



Ordinary Meeting of Council

AGENDA

9 July 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

Queanbeyan-Palerang Regional Council advises that this meeting will be webcast to Council's website. Images and voices of those attending will be captured and published.

A recording of the meeting will be archived on the website.

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Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

- 16.1 Compulsory Acquisition from Crown Land on Nerriga Road, Tomboye
Item 16.1 is confidential in accordance with s10(A) (e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law 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 DA.2025.0074 - Application for Concept Development for a Dwelling - 5401 Captains Flat Road, Harolds Cross
Attachment 1 DA.2025.0074 - Draft Conditions of Consent (Under Separate Cover)
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- Item 9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation
Attachment 1 Architectural Plans - DA.2025.0132 (Under Separate Cover)
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Attachment 3 Statement of Environmental Effects - DA.2025.0132 (Under Separate Cover)
Attachment 4 4.15 Assessment Report - DA.2025.0132 - Lot 111 DP 755905 (Under Separate Cover)
- Item 9.3 Memorial Park
Attachment 1 Groundwater Management Options Report (Under Separate Cover)
- Item 9.4 Community Engagement Strategy 2025-2028
Attachment 1 Community Engagement Strategy 2025-2028 (Under

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- Separate Cover)*
- Attachment 2 *Community Engagement Strategy Consultation Report
(Under Separate Cover)*
- Item 9.5 Memorandum of Understanding - Shared Site for Bungendore Men's Shed and Rotary Club of Bungendore
- Attachment 1 *Draft Memorandum of Understanding - Bungendore Mens Shed - June 2025 (Under Separate Cover)*
- Attachment 2 *Draft Memorandum of Understanding - Rotary Club of Bungendore - June 2025 (Under Separate Cover)*
- Item 9.6 Draft Licence Agreement - Captains Flat Men's Shed - 106 Foxlow Street, Captains Flat
- Attachment 1 *Draft Licence Agreement - Captain's Flat Mens Shed Association (Under Separate Cover)*
- Attachment 2 *EPA Sampling Results - 106 Foxlow Street, Captains Flat (Under Separate Cover)*
- Item 9.7 Plans of Management: Queanbeyan Showground, Queanbeyan Park and Queen Elizabeth II Park
- Attachment 1 *Final Draft Queanbeyan Showground Plan of Management (Under Separate Cover)*
- Attachment 2 *Final Draft Queanbeyan Park Plan of Management (Under Separate Cover)*
- Attachment 3 *Final Draft Queen Elizabeth II Park Plan of Management (Under Separate Cover)*
- Item 11.1 Local Traffic Committee Minutes - 3 June 2025
- Attachment 1 *LTC - Minutes - 3 June 2025 (Under Separate Cover)*
- Item 11.2 QPRC Sports Council Minutes - 16 June 2025
- Attachment 1 *QPRC Sports Council Draft Minutes - 16 June 2025 (Under Separate Cover)*
- Item 11.3 Heritage Advisory Committee Minutes - 19 June 2025
- Attachment 1 *Heritage Advisory Committee Minutes - 19 June 2025 (Under Separate Cover)*
- Attachment 2 *Draft Letter to NSW Heritage (Under Separate Cover)*
- Item 11.4 Seniors Advisory Committee Minutes - 25 June 2025
- Attachment 1 *Seniors Advisory Committee Minutes - 25 June 2025 (Under Separate Cover)*

Closed Attachments

Nil



Minutes of the Ordinary Meeting of the Queanbeyan-Palerang Regional Council held via Zoom and in the WB Freebody Chambers, Nellie Hamilton Centre, 257 Crawford Street, Queanbeyan on Wednesday, 25 June 2025 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)

Cr Grundy

Cr Livermore

Cr Macdonald

Cr Preston

Cr Schweikert

Cr Waterhouse

Cr Willis

Cr Wilson

Staff:

R Ryan, General Manager

M Duff, Director Infrastructure Services

J Richards, Director Community, Arts and Recreation

R Ormella, Director Development and Environment

T Sligar, A/Director Corporate Services

Also Present: L Ison (Minute Secretary)

1. OPENING

The meeting commenced at 5.30pm.

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

875/25

RESOLVED (Winchester/Macdonald)

That the apologies for non-attendance from Crs Broadbent and Taskovski be received and that leave of absence be granted.

The resolution was carried unanimously.

- 876/25 **3.1 Application for Leave of Absence - Cr Mareeta Grundy**
RESOLVED (Winchester/Macdonald)
- That Council approve the Leave of Absence application submitted by Councillor Mareeta Grundy for the 9 July 2025 Council meeting.

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES

- 877/25 **4.1 Minutes of the Ordinary Meeting of Council held on 11 June 2025**
RESOLVED (Winchester/Livermore)
- That the Minutes of the Ordinary Meeting of Council held in the Braidwood National Theatre on Wednesday 11 June 2025 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

- 878/25 **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 Macdonald declared a less than significant non-pecuniary interest in Item 9.2: DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate, stating one of the presenters to the Item was is a personal friend. Cr Macdonald proposed to remain in the Chamber when the matter is considered and vote on the Item.

Cr Winchester declared a significant non-pecuniary interest in Item 9.6: Liquor Licence Notification - Queanbeyan Leagues Club - 164 Monaro Street, Queanbeyan, stating he is a Board Member of the Queanbeyan Leagues Club. Cr Winchester proposed to leave the Chamber when the matter is considered.

6. ADJOURNMENT FOR PUBLIC FORUM

At this stage of the proceedings, the time being 5.32pm, Cr Winchester advised that the meeting should now adjourn for the Public Forum.

- 879/25 **RESOLVED (Winchester/Waterhouse)**
- That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT: The meeting adjourned for the Public Forum at 5.32pm and resumed at 6.15pm.

7. MAYORAL MINUTE

There was no Mayoral Minute.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

PROCEDURAL MOTION

880/25

RESOLVED (Macdonald/Winchester)

That Item 9.9 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

9.9 Policy Review

881/25

RESOLVED (Waterhouse/Macdonald)

That:

1. Council endorse the following QPRC Strategic Policies and place on exhibition for 28 days:
 - Environmental Controls on Construction Sites Policy
 - On-Site Sewerage Management Policy
 - Footpath Management Policy
 - Friendship and Sister City Policy
 - Street Banners and Sails Policy
2. If no submissions are received, the policies be adopted.
3. The Unsealed Road Grading Policy be referred to a Councillor workshop to consider detailed responses from staff regarding Category 10 roads and legal advice on Council responsibility if not maintaining Council assets and if necessary, revise the policy.
4. Following clarification of legal responsibility and Councillors' and staff input, the revised policy be returned to Council for endorsement and exhibition.

The resolution was carried unanimously.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 and 5 Marland Court, Envirova (Formerly known as 137 Envirova Drive Envirova)**

882/25

RESOLVED (Schweikert/Willis)

That development application DA.2024.0416 for the light industry and construction of a warehouse or distribution centre with ancillary office on Lots 101 and 102 DP 1296716 (formally known as Lot 3 DP 1282459), No. 1 and 5 Marland Court Envirova (Formerly known as 137 Envirova Drive Envirova) be granted conditional consent, noting the additions as follows:

1. Addition of 'the use of mechanical plant' to Clause 62:**62. Compliance with Acoustic Report**

All recommendations and specifications detailed in Section 6.7 of the acoustic report related to the operational noise of the premises as light industry, including the use of mechanical plant, Report No. 6387R20250604tbLot101-102EnvironDrEnvirova_DA, by Koikas Acoustics Pty Ltd, for Lot 101-102 Envirova Dr Envirova NSW 2620 must be implemented and adhered to.

Reason: To ensure noise levels generated from activities on the site are not excessive and do not impact on surrounding sensitive receptors. To ensure compliance with the recommendations of the acoustic report submitted prior to the issue of the development consent.

2. And a new condition to Clause 42:**42a. External/outdoor Lighting**

Any external lighting on the building and outdoor lighting around the site shall be designed, installed and used so as not to cause a nuisance to occupants of adjoining premises or glare to motorists on nearby roads.

Outdoor lighting must comply with AS 4282-1997: Control of the obtrusive effects of outdoor lighting.

Reason: To ensure no adverse impact on the amenity of the surrounding area by light overspill.

The resolution was carried.

For: Crs Grundy, Livermore, Macdonald, Preston, Schweikert, Waterhouse, Willis and Winchester

Against: Cr Wilson

ADJOURNMENT:

The meeting adjourned at 6.38pm for a short break and resumed at 6.41pm.

883/25

9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate

RESOLVED (Schweikert/Macdonald)

That development application DA.2023.0609 for Torrens Title Subdivision comprising 51 residential lots, a residual lot and open space lots, associated roads, infrastructure, landscaping and tree removal and demolition of an existing dwelling house and outbuildings on Lot 333 DP 706066, Lot 2 DP 1048621 and Part Lot 2 DP 826105, No. 191 Googong Road Googong and 19 Mol Crescent Googong be granted conditional consent, noting the additional prior to commencement condition as follows:

- **Hollow Bearing Trees Relocation**

The hollow bearing trees identified to be relocated as shown on the plan are to be inspected and moved to land within the site zoned C2 – Environmental Conservation under supervision of qualified arborist (Minimum AQF Level 5) prior to the commencement of any work.

Details of how hollow bearing trees are to be relocated and timing must be submitted to and endorsed by Council prior to the issue of a Subdivision Works Certificate.

Reason: To ensure that hollow bearing tree(s) are protected and moved safely to suitable location.

The resolution was carried.

For: Crs Grundy, Livermore, Macdonald, Preston, Schweikert, Waterhouse, Wilson and Winchester

Against: Cr Willis

9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre

MOVED (Schweikert/Grundy)

That development application DA.2025.0014 for the demolition of existing building and construction of a medical centre on Lot 23 DP 591333 be granted conditional consent, noting the inclusion of a condition requiring the landscaping plan to be amended to accord with Council's road verge planting policy and preferred species.

Cr Willis foreshadowed a contrary motion:

That development application DA.2025.0014 for the demolition of an existing building and construction of a medical centre at Lot 23 DP 591333 be refused for the following reasons:

1. The proposed development is not consistent with the zone objective '*To encourage development that is consistent with the character and amenity of the locality*'.

2. The proposed development is not consistent with the Palarang Development Control Plan 2015 Clause of Section B10.1.6 New development in the vicinity of heritage items, in that it *does not harmonise with the existing streetscape and heritage items built form*.
3. The proposed development is not in the public interest.
4. Council has not received an adequate s4.15 assessment report. The current report does not adequately consider the heritage values of the current building, and their destruction, as an impact on the environment which must be considered under s4.15(1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*.

In refusing the proposed development the Council notes:

1. The building proposed to be demolished has been assessed as having strong heritage values, being an uncommon surviving example of an Edwardian / Federation era commercial premises. The overall form and some original fabric are intact and the building contributes to the heritage character of streetscape.
2. The 2019 *Bungendore Heritage Study* identified the building for inclusion in Council's heritage register, after further articulation of its heritage values.
3. The scale of the proposed building and overall site coverage is out of character with other buildings in the vicinity; and
4. The proposed building would dominate the streetscape particularly given the corner location, creating an undesirable precedent for future development in the precinct.

The motion (of Crs Schweikert and Grundy) was brought forward.

MOVED (Schweikert/Grundy)

That development application DA.2025.0014 for the demolition of existing building and construction of a medical centre on Lot 23 DP 591333 be granted conditional consent, noting the inclusion of a condition requiring the landscaping plan to be amended to accord with Council's road verge planting policy and preferred species.

The motion was put and lost.

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

The foreshadowed motion (of Cr Willis) was brought forward and seconded by Cr Preston.

MOVED (Willis/Preston)

That development application DA.2025.0014 for the demolition of an existing building and construction of a medical centre at Lot 23 DP 591333 be refused for the following reasons:

1. The proposed development is not consistent with the zone objective '*To encourage development that is consistent with the character and amenity of the locality*'.
2. The proposed development is not consistent with the Palerang Development Control Plan 2015 Clause of Section B10.1.6 New development in the vicinity of heritage items, in that it *does not harmonise with the existing streetscape and heritage items built form*.
3. The proposed development is not in the public interest.
4. Council has not received an adequate s4.15 assessment report. The current report does not adequately consider the heritage values of the current building, and their destruction, as an impact on the environment which must be considered under s4.15(1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*.

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2. The 2019 *Bungendore Heritage Study* identified the building for inclusion in Council's heritage register, after further articulation of its heritage values.
3. The scale of the proposed building and overall site coverage is out of character with other buildings in the vicinity; and
4. The proposed building would dominate the streetscape particularly given the corner location, creating an undesirable precedent for future development in the precinct.

Cr Macdonald foreshadowed the following contrary motion:

That development application DA.2025.0014 for the demolition of existing building and construction of a medical centre on Lot 23 DP 591333 be granted conditional consent, noting the inclusion of a condition requiring the landscaping plan to be amended to accord with Council's road verge planting policy and preferred species.

The motion (of Crs Willis and Preston) was brought forward.

MOVED (Willis/Preston)

That development application DA.2025.0014 for the demolition of an existing building and construction of a medical centre at Lot 23 DP 591333 be refused for the following reasons:

1. The proposed development is not consistent with the zone objective *'To encourage development that is consistent with the character and amenity of the locality'*.
2. The proposed development is not consistent with the Palerang Development Control Plan 2015 Clause of Section B10.1.6 New development in the vicinity of heritage items, in that it *does not harmonise with the existing streetscape and heritage items built form*.
3. The proposed development is not in the public interest.
4. Council has not received an adequate s4.15 assessment report. The current report does not adequately consider the heritage values of the current building, and their destruction, as an impact on the environment which must be considered under s4.15(1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*.

In refusing the proposed development the Council notes:

1. The building proposed to be demolished has been assessed as having strong heritage values, being an uncommon surviving example of an Edwardian / Federation era commercial premises. The overall form and some original fabric are intact and the building contributes to the heritage character of streetscape.
2. The 2019 *Bungendore Heritage Study* identified the building for inclusion in Council's heritage register, after further articulation of its heritage values.
3. The scale of the proposed building and overall site coverage is out of character with other buildings in the vicinity; and
4. The proposed building would dominate the streetscape particularly given the corner location, creating an undesirable precedent for future development in the precinct.

The motion was put and lost.

For: Crs Preston and Willis

Against: Crs Grundy, Livermore, Macdonald, Schweikert, Waterhouse, Wilson and Winchester

The foreshadowed motion (of Cr Macdonald) was brought forward and seconded by Cr Wilson.

Note: It has been identified that the second foreshadowed motion considered by Council may not have been dealt with in accordance with the QPRC Code of Meeting Practice and relevant provisions of the Local Government Act. To ensure procedural clarity and transparency, this item will be brought back to Council for consideration at an Extraordinary Meeting scheduled for 5.30pm on Wednesday 2 July 2025.

