



# **Ordinary Meeting of Council**

## **AGENDA**

**12 March 2025**

**Commencing at 5:30pm**

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

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

### **Statement of Ethical Obligations**

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

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

**On-site Inspections - Nil**

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**1 OPENING**

**2 ACKNOWLEDGEMENT OF COUNTRY**

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

**4 CONFIRMATION OF MINUTES**

4.1 Minutes of the Ordinary Meeting of Council held on 26 February 2025

**5 DISCLOSURES OF INTERESTS**

**6 ADJOURNMENT FOR PUBLIC FORUM**

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	<i>Attachment 1 Architectural Plans - DA.2024.0298 - 628 Northangera Road Mongarlowe (Under Separate Cover)</i>
	<i>Attachment 2 Bushfire Assessment Report - DA.2024.0298 - 628 Northangera Road Mongarlowe (Under Separate Cover)</i>
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Item 9.8	Renewal of Licence - NSW Scout Association - 7 Firethorn Place, Jerrabomberra
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**QUEANBEYAN-PALERANG REGIONAL COUNCIL  
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*Attachment 4 Council-Related Development Application Conflict of Interest Policy (Under Separate Cover)*  
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- Item 10.2 Captains Flat Expression of Interest Containment Cell Update  
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- Item 10.5 Resolution Action Sheet  
*Attachment 1 Outstanding Council Resolutions Report - 5 March 2025 (Under Separate Cover)*
- Item 11.1 QPRC Sports Council Minutes - 3 February 2025  
*Attachment 1 QPRC Sports Council Draft Minutes February 2025 (Under Separate Cover)*  
*Attachment 2 Updated 2025 Winter Allocation Requests (Under Separate Cover)*
- Item 14.1 Questions With Notice - Shade Sail Prioritisation  
*Attachment 1 Playground Shade March 2025 (Under Separate Cover)*

**Closed Attachments**

- Item 9.7 Council Cultural Grant Applications  
*Attachment 1 Cultural Grants Application\_Australia Nepal Friendship Society Inc (Under Separate Cover)*  
*Attachment 2 Cultural Grants Application\_Bungendore Quilters Inc (Under Separate Cover)*  
*Attachment 3 Cultural Grants Application\_Jerrabomberra Residents' Association Inc. (Under Separate Cover)*
- Item 16.1 RFT 2025-02 - Macs Reef Road and Bungendore Road Intersection Safety Upgrade  
*Attachment 1 RFT 2025-02 Macs Reef Road & Bungendore Road Intersection Safety Upgrade - Tender Evaluation Report (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and in the WB Freebody Council Chambers, Nellie Hamilton Centre, 257 Crawford Street Queanbeyan on Wednesday, 26 February 2025 commencing at 5.30pm.

## ATTENDANCE

**Councillors:** Cr Winchester (Chairperson)

Cr Broadbent

Cr Grundy

Cr Livermore

Cr Macdonald

Cr Preston

Cr Schweikert

Cr Taskovski

Cr Waterhouse

Cr Willis

Cr Wilson

**Staff:**

R Ryan, General Manager

J Richards, Director Community, Arts and Recreation

K Monaghan, Director Corporate Services

R Ormella, Director Development and Environment

G Cunningham, A/Director Infrastructure Services

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

### 1. OPENING

The meeting commenced at 5.30pm.

### 2. ACKNOWLEDGEMENT OF COUNTRY

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

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

There were no apologies.

**4. CONFIRMATION OF MINUTES****4.1 Minutes of the Ordinary Meeting of Council held on 12 February 2025**

649/25

**RESOLVED (Winchester/Waterhouse)**

That the Minutes of the Ordinary Meeting of Council held in the Braidwood National Theatre on Wednesday 12 February 2025 be confirmed.

The resolution was carried unanimously.

**5. DISCLOSURES OF INTERESTS**

650/25

**RESOLVED (Winchester/Preston)**

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

The resolution was carried unanimously.

There were no disclosures.

**6. ADJOURNMENT FOR PUBLIC FORUM**

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

651/25

**RESOLVED (Winchester/Broadbent)**

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

**ADJOURNMENT:**

The meeting adjourned for the Public Forum at 5.34pm and resumed at 5.56pm.

**7. MAYORAL MINUTE**

There was no Mayoral Minute.

**8. NOTICES OF MOTIONS OF RESCISSION**

There were no Notices of Motions of Rescission.

