



# **Ordinary Meeting of Council**

## **AGENDA**

**23 April 2025**

**Commencing at 5:30pm**

**WB Freebody Chambers  
Nellie Hamilton Centre  
257 Crawford Street, Queanbeyan**

**Presentations for items listed on the Agenda can be made in writing, via Zoom or in person. A live stream of the meeting can be viewed at: <http://webcast.qprc.nsw.gov.au/>**

### **Statement of Ethical Obligations**

The Mayor and Councillors are reminded that they remain bound by the Oath/Affirmation of Office made at the start of the council term to undertake their civic duties in the best interests of the people of Queanbeyan-Palerang Regional Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act, to the best of their skill and judgement.

The Mayor and Councillors are also reminded of the requirement for disclosure of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with the Code of Conduct and Code of Meeting Practice.

On-site Inspections - Nil

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**1 OPENING**

**2 ACKNOWLEDGEMENT OF COUNTRY**

**3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS**

**4 CONFIRMATION OF MINUTES**

4.1 Minutes of the Ordinary Meeting of Council held on 9 April 2025

**5 DISCLOSURES OF INTERESTS**

**6 ADJOURNMENT FOR PUBLIC FORUM**

**7 MAYORAL MINUTE**

**8 NOTICES OF MOTIONS OF RESCISSION**

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**Confidential - Not for Publication**

**16 REPORTS FOR CLOSED SESSION**

**16.1 RFT 2025-33 Braidwood Heritage Centre Completion Works**

*Item 16.1 is confidential in accordance with s10(A) (d)(i) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

**17 CONCLUSION OF THE MEETING**

**LIST OF ATTACHMENTS**

**Open Attachments**

Item 9.1	Planning Proposal - QPRLEP 2022 Housekeeping Amendment 2024
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Item 9.5	Committee Members - QPRC Youth Advisory Committee
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Item 9.6	Community Members - Heritage Advisory Committee
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Item 9.9	Variation Deed - Funding Agreement - Braidwood Heritage Centre
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Item 9.10	Investment Report - March 2025
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Item 10.2	Final Project Costs Report - Nellie Hamilton Centre
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	<i>Attachment 2 Nellie Hamilton Centre Operational Budget (Under Separate Cover)</i>

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- Item 11.1 Audit, Risk and Improvement Committee Minutes - March 2025  
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- Item 11.2 Local Traffic Committee Meeting Minutes - 1 April 2025  
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- Item 9.4 Applications for a QPRC Cultural Grant  
*Attachment 1 Application Cultural Grant - Wildcare Queanbeyan Inc. (Under Separate Cover)*  
*Attachment 2 Application Cultural Grant - Anne-Maree Hunt (Under Separate Cover)*
- Item 9.5 Committee Members - QPRC Youth Advisory Committee  
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*Attachment 7 David Loft (Under Separate Cover)*  
*Attachment 8 Emma Brooks Maher (Under Separate Cover)*  
*Attachment 9 Frank Bresnik (Under Separate Cover)*  
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*Attachment 11 Jane Underwood (Under Separate Cover)*  
*Attachment 12 Jasmine Prowse (Under Separate Cover)*  
*Attachment 13 Jennifer Bird (Under Separate Cover)*  
*Attachment 14 Kathryn Whitfield (Under Separate Cover)*  
*Attachment 15 Katrina Blazey (Under Separate Cover)*  
*Attachment 16 Lauren Reed (Under Separate Cover)*  
*Attachment 17 Laurence Kennedy (Under Separate Cover)*  
*Attachment 18 Margaret Carmody (Under Separate Cover)*  
*Attachment 19 Margaret Tuckwell (Under Separate Cover)*  
*Attachment 20 Martin Rowney (Under Separate Cover)*  
*Attachment 21 Mary Boyle (Under Separate Cover)*  
*Attachment 22 Michael Thompson (Under Separate Cover)*  
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**QUEANBEYAN-PALERANG REGIONAL COUNCIL  
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- Attachment 24 Sue Murray (Under Separate Cover)*
- Attachment 25 Sue Whelan (Under Separate Cover)*
- Attachment 26 Thomas Maloney (Under Separate Cover)*
- Item 10.2 Final Project Costs Report - Nellie Hamilton Centre
  - Attachment 3 QPRC letter to ADCO Constructions Pty Ltd (Under Separate Cover)*
  - Attachment 4 ADCO Constructions Pty Ltd Response to QPRC (Under Separate Cover)*
  - Attachment 5 ADCO Constructions Pty Ltd to QPRC (Under Separate Cover)*
  - Attachment 6 QPRC letter to ADCO Constructions Pty Ltd (Under Separate Cover)*
- Item 16.1 RFT 2025-33 Braidwood Heritage Centre Completion Works
  - Attachment 1 RFT 2025-33 Braidwood Heritage Centre Completion Works - Tender Evaluation Report (Under Separate Cover)*



Minutes of the Ordinary Meeting of the Queanbeyan-Palerang Regional Council held virtually and at the Bungendore Sports Hub, 15 Halfway Creek Road, Bungendore on Wednesday, 9 April 2025 commencing at 5.30pm.

## ATTENDANCE

**Councillors:** Cr Winchester (Chairperson)

Cr Broadbent

Cr Grundy

Cr Livermore

Cr Macdonald

Cr Preston

Cr Schweikert

Cr Taskovski

Cr Waterhouse

Cr Willis

Cr Wilson

**Staff:** R Ryan, General Manager

M Duff, Director Infrastructure Services

K Monaghan, Director Corporate Services

R Ormella, Director Development and Environment

M Goiser, A/Director Community, Arts and Recreation

**Also Present:** L Ison (Minute Secretary)

### 1. OPENING

The meeting commenced at 5.32pm.

### 2. ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the Traditional Custodians of the Land upon which the meeting was held.

### 3. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

There were no apologies.

**4. CONFIRMATION OF MINUTES****4.1 Minutes of the Ordinary Meeting of Council held on 26 March 2025**

742/25

**RESOLVED (Winchester/Macdonald)**

That the Minutes of the Ordinary Meeting of Council held in the WB Chambers, Nellie Hamilton Centre on Wednesday 26 March 2025 be confirmed.

The resolution was carried unanimously.

**5. DISCLOSURES OF INTERESTS**

743/25

**RESOLVED (Winchester/Waterhouse)**

That Councillors and staff now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

The resolution was carried unanimously.

Cr Taskovski declared a significant pecuniary interest in Item 10.2: Sale of Land for Unpaid Rates, stating he is employed by Ian McNamee and Partners. He proposed to leave the room when the matter was considered.

**6. ADJOURNMENT FOR PUBLIC FORUM**

At this stage of the proceedings, the time being 5.34pm, Cr Winchester advised that the meeting should now adjourn for the Public Forum.

744/25

**RESOLVED (Winchester/Broadbent)**

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

**ADJOURNMENT:**

The meeting adjourned for the Public Forum at 5.34pm and resumed at 6.09pm.

**7. MAYORAL MINUTE**

There was no Mayoral Minute.

**8. NOTICES OF MOTIONS OF RESCISSION**

There were no Notices of Motions of Rescission.

**9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION****9.1 DA.2024.0416 - Construction of a Warehouse with Office - 1 & 5 Marland Court, Envirova (Formally Known as 137 Envirova Drive)****MOVED (Macdonald/Broadbent)**

That development application DA.2024.0416 for construction of a warehouse with office on 1 and 5 Marland Court, Envirova (formally known as 137 Envirova Drive) be granted conditional consent.

**AMENDMENT (Willis)**

That Council defer consideration of development application DA.2024.0416 for construction of a warehouse with office – 1 & 5 Marland Court, Envirova (formally known as 137 Envirova Drive) for the following reasons:

1. To seek clarification on the following matters:
  - a. Whether a traffic assessment is required to understand the noise impacts of the proposed development on local roads and residents.
  - b. The specific equipment to be used in the operation, which may have a bearing on the noise levels, particularly at night.
2. To provide an opportunity for residents of neighbouring suburbs not notified of this development application to provide feedback on the DA following provision of information referred to in paragraph 1 above, given that an acoustic report to Council in 2022 identified potential exceedances of project Noise Trigger Levels from the operations of the Business Park, which would affect residents of neighbouring suburbs.

**PROCEDURAL MOTION**

745/25

**RESOLVED (Winchester/Macdonald)**

That Council adjourn the meeting for five minutes.

The resolution was carried unanimously.

**ADJOURNMENT:**

The meeting adjourned for a short break at 6.40pm and resumed at 6.44pm.

Cr Willis moved her amendment in an amended form.

**AMENDMENT (Willis/Waterhouse)**

That Council defer consideration of development application DA.2024.0416 for construction of a warehouse with office – 1 & 5 Marland Court, Envirova (formally known as 137 Envirova Drive) to seek clarification on the classification of the proposed development.



The amendment (of Crs Willis and Waterhouse) was put.

For: Crs Broadbent, Livermore, Macdonald, Preston,  
Taskovski, Willis, Wilson, Waterhouse and Winchester  
Against: Crs Grundy and Schweikert

The amendment was carried and became the motion.

746/25

**RESOLVED (Wilson/Waterhouse)**

That Council defer consideration of development application DA.2024.0416 for construction of a warehouse with office – 1 & 5 Marland Court, Environa (formally known as 137 Environa Drive) to seek clarification on the classification of the proposed development.

The resolution was carried.

For: Crs Livermore, Macdonald, Preston, Taskovski,  
Waterhouse, Willis, Wilson and Winchester  
Against: Crs Broadbent, Grundy and Schweikert

**PROCEDURAL MOTION**

747/25

**RESOLVED (Winchester/Wilson)**

That Items 9.4 and 9.7 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

**9.4 Queanbeyan to Bungendore Bulk Water Supply Transfer Pipeline Project Update**

748/25

**RESOLVED (Wilson/Macdonald)**

That Council:

1. Receive and note the detailed Business Case developed for the Queanbeyan to Bungendore Bulk Water Supply Transfer Pipeline project.
2. Endorse the Council submission for funding of the Queanbeyan to Bungendore Bulk Water Supply Transfer Pipeline project under the National Water Grid Fund (NWGF) program in February 2025.
3. Authorise the General Manager to issue opening letters to property owners along the route to commence the negotiation period as contemplated by Section 10A of the of the Land Acquisition (Just Terms) Compensation Act 1991.

The resolution was carried.

For: Crs Broadbent, Grundy, Livermore, Macdonald, Preston,  
Schweikert, Taskovski, Waterhouse, Wilson and  
Winchester  
Against: Cr Willis

- 749/25                      **9.7      Bungendore Aquatic Centre Project**  
**RESOLVED (Macdonald/Schweikert)**  
That Council:
1. Approve the Design and Landscape Plans for the new Bungendore Aquatic Centre.
  2. Refer a supplementary vote of \$350,000 request to the 2024/25 third quarter budget review (QBRs) for consideration to enable DA lodgement.
  3. Pending approval of an updated Capital Expenditure Review Report and QBRs funding, authorise the lodgement of the DA for the Bungendore Aquatic Centre.

The resolution was carried unanimously.

- 750/25                      **PROCEDURAL MOTION**  
**RESOLVED (Livermore/Winchester)**  
That Items 10.1, 12.1 and 14.1 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

**10.      REPORTS TO COUNCIL - ITEMS FOR INFORMATION**

- 751/25                      **10.1      Correspondence Captains Flat Containment Cell**  
**RESOLVED (Willis/Macdonald)**  
That the report be received for information.
- 752/25                      **12.1      Notice of Motion - Growing Regions Need More Police**  
**RESOLVED (Macdonald/Schweikert)**  
That Council writes to the NSW Police Minister and local State Member calling on increased funding and resourcing to enable Police to keep our community safe.

The resolution was carried unanimously.

- 753/25                      **14.1      Questions With Notice - Lead Remediation Council Land**  
**RESOLVED (Willis/Schweikert)**  
That the report be received for information.

The resolution was carried unanimously.

**ADJOURNMENT:**                      The meeting adjourned for a short break at 7.50pm and resumed at 8.02pm.

- 754/25      **9.2      DA.2024.0405 - 22 Taylor Place, Greenleigh - Construction of Carport and Continued Use of Roof Over Existing Deck**  
**RESOLVED (Grundy/Schweikert)**

That development application DA.2024.0405 for construction of a carport and continued use of roof over existing deck at 22 Taylor Place, Greenleigh be granted conditional consent.

The resolution was carried unanimously.

- 755/25      **9.3      Queanbeyan Sewage Treatment Plant Upgrade Project Health Check**  
**RESOLVED (Wilson/Winchester)**

That Council receive and note the independent project Health Check report completed by Scyne Advisory for the Queanbeyan Sewage Treatment Plant upgrade project and:

1. Endorse completion of the following recommended Critical actions:
  - a. Complete a project cost reassessment to +/- 10% accuracy range during the detailed design phase and incorporate the outcome into financial modelling and an updated business case.
  - b. Review and re-establish the project delivery model including integrated team structure, resourcing levels and leadership oversight.
  - c. Reassess plant capacity needs, options analysis, and regulatory approval pathways including contingency plans, alternative strategies and solutions proportional to risk.
2. Report back to Council the response plan and progress on the Essential and Suggested Actions identified in the Health Check report.
3. Write to the ACT Government as the owner of ICON Water Limited to seek formal advice that a joint venture and regional solution has been considered from ICON Water's strategic plan perspective.

The resolution was carried unanimously.

- 9.4      Queanbeyan to Bungendore Bulk Water Supply Transfer Pipeline Project Update**

This Item was dealt with in earlier business.

756/25

**9.5 Nellie Hamilton Centre Ground Floor and Level 3 Fit-outs****RESOLVED (Preston/Wilson)**

That Council:

1. Approve the design and fit-out proposals for the ground floor and Level 3 of Nellie Hamilton Centre for the additional community/library and conference/meeting room space.
2. Approve the transfer of \$892,000 from the existing Nellie Hamilton Centre construction budget for this project.

The resolution was carried.

For: Crs Broadbent, Livermore, Macdonald, Preston, Schweikert, Taskovski, Waterhouse, Willis, Wilson and Winchester

Against: Cr Grundy

**9.6 Karabar Microforest Proposal - Ash Street, Queanbeyan****MOVED (Preston/Wilson)**

That Council endorse the parklet at 5 Ash Street, Queanbeyan (Lot 1 DP 702676) for the use of a microforest and provide in-kind support through Council labour, advice and assistance to work collaboratively with the Microforest Collective.

**AMENDMENT (Willis/Macdonald)**

That Council:

1. Note the request from the Microforest Collective to establish a second microforest, at 5 Ash Street, Karabar.
2. Receive a report from staff evaluating the Blackall Park microforest project including impact on neighbouring residents, ongoing maintenance and success of plantings.
3. Request a design concept for the microforest to ensure that existing mature trees are retained and that new plantings and design enable a clear path through the parklet for residents.
4. Review the request to establish a microforest at 5 Ash Street, Karabar after receiving the evaluation report and design concept.
5. Commit to undertaking community consultation on the proposal before finalising a decision on the proposal.

The amendment (of Crs Willis and Macdonald) was put.

For: Crs Broadbent, Gundy, Macdonald, Schweikert, Taskovski, Waterhouse and Willis

Against: Cr Livermore, Preston, Wilson and Winchester

The amendment was carried and became the motion.

757/25

**RESOLVED (Willis/Macdonald)**

That Council:

1. Note the request from the Microforest Collective to establish a second microforest, at 5 Ash Street, Karabar.
2. Receive a report from staff evaluating the Blackall Park microforest project including impact on neighbouring residents, ongoing maintenance and success of plantings.
3. Request a design concept for the microforest to ensure that existing mature trees are retained and that new plantings and design enable a clear path through the parklet for residents.
4. Review the request to establish a microforest at 5 Ash Street, Karabar after receiving the evaluation report and design concept.
5. Commit to undertaking community consultation on the proposal before finalising a decision on the proposal.

The resolution was carried unanimously.

**9.7 Bungendore Aquatic Centre Project**

This item was dealt with in earlier business.

**9.8 Committee Members: QPRC Access Committee**

758/25

**RESOLVED (Macdonald/Waterhouse)**

That Council appoint the following 14 community members to the Access Advisory Committee:

Anne Crowe	Bob McAlister
Ciara McKillop	Helen Stig
Lynelle Hamer	Naomi Taylor
Robyn Culver	Winifred Hanson
Annette Bell	James Fowler
Judit Kovacs	Lisa Dunphy
Rebecca Bigg	Melanie Dowline

The resolution was carried unanimously.

**9.9 Renewal of Licence Agreement - Googong Community Garden**

759/25

**RESOLVED (Willis/Preston)**

That Council endorse the renewal of the licence agreement with the Googong Residents' Association over 44 Helen Circuit, Googong for use of the land as a community garden.

The resolution was carried unanimously.

- 760/25      **9.10 Post-Exhibition Report - Code of Meeting Practice**  
**RESOLVED (Wilson/Waterhouse)**  
That Council adopt the Code of Meeting Practice with amendments to the following clauses:
- Clause 4.12
  - Clause 4.22
  - Clause 5.1
  - Clause 5.34
  - Clause 7.3
  - Clause 10.23 - noting change from 3 to 5 minutes

The resolution was carried.

