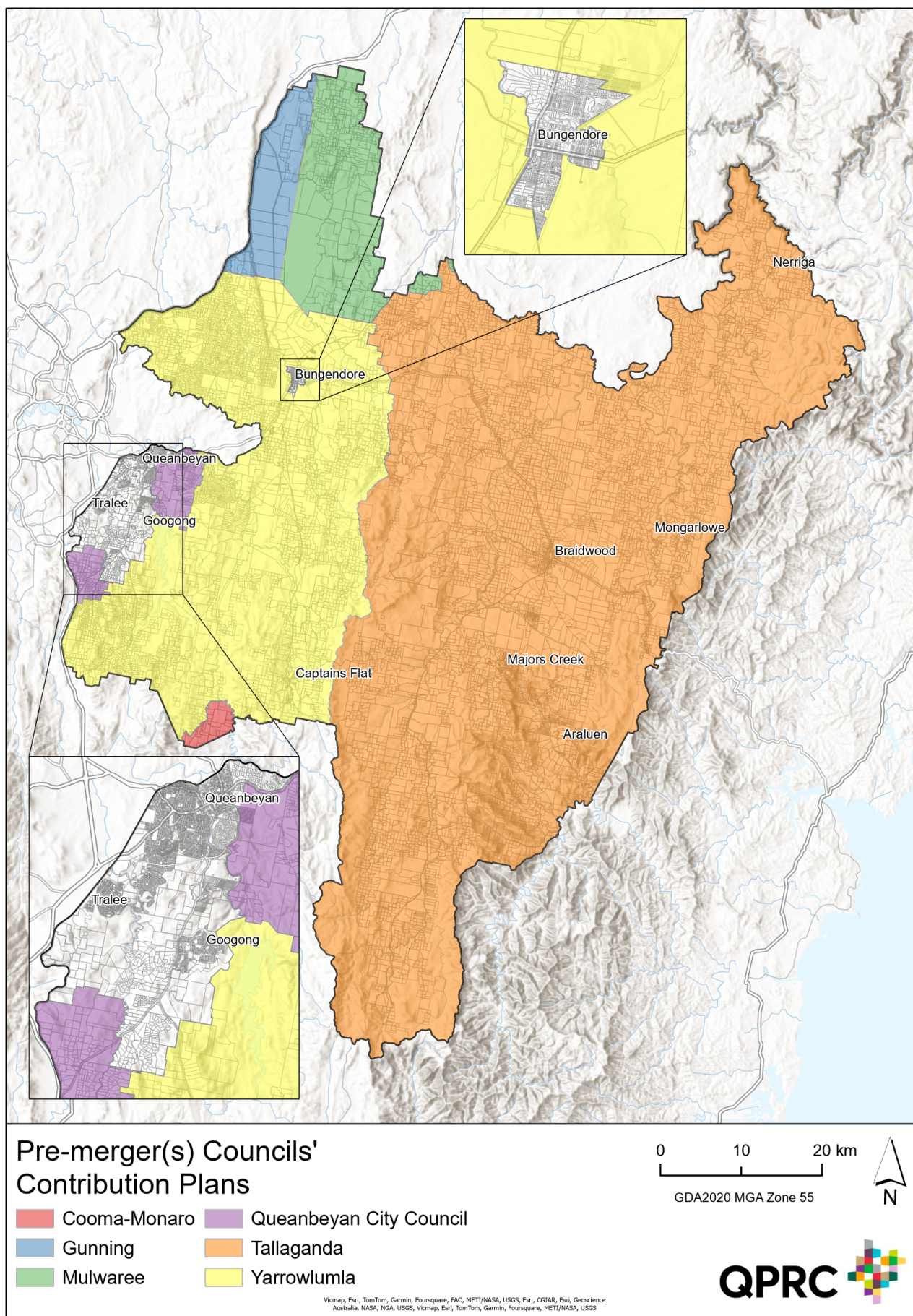
QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 10.2 REVIEW OF RURAL AREA DEVELOPER CONTRIBUTION
 PLANS

ATTACHMENT 1 DISTRIBUTION OF CONTRIBUTION PLANS BY FORMER
 COUNCIL AREAS



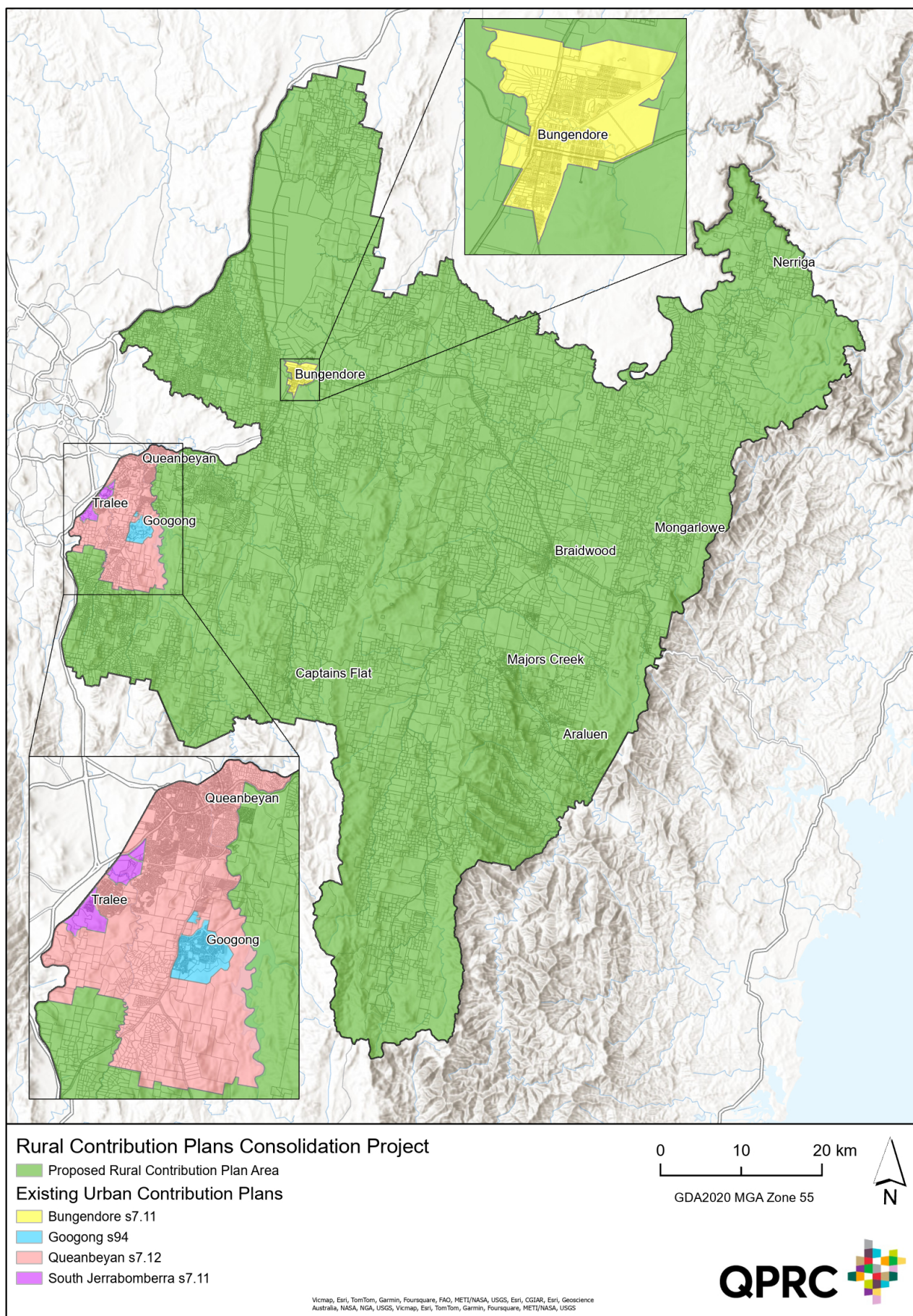
QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 10.2 REVIEW OF RURAL AREA DEVELOPER CONTRIBUTION
 PLANS

ATTACHMENT 2 PROPOSED RURAL CONTRIBUTION PLAN AREA



QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 10.3 AFFORDABLE HOUSING - CONTRIBUTIONS SCHEME
UPDATE

ATTACHMENT 1 AFFORDABLE HOUSING CONTRIBUTIONS SCHEME - PLAN
ON A PAGE

Affordable Housing Contributions Policy development



Why – Strategies 12 and 14 of the adopted Affordable Housing Strategy commit Council to consider a contributions scheme and/or Planning Agreement Policy

When – 2024-2025

Objective – review, understand and develop contribution policy options



QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 10.3 AFFORDABLE HOUSING - CONTRIBUTIONS SCHEME
UPDATE

ATTACHMENT 2 LOCAL GOVERNMENT AFFORDABLE HOUSING PROGRAMS:
OPTIONS AND OPPORTUNITIES



Local Government Affordable Housing Programs: Options and Opportunities

May 2023

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| Program Elements | 5 |
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This section outlines the key design elements for affordable housing programs, key options for councils, and examples of how councils have tackled these challenges. Elements addressed include:

- Vision and Objectives
- Levers
- Affordable Housing Contribution Types
- Delivery and partnership options
- Ownership
- Tenant eligibility and rental policies

| | |
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| Case Studies | 19 |
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The 8 case studies show how different design elements are implemented through affordable housing programs or projects. Councils included in this first release include:

- Central Coast
- City of Canada Bay
- City of Parramatta
- City of Sydney
- Griffith City Council
- Penrith City Council
- Randwick City Council
- Shoalhaven City Council

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| References and Resources | 28 |
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CHIA NSW thanks the councils and community housing providers who have shared case study details and acknowledges the work of authors cited in this report.

Full references are provided at the end of this report.

CHIA NSW would like to acknowledge the funds provided by the NSW Department of Communities and Justice (DCJ) to help develop this report under the NSW Community Housing Industry Development Strategy (IDS). The NSW Community Housing IDS is a partnership between CHIA NSW and DCJ.



CHIA NSW is the industry peak body for registered community housing providers (CHPs) in NSW. The community housing sector builds and provides low-cost housing for individuals and families who cannot afford to rent or buy a home in the private market. CHIA NSW represents more than 90 community housing providers delivering rental housing for very low to moderate income and disadvantaged households across NSW.



Local Government Affordable Housing Resource Bank

About this Resource Bank

Local councils have a range of tools available to them to support the delivery of affordable housing. Each council considers how to maximise the effectiveness of the levers available to them, and designs their affordable housing program to respond to current and future local housing need and the conditions in the local housing market. Councils can use this resource bank to consider which levers will be most effective for them, and to design their affordable housing program to meet local needs.

This resource bank first outlines the key elements in local government affordable housing programs and provides examples of how councils have addressed these issues. The program elements addressed include:

Vision for affordable Housing and strategic policy context

Affordable housing levers

Affordable housing contribution Types

Delivery and partnership options

Ownership

Tenant eligibility and rental policy

The resource bank then provides case study examples of councils that have implemented these elements and ways of working. Local councils and CHPs share a commitment to building and fostering vibrant local communities. For more than 20 years, partnerships between CHPs and local councils have been delivering innovative, tailored housing solutions to local housing needs.

Eight council case studies have been included in this first edition of the resource bank:



Navigating this Resource Bank

This Resource bank discusses 6 different elements of a local government affordable housing program followed by 8 different case studies.
To jump directly to an issue, links are provided below:

| Vision for affordable housing and strategic policy context | Option | Case Study |
|--|------------------------------|--|
| | Targets | Central Coast, Parramatta, Randwick, City of Sydney |
| | Collaboration | Griffith, Penrith, Shoalhaven, Sydney |
| | Local economy | Canada Bay, Central Coast, Griffith, Parramatta, Penrith, Randwick, Shoalhaven, City of Sydney |
| Affordable housing levers | Option | Case Study |
| | Discounted land | City of Sydney, Central Coast |
| | Planning incentives | Griffith, Central Coast |
| | Streamlined assessment | No specific council process to date. |
| | AH contribution scheme | Canada Bay, City of Sydney, Randwick |
| | Planning Agreements | Canada Bay, Waverley, Parramatta |
| | Grant funding (cash or land) | Penrith, Griffith |
| | Joint Ventures | North Sydney, Griffith |
| Affordable housing contribution Types | Option | Case Study |
| | Dedicated dwellings | Canada Bay, Randwick |
| | Monetary contributions | City of Sydney, Penrith |
| Delivery and partnership options | Land contributions | City of Sydney |
| | Option | Case Study |
| | Direct allocation | City of Sydney, Canada Bay, Randwick |
| | Pre-qualification | Landcom pre-qual scheme |
| Ownership | Open tender | City of Sydney |
| | Option | Case Study |
| | Council | Randwick and Canada Bay |
| Tenant eligibility and rental policy | CHP | City of Sydney, Shoalhaven, Griffith |
| | Option | Case Study |
| | Discount to market rents | Various |
| | Income based rents | Various |

Affordable Housing Program Elements

- Vision and Objectives
- Levers
- Delivery and partnerships
- Contribution types
- Ownership
- Tenant eligibility and rent policy

Element: Vision and Objectives

Overview

Most councils set out their vision and objectives for the type of housing to be delivered in their Local Housing Strategies. These Strategies align local priorities with strategic objectives, and often set a specific vision and objectives for affordable housing. Best practice is to include specific actions and targets for supply of affordable housing.

Targets provide a signal to local developers and the local community demonstrating council’s level of commitment to increasing affordable housing supply and council’s expectations for developers to meet these objectives. Targets provide an opportunity to clearly identify the types of housing products needed to be delivered in a local area. When a common set of targets are agreed by councils and state government agencies, targets can support more effective collaboration and planning.

Targets alone, however, are not enough. The LHS presents an opportunity to consider how identified needs can be met through a range of different levers.

Previous research by Urbanista found that the success of local councils’ affordable housing policies was built on:

- Developing a strong evidence base on the need for affordable housing
- Clear policy objectives that link directly to a clear affordable housing delivery program
- Active engagement with the community to educate them on the purposes and roll out of affordable housing strategies

DCJ’s [NSW Local Government Housing Kit](#) provides data and evidence on affordable housing need and provides examples and advice on establishing vision for affordable housing. More broadly, DCJ is a key partner for CHPs and Councils delivering affordable housing. DCJ has technical expertise, experience in designing affordable housing projects, and tools & resources that help councils and CHPs to plan for local housing need and deliver secure local investment. DCJ’s role is described further in the Shoalhaven Case Study.

| Key elements to be included in strategic plans | Case study examples |
|---|--|
| Setting targets for social and affordable housing | Central Coast, Parramatta, Randwick, Sydney |
| Prioritises collaborating with other stakeholders to increase affordable housing outcomes | Griffith, Penrith, Shoalhaven, Sydney |
| Links housing need to key workers and housing options to support local economy | Canada Bay, Central Coast, Griffith, Parramatta, Penrith, Randwick, Shoalhaven, Sydney |

Element: Affordable housing levers

Overview

New affordable housing projects are not feasible without subsidies due to high land costs and discounted rental revenues. Council policies have a significant impact on the supply of affordable housing in their local area. The tools, or levers, available to councils include:

- Indirect levers that make it easier for developers to deliver affordable housing projects, for example by streamlining assessment processes, reducing the cost of development, or providing indirect financial support for affordable housing development.
- Direct levers that either mandate delivery of affordable housing dwellings or provide direct financial support to affordable housing projects.

While direct levers have a greater impact on the overall supply of affordable housing, indirect levers are crucial in reducing the cost of projects (and making limited resources stretch further). Indirect levers also benefit councils and their communities by anchoring new supply in their area. Given the limited funding in the broader system, indirect levers can attract developers to the local area by making development more viable.

Urbanista has analysed key considerations for councils that are selecting levers in the [NSW Local Government Housing Kit](#).

Indirect levers:

Levers that combine with other subsidies or funding to attract investment and delivery of affordable housing in the local area.

| Lever | Description | Considerations | Case study examples |
|---|--|--|---|
| Discounted land | Councils sell suitable land with specific AH delivery requirements | Particularly effective in tight housing markets, this supports delivery in specific areas suitable for affordable housing. This approach balances council's capacity to forgo revenue from land sales with providing a public benefit through affordable housing. This approach is dependent on developers having access to other funding to develop dwellings, but can make projects more feasible if the discount is sufficient. | City of Sydney, Central Coast |
| Planning incentives | Council facilitates new supply by making development more efficient. | Reduced car parking rates, FSR bonuses, and other incentives can make development more efficient and attract affordable housing development to the local area, but they are often insufficient on their own to deliver new projects at scale. | City of Sydney, Central Coast, Griffith Other examples: Housing SEPP |
| Streamlined assessment processes | Streamlined approval process for AH. Could include a dedicated DA team or officer. | The uncertainty and time required as part of the development assessment process presents risks and costs for affordable housing developers. Streamlined processes for developments that meet specific criteria and deliver a public benefit can encourage new development. | No specific council process to date |

Element: Affordable housing levers

Direct levers:

Levers that have the potential to directly increase the supply of affordable housing by mandating affordable housing or by providing direct financial support to new projects.

| Lever | Description | Considerations | Case study examples |
|---|--|---|---|
| Mandatory contributions for affordable housing | Council sets a specific requirement for new developments in a defined location to make a contribution to affordable housing either as cash or completed units. | <ul style="list-style-type: none"> Provides predictability and certainty for council and developers. Developers can factor in requirements early and gives council certainty on the potential supply that will be delivered. Establishes a pipeline for CHP managers in order to improve efficiencies and leverage additional supply. A clear, mandatory requirement is less resource intensive for councils and developers to implement than individually negotiated agreements. Clear, mandatory requirements remove concerns about negotiated planning outcomes. | Canada Bay, City of Sydney, Randwick Other examples: Willoughby, Waverley |
| Planning Agreements | Negotiating a contribution for affordable housing on major development sites | <ul style="list-style-type: none"> Planning agreements, consistent with the latest Ministerial Directions, provide an opportunity to tailor planning outcomes for specific sites. This lever could be employed for major out-of-sequence proposals or for sites where no affordable housing contributions scheme is in place. Negotiating agreements can be time and resource intensive for councils. Clear policies are required to secure consistent outcomes. | Canada Bay, Parramatta Other examples: Waverley, Clarence Valley, Inner West |
| Grant funding (cash or land) | Granting cash or land to directly support affordable housing supply | <ul style="list-style-type: none"> Some councils may have additional resources that can directly fund new housing supply for priority groups. In some locations councils have surplus land that is suitable for affordable housing. Due to limited funding for affordable housing in the broader system, even small amounts of grant funding from local councils can support affordable housing development in the area. | Griffith, Penrith, Shoalhaven, City of Sydney Other examples: Wollongong |
| Joint Ventures | Council directly partnering with CHPs to deliver affordable housing | Where councils have assets that are suitable for redevelopment for affordable housing, joint ventures can leverage additional investment from partners. These projects can be time and resource intensive to negotiate but have a direct and significant impact on supply. | Griffith, Randwick Other examples: Inner West, North Sydney, Waverley |

Element: Contribution Types

Overview

Many councils have put in place policies to raise contributions for affordable housing through voluntary agreements and mandatory contribution schemes. In these arrangements, councils must determine whether contributions will be provided in cash, in completed units, in land, or a mixture of these. The form of the contribution impacts operational costs for council in managing the units and the overall affordable program, the potential for future leverage, and how quickly housing comes online. The contribution type also has implications for tenants and housing managers, in terms of social mix, access to services, and long-term housing outcomes.

The Paxon Group prepared [analysis](#) of the effectiveness of different contribution types. They found monetary contributions provide beneficial outcomes to the Local Council and community, because the affordable housing can be designed in a bespoke manner and provided in purpose-built developments that are not subject to strata fees and other potential operating inefficiencies arising from dwellings provided in-kind in mixed-tenure developments.