**9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION****9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale****MOVED (Wilson/Waterhouse)**

That Council:

1. Receive the report under Section 8.2 Review of Determination REV.2024.0001 (DA.2022.1658) for change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale Lot 3 DP 79065.
2. Approve Section 8.2 Review of Determination REV.2024.0001 (DA.2022.1658) for change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale Lot 3 DP 79065, granting conditional development consent.

**AMENDMENT (Willis/Preston)**

That Council:

1. Receive the report under Section 8.2 Review of Determination REV.2024.0001 (DA.2022.1658) for change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale Lot 3 DP 79065.
2. Approve Section 8.2 Review of Determination REV.2024.0001 (DA.2022.1658) for change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale Lot 3 DP 79065, granting conditional development consent, including a change to the conditions of consent as follows:

4. Hours of business operation

- a. 7.30am to 6.00pm Monday to Friday
- b. 8.00am to 5.00pm Saturday

All deliveries to and from the property are to occur during these hours of operation.

*Reason: To ensure the amenity of the locality is protected.*

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

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

Against: Crs Broadbent, Grundy, Macdonald and Schweikert

The amendment was carried and became the motion.

652/25

**RESOLVED (Willis/Preston)**

That Council:

1. Receive the report under Section 8.2 Review of Determination REV.2024.0001 (DA.2022.1658) for change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale Lot 3 DP 79065.
2. Approve Section 8.2 Review of Determination REV.2024.0001 (DA.2022.1658) for change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale Lot 3 DP 79065, granting conditional development consent, including a change to the conditions of consent as follows:
  4. Hours of business operation
    - a. 7.30am to 6.00pm Monday to Friday
    - b. 8.00am to 5.00pm Saturday

All deliveries to and from the property are to occur during these hours of operation.

*Reason: To ensure the amenity of the locality is protected.*

The resolution was carried unanimously.

**PROCEDURAL MOTION**

653/25

**RESOLVED (Winchester/Macdonald)**

That items 10.2 and 12.1 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

**10.2 Update on Clarke Gang Signage**

654/25

**RESOLVED (Willis/Livermore)**

That the report be received for information.

The resolution was carried unanimously.

**12.1 Notice of Motion - Regional Digital Connectivity Program****MOVED (Macdonald/Schweikert)**

That Council calls on the State Government to reverse its decision and to restore funding to deliver fibre-to-the-premise (FTTP) network connections for the residents of Wamboin, Bywong and Sutton.

**AMENDMENT (Preston/Wilson)**

That Council:

1. Supports the residents of Wamboin, Bywong and Sutton in their ongoing campaign to have high speed internet available to their premises.



2. Calls on the State Government to provide the community with additional information about the cost blowout of the project and the reasons for de-scoping it.
3. Calls on the State Government to investigate alternative options to deliver and fund fibre-to-the-premise (FTTP) network connections for residents.

The amendment (of Crs Preston and Wilson) was put and lost.

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

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

655/25

**RESOLVED (Macdonald/Schweikert)**

That Council calls on the State Government to reverse its decision and to restore funding to deliver fibre-to-the-premise (FTTP) network connections for the residents of Wamboin, Bywong and Sutton.

The resolution was carried unanimously.

**9.2 Quarterly Budget Review Statement for the Quarter Ending 31 December 2024**

**MOVED (Wilson/Winchester)**

That Council:

1. Receive the December 2024 Quarterly Budget Review Statement.
2. Adopt the budget variations outlined in the report.
3. Note the opinion of the Responsible Accounting Officer in relation to Council's financial performance and projected year result is satisfactory.

**AMENDMENT (Broadbent/Schweikert)**

That Council:

1. Defer receipt of the December 2024 Quarterly Budget Review Statement to the first Council meeting following receipt of advice from the ARIC.
2. Defer adoption of any proposed budget variations until the first Council meeting following receipt of advice from the ARIC.
3. Refer the December 2024 Quarterly Budget Review Statement, and the proposed budget variation, to the Audit, Risk and Improvement Committee for independent review and advice on the robustness and financial integrity of the report.

The amendment (of Crs Broadbent and Schweikert) was put and lost.

For: Crs Broadbent, Grundy, Macdonald and Schweikert

Against: Crs Livermore, Preston, Taskovski, Willis, Wilson, Waterhouse and Winchester

The motion (of Crs Wilson and Winchester) was brought forward.