For:            Crs Broadbent, Grundy, Livermore, Macdonald, Preston,  
                     Schweikert, Taskovski, Waterhouse, Wilson and  
                     Winchester  
Against:      Cr Willis

- 761/25      **9.11 Policy Review**  
**RESOLVED (Macdonald/Waterhouse)**  
That Council:
1. Endorse the following QPRC Strategic Policies and place on exhibition for 28 days:
    - Agency Asset Policy
    - Asset Capitalisation Policy
    - Asset Class Definitions Policy
    - Asset Management Policy
    - Asset Revaluation Policy
    - Asset Depreciation and Impairment Policy
    - Library Collections Policy
    - Local and Family History Collections Policy
    - Managing Unreasonable Conduct towards QPRC and its Employees Policy
    - Liquid Trade Waste Policy
  2. If no submissions are received, the Policies be adopted.
  3. Rescind the Workplace Surveillance Policy as a Strategic Policy.

The resolution was carried unanimously.

## **10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**

### **10.1 Correspondence Captains Flat Containment Cell**

This item was dealt with in earlier business.

Having declared an interest in the following Item, Cr Taskovski left the room at 8.33pm.

762/25      **10.2    Sale of Land for Unpaid Rates**  
**RESOLVED (Waterhouse/Wilson)**

That the report be received for information.

The resolution was carried unanimously.

Cr Taskovski returned to the meeting at 8.34pm.

763/25      **10.3    Quarterly Rates and Charges Outstanding Report**  
**RESOLVED (Wilson/Preston)**

That the report be received for information.

The resolution was carried unanimously.

764/25      **10.4    Councillor Workshops**  
**RESOLVED (Preston/Grundy)**

That the report be received for information.

The resolution was carried unanimously.

**11.    REPORTS OF COMMITTEES**

There were no Reports of Committees.

**12.    NOTICES OF MOTIONS**

**12.1    Notice of Motion - Growing Regions Need More Police**

This Item was dealt with in earlier business.

**13.    REPORTS TO COUNCIL - DELEGATES REPORTS**

There were no Delegates Reports.

**14.    QUESTIONS WITH NOTICE**

**14.1    Questions With Notice - Lead Remediation Council Land**

This item was dealt with in earlier business.

**14.2    Questions With Notice - Council Support to Southern  
Tablelands Arts (STA)**

765/25      **RESOLVED (Broadbent/Macdonald)**

That the report be received for information.

The resolution was carried unanimously.

**15. NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION**

At this stage of the proceedings Cr Winchester advised that there were items on the Agenda that should be dealt with in Closed Session.

Cr Winchester then asked if, in accordance with Clause 59.6 of the Council's Code of Meeting Practice, there were any presentations as to why the matters listed below should not be dealt with in Closed Session.

There were no presentations.

**16. REPORTS FOR CLOSED SESSION**

766/25

**RESOLVED (Winchester/Broadbent)**

That pursuant to Section 10A of the *Local Government Act, 1993* the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

**Item 16.1 RFT 2024-70 Design and Construct Netball Pavilion - Bungendore Sports Hub**

*Item 16.1 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

The resolution was carried unanimously.

The meeting then moved into Closed Session at 8.47pm to discuss the matters listed above.

**16.1 RFT 2024-70 Design and Construct Netball Pavilion - Bungendore Sports Hub**

767/25

**RESOLVED (Macdonald/Preston)**

That Council approve Wood and Co Living Pty Ltd as the contractor for RFT 2024-70 Design and Construct Netball Pavilion at the Bungendore Sports Hub for the contract price of \$777,089 (ex GST).

The resolution was carried unanimously.

768/25

**RESOLVED (Preston/Livermore)**

That the meeting now return to Open Session.  
The resolution was carried unanimously.

The meeting returned to Open Session at 8.52pm.



The doors of the Chambers were opened to allow the public to enter.

In accordance with Queanbeyan-Palerang Regional Council Code of Meeting Practice, Section 14.22, the Chairperson provided a summary of the resolutions passed in Closed Session.

**17. CONCLUSION OF THE MEETING**

The time being 8.53pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER  
MAYOR  
CHAIRPERSON**

**ITEM 5     DECLARATION OF CONFLICTS/PECUNIARY INTERESTS**

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The provisions of Chapter 14 of the *Local Government Act, 1993* regulate the way in which Councillors and nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons for declaring such interest.

As members are aware, the provisions of the *Local Government Act* restrict any member who has declared a pecuniary interest in any matter from participating in the discussions, voting on that matter, and require that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest

**Recommendation**

**That Councillors and staff disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.**

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.1 Planning Proposal - QPRLEP 2022 Housekeeping Amendment 2024 (Author: Ormella/Chohan)**

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File Reference: PP.2024.0006

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**Recommendation****That Council:**

- 1. Endorse the Planning Proposal Housekeeping Amendment 2024 (Attachment 1) to amend the Queanbeyan-Palerang Regional Local Environmental Plan 2022.**
  - 2. Forward the Planning Proposal to the NSW Department of Planning, Housing and Infrastructure (DPHI) requesting a Gateway determination.**
  - 3. Request delegation from DPHI for the Local Plan-Making Authority, for this Planning Proposal.**
  - 4. Undertake agency consultation and public exhibition according to the requirements of the Gateway determination.**
  - 5. Should no objections be received, undertake the necessary actions to finalise the making of the Queanbeyan-Palerang Regional Local Environmental Plan 2022.**
- 

**Summary**

A housekeeping planning proposal has been prepared to embed climate change considerations into Clause 1.2 'Aims of Plan' in the Queanbeyan-Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022), to allow street art as an exempt development, and to address several minor administrative anomalies relating to Schedule 1, heritage, land zoning and associated controls.

Council endorsement is sought to forward the planning proposal to the Department of Planning, Housing and Infrastructure (DPHI) requesting a Gateway determination and local plan-making authority.

**Background**

A housekeeping planning proposal has been prepared to address several administrative anomalies and errors in the QPRLEP 2022. It is also an opportunity to amend the QPRLEP to implement recent policy adoptions.

In response to the Climate Change Resilience Policy adopted by Council in 2024 (**Resolution 527/24**), climate change considerations are proposed to be included into Clause 1.2 'Aims of Plan' of the QPRLEP 2022. The amendment will address Part 6 of the Climate Change Resilience Policy and embeds climate change in Council's primary planning control instrument.

The planning proposal also seeks to include 'street art' in Schedule 2 Exempt development of the QPRLEP 2022. This is in recognition of the contribution 'street art' makes to the public domain and its inclusion in Schedule 2 will support place-making initiatives.

**9.1 Planning Proposal - QPRLEP 2022 Housekeeping Amendment 2024 (Author: Ormella/Chohan) (Continued)**

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**Report**

The planning proposal includes 14 amendments to the QPRLEP 2022. The nature and scope of each update is detailed in the planning proposal (Attachment 1).

**Climate Change Amendment**

Council adopted the Climate Change Resilience Policy (**Resolution 527/24**). It committed Council to:

- Embed climate change mitigation, adaptation and resilience considerations into Council's corporate governance documents relating to financial planning, asset management, strategic planning and disaster management.

The Climate Change Resilience Policy provides the following definitions for climate change mitigation, adaption and resilience:

- Climate change – long-term shifts in temperature and weather patterns that are either natural or driven by human activities.
- Mitigation strategies – refers to the global effort to reduce human influence on climate through the reduction of greenhouse gas emissions.
- Climate adaptation – actions to adjust systems to anticipate and respond to the climate and its effects.
- Climate resilience – involves both mitigation and adaptation.

In response to the Climate Change Resilience Policy, it is proposed to include the draft aim below in Clause 1.2 'Aims of Plan' of the QPRLEP 2022.

- to ensure development reduces human influence on the climate and consider the impacts of climate change

The draft aim is for the purpose of the planning proposal and consultation requirements. The final wording of the aim is subject to the NSW Parliamentary Counsel Office drafting and approval processes.

The inclusion of climate change considerations into Clause 1.2 'Aims of Plan', ensures that future amendments to the QPRLEP 2022, development control plans and development applications consider the impact of development on the climate and the impacts of climate change on the community.

This aligns with Planning Priority 14 – We will increase resilience to natural hazards and climate change of Council's local strategic planning statement, flood risk management strategies and plans, and ensures climate change is embedded into Council's primary planning control instrument.

**Street Art Amendment**

Council plans recognise the value of street art in building a sense of place and local identity however, under the current QPRLEP 2022, street art generally requires development consent. The approval process for street art has limited funding opportunities in the past and discourages opportunities to celebrate local character.

Schedule 2 of the LEP recognises that certain development, is low risk and may be carried out without the need for development consent, subject to the conditions specified in that schedule. Street art is considered to be a low-risk development and should be included in Schedule 2 as exempt development. The proposed provisions for the street art are:

## 9.1 Planning Proposal - QPRLEP 2022 Housekeeping Amendment 2024 (Author: Ormella/Chohan) (Continued)

### Street Art

In this clause, street art means art that is painted, marked, or otherwise affixed to the outside of a building and is visible from a public place (within the meaning of the Local Government Act 1993).

1. Street art is artwork which is designed and executed by an artist with the permission of the property owner.
2. Street art must not project more than 30mm from a wall or other surface and physical projections must not be able to cut or injure persons or animals
3. Street art must not constitute signage. (Signage includes advertisements and advertising structures.)
4. Street art must not be located on a heritage item, within a heritage conservation area, or a special character area, unless appropriate Heritage DA approvals are sought and received.
5. Street art must not infringe on copyright of other artists or companies.
6. Street art must not contain material that:
  - a. discriminates against or vilifies any person or group, or
  - b. is offensive or sexually explicit.

### Heritage Anomalies

Numerous land parcels having a heritage item have been subdivided, this has resulted in changed lot boundaries and property descriptions which require amendments to the QPRLEP 2022. Amendments are proposed to the heritage map, property description or address of the eight heritage items. Details of these amendments are:

Address and Item	Amendment description
<b>144 Wallace Street, Braidwood - Heritage Item I140</b>	Property description and map change to remove battle-axe handle.
<b>70 Wilson Street, Braidwood – Heritage Item I163</b>	Property description and map update to reflect changes by recent subdivision.
<b>10 Gibraltar Street, Bungendore – Heritage Items I183 and I185</b>	Property description and map update to reflect changes by recent subdivision.
<b>12 Gibraltar Street, Bungendore – Heritage Items I183 and I185</b>	Property description and map update to reflect changes by recent subdivision.
<b>36 Malbon Street, Bungendore – Heritage Item I209</b>	Property description and map update to reflect changes by recent subdivision.
<b>1 Captains Flat Road, Captains Flat – Heritage Item I263</b>	Property and address descriptions and map update to reflect changes by recent folio creation.
<b>1 Crest Road, Queanbeyan – Heritage Item I423</b>	Remove the heritage item from the schedule 5 and heritage map. Dwelling was demolished due to severe termite impact.

### 9.1 Planning Proposal - QPRLEP 2022 Housekeeping Amendment 2024 (Author: Ormella/Chohan) (Continued)

Address and Item	Amendment description
<b>Hoskinstown Road, Primrose Valley – Heritage Item I347</b>	Amend the heritage map to reflect correct item of significance.

#### Land Zoning and Associated Controls Anomalies

Discrepancies to land zoning, lot size, height of building and secondary dwelling and dual occupancy controls of two land parcels is identified. These are generally map anomalies wherein planning controls of neighbouring properties have been incorrectly reflected onto the subject parcels. Details of these amendments are:

Property Address	Amendment description
<b>4161 Kings Highway, Monga – Lot 5 DP 755948</b>	Amend the land zoning, lot size and secondary dwelling and dual occupancy maps to have appropriate controls to the privately owned property.
<b>Kings Highway, Monga – Lot 2 DP 791798 and additional lots</b>	Amend the land zoning, lot size, height of buildings and secondary dwelling and dual occupancy maps to have appropriate controls to national park's land.

#### Schedule 1 Anomalies

The property description and address of two (2) parcels of land listed in Schedule 1 Additional Permitted Uses needs to be amended. Details of these amendments are:

Property Address	Amendment description
<b>1400 Old Cooma Road, Googong – Listed as Item 11 in Schedule 1</b>	Amend the property description of the land parcel to reflect changes resulted by a recent subdivision.
<b>Lanyon Drive, Jerrabomberra – Listed as Item 24 in Schedule 1</b>	Amend the property description and address of the land parcel to reflect changes resulted by a recent subdivision.

#### Risk/Policy/Legislation Considerations

The planning proposal is prepared in accordance with the relevant provisions of the Environmental Planning and Assessment Act 1979 (the Act) and in consideration of the DPHI's Local Environmental Plan Making Guideline (August 2023).

The planning proposal proposes to embed climate change into its primary planning control documents and implements the Council's Climate Change Resilience Policy.

#### Financial, Budget and Resource Implications

Staff costs to process the planning proposal including public exhibition have been attributed to the project budget.

**9.1 Planning Proposal - QPRLEP 2022 Housekeeping Amendment 2024 (Author: Ormella/Chohan) (Continued)**

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The review is consistent with Council's ongoing obligations.

**Links to QPRC/Regional Strategic Plans**

The planning proposal is consistent with the following directions and actions of the South East Tablelands Regional Plan 2036.

- Direction 9 – Grow tourism in the region
- Direction 17 – Mitigate and adapt to Climate Change
  - Action 17.2: Support councils to assess and respond to impacts and opportunities associated with a changing climate
- Direction 23 – Protect the region's heritage
  - Actions 23.3: Conserve heritage assets during local strategic planning and development

The strategies of the Queanbeyan-Palerang Community Strategic Plan 2042 that align with the planning proposal are:

- Build cultural capacity through the availability and participation in arts, performance and cultural gatherings, events and exhibitions.
- We recognise and take pride in the unique and individual heritage and identity of our city, towns, villages and rural areas.
- Partner with Government departments and other organisations to reduce carbon emissions and mitigate the effects of climate change
- Increase community education, resilience, confidence and resolution in dealing with the challenges of climate change.
- Protect, promote and enrich the heritage and traditional values of our areas.

The Local Strategic Planning Statement – Towards 2040's directions that aligns with the planning proposal are:

- Planning Priority 1 – We build on and strengthen our community cultural life and heritage
- Planning Priority 3 – We will continue the ongoing revitalisation of the Queanbeyan CBD, suburban centres and rural villages
- Planning Priority 4 – We will promote Queanbeyan-Palerang's identity and the growth of our economy, including tourism, as a destination of choice
- Planning Priority 8 – We ensure the future planning for the region is well coordinated and provides for its sustainable management
- Planning Priority 12 – Our Council is efficient, innovative and actively seeking to partnership to deliver outcomes to the community.

**Conclusion**

The planning proposal will ensure climate change is embedded into the aims of the QPRLEP 2022, street art is included in Schedule 2 (Exempt development) of the QPRLEP 2022 and corrects minor administrative anomalies.


The planning proposal is consistent with the local and regional strategic directions and the applicable Minister's Directions. Should Council support the progression of the planning proposal, the planning proposal will be referred to the DPHI for a Gateway determination and subsequently to the relevant stage agencies.

**9.1 Planning Proposal - QPRLEP 2022 Housekeeping Amendment 2024 (Author: Ormella/Chohan) (Continued)**

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It is recommended that Council support progressing the planning proposal to Gateway determination and requesting delegation as local plan-making authority.

**Attachments**

Attachment 1      Planning Proposal - QPRLEP 2022 Housekeeping Amendment 2024  
      *(Under Separate Cover)*



## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.2 Bulky Waste Collection Service Options (Author: Duff/Browne)

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File Reference: 34.1.1-01

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**Recommendation**

That Council introduce an electronic waste voucher system for bulky waste disposal, for a two-year trial from July 2025 until 30 June 2027 for the following:

- Option 3 Urban: Up to 2 kerbside bulky waste services OR 2 vouchers interchangeable (up to 2m<sup>3</sup> per service).
  - Option 3 Rural: 16 self-haul vouchers to all properties outside the bulky waste service entitlement area (equivalent of 1 x 240L wheelie bin per service).
- 

**Summary**

A six-month extension has been provided to the current bulky waste collection contract.

This report seeks Council approval for the introduction on a trial basis of self-haul electronic vouchers for bulky waste, in addition to the availability of existing bulky waste service collections. This would improve flexibility in the management of bulky waste and provides remote residents with a voucher service for general waste disposal.

**Background**

Staff are in the process of preparing a new tender specification for the bulky waste service, and it is timely that Council consider the service holistically before undertaking the procurement process.

Consultation with rural and remote residents regarding the adequacy of waste services and the Waste Management Strategy Review provided valuable feedback about the need for improved access to waste facilities and better waste services by our rural and remote communities.

And prior to this community engagement process, at the 14 August 2024 meeting, Council requested that a bulky waste collection service be considered in the upcoming review of the Waste Management Strategy (**Resolution 397/24**).

**Report**

Bulky waste, hard waste and kerbside cleanup are synonyms for a service that involves the scheduled or booked collection of large articles usually from the kerbside.

Under the current bulky waste service, residential properties that have a 3-bin individual collection service (single unit dwellings) in the townships of Braidwood, Captains Flat, Bungendore and Queanbeyan, can access up to two collections each financial year. Up to two cubic metres (2m<sup>3</sup>) of waste is permitted per collection (4m<sup>3</sup> total).

**9.2 Bulky Waste Collection Service Options (Author: Duff/Browne) (Continued)**

Multi-unit properties or properties with a shared service have collections on a scheduled basis twice per financial year. Properties that are outside the 3-bin collection service areas are currently not entitled to bulky waste collection services.

The capacity of the current kerbside bulky waste collection service is limited to 70 collections/week. At times demand for the service has been significantly more than available capacity, causing longer wait times. Many Councils offer eligible residents self-haul vouchers in addition to or in exchange for kerbside bulky waste collections. Vouchers improve flexibility in the bulky waste service, overcoming collection capacity and time frame limitations for customers that are willing and able to arrange transport of bulky waste items.

