



# **Ordinary Meeting of Council**

**29 January 2025**

**UNDER SEPARATE COVER  
ATTACHMENTS**

**ITEMS 10.1 TO 11.3**

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

**ATTACHMENTS – 29 January 2025 Page i**

Item 10.1	Fines Amendment (Parking Fines) Bill 2024 and Draft Regulations	
	<i>Attachment 1 Letter from The Hon Courtney Houssos MLC re Fines Amendment (Parking Fines) Bill 2024.....</i>	<i>2</i>
	<i>Attachment 2 Notification Postcard.....</i>	<i>5</i>
Item 10.4	2024 QPRC Business Survey	
	<i>Attachment 1 2024 QPRC Business Survey: Insights Summary.....</i>	<i>7</i>
Item 10.7	Sale of Land for Unpaid Rates	
	<i>Attachment 1 Government Gazette Advert .....</i>	<i>24</i>
Item 11.1	Local Traffic Committee Meeting Minutes - 3 December 2024	
	<i>Attachment 1 LTC Minutes 3 December 2024 .....</i>	<i>26</i>
Item 11.2	Bungendore Floodplain Risk Management Committee Meeting Minutes - 5 December 2024	
	<i>Attachment 1 Floodplain Risk Management Committee Meeting Minutes - 5 December 2024 .....</i>	<i>29</i>
Item 11.3	Audit, Risk and Improvement Committee Minutes December 2024	
	<i>Attachment 1 Draft Minutes ARIC 9 December 2024.....</i>	<i>37</i>

# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

29 JANUARY 2025

ITEM 10.1            FINES AMENDMENT (PARKING FINES) BILL 2024 AND DRAFT  
REGULATIONS

ATTACHMENT 1    LETTER FROM THE HON COURTNEY HOUSSOS MLC RE  
FINES AMENDMENT (PARKING FINES) BILL 2024

OFFICIAL

**The Hon Courtney Houssos MLC**

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



Ref: COR-05278-2024

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

Dear Clr Winchester,

I write to update you on recent legislative developments concerning parking fines and to seek your feedback on associated draft Regulations.

As you may be aware, the *Fines Amendment (Parking Fines) Bill 2024* was passed by Parliament on 13 November 2024 and has now received assent. The legislative reforms apply to all councils that issue parking fines in NSW.

Key features of the legislation include:

- Requirements to attach an on-the-spot notification to the vehicle, when it is safe to do so.
- Limited exceptions where an on-the-spot notification is not required, for example where it may be unsafe for a ranger to do so or the vehicle is in a prescribed parking zone.
- Introduction of data reporting rules relating to the use of exceptions to the notification requirement.
- Requirements to take photos of the parking offence and make them available to Revenue NSW or to drivers, upon request.
- Requirements for authorised officers to record the reasons why a notification was not left on the vehicle and to make this available to Revenue NSW or the driver, upon request.
- Specifying the type of location and signage required for 'prescribed parking zones', where a notification is not required.
- Invalidation of 'repeat' ticketless parking fines for the same kind of parking offence in the same location, if issued within seven days of the first fine.
- Invalidation of fines where there is a significant failure to comply with the new provisions.

The Act is publicly available on the NSW Parliament website via:

<https://www.parliament.nsw.gov.au/bill/files/18658/Passed%20by%20both%20Houses.pdf>

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

02 7225 6160  
[nsw.gov.au/ministerhoussos](https://nsw.gov.au/ministerhoussos)

1

OFFICIAL

OFFICIAL

I would like to thank all councils for their survey feedback and representations which helped inform these changes.

In November, Revenue NSW established a working group with representatives from stakeholders including Local Government NSW, the United Services Union, the NRMA and Community Legal Centres to help inform the development of the Regulations.

This process will also be informed by submissions that Revenue NSW receives from councils on the attached draft Regulations. Your insights and feedback will be critical in ensuring their practicality.

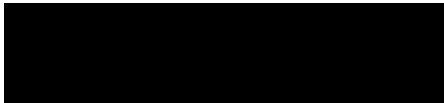
I have attached a copy of the draft Regulations for your consideration. Should you wish to provide any feedback on the contents, I encourage you to provide this feedback to Revenue NSW by **7 February 2025** to [Alex.Zbaras@revenue.nsw.gov.au](mailto:Alex.Zbaras@revenue.nsw.gov.au).

As the Government is committed to a timely implementation and will be seeking to ensure the reforms are put into practice as soon as possible, no extensions for submissions during the consultation period will be provided.

The NSW Government intends to publish the final Regulations on the Revenue NSW website in **April 2025**. Both the Regulations and the Act will take effect in **July 2025**. This timeframe has been set to ensure that Councils are able to successfully implement these important reforms in a timely manner and so that together we can restore integrity in the parking fine system.

I am grateful for your partnership as we realise this important reform.

Sincerely,



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

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

02 7225 6160  
[nsw.gov.au/ministerhoussos](https://nsw.gov.au/ministerhoussos)

2

OFFICIAL

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**29 JANUARY 2025**

ITEM 10.1      FINES AMENDMENT (PARKING FINES) BILL 2024 AND DRAFT  
REGULATIONS

ATTACHMENT 2    NOTIFICATION POSTCARD

## This vehicle is parked illegally and a fine may be issued.

To request a review head to  
[nsw.gov.au/money-and-taxes/fines-and-fees](https://nsw.gov.au/money-and-taxes/fines-and-fees)  
or scan the QR code.



Following review from our team the registered owner of this vehicle may receive a fine from Revenue NSW by mail, and be notified in the Service NSW App as this vehicle was parked:

- ☐ incorrectly into a parallel or angle parking space
- ☐ against the direction of travel
- ☐ in loading or no stopping zones
- ☐ for longer than the time allowed
- ☐ outside a marked parking space
- ☐ on a path, painted or traffic island, dividing or nature strip
- ☐ in a mobility parking spot without a permit
- ☐ using your mobility permit incorrectly or illegally
- ☐ parking on or near intersections with pedestrian crossings
- ☐ other

If you wish to dispute this fine you may do so **two days after** receiving this notification, or as soon as you receive your fine - digitally or by mail.

# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

29 JANUARY 2025

ITEM 10.4      2024 QPRC BUSINESS SURVEY

ATTACHMENT 1      2024 QPRC BUSINESS SURVEY: INSIGHTS SUMMARY





# 2024 QPRC Business Survey

## Insights Summary

**Q1. From which town/suburb in Queanbeyan-Palerang do you operate your business?**

Question type: Mandatory, free text field

Grouped responses	Total	Percentage
Queanbeyan and suburbs	39	60.0%
Braidwood and surrounds	14	21.5%
Bungendore and surrounds	11	16.9%
Not in QP	1	1.5%

**Q2. Do you also live in Queanbeyan-Palerang?**

Question type: Mandatory, single answer, multiple choice

Response	Total	Percentage
Yes	59	89.4%
No	7	10.6%

**Q3. What sector does your business primarily operate in?**

Question type: Mandatory, single answer, multiple choice

Response	Total	Percentage
Other	12	19.0%
Professional, scientific and technical services	11	17.5%
Retail trade	8	12.7%
Manufacturing	8	12.7%
Accommodation and food services	7	11.1%
Construction	7	11.1%
Rental, hiring and real estate services	3	4.8%
Health care and social assistance	3	4.8%
Arts and recreation services	2	3.2%
Information media and technologies	2	3.2%

Staff note: The higher selection of 'other' may suggest low recognition of the ANZSIC categories used in this question. Alternative categorisation may be considered for future surveys.

Ref: Doc Set ID

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

### Q4. What is the size of your business?

Question type: Mandatory, single answer, multiple choice

Response	Total	Percentage
Sole trader	19	30.7%
Employing 6-20 people	19	30.7%
Employing 2-5 people	18	29%
Employing more than 20 people	6	9.6%

### Q5. What type of premises does your business occupy?

Question type: Mandatory, single answer, multiple choice with free text for 'other'

Response	Total	Percentage
Commercial	30	49.1%
Home	14	23%
Industrial	10	16.3%
Other	4	6.6%
Mobile	3	5%

Other
Showground
Tennis clubhouse
School
Farm and home

### Q6. In the next 12 months, do you expect to change your staffing levels?

Question type: Optional, single answer, multiple choice

Response	Total	Percentage
The same	40	65.6%
More staff	17	27.9%
Less staff	4	6.5%

### Q7. At this time, how is your business performing, compared to 12 months ago?

Question type: Optional, single answer, multiple choice

Response	Total	Percentage
About the same	29	50.9%
Worse	15	26.3%
Better	13	22.8%

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

### Q8. In 12 months time, how do you expect your business to be performing, compared to now?

Question type: Optional, single answer, multiple choice

Response	Total	Percentage
About the same	25	45.5%
Better	24	43.6%
Worse	6	10.9%

### Q9. Have you experienced skills shortages in your business, or in dealings with other businesses? If yes, please tell us which skills are in short supply.

