

Ordinary Meeting of Council

10 April 2024

UNDER SEPARATE COVER ATTACHMENTS

QUEANBEYAN-PALERANG REGIONAL COUNCIL ORDINARY MEETING OF COUNCIL

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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

10 APRIL 2024

ITEM 9.1 SCOPING PROPOSAL - REZONING AND SUBDIVISION - 350 WIRREANDA ROAD, WAMBOIN

ATTACHMENT 1 SCOPING PROPOSAL - 350 WIRREANDA ROAD, WAMBOIN - SEPT 2023



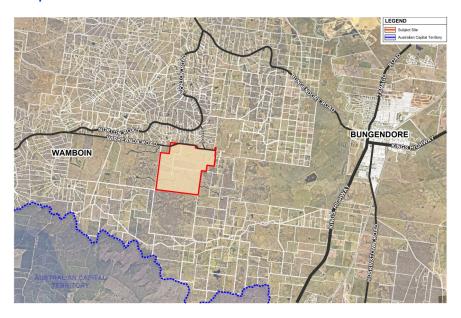
Scoping Proposal

Environmental Living Rezoning

Lot 1439, DP 754611

350 Wirreanda Road, Wamboin

September 2023



PREPARED FOR: IS LANDWORX ONE PTY LTD. ABN IS 87 646 215 732.]

DATE OF FINAL ISSUE - 01 SEPTEMBER 2023

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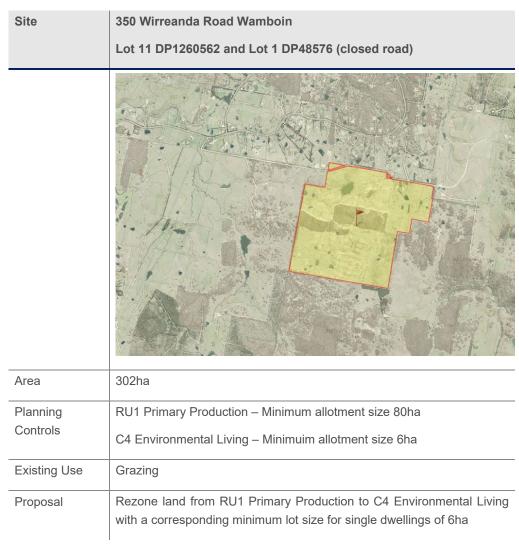
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Introduction

This Scoping Proposal (SP) and background information has been prepared ahead of a formal Planning Proposal for the potential rezoning of land known as Lot 11 DP1260562 and Lot 1 DP48576 (closed road), 350 Wirreanda Road Wamboin. The planning proposal seeks to amend the Queanbeyan Palerang Regional Local Environmental Plan 2022 through rezoning the subject land from RU1 Primary Production and C4 Environmental Living to C4 Environmental Living to allow the subdivision of the lands into 39 allotments.

Summary



Scoping Report

This Scoping Proposal has been prepared in accordance with the Department of Planning and Environment (DPE) – Local Environmental Plan Making Guidelines). These guidelines outline the process for the preparation of Local Environmental Plans (LEPS) and include the matters to be addressed in a planning proposal as set out in Division 3.2 of the *Environmental Planning and Assessment Act, 1979* as amended. Initially, however, a Scoping Proposal is required to be prepared and submitted to Council for initial assessment and consideration.

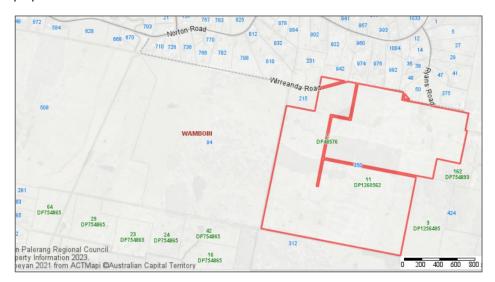


Figure 1: Site Location - Extract from QPRC Online Mapping

The site has a split zone of C4 – Environmental Living (in the northwest corner of the lot) and RU1 – Primary Production for the remainder of the allotment. The C4 – Environmental Living zone is an extension of the same zone that covers the land immediately adjacent the site to the north (Wamboin). The proposal presents as the first in a logical extension of the C4 Environmental Living Zone with opportunity for additional land to be similarly rezoned in the future.

The local government boundary to the south of the site provides a logical border to the extent of the C4 Environmental Living Zone as does the C3 – Environmental Management Zone to the east of the site. It is therefore unlikely that the area shown as RU1 below, including the subject site is likely to ever be used for productive agriculture and the local government border and C3 Environmental Management Zone would contain the expansion of a C4 Environmental Living Zone in a logical and practical sense.

The minimum lot size for the C4 Environmental Living Zone is 6ha and the subject site would yield approximately 39 lots. The heavily fragmented nature of the area does constrain the allotment yield on other RU1 Primary Production land in this area.

As per the Agricultural Land Capability Report (Appendix 1) it is unlikely that this area will ever be utilised for productive agricultural activities in any meaningful way.

This is due to a number of factors including:

- Slope of the land which makes sowing and maintaining pasture difficult;
- Soil quality deterioration due to previous quality due to the previous use as a harvestable pine forest
- Small size of the land resulting in agricultural activities being environmentally and economically unviable;
- Degraded vegetation due to previous use, soil deterioration, invasive weed infestations, including serrated.

Unproductive agricultural land presents a number of land management and potential land use conflict issues. Unmanaged agricultural land invites weed invasion, feral animal harbourage and bushfire risk. It is more appropriate that unsuitable agricultural land be given over to a higher use where the control of such issues is easier to manage.

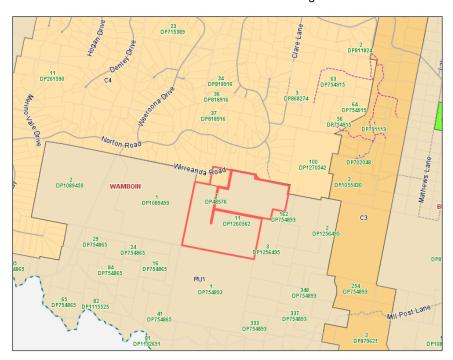


Figure 2: Split zone of site and adjacent existing C4 zoned land

Proposal

Overview

The rezoning proposal is for the subject site to be rezoned to C4 Environmental Living commensurate with that of the land immediately to the north (Wamboin). Such a zone would permit subdivision of the land into approximately 39 lifestyle residential lots (subject to detailed master planning) with a minimum lot size of 6ha in keeping with the subdivision pattern to the north and further to the west along Bingley Way.

The site is located approximately 6.1km due east of Bungendore township, however distance by road via Ryans Road is approximately 11.7km due to the topography of the area and existing road locations. The site also has frontage to the unformed Wirreanda Road and the recently constructed (and sealed) Ryans Road.

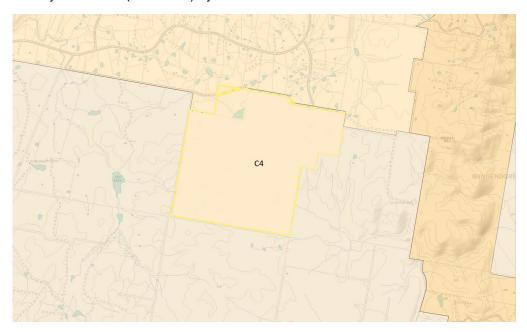


Figure 3: Proposed C4 Zoning Map (Planning Viewer)



Figure 4: Proposed Minimum Lot Size Map (Planning Viewer)

Proposal in Detail

The site is an irregular shaped parcel of land that also contains a closed road and is contained in two titles with a total area of 302ha. It is located on the southern side of Wirreanda Road, Wamboin in a highly modified landscape.

The site is located in an area that is significantly fragmented with the land the subject of this proposal representing one of the large single allotments (including a closed road) in the highly fragmented area. The site has a history of farmed forestry which has been harvested with the site now being subject to significant weed invasion and poor soils from the forestry plantings. More recently the site has been used for ad hoc sheep grazing.

The Local Strategic Planning Statement for Queanbeyan Palerang Regional Council recognizes the Wamboin and Bywong areas the main rural residential areas to the north of Queanbeyan. These areas are characterized by small rural lifestyle allotments that offer residential type living in a rural environment as well as allow for niche agricultural uses. For the most part broadscale agriculture has become less prevalent due to a number of factors including increased neighbouring allotments and land use conflicts between typical broadscale activities and lifestyle allotment residents. The LSPS indicates that this area will continue to provide rural lifestyle choices in the future.

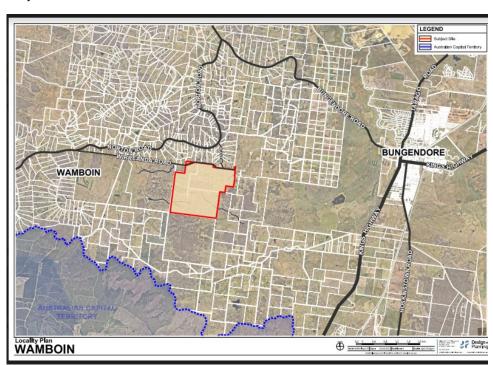


Figure 5 shows the existing fragmented nature and inconsistent lot sizes in and around the locality.

Figure 5: Highly fragmented nature of the locality

Development Proposal

It is intended to rezone the land to C4 Environmental Living commensurate with that of the surrounding land and to make use of land that is not suitable for use as primary production as discussed above and detailed in Appendix 1. To this end it is proposed to create approximately 39 lifestyle living allotments taking account of the topography of the site, the vegetative, salinity and bushfire constraints by the imposition of building envelopes.

The proposed subdivision will be adequately serviced by the current road network. Due to the size and nature of the proposed allotments in the development there is adequate ability for water harvesting and on-site effluent disposal so as to not create additional pressure on Council resources for the provision of these utilities.

An overall development concept is provided within **Figure 6** which shows a conceptual road pattern and lot layout. The overall concept will of course be subject to normal site constraints and development consent approval requiring civil engineering plans.



Figure 6: Indicative Lot Layout

Civil Design and Servicing

A preliminary allotment layout has been provided in **Figure 6** showing two access and egress points from the resultant subdivision to comply with the provisions of Planning for Bush Fire Protection Guideline 2019. The planning proposal will need to confirm the suitability of this arrangement and the requirements of Council in regards to road upgrades and provision of roads within the resultant subdivision. It is not proposed to provide reticulated water or sewer to the resultant subdivision due to the location of the site, the size of the proposed allotments and the lifestyle nature of the proposal.

Timing

The timing of the development will be influenced by the time taken to facilitate the rezoning of the site. The proposal can be characterized as a "Standard" planning proposal under the LEP Guidelines. A Standard Planning Proposal being "any one or more of the following LEP amendment types:

To change the land use zone where the proposal is consistent with the objectives identified in the LEP for that proposed zone;

That relates to altering the principal development standards of the LEP

That relates to the addition of a permissible land use or uses and/or any conditional arrangements under Schedule 1 Additional Permitted Uses of the LEP;

That is consistent with an endorsed District/Regional Strategic Plan and/or LSPS;

Relating to classification or reclassification of public land through the LEP."

The LEP Guideline also includes benchmark timeframes for the completion of the various stages of a planning proposal. For a standard proposal the overall timeframe is 320 days.

Strategic Merit

Objectives or Intended Outcomes

The objective of this scoping proposal is to provide Council with sufficient information to consider the rezoning of the land from RU1 Primary Production to C4 Environmental Living and a reduction in minimum lot size for the purposes of a dwelling for Lot 11 DP1260562 and Lot 1 DP48576 (closed road) 350 Wirreanda Road, Wamboin by way of an amendment to the Queanbeyan Palerang Regional Local Environmental Plan 2022. It is expected that Council would also refer the scoping proposal to the relevant authorities and government agencies in keeping with the agency pre-lodgement referral criteria. Once submissions from agencies are provided to Council we request that a pre-lodgement meeting is facilitated.

The result of the rezoning would enable the site to be subdivided for environmental living lifestyle allotments.

Strategic Context

In 2016 the then Palerang Council prepared a rural lands strategy, Palerang Rural Lands Strategy 2016-2036, adopted in 2017. This strategy noted that Bungendore, due to its proximity to Canberra and Queanbeyan provided a supply of land for rural residential opportunities for those who work in Canberra and Queanbeyan, noting that 65% of the then Palerang local government area work in either Canberra or Queanbeyan. The demand for rural residential land exerts pressure on rural land resulting in fragmentation. This is evident in the area surrounding the subject site and is often the result of subdivision to the historic minimum allotment size of 40ha. The study identifies that Council needed to increase supply of rural residential land over the next five years due to the demand for such lifestyle living. It went on that such development should be located in areas where the current infrastructure can be economically extended to service the development. To this end the site is adjacent to existing lifestyle development and provides a logical extension to this type of development.

An Agricultural Land Capability Study prepared by Edge Planning has been prepared for the site (see Appendix 1) which concludes that the land is not suitable for ongoing agricultural production and is therefore economically and environmentally unsustainable for primary production.

More recently the Queanbeyan Palerang Regional Council prepared a Local Strategic Planning Statement which recognized that the area around Bungendore is suitable for lifestyle development to meet the demand for such development in close proximity to Canberra and Queanbeyan.

Site and Locality

The subject land has frontage to Wirreanda Road via both Ryans Road and Norton Road. Norton Road connects to Bungendore Road and Sutton Road, both regional roads, in a generally east west direction and provides easy access from Bungendore, east to the Federal

Highway to connection to the Australian Capital Territory (ACT) and further regional towns such as Yass and Goulburn.

The land is located approximately 6km directly east of Bungendore in a straight line and approximately 11km by road. It is separated from Bungendore township by significant hills and the Lake George Range. The site is situated in an area that is highly fragmented with very few remaining large holdings. The site directly adjoins the existing C4 Environmental Living Zone, with a portion of the site in the northwest already being zoned C4 Environmental Living.

The Local Strategic Planning Statement for Queanbeyan Palerang Regional Council recognizes the Wamboin and Bywong areas as the main rural residential areas to the north of Queanbeyan. These areas are characterized by small rural lifestyle allotments that offer residential type living in a rural environment as well as allow for niche agricultural uses. For the most part broadscale agriculture has become less prevalent due to a number of factors including increased neighbouring allotments and land use conflicts between typical broadscale activities and lifestyle allotment residents. The LSPS indicates that this area will continue to provide rural lifestyle choices in the future.

The site is an irregular shaped allotment with an area of 302ha. The site has a history of being used in the past for pine plantation and more recently for ad hoc sheep grazing. The topography and poor soils of the site limit the ability to feasibly use the stie for agricultural purposes in an environmentally or economically sustainable manner. The proposal to rezone the site to C4 Environmental Living is commensurate with the immediately adjoining and adjacent land. The land, due to its size, does not have commercial value for broadscale agricultural land and this is not dissimilar to holdings in the immediate vicinity.

It has long been acknowledged that smaller lifestyle allotments should be separated from general residential zones and should not conflict with primary agricultural production. The subject land is located in an area that does not generally support broadacre agriculture due to soil type and the fragmented nature of the area.

Queanbeyan Palarang Regional Local Environmental Plan 2022

Existing Zoning and Objectives

The subject site is currently zoned part RU1 – Primary Production and part C4 Environmental Living under the Queanbeyan Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022). **Figure 7** shows an extract from the Plan demonstrating the current zoning of the subject land and its surrounds.

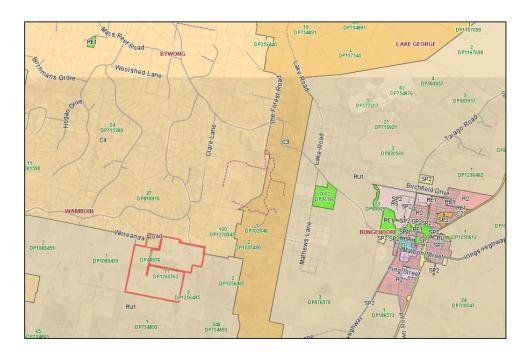


Figure 7: Current Zone Map Extract from QPRC Online Mapping

The objectives of the RU1 – Primary Production Zone are:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To minimise the impact of development on the natural environment.
- To ensure development does not unreasonably increase the demand for public services or public facilities.