Kerbside bulky waste services are generally not feasible for remote properties as the efficiency and safety of such services diminishes in areas with low residential density and unsuitable roadside environments. Self-haul vouchers offer an appropriate and economic alternative to waste collection for many rural and remote residents.

In December 2024, waste services staff met with community members at 14 locations in rural/remote areas of the Local Government Area (LGA). Many remote communities share the view that they are paying a general waste management (GWM) charge and are not receiving fair access to waste management services. So called tip passes were a feature of the waste service in the former Palerang Council but were discontinued in approximately 2020 because disposal quantities were unlimited and overall disposal costs were significantly higher than the tip pass cost of \$50.91 per annum (2020 charge).

Providing self-haul waste vouchers would restore some sense of equity in relation to waste services for rural residents and would provide user flexibility within strict limits.

Potential models for a hybrid service of bulky waste collections and self-haul vouchers are outlined as follows:

Urban Options, for properties with a 3-bin collection service in Queanbeyan, Bungendore, Captains Flat, Braidwood (including multi-unit dwellings with shared services). There are approximately 21,575 properties who would meet this eligibility.

<b>Option 1 Urban (Base case):</b>	Up to 2 kerbside bulky waste services per year (up to 2m <sup>3</sup> per service)
<b>Option 2 Urban:</b>	1 kerbside bulky waste service and 1 self-haul voucher per year (up to 2m <sup>3</sup> per service)
<b>Option 3 Urban:</b>	Up to 2 kerbside bulky waste services OR 2 vouchers interchangeable (up to 2m <sup>3</sup> per service)

Rural Options, for properties with a 2-bin collection service (including bin compound services), recycling only service or no service availability. There are approximately 7,030 properties who would meet this eligibility.

<b>Option 1 Rural:</b>	2 self-haul vouchers to all properties outside the bulky waste service entitlement area (up to 2m <sup>3</sup> per service)
<b>Option 2 Rural:</b>	4 self-haul vouchers to all properties outside the bulky waste service entitlement area (up to 1m <sup>3</sup> per service)
<b>Option 3 Rural:</b>	16 self-haul vouchers to all properties outside the bulky waste service entitlement area (equivalent of 1 x 240L wheelie bin per service)

**9.2 Bulky Waste Collection Service Options (Author: Duff/Browne) (Continued)**

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Option 3 Urban and Option 3 Rural are recommended as they provide residents with maximum flexibility on how they utilise the service. For example, rural residents may wish to utilise vouchers for routine household wastes, rather than disposal of bulky waste. Vouchers can either be used individually for minimum loads (i.e. a wheelie bin or equivalent) or vouchers can be combined to enable the user to present larger loads within the voucher allowances.

Each of the options above provide an equivalent amount of waste disposal at up to 4 cubic metres per annum per premises. For simplicity it is proposed that the rules for bulky waste and voucher usage are consistent, though it should be noted that certain bulky wastes (eg mattresses) are relatively expensive, and costs will need to be monitored closely throughout the trial period. Smaller waste transfer stations at Macs Reef, Captains Flat and Nerriga have limited capacity to handle larger loads of waste and cannot accept large, bulky items such as mattresses. Larger waste transfer facilities at Bungendore and Braidwood have the capacity to accept larger/bulky loads. Terms and conditions of voucher usage would clearly reflect these existing facility limitations.

Vouchers are of limited value in the urban areas of Queanbeyan and surrounds as QPRC does not operate a waste facility with capacity to receive general solid waste in this area. The Queanbeyan Waste Minimisation Centre or WAMI only accepts certain recyclable wastes (generally at no charge) and does not provide a general solid waste transfer facility. If residents in Queanbeyan are issued vouchers for general waste, the nearest suitable waste facility at which vouchers can be redeemed is located at Bungendore.

Vouchers would be delivered using the existing Waste App. The Waste App is a proven platform for paper-free delivery of vouchers used by several NSW Council's including Bega Valley. Using the App in this way will also boost the number of downloads which provides Council with greater reach for waste notifications, waste calendar distribution and special events information (e.g. Clean Up Australia Day, household chemical collections, ChemClear agricultural chemical collections). Electronic vouchers also provide Council with a useful mechanism for managing waste disposal donations for community groups for disposal of Clean Up waste, or donations of mulch/compost, reusable items etc.

It is acknowledged that not every resident owns a smart phone or is willing to download the Waste App. While use of the App will be encouraged, if a paper voucher is required, this can be provided by exception on request.

**Risk/Policy/Legislation Considerations**

Income received from Domestic Waste Management (DWM) revenue is restricted under legislation to the costs of providing kerbside collection services, and disposal (or recycling) of the waste that is collected at the kerbside. Some ancillary costs are also permissible from DWM revenue provided there is a direct link to provision of the kerbside service. Kerbside bulky waste collection is a DWM service, and the costs of the service are built into the DWM charge.

Providing residents direct access to a waste facility is not a DWM service and therefore must be funded by user charges (tip fees), or a special waste management charge and/or by subsidy from General Waste Management (GWM) revenue. A self-haul voucher effectively removes the user charge component from the disposal transaction, instead subsidising the transaction entirely.

In policy terms this is contrary to the user-pays principle of waste disposal, and transparency in charges would be preferable as opposed to funding the service from GWM revenue.

**9.2 Bulky Waste Collection Service Options (Author: Duff/Browne) (Continued)**

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However, the management of many waste streams are already heavily or completely subsidised by the GWM charge (e.g. co-mingled recycling drop off). It is unlikely that the introduction of vouchers will adversely affect waste generation behaviour, and the current site rules regarding separation of waste to minimise landfill disposal will be maintained under the voucher system.

**Financial, Budget and Resource Implications**

Voucher set up costs are:

- Waste App voucher set up, integration with existing weighbridge software approximately \$11,550.
- Waste App annual voucher cost approximately \$12,000 per annum.

The cost associated with providing a self-haul voucher service to rural residents is primarily the loss of the gate fee revenue:

Foregone revenue from waste disposal for additional 7,030 rural voucher entitlements assuming a maximum uptake of 30% =  $\$22.90/\text{m}^3 \times 4\text{m}^3 \times 7,030 \times 30\% = \$193,000 \text{ p.a.}$

Funding is available within the GWM reserve to undertake the trial. It is likely that the uptake of electronic waste vouchers will be relatively low in year 1, with a modest increase in year 2. Voucher uptake is unlikely to exceed 30% of voucher entitlements, and an actual uptake rate and actual costs will be available at the end of the trial period for Council to consider.

**Links to QPRC/Regional Strategic Plans**

Council's Waste Management Strategy is currently under review with a draft to be available in May. The revised strategy will include a renewed focus on waste service provision, particularly to rural and remote residents.

**Conclusion**

It is proposed to introduce electronic self-haul waste vouchers for a trial period of two years commencing in July 2025. A review of the trial shall be presented to Council in early 2027, for consideration of ongoing funding.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.3 Naming of New Sports Fields in Googong (Author: Richards/Duncan)

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File Reference: 4.3.3

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**Recommendation**

That Council:

1. Endorse the following names for Googong sports fields and place them on exhibition for a period of 28 days:
    - Brooks Oval
    - Alexander Playing Fields
    - James Brown Sporting Hub
  2. If no objections are received, adopt the names and formalise signage.
- 

**Summary**

The Googong community has been using the sporting fields noted in this report for over a year. Despite a number of attempts, the fields have not been named and this has caused confusion for sports and community bookings.

In the absence of other suggestions, this report seeks to redress this situation by reconsidering the names originally proposed by Googong Township Pty Ltd (GPTL) - Brooks Oval, Alexander Playing Fields and James Brown Sporting Hub - and placing them on public exhibition for 28 days.

**Background**

At its Planning and Strategy meeting on 12 August 2020, Council resolved to advise GPTL that their proposed names for sports grounds are not suitable and that a further report come before Council recommending names selected from members of Queanbeyan's Sporting Gallery who are deceased (**Resolution PLA 113/20**).

The naming of these fields was put on the agenda at the two following Queanbeyan Sporting Gallery meetings. The Committee noted that no deceased member of the Queanbeyan Sporting Gallery had a connection with Googong.

The Committee further noted that prominent landmarks in Googong had been given Aboriginal names in recognition of the area's Indigenous heritage. It was suggested that this continue with new sports grounds in Googong. The Queanbeyan Sporting Gallery recommended that the naming of Googong sports grounds be referred to QPRC's First Nations Consultative Committee (FNAC).

Naming of the Googong fields was referred to the FNAC for suggestions to bring to Council. Whilst this item remained on the FNAC agenda, no suggestions were received from this Committee. At the meeting of 18 December 2024, Council agreed to dissolve the First Nations Consultative Committee in its current format (**Resolution 564/24**).

In a further attempt to address the naming of the Googong fields, the matter was referred to the QPRC Sports Council, again no suggestions received.

### 9.3 Naming of New Sports Fields in Googong (Author: Richards/Duncan) (Continued)

#### Report

With no other names suggested, Council is asked to reconsider the names proposed by GTPL for the four sports fields shown below. The names chosen by GTPL have their origin associated with local education in the Googong area.

Current Name	Proposed Name	Background / Why Chosen
Sports Field 3	Brooks Oval	Paying homage to the first teacher (Elizabeth Brook) to be employed at the Googongs school from 1883 – 1885.
Sports Field 4	Alexander Playing Fields	Alexander McDonald was engaged as the outstation's manager; a stone cottage was built for him in 1845. McDonald named the cottage The Googongs and continued to occupy it until his death in 1875.
Sports Fields 5 and 6	James Brown Sporting Hub	Named after the neighbouring landowner who not only took a leading role in securing a school for the Googongs but constructed the original building in 1883. John Brown later (1889) renovated the building so schooling could continue.



Figure 1: Proposed Naming of New Sports Fields in Googong



### 9.3 Naming of New Sports Fields in Googong (Author: Richards/Duncan) (Continued)



Figure 2: Satellite imagery siting of fields from February 2025

Other Sports Fields in Googong are named as indicated below:

- Duncan Oval (on Duncan Loop) named after the Duncan family who operated bakeries in the area from the 1930's until 1980. They also contributed to many charities and were heavily involved in the Park Cycle Club and the Tigers Football Club.
- Rockley Oval (on Rockley Parade) is named after the unique form of Cricket for women, invented in the mid 1890s, that became popular in Queanbeyan. Other female members of the Queanbeyan "Rockley" team that have streets names after them in Googong include:
  - Amy (Alchin Street)
  - Amy (Hearne Street)
  - Maud and Elsie (Keyte Street)
  - Jean (Pollack Street)
  - Sarah Brown (Sarah Street)
  - Annie (Styles Street)
  - Miss F (Tabrett Street)

There will be further opportunities to name sporting facilities in the region including the Regional Sports Complex.

#### **Risk/Policy/Legislation Considerations**

Naming of sporting facilities is an important part of creating a sense of place and history. It can also provide recognition for those members of the community who have made substantial contribution to the social and cultural fabric of the local community.

**9.3 Naming of New Sports Fields in Googong (Author: Richards/Duncan)  
(Continued)**

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The proposal will be publicly advertised, and it is proposed that it will only come back to Council if there are objections to this naming. No policy exists for naming assets other than roads, however naming sports assets after local celebrated sports people and volunteers has been common practice.

**Financial, Budget and Resource Implications**

There are no financial implications to Council in naming these fields other than those associated with exhibition and reporting and signage. The costs of physical signs can be covered under the operational budget. The fields are not heavily used as there are no adjacent change rooms.

**Links to QPRC/Regional Strategic Plans**

Council provides amenities consistent with the QPRC Community Strategic Plan 2042.

Pillar 1 – Community

Strategic objective:

- 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life.
- 1.2 Our health, wellbeing and resilience is supported by strong partnerships and access to services.

**Conclusion**

The proposal to adopt Brooks Oval, Alexander Playing fields and James Brown Sporting Hub, provides a viable solution to the current confusion created by not having endorsed names for the ovals. The recommendations have links to local heritage, honouring those who significantly contributed to the educational and community development of the area.

Considering negligible financial and operational implications, in addition to the absence of suitable alternative suggestions from advisory committees and consultative groups, the recommendations will streamline oval identification and communication reducing current confusion amongst sporting clubs and facility users.

**Attachments**

Nil



## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.4 Applications for a QPRC Cultural Grant (Author: Richards/Mirowski)

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File Reference: 11.10 Grants

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**Recommendation**

That Council approve the following Cultural Grants:

1. **\$3,000 to Wildcare Queanbeyan Inc for the Mosaic Art works project in Wanniasa Park, Queanbeyan.**
  2. **\$500 to author/illustrator Anne-Maree Hunt for costs towards printing 'Mateship' for Kindergarten to Grade 1 students at Queanbeyan Primary Schools subject to:**
    - a. **Support from the schools in Queanbeyan, Palerang Regional Council area that will host the book reading; and**
    - b. **Evidence that the project will be delivered as proposed.**
- 

**Summary**

On 8 April 2025 Wildcare Queanbeyan Inc applied for a Council Cultural Grant of \$3,000 towards costs of replacing a mosaic artwork memorialising a life-member of the organisation, and key community volunteer who passed away. The mosaic artwork, contained on a large rock, was installed at Queanbeyan's Wanniasa Park in 2020. It was sadly vandalised beyond repair in 2023.

On 9 April Anne-Maree Hunt, a children's book author and illustrator applied for a Cultural Grant of \$550 towards costs of purchasing books for use in public readings to kindergarten to Grade 1 students at primary schools in Queanbeyan.

Council approval for these grants is sought.

**Background**

The Wildcare application seeks funds for the original artist, a Googong resident, to create a replacement 'magpie-themed' glass mosaic for installation at Wanniasa Park. A photo of the original mosaic, and an artist's quote for \$3,500 (GST incl) is attached to the funding application at Attachment 1.

Wildcare volunteers will rely on fundraising through a raffle and sale of items to pay the remainder of the costs. Benefits of the project include providing a place-based artwork for the public to enjoy, re-instatement of a special meeting and gathering place for Wildcare volunteers and providing employment for a local established artist.

The application submitted by Anne-Maree Hunt (Attachment 2) seeks funds for the wholesale purchase from Ingram Spark, a self-publishing online book company of 120 copies of her illustrated book titled 'Mateship', designed for children aged 3-8 years.

The book focuses on the Australian core cultural values of mateship, friendship, and supporting one another in everyday life and through moments of historical significance, such as war. The author will conduct public readings of the book at up to four local primary schools and facilitate student discussion about mateship after the reading. The funds would allow each child to receive a copy of the book to take home as an educational resource.



Figure 1: Cover of Mateship

### **Report**

The Wildcare project fits the eligibility criteria for a Cultural Grant of up to \$3,000, as a not-for-profit incorporated community group undertaking a creative project and employing a local artist.

The application from the author and children's book illustrator, Anne-Maree Hunt has been assessed as eligible for a grant of up to \$500 as the applicant is an emerging writer/illustrator, and local resident, undertaking a creative project in our Local Government Area. However, the application would be strengthened by agreement/ support of the participating schools for the project delivery.

Both projects demonstrate a matching dollar amount through financial and/or in-kind contributions. Both projects would enhance the local creative economy and provide opportunities for local creatives to showcase their work and contribute to their long-term development as artists/creatives.

### **Risk/Policy/Legislation Considerations**

Under s356 of the Local Government Act 1993, Council may exercise a function by resolution to provide various forms of financial assistance to the community through grants, donations, rental rebates, rate relief, non-financial contributions, in-kind donations and sponsorships.

Council's Cultural Grants are administered in compliance with the QPRC Donations Policy, under which Council commits to providing financial assistance for the development of positive and beneficial projects which address the identified objectives of the QPRC Community Strategic Plan.

**9.4 Applications for a QPRC Cultural Grant (Author: Richards/Mirowski) (Continued)**

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**Financial, Budget and Resource Implications**

During this financial year, Council has approved eight projects and allocated a total of \$11,500 in the QPRC Cultural Grants category so far, leaving a balance of \$3,500.

The two applications noted in this report would exhaust funding for the 2024/25 budget allocation.

**Links to QPRC/Regional Strategic Plans**

QPRC Community Strategic Plan 2042

Strategic Pillar 1 'Community' and Strategy 1.1 - 'Build cultural capacity through the availability and participation in arts, performance and cultural gatherings, events, and exhibitions.'

**Conclusion**

The two funding applications have been assessed as eligible for a QPRC Cultural Grant.

It is noted that the 'Mateship' project from Anne-Maree Hunt does not have letters of support or confirmation that any Queanbeyan Primary School will facilitate this proposal, if funded. Therefore the project is recommended for approval, subject to evidence that support from schools is provided and the book readings are deliverable as proposed in the application.

**Attachments**

- |              |   |
|--------------|---|
| Attachment 1 | Application Cultural Grant - Wildcare Queanbeyan Inc. ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b> |
| Attachment 2 | Application Cultural Grant - Anne-Maree Hunt ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>          |

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.5 Committee Members - QPRC Youth Advisory Committee (Author: Ryan/Richards)**

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File Reference: 2.7.1

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**Recommendation**

**That Council:**

- 1. Appoint the following 10 community members to the Youth Advisory Committee:**

<b>Campbell Serrat</b>	<b>Chelsea Pharaoh</b>
<b>Danika Hartge</b>	<b>Grace Deweske</b>
<b>Jessica McCamley</b>	<b>Oliver Gurling</b>
<b>Shannon Lanza</b>	<b>Tyeren Williams</b>
<b>Ziyad El-Aasar</b>	<b>Zoey Morrison</b>
  - 2. Amend the Terms of Reference of the Youth Advisory Committee to remove reference to the number of committee members.**
  - 3. Amend the Terms of Reference of the Youth Advisory Committee to accept new committee members during the term of the Committee by application which will be reviewed by Councillor delegates and endorsed by Council.**
- 

**Summary**

At the meeting of 18 December 2024, Council nominated Cr Broadbent as the Councillor delegate for the Youth Advisory Committee and Cr Waterhouse as the alternate and agreed to undertake an expression of interest process to determine membership of this committee (**Resolution 565/24**).