Question type: Mandatory, single answer, multiple choice with text box for 'yes'

Response	Total	Percentage
No	27	50.9%
Yes	26	49.1%

Comments
Tradespeople
I really need help with a social media manager that is affordable. It would be great to have one person that could be shared among a few businesses.
Qualified travel agents are in scarce supply all over Australia. Qualified in GDS and CCTE
Willingness to work
Shortage of qualified therapists in the Canberra region. The local industry is struggling to fill existing roles.
Finding staff where we are located isn't easy, especially as our business mainly operates truffle hunts from June to August and only on weekends.
It has been difficult to find skilled staff
Apprentices
verbal communication written communication
Laborer's, carpenter's, concreters
The DA process through QPRC is laborious at the very least and we have lost some projects due to the delays in getting approvals through and the rising cost of materials and laborers has caused a few of our clients to not proceed with their projects
Administration, bookkeeping
Sales and Business Development Account Management Business Process Improvement Innovation Marketing and Communications
Engineering and technical
Social Media and promotions and Website development and maintenance.
Beauty therapy
Qualified teachers and Teacher's Aides
Clinical admin and nursing
Construction

#### INSIGHTS SUMMARY **2024 QPRC BUSINESS SURVEY**

---

All skills seem short on supply, based on wait times, prices and availability, private sector is understaffed and overworked
Yes. I am an electrician and there is a critical skills shortage. Further, the cost of living is limiting people to want to renovate or develop which is impacting our work. There is also big issues with increased cost for wages and materials due to inflation and cost of living as well as the impacts covid has had on these things.
Anyone with a pulse that has 2 arms and 2 legs that can lift things, and get out of bed for less than \$65 an hour.
Lack of volunteers - we are < organization name removed >
General difficulties recruiting people
Tradesmen
volunteers. community engagement.
We desperately need light fabrication staff, either still at school or skilled as well as workshop hands but anyone that applies is either unsuitable or is not fit to work

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

### Q10. What are the three best things about running a business in Queanbeyan-Palerang?

Question type: Optional, free text



Word cloud generated by Survicate

Response
Word of mouth. Helping ppl out
Lots of passing / tourist traffic Being a part of a local community A strong business chamber in Braidwood
hmm. Not sure as the locals do not support my business. we support every community, sporting, school and have had no ROI on our donations, so we will not be supporting anyone next year. we have entertainment value watching the antics of illegal main street tobacco shop and people trying to get into the ANZ bank even tho its empty.
closeness to Canberra
ease, cost, location
Close to all parts of the region
My expertise is needed locally. Easy to source new clients. Overheads are significantly reduced with WFH.
Regular Facebook updates Other attractions in the area, eg Bungendore, Braidwood
Its connection to rural communities as well as those in the city
Access to coastal market Access to ACT market being a part of NSW
we are local support, location of our business, close to home
support from local community, other small businesses with similar passion, Canberrans stopping in town on way to coast
Free parking, Country feel, foot traffic
The land tax is lower and the rates are lower
Quality suppliers Lower overheads (than Sydney) Lifestyle
The locals are very loyal, it's a very attractive town to work in, people are very friendly
Local community, easy access to services, great parking for staff

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

Access to other similar businesses, general ease of traffic/movement.
Free parking, lovely environment, proximity to the ACT
the Queanbeyan environment is very comfortable - everything is close by. The council is great -very supportive.
Country atmosphere Support from NSW Government with training Support from QPRC with marketing
I only run a business here because I choose to live here. The majority of my staff are in QLD. I would not move more of my operation to QPRC. The proximity to Canberra is a problem for QPRC and will continue to affect the business opportunities. Attracting new and diversified businesses to QPRC is challenging. We need to be differentiating ourselves from Canberra / ACT with a particular focus on Rural Lifestyle with city amenity. That will allow us to then attract more diverse and sustainable business.
Proximity to major highways and Canberra Access to shows and field days for marketing People all over Australia recognise Bungendore as a rural location
Working locally, close to home, friendly
I work from home, so no commute. Queanbeyan has a loyal community who often use local businesses. We have some nice coffee shops for out of office meetings.
Free parking, convenience, loyal local community
I have a guest room in my backyard as an Airbnb and it's great to be able to offer visitors to the area a service. Accommodation in Braidwood is rather limited.
Free parking Business to business cooperation More like businesses
Nothing
Population with stable income, little / no traffic congestion, ongoing local support from community
Location, friendly clients, community
1/ Lower workers compensation premiums than ACT. 2/ Good road network for access to the region. 3/ The best pubs for business long lunches.
I'm not yet, in the new year hopefully
The local communities and visitors
There isn't much to be happy about in Queanbeyan - I'd put this local area as the WORST IN THE WORLD. There is zero help for businesses and nothing but expensive red tape from local government there is still a level of community and a sense of place here - we're a sporting club though so we're not for profit
Close to the ACT, Close to the snow fields, Close to the coast
The locals, Proximity to Canberra, Close to home

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

### Q11. What are the three biggest challenges about running a business in Queanbeyan-Palerang?

Question type: Optional, free text



Word cloud generated by Survicate

Response
Cost of doing business - Rates, Electricity, staffing costs etc
Downturn in the economy
Keeping relevant / customer coming in to a bricks and mortar store in an increasingly online marketplace
Parking Parking Parking
the main street is the biggest issue in my opinion, the trucks that take Monaro Street is outrageous, we have trouble with the noise daily and we have evidence of the recycle trucks that line the street daily all day every day. parking in my opinion is not the issue, it's the trucks that make people feel anxious and i don't have all day with my other thoughts
no access to banks
I'm not aware of any
Cash flow, lack of fed and local government spending and people supporting local business
Lack of public transport. Lower economic mindset. Business is located out of CBD.
State of the roads to access our property.
Lack of tourism signage to let people know about other things to see and do
Competing with the public service
QPRC - specifically the length of time it takes development applications to be approved
clients are time poor
not enough local parking
difficulty in getting responses from QPRC, planning schemes not reflecting contemporary land use approaches and move to more 'home based' businesses, DA process and timeframes
Lack of parking, council red tape, state of main streets unattractive.
Access to workers as they are wanting to work in the public sector
Travel to Bungendore
No effective public transport
the length of time it takes for a DA to be processed and to respond to queries
Access to customers/distribution
Freight costs from suppliers
Rates/water rates
The council, the rates, lack of services

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

Public transport to Queanbeyan, opening hours of local eateries
Distance from markets.
inflation, finding personnel (some Canberrans think its too far to travel), and red tape
Competition for staff by the Australian government in Canberra
Finding new clients outside the area
Keeping up with tech.
Dependent on tourism
QPRC Council, the proximity to Canberra / ACT, the cost of doing business.
Farm-related businesses not on Council's radar
Planning obstacles that make it hard to try out new ideas in a small way eg for agritourism
Lack of connection/awareness between businesses that would help with cross promotion
Internet, parking, property prices
Not enough parking.
Outrageous cost of rates, compared to other towns.
I don't know if any support services for small business here (there may be some, I just don't know of any and my practice has been here for just over 20 years now).
Low economic, lack of foot traffic
None we have a busy thriving community/town
Redtape
Council DA approval times
Council ineptitude
High rent, low retail traffic, street losers.
Terrible roads - especially dirt, red tape and delays obtaining documents from qprc, DA approvals
Minimal building upgrades occurring, minimal developments, minimal investment in trade or small businesses
1/ Lengthy planning approval process.
2/ No vacant industrial land.
3/ Council not addressing planning approval backlog.
Working with council lol!!
Having less cafes open after 3 for visitors
Cost or rates and QPRC services do not match any increase and services by QPRC
volunteers - accessing grant funds - infrastructure accessibility
Cost of freight for goods, expense of goods locally, having to get supplies from interstate
The Queanbeyan Palerang council over charging businesses on rates, water & sewer.
Councils slow to no replies on application etc. Council over spending on unneeded projects.



## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

### Q12. What are the most significant challenges your business is likely to face in the next five years? (Select up to 4)

Question type: Optional, multiple choice with text box for 'other'

Response	Total	Percentage
Increase in costs	31	68.8%
Economic environment	25	55.5%
Retaining/attracting customers	16	35.5%
Staffing	16	35.5%
Cost of rent	10	22.2%
Downturn in industry/market demand	10	22.2%
Increasing competition	9	20.0%
Freight options/costs	8	17.7%
Other	5	11.1%
Environmental sustainability	5	11.1%
Sourcing funding/capital	5	11.1%

Comments
Red tape and excessive govt costs
Council take that long to process a DA
All of the above
May need DA to expand to where I want to go in regards to land use/scale
My physical capacity to do the work. Increasing business regulations from local, state and federal governments!

### Q13. Have any of QPRC's policies or procedures adversely affected your decision or ability to innovate, or expand your business? If yes, please provide further details.