Key options:

These options have different implications in terms of affordability outcomes for tenants, the long-term supply of affordable housing, and the timing of when dwellings are available to house tenants. A discussion of the benefits and considerations for the three contribution types follows.

| Lever | Considerations | Case study examples |
|------------------------|---|--|
| Dedicated dwellings | Either transferred to the ownership of council or a CHP and required to be managed as affordable housing, either in perpetuity or for a specific time period (e.g. 10, 15, 20 years). | City of Canada Bay, Randwick, Waverley |
| Monetary contributions | Calculated as per affordable housing scheme guidelines, usually a \$/m2 of gross floor area for residential and/or commercial development. | City of Sydney |
| Land contributions | On large sites, it may be possible for a developer to transfer part of a site to council or a CHP. | City of Sydney, NSW Government |

Element: Contribution Types

Land contributions: Benefits and Drawbacks

| Benefits | Issues or Considerations |
|---|--|
| <ul style="list-style-type: none"> ▪ Purpose-built housing development: A land contribution allows the development to be built to standards for long-term retention as quality affordable housing development. ▪ Long term housing outcomes: The land is dedicated for affordable housing supply. Restrictions can be put in place to secure the land in perpetuity. ▪ Secure development site: This can be particularly effective in locations where ability to secure development sites is a barrier. | <ul style="list-style-type: none"> ▪ Dependent on other subsidies or funding: In order to develop these sites, developers must have access to other affordable housing subsidies or resources to fund development costs. ▪ Potentially limited impact: Likely to only be an option for very large sites. There will also be a delay in delivery of the affordable housing. |

Completed units: Benefits and Drawbacks

| Benefits | Issues or Considerations |
|---|--|
| <ul style="list-style-type: none"> ▪ Quality long-term housing outcome: Monetary contributions enable councils to flexibly invest in new purpose-built affordable housing dwellings that are designed for long-term retention. CHPs retain most of their new housing stock for the long-term, meaning that they are focused on designing high-quality homes which are environmentally sustainable, require less maintenance as a result of innovative design, and deliver cost savings to their tenants. ▪ Greater overall housing supply: Because monetary contributions can be combined with other forms of subsidy, including debt contributions from CHPs and land opportunities, long-term monetary contributions can deliver more affordable housing dwellings. Through partnerships with CHPs, even small amount of contribution can support new housing supply. | <ul style="list-style-type: none"> ▪ Delayed delivery: The primary issue with monetary contributions is the timeframe required to convert them to completed dwellings, as sufficient funds need to be accumulated, and a development site secured, before projects can commence. Where a council provides the monetary contributions to a CHP, this timeframe is reduced, as CHPs can combine contributions funds with debt finance and their tax concessions to leverage additional housing supply. ▪ Administration costs: policies and frameworks are required to manage and invest monetary contributions. This includes processes for receiving payments, financial reporting, and applying funds to new affordable housing projects. |

Element: Contribution Types

Completed units: Benefits and Drawbacks

| Benefits | Issues or Considerations |
|--|--|
| <ul style="list-style-type: none"> ▪ Early availability: Completed dwellings have the significant benefit of providing an affordable housing property available for rent as soon as the development is completed. ▪ Social mix: The completed dwellings are located in a mixed community, providing a distribution of affordable and private units. Completed dwellings also potentially offer the benefit of supporting diverse communities as they are located in mixed tenure developments, in locations with good access to education and employment opportunities. Councils need to be conscious and cautious in selecting these units, however, to ensure they do not heighten stigmatisation and isolation of tenants in identifiable units. ▪ Secures diversity in large schemes: This option is more effective in very large schemes where a whole building or floor could be dedicated. This allows cost and design issues to be minimised where securing the benefits of early availability and social mix. | <ul style="list-style-type: none"> ▪ Higher operating costs: Completed dwellings in private developments are more costly to manage for 3 reasons: <ol style="list-style-type: none"> 1. The high cost of strata fees (due to amenities or strata requirements) can consume a high proportion of the discounted rental revenue received. 2. The other cost element is due to the building and dwelling design, fixtures and fittings in private developments not being specifically designed for long-term housing and retention. CHPs have specific design and fittings guidelines to ensure high quality housing outcomes and good quality fittings that reduce maintenance requirements and reduce long-term costs for owners and tenants. 3. Managing a single or a handful of units scattered through a large number of sites is highly inefficient compared to managing a single purpose-built scheme. ▪ Lower housing supply: While securing completed dwellings means dwellings are available earlier, the higher cost profile means there is limited or no ability to further leverage and increase supply over time. Over the long term, this approach delivers few affordable housing properties. ▪ Poorer affordability outcomes: Due to the higher cost profile, completed dwellings often deliver poorer affordability outcomes for tenants, as either higher rents must be charged or only households at the uppermost end of the income eligibility scale can be housed. ▪ Social disadvantage: Where completed units are congregated in one section of the development, not only is social mix not achieved, but a level of social disadvantage can arise as people are labelled as sub-market tenants. Locating units close to each other, however, can often make management of the dwellings by a third-party CHP easier. This raises the importance of conscious and careful design for individual dwellings and the overall development to support social outcomes. ▪ Short-term housing outcomes: In order to offer completed units, dwellings are sometimes dedicated for affordable rental for a short time period, rather than transferring ownership of the units. This type may bring forward discounted rental dwellings, but, given the large and enduring scale of housing need, the relatively low value of this type of contribution should be calculated carefully. |

Element: Contribution Types

Comparing contribution types

Councils’ decision on which type of contributions it prefers will be influenced by the local housing market conditions, council resources and risk appetite, and strategic objectives:

| Strategic objective | Preferred contribution type |
|--------------------------|---|
| Urgent housing need | Completed dwellings will deliver units most quickly, but may be less efficient over the longer-term. |
| Long-term housing supply | Land or monetary contributions offer upfront leverage and cost-efficient design. |
| Low-cost operations | Land or monetary contributions will enable affordable housing developments that are cost efficient for managers and tenants and avoids high strata costs. Long-term this will increase housing supply as it provides leverage to fund new supply. |

Element: Delivery and Partnership Options

Overview

When preparing an affordable housing program, councils need to assess the options for delivering and managing dwellings. Developing a clear framework upfront, aligned to council's strategic objectives, helps support business units across council to implement a program's vision effectively and efficiently.

Councils need to determine how key roles will be delivered, and, if they choose to work with partners, how those partnerships will be formed. To implement these roles, Council can work with registered not for profit community housing providers or undertake these functions (or parts of these functions) themselves. Each of these options have different implications for council's liabilities, resource requirements, accountability of staff and council.

Where council chooses to partner with CHPs, several partnership options are available: tenders for ongoing partners who receive direct allocations, tenders for individual projects, or pre-qualification schemes. The key roles include:

| Roles | Description |
|---|---|
| Analysing and planning for local housing fit | This strategic advisory role includes forward planning to deliver housing that meets the need for different dwelling sizes and types, providing advice selecting completed units in private developments. This responsibility is usually held by the owner, while strategic partners can provide specialist advice. |
| Managing tenancies and sustainable communities | This role includes accepting applications, assessing eligibility against council's policies, setting rent, collecting rent, managing rent arrears, managing social and community disputes, evicting tenants and ending tenancies. CHPs have specialist skills in managing tenancies and supporting communities, and they can deliver these services at a more cost-effective rates. Where councils seek to play a larger role in selecting tenants or managing tenants, a potential risk to council is conflict with community members as council staff have responsibility for making decisions on applications and evictions. |
| Asset management | Responsive and planned maintenance to ensure that tenants have safe and appropriate housing and to maintain asset value with appropriate cyclical investment in fittings and major items such as kitchens and bathrooms. Proactive maintenance plans are critical to avoid large maintenance backlogs that are expensive to clear and pose risks to tenants' health and asset values. CHPs have specialist skills in long-term asset management and a scale of portfolio that enable them to deliver these services cost-effectively. Councils often have maintenance and asset teams, but may not be specialists in residential property asset management. |
| Strategic asset planning and replacement | This risk and responsibility is usually held by asset owners. This includes strategic disposals and reinvestments to maintain the value of the asset portfolio over time and ensure the portfolio meets local need. |

Element: Delivery and Partnership Options

Why this matters

The allocation of roles and responsibilities in an affordable housing program has significant implications for:

- The long-term operational costs of managing the portfolio and tenancies effectively
- Potential for future growth and long-term supply to be delivered through the program, and
- Accountability of council staff to tenants and applicants for decisions on eligibility, rent-setting, and ending tenancies or evicting tenants who are local residents.

Key considerations in determining roles and responsibilities include:

- Urbanista analysis in 2016 found that engaging community housing providers, which are regulated expert non-profit property and tenancy managers, provided immediate financial benefits for local government, improved tenant and community outcomes, and improved long-term financial outcomes for the portfolio, and accountability and transparency benefits for local councils.
- The National Regulatory System for Community Housing is a regulatory framework for community housing that ensures registered community housing providers meet governance and risk management standards. This provides assurance for government and investors that organisations are accountable and meet tenant and asset requirements. The Registrar of Community Housing is responsible for registering and regulating community housing providers, including powers to take enforcement action where community housing providers do not meet the Regulatory Code.
- Local councils taking on program delivery roles directly would require significant internal resourcing, to meet the regulatory requirements and to undertake property and tenancy management functions effectively.
- Where CHPs are engaged to undertake these roles, local councils will need to put in place contract and policy arrangements to secure the property and to ensure the managers apply any surpluses to leverage additional affordable housing. Appointing an internal specialist to foster and manage the relationship with community housing provider(s) will have long-term benefits.

Element: Delivery and Partnership Options

Key partnership options

Where councils determine that they will partner with CHPs to deliver the affordable housing program, they have several options to engage with community housing providers.

| Option | Description | Case study examples |
|--|---|--|
| Direct allocation | Upfront engagement via competitive tender of a CHP who is regulated at the appropriate tier to provide specialist services at cost-effective rates. Monetary contributions or completed dwellings are then allocated to the partner(s). | Canada Bay, City of Sydney, Randwick Other examples include: Waverley, Willoughby |
| Pre-qualification scheme | Upfront tender to identify a panel of preferred CHP partners. | Landcom's pre-qualification scheme is detailed on the next page. |
| Open tender for individual projects | Responsive tenders to allocate projects or funds as they become available. | Case studies include City of Sydney |

How CHPs deliver on local council priorities

CHPs have developed the critical expertise in property and tenancy managements, as well as regulatory requirements, to provide social and financial benefits in partnership with local councils. CHPs can make a positive contribution across a range of areas:

- Cost-effective operations due to professional expertise, organisational scale, and tax benefits.
- Financial capacity to take on debt finance and increase supply of housing in the local council area without exposing council assets.
- Robust compliance and risk management processes regulated by government.
- Large portfolio and tenancy management expertise enables CHPs to respond to tenants' changing circumstances by changing rent and tenancy conditions or by offering alternative housing options.
- CHPs have expertise in working with tenants with a range of housing and other needs. This includes pro-active tenancy management practices, as well as partnerships with specialist providers can ensure flexible and appropriate supports are available for people with additional needs. These arrangements promote sustainable communities and assists tenants to maintain their housing conditions.
- Due to CHPs' scale and engagement in the market, they have low vacancy rates and low rates of lost rent, due to their ability to support tenancies and to turnaround properties quickly.

Element: Delivery and Partnership Options

Landcom Pre-qualification Scheme

The Affordable Housing Provider Prequalification Scheme was established by the NSW Government to help streamline the procurement process and support the development of partnerships that will increase affordable housing in NSW. It is available for use by councils, government agencies and the private sector.

Vision and Objectives

- The Scheme provides details of a pool of nationally registered community housing providers (CHPs) who have the capability to manage or develop affordable housing. By using the Scheme, councils can readily identify providers suited to their project needs, saving time and money on the procurement process.
- The Scheme can be accessed via the buy.nsw website.

Levers - Joint projects

The Scheme makes it easier for a council to find potential CHP delivery partners. The online tool lists CHPs who are interested in developing new affordable housing. It provides information about the capabilities of each CHPs, including the type and scale of housing they are seeking to build and the areas in which they are active.

Delivery and partnerships

The Scheme is an example of a pre-selection panel. CHPs wishing to be included on the scheme must be registered with the Australian National Regulatory System for Community Housing.

If successful in attaining prequalification to the Scheme, CHPs may then be invited to tender based on their suitability to work in a geographic location, the scale of project and other attributes, for example the type of accommodation.

Any local government seeking to form partnerships to deliver affordable housing can use the Scheme to identify potential partners.

Element: Ownership

Overview

Ownership of the affordable housing portfolio is a critical issue for councils that has implications for other program design decisions, including contribution types, delivery and partnership options, and potential for the portfolio to be leveraged to fund new supply. The decision also has financial implications for councils and as well as for the nature of long-term asset portfolio liabilities.

Most councils operate within tight financial environments and retaining ownership of affordable housing assets is often seen as a potential benefit for councils with constrained finances. Affordable housing assets, however, are legally required to be retained for affordable housing and have significant liabilities associated with their management and maintenance.

Councils that transfer ownership to CHPs, or who facilitate ownership by CHPs, are assured that properties will be retained long-term as affordable housing in the local area. Contracts and restrictions on title secure properties and regulation of CHPs under national charities and community housing legislation.

Recent [analysis by Paxon](#) shows CHPs can deliver double the number of properties that a local council can from the same amount of monetary contributions. Similarly, where a council owns affordable housing properties, CHPs can leverage to deliver 21-27% more units if ownership is transferred to them.

Key options:

| Council ownership | CHP ownership |
|--|--|
| Council retains ownership and engages a CHP to manage. | Council either transfers ownership of properties to a CHP or directly provides funding, land or monetary contributions to a CHP with contractual and regulatory controls in place. |
| Benefits <ul style="list-style-type: none"> Value of the dwellings present on council's balance sheet Provides council with full control over assets Provides council with redevelopment opportunities in the future Challenges <ul style="list-style-type: none"> Liabilities on council's balance sheet. Council is fully responsible for asset maintenance, both responsive and long-term costs. Council is responsible for structural maintenance and asset replacement Limited ability to leverage to fund new supply means long-term the growth in the housing portfolio is low. | Benefits <ul style="list-style-type: none"> CHPs can combine council contributions with other funding sources and tax incentives, including debt finance and other partnerships to build new housing in the area. Over the long-term, this means CHP ownership delivers more affordable housing dwellings in the local government area when they own the assets. CHPs are responsible for all asset maintenance costs, including structural maintenance and asset replacement. Challenges <ul style="list-style-type: none"> Councils must put in place contract arrangements to secure the assets and reporting arrangements to ensure obligations are met. |
| Case study examples <ul style="list-style-type: none"> City of Canada Bay, Randwick Other examples: Waverley | Case study examples <ul style="list-style-type: none"> City of Sydney, Shoalhaven, Griffith Other examples: Clarence Valley |

Element: Eligibility and Rent Policy

Overview

Eligibility policies and rent policies have a significant impact on the range of tenants that are assisted, the cost of housing management and the financial viability of the portfolio. Councils can either set a high-level policy regarding the outcomes they want to achieve in the housing portfolio and key priorities of the eligibility and rent policy, or they can set more specific requirements. Eligibility and rent policy settings should be linked to Council’s overall objectives for the program to ensure the program is supporting its strategic aims.

Key options:

Eligibility Policy

- **Cohort Targets:** Councils sometimes target priority cohorts who have a high level of housing need in the local area. This may include people with disability, older women, refugees, women and families who experience family violence, etc. These tenants may have lower incomes and setting the scale of the target needs to consider the long-term operational viability of the portfolio.
- **Local connection requirements:** Councils often include requirements for applicants to have a connection to the local area, e.g. work or study, support providers, family.

Rent policy

- Councils have two main rent policy options: discounted market rents or income-based rents. These are discussed below.

| Council ownership | CHP ownership |
|--|---|
| Benefits <ul style="list-style-type: none">▪ Discount to market rent (e.g. 25%) provides council with a consistent and predictable income stream. Challenges <ul style="list-style-type: none">▪ Discount to market rents are often not affordable for tenants who are eligible for affordable housing. This means that tenants may not be able to sustain rent payments, and may go in to arrears if they experience a financial shock.▪ Only tenants at the upper end of the eligibility spectrum are likely to be housed, due to affordability challenges. | Benefits <ul style="list-style-type: none">▪ Ensures affordability outcomes for tenants.▪ Improves long-term tenancies, which is positive for tenants and communities, and reduces costs due to vacancies and arrears. Challenges <ul style="list-style-type: none">▪ A mix of income groups need to be housed in the portfolio in order to ensure the program is financially viable and that rent covers operational costs.▪ Rent income can fluctuate as tenants’ financial circumstances change. |

Case Studies

- Canada Bay
- Central Coast
- City of Sydney
- Griffith
- Parramatta
- Penrith
- Randwick
- Shoalhaven

Case study: City of Canada Bay



Vision and Objectives

- Council’s Affordable Housing Policy was introduced in 2007 and was updated in 2017. Council’s aim is to maintain a diverse, vibrant and healthy community and to alleviate housing stress. Council also notes the need to have an affordable housing program that is financially sustainable.
- Council’s Local Housing Strategy, adopted in 2019, includes a detailed examination of housing affordability issues. Council aims to assist key workers and people earning low to moderate incomes to live and work in the local area, provide them with improved housing security, and enable them to establish savings for the private rental or home ownership.

Levers

Contribution Scheme

- Council’s affordable housing contributions scheme was adopted in February 2021. The Scheme applies to major growth precincts, and requires a contribution of between 4% and 5%, depending on site location.

Planning Agreements

- Council has negotiated in kind affordable housing contributions through Planning Agreements since 2007 and has increased its program through Commonwealth funding.
- Affordable Housing Contributions Scheme states that in some instances, contributions in addition to the minimum required under the Scheme will be negotiated and required through a Planning Agreement.
- Council updated its Planning Agreement Policy in November 2020 to negotiate the provision of affordable housing as part of proposals seeking increased residential floorspace. The revised Policy indicates a dedication of at least 5% to 10% of the new residential floorspace, having regard to development feasibility.

Contribution types

- Council’s Affordable Housing Contributions Scheme allows contributions to be provided as land or dwellings dedicated to Council, or as an equivalent monetary contribution. The Scheme states that where the floorspace to be dedicated is less than 50sqm, a monetary contribution will be required.
- Both the Affordable Housing Contributions Scheme and Planning Agreement Policy include requirements for the design of affordable housing that will be dedicated to Council.

Delivery and partnerships

- Affordable housing management is outsourced to a CHP on a fixed term contract. The selection of the CHP is conducted in line with Council’s procurement policy. The chosen provider has a role in signing off on the location, size and quality of any housing delivered via a contribution.
- CHPs provide regular reports to Council on financial reports, asset information, tenant demographics, and tenant satisfaction.

Ownership

- Council’s policy is that affordable housing dwellings are dedicated to Council at no cost. However, there is also scope under the Affordable Housing Policy for Council to nominate a community housing provider to take on ownership.
- To minimise ongoing maintenance costs and ensure housing continues to meet the needs and objectives of the program, Council intends to review its housing portfolio every 5 years to determine whether dwellings should be disposed and replaced, or retained and renewed.

Tenant eligibility and rent policy

- The Affordable Housing Policy sets out tenant eligibility and rent setting. The policy includes employment sectors that will be given priority: health, childcare, emergency services, labourers and retail. Six dwellings are reserved for Concord Hospital staff.
- Weekly rent is set at no more than 75% of market rent or 30% of household income, with the explicit aim of ensuring financial sustainability. Some properties are targeted at moderate income households to support this objective.

Case study: Central Coast

Mixed
tenure

Joint
projects

Land
sites

Vision and Objectives

- Central Coast Council adopted an Affordable and Alternate Housing Strategy in April 2019. The Strategy includes a vision for a “fair and inclusive region, where everyone has access to affordable and sustainable housing.” This includes a specific aim to assist very low, low, and moderate-income households.
- Based on consideration of housing need and current supply, Council has adopted a set of indicators and targets for the delivery of new affordable housing. The Strategy identifies a need for 4,900 additional affordable rental properties by 2036, the majority being for very low-income households. The Strategy also includes targets for affordable for-purchase properties.

Levers

Joint projects

- Council has identified the use of surplus or underutilised council-owned land as one of the most effective ways it can increase the supply of affordable housing. Council’s Affordable and Alternate Housing Strategy includes a commitment to dedicate at least three sites for affordable housing partnerships.
- Council is preparing a Council Affordable Housing Land Proposal (CAHLP), which will provide a framework for identifying sites and selecting delivery partners. The draft CAHLP went through a public consultation process and includes design parameters for housing delivered on its land, including a requirement that schemes comprise a maximum 30% market component.

Planning incentives

- As part of implanting its Affordable and Alternative Housing Strategy, Council intends to review its planning controls to remove impediments for affordable and lower cost housing. This includes a potential reduction in car parking requirements for apartment developments to support housing delivery and reflect actual rates of car ownership.
- Council also intends to investigate density bonuses or variations to other planning controls in return for a contribution to affordable rental housing. A new Voluntary Planning Agreement Policy will set out details of contribution rates, method of calculation and the extent of potential variations.

Tenant eligibility and rent policy

- Council’s Proposal includes initial household income and rental cost benchmarks for new affordable housing. These are based on costing the renter or purchaser no more than 30% of gross household income.

Delivery and partnerships

- Council identified a preference for delivering affordable housing in partnership with CHPs, due to their experience, management expertise, access to government grants and their own financial capacity.
- Council’s CAHLP indicates it will delivery partners through a competitive process. A panel of affordable housing providers with relevant capabilities will be formed using an EOI process. The CAHLP outlines the assessment criteria that will be used to inform the selection of delivery partners.

Ownership

- Council’s CAHLP outlines partnership models that could be pursued. These includes sale of properties and retention of ownership by Council.
- Council’s preference is for development through the CAHLP process to be mixed tenure, incorporating social, affordable (discount market rent) and private rental/owner-occupied components. This provides a cross-subsidy for the social and alternative housing components.

Case study: City of Sydney

Council-set
targets

CHP
owns and
develops

Mixed
levers

Vision and Objectives

- The City of Sydney's Local Housing Strategy and Affordable Housing Program specify Council's objectives include recognising affordable housing as critical infrastructure and providing housing for very low to moderate income households (particularly those with an historical connection with the city). The objectives also include ensuring people have an opportunity to live in the community in which they are employed.
- The City of Sydney also highlights the need to facilitate opportunities for government and CHPs to supply affordable housing.
- Sustainable Sydney 2030-2050 maintained the City's previous affordable housing target of 7.5%.
- The Affordable Housing Program identifies Principles for the program. These include requiring that all dwellings be maintained as affordable rental housing in perpetuity (ie. not temporary provision such as 15 years). The City also specifies that affordable rental housing is to consist of dwellings constructed to a standard which, in the opinion of Council, is consistent with other dwellings in the LGA.

Levers

Contribution schemes

- Since the late 1990s, the City of Sydney has an affordable housing contribution scheme in place. It was recently expanded to cover the whole local government area, with location-specific rates. In addition, the City has adopted an additional contribution rate of 9% for sites that seek increased FSR.
- To date all contributions under the scheme have been provided as monetary contributions.

Land Sales

- The City of Sydney has sold a number of development site to community housing providers at a discount rate in order to increase delivery of affordable housing in the area, noting the difficulty and expense of land in the LGA.

Grants

- Grant funding has been provided in a number of instances to support targeted housing options for priority groups for the City, including youth leaving out of home care and Aboriginal people.

Ownership

- All properties in the City of Sydney's affordable housing strategy are owned by CHPs. The City's position is that this maximises leverage and cost efficiencies delivered by not-for-profit CHPs and builds the capacity, scale, and future impact of CHPs that are active in investing in the local community.

Tenant eligibility and rent policy

- The City of Sydney's Affordable Housing Program includes Principles that guide implementation and CHP delivery and management of dwellings:
 - Maintain a socially diverse residential population, representative of all income groups.
 - Targeted to a mix of households on very low to moderate incomes.
 - Rented at no more than 30% of gross household income.
- The City is not involved in eligibility assessment, allocation or management of properties.

Delivery and partnerships

- Historically the City of Sydney has had a direct relationship with a single CHP, City West Housing. This has opened up in recent years, with other CHPs having an active presence in the LGA.
- The City of Sydney's governance and procurement process is currently evolving, but includes tendering for available land sites, a potential EOI for CHP partners under the contribution scheme, and direct targeted grants.

Case study: Griffith City

Council-set
targets

CHP
owns and
develops

Mixed
levers

Vision and Objectives

- Griffith City Council had become increasingly aware of the housing shortage in the region, particularly for key workers, with seasonal fruit workers, health workers and others finding it hard to secure and afford suitable housing. Council was motivated to address the need for affordable housing through its housing strategy and engaged closely with Argyle Housing to identify opportunities for innovative projects.
- Griffith City Council adopted its Housing Strategy in 2019 and since then has implemented a range of initiatives to achieve its aim of increasing access to diverse housing options for key target groups in the City experiencing housing stress.
- The Housing Strategy determined that Griffith is under-supplied with smaller dwellings and projected unmet housing need would increase to 1,744 dwellings by 2036.

Levers

Joint projects

- Council identified an underutilised portion of land owned by the state government and purchased the land. With Argyle Housing's support, Council then bid for funding from the Commonwealth Government Building Better Regions Fund.
- The Griffin Green Affordable Housing Project will create 20 new medium density affordable rental housing units and 42 new housing lots. The site is close to the city centre, and the development will include a full basketball court, playground, park and new community centre.