RESOLVED (Macdonald/Wilson)

~~That development application DA.2025.0014 for the demolition of existing building and construction of a medical centre on Lot 23 DP 591333 be granted conditional consent, noting the inclusion of a condition requiring the landscaping plan to be amended to accord with Council's road verge planting policy and preferred species.~~

~~The resolution was carried.~~

~~For: Crs Grundy, Livermore, Macdonald, Schweikert,
Waterhouse, Wilson and Winchester~~

~~Against: Crs Preston and Willis~~

9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption

884/25

RESOLVED (Wilson/Grundy)

That Council:

1. Consider the submissions to the Draft Integrated Plans and by resolution, make any amendments.
2. Adopt the Operational Plan and Delivery Program 2025 to 2029, inclusive of the Fees and Charges, Statement of Revenue Policy and Donations Program including the amendments listed within the attachment.
3. Adopt the Asset Management Strategy, Long Term Financial Plan and Workforce Management Plan including the amendments listed within the attachment.
4. Adopt the Donations Policy and Guidelines including the amendments listed within the attachment.
5. Provide a voluntary pensioner rebate of \$50 to all pensioners in the local government area, in addition to the legislated pensioner rebate that is \$250 for general rates and \$87.50 for water annual charges and \$87.50 for sewer annual charges.
6. Make and levy the rates and annual charges, as detailed in the Statement of Revenue Policy and in the amount specified hereunder for the 2025-26 financial year.
7. Add \$20,000 to the Operational Plan for a virtual fencing pilot program to protect wildlife and human travellers along a suitable section of road where there is strong evidence of a high volume of wildlife impacts.

In accordance with section 533, 534, 535 and 566 of the Local Government Act 1993 (the Act), Council makes the following Rates and Annual Charges for the period 1 July 2025 to 30 June 2026, being the financial year 2025/2026.

Annual Rates

Residential General

An ordinary rate will be levied on all rateable land categorised as “**Residential**” under section 516 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council as indicated on Page 2 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point one six eight six three three five six cents in the dollar (0.16863356) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of six hundred and thirty six dollars (\$636) which is equivalent to 33% of the total rates levied for this category in 2025/26. In accordance with section 543(1) of the Act this rate be named “**Residential General**”.

Residential Queanbeyan Urban

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Queanbeyan Urban**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 13 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point three two six seven four zero five eight cents in the dollar (0.32674058) calculated on the land value issued by the NSW-Valuer General’s Office with base date 1 July 2022, and a base amount of seven hundred and three dollars (\$703) which is equivalent to 33% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Residential Queanbeyan Urban**”.

Residential Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Googong**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 13 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point three two six seven four zero five eight cents in the dollar (0.32674058) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of eight hundred and twenty five dollars (\$825) which is equivalent to 33% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Residential Googong**”.

Residential Bungendore

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Bungendore**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue 2025/26, consisting of an ad-valorem rate of zero point one nine five three eight one five seven cents in the dollar (0.19538157) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of six hundred and thirty six dollars (\$636) which is equivalent to 38% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Residential Bungendore**”.

Residential Braidwood

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Braidwood**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point one nine five three eight one five seven cents in the dollar (0.19538157) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of five hundred and thirty nine dollars (\$636) which

is equivalent to 49% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Residential Braidwood**”.

Farmland Ordinary

An ordinary rate will be levied on all rateable land categorised as “**Farmland**” under section 515 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council, consisting of an ad-valorem rate of zero point one two three zero four six three nine cents in the dollar (0.12304639) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of one thousand and nine hundred and twenty five dollars (\$1,925) which is equivalent to 45% of the total rates levied for this category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Farmland Ordinary**”.

Business General

An ordinary rate will be levied on all rateable land categorised as “**Business**” under section 518 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council as indicated on Page 2 of the Draft Revenue Policy 2025/26 consisting of an ad-valorem rate of zero point one seven two five zero four four four cents in the dollar (0.17250444) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of seven hundred and three dollars (\$703) which is equivalent to 43% of the total rates levied for this category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Business General**”.

Business Queanbeyan Urban

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Queanbeyan Urban**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of one point four eight six nine five seven eight eight cents in the dollar (1.48695788) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of seven hundred and seventy three dollars (\$773) which is equivalent to 5% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Business Queanbeyan Urban**”.

Business Poplars Business Park

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Poplars Business Park**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 17 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of one point four two three two nine seven three six cents in the dollar (1.42329736) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of one thousand and one hundred and thirty four dollars (\$1,134) which is equivalent to 2% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Business Poplars Business Park**”.

Business Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Googong**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 17 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of one point four two three two nine seven three six cents in the dollar (1.42329736) calculated

on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of one thousand and one hundred and thirty four dollars (\$1,134) which is equivalent to 15% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Business Googong"**.

Business CBD

An ordinary rate will be levied on all rateable land sub-categorised as **"Business CBD"** under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of one point four two three two nine seven three six cents in the dollar (1.42329736) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of one thousand and one hundred and thirty four dollars (\$1,134) which is equivalent to 6% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Business CBD"**.

Business Industrial

An ordinary rate will be levied on all rateable land sub-categorised as **"Business Industrial"** under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 16 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point eight four three nine zero five seven nine cents in the dollar (0.84390579) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of seven hundred and seventy three dollars (\$773) which is equivalent to 12% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Business Industrial"**.

Mining

An ordinary rate will be levied on all rateable land categorised as **"Mining"** under section 517 of the Act, consisting of an ad-valorem rate of zero point five five five nine eight five three two cents in the dollar (0.55598532) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of one thousand eight hundred and eighty nine dollars (\$1,889) which is equivalent to 5% of the total rates levied for this category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Mining"**.

Annual Charges

Domestic Waste Management Annual Charges

A domestic waste management annual charge will be levied on each parcel of rateable land for which the service is available in accordance with section 496(1) and section 496(2) and a domestic waste management annual charge will be levied on land that is exempt from rating if the owner requests the service, as follows:

DWM Charge	Amount
Urban Domestic Garbage (140L Garb + Rec + Green)	\$369
Urban Domestic Garbage (240L Garb + Rec + Green)	\$486
Domestic Garbage (Additional 140L Garbage)	\$172
Domestic Garbage (Additional 240L Garbage)	\$206
Domestic Garbage (Additional GreenWaste)	\$91
Domestic Garbage (Additional Recycling)	\$91

DWM Charge	Amount
Urban - MUD - Domestic Garbage -Shared service Garbage & recycling (scheduled bulky service)	\$240
Urban MUD - Domestic Garbage-shared service Garbage & recycling & FOGO	\$369
Urban MUD - Domestic Garbage (Shared Serv - Additional Green) added to body corporate rates	\$91
Domestic Garbage- Vacant Land	\$32
Domestic Garbage (Shared Rec + 140L individual Garbage)	\$240
360L recycling bin upsize charge (current service only)	\$58
Rural Waste Collection - fortnightly 240L waste bin and 240L recycling per annum	\$198
Urban -MUD- Domestic Garbage- shared service Garbage & Recycling (No Bulky service)	\$187
Rural Waste Collection -fortnightly 240L recycling only per annum	\$96
MUD un-serviced	\$32
Urban - MUD - Domestic shared service Garbage & Recycling - (Book in Bulky service)	\$240
Rural waste Collection - Additional 240L waste bin collected fortnightly	\$92
Rural Waste Collection - Additional 240L recycling bin collected fortnightly	\$91
Domestic Waste Urban - 360L waste bin collected weekly, 240L recycling and 240L Green Waste collected fortnightly (Current services only)	\$605
Compound Bins – Araluen & Majors Creek 240L Red & Yellow 240L fortnightly	\$187

Non-residential Waste Management Annual Charge

In accordance with the provisions of sections 501, 502 and 535 of the Act Council proposes to provide waste management services and levy a non-residential waste management annual charge on all rateable land categorised as business, as follows:

Type	Annual Charge
Waste availability charge	\$160
Each 240L Waste bin	\$156
Each 240L Recycling bin	\$110
Rural Waste 240L Waste (fortnightly)	\$110
Each 240L Greenwaste bin	\$106

General Waste Charge

In accordance with the provisions of sections 501 and 535 of the Act Council proposes to provide general waste services and levy a general waste charge of \$243 on all rateable land and those properties which are exempt from rates under section 555 and 556, and excluding land categorised as business.

Water Annual Access ChargesQueanbeyan Water Services

In accordance with the provisions of section 501 and 535 of the Act a water access charge of \$329 will be levied on all rateable land categorised as residential within the defined area of the Queanbeyan and Googong Water Supply Schemes.

All strata and non-strata units or dual occupancy properties will be charged an annual water access charge equivalent to a 20mm water access charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates an annual Water Access Charge will be applied for each connection according to the size of the water meter service connection/connections to the property as per the following table.

An annual water access charge equivalent to a 20mm water access charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1)(b) of the Act.

Meter Size	Annual Charge
20 mm	\$329
25 mm	\$515
32 mm	\$843
40 mm	\$1,316
50 mm	\$2,057
65 mm	\$3,476
80 mm	\$5,268
100 mm	\$8,230
150 mm	\$18,518

Palerang Communities Water Services

In accordance with the provisions of section 501 and 535 of the Act a water access charge will be levied on all rateable land, including strata units, and those properties which are exempt from rates under section 555 and 556 within the benefit areas of the Bungendore, Braidwood and Captains Flat water supply schemes to which the water supply is available and connected, in accordance with the number and size of water service meters connected to the land, as per the following table.

An annual water access charge equivalent to a 20mm water access charge will be levied on all rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1)(b) of the Act.

Meter Size	Annual Charge
20 mm	\$716
25 mm	\$1,119
32 mm	\$1,833
40 mm	\$2,863
50 mm	\$4,474

Meter Size	Annual Charge
65 mm	\$7,562
80 mm	\$11,454
100 mm	\$17,897
150 mm	\$40,267

Water Usage Charges

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the area of the Queanbeyan and Googong Water Supply Schemes. Water usage will be charged at a single variable rate of **\$4.86** per kl on all usage recorded through the water meter or meters connected to the property.

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the benefit areas of the Braidwood, Bungendore and Captains Flat Water Supply Schemes. Water usage will be charged at a single variable rate of **\$4.29** per kl on all usage recorded through the water meter or meters connected to the property.

Recycled Water Annual Access Charge

All rateable land within the area of Googong Recycled Water Scheme will be charged an Annual Recycled Water Access Charge equivalent to a 20mm Water Access Charge in accordance with section 501 of the Act.

All strata and non-strata units or dual occupancy properties will be charged an Annual Recycled Water Access Charge equivalent to a 20mm Recycled Water Access Charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates an annual Recycled Water Access Charge will be applied for each connection according to the size of the water meter service connection/connections to the property as per the following table.

An Annual Water Access Charge equivalent to a 20mm Recycled Water Access Charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1) (b) of the Act.

Meter Size	Annual Charge
20 mm	\$329
25 mm	\$515
32 mm	\$843
40 mm	\$1,316
50 mm	\$2,057
65 mm	\$3,476
80 mm	\$5,268
100 mm	\$8,230
150 mm	\$18,518

Recycled Water Usage Charge

To promote water conservation, the pricing of recycled water has been calculated at the rate of 5% below the potable water prices.

A charge will be raised in accordance with Section 502 of the Act for the use of Recycled Water Supply Services on a quarterly basis on the usage recorded through the water meter or meters connected to the property. Water usage will be charge at a single variable rate of \$4.62 per kl.

Queanbeyan Sewerage Access Charges

In accordance with the provisions of section 501 a sewerage access charge of \$923 will be levied on all residential properties within the Queanbeyan Sewerage Scheme.

All strata and non-strata units or dual occupancy properties within the defined area of the Queanbeyan Sewerage Scheme will be charged an annual sewerage service charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates within the defined area of the Queanbeyan Sewerage Scheme Annual Sewerage Service Charge will be applied according to the size of the water meter service connection/connections to the property as per the following table.

An Annual Sewerage Service Charge – Vacant Land will apply to each parcel of rateable land within the Queanbeyan Sewerage Scheme which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Meter Size	Annual Charge
20 mm	\$923
Vacant Land	\$603
25 mm	\$1,443
32 mm	\$2,366
40 mm	\$3,697
50 mm	\$5,777
65 mm	\$9,762
80 mm	\$14,787
100 mm	\$23,105
150 mm	\$51,987

Googong Sewerage Access Charges

In accordance with the provisions of section 501 a sewerage access charge of \$873 will be levied on all residential properties within the Googong Sewerage Scheme.

All strata and non-strata units or dual occupancy properties within the defined area of the Googong Sewerage Scheme will be charged an annual sewerage service charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates within the defined area of Googong, Annual Sewerage Service Charge will be applied according to the size of the water meter service connection/connections to the property as per the following table.

An Annual Sewerage Service Charge – Vacant Land will apply to each parcel of rateable land within the defined area of Googong which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Meter Size	Annual Charge
20 mm	\$873
Vacant Land	\$569
25 mm	\$1,364
32 mm	\$2,236
40 mm	\$3,493
50 mm	\$5,456
65 mm	\$9,221
80 mm	\$13,968
100 mm	\$21,826
150 mm	\$49,108

Palerang Communities Sewerage Access Charge

In accordance with the provisions of section 501 and 552(3)(a) a sewerage access charge of \$1,317 will be levied on all residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes.

In accordance with the provisions of section 501 and 552(3)(a) a sewerage access charge will be levied on all non-residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes as per the following table:

Meter Size	Annual Charge
20 mm	\$1,517
Not connected	\$1,517
25 mm	\$2,370
32 mm	\$3,883
40 mm	\$6,067
50 mm	\$9,480
65 mm	\$16,021
80 mm	\$24,269
100 mm	\$37,920
150 mm	\$85,320

Sewerage Usage Charges

In accordance with the provisions of section 502 the following sewer usage charges will be levied.

Sewerage usage charge on all non-residential properties within the defined area of the Queanbeyan and Googong Sewerage Schemes are calculated by applying business category SDF as defined in the NSW Office of Water, Liquid Trade Waste Regulations Guidelines April 2009 to the Sewerage Usage Charge of \$1.51 per kl.

Sewerage usage charges for non-residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes are calculated by applying the following business category SDF to the Sewerage Usage Charge of \$3.51 per kl.

Land Use Description	Sewer Discharge Factor
General Main Street Businesses Shop Newsagency Cafes & Restaurants Motels Council Offices Laundromat	95%
Schools	90%
Factories Hospitals Service Clubs Hotels	85%
Churches	70%
Concrete Works	5%

Liquid Trade Waste Annual Charges

In accordance with the provisions of section 502 of the Act Council resolves to make the following liquid trade waste annual charges for all rateable land not categorised as non-residential within the benefit areas of the Queanbeyan sewerage scheme:

Discharge category	Compliance	Annual Charge	Usage per kl
One	Complying	\$120.00	\$0.00
One	Non Complying	\$120.00	\$3.05
Two	Complying	\$120.00	\$3.05
Two	Non Complying	\$120.00	\$20.75
Three		\$780.00	As stated in liquid trade waste excess mass charges in the schedule of fees and charges

In accordance with the provisions of section 502 of the Act Council resolves to make the following liquid trade waste annual charges for all rateable land not categorised as non-

residential within the benefit areas of the Bungendore, Braidwood and Captains Flat sewerage schemes:

Discharge category	Compliance	Annual Charge	Usage per kl
One	Complying	\$111.19	\$0.00
One	Non Complying	\$111.19	\$3.29
Two	Complying	\$214.00	\$3.29
Two	Non Complying	\$214.00	\$21.56
Three		\$743.18	As stated in liquid trade waste excess mass charges in the schedule of fees and charges

Stormwater Management Charge

In accordance with section 496A of the Act, Council will levy the following stormwater management charges on all rateable properties for which the service is available that are within Council's urban stormwater catchment areas:

Properties categorised as Residential (not being strata titled)

A flat charge of \$25.00 for a stormwater management service charge is to be charged against each eligible assessment categorised as residential within the urban stormwater catchment.

