



Ordinary Meeting of Council

AGENDA

23 July 2025

Commencing at 5.30pm

**WB Freebody Chamber
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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1 OPENING

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

4 CONFIRMATION OF MINUTES

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

5 DISCLOSURES OF INTERESTS

6 ADJOURNMENT FOR PUBLIC FORUM

7 MAYORAL MINUTE

7.1 LGNSW Cost Shifting Report 2025 Advocacy2

8 NOTICES OF MOTIONS OF RESCISSION

9 REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 DA.2025.0172 - 137 Ross Road Crestwood - Construction of a Carport3

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra9

9.3 Draft Waste Management Strategy 2025-45.....22

9.4 Karabar Microforest Proposal and Evaluation - Ash Street, Queanbeyan.....26

9.5 Classification of Land - Farrer Place Carpark Lot 2 Section 56 DP 75886230

9.6 Legal and Enforcement - Mulloon Property33

9.7 Internal Audit Charter - Annual Review 2025.....38

9.8 Audit, Risk and Improvement Committee - Tenure of Members.....42

9.9 Policy Review44

9.10 Investment Report - June 202547

9.11 LGNSW Annual Conference 2025 - Councillor Delegates50

10 REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Planning Performance Report52

10.2 Council Food Safety Annual Activity Report to NSW Food Authority 202554

10.3 Summary of Road Renewal and Maintenance Activities - EOFY 2024/2558

10.4 HSEQ Quarterly Report - 1 April to 30 June 202565

10.5 Lease of 256 Crawford Street, Queanbeyan.....69

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

BUSINESS PAPER AGENDA – 23 July 2025 Page ii

10.6	Advocacy for Growing Regions and the Need for More Police - Minister Response.....	70
10.7	Councillor Workshops	71
11	REPORTS OF COMMITTEES	
11.1	Audit, Risk and Improvement Committee Minutes - 16 June 2025.....	72
11.2	Sustainability and Climate Change Advisory Committee Minutes - 26 June 2025	73
11.3	Small Business Advisory Committee Minutes - 9 July 2025.....	74
12	NOTICES OF MOTIONS	
12.1	Notice of Motion - Hiroshima Day 2025	75
12.2	Notice of Motion - NSW Business Connect Program	77
13	REPORTS TO COUNCIL - DELEGATES REPORTS	
14	QUESTIONS WITH NOTICE	
15	NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION	78

Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

- 16.1 RFT-10067161 - Design and Construction of Mount Jerrabomberra No.2 Reservoir
- Item 16.1 is confidential in accordance with s10(A) (c) (d)(i) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND 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.*
- 16.2 Legal and Enforcement - Bungendore Property
- Item 16.2 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege 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.2025.0172 - 137 Ross Road Crestwood - Construction of a Carport
- | | |
|--------------|---|
| Attachment 1 | Plans - DA.2025.0172 - 137 Ross Road Crestwood (Under Separate Cover) |
| Attachment 2 | DCP Variation Request - DA.2025.0172 - 137 Ross Road Crestwood (Under Separate Cover) |
| Attachment 3 | Draft Conditions of Consent - DA.2025.0172 - 137 Ross Road Crestwood (Under Separate Cover) |

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

BUSINESS PAPER AGENDA – 23 July 2025 Page iii

- Attachment 4* *Section 4.15 Assessment Report - DA.2025.0172 - 137 Ross Road Crestwood (Under Separate Cover)*
- Item 9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra
- Attachment 1* *Attachment 1 - Planning Proposal - Additional permitted uses (Under Separate Cover)*
- Attachment 2* *Attachment 2 - ACT NSW agency responses - redacted (Under Separate Cover)*
- Attachment 3* *Attachment 3 - QPRC letter VBC Scoping proposal 24 June 2024 - redacted (Under Separate Cover)*
- Attachment 4* *Attachment 4 - Air Quality and Odour Assessment (Under Separate Cover)*
- Attachment 5* *Attachment 5 - Traffic memo (Under Separate Cover)*
- Attachment 6* *Attachment 6 - Noise Assessment 2023 (Under Separate Cover)*
- Attachment 7* *Attachment 7 - Bushfire Assessment Report (Under Separate Cover)*
- Attachment 8* *Attachment 8 - Aboriginal Cultural Heritage Assessment (Under Separate Cover)*
- Attachment 9* *Attachment 9 - Remediation Management Plan (Under Separate Cover)*
- Attachment 10* *Attachment 10 - South Jerrabomberra Buffer Area Ecological Constraints 2023 (Under Separate Cover)*
- Attachment 11* *Attachment 11 - South Jerrabomberra Analysis of Impact of Residential Uses (Under Separate Cover)*
- Item 9.3 Draft Waste Management Strategy 2025-45
- Attachment 1* *QPRC Draft Waste Strategy 2025-2045 (Under Separate Cover)*
- Item 9.4 Karabar Microforest Proposal and Evaluation - Ash Street, Queanbeyan
- Attachment 1* *Blackhall Park Community Feedback (Under Separate Cover)*
- Attachment 2* *Ash Street Microforest Community Feedback (Under Separate Cover)*
- Item 9.5 Classification of Land - Farrer Place Carpark Lot 2 Section 56 DP 758862
- Attachment 1* *Gazette Notice - 20 June 2025 (Under Separate Cover)*
- Item 9.7 Internal Audit Charter - Annual Review 2025
- Attachment 1* *Model OLG Charter with references (Under Separate Cover)*
- Attachment 2* *Final Draft Internal Audit Charter 2025 (Under Separate Cover)*
- Item 9.9 Policy Review
- Attachment 1* *Volunteering Policy (Under Separate Cover)*
- Attachment 2* *Street Verge & Public Land Tree Maintenance Policy (Under Separate Cover)*
- Attachment 3* *Directional Signage Policy (Under Separate Cover)*
- Attachment 4* *Fireworks (Pyrotechnic) Display Policy (Under Separate Cover)*
- Attachment 5* *Enterprise Risk Management Policy (Under Separate Cover)*
- Attachment 6* *Child Safe Policy (Under Separate Cover)*

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

BUSINESS PAPER AGENDA – 23 July 2025 Page iv

- Attachment 7 Shopping Trolley Management Policy (Under Separate Cover)*
- Attachment 8 Signs by Remote Supervision Policy (Under Separate Cover)*
- Item 9.10 Investment Report - June 2025
Attachment 1 Investment Report - June 2025 (Under Separate Cover)
- Item 10.2 Council Food Safety Annual Activity Report to NSW Food Authority 2025
Attachment 1 QPRC Food Safety Annual Activity Report 2025 (Under Separate Cover)
- Item 10.6 Advocacy for Growing Regions and the Need for More Police - Minister Response
Attachment 1 QPRC letter to Yasmin Catley, NSW Minister for Police and Counter-terrorism (Under Separate Cover)
Attachment 2 Ministerial Response re Growing Regions and the Need for More Police (Under Separate Cover)
- Item 11.1 Audit, Risk and Improvement Committee Minutes - 16 June 2025
Attachment 1 ARIC Draft Minutes - 16 June 2025 (Under Separate Cover)
- Item 11.2 Sustainability and Climate Change Advisory Committee Minutes - 26 June 2025
Attachment 1 Sustainability and Climate Change Advisory Committee Minutes - 26 June 2025 (Under Separate Cover)
Attachment 2 Updated Terms of Reference (Under Separate Cover)
- Item 11.3 Small Business Advisory Committee Minutes - 9 July 2025
Attachment 1 Small Business Advisory Committee Minutes - 9 July 2025 (Under Separate Cover)

Closed Attachments

- Item 10.5 Lease of 256 Crawford Street, Queanbeyan
Attachment 1 Lease - 256 Crawford Street, Queanbeyan (Under Separate Cover)
- Item 16.1 RFT-10067161 - Design and Construction of Mount Jerrabomberra No.2 Reservoir
Attachment 1 Tender Recommendation Report (Under Separate Cover)



Minutes of the Ordinary Meeting of the Queanbeyan-Palerang Regional Council held via Zoom and at the WB Freebody Chamber, Nellie Hamilton Centre, 257 Crawford Street, Queanbeyan on Wednesday, 9 July 2025 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)
Cr Broadbent
Cr Livermore
Cr Macdonald
Cr Preston – via Zoom
Cr Taskovski
Cr Waterhouse
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.

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

910/25

RESOLVED (Winchester/Broadbent)

That:

1. Council note the approved leave of absence from Crs Grundy and Willis for tonight's meeting.
2. The apology for non-attendance from Cr Schweikert be received and that leave of absence be granted.

The resolution was carried unanimously.

- 911/25 **3.1 Application for Leave of Absence - Cr Kenrick Winchester**
RESOLVED (Winchester/Macdonald)
That Council approve the Leave of Absence application submitted by Councillor Kenrick Winchester for the 10 September 2025 Council meeting.

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES

- 912/25 **4.1 Minutes of the Ordinary Meeting of Council held on 25 June 2025**
RESOLVED (Winchester/Waterhouse)
That the Minutes of the Ordinary Meeting of Council held in the WB Freebody Chamber, Nellie Hamilton Centre, on Wednesday 25 June 2025 be confirmed.

The resolution was carried unanimously.

- 913/25 **4.2 Minutes of the Extraordinary Meeting of Council held on 2 July 2025**
RESOLVED (Winchester/Livermore)
That the Minutes of the Extraordinary Meeting of Council held in the WB Freebody Chamber, Nellie Hamilton Centre, on Wednesday 2 July 2025 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

- 914/25 **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 9.8: Cultural Grant Wildcare Queanbeyan - Mosaic Art Work Update, stating he is an active volunteer of Wildcare Queanbeyan. He proposed to leave the Chamber when the matter is considered.

Cr Waterhouse declared a less than significant non-pecuniary interest in Item 9.8: Cultural Grant Wildcare Queanbeyan - Mosaic Art Work Update, stating he is a member of the specified company or other body. He proposed to leave the Chamber when the matter is considered.

6. ADJOURNMENT FOR PUBLIC FORUM

At this stage of the proceedings, the time being 5.33pm, Cr Winchester advised that the meeting should now adjourn for the Public Forum.

915/25

RESOLVED (Winchester/Broadbent)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.33pm and resumed at 5.42pm.

7. MAYORAL MINUTE

There was no Mayoral Minute.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

PROCEDURAL MOTION

916/25

RESOLVED (Macdonald/Broadbent)

That Items 9.3 and 9.4 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

9.3 Memorial Park

917/25

RESOLVED (Winchester/Macdonald)

That Council:

1. 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.
2. Receive a report regarding short-term options for interment in the Queanbeyan region, including further reclamation of the Queanbeyan Cemetery/Lawn Gardens at Lanyon Drive.
3. Commence investigating potential sites for a future Memorial Park to service both Queanbeyan and Bungendore.
4. Receive a report regarding potential options for the Old Cooma Road site.

The resolution was carried unanimously.

9.4 Community Engagement Strategy 2025-2028**MOVED (Wilson/Preston)**

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

AMENDMENT (Macdonald/Broadbent)

That Council:

1. Adopt the Community Engagement Strategy 2025-2028 with the exception of Part 5.
2. Excise Part 5 of the Strategy and provide Council an opportunity to workshop more fully a Community Participation Plan.

The amendment (of Crs Macdonald and Broadbent) was put and carried unanimously. The amendment became the motion.

918/25

RESOLVED (Macdonald/Broadbent)

That Council:

1. Adopt the Community Engagement Strategy 2025-2028 with the exception of part 5.
2. Excise part 5 of the Strategy and provide Council an opportunity to workshop more fully a Community Participation Plan.

The resolution was carried unanimously.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 DA.2025.0074 - Application for Concept Development for a Dwelling - 5401 Captains Flat Road, Harolds Cross**

919/25

RESOLVED (Wilson/Waterhouse)

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.

The resolution was carried unanimously.

9.2 DA.2025.0132 - Lot 111 DP 755905 Cooma Road, Bendoura - Construction of a Dwelling and Clause 4.6 Variation**MOVED (Preston/Waterhouse)**

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.

Cr Wilson foreshadowed a contrary motion:

That consideration of development application DA.2025.0132 for the construction of a dwelling house on Lot 111 DP 755905 Cooma Road, Bendoura be approved.

ADJOURNMENT:

The meeting adjourned for a short break at 6.12pm and resumed at 6.22pm.

Cr Wilson withdrew his foreshadowed contrary motion.

920/25

RESOLVED (Preston/Waterhouse)

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.

The resolution was carried.

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

9.3 Memorial Park

This Item was dealt with in earlier business.

9.4 Community Engagement Strategy 2025-2028

This Item was dealt with in earlier business.

9.5 Memorandum of Understanding - Shared Site for Bungendore Men's Shed and Rotary Club of Bungendore**MOVED (Waterhouse/Livermore)**

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.

AMENDMENT (Macdonald/Wilson)

That this item be deferred until both organisations have had the opportunity to discuss the terms of the Memorandum of Understanding with their memberships.

The amendment of Crs Macdonald and Wilson was put.

For: Crs Broadbent, Macdonald, Taskovski, Waterhouse and Wilson

Against: Crs Livermore, Preston and Winchester

The amendment was carried and became the motion.

921/25

RESOLVED (Macdonald/Wilson)

That this item be deferred until both organisations have had the opportunity to discuss the terms of the Memorandum of Understanding with their memberships.

The resolution was carried.

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

Against: Cr Preston

- 922/25 **9.6 Draft Licence Agreement - Captains Flat Men's Shed - 106 Foxlow Street, Captains Flat**
RESOLVED (Macdonald/Waterhouse)
That Council endorse a 5-year licence agreement with the Australian Men's Shed Association (Captains Flat) over 106 Foxlow Street, Captains Flat.

The resolution was carried unanimously.
- 923/25 **9.7 Plans of Management: Queanbeyan Showground, Queanbeyan Park and Queen Elizabeth II Park**
RESOLVED (Wilson/Macdonald)
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.

The resolution was carried unanimously.

Having declared an interest in the following Item, Crs Macdonald and Waterhouse left the Chamber at 6.38pm.
- 924/25 **9.8 Cultural Grant Wildcare Queanbeyan - Mosaic Art Work Update**
RESOLVED (Wilson/Taskovski)
That Council approve a Cultural Grant of \$3,000 to Wildcare Queanbeyan towards costs of repairing the Mosaic Artwork from Wanniasa Park.

The resolution was carried unanimously.

Crs Macdonald and Waterhouse returned to the Chamber at 6.39pm.
- 10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**
- 925/25 **10.1 Braidwood Heritage Centre - Completion Works - Update**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 926/25 **10.2 Dunns Creek Road Stage 1: Tralee to Hume (ACT) Connection Update**
RESOLVED (Wilson/Waterhouse)
That the report be received for information.

The resolution was carried unanimously.
- 927/25 **10.3 Bi-Annual Compliance Reporting**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.

- 928/25 **10.4 Councillor Workshops**
RESOLVED (Winchester/Waterhouse)
That the report be received for information.
- The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

- 929/25 **11.1 Local Traffic Committee Minutes - 3 June 2025**
RESOLVED (Livermore/Taskovski)
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.
- The resolution was carried unanimously.
- 930/25 **11.2 QPRC Sports Council Minutes - 16 June 2025**
RESOLVED (Winchester/Wilson)
That Council note the minutes of the QPRC Sports Council held on 16 June 2025.
- The resolution was carried unanimously.
- 931/25 **11.3 Heritage Advisory Committee Minutes - 19 June 2025**
RESOLVED (Livermore/Macdonald)
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.
- The resolution was carried unanimously.

932/25

11.4 Seniors Advisory Committee Minutes - 25 June 2025**RESOLVED (Macdonald/Broadbent)**

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

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

There were no Notices of Motions.

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegates Reports.

14. QUESTIONS WITH NOTICE

933/25

14.1 Questions With Notice - Bungendore Men's Shed**RESOLVED (Broadbent/Wilson)**

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

934/25

RESOLVED (Broadbent/Macdonald)

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.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 6.43pm to discuss the matters listed above.

16.1 Compulsory Acquisition from Crown Land on Nerriga Road, Tomboye

935/25

RESOLVED (Waterhouse/Macdonald)

That Council approve:

1. The compulsory acquisition of part portions of Lot 7004 DP 1033209 and Lot 7006 DP 1033208 from NSW Crown Lands for the purpose of road widening along a section of Nerriga Road, Tomboye.
2. The making of an application to the Minister for Local Government and the making of an application to the Governor for the compulsory acquisition of part Lot 7004 DP 1033209 and part Lot 7006 DP 1033208 location of Tomboye, Parish of Tomboye, County of St Vincent.

The resolution was carried unanimously.

936/25

RESOLVED (Winchester/Broadbent)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 6.44pm.

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

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

17. CONCLUSION OF THE MEETING

The time being 6.45pm, 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.

7.1 LGNSW Cost Shifting Report 2025 Advocacy (Author: Winchester/Winchester)

File Reference: 52.5.2-04 / 43.7.3-03

Recommendation

That Council notes the findings of the LGNSW Cost Shifting report for the 2023/2024 financial year, and

- 1. A copy of the cost shifting report be placed on Council's website so that our communities can access it, and**
 - 2. Council writes to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently address these costs through a combination of regulatory reform and appropriate funding.**
-

Summary

The pressure on councils to maintain services of appropriate standard that meet the needs of our communities has reached unprecedented levels. The unrelenting growth of cost shifting to councils, coupled with rate pegging and insufficient state and federal funding, is increasingly eroding the possibility of financially sustainable local government and risking the capacity of councils to deliver the essential infrastructure and services required by their communities.

The latest research commissioned by Local Government NSW (LGNSW) shows that the increase in cost shifting has continued unabated by various State and Federal Government policies.

The cost shifting report, produced by independent consultants Morrison Low for the 2023/24 financial year, reveals that \$1.5 billion of expense has been imposed on councils. This is an increase of approximately \$140 million (10%) since the last report for the 2021/22 financial year, when the total cost shift was estimated at \$1.36 billion.

On average, this represents an inflated cost of \$497.40 for each ratepayer, an increase of \$36.72 from 2021/22. It is unfair to our communities that such a large portion of their rates are being diverted away from local priorities.

The full report is available online at: <https://www.lgnsw.org.au/costshifting>

With councils having to fund this ongoing subsidy primarily for the State Government every year, it means our communities get less or go without. They go without safer roads. They go without parks. And they go without important services that only councils provide, while their communities are effectively paying hidden taxes to other levels of government.

It is essential to councils and communities that the NSW Government urgently seek to address cost shifting through a combination of regulatory reform and appropriate funding.

