



# **Ordinary Meeting of Council**

**8 May 2024**

**UNDER SEPARATE COVER  
ATTACHMENTS**

**ITEMS 10.1 TO 12.3**

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

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# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

8 MAY 2024

ITEM 10.1            GATEWAY DETERMINATION AND PUBLIC EXHIBITION OF  
                             PLANNING PROPOSAL TO RECLASSIFY 19 GIBRALTAR  
                             STREET, BUNGENDORE FROM COMMUNITY TO  
                             OPERATIONAL LAND

ATTACHMENT 1    DRAFT PLANNING PROPOSAL - 19 GIBRALTAR STREET,  
                             BUNGENDORE - PP\_2024\_509



# Draft Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

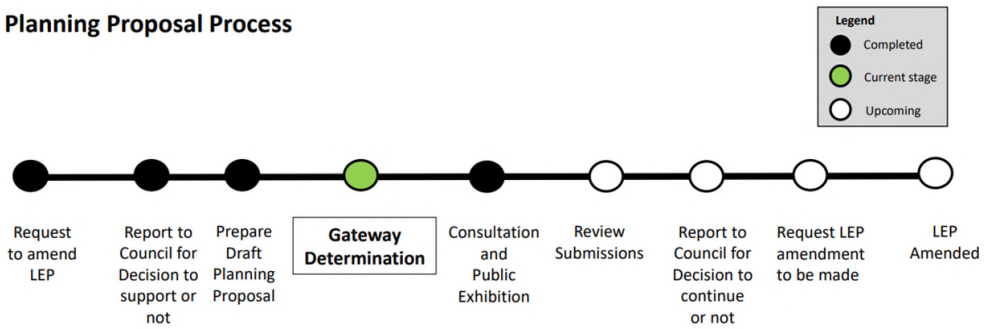


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Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

Planning Proposal Process



Document History

| Version | Dated      | Comments       |
|---------|------------|----------------|
| 1       | March 2024 | ECM ID 2479144 |
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Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

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Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

## Introduction

The purpose of this planning proposal is to reclassify certain Council owned land from 'community' to 'operational' under the *Local Government Act 1993 (LG Act)*. The reclassification is required to facilitate construction of a new Queanbeyan-Palerang Regional Council (QPRC) building in Bungendore, following the acquisition of the former QPRC office building by the NSW Department of Education.

The parcel of land proposed for reclassification is located at 19 Gibraltar Street (Lot 8, Section 11, DP 758183), at the corner of Gibraltar St and Ellendon St within the Bungendore township, as shown in Figure 1, 2 and 3.

The land covers an area of 2023 m<sup>2</sup> and is currently Zoned E1 Local Centre under the *Queanbeyan-Palerang Regional Local Environment Plan 2022 (QPRLEP 2022)*.

The planning proposal does not seek changes to existing zoning, minimum lot size, or floor space ratio controls and has been prepared in accordance with Section 3.33 of the *Environmental Planning and Assessment Act 1979 (EP&A Act)*.

Figure 1 - Land proposed to be reclassified - 19 Gibraltar Street Bungendore

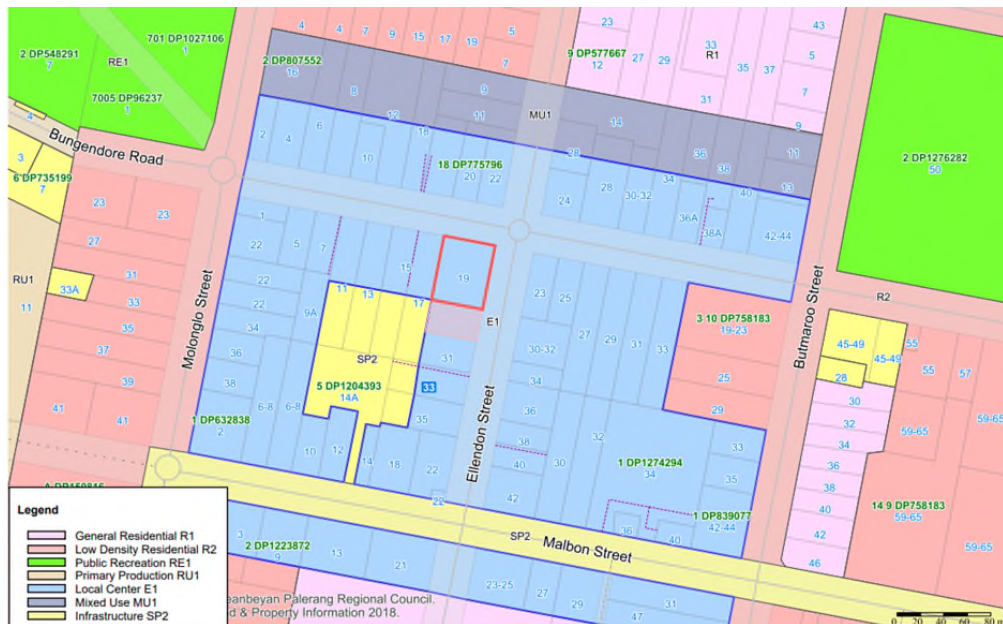


Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

Figure 2 - Aerial view of land to be reclassified - 19 Gibraltar Street Bungendore



Figure 3 – Zoning of land to be reclassified





Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street  
Bungendore

## Part 1 - Objectives or Intended Outcomes

The objective of this planning proposal is to facilitate the construction of a new Queanbeyan-Palerang Regional Council (QPRC) building to carry out Council functions on the land.

The lot is currently vacant and Council is considering an option to consolidate the office, library, and community centre into a single facility at 19 Gibraltar Street Bungendore.

## Part 2 - Explanation of Provisions

Queanbeyan-Palerang Regional Council purchased 19-21 Gibraltar Street Bungendore (Lot 8 Sec 11 DP 758183) on 5 August 2021 and the classification of the site defaulted to 'community' under the *Local Government Act 1993 (LG Act)*.

This planning proposal seeks to reclassify the subject land from 'community' to 'operational' to allow for the construction of a new Council building. This will be done by amending the *Queanbeyan-Palerang Regional Environmental Plan 2022 (QLEP 2022)* to include the subject land in Part 1 of Schedule 4 (no interests changed) of the plan. The proposal does not seek to change any trusts, estates, interests, dedications, conditions, restrictions, or covenants on the land.

Consistent with the provisions of clause 5.2(2) of the QLEP 2022, this will have the effect of reclassifying the land as intended.

## Part 3 - Justification Strategic and Site-Specific Merit

### Section A – Need for the Planning Proposal

1) *Is the planning proposal a result of an endorsed local strategic planning statement (LSPS), strategic study or report?*

No. However, the planning proposal is considered to be of local significance only and will require both public exhibition under the *LG Act*.

Council resolves at its Ordinary Meeting on 22 November 2023 that the subject land be reclassified in accordance with the *LG Act*.

2) *Is the planning proposal the best means of achieving the objectives or intended outcome, or is there a better way?*

In accordance with Section 31. (2) (2A) of the *LG Act*, the Council may resolve to classify acquired land as 'community' or 'operational' either prior to or within three months after acquisition. Land that remains unclassified after this period is automatically deemed to be classified as 'community' under the LEP. Council in this instance did not resolve to classify the land in the required timeframe.

Therefore, this planning proposal to amend the LEP is the only mechanism that allows for reclassifying the subject land from 'community' to 'operational'.

Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

**Section B - Relationship to Strategic Planning Framework**

- 3) *Will the planning Proposal give effect to the objectives and actions of the applicable regional, or district plan or strategy (including any exhibited draft plans or strategies)*

The planning proposal aligns with Objective 3 of the *Draft Southeast and Tablelands Regional Plan 2041*, which aims to "Support diverse, vibrant and socially active communities." The new council building to be constructed on the subject land will incorporate a community centre and library, facilitating a high-quality public domain that promotes social gathering and engagement.

The Department of Planning, Housing and Infrastructure (DPHI) has also previously published *LEP Practice Note PN 16-001: Classification and reclassification of public land through a local environmental plan*. This practice note provides guidance on additional matters to be addressed in planning proposals that seek to classify or reclassify public land.

Responses to the additional matters set out in the practice note are provided at **Appendix A**.

- 4) *Is the planning proposal consistent with the Council Local Strategic Planning Statement (LSPS) that has been endorsed by the Planning Secretary or Greater Sydney Commission (GSC), or another local strategy or strategic plan?*

The Queanbeyan-Palerang Regional Council [Local Strategic Planning Statement, 'Towards 2040'](#) (LSPS) together with the Community Strategic Plan 2018-2028, set out the community's long term vision and aspirations for Council's planning activities.

Planning Priority 10 of the LSPS is relevant to the planning proposal:

*We plan for and provide regional facilities which promote better social connection and access to the community.*

- 5) *Is the planning proposal consistent with any other applicable State and Regional Studies or Strategies?*

| State or regional study or strategy        | Comment                                      |
|--|--|
| Future Transport Strategy 2056             | The proposal is consistent with the strategy |
| Cumberland Plain Conservation Plan         | The proposal is consistent with the plan     |
| Net Zero Plan                              | The proposal is consistent with the plan     |
| Water Resources Plan                       | The proposal is consistent with the plan     |
| State Infrastructure Strategy              | The proposal is consistent with the strategy |
| A 20 year Economic Vision for Regional NSW | The proposal is consistent with the vision   |

- 6) *Is the planning proposal consistent with applicable State Environmental Planning Policies (SEPPS)?*

The planning proposal has been assessed against State Environmental Planning Policies (SEPP's) at **Appendix B**.

- 7) *Is the planning proposal consistent with applicable Ministers Directions (section 9.1(2) Directions)?*

The relevant Ministerial Directions (Section 9.1) have been considered at **Appendix C**.



Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street  
Bungendore

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**Section C - Environmental, Social and Economic Impact**

8) *Is there any likelihood that critical habitat or threatened species, population or ecological communities, or their habitats, will be adversely affected because of the proposal?*

No. The planning proposal does not apply to land that has been identified as containing critical habitat or threatened species, populations or ecological communities, or their habitats.

9) *Are there any other likely environmental effects of the planning proposal and how are they proposed to be managed?*

Flood modelling completed as part of the Bungendore Floodplain Risk Management Study (WorleyParsons, 2014) indicates that part of the subject land is flood affected. As such, any proposed development of the land will need to comply with flood requirements of the QPRLEP 2022, Palerang Development Control Plan 2015 and the Department of Climate Change, Energy, the Environment and Water's guidelines detailed in Section 9.1 (2) Local Planning Direction 4.1 Flooding.

The planning proposal is not considered to have any other likely environmental effects and any unexpected environmental effects can be resolved during the assessment of a development application.

10) *How has the planning proposal adequately addressed any social and economic issues?*

The 'community' land is intended to be reclassified as 'operational' land for the future construction of a new Bungendore QPRC office. The office provides employment for the community in the surrounding township and social benefits such a library and meeting rooms for the community.

Appendix A provides further analysis of the requirements set out under *Practice Note PN 16-001*.

**Section D - Infrastructure (Local, State and Commonwealth)**

11) *Is there adequate public infrastructure for the planning proposal?*

The subject land is centrally located within the Bungendore town area, within the middle of the employment zone, and is surrounded by commercial and retail establishments. Infrastructure mapping reveals comprehensive services, including water, sewer, gas, stormwater drainage, and electricity. Any additional services required for the development may be subject to conditions during the Development Assessment (DA) stage.