- Ten percent of the affordable rental dwellings will be prioritised for First Nation key workers. The 42 lots will be a mix of affordable homes to purchase, through shared equity schemes and other options.
- Affordable and social housing projects are not financially viable without some level of subsidy. The project has been made possible through mixed funding sources:
 - \$6 million through the Building Better Regions Fund.
 - \$3.1 million from Council, including the land, which was gifted to Argyle Housing.
 - \$3.1 million from Argyle Housing
- Once the civil works are completed, the title of the 42 serviced lots will transfer to Argyle Housing for residential development. Argyle Housing is working on a plan for these lots which will include the sale of some lots, with a covenant requiring build commencement within a fixed term to prevent land banking. These sales will fund the building of additional affordable housing on the remaining lots.

Land

- The success of the Griffin Green project has led to further opportunities for Council and the community housing provider to work together. Council gifted Argyle Housing a block of Council-owned land close to the Griffith CBD, on which Argyle Housing is looking to build a further four affordable dwellings in the next 12 months. The land is situated next to an emergency services precinct and was not necessarily something appealing to a private developer – but Argyle Housing sees it as an opportunity to increase affordable housing close to the city centre.

Planning incentives

- Council has also facilitated affordable and lower cost housing development through planning amendments. Council amended the Development Control Plan to reduce the cost of development, amending Floor Space Ratios, reducing parking requirements in some locations, and removing height restrictions and reduction of private open space. Council are also considering rezonings through the LEP To increase the diversity of housing options in the local area.
- In addition to these changes, Council has provided an Affordable Housing Rebate on Secondary Dwellings and rebates on Section 7.11 and 7.12 contributions for projects that address affordable housing concerns.

Ownership

- At the completion of works, the 20 affordable townhouses at Griffin Green will be owned by Argyle Housing and rented as affordable rental housing for a minimum of 10 years. This will likely run for a longer period, if not in perpetuity.

Case study: City of Parramatta

Council-set
targets

CHP
manages

Completed
dwellings
preferred

Vision and Objectives

- Parramatta Council adopted an Affordable Rental Housing Policy in 2019. The Policy aims to reduce the level of rental housing stress experienced by residents and to ensure residents can thrive socially and economically. This includes ensuring adequate affordable housing for key workers, which will grow substantially over the coming years.
- The Affordable Rental Policy adopts a target of 9,500 affordable dwellings by 2036. This represents a net increase of approximately 8,800 affordable dwellings over the 2016 baseline.

Levers

Contribution Scheme

- Council's Local Housing Strategy identifies it will implement an affordable housing contributions scheme in high growth precincts to be rezoned. Council estimates that this could deliver between 1,555 and 2,735 dwellings.
- Council intends to apply a 5%-10% affordable housing target but will seek higher rates where feasible. Government-owned sites will aim for a 30%-33% affordable housing target.

Planning Agreements

- Council intends to secure affordable housing contributions through planning agreements on sites undergoing uplift, where an affordable housing contribution scheme does not apply.
- Council's Planning Agreements Policy seeks an affordable housing contribution equivalent to 10% of the land value uplift on sites outside the Parramatta CBD.
- Council has prepared a draft legal agreement template, which includes standard clauses relating to the provision of affordable housing units or land to be dedicated to council.

Other Approaches

- The City of Parramatta intends to investigate other measures to increase supply including:
- Identifying 'Housing Diversity Precincts' to provide additional medium density housing and including a component of affordable housing.
- Identifying areas suitable for 'Incentivised Inclusionary Housing' where height controls will be increased to facilitate FSR incentive bonuses under the Housing SEPP.

Contribution types

- In Melrose Park South, Council has flagged a contribution of in-kind dwellings. Under its Voluntary Planning Agreements Policy, contributions are sought in the form of completed dwellings dedicated to Council.
- Council will accept monetary contributions where the agreed value of the contribution is not exactly equivalent to the value of a single or multiple dwellings, to meet the agreed value of the contribution.

Ownership

- Council intends to retain ownership of any affordable housing dedicated to it. A CHP will be appointed to manage the housing.

Delivery and partnerships

- Council's Affordable Housing Policy 2019 states that Council will appoint a community housing provider to manage its stock of affordable housing. The CHP will be procured through in accordance with Council's Procurement Policy.

Tenant eligibility and rent policy

- Council's Affordable Housing Policy 2019 notes that selection of tenants for affordable housing owned by the Council will be undertaken by the CHP managing the portfolio. An eligibility shortlisting process will be agreed with the Council to guide the allocations process. Tenants will need to have a connection to the City of Parramatta.
- Council criteria for affordable housing includes not charging households rent that exceeds 30% of their weekly income.

Case study: Penrith City



Vision and Objectives

- Penrith Council’s Local Housing Strategy outlines its objectives for housing supply in the local area. Council highlights the need to provide affordable housing options for workers in the local area and commits to exploring a range of initiatives to ensure supply is delivered in the right places across the LGA.
- Penrith’s Planning Proposal to introduce an affordable housing scheme specified additional objectives:
 - Ensure Penrith is an inclusive location
 - Provide equitable affordable rental housing contributions
 - Provide certainty for landowners and developers
 - Provide affordable rental housing where required and development viability can be maintained.

Delivery and partnerships

Tenant eligibility and rent policy

- Council is developing a policy framework for its affordable housing contribution scheme. The policy framework will consider partnership, procurement, and operational issues.
- In its grant funded project, Council agreed to endorse its CHP partner’s tenant eligibility and rent policies.

Levers

Planning Agreements + Grant Funding

- Penrith Council has a long-standing policy of requiring contributions for affordable housing in planning agreements. This policy enabled Council to pool individual contributions over time. When the funds reached a sufficient quantum, Council allocated the funds to Link Wentworth, a local CHP, in accordance with Council’s procurement policy.
- Link Wentworth, as a not-for-profit CHP, was able to combine the \$1.13 million grant funding from Penrith Council with other funding sources:
 - Commonwealth funding for 24 homes under the National Rental Affordability Scheme
 - \$5.1 million NSW grant funding
 - \$3.95 million debt finance
 - \$5.36 million equity

Contribution types

- The AH Contribution Scheme notes that monetary contributions are preferred.
- While the precincts are greenfield areas, monetary contributions allow for investment closer to transport and services.

- By layering these funds, Link Wentworth was able to fund development of a 49 unit development in St Marys, including 4 Specialist Disability Accommodation (SDA) units, 27 affordable housing units, and 18 social housing homes.

Contribution Scheme

- In November 2022, Penrith exhibited an affordable housing contribution scheme for Glenmore Park and Orchard Hills North.
- The draft Scheme establishes different rates for the two precincts and incorporates an initial rate commencing in 2024 and provides advance notice that that contribution will increase in 2027. This approach meets the Scheme’s intent to provide clarity and certainty for landowners and developers in the LGA.

Ownership

- Penrith’s policy enables its CHP partner to own properties. This enabled Council to attract investment of more than \$15 million in Penrith LGA through \$1.13 million in grant funding. Council’s grant funding to Link Wentworth is secured through NSW Government and local council contracts.

Case study: Randwick City

Council-set
targets

Multiple
levers

Planning
incentives

Vision and Objectives

- Council recognises that affordable housing has a vital role to play in developing sustainable local communities and providing a strong labour force to sustain the local economy. Part of Council's vision, as set out in its Local Housing Strategy is for *"Affordable housing will be delivered to cater to the specific housing needs of lower to middle income residents."*
- An objective of the Strategy is for 10% of all housing being affordable to very low, low, or medium-income households by 2040.

Levers

Contribution Scheme

- Council's Affordable Housing Contribution Scheme commenced in August 2020. The Scheme currently applies to Kensington and Kingsford town centres. The affordable housing requirement increased from 3% to 5% in August 2022. The rate applies to the residential component of development. This approach provides forward notice to the market and supports the feasibility of increasing rates over time.
- The Scheme aims to provide more than 200 affordable housing units.

Planning Agreements

- Council's Planning Agreements Policy 2007 guides planning agreements in a manner that is effective, fair, transparent and accountable. Agreements may seek capital or recurrent funding, dedication of land or provision of a material public benefit.

Ownership

- Council will own all affordable housing dwellings.

Planning incentives

- Clause 6.12 of Randwick LEP 2012 requires development controls to be prepared for large sites and housing mix and tenure choice must be addressed. Council has secured affordable housing through this process. For example, the Prince Henry Site includes a requirement for at least 1% of all dwellings to be affordable housing.
- As part of the process of developing detailed development controls for these sites, Council may also consider reduced car parking, to support affordable housing in locations well serviced by public transport.

Delivery and partnerships

- Affordable housing units owned by council will be managed by a registered CHP. Council will select the CHP through a competitive EOI process.
- Council will headlease the properties to the CHP at a nominal rent. Council will enter into a Deed of Management with the CHP, which will set out details on tenant and property management procedures, including requirements for rent setting, tenant selection and dwelling allocation.

Contribution types

- Council's Affordable Housing Plan (2019) preferences in-kind contributions. Monetary payments will be accepted where the contribution is less than 50sqm.

Tenant eligibility and rent policy

- The Affordable Housing Plan (2019) outlines that affordable housing is intended to support tenants to transition into the private rental market. Tenancies are provided for a maximum of 5 years.
- Council intends to allocate dwellings to a mix of low and moderate-income households. Specific allocations need to ensure the continued financial viability of the Program and to enable the full cost of the Program to be covered by rent revenue, including maintenance and upgrade costs and administration fees. This may preference allocations to moderate income households, as rents are also required to not to exceed 30% of income.
- To be eligible for housing, potential tenants need a local connection to the City of Randwick, either living or working locally.

Case study: Shoalhaven City

Council
strategy

Land

CHP
owns

Vision and Objectives

- Shoalhaven City Council became increasingly aware of the local housing challenge, with businesses (and Council itself) struggling to attract key workers due to a lack of available and affordable housing.
- Council's Affordable Housing Strategy (2017) identified the principles now guiding Council's affordable housing initiatives:
 - Developments in key urban centres with good access to services.
 - Social sustainability to promote social diversity and equity.
 - Engagement and partnerships.
- Council's strategy includes high-level directions, such as re-zoning and advocacy to state government agencies, as well as specific, concrete actions:
 - Dedicating Council-owned land at 42-46 Coomea Street, Bomaderry, for an affordable housing development
 - Investigating inclusion of additional land in the Coomea Street project
 - Investigating and identifying further sites owned by Council or other public agencies for affordable housing development in the medium to longer term.

Ownership

- SCCH ownership of the land and dwellings unlocked \$11.5 million in funding and finance to fund construction on the \$2.2 million site previously owned by Council.

Levers

Land grant

- When complete, the Coomea Street development will provide 39 units of affordable housing close to Bomaderry train station and ten minutes from the town centre.
- The site is an amalgamation of five adjacent Council-owned blocks containing detached houses that Southern Cross Community Housing (SCCH) had been managing as transitional and affordable housing.
- Council originally owned three of the sites and bought an additional two to achieve a greater housing outcome.
- SCCH, as Council's partner in the project, will own, develop and operate the affordable housing at Coomea Street.
- The development will be a mix of residential apartments and a new generation boarding house.

Tenant eligibility and rent policy

- SCCH will manage the 39 dwellings, providing tenancy management and property maintenance services as well as delivering community development programs.
- As a non profit CHP, SCCH ensures the dwellings will remain as affordable housing indefinitely and any surplus will be used to develop further affordable housing in the Shoalhaven.

Delivery and partnerships

- DCJ played a critical role by facilitating the land transfer from Council to SCCH. Council was able to transfer the land at no cost to DCJ, a state government agency.
- Importantly to Council, DCJ's contractual framework enables them to secure the land in perpetuity for affordable housing. The contract ensures that DCJ can monitor outcomes as CHPs provide regular reporting through DCJ and the NSW Registrar.
- The three-way arrangement allowed Council and SCCH to partner to achieve a financially viable affordable housing development.
- SCCH held a two-day workshop with Council staff, planners, architects, property professionals and local residents. This allowed concepts that would not be approved to be ruled out and allowed the design to reflect the priorities of local communities.
- The project was made possible through three funding sources:
 - Shoalhaven City Council contributed the Coomea Street site for the value of \$2.2 million
 - The Community Housing Innovation Fund through DCJ contributed 35 percent of the construction cost (\$4.8 million)
 - SCCH contributed its own equity (\$2.7 million) and debt financing (\$4 million).

References and resources

Council plans and policies

- *City of Canada Bay Affordable Housing Contributions Scheme* (2023), City of Canada Bay
- *City of Canada Bay Affordable Housing Policy* (2023), City of Canada Bay
- *Central Coast Affordable and Alternative Housing Strategy* (2020), Central Coast Council
- *City of Sydney Affordable Housing Program* (various documents), City of Sydney
- *Griffith Housing Strategy* (2019), Griffith City Council
- *Griffith Green Affordable Housing Project* (webpage), Griffith City Council
- *Parramatta Affordable Rental Housing Policy* (2019), City of Parramatta
- *Parramatta Planning Agreements Policy* (2018), City of Parramatta
- *Kensington and Kingsford Town Centres Affordable Housing Plan and Contributions Scheme* (2019), Randwick City Council
- *Randwick Planning Agreements Policy* (2007), Randwick City Council
- *Shoalhaven Affordable Housing Strategy* (2017), Shoalhaven City Council

Other publications and resources

- *NSW Local Government Housing Kit* (2019), Department of Communities and Justice
- Paxon Group (2022) *Local Council Partnerships for the Provision of Affordable Housing*, prepared for Community Housing Industry Association NSW
- Urbanista (2016) *Facilitating Affordable Housing Through Planning Mechanisms – Part 1: Review of Planning Approaches and Measures*, prepared for the NSW Federation of Housing Associations and Parramatta City Council.
- *Affordable Housing Providers Prequalification Scheme* (2018), Landcom
- Urbanista (2023) *Affordable Housing Contribution Scheme Implementation Guide*, prepared for Resilient Sydney Diverse and Affordable Housing Steering Group.
- Department of Communities and Justice (2022) *NSW Affordable Housing Ministerial Guidelines 2022/23*, Department of Communities and Justice
- *National Regulatory System for Community Housing* (website)

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 10.4 DELIVERY PROGRAM UPDATE - JULY DECEMBER 2023

ATTACHMENT 1 DELIVERY PROGRAM UPDATE 2023/2024

Delivery Program update

July-December 2023



QPRC 

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

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Photo: Braidwood Showgrounds being lit up for the first time.

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Executive Summary

Council is required to report at least every six months on its progress in achieving the actions detailed in its Delivery Program. This report includes data from July – December 2023.

The update provides information on Council's progress against its key performance indicators (KPIs). Generally, KPIs are recorded as either green (achieved 95-100%), orange (require attention 80-94%), or red (critical <79%). As updates are delivered bi-annually, we have included the addition of a hollow orange indicator. This denotes where KPIs are measured on an annual basis and are currently on track to be achieved by 30 June 2024. Of the 155 KPIs, 93 were rated as achieved, 10 are on track for the end of FY, and 52 are rated as critical or were not reported on.

Regarding projects, 31 of our 196 projects were completed, 109 remain as of 30 December 2023, 9 have been started, 20 have been delayed and 4 have been cancelled. Progress reports were not submitted for the remaining 73 projects.

Significant matters for the period include:

- Progression of significant capital works projects, including the Regional Sports Precinct in Ennirona, Bungendore Sports Hub, Braidwood Showground light upgrade, and the opening of the Queanbeyan Civic and Cultural Precinct.
- Ground being broken on the Braidwood Pool Refurbishment.
- Lodging development application for the upgrade of the Queanbeyan Sewage Treatment Plant
- Start of design for the Queanbeyan to Bungendore water pipeline.
- Budget planning for the implementation of Council's Special Rate Variation
- Significant community events, including Christmas in July, Queanbeyan Palerang Art's Trail, NAIDOC Day, Diwali Mela Lantern Festival, and the Community Christmas Parties.
- Consultation on the Draft Aquatics Strategy, Draft Contaminated Land Policy, and Draft Roadside Vegetation Management Plan.



Photo: Braidwood Community Christmas Party and Late Night Shopping

STRATEGIC
PILLAR

1

COMMUNITY

A VIBRANT AND ACTIVE QUEANBEYAN-PALERANG

A SAFE, HARMONIOUS AND HEALTHY COMMUNITY
LEADING FULFILLED LIVES

| COMMUNITY STRATEGIC PLAN KEY GOAL | COMMUNITY OUTCOME |
|--|--|
| 1.1 We build on and strengthen our community cultural life and heritage | The community has a diverse and active cultural environment and takes pride in its rich heritage |
| 1.2 We are an inclusive region with access to opportunities and community support services by those who need them most | The community is welcoming and inclusive and residents feel they are connected and belong |
| 1.3 We are a safe community | The community feels safer and more secure |
| 1.4 We are a learning community | The community has access to a socially inclusive and welcoming library and museum service to allow for the ongoing expansion of our knowledge capacity |
| 1.5 We have an active and healthy lifestyle | Health and quality of life are improved through access to a range of recreation and leisure opportunities |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Major Projects - Strategic Pillar 1, Community

A full list of projects associated with Strategic Pillar 1, Community can be found at Appendix 1.

| | | | |
|------------------|--|------------------|---------------------------------------|
| Project | 1001: Volunteering Program | | |
| Status | In Progress | Status | Customer, Communication and Libraries |
| Budget | Original | Budget | Expenditure to date |
| | \$0 | \$5,000 | \$0 |
| Timeframe | End date | Timeframe | End date |
| | 30 Jun 2024 | | 30 Jun 2024 |
| Comment | In the first six months of 2024, volunteers have contributed a total of 1,747.5 hours. This equated to 43 volunteers across the Council's Library and Performing Arts teams. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 100184: QBN - Regional Sports Complex - Stage 1 | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$1,212,750 | \$5,284,018 | \$2,647,320 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Playing fields complete and ready for play in early 2024. Minor building ready for March use, major building experiencing delays. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 1003: Community events (inc. Christmas parties, civic events, Multicultural Festival) | | |
| Status | In Progress | Branch | Economy, Place and Arts |
| Budget | Original | Revised | Expenditure to date |
| | \$250,039 | \$250,039 | \$85,872 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | <p>Christmas parties delivered in Braidwood, Bungendore, and Queanbeyan.</p> <p>Australia Day events supported in Captains Flat, Bungendore, and Braidwood. The Queanbeyan events was delivered in combination with a Citizenship Ceremony and a fireworks celebration.</p> <p>Multicultural Festival and Anzac Day are upcoming.</p> | | |

| | | | |
|------------------|--|-------------------------|--|
| Project | 1005: Conduct review of QPRC mobile library bus coverage | | |
| Status | In Progress | Branch | Libraries, Culture and Children's Services |
| Budget | Original | Revised | Expenditure to date |
| | \$0 | \$0 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | <p>New community contact for Captains Flat identified.</p> <p>Survey for Mobile Library users to ascertain their library preferences to begin in February.</p> | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|------------------|--|-------------------------|--------------------------|
| Project | 1007: Complete review of Reconciliation Action Plan | | |
| Status | In Progress | Branch | Community and Recreation |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The Reconciliation Action Plan (RAP) working group has finalised the document, it will be formally recommended with the First Nations Advisory Committee in February 2024. The RAP has been discussed with the QPRC Executive and will be sent to Reconciliation Australia to be formally adopted once it has been presented to a Council workshop and approved. | | |

| | | | |
|------------------|--|-------------------------|---------------------------------------|
| Project | 100749: QPR - Library Purchases Books and Non-Books | | |
| Status | In Progress | Branch | Customer, Communication and Libraries |
| Budget | Original | Revised | Expenditure to date |
| | \$50,000 | \$50,000 | \$61,430 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Library items continue to be purchased for 2023-24. Suppliers have been prepaid, and library is on track to receive all titles by 30 June. | | |

| | | | |
|------------------|---|-------------------------|--|
| Project | 1009 Enable customer transactions in mobile library bus | | |
| Status | Not Yet Started | Branch | Libraries, Culture and Children's Services |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Mobile Library survey will incorporate question about what Council services people would like to have roaming access to. Conversations to occur with Customer Service team regarding what could be offered on the mobile library. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 100966: QBN - Aquatic Centre Renewal Works. | | |
| Status | Completed | Branch | Community and Recreation |
| Budget | Original | Revised | Expenditure to date |
| | \$218,400 | \$230,101 | \$14,979 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The 2023/24 works have been completed. | | |

| | | | |
|------------------|---|-------------------------|--------------------------|
| Project | 1010: Promote QPRC's status as a Refugee Welcome Zone and support new arrivals. | | |
| Status | In Progress | Branch | Community and Recreation |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Council will be working with the Multicultural Centre to promote Refuge Week, scheduled from 17 - 23 June 2024. | | |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| | | | |
|------------------|--|-------------------------|--------------------------|
| Project | 1011: Obtain funding to undertake disability access audits in Queanbeyan, Braidwood and Bungendore | | |
| Status | In Progress | Branch | Community and Recreation |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Following a recommendation from the QPRC Access Committee, staff are investigating the process for conducting audits of community venues across the LGA in locations such as Wallace St. in Braidwood. A local accessibility auditor has been contacted to determine the associated costs and a plan for a staged delivery of work. A report will be presented to Council seeking funding options. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 1012: Development of Cat Containment Strategy | | |
| Status | In Progress | Branch | Environment and Compliance |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Council officers have updated the ambiguous mapping in the original policy. We are currently working with the NSW Threatened Species Council on an education program for cat containment requirements. We will then commence the community consultation for roll out of the policy across the entire LGA. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104105 BWD - Braidwood Pool Upgrade | | |
| Status | Completed | Branch | Community and Recreation |
| Budget | Original | Revised | Expenditure to date |
| | \$1,029,046 | \$1,029,046 | \$1,030,359 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The Braidwood Pool upgrade was completed and opened to the public on Saturday 2 December 2023. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104374 BGD - New Bungendore Pool | | |
| Status | In Progress | Branch | Community and Recreation |
| Budget | Original | Revised | Expenditure to date |
| | \$4,807,692 | \$4,807,692 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Currently out to tender for detailed design. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104453 QBN - Aquatic Centre Upgrade to Change Rooms | | |
| Status | In Progress | Branch | Community and Recreation |
| Budget | Original | Revised | Expenditure to date |
| | \$606,458 | \$ 606,458 | \$61,497 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The Queanbeyan Pool Upgrade is expected to be completed by December 2024. As of 2 January 2024, a summary of updates included: * Tender in July 2023 * Construction Certificate applied for on October 2022 and approved in December 2023. * At the Council Meeting on 11 October 2023, Council awards RFT 2021-22: Queanbeyan Pool – Upgrade to Change Rooms to Rice Constructions Group Pty Ltd for \$424,545.45 (GST exclusive). | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**






| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104663 CF - Captains Flat Pool leak rectification | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$554,452 | \$616,852 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | A consultant has been engaged to undertake water leak test at the Captains Flat pool, and to provide a report to initiate further works. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 104736 QBN - QCCP First Nations Acknowledgement to Country. | | |
| Status | In Progress | Branch | Community and Recreation |
| Budget | Original | Revised | Expenditure to date |
| | \$188,173 | \$188,173 | \$26,000 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Executive has considered artwork in QCCP First Nations Acknowledgement to Country including commissioning of an artist to do undertake the project. | | |





| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 104739 QPR - Providing Independent access BWD and QBN Aquatic Centre | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$192,307 | \$102,903 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Delivery of pods has been delayed by the supplier in the UK, due to materials shortages. Contact has been made with the Australian distributor who is following up with the supplier for this purchase. | | |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023