Attachments

Nil

9.1 DA.2025.0172 - 137 Ross Road Crestwood - Construction of a Carport (Author: Ormella/Tenzin)

File Reference: DA.2025.0172

Recommendation

That development application DA.2025.0172 for a carport at Lot 16 DP 220237, 137 Ross Road, Crestwood, be granted conditional consent.

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

This application has been referred to Council because the application involves a significant variation to a requirement in a development control plan.

Proposal:	Construction of a carport
Applicant/Owner:	Elizabeth Sarah Curry
Subject Property:	Lot 16 DP 220237, 137 Ross Road Crestwood NSW 2620
Zoning and Permissibility:	R2 - Low Density Residential under Queanbeyan Local Environmental Plan 2012
Public Submissions:	Nil
Issues Discussed:	Planning Requirements Clause 3A.2.2 Siting and Building Setbacks of Queanbeyan Development Control Plan 2012
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 the construction of a carport.

The specific elements of the proposal are:

- Carport measuring 6m x 5m with a maximum height of 3.1m.
- Two panels of breeze blocks (each measuring 2.09m x 2m) on the street side.
- Removal of one tree.
- Landscaping works and letterbox.

Subject Property

The subject site is legally described as Lot 16 DP 220237 and is commonly known as 137 Ross Road, Crestwood NSW 2620. The site is located on the western side of Ross Road and has an area of 626m².

The subject lot has a rectangular shape and a relatively flat terrain.

9.1 DA.2025.0172 - 137 Ross Road Crestwood - Construction of a Carport (Author: Ormella/Tenzin) (Continued)

Existing development on the site comprises of a dwelling house and a garage. Vehicular access is provided to the site via an existing driveway from Ross Road.

Existing development within the locality consists of residential dwellings and ancillary developments.



Figure 1: Locality plan



Figure 2: Proposed development site

9.1 DA.2025.0172 - 137 Ross Road Crestwood - Construction of a Carport (Author: Ormella/Tenzin) (Continued)



Figure 3: Site photo with view of Ross Road



Figure 4: North façade of the existing dwelling

9.1 DA.2025.0172 - 137 Ross Road Crestwood - Construction of a Carport (Author: Ormella/Tenzin) (Continued)

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. The matters that are of relevance under Section 4.15 are summarised in the attached Section 4.15 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 (Resilience and Hazards) 2021
2. State Environmental Planning Policy (Transport and Infrastructure) 2021
3. State Environmental Planning Policy (Biodiversity & Conservation) 2021
4. Queanbeyan-Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022)
5. Queanbeyan Development Control Plan 2012 (DCP)

The development generally satisfies the requirements and achieves the objectives of these planning instruments. The significant issues relating to the proposal for the Council's consideration are:

(a) Compliance with LEP

The subject lot is zoned R2 Low Density Residential under the Queanbeyan-Palerang Regional Local Environmental Plan 2022. The land use table of the QPRLEP 2022 specifies that development for the purposes of a dwelling house is permitted with consent in the R2 Low Density Residential zone and is not prohibited.

The proposed development, being construction of carport which is ancillary to the dwelling, complies with the relevant provision of QPRLEP 2022 as outlined in the attached Section 4.15 Assessment Report.

(b) Compliance with DCP

The proposed development is consistent with the objectives and controls contained within the Queanbeyan Development Control Plan (DCP) 2012 as outlined in the attached Section 4.15 Assessment Report, expect for Clause 3A.2.2 Siting and Building Setbacks.

The note under Clause 3A.2.2(a) of the Queanbeyan DCP 2012 states that '*no carport or garage is to be constructed forward of the building line of any dwelling already on the site*'. However, the proposed carport is located forward of the existing building line and the applicant has submitted a written request to vary the DCP standard in accordance with Clause 1.4.3 of the DCP providing the justifications below:

- Placing the carport behind the building line will block out all the north sun from the living and bedrooms of the home.
- The front edge of the carport space will be aesthetically pleasing and in keeping with the style of the home.
- There will be mass planting of native trees and plants between the street and the carport, shielding it from view.
- The minimum 6m setback is also maintained and there are no issues with encroaching on the street front.
- The proposal would in no way impede the amenity of neighbours and would fully comply with the objectives of the DCP controls, providing adequate parking arrangement for the local climate.

9.1 DA.2025.0172 - 137 Ross Road Crestwood - Construction of a Carport (Author: Ormella/Tenzin) (Continued)

The proposed carport location is considered to be a major deviation from the DCP under this clause. However, considering the site conditions, orientation and design of the existing dwelling, proposed carport design and the landscaping details and the justifications provided in the application, the proposal is supported for approval in this instance because of the following reasons:

- There is adequate setback from the front boundary. The proposed carport has a minimum front setback of 7.1m against 6m required.
- The carport is attached to the blank wall of the dwelling and does not impact the passive surveillance opportunity.
- The existing dwelling is sited at an angle to the front boundary and consequently, the carport will also be at an angle and will not face the street directly.
- The carport has breezeblocks on its outer side which is aimed to address its impact on the street. This enhances the street view compared to the existing blank wall facing the street. This façade is further softened by landscaping and planting.
- Construction of the carport to the north of the dwelling would not only impact its solar access but also impact its ability to provide passive surveillance of the street.
- The development application was notified from 14/05/2025 to 03/06/2025. No submissions or objections were received.

The development application also proposes to remove an existing silk tree at the carport site. Proposed plans include landscaping plans and the Statement of Environmental Effects states that removed trees will be replaced with native species. The entire front garden, which has an area of about 105m², is proposed to be landscaped with a thick mass of planting.



Figure 5: Tree proposed for removal



Figure 6: Front garden & carport view

The tree, marked in red in Figure 5 above, is about 6m tall and is not a significant tree. Therefore, removal of the tree is recommended for approval subject to replacement tree being planted.

(a) Other Comments Development Engineer's Comments

The development application was referred to the Council's development engineer who raised no objection subject to the recommended conditions of consent.

9.1 DA.2025.0172 - 137 Ross Road Crestwood - Construction of a Carport (Author: Ormella/Tenzin) (Continued)

(b) Essential Energy

The proposed development was referred to the Essential Energy who did not raise any objection but provided general comments. These comments are attached as Appendix 1 to the Advisory Notes to the draft Terms and Reasons for Conditions.

Financial Implications

There are no financial implications to the Council as a result of this application.

Engagement

The proposal required notification under QPRC Community Engagement and Participation 2019 and was notified from 14/05/2025 to 03/06/2025. No submissions were received.

Conclusion





The submitted proposal for the construction of a carport on Lot 16 DP 220237, No. 137 Ross Road, Crestwood is a Local Development and is supported by a Statement of Environmental Effects and a written DCP variation request. The proposal was notified to adjoining owner/occupiers and no 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 Queanbeyan Development Control Plan 2012.

With the exception of a variation to the siting of the proposed carport, the development satisfies the requirements and achieves the objectives of these instruments.

The proposed development is considered suitable for the site, is compatible with the neighbourhood and can be conditioned to mitigate any potential impacts.

Attachments

Attachment 1 	Plans - DA.2025.0172 - 137 Ross Road Crestwood (<i>Under Separate Cover</i>)
Attachment 2 	DCP Variation Request - DA.2025.0172 - 137 Ross Road Crestwood (<i>Under Separate Cover</i>)
Attachment 3 	Draft Conditions of Consent - DA.2025.0172 - 137 Ross Road Crestwood (<i>Under Separate Cover</i>)
Attachment 4 	Section 4.15 Assessment Report - DA.2025.0172 - 137 Ross Road Crestwood (<i>Under Separate Cover</i>)

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker)

File Reference: PP.2024.0009

Recommendation

That the progression of Planning Proposal PP.2024.0009, which seeks to amend Schedule 1 Additional Permitted Uses and height of building provisions in the Queanbeyan-Palerang Regional Local Environmental Plan 2022, on Lot 1 and Lot 4 DP 1306143 in South Jerrabomberra is not supported.

Summary

Council has received a Planning Proposal for Lot 1 and Lot 4 DP 1306143 (21 Alpine Ash Way and 5 Melliodora Close, Tralee), located in the Tralee Hume buffer area (Attachment 1). The Planning Proposal submitted by Village Building Company (VBC), seeks to amend the Queanbeyan-Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022) by including additional permitted uses (multi-dwelling housing and seniors housing) and amending the height of building provisions on land zone RE2 Private Recreational land in an identified buffer area, which protects the operation of Hume industrial area.

On 24 April 2024, Council resolved to progress the scoping proposal and forward it to State agencies for feedback (**Resolution 167/24**). The agencies' feedback was provided to the proponent (Attachment 2), along with advice from Council that could be used to inform a future Planning Proposal (Attachment 3).

To facilitate an amendment to the QPRLEP 2022, a Planning Proposal must demonstrate site specific and strategic merit. The concerns raised by the ACT Government are not able to be addressed on the site and the proposal site is not strategically identified by Council or the NSW State Government. As a result, it is recommended that the planning proposal does not proceed.

Report

The Planning Proposal relates to Lot 1 and Lot 4 DP 1306143, which is zoned RE2 Private Recreation and R2 Low Density Residential under the QPRLEP 2022. The site location and zoning are shown in Figure 1 and Figure 2 below.

Proposal

The proposed amendments to the Queanbeyan-Palerang Regional Local Environmental Plan 2022 (QPRLEP) include:

- Amend Schedule 1 Additional Permitted Uses as follows:
 - Lot 1 DP 1306143 Senior Housing permitted with development consent, and
 - Lot 4 DP 1306143 Multi Dwelling permitted with development consent.
- Amend the Height of Building provisions over both sites from 12 metres to 8.5 metres, to reflect future built form.

The proposed amendments are intended to permit with consent, development for the purpose of:

- Seniors Housing Site (Lot 1) and Multi Dwelling Site (Lot 4) – 50 multi dwellings with a minimum of 10% Ground Floor Area will be used for affordable housing for a period of 15 years.

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

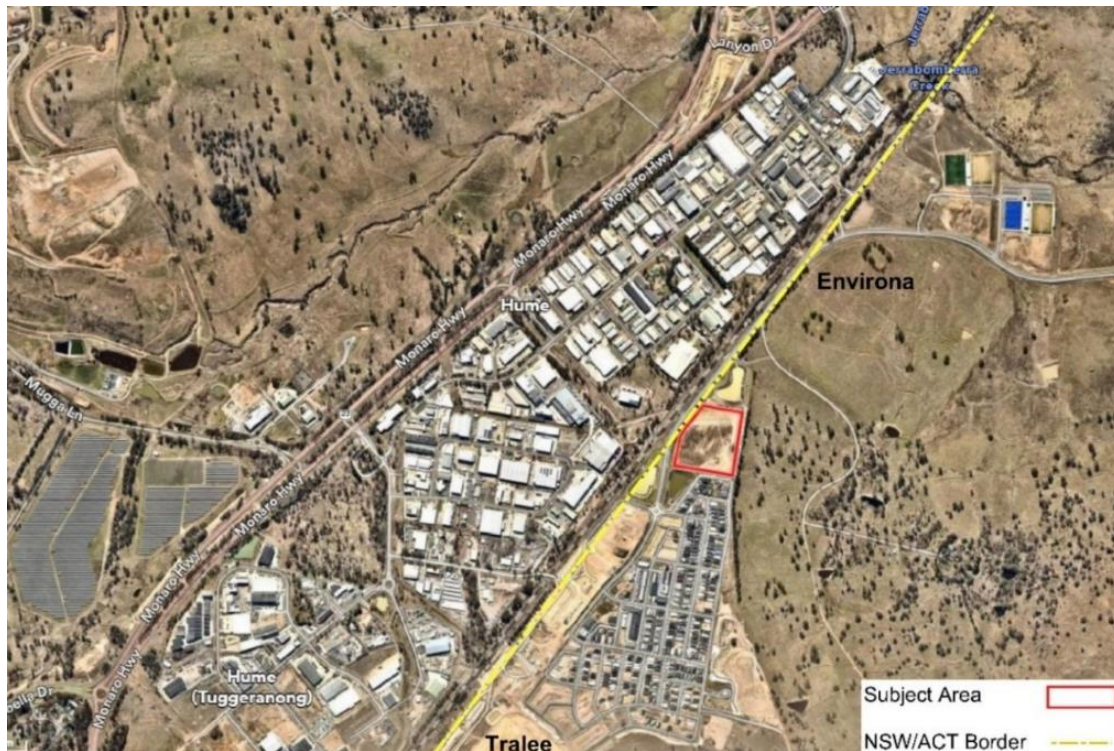


Figure 1. Location of the Subject Area

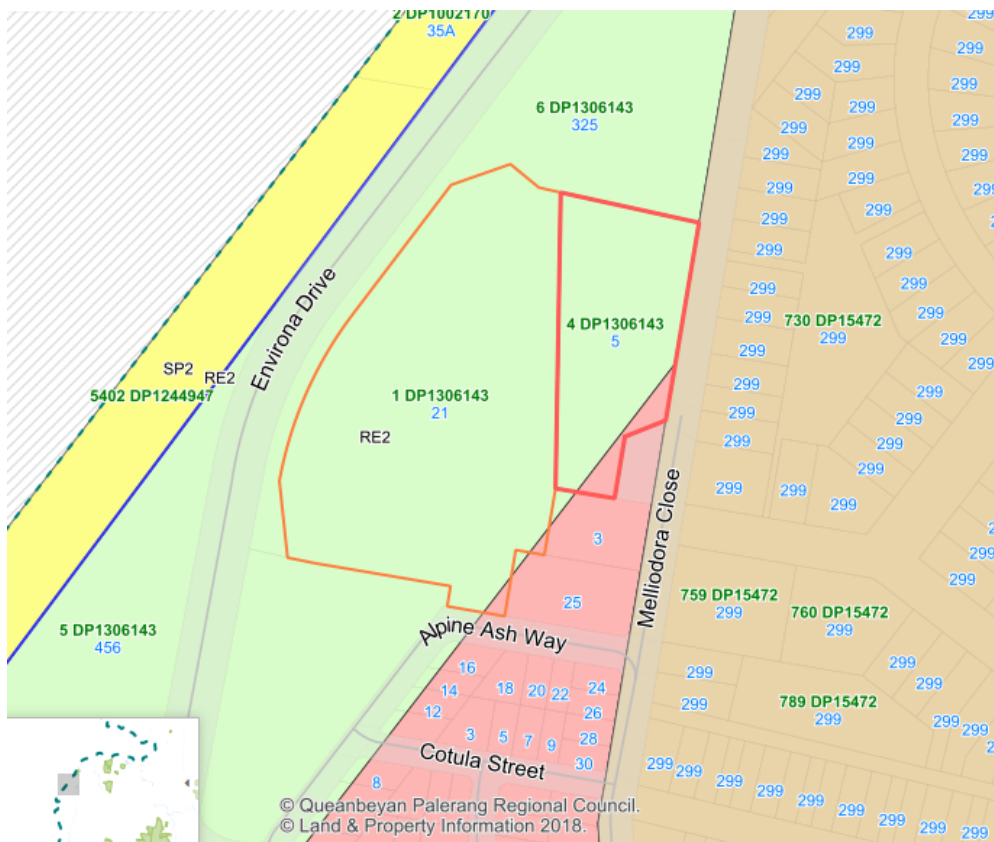


Figure 2. Zoning map - RE2 Private Recreation zone (green) and R2 Low Density Residential zone (pink)

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

Agency consultation

NSW and ACT agencies were consulted in relation to the scoping proposal in June 2024 and the planning proposal in its entirety was referred to the ACT Government for additional comment in December 2024. In response to the ACT Governments feedback, the proponent provided additional site controls and a landscape buffer of 22m on the eastern boundary of the site. A joint site inspection was arranged between Council and ACT Government officials in March 2025. Subsequently, two objections to the proposal were received by Council from the ACT Chief Minister in April 2025 and ACT Environment Protection Authority in May 2025.

A summary of all submissions received is provided in Table 1 below and copies of each submission can be found at Attachment 2.

No	Organisation	Submission summary
1	NSW Rural Fire Service	No objection is raised to the progression of the planning proposal subject to provision of a bush fire report.
2	Transport NSW	A Traffic and Transport Impact Assessment is required to identify the traffic impacts generated by the proposal on the state road network and identify appropriate upgrades.
3	ACT Government Environment, Planning and Sustainable Development Directorate (June 2024)	The ACT has longstanding significant concerns about the potential for land use conflict and interface issues due to the proximity of residential development at South Jerrabomberra to the Hume Industrial Area. The Scoping Proposal suggests a buffer of 105 meters, but the EPSDD previously requested a minimum of 250 meters. Additionally, air quality guidelines recommend buffers up to 1,000 meters for certain uses, including asphalt plants, which are less than 400 meters from the proposed site. The ACT emphasizes the need for a continuous buffer along the ACT-NSW border to protect residents from industrial impacts. Given the heavy industrial nature of Hume, any residential development within 250-meter could result in negative health impacts and compromise the future functionality of the industrial area.
4	NSW Environment Protection Authority (EPA) (May 2024)	The EPA had no comments on this proposal.
5	Dept Planning, Housing & Infrastructure	DPHI generally supports councils in seeking to increasing supply of housing for seniors and affordable housing opportunities in well located and serviced areas.
6	ACT Government – Chief Planner ACT Environment, Planning and Sustainable Development Directorate (December 2024)	The submission maintains its opposition to the planning proposal and additional residential development proximate to the Hume industrial area. The submission raised the following concerns: <ul style="list-style-type: none"> - The significance of Hume industrial area and the employment and economic contribution to the ACT and the broader region. The area is the only one of its kind in the ACT, being predominantly zoned IZ1 - General Industrial. - Land use conflicts and incompatible residential uses in proximity to the Hume industrial area, exposing future

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker)
(Continued)

No	Organisation	Submission summary
		<p>residents to negative health and amenity impacts. Concerns were also raised regarding the integrity of the Hume industrial area's existing and potential future uses.</p> <ul style="list-style-type: none"> - The proposal creates an undesirable precedent of allowing sensitive uses within a designated buffer area. - Inconsistent with the objectives of the RE2 zone with the <i>Queanbeyan -Palerang Regional Local Environmental Plan 2022</i>. - Inconsistent with the (then) draft South Jerrabomberra Regional Jobs Precinct Masterplan, which reiterates the existing buffer. - Specific reference of the APU, being inappropriate, in the Air, Noise and Odour Technical Report (Todoroski Air Sciences, 2023) that supported the development of the draft South Jerrabomberra Regional Jobs Precinct Masterplan. - The above report identified the site as being within a high amenity area and not suitable for development. - The proposal would be inconsistent with ACT Separation Distance Guidelines for Air Emissions being 1000m. The proposal would be within the 1000m requirement, with specific reference to an existing asphalt plant.
7	ACT Government – Chief Minister (April 2025)	<p>In response to the above feedback, a site inspection was arranged between Council and ACT Government officials in March 2025. In response to the site inspection the following advice was received from the ACT Chief Minister. The letter from the ACT Chief minister raises significant concerns regarding the potential land use conflict, the integrity of Hume industrial area operations and its significance to the region, and reiterates the concerns raised by ACT Environment, Planning and Sustainable Development Directorate officials.</p>
8	ACT Environment Protection Authority (ACT EPA) (May 2025)	<p>The ACT EPA reiterated previous concerns raised in the above ACT Government correspondence. The ACT EPA states that it already receives complaints related to odour from Tralee residents in relation to the Mugga Lane Landfill, and from the asphalt plants and facilities at Hume.</p> <p>It provided other potential complimentary uses that could be considered in the buffer area (i.e. bulky waste storage and secure storage).</p>

Table 1 Summary of agency feedback

Assessment

Strategic Merit

The relevant strategies and plans are identified in Table 2. Section 3.3.1 of the Planning Proposal (page 13) acknowledges that the Planning Proposal is not a direct result of any specific study or report. However, throughout the Planning Proposal it provides the following strategic commentary, to justify the need for the Planning Proposal:

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

- Australia is experiencing a 'housing crisis', which is affecting regional communities and there is a need to provide more diversity and choice in the housing market.
- Consistency with the South-East and Tablelands Regional Plan 2036 and South-East and Tablelands Regional Plan 2041 directions and objectives, as the planning proposal provides diverse housing opportunities.
- Consistency with the QPRC Local Strategic Planning Statement's planning priorities as the proposal is facilitating diverse infill housing.
- The designation of the site as 'urban use' and the absence of an 'urban use' definition in the South Jerrabomberra Neighbourhood Structure Plan in the South Jerrabomberra Development Control Plan (2015).