Properties categorised as residential (strata units)

A flat charge of \$12.50 for a stormwater management service charge is to be levied against each eligible residential strata unit within the urban stormwater catchment.

Properties categorised as business (not being strata titled)

Queanbeyan Area - A stormwater management service charge is to be charged against each eligible assessment (not being strata titled) categorised as business within the urban stormwater catchment area based on the total area of the assessment. A charge of \$25.00 for every 350 square metres or part of 350 square metres will apply, with a minimum charge of \$25.00 to apply for those properties with an area of less than 350 square metres.

Braidwood and Bungendore - A stormwater management service charge is to be charged against each eligible assessment (not being strata titled) categorised as business within the urban stormwater catchment area based on the total area of the assessment. A charge of \$25.00 for every 1,200 square metres or part of 1,200 square metres will apply, with a minimum charge of \$25.00 to apply for those properties with an area of less than 1,200 square metres.

Properties categorised as business (strata units)

A stormwater management service charge against each eligible business strata unit within the urban stormwater catchment area based on one of the following two scenarios:

1. Business strata units only

Where a strata complex contains only business properties and is not mixed development the charge per strata unit will be calculated by using a charge of \$25.00 per 350m² of the land area occupied by the strata scheme (or part thereof), proportioned by the unit entitlement of each lot in the strata scheme with a minimum charge of \$12.50 levied on each strata unit.

2. Business & residential strata units (mixed development)

If the strata complex includes properties rated as both business and residential the dominant category of the strata scheme must be determined and charges will apply for business strata units or residential strata units as previously adopted. In the event that a mixed development is 50% residential and 50% business, council has the discretion to determine whether to charge the property as a residential or business property.

Interest on Overdue Rates & Charges

In accordance with Section 566 of the Act, interest will accrue on outstanding rates and charges at the rate of ten point five percent (10.5%) per annum simple interest calculated daily from 1 July 2025.

The resolution was carried unanimously.

ADJOURNMENT: The meeting adjourned for a short break at 7.50pm and resumed at 8.01pm.

9.5 Palerang Communities Integrated Water Cycle Management (IWCM) Issues Paper 2025

885/25

RESOLVED (Schweikert/Macdonald)

That Council:

1. Endorse the draft Palerang Communities Integrated Water Cycle Management Issues Paper 2025 for public exhibition for a period of 28 days from 1 July 2025.
2. Receive a future report on the results of any community feedback.

The resolution was carried unanimously.

Having declared an interest in the following Item, the Mayor left the Chamber at 8.03pm and the Deputy Mayor assumed the Chair.

- 886/25 **9.6 Liquor Licence Notification - Queanbeyan Leagues Club - 164 Monaro Street, Queanbeyan**
RESOLVED (Wilson/Macdonald)
That Council note the staff report and endorse the proposed staff comment on this liquor licence notification.

The resolution was carried unanimously.

Cr Winchester returned to the Chamber at 8.08pm and resumed the Chair.

- 887/25 **9.7 Post Exhibition Report - Renewal of Alcohol Restrictions and Addition of 1 Farrer Place, Queanbeyan**
RESOLVED (Macdonald/Grundy)
That Council endorse the renewal of existing Alcohol Free Zones (AFZs) and Alcohol Prohibited Areas (APAs) in Queanbeyan-Palerang Regional Council Local Government Area as listed in this report.

The resolution was carried unanimously.

- 888/25 **9.8 Post-Exhibition Report - Council-Related Development Application Conflict of Interest Policy**
RESOLVED (Willis/Wilson)
That Council adopt the Council-Related Development Application Conflict of Interest Policy as attached.

The resolution was carried unanimously.

- 9.9 Policy Review**
This Item was considered in earlier business.

- 889/25 **9.10 Investment Report - May 2025**
RESOLVED (Wilson/Preston)
That Council:
 1. Receive the Investment Report for the month of May 2025.
 2. Note the investment return for May 2025 was \$1,804,595.
 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.

The resolution was carried unanimously.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

- 890/25 **10.1 Environmental Upgrades Finance Trial**
RESOLVED (Macdonald/Wilson)
That the report be received for information.

The resolution was carried unanimously.
- 891/25 **10.2 Notice to Amend Voluntary Management Plan for the Bungendore Rail Corridor and Station (Managed by Transport for NSW)**
RESOLVED (Wilson/Schweikert)
That the report be received for information.

The resolution was carried unanimously.
- 892/25 **10.3 Planning Performance Report**
RESOLVED (Macdonald/Preston)
That the report be received for information.

The resolution was carried unanimously.
- 893/25 **10.4 Councillor Workshops**
RESOLVED (Winchester/Preston)
That the report be received for information.

The resolution was carried unanimously.

SUPPLEMENTARY REPORT

- 894/25 **10.5 Site inspection - DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 and 5 Marland Court, Environa**
RESOLVED (Winchester/Willis)
That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

- 895/25 **11.1 QPRC Access Committee Minutes - 14 May 2025**
RESOLVED (Macdonald/Schweikert)
That Council note the minutes of QPRC Access Committee meeting held on 14 May 2025.

The resolution was carried unanimously.

896/25

11.2 BTCEC Minutes - 26 May 2025**RESOLVED (Schweikert/Grundy)**

That Council note the Minutes of the Bungendore Town Centre and Environs Committee meeting held on 26 May 2025.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS**12.1 Notice of Motion - Phasing Out Gas in Residential Buildings****MOVED (Willis)**

That Council:

1. Agree to amend all its Development Control Plans to:
 - a. require the electrification of all new residential developments and homes undergoing major renovations valued at \$250,000 and above by installing only electric stoves, cooktops, space heaters and hot water services wherever access to the national electricity grid is available, and
 - b. encourage all new dwellings without access to the national electricity grid to use electric appliances powered by on-site renewable energy systems.
2. Receive a report on the feasibility of phasing out gas for commercial premises in QPRC.

The motion lapsed for lack of a seconder.

12.2 Notice of Motion - Electrification Financing

897/25

RESOLVED (Willis/Waterhouse)

That Council receive a report on the feasibility of Council partnering with low-cost loan providers to support residents and communities to electrify their homes as part of Council's support for the Community Climate Action Plan.

The resolution was carried.

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

Against: Crs Grundy and Schweikert

12.3 Notice of Motion - Woodlawn Advanced Energy Recovery Centre

898/25

RESOLVED (Willis/Macdonald)

That Council write to the NSW Environment Minister to convey Council's views and request the State Government focus on reducing waste to landfill to eliminate the need for Greater Sydney's waste to be disposed of using waste-to-energy incineration, including in regional NSW.

The resolution was carried unanimously.

- 899/25 **12.4 Notice of Motion - NSW TrainLink Discovery Pass**
RESOLVED (Macdonald/Schweikert)
That Council write to the NSW Minister for Transport seeking an explanation for the changes to the NSW TrainLink Discovery Pass and request a commitment to reinstate the scheme with assurances that no service cuts or reductions will follow.

The resolution was carried.

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

13. REPORTS TO COUNCIL - DELEGATES REPORTS

- 900/25 **13.1 Canberra Region Joint Organisation (CRJO) Board Meeting - 5 June 2025**
RESOLVED (Winchester/Grundy)
That the report be received for information.

The resolution was carried unanimously.

14. QUESTIONS WITH NOTICE

- 901/25 **14.1 Questions With Notice - Textile Recycling Trial**
RESOLVED (Willis/Preston)
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

- 902/25 **RESOLVED (Winchester/Livermore)**
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 Procurement 2025-22: Provision of Books and Non-Books for Queanbeyan-Palerang Libraries

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.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 8.49pm to discuss the matters listed above.

16.1 Procurement 2025-22: Provision of Books and Non-Books for Queanbeyan-Palerang Libraries

903/25

RESOLVED (Macdonald/Waterhouse)

That Council:

1. Award RFQ 2025-22: Library Books and Non-Books to James Bennett Pty Ltd for the provision of books and audiovisual materials.
2. Award RFQ 2025-22: Library Books and Non-Books to Bolinda Publishing and Ulverscroft Australia Pty Ltd for the provision of special collections.

The resolution was carried unanimously.

904/25

RESOLVED (Winchester/Grundy)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 8.51pm.

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.

18. CONCLUSION OF THE MEETING

The time being 8.52pm, the Mayor announced that the Agenda for the meeting had now been completed.

CR KENRICK WINCHESTER
MAYOR
CHAIRPERSON



Minutes of the Extraordinary Meeting of the Queanbeyan-Palerang Regional Council held via Zoom and in the WB Freeboody Chambers, Nellie Hamilton Centre, 257 Crawford Street, Queanbeyan on Wednesday, 2 July 2025 commencing at 5.30 pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)
Cr Livermore
Cr Macdonald
Cr Preston
Cr Schweikert
Cr Taskovski
Cr Waterhouse – via Zoom
Cr Wilson

Staff: R Ryan, General Manager
M Duff, Director Infrastructure Services
J Richards, Director Community, Arts and Recreation
K Monaghan, Director Corporate Services
R Ormella, Director Development and Environment

Also Present: L Ison (Minute Secretary)

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the traditional custodians of the land upon which the meeting was held.

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

905/25

RESOLVED (Winchester/Macdonald)

That apologies for non-attendance from Crs Broadbent, Grundy and Willis be received and that leave of absence be granted.

The resolution was carried unanimously.

3b. DISCLOSURES OF INTERESTS

906/25

RESOLVED (Winchester/Livermore)

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.

There were no disclosures.

4. 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.

907/25

RESOLVED (Winchester/Macdonald)

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 5.55pm.

5. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**5.1 DA.2025.0014 - 24 Gibraltar Street Bungendore - Demolition of Existing Building and Construction of Medical Centre****MOVED (Macdonald/Schweikert)**

That development application DA.2025.0014 for the demolition of existing building and construction of a medical centre on Lot 23 DP 591333 be granted conditional consent, noting the inclusion of a condition requiring the landscaping plan to be amended to accord with Council's road verge planting policy and preferred species.

Amendment (Preston/Wilson)

That Council defer a determination of DA.2025.0014 until:

1. Council has had the opportunity to consider applying for an interim heritage order under the HERITAGE ACT 1977.
2. A further examination of the intent of the LEP/DCP and other relevant planning instruments with respect to historical and heritage-value precincts and context has been considered and how this is applicable to this setting with a further report to council on the outcome of this examination.
3. A report has been presented to Council that outlines how the due diligence that was performed during the assessment considered the community expectations and public interest requirements implied within the DCP/LEP and other relevant planning instruments.

4. A invitation has been extended to the developer to voluntarily consult with heritage professionals on staff to consider ways to amend their plans to address the historical significance and value of the setting and potentially include the historical building into their development.

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

With the vote being four-all, the Mayor exercised his casting vote and declared the amendment carried.

The amendment became the motion.

908/25

RESOLVED (Preston/Wilson)

That Council defer a determination of DA.2025.0014 until:

1. Council has had the opportunity to consider applying for an interim heritage order under the HERITAGE ACT 1977.
2. A further examination of the intent of the LEP/DCP and other relevant planning instruments with respect to historical and heritage-value precincts and context has been considered and how this is applicable to this setting with a further report to council on the outcome of this examination.
3. A report has been presented to Council that outlines how the due diligence that was performed during the assessment considered the community expectations and public interest requirements implied within the DCP/LEP and other relevant planning instruments.
4. A invitation has been extended to the developer to voluntarily consult with heritage professionals on staff to consider ways to amend their plans to address the historical significance and value of the setting and potentially include the historical building into their development.

The resolution was carried.

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

SUPPLEMENTARY REPORT

5.2 Supplementary Report - DA.2025.0014 - 24 Gibraltar Street, Bungendore

909/25

RESOLVED (Schweikert/Preston)

That the report be received for information.

The resolution was carried unanimously.

6. CONCLUSION OF THE MEETING

The time being 6.44pm, 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

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.

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

3.1 Application for Leave of Absence - Cr Kenrick Winchester (Author: Ryan/Ryan)

File Reference: 52.7.1 / 9 July 2025 motions

Recommendation

That Council approve the Leave of Absence application submitted by Councillor Kenrick Winchester for the 10 September 2025 Council meeting.

Summary

Councillor Winchester will be an apology for the 10 September 2025 Council meeting and has submitted an application to Council for this Leave of Absence.

Report

Councillor Winchester will be away for the 10 September 2025 Council meeting and has submitted an application to Council for this Leave of Absence.

Risk/Policy/Legislation Considerations

This request is in accordance with clause 5.4 and 5.6 of Council's Code of Meeting Practice and S234(1)(d) of the Local Government Act (1993), whereby Council may grant leave prior to or at any of the meetings concerned.

Financial, Budget and Resource Implications

Nil

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 DA.2025.0074 - Application for Concept Development for a Dwelling - 5401 Captains Flat Road, Harolds Cross (Author: Ormella/Coe)

File Reference: DA.2025.0074

Recommendation

That development application DA.2025.0074 for a Concept Development for a Dwelling at Lot 5 DP754902, Lot 73 DP754902 and Lot 1 DP189425 at 5401 Captains Flat Road, Harolds Cross be granted conditional approval.

Summary***Reason for Referral to Council***

This application has been referred to Council because a variation of development standards is sought under the provisions of Clause 4.6 of the Queanbeyan Palerang Regional Local Environment Plan 2022.

Proposal:	Concept Development for a Dwelling Entitlement
Applicant/Owner:	Liz Denley / Ms S Buchanan and Mr N Tetley
Subject Property:	Lot 5 DP754902, Lot 73 DP754902 and Lot 1 DP189425 at 5401 Captains Flat Road Harolds Cross
Zoning and Permissibility:	RU1 under Queanbeyan Local Environmental Plan 2012
Public Submissions:	Nil
Issues Discussed:	Planning Requirements Concept Development Clause 4.6 variation
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

Background***Proposed Development***

The development application is for concept approval for a dwelling entitlement. The Concept DA is in two stages:

Stage 1: Approval for the use of the land for a dwelling (this application). This is the concept development application, and no development activity is proposed as part of Stage 1.

Stage 2: Subsequent detailed Development Application to address the built form and associated impacts, including the building envelope, access, on-site sewer, bushfire.

**9.1 DA.2025.0074 - Application for Concept Development for a Dwelling - 5401
Captains Flat Road, Harolds Cross (Author: Ormella/Coe) (Continued)**

Concept development applications are permissible under clause 4.22 of the Environmental Planning and Assessment Act 1979. For the purposes of this Act, a concept development application is a development application that sets out concept proposals for the development of a site, and for which detailed proposals for the site or for separate parts of the site are to be the subject of a subsequent development application or applications.

When assessing the concept application under section 4.15 the likely impact of the development the subject of the concept development application, Council need only consider the likely impact of the concept proposals and does not need to consider the likely impact of the carrying out of development that will be subject to a subsequent development application.

Approval of this application does not result in development at this stage. This application seeks approval for the use of the land only and a subsequent Development Application will be required in the future. The built form and associated impacts including access, bushfire construction standards and onsite effluent disposal will need to be assessed as part of that subsequent application.

Consent for this concept application provides a dwelling entitlement before preparing detailed design documentation. This allows assessment of the suitability of the land for a residential use at an early stage without the additional expense and time associated with a full DA for a dwelling before permissibility has been established.

Subject Property

The site is known as 5401 Captains Flat Road, Harolds Cross and located approximately 24km from Braidwood.