Key Performance Indicators, Pillar 1

| Project and Output: | Key Performance Indicator: | | Target: | Actual: | Branch: | Comment: |
|--|---|---|---------|---------|--------------------------|--|
| Service 1 Culture | | | | | | |
| P: Community Gathering O: Community Centres | Income Return vs Expenditure |  | 15% | 192% | Community and Recreation | QPRC Community Centres currently are: •AXIS Youth Centre - Braidwood •Community Centre - Bungendore •Community Centre - Bungendore •Multipurpose Hall - Captains Flat •Multipurpose Health Centre •Googong Community Centre, •Jerrabomberra Community Centre, •Letchworth Community Centre •Riverside Oval Meeting Room. Financial figures as of 2 January 2024. Income - \$177,564 and Expenses (|
| | Number of unique hirers p.a. - |  | 200 | 163 | Community and Recreation | 148 unique hirers have used identified QPRC Community Centres through the <i>Intelligenz</i> booking system. On 26 April 2023, Council endorsed the use of the Old Braidwood Library by the Braidwood Youth and Performing Arts Association as a no cost hire eligible community group for a trial period of 12 months from 1 July 2023. 15 unique hirers used this facility through BYPAA. |
| P: Community Gathering O: Exhibitions | Total bookings for community centres per annum |  | 2000 | 1590 | Community and Recreation | As of the end of the December 2023, total bookings taken from <i>Intelligenz</i> booking system: AXIS Youth - 204 Braidwood Community Centre (BYPAA Bookings) - 55 Bungendore Community Centre - 23 Bungendore Multipurpose Hall - 23 Captains Flat - 52 Googong - 322 Jerrabomberra – 696 Letchworth - 168 Riverside – 47 Total of 1,590 bookings over 6 months. Target of 2000 will confidently be realized by June 2024 |
| | Number of exhibitions delivered |  | 10 | 15 | Economy, Place and Arts | 12 Exhibitions at Rusten House QBN 1 Exhibition at the Q - Exhibition Space QBN 1 Exhibition at the Braidwood Library 1 Exhibition in No Name Lane QBN |
| P: Cultural Development O: Cultural Arts Assistance | Number of cultural and arts events supported per year |  | 4 | 6 | Economy, Place and Arts | Community Facilitated: Canberra Tamil School for Diwali Festival costumes. Australia Dance Party LTD - Performance + workshops in Braidwood. Queanbeyan Quilters Inc. for support of Bi-Annual Event & exhibition. QPRC Facilitated: Youth Arts Program Sept- Dec 2023 Queanbeyan-Palerang Arts Trail- October 2023 Diwali Festival - November 2023 |







DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Project and Output: | Key Performance Indicator: | | Target: | Actual: | Branch: | Comment: |
|---|---|---|---------|---------|-------------------------|--|
| Service 1 Culture(Cont.) | | | | | | |
| P: Cultural Development O: Public Art | Initiate or deliver public art projects in region |  | 2 | 1 | Economy, Place and Arts | No public art projects were undertaken/completed July-Dec 23. Current yearly budget is insufficient to commission a key public artwork and is usually used for maintenance and repairs on current works. All previous year's projects have been grant-funded and we have not secured any successful grants recently other than the QCCP Foyer First Nations Acknowledgement of Country artwork, projected to be completed April 2024. Will seek to secure grant funding to fund other works in the coming months. |
| P: Events O: Economic and Community Events | Community satisfaction with events increasing |  | 75% | 0% | Economy, Place and Arts | Attendance growth was continued with events held in the later part of the year. Stormy weather impacted Christmas in July, reducing attendance, and resulting in vendors packing up early. Queanbeyan Carols/Christmas party 3000pax. Considered good attendance due to late promotion and the first time the events have been combined. Braidwood late night shopping and Christmas party 1500pax. Bungendore Christmas party was not well attended 150pax. Diwali Festival 3000pax. Satisfaction unknown, was not measured for these events. |
| P: Performance O: Live Performance Program | Growth in attendance p.a. |  | 5% | 4% | Economy, Place and Arts | Total number of performances held in July to December attendance of 7,356. The trend continued with low ticket sales for most performances. Some performances where more successful than others |
| | Income return vs Expenditure |  | 55% | 0% | Economy, Place and Arts | Further data analysis is required to provide an accurate response to this KPI. Information will be provided in the second update in August 2025, with the KPI to be reviewed during the preparation of the 2024-25 Operational Plan. |








DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Project and Output: | Key Performance Indicator: | | Target: | Actual: | Branch: | Comment: |
|--|--|---|---------|---------|--------------------------|--|
| Service 2 – Community | | | | | | |
| P: People with Disability O: Disability Inclusion Action Plan | Implementation of initiatives identified in adopted plan |  | 4 | 4 | Community and Recreation | The Community Team provided support to the Access Committee which met twice between July and December. This including supporting members with internal enquiries and providing reporting updates to Department of Communities and Justice in relation to progress made on the Disability Inclusion Action Plan 2022-26. The new Changing Places unit was installed in Queen Elizabeth II Park, Queanbeyan. Ongoing progress made on delivery of other accessible upgrades across the local government area. Zero Barriers membership is ongoing and further supported by working with the Australian Federation of Disability and the free delivery of their Business Inclusion and Diversity service |
| P: Aged O: Active Ageing | Assist with organisation and funding options |  | 2 | 2 | Community and Recreation | The Community team supports senior groups from across the LGA, from July to December we have met with senior representatives to continue to build our relationship and gather input and feedback on future engagement opportunities. The team has continued to support seniors and aging community members through the coordination and support of the Access Committee. The team applied for grant funding for Seniors Week 2024. |
| P: Children O: Family Day Care | % compliance with National Quality Framework and licensing obligations |  | 100% | 100% | Community and Recreation | 28 educators within the LGA. As per our last assessment – educators are exceeding two National Standards and meeting the additional five. During a spot check in January, the service was found to be compliant in all aspects of our operation. |
| P: Community Development O: Support for Community Groups | Administer the NSW ClubGrants Program |  | 1 | 1 | Community and Recreation | The Community Team continue to offer support and guidance to Clubs and successful applicants of the ClubGrants program. Working in conjunction with the QPRC Grants officer. |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Project and Output: | KPI: | | Goal | Actual | Branch: | Comment: |
|---|---|---|------|--------|---------------------------------------|--|
| Service 2 – Community (cont.) | | | | | | |
| P: Customer O: Call Centre | % of abandoned calls |  | 10% | 14% | Customer, Communication and Libraries | A 3% reduction in the abandonment rate from last financial year. 24,542 calls came through to the 1300 number with 20,080 of these calls answered. 1,026 calls opted for other available options - call back service or credit card payment line. Out of the calls answered 6,932 calls were transferred onto other areas for resolution. 13,148 (65%) were dealt with by customer service and either received first time resolution or a service request created for further action to occur. The average wait time was 1minute 31 seconds and the duration 3 minutes and 19 seconds. |
| P: Customer O: Integrated customer service | % Unresolved triaged service requests |  | 20% | 28% | Customer, Communication and Libraries | For the first six months of 2023-24 - 7,926 requests were registered. To date - 2,270 remain in <i>current</i> status (28%). 731 of these relate to July-Sept quarter period & 1,539 for Oct-Dec period. |
| P: Engagement O: Community Engagement | Increase in Your Voice subscriptions |  | 15% | 4% | Customer, Communication and Libraries | At the start of January 2024, we now have 4,723 active participants - an increase of 4.45% from July 2023. |
| P: Indigenous O: Reconciliation Action Plan | Implementation of community initiatives identified in adopted Reconciliation Action Plan. |  | 4 | 4 | Community and Recreation | Supporting the delivery of the NAIDOC week event in Queanbeyan in July, supporting the delivery of Aboriginal Go4Fun on a weekly basis, the delivery of the weekly ATSI playgroup, delivery of the QBN South Didgeridoo Cultural program and the development of the Koori Arts Biz. The ongoing development of the RAP 2024-26 through the associated working group, artistic design for the QCCP building and accompanying branding of First Nations programs. |
| P: Volunteers O: Volunteer Program | Number of volunteer hours increase from previous year |  | 5% | 72% | Community and Recreation | In the first six months of 2023-24 - 43 Volunteers have contributed a total of 1747.5 hours. Performing Arts :1720 over 40 volunteers -Library 27.5 over three volunteers. we are on track for a 72% increase from 2022/2023. |
| P: Youth O: Youth Early Intervention Program | Delivery of skills-based workshops as per funding agreement |  | 5 | 5 | Community and Recreation | The Community Team deliver a range of programs supported by this DCJ funding. These include weekly ATSI playgroup sessions, supporting the weekly PCYC Fit4Life program. The team have also increased the program offer by including a Youth Arts Wellbeing Group. This group has been very successful and will continue for 2024 |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Project and Output: | KPI: | | Target: | Actual: | Branch: | Comment: |
|--|--|---|---------|---------|---------------------------------------|---|
| Service 3 – Education | | | | | | |
| P: Animals O: Companion Animal Management | Annual inspection of properties containing dangerous/menacing dogs |  | 100% | 50% | Environment and Compliance | Council is required to inspect for control requirements annually. We have completed approximately 50% of these inspections to date with the remainder to be completed in the second reporting period. |
| P: Library O: Collection Management | Average age of collection |  | 7% | 0% | Customer, Communication and Libraries | Percentage of collection 0-5 years = 25.10% Percentage of collection 5-10 years = 41.5% Percentage of collection 10+ years = 33.4% Collection is ageing due to reduction of library collection budget. |
| P: Library O: Digital Library Services | Increased number of available digital resources, databases, and equipment. |  | 3% | 0% | Customer, Communication and Libraries | Due to the focus on the relocation of the Queanbeyan Library to QCCP and reduction in library budget, there has not been an increase in digital resources, databases, and equipment. |
| P: Library O: Library - Community Facilities | Community satisfaction with library services maintained or increasing |  | 4 | 0 | Customer, Communication and Libraries | Awaiting action from CRJO regarding when a community satisfaction survey will be undertaken. |
| Service 4 - Recreation | | | | | | |
| P: Aquatics O: QPRC Aquatics Queanbeyan Operation | Income return vs expenditure. |  | 65% | 70% | Community and Recreation | Financial figures as of 2 January 2024. Income - \$618,491 and Expenses - \$880,929. As a percentage – 70.2%. |
| P: Aquatics O: Regional Swimming Pools | Pools operate within the parameters of agreed hours (18 weeks p.a.) |  | 90% | 99% | Community and Recreation | The Captains Flat Pool was open for advertised hours. There were no closures due to staff shortages, weather or maintenance. The Bungendore Pool was closed for one day closure due to unplanned maintenance. The Braidwood Pool was open for advertised hours although the season did not start until Saturday 2 December due to waiting for the completion of new construction work. There were no closures due to staff shortages, weather, or maintenance. |
| P: Sports Fields O: Sports Fields - Maintenance | Sports Fields maintained to user satisfaction |  | 90% | 72% | Community and Recreation | Of the 32 sportsfields we are currently maintaining, we did receive complaints about the following: • New Googong Rectangular fields - no official name, complaints around the hardness of the surface, no facilities. • New Googong Oval - no official name, complaints around the hardness of the surface, no facilities • Complaints about drainage – Letchworth. • Complaints around patchiness - High Street, Campese. • No clubs are willing to use these following Sports Fields - Blundell, Lambert, Wright Park Upper Staff on looking at solutions - being maintained but not being used - Significant renovation work has occurred at Campese Oval.. |

STRATEGIC
PILLAR

2

CHOICE

A PROSPEROUS QUEANBEYAN-PALERANG

A DIVERSE, RESILIENT AND SMART ECONOMY THAT
CREATES CHOICE AND JOB OPPORTUNITIES

COMMUNITY STRATEGIC PLAN KEY GOAL

COMMUNITY OUTCOME

2.1 We will continue the ongoing revitalisation of the Queanbeyan CBD, suburban centres and rural villages

The city and village CBDs are dynamic and thriving places which attract economic activity

2.2 We will promote Queanbeyan-Palerang as a tourism destination of choice

The region has a thriving tourism sector built upon the economic and environmental advantages the region provides

2.3 Our local businesses are well run and environmentally sound ensuring quality services and high level risk management

The region's businesses underpin good economic performance with a sound public risk management approach

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Major Projects – Strategic Pillar 2, Choice

A full list of projects associated with Strategic Pillar 2, Choice can be found at Appendix 1.

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 100894 QBN - Monaro St (Lowe to Crawford) | | |
| Status | Delayed | Branch | Economy, Place and Arts |
| Budget | Original | Revised | Expenditure to date |
| | \$1,595,616 | \$1,534,093 | \$1,300 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | <p>Comments have not changed since last reporting period: An invitation to tender for the detailed design and construction of the proposed work was released, tenders closed on 18 January 2023 and no submissions were received.</p> <p>A report on the future of the project was considered by Council at the 26 April 2023 meeting.</p> <p>A submission request for a variation from the State Government extend the time for the project and change the milestones to go forward to a detailed designed.</p> | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 2001 Community Donation Program | | |
| Status | In Progress | Branch | Economy, Place and Arts |
| Budget | Original | Revised | Expenditure to date |
| | \$60,000 | \$00,000 | \$54,366 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The 2023-24 Annual Community Grants Program (Categories A & B) has been finalised and the year-round Cultural Arts Assistance Scheme remains open. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 2002 Christmas Shop and Win Promotion | | |
| Status | Completed | Branch | Economy, Place and Arts |
| Budget | Original | Revised | Expenditure to date |
| | \$34,600 | \$34,600 | \$12,094 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The Shop & Win promotion was successfully completed for 2023. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 2003 Memorial parks - studies and operational | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$332,500 | 332,500 | \$56,217 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Extensive community engagement occurred over second quarter, studies 95% complete and two State Design Review Panel sessions attended. EIS and DA scheduled for workshop April 2024 | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Key P

| | | | |
|------------------|--|-------------------------|-------------------------|
| Project | 2004 Participate in Molonglo and Monaro Trail discussions | | |
| Status | In Progress | Branch | Economy, Place and Arts |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Planning continues for the Monaro Rail Trail. Council officers remain available to assist proponents of the Molonglo Rail Trail. All substantial work has been paused until there is clarity surrounding the implications of the lead contamination. | | |







| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 2006 Place Plan for Bungendore | | |
| Status | In Progress | Branch | Economy, Place and Arts |
| Budget | Original | Revised | Expenditure to date |
| | \$70,000 | \$70,000 | \$51,000 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The Bungendore Place Plan RFQ process was completed in November 2023 with urban design consultants Arki Lab awarded the contract to work with QPRC in the development and delivery of the Bungendore Place Plan. Planning meetings have occurred in line with Arki Lab's project plan for the successful delivery of the final plan in the designated timeframe. The consultation process has begun with the community and QPRC. | | |

| | | | |
|------------------|--|-------------------------|-------------------------|
| Project | 2007 Develop an activation plan for Queanbeyan Civic and Cultural Precinct | | |
| Status | In Progress | Branch | Economy, Place and Arts |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Plan in initial stages of development. | | |




| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 760506 QBN - Reclaim Dam Site Lanyon Drive Cemetery | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$260,000 | \$260,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Civil contractor procurement commenced; design complete. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Key Performance Indicators – Pillar 2

| Service 11 - Business | | | | | | |
|---|--|---|---------|--------|----------------------------|---|
| Project/Output: | KPI: | | Target: | Actual | Branch | Comment: |
| P: Conference O: Conferences | Number of conferences using QPRC Community Facilities per year |  | 2 | 19 | Community and Recreation | 27 conferences/lecture /workshop/ school presentations and style events in 2023' held in The Q and B. |
| P: Economic O: CBD Transformation Strategy | Ongoing implementation of actions identified within the CBD Transformation Strategy |  | 4 | 4 | Economy, Place and Arts | Completed actions include the planning for the activation and utilisation of the public domain behind QCCP (1.1c). An audit and recommendations for Queanbeyan CBD signage (2.4), the execution of the Diwali Meli and Christmas in July events (4.1), and the construction of the basement car park allowing around the clock usage at QCCP. (9.1) |
| P: Economic O: Economic Development | Key actions identified from Economic Development Strategy for implementation on an annual basis |  | 4 | 3 | Economy, Place and Arts | Actions from the Queanbeyan-Palerang Regional Economic Development Strategy 2023 Update have been completed; including business support, place planning and commercial planning for the Monaro Rail Trail. |
| P: Tourism O: Marketing | Activities conducted under the Tablelands Destination Development Plan |  | 4 | 4 | Economy, Place and Arts | The Southern Tablelands Steering Committee continues to plan and execute actions from the TDDP, with actions 1.8, 4.3, 5.4 and 6.2 already complete for 23/24. |
| P: Tourism O: Tourism Planning | Visitation trends (expenditure and visitor numbers) are equal to or outperforming comparable markets |  | 100% | 100% | Economy, Place and Arts | Local visitation trend (+39%) for the Southern Tablelands matched Regional NSW (+39%) in the most recent data reporting (FY 22/23). Queanbeyan-Palerang (+42%) outperformed Regional NSW (+26%) in the most recent (Jul-Nov) year-on-year visitor spend data. |
| Service 12: Health | | | | | | |
| P: Food and Premises O: Food Safety | Annual report to NSW Food Authority completed as per requirements |  | 100% | 22% | Environment and Compliance | The annual report not required until EOFY. Council's food inspection program is currently slightly below target due to staff and resourcing issues. The program will still be completed by end of financial year and the required report to NSW Food Authority will be delivered adequately. |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Program and Output | KPI: | | Target: | Actual | Branch | Comment: |
|---|---|---|---------|--------|----------------------------|---|
| Service 12: Health | | | | | | |
| P: Food and Premises O: Public Health Monitoring | 100% of required inspections completed |  | 100% | 22% | Environment and Compliance | Council's food inspection program is slightly below target due to staffing and resourcing issues. We are however on track to complete the program by the end of the financial year. |
| | Compliance with the Public Health Act 2010 and Public Health Regulation |  | 100% | 50% | Environment and Compliance | Council inspects public pools and spa pools for compliance with the water quality requirements of the Public Health Act. Council also inspects skin penetration businesses (tattooists, beauticians etc). All inspections of public pools and spas have been completed and the skin penetration inspection program will begin in April. |
| P: Food and Premises O: Surface Water Monitoring | Develop a recreational water sampling policy and program |  | 100% | 50% | Environment and Compliance | Council is continuing to support the NSW WaterWatch program. We are currently sampling three sites in the area which are gaps in the current availability of volunteer citizen scientists. |

STRATEGIC
PILLAR **3**

CHARACTER

A SUSTAINABLE QUEANBEYAN-PALERANG

A CLEAN, GREEN COMMUNITY THAT CHERISHES ITS NATURAL
AND PHYSICAL CHARACTER

| COMMUNITY STRATEGIC PLAN KEY GOAL | COMMUNITY OUTCOME |
|--|--|
| 3.1 We consider the environmental impacts of future development | The region has quality development which supports the sustainable growth |
| 3.2 Our region's urban landscapes are well managed and maintained promoting community pride | The region's public places are clean and attractive |
| 3.3 Our natural landscapes and water resources are sustainably managed | The land, vegetation and waterways of the region are managed in an integrated manner |
| 3.4 We actively promote and implement sound resource conservation and good environmental practice | The community applies good environmental practice in their activities |
| 3.5 We ensure the future planning for the region is well coordinated and provides for its sustainable management | The planning for the future of the region provides for and enhances the sustainable management of our natural and built landscapes |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Major Projects – Strategic Pillar 3, Character

A full list of projects associated with Strategic Pillar 3, Character can be found at Appendix 1.