**Background**

The purpose of this Committee is to build capacity, of both young people and Council, to improve opportunities for young people to participate in local decision making and youth activities.

**Report**

Expressions of interest (EOIs) in a media release were sought from interested members of the community from 9 January to 24 February 2025.

In addition:

- It was in our 'For Your Information' advertisement in the Regional Independent and Braidwood Changing Times on 15 and 29 January, and 12 February.
- It was included in our Friday eNews with specific articles on 31 January and 21 February.
- It was emailed out to 4,443 Your Voice subscribers on 5 February.
- The website text was published on 9 January, this included details and terms of reference for each committee and the form to register.

**9.5 Committee Members - QPRC Youth Advisory Committee (Author: Ryan/Richards) (Continued)**

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Applicants were asked to respond to the following:

- Tell us about yourself and why you're interested in becoming a community representative on the Youth Committee.
- Have you had experience of being on a Committee or advisory group before? (for example at School or as part of another youth group).
- What is something you think Council needs to know about what it is like to grow up in the Queanbeyan-Palerang area.

Ten applications were received and reviewed with the Councillor delegate. As there are currently 12 potential positions on this committee, it is suggested that all applicants are accepted to this committee.

The Terms of Reference as approved by Council is attached noting that the quorum will be revised to half the number of committee members plus one in line with all other advisory committees.

It is further suggested, to ensure inclusion and wide representation of youth, that the Terms of Reference be amended to:

- remove the limit of potential Youth Committee members; and
- accept additional member of the committee, throughout the term of the committee, based on applications to be reviewed by the Councillor delegates and endorsed by Council.

**Risk/Policy/Legislation Considerations**

This Advisory Committee is a non-legislated committee which means it has no legislative delegations or ability to make decisions on behalf of the Council. Each external committee member is considered a volunteer of Council and is therefore required to undergo Code of Conduct and Code of Meeting Practice training as part of their induction program.

**Financial, Budget and Resource Implications**

There is no budget or financial delegation granted with any Advisory Committee. Committee members attend on a voluntary basis, some in person and some online. Councillors attending these Committee meetings are eligible to claim travel expenses, as per the QPRC Councillor Expense and Facilities Policy, which are included in the Councillor expenses budget.

**Links to QPRC/Regional Strategic Plans**

The appointment of delegates to each Advisory Committee of Council aligns with the following outcomes in the Community Strategic Plan 2024:

- 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life
- 5.2 Council is an open, accessible and responsive organisation


**Conclusion**

Council endorsement of the 10 applicants to the Youth Advisory Committee is sought. Changes to the Terms of Reference for this Committee are also sought to remove the fixed number of members and to allow for the acceptance of additional members to be admitted by application that will be reviewed by Councillor delegates and endorsed by Council.

**9.5 Committee Members - QPRC Youth Advisory Committee (Author:  
Ryan/Richards) (Continued)**

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**Attachments**

Attachment 1	Terms of Reference - Youth Advisory Committee ( <i>Under Separate Cover</i> )
 Attachment 2	Campbell Serrat ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 3	Danika Hartge ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 4	Jessica McCamley ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 5	Shannon Lanza ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 6	Ziyad El-Aasar ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 7	Chelsea Pharaoh ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 8	Grace Deweske ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 9	Oliver Gurling ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 10	Tyeren Williams ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 11	Zoey Morrison ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.6 Community Members - Heritage Advisory Committee (Author: Ormella/Steele)**

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File Reference: 26.5.1-08

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**Recommendation**

**That Council:**

- 1. Appoint the following eight community members to the QPRC Heritage Advisory Committee:**

<b>Andrew Riley</b>	<b>Jennifer Bird</b>
<b>Lauren Reed</b>	<b>Angela Casey</b>
<b>Sue Murray</b>	<b>Martin Rowney</b>
<b>Margaret Carmody</b>	<b>Catherine Frieman</b>

- 2. Maintain a merit list from those remaining community members who nominated and are interested in being considered should future vacancies in the Heritage Advisory Committee arise over the term of Council.**
- 

**Summary**

The purpose of this report is to consider and select community representatives to be appointed to the new Queanbeyan-Palerang Regional Council (QPRC) Heritage Advisory Committee (HAC).

It is recommended eight representatives be appointed from the 25 nominations received.

**Background**

Over the last term of Council, the QPRC HAC operated from 12 January 2023 to 8 July 2024. During this period the HAC held 16 meetings, assisted with promoting the heritage awards and grants, reviewed 24 Development Applications and contributed to discussions on how QPRC can promote heritage matters in the community.

The Heritage Advisory Committee provides Council with community-based representatives who will:

- Promote and celebrate heritage.
- Provide a community-based committee to comment and recommend on heritage matters of a strategic nature within the QPRC area. This will include structure plans, local environmental plans, development control plans and other plans of a strategic nature.
- Provide a community-based committee to comment and recommend on development applications referred to the committee by officers, in line with the referral pathway.
- Raise community awareness of heritage issues particularly in relation to grants.
- Provide comment on Local Heritage Grants and Awards

**Report**

Expressions of interest (EOIs) were sought from interested members of the community from 9 January to 24 February 2025. Applicants were asked to respond to three questions to indicate the skills and experience they might bring to the committee:

**9.6 Community Members - Heritage Advisory Committee (Author: Ormella/Steele)  
(Continued)**

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- Why they are interested in joining the committee
- Relevant experience that would benefit the committee
- Previous experience working with committees or boards.

The EOI generated substantial interest with 25 candidates, setting out their expertise including professional and community skills and experience, all being of merit. Refer to Confidential Attachments for the details from each EOI.

The selection panel comprising of Cr Willis and members of the Development, Planning and Heritage QPRC teams. With only eight representatives needed, and a good number of nominations received, unsuccessful nominees will be asked if they would like to be considered should any of the HAC members need to step down during the term. The previous HAC did have changes in membership over the duration which can be expected for this busy advisory committee.

Having regard for all EOI's, candidates were selected to form a mixture of relevant skills and experience, local knowledge and connection to place, with an eye to the geographical spread of the Local Government Area (LGA).

Some candidates provided minimal information for the panel to draw upon when assessing the skills they may bring to the HAC. The panel noted that there would be substantial strategic planning work that the HAC will be progressing over this term of Council.

The final committee will comprise of a mix of candidates who will bring their experience to the tasks ahead of the HAC, some who have previously undertaken the role, and new members bringing a fresh perspective.

Candidates have been recommended who are interested in heritage and archaeology matters, some of whom have a professional expertise in the field, and some of whom are community champions. Their skills include business, heritage consultancy, social heritage, education and academia, archaeology and indigenous values, with many having experience on committees and panels.

All responses were carefully considered against the committees Terms of Reference and reviewed with the following members unanimously selected.

1. Andrew Riley - Bungendore
2. Jennifer Bird – Bungendore
3. Lauren Reed – Bungendore
4. Angela Casey - Araluen
5. Sue Murray - Braidwood
6. Martin Rowney - Queanbeyan
7. Margaret Carmody - Queanbeyan
8. Catherine Frieman – Queanbeyan

**Risk/Policy/Legislation Considerations**

All members of the QPRC HAC are subject to the QPRC Code of Conduct and the requirements to disclose pecuniary and non-pecuniary interests. Each community representative member is considered a volunteer of Council and is therefore required to undergo Code of Conduct and Code of Meeting Practice training as part of their induction program.



## 9.6 Community Members - Heritage Advisory Committee (Author: Ormella/Steele) (Continued)

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The QPRC HAC Terms of Reference (ToR's) include monitoring the implementation of Council heritage policies, refer to Attachment 1. The quorum for the HAC is half plus 1.

### **Financial, Budget and Resource Implications**

There is no budget or financial delegation granted with any Advisory Committee. Committee members attend on a voluntary basis, some in person and some online. Councillors attending these Committee meetings are eligible to claim travel expenses, as per the QPRC Councillor Expense and Facilities Policy, which is included in the Councillor expenses budget.

### **Links to QPRC/Regional Strategic Plans**

The QPRC HAC role includes providing comments on heritage issues of a strategic nature within the LGA. This contributes to the review of Council's Local Environmental Plans, Development Control Plans and the preparation of future Structure Plans and further Archaeological Studies (subject to funding).

The appointment of delegates to each Advisory Committee of Council aligns with the following outcomes in the Community Strategic Plan 2024:

- 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life
- 5.2 Council is an open, accessible and responsive organisation

### **Conclusion**

Expressions of interest (EOIs) from the QPRC community for members of the QPRC HAC have been sought. EOIs were received from 25 candidates. Candidate submissions were reviewed and selected on the basis of skills in business, heritage consultancy, social heritage, education and academia, archaeology and indigenous values, with many having experience on committees and panels.

From the 25 EOIs, eight people have been recommended with a geographical spread across the LGA, with some previous members as well as new members to bring a fresh perspective. With so many good candidates the selection panel will be clarifying if unsuccessful candidates would like to be considered should future vacancies in the HAC arise over the term of Council.

Letters of thanks and notification of Council's decision will be sent to all those people who nominated for this committee. Meeting invitations will be issued to members of the committee and an induction program scheduled.

### **Attachments**

Attachment 1	Terms of Reference - Heritage Advisory Committee 2025 ( <i>Under Separate Cover</i> )
Attachment 2	Andrew Riley ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 3	Angela Casey ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 4	Catherine Frieman ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 5	Chris Hewett ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 6	Colin Skelly ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 7	David Loft ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 8	Emma Brooks Maher ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 9	Frank Bresnik ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 10	Greg Roberts ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 11	Jane Underwood ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>

**9.6 Community Members - Heritage Advisory Committee (Author: Ormella/Steele)  
(Continued)**

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Attachment 12	Jasmine Prowse ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 13	Jennifer Bird ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 14	Kathryn Whitfield ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 15	Katrina Blazey ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 16	Lauren Reed ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 17	Laurence Kennedy ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 18	Margaret Carmody ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 19	Margaret Tuckwell ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 20	Martin Rowney ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 21	Mary Boyle ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 22	Michael Thompson ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 23	Sandy Lolicato ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 24	Sue Murray ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 25	Sue Whelan ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 26	Thomas Maloney ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.7 Post Exhibition Report - Reprinting of Tales From Two Cities (Author: Ryan/Richards)**

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File Reference: 11.10.1

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**Recommendation**

**That Council donate \$3,000 towards the costs incurred for the reprinting of 350 copies of the book Tale of Two Cities by Mark Butz.**

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**Summary**

At the meeting of 12 March 2025, Council determined to advertise for 28 days its intention to resolve that Council will donate \$3,000 towards the costs incurred for the re-printing of 350 copies of the book Tales From Two Cities by Mark Butz (**Resolution 703/25**).

The proposal was put on exhibition from 13 March until 11 April 2025.

A recommendation to this effect of Council resolving as advertised remains for Council consideration.

**Background**

Tales From Two Cities, written by Mark Butz was first published in 2024. It depicts the relationship between Canberra and Queanbeyan over the last two centuries and includes contributions of diverse people, many of whom have been overlooked or forgotten.

The costs for the author and for the first printing of 400 books was covered by the McNamee family. Proceeds from these books have been donated to local charities. It is proposed that proceeds for the second 350 print run for the book will be donated to Treehouse Queanbeyan and the Queanbeyan Respite centre. These charities have been invoiced by the printer and will be the recipients of the donation.

**Report**

The proposal to support the second print run with a donation of \$3,000 was placed on exhibition for 28 days from 13 March until 11 April 2025. Over the course of the exhibition period, the QPRC Your Voice Page received 11 visitors to the page with 7 comments.

Two submitters were in support of the donation as the book is a contribution to Queanbeyan's local heritage. Five submitters did not support the donation, believing that funds could be spent on other projects that may be more important. It should be noted that engagement on this matter has been very small with only seven respondents.

**Risk/Policy/Legislation Considerations**

Section 356 of the NSW Local Government Act provides for Council to make donations for the purposes of exercising its functions, and where donations are to private persons/private organisations that they must be part of an existing Council program or advertised for public comment.

Council have advertised this proposal for 28 days inviting public comment of this resolution in accordance with s356 of the Local Government Act.

**9.7 Post Exhibition Report - Reprinting of Tales From Two Cities (Author: Ryan/Richards) (Continued)**

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**Financial, Budget and Resource Implications**

Should Council resolve as advertised and intended at the 12 March 2025 meeting, a supplementary vote of \$3,000 will be included in the third Quarterly Budget Review Statement (QBRS) from General Fund.

**Links to QPRC/Regional Strategic Plans**

Strategic Pillar 1 'Community' and Strategy 1.1 - 'Build cultural capacity through the availability and participation in arts, performance and cultural gatherings, events, and exhibitions.'

**Conclusion**

Council has sought public feedback on its intention to resolve that a donation be made towards the reprinting of the Tales of Two Cities book, written by Mark Butz.

The public comment has been reported to Council, and the matter now for Council consideration.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.8 Request for Rates Donation (Author: Monaghan/Robinson)

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File Reference: 52.5.2-01

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**Recommendation**

**That Council approve the application under Category C of the QPRC Donations Policy for Queanbeyan and District Basketball Association a 55% rate relief estimated at \$5,675 to be included in the draft 2025/26 Operational Plan.**

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**Summary**

Council has received an application for financial assistance from Queanbeyan and District Basketball Association.

Council approval is sought to include this donation in the draft Operational Plan 2025/26.

**Background**

The Queanbeyan and District Basketball Association is an Incorporated Not for Profit with gross revenue over \$150,000 per annum. They have applied for a donation to reduce their rates and annual charges for their property 1/4 Southbar Road Karabar.

**Report**

A donation application under Category C of the Donations Policy has been received for the Queanbeyan and District Basketball Association. Category C allows Council to make annual donations to rebate Council rates.

Council adopted its Donations Policy on 28 June 2023 to provide financial assistance to the community with funding for activities and programs that align with Council's strategic objectives. This is being reviewed and will be on public exhibition from 14 May 2025 for 28 Days, along with all the other Integrated Planning and Reporting (IP&R) documents, including the Draft Operational Plan 2025/26.

Queanbeyan and District Basketball owns and runs the Queanbeyan Basketball Centre at 1/4 Southbar Road Karabar. The organisation is a volunteer based association that provides Basketball programs to the community, through a Social Competition 5 days a week, Aussie Hoops for children 8 years and younger, Representative programs that play in the ACT and NSW competitions, and programs in the school holidays.

The property is rated as Business Ordinary and is not a charity and therefore not exempt from Ordinary Rates under legislation. Queanbeyan and District Basketball have not previously been listed under Council's Operational Plan donations policy for a rates donation. The total value of the Ordinary Business Rates in the current 2024/25 financial year is \$8,745.

Council previously resolved to grant a similar Not For Profit sporting organisation, Kano Jujitsu, a 55% rebate on the General Rates on their property in Queanbeyan.

**9.8 Request for Rates Donation (Author: Monaghan/Robinson) (Continued)**

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**Risk/Policy/Legislation Considerations**

The relevant section of the Donations Policy states that for Category 'C' Funding – Rates, Fees and Annual Charges.

Council may consider refunding fees or charges for not-for-profit community Organisations and s355 committees on a one-off basis for development application fees and associated charges. Council may also consider donations towards annual waste, water and sewerage charges for community organisations. Council may also consider a one-off rates rebate for sporting, recreational and other community organisations that are able to demonstrate registered not-for-profit status.

NOTE 1: Churches and religious bodies are exempt from rates under s555 of the Local Government Act 1993, however are required to pay all charges in relation to water, sewer and waste services.

NOTE 2: There is no legislative requirement for Council to provide relief to sporting, recreational and community organisations for rates and charges. Any donation provided for this purpose is at Council's discretion.

**Financial, Budget and Resource Implications**

If Council considers a donation in a similar proportion to Kano Jujitsu at 55% of the General Rate, the estimated donation amount to be included in the Operational Plan would be \$5,675.

**Links to QPRC/Regional Strategic Plans**

Community Strategic Plan 2042

- 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life.
- 1.2 Our health, wellbeing and resilience is supported by strong partnerships and access to services.

**Conclusion**

The Queanbeyan and District Basketball Association meets the policy requirements and Council should consider the request for a donation.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.9 Variation Deed - Funding Agreement - Braidwood Heritage Centre (Author: Ryan/Tooth)**

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File Reference: 26.5.1

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**Recommendation**

**That Council endorse the General Manager executing the Variation Deed under the Bushfire Local Economic Recovery Fund for the Braidwood Heritage Centre.**

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**Summary**

The Braidwood Heritage Centre is the vision of the Braidwood and District Historical Society (B&DHS) to transform the current museum into a living museum incorporating a new entry, artisans studios, new exhibition and working spaces and accommodation. Its objective is to create a new and sustainable income stream for the B&DHS and sustainable tourism growth in Braidwood into the future.

It was granted an initial grant (2022) of \$2.5M, that was increased (2023) to \$3.75M under the Bushfire Local Economic Recovery Fund (BLERF).

Council will be receiving a Deed of Variation based on the Draft Activity Schedule attached to transfer the project management and financial administration of this project from NSW Public Works Advisory (PWA) to QPRC and reflect the amended deliverables and scope of works.