An assessment against the relevant strategies and plans is provided in Table 2 below.

Strategy	Assessment
South-East and Tablelands Regional Plan 2036	<p>The following directions apply to the proposal:</p> <ul style="list-style-type: none"> - Direction 22: Build Socially inclusive, safe and healthy communities. - Direction 24: Deliver greater housing supply and choice. - Direction 25: Focus housing growth in locations that maximise infrastructure and services. - Direction 27: Deliver more opportunities for affordable housing. <p>While the planning proposal is catering for more affordable and diverse housing opportunities in an established urban area, it is inconsistent with Settlement Planning Principles in Direction 24. The Settlement Planning Principles (the principles) align with the Memorandum of Understanding between the NSW and ACT Governments and guide the location of new housing in housing strategies. The planning proposal is inconsistent with Council's housing strategies for the area (below), however, the principles specifically state:</p> <p style="padding-left: 40px;"><i>Decisions around the most suitable locations for new housing must consider the compatibility of land uses, as well as the availability of road connections and service infrastructure. Other considerations include:</i></p> <ul style="list-style-type: none"> - <i>protecting areas that contain important resources and minimising the potential for land use conflict;</i> <p>In addition, Direction 25 outlines the following:</p> <p style="padding-left: 40px;"><i>Development proposals that are inconsistent with current planning strategies will be required to show how they meet the Settlement Planning Principles and:</i></p> <ul style="list-style-type: none"> - <i>achieve sustainable urban outcomes that do not undermine existing strategic and local centres;</i>

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker)
(Continued)

Strategy	Assessment
	<ul style="list-style-type: none"> - <i>resolve servicing and access issues with a particular focus on water availability and servicing; and</i> - <i>are of sufficient scale and capacity to provide infrastructure at no cost to government.</i> <p>As identified in the ACT Governments responses, the Hume industrial area is a strategic industrial resource and centre, making a significant contribution towards the region's employment and economic lands. The submissions further highlight the impact on the integrity of the Hume industrial area and its existing/future operations, the planning proposal is therefore inconsistent with Direction 25.</p>
Draft South-East and Tablelands Regional Plan 2041	<p>The following objectives apply to the proposal:</p> <ul style="list-style-type: none"> - Objective 17: Plan for a supply of housing in appropriate locations. - Objective 18: Plan for more affordable low-cost and social housing. <p>While the planning proposal is catering for more affordable and diverse housing opportunities in an established urban area, the impacts from existing/future operations on future housing have been raised by the ACT Government. As identified above, the ACT already receive complaints in relation to air and noise quality from Tralee residents. The planning proposal intends to place sensitive receptors within proximity to existing industrial land uses and threatens the integrity of the Hume industrial area. As a result, it is considered that the planning proposal is inconsistent with strategies 17.1 and 17.2 in the Draft South-East and Tablelands Regional Plan 2041.</p>
QPRC Local Strategic Planning Statement (2020)	<p>The following planning priorities apply to the proposal:</p> <ul style="list-style-type: none"> - Planning Priority 3 – We will continue the ongoing revitalisation of Queanbeyan CBD, suburban centres and rural villages. - Planning Priority 4 – We will promote Queanbeyan-Palerang's identity and the growth of our economy, including tourism as a destination of choice. - Planning Priority 8 – We ensure future planning for the region is well coordinated and provides for its sustainable management. - Planning Priority 11 – We undertake planning to ensure infrastructure is prepared for future growth. <p>While the planning proposal is catering for more affordable and diverse housing opportunities in established urban area, it is in direct conflict with Action 4.8.13 (below). The proposal is placing sensitive receptors within an established buffer area which raised</p>

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker)
(Continued)

Strategy	Assessment
	<p>significant concerns in relation to land use conflict from the ACT Government.</p> <p>4.8.13 <i>Support the provision of adequate buffer areas between the urban areas of the ACT and adjoining land uses within NSW in order to achieve compact and efficient growth, avoid land-use conflict, protect rural and environmentally important areas and maintain the setting and approaches to the nation's capital.</i></p>
QPRC Affordable Housing Strategy 2023	<p>The planning proposal identifies the QPRC Affordable Housing Strategy as being applicable to the planning proposal. Whilst the planning proposal is providing diverse housing and affordable housing opportunities, it is providing this product in an established buffer area. The type of housing proposed for vulnerable people (seniors housing) is inappropriate for the site. As identified in the ACT submission 19 December 2025 uses in the buffer typically should be for shorter periods. The nature of the proposal to facilitate housing for vulnerable people would likely result in sensitive receptors being in an unhealthy environment permanently.</p>
South Jerrabomberra Regional Jobs Precinct Master Plan (2023)	<p>The South Jerrabomberra Regional Jobs Precinct Master Plan (SJRPMMP) was finalised in March 2025. As identified in Figure 7 below, the site has been identified as open space and recreation, consistent with the established buffer area.</p> <p>As highlighted by the ACT Governments submission, the Air, Noise and Odour Technical Report (Todoroski Air Sciences, 2023) that supported the development of the SJRPMMP repeatedly recommends against locating sensitive receptors near the Hume industrial area, including the site.</p> <p>The report identifies an indicative high amenity area to strategically manage land use conflict. The report concluded that adding new receptors within the pink criteria line shown in Section 5 of the report, would limit the capacity of industry to operate in the South Jerrabomberra Regional Jobs Precinct.</p>
Queanbeyan City Council Residential and Economic Strategy 2015-2031	<p>The necessity of a buffer is consistently emphasised in the Queanbeyan Residential and Economic Strategy 2031.</p> <p>As identified in Figure 4 below, the site is located in the buffer. The Queanbeyan Residential and Economic Strategy 2031 does not strategically support the proposal.</p>
South Jerrabomberra Structure Plan (2013)	<p>Shown in Figure 3 below, the site is located on land identified as private recreation and does not strategically support the proposal.</p>
South Jerrabomberra Master Plan (2015)	<p>The Master Plan in the South Jerrabomberra Development Control Plan 2015 (DCP) specifies the subject area as 'buffer' (as shown in the Figure 5 below) and states that the purpose of</p>

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

Strategy	Assessment
	buffer area is to "provides a visual screening and encourages safe, legible open spaces to enhance connectivity."
South Tralee Essential Infrastructure Planning Agreement (2018)	Shown in Figure 6 below, the site is located on land identified as sports field.

Table 2 Strategies and plan relevant to the proposal

As identified in Figures 3-7, no Council endorsed strategies guiding growth in South Jerrabomberra or across the Council have identified the site as being suitable for residential development.

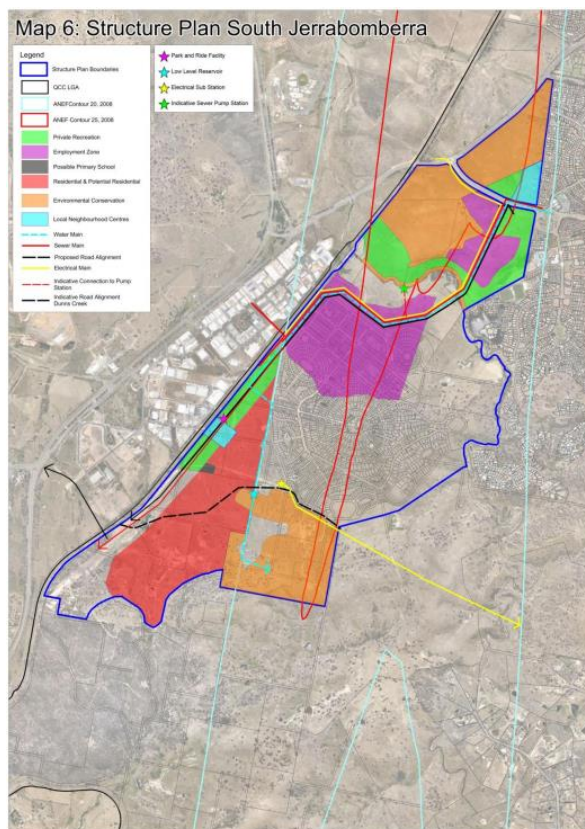


Figure 3: South Jerrabomberra Structure Plan (2013)

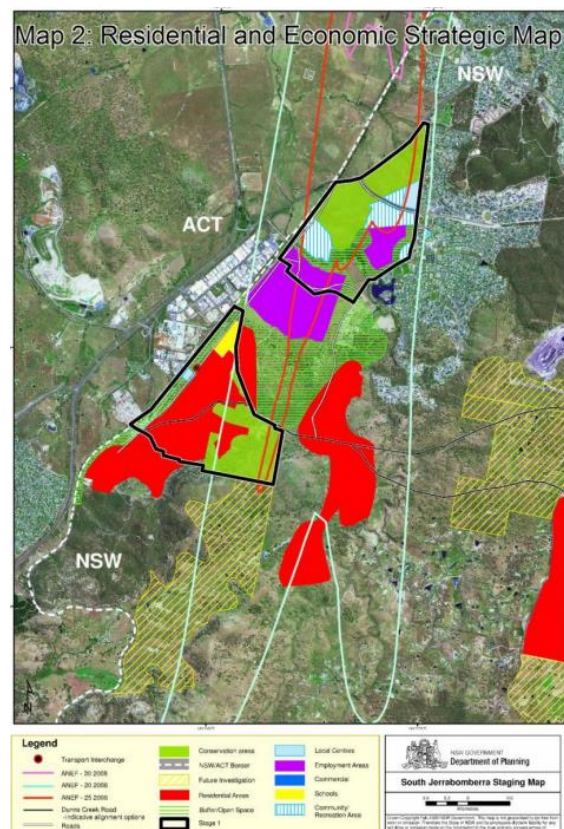


Figure 4: Queanbeyan City Council Residential and Economic Strategy 2015-2031

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

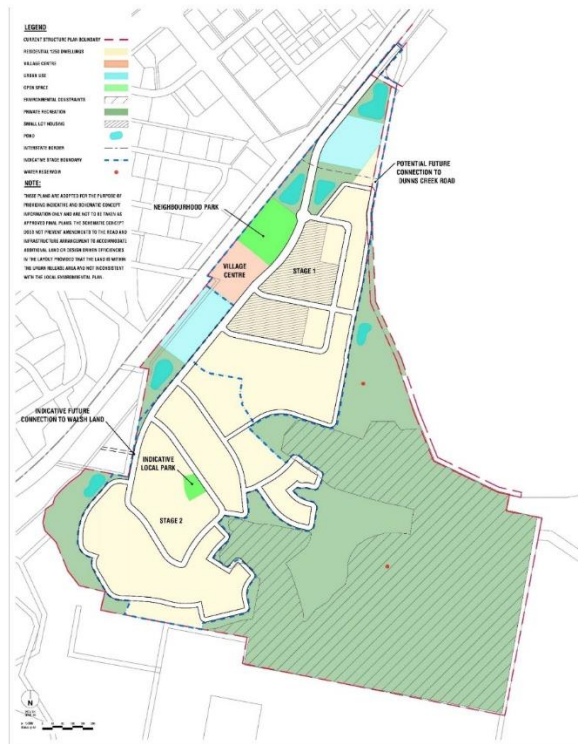


Figure 5: South Tralee and Forrest Morrison Neighbourhood Structure Plan (2015)

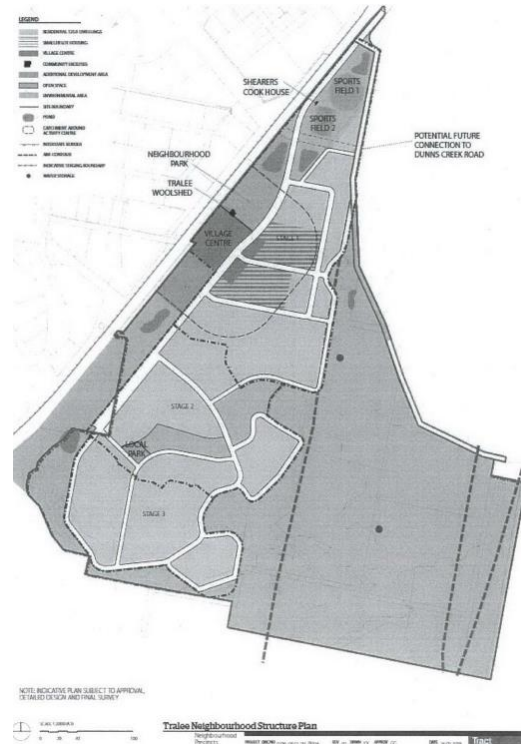


Figure 6: South Tralee Essential Infrastructure Planning Agreement (2018)

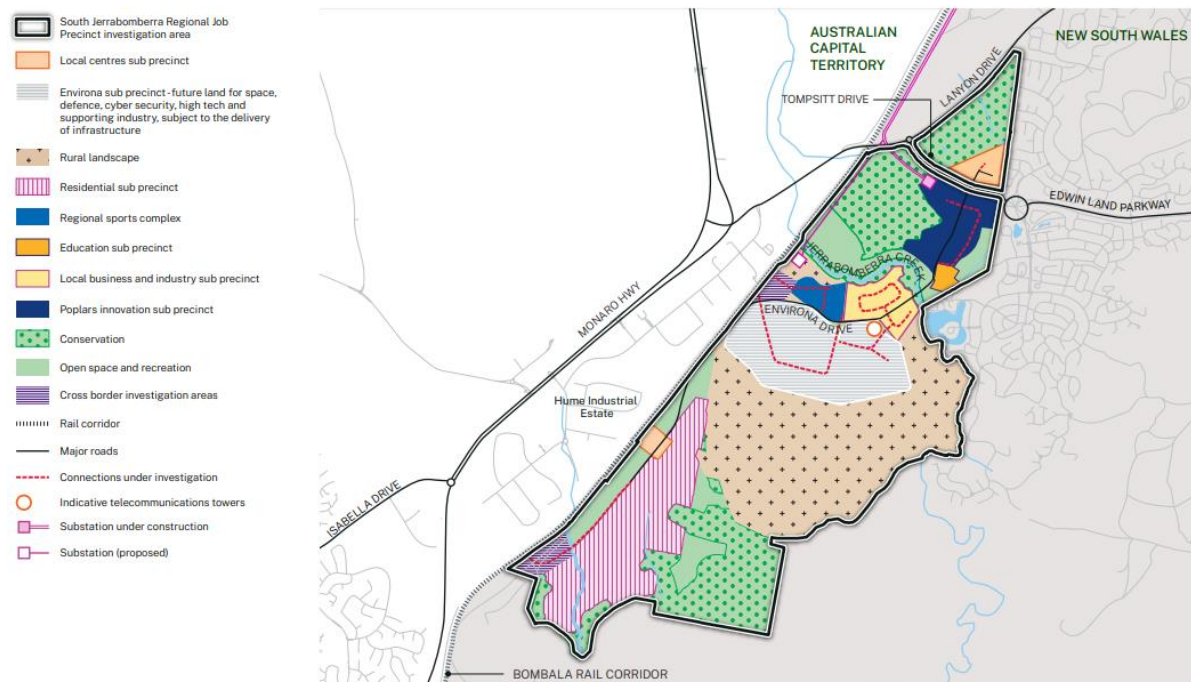


Figure 7: Draft South Jerrabomberra Regional Jobs Precinct Master Plan (2023)

Dunns Creek Road

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

The South Jerrabomberra Urban Release Area has a dwelling cap of 1500 dwellings due to traffic constraints, which remains in place until a second access route into the ACT has been established. The planning proposal acknowledges the cap and offers to renegotiate the Voluntary Planning Agreement (VPA) and 'landbank' zoned residential land until such time the new access is constructed.

It is acknowledged that Dunns Creek Road, when constructed, will bring additional capacity and development opportunity to the precinct. However, Council in conjunction with the NSW State Government and the proponent are negotiating with the ACT on its final alignment, size and capacity. Dunns Creek Road and the increased yield provides opportunity to review the abovementioned strategies that inform growth in Tralee. Until such time a corridor has been secured, and the additional yield is understood, Council is not in position to undermine existing strategies currently in force.

Site Specific Merit

The supporting documentation for the planning proposal includes specialist reports summarised below:

- *Air quality and Odour Assessment*

The Air Quality and Odour assessment by SLR Consulting dated 9 May 2024 (Attachment 4) identified that the main sources of odour and reduced air quality originate from the Downer Asphalt Plant and the Capital Asphalt Plant within the Hume Industrial Area of the ACT.

The NSW EPA adopts qualitative analysis methods assessing air pollutants and the consultants technical report concludes that *'the proposed plan to include additional uses (i.e. seniors housing and multi-dwelling housing) at the site is not likely to be constrained by air quality and odour impacts arising from neighbouring operations in the vicinity'*.