656/25

**RESOLVED (Wilson/Winchester)**

That Council:

1. Receive the December 2024 Quarterly Budget Review Statement.
2. Adopt the budget variations outlined in the report.
3. Note the opinion of the Responsible Accounting Officer in relation to Council's financial performance and projected year result is satisfactory.

The resolution was carried.

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

Against: Crs Broadbent, Grundy, Macdonald and Schweikert

**9.3 Application for a Council Cultural Grant from Braidwood Film Club Inc.**

657/25

**RESOLVED (Willis/Waterhouse)**

That Council approve a Cultural Grant of \$1,000 towards costs for a free public screening of classic Australian films at Braidwood National Theatre, during the Queanbeyan-Palerang Heritage Festival.

The resolution was carried.

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

Against: Cr Grundy

**9.4 Road Name Proposal - Tralee Stage 2**

658/25

**RESOLVED (Macdonald/Wilson)**

That Council:

1. Adopt in principle the following proposed name Carnation Drive for a new road created within Estate 2 at the South Jerrabomberra Urban Release Area.
2. Exhibit the names for public comment for 28 days.
3. Publish a notice in the NSW Government Gazette if no objections are received.

The resolution was carried.

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

Against: Cr Preston

659/25                      **9.5      Post Exhibition Report - Proposal to Name the Heritage Library**  
**RESOLVED (Winchester/Taskovski)**

That Council proceed with naming the former Queanbeyan City Council Chambers the Frank Pangallo Heritage Library.

The resolution was carried.

For:              Crs Livermore, Preston, Taskovski, Willis, Wilson and Winchester

Against:      Crs Broadbent, Grundy, Macdonald, Schweikert and Waterhouse

**ADJOURNMENT:**      The meeting adjourned for a short break at 7.37pm and resumed at 7.49pm.

**9.6      Small Business Advisory Committee**  
**MOVED (Waterhouse/Taskovski)**

That Council not proceed with the establishment of a QPRC Small Business Advisory Committee.

Cr Schweikert foreshadowed a contrary motion:

That Council:

1. Endorse the Terms of Reference for the Small Business Advisory Committee.
2. Nominate one Councillor delegate and one alternate.

The motion (of Crs Waterhouse and Taskovski) was put.

**MOVED (Waterhouse/Taskovski)**

That Council not proceed with the establishment of a QPRC Small Business Advisory Committee.

The motion was lost.

For:              Crs Willis and Waterhouse

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

The contrary motion (of Cr Schweikert) was brought forward, seconded by Cr Wilson, and became the motion.

660/25                      **RESOLVED (Schweikert/Wilson)**

That Council:

1. Endorse the Terms of Reference for the Small Business Advisory Committee.
2. Nominate one Councillor delegate and one alternate.

The resolution was carried unanimously.

Cr Macdonald was appointed as delegate to the Small Business Advisory Committee and Cr Broadbent as alternate.

**9.7 Bungendore Town Centre and Environs Committee**

661/25

**RESOLVED (Schweikert/Grundy)**

That Council:

1. Endorse the Terms of Reference for the Bungendore Town Centre and Environs Committee.
2. Appoint Cr Schweikert as delegate and Cr Grundy as alternate.

The resolution was carried unanimously.

**9.8 Seniors Advisory Committee**

662/25

**RESOLVED (Macdonald/Wilson)**

That Council:

1. Endorse the Terms of Reference for the QPRC Seniors Advisory Committee.
2. Appoint Cr Macdonald as delegate and Cr Waterhouse as alternate.

The resolution was carried unanimously.

**9.9 Investment Report - January 2025**

663/25

**RESOLVED (Wilson/Broadbent)**

That Council:

1. Receive the Investment Report for the month of January 2025.
2. Note the investment return for January 2025 was \$1,746,693.
3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.

The resolution was carried unanimously.

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

- 664/25      **10.1 Bungendore PFAS Update**  
**RESOLVED (Schweikert/Macdonald)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 665/25      **10.2 Update on Clarke Gang Signage**  
This item was dealt with in earlier business.
- 665/25      **10.3 Lease of 262 Crawford Street, Queanbeyan**  
**RESOLVED (Wilson/Waterhouse)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 666/25      **10.4 Delivery Program Update December 2024**  
**RESOLVED (Wilson/Livermore)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 667/25      **10.5 Submission to OLG on New Model Code of Meeting Practice**  
**RESOLVED (Preston/Waterhouse)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 668/25      **10.6 Councillor Workshops**  
**RESOLVED (Preston/Winchester)**  
That the report be received for information.  
  