Question type: Optional, single answer, multiple choice with text box for 'yes'

Response	Total	Percentage
No	25	59.5%
Yes	17	40.5%

Comments
The red tape is unbelievable. My most recent DA took more than 2 years to be approved. In that time the cost of the renovation has increased so significantly that the renovation is no longer financially viable. QPRC should be doing EVERYTHING they can to ensure Business Development Applications are expedited . Small Business are the lifeblood and main employer in rural towns .. the current procedures are so time consuming and cumbersome that they actually deter new business 🙄
New government buildings taking up parking spots
The difficulty dealing with the planning department almost broke us, it took 2 years for a DA to be approved and then 12 months for a Construction Certificate which added significant cost which is difficult to now recoup.
The absolutely appalling slowness of development applications and the lack of communication from QPRC in relation to them and then once the DA has been approved the frustrating and archaic

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

process of having to wait months after paying for the certificate of construction for someone to come and be assured that we are building in the right spot
difficult to tell, but the DA process may be a challenge and thus far it has been difficult to get clarity.
DA processing timeframes are frustrating and time consuming in getting response to telephone calls, emails.
Repairs to roads and footpaths take forever to be resolved
Water rates
The time council take to process DA's and the rules and regulations that are hidden until half way through the project
Tourism signage (brown street sign) at cost to the business
The Policies and Procedures are not as much of a problem as the "Progressive Politics" of the QPRC council. It doesn't make me want to put more of my business here.
We were keen to do farm tours/experiences on a small scale but abandoned the idea when discussions with Council indicated the QPRC requirements would be onerous and costly plus COVID came along. Also, the planning policies don't seem to recognise that it is possible to run farm-related businesses on small rural blocks.
The huge increase in rates has meant that I have to find more clients and increase my hours to cover the extra costs.
Slow and non existent DA processes
Our business is affected daily by slow responses by qprc. Our customers are often left insecure after talking to council, esp when staff won't provide written advice.
Planning approvals
Rates increases for no increase in or quality of QPRC services
QPRC's ever increasing and new made up costs imposed on business at a rate greater than can be covered by increasing rates to customers. Effectively eroding the bottom line.

### Q14. Are you interested in attending business networking events?

Question type: Mandatory, single answer, multiple choice

Response	Total	Percentage
Yes	20	45.5%
No	13	29.5%
Unsure	11	25%

### Q15. Which timeslots would you prefer for business networking events?

Question type: Mandatory, select all that apply, multiple choice

Response	Total	Percentage
Evening 5.00pm-7.00pm	11	55%
Early morning 7.30am-9.00am	8	40%
Afternoon 1.30pm-5.00pm	7	35%
Lunch time 12.00pm-1.30pm	6	30%
Morning 9.00am-12.00pm	4	20%

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

### Q16. QPRC facilitates workshops and training for local businesses. Please select up to four areas of interest.

Question type: Optional, select up to four, multiple choice

Response	Total	Percentage
Marketing – digital (web, social media, ecommerce)	21	67.7%
Marketing – strategy (branding, target markets, metrics)	14	45.1%
Artificial intelligence	9	29%
Strategic business planning	9	29%
Grant and tender writing	8	25.8%
Human resources	7	22.5%
Succession planning / exiting your business	6	19.3%
Environmental sustainability and climate change	5	16.1%
Leadership/communication	5	16.1%
Customer service and sales training	4	12.9%
Cybersecurity and IT	4	12.9%
Financial management	4	12.9%
Accessibility and inclusiveness	2	6.4%
Other	2	6.4%

### Q17. What are your preferred formats for learning new business skills?

Question type: Optional, select all that apply, multiple choice

Response	Total	Percentage
Face-to-face workshop	20	55.5%
Online workshop	19	52.7%
Self study	11	30.5%
One-on-one with a trainer	8	22.2%
Other	2	5.5%

#### Comments

Too old to learn.

Business forums where problems are solved by a range of experiences.

### Q18. Over the next two years, how can QPRC best support your business?

Question type: Optional, free text field

Response
Streamline DA applications have a dedicated small business advisor that can help/ guide and advise new start ups to make the application process way easier than it currently is.
Improve parking
Promotion of local businesses
I am unsure how QPRC could do this
I've operated in queanbeyan for twenty years and never had a representative call in or phone just to see how things are going and what we do for the region.

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

Set up Business Chamber. Provide advocacy to state and federal governments on behalf of local SMEs.
Increase the speed of approving development applications
make it easier to talk to the department or staff that you need to rather than having to go through reception - make it easier to talk to the correct person
Be more responsive
send us your staff and come and see what we can offer you
transition the DA process to be run by AI and move to a process of greater self assessment, and also change the landuse/zoning rules to allow more flexibility
By employing more staff to handle the DA process more efficiently
I do not have a clear understanding of QPRC's business support plans. It would help me to know this.
Continued access to business coach and mentor programs similar to Service NSW. Greater promotion opportunities of local businesses including on newsletters, dedicated website pages, industry events
1. By fixing up the parking behind the old council office (behind Crawford and Rutledge Streets), line marking and re-design of parking would enable more parking in there. Instead of fining people for parking in the wrong places. 2. Street cleaning to keep the main part of Queanbeyan tidier. 3. Keep costs down.
Keep in touch and react to financial climate and trends with courses. Keep up the good work!!!
Unsure, we are not likely to remain in QPRC.
Run events that showcase boutique farm produce/experiences in QPRC. Would love a farm trail like the arts trail.
Beautification of the town, stop fighting against the development of the town eg high school
Halt the extra rate increases to help small business.
Supporting small business
Keep promoting our area as a great place to visit!!
Streamlining your DA process and timely approvals
Clean streets and introduce vacancy tax on rentals
Qprc could easily, and should urgently improve its service to the people that employ and pay for it. Records supply, accurate advice, reasonable response times. Distractions like training workshops, rock concerts and similar, for example are just time and money distractions from roads, garbage, parks and things council should be doing better
Invest in things like housing development, building upgrades, construction, trade, trade incentives, situations where tradies would gain work - long term.
Deal with residential housing approvals.
Unsure
Promotion, we get a lot of help already
ensure our area is not covered in tarmac and concrete ...
Not really sure to be honest
Run the council more efficiently by reducing running cost there fore not requiring the area to pay for your abuse of public money.

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

### Q19. Have you interacted with any of the following government resources?

Question type: Optional, select all that apply, multiple choice

Response	Total	Percentage
Service NSW	25	71.4%
Business.gov.au	17	48.5%
Business Connect – Enterprise Plus	14	40.0%
TAFE	11	31.4%
CIT	11	31.4%
NSW Small Business Commissioner	8	22.8%
Dept of Regional NSW / Primary Industries & Regional Development	7	20.0%
Destination NSW / Destination Southern NSW	7	20.0%
Austrade	5	14.2%
Other	3	8.5%

Response
LLS (Local Land Services)
ODIS (Office of Defence Industry Support)
Canberra Innovation Network (CBRIN), Canberra Business Advice and Support Service (CBASS), Bungendore Chamber of Commerce & Industry (BCCI), Braidwood and Villages Business Chamber (BAVBC), Goulburn Mulwaree Council (GMC).

### Q20. How do you prefer to hear from the QPRC Economic Development team? Select all that apply.

Question type: Optional, select all that apply, multiple choice

Response	Total	Percentage
Email newsletter	25	73.5%
Drop in to premises	9	26.4%
Facebook posts	9	26.4%
QPRC website	8	23.5%
Phone call	4	11.7%

### Q21. The final part of the survey is five questions about tourism to our region. If you'd prefer not to answer these questions, you can skip to the end.

Question type: Mandatory, single answer, multiple choice

Response	Total	Percentage
Yes, take me to the tourism questions	28	71.8%
No, let's skip to the end	11	28.2%

INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

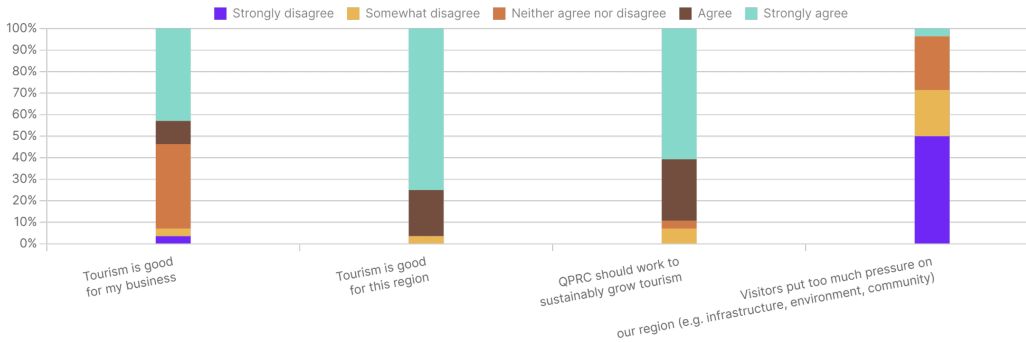
**Q22. Do you actively promote your business to visitors from outside Queanbeyan-Palerang?**