**Section E - State and Commonwealth Interests**

12) *What are the views of State and Commonwealth Public authorities and government agencies consulted to order to inform the Gateway determination?*

Consultation with public authorities will be undertaken in accordance with the Gateway determination received for the planning proposal.

Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

### Part 4 - Maps

No mapping is required to support the planning proposal.

### Part 5 - Community Consultation

The planning proposal is required to be exhibited for a minimum period of 28 days. At the conclusion of the public exhibition period, a public hearing will also be held as required under the *Local Government Act 1993*.

### Part 6 - Project Timeline

| Stage  | Anticipated Timeline (2023-2024) |
|--|----------------------------------|
| Prepare Planning Proposal                                | November 2023                    |
| Report to Council  | November 2023                    |
| Gateway Determination                                    | March 2024                       |
| Agency Consultation                                      | Subject to Gateway determination |
| Public Exhibition  | April - May 2024                 |
| Public Hearing   | June 2024                        |
| Report to Council including consideration of submissions | May 2024                         |
| Parliamentary Council Opinion                            | July 2024                        |
| Plan Finalised by Minister (or delegate)                 | August 2024                      |

Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

## Appendix A - Information Checklist for Proposals to Classify or Reclassify Public Land through a Local Environmental Plan (LEP)

### NSW Government's Framework - LEP Practice Note

NSW Planning and Environment has published *LEP Practice Note PN 16-001: Classification and reclassification of public land through a local Environmental plan*.

This practice note provides guidance on matters to be addressed in planning proposals to classify or reclassify public land.

The table below addresses these matters and identifies where matters are addressed in the planning proposal.

| No. | Requirement  | Comment  |
|-----|--|--|
| 1   | The current and proposed classification of the land.   | The subject land is currently classified as community land and is proposed to be reclassified to operational land under the provisions of the <i>Local Government Act 1993</i> .   |
| 2   | Whether the land is a 'public reserve' (defined in the LG Act).  | The site is not defined as a 'public reserve' under the provisions of the <i>Local Government Act 1993</i> . The property came into Council's ownership on 5 August 2021 following the Council's purchase of the land from a private landowner.<br><br>Following Council's acquisition of the subject land, it should have been classified as 'operational' land within three months, however, this was not completed at the time due to an oversight and the site was given 'community' land status by default. |
| 3   | The strategic and site-specific merits of the reclassification and evidence to support this.   | The planning proposal is to address the one-off reclassification of the land. The new proposed building will contain new Bungendore Council offices, a library, and a community centre.  |
| 4   | Whether the planning proposal is the result of a strategic study or report.  | The planning proposal is not a result of a strategic study or report.  |
| 5   | Whether the planning proposal is consistent with council's community plan or any other local strategic plan.   | The planning proposal is not inconsistent with Council's community plan or any other local strategic plan.   |
| 6   | A summary of council's interests in the land including: <ul style="list-style-type: none"> <li>How and when the land was first acquired (e.g. was it dedicated, donated, provided as part of a subdivision for public open space or other or other purposes, or a developer contribution)</li> </ul> | The subject parcel of land was purchased from a private landowner by Council on 5 August 2021 (settlement date). The land is currently owned by Council.<br>There are no known trusts, dedications, or interests that exist on the land.   |

Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

|    |   |  |
|----|---|--|
|    | <ul style="list-style-type: none"> <li>If council does not own the land, the landowner's consent</li> <li>The nature of any trusts, dedications, etc.</li> </ul>  |  |
| 7  | Whether an interest in land is proposed to be discharged, and if so, an explanation of the reason why.  | The interest in the land is not proposed to be discharged.   |
| 8  | The effect of the reclassification (including, the loss of public open space, the land ceases to be a public reserve or particular interests will be discharged).   | The effect of the reclassification will be that the subject land will be operational, allowing Council to construct new Council offices in Bungendore.     |
| 9  | Evidence of public reserve status or relevant interests, or lack thereof applying to the land (e.g. electronic title searches, notice in Government Gazette, trust documents).  | The subject land does not have Public Reserve status. The title and deposited plan are included in <b>Appendix D</b> of the planning proposal as evidence. |
| 10 | Current use(s) of the land, and whether uses are authorised or unauthorised.  | The current use of the land is a vacant fenced lot.  |
| 11 | Current or proposed lease or agreements applying to the land, together with their duration, terms, and controls.  | There is no current or proposed lease on the land. It is Council owned community land.   |
| 12 | Current or proposed business dealings (e.g. agreements for the sale or lease of the land, the basic details of any such agreements and if relevant, when council intends to release its assets, either immediately after rezoning/reclassification or at a later time). | After the reclassification to operational land, Council will be able to apply for a development application for the construction of new Council offices.   |
| 13 | Any rezoning associated with the reclassification (if yes, need to demonstrate consistency with an endorsed Plan of Management or strategy).  | The planning proposal does not propose to rezone the subject land.   |
| 14 | How council may or will benefit financially, and how these funds will be used.  | Council will not benefit financially as the maintenance and insurance of the subject land will rest with Council.  |
| 15 | How council will ensure funds remain available to fund proposed open space sites or improvements referred to in justifying the reclassification, if relevant to the proposal.   | This planning proposal does not commit funds to any proposed open space or specific improvements.  |

Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

|    |  |  |
|----|--|--|
| 16 | A Land Reclassification (part lots) Map, in accordance with the standard technical requirements for special datasets and maps, if land to be reclassified does not apply to the whole lot. | Not relevant. The land re-classification applies to the whole lot.   |
| 17 | Preliminary comments by the relevant government agency, including an agency that dedicated the land to council, if applicable.   | The land is owned by Council. No formal consultation with State or Commonwealth public authorities has been undertaken at this stage. However, consultation will be undertaken with State and Commonwealth agencies in accordance with the Gateway determination, if required. |
| 18 | The concurrence of the landowner must be obtained, where the land is not owned by the Planning Proposal Authority (PPA).   | The land is owned by the Council (Planning Proposal Authority – PPA).  |
| 19 | Does the planning proposal deliver a public benefit?   | The planning proposal seeks to provide land that a new Council office that will be constructed in Bungendore. The proposal will include a new Council library and community centre.  |
| 20 | Have the implications for the open space in the LGA in relation to current and future open space needs been considered and will there be a net gain to open space?                         | The implications for open space in Bungendore have been considered. The site is not defined as a ‘public reserve’ under the provisions of the <i>Local Government Act 1993</i> . The proposal does not affect the current and future open space.                               |

Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

## Appendix B – State Environmental Planning Policies

The following relevant Environmental Planning Instruments (EPI) have been considered in the preparation of this planning proposal:

| SEPP  | Relevant | Comments  |
|---|----------|---|
| State Environmental Planning Policy (Biodiversity and Conservation) 2021.                                     | No       | This SEPP applies to Queanbeyan-Palerang Regional Council (QPRC). This planning proposal will not affect the operation of the SEPP. |
| State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.                            | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy (Housing) 2021.   | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy (Industry and Employment) 2021.   | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy No 65—Design Quality of Residential Apartment Development (2002 EPI 530). | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy (Planning Systems) 2021.  | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy (Precincts—Central River City) 2021.                                      | No       | This SEPP does not apply to QPRC.   |
| State Environmental Planning Policy (Precincts—Eastern Harbour City) 2021.                                    | No       | This SEPP does not apply to QPRC.   |
| State Environmental Planning Policy (Precincts—Regional) 2021.  | No       | This SEPP does not apply to QPRC.   |
| State Environmental Planning Policy (Precincts—Western Parkland City) 2021.                                   | No       | This SEPP does not apply to QPRC.   |
| State Environmental Planning Policy (Primary Production) 2021.  | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy (Resilience and Hazards) 2021.  | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy (Resources and Energy) 2021.  | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy (Sustainable Buildings) 2022.   | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |
| State Environmental Planning Policy (Transport and Infrastructure) 2021.                                      | No       | This SEPP applies to QPRC. This planning proposal will not affect the operation of the SEPP.  |



Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

**Appendix C - Section 9.1(2) - Local Planning Directions (Current as of 10 November 2023)**

The following relevant Local Planning Directions under Section have been considered in the preparation of this planning proposal:

| <b>Consideration of s9.1 Directions</b>   | <b>Comments</b>   |
|---|---|
| <b>Focus area 1: Planning Systems</b>   |   |
| 1.1 Implementation of Regional Plans  | Applicable. The planning proposal is consistent with the provisions of this direction                                 |
| 1.2 Development of Aboriginal Land Council land   | Not applicable. The subject land is not shown on the Land Application Map of chapter 3 of the SEPP (Planning Systems) |
| 1.3 Approval and Referral Requirements  | Applicable. The planning proposal is substantially consistent with the provisions of this direction                   |
| 1.4 Site Specific Provisions  | Applicable. The planning proposal is consistent with the provisions of this direction                                 |
| 1.4A Exclusion of development standards from variation  | Applicable. The planning proposal is consistent with the provisions of this direction                                 |
| <b>Focus area 1: Planning Systems – place based</b>   |   |
| 1.5 Parramatta Road Corridor Urban Transformation Strategy  | Not relevant to the proposal  |
| 1.6 Implementation of North West Priority Growth Area Land Use and Infrastructure Plan                            | Not relevant to the proposal  |
| 1.7 Implementation of Greater Parramatta Priority Growth Area Interim Land Use Infrastructure Implementation Plan | Not relevant to the proposal  |
| 1.8 Implementation of Wilton Priority Growth Area Interim Land Use Infrastructure Implementation Plan             | Not relevant to the proposal  |
| 1.9 Implementation of Glenfield to Macarthur Urban Renewal Corridor   | Not relevant to the proposal  |
| 1.10 Implementation of Western Sydney Aerotropolis Plan   | Not relevant to the proposal  |
| 1.11 Implementation of Bayside West Precincts 2036 Plan   | Not relevant to the proposal  |
| 1.12 Implementation of Planning Principles for the Cooks Cove Precinct  | Not relevant to the proposal  |
| 1.13 Implementation of St Leonards and Crows Nest 20236 Plan  | Not relevant to the proposal  |
| 1.14 Implementation of Greater Macarthur 2040   | Not relevant to the proposal  |
| 1.15 Implementation of Pyrmont Peninsula Place Strategy   | Not relevant to the proposal  |
| 1.16 North West Rail Link Corridor Strategy   | Not relevant to the proposal  |
| 1.17 Implementation of the Bays West Place Strategy   | Not relevant to the proposal  |
| 1.18 Implementation of the Macquarie Park Innovation Precinct   | Not relevant to the proposal  |

Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

|   |   |
|---|---|
| 1.19 Implementation of the Westmead Place Strategy                                    | Not relevant to the proposal  |
| 1.20 Implementation of the Camellia-Rosehill Place Strategy                           | Not relevant to the proposal  |
| 1.21 Implementation of the South West Growth Area Structure Plan                      | Not relevant to the proposal  |
| 1.22 Implementation of the Cherrybrook Station Place Strategy                         | Not relevant to the proposal  |
| <b>Focus area 2: Design and Place</b>   |   |
| <b>Focus area 3: Biodiversity and Conservation</b>                                    |   |
| 3.1 Conservation Zones  | Not relevant to the proposal  |
| 3.2 Heritage Conservation   | Not relevant to the proposal  |
| 3.3 Sydney Drinking Water Catchments  | Not relevant to the proposal  |
| 3.4 Application of C2 and C3 zones and Environmental Overlays in Far North Coast LEPs | Not relevant to the proposal  |
| 3.5 Recreation Vehicle Areas  | Not relevant to the proposal  |
| 3.6 Strategic Conservation Planning   | Not relevant to the proposal  |
| 3.7 Public Bushland   | Not relevant to the proposal  |
| 3.8 Willandra Lakes Region  | Not relevant to the proposal  |
| 3.9 Sydney Harbour foreshores and Waterways Area                                      | Not relevant to the proposal  |
| 3.10 Water Catchment Protection   | Not relevant to the proposal  |
| <b>Focus area 4: Resilience and Hazards</b>   |   |
| 4.1 Flooding  | Applicable. The subject land is identified as flood prone area in Bungendore Floodplain Risk Management Plan adopted by the QPRC, which demonstrates the proposal is consistent with the provisions of this direction. Further investigation and flood impact and risk assessment report may be required at the development application (DA) stage. |
| 4.2 Coastal Management  | Not relevant to the proposal  |
| 4.3 Planning for Bushfire Protection  | Not relevant to the proposal  |
| 4.4 Remediation of Contaminated Land  | Not relevant to the proposal  |
| 4.5 Acid Sulfate Soils  | Not relevant to the proposal  |
| 4.6 Mine Subsidence and Unstable Land   | Not relevant to the proposal  |
| <b>Focus area 5: Transport and Infrastructure</b>                                     |   |
| 5.1 Integrating Land Use and Transport  | Applicable. The planning proposal is consistent with the provisions of this direction   |
| 5.2 Reserving Land for Public Purposes  | No applicable. The proposal does not reduce land available for public reserves and facilities. The land was purchased from a private landowner and is not intended to be used as public land.   |
| 5.3 Development near regulated airports and defence airfields                         | Not relevant to the proposal  |
| 5.4 Shooting ranges   | Not relevant to the proposal  |

Planning Proposal to Reclassify Community Land to Operational Land at 19 Gibraltar Street Bungendore

|   |                              |
|---|------------------------------|
| <b>Focus area 6: Housing</b>  |                              |
| 6.1 Residential Zones   | Not relevant to the proposal |
| 6.2 Caravan Parks and Manufactured homes estates                            | Not relevant to the proposal |
| <b>Focus area 7: Industry and Employment</b>                                |                              |
| 7.1 Employment Zones  | Not relevant to the proposal |
| 7.2 Reduction in non-hosted short-term rental accommodation period          | Not relevant to the proposal |
| 7.3 Commercial and retail development along the Pacific Highway North Coast | Not relevant to the proposal |
| <b>Focus area 8: Resources and Energy</b>                                   |                              |
| 8.1 Mining, Petroleum Production and Extractive Industries                  | Not relevant to the proposal |
| <b>Focus Area 9: Primary Production</b>                                     |                              |
| 9.1 Rural Zones   | Not relevant to the proposal |
| 9.2 Rural Lands   | Not relevant to the proposal |
| 9.3 Oyster Aquaculture  | Not relevant to the proposal |
| 9.4 Farmland of State and Regional Significance on the NSW Far Coast        | Not relevant to the proposal |





Department of Planning, Housing and Infrastructure

## Gateway Determination

**Planning proposal (Department Ref: PP-2024-509):** reclassify the land at 19 Gibraltar Street, Bungendore from 'community' to 'operational' to allow for the construction of a new Council building.

I, the Manager, at the Department of Planning, Housing and Infrastructure, as delegate of the Minister for Planning and Public Spaces, have determined under section 3.34(2) of the *Environmental Planning and Assessment Act 1979* (the Act) that an amendment to the Queanbeyan Palerang Regional Local Environmental Plan 2022 to reclassify the land at 19 Gibraltar Street, Bungendore from 'community' to 'operational' to allow for the construction of a new Council building should proceed subject to the following

The Council as planning proposal authority is authorised to exercise the functions of the local plan-making authority under section 3.36(2) of the Act subject to the following:

- (a) the planning proposal authority has satisfied all the conditions of the gateway determination;
- (b) the planning proposal is consistent with applicable directions of the Minister under section 9.1 of the Act or the Secretary has agreed that any inconsistencies are justified; and

The LEP should be completed on or before 30 September 2024.

### Gateway Conditions

1. Public exhibition is required under section 3.34(2)(c) and clause 4 of Schedule 1 to the Act as follows:
  - (a) the planning proposal is categorised as basic as described in the *Local Environmental Plan Making Guideline* (Department of Planning and Environment, August 2023) and must be made publicly available for a minimum of 20 working days; and
  - (b) the planning proposal authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in *Local Environmental Plan Making Guideline* (Department of Planning and Environment, August 2023).

No consultation is required with public authorities or government agencies under section 3.34(2)(d) of the Act.

2. A public hearing is not required to be held into the matter by any person or body under section 3.34(2)(e) of the Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).

Dated 5 April 2024



**Graham Towers**  
**Manager Southern Region**  
**Local and Regional Planning**  
**Department of Planning, Housing and**  
**Infrastructure**

**Delegate of the Minister for Planning and**  
**Public Spaces**

PP-2024-509

# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

8 MAY 2024

ITEM 10.2            RESPONSE TO NOTICE OF MOTION - LOCAL HERITAGE  
LISTINGS

ATTACHMENT 1    HERITAGE ITEM REPORT - DESCRIPTION OF ITEMS - 119  
WALLACE STREET BRAIDWOOD

## Item Details

**Name**

Albion Hotel, 3 adjoining shops & stables

**SHR/LEP/S170**

SHR #00304

**Address**

119 Wallace Street BRAIDWOOD NSW 2622

**Local Govt Area**

Queanbeyan-Palerang Regional

**Local Aboriginal Land Council**

Batemans Bay

**Item Type**

Complex / Group

**Group/Collection**

Commercial

**Category**

Hotel

## All Addresses

**Addresses**

Records Retrieved: 2

| Street No | Street Name    | Suburb/Town/Postcode | Local Govt. Area             | LALC         | Parish    | County     | Electorate | Address Type      |
|-----------|----------------|----------------------|------------------------------|--------------|-----------|------------|------------|-------------------|
|           | Duncan Street  | BRAIDWOOD/NSW/2622   | Queanbeyan-Palerang Regional | Unknown      | Braidwood | St Vincent | MONARO     | Alternate Address |
| 119       | Wallace Street | BRAIDWOOD/NSW/2622   | Queanbeyan-Palerang Regional | Batemans Bay | Braidwood | St Vincent | MONARO     | Primary Address   |

## Owners

Records Retrieved: 0

| Organisation     | Stakeholder Category | Date Ownership Updated |
|------------------|----------------------|------------------------|
| No Results Found |                      |                        |

## Description

**Designer**

**Builder/Maker**



**Physical Description**

**Updated**

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

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

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

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

Shops (c.1920s)

Three brick shops of two storeys face Wallace Street to the main hotel's south. These are in Federation style and are linked to the hotel by a first floor timber walkway. These shops are typical of c.1920 construction. The shopfronts are original to this period. They have single-storey verandas of timber framing on concrete bases and fibre cement valences. Inside, the shops retain some pressed metal ceilings, cornices and rendered brick wall surfaces. The first floor above the shops has two residential flats (ibid, 2015, 1).

Terrace (c.1920s)

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

Outbuildings:

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

Stables (c.1855-58)

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

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

Shed:

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

**Physical Condition**

**Updated 06/19/2015**

**Modifications And Dates**

1920s- windows and doors with rippled glass appear to have been replaced.

Several internal walls were removed from the ground floor bar area, the remaining structure is supported on steel beams and a column.

**Further Comments**

First floor of hotel and shops were not inspected by HO in March 2006

**Current Use**

Art Gallery

**Former Use**

Aboriginal land, town lot, Hotel

## Listings

### Listings

|  |  |                | Records Retrieved: 4     |                |              |
|--|--|----------------|--------------------------|----------------|--------------|
| Heritage Listing                                     | Listing Title                                  | Listing Number | Gazette Date             | Gazette Number | Gazette Page |
| Heritage Act - Permanent Conservation Order - former |  | 00304          | 6/15/1984<br>12:00:00 AM | 93             | 3127         |
| Heritage Act - State Heritage Register               |  | 00304          | 4/2/1999<br>12:00:00 AM  | 27             | 1546         |
| Local Environmental Plan                             | Heritage Conservation Area (Palerang LEP 2013) |                |                          |                |              |
| Heritage study                                       | Braidwood Heritage Study                       |                |                          |                |              |

## Procedures/Exemptions

|                |                         |                     |          |                          | Records Retrieved: 1 |  |
|----------------|-------------------------|---------------------|----------|--------------------------|----------------------|--|
| Section of Act | Description             | Title               | Comments | Action Date              | Outcome              |  |
| 57(2)          | Exemption to allow work | Standard Exemptions |          | 11/9/2020<br>12:00:00 AM |                      |  |

## History

### Historical Notes or Provenance

Updated

#### Braidwood or Wigwagly:

Largely unchanged since colonial days the area was originally settled in the 1830s. Aboriginals called the district 'Wigwagly' meaning 'plenty of fur', alluding to the abundant supply of food and clothing from such animals as opossum, koala and kangaroo. Discovered in 1822 by three currency lads, settlement followed in 1833. Due to criminal activities of bushrangers and convicts, a courthouse and lock-up were constructed and the town was built around them. The gold rush of the 1850s brought excitement and population and the district became known for the production of fine wool, beef cattle and fat lambs. In later years mining has re-commenced and the town's colonial charm has attracted a wave of new residents (National Trust of Australia (NSW), <https://www.nationaltrust.org.au/event/looking-at-architecture-braidwood-weekend/>, accessed 6/1/2020).

#### Early Settlement 1822 - 1839

##### Exploration

Europeans first entered the upper Shoalhaven River basin in 1822 under instruction from the new Governor, Thomas Brisbane, to investigate the possibility of a track between the Limestone Plains and Bateman's Bay. The reports of good country would have stimulated land selection in the area.

##### Land grants

The system of land grants available in the 1820s were attractive to settlers. A free grant of 640 acres of land (one square mile) was given to a selector for every (Pounds)500 of money or stock held, with a limit of 2000 acres, shortly afterwards increased to 2560 (four square miles). Captain Duncan Mackellar, one of the earliest settlers in the area, was granted 2000 acres in 1822 with which he selected the property "Strathallan". However it appears he didn't move onto the land until about 1829.

##### County and parish settlement model

When Governor Darling succeeded Governor Brisbane in 1825 he brought from London a new set of Instructions providing for the colony to be settled according to the English pattern of counties (approx 40 miles by 40 miles). The county boundaries were to generally follow natural features such as streams and ranges and were to have a county town and be divided again into hundreds (11 square miles) and parishes (25 square miles). The parishes were to be, as they were in England, a support for the Church of England that would eventually have a church, burial ground and parsonage in each parish. When the number of people allowed, parish local government of the English

kind could be adopted. The Church and Schools corporation was to have one seventh of the land in each county for support of the Church of England. However it soon became apparent that the sparse populations in outer-lying areas would not support such a system, unlike in the densely populated areas such as Sydney.