Council endorsement of the General Manager's decision to accept the project management, financial control, and agreement that Council will execute this second Deed of Variation is sought.

**Background**

The original Funding Agreement for this project was reported to Council's meeting of 28 July 2021. Council agreed to endorse the Chief Executive Officer executing the Funding Deed for the Braidwood Heritage Centre (**Resolution 191/21**).

The project involves alterations to the Museum building as well as additions and alterations to existing buildings together with the building of accommodation and caretaker's residence. Other proposed uses on site include artisan workshops, parking and associated utilities.

The project was subject of a development application considered by Council at its meeting of 23 November 2022 when consent was conditionally approved (**Resolution 470/22**).

At the 23 August 2023 meeting, Council endorsed a Deed of Variation which removed reference for a \$200K Council contribution (**Resolution 329/23**).

A consultant was engaged to develop the design and the Development Application lodged with QPRC in March 2022. To expedite project delivery, in July 2023 an Expression of Interest for suitable building contractors was called to develop a shortlist of suitable applicants so that local builders can be encouraged to assist with the delivery phase of the work.

**9.9 Variation Deed - Funding Agreement - Braidwood Heritage Centre (Author: Ryan/Tooth) (Continued)**

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Whilst Council was not the applicant nor the owner of the land, Council is the Grantee, and by executing the Funding Deed, agreed to auspice the project. Council therefore has oversight and control of the financial management, governance and procurement process for the project.

The project management was given to NSW Public Works Advisory (PWA) team from commencement, with assistance of a Project Control Group (PCG).

The PCG includes two members of the Braidwood Historical Society, a representative of the PWA, two representatives from the Department Regional Development NSW, representatives of key stakeholders and two Council staff.

**Report**

Whilst Council has been the Grantee of the project, providing its auspice for the Funding Deed; it has not administered the funding until February 2025. The BLERF funding deed required Council's involvement to be the principal on the construction contract, and to provide representatives for the PCG.

Delays related to the time in securing development consent and construction certification with the associated reports: Heritage Impact and Assessment, Traffic and Archaeological Studies. Following the first construction tender process, a redesign was required to reduce the project scope within the budget.

This challenges of refurbishing a Heritage building to current building codes, fire safety standards, electricity supply and accessibility have impacted the project budget. The pre-construction costs in meeting these expenses have been significant, requiring a reduction of scope and assessment of what components were critical, and the project broken into a Stage 1 and Stage 2. Focus from 2023 was to complete Stage 1.

With COVID and a construction boom in the middle of the project planning phase, adjustments had to be made to the project scope. Four local contractors were invited to submit tenders for the project. Two conforming tenders were received, with an alternative tender also submitted. The outcome was considered by Council on the 22 March 2023 and it was agreed (**Resolution No 105/23**) to enter direct negotiations with the nominated contractor. And on 11 October 2023, Council awarded the tender for the project, to Greenwich Built Pty Ltd (**Resolution 428/23**) with a staged construction approval granted to ensure each milestone was met.

Works commenced in late 2023, and progressed, until late 2024 it became evident that a change was needed, and in January 2025 by mutual agreement the construction contract for the Braidwood Heritage Centre Project was terminated.

Since then, Council has been working through the steps to enable the monies transferred to Council so that we can ensure current and new contractors are paid. This Deed of Variation facilitates this transfer of accountability and control.

The bulk of the budget so far has been spent on construction costs and preparation of the site for construction. Funding has also been spent on project management, architect services, power line design and power poles, archaeology services, heritage services, geotechnical costs, development application and other fees, tree services, quantity surveyor, fencing and other supplies.



**9.9 Variation Deed - Funding Agreement - Braidwood Heritage Centre (Author: Ryan/Tooth) (Continued)**

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With around \$1.9m spent to date, Council is working closely with the PCG and Braidwood District Heritage Society to engage contractors to finish this stage of the project by 30 June 2025.

The original Heritage Centre masterplan developed in 2021 included the following scope of works:

- Nine artisan workshops
- Blacksmith workshop
- Café
- Accommodation
- Revitalisation Museum including establish a shop and upgrade of access to meet disability standards

This has now been modified and approved to deliver

- Development Consent and Approvals, studies and reports
- Project development, architectural drawings
- Accommodation
- Electricity upgrade, inground works for both Stage 1 and Stage 2
- Revitalisation Museum including establish a shop and upgrade of access to meet disability standards, however not with the lift
- Landscaping to support the Museum Entry & Homestay Accommodation.

**Risk/Policy/Legislation Considerations**

This project which is not a Council asset, comes at significant risk to Council, with the funding to be expired on 30 June 2025. Council will need to have works in progress, contracts awarded, materials ordered and/or paid, invoices received and demonstrated that the works will be completed.

All of the subcontractors employed to date have been paid, and the contract with the original builder terminated by mutual agreement; and this risk has removed. However the pressure remains on the expertise, goodwill and flexibility of local trades people, suppliers and the new contractor to be given the opportunity to deliver the project

Irrespective of this, all contract management, and tendering/procurement will adhere to the Local Government Regulations NSW (2021), OLG Tendering and Procurement Guidelines and Council's Procurement Policy. Financial records are maintained to facilitate an external audit of the project, and grant funding requirements.

**Financial, Budget and Resource Implications**

Council is providing administration, contract management and financial oversight at no charge, and currently this is consuming at a large proportion of time and resources from our Contracts and Projects team. Council is not attributing any internal charges as it would for all other capital works projects, be they Council or grant funded. This represents a \$75K in-kind contribution by Council for the project.

### 9.9 Variation Deed - Funding Agreement - Braidwood Heritage Centre (Author: Ryan/Tooth) (Continued)

Financial Summary:

<b>Income</b>	
BLERF Grant	\$2,750,000
BLERF Grant	\$1,250,000
<b>Total Income</b>	<b>\$3,750,000</b>

<b>Expenditure to February 2025</b>	
Design and Approvals	\$434,121
Project Management	\$269,523
Construction	\$1,065,191
Power Supply Upgrades	\$84,201
Pre-construction (incl site clean)	\$73,030
<b>Sub Total</b>	<b>\$1,926,066</b>

<b>Budget February 2025 to June 2025</b>	
Insurances	\$30,000
Project Management	\$85,000
Approvals (CC/DA, Water & Sewer)	\$102,500
Construction	\$1,461,859
Contingency	\$144,575
<b>Sub Total</b>	<b>\$1,823,934</b>
<b>Total Expenditure</b>	<b>\$3,750,000</b>

The remaining available funds are as follows:

- \$1.44M held by NSW Public Works Advisory in unexpended grant.
- \$375K unclaimed milestone-based funds from the BLERF Grant.

Council has already invoice PWA for \$750K, the remaining funds held PWA will be invoiced as soon as they PWA finalise their accounts early next month. The final grant funds (\$375K) will be claimed directly through the grant as the Milestones are reached.

#### Links to QPRC/Regional Strategic Plans

Community Strategic Plan 2042

Strategic Pillar 2. Our economy: A diverse, resilient and smart economy that creates choice and job opportunities.

Objective: Our region is dynamic and thriving.

2.1 Support and promote business growth to strengthen the local economy and create more job opportunities.

2.2 Develop our city, towns, and villages to boost appeal, business diversity, technological expertise and economic resilience.

2.3 Ensure our local businesses meet required standards and minimise environmental harm.

Objective: Our region is a destination of choice, known for liveability and opportunities.

2.4 Enhance the Queanbeyan-Palerang region as a prime destination to boost tourism and local investment.

**9.9 Variation Deed - Funding Agreement - Braidwood Heritage Centre (Author: Ryan/Tooth) (Continued)**

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2.5 Make our city, town and village centres inviting through beautification, maintenance and well-designed environments.

Strategic Pillar 4: Our infrastructure: A well-connected community with good infrastructure enhancing quality of life.

Objective: Our community assets allow us to live healthy and social lives.

4.4 Plan for, develop and maintain community facilities that encourage participation in community life.

Strategic Pillar 5: Our Civic Leadership: Contemporary civic leadership and governance that is open, transparent and accountable.

Objective: Council is effective, financially sustainable and responsible.

5.1 Ensure Council resources, practices and processes deliver the highest value.

5.2 Maintain financial sustainability through prudent budgeting, efficient resource management, and clear oversight.

**Conclusion**

The Braidwood Heritage Centre project, initiated by the Braidwood & District Historical Society (BDHS), received \$3.75M from the BLERF to develop a heritage precinct aimed at boosting tourism and supporting local artisans.

The project has faced significant challenges, including heritage site constraints, archaeological requirements, and design complexities. In response, Council has assumed the role of project manager with administration, financial and contract management oversight to facilitate its completion.

Council endorsement of this action and securing of a new project manager, local trades and suppliers, and appointment of a lead contractor to complete the construction, aiming to complete the this first stage within the remaining budget.

**Attachments**

Attachment 1      Updated Draft Activitiy Schedule (*Under Separate Cover*)



## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.10 Investment Report - March 2025 (Author: Monaghan/Ogilvie)

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File Reference: 43.6.5-01

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**Recommendation**

That Council:

1. Receive the Investment Report for the month of March 2025.
  2. Note the investment return for March 2025 was \$579,097.
  3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.
- 

**Summary**

This report presents the investment result for March 2025.

**Background**

In accordance with Clause 212 of the Local Government (General) Regulation 2021, the Investment Report is presented to Council monthly.

**Report**

A list of Council's cash and investments held on 31 March 2025 is detailed in the attached Investment Report Pack, which reports interest income received/accrued plus Unit Trust market value changes of \$579,097 for March 2025 (refer to page 3 of 17, Table 1: Budget vs Actual Interest Income 1 July 2024 to 30 June 2025).

Market Update – The current Reserve Bank of Australia (RBA) cash rate has been 4.1% since 1 April 2025. The next RBA meeting is scheduled for the 19-20 May 2025.

Environmental Awareness - Market Forces is a campaign group focusing on environmental protection by exposing institution's financing projects that have a negative environmental impact. They have assessed over 115 banks, mutuals and credit unions to determine their position on lending to or investing in the fossil fuel (coal, oil, and gas) industry. Council's investment advisor, Laminar Capital has applied Market Forces' findings to Council's current investment portfolio with the results outlined in Section 5 of the attached Investment Report Pack.

Institutions that lend to the fossil fuel industry can mitigate some of the impact by offering products that are environmentally aware.

The Climate Bonds Standard Board operates as an advisory committee of the Climate Bonds Initiative Board and oversees the development of the Climate Bonds Standard. The Climate Bonds Standard and Certification Scheme is a labelling scheme for bonds and loans. Rigorous scientific criteria ensure that bonds and loans with Certification are consistent with the 2 degrees Celsius warming limit in the Paris Agreement.

The scheme is used globally by bond issuers, governments, investors, and financial markets to prioritise investments which genuinely contribute to addressing climate change.

**9.10 Investment Report - March 2025 (Author: Monaghan/Ogilvie) (Continued)**

The portfolio fossil fuel summary information is shown in Table 5 of the attached Investment Report Pack.

On 31 March 2025, Council held \$135 million in non-fossil fuel investments.

**Risk/Policy/Legislation Considerations**

Council has a fiduciary responsibility to exercise the care, diligence, and skill that a prudent person would exercise in managing the affairs of other persons.

Council's investments, as listed in Table 2 of the attached Investment Report Pack, comply fully with section 625 of the Local Government Act 1993, clause 212 of the Local Government General Regulations 2021, and Council's Investment Policy.

Certified by Tracy Sligar, Responsible Accounting Officer, 9/4/2025.

The Investment Policy is due for review by October 2025.

**Financial, Budget and Resource Implications**

For July 2024 to March 2025 Council's portfolio produced an annualised rate of return of 5.12%, outperforming the benchmark Bank Bill Index by 0.66%.

On 31 March 2025, Council's Investment portfolio was \$299,687,350.

Council's investment return as at the end of March 2025 was \$11,593,469 compared to the original budget of \$5,287,500. The majority of this income is restricted to water, sewer and waste funds, and developer contributions. Investment returns are being monitored and may result in a budget adjustment.

Of the total \$299.6 million investment portfolio, Council holds \$32.9 million in the TCorpIM long-term growth fund (LTGF) and medium-term growth fund (MTGF).

The LTGF issued a special distribution in July 2024 of \$309,925 and \$220,542 in September 2024 and the MTGF issued a special distribution in September 2024 of \$270,524 which was reinvested into the funds.

For March 2025 the LTGF returned \$(453,665) and the MTGF returned \$(106,552). The following table shows the funds' performances since the original deposit.

	<b>LTGF \$</b>	<b>MTGF \$</b>
2017-18	981,891	-44,845
2018-19	1,160,462	635,485
2019-20	21,702	37,815
2020-21	2,557,413	927,076
2021-22	-1,300,450	-742,711
2022-23	1,692,084	658,145
2023-24	1,819,166	730,982

## 9.10 Investment Report - March 2025 (Author: Monaghan/Ogilvie) (Continued)

2024-25	LTGF \$	MTGF \$
July	539,422	228,229
August	74,169	13,828
September	244,071	90,738
October	-80,792	-77,180
November	533,011	186,559
December	17,894	56,041
January	461,618	150,428
February	-101,216	34,411
March	-453,665	-106,552
<b>2024-25 YTD Total</b>	<b>1,234,512</b>	<b>576,502</b>
Return since inception	8,166,780	2,778,449
Initial Placement	12,000,000	10,000,000

While these funds are exposed to additional investment risks to generate higher potential returns, they are structured with longer term time horizons. The minimum advised investment time frame for the MTGF is 5+ years and 10+ years for the LTGF.

Paired with cash asset classes, these growth assets form a diversified portfolio within the restrictions of the Investment Policy.

Council's cash and investment balance is made up of restricted and unrestricted funds. Restrictions can be external e.g. Developer Contributions, or internal e.g. by resolution of Council. Restricted investments cannot be used for general purpose expenses as they are either subject to some form of external legislative or contractual obligation or are dedicated to future Council commitments.

The following table shows the 31 March 2025 Cash and Investments balance by fund and by restriction:

Fund	\$
General	97,861,355
Waste	21,419,549
Water	62,878,105
Sewer	110,093,023
Trust	5,549
Trust: South East Weight Of Loads Group	176,565
Unrestricted*	7,253,204
<b>Total Cash &amp; Investments</b>	<b>299,687,350</b>

## 9.10 Investment Report - March 2025 (Author: Monaghan/Ogilvie) (Continued)

<b>External Restrictions</b>	<b>\$</b>
Unspent Grants	29,328,455
Developer Contributions – General	48,476,259
Developer Contributions – Water	14,759,411
Developer Contributions - Sewer	13,882,313
Water Fund	48,118,695
Sewer Fund	96,210,710
Unexpended loans	823,799
Domestic Waste Management	12,409,411
Stormwater Management	1,600,567
Other	998,602
<b>Total External Restrictions</b>	<b>266,608,222</b>

<b>Internal Restrictions</b>	<b>\$</b>
Infrastructure (carry forward)	2,574,256
Employee Leave Entitlements	1,320,173
Business Waste Management	9,010,138
Work, Health & Safety	272,317
Heritage Grant	243,702
Deposits, Retentions & Bonds	3,500,803
Plant & vehicle replacement	1,319,522
Property	609,181
Elections	401,550
Revolving Energy	171,210
Financial Assistance Grant in advance	664,375
DoE - Compensation	5,738,699
<b>Total Internal Restrictions</b>	<b>25,825,926</b>
<b>Total Restricted Funds</b>	<b>292,434,148</b>
Unrestricted*	7,253,204
<b>Total Cash &amp; Investments</b>	<b>299,687,350</b>

\*Unrestricted funds are a working balance and fluctuate over time as Council's operational plan is carried out during the financial year.

### **Attachments**

Attachment 1      Investment Report Pack - March 2025 (*Under Separate Cover*)



File Reference: 26.1.98-06

**Recommendation**

**That the report be received for information.**

**Report**

Council committed to reporting to the community every 4 months, since August 2024 its progress to achieving the NSW Minister Planning's Expectations Order (July 2024). This report will be provided monthly until the end of the financial year.

Council has reduced its DA backlog with significant improvement since 30 June 2024 when it had 355 undetermined applications. As of 31 March 2025, there are 129 undetermined applications (including modifications).

**Lodgements:** Over March QPRC had the fastest average lodgement time in NSW of 1 day for the 41 lodgements completed in the month. Averaging out the year, QPRC is the 8th fastest Council in NSW, with an overall average of 6 days, well exceeding the Minister's Expectations of 14 days for 2024/25.

**Assessments:** March performance has seen a shift for Council up from the 10th slowest NSW Councils, where QPRC averaged 100 days for 50 DA assessments lodged. From the start of 2025 the average assessment days for a DA has consistently reduced, meaning that the year-to-date average assessment days has dropped from 189 days in July 2024 to 153 days on 31 March 2025.

The following table sets out Council's performance. Since Council wrote to the Minister in March 2025, we have now met the target of 50% of DAs meeting expectations. In March the average assessment days is 153 days. We expect this to be 145 days by 30 June 2025.

Criteria based on average in the financial year to date	Target or measure	06/24	11/24	03/25
24/25 Lodgement from Planning Portal	14 days	30 days	9 days	6 days
Lodgement % meeting expectation	%	n/a	86%	91%
No. Applications lodged aggregate over financial year	No.	494	212	347
DAs Average Assessment Days	115 days	189 days	174 days	153 days
DAs % meeting expectations	%	43%	43%	51%
DAs No. Determined	No.	506	275	429
No. Fast Track DAs Undetermined	No.	36	62	39
No. Majors DAs Undetermined	No.	133	61	55
DA Average Assessment Days for residential	115 days	180 days	154 days	139 days
% Residential DAs achieving 115 days	%	n/a	45%	53%

**Attachments**

Nil



## REPORTS TO COUNCIL - ITEMS FOR INFORMATION

**10.2 Final Project Costs Report - Nellie Hamilton Centre (Author: Ryan/Monaghan)**

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File Reference: 100265

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**Recommendation**

**That the report be received for information.**

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**Report**

The Nellie Hamilton Centre construction project has reached completion stage, with all tenants now in occupation and Council part way through the defects liability contract period.