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 100692 BGD - Bungendore Sports Hub Stage 1 | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$1,694,000 | \$1,694,000 | \$466,787 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Power currently being installed, sewer rising main underway. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104675 QBN - Boat ramp for Queanbeyan River | | |
| Status | Cancelled | Branch | Environment and Compliance |
| Budget | Original | Revised | Expenditure to date |
| | \$67,300 | \$70,000 | \$70,000 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The project was unable to be completed due to poor scoping and financial estimates during the grant application process. The grant funding has now been returned to the funding body and the project will not proceed. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104707 QBN - Learn to Ride Facility | | |
| Status | Delayed | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$169,737 | \$169,737 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Delayed, pending construction of site base by Village Building Company, expected late 2024 | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104737 QBN - Family Changing Facilities Queen Elizabeth II Park | | |
| Status | Completed | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$249,000 | \$247,484 | \$213,075 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Project complete and facility commissioned in time for holiday travellers. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 104749 BGD - Frogs Hollow Landscaping | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$306,800 | \$306,800 | \$15,073 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Furniture and BBQ ordered and work due to commence in March | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104781 QBN - Jerrabomberra Creek Park Pump Track | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$403,678 | \$434,355 | \$23,371 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Design workshops held with community youth with further community consultation programmed. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 3001 Braidwood Structure Plan | | |
| Status | In Progress | Branch | Land-Use Planning |
| Budget | Original | Revised | Expenditure to date |
| | \$30,000 | \$30,000 | \$11,121 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Submissions were reviewed and reported to Council in November 2023. Actions arising: the minor updates of the Discussion Paper, the consultation with First Nations representatives, and the consideration of matters for the preparation of the Discussion Paper. | | |

| | | | |
|------------------|--|-------------------------|-----------------------|
| Project | 3006 Draft appropriate heritage management controls for Braidwood township | | |
| Status | In Progress | Branch | Land-Use Planning |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Feedback on heritage management controls were received in some submissions on the Braidwood Structure Plan. The Final report for the NSW Heritage's 15-year Management Review of Braidwood and its Setting State Heritage Listing is yet to be finalised for exhibition. This report is a key component for this work. | | |

| | | | |
|------------------|--|-------------------------|-----------------------|
| Project | 3008 Undertake a review of Yarrowlumla Council Section 94 Contribution Plan (No. 2) | | |
| Status | Delayed | Branch | Land-Use Planning |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Preliminary project planning commenced as part of a review of all contribution plans. | | |

| | | | |
|------------------|--|-------------------------|-----------------------|
| Project | 3009 Review all of Council's section 94 or local contribution plans in accordance with the Government's reforms | | |
| Status | Not Yet Started | Branch | Land-Use Planning |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Planner position recruited. Preliminary project planning has commenced. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 3011 Turallo Creek rehabilitation | | |
| Status | In Progress | Branch | Environment and Compliance |
| Budget | Original | Revised | Expenditure to date |
| | \$74,2300 | \$74,230 | \$3,290 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Contractor has been engaged to commence the stage two project works. Work will be commenced in the coming month and completed prior to the end of financial year. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 3012 Climate Change Action Plan | | |
| Status | In Progress | Branch | Environment and Compliance |
| Budget | Original | Revised | Expenditure to date |
| | \$50,000 | \$50,0000 | \$4,909 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Council has reaffirmed its emission reduction targets and adopted a baseline allowing for improved reporting against the Climate Change Action Plan. Annual reporting will be introduced commencing in July 2024. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 3013 Review criteria and implications of Significant Tree Register | | |
| Status | Completed | Branch | Environment and Compliance |
| Budget | No specific budget allocated for this action. To be funded from business as usual. | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Council officers have reviewed the need for a significant tree register and determined that this is no longer required. Trees in the LGA have various protections under current planning legislation including the QLEP and DCP's, biodiversity and heritage overlays. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 3014 Adoption and implementation of Contaminated Lands Policy | | |
| Status | Completed | Branch | Environment and Compliance |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | 25 Oct 2023 |
| Comment | Council adopted the Contaminated Land Management Policy and Guideline at the meeting of 25 October 2023. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 3015 Development of community education materials for Contaminated Lands Policy | | |
| Status | In Progress | Branch | Environment and Compliance |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Following the adoption of the Contaminated Land Policy and Guideline Council are working with the Lead Taskforce agencies on developing fact sheets and community education packages. Council has finalised a fact sheet explaining the process of developing contaminated land. | | |










| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 3016 Investigation into State Government Funding for private remediation works | | |
| Status | In Progress | Branch | Environment and Compliance |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Council is continuing to participate in the Captains Flat Lead Taskforce administered by Department of Regional NSW. One of the key issues is investigating assistance for private landholders particularly around options for waste disposal. | | |

| | | | |
|------------------|--|-------------------------|-----------------------|
| Project | 4019 Consultation with TfNSW regarding bypass routes as part of Braidwood Structure Plan project | | |
| Status | In Progress | Branch | Land-Use Planning |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Consultation with Transport for NSW occurred as part of the Discussion Paper for the Braidwood Structure Plan. Submission was received and feedback to be incorporated into the drafting of the Structure Plan. Further consultation will occur with the exhibition stage of the draft Structure Plan in 2024. | | |








| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 760502 QPR - Memorial Park Development | | |
| Status | In Progress | Branch | Urban Landscapes |
| Budget | Original | Revised | Expenditure to date |
| | \$1,000,000 | \$1,000,000 | \$208,670 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Two panel sessions attended. Studies 95% towards completion. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**







Key Performance Indicators – Pillar 3

| Program/Output | KPI | Result | Target | Actual | Responsible Branch | Comment |
|--|---|---|---------|---------|--------------------|--|
| Service 21 - Development | | | | | | |
| P: Development Assessment O: Development Applications | Dwellings development applications processed within statutory timeframe |  | 70% | 60% | Development | The average processing times for Residential DAs lodged in 2023 is 60 of a total number of 243 applications. This is an improvement over 2022. This equates to 38% of applications. The raw data indicates some anomalies that would affect this result. |
| P: Development Assessment O: Development Applications | Average turnaround times for all development applications, excluding top and bottom 5% (40 days) |  | 40 days | 56 days | Development | Average assessment times for DAs lodged (as per criteria) in 2023 is 56 days. This is an 8.12% improvement on 2022 from 61 days into 56 days. |
| Service 23 – Urban Landscapes | | | | | | |
| P: CBD O: CBD Street Cleaning | Footpaths swept daily Queanbeyan; footpaths cleaned weekly Bungendore/Braidwood |  | 100% | 95% | Urban Landscapes | Paths swept on schedule. |
| P: Parks, Playgrounds and Sportsfields O: Gardens and Urban Spaces | Gardens weeded and trimmed monthly, replanting as required |  | 90% | 90% | Urban Landscapes | Weather conditions have added challenges to maintenance programs; however, staff have the majority of gardens to a high standard. |
| P: Parks, Playgrounds and Sportsfields O: Graffiti Removal | Removal of graffiti in urban and high-profile areas within 48 hours of notification |  | 90% | 95% | Urban Landscapes | Urban graffiti removed within required time frame. |
| | Removal of graffiti in other outlying areas within 96 hours of notification. |  | 90% | 95% | Urban Landscapes | Rural graffiti removed within target time frame. |
| P: Parks, Playgrounds and Sportsfields O: Management of Greenways in rural-residential and village area | Rural spaces mown on an as required basis (7km of Greenways maintained) |  | 90% | 90% | Urban Landscapes | Wet weather has placed pressure on the team, however, rural areas mown as required. |
| P: Parks, Playgrounds and Sportsfields O: Parks and Reserves) | All playgrounds inspected monthly, annual independent audit |  | 90% | 95% | Urban Landscapes | Playground inspections on target, annual report commissioned. |
| | Maintenance of grounds and facilities in accord with adopted standards in the Asset Management Plan |  | 90% | 90% | Urban Landscapes | Teams striving to meet all standards. |







DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|---|---|--------|--------|----------------------------|--|
| Service 21 – Urban Landscapes (Cont.) | | | | | | |
| P: Parks, Playgrounds and Sportsfields O: Urban Trees | Private tree applications response to applicants within 10 days. |  | 90% | 70% | Urban Landscapes | An internal restructure has brought the private tree removal and pruning applications into the compliance team. The transfer included large amounts of historical applications which had not been processed. Significant work has been undertaken in clearing the backlog of old applications and working to improve processes including the termination of the Service NSW application platform. Service timeframes should improve moving forward |
| | New trees planted annually >1000 p.a. |  | 1000 | 500 | Urban Landscapes | Tree planting on target to reach annual quota. |
| | Public tree applications response to applicants within 10 days. |  | 90% | 90% | Urban Landscapes | Initial responses provided, works then scheduled for winter unless urgent. |
| P: Public Amenities O: Public Conveniences | CBD and town centre toilets cleaned daily; other urban and rural toilets cleaned weekly. |  | 100% | 100% | Urban Landscapes | All cleaning completed as priority and to a high standard. |
| Service 24 – Natural Landscapes | | | | | | |
| P: Biodiversity O: Biodiversity survey and management planning | Development of GIS Map Layer showing all high conservation vegetation sites |  | 100% | 25% | Environment and Compliance | Council officers are currently working on consolidating all data that is currently available into one accessible GIS Layer. Further survey work will be subject to resourcing and budget availability. |
| P: Biodiversity O: Land Management Education | Development of information for Land Managers on QPRC website |  | 100% | 25% | Environment and Compliance | The land management information education on the QPRC website is currently being updated. This will be completed by the end of financial year. |
| P: Biodiversity O: Land Management Education | Training provided to relevant staff using the Local Government NSW Council Roadside Reserves Training modules |  | 10 | 0 | Environment and Compliance | This action cannot be completed until the adoption of the Roadside Vegetation Management Policy and Plan. It will be implemented in the fourth quarter of the 2023-24 financial year. |







DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Program/Output | KPI | Result | Target | Actual | Responsible Branch | Comment |
|--|--|---|--------|--------|----------------------------|---|
| Service 24 – Natural Landscapes(cont.) | | | | | | |
| P: Biodiversity O: Native Species conservation works | Development of Roadside Vegetation Management Program |  | 100% | 75% | Environment and Compliance | Council has developed a Roadside Vegetation Management Policy and Roadside Vegetation Plan which are currently on public exhibition. Following the exhibition period, the Policy and Plan will return to Council for adoption. Further work in developing SOPs will follow. The policy and plan will be implemented by the end of the financial year. |
| P: Biosecurity O: Biosecurity weed control | Inspection and management of biosecurity risks on Council-managed land |  | 1500 | 25 | Environment and Compliance | Council has had staff availability issues in this area. We have recently employed a new Biosecurity Weed Sprayer with a focus now on priority high conservation areas and roadsides as well as new incursion weeds. |
| P: Biosecurity O: Biosecurity weed education, inspection, and enforcement | Education, inspections, and enforcement to detect priority weeds and ensure their adequate control |  | 1700 | 50 | Environment and Compliance | Constant high rainfall has continued to hamper the inspection program due predominantly to long grass and boggy conditions. As per the requirements of the <i>Biosecurity Act 2015</i> Council has focused on new incursion weeds including Fireweed and Ox-eye Daisy. |
| P: Biosecurity O: Biosecurity weed education, inspection, and enforcement | High risk pathways inspected |  | 1800 | 900 | Environment and Compliance | Council is on track to complete inspections of high-risk pathways prior to the end of the financial year. |
| P: Biosecurity O: Biosecurity weed education, inspection, and enforcement | Priority new weed incursion sites inspected |  | 20 | 11 | Environment and Compliance | Council has had staff availability issues in this area. We have recently employed a new Biosecurity Weed Sprayer with a focus now on priority high conservation areas and roadsides as well as new incursion weeds. |
| P: Biosecurity O: Biosecurity weed survey and management planning | Development of Roadside Vegetation Management Policy and Guidelines |  | 100% | 75% | Environment and Compliance | Council has developed a Roadside Vegetation Management Policy and Roadside Vegetation Plan which are currently on public exhibition. Following the exhibition period, the policy and plan will return to Council for adoption. Further work in developing SOPs will follow. The policy and plan will be implemented by the end of the financial year. |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Program/Output | KPI | Result | Target | Actual | Responsible Branch | Comment |
|---|--|---|--------|--------|----------------------------|--|
| Service 24 – Natural Landscapes | | | | | | |
| P: Biosecurity O: Biosecurity weed survey and management planning | Internal map showing all high conservation vegetation sites in QPRC area developed and available |  | 100% | 25% | Environment and Compliance | Council officers are currently working on consolidating all data that is currently available into one accessible GIS Layer. Further survey work will be subject to resourcing and budget availability. |
| P: Biosecurity O: Pest Animals on Council lands | High conservation value natural area reserves targeted |  | 2 | 1 | Environment and Compliance | Council has had staff availability issues in this area. We have recently employed a new Biosecurity Weed Sprayer with a focus now on priority high conservation areas and roadsides as well as new incursion weeds. |
| P: Catchment O: Catchment Plans | Implementation of Catchment Plan Actions - 2 Actions p.a. |  | 2 | 50 | Environment and Compliance | Council is focusing its efforts on reducing impacts of erosion and sediment loss from subdivision and building sites. This is of critical importance to the health of our catchments and is flagged as a significant issue in all catchment management plans. Activities include: education evening for builders at Googong, increased site visits, joint inspections with development engineers and review of internal processes. |
| P: Environmental Health O: Environmental Protection and Compliance | All reported pollution incidents investigated (prioritised according to risk) |  | 100% | 100% | Environment and Compliance | Council investigates all reported pollution incidents. 87 pollution incidents have been investigated during the reporting period. these predominantly relate to water pollution, with the vast majority reporting issues with erosion and sediment controls on building or subdivision sites. We have also investigated waste compliance and air pollution incidents. |
| P: Environmental Health O: On-site Sewage System management | Assessment of onsite sewage management systems for reapproval under the Local Government Act |  | 750 | 1214 | Environment and Compliance | Council has inspected 1214 onsite sewage management systems in the reporting period. We are now focusing our efforts on rectification of failing systems. |
| P: Environmental Health O: Reticulated Water Supply Monitoring | Required microbiological and chemical samples taken |  | 100% | 50% | Environment and Compliance | Council has completed all samples of reticulated water required by legislation. |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Program/Output | KPI | Result | Target | Actual | Responsible Branch | Comment |
|---|---|---|--------|--------|----------------------------|---|
| Service 25 - Sustainability | | | | | | |
| P: Climate O: Climate Change Action Plan | Compilation of baseline climate change data for scope 1-3 emissions |  | 100% | 100% | Environment and Compliance | Council have adopted the 2017-18 baseline emissions data. |
| P: Education O: Environmental Education | Coordination of environmental awareness initiatives and events |  | 6 | 10 | Environment and Compliance | Council has run 9 separate community environmental education events. The events have reached an audience of over 400 people and supported important regional, national, and international events. Our showcase event was a planting at Barracks Flat for National Tree Day. This event saw over 170 people come along to support the planting of 400 native trees and shrubs and included watering and mulching the new plantings. Other events included Platypus and Sustainability, walks to support World Wattle Day, Biodiversity Month, Backyard Bird Count, and a Frog ID workshop in conjunction with Museum of Australia. |
| P: Sustainability Projects O: Sustainable Projects | Review one plan of management per year |  | 1 | 50 | Environment and Compliance | Implementation of priority actions from the Mount Jerrabomberra Plan of Management. Including replacement of deteriorated signage and development of new signage reflecting significance of the area to the local indigenous population. New signage will be developed in conjunction with the Ngambri Land Council. |
| Service 26 – Land-Use Planning | | | | | | |
| P: Land-Use Planning O: Plans of Management | Compliance with all legislative and Council requirements for Plans of Management. |  | 1 | 0 | Land-Use Planning | |
| P: Heritage O: Queanbeyan-Palerang's Heritage | Heritage Grants and awards provided annually |  | 100% | 0% | Land-Use Planning | The Heritage Festival will be held in April 2024 |
| P: Land-Use Planning O: Planning Instruments (LEP/DCP) | Reviews are undertaken as required or on a five-yearly cycle (100% of principal LEPs are reviewed in accordance with the timeframe stipulated in the Gateway determination) |  | 100% | 5% | Land-Use Planning | Aside from proponent-initiated Planning Proposals, which effect amendments to the Queanbeyan-Palerang LEP 2022, the next comprehensive review is due 2027. An interim housekeeping review of the LEP is programmed for 2024-25 and review items are being collated for the project. |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Program/Output | KPI | Result | Target | Actual | Responsible Branch | Comment |
|--|---|--------|--------|--------|--------------------|--|
| Service 26 – Land-Use Planning(cont.) | | | | | | |
| P: Land-Use Planning O: Planning Strategies and Policies | Reviews are undertaken as initiated by the Department of Planning and Environment | ● | 100% | 100% | Land-Use Planning | Continued participation in the South Jerrabomberra Regional Jobs Precinct Project by attending public exhibition session and lodging submission. Other active projects include: <i>Regional Housing Grant Fund Project</i> , the <i>ACT/NSW Cross Border Land and Housing Monitor Project</i> and the <i>South East and Tablelands Regional Plan</i> review. |
| P: Spatial, LIS and Naming O: Geographic Information System (GIS) – data layer management | GIS database updated as required (100% accuracy) | ● | 100% | 100% | Land-Use Planning | GIS staff continue to strive to achieve 100% accuracy given that a range of other Council functions are dependent on this information. Section 10.7 certificates, for example. |



The River alive from both sides during another hugely successful community event. (Music by the River)

STRATEGIC
PILLAR

4

CONNECTION

A CONNECTED QUEANBEYAN-PALERANG

A WELL CONNECTED COMMUNITY WITH GOOD
INFRASTRUCTURE ENHANCING QUALITY OF LIFE

| COMMUNITY STRATEGIC PLAN KEY GOAL | COMMUNITY OUTCOME |
|--|---|
| 4.1 Our transport infrastructure and networks are well planned and maintained | The region's transport network and infrastructure allows for the safe systems approach which allows for the safe ease of movement throughout Queanbeyan-Palerang. |
| 4.2 We plan for and provide access to potable water supplies for communities across our region | The region's potable water supply systems meet national standards and are managed to adequately meet community demand |
| 4.3 We plan for and provide for the management of sewage, stormwater and recycled water within the communities of our region | The region's sewage treatment, stormwater and recycled water systems meet national standards to support public and environmental health in our region |
| 4.4 We actively promote and implement sound resource conservation and good environmental practice for our waste management systems | The region increases waste minimisation and greater recycling levels of our waste |
| 4.5 We plan for and provide regional facilities which promote better social connection and access for the community | Social connection within our region is provided for via access to a range of community facilities across the region |
| 4.6 We undertake planning to ensure infrastructure is prepared for future growth | Changing community demand is met by well planned for and placed infrastructure |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Major Projects - Strategic Pillar 4, Connections

A full list of projects associated with Strategic Pillar 4, Connections can be found at Appendix 1.

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 100123 QBN - Sewage Treatment Plant Upgrade | | |
| Status | In Progress | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$15,201,447 | \$15,201,447 | \$644,849 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | QPRC submitted a development application to the ACT Government on 3 November 2023. Detailed design is progressing parallel with the DA assessment. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 100124 QBN - Sewer Mains Rehabilitation | | |
| Status | Completed | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$104,000 | \$156,000 | \$137,213 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | These are works conducted each year as routine CCTV detects issues. This year's tranche of works have been completed. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 100133 QBN - Old Cooma Road Stage 2: Googong Rd - ELP | | |
| Status | Delayed | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$75,920 | \$75,920 | \$5,005 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The Crown Lands acquisitions have not been able to be progressed as accounts made an error regarding the admin fee. This needs to be rectified before these acquisitions can be progressed. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 100148 QBN - Water Telemetry - Radio upgrades. | | |
| Status | In Progress | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$156,000 | \$170,000 | \$60,642 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Upper Thornton monopole and communications hut delivered and commissioned this week (25 January). Ridgeway communication hut to be delivered and commissioned 30 January 2024. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 100359 QPR - Security Enhancements. | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$178,800 | \$178,800 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | 2023-24 budgeted work is scheduled to be completed by June 2024 | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 100265 QBN - Civic and Cultural Precinct/ | | |
| Status | In Progress | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$6,108,000 | \$8,435,970 | \$7,758,822 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | <p>Occupation Certificate No. 1 attained on the 29th of November 2023 95 staff members have moved into the new building on 13 December 2023. A list of incomplete works and defects has been consolidated by APP for the Head Contractor to action and close out. Updated Operations and Manuals to be resubmitted by the Head Contractor for review by APP. Formal Completion Certificate yet to be issued to the Head Contractor upon completion of all works under Milestone 1. • Milestone 2: Completion anticipated to be late January 2024. • Milestone 3: Completion anticipated to be late February 2024</p> | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 101001 QPR - Local Roads and Community Infrastructure Program. | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$916,465 | \$916,465 | \$1,109 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | <p>LRCI Phase 1 and Phase 2 completed. LRCI Phase 3 & Phase 4 are in progress.</p> | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 101002 QPR - Local Roads Renewal | | |
| Status | Completed | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$2,135,875 | \$2,135,875 | \$979 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Completed as 102117 Reseals with internal labour in renewals. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 101004 QPR - Local Road – Re-sheeting Program | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$500,000 | \$500,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The re-sheeting program is in progress and is scheduled to be completed by June 2024. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 101013 QPR - Road to Recovery | | |
| Status | Completed | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$1,588,816 | \$0 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Budget item only completed at PJ101787 Hoskinstown Rd, PJ101788 Little River Road, 101789 Reidsdale Road. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 101297 BGD - Rehab Tarago Road Between Mt Fairy to Goulburn Mulwaree boundary | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$2,080,000 | \$458,000 | \$516,029 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Stage 1 works (Sec94) completed. This Rehab project will be ongoing for the 2024-25 and 2025-26 through NSW Repair & Election commitment Grants. However, the NSW Repair Grant amount will be spent by 30 June 2024. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 101300 QPR - Local Roads Rehabilitation | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$1,560,000 | \$1,560,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The roads are marked, and the stabilisation tender is in progress. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 102002 NRG - Nerriga Road. | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$460,720 | \$460,720 | 94 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Stages 3 & 4 completed. Stages 5 & 6 are in progress. The project has multiple financial years to deliver. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 102013 QPR - Regional Road repair program. | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$80,000 | \$80,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The roads are marked, and the stabilisation tender is in progress. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104299 BWD - Depot - Security gates and repair to workshop. | | |
| Status | Delayed | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$104,000 | \$104,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | No further progress | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 104458 BGD – Bungendore Office Relocation. | | |
| Status | In Progress | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$2,500,000 | \$3,025,000 | \$205,992 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Relocation of staff to 13 Gibraltar Street completed. Occupants of community centre relocated. Design phase for new office at 19/21 Gibraltar Street commenced. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 104498 BGD - Maslin Place Drainage. | | |
| Status | Not Yet Started | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$0 | \$0 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | This is in hiatus until funding has been secured. Council has a commitment to set aside general funds on an annual basis into reserve. Once sufficient funds are available the project will commence. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104519 QBN - Williamsdale Rd Extend Seal. | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | 899,976 | \$2,493,614 | \$517,084 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Expected to be completed in June 2024. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104710 BWD - Honeysuckle Creek Bridge Replacement | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$686,240 | \$789,629 | \$220 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Expected to be completed in May 2024. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104711 BWD - Jembaicumbene Bridge 1 Replacement | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$1,380,000 | \$1,411,200 | \$ 20,531 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Survey and REF completed. Water calculations being finalised. We have engaged a heritage consultant to undertake a heritage values assessment as per the recommendations in the REF. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104712 BWD - Jembaicumbene Bridge 2 Replacement | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$2,210,500 | \$2,230,957 | \$29,720 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Survey and REF completed. Water calculations being finalised. We have engaged a heritage consultant to undertake a heritage values assessment as per the recommendations in the REF. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 104713 BWD - Jembaicumbene Bridge 3 Replacement | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$896,000 | \$926,901 | \$ 19,612 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Survey and REF completed. Water calculations being finalised. We have engaged a heritage consultant to undertake a heritage values assessment as per the recommendations in the REF. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|-----------|---|------------------|--------------------------|
| Project | 104729 BWD - Jerrabattgulla Creek Bridge (Hereford Hall Rd) | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$813,500 | \$863,211 | \$9,360 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Ongoing project. Expected to be completed in June 2025. | | |
| Project | 104730 BWD - Tantulean Creek Bridge (Little River Road) | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$1,347,000 | \$1,384,046 | \$9,152 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Ongoing project. Expected to be completed in June 2025. | | |
| Project | 104731 BWD - Bedding Ground Creek Bridge (Reidsdale Road) | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$1,061,000 | \$1,110,181 | \$8,632 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Ongoing project. Expected to be completed in June 2025. | | |
| Project | 104732 BWD - Jerrabattgulla Creek Bridge (Jerrabattgulla Rd) | | |
| Status | In Progress | Branch | Transport and Facilities |
| Budget | Original | Revised | Expenditure to date |
| | \$1,847,500 | \$1,897,204 | \$19,447 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Ongoing project. Expected to be completed in June 2025. | | |
| Project | 4011 Advocate for progression of Yass Rd / Bungendore Rd roundabout intersection upgrade | | |
| Status | Completed | Branch | Infrastructure Services |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | NSW Government has secured funding to replace the roundabout with signals. | | |
| Project | 4012 Dunns Creek Rd studies | | |
| Status | In Progress | Branch | Contracts and Projects |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Consultant requested to review further options and report back for a future council workshop. | | |
| Project | 4013 Edwin Land Parkway noise study | | |
| Status | Delayed | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$84,000 | \$84,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | The project has been delayed due to staff shortages and other project priorities. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|-----------|--|------------------|------------------------|
| Project | 4014 Ellerton Drive post-construction noise treatments | | |
| Status | In Progress | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$800,000 | \$800,000 | \$29,389 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Noise treatments are completed as residents respond to requests for information. | | |
| Project | 4016 Review of Bungendore Floodplain Risk Management Study and Plan | | |
| Status | Delayed | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$60,000 | \$60,000 | \$17,250 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Delayed due to issues with consultant. | | |
| Project | 4017 Queanbeyan Floodplain Risk Management Strategy | | |
| Status | In Progress | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$100,040 | \$100,040 | \$814 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Selected a preferred consultant. Council received budget approval in the Council Meeting held on 13 December 2023. Consultant is due to start in January 2024. | | |
| Project | 4018 Captains Flat flood warning system | | |
| Status | In Progress | Branch | Contracts and Projects |
| Budget | Original | Revised | Expenditure to date |
| | \$64,000 | \$64,000 | \$3,143 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Preferred consultant selected, currently going through contract negotiations. This looks like starting in January. | | |
| Project | 700040 BGD - North Elmslea Reservoir | | |
| Status | Completed | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$260,000 | \$601,963 | \$237,145 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | No Comment Provided. | | |
| Project | 4015 Asset revaluation program | | |
| Status | In Progress | Branch | Assets |
| Budget | Original | Revised | Expenditure to date |
| | \$137,245 | \$137,245 | \$183,074 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Asset Condition assessment & Revaluation contract has been awarded to a contractor in early December 2023. Expected completion date for the valuation is 31 March 2024. The asset classes for Valuation as at 30 June 2024 are - Operational Land, Building, Other Structure, Park & Swimming Pool assets. | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|-----------|---|------------------|---------------------|
| Project | 700041 BGD - North Elmslea Pressure Pump Station | | |
| Status | Delayed | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$1,138,763 | \$0 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Refer to Council decision of May 2023 - Project delayed pending developer funding and water security. GM authorised to negotiate with preferred tenderer until 31 March 2024. | | |