Question type: Mandatory, single answer, multiple choice

Response	Total	Percentage
Yes	19	65.5%
No	10	34.5%

**Q23. To what extent do you agree or disagree with these statements:**

Question type: Mandatory, single answer per dimension, multiple choice



Response	Strongly disagree	Somewhat disagree	Neither agree nor disagree	Somewhat Agree	Strongly agree
Tourism is good for my business	1 (3.6%)	1 (3.5%)	11 (39.2%)	3 (10.8%)	12 (42.9%)
Tourism is good for this region	0 (0%)	1 (3.6%)	0 (0%)	6 (21.4%)	21 (75%)
QPRC should work to sustainably grow tourism	0 (0%)	2 (7.1%)	1 (3.6%)	8 (28.6%)	17 (60.7%)
Visitors put too much pressure on our region (e.g. infrastructure, environment, community)	14 (50%)	6 (21.4%)	7 (25%)	0 (0%)	1 (3.6%)

## INSIGHTS SUMMARY 2024 QPRC BUSINESS SURVEY

### Q24. What would you like the tourism industry in our region to focus on in the future? Select up to four responses.

Question type: Mandatory, select up to four, multiple choice

Response	Total	Percentage
Improving tourism infrastructure	21	75.0%
Attracting high value visitors (longer stays, greater spend)	14	50.0%
Encouraging visitors outside the peak season	14	50.0%
Attracting more visitors	13	46.4%
Additional resources for marketing the region	12	42.8%
Additional resources for helping tourism businesses	11	39.2%
Reducing the carbon footprint of our visitors	5	17.8%
Encouraging visitors to disperse into more areas	4	14.2%

### Q25. What do you see as the top priorities for tourism development in our region? Select up to four responses

Question type: Mandatory, select up to four, multiple choice, with text box for 'other'

Response	Total	Percentage
Events and festivals	21	75.0%
Food & wine	18	64.2%
Drive tourism (visitor dispersal, road trip itineraries)	10	35.7%
Heritage (museums, history trails, historic towns)	10	35.7%
More/better accommodation	9	32.1%
Cycle tourism	7	25.0%
Walking/hiking	7	25.0%
Visual arts (galleries, workshops, public art)	7	25.0%
Performing arts (live music, theatre)	6	21.4%
Agritourism	6	21.4%
Other	1	3.5%

Response
Crockwell, Goulburn, Bungendore and Braidwood are now what Bowral, Mittagong and Moss Vale were to Sydney 40 years ago. We need to better capitalise on our three hours from Sydney and become the new go to place for rural experiences from Sydney. Bowral, Mittagong and Moss Vale are now too expensive and for the money in Western Sydney they are looking for the "New Place" to be. Our proximity to Canberra is a problem, no one likes anyone from Canberra!

INSIGHTS SUMMARY **2024 QPRC BUSINESS SURVEY**

**Q26. How do you find out information about leisure activities, attractions and events in your local area? Select all that apply**

Question type: Mandatory, select all that apply, multiple choice with text box for 'other'

Response	Total	Percentage
Word of mouth (friends, family)	22	78.5%
Facebook	17	60.7%
Online search (e.g. Google)	16	57.1%
Local radio	8	28.5%
Instagram	6	21.4%
Print newspaper	6	21.4%
Visitor information centres	5	17.8%
Youtube	2	7.1%
Other	2	7.1%
Tiktok	1	3.5%

Other
Posters in shop windows
Google, the Regional Independent

**Q27. To receive QPRC's email newsletter for businesses, please add your details here.**

Question type: Optional, multiple free text fields.

< Data removed >

Staff note: Twelve respondents added their data to receive the email newsletter. The email list already has 2937 subscriber email addresses from local businesses.



# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**29 JANUARY 2025**

ITEM 10.7          SALE OF LAND FOR UNPAID RATES

ATTACHMENT 1    GOVERNMENT GAZETTE ADVERT

**10.7 Sale of Land for Unpaid Rates**  
**Attachment 1 - Government Gazette Advert (Continued)**

**QUEANBEYAN-PALERANG REGIONAL COUNCIL**

**Local Government Act 1993, Section 713**

**Sale of Land for Overdue Rates**

Notice is hereby given to the owner/s of the properties listed hereunder that Queanbeyan-Palerang Regional Council has resolved on 27<sup>th</sup> November 2024, in accordance with Section 713 of the Local Government Act 1993, to sell the land described hereunder and on which the amount of rates stated in each case as of 31<sup>st</sup> October 2024 is due:

Assessment	Owners or persons having an interest in the land	Description of the Land	Amount of rates (including extra charges) overdue for more than five (5) years \$	Amount of rates (including extra charges) due and in arrears \$	TOTAL AMOUNT OUTSTANDING \$	Assessment	Owners or persons having an interest in the land	Description of the Land	Amount of rates (including extra charges) overdue for more than five (5) years \$	Amount of rates (including extra charges) due and in arrears \$	TOTAL AMOUNT OUTSTANDING \$
354486	"Estate of the Late Catherine Feeney Francis Feeney George Feeney"	"LOT 1 DP 125752 Monga Lane REIDSDALE NSW 2622"	\$975.75	\$5,984.67	\$6,960.42	351982	"Junetor Theresa Scott Emily Elizabeth Scott Sarah Selina Scott"	"LOT 9 DP 754872 Bulmaroo Road BUNGENDORE NSW 2621"	\$11,390.27	\$9,201.78	\$20,592.05
348855	"John Shurmer Samuel Cook"	"LOT 15 DP 755934 Burke Street MAJORS CREEK NSW 2622"	\$54.73	\$7,166.27	\$7,221.00	347644	Martin John Newell	"LOT 2 DP 562067 Kain Cross Road KRAWARREE NSW 2622"	\$12,861.43	\$8,043.10	\$20,904.53
208097	"Kenoss Pty Ltd Caveat by Chief Commissioner of State Revenue"	"LOT 200 DP 1053123 1293 Old Cooma Road ROYALLA NSW 2620"	\$2,561.98	\$5,285.92	\$7,847.90	351991	Jann Vaughan	"LOT 1 Section 7 DP 758695 LOT 6 DP 1138391 LOT 7 DP 1138391 Kings Highway MONGA NSW 2622"	\$12,257.04	\$8,911.48	\$21,168.52
354169	Manar Pty Ltd	"LOT 7 DP 251122 Kings Highway WARRI NSW 2622"	\$1,932.88	\$6,838.65	\$8,771.53	351975	William Weaver	"LOT 9 DP 1139916 Seymour Street MAJORS CREEK NSW 2622"	\$12,402.13	\$9,289.74	\$21,691.87
347037	"Susan May Edmonds Mortgage to Bendigo and Adelaide Bank Ltd"	"LOT 1 DP 1130312 85 Church of England Cemetery Road ARLUEN NSW 2622"	\$1,234.37	\$7,564.84	\$8,799.21	162242	"Gavin John Thompson Caveat by Brett Harrison"	"LOT 36 SP 11207 36/22 Mowatt Street QUEANBEYAN EAST NSW 2620"	\$7,582.55	\$15,858.99	\$23,441.54
349023	William Lindsay Gilmore Field	"LOT 5 DP 734346 128 Duckfield Road BORO NSW 2622"	\$2,190.35	\$8,079.46	\$10,269.81	352021	James Ellis	"LOT 1 Section 33 DP 758636 Wallaces Gap Road MAJORS CREEK NSW 2622"	\$13,399.43	\$10,794.26	\$24,193.69
353531	James Frederick Grantham	"LOT 1 DP 242658 Donnelly Road BYWONG NSW 2621"	\$4,968.36	\$7,215.34	\$12,183.70	350818	"Estate of the late Etienne Livingstone De Mestre Mortgage to The City Bank"	"LOT 53 DP 1085434 5963 Nerriga Road NERRIGA NSW 2622"	\$16,029.94	\$8,974.34	\$25,004.28
349772	Elizabeth Barclay	"LOT 71 DP 755959 195 Griffins Road WYANBENE NSW 2622"	\$3,247.45	\$9,069.54	\$12,316.99	209473	"Dica Construction Group Pty Ltd Mortgage to Maples Winterview Pty Ltd"	"LOT 761 DP 1230282 9 Bobby Street GOOGONG NSW 2620"	\$3,427.72	\$23,013.68	\$26,441.40
341219	"Davelin Pty Ltd Mortgage to Westpac Banking Corporation"	"LOT 103 DP 705692 12 Douglas Close CARWOOLA NSW 2620"	\$1,380.22	\$13,064.42	\$14,444.64	209474	"Dica Construction Group Pty Ltd Mortgage to Maples Winterview Pty Ltd"	"LOT 762 DP 1230282 11 Bobby Street GOOGONG NSW 2620"	\$3,415.08	\$23,079.51	\$26,494.59
348755	"Nerriga Rural Pty Ltd Mortgage to C&B Woods Pty Ltd"	"LOT 31 DP 839720 6615 Nerriga Road CORANG NSW 2622"	\$4,747.01	\$10,870.21	\$15,617.22	351216	John Burns	"LOT 2 Section 33 DP 758636 Wallaces Gap Road MAJORS CREEK NSW 2622"	\$16,575.70	\$11,018.02	\$27,593.72
353608	"William Foster Caveat by Kevin Kennedy Smith"	"LOT 93 DP 755944 Lot 106 DP 755944 Willow Forest Road NERRIGA NSW 2622"	\$5,566.36	\$10,628.56	\$16,194.92	349312	Seth Davis	"LOT 1 DP 755943 Nerriga Road MARLOWE NSW 2622"	\$22,514.18	\$9,409.10	\$31,923.28
156397	"Gravitar Pty Ltd Mortgage to Westpac Banking Corporation"	"LOT 5 SP 17415 5/16 Derrima Road QUEANBEYAN NSW 2620"	\$943.53	\$15,636.66	\$16,580.19	205456	"Peter Alexander Ando Mortgage to Australia and New Zealand Banking Group"	"LOT 1 SP 74666 1/12 Waniassa Street QUEANBEYAN EAST NSW 2620"	\$25,808.82	\$18,988.56	\$44,797.38
348756	"Nerriga Rural Pty Ltd Mortgage to C&B Woods Pty Ltd"	"LOT 11 DP 755925 Nerriga Road CORANG NSW 2622"	\$7,709.66	\$10,075.33	\$17,784.99	165055	"Frances Rosemarie Hazellon Gregory Bruce Hazellon Mortgage to National Australia Bank Ltd"	"LOT 47 DP 842393 29 Taylor Place GREENLEIGH NSW 2620"	\$15,114.63	\$33,032.54	\$48,147.17
354516	Estate of the Late John Henry Webb	"Auto Consol 11111-1 Myrtle Grove Road BUDAWANG NSW 2622"	\$9,640.41	\$8,333.92	\$17,974.33	157651	Martin Ruckert	"LOT 96 DP 13887 LOT 5 DP 264650 21 Fairmount Cres KARABAR NSW 2620"	\$17,343.10	\$33,996.04	\$51,339.14
349849	Lars Erik Wester	"Auto Consol 10501-3 7575 Nerriga Road WOG WOG NSW 2622"	\$1,677.98	\$16,630.18	\$18,308.16	354801	"Henry Everard Osborne Mortgage to Bendigo and Adelaide Bank Limited"	"LOT K DP 157545 LOT 2 DP 1167699 587 Tarago Road LAKE GEORGE NSW 2581"	\$17,085.07	\$49,425.42	\$66,510.49
351864	Group Mutual Property Funds of Australia Pty Ltd	"LOT 3 DP 47599 LOT 4 DP 47599 Kings Highway BRAIDWOOD NSW 2622"	\$10,459.90	\$8,115.75	\$18,575.65	161692	"Vassiliki Zafiris Mortgage to Westpac Banking Corporation Caveat by AB Scimmia Nominee Pty Ltd, Lubutu Pty Ltd and Chris Szigeti & Associates Pty Ltd"	"LOT 1 DP 129231 101 Monaro Street QUEANBEYAN NSW 2620"	\$78,559.95	\$80,750.72	\$159,310.67
352019	William Neilsen	"LOT 1 DP 129413 Charleys Forest Road CHARLEYS FOREST NSW 2622"	\$11,366.06	\$8,069.50	\$19,435.56						
351829	Luke John Hickey	"LOT 1 DP 125783 Sawyers Ridge Road REIDSDALE NSW 2622"	\$11,462.69	\$8,165.73	\$19,628.42						
206540	Home Provident Association Ltd	"Auto Consol 3760-100 74c Capital Avenue QUEANBEYAN EAST NSW 2620"	\$11,011.57	\$8,889.69	\$19,901.26						
351992	William Alexander Gordon	"LOT 1 DP 1138876 Goulburn Road MANAR NSW 2622"	\$11,970.59	\$8,201.91	\$20,172.50						
352026	Richard Thomas Grigg	"LOT 5 DP 721903 Araluen Road JEMBAICUMBENE NSW 2622"	\$12,068.75	\$8,153.94	\$20,222.69						
352025	Terrence Raymond Shea	"LOT 5 DP 232005 Kings Highway MONGA NSW 2622"	\$12,253.97	\$8,204.28	\$20,458.25						