The land is largely cleared, and pasture improved, having been used for grazing for many years. The site is currently vacant.

**9.1 DA.2025.0074 - Application for Concept Development for a Dwelling - 5401
Captains Flat Road, Harolds Cross (Author: Ormella/Coe) (Continued)**

The property is held in three (3) lots with a total area of 36.07 hectares, with Lot 5 DP754902 being 17.83 hectares, Lot 73 DP754902 being 16.03 hectares and Lot 1 DP189425 being 2.21 hectares

Planning Requirements

Assessment of the application has been undertaken in accordance with Section 4.15 of the Environmental Planning and Assessment Act (EPAA) 1979, as amended.

Given development is not proposed, and the consent would not allow any works to occur, a separate Section 4.15 assessment report is not attached. An assessment under Section 4.15 is provided below:

Matter for consideration	Comment
<p><i>(1) Matters for consideration - general</i></p> <p><i>In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application -</i></p>	
<i>(a) the provisions of -</i>	
<i>(i) any environmental planning instrument, and</i>	The relevant EPI is <i>Queanbeyan Palerang Regional Local Environmental Plan 2022</i> . The application has been considered against the relevant control discussed below.
<i>(ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved, and</i>	Not applicable
<i>(iii) any development control plan, and</i>	The Palerang Development Control Plan applies however there are no relevant development controls for this concept application. Stage 2 DA will be required to demonstrate compliance with the DCP.
<i>(iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and</i>	Not applicable
<i>(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),</i>	The regulations do not prescribe matters for this concept application.

**9.1 DA.2025.0074 - Application for Concept Development for a Dwelling - 5401
Captains Flat Road, Harolds Cross (Author: Ormella/Coe) (Continued)**

(v) <i>the regulations (to the extent that they prescribe matters for the purposes of this paragraph),</i>	The regulations do not prescribe matters for this concept application.
(b) <i>the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,</i>	The impacts of the development will be assessed in any future use application.
(c) <i>the suitability of the site for the development,</i>	The site has sufficient land area and capability to sustain a dwelling and associated infrastructure. Environmental factors will be considered and addressed in the Stage 1 application.
(d) <i>any submissions made in accordance with this Act or the regulations,</i>	No submissions were received.
(e) <i>the public interest.</i>	The proposal will provide for a future dwelling on an existing rural holding which will assist to meet housing demand and is in the public interest.

There are no State Environmental Planning Policies triggered. Compliance with these will need to be demonstrated through the assessment of a Dwelling House once a future application is made for consent for that development.

The only relevant planning instruments for this concept application is the Queanbeyan Palerang Regional Local Environmental Plan 2022 (LEP).

The relevant development standard proposed to be varied by this consent is *Clause 4.2A Erection of dwelling houses on land in certain rural, residential, mixed use and conservation zones*.

The site is zoned RU1 Primary Production, and the minimum lot size is 40 hectares. The size of this holding is 36.07 hectares so is not sufficiently large to meet the development standard.

Clause 4.6 Variation Request.

The applicant has requested a variation to the minimum lot size control through a Clause 4.6 request. Clause 4.6 provides for the variation to development standards to allow flexibility and to achieve a better outcome for and from development.

The applicant has argued that despite the contravention of the standard, the objectives of the zone and the development standard can be met. Specifically, dwelling permissibility will not prevent the objectives of the RU1 zone being met, which are:

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
- *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- *To minimise the fragmentation and alienation of resource lands.*

**9.1 DA.2025.0074 - Application for Concept Development for a Dwelling - 5401
Captains Flat Road, Harolds Cross (Author: Ormella/Coe) (Continued)**

- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To minimise the impact of development on the natural environment.*
- *To ensure development does not unreasonably increase the demand for public services or public facilities.*

The objectives for Clause 4.2A are:

- a. to minimise unplanned rural residential development, and*
- b. to enable the replacement of lawfully erected dwelling houses in certain rural, residential, mixed use and conservation zones.*

Planners comment:

A lot at 36.07 hectares has an area only slightly less than the minimum lot size of 40 hectares. The subject lot is anticipated to be large enough to support future development for a dwelling despite the contravention. The land is currently used for agricultural purposes (grazing) and the construction of a dwelling on the land will not diminish this use.

Case law has also been provided with the application that argues the following:

The NSW Land and Environment Court, in Wehbe v Pittwater Council [2007] NSWLEC 827, established that strict compliance with a development standard may be considered unreasonable or unnecessary when the proposed development remains consistent with the objectives of the standard and the zone. In this case, the Court accepted a variation where the departure from the standard was minor and did not undermine the planning objectives.

It is considered that the proposed development remains consistent with the objectives of the RU1 zone and the objectives of clause 4.2A. The construction of a dwelling on the land will not impact on the ability for the land to sustain primary production and will not create a conflict in land uses.

The small variation to the lot size requirement of 3.93ha is considered minor and will not undermine the planning objectives.

This application for a dwelling entitlement has been made over the current holding. Should consent be granted a condition will be imposed that the three lots that form this site be consolidated.

Council's Engineer has reviewed the application and given that this application does not allow for development to occur, has no comment or conditions.

Financial Implications

There are no financial implications to Council as a result of issuing development consent for this application.

Engagement

The proposal was notified from 10 March – 27 March 2025 in accordance with Council's Community Engagement Policy. No submissions were received.

9.1 DA.2025.0074 - Application for Concept Development for a Dwelling - 5401 Captains Flat Road, Harolds Cross (Author: Ormella/Coe) (Continued)

Compliance or Policy Implications

There are no compliance or policy implications to Council as a result of issuing development consent for this application.

Links to QPRC/Regional Strategic Plans

The proposal will support Council's policies for the delivery of housing.

Conclusion

The submitted proposal for a Dwelling Entitlement on Lot 5 DP754902, Lot 73 DP754902 and Lot 1 DP189425 at 5401 Captains Flat Road Harolds Cross is a Concept Development Application under clause 4.22 of the Environmental Planning and Assessment Act 1979 and is supported by a Statement of Environmental Effects and a Clause 4.6 request. The proposal was notified to adjoining owner/occupiers and no submissions were received.

The proposal has been assessed under Section 4.15 *Environmental Planning & Assessment Act 1979* including the relevant provisions of the *Queanbeyan Local Environmental Plan 2022*.

Due to the minor variation to the minimum lot size requirement for a dwelling, and the consistency with the objectives of the development standards and the zone, the request to vary the development standard has merit and is recommended for approval.

Attachments

Attachment 1 DA.2025.0074 - Draft Conditions of Consent (*Under Separate Cover*)



Attachment 2 DA.2025.0074 - Clause 4.6 Variation Request (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese)

File Reference: DA.2025.0132

Recommendation

That development application DA.2025.0132 for the construction of a dwelling house on Lot 111 DP 755905 Cooma Road Bendoura be refused for the following reasons:

Reasons for Refusal:

- (a) The 67% variation to the minimum lot size is too large to support. Support of the variation is likely to set a precedent that smaller rural lots without dwelling entitlement can vary the minimum lot size to obtain an entitlement. This is likely to fragment and alienate resource lands across the LGA, and cause conflicts between land uses within the RU1 zone.
 - (b) The proposal does not meet the objectives for the RU1 – Primary Production land use zone as it does not encourage sustainable primary industry, does not encourage diversity in primary industry enterprises and will fragment and alienate resource lands. A variation to clause 4.2A (3) (a) to allow a dwelling is not considered necessary to safeguard sustainable primary industry production and is more likely to adversely impact primary industry.
 - (c) The proposal does not meet clause 4.2A objective (a) *to minimise unplanned rural residential development*. The lot forms part of a larger existing holding with adjoining land, and on which there is an existing dwelling. As such, varying the minimum lot size to now allow for the construction of a dwelling would contravene objective (a) as there was only one entitlement over the land within the holding.
-

Summary***Reason for Referral to Council***

This application has been referred to Council because a variation of development standards is sought under the provisions of Clause 4.6 of the Queanbeyan Palerang Regional Local Environment Plan 2022.

Proposal:	Construction of dwelling house and Clause 4.6 variation
Applicant/Owner:	Kristy Moyle / Rhonda Suzanne Tuckwell
Subject Property:	Lot 111 DP 755905, Cooma Road BENDOURA NSW 2622
Zoning and Permissibility:	Zoned RU1 – Primary Production under Queanbeyan-Palerang Regional Local Environmental Plan 2022
Public Submissions:	Nil

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

	Planning Requirements
	RU1 – Primary Production Land Use Zone
Issues Discussed:	<i>Clause 4.2A Erection of a dwelling house on certain rural, residential, mixed use and conservation zones</i> <i>Clause 4.6 Exceptions to development standards</i>
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

Background***Proposed Development***

The application seeks Council approval for the construction of a dwelling house and a clause 4.6 variation.

The specific elements of the proposal are:

- The dwelling has a footprint of 342.81m²:
 - GFA = 166.5m²
 - Verandah = 176.31m²
- The dwelling has four bedrooms.
- A 4.6 variation to clause 4.2A (3) (a) of the QPRLEP 2022 is proposed to vary the required 40ha minimum lot size for dwellings.

Subject Property

The subject site is legally described as Lot 111 DP 755905 and does not have a property address. The site is vacant, is irregular in shape, is generally flat and is predominantly comprised of grassland vegetation.

Existing land uses within the locality are predominantly comprising dwellings and ancillary structures, agricultural land uses, and extractive industries.

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

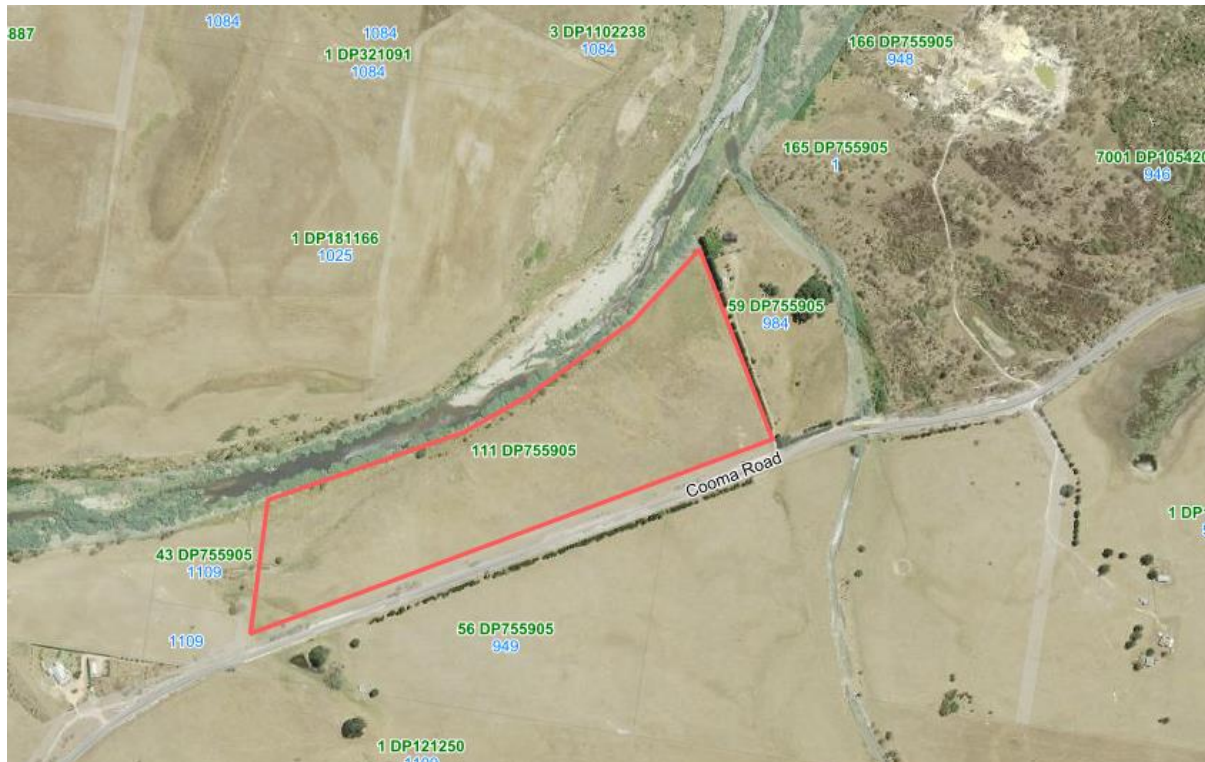


Figure 1: Locality Plan

Planning Requirements

Assessment of the application has been undertaken in accordance with Section 4.15(1) of the *Environmental Planning and Assessment Act 1979 (EPAA)*, as amended. The matters that are of relevance under Section 4.15(1) are summarised in the attached *Section 4.15(1) Table – Matters for Consideration*.

The following planning instruments have been considered in the planning assessment of the subject development application:

1. *State Environmental Planning Policy (Biodiversity & Conservation) 2021*
2. *State Environmental Planning Policy (Sustainable Buildings) 2022*
3. *State Environmental Planning Policy (Resilience and Hazards) 2021*
4. *State Environmental Planning Policy (Transport and Infrastructure) 2021*
5. *Queanbeyan-Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022)*
6. *Palerang Development Control Plan 2015 (PDCP 2015)*

The development generally satisfies the requirements of these planning instruments, but does not satisfy the requirements, or achieve the objectives of, the QPRLEP 2022.

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

The significant issues relating to the proposal for the Committee's consideration are:

(a) Compliance with LEP

The subject site is zoned RU1 – Primary Production under the Queanbeyan-Palerang Regional Local Environmental Plan 2022 and development for the purposes of a dwelling house, such as is proposed, is permissible with consent.

The objectives of the RU1 zone are:

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

The proposal satisfies the objectives *to minimise the impact of development on the natural environment, and to ensure development does not unreasonably increase the demand for public services or public facilities.*

However, the proposal does not satisfy the objectives *to encourage sustainable primary industry production by maintaining and enhancing the natural resource base, to encourage diversity in primary industry enterprises and systems appropriate for the area, to minimise the fragmentation and alienation of resource lands, and to minimise conflict between land uses within this zone and land uses within adjoining zones* (see 4.6 variation assessment).

Clause 4.2A Erection of dwelling houses on land in certain rural, residential, mixed and conservation zones

Clause 4.2A provides controls and criteria required to be satisfied for the erection of dwelling houses on land in certain rural, residential, mixed use and conservation zones. The objectives of the clause are:

- (a) to minimise unplanned rural residential development, and*
- (b) to enable the replacement of lawfully erected dwelling houses in certain rural, residential, mixed use and conservation zones.*

Clause 4.2A is applicable to the proposed development as the site is zoned RU1 – Primary Production.

Consent must not be granted for the erection of a dwelling on land to which clause applies and on which no dwelling house has been erected unless the land

- a) is a lot with at least the minimum lot size shown on the [Lot Size Map](#), or*
- b) is a lot created in accordance with clauses 4.1, 4.1AA, 4.1A, 4.1D, 4.1E, 7.24, 7.25 or 7.26, or*
- c) is a lot created before the day on which this Plan commenced and on which the erection of a dwelling house was permissible immediately before that day, or*

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

- d) *is a lot resulting from a subdivision for which development consent, or equivalent, was granted before the day on which this Plan commenced and on which the erection of a dwelling house would have been permissible if the plan of subdivision had been registered before that day, or*
- e) *is an existing holding, or*
- f) *would have been a lot or a holding specified in paragraphs (a)–(e) had it not been affected by—*
 - (i) *a minor realignment of boundaries that did not create an additional lot, or*
 - (ii) *a subdivision creating or widening a public road or public reserve, or for another public purpose, or*
 - (iii) *a consolidation with an adjoining public road or public reserve, or for another public purpose.*

A search of Council's records indicated that the subject lot did not have a dwelling entitlement under clause 4.2A (3) (a) – (f) as the lot does not meet the minimum lot size (subject lot is 13.04 ha whilst minimum lot size is 40 ha), is an original portion that has not been subject to a Council approved subdivision, and it formed part of a larger existing holding with land immediately adjoining it at the relevant date of 14 June 1974 from which it has since been individually split from.