| | | | |
|-----------|--|------------------|---------------------|
| Project | 700167 QBN - Water connections – Queanbeyan | | |
| Status | In Progress | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$450,000 | \$147,680 | \$100,735 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Continues throughout the year. | | |

| | | | |
|-----------|---|------------------|---------------------|
| Project | 700181 QPR - Palerang Water Meter Replacement Program | | |
| Status | Delayed | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$260,000 | \$260,000 | \$62,440 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Logistics delay in delivery of IoT meters. Original date was November 23. Delayed until February (unconfirmed). | | |

| | | | |
|-----------|--|------------------|---------------------|
| Project | 700192 BGD - Reservoir Renewal Work | | |
| Status | In Progress | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$156,000 | \$156,000 | \$62,185 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Draft consultant's condition report into reservoir structure now in hand. This will inform next stage in future years budgets. | | |

| | | | |
|-----------|---|------------------|---------------------|
| Project | 700202 QBN - Telemetry | | |
| Status | In Progress | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$156,000 | \$170,000 | \$60,647 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Monopole at Upper Thornton now in place. Comms hut at Upper Thornton now delivered and being commissioned. Ridgeway comms hut expected 30 January 2024. | | |

| | | | |
|-----------|---|------------------|---------------------|
| Project | 700203 BGD - STP Stage 1 | | |
| Status | In Progress | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$666,666 | \$925,134 | \$47,840 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Detailed design currently underway through Public Works. Subject to SSWP funding (25%). | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 700213 QBN - Sewer Pump stations | | |
| Status | Not Yet Started | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$260,000 | \$260,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Specific works yet to be allocated. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 700284 BGD - Greenfield Sewer Network Services | | |
| Status | Not Yet Started | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$260,000 | \$260,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Modelling yet to be undertaken. Expect to commence Q3/4. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 700293 QBN - Morisset St pump station variable speed drive upgrade | | |
| Status | Completed | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$135,000 | \$104,000 | \$92,5711 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | 30 Nov 2023 |
| Comment | No Comment Provided. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 700294 QPR - Q2B bulk water pipeline | | |
| Status | In Progress | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$2,080,000 | \$2,580,102 | \$162,177 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Field survey complete. First run of biodiversity and heritage studies complete. Aboriginal heritage PAD digs to take place in February. Hoary Sunray studies to be completed at Dodsworth in February. Details designs to be undertaken from February. | | |

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 700295 QBN - Queanbeyan Water Meter Replacement Program | | |
| Status | Delayed | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$520,000 | \$520,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Logistics delay in delivery of IoT meters. Original date was November 23. Delay now until February (unconfirmed). | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 700296 QBN - Jerrabomberra Reservoir No 2 | | |
| Status | In Progress | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$4,500,000 | \$1,340,000 | \$17,923 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Draft REF received this week (25th January). | | |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 700297 QBN - Water main replacement - Cooma St, Kenneth Place | | |
| Status | In Progress | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$3,120,000 | \$530,400 | \$50,815 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Final draft of tender documents expected early February. Expected to have contractor appointed before 30 June 2024. | | |












| | | | |
|------------------|---|-------------------------|----------------------------|
| Project | 710035 NER - Waste Transfer Station | | |
| Status | Delayed | Branch | Utilities |
| Budget | Original | Revised | Expenditure to date |
| | \$260,000 | \$260,000 | \$0 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Settlement of Araluen and Majors Creek green waste decision needs to occur first so that model for Nerriga can be appropriately informed. | | |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023




Key Performance Indicators - Pillar 4

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|---|---|--------|--------|--------------------------|--|
| Service 31. Transport | | | | | | |
| P: Bridges O: Bridges and Culverts | Number of timber bridges replaced each council term | ● | 4 | 6 | Transport and Facilities | Council has replaced six timbers during the current term. However, two timber bridges (Reedy Creek Bridge & Halfway Creek Bridge) were replaced with concrete in the last six months. |
| | % of bridges/culverts inspected annually | ● | 30% | 50% | Transport and Facilities | There has been no formal Level 1 inspection conducted in the last six months. However, Council carried out inspections on most of the bridges in the Braidwood region after the storm event (26 December 2023) for disaster recovery purposes. Sourced from DRFA site assessment record. |
| P: Paths and Cycleways O: Footpath | % of extreme footpath defects fixed < 7 days | ● | 90% | 0% | Transport and Facilities | Currently, we do not have any data available. The Transport Maintenance team is collaborating with the Assets team to keep information on footpath defects repairs updated. We hope to have all the data available for the June 2023-24 KPI reporting. |
| P: Roads O: Sealed Roads | Resealing sealed roads <15 year cycle | ● | 80% | 0% | Transport and Facilities | The previous contract for resealing expired in 2023. The new contract will be awarded in February 2024, with resealing works commencing in late February and concluding by June 2024. |
| P: Roads O: Street Sweeping | Annual target for street sweeping of urban streets | ○ | 1000 | 840 | Transport and Facilities | On average Council does 35km per week. |
| P: Roads O: Unsealed Roads | Annual target for grading roads - | ● | 750 | 255 | Transport and Facilities | |
| Service 32. Water | | | | | | |
| P: Water Infrastructure O: Water Mains | Service requests per 1000 customers p.a. | ● | 15 | 1 | Utilities | 36 events over 27,000 connections |
| P: Water Infrastructure O: Water Mains | Failures per KM mains. | ● | 1 | 0 | Utilities | Achieved. |
| P: Water Infrastructure O: Water Mains | Mains breaks responded. | ● | 75% | 98% | Utilities | Estimated. |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|---|---|--------|--------|--------------------------|---|
| P: Water Operations O: Water Treatment | Compliance with Australian Drinking Water Guidelines standards and adopted Water Quality Plan |  | 80% | 100% | Utilities | Achieved. |
| Service 33 - Sewer | | | | | | |
| P: Sewer Infrastructure O: Sewer Collection Network | Sewer chokes responded within 2 hours |  | 75% | 95% | Utilities | Estimated |
| | Network failure per km main |  | 1 | 0 | Utilities | 124 chokes over 475km main |
| P: Sewer Operations O: Other Sewage Treatment Plants | Effluent meets Environmental authorisation license limits |  | 90% | 90% | Utilities | Achieved. |
| | Performance report published as per required timeframe annually |  | 100% | 100% | Utilities | Achieved. |
| P: Sewer Operations O: Sewage Treatment Plant | Effluent meets Environmental Authorisation license limits |  | 90% | 75% | Utilities | Achieved |
| Service 34 - Waste | | | | | | |
| P: Waste Operations O: Domestic Waste Collection Service | Number of missed service complaints p.a. per 1000 services. |  | 12 | 8 | Utilities | Achieved |
| P: Waste Operations O: Recycling Collection Service | Number of missed service complaints p.a. - per 1000 services. |  | 12 | 3 | Utilities | 94 actuals |
| Service 35 Facilities | | | | | | |
| P: Buildings O: Building Maintenance | Compliance with Council's five-year Building Maintenance Program |  | 90% | 0% | Transport and Facilities | Council currently does not have a five-year plan for building maintenance, but we plan to develop one in the 2024-25 financial year. |
| Service 36 Assets and Logistics | | | | | | |
| P: Asset Planning O: Asset Database Management | Infrastructure Asset Registers are up to date and data validated - Undertake data audit - |  | 1 | 1 | Assets | Asset data for the following asset classes have been reviewed and updated internally to prepare asset condition assessment and valuation: Building- Other Structure- Operational Land- Park & Swimming Pool. A contractor has been engaged in December 2023 to validate the asset data physically, condition assess and value by 31 March 2024. |
| | All capex projects correctly capitalised for FY. |  | 100% | 15% | Assets | Asset capitalisation for Capex and gifted assets are ongoing. |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|--|---|--------|--------|------------------------|--|
| P: Projects and Contracts O: Contract Management | Delivery in accordance with capex program. |  | 90% | 0% | Contracts and Projects | No Comment. |
| | Variations and delays to contract |  | 5 | 0 | Contracts and Projects | Achieved. |
| P: Projects and Contracts O: Contract Management | Procurement in accord with policy and legislation. |  | 100% | 100% | Contracts and Projects | All procurement is done in accordance with policy and legislation. |

STRATEGIC
PILLAR

5

CAPABILITY

A WELL GOVERNED QUEANBEYAN-PALERANG

A CAPABLE ORGANISATION THAT LEADS A
COMMUNITY WHICH IS ENGAGED AND PARTICIPATIVE

| COMMUNITY STRATEGIC PLAN KEY GOAL | COMMUNITY OUTCOME |
|--|---|
| 5.1 Our Council is highly professional in delivering services to the community | Council has a highly trained and professional workforce which achieves excellence in its activities |
| 5.2 Our Council is efficient and innovative and actively seeking partnerships to deliver outcomes to the community | The community is serviced by an efficient, effective and innovative Council that provides value for money |
| 5.3 Our Council has in place systems to provide quality services to its customers | Council has in place systems to provide for smart and authoritative self-service |
| 5.4 Our Council's financial systems are reliable, efficient and effective | Council has in place reliable financial management systems which provide for authoritative and prompt decision making |
| 5.5 Our Council has in place appropriate risk management frameworks | Council operates within a risk minimisation framework to provide for organisational efficiencies |
| 5.6 Our Council's property portfolio is managed efficiently and effectively to maximise returns to the community | Council strategically manages its property portfolio |
| 5.7 We have a well informed and engaged community | Council communicates and engages effectively and efficiently with its stakeholders |
| 5.8 Our Council's activities work to achieve the Community's Vision and aspirations | Council actively works with the community to help it achieve its long term aspirations as set out in the Community Strategic Plan |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Major Projects – Strategic Pillar 5, Capability

A full list of projects associated with Strategic Pillar 5, Capability can be found at Appendix 1.

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 100122 QPR - Computer Hardware Replacement Program | | |
| Status | In Progress | Branch | Digital |
| Budget | Original | Revised | Expenditure to date |
| | \$72,450 | \$72,450 | \$40,879 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | During the six-month period of Q1&Q2 FY23-24, Digital deployed 30 tablets/mobile phones and enrolled 16 staff devices in the BYOD program. | | |

| | | | |
|------------------|--|-------------------------|----------------------------|
| Project | 100168 QPR - Network Hardware Replacement Program | | |
| Status | In Progress | Branch | Digital |
| Budget | Original | Revised | Expenditure to date |
| | \$93,150 | \$93,150 | \$9,835 |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Ongoing project: During the six-month period of Q1&Q2 FY23-24, Digital Purchased 22 laptops and deployed 55, a slightly elevated number of deployments ahead of the QCCP relocation. | | |

| | | | |
|------------------|--|-------------------------|-----------------------|
| Project | 5004 Advocate for increase to NSW Government rates rebate scheme | | |
| Status | Completed | Branch | Finance CFO |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Project Completed. | | |









| | | | |
|------------------|--|-------------------------|---------------------------|
| Project | 5005 Development of a Local Jobs Plan | | |
| Status | Not Yet Started | Branch | Workplace and Performance |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Works in this project yet to commence. Scope will need to be developed in consultation with other internal stakeholders. | | |

| | | | |
|------------------|---|-------------------------|--------------------------------|
| Project | 5006 Develop community/village plans for smaller communities | | |
| Status | In progress | Branch | Community, Arts and Recreation |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | Consultation with Braidwood community completed and plan being finalised. Work to commence on Captains Flat Plan during early 2024. | | |

| | | | |
|------------------|---|-------------------------|-----------------------|
| Project | 5007 Review pensioner and hardship policy | | |
| Status | In Progress | Branch | Finance CFO |
| Budget | No specific budget allocated for this action. Action will be progressed as business as usual | | |
| Timeframe | End date | Revised end date | Completed Date |
| | 30 Jun 2024 | | |
| Comment | A review is being undertaken of the hardship policy. This data will be used to determine if any changes are required to the policy. | | |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

Key Performance Indicators – Pillar 5

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|---|---|--------|--------|---------------------------|---|
| Service 41. People | | | | | | |
| P: Human Resource Management and Organisation Development O: Attraction | Candidates suitable for shortlisting |  | 10% | 49% | Workplace and Performance | From all applications received, 49% were shortlisted for an interview. |
| | Students participating in work experience per annum equivalent to 1% of QPRC overall FTE count |  | 5 | 3 | Workplace and Performance | From 1 July to 30 December, Council had three work experience placements. Council ran a pilot paid internship program with the University of Canberra late 2023. Two interns were hired, one in Workplace and Performance and one in Governance and Legal. The pilot was a success with lessons learned and a framework created to continue the internship program in the second half of the 23/24 financial year. Internships with Council are paid to ensure opportunity is inclusive. This approach enhances QPRC branding and reputation of an employer of choice, committed to diversity and inclusion. A structured plan for the objectives ensures that Council provides a meaningful and productive experience for our interns. |
| P: Human Resource Management and Organisation Development O: Development | Successful completion of formal coursework within the prescribed timelines by Trainees and Cadets |  | 90% | 95% | Workplace and Performance | One cadet received a promotion within the Cadetship with payment and time until completion. 18 of the total Cadet and trainee cohort of 19 are on track with course work. One is being supported due to several periods of acting in higher duties and personal circumstances leading to her falling behind. |
| | Staff attendance at training identified in the annual Training Plan |  | 90% | 83% | Workplace and Performance | Between 1 July to 1 December 2023 of the courses provided 83% of staff invited attended the course. |
| | Number of trainees/cadets as total of organisation FTE (470) |  | 10% | 6% | Workplace and Performance | Of 508 full-time/part-time positions (casuals not included), there are 28 cadet/trainee positions. |
| P: Human Resource Management and Organisation Development O: Engagement | Unplanned absences steady or decreasing |  | 5% | 3% | Workplace and Performance | 27,250 hours taken between July and Dec 2023. Including sick, carers, LWOP, Workers Comp, Special and bereavement leave., Based on 2022-23 total figure of 27,997, this financial year is tracking for a slight decrease. |
| | Industrial Matters resolved without Industrial Relations Commission intervention |  | 95% | 100% | Workplace and Performance | No matters were referred to the Industrial Relations Commission during the first six months of the 2023-24 financial year. |
| | Staff eligible for step progression complete appraisal within timeframe |  | 95% | 54% | Workplace and Performance | 389 appraisals were launched, with 149 staff eligible for a step progression. Of those 149 who were eligible for a step progression, 81 have been completed. |








DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Service 41 People | | | | | | |
|---|--|---|------|------|---------------------------|--|
| P: Human Resource Management and Organisation Development O: On boarding | New employees attend induction program within six months of commencement | ● | 100% | 100% | Workplace and Performance | 100% of new starters attended induction in their first 6 months with Council. |
| | New starters sign off on their delegations | ● | 100% | 100% | Workplace and Performance | All new staff are provided an Instrument of Sub-Delegation and Appointment (if relevant to the position) by the Welcome to QPRC Induction (held quarterly). Governance and Legal is still rolling out new Instruments to all existing staff and this will continue to be a body of work over the next 12 months given resource constraints. All instruments are being triaged on a risk basis. |
| | Probation periods complete by new starter and supervisor | ● | 90% | 89% | Workplace and Performance | Four new employees within the reporting period did not complete their probation. |
| P: Human Resource Management and Organisation Development O: Recruitment | Turnover in first six months of employment | ● | 10% | 10% | Workplace and Performance | Of the 69 employees hired during the reporting period, seven separated within the first six months of their engagement. |
| | Staff turnover per annum | ● | 10% | 19% | Workplace and Performance | Current 12-month turnover rate is 19%. This is higher than previous years however aligns with turnover rate at other local government organisations and in the private sector. Where exit interviews are undertaken, data is captured and reported to Executive to identify trends regarding departing employees. |
| P: Human Resource Management and Organisation Development O: Retention | Staff separation rate at years one to two of employment | ● | 10% | 25% | Workplace and Performance | Of 232 staff hired within specified period 59 separated with Council. |
| | Delivery of the QPRC annual 'Years of Service' ceremony | ● | 100% | 100% | Workplace and Performance | 2023 event was held in November 2023 with 58 long-serving staff members recognised. The recipients had a combined total of 1,075 years of service to our region. For the first time, the ceremony also included employees from the Jerra Crew. |
| P: Human Resource Management and Organisation Development O: Separation | Separating staff are offered the opportunity to participate in an exit interview | ● | 100% | 100% | Workplace and Performance | All separating staff (excluding casuals), are offered the opportunity to participate in an exit interview. |
| | Employee exit forms completed before final payment processed | ● | 100% | 100% | Workplace and Performance | No separation pays processed without confirmation of items returned. |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Service 41 People | | | | | | |
|---|--|---|------|------|---------------------------|---|
| P: Payroll Management O: Salary System | Accurate completion of payroll processing (accurate individual payments vs advance individual payments) | ● | 99% | 100% | Workplace and Performance | Over the 13 pays in the period (approx. 6,800 individual payments), 15 individual advances were required. Most related to late timesheet approval and therefore overtime/casual hours were not processed in the original pay run. |
| | Accurate completion of separation payments | ● | 100% | 95% | Workplace and Performance | 41 termination pays processed between July and Dec 2023. Two required amendments. |
| P: Workplace Health and Safety (WHS) and wellbeing O: Incident and Claims Management | Claims lodged with insurer within 48 hours of receipt | ● | 95% | 100% | Workplace and Performance | The RTW and Wellbeing Officer has ensured that the insurer was notified of all claims within 48 hours. |
| | All lost time injuries managed in accordance with Council's recover at Work Program | ● | 100% | 100% | Workplace and Performance | Claims are being managed in line with our newly implemented Return to Work Program. Enabling workers to return to work and recover quicker through a supported program and process |
| | All incidents reviewed by WHS Officer to determine investigation level | ● | 90% | 100% | Workplace and Performance | All matters were reviewed within target timeframes |
| P: Workplace Health and Safety (WHS) and Wellbeing O: Wellbeing | Implementation of wellbeing initiatives incorporating five ways of wellbeing | ● | 100 | 100 | Workplace and Performance | The wellbeing strategy is currently being developed with the support of StateCover. Data collection will be done at the Safety and Wellbeing Day to strengthen the wellbeing strategy ensuring it is aimed at all workers across Council. |
| P: Workplace Health and Safety (WHS) and Wellbeing O: WHS | Maintain HSEQ certification through external audit process | ● | 100% | 100% | Workplace and Performance | Certification maintained. Next audit to occur in April 2024 |
| | HSEQ internal audits undertaken on high risk elements as identified in operational risk register | ● | 5 | 5 | Workplace and Performance | The system did not have an internal audit schedule. This schedule will be in place before the next reporting period and audits of pillar 4 (ISO certified) will be undertaken - this will lead to 100% |
| | Evaluate and monitor WHS management system in accordance with StateCover's continuous improvement activity | ● | 100% | 100% | Workplace and Performance | QPRC qualified for 100% of the StateCover Safety and Wellbeing Incentive Payment for 2023/2024. QPRC will utilise this payment to improve safety and wellbeing across council where there has been a significant incident or injury |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|---|---|--------|--------|--------------------|--|
| Service 42. Technology | | | | | | |
| P: Applications O: Applications: | Availability to users |  | 99% | 100% | Digital | No major outages were experienced for any of the QPRC corporate systems during the last six months. In early December 2023 upgraded the Technology One production environment to the latest release, 2023B. This migration was completed successfully with no down time for users. Digital received reports of a Technology One Ci session drop out issue, affecting a group of users. A resolution for this issue has now been established, with replacement of docks resolving the issue. The implementation of Intramaps SaaS is progressing well, with Go Live planned before the end of January 2024. |
| P: Network O: Network | Network availability to users |  | 99% | 100% | Digital | During the previous six-month reporting period (July 2023 - December 2023) there were no significant events that impacted production network availability. Scheduled maintenance and radio path re-configurations, ahead of the QCCP migration, saw only very brief scheduled out of hours interruptions. |
| P: Systems O: Systems | ERP integration failures |  | 1% | 0% | Digital | No major system failures occurred during the first half of the 2023-2024 financial year. Technology One 2023B release was successfully introduced into the Production environment in early December with minimal detriment. This was the first upgrade implemented since transitioning to T1 SaaS (cloud). There were a few minor issues that have been identified during user acceptance testing and were promptly corrected, resulting in no downtime for staff. |
| Service 43 Financial | | | | | | |
| P: Business Insight O: Procurement Services | Purchase orders raised and approved before goods/services received at least |  | 80% | 20% | Finance CFO | To improve this result, commencement of a training program for staff in the procurement team, and education for suppliers, will be undertaken throughout this current calendar year. |
| P: Compliance and Control O: Accounting for Grants and Contributions | Grant acquittals lodged on time |  | 100% | 20% | Finance CFO | All claims and grant acquittals provided to Finance have been reviewed and lodged on time. Further work to improve these processes is underway. |
| P: Compliance and Control O: Financial Statements | Statements finalised for audit within 3 months of end of financial year. |  | 90 | 120 | Finance CFO | Council applied for an extension to lodge the annual Financial Statements by 30 November 2023. This new timeline was met. |
| P: Transactional O: Rates and Water | Water bills posted on time each quarter. |  | 100% | 50% | Finance CFO | All bills have been issued within the appropriate quarter. |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|--|--|--------|--------|---------------------------------------|--|
| Service 45 Risk | | | | | | |
| P: Audit O: Audit Reporting | Annual internal audit program developed and implemented. | | 100% | 50% | Office of the General Manager | Annual Internal Audit Plan for 23-24 was approved and adopted by the Executive on 30 June 2023 (as recommended by the Audit, Risk and Improvement Committee on 21 June 2023). Implementation of internal audit framework is in progress. |
| P: Business Continuity O: Business Continuity Plan | Business Continuity Plan tested, reviewed and updated annually | | 100% | 0% | Office of the General Manager | The BCP will be tested in February 2024. |
| P: Insurances O: Review of Council's insurances | Annual renewal of insurances | | 100% | 100% | Office of the General Manager | Insurances for 2023-24 are in place. |
| P: Risk O: Risk Management | Annual participation in the Statewide CIP Program and review of outcomes by relevant business unit | | 100% | 100% | Office of the General Manager | The program was undertaken in October 2023 with the final report provided to the Executive at their meeting of 23 November 2023 and the Audit, Risk, and Improvement Committee meeting on 4 December 2023. |
| | Annual report to the QPRC Audit Risk and Improvement Committee | | 100% | 0% | Office of the General Manager | Annual report to be provided in June 2024. |
| Service 46 Property | | | | | | |
| P: Property O: Property | Leases and licenses register kept up to date | | 100% | 100% | Office of the General Manager | Leases/Licences due for renewal are reported to Council in a timely manner. Finance leveraging same register to ensure relevant billing occurs over the life of the lease/licence. |
| Service 51 Strategy | | | | | | |
| P: Communications O: External Communications | Increase in subscriptions to weekly e-newsletter | | 5% | -11% | Customer, Communication and Libraries | As of 30 June 2023, we had 2,330 subscribers. Of 31 December 2023 we had 2,057 subscribers equating a 11% decrease (Primarily due to email service deleting <i>no-reply</i> addresses). |
| P: Communications O: Media Liaison | Media enquiries responded to by requested deadline | | 98% | 100% | Customer, Communication and Libraries | No media enquiry deadlines have been missed. |
| P: Communications O: Social Media | Growth in corporate social media accounts | | 10% | 2% | Customer, Communication and Libraries | From July 2023-2 January 2024 Instagram followers increased from 1,992 to 2050. Twitter followers decreased from 2,449 to 2,408 and Facebook followers increased from 17,175 to 17,527. Across the three main channels, this was an increase from 21,616 to 21,985 which equates to a 1.6% increase. |