In default of payment to the Council of the amount stated above, and any other rates (including extra charges) becoming due and payable after 31 October 2024, before the time fixed for the sale, the said land will be offered for sale by public auction to be held at 10am on Friday 2nd May 2025 at the Queanbeyan Bicentennial Hall, 253 Crawford Street, Queanbeyan NSW 2620 by Ian McNamee & Partners Pty Ltd 2-4 Ruffledge St Queanbeyan NSW 2620- (02) 6297 5555..

- **Occupancy of any dwelling unknown. Vacant possession is the responsibility of the purchaser.**

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**29 JANUARY 2025**

ITEM 11.1 LOCAL TRAFFIC COMMITTEE MEETING MINUTES - 3  
DECEMBER 2024

ATTACHMENT 1 LTC MINUTES 3 DECEMBER 2024



## Local Traffic Committee Meeting Minutes – 3 December 2024

**Present:** Sergeant Rob Tappla (NSW Police), Indigo Braeder (NSW MoP) via TEAMS, Mel Lausz (TfNSW) via TEAMS, Ben Swords (TfNSW) via TEAMS, Mel Aitchison (QPRC), Jacky Woolhouse (QPRC), Amul Gaire (QPRC), Andrew Palmer (QPRC) Dion Toole (QPRC), Brooke Greer (QPRC), Eli Ramsland (QPRC), Nigel Ginou (QPRC)

### 1. Acknowledgement of Country – Dion Toole

#### The Committee Recommends:

### 2. Apologies

Mike Duff (QPRC)

### 3. Confirmation of Report of Previous Meeting

Confirmation of previous meeting. Supplementary report for QBN Country Muster Event.

#### Business Arising from Previous Minutes

NIL

### 4. Business Items

#### a) LTC 30/2024 - Traffic Control Devices, Googong Neighbourhood 2 Town Centre

LTC Comments – Amendment to TMP required to update pavements markings as per NSW Standards. White line marking required rather than the yellow line marking as shown.

**Resolution – Unanimous support.**

#### b) LTC 31/2024 - Traffic Control Devices, Tralee Subdivision Stage 2B

LTC Comments – No objection to the signage and pavement marking design.

**Resolution – Unanimous support.**

#### c) LTC 32/2024 - Traffic Control Devices, Sheedy Lane Timed No Parking

LTC Comments – Current TMP and signage not supported. Clarification required regarding use of No Parking and Timed Zone signage. Safety and congestion hazard presented with concern insufficient lane width for loading and unloading rigid trucks, further investigation required.

QPRC Representative declared conflict of interest and abstained from voting.

**Resolution – Unanimous decline.**

**OFFICES**  
144 Wallace St, Braidwood  
10 Majara St, Bungendore  
256 Crawford St, Queanbeyan

**POSTAL**  
PO Box 90, Queanbeyan NSW 2620

**PHONE**  
P: 1300 735 025

**EMAIL/WEB**  
W: [www.qprc.nsw.gov.au](http://www.qprc.nsw.gov.au)  
E: [council@qprc.nsw.gov.au](mailto:council@qprc.nsw.gov.au)

ABN 95 933 070 982

**d) LTC 33/2024 - Event – 2025 Music by the River – 1 February 2025**

LTC Comments – Amendments to TMP required to incorporate 'no exit' from Morisset Street car park onto Morisset Street throughout the road closure. Emergency access route to be clearly marked on TMP to accommodate emergency services vehicles. Exits shown on Collett Street to be 'emergency vehicles only' and shown on TMP. Road closure to include bollards on Collett Street near Morisset Street.

**Resolution – Unanimous support.**

**5. General Business**

NSW Police have requested that Council provide notification to NSW Police, should an event location be changed by Council at short notice as occurred with the 'Just British' event on the weekend of 30/11-1/12.