However, the ACT use quantitative minimum separation distances to assess the potential risks of land use conflicts. For asphalt manufacturing, the ACT EPA recommends a minimum distance of 1,000m to residential uses. The subject site is located approximately 400m of the Downer Asphalt Plant

It should be noted that the air quality and odour measurements taken for the technical report were conducted between October 2023 and January 2024 when the prevailing summer winds generally blow to the west, away from the subject area toward the asphalt plants.

Furthermore, the report only assesses the impact on the proposed additional use of existing industrial development. It does not consider the impact on residential uses, of the other uses permissible within the ACT IZ1 Industrial zone. Permissible uses within the IZ1 Industrial zone include development such as incineration facility, offensive industry, power generation facility and hazardous waste facility, this is a considerable concern raised by the ACT Government.

- *Traffic*

The dwelling cap for the South Jerrabomberra Urban Release Area is set at 1,500 due to traffic constraints. The proponent intends to 'landbank' the zoned land through a Voluntary Planning Agreement (VPA). This will guarantee that the existing zoned residential land is not developed, ensuring that the dwelling cap is not exceeded until second entrance into the ACT is established.

A Traffic Analysis by WSP dated 28 August 2024 (Attachment 5) concluded that with the VPA to limit development on land currently zoned residential, the proposal can proceed with relatively minor impacts at the Oxalis Crescent/Environa Drive roundabout.

However, until such time a corridor has been secured and the additional yield is understood, Council is not in position to undermine existing strategies currently in force.

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

- *Noise*

A Noise Assessment Report by SLR Consulting dated 24 January 2023 (Attachment 6) concluded that appropriate acoustic amenity can be achieved within future dwellings without the need for acoustic upgrades to the building structures.

- *Bushfire*

A Bushfire Assessment Report prepared by Southern Bushfire Solutions dated 9 July 2024 (Attachment 7) concluded that this planning proposal complies with the acceptable solutions of the NSW Planning for Bushfire Protection.

- *Aboriginal Cultural Heritage*

An Aboriginal Cultural Heritage Assessment Report prepared by Navin Officer Pty Ltd (Attachment 8) dated February 2016 concluded that this planning proposal has no impact on Aboriginal objects, places or landscapes of heritage significance to Aboriginal people culture and people.

- *Land contamination*

The Remediation Management Plan prepared by SMEC on 9 January 2016 (Attachment 9) for the South Tralee Residential development was provided. It outlines management measures to reduce residual contaminant concentrations which were undertaken for the entire South Tralee development

- *Ecological values*

An Ecological Constraints report by Eco Logical Australia dated 25 July 2023 (Attachment 10) for the South Jerrabomberra Employment Area outlines areas that are highly constrained and unsuitable for development, together with areas of low constraint.

- *Impact of residential uses on industrial development in Hume*

An Analysis of Impact of Residential Uses (Attachment 11) on the economic growth of Hume industrial area by Atlas Economics dated 10 March 2023 found that the market activity for industrial floorspace in Hume is high, given its strategic location. The analysis concluded '*Bombala railway line acts as a natural barrier, providing appropriate separation of use and access, and that the location of industrial uses proximate to residential uses will have no impact*'. This statement relates to the existing uses and the current market driven uses. The analysis does not make comment on potential impacts of encroaching residential development in the buffer area on permitted uses under the IZ1 – General Industrial zone.

Risk/Policy/Legislation Considerations

Risks

The South Jerrabomberra Urban Release Area has a dwelling cap of 1500 dwellings due to traffic constraints, which remains in place until a second access route into the ACT has been established. Approximately 800 dwellings have been constructed. The proposal aims to develop an additional 50 multi-dwellings and 150 independent living units, which would leave 600 dwellings able to be constructed in Tralee. As discussed above, should the proposal be progressed, a VPA will be required ensure the dwelling cap is not exceeded. VPA will have the effect of restricting any further development of existing residential zoned land until a second access route into the ACT is established.

Locating seniors housing and multi-dwelling housing within the buffer area, will also negatively impact future development opportunities within the existing industrial area within the ACT due

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

to concerns regarding adverse amenity. The proposal is contrary to the advice provided by the ACT on multiple occasions.

A resolution to progress the current proposal to allow residential development within the buffer sets an undesirable precedent for future development and undermines the buffer area, which is to reduce the conflict between incompatible land uses and provides recreation and open space for the community.

Policy

The proposal is inconsistent with the objectives of the RE2 Private Recreation zone, which focus on the provision of open space, recreation and the enhancement of scenic and environmental resources of the land. Tralee has a substantial public open space network and while the land may not be needed for recreational pursuits, the suitability of site for residential use is not justified.

Should Council resolve to not progress the planning proposal there is currently sufficient appropriately zoned land, R2 Low Density Residential, outside of the designated buffer area in South Jerrabomberra to allow development for seniors housing.

Multi-dwelling housing is not currently permissible in the R2 zoning, through a review of the above mentioned strategies, options to meet demand for greater housing diversity within the South Jerrabomberra area could be investigated.

Legislation

The applicable legislative instruments are the Environmental Planning and Assessment Act 1979 and Regulations 2021. These instruments, along with the Department of Planning, Housing and Infrastructure guidelines on making LEPs, set out the process for preparing and progressing a planning proposal. The following Section 9.1 Ministerial Directions apply to the proposal:

- 1.1 Implementation of Regional Plans
- 4.3 Planning for Bushfire Protection
- 4.4 Remediation of Contaminated Land
- 5.1 Integrating Land Use and Transport
- 7.1 Business and Industrial Zones

The planning proposal has demonstrated consistency with Direction 4.3 Planning for Bushfire Protection, 4.4 Remediation of Contaminated Land, 5.1 Integrating Land Use and Transport.

As identified in Table 2, the planning proposal is inconsistent with specific outcomes with the South-East and Tablelands Regional Plan 2036 and 2041, and is therefore inconsistent with Direction 1.1 Implementation of Regional Plans.

Direction 7.1 Business and Industrial Zones, whilst the planning proposal does not impact employment land as defined by NSW legislation, it directly abuts employment land in the ACT. As identified throughout this report the ACT Government has raised significant concerns about potential land use conflict and the impact on the Hume industrial area. In accordance with Direction 7.1, a planning proposal must:

(1) A planning proposal must:

(a) give effect to the objectives of this direction,

(b) retain the areas and locations of Employment zones,

(c) not reduce the total potential floor space area for employment uses and related public services in Employment Zones.

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra (Author: Ormella/Shumaker) (Continued)

(d) not reduce the total potential floor space area for industrial uses in E4, E5 and W4 zones, and

(e) ensure that proposed employment areas are in accordance with a strategy that is approved by the Planning Secretary.

The planning proposal has the potential to reduce the operations in the Hume industrial area and its potential floor space offerings. It is therefore considered that the planning proposal is inconsistent with Direction 7.1.

Financial Implications

Council's Fees and Charges 2023-24 provide for the cost recovery of the review and reporting on Planning Proposals.

Links to QPRC/Regional Strategic Plans

An assessment against the relevant local and regional plans has been provided in Table 2.

The following strategies in Council's Community Strategic Plan are applicable:

Our Community – A safe, harmonious, happy and healthy community leading fulfilled lives.












Our Environment – A clean, green community that cherishes its natural and physical character.

Conclusion

The Planning Proposal seeks to amend the QPRLEP 2022, Schedule 1 Additional Permitted Uses to permit with consent Senior Housing on Lot 1 DP 1306143 and Multi Dwelling on Lot 4 DP 1306143. In addition, the proposal seeks to amend the Height of Building provision across the site from 12 metres to 8.5 metres.

As the site has not demonstrated strategic merit and the site specific matters in relation to land use conflict and the impact on and from the Hume industrial area are not able to be resolved, it is recommended that the Council not support the progression of this Planning Proposal.

Attachments

Attachment 1 	Attachment 1 - Planning Proposal - Additional permitted uses (<i>Under Separate Cover</i>)
Attachment 2 	Attachment 2 - ACT NSW agency responses - redacted (<i>Under Separate Cover</i>)
Attachment 3 	Attachment 3 - QPRC letter VBC Scoping proposal 24 June 2024 - redacted (<i>Under Separate Cover</i>)
Attachment 4 	Attachment 4 - Air Quality and Odour Assessment (<i>Under Separate Cover</i>)
Attachment 5 	Attachment 5 - Traffic memo (<i>Under Separate Cover</i>)
Attachment 6 	Attachment 6 - Noise Assessment 2023 (<i>Under Separate Cover</i>)
Attachment 7 	Attachment 7 - Bushfire Assessment Report (<i>Under Separate Cover</i>)
Attachment 8 	Attachment 8 - Aboriginal Cultural Heritage Assessment (<i>Under Separate Cover</i>)
Attachment 9 	Attachment 9 - Remediation Management Plan (<i>Under Separate Cover</i>)
Attachment 10 	Attachment 10 - South Jerrabomberra Buffer Area Ecological Constraints 2023 (<i>Under Separate Cover</i>)
Attachment 11 	Attachment 11 - South Jerrabomberra Analysis of Impact of Residential Uses (<i>Under Separate Cover</i>)

File Reference: 34.2.3

Recommendation

That Council:

- 1. Endorse the Draft Waste Management Strategy 2025-45 for public exhibition for a period of 42 days.**
 - 2. Receive a future post-exhibition report summarising the outcomes from community submissions and feedback.**
-

Summary

In October 2024, Council commenced review of a new Waste Management Strategy 2025-45 (the strategy) to replace the strategy adopted in July 2021. The development of an updated strategy is intended to align with the broad objectives of the NSW Waste and Sustainable Materials Strategy Stage 1 Plan: 2021-2027 and other areas of improvement identified in relation to service levels, regulatory compliance, health and safety, and affordability for customers.

This report seeks Council endorsement of the strategy to be released for public exhibition for an extended period of 42 days to allow community members sufficient time to review and provide feedback.

Background

The development of the strategy has been facilitated by MRA Consulting Group. The project brief included a full review of the 2021 strategy in context of incorporating as many circular economy initiatives within the remit of local government, whilst considering realistic financial constraints to ensure affordability.

By identifying strategic issues, risks and opportunities, Council can influence change and implement improvements for our community. The strategy aims to improve our services and divert more waste away from landfill through collection and disposal systems.

The strategy also aims to ensure our waste services are efficient, environmentally responsible and cost effective by reducing ineffective, inappropriate and costly practices and introducing innovation that provides improved cost benefit.

Report

The strategy review commenced with the development of a detailed briefing paper which examined the range of existing waste services and facilities provided across Council and how they compare to services provided by neighbouring Councils within the Canberra Region Joint Organisation (CRJO).

The briefing paper also examined the emerging challenges that exist at a regional and local level and summarised the challenges and potential solutions, especially for providing waste services to rural and remote communities.

9.3 Draft Waste Management Strategy 2025-45 (Author: Duff/Browne) (Continued)

During the development of the briefing paper, Council staff met with 14 rural and remote communities across the Local Government Area (LGA). The issues raised by these communities shared common themes including equity of access to services and facilities, and a sense that waste charges have increased, and services have declined.

There are several reasons for this, particularly in localities where past practices have included the operation of a landfill. These facilities were often operated at no/low user cost and accepted all wastes with minimal supervision and environmental management.

While these practices are widely acknowledged as unsustainable and have created significant legacy costs; the loss of rural landfills has none the less created a sense of service decline in some communities.

As landfills have closed, alternative arrangements have been put in place including transfer stations, rural recycling stations and bin compounds. This model of rural waste service provision has a range of problems that the strategy seeks to address, including but not limited to:

- Standardising the service level at smaller satellite transfer stations so that the best balance can be achieved between customer expectations, resource recovery and cost.
- Ensuring consistency in operations such that waste transfer services can be provided in an efficient and economical manner. For example, ensuring that small waste transfer stations are all able to be serviced by the same type of waste transfer vehicle.
- Improving the breadth of resource recovery at larger transfer stations where it is feasible to do so.
- Phasing out rural recycling stations in favour of bin compounds or alternatives that provide improved environmental and financial outcomes.
- Reviewing opening hours of transfer stations to provide better customer access.
- Recognising that distance and low volume are the main factors in providing waste services at reasonable cost and addressing this through initiatives such as the introduction of electronic self-haul waste vouchers.
- Discontinue the practice of dumping garden waste at bin compounds and small transfer stations. These sites are not suitable for garden waste processing activities and lack appropriate scale to make this activity feasible.

The strategy generally advocates a position that small rural waste transfer stations at Macs Reef, Nerriga and Captains Flat should be aimed at meeting basic household waste management needs economically through efficient transfer systems and reasonable economies of scale. Larger transfer stations at Bungendore, Braidwood and the Queanbeyan Waste Minimisation Centre (WAMI) are resource recovery “hubs” where a greater range of recoverable, reusable and recyclable materials can be efficiently managed at reasonable scale, with suitable environmental controls, infrastructure, staffing/supervision and handling equipment.

A number of other significant and longer-term issues affecting the broader community are highlighted in the strategy including:

- The lack of a waste transfer facility for Queanbeyan and the reliance on ACT’s Mugga Lane facility. Consider potentially relocating the Queanbeyan WAMI to a site where a purpose built, “best practice” waste and resource recovery facility can be provided to our growing urban community.
- The NSW Government FOGO mandate and the implications for both urban and rural households being required to transition to weekly FOGO by 2030.

9.3 Draft Waste Management Strategy 2025-45 (Author: Duff/Browne) (Continued)

- The potential shortfall in food and garden organics processing capacity as the FOGO mandate comes into effect and investigating the feasibility of hosting a facility within our LGA .
- Improvements to the breadth of reuse and recycling activities across the LGA, and greater direct or indirect support of circular economy activities where feasible opportunities exist.

Risk/Policy/Legislation Considerations

Certain current practices, such as the dumping of garden waste at rural bin compounds and small transfer stations carries significant risk and will be addressed, having been identified by inspections, assessments and internal audits. Other issues identified include inadequate environmental controls, site supervision, pasteurisation processes, effective controls for fire prevention, contamination, weed spread, and cost of processing at small scale with no cost recovery or product market (e.g. it would be unlawful to supply compost materials that do not comply with the EPA requirements).

A lack of efficiency more broadly, particularly in the operation of small waste transfer facilities presents a financial risk to Council. It is not feasible to reproduce the wide array of waste services available at larger sites, at our smaller sites. Waste management efficiency relies on a reasonable economy of scale to justify supervision, infrastructure, material handling and transport costs.

A number of other practices, including the provision of rural recycling stations and public place recycling bins are high cost and low benefit activities. The “recycling” collected from these facilities is regularly landfilled as it is heavily contaminated. These practices do not achieve their intended aims, and it is proposed to introduce innovations and alternatives that are able to meet some of those intended outcomes.

It is likely that some of these changes will require careful communication and consultation in targeted communities and any significant changes will be accompanied by a communications plan that will clarify the problem, identify the proposed solutions and seek community feedback. Continuation of these high cost/low benefit practices is not a feasible option and undermines environmental and cost objectives of effective waste management.

Financial, Budget and Resource Implications

Most of the opportunities identified in the strategy are aimed at improved efficiency, particularly regarding waste transport cost. However, despite potential efficiency gains, a review of both general waste and domestic waste management charges is proposed over the coming year to ensure the waste service remains financially sustainable into the future.

Council will need to carefully consider the costs associated with the NSW Government mandated change to weekly FOGO, particularly if Council chooses to retain a weekly garbage (red lid) bin service as opposed to switching to a fortnightly garbage service.

Council's domestic waste management (DWM) services costs are not currently being met by DWM charges. This situation has been driven by the escalation in the cost of commingled recycling following the ACT MRF fire in late 2022, and the significant cost of transporting FOGO to Shellharbour. Landfill at Woodlawn is currently the least expensive fate for waste collected in our LGA, which is a perverse situation but demonstrates some of the weaknesses in the availability and resilience of waste infrastructure in the region, along with a landfill market that is skewed toward the relatively inexpensive Woodlawn facility.

9.3 Draft Waste Management Strategy 2025-45 (Author: Duff/Browne) (Continued)

Links to QPRC/Regional Strategic Plans

The strategy is linked to the NSW Waste and Sustainable Materials Strategy Stage 1 plan: 2021-2027 and the CRJO Regional Waste and Sustainable Materials Strategy.

Conclusion

The Draft Waste Management Strategy 2025-45 is ready to exhibit to the public, and Council's endorsement is sought to do so for a period of 42 days.

Staff will engage with our rural communities and localities with specific issues, and in particular where residents were involved in the consultation process for the Waste Management Strategy, to ensure feedback is collected.

Attachments

Attachment 1 QPRC Draft Waste Strategy 2025-2045 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.4 Karabar Microforest Proposal and Evaluation - Ash Street, Queanbeyan
(Author: Richards/Kaden)**

File Reference: 23.1.0-02

Recommendation

That Council endorse the draft concept design and approve the delivery of the Ash Street Microforest project in partnership with the Microforest Collective.

Summary

At the meeting of 9 April 2025, Council asked that staff evaluate the Blackall Park microforest project including impact on neighbouring residents, ongoing maintenance and success of plantings (**Resolution 757/25**).

Further Council requested that a concept design for the proposed microforest at Ash Street, Karabar be prepared; and the community be consulted about the project.

This report has been prepared in response to these questions and provides the necessary information and next steps for Council's consideration.

Background

Microforests are dense plantings of native vegetation designed to replicate natural ecosystems on small urban sites. They provide benefits including cooling effects to counteract the urban heat island phenomenon, increased biodiversity, carbon capture, and improved community amenity. The Microforest Collective, a local volunteer-led not-for-profit group, has successfully delivered similar projects across the region, including in Queanbeyan, Watson, Downer, Holt, Dunlop, and Moruya.

The proposed microforest at Ash Street, Karabar, builds on the success of the Blackall Avenue site.

Report

The Microforest Collective has formally requested the use of Council land at 5 Ash Street, Karabar (Lot 1 DP 702676) for the establishment of a second microforest. The site is approximately 2,112m² and accessible via Ash Street and Hakea Street. It is situated in a densely populated residential area and currently underutilised.

Staff established two surveys QR codes for both the current Blackhall Park Microforest and one on the proposed Ash Street site. A letterbox drop was conducted to nearby residents from both sites asking them for feedback. The flyers noted that, in addition to using the electronic survey, residents could respond directly via email or by hand. The survey was open from 24 April until 27 June 2025.