As the subject lot does not have a dwelling entitlement, the construction of a dwelling on the lot is prohibited. As such, the applicant has submitted a written request under *Clause 4.6 Exceptions to Development Standards* to vary Clause 4.2A (3) (a) to allow for the construction of a dwelling on a lot smaller than the minimum lot size.

Clause 4.6 Exceptions to development standards

Under Clause 4.6 of the QPRLEP 2022, the consent authority may consider a variation, where that variation would achieve a better outcome.

As demonstrated above, the subject does not meet the required minimum lot size of 40 ha for the erection of a dwelling house development standard permitted under Clause 4.2A (3) (a) of the QPRLEP 2022. The amount of non-compliance equates to 67.4%.

Clause 4.6(3) of the QPRLEP 2022 states the following:

Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating that -

- a) *compliance with the development standard is unreasonable or unnecessary in the circumstances of the case; and*
- b) *there are sufficient environmental planning grounds to justify contravening the development standard.*

The applicant has provided a written request that seeks to justify the proposed contravention of the development standard, and a review of the written request has been completed:

Why the Control is Unreasonable or Unnecessary:

Applicant's Comment: Although Zoned RU1 – Primary Production, the subject Lot is constrained in a manner that renders it unsuitable for primary production. This makes rural residential development a far more appropriate land use, and one that is permissible with consent for the Zone.

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

It is argued that the objectives for the RU1 Zone are achieved, notwithstanding non-compliance with 4.2A (3)(a) of the QPRLEP. Of all permissible (and viable) land uses in this Zone, the construction of a dwelling (and associated residential activity) triggers a series of mechanisms by which activity can be regulated to protect, maintain and enhance the natural resource base. Residential activity will also prevent the Lot from being used for primary production, for which it is unsuitable and certain to result in degradation of land and water that threatens the interests of primary producers in the region.

Planner's Comment: The applicant argues that the site is unsuitable for primary production purposes and that a residential use of the land is more appropriate. It is further argued that the RU1 objectives of encouraging sustainable primary industry production by maintaining and enhancing the natural resource base, encouraging diversity in primary industry enterprises and systems appropriate for the area and minimising the fragmentation and alienation of resource lands are met by varying the minimum lot size to allow the construction of a dwelling on the lot, which the applicant notes will prevent the land from being used for primary production purposes.

The applicant's argument for how the objectives of the zone are achieved is not satisfactory as it is considered that allowing a dwelling on the site would fragment and alienate resource lands by removing the possibility of the land being used for primary production purposes. Council is also not of the opinion that a residential use of the land is more suitable as the lot does not have a dwelling entitlement under clause 4.2A (3) (a) – (f). Additionally, the proposed variation is far too great, and if it were to be supported it would set a precedent that minimum lot sizes can be varied for smaller rural lots without dwelling entitlement which would lead to further fragmentation and alienation of resource lands across the LGA.

WEHBE Test One: The objectives of the development standard are achieved notwithstanding non-compliance**RU1 (Primary Production) Objective one: To encourage sustainable primary industry production by maintaining and enhancing the natural resource base**

Applicant's Comment: It is argued that non-compliance with Clause 4.2A (3)(a) of the QPRLEP is necessary to safeguard sustainable primary industry production, and to protect, maintain and enhance the natural resource base for surrounding viable interests.

The Lot comprises only 13 hectares, and is owned and separately titled, in isolation from other rural holdings. The Lot cannot be consolidated to create a larger portion, and it is heavily constrained for agricultural use because of Land Soil Capability and the proximity of the Lot to the Shoalhaven River.

Planner's Comment: The applicant argues that objective one of the RU1 land use zone is met as the site is constrained and unsuitable for agricultural purposes due to its size, proximity to the Shoalhaven River, and soil classification. Specifically, the applicant argues that the 13 ha size of the lot does not allow for grazing in line with the NSW DPI Guideline 'Beef Stocking Rates and Farm Size' which suggests a minimum of 2 ha of land per head, and the site's Soil Capability rating of 4: Moderate to Severe Limitations limits the viability of pasturing on the land. Additionally, it is argued that the proximity of the lot to the Shoalhaven River can result in the river being adversely impacted due to negative effects grazing can have on riparian zones and further limits the site's usable area due to required buffers.

Whilst the constraints of the site are noted, mitigation effects can be implemented to reduce impacts on riparian zones. Additionally, primary industry is not limited to livestock grazing but includes several land uses, such as crop cultivation, horticulture, viticulture, aquaculture, extractive industries and more. Further, in their Wetlands and Agriculture

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

Fact Sheet, DCCEEW has identified that wetlands can maintain and enhance agricultural land uses, with crop and plant agriculture being particularly benefitted due to fertile soils. Ultimately, it is argued that objective one of the RU1 zone is not met through varying the minimum lot size to allow a dwelling on the site as the applicant has noted this would ensure the land is not used for agricultural purposes, mitigation effects can be implemented, and other primary production land uses could be undertaken on the site with careful planning.

RU1 (Primary Production) Objective Two: To encourage diversity in primary industry enterprises and systems appropriate for the area.

Applicant's comment: It is argued that non-compliance with Clause 4.2A (3)(a) achieves this Objective, enabling the selection of a development type that is most appropriate for the area, particularly given the constraints of the Lot. As examined in the previous Objective, the Lot is highly constrained by land soil capability, size and its proximity to the riparian zone. Undertaking the agricultural enterprises that are ordinarily permissible (and exempt) on this Lot is inappropriate – not only for the immediate site, but also for primary producers in the area.

Planner's Comment: As with objective one, Council is not of the opinion that varying the minimum lot size to allow a dwelling on the site will encourage diversity in primary industry enterprises and systems as the applicant has noted this would ensure the land is not used for primary industry purposes.

RU1 (Primary Production) Objective Three: To minimise the fragmentation and alienation of resource lands.

Applicant's comment: The NSW publication Planning for Agriculture in Rural Land Use Strategies (DPI, 2022) emphasizes the importance of preserving large, contiguous tracts of agricultural and resource land to protect Australia's primary producers from urban expansion. The strategy recognizes that once land is subdivided, it is more difficult to consolidate lots for primary production, as residential use becomes a key economic consideration.

A major focus of this publication is the use of productive and viable agricultural land. Part 2.7.1 of the Strategy states that the RU1 zone should be used for the 'highest quality agricultural land in an LGA' and demonstrates key differences between agricultural and Large Lot Residential land (p. 13).

The subject Lot is owned separately from any adjoining agricultural properties. It has moderate to severe limitations, restricting agricultural activity to grazing activities requiring larger holdings of 60 hectares or more (DPI, 2006). At only 13 hectares, the Lot is further constrained along its entire northern boundary by the Shoalhaven River, which would require the exclusion of a further 3.5 hectares of land to protect the riparian zone from degradation. Undertaking primary production on the subject Lot is highly likely to result in soil loss, resultant proliferation of noxious weed species and degradation of the riparian system to degradation that would threaten water security for primary producers at a landscape scale.

Inappropriate land use leads to a proliferation of noxious weed species and a degradation of primary resource lands which are estimated to cost NSW \$1.8 million annually in lost production and control measures (DPI, 2009) (Montoya, NSW Parliamentary Library 02/2012). The erection of a dwelling would preclude such activities, preventing the fragmentation and alienation of surrounding resource lands, by safeguarding against the threat of noxious weed infestation, riparian damage and land degradation.

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

Planner's Comment: The applicant argues that varying the minimum lot size to allow the construction of a dwelling will not fragment or alienate resource lands as the lot is constrained due to its size and proximity to the Shoalhaven River. However, it is argued that allowing a dwelling on the site will have the opposite effect as it will stop the land for being used for primary industry purposes. Additionally, supporting the application is likely to set a precedent that smaller rural lots without dwelling entitlement can vary the minimum lot size to obtain an entitlement, which will result in further alienation and fragmentation of resource lands across the LGA as resource lands are instead used for residential purposes.

RU1 (Primary Production) Objective Four To minimise conflict between land uses within this zone and land uses within adjoining zones.

Applicant's Comment: Although the Lot is too small to sustain viable agricultural activities, it is sufficiently large to achieve the necessary setbacks to preserve residential amenity and avoid conflict between land uses.

Consideration is also given to the Objectives of the Palerang DCP, C2.5 - Dwellings in RU1 Primary Production and C3 Environmental Management and C4 Environmental Living land use zones in the examination of this part. The dwelling will not impact upon scenic quality and has been demonstrated to be unsuitable for agricultural activities. The dwelling will be sited on the least constrained part of the site, well away from watercourses and no native vegetation or items of heritage significance will be impacted. Most importantly for the purpose of this Objective, it will achieve buffering / setback distances well in excess of requirements, removing the potential for there to be any conflict between residential and primary production land use.

Planner's Comment: It is unlikely that varying the minimum lot size to allow a dwelling would result in conflicts with land uses in the zone and adjoining zones as land uses are predominantly agricultural and residential. However, the support of the variation will set a precedent that could lead to land use conflicts across the LGA.

RU1 (Primary Production) Objective Five: To minimise the impact of development on the natural environment.

Applicant's Comment: As this Lot is unsuitable for agricultural purposes, it is argued that non-compliance with Clause 4.2A (3)(a) of the QPRLEP provides an alternative that makes it possible to achieve this Objective. The erection of a dwelling and associated residential activities on the site are to be undertaken in a manner that appropriately responds to the natural and physical constraints of the site, preventing any impact on the natural environment.

The proposed dwelling must achieve a 'Neutral or Beneficial Effect' on water quality, achieve building sustainability standards and undergo a thorough assessment process in accordance with 4.15 of the Environmental Planning and Assessment Act, 1979. These all serve to provide a series of mechanisms by which the natural environment can be preserved and regulated to prevent any environmental impact in perpetuity, very much to the satisfaction of this Objective.

Planner's Comment: It is unlikely that varying the minimum lot size to allow a dwelling on the lot will result in a substantial impact on the natural environment and would also likely have less impact than a primary industry. However, mitigation measures can be implemented to ensure a primary industry on the site does not substantially impact the environment.

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

RU1 (Primary Production) Objective Six: To ensure development does not unreasonably increase the demand for public services or public facilities.

Applicant's Comment: The proposed dwelling represents an increase of one residential tenement. As the proposed dwelling would not require access to reticulated water and sewer facilities, the impact on public services and facilities would be minimal, and restricted largely to use of road networks in proximity to Braidwood village. This impact, as taken from Tallaganda Shire Council's Section 94 Contributions Plan (No. 3) is likely to result in an increase of 7 vehicular movements per day.

Any demand upon public services or facilities may be further resolved by the levying of contributions at the discretion of Council. This ensures that the development does not unreasonably increase the demand for public services or public facilities in accordance with this Objective.

Planner's Comment: It is unlikely that varying the minimum lot size to allow a dwelling on the lot will unreasonably increase the demand for public services or facilities.

4.2A Objective (a): To minimise unplanned rural residential development

Applicant's Comment: The proposed development responds appropriately to this strategic objective by demonstrating consistency with each of the Zone Objectives in considerable detail and exemplifying outcomes for the natural environment. It is argued that, given the constraints of the Lot, residential development represents the most appropriate activity, and one that is both feasible and permissible within the Zone.

Exempt activities for the purpose of primary production are not only unsuitable for this site, but they are also unregulated. There would be no planning mechanisms available to control for the range of adverse outcomes that alternative systems of land use would almost certainly cause. Residential use of the site has the capacity to provide a suitable alternative that is sufficient to protect soil and riparian systems in continuity through a series of planning and regulatory mechanisms. This represents a superior planning outcome, and one that protects the interests of primary producers throughout the locality from inappropriate land use practices.

Planner's Comment: Varying the minimum lot size to allow the construction of a dwelling on the site contravenes section 4.2A objective (a) as the lot does not have a dwelling entitlement under section 4.2A (3) (a) – (f). Seeking a variation to clause 4.2A (3) (a) to allow the construction of a dwelling on the lot is not in line with the objective as the lot forms part of a larger existing holding with adjoining land, and on which there is an existing dwelling. As such, varying the minimum lot size to now allow for the construction of a dwelling would contravene objective (a) as there was only one entitlement over the land within the holding, making the proposal unplanned residential development.

4.2A Objective (b): To enable the replacement of lawfully erected dwelling houses in certain rural, residential, mixed use and conservation zones.

Planner's Comment: No argument was provided for objective (b). However, there is no lawful dwelling on the site, so the objective is not applicable.

(b) Compliance with DCP

The proposed dwelling is compliant with Part B – General Provisions and Part C2 – Residential Development of the Palerang Development Control Plan 2015.

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation (Author: Ormella/Verghese) (Continued)

(c) Other Matters

Nil.

Other Comments The application was referred to Council's Development Engineers and Environmental Health Team who both offered no objections to the proposal, subject to the imposition of their conditions of consent.

Financial Implications

Nil.

Engagement

The proposal was notified under QPRC's Community Engagement and Participation Plan from 10/04/2025 to 29/04/2025. No submissions were received.

Conclusion

The submitted proposal for a Construction of dwelling house and Clause 4.6 variation on Lot 111 DP 755905, Cooma Road Bendoura NSW 2622 is a Local Development and is supported by a Statement of Environmental Effects. The proposal was notified to adjoining owner/occupiers and 0 submissions were received.

The proposal has been assessed under Section 4.15 of the *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan-Palerang Regional Local Environmental Plan 2022* and *Palerang Development Control Plan 2015*.




The development satisfies the requirements and objectives of the Palerang Development Control Plan 2015 but does not satisfy the requirements or achieve the objectives of the Queanbeyan-Palerang Regional Local Environmental Plan 2022.

The main issues relate to:

- The proposal does not satisfy the objectives of the QPRLEP 2022 RU1 – Primary Production land use zone.
- The proposal does not satisfy the objectives of clause 4.2A of the QPRLEP 2022.
- The proposed 4.6 variation to the minimum lot size required for the erection of a dwelling is too great to support and will set a negative precedent.

The proposed development is not considered suitable for the site, and is recommended for refusal.

Attachments

Attachment 1	Architectural Plans - DA.2025.0132 (<i>Under Separate Cover</i>)
 Attachment 2	4.6 Variation Request - DA.2025.0132 (<i>Under Separate Cover</i>)
 Attachment 3	Statement of Environmental Effects - DA.2025.0132 (<i>Under Separate Cover</i>)
 Attachment 4	4.15 Assessment Report - DA.2025.0132 - Lot 111 DP 755905 (<i>Under Separate Cover</i>)

File Reference: 36.1.3-69

Recommendation

That Council cease any further work on the 1241 Old Cooma Road site for the purposes of a Memorial Park and withdraw the State Significant Development Application, No 61375219 from the NSW Planning Portal.