Whilst there are still some transactions and final stages of project management to control the building completion, the project is at a stage where a high level of confidence has been reached to report the forecast final project financials.

The forecast final project costs include an allowance for:

- contract finalisation with ADCO
- private works costs negotiated with the neighbouring development
- final project management costs
- final insurance, quantity survey, certification

Additionally, as a separate project, Council is finalising negotiations with the neighbouring development for the sale of the shared ramp from Rutledge Street down to the basement carpark, which will result in additional income to Council.

The final budget was adjusted down at the last Council meeting by \$892,000, to create a new separate project for the fit out of the Ground Floor and Level 3 conference/community and meeting rooms.

The attached project report includes a breakdown of the final project cost forecast of \$78.1M, falling under budget by \$39,597.

**Income and Operations Expenses:**

The building income and operating costs have been reviewed and form an attachment to this report. The 2019 business case anticipated lower net building operating costs / higher cost recovery through commercial leases. The comparison is shown in the attachment.

Since 2019, staff have continued to update future building cost forecasts in future budget years, and the current forecast income and expenditure has been allowed in the Council's draft budget for 2025/26 that will be advertised for public exhibition in May.

As the construction of the building has progressed and Council has completed lease negotiations with the building tenants, a high level of certainty has been reached in regard to lease income. The attached budget does not yet include any allowance for additional income from the rental of meeting rooms and corporate function spaces in the building, which will be the subject of a future assessment that considers income opportunities.

**10.2 Final Project Costs Report - Nellie Hamilton Centre (Author: Ryan/Monaghan)  
(Continued)**

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Building operating expenses have been estimated based on professional advice and comparison with other buildings. While the project has been at the defects liability stage, Council has not yet taken over many of the maintenance and inspection operating costs. Council has employed a building supervisor, and the attached budget has been created based on the best evidence available. Each of the tenants contribute to a portion of the base building costs and this has been included in the income budget component.

**Risk and Contract Finalisation:**

Council has previously indicated an intention to pursue a liquidated damages claim against ADCO Constructions Pty Ltd, the contractor responsible for delivering the Nellie Hamilton Centre Project (Queanbeyan Civic and Cultural Precinct). This arose due to delays in achieving contractual milestones. Correspondence was issued in September 2024 outlining Council's entitlement to claim liquidated damages under the contract for both Milestone 1 and Milestone 2, totalling \$2.8 million.

In response, ADCO formally disputed liability and presented a range of contributing factors to the delays. These included QPRC directed design changes throughout the project, unforeseen complications arising from services and utilities (electrical substation relocation and asbestos removal), delays associated with COVID and certification processes, and ADCO's own efforts to mitigate disruption to the community throughout construction. ADCO also detailed the financial impact of these issues and indicated that should Council proceed, it would lodge counterclaims estimated to exceed the liquidated damages amount. These counterclaims related to delay costs, rework arising from certification changes, and unresolved contract variations.

Following a meeting with ADCO in October 2024, and a review of their formal response and cost estimates, the General Manager undertook further discussions with Council's project management team and legal advisers. While the contract technically provides for a claim for liquidated damages, the practical reality is that pursuing this would likely trigger significant and costly legal action. ADCO demonstrated its readiness to invest considerable resources to challenge any such claim.

Importantly, ADCO also offered to withdraw all of its own substantial counterclaims and agreed to remove \$600K of contract variations which were under dispute. They also demonstrated a commitment to completing the project during the defect's liability period.

After careful consideration of the legal, financial and reputational risks, as well as the strong working relationship established with the contractor, the General Manager determined that Council would not proceed with the claim. The project, while delayed, has delivered a high-quality civic facility that will serve the Queanbeyan-Palerang Regional Council staff and community for decades.



This decision balances legal risk, financial exposure, and long-term value to the community. It enabled Council and ADCO to move forward and focus on finalising the project. The confidential correspondence attached to this item detail the claims and responses exchanged between Council and ADCO.

Council will continue to retain a proportion of the defect's liability bonds, which are progressively reduced as each milestone and time period passes.

**10.2 Final Project Costs Report - Nellie Hamilton Centre (Author: Ryan/Monaghan)  
(Continued)**

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**Attachments**

- Attachment 1 Final Project Financials - Nellie Hamilton Centre Project (*Under Separate Cover*)  

- Attachment 2 Nellie Hamilton Centre Operational Budget (*Under Separate Cover*)  

- Attachment 3 QPRC letter to ADCO Constructions Pty Ltd (*Under Separate Cover*) -  
**CONFIDENTIAL**
- Attachment 4 ADCO Constructions Pty Ltd Response to QPRC (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 5 ADCO Constructions Pty Ltd to PRC (*Under Separate Cover*) -  
**CONFIDENTIAL**
- Attachment 6 QPRC letter to ADCO Constructions Pty Ltd (*Under Separate Cover*) -  
**CONFIDENTIAL**

## REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.3 Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2024/25  
(Author: Duff/Apostoloska)

File Reference: 31.1.98-02

**Recommendation**

That the report be received for information.

**Report**

**Maintenance Grading of Unsealed Roads**

The monthly grading schedule and unsealed road maintenance grading policy is published on Council's website <https://www.qprc.nsw.gov.au/Services/Roads-and-Footpaths#section-2>

The following table shows the maintenance grading works completed by Council and its Contractors between 1 January 2025 and 31 March 2025.

Roads with patch-grading works are not included in the table. The term patch-grading refers to short sections of grading to resolve a localised defect rather than grading a longer length of road.

Roads marked with \* were graded in the second quarter, however due to data oversight were omitted in previous council report (total length 1.48 km).

Road Name	Completion Date	Length Graded (km)
Beverly Hills Road	17.01.2025	0.34
Glenmore Road	15.01.2025	3.09
Station Street	17.01.2025	0.69
Little Burra Road	19.12.2024	0.24*
London Bridge Road	19.12.2024	1.24*
Gladys Street	17.01.2025	0.25
Callans Lane	20.01.2025	1.72
Nerriga Road	24.01.2025	4
Wallaces Gap Road	30.01.2025	11.4
Neils Creek Road	14.01.2025	4.07
Pollack Road	16.01.2025	1.87
Schofield Road	16.01.2025	0.73
Yilgarn Road	21.01.2025	0.47
Lake Road	23.01.2025	8.66
Rutledge Street	22.01.2025	0.09
Railway Crescent	22.01.2025	0.51
Boro Road	30.01.2025	11.55
Charleys Forest Road	20.02.2025	26.38
Clare Lane	28.02.2025	0.9

**10.3 Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2024/25**  
**(Author: Duff/Apostoloska) (Continued)**

Road Name	Completion Date	Length Graded (km)
Emu Flat Road	27.02.2025	0.08
Jones Road	02.02.2025	1.05
Manar Road	11.02.2025	7.02
Mulloon Road	30.01.2025	7.33
Williamsdale Road	05.03.2025	4.82
Captains Flat Road	13.03.2025	20.5
Butmaroo Road	14.03.2025	11.49
Mayfield Road	06.03.2025	18.67
Morgans Road	13.03.2025	0.68
Peters Street	18.03.2025	0.22
Cawthornes Lane	14.03.2025	0.18
Sandholes Road	12.03.2025	3.07
Gillmatong Lane	13.03.2025	1.08
Jerrabattgulla Road	27.03.2025	12.75
Moore Road	07.03.2025	0.44
Homestead Road	07.03.2025	0.13
Lagoon Road	06.03.2025	0.69
Gidleigh Lane	31.03.2025	6.57
Douglas Lane	06.03.2025	0.55
Mountain Creek Road	18.03.2025	2.45
Larmer Street	18.03.2025	0.13
Clover Lane	26.03.2025	0.61
Isabella Street	18.03.2025	0.1
<b>Total</b>		<b>178.81</b>

The annual target for road grading of 750km has been divided into quarterly targets as per the table below and remains on track for successful completion.

By Quarter (24/25)	Target (km)	Actual (km)	Variance (km)
Quarter 1 (July to September)	175	175.22	+ 0.22
Quarter 2 (October to December)	200	224.09	+ 24.09
Quarter 3 (January to March)	175	178.81	+3.81
Quarter 4 (April to June)	200		
<b>Total</b>	<b>750</b>	<b>578.12</b>	<b>+ 28.12</b>

### 10.3 Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2024/25 (Author: Duff/Apostoloska) (Continued)

#### Resheet Unsealed Roads

The following table shows the completed Resheet works completed by Council and its Contractors between 1 January 2025 and 31 March 2025 as per the Local Roads Resheeting budget.

Road Name	Completion Date	Length of Resheet (km)
Williamsdale Road	05.03.2025	1.2
<b>Total</b>		<b>1.2</b>

The annual target of 15km has been divided into quarterly targets as per the table below. Despite slippage in Q3 due to resource priorities, the annual target of 15km remains within achievable range, noting 6.2km is planned for completion Q4.

By Quarter (24/25)	Target (km)	Actual (km)	Variance (km)
Quarter 1 (July to September)	3.75	1.68	- 2.07
Quarter 2 (October to December)	3.75	5.93	+ 2.18
Quarter 3 (January to March)	3.75	1.2	-2.55
Quarter 4 (April to June)	3.75		
<b>Total</b>	<b>15</b>	<b>8.81</b>	<b>-2.44</b>

#### Reseal Local Roads

The following table shows the completed Reseal works completed by Council and its Contractors between 1 January 2025 and 31 March 2025 as per the Local Roads Reseal budget.

Road Name	Suburb	Completion Date	Area of Reseal (m <sup>2</sup> )	Length of Reseal (km)
Norton Road	Wamboin	11.03.2025	36,279	4.363
Millynn Road	Bywong	11.03.2025	9,941	1.578
Cartwright Avenue	Sutton	12.03.2025	11,768	1.153
McInnes Lane	Sutton	12.03.2025	2,298	0.415
Bernallah Road	Carwoola	13.03.2025	4,200	0.700
Hoskinstown Road	Bungendore	13.03.2025	6,228	1.038
Urila Road	Burra	14.03.2025	9,790	1.323
Burbong Avenue	Carwoola	24.03.2025	3,384	0.376
<b>Total</b>			<b>83,888</b>	<b>10.95</b>

The annual target of 33km has been divided into quarterly targets as per the table below and remains on track for successful completion.

### 10.3 Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2024/25 (Author: Duff/Apostoloska) (Continued)

By Quarter (24/25)	Target (km)	Actual (km)	Variance (km)
Quarter 1 (July to September)	0.00	0.00	0.00
Quarter 2 (October to December)	11	20.96	+9.96
Quarter 3 (January to March)	11	10.95	-0.05
Quarter 4 (April to June)	11		
<b>Total</b>	<b>33</b>	<b>31.91</b>	<b>+9.91</b>

#### Asphalt Resurfacing Roads

The following table shows the completed asphalt resurfacing works between 1 January 2025 and 31 March 2025 under the Local Roads Renewal and LRCI (Local Roads Community Infrastructure) Phase 4 Program.

Road Name	Completion Date	Area of Asphalt (sqm)
Lowe Street and Campbell Street	12.03.2025	593
Mark Place – Cul De Sac	31.01.2025	1,361
Pepper Place	23.01.2025	210
Gilman Place	21.01.2025	240
Halfway Creek Road	24.01.2025	752
Barrow Place	20.01.2025	504
<b>Total</b>		<b>3,660</b>

The initial annual target of 25,000 sqm has been adjusted to 20,000 sqm and has been divided into quarterly targets as per the table below. This adjustment is to recognise a change in asphalt resurfacing treatment after more detailed field assessment. These sites will now be completed and reported under the reseals and road rehabilitation program. The adjusted annual target of 20,000 sqm remains within achievable range, noting 2,600 sqm is planned for completion Q4.

Quarter (24/25)	Target (sqm)	Actual (sqm)	Variance (sqm)
Quarter 1 (July to September)	6,250	11,014	+ 4,764
Quarter 2 (October to December)	6,250	2,766	-3,484
Quarter 3 (January to March)	6,250	3,660	-2,590
Quarter 4 (April to June)	1,250		
<b>Total</b>	<b>20,000</b>	<b>17,440</b>	<b>-1,310</b>

#### Roads Rehabilitation

The new two-year insitu stabilisation contract was awarded to deliver rehabilitation works in November 2024. Preparatory tasks including shoulder grading and geotechnical investigation have been completed and the insitu stabilisation works are underway since 17 March 2025, with a target completion date by 30 June 2025 across the following programs.

### 10.3 Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2024/25 (Author: Duff/Apostoloska) (Continued)

- LRCI Phase 4A & 4B – insitu stabilisation projects – work in progress, reported Q4.
- Roads to Recovery Projects – works in progress, reported Q4.
- RERRF (Regional Emergency Roads Repair Fund) – works in progress, reported Q4.
- QPRC Local Roads Rehab Projects - works in progress, reported in Q4.
- RMCC Rehab Projects - works in progress, reported in Q4.

Note: The Q4 report will have complete status updates of the above individual program of the stabilisation works.

#### Disaster Recovery Funding Arrangement (DRFA) Projects

The following table shows the completed DRFA works completed by Council and its Contractors between 1 January 2025 and 31 March 2025.

Road Name	Works Complete	Value
Collector Road	Repair erosion of culvert and battle erosion	\$27,528
Carneys Road	Restore table drain scour	\$11,222
Mulloon-Manar Road	Repair damaged culvert	\$22,891
Duckfield Road - Reedy Creek Bridge	Backfill scours adjacent to wingwalls, remove debris, replace guardrail	\$87,984
Stoney Creek Bridge	Repairs to southern abutment and wing wall	\$15,788
	<b>Q3 Total</b>	<b>\$165,413</b>
	Cumulative (Q1+Q2+Q3)	\$1,831,504
	Estimated EOFY Program	\$2,904,890
	Estimated % Complete	63%

Despite slippage in Q3 due to resource priorities and availability of the contractor, the EOFY target of \$2.9M remains within achievable range, noting \$1.1M is planned for completion Q4.

#### Attachments

Nil



File Reference: 41.9.1

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### **Recommendation**

**That the report be received for information.**

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### **Report**

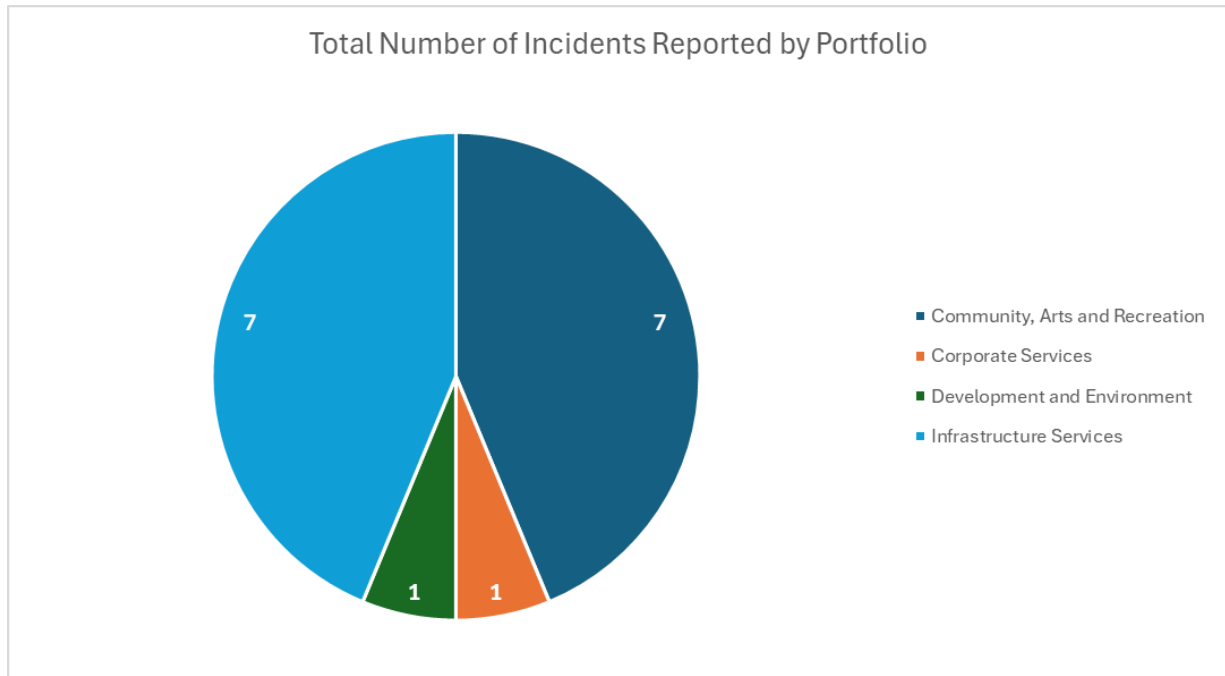
This report provides an overview of Health, Safety, Environment and Quality (HSEQ) activities and items of note for Quarter 3 (the period 1 January 2025 to 31 March 2025).