The feedback for Blackhall Park Microforest (attached) provides wide support with 38 community respondents unanimously in favour. Comments included, *"we love it, so peaceful"*, *"huge improvement"*, and *"it's fantastic"*. No negative feedback was received. Ongoing maintenance is entirely community-managed (watering, planting, weeding, celebrations), with Council providing advisory support only. Council staff no longer need to mow, maintain or spray the area. This has been of great benefit to the community and Council.

9.4 Karabar Microforest Proposal and Evaluation - Ash Street, Queanbeyan (Author: Richards/Kaden) (Continued)

Feedback for the proposed Ash Street Microforest (attached) was minimal with only six responses. Five of these were positive and one stated that whilst they did not oppose the project, they thought the land could be better used as housing stock.

Design Concept for Ash Street Microforest

The following is a concept design for the Ash Street Microforest:



Key features proposed for the Ash Street Microforest include:

- Retention of all existing trees
- Clear pedestrian pathways and desire lines for movement and safety
- A gathering space with informal seating
- A dry creek bed for water harvesting and passive cooling
- Pollinator patches to boost biodiversity

As with previous projects, a professional, site-specific landscape design will be commissioned by the Microforest Collective and developed in collaboration with the community.

9.4 Karabar Microforest Proposal and Evaluation - Ash Street, Queanbeyan (Author: Richards/Kaden) (Continued)

The siting of the microforest is shown below:

**Risk/Policy/Legislation Considerations**

While community-led projects carry some risk due to reliance on volunteer capacity, the success of previous microforest and the strong community involvement model significantly mitigates this. Council retains oversight and advisory input, which helps manage risk appropriately.

There are no identified legislative or policy barriers to the project proceeding.

Financial, Budget and Resource Implications

The Microforest Collective is requesting \$10,000 in-kind support from Council to assist with:

- Temporary fencing and toilet facilities during the establishment of the project;
- Provision of mulch and nursery stock;
- Installation of a tap for watering and irrigation;
- Tree logs for informal seating; and
- Signage

9.4 Karabar Microforest Proposal and Evaluation - Ash Street, Queanbeyan (Author: Richards/Kaden) (Continued)

Council has allocated \$10,000 in the 2025/26 Operational Plan for this project and has capacity to provide other in-kind support as needed. As demonstrated by the Blackhall Park project, the volunteer support and local contributions is testament to the philosophy of the Microforest Collective.

Links to QPRC/Regional Strategic Plans**QPRC Community Strategic Plan 2042**

Strategy 1. Our Community: A safe, harmonious, happy and healthy community leading fulfilled lives.

Strategy 3: Our Environment: A clean, green community that cherishes its natural and physical character

Strategy 4. Our Infrastructure: A well connected community with good infrastructure enhancing quality of life

Forest Cooling Strategy

Strategy 1: Build awareness and encourage participation in urban greening

Strategy 3: Coordinate tree and vegetation planting and management

Conclusion

The positive response to the Blackhall Park Microforest supports the proposal to construct the Ash Street project in Karabar. The collaborative model between Council, the Microforest Collective and residents is proven and sustainable.

Council endorsement is sought for the concept design and project implementation.

Attachments

Attachment 1 Blackhall Park Community Feedback (*Under Separate Cover*)



Attachment 2 Ash Street Microforest Community Feedback (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.5 Classification of Land - Farrer Place Carpark Lot 2 Section 56 DP 758862
(Author: Ryan/Flint)**

File Reference: 52.4.1-125

Recommendation

That Council approve the reclassification of Lot 2 DP 758862, Farrer Place Queanbeyan, as Operational Land under Section 31 of the Local Government Act 1993.

Summary

Council at its meeting of 14 May 2025 resolved to approve Lot 2 DP 758862, Farrer Place, Queanbeyan as Council Managed Crown Land (**Resolution 817/25**).

This resolution was silent on the future designation of the land as either Community or Operational Land post Gazettal. Given the Gazettal has now been completed (attached) and the land is now Council-managed Crown Land, Council has three months to pass a Council Resolution to make it Operational, if that is the preference.

In the absence of a further Council resolution, the default classification is Community Land.

Background

Previously, the land serving as a carpark, was in the full care and control of NSW Crown Lands and under a perpetual agreement with QPRC, an annual licence fee was charged amounting to \$14,500. The land is indicated on the below map.



**9.5 Classification of Land - Farrer Place Carpark Lot 2 Section 56 DP 758862
(Author: Ryan/Flint) (Continued)**

Report

Now that the Gazettal has been completed, the land is currently designated as Community Land in accordance with Division 2 Sections 35-47F of the Local Government Act 1993. If the classification of the land remains Community Land, the ongoing use of the land will be subject to specific legislative provisions referred to in the above clauses and will also require a Plan of Management. Regardless of whether the land is classified as Community or Operational Land, it remains Council-managed Crown Land.

Comparable sites which are classified as Operational Land include the Morrisett Street carpark, Lowe Street carpark, 3A Erin Street Queanbeyan, 8 Bradbury Close Karabar and 26 Queenbar Road Karabar. Most often, sportsgrounds, parks, playgrounds and natural areas are designated as Community Land. To keep the classification of this land Community, would be out of character with comparable sites.

Risk/Policy/Legislation Considerations

Section 31 of the Local Government Act 1993 refers to Classification of land acquired after 1 July 1993.

Clause 31(1) *This section applies to land that is acquired by a council after the commencement of this Division, other than-*

- (a) *Land to which the Crown Lands Act 1989 or the Crown Land Management Act 2016 applied before the acquisition and continues to apply after the acquisition, and*
- (b) *Land that is acquired for the purpose of a road*

Clause 31(2) *Before a council acquires land, or within 3 months after it acquires land, a council may resolve (in accordance with this Part) that the land be classified as community land or operational land.*

Clause 31(2A) *Any land acquired by a council that is not classified under subsection (2) is, at the end of the period of 3 months referred to in that subsection, taken to have been classified under a local environmental plan as community land.*

Clause 31 (2B) *While the land remains unclassified-*

- (a) *The land may not be used for any purpose other than that for which it was being used immediately before it was acquired, and*
- (b) *The council may not dispose of any interest in the land.*

Clause 31 (3) *A council must not resolve under this section that land be classified as operational land if-*

- (a) *The land is classified as community land before its acquisition, or*
- (b) *The resolution would be inconsistent with any other Act, the terms of any trust applying to the land or the terms of any instrument executed by the donor or transferor of the land.*

Financial, Budget and Resource Implications

There are no financial implications to Council as a result of classifying this land Operational Land. QPRC will be responsible for maintenance and upkeep of the carpark, which are responsibilities that have historically been undertaken under the former perpetual agreement.

**9.5 Classification of Land - Farrer Place Carpark Lot 2 Section 56 DP 758862
(Author: Ryan/Flint) (Continued)**

Links to QPRC/Regional Strategic Plans

Ensuring there is reliable, secure and safe public parking in the centre of Queanbeyan is consistent with the aims and objectives set out under the Queanbeyan Car Parking Strategy.

Conclusion

This report and recommendation are administrative in nature and seeking Council endorsement to reclassify the land to Operational Land.

Attachments

Attachment 1 Gazette Notice - 20 June 2025 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.6 Legal and Enforcement - Mulloon Property (Author: Ormella/Corey)

File Reference: 21.5.1

Recommendation

That Council engage an Environmental Consultant to provide a status report and plan for clean-up of the property, and recommended cost recovery for consideration by Council.

Summary

This report details a compliance investigation matter, that has led to ongoing legal action that commenced in 2009.

The report presents details of the compliance and legal action to date. It recommends that Council engages an environmental consultant to provide a status report on the property and a plan for the clean-up and estimated costs.

A further report will then be provided to Council that will include a preferred option on cost recovery.

Background

This report presents an update to an ongoing compliance and enforcement matter at Lot 8 DP 845972, 648 Mulloon Road, Mulloon NSW 2622. The property is 40 hectares in size and a large portion of it has been used for the storage of cars and other household waste and materials.

Council first became aware of the issues at the subject property through a complaint from an adjoining landholder in 2009. The complaint alleged that the property was being used for the storage of a large quantity of motor vehicles and use of the property as a commercial premises.

Council issued various Development Control Orders in the period between 2010 and 2015 which were not complied with. Council then commenced Class 4 Proceedings in the Land and Environment Court to give effect to the terms of the Development Control Orders, namely requiring the removal of a large number of cars, unauthorised buildings and large amounts of waste material.

Consent Orders were issued by the Court in 2017. In summary, these orders required that the property owner cease use of the property for the storage of motor vehicles and other goods, remove from the premises all motor vehicles and other goods (with some exceptions for personal vehicles and goods) and remove all unauthorised buildings from the property.

These consent orders were not complied with and in May 2021 Council commenced Contempt Proceedings against the property owner.

9.6 Legal and Enforcement - Mulloon Property (Author: Ormella/Corey) (Continued)



Google Maps (Image date 9 May 2023)

Report

On 2 October 2024, the Land and Environment Court delivered final judgement in the Contempt of Court hearing. The Court made orders to the following effect:

Order Number:	Summary of Order(s)
1-3	Mr Banks is convicted of contempt for failing to comply with the Court's orders 1(a)(i), 1(a)(ii) and 1(b) of 1 December 2017 (the Consent Orders).
4-5	Mr Banks is fined \$15,000 for his failure to comply with the Consent Orders. The fine is to be paid to the Council under s.694(1)(a) of the Local Government Act 1993.
6	Mr Banks must pay the Council's legal costs in the fixed amount of \$150,000 within 90 days (by 31 December 2024) unless otherwise agreed.
7	If Mr Banks or Ms Williamson do not completely comply with orders 1(a)(ii) and 1(b) of the Consent Orders within six months (by 2 April 2025), the Council by itself, its employees, agents or contractors, may enter the premises and carry out works to give effect to the terms of orders 1(a)(ii) and 1(b) (the Substituted Performance Order).
8	Prior to exercising its rights under the Substituted Performance Order (7) above, the Council must give 14 days' written notice to Mr Banks and Ms Williamson of its intention to enter the Premises and carry out the work.
9	Mr Banks is to pay the reasonable costs incurred by the Council associated with the carrying out of the works pursuant to the Substituted Performance Order (7) above.

9.6 Legal and Enforcement - Mulloon Property (Author: Ormella/Corey) (Continued)

An inspection of the property by Council's Authorised Officers was undertaken on 9 July 2025. The inspection revealed that compliance with the Orders 1(a)(i), 1(a)(ii) and 1(b) had not been achieved.

The specific matters for consideration by Council are the Substituted Performance Order and Cost Recovery Mechanisms.

Substituted Performance Order:

The Substituted Performance Order provides that the Council '*may*' enter the Premises and carry out the Works. The use of the word '*may*' in the order confers discretion on the Council to decide whether or not to carry out the Works. The Court noted that the Council did not wish to be compelled to carry out the Works and that the discretionary nature of the order would permit the Council to defer (or refrain from) exercising its rights if it was satisfied that Mr Banks and Ms Williamson were making genuine progress with the clean-up. The Council is therefore not obliged to carry out any or all of the work authorised by the Substituted Performance Order.

If the Council decides to undertake the Works, it is open to the Council to only carry out some of it. For example, the Council may choose to only carry out the Works which:

- a) are necessary to address the matters that pose the most significant environmental, health or safety risks;
- b) are cheapest to undertake and carry out; or
- c) best address any complaints made by any impacted third parties.

If the Council's reasonable costs of carrying out Works are not paid by Mr Banks upon request, the fact of the Court orders (specifically, order 7) would allow the Council to recover its reasonable costs as a debt due and payable.

In this regard it is recommended the Council engage an environmental specialist to prepare a report on the current status of the property, and triage areas for immediate clean up action.

Cost Recovery Mechanisms:**The Fine:**

The administration and recovery of the fine of \$15,000 imposed by the Court is managed by the Registrar of the Land and Environment Court and the Commissioner of Fines Administration (Revenue NSW). Council does not have the ability to enforce payment of this fine.

The Legal Costs:

The order for the payment of the Council's costs made on 2 November 2024 (\$150,000) is considered to be a judgment debt. There are a range of options open to the Council to enforce that debt. Council may enter into a payment plan with the owner; however, this would require significant oversight from Council and the owner's capacity to make regular and substantial payments appears limited.

Without voluntary payment by the property owner, Council may consider the following Court Enforcement Options:

- Examination Notice or Order
- A Writ for the Levy of the Property
- Garnishee Order
- Bankruptcy Notice

9.6 Legal and Enforcement - Mulloon Property (Author: Ormella/Corey) (Continued)

Council staff and legal representatives are of the opinion that the value of the property would increase if clean up action were to occur. A further report regarding the preferred method of cost recovery will be provided to Council for determination following receipt of the Environmental Consultants status report and clean-up plan.

Risk/Policy/Legislation Considerations

Council has a delegated legislative responsibility under the Environmental Planning and Assessment Act 1979 as a regulatory authority. Part of this role is ensuring that use of land is consistent with the objectives of the zone, undertaken in accordance with an approved development consent, and with appropriate regard to appropriate protection of the environment and neighbourhood amenity.

The enforcement and legal strategy outlined above aligns with Council's adopted Compliance and Enforcement Policy, meeting its objectives of maintaining the collective good of the community, preventing or minimising harm to health, welfare, safety, property and the environment and considering the broader public interest of any actions.

Procurement of the Environmental Consultant will be undertaken in accordance with Council's Procurement Policies.

Financial, Budget and Resource Implications

Council has expended a significant amount of money on this matter including staff and legal costs over a fifteen-year period. Council was successful in obtaining both a Fine for non-compliance with the orders (\$15,000) and a costs order for recovery of legal expenses (\$150,000).

Council has not received payment, and the parties are not seeking to endeavour to pay. Officers have worked with the property owner over many years, this has been at a cost to the Council. The time to simply not resolve this matter and rely on owners good will has passed.

Council staff and legal representatives are of the opinion that the value of the property would increase if clean up action were to occur. This would leave Council in a better position to appropriately assess the risks and benefits of each method of cost recovery.

The status report and plan for clean-up may recommend various options, and estimated for these options would be presented to the Council in a future report for a decision.

Links to QPRC/Regional Strategic Plans

The proposed legal and enforcement action outlines above supports several of the strategic objectives of the QPRC Community Strategic Plan, including:

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

3.1 Sustain, manage and protect our land, vegetation, biodiversity, and waterways

3.2 Minimise the environmental impact of development.

3.6 Ensure responsible and balanced development through rigorous assessment and compliance.

9.6 Legal and Enforcement - Mulloon Property (Author: Ormella/Corey) (Continued)

Conclusion

The report seeks Council to engage an environmental consultant to provide a report on the status of the property and a plan for clean-up action and estimated costs.

Once this information has been received Council will receive a further report on subsequent action.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.7 Internal Audit Charter - Annual Review 2025 (Author: Ryan/Hilton)

File Reference: 45.3.1-03

Recommendation

That Council adopt the Internal Audit Charter as endorsed by the Audit, Risk and Improvement Committee at its meeting of 16 June 2025.

Summary

The draft Charter, as attached, has been fully reviewed against the Model Internal Audit Charter (provided) as part of the Guidelines for Risk Management and Internal Audit for Local Government NSW (as provided by the Office of Local Government (OLG)), and has been endorsed by the Audit, Risk and Improvement Committee (ARIC) for adoption by Council.

Background

Internal audit is an essential component of good governance for all Councils. It is a mechanism that Council uses to receive independent assurance that its internal controls and risk management is effective and that it is performing its functions legally, effectively and efficiently and to advise on how it can improve its performance.

Internal audit has no direct involvement in day-to-day operations. A Council's internal audit function reports to the ARIC which provides independent advice to Council and the General Manager on the performance and governance of Council.

Report

Under Local Government (General) Regulation 2022 section 216O:

A Council must adopt by resolution, an internal audit charter and must consider the model internal audit charter approved by the Departmental Chief Executive (as contained in the Office of Local Government (OLG) Guidelines)

In accordance with the current Internal Audit Charter (2024), section 16, the Charter is required to be reviewed on an annual basis by the Audit, Risk and Improvement Committee (ARIC), and by Council each council term.

The current Charter (2024) was extensively reviewed against the Model Internal Audit Charter (provided) as part of the OLG Guidelines in March 2024. It was adopted by Council in May 2024 (resolution 201/24).

The draft Charter was presented and endorsed by the ARIC at its meeting of 16 June 2025.

To provide Council with assurance as to the consideration given to the Model Internal Audit Charter, a mapping of the Charter to the Model is attached. Exclusions are highlighted in yellow.

It should be noted that the wording of the Charter is not necessarily an exact match to the wording in the Model, however the content or intent is similar.

A summary of changes made to the draft Charter, and items contained in the Model but not included in the Charter, is provided in the tables below.

9.7 Internal Audit Charter - Annual Review 2025 (Author: Ryan/Hilton) (Continued)**Summary of additions and amendments:**

Additions:

Added	Comment
5.1 (b) Nature and scope of work	'consulting' included to ensure consistency with the wording in the model (Purpose of Internal Audit) and within the current version of the Charter.
6.6 Independence	Additional sentence inserted: 'The assessment will form part of the Chair's Annual Report to Council'.
13.1 (c) Quality Assurance and Improvement Program	The 2024 Charter was based on the Global Standards which states 5 years. With the finalisation of the Model, this has been amended to align with a council term.

Changed: Item 2.4 was split into 2.4 and 2.5.

Excluded:

Elements in the Model not included in the Charter (as highlighted in the mapping document attached):

Model reference	Comment
Independence	Duplication with the ARIC Charter.
	There are no delegations made. Responsibilities are as per the contract made.
Section 3 In-House internal audit coordinator (Option 1)	This function is outsourced to an external provider so option 1 is not applicable.
Section 3 Internal Audit Function (Option 1)	This function is outsourced to an external provider so option 1 is not applicable.
Administrative Arrangements	Administrative arrangements relate to the ARIC and are included in the ARIC Charter. They are also considered as part of the ARIC work plan and internal operational procedures.
Further Information	Not considered to be required. Further information can be found on QPRC's website or by contacting Council.
Reviewed by:	The Charter is reviewed and endorsed by the ARIC in accordance with its work plan. The date of the meeting at which the IA Charter is endorsed for adoption by Council is

9.7 Internal Audit Charter - Annual Review 2025 (Author: Ryan/Hilton) (Continued)

Model reference	Comment
Internal Audit Coordinator, ARIC Chair, General Manager	considered sufficient evidence (rather than the inclusion of the Internal Audit Coordinator, Chair and GM's signature)
Reviewed by Council.	The Charter is endorsed by ARIC for Council adoption. It is not signed but as per Council meeting minutes the Charter is adopted by Council resolution.
Schedule 1	<p>This schedule does not form part of the IA Charter for the following reasons:</p> <ul style="list-style-type: none"> • Responsibilities are part of the Contract arrangements • Contract arrangements are aligned with the Global Standards • Responsibilities are captured in other Council policy and procedural documents such as the IA Manual and Quality Assurance and Improvement Program.