**6. Meeting Closed:**

**11:00am**

**Next Meeting: Tuesday, 4 February 2025**

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**29 JANUARY 2025**

ITEM 11.2      BUNGENDORE FLOODPLAIN RISK MANAGEMENT  
COMMITTEE MEETING MINUTES - 5 DECEMBER 2024

ATTACHMENT 1      FLOODPLAIN RISK MANAGEMENT COMMITTEE MEETING  
MINUTES - 5 DECEMBER 2024



## Minutes

<b>PF-7</b>	<b>Bungendore Floodplain Risk Management Committee Meeting 3</b>			
<b>Project Name:</b>	Review of the Bungendore Floodplain Risk Management Study and Plan (FRMSP)	<b>Project Code:</b>	104213	
<b>Date:</b>	05/12/2024	<b>Time:</b>	12:00 pm	<b>Venue:</b> 257 Crawford Street, Queanbeyan Online via Zoom
<b>Chairman:</b>	Anthony de Jongh		<b>Minutes:</b>	Anthony de Jongh
<b>Participants:</b>	Mark Schweikert – MS (QPRC Councillor) Anthony de Jongh – AD (QPRC) Derek Tooth – DTo (QPRC) Arif Chohan – AC (QPRC) Shaza Raini – SR (NSW DCCEEW) Chris Thomas – CT (Worley Consulting) Lennox To – LT (Worley Consulting) Amanda Pollock – AP (NSW SES) Adam James – AJ (NSW SES) Ian Marsh – IM (Community Representative) Sally Clear – SC (Community Representative)		<b>Apologies:</b>  Dylan Whitelaw – DW (NSW SES) Dave Turner – DTu (Community Representative) Mareeta Grundy – MG (QPRC Councillor) John Preston – JP (QPRC Councillor)	
<b>Meeting Objective:</b>	Third meeting of the Bungendore Floodplain Risk Management Committee as part of the Review of the Bungendore Floodplain Risk Management Study and Plan (FRMSP). The meeting will review work to date and presentation of potential floodplain management options.			
<b>Code of co-operation</b> <div><div>1. We start on time and finish on time</div><div>2. We respect the Chair and direct all comments through the Chair</div><div>3. We all participate and contribute – everyone is given the opportunity to voice their opinions</div><div>4. We use improvement tools that enhance meeting efficiency and effectiveness</div></div> <div><div>5. We actively listen to what others have to say, seeking first to understand, then to be understood</div><div>6. We follow up on the actions for which we are assigned responsibility and complete them on time</div><div>7. We give and receive open and honest feedback in a constructive manner</div><div>8. We use data to make decisions (whenever possible)</div></div>				

No.	Agenda Item	Who	Discussion Notes
1	Opening of meeting	AD	<ul style="list-style-type: none"> <li>- Meeting opened at 12:00pm.</li> <li>- AD chaired meeting as Councillor's are yet to be appointed to Advisory Committees in the current term of Council.</li> <li>- Introductions.</li> </ul>
2	Project Program	Worley Consulting	<ul style="list-style-type: none"> <li>- CT: gave a brief description of the project timeline to date. The project aims to be complete by the end of the 2024/25 financial year.</li> <li>- DTo: added that Worley Consulting were commissioned to assess and minimise the impacts of a new bridge over Halfway Creek on adjoining properties. This work extended the program for the Bungendore FRMSP.</li> </ul>
3	Presentation of Flood Study Results	Worley Consulting	<ul style="list-style-type: none"> <li>- LT: presented design flood results, including design flood extents and notable flooding hotspots.</li> </ul>
4A	Flood Risk Management Measures – 2014 Bungendore FRMSP Options	Worley Consulting / All	<ul style="list-style-type: none"> <li>- LT: discussed the recommended flood mitigation measures from the 2014 Bungendore FRMSP. This included the three (3) physical flood mitigation measures: <ul style="list-style-type: none"> <li>o Measure 1: removal of dense vegetation and creek re-shaping at creek confluence (completed and included in latest design flood modelling)</li> <li>o Measure 2: upgrade of existing levee (detail design complete, funding not secured)</li> <li>o Measure 3: installation of overflow channel across Tarago Road (funding secured, construction to begin in 2025)</li> </ul> </li> <li>- MS: asked if the overflow channel will reduce the frequency of road closures on Tarago Road due to flooding.</li> <li>- DTo: there would be a slight improvement, with the capacity of the new culverts under Tarago Road being the limiting factor for conveyance of flood waters.</li> <li>- CT: the intention of the overflow channel is to reduce the frequency of flood impacts on properties in Bungendore, particularly in the vicinity of Turallo Terrace, Molonglo Street and Gibraltar Street. This is the target area of all three physical flood mitigation measures from the 2014 Bungendore FRMSP. The overflow channel is not intended to reduce overtopping of Tarago Road, but it will result in a slight improvement. The main benefit will be to nearby properties.</li> </ul>



No.	Agenda Item	Who	Discussion Notes
			<ul style="list-style-type: none"> <li>- IM: the section of Turallo Creek between Frogs Hollow and Millpost Creek is prone to blockage. Can it be alleviated?</li> <li>- CT: vegetation and creek realignment is not usually favoured due to disturbance of the natural creek structure, but this could be considered in the flood risk management recommendations.</li> <li>- IM: the new Bungendore High School is now located north of Turallo Creek, and with increasing subdivisions in the same vicinity, emergency access across Turallo Creek may be critical.</li> <li>- LT: showed the impact the overflow channel would have on flood levels, noting the ultimate benefit from all three physical flood mitigation measures is considerable.</li> <li>- LT: showed other flood mitigation options that were considered in the 2014 Bungendore FRMSP.</li> <li>- AC: asked if Council's 10.7 Planning Certificates state whether a property is within the 1% Annual Exceedance Probability (AEP) flood extents or within flood planning area considering 10.7 Planning Certificates should reflect the information required under the EP&amp;A Regulation. AC also asked if a flood warning system was considered for Bungendore.</li> <li>- CT: these options can be investigated as part of the current study.</li> </ul>
4B	Flood Risk Management Measures – Improving Flood Immunity of Turallo Creek Crossings	Worley Consulting / All	<ul style="list-style-type: none"> <li>- LT: showed the 20% AEP flood levels at each road crossing of Turallo Creek. Both crossings at Tarago Road and Turallo Terrace are flooded in the 20% AEP event.</li> <li>- LT: raising the Tarago Road crossing of Turallo Creek would require significant raising of the bridge approaches on Molonglo Street and Tarago Road and would require many cross-drainage structures to prevent flood waters backing-up due to the raised roadway. Raising the Turallo Terrace crossing would require a new bridge structure and associated road approaches, totalling approximately 250 – 350 m in length (depending on level of flood immunity). This could be unsightly.</li> <li>- LT: also raised the option of a new road east of Bungendore from the Kings Highway connecting to north Elmslea. This road could be immune from the 1%</li> </ul>

No.	Agenda Item	Who	Discussion Notes
			<p>AEP event. However, this would involve crossing the rail line which would be challenging.</p> <ul style="list-style-type: none"> <li>- MS: believes the Bungendore East development may have included an emergency access route across the rail line.</li> <li>- IM: the new Bungendore High School may consider emergency access requirements in a flood.</li> <li>- DTo: it is unlikely that emergency access across Turallo Creek would be considered as part of the Bungendore High School development.</li> <li>- AC: further expansion and development in Bungendore may trigger the need for a flood proof access across Turallo Creek.</li> <li>- IM: more developments without improvements to access during floods may be an issue.</li> <li>- MS: Tarago Road / Molonglo Street is closed as soon as there is water on the road, even though it is not deep or fast flowing. This early closure can contribute to the access issues.</li> <li>- SC: asked if the rail line is immune to floods.</li> <li>- LT: the rail line is not flooded in the 0.2% AEP event but is flooded in the PMF.</li> <li>- A query was raised about the size of the August 2022 flood.</li> <li>- AD: the August 2022 flood was approximately a 1-in-5 year ARI event on Turallo Creek and a 1-in-100 year ARI event on Halfway Creek. This was based on comparing post-flood survey marks to the 2014 Bungendore FRMSP flood model results.</li> <li>- CT: rainfall intensity and duration can vary across a catchment, resulting in differing flood levels, as was the case in August 2022. It should be noted that flood immunity relates to <i>flood level</i>, not <i>rainfall</i>.</li> <li>- SC: asked if stormwater designs for new properties aim to reduce flooding.</li> <li>- CT: onsite detention would have negligible impact on flood events. Runoff from properties would usually reach creeks before flooding from the upper catchment. Large flood events in Bungendore usually come from "East Coast Lows". An embedded storm could occur, and if the timing is correct, the runoffs from properties and the upper catchment could coincide. But the chance of this occurring is low.</li> </ul>

No.	Agenda Item	Who	Discussion Notes
			<ul style="list-style-type: none"> <li>- DTo: runoff from new developments generally should not be more than pre-development flows for the 1% AEP event.</li> <li>- IM: some inflows into Turallo Creek are blocked with blackberries. This leads to flooding and erosion issues and should be addressed.</li> <li>- SC: asked why a road bridge would not be constructed on Turallo Terrace if the rail bridge is already immune from floods.</li> <li>- LT: a road bridge is not necessarily opposed, but it would be large, expensive and unsightly.</li> <li>- CT: it is also difficult to determine the benefit of a new bridge on Turallo Terrace as it would not result in a reduction in flood damage. Benefits would need to be argued in other terms, such as emergency access.</li> <li>- MS: asked if an extension of the northern end of Butmaroo Street to Birch Drive had been considered. MS noted that the road reserves of Butmaroo Street and Birch Drive extend towards Turallo Creek. A bridge crossing here may be another option.</li> <li>- CT: Worley Consulting can investigate this as another option.</li> <li>- IM: there may be local opposition to a road connecting Butmaroo Street and Birch Drive.</li> <li>- AS: the growing population and more development north of Elmslea may worsen floods.</li> <li>- DT: runoff from future developments should not exceed existing conditions.</li> <li>- IM: reiterated that the key focus should be on getting flood waters away from Bungendore. This is hindered by the blockages immediately downstream of Frogs Hollow where Turallo Creek is effectively dammed by vegetation and a very narrow channel.</li> <li>- DT: modifications to the creek downstream of Frogs Hollow would need to consider land ownership and encroachment onto private property.</li> <li>- IM: willows are a big issue in the creeks in Bungendore. They cause erosion and create blockages. Reedy vegetation would be better than willows and other trees.</li> <li>- CT: agreed that willows are not good for waterways that experience flooding and are a weedy species that causes scouring through eddy's. Worley Consulting</li> </ul>