The proposed future subdivision of the subject land for lifestyle purposes is not consistent with the objectives of the current RU1 zone. However, the site does not lend itself to actively achieving the objectives of the zone in that it is unable to environmentally or economically sustain product broadscale or intensive agriculture, is within a heavily fragmented area, is immediately adjoined by lifestyle allotments that give rise to potential land use conflicts in the event of more intensification attempts and contains a heavily modified landscape. The development of the site for the purposes of lifestyle living will not unreasonably increase the

demand for public services or facilities. The proposal would also assist in meeting the demands in the region for additional lifestyle allotments.

Existing Subdivision Controls

Subdivision of the land is permissible with a minimum lot size of 80ha under the QPRLEP 2022 by virtue of Clause 4.1 of the Plan which states:

4.1 Minimum subdivision lot size

- (1) The objectives of this clause are as follows—
 - (a) to ensure lots are large enough to accommodate future development,
 - (b) to ensure the subdivision of land reflects and reinforces the predominant subdivision pattern or desired future pattern of the area,
 - (c) to minimise the likely adverse impact of development on-
 - (i) the amenity of the area, and
 - (ii) the function and safety of main roads,
 - (d) to ensure lots are large enough to protect special attributes, including natural or cultural features,
 - (e) to ensure land is subdivided in a way that-
 - (i) reflects constraints associated with flooding, bush fire risk and other hazards, and
 - (ii) minimises the risk that the development will be affected by natural hazards,
 - (f) to ensure new lots are adequately serviced.

The subdivision layout as proposed meets the objectives of this clause, in all aspects except the minimum allotment size. As the land, in its current holding pattern and size, is unsustainable for the purposes of agriculture and primary production, subdividing the land into 80ha allotments in accordance with the minimum allotment size for the area will only exacerbate this unsustainability and is more likely to give rise to land use conflicts through unmanaged weeds, bushfire threat, lack of feral animal control and lack of active land management due to decreasing economic returns.

The Proponent seeks to amend the zoning of the land to one more akin to the land characteristics and capabilities to allow subdivision that is commensurate with other land in the immediate vicinity. The Agricultural Land Capability Study - prepared by Edge Planning (see Appendix 1) concludes that the site, due to topography, soil type, past use and encroaching lifestyle development is unsustainable for ongoing agricultural production both environmentally and economically.

The land is ascribed a Classification 6 soil capability under the NSW Land and Soil Capability Mapping. This Class of soil is severely limited, unsuitable for cropping and suitable only for limited stock grazing. In the past the site has been used for forestry purposes, however given the encroaching lifestyle development to the north of the site and the likelihood of demand increasing for this type of lifestyle living it is unreasonable to assume that this land would be returned to timber production due to:

- · the long lead times
- · increasing encroachment of lifestyle living and
- the potential land use conflicts that arise between such agricultural pursuits and lifestyle living.
- · fire danger
- size of the holding

Furthermore, the site has not been identified in the draft State Significant Land Maps prepared by the NSW Department of Primary Industries.as having significant value to the state of NSW for the purposes of primary production activities.

Ministerial Directions

Section 9.1 (2) of the Act empowers the Minister for Planning & Environment to give Councils directions to be observed in preparing local environmental plans and to include in planning proposals (prepared by the Council) the means of achieving or giving effect to aims, objectives or policies specified in any such direction.

For Council's benefit, **Table 1** below summarizes how this scoping proposal and the subsequent planning proposal will achieve or apply the aims, objectives and policies of relevant Ministerial Directions, or be consistent with the direction and where required, provide justification for any inconsistency of the subsequent planning proposal with the direction in question.

The evaluation is based on the most recent Directions available, downloaded from the Department of Planning & Environment's website in April 2023.

Table 1: Assessment Against Ministerial Directions

Direction	Provision	Consistent	Justification
1-1 – Implementation of Regional Plans	The South East & Tablelands Regional Plan applies to the area in which this proposal is located.	Yes	This plan identifies that the regions around ACT will be the suppliers of affordable housing and larger lifestyle blocks. This proposal meets this demand. The plan recognizes the importance of Queanbeyan Palerang LGA in the supply of housing in close proximity to the ACT and the ability to cater for greater housing choice.
1.2 – Development of Aboriginal Land Council Land	This direction applies to land owned by an Aboriginal Land Council	Not applicable	No justification required
1-3 – Approvals and Referral Requirements	This requirement seeks to reduce the need for concurrence and referrals when undertaking planning proposals	Yes	The proposal does not introduce any concurrence or referrals requirements. The concurrence of a public authority is not required to support this planning proposal
1.4 – Site Specific Provisions	This direction seeks to discourage the unnecessarily restrictive site- specific planning controls	Yes	The proposal does not seek to introduce any new zones not already contained with the QPRLEP 2022 nor does it seek to introduce any development standards not already contained with the EPI.

Direction	Provision	Consistent	Justification
1.5 – 1.22 Various site and area specific directions	These directions contain specific requirements for a variety of release and growth areas	Not applicable – the land is not situated in an area to which any of these directions apply	No justification required
3.1 – Conservation Zones	This direction seeks to protect and conserve areas that contain environmentally sensitive attributes or features.	Yes	The proposal does contain areas of high terrestrial biodiversity values as well as areas impacted by salinity. Nonetheless the proposal aims to restrict development in these areas by the creation of building envelopes on the resultant allotments post rezoning. A preliminary biodiversity assessment has indicated that the proposal will be likely to exceed the native vegetation clearing threshold and trigger the application of the Biodiversity Offset Scheme with associated offset credit obligations which will be determined by a Biodiversity Assessment Method process to produce a Biodiversity Development Assessment Report.
3.2 – Heritage Conservation	The objective of this direction is to conserve areas and items of environmental heritage and indigenous significance	Yes	The proposal does not contain any items or known areas of environmental heritage or indigenous significance
3.3 – Sydney Drinking Water Catchments	This direction aims to protect the quality of the catchments used for Sydney drinking water	Not applicable	The land is within a Local Government Area to which this direction applies; however, the land is not mapped as being within the Sydney drinking water catchment.

Scoping Proposal – Wamboin Environmental Living

Direction	Provision	Consistent	Justification
3.4 – C2 & C3 and Environmental Overlays – Far North Coast LEPs	This direction applies to certain zones and LGAs only	Not applicable – the proposal is not within an area to which this direction applies	No justification required
3.5 – Recreation Vehicle Areas	The objective of this direction is to protect sensitive land from the adverse impacts of recreation vehicles	Not applicable - the proposal does not contain land or zones to which this direction applies	No justification required
3.6 – Strategic Conservation Planning	The purpose of this direction is to protect, conserve or enhances areas with high biodiversity value in the areas mapped as avoided land and strategic conservation area	Not applicable the site is not in an area to which the maps apply	No justification is required
3.7 Public Bushland	This direction applies to certain Local Government Areas	Not applicable – the proposal is not on land within one of the identified Local Government Areas	No justification required

Direction	Provision	Consistent	Justification
3.8 – 3.9 Various area specific directions	Protection and conservation of land in specified areas	Not applicable – the proposal is not on land within one of the identified areas	No justification required
3.10 – Water Catchment Protection	This direction seeks to maintain and improve water quality, hydrological function and process of watercourses, wetlands, riparian land and their vegetation within regulated catchment areas	Not applicable the land is not within a regulated catchment area	No justification required
4.1 – Flooding	This direction applies to land that is known to be flood prone	Not applicable – the land is not subject to known flooding	No justification required
4.2 – Coastal Management	This direction applies to land that is within the coastal areas of NSW	Not applicable – the land is not within the coastal areas of NSW	No justification required.

Direction	Provision	Consistent	Justification
4.3 – Planning for Bushfire Protection	This direction seeks to protect life, property and the environment from the hazards presented by bushfires and to encourage the sound management of bushfire prone land	Consultation will occur with the Rural Fire Service, ongoing ensure consistency with the Direction.	An assessment and bushfire report will be required to accompany the planning proposal. However, the subdivision is able to be designed to meet the requirement of Planning for Bushfire Protection 2019, including the provision of inner and outer asset protection areas.
4.4 – Remediation of Contaminated Land	This direction seeks to ensure that the land is suitable for the intended rezoned used and that contamination issues have been assessed, identified and where applicable, remediated.	Yes	The land does not have a known history of contaminating activities, no further assessment is required in this regard

Direction	Provision	Consistent	Justification
4.5 – Acid Sulfate Soils	This direction aims to avoid adverse environmental impacts from using the land that has a probability of containing acid sulfate soils	Not applicable – the site does not contain acid sulfate soils	No justification required
4.6 – Mine Subsidence and Unstable Land	The objective of this direction is to prevent damage to life, property and the environment for use of the land that is identified as unstable or subject to mine subsidence.	Not applicable – the site has not been the subject to mining activities in the past nor has it been identified as being unstable	

Direction	Provision	Consistent	Justification
5.1 – Integrating Land Use and Transport	This direction seeks to ensure that urban forms improve access to housing, services and transport to reduce car dependency while supporting the efficient operation of public transport services	Not applicable – the proposal does not seek to create, alter or remove a provision relating to urban land	No justification required
5.2 – Reserving Land for Public Purposes	The aims of this direction are to facilitate the provision of public services and allow the removal of restrictions relating to such land when it is no longer required	Not applicable – the proposal does not seek to provide public facilities as they are not required by the resultant subdivision development	No justification required

Direction	Provision	Consistent	Justification
5.3 – Development Near Regulated Airport and Defence Airfields	This direction aims to ensure that the operations of airports are not impacted by a planning proposal nor the resultant zone impacted by the operations of such facilities	Not applicable – the proposal is not located near a facility to which this direction applies	No justification required
5.4 – Shooting ranges	This direction aims to limit land use conflict arising from the use of shooting ranges and to maintain appropriate levels of public safety when rezoning land adjacent to such facilities	Not applicable — there are no shooting ranges adjacent the land the subject of this proposal	No justification required

Direction	Provision	Consistent	Justification
6.1 – Residential Zones	A range or variety and housing type which maximise the efficient use of existing services and infrastructure while minimizing the impact of residential development on the environment are the key objectives of this direction	Not applicable – the proposal does not alter or affect existing or proposed residentially zoned land.	 The proposal is not inconsistent with this direction, as rezoning and development of the land will: have scope to broaden the types of housing available in a location which complements adjoining environmental living development, in an accessible location, be a logical extension of existing lifestyle residential type lots, the proposed site can extend the existing road network, be designed to accommodate existing services and economically expand utilities to the site. the proposal would extend an existing area rather than opening a new lifestyle development front in another location, the site's development will not significantly
6.2 – Caravan Parks and Manufactured Homes	This direction seeks to provide for additional housing types and opportunities for manufactured home estates and caravan parks	Not applicable – caravan parks and manufactured home estates are not a permissible land use in the proposed C4 Environmental Living Zone	No justification required.

Direction	Provision	Consistent	Justification
7.1 -Employment Zones	The objectives of this direction are to encourage employment growth in suitable locations, protect employment lands in employment zones and support the viability of identified centres	Consistent	Queanbeyan has been identified in the South East and Tablelands Regional Plan as a strategic centre. The proposed rezoning and additional subdivision to allow additional dwelling variety in close proximity to the strategic centre supports the ongoing viable of the centre.
7.2 – Reduction in non-hosted short- term rental accommodation period	This direction seeks mitigate the impact of short-term rental accommodation where the periods are reduced and to ensure the views of the community are considered	Consistent	The proposal does not seek to reduce time periods for short term rental accommodation.
7.3 – Commercial and Retail Development along the Pacific Highway, North Coast	This direction applies to land specifically in the North Coast of NSW	Not applicable – the proposal is not situated on land to which this direction applies	No justification required

Direction	Provision	Consistent	Justification
8.1 – Mining, Petroleum Production and Extractive Industries	This direction seeks to protect the future of significant reserves of coal, other minerals, petroleum and extractive materials from inappropriate development	Not applicable – the area does not contain any known significant reserves	No justification required
9.1 – Rural Zones	This direction seeks to protect the agricultural production value of rural land	No – the proposal does seek to rezone land from RU1 Primary Production to C4 Environmental Living	The proposal is supported by an Agricultural Land Capability Study that indicates the land is not suitable for the ongoing environmentally and economically sustainable agricultural production. Several factors including topography, poor soil, size of holding and encroaching development has resulted in the site being unsuitable for sustainable agricultural production. The findings of the report concluded that the area is not known as a high producing agricultural area and the average area required for even limited grazing is far in excess of the size of the subject land.
			The proposal to rezone the land is consistent with the Queanbeyan Palerang Local Strategic Planning Statement for the Wamboin area.
			The site proposed to be rezoned for environmental living purposes is Class 5 under the NSW Government's Rural Land Evaluation Guidelines. Rezoning of the land is therefore of minor significance, as its rezoning would have an indiscernible effect on rural land production in the region or in NSW. Consequently, the rezoning of this land is not going to undermine the objective of the direction "to protect the agricultural production value of rural land" as the land has no agricultural value and is not being used for agricultural purposes.

Direction	Provision	Consistent	Justification
9.2 – Rural Lands	This direction seeks to protect the value of rural land and facilitate the orderly and economic use of rural lands for rural and related purposes. The direction also seeks to minimize land fragmentation and land use conflict in rural areas and to ensure the ongoing viability of agriculture on rural land.	Yes	The Agricultural Land Capability Study concludes that the land is not suitable for ongoing viable agriculture in a sustainable manner. The site is within an area that is highly fragmented and is too provide a suitable land area for a viable primary production enterprise. The encroaching lifestyle living areas to the north also impede any form of intensive agriculture as does the topography of the site. he Wamboin area has been identified by Queanbeyan Palerang Regional Council as suitable for increased lifestyle living in the rural environment and there is demand for such land in close proximity to Canberra as identified in the South East and Tableland Regional Plan. Furthermore, the site is not mapped as being important agricultural production land by the NSW Department of Primary Industries and there are no land uses in the immediate vicinity that would give rise to land use conflicts as a result of the rezoning. The rezoning will provide additional housing variety, ongoing management of feral animals and weeds as well as better bushfire hazard management due to the presence of owners on site. The proposal protects the important biodiversity values of the site by the creation of building envelopes which avoid the existing native vegetation on the site.
9.3 – 9.4 Oyster Aquaculture and Farmland in NSW Far North Coast	These directions apply to specific development types and areas	Not applicable the proposal is not located on the NSW Far North Coast nor does it propose oyster aquaculture	No justification required.

State Environmental Planning Policies (Relevant to the Proposal)

Rezoning of this investigation area is strategically consistent with applicable SEPPs, as outlined in the following table. The table only addresses those SEPPs that effect proposed rezoning of the land, not its subsequent development.

Table 2: Relevant SEPP's

SEPP	Provision	Consistent	Comment
SEPP Transport & Infrastructure 2021	The SEPP provides a consistent approach for infrastructure and the provision of services across NSW, and to support greater efficiency in the location of infrastructure and service facilities.	Yes	Infrastructure requirements will be determined during consultation with NSW Rural Fire Service and Queanbeyan Palerang Regional Council. The proposal is not considered traffic generating development requiring referral to TfNSW (RMS)
SEPP Resilience and Hazards 2021	Chapter 4 Contamination and remediation to be considered in zoning or rezoning proposal.	Yes.	Contamination has been considered in the planning proposals relating to the subject investigation area. Preliminary investigations reveal the risk of contamination to be low and can be acceptably reduced to permit the land's proposed use and development. In this regard any potential level of contamination can be effectively remediated typical of a rural lifestyle development of the scale proposed, the site will be able to be rendered fit for the proposed land use. A Contamination Assessment in accordance with the SEPP would be provided as part of the planning proposal.

SEPP	Provision	Consistent	Comment
SEPP Resilience and Hazards 2021	Chapter 3 – Hazardous and Offensive Development	Yes	The rezoning will result in future lifestyle development and not development classified as Hazardous or Offensive Development, or Potentially hazardous or potentially offensive development.
SEPP Biodiversity and Conservation	This SEPP aims to value and protect the biodiversity of trees and other vegetation in non-rural areas of the State and to preserve the amenity of non rural areas of the State through preservation of trees and other vegetation.	Yes	The site contains mapped areas of significant biodiversity and proposes that some land will be cleared. A preliminary assessment has indicated that the proposal exceeds the native vegetation clearing threshold and triggers the application of the Biodiversity Offsets Scheme. It is envisaged that the land can be developed by retaining the vegetation identified as significant by the creation of building envelopes and larger allotments. As such a full Biodiversity Assessment Method is to be employed and a Biodiversity Development Assessment Report provided should the planning proposal proceed.

Site Specific Considerations

Traffic

The subject site is accessed off Wirreanda Road a gravel road which is accessed from Norton Road either directly or via Ryas Road. Norton Road. Norton Road provides a direct link between Bungendore Road and Sutton Road generally in an east west direction. It is anticipated that upgrades would be required to Wirreanda Road to service the proposed subdivision.