Below is a list of additional clauses contained in the current Charter that are not part of the Model:

- 3.1 (a) last sentence.
- Section 5 – Nature and scope of work
- 6.6 – last sentence (prior to inclusion of additional sentence)
- 7.1 (b) through to (i)
- Section 9 – Management and Staff Responsibilities and Obligations
- Section 11 – Conflicts of Interest
- 13.1 (a) and (b) – Quality Assurance and Improvement Program

Risk/Policy/Legislation Considerations

In accordance with the Local Government (General) Amendment (Audit, Risk and Improvement Committees) Regulation 2023, Council is required to adopt (by resolution) an internal audit charter.

The Charter sets out how the internal audit function is to carry out its functions and must be consistent with the Act and Regulation and take consideration of the Model Internal Audit Charter provided by the OLG.

Financial, Budget and Resource Implications

There are currently no financial, budget or resource implications.

Links to QPRC/Regional Strategic Plans

Community Strategic Plan 2042:

9.7 Internal Audit Charter - Annual Review 2025 (Author: Ryan/Hilton) (Continued)

Theme 5. Our civic leadership: Contemporary civic leadership and governance that is open, transparent and accountable.

Strategic Objective: Council is effective, financially sustainable and responsible.

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

Conclusion

The Charter is one of the requirements of the OLG Guidelines for Risk Management and Internal Audit for Local Government in NSW (updated November 2023) and has been endorsed by the ARIC for adoption by Council.

Attachments

Attachment 1 Model OLG Charter with references (*Under Separate Cover*)



Attachment 2 Final Draft Internal Audit Charter 2025 (*Under Separate Cover*)



9.8 Audit, Risk and Improvement Committee - Tenure of Members (Author: Ryan/Hilton)

File Reference: 45.3.1-01

Recommendation

That Council agree to the option to extend the appointment of Ms Rosetta-Walsh for a further term of two years.

Summary

An extension of two years is being sought for Ms Carolyn Rosetta-Walsh's appointment as an independent member of the Audit, Risk and Improvement Committee (ARIC).

Background

At the 27 October 2021 Ordinary meeting, Council resolved to appoint Ms Rosetta-Walsh for four years with the option to extend this appointment for a further two years (**Resolution 334/21**).

The initial four-year membership term for Ms Rosetta-Walsh is due to expire in October 2025 and an extension of her membership term is recommended, as endorsed by the ARIC.

Report

Ms Rosetta-Walsh has agreed to take up the option to extend her appointment for a further two years.

The ARIC at its meeting of 16 June 2025 has agreed to the extension. This will extend her appointment to 27 October 2027.

Risk/Policy/Legislation Considerations

The mandate for the establishment of the Audit, Risk and Improvement Committee (ARIC) is derived from Part 428A of the Local Government Act (NSW), as amended by the Local Government Amendment (Governance and Planning) Act 2016 (NSW).

Financial, Budget and Resource Implications

There are no financial, budget or resource implications in relation to this report.

Links to QPRC/Regional Strategic Plans

Community Strategic Plan 2042 (2025 Revision):

Theme 5. Our civic leadership: Contemporary civic leadership and governance that is open, transparent and accountable.

Strategic Objective: Council is effective, financially sustainable and responsible.

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

9.8 Audit, Risk and Improvement Committee - Tenure of Members (Author: Ryan/Hilton) (Continued)

The ARIC is an important part of QPRC's risk management and governance frameworks which provides an independent level of assurance to the operations and business improvement of the organisation.

Conclusion

It is recommended that Council agrees to the option to extend the appointment of Carolyn Rosetta-Walsh for a further term of two years.

Attachments

Nil

File Reference: 52.5.4

Recommendation

That Council:

1. Endorse the following QPRC Strategic Policies and place on exhibition for 28 days:
 - Volunteering Policy
 - Street Verge & Public Land Maintenance Policy
 - Directional Signage Policy
 - Fireworks (Pyrotechnic) Display Policy
 - Enterprise Risk Management Policy
 - Child Safe Policy
 - Shopping Trolley Management Policy
 - Signs by Remote Supervision Policy
 2. If no submissions are received, the Policies be adopted.
-

Summary

The attached Strategic Policies have undergone a review by the relevant business units and as a result, some amendments have been made. The intent of the Policies as they currently exist have not changed, but rather reflects updated best practice and timely revisions.

Council endorsement is sought to place these eight Policies on public exhibition for 28 days inviting submissions relating to each.

Background

Council must review all local approvals and Orders as well as Policies within 12 months of an election taking place in accordance with the Office of Local Government's Post Election Guide for Councils. <https://www.olg.nsw.gov.au/wp-content/uploads/2024/08/Post-election-Guide-for-Council.pdf>

Report

The following Policies have undergone a review by staff and changes (if any) are outlined below:

1. Volunteering Policy
 - Re-wording of purpose of the policy (Clause 2)
 - Re-wording of scope of policy (Clause 3)
 - Extension of definitions (Clause 4)
 - Additional reference to Privacy and Personal Information Protection Act 1998
 - New Section – Council Commitments to Volunteering (Clause 6)

9.9 Policy Review (Author: Ryan/Flint) (Continued)

2. Street Verge & Public Land Tree Maintenance Policy

- Change of title proposed as Street Verge & Public Land Tree Maintenance Policy
- Clause 6.1.1 to reference approved contractor list on QPRC website
- Clause 6.2.8.2 remove reference to internal Street Tree Directive and replaced with reasons why Council would not approve tree removal or major pruning.

3. Directional Signage Policy

The policy has been reviewed by staff and is being presented to Council with no proposed changes.

4. Fireworks (Pyrotechnic) Display Policy

The policy has been reviewed by staff and is being presented to Council with no proposed changes.

5. Enterprise Risk Management Policy

- Minor grammatical changes throughout document
- No change to intent of policy

6. Child Safe Policy

The policy has been reviewed by staff and is being presented to Council with no proposed changes.

7. Shopping Trolley Management Policy

The policy has been reviewed by staff and is being presented to Council with no proposed changes.

8. Signs by Remote Supervision Policy

The policy has been reviewed by staff and is being presented to Council with no proposed changes.

Risk/Policy/Legislation Considerations

The legislative considerations for each Policy are indicated within the Policy document itself.

Financial, Budget and Resource Implications

Any financial or budget implications associated with the abovementioned policies are outlined within the body of each Policy.

Links to QPRC/Regional Strategic Plans









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

Conclusion

Within 12 months of an election, Council must review all Strategic Policies. This process is underway and it is recommended that revised versions of the above policies be exhibited for public comment before being formally re-adopted.

9.9 Policy Review (Author: Ryan/Flint) (Continued)

Attachments

- | | |
|--|--|
| Attachment 1 | Volunteering Policy (<i>Under Separate Cover</i>) |
|  Attachment 2 | Street Verge & Public Land Tree Maintenance Policy (<i>Under Separate Cover</i>) |
|  Attachment 3 | Directional Signage Policy (<i>Under Separate Cover</i>) |
|  Attachment 4 | Fireworks (Pyrotechnic) Display Policy (<i>Under Separate Cover</i>) |
|  Attachment 5 | Enterprise Risk Management Policy (<i>Under Separate Cover</i>) |
|  Attachment 6 | Child Safe Policy (<i>Under Separate Cover</i>) |
|  Attachment 7 | Shopping Trolley Management Policy (<i>Under Separate Cover</i>) |
|  Attachment 8 | Signs by Remote Supervision Policy (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.10 Investment Report - June 2025 (Author: Monaghan/Khalid)

File Reference: 43.6.5-01

Recommendation

That Council:

1. Receive the Investment Report for the month of June 2025.
 2. Note the investment return for June 2025 was \$1,570,694.
 3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.
-

Summary

This report presents the investment result for June 2025.

Background

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

Report

A list of Council's cash and investments held on 30 June 2025 is detailed in the attached Investment Report Pack, which reports interest income received/accrued for the month plus Unit Trust Market Value Changes a total Return for Month of \$1,570,694.45 for Jun 2025 (refer to page 3 of 17, Table 1: Budget vs Actual Interest Income 1 July 2024 to 30 June 2025).

Market Update – The current Reserve Bank of Australia (RBA) cash rate is 3.85%. The next RBA meeting is scheduled for the 12 August 2025.

Council's portfolio return was 5.79% over the last 12 months, higher than the bank bill index which was 4.39% over the same period. Council's return over the last 1 month exceeds the bank bill index. (Page 11 of the Investment Report).

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

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

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

9.10 Investment Report - June 2025 (Author: Monaghan/Khalid) (Continued)

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

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

On 30 June 2025, Council held \$121.6 million in non-fossil fuel investments.

Risk/Policy/Legislation Considerations

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

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

Certified by Tracy Sligar, Responsible Accounting Officer, 14/07/2025.

The Investment Policy is due for review in 2025.

Financial, Budget and Resource Implications

For July 2024 to June 2025 Council's portfolio produced an annualised rate of return of 5.79%, outperforming the benchmark Bank Bill Index by 1.40%.

On 30 Jun 2025, Council's Investment portfolio was \$ 302,821,046.

Council's investment return as at the end of June 2025 was \$16,223,870 compared to the original budget of \$7,050,000. The majority of this income is restricted to water, sewer and waste funds, and developer contributions.

Of the total \$302.8 million investment portfolio, Council holds \$34.5 million in the TCorpIM long-term growth fund (LTGF) and medium-term growth fund (MTGF).

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

For June 2025 the LTGF returned \$417,234 and the MTGF returned \$159,808. The following table shows the funds' performances since the original deposit.

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

9.10 Investment Report - June 2025 (Author: Monaghan/Khalid) (Continued)

	LTGF \$	MTGF \$
2024-25		
July	539,422	228,229
August	74,169	13,828
September	244,071	90,738
October	-80,792	-77,180
November	533,011	186,559
December	17,894	56,041
January	461,618	150,428
February	-101,216	34,411
March	-453,665	-106,552
April	96,155	57,517
May	609,827	197,005
June	417,234	159,808
2024-25 YTD Total	2,357,728	990,832
Initial Placement	12,000,000	10,000,000
Return since inception	9,289,997	3,192,780
Closing balance	21,289,997	13,192,780
Return since inception	77.42%	31.93%
Average return pa since inception	8.60%	3.55%
Return 2024/2025	19.65%	9.91%

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

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

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

Council's investment balance by fund and list of external and internal restrictions for 30 June 2025 are not available at the time of writing this report as these balances are being calculated and reconciliation for inclusion in the Annual Financial Statements and subject to audit. Internal reserves will also be dependent on carry forward decisions of Council following a project reconciliation report and review of unspent project works at the August Council meeting.

Unrestricted funds are a working balance and fluctuate over time as Council's Operational Plan is carried out during the financial year.

Attachments

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



File Reference: 52.5.2-02

Recommendation

That Council:

- 1. Nominate the Mayor and three Councillors to register as voting delegates to attend the 2025 LGNSW Annual Conference.**
 - 2. Register those Councillors wishing to attend as non-voting delegates to the 2025 LGNSW Annual Conference.**
-

Summary

The Annual LGNSW Conference will be held from Sunday 23 to Tuesday 25 November at Panthers Penrith (Western Sydney Conference Centre), with host Penrith City Council.

Council is asked to nominate both its voting delegates and it may also consider nominating additional non-voting delegates.

Background

The LGNSW Annual Conference is an annual event that is this year being held in Penrith, at the Western Sydney Conference Centre, Penrith Panthers.

The General Manager will be in attendance with the Mayor and Councillor delegates. Travel to the conference will be via road, or train subject to timetables and preference.

Details about the conference, program and activities is available on the LGNSW Annual Conference website: <https://lgnswconference.org.au>

Report

In addition to registering delegates to attend the conference, members must advise LGNSW of the names of their nominated voting delegates to enable them to vote on motions during formal business sessions and the LGNSW Board election. Under the LGNSW rules, QPRC is entitled to have four voting delegates, one of whom is the Mayor.

Voting delegates must be elected members and be registered to attend the Conference.

Council should now nominate three Councillors to fill QPRC's voting entitlement at the LGNSW Annual Conference and if there are any other Councillors wishing to attend, nominate their registration for attendance. Early Bird registration ends on 30 September 2025.

The General Manager will attend the LGNSW Conference, however registration and accommodation are funded under a separate staff conference budget.

Council can put forward motions to be considered at the Conference and motions may be submitted online until 30 September 2025. Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions. Councillors are encouraged to review the Action Reports from previous conferences and positions of

**9.11 LGNSW Annual Conference 2025 - Councillor Delegates (Author: Ryan/Ryan)
(Continued)**

LGNSW, as set out in the LGNSW Policy Platform, before submitting motions for the 2025 Conference: <https://lgnswconference.org.au/motions>

These resources will assist with the drafting of motions.

Councillors wishing to propose motions should discuss with the General Manager to enable the motion and report to be presented for endorsement by Council resolution.

Risk/Policy/Legislation Considerations

Section 232 of the Local Government Act 1993 prescribes that Councillors have a responsibility 'to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor.'

Attendance at conferences and active participation in professional development by all Councillors is desirable.

Financial, Budget and Resource Implications

As per the Councillor Expenses and Facilities Policy and Operational Plan 2025/26 budget allocation, provision is made for the attendance of Councillor delegates at conferences.

Links to QPRC/Regional Strategic Plans

Strategic Theme 5: Our Civic Leadership in the Community Strategic Plan has the objective of 'Contemporary civic leadership and governance that is open, transparent and accountable.'

Strategy 5.4 states 'Participate in local, national, and global networks to advance opportunities for our community.'

The attendance by members of the elected body will ensure that QPRC is informed about the issues directly affecting local government and are able to advocate for the needs of the community in which they represent.

Conclusion

The LGNSW Annual Conference is being hosted by Penrith City Council from 23 to 25 November 2025.

QPRC is entitled to four voting delegates, one of whom is the Mayor, for conference motions and LGNSW Board elections. This is a LGNSW Board election year.

Subject to Council approving of the recommendation as above, nominations will be called for the three voting delegates, and if required a ballot held. Then names of those Councillors wishing to attend will be sought and recorded for the minutes.

Confirmation of accommodation and conference registration will be finalised by the 31 August 2025, and individual Councillors notified so that travel arrangements can be made.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Planning Performance Report (Author: Ormella/Coe)

File Reference: 26.1.98-06

Recommendation

That the report be received for information.

Report

Council has committed to reporting to the community on its progress to achieving the NSW Minister of Planning's Expectations Order (July 2024). This will be the last monthly report on this item, and quarterly reports will now be provided to Council for the 25/26 financial year.

Currently Council has 133 active applications which includes: 116 development applications and 17 modification applications.

For the month of June 2025:

QPRC had an average lodgement time of one day and was the third fastest Council in the state that received any applications for the month of June. QPRC had an average assessment time of 100 days for 26 assessments. This has brought the year's average to 145 days, with residential development at 133 days for the year.

Benchmarks set by the Minister in correspondence to Council on 6 March 2025 have been met, with an average of 145 days assessment time and over 50% of applications meeting the 115 day target across the financial year.

The following table sets out Council's performance for the 2024/25 period.

Criteria	Target or measure	30/6/24	30/11/24	28/2/25	30/4/25	31/5/25	30/6/25
Lodgement from Planning Portal	14 days	30 days	9 days	7 days	6 days	5 days	5 days
Lodgement % meeting expectation	%	n/a	86%	90%	92%	93%	94%
DA's lodged aggregate for period	No.	494	212	306	376	423	473
'Average Assessment Days	115 days	189 days	174 days	160 days	151 days	148 days	145 days
DA % meeting expectation	%	43%	43%	48%	51%	53%	54%
DA's Determined	No.	506	275	379	456	486	512

10.1 Planning Performance Report (Author: Ormella/Coe) (Continued)

Criteria	Target or measure	30/6/24	30/11/24	28/2/25	30/4/25	31/5/25	30/6/25
Fast Track DA's undetermined	No.	36	62	62	53	51	49
Majors DA's undetermined	No.	133	61	45	41	55	63
DA average assessment days for residential	115 days	180 days	154 days	146 days	137 days	135 days	133 days
% residential DA achieving 115 days	%	n/a	45%	50%	54%	55%	56%

The new financial year resets the clock in terms of cumulative assessment days.

As Council staff cleared the backlog of older applications in 2024/25, it is expected that Council will meet the 105 days average assessment timeframe for 2025/26 and the average lodgement timeframe of seven days, which are set out in the Minister's Expectations Order 2024.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

**10.2 Council Food Safety Annual Activity Report to NSW Food Authority 2025
(Author: Ormella/Gault)**

File Reference: 12.1.10

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

Report

As part of the Food Regulation Partnership between the NSW Food Authority and local government, an annual enforcement activity report must be submitted to the NSW Food Authority. The information contained in the report also provides a useful overview of Council's food safety and education activities.

Reporting requires completion of a standard set of questions regarding enforcement activities undertaken by Council in the last financial year. The contents of the annual report have been compiled by Council's Environmental Health Team and a summary of the QPRC Food Inspection Program for 2024/2025 is provided below:

Food Business Profile

Number of High Risk fixed Food Businesses	14
Number of Medium Risk fixed Food Businesses	157
Number of Low Risk fixed Food Businesses	91

High Risk typically means businesses which:

- handled and served ready-to-eat foods that may contain pathogenic microorganisms and support their growth, and
- also had known risk-increasing factors such as:
 - potential for inadequate/incorrect temperature control (reheated or hot-held food),
 - larger scale of operations (employed more than 10 people),
 - large catering operations (different preparation and serving location), and/or
 - supplied directly to at-risk customers (childcare centres; nursing home caterers).

Medium risk typically means businesses which:

- handled cooked or thawed foods that may contain pathogenic microorganisms and support their growth,
- served ready-to-eat foods that may contain pathogenic microorganisms but not generally support growth, or unlikely to contain pathogenic microorganisms but may support growth if present,
- served high-and medium-risk, ready-to-eat foods only portioned before receipt by the customer,
- were small or medium scale of operations (less than 10 people), and/or
- were small or medium scale catering.

10.2 Council Food Safety Annual Activity Report to NSW Food Authority 2025 (Author: Ormella/Gault) (Continued)

Low risk typically means businesses which:

- served foods unlikely to contain pathogenic microorganisms and unlikely to support growth if present,
- served pre-packed food only, or
- supplied foods that are not ready-to-eat.