DELIVERY PROGRAM UPDATE July 2023 – Dec 2023

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|---|---|--------|--------|---------------------------------------|---|
| Service 51 Strategy | | | | | | |
| P: Communications O: Website and Intranet | Increase in number of unique hits on website | ● | 10% | 0% | Customer, Communication and Libraries | From 1 July 2023 - 31 December 2023 we've had 452,986 unique hits. In the full July 2022-June 2023 financial year we totalled 827,768 unique views. |
| | Increase in usage of online services | ● | 10% | 0% | Customer, Communication and Libraries | No Comment Provided. |
| P: Integrated Planning and Reporting O: Community Survey | Plans prepared and reviewed within required statutory timeframes and engagement strategy. | ● | 100% | 100% | Workplace and Performance | Council's Integrated Plans for 2023-24 were adopted prior to 30 June 2023 and the Annual Report was presented to Council in November 2023. |
| Service 52 Executive | | | | | | |
| P: Complaints and Privacy Management O: Code of Conduct | Code of Conduct complaints reported as required by Office of Local Government. | ● | 100% | 100% | Office of the General Manager | Reporting submitted to Office of Local Government by due date. |
| | Code of Conduct complaints managed and processed in line with Council's Code of Conduct and Code of Conduct Guidelines. | ● | 100% | 100% | Office of the General Manager | All complaints were managed within framework successfully. |
| | Annual report produced within required timeframe. | ● | 100% | 100% | Office of the General Manager | Complaint statistics submitted to Office of Local Government on 21 December 2023. |
| P: Councillors O: Councillor Induction and Training | Training Program developed and delivered for each councillor. | ● | 100% | 100% | Office of the General Manager | All Councillors have undertaken mandatory induction training and continue to participate in further professional development opportunities. Governance facilitates access to professional development options for each Councillor. |
| P: Councillors O: Disclosure of Interests | Designated persons required to complete returns and register reported to Council within statutory timeframe. | ● | 100% | 100% | Office of the General Manager | All 2022-2023 Returns were completed prior to 30 September 2022 and tabled at the 11 October Council Meeting. Returns are made available in redacted form on Council Website and proactively updated over the course of the year if circumstances change. |
| P: Governance O: Policy | Policy register maintained and responsible officers notified of impending review requirement. | ● | 100% | 95% | Office of the General Manager | A plan for ensuring all reviews take place has been implemented. All statutory policies reviewed within timeframe. |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| Program/Output | KPI | | Target | Actual | Responsible Branch | Comment |
|---|---|---|--------|--------|-------------------------------|---|
| Service 52 Executive (cont.) | | | | | | |
| P: Legal O: Delegations | Delegations Register kept up to date. | ● | 100% | 50% | Office of the General Manager | Work in progress to review all Instruments of Delegation and Authority. Register to be completed once review is complete. |
| P: Public information O: Government Information Public Access Management | Applications processed within statutory timeframe of 20 working days. | ● | 100% | 100% | Office of the General Manager | Achieved - annual reporting to IPC completed. |
| P: Public information O: Government Information Public Access Management | Eligible entries placed into the Disclosure log on Council's website | ● | 100% | 100% | Office of the General Manager | Disclosure Log updated bi-annually and placed on Council website. |
| P: Public information O: Public Interest Disclosures | Completion of Annual GIPA Report | ● | 100% | 100% | Office of the General Manager | Report submitted to the Information Privacy Commissioner on 20 October 2023. |
| P: Public information O: Public Interest Disclosures | Complaints processed within prescribed timeframe. | ● | 100% | 100% | Office of the General Manager | Annual PID Reporting completed via the office of the NSW Ombudsman. |
| | Six monthly report completed within required timeframe | ● | 100% | 100% | Office of the General Manager | Annual Report submitted to NSW Ombudsman's Office on 20 October 2023. |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Appendix 1 – Project update

Project update - Strategic Pillar 1

| Action | Status | Progress comment | Responsible branch |
|---|-------------|---|--------------------------|
| 100966 QBN - Aquatic Centre Renewal Works | Completed | The 23/24 works have been completed. | Community and Recreation |
| 104738 BWD - Accessible path and ramp at Braidwood Pool | In Progress | Intricacies with site considerations require further manipulation of designs. | Contracts and Projects |

Project update - Strategic Pillar 3

| Action | Status | Progress comments | Responsible branch |
|---|-----------------|--|----------------------------|
| Incorporate the recent Braidwood tree inventory into Council's existing asset management system and pilot use for monitoring and maintaining the urban forest | Completed | Inventory used in operations. | Environment and Compliance |
| Ensure potential bypass routes are not compromised by incompatible development or future zoning | Not Yet Started | Bypass routes are included in the Bungendore Structure Plan and remain unaffected by any rezoning proposals. Concept bypass routes have been included in the Discussion Paper for the Braidwood Structure Plan and will be progressed into the Structure Plan. | Land-Use Planning |
| Prepare and review Plans of Management for community and Council managed land | Delayed | Limited work aside from the Natural Areas Plan of Management including council managed crown land and progressing for the Native Title manager check. | Land-Use Planning |
| Review proponent lodged scoping proposals and/or planning proposals | In Progress | During the period there were 14 rezoning proposals. Of that 14, there were 12 that are proponent-initiated proposals. Work on the 5 proposals in Bungendore was limited due to lack of water security and supply. Council resolved on 13 December not to progress the Ashby proposal which was a non-serviced residential proposal. Work progressed on 4 proposals in Googong with: - Agency consultation occurring for one. - completion of submissions report and resolution from Council to finalise the plan for two proposals. - report to Council and resolution to progress the fourth proposal. Work progressed on 2 proposals in Tralee with: - report to Council and resolution not to proceed until further information is available. Work is yet to commence on one proposal in Wamboin. Work on the 2 Council initiated proposals included: - reports to Council and Community workshop on complying development in Wamboin/Bywong proposal. | Land-Use Planning |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Project update - Strategic Pillar 4

| Action | Status | Progress comments | Responsible branch |
|--|-------------|--|--------------------------|
| 100119 QBN - Googong Water Recycling Plant | Completed | Plant commissioned. Currently negotiating amendment to EPL (licence) with EPA | Utilities |
| 100150 QBN - Ellerton Drive Extension | Completed | This project was closed in 2021. | Contracts and Projects |
| 100225 QBN - Council Chambers Interior Refurbishment - building | Completed | The project should no longer be on the list as this did not progress further, as previously commented. | Transport and Facilities |
| 100861 BGD - car park off Ellendon St | Delayed | Car park is finished. The project is not closed and won't be for a couple of years due to the EV charging unit as there is currently not enough electricity in that spot. | Contracts and Projects |
| 100862 BWD - Renewal - 88 Wallace St - Carpark | In Progress | The current proposal is for a landscaped pedestrian access way from Wallace Street to a new public car park at the back of the site, partially in the current Council Depot. The project will include recognising the historical use of the site, CCTV, EV charging infrastructure, smart parking and free wi-fi. We have received feedback from the community on the proposal, including on heritage items that should be kept, which sections of the existing structure should be retained, whether a Visitors' Information Hub should be included in this space, and any design elements that should be included. | Contracts and Projects |
| 100869 QBN - Thorpe to Barracks Flat Dr paths | Delayed | Nothing has changed from previous comment. Project on hold as funding application for 23/24 was not successful. | Transport and Facilities |
| 100874 BGD - Develop options report Reschs Creek Bridge | In Progress | I'm not entirely sure about this one. It seems like it might be a project that involves the Contracts & Projects team. | Transport and Facilities |
| 100959 QBN - Upgrade Bicentennial Hall | In Progress | This is in the close-out stage but still has contractual issues. Nothing has changed since last reporting period: Acoustic panel BCA non-compliance to be rectified by the installation of sprinklers as a separate project. Acoustic curtain contribution to be resolved with Cox Architects. | Contracts and Projects |
| 101196 QPR - Traffic Modelling | In Progress | Received updated reports which staff are reviewing. Reports include recommended upgrades to the existing road networks. Developer contribution splits for these upgrades and analysing Dunns Creek Road options. | Contracts and Projects |
| 101296 QBN - Crawford, Antill and Erin Intersection Safety Upgrade | In Progress | Construction was completed in May 2023. The project is in defects period up until May 2024 and there is one final invoice to be paid. | Contracts and Projects |
| 101459 QBN - Dunns Creek Road -Design and Land acquisition | In Progress | Draft report received. Options discussed with cross border commission. Variation to be considered for additional options. | Contracts and Projects |
| 101799 BGD - Ellendon Street Stabilisation - King St to Trucking Yard Ln | In Progress | This project will be delivered through the stabilisation contract that is currently in the procurement phase. | Transport and Facilities |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|---|------------------------|---|--------------------------|
| 101800 CFL - Miners Road pavement - Cooper Creek Rd to Old Mines Rd | Not Yet Started | We will review the project and update the status later. | Transport and Facilities |
| 102064 NER - Nerriga Rd construction and seal - Ningenimble Project | In Progress | Final design is currently on review and land acquisition is still in progress. | Transport and Facilities |
| 102076 BGD - Roundabout on Malbon St * | Completed | | Contracts and Projects |
| 102088 BWD - Construct Intersection - Nerriga Rd/Kings Highway | Completed | | Transport and Facilities |
| 102098 CFL - Captains Flat Road Reconstruction | Completed | I understand that the physical road reconstruction works have been completed. However, I am not sure about the finance aspects. | Transport and Facilities |
| 104064 QBN - Letchworth Community Centre - Refurbish toilets | In Progress | Preparation works are in progress, but the actual work has not been started yet. | Transport and Facilities |
| 104065 QBN - Jerrabomberra Community Centre Property Improvements | In Progress | The project is expected to be complete by 30 June 2024. | Transport and Facilities |
| 104078 BWD - Council Offices - Customer Area | Not Yet Started | No update yet. | Transport and Facilities |
| 104161 BWD - Mayfield Road – Reedy Creek Bridge Replacement | Completed | | Transport and Facilities |
| 104169 BGD - Mulloon RFS Station – Design and Construction | In Progress | Contracted awarded. Contractor has commenced procurement. Preliminary site works commenced. | Contracts and Projects |
| 104300 BGD - Depot Install security gates | Delayed | There is no further update yet. But I will report on the progress in the next round. | Transport and Facilities |
| 104455 BWD - Bus Shelter Installation | In Progress | The project is expected to be completed in June 2024. | Transport and Facilities |
| 104495 BWD - Braidwood Showground lighting | In Progress | Defective works requiring rectification. | Transport and Facilities |
| 104496 BWD - Braidwood Showground upgrade electrical supply | Completed | | Transport and Facilities |
| 104507 BWD - Shared path Duncan St to Wallace St and Monkittee St | Delayed | No update from our end. I understand that the projects & contracts team is currently managing the project. | Transport and Facilities |
| 104514 BWD - Wallaces Gap Rd - Back Creek Bridge Replacement | In Progress | Expected to be completed in June 2024. | Transport and Facilities |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|---|-------------|--|--------------------------|
| 104517 BGD - Bridge over Halfway Creek | In Progress | Expected to be completed in June 2024. Projects & Contracts managing this project. | Transport and Facilities |
| v NER - Bindi Brook Causeway | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104568 QPR - Solar and essential battery backup RFS | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104574 ARA - Araluen Campground Fire affected | Completed | All works complete and solar powered bore commissioned. | Transport and Facilities |
| 104637 CF - Captains Flat Community Hall fire affected | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104638 CF - Stoney Creek Community Hall Fire affected | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104639 BGD - Hoskintown War Memorial Hall Fire affected | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104648 BGD - Halfway Creek Road | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104659 BWD - Braidwood Showground Solar/Battery | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104660 BWD - Braidwood Showground Toilet Block/Yard Works | In Progress | Expected to be completed by 30 Apr 2024. | Transport and Facilities |
| 104661 QPR - Generator Connection Points | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104662 QPR - Community Halls power connections | In Progress | Expected to be completed in June 2024. | Transport and Facilities |
| 104686 BGD - Refuge on Ellendon St, north of Forster St | Delayed | No update. The project is managed by the Projects & Contracts team. | Transport and Facilities |
| 104687 BGD - Shared path - Forster, between Ellendon and Majara Sts | Delayed | No update. The project is managed by the Projects & Contracts team. | Transport and Facilities |
| 104688 BGD - Shared path - Ellendon St, from Finch St to King St | Delayed | No update. The project is managed by the Projects & Contracts team. | Transport and Facilities |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

| | | | |
|--|------------------------|--|--------------------------|
| 104693 BWD - Flood funding - Cooma Rd | In Progress | Ongoing project. | Transport and Facilities |
| 104720 QBN - Southbar Road Intersection | In Progress | No further update. The project is managed by the Projects & Contracts team. | Transport and Facilities |
| 104723 BWD - Elrington Street Footpath (Wilson St to Keder St) | Completed | | Contracts and Projects |
| 104724 BWD - Lascelles St Footpath (Wallace St to Monkittee St) | Completed | | Contracts and Projects |
| 104741 BWD - Shared path Wallace St Braidwood (Coronation Ave) | In Progress | Final concrete work poured and line marking on 8 December 2023. Final checks to be inspected. | Contracts and Projects |
| 700043 BWD - Shoalhaven Pump station and rising main | Completed | Major pump refurbishment and pipework completed just prior to Christmas 2023. | Utilities |
| 700166 QPR - Water connections – Palerang | In Progress | Continues throughout the year. | Utilities |
| 700168 QPR - Sewer connections – Palerang | In Progress | Progresses throughout the year. | Utilities |
| 700169 QBN - Sewer connections – Queanbeyan | In Progress | Progresses throughout the year. | Utilities |
| 700198 QPR - Water Mains | Cancelled | Not in budget. | Utilities |
| 700206 BGD - SPS upgrades | Not Yet Started | No works identified as yet. | Utilities |
| 700285 QPR - Water Development for Greenfield | Cancelled | Budget entry has \$0. Focus is on Q2B (PJ 700294) | Utilities |
| 700293 QBN - Morisset St pump station variable speed drive upgrade | Completed | | Utilities |
| 700295 QBN - Queanbeyan Water Meter Replacement Program | Delayed | Logistics delay in delivery of IoT meters. Original date was November 23. Delay now until February (unconfirmed) | Utilities |
| 710025 QPR - Old landfills | Cancelled | Not in 23/24 budget | Utilities |
| 710036 BWD - Landfill reinstatement | In Progress | Engagement requested with NSW Public Works. Anticipate first draft of proposed first week of February | Utilities |
| 800010 QPR - Plant Replacement Program | In Progress | Ongoing throughout the year | Utilities |

DELIVERY PROGRAM UPDATE **July 2023 – Dec 2023**

Project update - Strategic Pillar 5

| Action | Status | Progress comments | Responsible branch |
|---|-----------------|---|---------------------------------------|
| Consider QPRC scholarship program | In Progress | Several options are being considered and were discussed at a councillor workshop during December. Next steps are to formalise QPRC's approach via Executive, seek budget for 2024-25 and ascertain Council endorsement for terms and conditions. | Workplace and Performance |
| Develop Local Procurement Plan | Completed | | Finance CFO |
| Review QPRC Customer Service Strategy | In Progress | A draft QPRC Customer Service Framework has been completed for presentation to the next Executive meeting for endorsement. The Framework provides the overarching processes and support for customer service across the organisation. It identifies protocols for dealing with customer issues, complaints and practices that support continuous improvement. It also replaces the draft strategy which ARIC was unable to verify it obtained final approval. | Customer, Communication and Libraries |
| Advocate for increase to NSW Government rates rebate scheme | Completed | | Finance CFO |
| Development of a local jobs plan | Not Yet Started | Works in this project yet to commence. Scope will need to be developed in consultation with other internal stakeholders. | Workplace and Performance |
| Review pensioner and hardship policy | In Progress | A review is being undertaken of the hardship policy. This data will be used to determine if any changes are required to the policy. | Finance CFO |



Photo: The Diwali Mela Lantern Festival 2023.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 11.1 QPRC HERITAGE ADVISORY COMMITTEE MINUTES - 22
FEBRUARY 2024

ATTACHMENT 1 QPRC HERITAGE ADVISORY COMMITTEE - MINUTES - 22
FEBRUARY 2024



Agenda & Minutes

| | | | | | |
|---|--|-------|-------------------|------------|--|
| Date: | 22 February 2024 | Time: | 4:30 pm – 5:40 pm | Venue: | Nerriga Meeting Room 257 Crawford Street Queanbeyan |
| Chairperson: | Cr Katrina Willis | | | Minutes: | Kira Steele (ECM 2465882) |
| Participants: | Cr Katrina Willis Margaret Tuckwell (Joined Online 5:09pm) David Loft Ann Rocca Jennifer Bird Andrew Riley Sue Whelan OAM Ruth Ormella Tanja Hogg Ranganathan Ravi (Left 5.00pm) | | | Apologies: | |
| Meeting Objective: | QPRC Heritage Advisory Committee Meeting | | | | |
| <div>Code of co-operation</div> <div><div><div>1. We start on time and finish on time</div><div>2. We respect the Chair and direct all comments through the Chair</div><div>3. We all participate and contribute – everyone is given the opportunity to voice their opinions</div><div>4. We use improvement tools that enhance meeting efficiency and effectiveness</div></div><div><div>5. We actively listen to what others have to say, seeking first to understand , then to be understood</div><div>6. We follow up on the actions for which we are assigned responsibility and complete them on time</div><div>7. We give and receive open and honest feedback in a constructive manner</div><div>8. We use data to make decisions (whenever possible)</div></div></div> | | | | | |

| No. | Item | Details | Who | Notes |
|-----|--------------------------|--|-------------------|---|
| 1 | Apologies | No Apologies | Cr Katrina Willis | |
| 2 | Declaration Of Conflicts | Jennifer Bird – Declared a new job position with the NSW Government as a place names and engagement officer. | Jennifer Bird | Should any direct conflicts of interests arise from the new position these will be declared at relevant meetings. |

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| 3 | Confirmation of Minutes from Meeting Held 16 November 2023 | Recommendation (Riley / Whelan OAM) | Committee | Riley noted a change on item 8 from 24 to 23. |
| 4 | DA.2023.0380 – 97-99 Lascelles Street, Braidwood - Construction of a motel in a heritage conservation area Attachments 4.1 - 4.4 | <p>The Committee was provided with detail regarding Development Application DA.2023.0380 which is proposing a new 16 room hotel in the Heritage listed township of Braidwood. Committee members confirmed that the heritage advisors recommendations were considered and plans amended regarding the setback.</p> <p>Recommendation: Whelan OAM/ Loft</p> <p>QPRC HAC supports the new development.</p> | Ranganathan Ravi | |
| 5 | The form and function of the Local Heritage Awards beyond 2024 | <p>The Committee confirmed support for the awards and the importance of recognition for heritage work, and proposed further research into how other councils celebrate Heritage. There was discussion about whether the cash prize was still relevant and whether a framed award was sufficient recognition.</p> | Kira Steele | <p><i>Questions:</i> Can we do something else to celebrate heritage? How do other councils celebrate Heritage? How are the heritage awards promoted in other councils? How many nominations do they get?</p> |
| 6 | Update Expressions of interest for the Heritage Advisory Committee members | <p>The Committee was updated that an EOI of interest was advertised seeking new HAC members. QPRC advertised on Facebook, online QPRC website and on the media screens in customer areas of QPRC offices. No expressions of interest were received.</p> | Tanja Hogg | <p>Committee Members to confirm their attendance to remaining meetings in a timely manner due to the small number of members and meeting the HAC quorum.</p> |