The concept subdivision proposal would enjoy access from new internal roads via two intersections with Wirreanda Road. In terms of the wider road network the proposal has the potential to impact upon traffic volumes on Norton, Ryans and Wirreanda Roads. A traffic review for the proposal has been undertaken by JPS Engineering Consultants (Appendix 2). This review indicates that Norton Road functions as a Rural Sub Arterial Road whilst Ryans and Wirreanda Roads function as Local Roads in terms of traffic volume and speed.

It is estimated that the proposed 39 lot subdivision would generate approximately 273 vehicles per day. Nonetheless, despite the increase in traffic generated as a direct result of the proposed subdivision, the surrounding road network will still be well within their designated categories based on the traffic volumes and maximum number of lots serviced as outlined in Council's 'D1 Geometric Road Design' document.

Topography

The site is not subject to flood controls as described by the Queanbeyan Palerang Local Environmental Plan 2022. The site can be described as undulating with several ridges and high points. Overall, the site rises from the boundaries where the AHD is 830 to three high points of 890m AHD and two of 880m AHD. There are several mapped intermittent watercourses on the site (Strahler first and second order streams) and some small dams which are reflective of the grazing nature of the historical use of the site. The topography of the site lends itself to C4 Environmental Living as for the most part it is not suitable for broadacre cropping or intensive agricultural uses. The site is mapped as containing important riparian land pursuant to Queanbeyan Palerang Regional Local Environmental Plan 2022. The impacted area is contained within a single allotment and outside of the identified building envelope. Accordingly, the proposal is unlikely to have a significant impact on the riparian area, its function, ecosystem, water quality or flow.

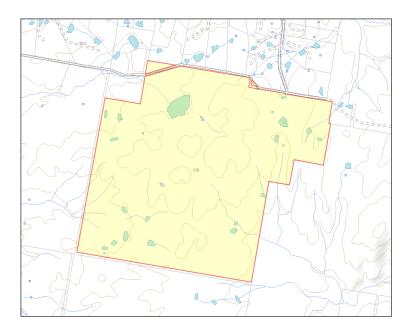


Figure 8: High points and watercourses with dam locations (six maps)

Biodiversity

The site is mapped as being impacted in part by areas of high biodiversity on the NSW Biodiversity Values Map. The site is also mapped as having terrestrial biodiversity as mapped by the Queanbeyan Palerang Local Environmental Plan 2022.

The Biodiversity Values Map shows an area in the north east corner (mapped purple below) of the site along Brooks Creek that contains vegetation to which the Biodiversity Offset Scheme applies. Accordingly, modification or removal of vegetation in this area will be subject to the provisions of a Biodiversity Assessment and may require any modification or removal to be offset as part of the Scheme.

There is an additional area in the north west of the site that is mapped as environmentally sensitive land on the QPRC LEP Riparian Lands and Watercourses Map. However, this portion of the site is already zoned C4 Environmentally Living. Nonetheless the proposed subdivision layout has been designed to include building envelopes which avoid the removal of vegetation to ensure the sensitive areas are protected.

Some areas of the site are also identified on the terrestrial biodiversity map of QPRC LEP; however, it would appear that the extent of this mapping does not directly correlate to the vegetation types on site with some areas mapped appearing to overlap with previously cleared areas.

A preliminary assessment of the site undertaken by Capital Ecology (Appendix 3) in July 2023 has indicated that the proposal will be likely to exceed the native vegetation clearance threshold and therefore trigger the application of the NSW Biodiversity Offsets Scheme. The

proposal will require a full Biodiversity Assessment Method assessment and preparation of a Biodiversity Development Assessment Report. It is expected that this assessment will generate an offset credit obligation.

The preliminary assessment report recommends the central patch of high condition, remnant vegetation in the centre of the subject land be contained within a single larger lot. This area should be protected and managed conservation covenant (i.e. BC Act Conservation Agreement or similar).

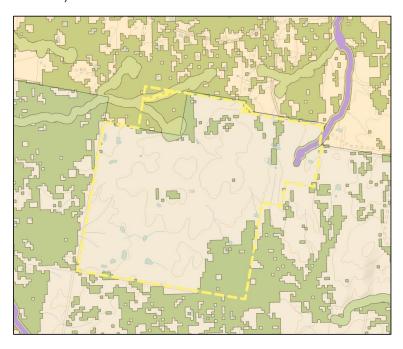
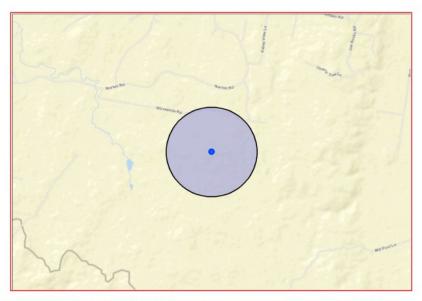


Figure 9: Biodiversity Values Map showing Riparian Lands, Non-EPI and Terrestrial constraints (extract – SEED Mapping BVM)

Archaeology

A search of the Aboriginal Heritage Information Management System revealed no recorded or declared Aboriginal sites or places within 1km of the site.



A search of Heritage NSW AHIMS Web Services (Aboriginal Heritage Information Management System) has shown that:

Aboriginal sites are recorded in or near the above location.

 Aboriginal places have been declared in or near the above location. *

Figure 10: AHIMS Search Results

Geotechnical / Contamination

The site is in a highly modified state having been cleared of significant stands of vegetation many decades ago. The site has a previous history of pine plantation and more recently for sheep grazing.

E Spade shows the soil capability of the lot and surrounding area as Class 6 soils which have very severe limitations in terms of cultivation and agricultural production. Such land is generally managed by limitation of stock and not suitable for cultivation. Furthermore, mapping by QPRC LEP indicates that lower lying parts of the stie are subject to soil salinity and are unsuitable for cultivation.

As part of the submission package for the planning proposal, a land contamination assessment would be submitted in accordance with SEPP (Hazards and Resilience) 2021 and the former SEPP 55 Guidelines.

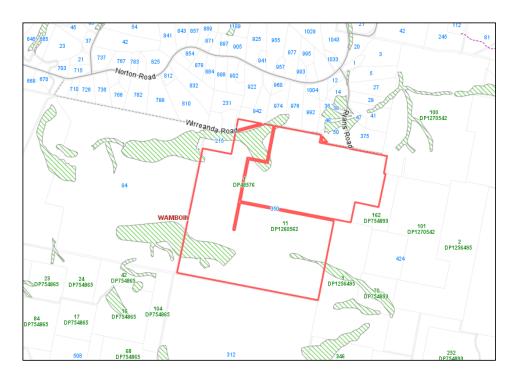
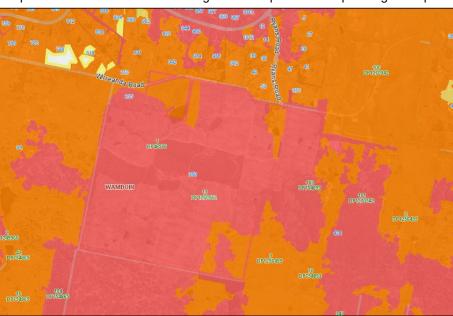


Figure 11: Salinity Mapping affects lower lying portions of the site (extract QPRC Online Mapping

Bushfire

The majority of the site is mapped as being Category 1 vegetation for the purposes of bushfire prone land, certified April 2021. Category 1 is considered to be the highest risk for bushfire (NSW Rural Fire Service, 2015) with such category generally containing areas of forest, heath and timber plantations. This land generally requires a buffer distance of 100m for asset protection purposes. Site specific bushfire asset will be required for the subdivision and based on vegetation type, density and slope buffer distances can be accommodated on site for asset protection. The provision of building envelopes which include some asset protection capability will assist in limiting the risk to life and property in a bushfire event. Similarly, the proposal is provided with more than one entry and egress point with Wirreanda and Ryans Roads providing alternate egress routes through less severe bushfire prone land.

As part of the submission package for the planning proposal, the proponent would conduct a Bushfire assessment of the development as per the requirements of Section 100B of the Rural Fires Act and the Rural Fire Regulations 2013 to assess the adequacy of bushfire



protection of the subdivision during the development of the planning concept

Figure 12: Category 1 Vegetation impacts the majority of the site (extract QPRC Online Mapping)

Preliminary Environmental Considerations

Visual Impact Assessment

It is considered that a Visual Impact Assessment (VIA) is not required to be prepared to consider the rezoning of the land to permit lifestyle living. The area of the site proposed for C4 – Environmental Living is contained within an open vegetated forest area and as such does not have views into or from that part of the site from adjoining land uses.

Accordingly, the proposal for approximately 6 hectares allotments of C4 zoned land will not introduce any adverse visual impacts to or from the site. There is the ability to retain the areas of significant vegetation through the creation of building envelopes. It is deemed that there are no unacceptable visual, streetscape or related amenity impacts from the proposed low-density lifestyle rezoned area.

Noise and Vibration

The subject land is not located near any major railway, roadways or airports and therefore transport noise is unlikely to be a factor in the consideration of the rezoning.

Social and Economic

The proposal will result in the creation of environmental living land adjacent to an area already zoned accordingly. As such the social and economic benefits will be significant. The social benefit will be in providing additional lifestyle land for housing variety. Similarly, construction of the estate will be undertaken by local contractors and builders providing continuity of employment. Additional Section developer contributions and ongoing rates will provide needed funding to Council.

Demand for lifestyle lots within the vicinity of Canberra (20mins by road) has increased with the advent of the Covid pandemic and continuing pressure on the ACT housing market. The lack of supply in the Wamboin and Bywong area has seen prices increase due to this upsurge in demand. With Covid, and the provision of high speed internet availability (Starlink and upcoming fibre links by Opticomm), a major mode shift to work from home policies, has enabled people to move to peri urban areas and work from home. This demand has surged over the past 3 years with people seeking a lifestyle change away from the urban cluster.

At the time of this report only 2 vacant lots are available for sale in the Wamboin and Bywong precincts. The development will add additional residents to reinforce and build on existing social and community groups and support local businesses including the nearest retail centre of Bungendore.

Wamboin has an aging population demographic and the provision of new vacant land will provide a much needed injection of new residents to provide social capital to local community groups.

Discussion Points

The land is currently zoned RU1 Primary Production with a minimum lot size of 80ha. This would yield 3 allotments under the existing planning controls. There is a reasonable opportunity to achieve a greater yield and a higher use of the land given the conclusion of the Agricultural Land Capability Assessment accompanying this scoping proposal which indicates that the site is unsuitable for ongoing viable agricultural production. Furthermore, the site location immediately adjacent to land already zoned and used for lifestyle living, its accessibility to distributor roads of Bungendore and Sutton Roads, proximity to Bungendore and limited agricultural value support its rezoning to C4 Environmental Living.

The rezoning to C4 Environmental Living is commensurate with that of other land within the vicinity, including immediately adjacent the site. A minimum lot size of 6ha would yield 39 lifestyle allotments that would be able to be managed to reduce the risk of bushfire, feral animal and weed infestation.

This scoping report seeks Council feedback on the likelihood of Council support for the rezoning of the site given its strategic merit, ability to manage environmental considerations and opportunity for additional lifestyle housing stock.



Figure 13: Proposed subdivision layout with creation of building envelopes to take account of environmentally sensitive areas

Conclusion

This Scoping Report clearly enunciates the ability for the site to be rezoned from RU1 Primary Production to C4-Environmental Living with few constraints to the sites use for such purposes.

It is recognized that there are areas of the site that contain important environmental attributes and further investigation is likely to reveal that these can be managed by the creation of offsets, sensitive subdivision design and building envelopes. Further assessment of the vegetation communities utilising the BAM methodology will be required to determine the final vegetative protection areas and allotment layout.

The rezoning:

- 1. Strengthens demand for rural lifestyle residential land in the Queanbeyan Palerang local government area's eastern growth sector.
- 2. Supports the new NSW Government strategies for the region, which focuses economic and population growth on the 'strategic centre' of Queanbeyan.
- 3. The zoning of the land would be, or is capable of being consistent with, all applicable Ministerial Directions and State Environmental Planning Policies.
- 4. Provides new available land into a high demand market in which there is limited supply

The land immediately adjoins existing lifestyle development and has therefore direct connection to roads for access and existing services such as electricity and telecommunications.

The majority of the land is unencumbered by significant by constraints with important vegetation being retained throughout with the provision of building envelopes.

This Scoping Report is the pre-cursor to initial meetings with Council and consultation prior to a formal Planning Proposal submission.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

10 APRIL 2024

ITEM 9.2 ROAD NAMING - REGISTER OF PROPOSED ROAD NAMES

ATTACHMENT 1 REGISTER OF PROPOSED ROAD NAMES

QUEANBEYAN PROPOSED ROAD NAMES

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
CORSINI	Beatrice CORSINI 1903 - 18/03/1978. Founding	Female
CORSINI	President of the West Queanbeyan Auxiliary,	remale
	Mrs Corsini was made a life member of the	
	United Hospital auxiliaries of NSW in 1974.	
	(Name and details supplied by the Queanbeyan	
PENZKOFER	Hospital Auxiliary) Joan PENZKOFER DOB 1928 DOD	Female
PENZKOFEK	27/06/2012. Joan was the Queanbeyan	remaie
	Hospital Auxiliary's Patron from 2006 to 2010	
	and was awarded 30 years' service bar in 2007.	
	Her award of Branch life membership was	
	presented in 2011 by our branch President.	
	Appointments held were Assistant Treasurer,	
	Vice-President and President, but it is to be as	
	Treasurer for many years she is most	
	remembered. She was commended by an	
	independent Auditor for excellence in bookkeeping. (Name and details supplied by the	
	Queanbeyan Hospital Auxiliary)	
THAIN	Ernest Robertson (Bob) THAIN (1911-	Male
	08/07/2009)Kathleen (Kath) THAIN (nee Ryan)	
	(1908- 11/11/1999) were long standing	
	members of the community moving here from	
	Perth in 1946 and living at the same address in	
	Queanbeyan for the rest of their lives. Besides	
	both being involved in various charities Bob, who was a returned serviceman, was the	
	Keeper of Films at the Australian War Memorial	
	for 25 years and received the Imperial Service	
	Medal in 1972 in recognition of his long and	
	valued service. In the late 50s and early 60s he	
	screened films weekly at Michelago, Tharwa,	
	Gundaroo as well as volunteering his services	
	locally when required.	
WRIGHT	John James WRIGHT (20/02/1821-22/10/1904)	Male
	Magistrate, storekeeper, miller, leader in local action. First resident of the town to represent it	
	in Parliament (1874-1877); First Mayor of	
	Queanbeyan, 1885. <i>Ref:NSW Parliament</i>	
STAR	The STAR Theatre. One of two theatres that	Qbyn Landmarks
	operated in Queanbeyan during the1950's to	
	1970's.	
TRIUMPH	The TRIUMPH Theatre was located in Crawford	Qbyn Landmarks
	Street on the site of the present Salvation Army	,
	store.	