Retail Sector Requirements

Number of Food Businesses Requiring a Food Safety Supervisor	173
Number of these businesses that have a Current Food Safety Supervisor	127

The *Food Act 2003* (NSW) requires certain food businesses in the NSW hospitality and retail food service sector to have at least one trained Food Safety Supervisor (FSS). The FSS needs to have gained specific units of competency under the National Vocational Education Training system plus additional egg safety and allergy components unique to NSW.

The NSW Food Authority's FSS program was established to help reduce foodborne illness in the hospitality and retail food service sectors in NSW by improving food handler skills and knowledge.

Due to Council's proximity to the ACT, many of the food business have gained food safety supervisor training certificates from ACT based training organisations. The NSW *Food Act 2003* only accepts food safety certificates provided by a NSW Food Authority approved training organisation thereby creating an administrative issue based on training locations. Where this is the case Council officers are monitoring the food business for food safety non-compliances and requiring additional NSW based training when/if required. There are only a small number of food business without any training and Council is taking appropriate enforcement action in these cases.

Resources Profile

Number of authorised officers/contractors engaged in food regulatory work over the 12-month reporting period	3
Number of FTE authorised officers/contractors engaged in food regulatory work over the 12-month reporting period	0.7

Regulation Inspection Profile of High and Medium Risk Businesses

Number of primary inspections conducted for fixed food premises	156
Number of high and medium risk food premises inspected	142
Number of fixed food premises requiring re-inspections	14
Number of these re-inspected premises that required additional re-inspections	4

Primary inspection means any planned, programmed or routine inspection but does not include re-inspection or complaint inspection. Due to Council risk-based food safety inspection program some food business that are on an 18-month inspection cycle (for excellent food safety practices) would not have been inspection during the 24-25 financial year.

10.2 Council Food Safety Annual Activity Report to NSW Food Authority 2025 (Author: Ormella/Gault) (Continued)

Food Business Inspection Scored Outcomes

As part of the NSW Food Authorities 'Scores on Doors' program each council must record a food safety rating score, regardless of the business' participation in the program, dictated by the standardised Food Premises Assessment Report.

5 Star rating (0-3 points)	44
4 Star rating (4-8 points)	64
3 Star rating (9-15 points)	32
0 Star rating (16+ points)	16

Food Complaint Profile

All food related complaints were investigated by Council officers and involved onsite inspections. All complaints were related to single events with no evidence found to substantiate further in-depth investigations. The number of food related complaints received by Council is 5 more than last financial year.

Enforcement action listed above is the accumulation of all inspections (primary and re-inspections) conducted during the 2024-25 financial year. Enforcement activity includes the issuing of warning letters, improvement notices, penalty notices, prohibition orders or prosecution. It is worth noting that a large portion of food businesses received a satisfactory result due to acceptable or exemplary food safety practices.

Hygiene and handling	14
Foreign matter	1
Food quality including deterioration	1
Labelling and advertising	2
Single-incident Food borne illness	3
Other	3
Total number of food complaints investigated	24

Enforcement Action

Enforcement action listed above is the accumulation of all inspections (primary and re-inspections) conducted during the 2024-25 financial year. Enforcement activity includes the issuing of warning letters, improvement notices, penalty notices, prohibition orders and/or prosecutions. It is worth noting that a large portion of food businesses received a satisfactory result due to acceptable or exemplary food safety practices.

Number of Warnings issued	75
Number of Improvement Notices issued	14
Number of Penalty Notices issued	1
Number of Seizure Notices issued	0
Number of Prohibition Orders served	0
Number of Prosecutions relating to Food Act breaches	0

Value-added services

Council has a maturing and improving relationship with food businesses in line with its Enforcement Strategy and continues to work with them to improve the food safety standard of the premises. Further information was provided in the report on the following matters.

**10.2 Council Food Safety Annual Activity Report to NSW Food Authority 2025
(Author: Ormella/Gault) (Continued)**

Participation in the 'Scores on Doors' – QPRC has participated in the Scores on Doors program for many years however, the local food businesses close to Canberra show little interest in the program as it does not mirror any similar program from the ACT. Regional towns such as Bungendore and Braidwood are more receptive to the program. Due to the voluntary nature of the program only well performing businesses are participating.

Technical advice provided to food businesses – Council offers free food safety and food administrative advice to those that enquire. Other information avenues provided are via factsheets, website information, and a quarterly newsletter sent to all active food businesses containing current information and helpful tips.

Information provided to food businesses e.g. factsheets, website, newsletter – Council offers factsheets, website information, and a quarterly newsletter sent to all active food businesses containing relevant information on the industry and other helpful tips.

Food handler training organized or facilitated – Council funds and provides free access to the "I'm Alert" online training and recommends that all food business have their food handlers complete the free training course.

Other services provided or participated in? - Council participates in the food related surveys when received. Council participates in the regional food group meetings and workshops when available.

Attachments

Attachment 1 QPRC Food Safety Annual Activity Report 2025 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR INFORMATION

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

File Reference: 31.1.98-02

Recommendation

That the report be received for information.

Report

2024-25 End of Financial Year (EOFY) Results

The key performance indicator targets and results for EOFY are summarised in the following table:

Description	Target	Result	Comment
Grading	750km	788.33km	Achieved
Resheeting	15km	18.46km	Achieved
Reseals	33km	36.65km	Achieved
Asphalt	20,000m ²	20,887m ²	Achieved
Disaster Recovery Funding Arrangements	\$2.90M	\$2.19M	Construction delays (weather/contractors)

Maintenance Grading of Unsealed Roads

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

The following table shows the maintenance grading works completed by Council and its Contractors between 1 April 2025 and 30 June 2025.

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

Road Name	Completion Date	Length Graded (km)
Hoskinstown Road	02.04.2025	4.44
Duckfield Road	07.04.2025	4.16
Kings Creek Lane	09.04.2025	0.27
Woodfield Road	10.04.2025	0.22
Gambell Road	11.04.2025	1.32
Daniel Lane	10.04.2025	0.65
Woolshed Lane	01.04.2025	1.63
Old Mill Road	02.05.2025	3.75
Forbes Creek Road	09.05.2025	9.87
Hoskinstown Road	13.05.2025	2.01
Rossi Road	21.05.2025	6.14

10.3 Summary of Road Renewal and Maintenance Activities - EOFY 2024/25 (Author: Duff/Apostoloska) (Continued)

Road Name	Completion Date	Length Graded (km)
Galvins Creek Road	15.05.2025	0.18
Burra Road	06.05.2025	4.22
Urila Road	21.05.2025	18.31
Williamsdale Road	09.05.2025	4.86
Mount Fairy Road	08.05.2025	7.26
Ingledow Road	09.05.2025	4.55
Kain Cross Road	04.04.2025	7.84
Farringdon Road	16.04.2025	12.8
Bombay Road	29.04.2025	0.99
Monga Lane	11.04.2025	11.3
Nerriga Road	14.04.2025	4.00
Little Bombay Road	20.05.2025	9.63
Cooma Road	28.05.2025	21.41
Meangora Road	06.05.2025	3.76
Fernbrook Road	27.05.2025	1.02
Grants Road	27.05.2025	0.29
Northanger Road	08.05.2025	6.39
Araluen Road	12.06.2025	11.52
Wyanbene Road	18.06.2025	7.27
Griffins Road	19.06.2025	1.84
Colombo Road	12.06.2025	4.51
Deloraine Lane	13.06.2025	1.39
Taylors Creek Road	04.06.2025	6.60
Collector Road	13.06.2025	5.79
Western Leg Road	28.05.2025	3.60
Taliesin Road	13.06.2025	1.63
Woolcara Lane	13.06.2025	11.79
Sheehan Road	06.05.2025	1.00
Total		210.21

10.3 Summary of Road Renewal and Maintenance Activities - EOFY 2024/25 (Author: Duff/Apostoloska) (Continued)

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

By Quarter (24/25)	Target (km)	Actual (km)	Variance (km)
Quarter 1 (July to September)	175	175.22	+ 0.22
Quarter 2 (October to December)	200	224.09	+ 24.09
Quarter 3 (January to March)	175	178.81	+ 3.81
Quarter 4 (April to June)	200	210.21	+ 10.21
Total	750	788.33	+ 38.33

Resheet Unsealed Roads

The following table shows the completed Resheet works completed by Council and its Contractors between 1 April 2025 and 30 June 2025 as per the Unsealed Roads Resheet Program.

Road Name	Completion Date	Length of Resheet (km)
Murrumba Road*	09.10.2025	2.10
Columbo Road	12.06.2025	1.70
Urila Road	28.05.2025	0.30
Kain Cross Road	03.04.2025	1.15
Northangera Road	08.05.2025	0.20
Monga Lane*	15.10.2025	4.20
Total		9.65

*Not included in previous quarterly Summary Report (Q2 FY24/25) due to oversight

The annual target of 15km has been divided into quarterly targets as per the table below and has been successfully completed with 3.46 km over the target.

By Quarter (24/25)	Target (km)	Actual (km)	Variance (km)
Quarter 1 (July to September)	3.75	1.68	- 2.07
Quarter 2 (October to December)	3.75	5.93	+ 2.18
Quarter 3 (January to March)	3.75	1.20	- 2.55
Quarter 4 (April to June)	3.75	9.65	+5.90
Total	15	18.46	+3.46

10.3 Summary of Road Renewal and Maintenance Activities - EOFY 2024/25 (Author: Duff/Apostoloska) (Continued)

Reseal Roads

The following table shows the completed Reseal works completed by Council and its Contractors between 1 April 2025 and 30 June 2025 as per the Roads Reseal Program.

Road Name	Suburb	Completion Date	Area of Reseal (m ²)	Length of Reseal (km)
Kendall Avenue	Queanbeyan	03.05.2025	15.20	0.08
Harrowfield Drive	Bungendore	02.04.2025	4,160	0.65
Captains Flat	Carwoola	04.04.2025	5,820	1.53
Woodfield Road	Sutton	03.04.2025	300	0.20
Wallaces Gap Rd (Back Cree Bridge) *	Majors Creek	17.12.2024	540	0.06
Majors Creek Rd (Honeysuckle Bridge) *	Majors Creek	31.11.2024	738	0.07
Reidsdale Rd (Bedding Ground Bridge)*	Reidsdale	13.03.2025	1,499	0.20
Tarago Road*	Bungendore	23.10.2024	23,790	1.95
Total				4.74

*Not included in previous quarterly Summary Reports (Q2 & Q3 FY24/25) due to oversight.

The annual target of 33km has been divided into quarterly targets as per the table below and has been completed with 3.65 km over the target.

By Quarter (24/25)	Target (km)	Actual (km)	Variance (km)
Quarter 1 (July to September)	0.00	0.00	0.00
Quarter 2 (October to December)	11	20.96	+ 9.96
Quarter 3 (January to March)	11	10.95	- 0.05
Quarter 4 (April to June)	11	4.74	- 6.26
Total	33	36.65	+ 3.65

Asphalt Resurfacing Roads

The following table shows the completed asphalt resurfacing works between 1 April 2025 and 30 June 2025 under the Local Roads Renewal and Roads to Recovery (R2R) Program.

Road Name	Completion Date	Area of Asphalt (sqm)
Cooma Street – Dane Street	29.04.2025	369
Cooma Street – Pindari Cres	29.04.2025	285
Foster Road repairs	04.04.2025	70
Wycombe Street	04.04.2025	178

10.3 Summary of Road Renewal and Maintenance Activities - EOFY 2024/25 (Author: Duff/Apostoloska) (Continued)

Road Name	Completion Date	Area of Asphalt (sqm)
Ross Road	04.04.2025	45
Ellendon Street (AC section)	26.06.2025	2,500
Total		3,447

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

Quarter (24/25)	Target (sqm)	Actual (sqm)	Variance (sqm)
Quarter 1 (July to September)	6,250	11,014	+ 4,764
Quarter 2 (October to December)	6,250	2,766	-3,484
Quarter 3 (January to March)	6,250	3,660	-2,590
Quarter 4 (April to June)	1,250	3,447	+2,197
Total	20,000	20,887	+887

Roads Rehabilitation (Insitu Stabilisation Works)

The new two-year insitu stabilisation contract was awarded to deliver rehabilitation works in November 2024. Preparatory tasks including shoulder grading and geotechnical investigation have been completed. The insitu stabilisation work started in March 2025. This program is still in progress due to some roads requiring additional testing.

- **Gant - LRCI Phase 4A & 4B (FY24/25 & 25/26):** All insitu stabilisation projects have been successfully completed within budget and on time. Here are the completed projects in FY25/26.

Road Name	Completion Date	Area (sqm)
Fergus Road	14.03.2025	1,995
Kendall Ave	24.05.2025	2,460
Munro Road	14.03.2025	1,600
Reidsdale Road	08.05.2025	11,798
Hoskinstown Road	24.04.2025	5,600
Cassidy Street	14.03.2025	1,200
Total		24,653

- **Grant – Roads to Recovery:** The 24/25 Projects have been successfully completed within budget and on time.

10.3 Summary of Road Renewal and Maintenance Activities - EOFY 2024/25 (Author: Duff/Apostoloska) (Continued)

Road Name	Completion Date	Area (sqm)
Hoskinstown Road	21.06.2025	11,304
Burra Road	24.03.2025	10,080
Ellendon Street (only insitu section)	29.06.2025	2,560
Total		23,944

- **Grant – RERRF (Regional Emergency Roads Repair Fund):** The 24/25 insitu stabilisation projects have been completed within budget and on time.

Road Name	Completion Date	Area (sqm)
Weerona Drive	16.04.2025	3,172.50
Cooma Road	06.06.2025	27,520
Nerriga Road	30.06.2025	52,080
Total		82,773

- **Grant – 24/25 RRF (Election Commitment) – Tarago Rd:** The planned 2024/25 insitu stabilisation sections of area 15,466 sqm have been completed within budget and on time.
- **QPRC Local Road Rehab Projects:** The 2024/25 insitu stabilisation works were completed by 30 June 2025. Sealing works have been delayed due to wet weather.

Road Name	Completion Date	Area (sqm)
George Street	14.07.2025	400
Wallace Street	14.07.2025	3,485
Hill Street	14.07.2025	7,490
Seymour Street	14.07.2025	3,480
Araluen Street	14.07.2025	2,600
Total		17,455

Disaster Recovery Funding Arrangement (DRFA) Projects

The \$2.90M target for the DRFA program was set 12 months ago as an aspirational estimate, subject to the specific scoping and verification of each defect location and corresponding works required, with associated cost and schedule implications. This makes it inherently difficult to forecast the delivery program.

The EOFY result of \$2.19M reflects a 75% achievement of the aspirational estimate, which was impacted by inclement weather, water levels, Funder independent reviews or approval for extension of time, NSW Fisheries permits and availability of contractors, some of whom are undertaking multiple projects for council concurrently.

10.3 Summary of Road Renewal and Maintenance Activities - EOFY 2024/25 (Author: Duff/Apostoloska) (Continued)

Examples of shortfall DRFA works originally included in the 2024-25 plan:

- Stoney Creek Bridge Abutment Repair (~\$400K)
- Farringdon Weir Repairs (~\$300K)
- Araluen Rd (~\$100K)

These repairs will be carried forward into the 2025-26 program for completion as soon as possible early in the current financial year.

The following table shows the completed DRFA works completed by Council and its Contractors between 1 April 2025 and 30 June 2025.

Road Name	Works Complete	Value
Cooma Road	Culvert repairs	\$7,799
Mulloon Road	Culver installation – minor works	\$3,533
Sandholes Road	Resheet	\$21,436
Majors Creek Mountain Road	Scoping of works and permits including Design & current REF in progress	\$66,985
Oallen Road	Minor road works	\$5,234
Fisher Road	Minor road works	\$4,742
Araluen Road	Scoping of works and permits including Design & REF	\$42,798
Collector Road – March 2022	Investigation, Design, REF & Fisheries Permit and Culvert Repairs	\$38,935
Murumba Rd (Butmaroo Firetrail)	Minor works – Gravel Resheet	\$3,520
Farringdon Rd	Culver – design & investigation	\$4,460
Carneys Road	Repair table drains and roadside shoulder formation	\$56,927
Duckfield Rd	Bridge repairs	\$5,919
Lake George	Resheet – Co-contribution	\$66,393
Hereford Hall Road	Minor road works	\$6,629
Rock Wall Lane	Light Grade	\$6,586
Taylors Creek Road	Culvert repairs	\$18,345
Stoney Creek Bridge	Repairs to Southern abutment and wing wall.	\$18,621
	Q4 Total	\$378,862
	Cumulative (Q1+Q2+Q3+Q4)	\$2,192,245
	Estimated EOFY Program	\$2,904,890
	% Completed	75.47%

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.4 HSEQ Quarterly Report - 1 April to 30 June 2025 (Author: Batman/Arnold)

File Reference: 41.9.1

Recommendation

That the report be received for information.

Report

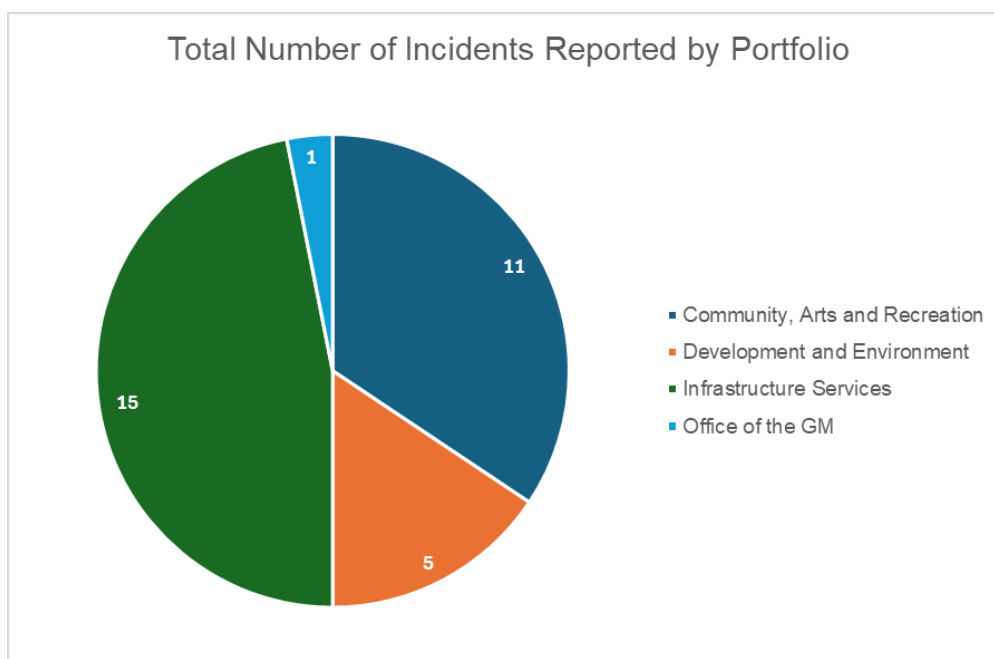
This report provides an overview of Health, Safety, Environment and Quality (HSEQ) activities and items of note for Quarter 4 (the period 1 April 2025 to 30 June 2025).