Summary

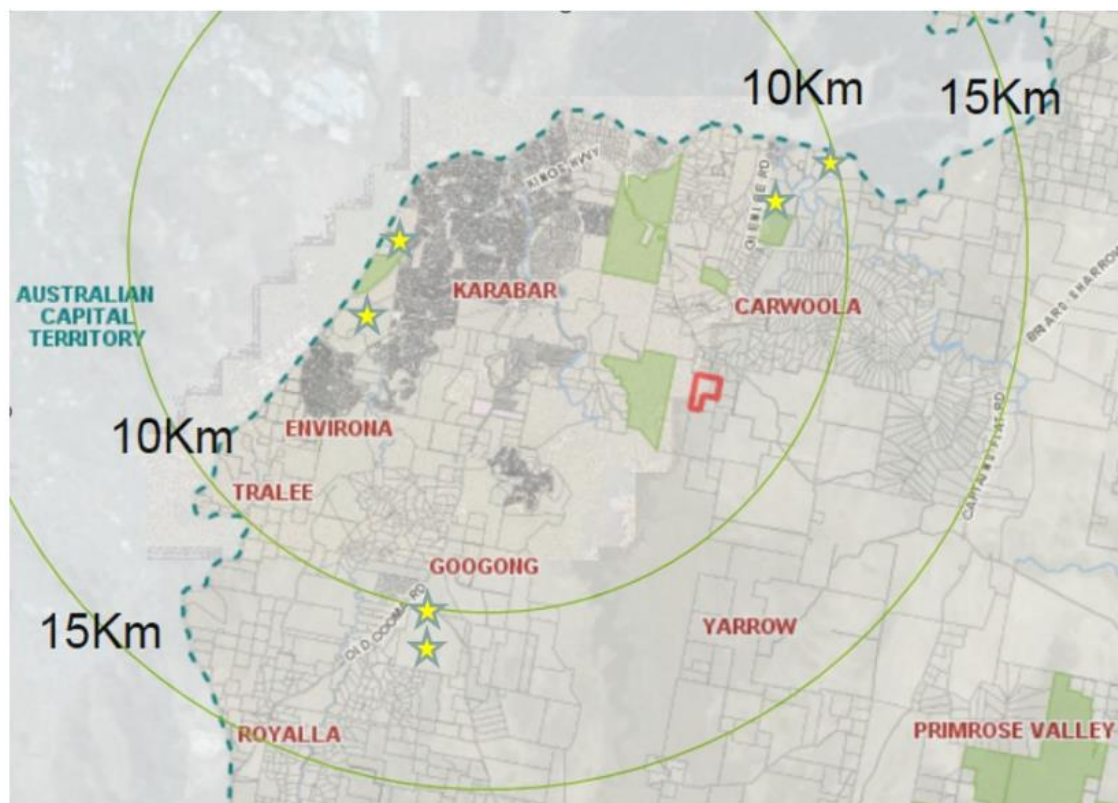
This report provides detailed information on the results of recent groundwater studies and subsequent modelling of the Memorial Park site at 1241 Old Cooma Road, Googong.

It seeks a Council decision on whether to progress work on the current site.

Based on Council's decision, further reports will be provided in the next few months on future options for interment and for the current site.

Background

The process to find a new Memorial Park site to address future interment needs was commenced by the Queanbeyan City Council in 2009. In 2015 a preferred search area was confirmed by Council and a detailed search commenced within this area.



Site search area

9.3 Memorial Park (Author: Ryan/Richards) (Continued)

A number of sites failed due to environmental issues, severe flooding, Native Title claims, lack of soil depth and/or the presence of threatened species. In 2017 the site on Old Cooma Road was purchased. It was chosen due to its location (< 15km from Queanbeyan) and its physical characteristics (**Resolution 171/17**).

A Gateway Determination was issued in 2017 by the then NSW Department of Planning authorising Council to proceed with the planning proposal on this land. In 2021 Council received formal notification that the Planning Proposal to amend the Queanbeyan LEP to make a cemetery a permissible use on the site was published in the NSW Government Gazette.

In 2022 the NSW government determined that cemeteries with at least 5,000 new interment sites would be assessed as State Significant Developments (SSD). The NSW Government Department of Planning developed Secretary's Environmental Assessment requirements (SEARS) for cemeteries that must be met prior to submitting a Development Application (DA). The SEARS requirements are extensive, and Council have been working through these for the past three years.

A project page Googong Memorial Park on the NSW Planning Major Projects website, notes the current status 'Prepare EIS' of the SSD No 61375219

<https://www.planningportal.nsw.gov.au/major-projects/projects/googong-memorial-park>



Original Master Plan – Memorial Park

9.3 Memorial Park (Author: Ryan/Richards) (Continued)

Report

Council have been progressing the comprehensive technical reports and studies required in preparation for DA lodgement of Memorial Park. This work was proceeding without incident, including, as is required, a wide range of water investigations. Whilst some flooding occurs across the site, groundwater is the more critical factor. The initial groundwater studies were undertaken during a relatively dry period.

However, groundwater must be studied in a longitudinal manner, including the installation of monitoring bores and data loggers to track results, noting that groundwater levels change naturally over time. The more recent results occurred during a relatively wet period and demonstrated the full extent of groundwater fluctuations.

These studies completed in late 2024 raised concerns about suitability of some areas of the site and further work was undertaken to better understand the long-term implications for groundwater and if appropriate, to model options to lower groundwater levels across the site.

A report was prepared by Eco Logical (attached) and this was reviewed by Council at a recent Councillor Workshop.

The report notes that the best option for managing groundwater fluctuations on the site, within the design requirements of a cemetery, is to install significant (5.4km) of subsoil drainage. However, whilst this work could be completed, it would have serious drawbacks for the site due to the 10m buffer zone legislated between drainage and burial plots. This would mean that the ultimate size of the site in terms of permissible burial plots would only be 2.8ha.

NSW Planning and regulators would also require demonstrated evidence that no adverse environment impacts would result from the drainage, especially for groundwater systems. It is therefore unknown whether the NSW Planning would support the extent of the proposed intervention on the site.

The cost of the drainage work proposed is estimated at \$7.4m but this does not include required changes to the site as a result of the drainage or ongoing redundancy and maintenance of the drainage over the life of the site.

The results of this work are both disappointing and unexpected.

The initial studies to guide the choice of this site were positive and reinforced by the Gateway Determination from the NSW government to permit a cemetery on the site. Further, the 30ha overall size of the site provided considerable confidence that the 6ha (20% of the overall site) required for the anticipated 18,000 burials could be found within the site boundaries, given that design could be flexible.

Despite this, a combination of the factors revealed in the latest report suggest that proceeding with a cemetery at Old Cooma Road will involve significant financial and operational risks.

Risk/Policy/Legislation Considerations

The approval of this project is subject to the NSW State Environmental Planning Policy (Planning Systems) 2021. The Memorial Park must be designed and constructed in accordance with the NSW Cemeteries and Crematoria Act (2013).

Proceeding with the site involves both short-term and long-term financial risks. Addressing the subsoil drainage works will add at least \$7.4m to the project which is more than the anticipated

9.3 Memorial Park (Author: Ryan/Richards) (Continued)

amount to construct stage 1. In addition, the redundancy, maintenance and management cost of the subsoil drainage for the life of the project is unknown.

Other risks include the outcome of further studies that would be required on the impact of subsoil drainage on groundwater and the environment in general and whether the NSW Department of Planning would even support the extent of the proposed intervention on the site. Further, the limitation of only 2.8ha does not provide the long-term outcome initially envisioned.

The significance of this decision is not lost in addition to the investment already made in progressing this project.

It will be necessary for Council to consider the disposal of the land, purchased in 2017; the short term interment needs for Queanbeyan Cemetery on Lanyon Drive, and investigating the long term options for a new cemetery.

These considerations all require investigation, community feedback and potentially new business case and financial commitment by Council to proceed. Further reports will be presented to Council in due course, as information and research is undertaken, so that Council can make informed decisions.

Financial, Budget and Resource Implications

Since project commencement in 2016-17, total cost has been \$4,163,586 (including commitments), of which 55% were for the land purchase.

The project expenditure to date is as follows:

Project Item	Cost \$
Land purchase	2,274,763
Contracts	1,157,281
Consultants	213,173
Other	436
Internal costs	76,022
Commitments	441,911
Total	4,163,586

Links to QPRC/Regional Strategic Plans

Cemeteries and Crematoria NSW Strategic Plan 2022-2025

QPRC Cemeteries Strategy 2025-2029

6.3 Master planning for future capacity

Conclusion

The recent testing and modelling work submitted on the Memorial Park site on Old Cooma Road, Googong provides information on the implications of proceeding with the current project.

9.3 Memorial Park (Author: Ryan/Richards) (Continued)

Council is asked to consider this information, and it is recommended that any further work on this site for the purposes of a Memorial Park is ceased.

Further reports will be brought to Council to consider future short-term and long-term options for internment in the Queanbeyan region, including further reclamation of the Queanbeyan Cemetery/Lawn Gardens at Lanyon Drive and disposal options for the Old Cooma Road site asset.

Attachments

Attachment 1 Groundwater Management Options Report (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.4 Community Engagement Strategy 2025-2028 (Author: Richards/de Hoog)

File Reference: 51.6

Recommendation

That Council accept the amendments made following community feedback and adopt the Community Engagement Strategy 2025-2028.

Summary

At the Ordinary Meeting of 12 February 2025, Council resolved to place the draft Community Engagement Strategy 2025-2028 on public exhibition for a period of 42 days and to receive a report on the results of community feedback (**Resolution 632/25**).

The draft Strategy was on public exhibition from 17 February through 31 March 2025. Amendments have been made in response to input from the community, staff and councillors. The amendments include suggestions to:

- improve Council engagement;
- acknowledge additional barriers to engagement for Council to consider, and
- improve notification processes for development matters.

This report provides the results of the public exhibition, outlines amendments that have been made as a result of feedback and recommends the revised Strategy for adoption.

Background

A Community Engagement Strategy is a crucial component of a council's Integrated Planning & Reporting (IP&R) Framework. It outlines the community engagement and public exhibition practices that a council will undertake for projects, policies, concept designs, infrastructure, budgets and more. Community engagement strategies must be prepared based on social justice principles.

QPRC's draft Strategy is the overarching guide for how Council will engage with the community. It aligns with guidelines from the Office of Local Government for a Community Engagement Strategy and functions also as the Community Participation Plan under the Environmental Planning and Assessment Act (1979).

The Strategy is based on four social justice principles of Equity, Access, Participation, and Rights. They are: the right to be involved, relationship building, and ensuring that communication is clear, timely, accessible and inclusive, relevant, transparent, and considered.

The Strategy was developed to replace and combine a previous Community Engagement and Participation Plan, an out-of-date Community Engagement Strategy, and the Stakeholder and Community Engagement Policy Framework. The new strategy includes the key features of those documents and brings them into one document. Those documents will be removed from the QPRC website upon adoption of the new Strategy.

The Strategy does not replace the need to develop plans for engaging with the community on specific projects, policies, or other Council strategies, but it provides the overarching framework for developing these plans.

**9.4 Community Engagement Strategy 2025-2028 (Author: Richards/de Hoog)
(Continued)**

Report

The public exhibition period for the draft Strategy commenced on Council's Your Voice engagement website on 17 February 2025.

Invitations to comment were advertised in Council's fortnightly advertisement in the Regional Independent on 26 February and 12 and 26 March. Approximately 4,500 participants in the Your Voice database were emailed on 18 February and 17 March. It was also included in the weekly QPRC eNews, sent to approximately 2,500 subscribers, on 14 March.

During the consultation period there were 219 visits to the Your Voice project page. There were two new registrations and 67 downloads of the draft Strategy. Six submissions were received – one via Council email and five via the Your Voice survey tool. Comments closed on 31 March 2025.

The comments received, and the amendments made to the strategy as a result, are listed in detail in the attached consultation report (Attachment 2).

Key changes include:

- improvements to a standard approach for closing the loop to demonstrate how feedback was considered;
- establishing a Planning Alert process, email newsletter or online mapping tool for development matters on notification, and
- extending the notification process for advertised development by notifying these matters to adjoining owners three lots deep, to community associations and chambers of commerce, and advertising them in regional newspaper advertisements.

Risk/Policy/Legislation Considerations

The Local Government Act (1993) requires councils to establish and implement a strategy for engagement with the local community (called its Community Engagement Strategy) when developing its plans, policies, and programs, and for the purpose of determining its activities (other than routine administrative matters).

The Environmental Planning and Assessment Act requires all planning authorities such as councils to outline how and when the community will be engaged across planning functions like policy making and assessment.

Financial, Budget and Resource Implications

The strategy has no specific financial implications.

Links to QPRC/Regional Strategic Plans**QPRC Community Strategic Plan**

Strategic Pillar 3 - Our environment

Our planning systems are robust and support the liveability of the area.

Strategic Pillar 5 – Our civic leadership

Contemporary civic leadership and governance that is open, transparent and accountable.

5.3 - Lead, govern and regulate with integrity, fairness, openness, and accountability.



5.6 - Encourage and support the community to shape local decision-making.

**9.4 Community Engagement Strategy 2025-2028 (Author: Richards/de Hoog)
(Continued)**

Conclusion

The Community Engagement Strategy 2025-2028 is a key component of Council's Integrated Planning and Reporting framework. The Strategy with proposed amendments made is recommended for adoption.

Attachments

- | | |
|--|---|
| Attachment 1 | Community Engagement Strategy 2025-2028 (<i>Under Separate Cover</i>) |
|  Attachment 2 | Community Engagement Strategy Consultation Report (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.5 Memorandum of Understanding - Shared Site for Bungendore Men's Shed and Rotary Club of Bungendore (Author: Richards/Duncan)

File Reference: PJ100984

Recommendation

That Council:

1. **Agree to enter into a Memorandum of Understanding (MOU) with Bungendore Men's Shed Inc to operate a Men's Shed facility at the Bungendore Sports Hub.**
 2. **Agree to enter into a Memorandum of Understanding (MOU) with Rotary Club of Bungendore, to utilise a storage shed at the Bungendore Sports Hub.**
 3. **Note that a Lease Agreement will be provided to the Bungendore Men's Shed and the Rotary Club of Bungendore following DA approval for each facility.**
-

Summary

Bungendore Men's Shed and Bungendore Rotary were co-located on railway land at Bungendore for many years. The discovery of lead contamination on the site resulted in Transport for NSW (TfNSW) requesting both organisations find an alternate location for their base. Council previously resolved to support a co-located facility for both organisations at the Bungendore Sports Hub.

This report provides an update on the revised location and outlines the next steps, including execution of Memorandums of Understanding that include the intent to enter into licence agreements once approvals are in place; and preparation and submission of the required development applications.

The project is to be fully funded by the organisations through grants and external sources. Perimeter fencing and services will be funded through a secured Federal Government grant.

Background

Bungendore Men's Shed and Bungendore Rotary have for many years been co-located on railway land at Bungendore. The discovery of lead contamination resulted in both organisations needing to vacate the site. Transport for NSW (TfNSW) has requested the organisation find alternate locations for their base.

The Men's Shed currently have their equipment in a large rail goods shed at Bungendore. Rotary have equipment stored in shipping containers at the same location. Both organisations have approached Council to assist with providing potential site(s).