#### Early survey instructions to Hoddle

Survey of the County of St Vincent had commenced in 1824 in the most northerly area. By December 1827 Assistant Surveyor Robert Hoddle (who later surveyed Melbourne) reported that the Shoalhaven had been traced to its source. Earlier in October that year Surveyor General Oxley instructed Hoddle to mark out land grants for intending settlers in the County of St Vincent.

The Anglican Church received priority treatment being allocated one seventh of the whole county consisting of the best land on the east bank of the Shoalhaven River. The Church and School Estate comprised approx 42,000 acres on the east side of the Shoalhaven River with a straight north-south boundary as the estate's east edge. This boundary line had significant ramifications for the subsequent land settlement pattern with Strathallan, Braidwood Farm and Coghill's land all granted east of this line. Even though the Church and School Estate was resumed circa 1835 the legacy of its land allocation remains clearly visible in the landscape today. Other settlers authorised to take possession of land were:

Dr T.B. Wilson RN 2560 acres grant,  
Mr D Mackellar 2000 acres grant,  
Mr Coghill 2000 acres grant  
Mr Coghill 4000 acres purchase  
Mr Ryrie 2560 acres grant  
Mr Francis Dixon 2000 acres grant  
Mr Francis Dixon 2000 acres purchase  
Mr George Bunn 2560 grant  
Mr D Mackellar Junior 640 grant  
Oxley's instructions stated "These are the only settlers who have any title to land in the vicinity of Mt Solus (Mt Gillamatong)".

According to the census of October 1828 there were approximately 90 Europeans living in the area however few property owners were resident on their grant. After 1831 free grants of land ceased but the remaining land suitable for pastoral development was soon sold.

#### Early Settlers

##### Captain Duncan Mackellar

Three property holders feature significantly in Braidwood's establishment. Captain Duncan Mackellar and family joined his nephew at Strathallan in about 1829 and to their combined land grants of 3250, added another 4000 by purchase. Mackellar had one of the larger and more centrally located properties in the 19th County (St Vincent) and played a key role in the area until he sold the property in 1836. The bulk of the land was sold to John Coghill who owned the property on which Bedervale now stands. A small portion of land adjoining the "Jellamatong" (spellings vary) village reserve was sold to Dr Thomas Braidwood Wilson whose land adjoined Strathallan to the south.

##### Thomas Braidwood Wilson

Wilson had selected 2560 acres earlier, but it was not until 1836 that he settled on "Braidwood Farm" with his wife and two children. Wilson had been a Surgeon Superintendent of ships taking convicts to NSW and Van Diemen's Land. He was first granted land in Van Diemen's Land in 1824, which he exchanged for land near Lake George in 1825. In addition he was given 2560 acres which he selected in the 'new country' on 2 tributaries of the Shoalhaven, Monkittee and Flood creeks. Surveyor Hoddle was instructed in 1827 to survey it before all other grants promised in the area.

In 1833 the western end of Wilson's grant was resumed and reserved for a future village and a similar area added to the eastern end in compensation. Wilson was a humane and progressive thinker and it would seem that his settling in the area was encouraged by the administration. Wilson visited 'Braidwood Farm' when he was in the colony but it was not until late 1836 that he settled there with his wife and family. He became a community leader and amongst other things contracted to build the first courthouse in 1837-38. In 1840 Wilson petitioned the government to build a road from Braidwood to Huskisson to enable faster and cheaper shipping of the wool clip to Sydney and, with Col John Mackenzie, supplied the materials and labour for the Braidwood to Nerriga section.

In 1841 Braidwood Farm had 141 residents, twice the number on Coghill's combined properties of Bedervale and Strathallan. Although the drought had broken in 1840, the subsequent depression sent Wilson bankrupt and he died in November 1843. His land was sold to John Coghill for (Pounds)2,000 who now owned all the land on the south, east and north of the town. Before his death, Wilson had purchased the block immediately to the north of Braidwood. He was buried on this block, high on the hill overlooking the town. A memorial and large pine tree clearly mark the site, from which there are superb views of the town.

##### John Coghill

John Coghill was an astute businessman and manager. He had also managed a property for John Oxley, Surveyor General, near Camden, from which he ran a merchandising depot. Coghill had acquired the Bedervale property circa 1827-28 and visited frequently. He occasionally sat as a magistrate on the bench with Duncan Mackellar and made submissions to the colonial secretary on matters that affected the future of the area. In the mid to late 1830s Coghill engaged John Verge, well known colonial architect, to draw up house plans, and the house was completed by about 1842. It was also in the mid to late 1830s that Coghill purchased Strathallan.

While on a trip overseas John Coghill's daughter Elizabeth married Robert Maddrell, who came from the Isle of Man and was studying medicine at Heidelberg University. They returned to Australia and inherited Bedervale on Coghill's death in 1853. The property included Braidwood Farm which Maddrell renamed Mona, the original name for his birthplace, the Isle of Man. Under Robert Maddrell's management the estate expanded to 33,000 acres, much of it farmed by tenant farmers. By 1860, Robert Maddrell had 84 tenants on the three large Maddrell properties that surrounded Braidwood. Portions of these farms were eventually sold to the tenants, but in 1882 Robert Maddrell still had 52,000 acres.

Most significantly however, the ownership of the land on the north, east and south of the town by one family resulted in the town boundary on these sides remaining virtually intact and the landscape remaining large open paddocks, although there has been some recent subdivision and modification to this cultural landscape.

#### Early development in the town

Several buildings were erected c1840/41, including the first Doncaster Inn (1841-1907). The economic depression of the early 1840s slowed development a few years but gradually a business centre developed along Mackellar Street adjacent to Monkittee Creek and on the north-facing slope of Wallace Street. Proximity to creek water was an incentive to spread along Mackellar Street as was, apparently, the disincentive of ascending the "Jew's Hill". Surveyor Larmer purchased land and built the Royal Hotel c1845 (the present Museum). In Mackellar Street the three-storeyed Albert Buildings, later converted to a steam-driven flourmill, were used as shops by Hendricks and Jacobs (still standing). On the corner of Mackellar and Wallace Streets was the Post Office and store (still standing). A District Council was established in 1843.

The first steam mill was erected in 1846 at the junction of Monkittee Creek and Mona Creek near the site of Dr Wilson's first house at Braidwood Farm (the footings are still evident).

The population grew from 1100 in the 1841 census to 1429 in the Braidwood Police District in 1851, 212 of who lived in the town. With the discovery of gold in Araluen in mid 1851, and throughout the region soon after, Braidwood's role as the primary town in the district strengthened. Braidwood's business centre eventually crept over the hill and to the south end of Wallace Street following the survey of the road to Nelligen, and the continuing business from the goldfields to the south.

Braidwood's "National School" was opened in 1849 in Wilson Street opposite the present site. The government granted part of the present site in 1851 and a permanent building was finished in 1852. A brewery was opened in 1851 along with numerous other businesses and small industries. The Joint Stock Bank was built 1855 in response to the gold boom, with others following. By 1857 there were three tanning factories in the town. The 1856 census shows 3045 people in Braidwood police district and in 1861 there were 959 people in the town and 8199 in the surrounding goldfields. The town's population climbed to 1197 by 1871.

A small brick Anglican Church and rectory was erected in Wilson Street in 1856. A larger church in Elrington St was dedicated in 1892 and the tower finally added 1899, all from granite quarried on Wilson's Hill and Mt Gillamatong. One third of the local population was Catholic and by 1865 St Bedes was completed. The Wesleyan Church in Duncan Street was built 1856 and the Presbyterian Church erected in 1861 on the corner of Duncan and Monkittee.

The Commercial Hotel, which is currently being restored by John Mitchell, was built 1859. In 1866 there were eleven other hotels in Braidwood besides the Doncaster, the Royal and the Commercial. The Court House hotel still stands as a two storey brick building in Wallace Street as does the Gold Diggers Home, which became Nomchong's hardware and now a bottle shop diagonally opposite St Bedes. Nomchong, who came from China to the goldfields, moved from Mongarlowe to Braidwood in 1879 and his family became well known locally. In the late 1860s, 1870s and 80s, many of the less substantial buildings were demolished and brick and granite structures took their place.

#### Albion Hotel, Stables and group:

The Albion hotel dates to c.1872, the stables block may date to c.1872 also. The shops adjacent dates to the 1920s.

The Historical Archaeological Assessment (HAA) prepared by GML provides details and a historical sketch of a c.1855-58 single-storey hotel, the 'Cottage of Content' located on the footprint of the existing two-storey hotel. Judging by the location, form and placement of doors and fenestration along the facade of the c.1855-58 hotel, it is likely that the existing c.1872 hotel was built above, or at least on the foundations of the earlier hotel. Therefore, part of the Albion Hotel would date to c.1855-58 (Heritage NSW report, 7/8/2019). This hotel was run by Henry Farmer.

The HAA provides early town plans of the area showing that an identical size structure to the existing stables or coach house was located on the footprint of the extant shed by 1859. Therefore, it is highly likely that the stables were built close to or at the same time as the c.1855-58 'Cottage of Content' (ibid, 2019).

Three two-storey brick shops face Wallace Street to the south of the main hotel. The terrace is a typical c.1920 Federation style and is linked to the hotel by a first-floor timber walkway. The shopfronts have single-storey verandas of timber framing on concrete bases and fibre cement valences (ibid, 2019).

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

The former Albion Coach House is now a bustling little venue, called 'Deadwood'. Its operators, Dee Gasnier and partner Dave Sargent are in the process of buying the former coach house, a one-time art studio, furniture workshop and home to local newspaper, 'The Braidwood Times', from the Sydney owners of The Albion (aka the Stables). Gasnier and Sargent have applied to build a glasshouse on the western side and add a deck to the other side. (Element, 2018).