No.	Agenda Item	Who	Discussion Notes
			can consider vegetation management as a flood risk management option, but would need to determine the benefits and approvals processes. Worley Consulting would assess upstream benefits by adjusting roughness and channel conveyance parameters in flood models. Engagement with Fisheries and NSW DCCEEW would also be required.
4C	Flood Risk Management Measures – Other Potential Options	Worley Consulting / All	<ul style="list-style-type: none"> <li>- LT presented other potential flood mitigation options for further consideration. This included: <ul style="list-style-type: none"> <li>o Flood Modification Measures <ul style="list-style-type: none"> <li>▪ Road raising / bridge to improve flood immunity of Turallo Creek crossings</li> <li>▪ Divert floodwaters from Halfway Creek to Mill Post Creek to reduce flooding near Bungendore Village</li> <li>▪ Vegetation clearing and management</li> <li>▪ Upgrade stormwater infrastructure</li> </ul> </li> <li>o Property / Planning Modification Measures <ul style="list-style-type: none"> <li>▪ House raising or house purchase</li> <li>▪ Consider overland flooding vs mainstream flooding Flood Planning Area</li> </ul> </li> <li>o Response Modification Measures <ul style="list-style-type: none"> <li>▪ Designate evacuation centres north and south of Turallo Creek</li> <li>▪ Flood warning system. More rainfall and stream gauges would be required. Bungendore may have a 6-12 hour warning time, which is considered short.</li> </ul> </li> </ul> </li> <li>- DTo: asked if there is a risk to life which could warrant a flood warning system.</li> <li>- LT noted that the more hazardous flood conditions are likely to come from creek flooding.</li> <li>- CT: there is always a risk of people getting trapped in a house, but the risk is not significant in this case. The main risks are from poor decision-making during floods, such as choosing to drive through flooded road crossings.</li> <li>- LT presented Option 6 from the 2014 Bungendore FRMSP – diverting floodwaters from Halfway Creek to Millpost Creek near Trucking Yard Lane.</li> </ul>

No.	Agenda Item	Who	Discussion Notes
			<p>Estimated cost was \$1.41M AUD in 2014. Based on preliminary analysis, this should not result in any new above-floor flooding of properties or accesses being cut. This is to be confirmed with the updated model results.</p> <ul style="list-style-type: none"> <li>- MS: asked how the cost estimate was derived for the diversion bank and channel.</li> <li>- LT: estimates in the 2014 Bungendore FRMSP used typical construction rates from Rawlinsons Australian Construction Handbook.</li> <li>- MS: the construction cost of the diversion bank and channel seems expensive.</li> <li>- CT: the cost would be higher today due to inflation.</li> <li>- SR: grant funding for such a project would usually be provided by the State or Federal Government.</li> <li>- SR: the NSW flood damage assessment tool considers a wide range of factors, such as emergency management, emotional stress etc., which could be used to justify a more flood immune crossing of Turallo Creek.</li> <li>- CT: the damage assessment for recent flooding in Lismore found that non-tangible costs were three times more than tangible costs.</li> </ul>
5	Round table - All participants welcome to discuss issues and make comments.	All	<ul style="list-style-type: none"> <li>- SC: asked if water backs up where Millpost Creek joins Turallo Creek.</li> <li>- IM: Turallo Creek widens downstream of Millpost Creek, so water blockages are less of an issue at that location.</li> <li>- MS: asked how funding is typically delivered.</li> <li>- SR: Council's need to apply for grants. Different types of projects can be funded such as studies, designs and implementation works.</li> <li>- MS: asked when the next grant funding rounds will open for applications.</li> <li>- SR: this usually occurs in April / May for the Floodplain Management Program grant. There may also be Federal programs at other times.</li> </ul>
6	Close of meeting	Chair	<ul style="list-style-type: none"> <li>- AD closed the meeting at 1:40 pm</li> </ul>
Next Meeting: TBC			Time: TBC
			Venue: TBC

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**29 JANUARY 2025**

ITEM 11.3      AUDIT, RISK AND IMPROVEMENT COMMITTEE MINUTES  
DECEMBER 2024

ATTACHMENT 1    DRAFT MINUTES ARIC 9 DECEMBER 2024



MINUTES OF THE ORDINARY MEETING OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE held at the Nellie Hamilton Centre, 257 Crawford Street, Queanbeyan on Monday, 9 December 2024 commencing at 9.30 AM.

#### ATTENDANCE

##### Members Present:

Rhonda Wheatley	External Chairperson
Carolyn Rosetta-Walsh	External Deputy Chairperson
Diana Hamono	External member
Cr Morgan Broadbent	Councillor – non-voting member

##### Also Present:

Rebecca Ryan	General Manager
Kate Monaghan	Director – Corporate Services
Furqan Yousuf	Audit Office of NSW – (via teams)
Yas Wickramasekera	O'Connor Marsden and Associates - (OCM)
Caitlin Flint	Manager Governance, Legal and Risk
Matthew Dale	Acting CIO (for items 4.4, 4.5, 6.1)
Tracy Sligar	Chief Financial Officer (for items 4.2, 4.3)
Martin Townsend	Executive Manager, JLT Public Sector NSW
Steve Eckart	Divisional Manager – Risk, Statewide Mutual – (via teams)
Anita Cakalic	ARIC Secretary/Risk and Internal Audit Coordinator
Lesley Smith	Audit and Risk Administrative Officer (Minutes)

Meeting opened 9.30am

#### 1. APOLOGIES

No apologies received.

#### 2. CONFIRMATION OF MINUTES

##### 3.1 Minutes of the Special Meeting of the QPRC ARIC held on 5 September 2024

###### Resolution

That the Minutes of the Special Meeting of the QPRC ARIC held via teams on Thursday, 5 September 2024 were confirmed.

**Moved:** Carolyn Rosetta- Walsh

**Seconded:** Diana Hamono

##### 3.1 Minutes of the Ordinary Meeting of the QPRC ARIC held on 9 September 2024

---

Ordinary Meeting of the QPRC Audit, Risk and Improvement Committee held 9 December 2024

ORDINARY MEETING OF THE QPRC ARIC

9 DECEMBER 2024

**2. CONFIRMATION OF MINUTES**

It was noted that the Chair did include the table of Internal Audits conducted in her annual report presented to Council – minutes to be amended.

**Resolution**

That the Minutes of the Ordinary Meeting of the QPRC ARIC held in the Nellie Hamilton Building on Monday 9 September 202, as amended, were confirmed.

**Moved:** Carolyn Rosetta- Walsh

**Seconded:** Diana Hamono

**3. DECLARATIONS OF INTEREST**

No disclosures were made by committee members of any interest in the matters under consideration at this meeting.

**4. ARIC - ACTIONS ARISING FROM PREVIOUS MINUTES**

**4.1 Actions Arising Report - November 2024**

The Committee noted the progress made to date on actions arising from former meetings and discussed and noted:

- **5.8 – Delegation Training** – is conducted as part of a suite of financial and budget management training programs for all new starters on commencement and every two years after commencement in further detail.
- **6.8 – ICAC Operation Hector** – it was noted that the use of one of the Downer subsidiary companies had a notable increase of value of contracts over the past three years. It was recommended that the 2023/24 contract be reviewed for any anomalies.

**Resolution**

1. That the Audit, Risk and Improvement Committee confirmed the status of action items
2. Review the contract, contract value, and expenditure associated with the 2023/24 expenditure related to Downer subsidiary.

**4.2 Financial Statements Sub-Committee**

The Committee outlined a meeting held on 12 November 2024 where the history for the Financial Statements Subcommittee was discussed and evaluated for value add for managing risk within QPRC.

It was agreed that the Financial Statements Subcommittee will be dissolved and, to better enable ARIC to meet its statutory obligations, the Committee will be provided with Council's quarterly budget review documents with a summary of any major movement between quarters and progress against the financial statement preparation project plan.

**Resolution**

1. Confirm that the Financial Statements Subcommittee has been dissolved as per the meeting held on 12 November 2024.
2. Note the reports to be provided by the CFO for future ARIC meetings.