Relocation to the Bungendore Sports Hub, 15 Halfway Creek Road, was explored and at the meeting of 14 September 2022 Council agreed in principle to the proposal to establish a base for both organisations there and to begin negotiations for draft lease agreements (**Resolution 361/22**).

At that time the proposal was to construct an activities shed, storage areas, and a community meeting room at the northern end of the Sports Hub in the site that was originally marked for the new aquatics centre.

9.5 Memorandum of Understanding - Shared Site for Bungendore Men's Shed and Rotary Club of Bungendore (Author: Richards/Duncan) (Continued)

At the meeting of 14 August 2024, Council resolved to approve the relocation of the Bungendore Aquatic Centre to its original proposed northern site adjacent to the netball courts at the Bungendore Sports Hub. **(Resolution 384/24)**.

This meant that a new area at the Sports Hub had to be identified for the Men's Shed and Rotary Club.

Report

The relocation of the Bungendore Aquatic Centre back to its originally proposed site has made space available in the central section of the Bungendore Sports Hub (Figure 1).

The new site has been surveyed and Council officers have met separately with representatives from both organisations. The parties have agreed to a shared space in the central section of the Bungendore Sports Hub. The total area of the identified shared space in figure 1 is 50 metres by 40 metres.



Figure 1: Location for the Men's Shed and Rotary Club at the Bungendore Sports Hub

9.5 Memorandum of Understanding - Shared Site for Bungendore Men's Shed and Rotary Club of Bungendore (Author: Richards/Duncan) (Continued)

The blue area in Figure 2 (below) shows two separate sheds to meet the needs of the Men's Shed. The area marked in red meets the request from the Rotary Club. The area marked in green allows for 22 car parks in total within the space provided (this may change depending on DA requirements). The area marked in pink provides for vehicle access.



Figure 2: Identified shared space in the central section of the Bungendore Sports Hub

The attached Memorandums of Understanding (MOUs) provide the Bungendore Men's Shed and the Rotary Club of Bungendore with clarity and certainty that Council land will be available at a subsidised fee, once funding has been sourced to build and develop the site. Having certainty will enable both organisations to apply for grant funding.

A Federal Government 'Investing in Our Communities' grant was received in 2023/2024 to provide perimeter fencing of the identified site and ensure services are provided up to the fence line of the site for the organisations to connect their own services. This work will commence once both MOUs are signed.

A DA is required for both the Men's Shed site and the Rotary storage shed. A license agreement will be executed once DA approval has been obtained.

Risk/Policy/Legislation Considerations

The proposal will require planning approval and any access agreement would be subject to the DA Consent. Increasing public use of the sports hub will have a positive impact on the site through passive surveillance and ownership by the community.

9.5 Memorandum of Understanding - Shared Site for Bungendore Men's Shed and Rotary Club of Bungendore (Author: Richards/Duncan) (Continued)

To facilitate the relocation, it will be necessary for Men's Shed and Rotary to enter into a licence agreement with Council. A License agreement will be executed for each facility once Das have been approval.

Financial, Budget and Resource Implications

The project will be fully funded by the Men's Shed and Rotary through grants and other sources. It is not proposed that this project be funded by Council.

Links to QPRC/Regional Strategic Plans**QPRC Community Strategic Plan****A. Community**

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

D. Connection



- Our community facilities are well planned, meet the needs of the community and enhance social connection

Conclusion

The Bungendore Men's Shed and Rotary Club of Bungendore are long-standing volunteer organisations that continue to provide valuable contributions to the Bungendore community. Identifying a suitable location at the Bungendore Sports Hub for their co-location ensures these groups have a pathway to secure tenure and funding, enabling them to re-establish their operations and continue their community work.

The proposed shared site supports the broader objectives of the Sports Hub by increasing community use and strengthening partnerships between local groups. Council endorsement of the attached MOUs is sought to provide both organisations with the certainty required to progress funding applications and commence planning for future development.

Attachments

- | | |
|---|---|
| Attachment 1 | Draft Memorandum of Understanding - Bungendore Mens Shed - June 2025 (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | Draft Memorandum of Understanding - Rotary Club of Bungendore - June 2025 (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.6 Draft Licence Agreement - Captains Flat Men's Shed - 106 Foxlow Street, Captains Flat (Author: Ryan/Monaghan)

File Reference: 46.1.1-01

Recommendation

That Council endorse a 5-year licence agreement with the Australian Men's Shed Association (Captains Flat) over 106 Foxlow Street, Captains Flat.

Summary

The Captains Flat Men's Shed Association (Captains Flat Men's Shed) has had a former licence agreement with Council to 30 June 2024 over land at 106 Foxlow Street, Captains Flat. The Association is seeking to renew this licence agreement for another five-year term from 1 July 2024 to 30 June 2029.

The attached draft licence has been reviewed by the Captains Flat Men's Shed and Council endorsement is sought for a renewed 5-year licence term.

Background

The Captains Flat Men's Shed has been occupying the site of the former RFS Shed in Captains Flat for several years before the former licence agreement with Council in 2019.

The renewal of this agreement has been delayed due to specific EPA lead testing being conducted around the Men's Shed site. This report has now been received and is attached to this report.

Report

The Captains Flat Men's Shed has been incorporated since November 2019 and has been supporting men within the Captains Flat village and surrounding area for many years prior.

The draft licence is a standard agreement with no special conditions proposed. Electricity and insurances are the only outgoings of the Captains Flat Men's Shed. Currently Council pays the water and sewer charges on the land, totalling approximately \$2,035 per annum. There are no land rates applicable because it is owned by Council and exempt as public land.

The Captains Flat Men's Shed has agreed to the proposed licence agreement and a notional rate of \$609 + GST per annum. This is a rate derived from, and guided by, the minimum fee payable for NSW Crown Land Licences. The Association is currently paying \$498 + GST per annum and the new amount represents an increase of 22% per annum.

The Captains Flat Men's Shed is required to maintain Public Liability Insurance to the value of \$20 million.

The property is part of the Captains Flat Lead Abatement Area and was identified as potentially contaminated during the initial investigations by the Captains Flat Lead Taskforce. Council engaged NSW EPA to conduct further testing in the form of XRF scanning of surface soils at the property.

9.6 Draft Licence Agreement - Captains Flat Men's Shed - 106 Foxlow Street, Captains Flat (Author: Ryan/Monaghan) (Continued)

Testing was completed for the following contaminants of concern: lead, arsenic, copper and zinc. The XRF testing was then verified using laboratory samples. Values for arsenic, copper and zinc did not exceed the Health Investigation Levels for residential use.

Elevated levels of lead were detected in all areas tested on the property with levels ranging from 600-1600mg/kg. The levels are consistent with other properties in the urban area, especially in the southern part of town.

The NSW EPA have advised that contamination levels onsite present a manageable risk. Additional measures to mitigate risk including spreading of mulch or topsoil on site will further reduce exposure pathways and potential for interaction with contaminated soils. It should also be noted that the highest levels of lead were detected in the rear yard of the property, an area that is not frequented by the lessee.

Annexure 1: Aerial map of 106 Foxlow Street, Captains Flat

9.6 Draft Licence Agreement - Captains Flat Men's Shed - 106 Foxlow Street, Captains Flat (Author: Ryan/Monaghan) (Continued)

Annexure 2: Photo of Captains Flat Men's Shed**Risk/Policy/Legislation Considerations**

106 Foxlow Street, Captains Flat (Lot 13, Section 4 Deposited Plan 18452) is classified as Community Land in accordance with the Clause 47A of the Local Government Act (1993). As required by clause 47 of the Act, the notice of proposed licence will be exhibited on Council's website for 28 days. In the absence of adverse submissions being received, the licence agreement will be executed on the terms presented to Council.

Financial, Budget and Resource Implications

It is proposed that this licence agreement be charged at a nominal rate of \$609 per annum. This is in keeping with other comparable not-for-profit groups leasing Council-owned land.

Links to QPRC/Regional Strategic Plans

The promotion and support of the Captains Flat Men's Shed Association is consistent with the principles and objectives in the Community Strategic Plan (2042) specifically:


Our health, wellbeing and resilience is supported by strong partnerships and access to services.

Conclusion

Men's Sheds are a beneficial resource to our community. It is recommended that Council endorse the licence agreement with the Captains Flat Men's Shed Association for a further five-year term (from the expiration of their former lease) for the period 1 July 2024 to 30 June 2029.

9.6 Draft Licence Agreement - Captains Flat Men's Shed - 106 Foxlow Street,
Captains Flat (Author: Ryan/Monaghan) (Continued)

Attachments

- | | |
|--|--|
| Attachment 1 | Draft Licence Agreement - Captains Flat Men's Shed Association (<i>Under
Separate Cover</i>) |
|  Attachment 2 | EPA Sampling Results - 106 Foxlow Street, Captains Flat (<i>Under
Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.7 Plans of Management: Queanbeyan Showground, Queanbeyan Park and Queen Elizabeth II Park (Author: Ryan/Richards)

File Reference: 23.1.1

Recommendation

That Council endorse the Plans of Management for the Queanbeyan Showground, Queanbeyan Town Park and Queen Elizabeth II Park Lands to NSW Crown Lands for assessment and comment.

Summary

In February 2025, a workshop was held on Council's requirement to develop Plans of Management.

QPRC will be required to prepare a number of Plans of Management including both site specific plans and generic plans.

This report presents three relating to Queanbeyan - Queanbeyan Showground, Queanbeyan Town Park and Queen Elizabeth II Park Lands for Council endorsement to provide the draft plans to Crown Lands.

Background

Plans of management are documents that guide how community land, such as parks and reserves, are used, managed, and developed. They outline objectives, performance targets, and permissible uses, ensuring sustainable management and protection of the land's values. They must consider a diverse range of recreational uses, conservations requirements and other potential issues. Councils develop these plans for public land classified as 'community land' under the Local Government Act 1993.

QPRC will be required to prepare a number of plans of management for both Council managed Crown lands and Council owned land.

Plans of management for Council owned lands can be endorsed by Council for public exhibition and then adopted by Council. Plans of management for Council managed Crown land have a more extensive approval process.

The three plans related to this report are for Council managed Crown Land.

Report

The attached draft Plans of Management are for Queanbeyan Showground, Queanbeyan Town Park and Queen Elizabeth II Park Lands. They detail a range of aspects about each area including permissible events or licenses on each land area.

The process to finalise Plans of Management for Council managed Crown Lands is extensive and involves.

1. Finalise drafts and provide an initial report to Council
2. Seek written advice from the Native Title manager (suitably trained Council officer)

9.7 Plans of Management: Queanbeyan Showground, Queanbeyan Park and Queen Elizabeth II Park (Author: Ryan/Richards) (Continued)

3. Send drafts to Crown Lands for initial comment
4. Edit drafts including any feedback from Crown Lands and Councillors
5. Return final drafts back to Crown Lands seeking authorisation to exhibit and for owners' consent for council to adopt the plans.
6. Report to Council prior to exhibition period
7. Minimum 28-day public exhibition
8. Your Voice Feedback report to Council with any recommendations
9. Council determines if it will the adopt final draft. Any rework of the document needs to go back to Crown Lands.

The Queanbeyan Showground Advisory Committee have reviewed the plan for the Queanbeyan Showground. However further community consultation for all of the plans will be undertaken as part of steps 5 and 6 of the process outlined above. Therefore, the part of section 1 of each of the plans referring to public exhibition is not yet complete. It will be finalised once the plans are returned from Crown Lands.

It should be further noted that a master plan for the Queanbeyan Park precinct is in Council's 2025-26 budget. Since the plan of management for Queanbeyan Park permits a wide range of functions, it is unlikely that the master plan will prompt changes or additions to the plan of management. If changes are required, they can be addressed during the editing process.

Risk/Policy/Legislation Considerations

The development of plans of management is a requirement under both the Local Government Act (1993) and the Crown Lands Management Act (2016).

It is also an action under Action 4.7.4 of Council's adopted Local Strategic Planning Statement.

Financial, Budget and Resource Implications

These plans have been developed in house and have no additional financial implications.

Links to QPRC/Regional Strategic Plans

QPRC Community Strategic Plan 2042




Strategic Objective 3

Our land, vegetation and waterways are managed in an integrated and sustainable manner

Conclusion

Council endorsement is sought to forward the draft Plans of Management for Queanbeyan Showground, Queanbeyan Town Park and Queen Elizabeth II Park Lands to NSW Crown Lands for assessment and comment.

Attachments

- | | |
|---|--|
| Attachment 1
 | Final Draft Queanbeyan Showground Plan of Management (<i>Under Separate Cover</i>) |
| Attachment 2
 | Final Draft Queanbeyan Park Plan of Management (<i>Under Separate Cover</i>) |
| Attachment 3
 | Final Draft Queen Elizabeth II Park Plan of Management (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.8 Cultural Grant Wildcare Queanbeyan - Mosaic Art Work Update (Author: Ryan/Richards)

File Reference: 11.10

Recommendation

That Council approve a Cultural Grant of \$3,000 to Wildcare Queanbeyan towards costs of repairing the Mosaic Artwork from Wanniassa Park.

Summary

At the meeting of 23 April 2025, Council received an application for a cultural grant from Wildcare Queanbeyan Inc for the Mosaic Artwork project in Wanniassa Park, Queanbeyan. Council approved the grant subject to advice on how the artwork might be protected from potential vandalism (**Resolution 780/25**).

Background

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 Wanniassa Park in 2020. It was vandalised beyond repair in 2023.

The funding was for the original artist, a Googong resident, to create a replacement 'magpie-themed' glass mosaic for installation at Wanniassa Park.



Original sculpture in Wanniassa Park (130x110 cm)

9.8 Cultural Grant Wildcare Queanbeyan - Mosaic Art Work Update (Author: Ryan/Richards) (Continued)

The project was considered eligible for funding however Councillors were concerned that it be protected from further vandalism and requested information on how it could be better protected.

Report

The artist discussed options for protecting the artwork with Council's Team Leader, Arts and Heritage including resin coating. The artist noted that none of the resins currently on the market interact well with mosaic and age poorly in the weather, which results in a degraded viewing experience of the mosaic.

The artist has indicated that she can implement the measures within her control, primarily through the use of adhesives which increase the difficulty of tampering with or removing tiles. While options like wrought iron cages or Perspex barriers have been considered, they were ultimately deemed unsuitable due to their cost, impracticality, and negative impact on the visual appeal of the artwork.

Protective elements such as lighting, visibility and surveillance would mean moving the sculpture to a different site. The original site was chosen to be near the BBQ facility in order to be near a social gathering site for Wildcare.

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.

Financial, Budget and Resource Implications

The cultural grant fund for 2024-25 was \$15,500. As this project was conditionally approved \$3,000 was reserved pending Council's final decision.

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

As the application was found suitable for a QPRC Cultural Grant and the artist will implement protective measures within her control, approval to release the grant is sought.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Braidwood Heritage Centre - Completion Works - Update (Author: Duff/Long)

File Reference: 36.1.3

Recommendation

That the report be received for information.

Report

Council endorsed the execution of a variation deed under the Bushfire Local Economic Recovery Fund (BLERF) for the Braidwood Heritage Centre in April 2025 (**Resolution 785/25**). At the same meeting, Council awarded the tender for the completion of works for this project to Trinity Quality Interiors Pty Ltd (**Resolution 797/25**).

The variation deed transferred the management of the project from NSW Public Works Advisory to Council. It did not involve additional funding or additional time; the completion date of the project remained 30 June 2025 as per the previous funding program.