1. Notifiable Incidents
2. All Worker Incidents
3. Workers Compensation Claims Quarter 3 2024-25
4. Wellbeing Initiatives for Quarter 3 2024-25
5. HSEQ Training for Quarter 3 2024-25

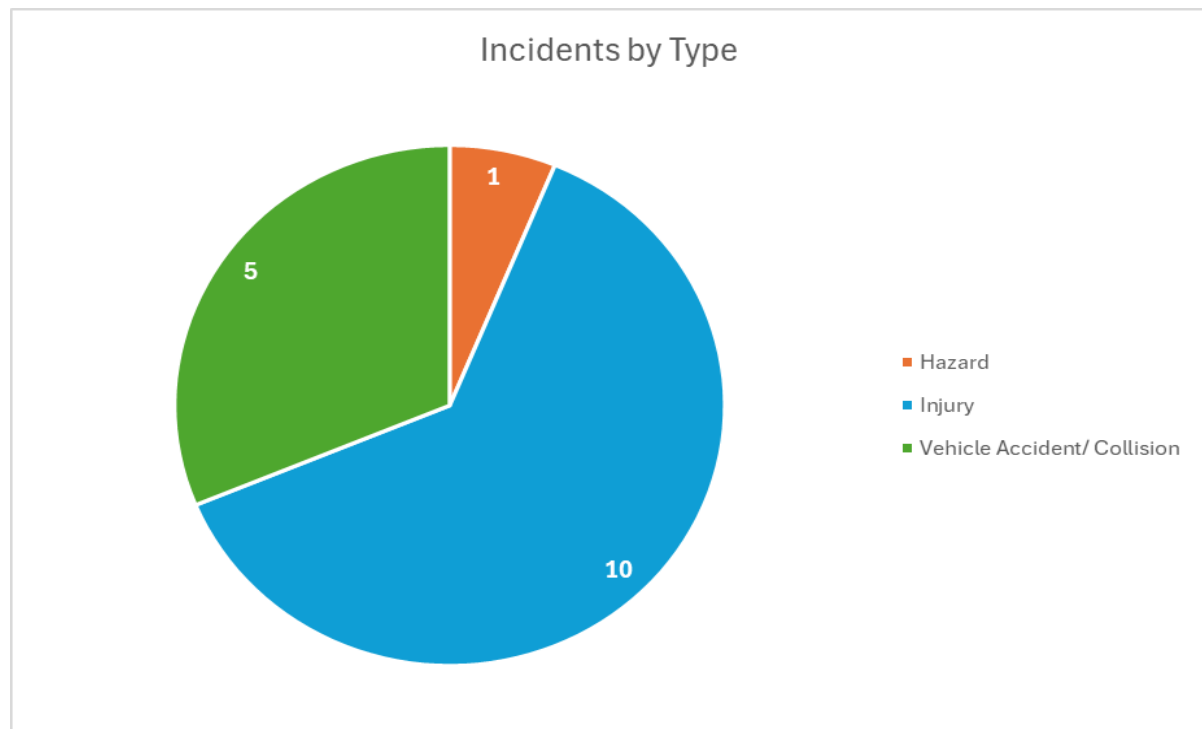
#### **1. Notifiable Incidents**

No notifiable incidents reported for this quarter.

#### **2. All Worker Incidents**



### 10.4 HSEQ Quarterly Report - 1 January to 31 March 2025 (Author: Batman/Arnold) (Continued)



### 3. Workers Compensation Claims

Return to work (RTW) and Wellbeing continue to be a priority in the HSEQ and People and Culture area. Staff are returning to work and undertaking suitable duties which is shown to benefit mental wellbeing and team cohesion.

Directorate	Mechanisms	Status
Infrastructure Services	Physical	1 x No Capacity (new) 1 x Suitable Duties 1 x Final Clearance – RTW without Restriction
Community, Arts and Recreation	Physical Psychological	1 x No Capacity (surgery) 1 x No Capacity (new) 4 x Suitable Duties (new) 1 x Suitable Duties
Development and Environment	Nil	Nil
Corporate Services	Nil	Nil
Executive Services	Nil	Nil

### 4. Wellbeing Initiatives

- The People and Culture branch has been working to partner with a range of local gyms and health stores as part of our employee wellbeing and benefits programs. We currently have 9 providers that have offered discounted memberships for Council employees across Queanbeyan, Bungendore and Braidwood.
- Our first inhouse Move4life Training session was run by our inhouse Move4life Trainer. Our trainer will continue to deliver the training for all new starters.
- 'GM' catch-ups combined with Depot BBQs and Office meetings continue providing an opportunity facilitated communication and consultation at all levels of QPRC.

**10.4 HSEQ Quarterly Report - 1 January to 31 March 2025 (Author: Batman/Arnold)  
(Continued)**

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**5. HSEQ Training**

The following training was conducted in this Quarter:

- Chainsaw
- Mental Health in the Workplace
- Traffic Control and Implement Traffic control Plans
- First Aid Training
- CPR Refresher
- Crystalline Silica Exposure Prevention Program
- Move4life

**Attachments**

Nil

File Reference: 23 April 2025 reports

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**Recommendation**

**That the report be received for information.**

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Councillor workshop items are published in the Agenda of the next Council meeting.

From 4 to 17 April 2025, the following workshops were held:

Workshop Items and External Presenter/s (if applicable)
<b>Workshop date: 8 April 2025</b>
<b>Operational Plan</b> Staff presented to Councillors a review of the Key Priorities and Directors presented their budget focus areas, key deliverables and service levels as outlined in the 2025/26 Service Statements.
<b>Workshop date: 15 April 2025</b>
<b>Operational Plan</b> Councillors were presented the next session of each Directorate's budget focus areas, key deliverables and service levels as outlined in the 2025/26 Service Statements.  After a review from questions raised at the first workshop, the 2025/26 and 10 Year CAPEX Program was reviewed, along with the Revenue Policy, Pensioner Rebates, Draft Fees and Charges, Donations Policy and Guidelines for each Grant Category presented for discussion.
<b>Workshop date: 16 April 2025</b>
<b>Update of Poplars Land Dedication</b> Staff briefed Councillors on the land dedications in the Poplars June 2020 VPA, specifically: <ul style="list-style-type: none"><li>• Approximately 2 Ha of land for a public innovation hub</li><li>• Approximately 3 Ha of land for a rail intermodal site</li></ul> The presentation detailed where the sites are, feasibility of the intermodal site, viability of the use and legal advice on the land valuation. The sites constraints as a biodiversity off set was explained. Staff briefed councillors on the innovation hub site and the need for the site to be put to public benefit and the terms of the VPA.
<b>Bulky Waste Collection Options</b> An update on the bulky waste collection contract, and options for the introduction of electronic self-haul waste vouchers via the Waste App was provided, with a report also in this Council meeting.

**10.5 Councillor Workshops (Author: Ryan/Ison) (Continued)****Workshop Items and External Presenter/s (if applicable)****Review of CAPEX Program, Operational Plan and Delivery Program, Draft Fees and Charges, Donations**

Staff provided additional and updated budget documents in response to Council workshop discussion and reviewed budget priorities with Councillors.

**Nellie Hamilton Centre – Final Wrap-up Report**

Staff presented the final Nellie Hamilton Centre project forecast and project status update, and additionally presented the current financial information for the commercial income and operating expenses for the building, as reported to the Council meeting.

**Braidwood Heritage Centre**

Councillors were briefed on the status of the Braidwood Heritage Centre, a Bushfire Local Economic Recovery Fund (BLERF) funded project. The financial administration and project management has been handed over to QPRC in February 2025. A variation to the Funding Deed will be signed by the General Manager to note the revised scope of works and budget. A tender report is also being considered by Council at this meeting, to appoint the lead building contractor to complete the project by 30 June 2025.

**Attachments**

Nil

11.1 Audit, Risk and Improvement Committee Minutes - March 2025 (Author: Ryan/Cakalic)

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File Reference: 45.3.1

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**Recommendation**

**That Council note the draft minutes of the Audit, Risk and Improvement Committee held on 17 March 2025.**

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**Summary**

This report provides the draft minutes of the Audit, Risk and Improvement Committee (ARIC) meeting of 17 March 2025, as confirmed by ARIC members out-of-session.

As the minutes will not be formally ratified until the next ARIC meeting, they are being presented to Council in draft form. This avoids a three-month delay in reporting. Council will be notified if there are any significant changes to the minutes, noting that this is unlikely, due to the minutes having been agreed to out-of-session.

The agenda is set by the ARIC Work Plan. This is reviewed annually to ensure appropriate levels of coverage as required under s 428A of the *Local Government Act 1993*.

Prior to the commencement of the main ARIC meeting, ARIC members held an in-camera session via video conferencing with internal and external auditors.

The following is a summary of the agenda items covered by the main meeting held on 17 March 2025.

- General Manager Update to ARIC
- NSW Audit Office Update: Presentation of the Final Management Letter 2024 and the Annual Engagement Plan 2025
- Internal audit activity report by O'Connor Marsden
- Internal audit report – waste management facilities
- Internal audit report – records management
- Internal audit report – asset management
- Update on RNSW – South Jerrabomberra Innovation Project audit
- Status of agreed audit actions
- Presentation on overdue audit actions by various business units
- CFO update
- QBRS ending 31 December 2024
- OLG Circular 25-04 – Draft QBRS Guidelines
- Procurement Integrity report
- JLT Cyber Risk report
- ICT report
- HR report: End of year workforce report, HSEQ report October to December 2024, Statecover report 23-24 and the Organisational Strategic Plan
- Bi-annual compliance report
- Bi-annual legal report

**11.1 Audit, Risk and Improvement Committee Minutes - March 2025 (Author: Ryan/Cakalic) (Continued)**

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Due to the meeting running overtime, the agenda items on the annual review of the Audit Charter and the ARIC meeting planner were deferred to the next ARIC meeting to be held on 16 June.

If Council wish to receive further information in relation to any of the agenda items, the request needs to be formalised through a Council resolution. The resolution and release of information must be considered and determined by the Chair of the ARIC.

**Attachments**

Attachment 1      ARIC Draft Minutes - 17 March 2025 (*Under Separate Cover*)



11.2 Local Traffic Committee Meeting Minutes - 1 April 2025 (Author: Duff/Toole)

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File Reference: 31.4.1

**Recommendations**

That Council endorse the 1 April 2025 Local Traffic Committee meeting minutes and the associated recommendations as follows:

1. LTC 04/2025 – Not approve the Traffic Control Devices – Googong Neighbourhood 3: Stages 1-5.
2. LTC 05/2025 – Not approve the Traffic Control Devices – Bus Stop Removal Newington Road, Bywong.
3. LTC 06/2025 – Approve the Event – Queanbeyan Reconciliation Walk 2025.
4. LTC 07/2025 – Approve the Event – Queanbeyan Anzac Day.
5. LTC 08/2025 – Approve the Event – Bungendore Anzac Day.
6. LTC 09/2025 – Approve the Event - Braidwood Anzac Day.
7. LTC 10/2025 – Approve the Event – Captains Flat Anzac Day.
8. LTC 11/2025 – Approve the Event – Majors Creek Anzac Day.
9. LTC 12/2025 – Approve the Event – Jerrabomberra Anzac Day.

**Summary**

This report submits the minutes and recommendations arising from the Local Traffic Committee (LTC) meeting held 1 April 2025, for Council's information and consideration. The LTC is a technical review committee who advises Council on matters within its delegations, to provide an opinion or recommendation as appropriate.

Council may require this advice for certain traffic control management, traffic control devices and facilities. Matters related to state roads or functions not under Council jurisdiction must be referred directly to Transport for NSW or relevant organisation.

The LTC will only review reports that have been prepared by Council staff and submitted to the LTC in accordance with its delegations. The LTC does not undertake investigations of traffic matters or traffic design solutions. However, it can provide comment on such proposals submitted to Council.

**Attachments**

Attachment 1 Local Traffic Committee Minutes - 1 April 2025 (*Under Separate Cover*)





**12.1 Notice of Motion - QPRC Meetings in Rural Locations (Author:  
Waterhouse/Waterhouse)**

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**File Reference:** 23 April 2025 motions

**Notice**

Councillor Bill Waterhouse will move the following motion:

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**Motion**

**That QPRC Ordinary Council Meetings be held at least once per calendar year in the community halls in Nerriga, Araluen and Captain's Flat as well as continuing the successful current arrangement of Ordinary Meetings being held in Queanbeyan, Bungendore and Braidwood.**

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**Comment from Cr Waterhouse in support of this Notice of Motion**

There is a general sense of isolation voiced by citizens living on the outside edges of this LGA and this is a small way that Council can help put this idea to rest.

Many Councillors try very hard to stay in contact with, and listen to the concerns of, folks from these areas.

This small thing would help build and reinforce a sense of belonging which is currently lacking now.

**Staff Comment**

Council adopted a remote meeting schedule which continues the practice of rotating Ordinary Council Meetings in Queanbeyan, Bungendore and Braidwood.

Council meetings are predominately held at the WB Freebody Council Chambers, Queanbeyan which is supported by full in-house digital infrastructure. Council is facilitating three meetings each in Bungendore and Braidwood, and the 2025 meeting schedule notes the following schedule:

- Braidwood: 12 February, 11 June and 8 October
- Bungendore: 9 April, 13 August and 17 December

The proposal to extend meetings to Nerriga, Araluen and Captains Flat introduces several challenges:

- Venues need reliable Wi-Fi and mobile reception, necessary for livestreaming and hybrid participation.
- Transporting over 100kg of AV equipment, requiring multiple staff and a full-day setup and after meeting pack-up.
- A failure in connectivity or infrastructure would risk disrupting livestreams, affecting the broader community audience that relies on online access.

**12.1 Notice of Motion - QPRC Meetings in Rural Locations (Author: Waterhouse/Waterhouse) (Continued)**

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While the desire to enhance civic presence in smaller villages is understood, it must be weighed against the need for consistent and high-quality public meeting delivery, which includes both local attendees and the broader online audience. The NSW Minister for Local Government recently made it known at a Country Mayors event that live-streaming of Council meetings would become mandatory in the new Code of Meeting Practice.

The estimated additional staff cost is \$1,500 per meeting. In regard to risk, the staff who set up and pack up the meeting equipment do not leave for home before at least 1.5-2 hours after the meeting ends. They are then travelling on the Kings Highway or rural roads late at night.

A more effective approach has been that Council participate in already established community meetings convened by local groups at a time and venue that suits them. The discussion is informal, the feedback is instant with responses generally provided immediately, issues taken on notice are followed up and the community engagement very positive.

Over the past six months the General Manager, various Directors, Managers and Councillors have attended meetings at Araluen, Captains Flat, Nerriga and Gundillion. The most recent morning tea and round table at Gundillion Hall attracted over 20 residents who met with the General Manager, Manager Waste, Coordinator Waste Operations and the Coordinator Road Maintenance.

The discussion at these local hall or community gatherings may be for a specific topic or a range of Council service matters. For example in December and January, consultation and engagement about the Waste Management Strategy Review was conducted in all of the local, rural communities.

**Attachments**

Nil

## NOTICE OF MOTIONS

**12.2 Notice of Motion - Traffic Safety in Precinct of Karabar Schools (Author: Grundy/Grundy)**

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**File Reference:** 23 April 2025 motions

**Notice**

Councillor Mareeta Grundy will move the following motion:

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**Motion**

**That Council:**

- 1. Undertakes an urgent comprehensive investigation into traffic safety in the Karabar schools precinct in the vicinity of Cameron Road, Alanbar Street, Donald Road, Anne Street and Wilgabar Way where Karabar High School, Queanbeyan South Public School, Queanbeyan South Pre-School, Tirriwirri School and soon to be completed new day-care centre and new Pre-School are located.**
  - 2. As part of the investigation, examines and reports on:**
    - Existing traffic flow, congestion, and driver behaviour in school peak times.
    - The adequacy and visibility of current school zone signage.
    - The feasibility and priority locations for traffic calming measures (e.g. speed humps, chicanes).
    - Opportunities for improved visibility of signage and crossings, including the use of flashing lights.
    - The potential installation of wombat crossings and/or upgraded pedestrian infrastructure.
    - Consultation with Transport for NSW, local schools, parents, and community members about the issue.
  - 3. Refers this matter to the Local Traffic Committee for urgent consideration.**
  - 4. Prepares a report to Council with recommendations and potential funding sources, including eligibility for state or federal school safety or infrastructure grants.**
- 

**Comment from Cr Grundy in support of this Notice of Motion**

Community members and parents have raised concerns about traffic safety in the Karabar school precinct, particularly during student drop-off and pick-up times. The proximity of multiple schools within a confined area creates significant traffic and pedestrian movement, increasing the risk of accidents and near-misses. Further, the descent along the straight section of Cameron Road (in particular) creates an environment for vehicles to travel well above safe speed levels within the school zone. Parents describe Cameron Road as a race track with vehicles and motorbikes engaging in burnouts and high speed antisocial behaviour. According to parents, over recent weeks there have been a number of high speed incidents, where parked vehicles attending school drop off, and pedestrian crossing infrastructure have been damaged, and children and other pedestrians have been at high risk of injury. Parents have informed me that these safety threats have existed for some time, and that with new child related facilities approved for development in the area the risk to pedestrian safety will only increase.

## 12.2 Notice of Motion - Traffic Safety in Precinct of Karabar Schools (Author: Grundy/Grundy) (Continued)

Improving traffic safety in this area is vital for protecting students and promoting safe, active travel to and from school. A coordinated and informed response, in collaboration with Transport for NSW, appropriate State Government representatives, Council and the Local Traffic Committee, is essential to developing effective solutions to this serious problem.