1. Notifiable Incidents
2. All Worker Incidents
3. Workers Compensation Claims Quarter 4 2024-25
4. Annual Workers Compensation Insurance Report
5. Wellbeing Initiatives for Quarter 4 2024-25
6. HSEQ Training for Quarter 4 2024-25
7. Audit Report

1. Notifiable Incidents

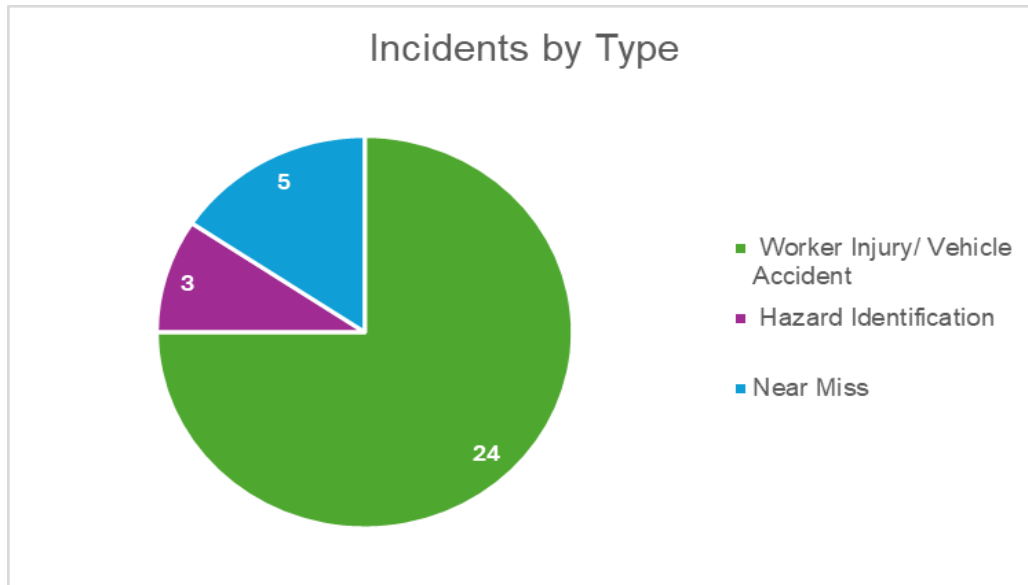
There was 1 notifiable incident in the quarter. This incident involved workers repairing a footpath when they hit a gas line which was closer to the surface than initially assessed.

The HSEQ team reported the incident to SafeWork however it was downgraded to 'Administration Only' due to the immediate controls the HSEQ officer put in place when they were notified of the incident.

2. All Worker Incidents

These incidents predominantly relate to slips, trips and falls.

10.4 HSEQ Quarterly Report - 1 April to 30 June 2025 (Author: Batman/Arnold) (Continued)



The majority of the 24 vehicle incidents were related to situational awareness around plant. Following investigation of incidents, the HSEQ team created situational awareness training and tool box talks for all staff as a corrective action.

3. Workers Compensation Claims Quarter 4 2024-25

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

Directorate	Mechanisms	Status
Infrastructure Services	Physical	2 x Suitable Duties 1 x Final Clearance – RTW without Restriction
Community, Arts and Recreation	Physical	2 x Final Clearance 1 x Suitable Duties
Development and Environment	Nil	Nil
Corporate Services	Nil	Nil
Executive Services	Nil	Nil

4. Annual Workers Compensation Insurance Report

QPRC received the annual Workers Compensation insurance report during this quarter and a summary of this report is as follows:

4.1 Key Observations:

There has been a significant reduction in included costs from a peak of over \$650,000 in 2021-22 to just \$76,037 in 2024-25.

The number of claims has decreased from a high of 37 claims in 2020-21 to only 25 claims in 2024-25.

10.4 HSEQ Quarterly Report - 1 April to 30 June 2025 (Author: Batman/Arnold)

(Continued)

4.2 Claims Cost Types & Severity:

The included costs paid (weekly benefits and lump sums) show a consistent decline, indicating fewer and/or less costly claims.

The net incurred costs have also decreased markedly over the period, reflecting improved claims management and/or fewer severe injuries.

4.3 Loss Time Claims & Hours Lost:

Year	Lost Time Claims (LTIs)	Hours Lost
2022-23	13	5,274
2023-24	14	7,206
2024-25	13	2,365

While claims remain relatively stable, hours lost have decreased notably in 2024-25, due to the structured injury management program which is supporting a quicker and safe return to work. The wider HSEQ team have also been instrumental to this notable improvement.

Over the three-year period, Council has achieved notable reductions in both the number and costs of claims, reflecting improved safety, effective claims handling, and improved workplace safety measures.

4.4 Overall Improvements:

- Substantial decrease in the net incurred costs (from \$1,701,944 in 2021-22 to \$343,262 in 2024-25).
- Reduced number of claims from 37 in 2020-21 to 25 in 2024-25.
- Lower severity of claims, as indicated by lower incurred costs and hours lost.
- Enhanced claims management and safety strategies are the key contributors to these positive outcomes.

5. Wellbeing Initiatives for Quarter 4 2024-25

- QPRC staff supported the Biggest Morning Tea and raised \$1,125 for Cancer research.
- A new EAP provider has been engaged, MindFit at Work, which commenced services as of July 2025.
- GM' catch-ups combined with Depot BBQs and Office meetings continue providing an opportunity for facilitated communication and consultation at all levels of QPRC.
- QPRC's inhouse Move4Life Trainer trained 6 new employees in the Move4life program.

6. HSEQ Training for Quarter 4 2024-25

The following training was conducted in this Quarter:

- Chainsaw Refresher
- Mental Health in the Workplace
- Move4life
- Asbestos Awareness Training

7. Audit Report

10.4 HSEQ Quarterly Report - 1 April to 30 June 2025 (Author: Batman/Arnold)
(Continued)

A surveillance assessment of the QPRC Integrated Management System against the ISO 9001:2015, ISO 14001:2015 standards and the ISO 45001:2018 Standard was undertaken this period.

The audit was conducted onsite from 16 – 19 June. There were 2 Minor non-conformances recorded as a result of this audit. A number of Observations and Opportunities for Improvement (OFIs) have been made to assist with ongoing improvement to the system. A corrective action plan has been developed and accepted. Continued certification of Council's accreditation was recommended.

This report will be presented to the next ARIC meeting.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.5 Lease of 256 Crawford Street, Queanbeyan (Author: Ryan/Flint)

File Reference: 46.1.1

Recommendation

That the report be received for information.

Report

At the meeting on 14 August 2024, Council authorised the General Manager to negotiate commercial lease agreements over QPRC properties at 256 and 262 Crawford Street, Queanbeyan (**Resolution 385/24**).

Given 262 Crawford Street is now occupied, Council continued to seek expressions of interest for a commercial lease agreement, and a tenant has now been secured for 256 Crawford Street, Queanbeyan.

Dale & Hitchcock Civil Pty Ltd is the tenant, and the General Manager has negotiated a 12 month minimum lease.

Dale & Hitchcock Civil Pty Ltd was recently awarded the Monaro Street Upgrade Construction tender (**Resolution 850/25**). The terms of the lease have been agreed upon by both parties and will be executed once a lease commencement date is secured. The commencement date is largely dependent upon relevant approvals being secured through TfNSW and subsequently, the project being able to begin.

The lease includes an option to extend from month to month, enabling adequate flexibility for the project taking longer than anticipated. The rent agreed is \$2,000 per week (\$104,000 pa) (ex GST), with Council maintaining utilities, rates and property insurance.

The tenant will be utilising the back half of the building (including upstairs) and the side carpark area as their Monaro Street Project office. This leaves the front of the premises vacant and available for any future approaches regarding a short term tenure opportunity.

A copy of the lease agreement with floor plan is attached to this report.

Attachments

Attachment 1 Lease - 256 Crawford Street, Queanbeyan (*Under Separate Cover*) -
CONFIDENTIAL

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.6 Advocacy for Growing Regions and the Need for More Police - Minister Response (Author: Ryan/Ryan)

File Reference: 52.5.2

Recommendation

That the report be received for information.

Report

At the 9 April 2025 meeting, Council agreed to write to the NSW Police Minister and local State Member calling on increased funding and resourcing to enable Police to keep our community safe (**Resolution No 752/25**).

A response has been received from the The Hon Yasmin Catley MP, Minister for Police and Counter-terrorism.

Both letters are attached for information.

Attachments

- | | |
|--------------|---|
| Attachment 1 | QPRC letter to Yasmin Catley, NSW Minister for Police and Counter-terrorism (<i>Under Separate Cover</i>) |
| Attachment 2 | Ministerial Response re Growing Regions and the Need for More Police (<i>Under Separate Cover</i>) |

File Reference: 23 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 4 to 17 July 2025, one workshop was held on 16 July.

Workshop Items and External Presenter/s (if applicable)
<p>Housing Supply</p> <p>The workshop provided an overview of housing in QPRC. This included the likely take up, current supply, shortfalls and where different areas in the Council are on their development journey. An overview of key sites identified in the QPRC Affordable Housing Strategy were reviewed and the difficulties of activating due to a lack of strategic direction. The workshop concluded with an overview of the strategic program for housing and the work underway to progress the Affordable Housing Strategy.</p>
<p>Complying Development in C4</p> <p>Councillors were provided an overview of what is being proposed as part of future planning proposal to facilitate complying development on C4 Conservation Living zoned land. The workshop covered the process to date, the approaches investigated as part of a scoping proposal and next steps to facilitate change.</p>
<p>Roads Strategic Plan – Transport Investment Framework – Workshop 2</p> <p>The second of three workshops outlining the proposed investment framework for future Transport work plans via strategies and policies adopted by Council. This workshop focuses on the deliverability assessment and funding sources which shape investment prioritization. Affordability constraints are introduced for setting the budget envelop and influencing scope and timing of infrastructure investment.</p>
<p>Dunns Creek Road Stage 2 – Costing/BCR Options and Community Engagement Strategy</p> <p>The workshop follows the introductory presentation of high-level options for a potential connection between Old Cooma Road and the ACT (known as Dunns Creek Road Stage 2). An update was provided regarding current cost estimates and benefit-cost ratios for these high-level options, with next steps and proposes a community engagement strategy for Council consideration with local community groups.</p>

Attachments

Nil

11.1 Audit, Risk and Improvement Committee Minutes - 16 June 2025 (Author: Ryan/Hilton)

File Reference: 45.3.1

Recommendation

That Council note the draft minutes of the Audit, Risk and Improvement Committee held on 16 June 2025.

Summary

This report provides the draft minutes of the Audit, Risk and Improvement Committee (ARIC) meeting of 16 June 2025, as confirmed by ARIC members out-of-session.

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

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

The following is a summary of the agenda items covered by the main meeting held on 16 June 2025:

- General Manager Update to ARIC
- NSW Audit Office Update: Presentation of the Planning Management Letter 2025
- Internal audit activity report by O'Connor Marsden
- Internal audit report – South Jerrabomberra Innovation Project Audit
- Status of agreed audit actions
- CFO update
- QBRS ending March 2025
- Special Rate Variation Reporting
- Nellie Hamilton Centre Project Completion Report
- ICT report
- Internal audit charter annual review
- ARIC meeting planner annual review
- Business continuity scenario testing
- External reports of interest
- Project Update - Bungendore Sport Hub
- General business
 - Operation Mantis
 - Extension of tenure for Carolyn Rosetta-Walsh

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

Attachments

Attachment 1 ARIC Draft Minutes - 16 June 2025 (*Under Separate Cover*)



REPORTS OF COMMITTEES

11.2 Sustainability and Climate Change Advisory Committee Minutes - 26 June 2025 (Author: Ormella/Steele)

File Reference: 24.2.1-06

Recommendation

That Council:

- 1. Note the minutes of Sustainability and Climate Change Advisory Committee meeting held on 26 June 2025.**
 - 2. Amend the Terms of Reference of the Sustainability and Climate Change Advisory Committee as follows (1/25):**
 - Update community representative membership to the duration of the Council term.**
 - Should the Chair be unavailable, committee members elect a committee member who is present to chair for that meeting only.**
 - Meetings be scheduled every six weeks on a Thursday with some meetings in Braidwood.**
-

Summary

This was the first meeting of the Sustainability and Climate Change Advisory Committee and was one of general business.

The Chair welcomed new members of the committee and discussed the Terms of Reference (ToRs) where it was noted that some of the ToRs required updating to reflect the current committee, including the meeting frequency, locations and the membership term.

Council officers presented a slide to the committee with a review of Sustainable Design for Council Buildings and Infrastructure Policy, open for community consultation via the Your Voice link on the QPRC website until the 29 July 2025.

Committee members were presented with information relating to QPRC Climate Change Future state 2030,2050 and 2070. Discussions were held regarding climate change modelling tools that are used to provide regional climate projections data and how such information can be shared in a meaningful way with the community. The Committee provided suggestions on how this type of information may be presented in an easy-to-understand format.

Attachments

- | | |
|--------------|---|
| Attachment 1 | Sustainability and Climate Change Advisory Committee Minutes - 26 June 2025 (<i>Under Separate Cover</i>) |
| Attachment 2 | Updated Terms of Reference (<i>Under Separate Cover</i>) |



REPORTS OF COMMITTEES

11.3 Small Business Advisory Committee Minutes - 9 July 2025 (Author:
Richards/Deebank)

File Reference: 11.1.1-03

Recommendation

That Council note the minutes of the Small Business Advisory Committee held on 9 July 2025.

Summary

The Small Business Advisory Committee met for its inaugural meeting on 9 July 2025. All members were in attendance and discussed a range of issues of interest or concern, as well as receiving a briefing on upcoming QPRC projects that may affect local businesses.

The Manager, Governance, Legal and Risk will attend the next meeting and provide the compulsory training for members of QPRC's advisory committees.

There are no recommendations for Council consideration.

Attachments

Attachment 1	Small Business Advisory Committee Minutes - 9 July 2025 (<i>Under Separate Cover</i>)
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12.1 Notice of Motion - Hiroshima Day 2025 (Author: Willis/Willis)

File Reference: 23 July 2025 motions

Notice

Councillor Katrina Willis will move the following motion:

Motion

That Council:

1. Note

- a. **August 6 and 9, 2025 mark the 80th anniversary of the first use of atomic weapons on civilians, at Hiroshima and Nagasaki in Japan, respectively.**
 - b. **Up to 140,000 people are thought to have died from injuries sustained during the bombing of Hiroshima and Nagasaki. Tens of thousands more people died from the long-term effects including radiation poisoning and burns.**
 - c. **The use of any nuclear weapon, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment.**
 - 2. Acknowledge the efforts of the survivors of the August 6 and 9 atomic bombings to work for a world free of nuclear weapons, for which they were awarded the 2024 Nobel Peace Prize.**
 - 3. Reaffirm its support for the UN Treaty on the Prohibition of Nuclear Weapons (Resolution 211/24)**
 - 4. Write to the Prime Minister, the Hon Anthony Albanese, to inquire why the Australian Government has not yet given effect to its commitment to sign and ratify the Treaty.**
-

Comment from Cr Willis in support of this Notice of Motion

The devastating immediate and long-lasting impacts of the atomic bombing of civilians in Hiroshima and Nagasaki 80 years ago continue to motivate people around the world to work for an end to nuclear weapons so that they can never be used again.

The UN Treaty on the Prohibition of Nuclear Weapons prohibits the use, production and stockpiling of nuclear weapons and lays the foundations for their elimination.

Queanbeyan-Palerang Regional Council endorsed the International Campaign to Abolish Nuclear Weapons (ICAN) Cities Appeal on 8 May 2024:

‘Our city is deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world. We firmly believe that our residents have the right to live in a world free from this threat. Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment. Therefore, we warmly welcome the adoption of the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017, and we call on our national government to sign and ratify it without delay.’

The Australian Government is yet to sign and ratify the Treaty.

Staff Comment

Following the success of small community gatherings convened by Cr Willis, the events team are commemorating Hiroshima Day with an event to be held on Tuesday 6 August in the forecourt of the Nellie Hamilton Centre with light refreshments following in the Heritage Library.

We are hoping to include the Ambassador of Japan, His Excellency Suzuki Kazuhiro, Dr Sue Wareham, founding member of ICAN, local high school captains, local faith leaders and a range of other interested parties.

The Library is working to create appropriate displays including a paper crane display and a station where attendees can make cranes to add.

Attachments

Nil

NOTICE OF MOTIONS

12.2 Notice of Motion - NSW Business Connect Program (Author: Macdonald/Macdonald)

File Reference: 23 July 2025 motions

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council writes to the NSW Minister for Small Business and Treasurer seeking a reversal of the decision to cease funding of the Business Connect Program, which delivers valuable business support programs in Queanbeyan-Palerang Local Government Area.

Comment from Cr Macdonald in support of this Notice of Motion

The 2025-26 NSW budget has cut funding for the Business Connect program, effective 30 September 2025.

Business Connect has been operating for eight years providing free business advisory services for small and medium businesses across the state. The program has assisted businesses and entrepreneurs to start, run and grow their businesses with strategic guidance, digital marketing, financial planning and business resilience advice. In addition, dedicated funding has been allocated to support women-run businesses.

In QPRC the program has been delivered by a local employer, Enterprise Plus.

There are more than 2.5 million small businesses employing over 5.1 million people in Australia though insolvencies are reaching record levels. The Australian Securities and Investment Commission insolvency data for 2023-24 shows more than 11,000 companies entered external administration.

The QPRC Small Business Advisory Committee discussed this issue and resolved that a Notice of Motion in the terms above would be lodged through the Chair.

Additional information

Data on Business Connect Program:

<https://www.service.nsw.gov.au/business/business-connect/results-and-reports>

Staff Comment

Nil

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 RFT-10067161 - Design and Construction of Mount Jerrabomberra No.2 Reservoir

Item 16.1 is confidential in accordance with s10(A) (c) (d)(i) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND 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.

Item 16.2 Legal and Enforcement - Bungendore Property

Item 16.2 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.