---

Ordinary Meeting of the QPRC Audit, Risk and Improvement Committee held 9 December 2024



**ORDINARY MEETING OF THE QPRC ARIC**

**9 DECEMBER 2024**

---

**Moved:** Carolyn Rosetta- Walsh

**Seconded:** Diana Hamono

**4.3 Abbeyfield funding**

The committee received a verbal report from the CFO and discussed and noted:

- The Abbeyfield project is to provide senior's housing for the community in Bungendore.
- The current status of the project.
- Funding for this project was originally provided as part of a larger NSW Stronger Communities Grant. The Stronger Communities Grant funds were expended, however the Abbeyfield project was not completed.
- The grant of \$500,000 was to assist with the Council DA process (e.g. required studies).
- The creation of an internal reserve to ensure funding agreement obligations are met.

**Resolution**

1. That the verbal update provided by the CFO was received for information.
2. A copy of the Council report on the Abbeyfield project be forwarded to ARIC members out-of-session.

**4.4 Essential Eight - Local Government Self-Assessment QPRC Nov 2024**

The Committee discussed and noted:

- The Cybersecurity NSW self-assessment report on Essential Eight.
- That the criteria for self-assessment is different to other assessments generally used.
- The Digital team are in the process of implementing solutions to mitigate the risk identified through this self-assessment .

**Resolution**

That the report was received for information.

**4.5 2024 JLT Cyber Risk Report**

The Committee discussed and noted:

- That JLT has mapped the Essential Eight to Twelve Key Controls which have been recommended for Council to implement to mitigate risks within Council's IT systems and networks.
- This self-assessment has shown improvements over the past three years in six key controls, with opportunities identified in four others. Two key controls remained consistent over the three year self-assessment period.
- Compared with other Councils in NSW, QPRC was above the benchmark in six key control areas.

**Resolution**

1. That the report was received for information.

---

**Ordinary Meeting of the QPRC Audit, Risk and Improvement Committee held 9 December 2024**

**ORDINARY MEETING OF THE QPRC ARIC**

**9 DECEMBER 2024**

**4.5 2024 JLT Cyber Risk Report**

2. Request a presentation from JLT on the Cyber Risk Report at the next ARIC meeting.

**5. AUDIT REPORTS**

**5.1 Audit Office of NSW - November 2024**

**Resolution**

That the verbal update provided by the Audit Office of NSW was received for information.

**5.2 Status of Agreed Audit Actions - as at 28 November 2024**

- The Committee commented on how well Council is progressing in achieving Audit outcomes, however there are data gaps that need addressing in the report provided to them.
- All requests for extending due dates for completion of actions are to be approved by the ARIC.
- Any outstanding actions will be closely monitored by the Committee.
- In particular, ARIC has requested that:
  - All duplicated Audit actions continue to be consolidated and updated within the system.
  - Any changes to agreed due dates are to be included in the 'Revised Due Date' column of the report.
  - All completed dates are to be recorded in the 'Completed Date' column.
  - All outstanding actions are to have comments attributed to the items outstanding and to include details of progress to achieving the action.
  - The relevant Director/Manager to present to the ARIC to discuss overdue actions and progress being made.
  - If an agreed action item is 'chunked' down with a number of due dates, then the end date for completion should be the date that completes all the actions.

**Resolution**

1. That the report providing an update on the status of agreed audit actions (overdue and completed items) was received.
2. That Directors review their outstanding actions and completion dates.
3. That Directors/Managers are requested to present to the ARIC at its next meeting on any overdue items.

**5.3 OCM Internal Audit Update - November 2024**

The Committee discussed and noted;

- Progress with the 2024/25 Audit Plan with:
  - Q1 Audits – Fuel Card and Swimming Pool Audits completed and reported.
  - Q2 Audits - Waste Management and Records Management Audits completed. Final reports are with QPRC Management for comment.

---

**Ordinary Meeting of the QPRC Audit, Risk and Improvement Committee held 9 December 2024**

**ORDINARY MEETING OF THE QPRC ARIC**

**9 DECEMBER 2024**

**5.3 OCM Internal Audit Update - November 2024**

- The Waste Management Audit revealed several opportunities for improvement. These will be incorporated into Council's Waste Management Strategy which is currently under review in consultation with the community
- Q3 – Scoping meetings have been held and are ready to commence early in 2025.

The 2024/25 Audit Plan is on track for finalisation by June 2025.

**Resolution**

That the update provided by OCM on the progress of internal audits for 2024-2025 was received for information.

**Moved:** Carolyn Rosetta- Walsh

**Seconded:** Diana Hamono

**6. REPORTS TO ARIC - ITEMS FOR INFORMATION**

**6.1 ICT Report to ARIC November 2024**

The Committee noted:

- The good result of the recent Disaster Recovery exercise undertaken with stakeholders on 26 November 2024.
- Deployment to Windows 11 is progressing with few issues at this stage.
- That Council's Digital team is working closely with TechOne to ensure full utilisation of the system for Council.

**Resolution**

1. That the report was received for information.
2. That the report to the next ARIC meeting to include disaster recovery testing results for critical business areas.

**6.2 Insurance - Presentation**

The Committee noted the presentation as provided by QPRC's JLT Account Manager and the changes within the insurance sector that may impact Council's insurance for 2025/26.

Notably, emerging broad trends and factors include:

- Increasing frequency and severity of natural hazards
- Rising reinsurance costs
- Increasing inflation pressures and broader global economy
- Supply chain issues and labour shortages
- PFAS
- Electric vehicles and charging platforms.

Trends and factors impacting Local Government include:

- Liability losses and exposure due to Certifications and Compliance
- Waste facilities

**ORDINARY MEETING OF THE QPRC ARIC**

**9 DECEMBER 2024**

**6.2 Insurance - Presentation**

- Airports
- Cyber
- ICAC and Code of Conduct matters
- Undervaluing and non-declaring of assets.

**Resolution**

That the report was received for information.

**6.3 Statewide Mutual - CIP Program - November 2024**

The Committee noted:

- That a Continuous Improvement Program (CIP) has been developed by Statewide Mutual to assist Councils in NSW to self-assess and benchmark achievements in improvements across the sector.
- The aim of the self-assessment is not to achieve 100% compliance, but to understand where improvements can be made and where appropriate prioritisation and allocation of resources can be applied. The CIP is about practical application of policy and processes within organisations and comparing that with statewide claims profile.
- The self-assessment conducted in November 2024 focussed on footpaths, Council owned swimming pools and Enterprise Risk Management.
- The self-assessment demonstrated that Council has identified a number of actions that need to be allocated and tracked.

**Resolution**

That the report was received for information.

**6.4 Asset Insurance Schedule - review**

The Committee noted and discussed:

- The Asset (insurance) Schedule submitted to the insurer each year, is currently being reviewed to ensure that Council doesn't over or under insure or not declare building assets for that schedule.
- A plan has been established to ensure all insurance categories are reviewed over a 5 year period.
- The team are examining ways that TechOne can assist with capturing insurance data for Assets.

**Resolution**

That the report was received for information.

**6.5 ARIC Charter Annual Review 2024**

The Committee noted and discussed the draft ARIC Charter 2024 and the work that had been done to review the Charter against the Office of Local Government Model.

---

**Ordinary Meeting of the QPRC Audit, Risk and Improvement Committee held 9 December 2024**

**ORDINARY MEETING OF THE QPRC ARIC**

**9 DECEMBER 2024**

**Resolution**

The ARIC endorsed the Charter for Council adoption.

**Moved:** Diana Hamono

**Seconded:** Carolyn Rosetta- Walsh

**6.6 External Report of Interest**

The ARIC noted the Audit Office of NSW report on Road Asset Management in Local Government.

**Resolution**

That the report was received for information.

**6.7 Proposed meeting dates for 2025**

The Committee discussed how the quarterly budget reviews could be submitted to ARIC before the Council meeting in which they will be presented.

Options of holding additional meetings to 'ordinary meetings' were explored, however, this posed some difficulties for the Finance team and the ARIC in terms of timing of submissions.

It was agreed to adopt the proposed dates for 2025 as presented - with the quarterly budget reviews being presented to the next ARIC meeting with any comments provided to Council through the ARIC minutes.

**Resolution**

That the report was received for information and ARIC members agreed on the dates for ARIC meetings to be held in 2025.

**Moved:** Carolyn Rosetta- Walsh

**Seconded:** Diana Hamono

**7. REPORTS FOR CLOSED SESSION**

**7.1 Land Sales and Acquisition Register Update**

**Resolution**

That the report was received for information.

**8. GENERAL BUSINESS**

The Committee noted that:

- Council has accepted the ARIC Chair report as provided to Council in October 2024,
- It was the ARIC Charter that was deferred pending further clarification from the ARIC.

The meeting concluded at 12.30 pm.

---

**Ordinary Meeting of the QPRC Audit, Risk and Improvement Committee held 9 December 2024**