**Historic Themes**

**Records Retrieved: 19**

| National Theme | State Theme                     | Local Theme  |
|----------------|---------------------------------|--|
| 8. Culture     | Leisure                         | Going to the pub                                     |
| 8. Culture     | Leisure                         | Going to an art gallery                              |
| 8. Culture     | Leisure                         | Gathering at landmark places to socialise            |
| 8. Culture     | Leisure                         | Developing collections of items                      |
| 8. Culture     | Leisure                         | Activities associated with relaxation and recreation |
| 8. Culture     | Domestic life                   | Ways of life 1950-2000                               |
| 8. Culture     | Domestic life                   | Ways of life 1900-1950                               |
| 8. Culture     | Domestic life                   | Ways of life 1850-1900                               |
| 4. Settlement  | Accommodation                   | City Club accommodation                              |
| 4. Settlement  | Accommodation                   | Housing (regional towns)                             |
| 4. Settlement  | Accommodation                   | Hostels  |
| 4. Settlement  | Accommodation                   | Worker's Dwellings                                   |
| 4. Settlement  | Accommodation                   | Hotel accommodation                                  |
| 4. Settlement  | Accommodation                   | Building settlements, towns and cities               |
| 4. Settlement  | Accommodation                   | Accommodating travellers and tourists                |
| 3. Economy     | Events                          | Developing local landmarks                           |
| 3. Economy     | Commerce                        | Innkeeping   |
| 3. Economy     | Commerce                        | Developing Commercial Enterprise                     |
| 1. Environment | Environment - naturally evolved | Changing the environment                             |

**Recommended Management**

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**Management Summary**

**Management**

**Records Retrieved: 0**

| Management Category | Management Name | Date Updated |
|---------------------|-----------------|--------------|
| No Results Found    |                 |              |

**Report/Study**

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Heritage Studies

Records Retrieved: 1

| Report/Study Name                  | Report/Study Code | Report/Study Type | Report/Study Year | Organisation | Author                          |
|------------------------------------|-------------------|-------------------|-------------------|--------------|---------------------------------|
| Braidwood Urban Conservation Study |                   |                   | 1996              |              | Freeman Collett & Partners Ltd. |

Reference & Internet Links

References

Records Retrieved: 3

| Type    | Author        | Year | Title  | Link  |
|---------|---------------|------|--|---|
| Written | Element, Bree | 2018 | 'The little Braidwood building that refuses to abide by the rules' | <a href="https://www.smh.com.au/national/act/the-little-braidwood-building-that-refuses-to-abide-by-the-rules-20181206-p50kps.html?csp=d74efde01e09419604f512725c0246af">https://www.smh.com.au/national/act/the-little-braidwood-building-that-refuses-to-abide-by-the-rules-20181206-p50kps.html?csp=d74efde01e09419604f512725c0246af</a> |
| Written | Element, Bree | 2018 | The little Braidwood Building that refuses to abide by the rules   |   |
| Tourism |               | 2007 | The McLeod Gallery   | <a href="http://www.visitnsw.com.au/Operator.aspx?ProductId=9019350">http://www.visitnsw.com.au/Operator.aspx?ProductId=9019350</a>   |

Data Source

The information for this entry comes from the following source:

| Data Source  | Record Owner | Heritage Item ID |
|--------------|--------------|------------------|
| Heritage NSW | Heritage NSW | 5045458          |

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# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

8 MAY 2024

ITEM 11.1 HERITAGE ADVISORY COMMITTEE 4 APRIL 2024

ATTACHMENT 1 QPRC HERITAGE ADVISORY COMMITTEE MINUTES - 4 APRIL  
2024



|                           |  |              |        |                   |   |
|---------------------------|--|--------------|--------|-------------------|---|
| <b>Date:</b>              | 4 April 2024   | <b>Time:</b> | 4:32pm | <b>Venue:</b>     | QCCP 257 Crawford street Queanbeyan, Bungendore meeting room. |
| <b>Chairperson:</b>       | Cr Katrina Willis  |              |        | <b>Minutes:</b>   | Kira Steele ( ECM 2531910 )                                   |
| <b>Participants:</b>      | Cr Katrina Willis<br>David Loft<br>Sue Whelan OAM<br>Jennifer Bird<br>Anna Rocca<br>Andrew Riley<br>Margaret Tuckwell (Online)<br><br>Tanja Hogg<br>Ranganathan Ravi<br>Lorba Drewry (Online)<br>Kira Steele |              |        | <b>Apologies:</b> | Nil   |
| <b>Meeting Objective:</b> | QPRC Heritage Advisory Committee Meeting   |              |        |                   |   |

**Code of co-operation**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. We start on time and finish on time</li> <li>2. We respect the Chair and direct all comments through the Chair</li> <li>3. We all participate and contribute – everyone is given the opportunity to voice their opinions</li> <li>4. We use improvement tools that enhance meeting efficiency and effectiveness</li> </ol> | <ol style="list-style-type: none"> <li>5. We actively listen to what others have to say, seeking first to understand , then to be understood</li> <li>6. We follow up on the actions for which we are assigned responsibility and complete them on time</li> <li>7. We give and receive open and honest feedback in a constructive manner</li> <li>8. We use data to make decisions (whenever possible)</li> </ol> |
|--|--|

| No. | Item   | Details   | Who          | Notes  |
|-----|--|---|--------------|--|
| 1   | Apologies  | Nil   | Chair        |  |
| 2   | Declaration of Conflict of Interest                        | None  | Participants |  |
| 3   | Confirmation of Minutes from meeting held 22 February 2024 | <b>(Recommendation Tuckwell / Riley)</b>                                |              |  |
| 4   | <b>DA.2023.0495</b> – 75 Campbell Street Queanbeyan        | Lorba Drewry, a QPRC town planner provided an overview of DA.2023.0495, | Lorba Drewry | Members noted that there are still some issues accessing the attachments – Staff |



|   |                                       |   |                  |   |
|---|---------------------------------------|---|------------------|---|
|   |                                       | <p>for partial demolition and construction in a Heritage Conservation Area, at 75 Campbell street Queanbeyan.</p> <p>The committee agreed that overall it was a good proposal however there were concerns regarding the chimney, if it was protected and would be preserved. Comments around whether screening from Surveyor street was proposed in the plans.</p> <p><b>(Recommendation Rocca / Riley)</b><br/> <b>The committee recommended unanimously that this DA be referred to Council's Heritage Advisor for comment given the social importance of the property, its visual prominence and noting the significance of the Chimney.</b></p> |                  | <p>to investigate further options for distributing large files for the agenda attachments.</p> <p>Ms Drewry advised that the chimney might not be protected; the applicant planned to add a brick feature to the front of the existing chimney.</p> |
| 5 | DA.2023.0038 – 7 Hirst Ave Queanbeyan | <p>QPRC town planner Ranganathan Ravi provided information relating to DA.2023.0038 at 7 Hirst Ave Queanbeyan which sits in a Heritage conservation area. Proposing demolition of the existing garage at the rear of the dwelling, alterations and additions at the rear of the dwelling and construction of a free standing carport.</p> <p>The committee had concerns with the following</p> <ul style="list-style-type: none"> <li>- proposed changes to the windows and the building materials,-</li> <li>- the addition of the French doors to the front façade,</li> <li>- the addition of the carport and whether it conformed</li> </ul>    | Ranganathan Ravi |   |



|   |   |   |                  |  |
|---|---|---|------------------|--|
|   |   | <p>with the DCP Noting that the previous Heritage Advisor did not have the plans that proposed a carport.</p> <ul style="list-style-type: none"> <li>- The size of the rear extension relative to the existing cottage</li> <li>- the visibility of the extension from Hirst St and its impact on the streetscape, noting that tree screening may not be permanent.</li> </ul> <p><b>Recommendation ( Bird / Riley)</b><br/> <b>The committee recommend unanimously that this DA be referred to Council's Heritage Advisor for review of the proposed changes to the windows, the bulk and visibility of the extension, the French doors and the addition of the carport.</b></p> |                  |  |
| 6 | <b>DA.2023.0543</b> – 65 Butmaroo Street Bungendore | <p>Ranganathan Ravi a QPRC town planner provided information relating to DA.2023.0543, 65 Butmaroo Street Bungendore, a local listed Heritage item. The proposed plans are demolition of an existing garage at the rear of the property and the construction of a two-storey garage with rumpus room at the second level. The Addition would not be visible from the front of the property however would be seen from Rutledge Street.</p> <p>The Committee did not support the application for the following reasons</p> <ul style="list-style-type: none"> <li>- A two-storey development is not appropriate in the setting.</li> </ul>   | Ranganathan Ravi | Committee members asked if it was possible for them to visit sites where a Development Application is coming to the committee? |



|    |  |  |             |  |
|----|--|--|-------------|--|
|    |  | <p>- The development will dominate Rutledge Street</p> <p><b>Recommendation (Bird / Riley)</b><br/> <b>Unanimously the committee does not support the design of this development. The two-storey nature of the proposed development is incompatible with the character of surrounding dwellings and this includes having an adverse impact on Rutledge Street.</b></p> |             |  |
| 7  | Update Heritage Advisor.               | The Committee was updated that at the Ordinary Council meeting of 28 February 2024 Philip Leeson and Associates were appointed as the new heritage advisory service in a closed council session.   | Kira Steele | The committee had questions regarding any conflicts of interest that should arise from Philip Leeson having his own firm and operating as Council's Heritage Advisor. This Question was taken on notice.   |
| 8  | How other councils celebrate Heritage. | The committee received a verbal report of how some other councils celebrate heritage.  | Kira Steele | Committee requested a emailed copy of the report. Staff to email through to committee members. Discussions around the judging panel for the Heritage Awards arose, the committee wondered whether they should be included in the panel for assessing the awards or given an opportunity to provide input to the panel. |
| 9  | Tallaganda signage update              | Staff updated the committee with a quote that had been sought for the replacement/update of the Tallaganda sign  | Kira Steele |  |
| 10 | Other business                         | The committee discussed the importance of requiring heritage advice for not only heritage items but also items in a Heritage Conservation Area. In particular, development applications that   |             | Several committee members noted the size of the dwelling being constructed at the corner of Campbell and Morton streets, Queanbeyan, in the Heritage Conservation Area and asked whether the   |



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|  |  | include significant variations from the DCP provisions. |  | DA had been referred to Council's Heritage Advisor. Staff to advise. |
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| No. | Actions and Agreements  | Who                 | When        | Completed |
|-----|---|---------------------|-------------|-----------|
| 1   | Staff to research other options of distributing the attachments for agenda items.   | <b>Kira Steele</b>  | May 16 2024 |           |
| 2   | Staff to advise on the arrangements to address conflicts of interest that might arise regarding Council's new Heritage Advisor .  | <b>Ruth Omrella</b> | May 16 2024 |           |
| 3   | Staff to email a copy of the written report on how other councils celebrate heritage.   | <b>Kira Steele</b>  | May 16 2024 |           |
| 4   | Staff to advise whether the development application for the dwelling on the corner of Campbell and Morton streets, Queanbeyan was referred to Council's 'Heritage Advisor, noting the size of the dwelling and the apparent small area of open space. | <b>Tanja Hogg</b>   | May 16 2024 |           |
| 11  |   |                     |             |           |
| 12  |   |                     |             |           |

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|----------------------|-------------|--------------|--------|---------------|------------------------------------|
| <b>Next Meeting:</b> | May 16 2024 | <b>Time:</b> | 4:30pm | <b>Venue:</b> | Braidwood 144 Wallace street (TBC) |
|----------------------|-------------|--------------|--------|---------------|------------------------------------|



# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

8 MAY 2024

ITEM 11.2 QUEANBEYAN SHOWGROUND ADVISORY COMMITTEE  
MEETING MINUTES NOVEMBER 2023 AND FEBRUARY  
2024

ATTACHMENT 1 NOVEMBER 2023 MINUTES



# QPRC

## QSAC – Agenda & Minutes



|  |  |              |        |  |  |
|--|--|--------------|--------|--|--|
| <b>Date:</b>   | 13 November 2023   | <b>Time:</b> | 5:30pm | <b>Venue:</b>  | Committee Room – Queanbeyan Council Chambers |
| <b>Chairperson:</b>  | Tim Geyer  |              |        | <b>Minutes:</b>  | Karissa Knox and Rebecca Harris              |
| <b>Participants:</b>   | Eddie Zarb – Show Society<br>David Loft – Heritage Advisory<br>Mark Mills – Queanbeyan Rodeo<br>Raelene Stewart – ACT Companion Dog Club<br><br>Tim Geyer – Manager Urban Landscapes<br>Rebecca Harris – QPRC Minute Taker<br>Karissa Knox – QPRC Minute Taker |              |        | <b>Apologies:</b><br>Jenny Scott – Companion Dog Club<br>Keith Price – NSW Police<br>Sara Wightman – QPRC Coordinator, Performing Arts & Culture<br>Cr Ross Macdonald<br>Paul Browne – Pony Club<br>Chris Duncan – Manager Recreation & Culture<br><br><b>Absent:</b><br>Bill Lilley – Queanbeyan Show Society<br>Bob Beaver – Poultry Club<br>Sue Jarvis – Friends of the Showground<br>Fred Monk – Historical Society<br>Chris Jackson – Swap Meet<br>Kyol Booth-Hunt – Community Representative<br>Kim Holdon – Community Representative<br>Cr Bryce Wilson |  |
| <b>Meeting Objective:</b>  | Provide information and advise on matters contained within the charter of the QSAC.  |              |        |  |  |
| <b>Code of co-operation</b><br>1. We start on time and finish on time<br>2. We respect the Chair and direct all comments through the Chair<br>3. We all participate and contribute – everyone is given the opportunity to voice their opinions<br>4. We use improvement tools that enhance meeting efficiency and effectiveness<br>5. We actively listen to what others have to say, seeking first to understand, then to be understood<br>6. We follow up on the actions for which we are assigned responsibility and complete them on time<br>7. We give and receive open and honest feedback in a constructive manner<br>8. We use data to make decisions (whenever possible) |  |              |        |  |  |

| No. | Item    | Details | Who   | Notes   |
|-----|---------|---------|-------|---|
| 1   | Welcome |         | Chair | <b>Note : Quorum not met, but meeting proceeded for information of those present.</b><br><br>-Aim moving forward is to not cancel any meetings. However, if cancellation happens, ample notice is to be provided. |

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| 2 | Confirmation of minutes | Attached minutes from previous meetings held on 27 February 2023. | Chair | <p>Minutes from last meeting agreed.</p> <p>Actions from last meeting:<br/>-Cracks appearing in Show Society Building. Chris Duncan handed action to Dion Toole but no action yet.</p> <p>-Arborist advice based on Tree Audit of Showground. Some branches removed and mulching has taken place. Urgent trees have been made safe, QPRC Tree Officer will monitor.</p> <p>-Changes to keys at Showground and confirmation of when gates are locked. Council keys don't fit all locks. Eddie Zarb has spoken with Peter Callander, however:<br/> <ul style="list-style-type: none"> <li>- Key doesn't fit two toilets on ends of show office, locks were cut to allow access.</li> <li>- Lock off big Lowe Street Gate has been cut as key didn't fit. Found a QPRC lock onsite and have put this on this gate.</li> <li>- Keys don't fit power box.</li> </ul> </p>  |
| 3 | Update on new pavilion  |   | Tim G | <p>- Confirmed approx. \$800k in funding. A lot of these funds were used pre-DA so total funds left don't match estimate of project.</p> <p>- Build delayed due to winds. Frames are up and roof trusses have begun, cladding to start next. Expect the building to be complete early in the new year.</p> <p>- Current contract is to get the building to locked up stage. QPRC Parks to organise funding to complete access road, sewer main connection and power connection.</p> <p>- Toilets won't be functioning at completion of current contract, relying on further funding to connect these.</p> <p>- Discussion around having Animals in the new pavilion. Show Society not keen on animals using the pavilion, however, ACT Dog Companion Club noted the current pavilion is used for animals. Confirmed the intent of the new pavilion was to remove use of tents for animals. Users are required to clean facility back to its original state for next booking.</p> <p>- QPRC is requesting a letter of support from Committee members to assist with grant funding for further works to facility.</p> |



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| 4 | Future Bookings                | To be tabled – Ongoing report on upcoming bookings.   | Admin | <p>- Bec Harris provided a list of bookings between now and next meeting. Advised that it may change with additional private events but is an FYI.</p> <p>- Discussed issue with notifying weekly bookings about bump in and out dates for large events. ACT Dog Companion Cub mentioned they attended the Showground as per their booking but were unaware of the Show bump in. Karissa Knox to add to process. ACTDC had issues with door, Karissa Knox to confirm if door repaired.</p>   |
| 5 | Showground Plan of Management  | We need to initiate the process to re-write the Plan of Management for the Queanbeyan Showground. The current Plan of Management has expired, changes in Crown Land legislation require Plans of Management to be revisited. Please bring any of your organisations long-term plans/strategies. | Tim G | <p>- Original Plan is from 1990's and has been updated during this time. The last update was completed under QCC. QPRC has been waiting to renew the Plan of Management until the site was declared as an Aboriginal place or not. This has not been declared, the new Plan of Management needs to acknowledge the Aboriginal land.</p> <p>- The Plan of Management follows Crown Land Management. Most of the information in the Plan is statutory information that can be moved into the Plan that Crown has provided.</p> <p>- The Show Society asked to ensure that the movement of the lighting is included in the plan. Tim Geyer to confirm that the lighting is included in the footprint of the DA. Noted that the movement of the lights should be approved as they're moving through the trots area which is already heavily disturbed.</p> <p>- Committee needs to review the values in Table 1. These were determined in the 90s and need to confirm if values are relevant.</p> <p>- Tim Geyer to confirm with Engineers if Storm Water Retention is being reviewed.</p> <p>- Table 2 regarding Strategy to be reviewed. Shows breakdown of desired outcomes, issues, actions etc.</p> <p>- QPRC working on Plan of Management for both Queanbeyan Showground and Queanbeyan Park. Aim is to share the load of events between both sites.</p> <p>- Tim Geyer advised current values and strategies can be removed. Committee members to take plan away and provide feedback to QPRC prior to Christmas so a draft Plan can be available at February meeting.</p> |
| 6 | Round the Table – 2 min update | Update from each group representative.  | All   | <u>Show Society</u>  |





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|  |  |  | <ul style="list-style-type: none"><li>- The concrete in the Cattle Shed has cancer and is cracking. It's a trip/pram hazard. The tree behind the site has also died. Happy to meet with parties to discuss.</li><li>- Cracking in Show Society office remains.</li><li>- Railing on top of grandstand, old and potentially not kid friendly.</li><li>- Really happy with the Facebook post in regard to the dog area during the show. However, compliance in relation to dog faeces control of animals from public is an issue. The showground is covered in faeces and although there are signs in place and bag stations, these are not being adhered to or used. Incident with a member of the public when their dog chased the ducks that were onsite for the show. Eddie Zarb mentioned that perhaps this is something to consider when reviewing the Plan of Management, although happy for this to stay, he would like to see more compliance in relation to this and potentially more signs and stations implemented as well as Ranger presence when events are bumping in or out.</li><li>- Traffic management of the Show went well, looking to change some aspects.</li><li>- Issues with toilets blocking. Plumbers have found issues and made temporary repair. In addition to this, not enough female toilets on showground.</li><li>- Very pleased with council staff Jason Robinson, Peter Callander and Chris Duncan.</li><li>- Successful event with 12,000 people through the gate over the weekend. Warm weather and perfectly timed rain.</li></ul> <p><u>Heritage Advisory</u></p> <ul style="list-style-type: none"><li>- Nothing to report in relation to showground.</li></ul> <p><u>Queanbeyan Rodeo</u></p> <ul style="list-style-type: none"><li>- Mark Mills asked if the Plan of Management what each group think needs upgrading on the showground. Tim Geyer confirmed. Council endorses the plan, but the State Government funds the plan.</li><li>- Mark Mills noted that the Queanbeyan Showground is an average facility in comparison to many across NSW. This is in relation to amenities, facilities, lighting etc. Mark also noted that Council needs to see value in the facility.</li></ul> |
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|  |  |  | <ul style="list-style-type: none"><li>- Mark Mills noted that the bar in the Showground is not in good condition and asked if groups can put money in and fix it themselves. Tim Geyer advised that funding can be provided by groups for works on the facility. However, as the building is Heritage the outside needs to remain the same. The inside can be addressed. Eddie Zarb mentioned that Council needs to hold people accountable for damage and repair. The Queanbeyan Rodeo will put together a plan for changes.</li><br/><li>- Mark Mills asked if there is money to install digital signage at the ground. Tim Geyer advised he will check with the DA but is sure that there is approval for a sign along Canberra Avenue.</li><br/><li>- Mark Mills asked if there were any plans to improve lighting on Showground? Groups currently must hire a lot of lighting for each event. Tim Geyer advised that having lighting for specific events would be a challenge, but QPRC could look to address the lighting as a whole. Eddie Zarb suggested that the existing poles would be sufficient if adequate lighting was mounted on them.<br/>In addition to the lighting of the whole Showground, the pathway passed the "rusty building" needs initial lighting. This gate is now the preferred gate with the police, it is lifted due to the tree roots and has zero lighting. Tim Geyer mentioned that QPRC can undertake works in the short term with temporary lighting. Mark Mills also advised that lighting over the carpark would be a good addition.</li><br/><li>- Mark Mills asked if QPRC has any portable seating that can be used by the larger events. Tim Geyer advised that the Regional Sporting Complex has portable seating that may be transportable to the Showground for the larger events. Tim will confirm.</li><br/><li>- Mark Mills if there can be a plain point of contact for Council for events relating to the Showground. Rather than needing to contact separate people for different things. Bec Harris advised that she would send out a generic inbox that is monitored by her team that can direct enquiries to the right place.</li><br/><li>- Mark Mills asked if Commercial and Community users pay different rates for usage of the Showground? Tim Geyer advised that they do, however, there is some confusion around a NFP organisation holds a commercial activity.<br/>Mark Mills asked where the funds to keep the Showground going come from. Tim Geyer advised its from the hire fees and also rate revenue. There is very little grant funding.</li><br/><li>- Mark Mills advised that for the 2024 Queanbeyan Rodeo the Rodeo organiser have been told they need a traffic management plan. Mark advised that the cheapest plan</li></ul> |
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|  |  |  | <p>they can find is \$9,000. Which is a huge cost that doesn't go back into the community. Mark questioned where these requirements have come from. Tim Geyer advised there has been a tightening from NSW Police as well as QPRC's risk team. The increased traffic from increase in size of show is also a contributing factor.</p> <p>- Mark Mills asked if QPRC can provide a plan which shows where carparks are available. Tim Geyer advised that yes QPRC can. The carpark behind the Q is due to open shortly.<br/>Mark Mills asked if a shuttle bus is an option. Tim Geyer advised that this is possible. A bus from Collett St carpark could shuttle into the showground.</p> <p>- Mark Mill asked if there is a cut off for population within the showground. Tim Geyer advised not. Mark Mills advised that NSW Police have cut off Queanbeyan Rodeo attendance at 3,500 people. Queanbeyan Rodeo organisers trying to organise another meeting to mediate.</p> <p>- Mark Mills advised that carparks now required to be fenced off and bag searches on entry. There is so far an additional \$20k of costs that they have not incurred in the past.</p> <p>- Mark Mills asked if there is any option of the Rodeo getting a storage area on the Showground. He advised that they have at least a 20ft container worth of equipment to be stored. Tim Geyer advised that there are 2 storerooms on the new pavilion, one is for Show Society but will confirm the other storeroom.</p> <p><u>ACT Companion Dog Club</u></p> <p>- Raelene Stewart advised that as a small user of the showground that have been happy with the availability and use of the showground. They are looking forward to the new pavilion and hopefully the opportunity to move their dog dancing shows to this site.</p> <p>- They have had issues with doors and locking but these have been addressed earlier in meeting.</p> <p>- In relation to bookings for next year, Raelene advised the ACTDC is looking to continue booking one day a week but will liaise with QPRC regarding this.</p> |
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|  |  |  | <p>- Raelene advised that the ACTDC would appreciate being able to walk around the facility easier in relation to weeds. Specifically between existing pavilion and Canberra Ave. Rebecca to follow up with Sean Kaden.</p> <p>- The ACTDC often finds the facility quite dirty with a lot of stuff blown in. Karissa advised that she would follow up.</p> <p>- Tuesday night, someone onsite from Showies/Showmen had complained about lack of available garbage bins. Eddie Zarb mentioned that show society order additional bins with Showies used.</p> <p><u>Other</u></p> <p>- Raelene Stewart advised that she organises miniature horse shows. Master plans show improvements to the horse facilities, she mentioned it would be good if this includes miniature horses as well. E.g. yards and fencing that has railing low enough for miniature horses.</p> <p>- Committee discussed whether “No single use facilities to be on showground” is still a rule in place and mentioned that it should still stand.</p> <p>- Committee discussed the additional double gates that were installed during covid. These gates are an inconvenience and wish to see them removed if possible.</p> |
|  |  |  | Meeting end at 6:55pm.  |