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| | | The committee discussed whether the advertisement should be run again or if the remaining term we continue as is. Unanimous it was confirmed that there was no need to readvertise. | | |
| 7 | Update on NSW Heritage's 15year Management Review of Braidwood and its Setting | Tanja Hogg reported that GML heritage had been engaged to complete milestone 3 final report – QPRC have provided comments and it is back with GML heritage. | Tanja Hogg | |
| 8 | Bungendore Place Project Plan https://yourvoice.qprc.nsw.gov.au/bungendore-place-plan | The Bungendore place plan – 5 March 2024 is a design workshop in which various stakeholders will attend. QPRC and arki_lab will consider all the feedback collected and in April 2024 the Draft Bungendore Place Plan will be presented to the community. | Tanja Hogg | The consultation to date has attracted a high level of community participation with 120 Survey responses. Question when does the expression of interest close for the stakeholders who want to participate? |
| 9 | QPRC Heritage advisor update | The committee were provided with a update that there is a confidential report going to Councils' ordinary meeting on the 28 th of February 2024. | Tanja Hogg | |
| 10 | Clarke Gang Signage | Members of the committee were provided with an update on the Clarke Gang Signage. Discussion around the options for consideration. Araluen signage to be either replaced or amend the wording. Tallaganda sign to research into the cost of duplicate sign with change of wording Or can we produce a better sign perhaps with some facts about the local flora and fauna? Cemetery signage can the wording on the sign be amended instead of 'brother' can the term "gang" be used and can the word 'murdered' be replaced with 'clashed' | Ruth Ormella | Get quotes for replacing/redesigning the signs and amending the wording. |

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| | | Recommendation: Cr Willis / Tuckerwell | | |
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| No. | Actions and Agreements | Who | When | Completed |
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| 1 | Collate information of what other councils do to celebrate heritage. Suggest other ways that Queanbeyan Palerang Regional Council could celebrate Heritage. | Kira Steele | April 2024 | |
| 2 | Seek quotes for the redesign/amendments to the Clarke Gang signage. | Kira Steele | April 2024 | |

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| Next Meeting: | 4 April 2024 | Time: | 4:30 PM | Venue: | Queanbeyan – Braidwood Room |
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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 11.2 ACCESS COMMITTEE MEETING - 12 FEBRUARY 2024

ATTACHMENT 1 QPRC ACCESS COMMITTEE MINUTES 12 FEBRUARY 2024



QPRC Access Committee (QAC) Meeting Minutes

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|--------------------|--|-------|---------------|------------|--|
| Date: | 12 February 2024 | Time: | 15:30 – 17:00 | Venue: | QCCP (new building) Bungendore Room, Mezzanine Level, 257 Crawford Street, Queanbeyan & Online via Teams |
| Chairperson: | Cr Michele Biscotti | | | Minutes: | Joanna Wherry |
| Participants: | Naomi Taylor, Laura Moriarty, Bob McAlister, Judit Kovacs, Jim Fowler, Athol Callaghan. Joanna Wherry (QPRC), Chris Duncan (QPRC) | | | Apologies: | Ciara McKillop, Annette Bell, Cr Bryce Wilson |
| | | | | Absent: | Katrina Chisholm, Helen Stig |
| Meeting Objective: | Determine 2024 Priorities from QPRC Disability Inclusion Access Plan | | | | |

| No. | Item | Details | Who | Notes |
|-----|---|--|----------------------|-------|
| 1 | Welcome to all & Acknowledgement of Country | | Chair | |
| 2 | Apologies | Ciara McKillop, Annette Bell, Cr Bryce Wilson | Chair | |
| 3 | Acceptance of previous Minutes | The minutes of the previous meeting were accepted and endorsed by the Committee. Moved by Cr Biscotti, seconded by Jim Fowler. | Chair & one seconder | |

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| 4 | Membership Updates (if relevant) | No Membership updates at this time. | QPRC Staff | |
| (4.1) | <p>Other Business –</p> <p>All participants welcome to share information and experiences.</p> | <p>Laura Moriarty raised incident relating to the drain/culvert outside the Smokey Horse in Braidwood where she sprained her ankle. Staff to follow up internally. (Action1). Members were also reminded to report incidents as soon as they occur directly to Council via phone, 1300 735 025 email council@qprc.nsw.gov.au or snap send solve so these issues can reported to the appropriate team as quickly as possible.</p> <p>Bob McAlister requested an update on the Pool Pods for Queanbeyan and Braidwood pools. Staff to follow up with project team (Action 2).</p> <p>Bob also raised issues with delays to pavement repair works in Bungendore (in particular Ashby Drive). It was noted that there needs to be a cohesive plan to these works and considerations taken into account such as paths and access works and local planning agreements and developer contributions. Staff to follow up with relevant team (Action 3).</p> <p>Bob raised the item of member profiles and images for the website. Staff will send another reminder to the Committee to gather these and work with QPRC Communications to add profiles to the website as they are received. (Action 4).</p> <p>Naomi Taylor mentioned that her son attended the Queanbeyan pool today for a school carnival and that she had heard good feedback of his experience. She also noted that she was looking forward to the Pool Pod being installed.</p> <p>Jim Fowler raised feedback provided at previous meeting relating to the issues experienced with the new blue badge parking on Lascelles Street Braidwood. Staff to follow up with internal teams - engineering and compliance (Action 5).</p> <p>Jim also raised ongoing issues with lack of footpaths in Majors Creek and pot-hole issues on Seymour Street. Staff to follow up with internal teams (Actions 6 & 7).</p> | | |

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| | | <p>A reminder was given to report these issues via Snap Send Solve too as it provides visual evidence of issue.</p> <p>Cr Biscotti noted these issues and reiterated that the Committee has raised the need for access audits of venues and areas of the LGA to assist in allocation of internal budget or ability to seek grants. A report is being prepared by staff as per the recommendation from the meeting on November 4, 2023.</p> <p>Jim attended the Red Cross Emergency Redi training and provided feedback on the session. It was noted that getting information out to local residents can be difficult and suggested utilising existing services such as Meals on Wheels to assist in this process.</p> <p>The committee discussed the need for community members to be prepared and ready for emergency situations. It was also noted that the RFS provides ambulance services for these rural communities and that adequate road access is required.</p> <p>Cr Biscotti thanked members and noted that it is important we hear these issues.</p> | | |
| 5 | Disability Inclusion Action Plan | <p>Determine priority actions for 2024.</p> <p>Cr Biscotti noted that due to the short term before Council elections and the appointment of a representative Councillor that it was appropriate to continue with the existing priorities for 2023. Membership to be invited to provide additional feedback on these priorities and any others that should be added over coming weeks (Action 8).</p> <p>It was noted that the Committee can focus on quick wins and improvements across the LGA, Cr Biscotti invited members to continue to let us know what needs addressing so we can pass these along internally.</p> <p>Jim Fowler raised an issue with step-free access to the National Theatre not being provided despite there being side door access. Staff to follow up with 355 committee re providing access via side door and QPRC policies for the management of these venues and training opportunities for volunteers (Action 9).</p> | All | |

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| | | <p>Cr Biscotti reiterated the need to educate and inform the community in relation to accessibility and inclusion.</p> <p>It was suggested by staff to also add the following priority as a result of recent feedback from member Annette Bell into the closure of the only Queanbeyan-owned and operated Wheelchair Accessible Taxi service (WAT).</p> <p>2.4.2 Advocate to Transport NSW, Regional NSW, Cross-Border Commissioner, and CRJO forum to improve the accessibility of public transport on behalf of the community including:</p> <ul style="list-style-type: none"> • Increased provision of wheelchair accessible taxis in Queanbeyan and surrounds. • Increased community transport including to and from Braidwood <p>Additional feedback in relation to this issue was raised by Athol Callaghan who noted issues with ordering WATs and also ongoing issues relating to the voucher system.</p> <p>Cr Biscotti to raise at Council meeting and staff to support in process of advocacy to relevant teams within other levels of Government in relation to this issue (Action 10).</p> <p>Bob raised issues in relation to NDIS transport allowances and difficulties for clients to save and allocate accordingly. He noted that a different approach needs to be put in place to reduce reliance on small local businesses.</p> <p>Chris Duncan noted that both levels of Government are aware of the situation and impact on the local community. Council and staff will continue to support this work towards a resolution.</p> | | |
| 6 | <p>Other Business –</p> <p>All participants welcome to share information and experiences.</p> | <p>Bob McAlister: <i>The merits, benefits, opportunities and risks of creating a regional (voluntary) disability register.</i></p> <p>Bob is currently going through training to become a P-CEP rep and facilitator. His main focus is looking at social connectedness communications model for people with disability. There is a need in our community for natural disaster preparedness and ensuring that people know who may require assistance – at present there is a</p> | | |

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| | | <p>degree of invisibility. Bob wants to look at this issue and find a way that we can potential create a voluntary disability register taking into account data and privacy considerations.</p> <p>Judit Kovacs said she would be interested in discussing further, staff to arrange and accommodate a meeting with any members who would like to have involvement. Staff to invite other staff representatives that can support this work (Action 11).</p> <p>Bob noted that Penrith Council have created something similar, staff to follow up and find out their experience and pros and cons (Action 12).</p> <p>Athol raised that the register could be utilised for addressing items in DIAP and as a platform for strengthening engagement opportunities.</p> <p>Cr Biscotti noted that we must refer to other examples and find out what works and what doesn't. Following initial discussions this item will be added to the next meeting agenda (Action 13) and can be taken to Council if required.</p> <p>No other items raised.</p> | | |
| 7 | Meeting Close | | Chair | Time: 17:00 |

| No. | Actions and Agreements: | Who | When | Completed |
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| 1 | Log internal report in relation to Laura Moriarty's experience in Braidwood with uneven drain/culvert. Additional information may be required from Laura. Staff to accommodate where possible. | Joanna Wherry | W/c 19 Feb | Reported |
| 2 | Chase update on Pool Pods for QBN and BWD (follow up with Project Team). <u>Information received: Due for delivery April 2024.</u> | Joanna Wherry | W/c 19 Feb | Completed |
| 3 | Bob McAlister mentioned issues with slow pavement repair works in Bungendore – staff to follow up with internal team. | Joanna Wherry | W/c 19 Feb & ongoing | Reported |

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| 4 | Profiles for Committee Members – staff to send reminder to members with draft minutes and work with QPRC Communications to start adding received profiles to website. <u>Received profiles now with Communications team to add to website page.</u> | Joanna Wherry | W/c 19 Feb & ongoing | Work underway |
| 5 | Jim Fowler raised Disabled parking issues on Lascelles St, whilst previously raised with project engineers there are ongoing issues being experienced – staff to follow up with internal teams. | Joanna Wherry | W/c 19 Feb & ongoing | Reported |
| 6 | Jim Fowler raised need for footpaths in Majors Creek – staff to follow up with internal teams. | Joanna Wherry | W/c 19 Feb & ongoing | Reported |
| 7 | Jim raised need for pothole repair works on Seymour St, Majors Creek – staff to follow up with internal teams. | Joanna Wherry | W/c 19 Feb & ongoing | Reported |
| 8 | Membership to be invited to provide additional feedback on these priorities and any others that should be added over coming weeks. | Joanna Wherry | W/c 19 Feb & ongoing | Work underway |
| 9 | Jim Fowler raised the issue of disabled access to National Theatre, staff to follow up with 355 committee re providing access via side door and QPRC policies for the management of these venues and training opportunities for volunteers. | Joanna Wherry | W/c 19 Feb & ongoing | Reported |
| 10 | Cr Biscotti to raise issue relating to the lack of Queanbeyan Wheelchair Accessible Taxi service at Council meeting and staff to support in process of advocacy to relevant teams within other levels of Government in relation to this issue. | Cr Biscotti, Joanna Wherry/ Chris Duncan | Council Meeting (date TBC) | Investigations ongoing |
| 11 | Judit Kovacs requested meeting with Bob McAlister to discuss voluntary disability register for the region. Staff to help facilitate meeting for any members who would like to attend. <u>Info included in email with draft minutes.</u> | Joanna Wherry | W/c 19 Feb & ongoing | Work underway |
| 12 | Staff to contact Penrith Council in relation to the Voluntary Disability Register, determine challenges and experiences. <u>Email sent to Penrith Council.</u> | Joanna Wherry | W/c 19 Feb & ongoing | Work underway |
| 13 | Add Voluntary Disability Register item to agenda for discussion at next meeting. <u>Added to draft Agenda 21/02/24.</u> | Joanna Wherry | W/c 19 Feb | Completed |

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| Next Meeting: | May 2024 | Time: | TBC | Venue: | TBC |
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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 MARCH 2024

ITEM 11.3 QPRC SPORTS COUNCIL MEETING - 5 FEBRUARY 2024

ATTACHMENT 1 DRAFT MINUTES - QPRC SPORTS COUNCIL - 5 FEBRUARY
2024



Agenda

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|--------------------|--|-------|--------|------------|---------------|
| Date: | Monday 5 February 2024 | Time: | 6:00pm | Venue: | QCCP / Online |
| Chairperson: | Cr Biscotti / Cr Wilson | | | Minutes: | Mark Spear |
| Participants: | Three councillors and a member from each sporting code or club in Queanbeyan-Palerang LGA. | | | Apologies: | Listed below |
| Meeting Objective: | The role of the QPRC Sports Council is to consider the allocation of sports fields across the LGA prior to the commencement of each winter and summer sporting season, and to make recommendations for the development and/or improvements to sporting facilities and recreational needs, including input into the works programs. | | | | |

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| Code of co-operation 1. We start on time and finish on time 2. We respect the Chair and direct all comments through the Chair 3. We all participate and contribute – everyone is given the opportunity to voice their opinions 4. We use improvement tools that enhance meeting efficiency and effectiveness | | 5. We actively listen to what others have to say, seeking first to understand , then to be understood 6. We follow up on the actions for which we are assigned responsibility and complete them on time 7. We give and receive open and honest feedback in a constructive manner 8. We use data to make decisions (whenever possible) | |
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| No. | Item | Details | Who | Notes | | | | | | | | |
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| 1 | Welcome and Attendance | | Chair | Cr Wilson opened the meeting at 6:02pm after some technical difficulties. | | | | | | | | |
| | | | | Cr Wilson did an Acknowledgement of Country | | | | | | | | |
| | | | | The following attended in person: | | | | | | | | |
| | | | | <table><tr><td rowspan="2">Bowls</td><td>Gordon Elliott</td><td>Queanbeyan</td></tr><tr><td>Coral McMurray</td><td>Queanbeyan</td></tr><tr><td>Cricket</td><td>Pete Solway</td><td>Queanbeyan</td></tr></table> | Bowls | Gordon Elliott | Queanbeyan | Coral McMurray | Queanbeyan | Cricket | Pete Solway | Queanbeyan |
| | | | | Bowls | | Gordon Elliott | Queanbeyan | | | | | |
| Coral McMurray | Queanbeyan | | | | | | | | | | | |
| Cricket | Pete Solway | Queanbeyan | | | | | | | | | | |
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| Netball | Tiffany Knight | Bungendore |
| Tennis | Wendy Grant | Queanbeyan |
| Staff | Mark Spear | Coordinator, Recreation |

The following attended online via Microsoft Teams:

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| Councillors | Cr Biscotti (Co-Chair) | Council Representative |
| | Cr Taskovski | Council Representative |
| | Cr Wilson (Co-Chair) | Council Representative |
| AFL | Lynne McKenzie | Queanbeyan |
| | Scott Taylor | Queanbeyan |
| Football | Antoni Aslimoski | Queanbeyan |
| Netball | Kelly Lolesio | Queanbeyan |
| Rugby Union | Grant Jones | Queanbeyan |
| Tennis | John Talbot | Jerrabomberra |
| | Belinda Ross | Jerrabomberra |
| Staff | Rob Sheffield | Team Leader, Sports Fields |

The following apologised or had technical issues and was unable to join:

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| Archery | Sarah O'Sullivan | Monaro |
| Athletics | Joe Sheridan | Queanbeyan |
| Football | Bec Doolan | Bungendore |
| Hockey | Mark Unwin | Monaro |
| Rugby League | Trevor Wilson | Bungendore Juniors |
| | Leeann Tonga'uiha | Queanbeyan Roos |
| Swimming | Christian Thun | Queanbeyan |
| Touch Football | Annette Thomas-Schumacher | Jerrabomberra |
| | Craig Thomas-Schumacher | Jerrabomberra |
| Staff | Christopher Duncan | Manager, Community and Recreation |
| | Tim Geyer | Manager, Urban Landscapes |

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| | | | | Queanbeyan Squash has indicated that unfortunately the club wound up post- Covid and will not be attending anymore. |
| 2 | Adoption of November Minutes | | Chair | No issues identified with the meeting held on 6 November 2023 and adopted (Cr Wilson / Cr Biscotti / Cr Taskovski). |
| 3 | Action Items | | Chair | N/A |
| 4 | Sports Ground Allocations | | Mark Spear | <p>Updated 2024 Winter Allocations distributed. Noting previous discussions:</p> <ul style="list-style-type: none"> • There are several venues that clubs have not requested venues. We will encourage community use on these venues. • Seasonal 2024 Winter invoices will be sent out soon • If you are wanting to start training prior to April 1, you need approval to do so <p>Mark Spear spoke to for example, Queanbeyan Cricket being a major user in summer. If Queanbeyan Cricket have finished with a venue, AFL could start training but Queanbeyan Cricket as the allocated user of summer would have preference.</p> <p>Cr Wilson encouraged clubs to send through 12 months plans and for staff to chase this information based on historical usage.</p> |
| 5 | Current and Planned capital works projects | | Tim Geyer | <p>Mark Spear gave an update in Tim Geyer's absence with some accompanying photos (attached):</p> <p>* Regional Sports Complex</p> <p>Coming along well and expect to have clubs training on them in the next few weeks</p> <p>Cr Biscotti spoke around great for this long-term vision of the Sports Council coming to fruition. Especially noting Hockey who had been having to travel to Canberra for the past decade.</p> <p>* Bungendore Sports Hub</p> <p>Still a lot of work to do but still hoping to have access from April 1</p> |

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| | | | | <p>Tiffany Knight asked about whether power has been connected. Mark Spear took the question on notice and would follow up.</p> <p>* Wright Park</p> <p>Big upgrade.</p> |
| 6 | Any Other Business | Jerrabomberra Pump Track | Chair | <p>At the Council Meeting on 24-January-24, Council resolved to – Undertake further investigation and community consultation/ engagement on all possible locations within Jerrabomberra, including for example, the Allan McGrath Reserve.</p> <p>It was brought up by Cr Biscotti during the Council meeting, that we need to consider cycling and other similar activities into our planning.</p> <p>Cr Biscotti noted that remembered cycling occurring around Town Park.</p> <p>In discussing the Jerrabomberra Pump Track, the Queanbeyan Junior Tigers supported the track development. Scott Taylor raised a concern with the use of the Town Park track as it currently stands was about the safety of both young footballers and cyclists due to the speed in which the cyclists ride around the circuit which could cause injury to a person walking onto the playing field.</p> <p>Cr Taskovski also spoke to issues of cycling and football co-existing at the same venue later in the meeting.</p> <p>Cr Biscotti noted that we need to revisit plans – such as the Sports Facilities Strategic Plan and Regional Sports Complex Business Plan – to consider cycling and other sports.</p> |
| | | Maintenance | Chair | <p>We have projects listed in the Sports Facilities Strategic Plan - https://www.qprc.nsw.gov.au/Policies-Strategies-and-Plans/Strategies-and-Plans</p> <p>Still wanting to canvass significant maintenance issue so they can be considered in the 2024/2025 budget process.</p> <p>Mark Spear spoke to wanting to get a couch outfield for Freebody Enclosed oval after the current winter season as an example of something looking to occur but also listed in the Sports Facilities Strategic Plan.</p> |

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| | | | | <p>Kelly Lolesio spoke to the following:</p> <ul style="list-style-type: none"> * Queanbeyan asphalt courts need resurfacing * NBN is installed but needing Council approval (Mark Spear to follow up) * improved lighting system * liked the new online booking forms <p>Cr Wilson spoke around chasing small capital grants. Council have assisted for example – transfer of budget for improvements to the kitchen at Riverside Oval.</p> <p>Cr Wilson suggested that we look to update the Sports Facilities Strategic Plan regularly especially in line with the annual budget process.</p> |
| | | Regional Sports Complex Café / Bar Licence | Mark Spear | <p>A proposal was put forward with no feedback to date.</p> <p>At the Council Meeting on 24-January-24, Council resolved to – commence the procurement process seeking Expressions of Interest through VendorPanel for licensing of the Café and Bar in the Major Pavilion at the Regional Sports Complex.</p> |
| | | Naming of Venues | Mark Spear | <p>A proposal was put forward for Bob Warner. We appreciate the support from the Queanbeyan Blues as well as Queanbeyan Netball and Queanbeyan Tennis on the proposal.</p> <p>At the Council Meeting on 24-January-24, Council resolved to –</p> <ol style="list-style-type: none"> 1. Endorse the naming of the new Wright Park Amenities building the Bobby Warner Pavilion. 2. Place the proposal on public exhibition for 21 days and if no objections are received, adopt the name and formalise with a public event and naming celebration. <p>The proposal is available via https://yourvoice.qprc.nsw.gov.au/proposed-name-for-wright-park-amenities-building</p> <p>A proposal has been put forward from the Monaro Hockey Club.</p> <p>We also need to get some names for the Bungendore Sports Hub. The following has been suggested:</p> <ul style="list-style-type: none"> • One field to be named after a Bungendore Tigers nominee (received) • Ideally naming will be confirmed at a Bungendore Tigers home game on June 1 • One field to be named after a Bungendore Mudchooks nominee (received) • Other names may also be required for netball courts and buildings. |

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| | | | | We do require names for other sporting facilities including Googong and the Regional Sports Complex. Tiffany Knight asked about whether indigenous names would considered. Cr Wilson replied that they absolutely would. |
| | | Queanbeyan Bowls | | Coral McMurray advised that Queanbeyan Bowls will be celebrating 90 years on the weekend. Queanbeyan Bowls were also awarded the ACT Club of the Year. |
| 7 | Close of Meeting | | | Cr Wilson closed the meeting at 6:45pm. |

| No. | Actions and Agreements | Who | When | Completed |
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| 1 | Put February 2024 Minutes to Council | Chris Duncan | Feb-2024 | No |

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|---------------|-------------------|-------|--------|--------|---------------|
| Next Meeting: | Monday 6 May 2024 | Time: | 6:00pm | Venue: | QCCP / Online |
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