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
SUNDIAL	SUNDIAL Date: 1860 The Sundial is Queanbeyan's oldest artefact—monument. At his own expense Nathan Moses Lazarus (1823-1901) donated and paid for the installation of a Sundial opposite the Kent Hotel in Trinculo Place at a time when the sun was the	QBYN Landmarks
	only way for everyone to synchronize timepieces. The Sundial is Queanbeyan's oldest artefact and timepiece. The Sundial was moved to the 'new' courthouse built in 1861 on the corner of Monaro and Lowe Streets. When the courthouse was demolished in 1976 the 115 years old the Sundial was stored until it was reinstalled opposite the courthouse behind the WWI Soldiers Memorial on 5 November 1984. See also:Ref: LS-QD.p205-6; SB-MM.p104-106; Sundial-plaque	
COSSACK	Many of the people that settled in Queanbeyan were descendants of COSSACK s from the Don, Zaporozhe and Ural regions. These migrants built St. Michael's Ukrainian Church on 28 Trinculo Place and the Ukrainian Hall, 19 Atkinson St with their blood, sweat and tears.	People
STELLULATA	Eucalyptus Stellulata is a tree or mallee that typically grows to a height of 15 m (49 ft) and forms a lignotuber. Also known as Black Sallee. Black Sallee occurs from near Tenterfield in New South Wales and southwards along the Great Dividing Range to the eastern highlands of Victoria. It is a common plant in grassy eucalyptus woodland, often near swamps and by streams. The soils are usually of a relatively good fertility.	Flora
MELLIODORA	Eucalyptus Melliodora , commonly known as yellow box, honey box or yellow ironbark, is a species of medium-sized to occasionally tall tree that is endemic to south-eastern, continental Australia. It has rough, flaky or fibrous bark on part or all of the trunk, smooth greyish to yellowish bark above. Yellow box is widely distributed on the eastern plains and tablelands from western Victoria, New South Wales and the Capital Territory.	Flora

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
	The following Bioscapes Descriptions are an exert from "The Native Vegetation of Cooma Monaro" by Steve Priday July 2007.	Geology
SLATE	SLATE is a fine-grained metamorphic rock which splits readily into thin plates.	Geology
SILTSTONE	SILTSTONE is a fine-grained sedimentary rock.	Geology
SHALE	SHALE is a fine-grained detrital sedimentary rock which is laminated and easily split into layers.	Geology
CHERT	CHERT is a hard, fine-grained sedimentary rock composed of microcrystalline or cryptocrystalline quartz, the mineral form of silicon dioxide.	Geology
BASALT	BASALT is a mafic volcanic rock found in the Monaro area and across QPRC LGA	Geology

BUNGENDORE PROPOSED ROAD NAMES

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
MURPHY	Mary Etta Evelyn MURPHY (nee Day) known as NURSE MURPHY (03/01/1889 - 02/10/1967 Evelyn was born in Hoskinstown NSW and lived most of her life in Bungendore NSW. She was the daughter of Michael James Day and Charlotte Brown and lived at "Hillside" now part of the Elmslea estate. On 4 June 1925 at St Mary's Catholic Church in Bungendore she married Thomas Joseph Murphy of Stone Villa, Lake George Road and together they had one child, Margaret Jean Murphy born 1926. Around 1910, Evelyn decided to dedicate her life to helping the less fortunate and trained as a mental care / psychiatric nurse at the now closed Kenmore Mental Hospital in Goulburn, NSW. Once completed she moved to Sydney to undertake further training as a midwifery nurse at the Crown Street Royal Hospital for Women in Paddington where she studied obstetrics. She was registered as a Midwifery Nurse in NSW. Evelyn then returned to the district and worked in a small maternity hospital in Queanbeyan. After a couple of years, she moved back to Bungendore and opened a small hospital dedicated to supporting expectant mothers and babies. It was based in Auldholme, her own home, located at the bottom of Molonglo Street near the Turalla Creek bridge. The house is still there today, much as it was when operating as a private hospital in 1920s to 1940s. Evelyn was well known locally, everyone called her Nurse Murphy. Evelyn delivered many Bungendore babies, perhaps in the 100s. She was called out day and night, in wind and rain, to provide medical help as best she could in difficult times. The Baby Registers still exist and are in meticulous detail. Nurse Murphy did not have the luxury of a car and often walked many miles for each visit. Her usual charge was 5 shillings but given the difficult times many of her patients were unable to pay this or gave goods in lieu. She eventually closed the hospital in 1943 as her own health was deteriorating. Nurse Murphy died on 2 October 1957 aged 68 at Auldholme in the care of her daughter Margaret. She is buried with her	Female

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
SHERD	Mary Muriel "Molly" SHERD (nee Hourigan), 1905-1987 Molly was born in Tarago, her father a Railway employee moved the family to Bungendore in 1920. Shortly after arriving in Bungendore, Molly finished her schooling and commenced work as a bookkeeper at Ryan's General Store. During her early years, she was active in all of the towns social and sporting activities. It was during this time she met Patrick Michael (Paddy) Sherd, a member of an old and respected Bungendore family. They married in 1930, moved into their first home in Ellendon St. They were to go on and have eleven children, one dying during infancy. They eventually bought the residence of the towns Doctor at Number 7 Rutledge St. It was to be their family home for the remainder of their lives, Pat passing in 1975 and Molly in 1987 at the age of 82. The centre of Molly's life was her Family, Church and the town of Bungendore. Her ten surviving children went to school and grew up in Bungendore, all highly regarded by the townsfolk for their good manners, respect and work ethic. Indeed they were a tribute to the principals instilled in them by their mother and father. Number 7 Rutledge St was regarded by many, as the centre of social life in the town, tennis tournaments, "sing song" evenings and gatherings of the local population were to take place at this welcoming home. The heartbeat of every town is regulated by those who step forward and maintain it's good health. Molly and Pat Sherd were two such people. Molly was active on many committees. Joseph's School, organising school functions including Sports days, School concerts, Tuck shop days, Christmas gift giving to name a few. The towns annual ball, and the Racing Clubs race meetings. Cake stalls for various charity fund raising events. She was an active member of the Country Women's Association, her home being thrown open for meals and comfort stops for travelling CWA delegates. In 1942 at the height of the Pacific war, her husband Pat volunteered for Military Service with the Army. This necessitat	Female

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
GOODENIA	Goodenia is a genus of about two hundred species of flowering plants in the family Goodeniaceae. Plants in this genus are herbs or shrubs, mostly endemic to Australia. (Bungendore Landcare Group Study. Nature Map canberra.naturemapr.org)	Native Flora
DROSERA	Drosera , which is commonly known as the sundews, is one of the largest genera of carnivorous plants, with at least 194 species. These members of the family Droseraceae lure, capture, and digest insects using stalked mucilaginous glands covering their leaf surfaces. Australia has one of the world's richest carnivorous plant floras, with around 187 recognised species. (<i>Bungendore Landcare Group Study & NatureMapr</i>)	Native Flora
LUZULA	Luzula Modesta; Small perennial with tallist tuffts from extensive rhizomes 1-3 mm diameter. Grows in Alpine and subalpine bogs; (<i>Plant Communities of the South Eastern Highlands and Australian Alps. NSW Office of Environment & Heritage</i>)	Native Flora
SWALLOW	Australia's most widespread Swallow , the Welcome Swallow can be seen fluttering, swooping and gliding in search of flying insects in almost any habitat, over farmland paddocks, in deserts, wetlands, forests, grasslands, and in every habitat in between. (eBird Hotspot Days Hill, Bungendore NSW)	Birds
воовоок	The Australian Boobook (Ninox boobook) is Australia's smallest and most common species of owl. Often called the 'Southern Boobook', 'boobook owl', 'mopoke' or 'morepork', this versatile species is found throughout mainland Australia. (eBird Hotspot Days Hill, Bungendore NSW)	Birds
FANTAIL	As its name suggests, the Grey Fantail is most easily recognised by its constantly fanned tail. It looks similar to a Willie Wagtail or Rufous Fantail, but it is usually grey-brown with two small white bars on its wings, white eyebrows and a long, fanned tail. (<i>Birds in backyards, eBird Hotspot Days Hill, Bungendore NSW</i>)	Birds
CISTICOLA	Cisticola are a genus of very small insectivorous birds formerly classified in the Old World warbler family Sylviidae, but now usually considered to be in the separate family Cisticolidae, along with other southern warbler genera. Kevin Mills & Associates (2010). Flora and Fauna Assessment, North Bungendore, Palerang Council	Birds
SONGLARK	Plain brownish songbird with faint pale eyebrow and rust-colored rump. Similar female White-winged Triller has white-edged wing panel. Brown Songlark larger, with longer legs and bill and more strongly patterned upperparts. Found across much of Australia, less so in the southeast, in treeless open habitats. Spectacular song includes long sequences of trills and loud electrical phrases. (Birds in backyards eBird Hotspot Days Hill, Bungendore NSW)	Birds

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
KITE	The Whistling Kite is a medium-sized raptor (bird of prey) with a shaggy appearance. It has a light brown head and underparts, with pale streaks, and dark sandy-brown wings with paler undersides. The underwings have a characteristic pale 'M' shape when open. The head and body are relatively narrow and the tail is rounded. The wings are long and well-rounded, with a wingspan of 120 cm to 145 cm. The sexes are similar, but the females are larger. Yong birds are slightly darker above, with paler streaking on head and underbody. They are often seen near water or around farms, soaring in a lazy circling flight pattern. (<i>Birds in backyards.net, eBird Hotspot Days Hill, Bungendore NSW</i>)	Birds
PARDALOTE	The Spotted Pardalote is found in eastern and southern Australia from Cooktown in Queensland through to Perth in Western Australia. It occurs in coastal areas, extending to the western slopes of the Great Dividing Range in the east. (<i>Birds in backyards eBird Hotspot Days Hill, Bungendore NSW</i>) NGAMBRI words approved for road naming in	Birds
	Bungendore and Queanbeyan	
WARABIN	Curlew	Indigenous
BUNIMA	Blow (as wind)	Indigenous
BERRA	Boomerang	Indigenous
WEEREEWA	Bad Water (Lake George)	Indigenous
WAMBURANG	Small Black Cockatoo	Indigenous
YURUNG	Strong	Indigenous
UMBE- YUEENBRUK	Crow	Indigenous
MURA	Pathway	Indigenous
MALIAN	Wedge Tail Eagle	Indigenous
WURUNGUL	Brown Snake	Indigenous
NGURU	Camp	Indigenous
GURRANG	Clouds	Indigenous

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
BARGANG	Yellow Box	Indigenous
BURIN	Stringybark	Indigenous
BURRAI	Wallaby	Indigenous

BRAIDWOOD PROPOSED ROAD NAMES

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
CLARKE	Annie CLARKE (13/08/1842 - 12/09/1929) Annie Clarke married William Gardiner on 5 November 1868 in Queanbeyan. The couple had three children and possibly adopted a fourth. Annie went on to run a private hospital, specialising in maternity cases, located in Elrington Street, Braidwood. She was an excellent midwife and women from outlying districts came there to have their babies. Annie's obituary in the Braidwood Dispatch referred to her as perhaps the second oldest native-born resident of the district and credits her contribution as an obstetric nurse but made no mention of her earlier life assisting her bushranger brothers. The only hint is the reference to her horse-riding ability: 'Mrs Gardiner was regarded as one of the district's best horsewomen there was nothing in horseflesh she could not ride'. <i>Ref; Extract from 'The Clarke Gang, Outlawed, Outcast and Forgotten', Author Peter C Smith.</i>	Female
ELLIS	Netta ELLIS (1924 – 2011) Netta Ellis was born in Melbourne and graduated from Melbourne University in Commerce and Education. She lived in Geelong, London and Canberra with her husband, Nevin, and three children, and was a teacher of Economics, Geography and Australian History for twenty years. In 1968, Netta and her family bought land at 'Bendoura', Cooma Road, Braidwood. Through her interest in the town and surrounding landscape, she was able to focus her passion for history, developing her local historical knowledge through years of research in Braidwood, Sydney and Canberra. Netta was well known and respected for her detailed knowledge of the history of local families, their stories and role in Braidwood history. Netta was a pioneer of the Braidwood & District Historical Society and, as the President for many years, was closely involved in the establishment of the Braidwood Museum and participated in various cultural and educational events and projects. In recognition, she was awarded a Braidwood Australia Day Medal in 2001 for her contribution to the district's cultural life. Her research culminated in the publication of "Early Days in the Braidwood District 1822 -51"(1981) with Sue Murray, "Braidwood Heritage" (1983) for the B&DHS, and a general history - "Braidwood, Dear Braidwood" (1989). <i>Ref; Information submitted by; Lyn & Jane Ellis, Daughters of Netta Ellis</i>	Female Author

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
MAUDE	Mary See Moo (known as MAUDE) Nomchong, 19/09/1889-22/08/1966 Maude died at St Margaret Hospital, Sydney aged 76 years. Maude was the eldest daughter of Chee Dock and Mary Shem Boo Jung Gew Nomchong. Maude was born in Braidwood, she received her education at St Bedes Catholic School, Braidwood and later at St Scholastica's College, Glebe, Sydney. She worked in the general Store owned by her parents and after their passing took over and managed the business. Later on, as she aged, she branched out into a garage and carrying business with her two brothers 'Fonce' and 'Johnny', known as the 'Nomchong Brothers'. She was helped in this office by her sister Madeline as an office assistant. This being a much smaller job than the general store for Maude was getting older. Eileen her sister and Leo (Mick) her brother took over the management of the general store. When her health failed, Maude retired, and her sisters looked after her at home until she needed extra care at St Margaret Hospital Sydney. Maude owned houses and land around and in Braidwood and was interested in most worthwhile activities of the town and a member of Red Cross, and the Hospital Association, she was a very keen business woman and always ready and eager to help anyone needing assistance or advice. Maude also owned her own motor vehicle and drove herself around. Information contributed by Narelle Bunn (nee Nomchong) Maude Nomchong's niece who resides in Braidwood. ELIZA, Gardiner 02/05/1872 - 14/01/1948. By the passing on Wednesday morning of Miss Eliza Gardiner, the Braidwood district loses one of its best known and most respected citizens. There were widespread manifestations of regret when it became known that the fine old lady had passed on, and it was not strange that this should have been so. 'Lizzie' Gardiner, as she was everywhere known, had helped bring more young Australians into the world than probably any other rurse in the country. Not only her skill, but her innate kindness, her sympathy and fine understanding compelled admiration	Businesswoman
	Gardiner worked until her mother's death, and then carried on herself right up until about four years ago, when her health failed her. For the last three years she has been a complete invalid. Extract The Braidwood Review and District Advocate 20th January 1948. Obituary Miss Eliza Gardiner	

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
MARIA	MARIA Badgery. 19/12/1813-06/06/1888 Hostess of the Doncaster Inn. The most famous hostess of the Braidwood district was Mrs Maria Badgery, wife of Andrew Badgery, who with his partner William Roberts built the Doncaster Inn in Braidwood in c.1841. Maria's husband died in 1856 and she then became the hostess of the Doncaster Inn until her retirement in 1865.	Businesswoman
O'HEIR	ALMA, Ethel (Flack) O'Heir. 02/08/1889 - 03/12/1942 Died at Goulburn St John of God. News of the death of Mrs. J. O'Heir, of Major's Creek, was received with profound regret right throughout the Braidwood district on Thursday. She had not been in the best of health for the past twelve months and had been under medical attention both in Braidwood and Sydney. Only recently, she was under treatment in Braidwood Hospital, and later was taken to St. John of God Hospital, Goulburn, where she died. The deceased lady was born at Major's Creek 52 years ago, a daughter of the late Mr. and Mrs. Walter Flack. She lived in that village all her life, loved and respected by a wide circle of friends. Everyone liked this quiet-spoken sincere lady, who was a Christian in the highest sense of the word - a kind and generous neighbour and a staunch friend. The hospitality of this lady and her husband at Berlang was known far and wide. That her loss will be severely felt in and around the little village we have no doubt. A widower, three daughters (Mrs. W. Crandell, Hannah, Valda) and one son, John, survive to mourn the loss of a good wife and a devoted mother. One son died when only a few weeks old. There are three sisters, viz. Mrs. J. Greenwood, Mrs. A. Thompson, Mrs. E. Crandell, and one brother, Albert. Another brother, Foster, gave his life for his country in the last war. The funeral at Braidwood on Saturday was largely attended testifying to the respect and esteem in which the deceased lady was held by all sections of the community. COUNTRY WOMEN'S SERVICE: Before the business of the meeting commenced the President, Mrs. A. Royds asked members to stand and repeat the C.W.A. motto. Mrs. Royds then feelingly referred to the passing of Mrs. J. O'Heir, of Major's Creek. "We have lost one of our oldest and most valued members," she said. "Mrs. O'Heir was a shy quiet lady, but she always helped the Association in every way. In her quiet reserved way she did a lot for us. We have a great deal to learn from this lady for her quiet,	Female

ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
THORNBILL	The Brown Thornbill is a small bird but is one of the medium-sized and more common of the Thornbills. It has olive-brown to grey upperparts, with a warm reddish-brown forehead scalloped with paler markings. The rump has a reddish-brown patch, the tail is grey-brown with a black band and a pale tip, and the underparts are off-white, streaked blackish on the chin, throat and chest. The eye is dark red. Braidwood Landcare commissioned a survey undertaken by Canberra Ornithologists Group November 2015, the Thornbill is one of the species sighted in numbers in the Braidwood district. Ref; http://canberrabirds.org.au/trips/braidwood-landcare-surveys/	Birds
BOWERBIRD	Bowerbirds make up the bird family Ptilonorhynchidae. They are renowned for their unique courtship behaviour, where males build a structure and decorate it with sticks and brightly coloured objects in an attempt to attract a mate. Braidwood Landcare commissioned a survey undertaken by Canberra Ornithologists Group November 2015, the Satin Bowerbird is one of the species sighted in numbers in the Braidwood district. Ref; http://canberrabirds.org.au/trips/braidwood-landcare-surveys/	Birds
SPINEBILL	Spinebill is the name given to two members of the honeyeater family, both in the genus Acanthorhynchus, which is Latin for "spine bill". They are around 15 centimetres in length, and are coloured black, white and chestnut, with a long, downcurved bill. Braidwood Landcare commissioned a survey undertaken by Canberra Ornithologists Group November 2015, the Eastern Spinebill is one of the species sighted in numbers in the Braidwood district. Ref; http://canberrabirds.org.au/trips/braidwood-landcare-surveys	Birds
KINGFISHER	This Kingfisher is a small brightly coloured bird, with blue or green wings, tail, and head stripe though the female is slightly duller than the male. Braidwood Landcare commissioned a survey undertaken by Canberra Ornithologists Group November 2015, the Azure Kingfisher is one of the species sighted in numbers in the Braidwood district. Ref; http://canberrabirds.org.au/trips/braidwood-landcare-surveys/	Birds
VIMINALIS	This Viminalis eucalyptus is found along 'Tableland Swamp Flats Forests'. Shoalhaven, Mongarlowe & Deua river systems. (NSW Landcare) https://www.rbgsyd.nsw.gov.au/getmedia/d048e321-9cf6-4332-bdf4-92bcaae3dd86/Braidwood_100k.pdf.aspx	Native Flora
RUBIDA	This Rubida eucalyptus is found along 'Frost Hollow Grassy Woodland'. Frost-hollow flats undulating tableland around Braidwood. (NSW Landcare) https://www.rbgsyd.nsw.gov.au/getmedia/d048e321-9cf6-4332-bdf4-92bcaae3dd86/Braidwood_100k.pdf.aspx	Native Flora
PAUCIFLORA	This Pauciflora eucalyptus is found along 'Southern Tableland Flats Forest'. Alluvial flats in headwaters of streams from Braidwood to Big Badja. (NSW Landcare) https://www.rbgsyd.nsw.gov.au/getmedia/d048e321-9cf6-4332-bdf4-92bcaae3dd86/Braidwood_100k.pdf.aspx	Native Flora

	DHURGA Words Approved for Road Naming in Braidwood by Batemans Bay Local Aboriginal Lands Council	
ROAD NAME	BACKGROUND OR DESCRIPTION	THEME
DHURGA (dh like dog but with tongue under top teeth)	Traditional Language of Braidwood District	Indigenous
MUNKATA YUIN (U as in put)	Indigenous people of Braidwood and Districts	Indigenous
YARANBUL (a as in bus, u as in put)	Platypus	Indigenous
NGAWAL (ng as in song, not as in finger)	White Cockatoo	Indigenous
DJIRANGARA (dj as in judge or dew)	Tree Fern	Indigenous
BADBADHAL (dh like dog but with tongue under top teeth)	Geebung Tree	Indigenous
WAAGURA (aa as in past)	Crow	Indigenous
MURUMBA (u as in put)	Brown snake	Indigenous
DJAGULA (dj as in judge or dew)	Lyrebird	Indigenous

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

10 APRIL 2024

ITEM 9.2 ROAD NAMING - REGISTER OF PROPOSED ROAD NAMES

ATTACHMENT 2 QPRC'S ROAD NAME POLICY



Date policy was adopted:	12 October 2022	
Resolution number:	412/22	
Next Policy review date:	September 2024	
Reference number:	52.5.4	
Strategic Pillar	Natural & Built Character	
Responsible Branch	Land Use Planning	

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1. OUTCOMES

- 1.1 Council will maintain a Register of Proposed Road Names for the purpose of providing names for roads across the Queanbeyan-Palerang local government area.
- 1.2 Road names selected for new roads will be appropriate for the locality and comply with the AS/NZS 4819:2011 Rural and Urban Addressing Standard and the NSW Address Policy and User Manual.

2. POLICY

2.1 Council adopts a list of suitable road names that may be used across the local government area with input from the local community.

3. SCOPE OF THE POLICY

3.1 This policy applies to the naming of roads within the Queanbeyan-Palerang Local Government Area.

4. DEFINITIONS

APUM - NSW Address Policy and User Manual 2019.

Council - Queanbeyan-Palerang Regional Council.

GNB – Geographical Names Board of New South Wales, as per s. 3 of the Geographical Names Act 1966 (NSW)

Major Subdivision - A subdivision of land that includes the creation of 4 or more new roads.

Register of Proposed Road Names – A register of proposed road names that are Council approved, have been publicly notified but have not yet been endorsed by GNB nor gazetted.

Road – Includes all road types as listed in the NSW Addressing Policy and User Manual 2019.

5. LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

- Roads Regulation 2018 Division 1 Cl.7(1)-(6).
- NSW Address Policy and User Manual 2019.
- AS/NZS 4819:2011 Rural and Urban Addressing Standard.
- NSW Place Name Policy, GNB September 2018.
- Guidelines for the Determination of Place Names, GNB July 2019.
- NSW Aboriginal Languages Act 2017.

6. CONTENT

6.1 GENERAL

6.1.1 The naming of all new roads within the Queanbeyan-Palerang Regional Council's local government area is undertaken in accordance with the APUM.



- 6.1.2 The use of First Nations Peoples' words and names is encouraged. Proposed road names in this theme shall be in the local language of the area in which the road name is to be used. Council will work with Local Aboriginal Land Councils to identify suitable road names. Proposed road names should include the meaning of the words or the person's historical link to the area.
- 6.1.3 The suitability of commemorative road names will be assessed on the criteria set down by the GNB in respect of sources of information and its place name policy and guidelines.
- 6.1.4 Road names which do not have a direct relationship to a location within the local government area can be used anywhere within the local government area.
- 6.1.5 Road names that already exist within the local government area will not be considered and shall not be duplicated. A road name will be regarded as a duplicate if it is the same or has a similar spelling or sound as an existing name, regardless of the road type.

6.2 REGISTER OF PROPOSED ROAD NAMES

- 6.2.1 Community members with connections to the local government area and property developers are encouraged to submit proposed road names to Council in accordance with NSW Government guidelines as set out by the GNB for inclusion in the Register of Proposed Road Names. Criteria for proposed road names can include (but is not limited to) the following:
 - (a) Promotion and recognition of local First Nations Peoples' language
 - (b) Recognition of local First Nations People
 - (c) Recognition of eminent persons connected to the area
 - (d) Recognition of local history and events
 - (e) Recognition of the natural environment
 - (f) Recognition of Australian heritage
- 6.2.2 At the land subdivision stage where 3 or fewer new roads are created, a property developer may select road names from the Register of Proposed Road Names or propose other names in accordance with GNB policies and the criteria referenced in 6.2.1 for consideration and approval.
- 6.2.3 Road names shall be added to the Register of Proposed Road Names when they have been endorsed by Council and no objections have been received during public exhibition of 28 days.
- 6.2.4 Road names selected for use from the Register of Proposed Road Names will only be formally allocated to roads following approval by the GNB and gazettal.
- 6.2.5 Council's Natural and Built Character Portfolio via the Service Manager Land Use Planning shall be responsible for maintaining the Register of Proposed Road Names.
- 6.2.6 A copy of the Register of Proposed Road Names shall be available for public viewing upon written request.



6.3 ROAD NAMING FOR MAJOR SUBDIVISIONS

- 6.3.1 To ensure the Register of Proposed Road Names retains an adequate supply of names, property developers of major subdivisions are required to work with Council to devise a separate list of proposed road names for their development.
- 6.3.2 Property developers must ensure at least 1 new road name or 10% of the total number of new road names in each proposal (whichever is the greater) incorporate First Nations Peoples' language or names. Evidence of consultation and endorsement from the Local Aboriginal Land Council must be provided when submitting a new road name proposal to Council.
- 6.3.3 Property developers submitting road name proposals consisting of commemorative road names must ensure the list contributes to achieving gender diversity across the local government area.
- 6.3.4 Thematic road names for new major subdivisions are strongly encouraged and should be relevant and appropriate for the location.

7. REVIEW

- 7.1 This policy will be reviewed every four years or earlier as necessary if:
 - (a) legislation requires it, or
 - (b) Council's functions, structure or activities change.



QUEANBEYAN-PALERANG REGIONAL COUNCIL

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ITEM 9.3 BRAIDWOOD DISTRICT EVENTS COORDINATION

ATTACHMENT 1 REQUEST FOR SUPPORT

Braidwood and Villages Business Chamber

Jacquelyn Richards

Director, Community Arts & Recreation <u>jacquelyn.richards@qprc.nsw.gov.au</u> Queanbeyan Palerang Regional Council

For Information:

Ryan Deebank

Coordinator, Economic & Tourism ryan.deebank@qprc.nsw.gov.au

Vicktor Petroff

Manager, Economy, Place & Arts vicktor.petroff@qprc.nsw.gov.au

Nicholas Kemp

Secretary
Braidwood and Villages Business Chamber

Dated 14 March 2024

Dear Jacqui,

Request for Seed Funding Support -Braidwood District Events Coordinator Project

As you will be aware, the BAVBC has been working with the Australian Business Volunteers to identify ways to improve the economic resilience of the Braidwood District's economy through improved tourism planning and implementation of related foundational initiatives.

To lead and govern this initiative we've established a Working Group which meets regularly. That working group includes members of the BAVBC, BCA, BAVTA, Historical Society, ABV, DNSW SI, Enterprise Connect, Professor Brian Roberts, Professor Brian Wier and QPRC (Ryan Deebank). Ryan has been actively involved and I understand has kept you briefed on the Working Groups progress.

We're currently developing a Braidwood and District Destination Management Plan (DMP) and hope to get to an 80% draft in the coming months. To garner broader community support and awareness we recently held a Workshop at Mona and invited the community to submit Tourism idea pitches from which 4-5 would be down selected for focusses workshopping. The invitation led to around 18 ideas being submitted.

The four that were workshopped by our Working Group were:

- The establishment of a Braidwood District Events Coordinator role;
- Yuin Nation Walbunja Rangers Cultural Awareness and Engagement Project;
- · Historic Machinery Trail Project; and
- Holdfast Gin Tasting Class Project.

We've developed draft Project Proposals for each of these projects and have working groups looking at how to implement the projects.

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Braidwood and Villages Business Chamber

The establishment of the Events Coordinator role is probably the most time critical because it will have the most strategic influence on architecting and coordinating our annual events program and professionalising the way those events are planned, marketed and conducted. This role has the potential to greatly improve the quality of the events, visitor numbers and economic benefit.

I have attached a copy of the draft Events Coordinator Project Proposal for your information.

To mobilise this vitally important role I request you consider any seed funding that may be available to commence a pilot project. I acknowledgment that ongoing funding will be sought from grants and we are grateful for any support QPRC Grant Officer Liz Mirowski is able to provide.

Thank you very much for your consideration and the ongoing support from your team. If you have any questions or require further information, please do not hesitate to get in contact.

Sincerely,



Nick Kemp Secretary Braidwood and Villages Business Chamber

Attachment:

1. Braidwood District Events Coordinator Project Proposal - Draft

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

10 APRIL 2024

ITEM 9.3 BRAIDWOOD DISTRICT EVENTS COORDINATION

ATTACHMENT 2 BRAIDWOOD DISTRICT EVENTS COORDINATION PROJECT

Braidwood District Events Coordination Project

Braidwood and Villages Business Chamber

Contact: Alison Kemp

PROJECT OUTLINE

This project aims to professionalise the way regional events are identified, scoped, planned, scheduled, coordinated, promoted and delivered by:

- 1. Establishing a Braidwood & Villages Events Steering Committee,
- 2. Funding a part-time Events Project Officer within the Braidwood and Villages Business Chamber

The Steering Committee and Project Officer will be tasked with:

- 1. Creating an engaging technology platform that is widely accessible to visitors and local residents, and is easily updated and maintained.
- 2. Coordinating an annual events program through the collaboration of stakeholders.
- 3. Optimising events to enhance the visitor experience, maximise spend in local businesses and ensure ongoing community engagement and support.
- 4. Strategically developing a sustainable plan for the conception and delivery of events in the region.
- Providing a point of contact for events-related enquiries within Braidwood and surrounding villages.
- 6. Facilitating a network of relevant community groups, local businesses, event organisers and government agencies.
- 7. Leveraging our current productive relationships with the Braidwood Visitor Information Centre and QPRC's tourism program to maximise marketing and visitor information efforts for the region's events.
- 8. Identifying and applying for grants, or other funding sources, to ensure the ongoing viability of this project.

OBJECTIVES

This project aims to deliver:

- A comprehensive calendar of local events, for members of the local community and visitors to the region, that uses contemporary approaches to attracting online searches and optimises engagement.
- · Optimal scheduling of events that are:
 - spread strategically across the year, to stimulate visitation and economic activity during quieter periods and capitalise on increased visitation during peak periods.
 - carefully scheduled between Braidwood and surrounding villages to encourage longer visitor stays, increased expenditure and greater regional dispersal.
 - planned to maximise synergies between complementary events and deconflict competing events.
- A network of relevant stakeholders, for information dispersal and collaboration purposes.
- Strong positive community sentiment for events, through improved engagement and a
 demonstrated record of supporting sustainable, non-disruptive events that clear social,
 cultural and economic benefits to the community.
- Increased visitor numbers, length of stay and expenditure in our local businesses.

- An increase in the number of successful grant applications for local event organisers, through information provision and support, to improve the sustainability of existing events
- Continuous improvement for local events through the implementation, in partnership with
 events organisers, of an events evaluation framework; the feedback gathered from
 attendees, the community, event stakeholders and local businesses can inform future
 event planning and wider regional events strategy.

PROJECTS RISKS (risk – mitigation)

Risk: Lack of grant funding leading to inability to hire an Events Project Officer.

Mitigation: Diversify funding sources by applying for multiple grants, seeking donations from local businesses, and holding fundraising events to ensure financial stability for the position.

Risk: Difficulty in finding a qualified candidate for the part-time Events Project Officer role. **Mitigation**: Conduct a thorough recruitment process, reach out to local event management companies, and utilise professional networks to identify suitable candidates. Provide training and mentorship opportunities to develop necessary skills.

Risk: Lack of alignment between the Events Project Officer and the Steering Committee's visions and goals.

Mitigation: Establish clear communication channels between the Officer and the Committee, hold regular meetings to review progress and align strategies, and ensure all parties are working towards common objectives.

Risk: Inefficient coordination and communication leading to issues during event planning and execution.

Mitigation: Implement project management tools and software to streamline communication and collaboration. Develop a detailed timeline and task list, assign responsibilities clearly, and hold regular check-ins to monitor progress and address any issues promptly.

Risk: Burnout and overwhelm due to the part-time nature of the role and the potential for a high workload.

Mitigation: Prioritise workload and tasks effectively, delegate responsibilities where possible, and ensure a healthy work-life balance for the Events Project Officer. Consider expanding the hours of work, or providing additional support if necessary.

GOVERNANCE ARRANGEMENTS

The project will be sponsored by the Braidwood and Villages Business Chamber which would be responsible for forming the stakeholder Events Calendar Steering Committee (of approximately 4-5 pax). The Events Calendar Steering Committee would then set the Steering Committee Terms of Reference which would govern the operation of the Steering Committee.

The Events Project Officer role would be established under the BAVBC legal entity which would then be responsible for contracting the Officer on a casual basis, funded by grants. From a day to day operational perspective the Officer would be responsible to the Steering Committee for delivery against the project.

KEY STAKEHOLDERS

Key Stakeholders include:

- 1. Braidwood and Villages Business Chamber
- 2. Braidwood and Villages Tourism Association
- 3. Braidwood Historical Society
- 4. QPRC
- 5. Destination Southern NSW
- 6. Enterprise Plus
- 7. Australian Business Volunteers
- 8. Local event organisers, community groups, businesses and tourism operators.

RESOURCES AND BUDGET

The project will require the establishment of an Events Steering Committee which comprises representatives from local stakeholder associations and community representatives (approx. 5).

This Committee will need to meet on a regular basis to establish a Terms of Reference and appoint a part time Events Project Officer. Initially, the Committee would meet monthly until the bow wave of administration is completed and a more sustainable frequency of meetings is established.

It is forecast that the position will need to be funded via grants at a rate of effort of, on average, 16 hours per week. At \$50 per hour, \$800 per week and 46 weeks per year that's a salary budget of \$36,800 per year. It is anticipated that the officer would use their own laptop and predominantly work from home. The Steering Committee could approach QPRC, or local businesses with surplus office space, with a request to provide working space, as required.