| No. | Actions and Agreements   | Who                              | When     | Completed   |
|-----|--|----------------------------------|----------|---|
| 1   | Cracks appearing in Show Society Building – follow up with Engineers         | Chris Duncan/<br>Peter Callander |          |   |
| 2   | Arborist advice based on the tree audit of the Showground                    | Tim Geyer                        | July     | Yes. Some branches removed and mulching taken place. Have made safe. Urgent trees have been action but Tree officer will monitor. |
| 3   | Changes to keys at the Showground and confirmation of when gates are locked. | Peter Callander                  |          |   |
| 4   | Send email copy of Plan of Management to Committee                           | Rebecca Harris                   | November |   |
| 5   | Railing on top of grandstand, old and potentially not kid friendly.          | Peter Callander                  |          |   |



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| 6  | QPRC is requesting a letter of support from Committee members to assist with grant funding for further works to facility.  | <b>Karissa Knox</b>     | 16/11/2023 | Completed. Email requesting letter of support sent 15/11/2023. |
| 7  | Tim Geyer to confirm that the lighting is included in the footprint of the DA.   | <b>Tim Geyer</b>        |            |  |
| 8  | Tim Geyer to confirm with Engineers if Storm Water Retention is being reviewed.  | <b>Tim Geyer</b>        |            |  |
| 9  | The concrete in the Cattle Shed is old, its cancer and is cracking. It's a trip/pram hazard.   | <b>Peter Callander</b>  |            |  |
| 10 | The tree behind the Cattle Shed has died.  | <b>Michael Lawrence</b> |            |  |
| 11 | Look to install additional signs and stations in relation to dog faeces.   | <b>Tim Geyer</b>        |            |  |
| 12 | Tim Geyer to confirm if Digital signage is included in DA.   | <b>Tim Geyer</b>        |            |  |
| 13 | The pathway passed the "rusty building" needs lighting. The path is lifted due to the tree roots and has no lighting. Tim Geyer mentioned that QPRC can undertake works in the short term with temporary lighting. | <b>Tim Geyer</b>        |            |  |
| 14 | Tim Geyer advised that the Regional Sporting Complex has portable seating that may be transportable to the Showground for the larger events. Tim will confirm.   | <b>Tim Geyer</b>        |            |  |
| 15 | Bec Harris to provide point of contact for hire of showground.   | <b>Bec Harris</b>       | November   | Completed.   |
| 16 | QPRC to provide a plan which shows where carparks are available.   | <b>Tim Geyer</b>        |            |  |
| 17 | Tim Geyer to confirm with Queanbeyan Rodeo if there are available storage options at Showground.   | <b>Tim Geyer</b>        |            |  |
| 18 | Karissa Knox to confirm that Weed Spraying took place around the pavilion area.  | <b>Karissa Knox</b>     |            |  |
| 19 | Karissa Knox to follow up on cleanliness of facilities prior to use.   | <b>Karissa Knox</b>     | Ongoing    | Completed. Will inspect facilities prior to use once a week.   |
| 20 | Karissa Knox to confirm that pavilion door has been repaired.  | <b>Karissa Knox</b>     |            |  |

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|----------------------|------------------|--------------|--------|---------------|--|
| <b>Next Meeting:</b> | 12 February 2024 | <b>Time:</b> | 5.30PM | <b>Venue:</b> | Committee Meeting Room – Council Chambers Building |
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# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

8 MAY 2024

ITEM 11.2 QUEANBEYAN SHOWGROUND ADVISORY COMMITTEE  
MEETING MINUTES NOVEMBER 2023 AND FEBRUARY  
2024

ATTACHMENT 2 FEBRUARY 2024 MINUTES



## Agenda & Minutes

|                           |   |              |        |                   |   |  |
|---------------------------|---|--------------|--------|-------------------|---|--|
| <b>Date:</b>              | 12 February 2024  | <b>Time:</b> | 5:30pm | <b>Venue:</b>     | QCCP Bungendore Meeting Room  |  |
| <b>Chairperson:</b>       | Cr MacDonald  |              |        | <b>Minutes:</b>   | Karissa Knox  |  |
| <b>Participants:</b>      | <p>Bill Lilley – Show Society<br/>                 Connie .... – Show Society<br/>                 Bob Beaver – Poultry Club<br/>                 Jenny Scott – ACT Companion Dog Club<br/>                 Sue Jarvis – Friends of the Showground<br/>                 David Loft – Heritage Advisory</p> <p>Cr Ross MacDonald – Cr Representative<br/>                 Tim Geyer – Manager Urban Landscapes<br/>                 Karissa Knox – QPRC Minute Taker</p> |              |        | <b>Apologies:</b> | <p>Kyol Booth-Hunt – Community Representative<br/>                 Keith Price – NSW Police<br/>                 Melissa Aitchison – Acting Coordinator, Performing Arts &amp; Culture<br/>                 Rebecca Harris – QPRC Minute Taker<br/>                 Eddie Zarb – Show Society</p>   |  |
|                           |   |              |        | <b>Absent:</b>    | <p>Paul Brown – Pony Club<br/>                 Chris Jackson – Swap Meet<br/>                 Mark Mills – Queanbeyan Rodeo<br/>                 Raelene Stewart – ACT Companion Dog Club<br/>                 Kim Holdon – Community Representative<br/>                 Fred Monk – Historical Society<br/>                 Cr Bryce Wilson – Cr Representative<br/>                 Chris Duncan – Manager Recreation &amp; Culture<br/>                 Aroha Groves – Aboriginal Community Liaison Officer</p> |  |
| <b>Meeting Objective:</b> | Provide information and advise on matters contained within the charter of the QSAC  |              |        |                   |   |  |

**Code of co-operation**

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| <ol style="list-style-type: none"> <li>1. We start on time and finish on time</li> <li>2. We respect the Chair and direct all comments through the Chair</li> <li>3. We all participate and contribute – everyone is given the opportunity to voice their opinions</li> <li>4. We use improvement tools that enhance meeting efficiency and effectiveness</li> </ol> | <ol style="list-style-type: none"> <li>5. We actively listen to what others have to say, seeking first to understand , then to be understood</li> <li>6. We follow up on the actions for which we are assigned responsibility and complete them on time</li> <li>7. We give and receive open and honest feedback in a constructive manner</li> <li>8. We use data to make decisions (whenever possible)</li> </ol> |
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| No. | Item                          | Details  | Who   | Notes   |
|-----|-------------------------------|--|-------|---|
| 1   | Confirmation of minutes       | Attached minutes from previous meetings held on 13 November 2023   | Chair | The minutes are confirmed by David Loft and Cr MacDonald.   |
| 2   | Update on new pavilion        |  | Tim G | <p>Cladding is currently going up, pavilion is on track for completion of lock up at the end of March.</p> <p>Will need to complete extra works such as access drive and power connection. These will be completed internally. The kitchen and bathroom will still need to be completed and will start in the new financial year once funds become available.</p> <p>The biggest delay was the DA as this took 3 years to get approved by the state government. Other delays include Christmas shutdown, weather and the building company being committed to more than this job.</p> <p>Once the building has reached lock up with storage then we can start having bookings using the area as like with the old pavilion.</p>  |
| 3   | Future Bookings               | To be tabled   | Admin | <p>All happy with the future booking lists. Noted this doesn't show bookings for the new pavilion as we are not taking bookings at this stage.</p> <p>David asked what the 4WD Spectacular event is and if it is the 4WD event that usually comes to the showground in February. We believe that this is a different company with a similar event.</p>  |
| 4   | Showground Plan of Management | At this meeting we will initiate the process to re-write the Plan of Management for the Queanbeyan showground. The current Plan of Management has expired, changes in Crown Land legislation require plans of Management to be revisited | Tim G | <p>The plan of management are the values and action items we believe are important for the showground. Reviewing the current plan of management, we need to take out items that are no longer current and decide on items we want to add.</p> <p>The layout of the plan of management is table 1 shows all the values. Table 2- 9 shows individual value and the action items to meet that value.</p> <p>Connie and Jenny asked if they could take the current plan of management away to their committee meetings to discuss and gather everyone's opinions.</p> <p>A workshop will be set for the third week of April. Cr MacDonald has asked everyone to take this time to come up with ideas, so we are not starting from scratch on that day. Groups are welcome to bring other members from their groups to the workshop, the more opinions the better.</p> <p>Connie will send an electronic version of PoM to the showman's guild to get their ideas.</p> |





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|   |                                |                                       |     | <p>Sue suggested to add to value 5 community use, a dot point for evacuation centre, we need to look at this appropriately and how it is organised as it hasn't been organised well in the past. We should gather input from the fire and ambulance stations on this point as they are usually the first groups there.</p> <p>Once the updated PoM has circulated within the key stakeholders, it will go to the community for comment.</p>   |
| 5 | Round the Table – 2 min update | Update from each group representative | All | <p><u>Heritage Advisory</u></p> <p>The heritage committee is in the process of hiring a new advisor. This role deals with enquiries and is the “go-to” for the committee.</p> <p>The heritage committee meets every 6 weeks alternating between Braidwood and Queanbeyan. They have been finding more and more is happening in Braidwood lately as well as issues coming up and with the village building Co and their buildings around Jerrabomberra.</p> <p>Cr MacDonald asked if they do all their meetings in person or if they can join by Teams. David confirmed that people can join via Teams, but it is always better in person.</p> <p><u>Companion Dog Club</u></p> <p>Use the pavilion during school terms for dog training and dancing with dogs.</p> <p>Happy that the pavilion door has been repaired so thank you to the team. Looking forward to using the new pavilion for other events and competitions and would like information passed on in regards to pricing when it is available.</p> <p><u>Show Society</u></p> <p>Will be having their first committee meeting next month.</p> <p>Asked for the financial break down of the pavilion to be sent through. Asked where the money went to since the building will not be completed. Tim explained that we had a total of \$800,000 and there was a fair amount of that that went to the DA process and archaeology/dig on site which also contributed to delays with the pavilion. Again, the outside design and access drive will be done in house.</p> |