Subsequent to Trinity commencing on site, a series of defects in the original contractor's work have been identified. These defects exceeded the scope of what was apparent at the time of tender.

The time allocated under the deed of variation was determined to be insufficient to meet the required completion date. A request for extension of time to complete the expenditure of the grant funding was sought, and this has been approved by both the NSW and Federal Governments to 31 December 2025.

The defects identified have incurred an increase in costs to the project. Under the deed of termination with the original contractor, there is no recourse to recover any money to rectify these defects. Without changes to the scope, these cost increases will exhaust the contingency previously included in the revised budget.

Funds totalling \$1,549,512 held by NSW Public Works for this project have been transferred to Council and a balance of \$375,000 remains to be claimed from the NSW Grant Management Office.

Council and Trinity are working together to minimise additional costs however current estimates indicate that there is insufficient funding to complete the scope of works envisaged at the time the deed of variation was negotiated.

There remains a project risk that once the current building work is made compliant, structurally secure and weatherproof, that some internal finishes may remain incomplete.

A further report will be provided to Council once the scope assessment and options to proceed have been identified and considered by the Project Control Group, which includes members from the Braidwood Heritage Museum.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

**10.2 Dunns Creek Road Stage 1: Tralee to Hume (ACT) Connection Update
(Author: Duff/Ramsland)**

File Reference: 36.1

Recommendation

That the report be received for information.

Report

At the 14 August 2024 Council meeting, Council resolved to allocate a \$65 million commitment from the Australian Government's Infrastructure Investment Program for Dunns Creek Road Stage 1, subject to the Minister's approval and endorse the engagement of Transport for NSW (TfNSW) to undertake the necessary business case and strategic work for this important Tralee to Hume (ACT) connection (**Resolution 381/24**).

As noted to Council on the 23 October 2024, the Minister Infrastructure, Transport, Regional Development and Local Government, The Hon Catherine King MP confirmed the Government's support for the scope and delivery of the Tralee to Hume (ACT) connection project.

This project will provide a connection from Environa Drive to the Monaro Highway in the ACT and include a stub road for a future extension of Dunns Creek Road to connect to the Old Cooma Road.

Current traffic modelling identified that by 2031, the intersection of Tompsitt Drive with Environa Drive suffers an unacceptable level of service if no improvement to the road network is undertaken. A second connection between the Tralee Urban Release Area and the ACT provides relief to the expected congested at this intersection.

A Memorandum of Understanding (MOU) between Council and TfNSW was executed on 7 April 2025. This MOU requires TfNSW to investigate preferred design options including connection points for the ACT, Dunns Creek Road Stage 2 and Environa Drive, undertaking specialist studies, documenting the approval process within ACT and NSW jurisdictions, project timelines and providing cost estimates and Cost Benefit Ratios.

At completion, Council will have a Strategic Business Case suitable for Infrastructure NSW's (INSW) Gate 1 project assurance review. The Gate 1 Review investigates the project team's readiness to proceed with preparing the Final Business Case (Gate 2) by supporting the need of the project and demonstrating the service need on a value for money basis.

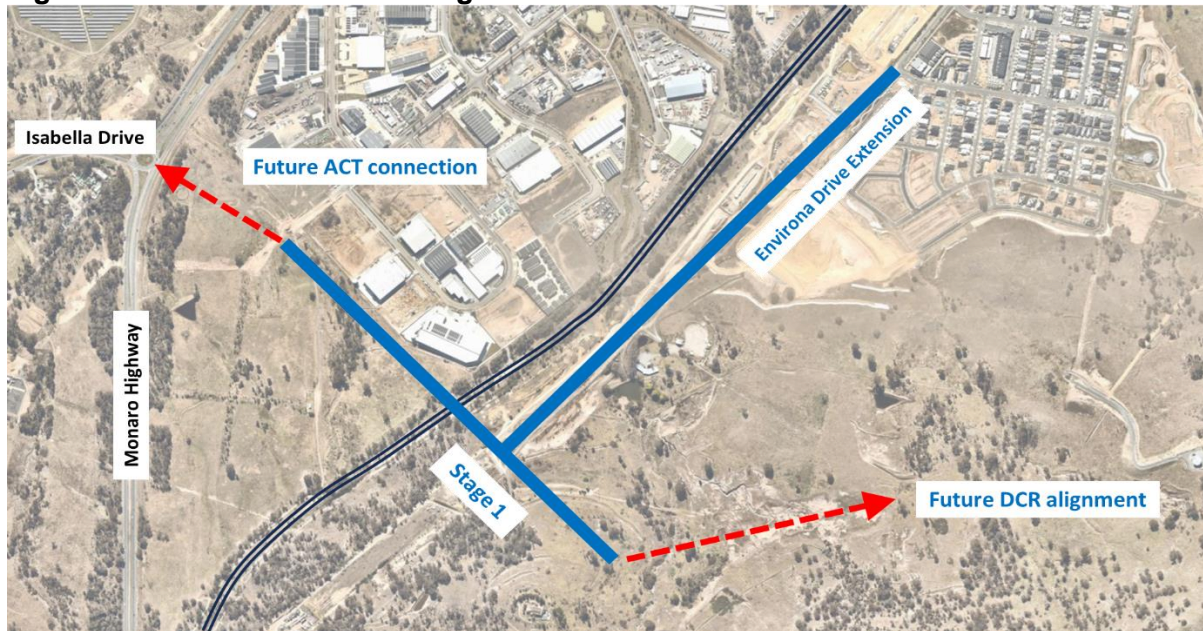
Completion of the Strategic Business Case will help progress approval for the \$65 million construction funding for the Tralee to Hume (ACT) connection as well as determine the appropriate road corridor for the western alignment of a future Dunns Creek Road.

To date, works undertaken under the MOU has centred around defining the TfNSW scope of works and sharing background data and information.

The Strategic Business Case is expected to be completed within the 2025/26 financial year and at an estimated cost of \$5 million. TfNSW work is paid from the NSW grant as the work aligns with the \$27 million Funding Deed.

10.2 Dunns Creek Road Stage 1: Tralee to Hume (ACT) Connection Update (Author: Duff/Ramsland) (Continued)

Figure 1: Dunns Creek Road Stage 1



Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.3 Bi-Annual Compliance Reporting (Author: Ryan/Flint)

File Reference: 51.1.2-02

Recommendation

That the report be received for information.

Report

The Office of Local Government (OLG) issues all Councils with a calendar of compliance and reporting activities annually. These activities are statutory obligations required under various pieces of legislation. It is available on the OLG website at:

<https://www.olg.nsw.gov.au/councils/policy-and-legislation/guidelines-and-policy-information-resources-for-councils/council-reporting-calendar-compliance/>

This report outlines compliance and reporting activities relating to Finance and Governance, undertaken for the six-month period to 30 June 2025.

Activity	Due Date	Completion Date
Third quarter rates instalment notices to be sent	30 January 2025	10 January 2025
Submit quarterly budget review statements to Council	28 February 2025	26 February 2025
Induction and/or refresher training for the Mayor and all Councillors to be completed	1 March 2025	28 October 2024 (Strategy Day) 2 December 2024 (Statutory Induction), 10 April 2025 (Mayor refresher training)
ARIC to meet	Quarterly	17 March 2025 16 June 2025 15 September 2025 8 December 2025
Fourth quarter rates instalment notices to be sent	30 April 2025	11 April 2025
Local Infrastructure Renewals Scheme report due	4 May 2025	30 April 2025
Quarterly Budget Review to Council	31 May 2025	28 May 2025
Endorse: Community Strategic Plan Workforce Management Plan	30 June 2025	28 May 2025 25 June 2025
Adoption of: Delivery Program Operational Plan Long Term Financial Plan Asset Management Plan	30 June 2025	25 June 2025
Delivery Program Progress Report	Bi-Annually	26 February 2025

Attachments

Nil

File Reference: 9 July 2025 reports

Recommendation

That the report be received for information.

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

From 20 June to 3 July 2025, the following workshops were held:

Workshop Items and External Presenter/s (if applicable)
Workshop date: 2 July
Waste Strategy Review The workshop introduces the draft Waste Strategy 2025 document for Councillor review before being presented to Council meeting for public exhibition. The waste sector changes and QPRC context since the last 2019 strategy will be examined in comparison to the 2025 draft, with key points and future options highlighted.
Roads Strategic Plan (Transport Investment Framework) - Workshop #1 The first of three workshops outlining the proposed investment framework for future Transport work plans via strategies and policies adopted by Council to prioritise our transport (roads, bridges, footpaths and infrastructure) program delivery within approved budgets by adopting a multi-criteria and risk analysis approach. This will be the lead strategy that will enable Council to make informed funding decisions and advocate for shovel ready projects.

Attachments

Nil

11.1 Local Traffic Committee Minutes - 3 June 2025 (Author: Duff/Greer)

File Reference: 31.4.1

Recommendations

That Council endorse the 3 June 2025 Local Traffic Committee meeting minutes and the associated recommendations as follows:

1. LTC 13/2025 – Not Approve Traffic Control Devices – 137 Environa Drive Tralee.
2. LTC 14/2025 – Approve Traffic Control Devices – Child Care Expansion at 275 Crawford Street Queanbeyan.
3. LTC 15/2025 – Not Approve Traffic Control Devices pending requested amendments – Macs Reef Road and Bungendore Road Intersection.
4. LTC 16/2025 – Not Approve the Traffic Guidance Scheme pending requested amendments – 2025 Bungendore Rodeo.
5. LTC 17/2025 – Approve the Traffic Guidance Scheme – 2026 Googfest.

Summary

This report submits the minutes and recommendations arising from the Local Traffic Committee (LTC) meeting held 3 June 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.

The minutes note Mike Duff (QPRC Director Infrastructure Services) as an apology which specifically relates to the Business Items, noting his attendance afterwards during General Business to present an update on the proposed LTC Terms of Reference currently under development.

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 LTC - Minutes - 3 June 2025 (*Under Separate Cover*)



REPORTS OF COMMITTEES

11.2 QPRC Sports Council Minutes - 16 June 2025 (Author: Richards/Duncan)

File Reference: 4.3.3

Recommendation

That Council note the minutes of the QPRC Sports Council held on 16 June 2025.

Summary

The QPRC Sports Council is an Advisory Committee of Council. Attached are the draft minutes of the meeting held on 16 June 2025 for Council's information.

The role of the QPRC Sports Council is to consider the allocation of sports fields across the local government area (LGA) prior to the commencement of each winter and summer sporting season, and to make recommendations for the development and/or improvements to sporting facilities and recreational needs, including input into the works programs.

There are no formal recommendations referred to Council in the 16 June 2025 minutes.

Attachments

Attachment 1	QPRC Sports Council Draft Minutes - 16 June 2025 (<i>Under Separate Cover</i>)
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REPORTS OF COMMITTEES

11.3 Heritage Advisory Committee Minutes - 19 June 2025 (Author: Ormella/Steele)

File Reference: 26.5.1-08

Recommendation

That Council:

- 1. Note the minutes of Heritage Advisory Committee held on 19 June 2025.**
 - 2. Endorse Recommendation 1/25: That Council formally submit the letter to NSW Heritage in relation to the draft NSW Heritage Strategy.**
-

Summary

This was the second meeting of the Heritage Advisory Committee for this term and was one of general business. The committee conducted a site visit, at 88 Wallace Street and 41 Ryrie Street Braidwood in relation to the rezoning of land and future strategic work that will go to the Committee. Staff presented the background information and took on questions put forward by the committee.

Council's Legal and Governance team presented the Code of Conduct training.

Staff presented for review and input, a draft letter (**Attachment 2**) to Heritage NSW in relation to the NSW Draft Heritage Strategy. The draft letter supports NSW Heritage modernised approach to managing heritage across NSW and provides the following for Heritage NSW's consideration:

1. Reiteration of Council's submission on Heritage NSW's Milestone 3 Report for "Braidwood and its setting", and the need for additional resources to be made available to support Council.
2. Requests Objective 1 clarifies that it also includes all cultural practices and traditions.
3. Targeted funding programs for towns and regions with a high density of heritage listings like Braidwood.
4. Establish training programs tailored to supporting the skills and trades that are required for building and heritage conservation.
5. Streamlining and simplifying access to funding, so that small communities and volunteer groups can apply without a disproportionate administrative burden.
6. Recognise that State heritage designation should come with State support and responsibility.
7. Support for the initiatives in Objectives 3 and 4, specifically additional regulatory guidance and heritage activation for economic benefits.

Staff noted suggestions and updated the letter to reflect the discussions/input and all committee members were supportive of the submission.

Attachments

Attachment 1  Heritage Advisory Committee Minutes - 19 June 2025 (*Under Separate Cover*)

Attachment 2  Draft Letter to NSW Heritage (*Under Separate Cover*)

REPORTS OF COMMITTEES

11.4 Seniors Advisory Committee Minutes - 25 June 2025 (Author:
Richards/Wherry)

File Reference: 2.3.1

Recommendation


That Council note the minutes of the Seniors Advisory Committee meeting held on 25 June 2025.

Summary

The Seniors Advisory Committee met for the first time on Wednesday 25 June. The meeting was well attended with almost all members present. Members and staff gave introductions and discussed several items relating to senior support and activity across the region.

The Committee Chair asked that members bring items for discussion at the next meeting to help determine priorities actions and the strategic focus of the Committee.

Attachments

Attachment 1 Seniors Advisory Committee Minutes - 25 June 2025 (*Under Separate
 Cover*)

QUESTIONS WITH NOTICE

14.1 Questions With Notice - Bungendore Men's Shed (Author: Richards/Ryan)

File Reference: 52.3

Recommendation

That the report be received for information.

The following questions were submitted by Cr Schweikert on 25 June 2025, and staff have provided the following responses:

1. Did QPRC allocate a site at the Sports Hub in August 2022 for the Bungendore Men's Shed and did council receive a state grant in 2023/2024 specifically for site preparation for the organisation?"

At the 14 September 2022 meeting Council agreed in principle to a shared site for the Bungendore Men's Shed and the Rotary Club of Bungendore at the northern end of the Bungendore Sports Hub (**Resolution 361/22**).

At the 14 August meeting 2024, Council resolved to approve the relocation of the Bungendore Aquatics Centre to the site previously allocated to the Men's Shed and Rotary Club (**Resolution 384/24**).

This meant that a new site was required for the Men's Shed and Rotary and survey work was necessary.

Council received Commonwealth funding through 'Investing in Our Communities' in 2023/2024 to provide perimeter fencing and services to the fence line of the identified site.

2. As the Bungendore Men's Shed must vacate current their premises by end of 2025 Financial Year due to Lead contamination issues, what is the status of the Bungendore Men's Shed relocation project and why is it taking so long?

A site has now been identified, meetings have been held with representatives from both the Men's Shed and Rotary to view the site and confirm size requirements.

Council will consider at the 9 July 2025 meeting a Memorandum of Understanding to both organisations that will provide clarity and certainty that Council land will be available at a subsidised fee. This will enable each organisation to submit a DA, and source funding. Subject to DA approved a License agreement will be provided to both the Men's Shed and Rotary.

The project has taken longer than expected due to the change in site, as it was only in August 2024 that Council determined to move the location of the new Bungendore Aquatic Centre.

Attachments

Nil

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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 Compulsory Acquisition from Crown Land on Nerriga Road, Tomboye

Item 16.1 is confidential in accordance with s10(A) (e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.