In addition, a budget for the establishment of a calendar site would be required. It is expected that this would require a budget of \$10,000 in the first year and \$2,000 in subsequent years. These funds are required to acquire software licences, develop an engaging website that has on line payment facility and upload and maintain content.

There is potential for a partnership to share resources and create efficiencies with the Araluen Hall Project which has achieved grant funding for promotion/events coordinator role.

A core function of the role would be to source and develop grant applications for future funding requirements.

MONITORING, EVALUATION AND REVIEW

The Events Steering Committee will be responsible for oversight of the Events Project Officer and establishing six monthly progress and performance reviews. The Officer will develop a report for each review, presenting data and analysis against KPIs and making recommendations for future improvement of the project.

KPIs

The Events Project Officer role will report against the following KPIs:

- 1. Number of events successfully planned and executed
- 2. Percentage of events listed on the online events calendar

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- Number of events promoted through QPRC and Destination NSW's tourism marketing channels.
- 4. Customer feedback on the ease of access and use of the calendar
- 5. Number of partnerships with event organisers established
- 6. Increase in visitor numbers to events listed on the calendar
- 7. Increase in tourism to the region as a result of listed events
- 8. Increase in customer spending at listed events
- 9. Number of customer referrals from event organisers
- 10. Percentage of events listed on the calendar that have a positive impact on the local community
- 11. Number of collaborations with local businesses to promote listed events.

Data Collection

The Officer will be responsible for establishing methods and mechanisms to collect data so that performance of the project can be objectively reported. These methods should include some or all of the following:

- Surveys: Create surveys for event attendees, event organizers, and the general public to gather feedback on their experience, ease of access, and satisfaction with the events listed on the calendar.
- 2. <u>Website analytics</u>: Track visitor numbers to the event calendar website, the number of clicks on event listings, and the time spent on the site to measure engagement and use.
- 3. <u>Customer spending data</u>: Collect data on customer spending at listed events through point-of-sale systems, surveys, or customer feedback forms.
- 4. <u>Event attendance records</u>: Monitor event attendance records to track the increase in visitor numbers at listed events.
- 5. <u>Partnerships and collaborations</u>: Keep track of partnerships and collaborations with local businesses and measure their impact on event success and visitor numbers.
- 6. <u>Event feedback forms</u>: Provide event feedback forms to attendees to gather data on their satisfaction levels and the impact of listed events on their experience.
- 7. <u>Social media monitoring</u>: Monitor social media platforms for mentions of listed events, engagement levels, and feedback from attendees and event organizers.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

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ITEM 9.3 BRAIDWOOD DISTRICT EVENTS COORDINATION

ATTACHMENT 3 BRAIDWOOD COMMUNITY ASSOCIATION SUPPORT LETTER

PO Box 199. Braidwood. NSW 2622

To Whom It May Concern:

Letter of support for pilot project for Braidwood and District Events Coordinator

The Braidwood Community Association has had representatives involved in recent discussions and workshops to consider Braidwood tourism development proposals.

The BCA is aware of the proposal to create a pilot project for a Braidwood and District Events Coordinator. The BCA supports the proposal to fund this role using available funds in the QPRC Events program.

Braidwood and surrounding villages hold many events throughout the year. The organisation and promotion of these would benefit from a part-time paid position for an Events Coordinator. This would assist the many community volunteers who organise all these events in their own time at present.

Better promotion of events in and around Braidwood could lead to more visitors with a consequential benefit to the local economy.

Thank you for considering this proposal.

Sue Murray President, Braidwood Community Association

22 March 2024

secretary@braidwoodcommunity.org.au

Council Meeting Attachment

10 APRIL 2024

ITEM 9.3 BRAIDWOOD DISTRICT EVENTS COORDINATION

ATTACHMENT 4 BRAIDWOOD & VILLAGES TOURISM LETTER OF SUPPORT

Braidwood and Villages Tourism

Braidwood Visitors Information Centre

100 Wallace Street

Braidwood NSW 2622

Letter of Support

To Whom it may concern.

The Braidwood and Villages Tourism Inc operates the Braidwood Visitors Information Centre (VIC) on the main street of Braidwood. This is a not-for-profit organisation which is run by volunteers. These volunteers are from within Braidwood and surrounding villages and district eg. Harolds Cross, Mongarlowe etc.,

Whilst we currently hold a table of events for our area, it is small and cumbersome. With the growing population within our region and the effectiveness of the Braidwood and Villages Business Chamber and Braidwood Community Organisation, there is a great need to ensure there is a 'one stop' events calendar to ensure there are minimal clashes of events within our region and better promotion of the events.

The VIC provides a location for posters and hand out maps/pamphlets for major events organised in the district by volunteers e.g. Majors Creek Folk Festival, Braidwood Pre-School Open Gardens, Airing of the Quilts, Braidwood Races, Braidwood Agricultural Show.

However, a Braidwood Events Co-Ordinator would provide additional resources to these and other associated activities to these events to assist in the successful delivery of the events.

Therefore, the Braidwood and Villages Tourism Inc strongly supports the request 'for funding of the pilot project'.

Kind regards

Margaret Tuckwell

President – Braidwood and Villages Tourism

Council Meeting Attachment

10 APRIL 2024

ITEM 9.3 BRAIDWOOD DISTRICT EVENTS COORDINATION

ATTACHMENT 5 BRAIDWOOD QUILTERS & TEXTILES LETTER OF SUPPORT

Braidwood Quilters and Textiles

13 Coghill Street

Braidwood NSW 2622

Letter of Support

To Whom it may concern.

The Braidwood Quilters and his is a not-for-profit organisation which organises 'The Airing of the Quilts' on the fourth weekend of November each year. This event also includes and In-Door Quilt exhibition, with monetary prizes and attracts entries from NSW, VIC and ACT.

The event has been ongoing (with the exception of COVID) for 30 years and attracts visitors from bus loads, families, young and older people and in particular those involved in Quilting. Last year ABC Backroads program visited and filmed the event which is due to be viewed on ABC in late August early September this year. It is anticipated that following the Backroads program there will me more interest in Braidwood and the Airing of the Quilts.

To date the organisation of the Airing of the Quilts and In-Door Competition is run by volunteers with the Quilt group and their families. Many other events/stalls are held on the same weekend to capture the visitors and need coordination. Such an event requires much organisation and publicity and this takes out time from the Braidwood Quilters to at times actually make quilts.

We strongly support the for funding Braidwood Events Co-Ordinator to provide additional resources to the Airing of the Quilts and assist in the successful delivery of other events. of a pilot project to engage an events manager which would assist not only the Braidwood Quilters and Textiles but also many other organisations in November and other events held throughout the year.

Therefore, the Braidwood Quilters and Textiles Inc strongly supports the request 'for funding of the pilot project'.

Kind regards

President - Braidwood Quilters and Textiles

braidwoodquilterstextiles@gmail.com

Council Meeting Attachment

10 APRIL 2024

ITEM 9.5 DRAFT RESTRICTED FUNDS POLICY

ATTACHMENT 1 DRAFT RESTRICTED ASSETS POLICY



Restricted Funds Policy Draft

Date policy was adopted:		GM Signature and date
Resolution number:		
Next Policy review date:		
Reference number:	43.6.5-01	
Strategic Pillar	Organisation Capability	
Responsible Branch	Finance	DD/MM/YYYY

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1 OUTCOMES

- 1.1 Council receives income from various sources and the purpose of this policy is to establish what funds shall be placed into Council's reserves and the purposes for which those reserved funds shall be applied.
- 1.2 The objective of this policy is to detail what funds Council should be setting aside funding for and the desired level of funding to be set aside. The policy also details the rational for the creation of each of Councils internal reserves to hold internally restricted funds.

2 SCOPE OF THE POLICY

2.1 The scope of this policy applies to all council cash and investments.

3 ROLES AND RESPONSIBILITIES

- 3.1 Council Adopt effective financial management policies that protect Council's long term financial sustainability. Review and adopt cash reserve balances and variations to cash reserve use in line with existing restrictions on cash use and future funding requirements.
- 3.2 General Manager –Implementation of this policy.
- 3.3 Directors Oversight of budgets including funding sources consistent with this policy.
- 3.4 Chief Financial Officer ensure budget managers, finance team and Directors are familiar with this policy, monitor compliance and maintain effective financial management. Provide recommendations on cash reserve balances and variations to councillors to enable council to fulfill its responsibility for financial management.
- 3.5 Budget Managers develop and oversee respective business unit budgets including funding sources consistent with this policy.
- 3.6 Finance team support budget managers to develop their respective budget and ensure reserves are used as a funding source as prescribed by the policy. Reconcile and report monthly cash and reserve balances.
- 3.7 Audit, Risk and Improvement Committee (ARIC) provide independent assurance about Council's governance and risk management by reviewing the financial statements and performance reporting.
- 3.8 External auditors Audit Council's cash and reserves reported in the annual financial statements and report to Council with the annual audit. Provide a separate special audit report for the water and sewer reserve funds.

4 DEFINITIONS

- 4.1 <u>Externally Restricted Funds</u> Restricted funds that relate to monies that are subject to external legislative or contractual obligations.
- 4.2 <u>Internally Restricted Funds</u> Funds restricted by resolution of Council. Internal restrictions are developed by Council to cover commitments / obligations that are expected to arise in the future and where it is prudent for Council to hold cash in restrictions to cover those obligations.
- 4.3 <u>Unrestricted Cash</u> Funds available to cover operational needs and unexpected or emergency costs.
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5 POLICY

- 5.1 Council, in the interest of good financial management will restrict funds from time-to-time to either meet external statutory obligations (such as restrictions relating to grant funding or developer contribution), or in order to set aside funding for future commitments.
- 5.2 Queanbeyan-Palerang Regional Council's restricted funds are held within four funds and spread across many areas of Council operations. Council's four funds are:
 - General Fund
 - Waste Management Fund (forms part of the General Fund)
 - Water Fund
 - Sewer Fund

6 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

- S625 and S408 to S410 Local Government Act 1993
- S8B Local Government Act 1993 the principles of sound financial management
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Crown Land Management Act 2016 No58
- Rating and Revenue Raising Manual, Department of Local Government (2007)
- Environment Planning & Assessment Act, 1979 (EP&A Act)
- Water Management Act 2000

7 CONTENT

7.1 Council will establish, utilise, and maintain the following restricted assets.

7.2 Externally Restricted Funds

- 7.2.1 <u>Unspent Loans Fund</u> These restricted funds are loan funds borrowed for a specific project which may take more than one financial year to be completed. Funds are restricted for specific project requirements.
- 7.2.2 <u>Developer Contributions</u> These are externally restricted reserves to hold the balance of contributions made by developers. They are used for:
 - the provision of infrastructure,
 - the provision of services and amenities,
 - the delivery of projects in accordance with Council's developer contribution plans.

The types of developer contribution plans are:

- section 64 (water and sewer contribution plans),
- section 7.11 and section 7.12 fixed development plans.



- 7.2.3 <u>Specific Purpose Unexpended Grants and Contributions</u> This reserve is established to hold the balance of unexpended grant income received for a specific purpose, for example Stronger Country Community Funds. Funds are held in this reserve for the purpose of funding specific projects and cannot be diverted to other projects without authorisation from the funding body.
- 7.2.4 <u>Crown Land Reserve</u> This reserve is funded from the net proceeds earned from Crown Lands from sales, leases, easements, licences, or other dealings with the land. Council, as the Crown land manager of more than one area of Crown land, may pool the net amount of the proceeds from those areas. These pooled funds may then be used for any permitted purpose specifically limited to any of the Crown land areas.
 - S3.16(3) of the *Crown Land Management Act 2016 No 58* lists the following permitted purposes for which these funds can be used:
 - a) Making improvements to the land
 - b) Purchasing, leasing or acquiring an easement of land under s3.28A
 - c) Preparing plans of management (whether under Division 3.6 or the Local Government Act 1993) or other plans (as required or permitted by the Minister under s3.41) for land managed by the Crown land manager.
 - d) Any other purpose referred to in s2.12 that applies to the land
- 7.2.5 <u>Water Fund</u> This is an externally restricted reserve to hold the balance of surplus funds from Council Water fund operations. These funds can only be spent on Water services
- 7.2.6 <u>Sewer Fund</u> This is an externally restricted reserve to hold the balance of surplus funds from Council Sewer fund operations. These funds can only be spent on Sewer services.
- 7.2.7 <u>Domestic Waste Management -</u> This is an externally restricted reserve to hold the balance of surplus funds from Council Domestic Waste Management operations. The reserve balance is based on:
 - An expected level of service delivery for the year; and
 - Accumulated surplus of deficit depletion
- 7.2.8 <u>Stormwater Management Levy</u> This is an externally restricted reserve to hold the balance of surplus funds from Council Stormwater Management Levy operations. These funds are to be used on stormwater related projects.

7.3 Internally Restricted funds

- 7.3.1 Infrastructure Replacement Council holds an infrastructure replacement reserve so that its future asset renewal investment can be aligned to its Asset Management Plans. Council will increase its infrastructure reserve over the ten-year planning period. The target is to allocate an amount equivalent to 80% of annual depreciation (less actual asset renewal) to fully fund the cost of asset renewal. This will enable an alignment between asset renewal spend with asset management plans.
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- 7.3.2 <u>Carry Forward Works</u> This reserve restricts funds for projects that are carried forward from one year to the next.
- 7.3.3 <u>Employee Leave Entitlements</u> This reserve is used to hold a level of funds anticipated to cover the short to medium term liability for employee leave entitlements (ELE). The reserve amount will be reviewed annually to ensure levels are adequate to cover accrued annual and long service leave balances.

An appropriate reserve balance is to be based on current liabilities and age of employees, as follows:

Over 60 years
50 to 59 years
40 to 49 years
30 to 39 years
Under 30 years
100% funding of ELE
40% funding of ELE
20% funding of ELE
10% funding of ELE

Council will increase its ELE reserve over the next four years to meet the proportionate liability currently estimated at \$5.8 million.

- 7.3.4 <u>Business Waste Management (General Waste)</u> This reserve represents the net surplus from all other water management activities that are not related to domestic waste. These funds are to be used to maintain the waste facility services. This reserve balance, at a minimum, should cover works expected to be completed in future years.
- 7.3.5 <u>Heritage Grant Program</u> An annual amount, as identified in the budget process, is allocated to this reserve to fund the Heritage grant program and the Mainstreet Upgrade fund.

The special heritage fund is available for individual landholders and community groups to be provided with grant funding to undertake conservation works on heritage properties and places. In 2021/22 and 2022/23 the program was converted to the Main Street Upgrade Fund for upgrades and maintenance of commercial buildings in the main streets of Braidwood, Bungendore and Queanbeyan. Council determines to the rules of the grant program and allocated funds to the successful applicants annually.

- 7.3.6 <u>Deposit, Bonds & Retentions</u> This reserve balance reflects the Council's liability to repay deposits, retentions and bonds. Council reconciles this fund at the end of each financial year to ensure it is sufficient to cover its liabilities. Council will increase its deposits, bonds and retentions reserve over the next four years to meet the full liability, currently \$3.4 million.
- 7.3.7 Plant & Vehicle Replacement Income from internal plant charge out rates and plant sales are held in this reserve to fund Council's plant replacement program. A minimum balance of \$2.0 million should be maintained in this reserve.



7.3.8 <u>Property Reserve</u> – Income from property sales is placed in this reserve to help to fund future property development or to acquire suitable property for strategic land use, infrastructure or environmental purposes.

For example, Council used the property reserve to temporarily fund the purchase of 13 Gibraltar Street and when sold, the proceeds of sale will be refunded to this reserve.

The Property Strategy will assist in determining what projects are to be funded from this reserve.

- 7.3.9 <u>Elections</u> As Council elections are normally every 4 years, Council will allocate funding to this reserve to balance the expenses over a 4-year period.
- 7.3.10 <u>Revolving Energy Fund</u> A fund created in accordance with the Climate Change Action Plan 2020-2030. Through the annual budget process, Council allocates an amount to this reserve to fund energy saving projects. Council targets a minimum amount of \$50,000 each year to this reserve.
- 7.3.11 <u>Financial Assistance Grant Advance Payment</u> This reserve is used to allocate the prepayment of the Financial Assistance Grant (FAG) received in the prior financial year. The reserve is used in the following year in the period when the payment was expected to be received.
- 7.3.12 <u>Department of Education Compensation</u> this reserve was established to restrict funds received from the compulsory acquisition of Council assets at Bungendore. This reserve will enable Council to develop a new swimming pool and Council office in Bungendore. It will also cover associated costs, including legal costs.