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|  |  |  | <p>The question was asked if the hiring fee for the new pavilion will cover the upkeep and if there will be a bond. Confirmed there will be a bond and a fee just like other venues for the showground. The fee has been discussed but nothing has been set yet. This will be proportional in regards to the other venues and what the new pavilion offers. This will need to be adopted by council and won't be active until the new financial year. Noted that Council needs to consider how much is charged for the pavilion when it is fully fitted out and how much we are losing by only having it at lock up. It could be used for weddings and other events like that, so it is worth the money for council to finish the build.</p> <p>The question was asked if the new pavilion will have allocated parking. There will be an allocated access drive but no designated parking around the pavilion this may be a valid point to add to the PoM.</p> <p>People need to be held accountable for the cleanliness of the showground as there is always rubbish left around and it doesn't look good. Cr MacDonald said that we need to know our good hirers and consider this for future bookings. Sue suggested that a thank you letter could be sent to the people that have done the right thing and taken care of the grounds. Tim asked Karissa to ensure pre and post inspections are completed with bookings.</p> <p>Bill asked if it is normal for the funds raised for the pavilion to be used towards the DA rather than the building as the show society and friends of the showground contribute a lot of effort towards raising these funds. Tim explained his projects don't usually need a DA but the showground is unique because of its heritage listing and aboriginal history they require a significant amount of information. Council didn't have the budget for this so it was either use the funds raised or the project wouldn't have gone ahead.</p> <p>As the show society are not the caretakers of the showground and council is there are certain grants that council can't apply for so Bill asked if council could partner up with the show society to apply for these grants. Tim agreed that grants are more likely to get approved if they are community based as council gets more of a loan than a grant but when there is a collaboration and council is just applying for the grant on behalf of the community, they are more likely to get approved. If groups wanted to help collaborate with these grants, then Tim would be the contact.</p> <p>Connie explained that in the past they have used a club grant, but these are harder to get now so she will have to use other avenues.</p> <p>There is fencing around an Oak tree in the arena, why is this there and could it be removed as it becomes annoying when putting on the show. Not sure what the purpose</p> |
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|  |  |  | <p>was of the fencing it was probably there to protect the tree root zone. Tim will look into if the fencing can be removed.</p> <p><u>Poultry Club</u></p> <p>The poultry club has two shows a year and monthly meetings, we have found that the group is no longer growing. This due to the fact that roosters are not allowed in Queanbeyan meaning that breeding can't happen so there are mainly older members. Cr MacDonald asked if there is any partnership with ACT which Bob said they are not involved with their club, they do sometimes work together however their shows are at different times. Because the ACT can have roosters their group is larger, we currently only have 30-40 members of our group.</p> <p><u>Friends of the Showground</u></p> <p>Friends of the showground are no longer. There used to be a group of people but with people leaving the friends of the showground will not be continuing, as such, Sue has resigned from her position on the committee.</p> <p>Sue feels that Council and the younger generation don't see the value and asset they have with the showground. The showground is a central point of Queanbeyan which can be used for many things bringing people to the town and a great evacuation location for the town with water, power, plenty of space and shelter for people.</p> <p>The history that the showground provides will be lost if the information isn't passed on to the younger generations. The history there and all the donations and community involvement that took place then it became a heritage listed site and that saved the showground.</p> <p>The question was asked if there is anywhere the history of the showground could be displayed. Perhaps in the museum or in the waiting area of the new building. Cr MacDonald confirmed they are creating a museum in the old council chambers, and this would be a great location to display the history.</p> <p>The show society have a security box with lots of documents, letters and other stuff related to the showground, Phil Hawk would be a good person to talk to as he is a wealth of knowledge and what he has done on Park Street with finding all the information for each house on the street has been amazing. Cr MacDonald will take this as an action item and get it up and running.</p> |
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|   |                                    |                                 |       | <p>The question was asked if friends of the showground could continue under another group such as the Show Society, Sue said maybe if someone has the time, but she can no longer continue to be involved.</p> <p>Cr MacDonald suggested that the committee holds of making a decision in regards to Sue's resignation until after the election later this year, Cr MacDonald feels Sue has a wealth of knowledge and is beneficial to this committee. Sue is happy to assist with information but wants her resignation accepted and documented in the minutes. We thank Sue for her time with the committee and everything she has done for the showground.</p>   |
| 6 | Action Items from the last meeting | Discuss updates of action items | Tim G | <p>Action item 1 has been passed to Council's maintenance team. We are looking at making repairs to the foundation. It may be possible to get a heritage grant for these repairs.</p> <p>Action item 7 &amp; 12 (Now 4 &amp; 9) were included in the plans and DA.</p> <p>Action item 8 (Now 5) No answer from the engineers at this point.</p> <p>Action item 10 (Now 7) hasn't happened yet, it's only a small tree.</p> <p>Action item 11 (Now 8) is a continued issue with people dumping their dog poo bags down the dump point. Its currently locked up and we are putting some new bins next to the dump point as well as a dog poo bag box which will then be monitored by the rangers.</p> <p>Action item 13 (Now 9) has not been delt with yet.</p> |

| No. | Actions and Agreements   | Who                              | When    | Completed                      |
|-----|--|----------------------------------|---------|--------------------------------|
| 1   | Cracks appearing in Show Society Building – follow up with Engineers                         | Chris Duncan/<br>Peter Callander |         |                                |
| 2   | Changes to keys at the Showground and confirmation of when gates are locked.                 | Peter Callander                  |         |                                |
| 3   | Railing on top of grandstand, old and potentially not kid friendly.                          | Peter Callander                  |         |                                |
| 4   | Tim Geyer to confirm that the lighting is included in the footprint of the DA.               | Tim Geyer                        | 12/2/23 | Was included in the plans & DA |
| 5   | Tim Geyer to confirm with Engineers if Storm Water Retention is being reviewed.              | Tim Geyer                        |         |                                |
| 6   | The concrete in the Cattle Shed is old, its cancer and is cracking. It's a trip/pram hazard. | Peter Callander                  |         |                                |



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| 7  | The tree behind the Cattle Shed has died.  | <b>Michael Lawrence</b>  |          | Tree removed                   |
| 8  | Look to install additional signs and stations in relation to dog faeces.   | <b>Tim Geyer</b>         |          |                                |
| 8  | Tim Geyer to confirm if Digital signage is included in DA.   | <b>Tim Geyer</b>         | 12/2/23  | Was included in the plans & DA |
| 9  | The pathway passed the “rusty building” needs lighting. The path is lifted due to the tree roots and has no lighting. Tim Geyer mentioned that QPRC can undertake works in the short term with temporary lighting. | <b>Tim Geyer</b>         |          |                                |
| 10 | Tim Geyer advised that the Regional Sporting Complex has portable seating that may be transportable to the Showground for the larger events. Tim will confirm.   | <b>Tim Geyer</b>         |          |                                |
| 11 | QPRC to provide a plan which shows where carparks are available.   | <b>Tim Geyer</b>         |          |                                |
| 12 | Tim Geyer to confirm with Queanbeyan Rodeo if there are available storage options at Showground.   | <b>Tim Geyer</b>         |          |                                |
| 13 | Karissa to organise workshop for the 3rd week of April. Book the Braidwood Meeting room.   | <b>Karissa Knox</b>      |          |                                |
| 14 | Connie to send Plan of Management to showman’s guild.  | <b>Connie</b>            |          |                                |
| 14 | Karissa to send through the financial break down of the pavilion with minutes  | <b>Karissa Knox</b>      | February | Completed                      |
| 15 | Karissa to ensure pre & post inspections are completed   | <b>Karissa Knox</b>      |          |                                |
| 16 | Tim to look into removing the fencing around Oak tree in Arena.  | <b>Tim Geyer</b>         |          |                                |
| 17 | Cr MacDonald to organise a display for the history of the showground.  | <b>Cr Ross MacDonald</b> |          |                                |

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| <b>Next Meeting:</b> | 13 May 2024 | <b>Time:</b> | 5:30pm | <b>Venue:</b> | QCCP Bungendore Meeting Room |
|----------------------|-------------|--------------|--------|---------------|------------------------------|



# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

8 MAY 2024

ITEM 12.3 NOTICE OF MOTION - ICAN CAMPAIGN TO ABOLISH  
NUCLEAR WEAPONS

ATTACHMENT 1 LETTER - PEACE WALKERS AGAINST AUKUS 19 APRIL 2024

19 April 2024

Queanbeyan-Palerang Regional Council  
257 Crawford Street  
Queanbeyan NSW 2620

Dear Mayor Winchester and Councillors,

Over March-April, Peace Walkers Against AUKUS, are walking in honour of the late Uncle Kevin Buzzacott, as part of the first anti-AUKUS protest march and one of the first anti-nuclear walks on the east coast of Australia.

We are walking from Port Kembla (one of the possible locations for the AUKUS deal's nuclear submarine base) to Canberra, to voice our opposition to this dangerous military alliance. We are visiting communities along the NSW South Coast and through your region, to speak to people about the impacts of uranium, nuclear weapons and how to promote peace.

We are extremely concerned about future proposals for nuclear submarines in South East Australia. We started our walk at the Australian Nuclear Free Alliance national conference in Wollongong, and have walked through the Illawarra/Wollongong, Shellharbour, Kiama, and Shoalhaven Council areas over the past two weeks. All of these local councils have signed up to the ICAN Cities Appeal – a global call from cities and towns in support of the UN Treaty on the Prohibition of Nuclear Weapons. The Eurobodalla and Queanbeyan-Palerang Councils are the only areas of the walk where this Cities Appeal has not been endorsed.

We note that in June 2021 the Australian Local Government Association unanimously passed a motion declaring *“The National General Assembly calls on the Australian Government to sign and ratify the Treaty on the Prohibition of Nuclear Weapons.”*

On behalf of the Peace Walkers Against AUKUS, we ask you to back this global call to support the UN Treaty on the Prohibition of Nuclear Weapons. The motion text reads as follows:

*Our city/town is deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world. We firmly believe that our residents have the right to live in a world free from this threat. Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment.*

*Therefore, we warmly welcome the adoption of the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017, and we call on our national government to sign and ratify it without delay.*

We have been talking to people in your Local Government Area this past week about this proposal as we have walked, who want us to pass their opposition to nuclear weapons, waste and energy on to you and your Council to further action.

We are especially concerned about the Federal Government's current legislative proposal that would enable the Australian Navy to manage and host nuclear weapons waste from other countries, completely sidestepping our usual Australian regulatory frameworks for nuclear materials. Echoing concerned residents in your area, we also urge you to raise your concerns about AUKUS and nuclear submarines

with your local federal MP Kristy McBain, as well as with Deputy Prime Minister and Minister for Defence, Richard Marles.

We would be pleased to discuss this issue in greater detail. Our contact email address is [info@beyonduraniumcanberra.net](mailto:info@beyonduraniumcanberra.net), and you can call us on 0494 092 904.

You can find out more about the Peace Walk Against AUKUS at <https://www.beyonduraniumcanberra.net/peace-walkers-against-aukus-2024.html>.

Yours Sincerely,

Peace Walkers Against AUKUS, March-April 2024