### Staff Comment

Council's Road Safety Officer is in regular contact with the Department of Education School Executive and TfNSW Safety Around School Officers regarding the operation of the transport network around all schools within our Local Government Area. In addition the school crossing supervisor program has a reporting mechanism through the TfNSW Coordinator for the region where all issues, near misses and incidents are, and should be reported.

Following the high profile incident on the 28 March 2025 in the ACT, additional inspections have been carried out by TfNSW Representatives at the schools in the Karabar Region on Tuesday 1 April 2025. This review determined that minor changes be made to the current infrastructure. Council is also advised that a wombat crossing on Cameron Road would not be approved as it is on a crest.

A review of existing QPRC traffic data below, shows that the 85th percentile of vehicles during the school zone times is better in the mornings than it is in the afternoons.

Road Name	Date	Time	Traffic Counts (vehicles)	85 <sup>th</sup> Percentile Speed km/h
Cameron Road (QSPS) Anne Street end	26 Feb 2025 - 12 Mar 2025	0800 - 0900	221	37.8
Cameron Road (QSPS) Anne Street end	26 Feb 2025 - 12 Mar 2025	1500 - 1600	196	42.3
Donald Road (KHS)	24 Jun 2020 - 8 Jul 2020	0800 - 0900	349	42.7
Donald Road (KHS)	24 Jun 2020 - 8 Jul 2020	1500 - 1600	390	47.0

A further review and audit of infrastructure will include:

- collecting more recent traffic data for the four surrounding streets, and
- assessing routes the children are using to get to school.

Once reviews had been carried out consultation is essential with the individual schools, P&C groups and TfNSW. Outcomes of the audit and consultation would then seek funding for implementation.

Referring the issue to the Local Traffic Committee made when the proposed solutions are determined. The expertise of the committee members (TfNSW and NSW Police) is always sought in risk mitigation treatments, based on traffic data and pedestrian behaviour. The LTC role is to review the proposed solutions that are presented to the committee.

### Attachments

Nil

## NOTICE OF MOTIONS

**12.3 Notice of Motion - Public Meeting on Q2B Bulk Water Supply Pipeline (Author: Willis/Willis)**

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**File Reference:** PJT0007

**Notice**

Councillor Willis will move the following motion:

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**Motion**

**That Council:**

- 1. Hold a public meeting in Bungendore to provide a briefing and opportunity for questions about the proposed Queanbeyan to Bungendore bulk water supply pipeline.**
  - 2. Ensure it holds the meeting before Council releases a draft Queanbeyan-Palerang Integrated Water Cycle Management Strategy and related fees and charges to finance the plan, so that community views can be considered in developing the strategy.**
  - 3. Hold a Councillor workshop to consider what measures Council can take to support improved water conservation in Bungendore.**
- 

**Comment from Cr Willis in support of this Notice of Motion**

Council proposes to build a bulk water supply pipeline and related infrastructure to deliver potable water from Queanbeyan East to Bungendore, subject to finances.

The current estimated construction cost is \$78 million. Additional costs include purchase of two properties. The project and financial implications for residents and businesses are not well understood in the Bungendore community.

Given the scale of the proposed project and its potential impacts on the type and scale of future development in Bungendore, it is essential that Council take the time to explain the project and hear from residents so that these views can be considered.

**Staff Comment**

Since April 2023, the Bungendore Water Supply Pipeline has appeared on Council's website in the Major Works and Projects section:

<https://www.qprc.nsw.gov.au/Major-Works-Projects/Bungendore-water-supply-pipeline>

The page includes background detail, a factsheet and has been recently updated. In addition there have been media articles published in the Regional Independent and in QPRC Newsletters. It has been a significant topic at each of the Council Community Information meetings held twice yearly in 2023 and 2024. The next meeting to be held in Bungendore is scheduled for 20 May 2025.

We are still in the planning phase, and Council is yet to approve the project beyond progressing to tender-ready stage. There are several critical criteria that must be satisfied before Council can consider whether to proceed with the project or not. There will be many

**12.3 Notice of Motion - Public Meeting on Q2B Bulk Water Supply Pipeline (Author: Willis/Willis) (Continued)**

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opportunities for the Bungendore community and stakeholders to be included in consultation and engagement for this proposal.

Whether it is a public meeting or a combination of hardcopy, video, social media and in person information sessions/meetings; what is important is that the community are informed of the project, its status and timeframe of key gateway decisions to be made by Council.

As reported to Council at the last meeting, there is concurrent work and investigations being undertaken to achieve a tender ready project. The release of the Integrated Water Cycle Management Plan (IWCM) Issues Paper will provide additional scope for community feedback.

The communications strategy includes:

- Media releases with the latest update and progress of investigation work undertaken
- Website project page review and updated on a regular basis
- Fact sheet for the Project Update #2 to be uploaded to the website
- Project specific printed newsletter delivered to Bungendore residents
- Feature article in QPRC News June 2025 edition
- Social media engagement in May 2025 to recommence after federal election
- Digital newsletter – Weekly eNews (April 2025, and at key stages during process)
- Community Information Meeting Bungendore; Tuesday 20 May 2025 – short presentation and break out session engagement for more detailed questions
- Meeting with property owners/developers - Monday 28 April
- Engagement with key stakeholders - Bungendore Business Chamber, BTEC, RFS/Emergency Services, Dept Education
- Letters to landowners (to commence property acquisition negotiations)

With the upcoming Federal election and associated campaigns reaching capacity, we will be avoiding any social media and hard copy newsletters until mid-May. The timing and approach must be well thought out to maximise community engagement and a public meeting is one channel only.

**Attachments**

Nil

## REPORTS TO COUNCIL - DELEGATES REPORTS

**13.1 Canberra Region Joint Organisation (CRJO) Board Meeting - 7 March 2025  
(Author: Winchester/Winchester)**

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File ref: 52.8.1

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**Recommendation****That the report be received for information.**

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The last CRJO Board meeting was held on 7 March at Cabramurra with a tour of the Snow Hydro Scheme the afternoon prior.

**Presentations to CRJO Board included:**

1. Blueprint for a Resilient South East NSW project update and transitioning to the State Disaster Mitigation Plan and disaster adaptation planning

The state-funded project to develop a blueprint to build a resilient SE NSW is in its final phase which will see the *Resilience Blueprint for South East NSW*, adopted by the CRJO board in 2022/23, presented digitally along with a suite of resources including local government decision guides to inform the next phase of disaster adaptation planning. A pipeline of infrastructure and other resilience-building projects is also being refreshed to assist with investment advocacy.

2. Climate Mayors Initiative

The Lord Mayor Hobart City Council attended online to introduce CRJO Mayors to the Climate Mayors initiative which is a voluntary group of mayors interested in progressing climate action at a local government level in the lead up to the United Nations Climate Conference, known as COP31, likely to be hosted in Australia in 2026.

3. Briefings to CRJO Board by others:

- Associate member, ACT Government
- NSW Premier's Department
- NSW Cross Border Commissioner
- Office of Local Government
- Regional Development Australia Committee for Southern NSW and ACT (RDASNA)

**Reports to CRJO Board for Decision included:**

1. Benefit-sharing guidelines for large-scale renewable energy project developer contributions agreements

'Community benefit-sharing' refers to the practice of negotiating agreements with developers/operators running enterprises in a local area to make payments to the local council over the life of their operation to contribute towards broad community infrastructure or services. The NSW Government recently published guidelines for community benefit-sharing for large scale renewable energy developers. Councils would need to adopt policies to implement community benefit-sharing and could base these local policies on the state government guidelines.

The Board resolved to provide in-principle support for individual member councils adopting community benefit sharing policies for renewable energy and related energy developments. Work to develop to a model policy/framework to be undertaken by general managers advisory group and planning directors joint working group.

### 13.1 Canberra Region Joint Organisation (CRJO) Board Meeting - 7 March 2025 (Author: Winchester/Winchester) (Continued)

#### 2. CRJO Statement of Strategic Priorities 2024-2028

Within a year of council elections, joint organisations are required to review and adopt their statements of strategic priorities for the next four years. CRJO's previous statement of strategic priorities was refreshed by the CRJO general managers advisory group in late 2023 and provided to the incoming CRJO board for feedback and for adoption. Regional strategic priority areas are:

<p><b>Our economy:</b> We have a strong regional economy experiencing sustainable growth, which provides for a diverse range of employment opportunities</p> <ol style="list-style-type: none"> <li>1. Our location attracts business and industry to our region, boosting our local economy and jobs.</li> <li>2. The local and regional tourism offering is expanded, increasing visitation to the region.</li> <li>3. Our local established and emerging businesses are supported to thrive.</li> <li>4. Our community can access affordable local housing, education, training, and employment options.</li> </ol>
<p><b>Our community:</b> Liveability, wellbeing, and inclusion. We are a network of vibrant, inclusive and diverse communities that value our rural lifestyle</p> <ol style="list-style-type: none"> <li>1. Our health and wellbeing are supported by equitable access to services.</li> <li>2. We have a vibrant, inclusive, and creative community life.</li> <li>3. Our community is connected, safe and proud.</li> <li>4. We celebrate our diverse cultural identity and heritage.</li> <li>5. Community resilience is an important focus going forward as the frequency of natural disasters occurs.</li> </ol>
<p><b>Our environment:</b> We appreciate our range of rural landscapes and habitats and are stewards of the natural environment for future generations</p> <ol style="list-style-type: none"> <li>1. Our natural environment is maintained, protected, and enhanced in line with community expectations.</li> <li>2. We support and adopt environmental sustainability practices.</li> <li>3. Our robust planning framework considers our rural character and natural landscapes.</li> <li>4. We will reflect the importance of traditional custodians of our lands in our decision-making.</li> </ol>
<p><b>Our infrastructure:</b> Our community is well serviced and connected to built, social and communications infrastructure</p> <ol style="list-style-type: none"> <li>1. We have transport links that connect towns within the region and increase access to significant centres.</li> <li>2. We are proud of our liveable and accessible local places and spaces.</li> <li>3. Our existing community infrastructure is maintained, and we plan for and support the development of infrastructure that meets community needs.</li> <li>4. Water, waste, and sewerage services meet the needs of our community</li> <li>5. Our telecommunications infrastructure is sound and supports business, industry, services, and community access.</li> <li>6. We have a unique opportunity through the Canberra Airport and Port of Eden to connect us to the world.</li> </ol>
<p><b>Our civic leadership:</b> Our leaders operate ethically and implement good governance</p> <ol style="list-style-type: none"> <li>1. CRJO is an effective, responsible, and innovative organisation</li> <li>2. CRJO is a financially sustainable organisation that can meet community needs.</li> <li>3. Our community is informed and engaged in decision-making.</li> </ol>



**13.1 Canberra Region Joint Organisation (CRJO) Board Meeting - 7 March 2025  
(Author: Winchester/Winchester) (Continued)**

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The CRJO board resolved to adopt the refreshed CRJO Statement of Strategic Priorities 2024-2028 pending agreed minor changes being made and the final document being distributed.

3. Preparation for CRJO board meeting at NSW Parliament House on 5 June 2025

CRJO's next board meeting will be held at NSW Parliament House on 5 June 2025 with invitations to be provided to NSW ministers, shadow ministers and our local members of parliament to be issued. Discussion by CRJO as to topics and questions to include in invitations to NSW premier, treasurer, ministers and shadow ministers relevant to local government business and local MPs.

4. CRJO membership of various peak bodies

- CRJO will write to the NSW Country Mayors Association and Local Government NSW and request a new category of membership with zero membership fees for joint organisations whose council members are already financial members of the peak bodies.
- CRJO will join the Regional Australia Institute's Regional Activators Alliance which is its lowest level of membership, noting that CRJO council members are not already financial members of the institute and on condition that benefits of discounted access to conferences and access to research flow to CRJO member councils.

**Reports to CRJO Board: For Noting**

1. Governance and compliance

Report advised there were no new code of conduct complaints, public interest disclosures, referrals to integrity bodies, government information (public access) act requests or the like for the quarter

2. Post-election governance requirements

Report advised all requirements met or on track to be met by legislative due dates including: election of CRJO board chair and deputy chair; nomination of CRJO board voting representative to audit, risk and improvement committee; lodgment of returns of interest, adoption of expenses and facilities policy; code of meeting practice, code of conduct, statement of strategic regional priorities; and review of organisation structure.

3. Finance report

Reported that CRJO has achieved a consolidated operating surplus of \$1,857k in the year to date as at end January 2025. Of this surplus, unspent grant funding accounts for \$1,516k and is reserved for funded project delivery and a further \$316k is required to fund wages and operations. Significant cost cutting in the last 12 months has resulted in CRJO Operations breaking even in the current year.

4. Regional programs status report

Report summarising delivery progress of CRJO's externally funded projects in areas of sustainability, resilience, learning and development, waste resource and recovery and regional and council community strategic plans. All projects delivered or on track to be delivered on time and within budget.

**Next CRJO meeting:**

To be held on 5 June 2025 at NSW Parliament House.

**Attachments** Nil

**13.2 Country Mayor's Association (CMA) General Meeting - 28 March 2025 (Author: Winchester/Winchester)**

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**File Reference:** 52.5.1

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**Recommendation**

**That the report be received for information.**

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**Report**

The Country Mayors Association of NSW held its General Meeting in NSW Parliament House, Sydney on Friday 28 March 2025.

NSW Local Government Minister the Hon. Ron Hoenig MP attended the dinner held the evening prior which was hosted by NRMA. The Minister noted amongst other matters that all NSW Councils will be mandated to live-stream their Council and Committee (of the whole) meetings.

The meeting included a number of guest presentations and Q&A, before the meeting agenda.

**Presentations:**

1. Linda Scott, Chair of the NSW Grants Commission

Emphasised that submissions need to go to the NSW Grants Commission email address: [grantscommission@olg.nsw.gov.au](mailto:grantscommission@olg.nsw.gov.au) . Ms Scott also urged CMA members to work with their CFOs regarding the forward payments of FAGs and the implications of that.

2. The Hon. Emily Suvaal, BN MLC, Chair of the NSW Government Inquiry into the 'Ability of local governments to fund infrastructure and services'

There were 128 submissions, over 50 organisations gave evidence. Pending is NSW Government response to the Inquiry and the recommendations.

3. TCorp Local Government Services

TCorp provided an update and information about services and opportunities for funding of local government infrastructure.

4. Auditor-General for NSW, Mr. Bola Oyetunji

Noted the Annual Local Government Financial Report to be presented to the NSW Parliament the following week.

5. The Hon Penny Sharpe MLC, Minister for Climate Change, Minister for Energy, Minister for the Environment, Minister for Heritage

6. NSW Nationals Leader the Hon. Dougald Saunders MP

7. NSW Electoral Commissioner Mrs. Rachel McCallum

8. Chair of IPART, Ms. Carmel Donnelly PSM

**13.2 Country Mayor's Association (CMA) General Meeting - 28 March 2025 (Author: Winchester/Winchester) (Continued)**

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IPART acknowledged when the rate peg was lower than the rise in inflation. New rate pegging methodology. The rate peg is now unique for each 128 council in NSW.

The following motions were unanimously supported by the CMA Membership:

- a. Executive Board Recommendation: That the CMA Membership support the Executive Board's endorsement of the 17 recommendations from the "NSW Inquiry into the ability of local governments to fund infrastructure and services". Further, that the CMA advocate for their expeditious implementation.
- b. Executive Board Recommendation: That the Constitution be amended to enable the Executive to accept new member applications, with member endorsement at the next general meeting.
- c. Executive Board Recommendation: That the Membership endorse the Executive Board's determination that the CMA submission to 2024 Local Government Financial Sustainability Inquiry be considered the CMA's position regarding FAGs and the return to 1%. Further, that the CMA supports ALGA's campaign: "Put Our Communities First".
- d. Executive Board Recommendation: That the Membership endorse the Board's appointment of a trial Policy Advisor (Submissions etc), for 7.5 hours per week until 30 November 2025. And further, that the Board revise the roles of Secretariat and Policy Advisor and report back to Members in due course.
- e. Executive Board Recommendation: That the membership endorse the Executive Board's decision to support the existing Orana DAMA (Designated Area Migration Agreement) under the operation of RDAs. Further that, as per the request from RDA Riverina, the CMA writes to both the NSW Minister for Skills, The Hon Steve Whan, MP and Federal Assistant Minister for Immigration, The Hon Matt Thistlethwaite MP, requesting that they keep the Orana DAMA as an inland DAMA in NSW under RDA operation, and support the geographical expansion to include Far West and Northern Inland RDAs.
- f. Member Recommendation: That the CMA write urgently to the NSW Government and the NSW Grants Commission to immediately review and overhaul the current methodology for the distribution of the Financial Assistance Grants from the Federal Government, as required under the legislation – Local Government (Financial Assistance) Act 1995 (Commonwealth), to ensure the principles of Horizontal Fiscal Equalization as highlighted in the Act, are correctly applied in NSW and that the funds are distributed to those Councils that need it the most. (from Dungog Shire Council)
- g. Member Recommendation: That the CMA support and advocate to the NSW Government for the expansion of a pig bounty trial. (from Lachlan Shire).

The next meeting is scheduled for 9 May 2025 at NSW Parliament House, Sydney.

**Attachments**

Nil

**15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION**

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It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in Confidential Session. The reports are incorporated in the “confidential” business paper which has been circulated to Councillors.

The *Local Government Act, 1993* requires the General Manager to identify those matters listed on the business paper which may be categorised as confidential in terms of Section 10A of the *Local Government Act, 1993*.

**Recommendation**

**That pursuant to Section 10A of the *Local Government Act, 1993* the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:**

**Item 16.1 RFT 2025-33 Braidwood Heritage Centre Completion Works**

*Item 16.1 is confidential in accordance with s10(A) (d)(i) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*