7.4 Unrestricted Funds

All cash and Investment balances not allocated to an external or internal restriction are considered unrestricted.

In the short term, Council should, maintain an unrestricted cash reserve of at least \$5.0 million (3% to 10% of operating expenditure) as a contingency for unplanned assets renewal/replacement due to asset failure or other unknown asset risk and to mitigate cashflow issues.

7.5 Trust Funds

S411 of the Local Government Act 1993 states:

- All money and property received by a council in trust must be held in the council's trust fund.
- 2. Money or property held in the council's trust fun must be applied for the purposes, or in accordance with the trusts, relating to it.

Council currently holds funds in trust for:

• Friends of the showground Trust



- Rural Fire Service (RFS) Local Government District Bushfire Donation
- South East Weight of Loads funds administered on behalf of the member Councils

7.6 Establishment of Cash Restrictions

- 7.6.1 Current restrictions external and internal restricted cash balances are reported annually in Council's Annual Financial Statements. Throughout the financial year, balances are reconciled and reported monthly in the Investment report and quarterly in the Quarterly Budget Review Statements. A comprehensive end of year annual reconciliation is performed every year on 30 June.
- 7.6.2 Future internal restrictions as per the Code of Accounting and Financial Reporting, any new restricted reserves will only be formed by a Council resolution and will not be established for future expenditure of less than \$100,000. Values less than this should be accommodated within the ten-year budget.

Council will be clear about:

- The purpose of the reserve
- How funds are to be accumulated in the reserve
- How the funds are to be spent, for example, through a capital works program
- Whether interest is to be applied to the internal restriction and at what rate

A review of the internal reserves that restrict funds will be undertaken annually as part of the forward budget preparation process. This process will identify projects to be funded from these restricted cash reserves.

7.7 Interest

Interest is applied to external reserves monthly where required by legislation. Interest is allocated to the following restricted funds:

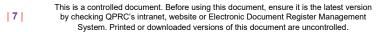
- Developer Contributions
- Water Fund
- Sewer Fund
- Domestic Waste Management

The rate of interest is equal to the average return on Council's investments for the month (unless another rate or methodology is required by legislation). Interest earnings are added to the balance of the reserve.

Interest is not calculated and applied to internally restricted funds.

7.8 Borrowing from Reserves

7.8.1 Borrowings from external reserves – the Local Government Act 1993 restrains and controls the way Council raises and uses money for its operations. Section 409(3) of the Act states:





- Money that has been received as a result of the levying of a special rate or charge may not be used otherwise than for the purpose for which the rate or charge was levied, and
- Money that is subject to the provisions of this or any other Act may be used for that purpose; and
- Money that has been received from the Government or from a public authority by way of a specific purpose advance or grant may not, except with consent of the Government or public authority, be used otherwise than for that specific purpose.

Council may be able to utilise externally restricted funds under part (a) above by way of an internal loan if it received Ministerial approval to do so in accordance with subsections 410(3) and (4) of the Act.

Section 410 (3) of the Local Government Act 1993 states:

Money that is not yet required for the purpose for which it was received may be lent (by way of internal loan) for use by the Council for any other purpose if, and only if, its use for that other purpose is approved by the Minister.

Section 410 (4) of the Local Government Act 1993 states:

In granting such approval, the Minister must impose conditions as to the time within which the internal loan must be repaid and as to any additional amount, in the nature of interest, that is to be paid in connection with that loan.

Council may be able to utilise externally restricted funds by way of an internal loan under parts (a) and (b) above if it receives Ministerial approval (in the case of developer contributions), or approval from the Government or public authority providing the funding (in the case of specific purpose grant funding).

Council requires ministerial approval under Section 410 of the Local Government Act 1993 to borrowing from Water and Sewer Fund restricted and unrestricted cash for Council's other funds.

7.8.2 Borrowings from internal reserves – by resolution, Council may borrow from internal reserves within each fund.

A Council resolution is required for Council to borrow from General Fund internal restrictions and unrestricted cash.

The full impact of the borrowings must be disclosed in the resolution and the agreement must set out:

- The reason for the borrowing
- The basis of the calculating the amount of the borrowing
- The permitted use/s of the borrowed funds
- The internal restriction that will be borrowed from
- If borrowing cost (interest) is to be applied to the borrowing, and the interest rate to be used
- The loan repayment period



A repayment schedule to repay internal borrowings will be drafted by the finance team to ensure repayments to internal restrictions can be funded.

Council may access internal reserves to fund short term fluctuations in cashflow throughout a financial year.

8 REVIEW

- 8.1 This policy will be reviewed every four years or earlier as necessary if:
 - a) legislation requires it, or
 - b) Council's functions, structure or activities change
- 8.2 At least annually, Council will review its future need for the internal restrictions it holds. All decisions to undertake a review of an internal restriction will be based on the best use of those funds by Council. A council resolution is required to return funds no longer required to unrestricted cash.
- 8.3 Council may decide to review its internal restrictions at any time to meet financial obligations and requirements of Council's Long Term Financial Plan.



9 APPENDIX 1 - AUDITED RESTRICTED FUNDS BALANCE AS AT 30 JUNE 2023

	Balance as at 30 June 2023 \$,000
Externally Restricted Funds	
Specific Purpose Unexpended grants	\$23,109
Water Fund	\$32,387
Sewer Fund	\$74,912
Developer Contributions – General Fund	\$34,305
Developer Contributions – Water Fund	\$9,834
Developer Contributions – Sewer Fund	\$11,891
Specific Purpose unexpended loans	\$6,334
Domestic Waste Management	\$9,990
Stormwater management	\$639
Other	\$312
Total externally restricted funds	\$203,713
Internally Restricted Funds	
Infrastructure replacement	\$2,159
Employee leave entitlement	\$820
Business waste management	\$6,145
Work, Health & Safety	\$287
Heritage Grant program	\$244
Deposits, retentions & bonds	\$196
Plant & vehicle replacement	\$3,162
Property reserve	\$649
Elections	\$252
Revolving Energy	\$121
Strategic	\$111
Financial Assistance Grant in advance	\$7,452
Department of Education Compensation	\$7,719
Total Internally restricted funds	\$29,317



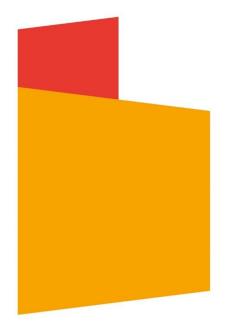
Council Meeting Attachment

10 APRIL 2024

ITEM 9.6 DRAFT INVESTMENT POLICY - PUBLIC EXHIBITION

FEEDBACK

ATTACHMENT 1 DRAFT INVESTMENT POLICY





Date policy was adopted:		CEO Signature and date
Resolution number:		
Next Policy review date:		
Reference number:	43.6.5-01	
Strategic Pillar	Organisation Capability	
Responsible Branch	Finance	

1. OUTCOMES

1.1 To provide a framework for investing Council funds at the most favourable rate of return available to it at the time, with due consideration of risk and security for that investment type, whilst ensuring Council's liquidity requirements are met.

2. POLICY

- 2.1 While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, and return on investment.
- 2.2 Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to ensure security and safeguarding of the investment portfolio. This includes managing credit and maturity risk within identified thresholds and parameters.
- 2.3 Investments should be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cashflow requirements, as and when they fall due, without incurring the risk of significant costs due to the unanticipated sale of an investment.
- 2.4 Investments are expected to achieve an average rate of return to exceed the AusBond BBI performance benchmark.
- 2.5 Council's preference is to enter environmentally and socially responsible investments where the rate of return is at least equal to comparable investments on offer.

3. SCOPE OF THE POLICY

3.1 This policy applies to all of Council's cash and investments, and all Council officers and representatives who have delegated authority to manage cash and investments or make investment decisions.

4. DEFINITIONS

Authorised Deposit-Taking Institution (ADI)	An institution that is authorised under the Bank Act 1959 to accept term deposits and conduct banking activities in accordance with that Act and under the prudential supervision of the Australian Prudential Regulation Authority (APRA).		
Bank Bill Swap reference rate (BBSW)	The average of mid-rate bank bill quotes from brokers on the BBSW Panel. The BBSW is calculated daily. Floating rate securities are commonly reset quarterly to the 90-day BBSW.		
Bill of Exchange	An unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a certain sum of money to, or to the order of, a specified person or to the bearer.		
Bloomberg AusBond Bank Bill Index (Ausbond BBI)	A widely used performance benchmark constructed to represent the performance of a notional rolling parcel of bills averaging 45 days.		
Council Funds	Surplus money that is invested by Council in accordance with section 625 of the Act.		
Counterparty Limit	The limit imposed to cap the maximum possible exposure to any one ADI.		



Debenture	A document evidencing an acknowledgement of a debt, which a company has created for the purposes of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders.
Floating Rate Note (FRN)	A medium to long term fixed interest investment where the coupon is a fixed margin ("coupon margin") over a benchmark, also described as a "floating rate". The benchmark is usually the BBSW and is reset at regular intervals – commonly quarterly.
Portfolio Limit	The maximum exposure the investment portfolio can allocate to a credit rating category.
Responsible Accounting Officer (RAO)	Defined by the Local Government (General) Regulation 2005. Responsible for maintaining accurate and up-to-date Council accounting records in an accessible form.
Securities	Financial instruments (i.e. documents) traded in financial markets (except futures contracts) e.g. bills of exchange, transferable certificates of deposit, negotiable certificates of deposit, and floating rate notes.

5. LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

- 5.1 Section 625 of the Local Government Act 1993
- 5.2 Clause 16 of the Local Government (General) Regulation 2021
- 5.3 Ministerial Investment Order (See attachment)
- 5.4 The Trustee Amendment (Discretionary Investments) Act (1997) Section 14
- 5.5 Local Government Code of Accounting Practice and Financial Reporting
- 5.6 Australian Accounting Standards
- 5.7 Office of Local Government Investment Policy Guidelines
- 5.8 Office of Local Government Circulars

6. CONTENT

6.1 Authority for Delegation

- 6.1.1 Authority for implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the Local Government Act 1993.
- 6.1.2 The General Manager may in turn delegate the day-to-day management of Council's investments to the RAO and ensure adequate skill, support, and oversight.
- 6.1.3 Delegated authority to manage Council's investments shall be recorded with relevant officers required to acknowledge they have received a copy of this policy and understand their obligations in this role.

6.2 Prudent Person Standard

- 6.2.1 Council has a fiduciary responsibility when investing. Council will use the care, diligence, and skill that a prudent person would exercise in managing the affairs of other persons.
- 6.2.2 As trustees of public monies, officers are to manage and safeguard Council's investment portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.



6.3 Ethics and Conflicts of Interest

- 6.3.1 Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.
- 6.3.2 Independent advisors are also required to declare that they have no actual or perceived conflicts of interest and receive no inducements in relation to Council's investments.

6.4 Authorised Investments

- 6.4.1 Investments are limited to those allowed by the NSW Minister for Local Government's most current Ministerial Investment Order.
- 6.4.2 All investments must be denominated in Australian Dollars. Authorised investments are limited to those allowed by the Ministerial Investment Order, currently:
 - (a) Commonwealth / State / Territory Government securities e.g. bonds.
 - (b) Interest bearing deposits / senior securities issued by an eligible ADI.
 - (c) Bills of Exchange (< 200 days duration) guaranteed by an ADI.
 - (d) Debentures issued by a NSW Council under the Local Government Act (1993).
 - (e) Deposits with T-Corp &/or Investments in T-Corp Hour-Glass Facility.

6.5 **Prohibited Investments**

- 6.5.1 This policy prohibits any investment carried out for speculative purposes including:
 - (a) Derivative based instruments.
 - (b) Principal only investments or securities that provide potentially nil or negative cash flow.
 - (c) Stand-alone securities issued that have underlying futures, options, forward contracts, and swaps of any kind.
 - (d) Mortgage of land.
- 6.5.2 This policy prohibits the use of leveraging (borrowing to invest). However, nothing in the policy shall prohibit the short-term investment of loan proceeds where the loan is raised for non-investment purposes and there is a delay prior to the expenditure of loan funds.

6.6 Risk Management Guidelines

- 6.6.1 Consideration of the following key criteria is to be made prior to placing investments:
 - (a) Preservation of Capital the requirement for preventing losses in an investment portfolio's total value (considering the time value of money).
 - (b) Diversification the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market.
 - (c) Credit Risk the risk that a party or guarantor to a transaction will fail to fulfil its obligations. In the context of this document, it relates to the risk of loss due to the failure of an institution/entity with which an investment is held, to pay the interest and/or repay the principal of the investment.
 - (d) Market Risk the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices, or benchmark returns will unexpectedly overtake the investment's return.
 - (e) Liquidity Risk the risk an institution runs out of cash, is unable to redeem investments at a fair price within a timely period, and thereby Council incurs additional costs (or in the worst case is unable to execute its spending plans).
 - (f) Maturity Risk the risk relating to the length of term to maturity of the investment. The larger the term, the greater the length of exposure and risk to market volatilities.



(g) Rollover Risk - the risk that income will not meet expectations or budgeted requirement because future interest rates are lower than expected.

6.7 Sustainable Investing

- 6.7.1 This policy supports delivery of Council's Community Strategic Plan to achieve a sustainable local region. Council preferences investment securities and financial institutions that take responsibility for their economic, environmental, social, and governance impacts. These four factors are referred to as the quadruple bottom line.
- 6.7.2 There is a clear duty of care to invest public funds responsibly, and in a way that protects, nurtures, and grows the environment and the economy while guarding against unethical practices.
- 6.7.3 Council's response to the modern Slavery Amendment Act 2021 and commitment to investments that provide for the ethical treatment of both shareholders and stakeholders, support development of co-operative ownership and control of the work place, high quality products and services, local ventures, appropriate technology, ecologically sustainable practices, social and economic justice, peace and non-violence and the use of renewable resources.
- 6.7.4 Council aims to avoid investments that create pollution (such as fossil fuel industries), that are speculative, that exploit workers, customers and/or the environment, that are engaged in alcohol, tobacco and arms manufacture, that inhibit human rights and that damage non-renewable resources.
- 6.7.5 Sustainable investment choices are considered in respect of the individual investment product, the issuer of the investment, or both, and should be endorsed by an accredited environmentally and socially responsible industry body or institution where possible.
- 6.7.6 When placing funds in new investments, Council will seek out sustainable investments that meet this investment policy objectives and preference sustainable investments where:
 - a) The investment is compliant with legislation and investment policy parameters; and
 - b) The rate of return is at least equal to comparable investments on offer to Council at the time of investment.
- 6.7.7 Monthly investment performance will be measured against the *Market Forces fossil fuel lending report* and the *Climate Bonds Standard and Certification Scheme*. Additional sustainable investment performance reporting will be added when it becomes available.

6.8 Investment Advisor

- 6.8.1 Council's investment advisor must be approved by Council resolution and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the Council's investment policy.
- 6.8.2 The independent advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed, except as fully rebated to Council promptly.
- 6.8.3 Council should secure the provision of an independent advisory service through the appropriate procurement process, adhering to council policy and OLG guidelines.



6.9 Safe Custody Arrangements

- 6.9.1 Where necessary, investments may be held in safe custody on Council's behalf, ensuring the following criteria are met:
 - (a) Council must retain beneficial ownership of all investments.
 - (b) Adequate documentation is provided, verifying the existence of the investments.
 - (c) The custodian conducts regular reconciliation of records with relevant registries and/or clearing systems.
 - (d) The institution or custodian recording and holding the assets will be:
 - (i) The custodian nominated by T-Corp;
 - (ii) Austraclear
 - (iii) An institution with an investment grade Standard and Poor's or Moody's rating; or
 - (iv) An institution with adequate insurance, including professional indemnity insurance and other insurances considered prudent and appropriate to cover its liabilities under any agreement.

6.10 Credit Quality Limits

- 6.10.1 Council will observe the following limitations for investment funds. The combined investments having a Long-Term Debt Rating outlined in Column A of the following table will comply with:
 - (a) Portfolio Limit (Column B);
 - (b) Counterparty Limit (Column C); and
 - (c) Maximum Tenor (Column D).

Column	Α	Column B	Column C	Column D
Long-Term Debt Rating		Portfolio Limit	Counterparty Limit	Maximum Tenor
S&P Mo	oody's			
AAA Aa	ıa	100%	100%	Not applicable
AA+ to AA- Aa	1 to Aa3	100%	40%	5 years
A+ to A- A1	to A3	60%	35%	5 years
	a1 to a3	35%	15%	5 years
Unrated		10%	5%	12 months
TCorp		20%	20%	Not applicable

- 6.10.2 The Column A long-term rating category AA+ to AA- S&P and Aa1 to Aa3 Moody, is to include the four major Australian banks.
- 6.10.3 The long-term debt rating of Council's investments will be determined as follows:
 - (a) If only one rating agency provides a long-term debt rating, that rate shall apply.
 - (b) If a long-term debt rating has been assigned by both rating agencies and such ratings are not equivalent, the lower of such rating shall apply.
- 6.10.4 If any of Council's investments are downgraded such that they no longer fall within the investment policy limits, they will be divested as soon as practicable having regard to potential losses resulting from early redemption and subject to minimising any loss of capital that may arise from compliance with this provision.



6.11 Reporting

- 6.11.1 Documentary evidence must be held for each investment and details thereof maintained in an investment register. The documentary evidence must provide Council legal title to the investment.
- 6.11.2 For audit purposes, certificates must be obtained from the ADI/fund manager/custodian confirming the amounts of investment held on Council's behalf on 30 June each year.
- 6.11.3 All investments are to be appropriately recorded in Council's financial records and reconciled at least monthly.
- 6.11.4 A monthly report will be provided to Council in accordance with legislative requirements. This report will detail the investment portfolio in terms of holdings and impact of changes in market value since the previous report. The monthly report will also detail the investment performance against the AusBond BBI benchmark, investment income earned versus budget year to date, confirm compliance of Council's investments within legislative and policy limits, and categorise Council's investment portfolio by environmental impact.

6.12 Term to Maturity

- 6.12.1 Council's investment portfolio shall be structured around the time horizon of the investment to ensure that liquidity and income requirements are met.
- 6.12.2 "Horizon" represents the intended minimum term of the investment; it is open for an Investment Strategy to define a target date for sale of a liquid investment (e.g. FRN or fixed bond).
- 6.12.3 Once the primary aim of liquidity is met, Council will diversify its maturity profile to reduce the volatility of Council's investment income. However, Council always retains the flexibility to invest funds short-term as determined by internal or economic outlook sensitivities.
- 6.12.4 The factors and/or information used by Council to determine minimum allocations to the shorter durations include:
 - (a) Council's liquidity requirements to cover both regular payments as well as sufficient buffer to cover reasonably foreseeable contingencies;
 - (b) Medium term financial plans and major capex forecasts;
 - (c) Known grants, asset sales or similar one-off inflows;
 - (d) Seasonal patterns to Council's investment balances.

7 REVIEW

- 7.1 In accordance with the Office of Local Government Investment Policy Guidelines, this policy will be reviewed annually or earlier as necessary should:
 - (a) legislation require it.
 - (b) Council's functions, structure or activities change.



Attachment

LOCAL GOVERNMENT ACT 1993 - INVESTMENT ORDER

(Relating to investments by councils)

I, the Hon. Barbara Perry MP, Minister for Local Government, in pursuance of section 625(2) of the Local Government Act 1993 and with the approval of the Treasurer, do, by this my Order, notify for the purposes of section 625 of that Act that a council or county council may only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

- (a) any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory:
- (b) any debentures or securities issued by a council (within the meaning of the Local Government Act 1993 (NSW));
- (c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the Banking Act 1959 (Cwth)), but excluding subordinated debt obligations.
- (d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation
- (e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation;

All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income

Transitional Arrangements

- Subject to paragraph (ii) nothing in this Order affects any investment made before the date of this Order which was made in compliance with the previous Ministerial Orders, and such investments are taken to be in compliance with this Order.
- (ii) Paragraph (i) only applies to those investments made before the date of this Order and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with this Order.

Key Considerations

An investment is not in a form of investment notified by this order unless it also complies with an investment policy of council adopted by a resolution of council

All councils should by resolution adopt an investment policy that is consistent with this Order and any guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet, from

The General Manager, or any other staff member, with delegated authority by a council to invest funds on behalf of a council must do so in accordance with the council's adopted investment policy.

Councils have a fiduciary responsibility when investing. Councils should exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons

When exercising the power of investment councils should consider, but not be limited by, the risk of capital or income loss or depreciation, the likely income return and the timing of income return, the length of the term of the proposed investment, the liquidity and marketability of the proposed investment, the likelihood of inflation affecting the value of the proposed investment and the costs (including commissions, fees, charges and duties payable) of making the proposed investment.

Dated this 12 day of Jamery 2011

Hon BARBARA PERRY MP Minister for Local Government



Council Meeting Attachment

10 APRIL 2024

ITEM 9.6 DRAFT INVESTMENT POLICY - PUBLIC EXHIBITION

FEEDBACK

ATTACHMENT 2 'HAVE YOUR SAY' SURVEY REPORT

SurveyTool:

Feedback on the draft Investment Policy

Tool Status	Archived
Visitors	2
Contributors	1
Registered	1
Unverified	0
Anonymous	0
Admin	0
SUBMISSIONS	1

	Date of	Survey Response
contribution	Do you have any comments on the draft Investment Policy?	
	Feb 16 24 10:26:23 pm	Noting the council's terrible track record in effectively manging the expenditure of public funds, the proposed amendments to the Investment Policy of the Queanbeyan-Palerang Regional Council raise serious concerns about the council's ability to effectively and safely manage the financial risks associated with low grade investment options. Several aspects of the proposed changes invite scrutiny and call into question the council's commitment to prudent financial management:
		Exposure to Unrated and Lower Credit Rated Institutions: The decision to allow limited exposure to unrated and lower credit-rated Authorised Deposit-taking Institutions (ADIs) demands critical examination. This amendment raises several questions, amoung them: where / how else has the council attempted to reduce expenditure from its operational budgets and why is the council seeking potentially higher returns at the expense of increased risk, especially when dealing with public funds? The move to diversify the investment portfolio through short-term deposits with lower-rated institutions lacks transparency and may expose taxpayers' money to undue risk. The council needs to justify why it is willing to compromise the security of public funds in pursuit of potentially higher yields.
		Sustainable and Socially Responsible Investments:

While the inclusion of the council's preference for environmental and socially responsible investments appears commendable, the lack of clear criteria and evaluation processes raises doubts about the council's sincerity in promoting sustainability. Without transparent guidelines, there's a legitimate concern that these aspirations may serve as mere lip service rather than meaningful action. The council must be held accountable for its commitment to sustainability and demonstrate how it plans to integrate these principles into its investment decisions effectively.

Changes in Credit Quality Limits:

The proposed changes to credit quality limits underscore the council's willingness to gamble with public funds. Allowing for broader eligibility criteria, including exposure to lower-rated institutions, reflects a cavalier attitude toward risk management. It's imperative to question the council's rationale behind these changes and demand concrete evidence that adequate safeguards are in place to protect taxpayers' money. Without clear explanations and assurances, the proposed amendments raise serious doubts about the council's ability to prudently manage financial assets.

Reporting and Oversight:

While the policy outlines provisions for reporting and oversight, past performance suggests a need for greater scrutiny and accountability. The council must address concerns regarding the effectiveness of its oversight mechanisms and demonstrate a genuine commitment to transparency. Given the magnitude of the proposed changes and the potential impact on public finances, stakeholders and community members have a right to demand rigorous oversight and accountability measures. Anything less would betray the public trust and would continue to erode the council's already questionable credibility as custodians of ratepayer funds.

In light of these critical considerations, it is imperative for the Queanbeyan-Palerang Regional Council to reassess its approach to financial management and prioritise the interests of the community above all else. Stakeholders should demand greater transparency, accountability, and adherence to sound financial principles to ensure the responsible stewardship of public funds. The council must first demonstrate competence and integrity in its decision-making processes to restore confidence in its ability to safeguard the financial well-being of the community it serves before seeking to engage in high risk financial instruments.

.6 Draft Investment Policy - Public Exhib ttachment 2 - 'Have Your Say' Survey Repor	oition Feedback rt (Continued)		

Council Meeting Attachment

10 APRIL 2024

ITEM 11.1 BUNGENDORE TOWN CENTRE AND ENVIRONS ADVISORY

COMMITTEE - JANUARY AND FEBRUARY 2024

MINUTES

ATTACHMENT 1 BTCEC MINUTES 22 JANUARY 2024



Bungendore Town Centre and Environs Committee Meeting

22 January 2024 commencing at 6.30 pm QPRC Office 13 Gibraltar Street

MINUTES

1. Present: Peter Evans

Clr Mareeta Grundy

Gary Harb Graham Judge Alan Longhurst Andrew Riley (Chair)

Also Attending:

Tracey Lamont (QPRC)

The meeting opened at 6.35 pm.

Apologies: Brent Riseborough, who notified the Committee that he would not be taking up the position.

2. Declaration of Interests. Nil

3. Minutes of Previous Meeting

The Minutes of the previous meeting on 18 December 2023 were accepted. (Judge/Longhurst).

4. Business Arising/Outstanding Actions.

Frogs Hollow. A Longhurst reported that he had confirmed levels data and in discussion with P Evans confirmed that they agreed that installation of a Public Toilet was feasible.

Senior Friendly Living in Bungendore. G Judge had passed on collated QPRC documentation to P Evans who is progressing the Committee paper. ACTION: P Evans to circulate the "framework" document to members within a fortnight.

5. Correspondence.

5.1 **In**

Emails from:

Debbie Sibbick of QPRC staff forwarding Frogs Hollow Landscape Plan updates..

5.2 **Out**

Nil

6. New Business

6.1 **Bungendore Place Plan.**

T Lamont updated members on progress with the Bungendore Place Plan project. Members noted the appointment of the arki lab consultancy after a successful RFT process and discussed the methodology it proposed.

Members will meet the arki labs CEO on 2 Feb to provide preliminary input and also attend the Community Consultation on 3 Feb. A Riley has registered interest in the Design Workshop.

BTCEC will not be participating in the Your Voice survey which is structured for individual inputs.

Members queried how the Frogs Hollow project would be integrated into the Place Plan. T Lamont undertook to query QPRC staff.

6.2 Review Frogs Hollow Landscape Plans.

The updated Plans had been circulated previously The Committee was disappointed to note that the input provided at the previous briefing did not appear to have been taken into account in any substantive form. The following points were agreed:

There is no point in providing rest/picnic/recreation opportunities if there is no public toilet facilities.

The Committee is strongly in favour of additional parking.

The pathway around the western edge does not work if there is not a crossing over the culvert, either a bridge or piped and covered.

If the culvert is not piped and covered the proposed large rocks will be a haven for snakes, will be overgrown with weeds and reeds and it will not be possible to mow up to the edge.

The Balladeers memorial has been moved from one road noise area to a worse road noise area.

There is no activation of the access to the creek/large pool area to the north west.

In view of the big picture issues, The Committee did not review other items except to note the possibility of contributions from community groups and grant bodies to offset the surprisingly high costs for furniture etc.

ACTION: A Riley to ensure Council is aware of the Committee's position as soon as possible.

RESOLUTION

The BTCEC Advisory Committee does not support the proposed landscape plan for Frogs Hollow which it considers is dysfunctional without the provision of a public toilet facility and additional parking. BTCEC RECOMMENDS that the project be reconsidered with a staged plan to achieve the objectives for the space.

Proposed: A Longhurst Seconded: P Evans Carried: All.

6.3 **Project Action Plan.** Members had agreed that the current PAP, which had been adopted by QPRC in 2021, had served well but now needed updating. ACTION: Members to be ready to suggest ten potential PAP items for the discussion at the next BTCEC meeting.

- 7. Reports and Discussion.
- 7.1 **Project Action Plan**. See 6.1 above.

Senior Friendly Living in Bungendore. BTCEC Paper progressing. Members noted that the Place Plan is expected to consider much of this topic.

Ellendon Street Sculptures-on-the-Verge. Noted that BCCI is looking into possible ways ahead.

Historical Plaques. T Lamont is discussing this project with Rotary.

- 7.2 Bungendore Infrastructure and Water Supply. Clr Grundy briefed members on QPRC progress with the pipeline project and on QPRC's consideration of the effect on development.
- 7.3 **Bungendore High School.** Noted statement from NSW Education and the local Member S Whan.
- **8. Any Other Business.** P Evans briefed members on potential consequences to development flowing from shifts to Possible Maximum Flood (PMF) standards, including SES considerations of isolation times.
- 9. Foreshadowed Agenda Items/Close/Next Meeting

The meeting closed at 8.25 pm. Next meeting TBC Monday 22 January 2024...

Council Meeting Attachment

10 APRIL 2024

ITEM 11.1 BUNGENDORE TOWN CENTRE AND ENVIRONS ADVISORY

COMMITTEE - JANUARY AND FEBRUARY 2024

MINUTES

ATTACHMENT 2 BTCEC MINUTES 26 FEBRUARY 2024



Bungendore Town Centre and Environs Committee Meeting

26 February 2024 commencing at 6.30 pm QPRC Office 13 Gibraltar Street

MINUTES

1. Present: Clr Mareeta Grundy

Gary Harb Alan Longhurst Andrew Riley (Chair)

Also Attending:

Tracey Lamont (QPRC)

The meeting opened at 6.35 pm.

Apologies: Peter Evans

Graham Judge

2. Declaration of Interests. Nil

3. Minutes of Previous Meeting

The Minutes of the previous meeting on 22 January 2024 were accepted. (Longhurst/Harb).

4. Business Arising/Outstanding Actions.

Frogs Hollow. T Lamont and A Riley had updated Council staff regarding the Committee's views on the unsatisfactory update plans straight after the meeting. **Senior Friendly Living in Bungendore.** The "framework" document had not yet been circulated.

Bungendore Place Plan. Members had attended the meeting with the CEO of the arki-labs consultancy on 2 Feb and the community consultation on 3 Feb.

5. Correspondence.

5.1 In

Emails from:

Debbie Sibbick of QPRC staff forwarding Frogs Hollow Landscape Plan updates and budget notes.

Anthony de Jongh of QPRC with infrastructure updates.

5.2 **Out**

Nil

6. New Business

6.1 Review Updated Frogs Hollow Landscape Plans.

Members reviewed the updated plans and budget extracts provided by D Sibbick of QPRC and T Lamont provided a brief on the administrative background of the current project. Referring to the budget items, members noted the following points:

The proposed Amphitheatre was not a requirement,

The cricket pitch works were low priority and should be limited to a minimal upgrade of the pitch.

The car park arrangement line markings should allow for some caravan parking.

Members re-affirmed the importance of the provision of public toilet facilities.

6.2 Bungendore Place Plan.

T Lamont updated members on the progress of the Place Plan. It was noted that there had been an excellent attendance at the 3 Feb community event and that about 110 submissions had been received from the QPRC Your Voice on-line digital survey. 42 residents had registered for the Design Workshop and efforts were being made to ensure that there would be inputs from a representative spectrum of Bungendore residents. Members reviewed the proposed timetable for the project noting the importance of Council endorsement before the caretaker period.

- 6.3 Project Action Plan. Members had agreed previously that the current PAP, which had been adopted by QPRC in 2021, had served well but now needed updating. In view of the current rapid progress with the Bungendore Place Plan, members AGREED to defer consideration of a new Project Action Plan so that the output of the Place Plan could be taken into account in deciding on items to be included in the new PAP. It was however AGREED to continue development of the Senior Friendly Living initiative and to advocate for the Ellendon Street Sculptures-on-the-Verge project.
- 7. Reports and Discussion.
- 7.1 **Project Action Plan.** See 6.3 above.

Senior Friendly Living in Bungendore. The BTCEC Paper is progressing. Members noted that the Place Plan will include elements of this issue.

Ellendon Street Sculptures-on-the-Verge. Noted that BCCI is looking into possible ways ahead.

- 7.2 **Bungendore Infrastructure and Water Supply.** Noted progress on planning for the new Council building and expectation of a draft FRMSP by mid year. Nothing to report on the water supply project.
- 7.3 **Bungendore High School.** Noted remarks from local Member S Whan.
- **8. Any Other Business.** The Committee further considered the unsatisfactory condition of Bungendore Road bridge and approaches at the entrance to the town. It was AGREED

that safety considerations justified prioritising remedial works and that Council should take whatever action it could to bring forward improvements.

9. Foreshadowed Agenda Items/Close/Next Meeting

The meeting closed at 7.45 pm. Next meeting Monday 18 March 2024...