The resolution was carried unanimously.

**11. REPORTS OF COMMITTEES**

There were no Reports of Committees.

**12. NOTICES OF MOTIONS**

- 12.1 Notice of Motion - Regional Digital Connectivity Program**  
This item was dealt with in earlier business.

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

There were no Delegates Reports.

**PROCEDURAL MOTION**

669/25

**RESOLVED (Winchester/Schweikert)**

That Items 14.1 to 14.6 be moved as a block.

The resolution was carried unanimously.

**14. QUESTIONS WITH NOTICE****14.1 Questions With Notice - Road from Hoskinstown to Reschs Creek**

670/25

**RESOLVED (Winchester/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

**14.2 Questions With Notice - Foxlow Bridge**

671/25

**RESOLVED (Winchester/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

**14.3 Questions With Notice - Reschs Creek Bridge**

672/25

**RESOLVED (Winchester/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

**14.4 Questions With Notice - Blackberry Spraying and Signage**

673/25

**RESOLVED (Winchester/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

**14.5 Questions With Notice - Shade Sail Prioritisation**

674/25

**RESOLVED (Winchester/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

**14.6 Questions With Notice - Accessible Car Parking in Braidwood**

675/25

**RESOLVED (Winchester/Schweikert)**

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**

676/25

**RESOLVED (Winchester/Livermore)**

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

**Item 16.1 Award of RFT-2002866 Braidwood Landfill Capping and Closure Plan**

*Item 16.1 is confidential in accordance with s10A(2)(d)(i) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

The resolution was carried unanimously.

The meeting then moved into Closed Session at 8.38pm to discuss the matters listed above.

**16.1 Award of RFT-2002866 Braidwood Landfill Capping and Closure Plan**

677/25

**RESOLVED (Willis/Wilson)**

That Council award Contract 20002866 to SMEC Australia Pty Ltd (RFT-2002866) for Braidwood Landfill Capping and Closure Plans for the sum of \$236,580 (excluding GST).

The resolution was carried unanimously.

678/25

**RESOLVED (Winchester/Macdonald)**

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 8.40pm.

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

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

#### **17. CONCLUSION OF THE MEETING**

The time being 8.40pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER**  
**MAYOR**  
**CHAIRPERSON**



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

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

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

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

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

**Recommendation**

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

7.1 Mayoral Minute - ALGA 2025 Federal Election Funding Priorities (Author: Winchester/Winchester)

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File Reference: 12 March 2025 reports

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**Recommendation**

**That Council support the ALGA's 2025 federal election priorities, and their national Put Our Communities First advocacy campaign.**

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**Report**

ALGA President, Mayor Matt Burnett, is seeking Council's support for ALGA's 2025 federal election priorities, and their national Put Our Communities First advocacy campaign.

The ALGA Board has endorsed five local government funding priorities for the next Australian Government, which are:

- \$1.1 billion per year for enabling infrastructure to unlock housing supply
- \$500 million per year for community infrastructure
- \$600 million per year for safer local roads
- \$900 million per year for increased local government emergency management capability and capacity, and
- \$400 million per year for climate adaptation.

ALGA want to see these new funding programs distributed across all councils, on a formula-basis, similar to the way Financial Assistance Grants or Roads to Recovery funding have been provided for many years.

This would support all to deliver local-place based solutions to the challenges our nation is facing in affordable housing, road safety, natural disasters and climate change.

Participating in this campaign does not preclude Council from also advocating for state or territory or local funding priorities. There is strength in the complementary nature of our push for significant increased funding at the national level, and the specific asks that your communities also seek. For more information on this campaign and ALGA funding priorities visit [www.putourcommunitiesfirst.com.au](http://www.putourcommunitiesfirst.com.au).

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road MONGARLOWE NSW 2622 (Author: Ormella/Ravi)**

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File Reference: DA.2024.0298

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**Recommendation**

That development application DA.2024.0298 for a Construction of a dwelling house on Lot 211 DP 755918, No. 628 Northangera Road Mongarlowe be granted conditional consent.

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

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

Proposal:	Construction of a dwelling house
Applicant/Owner:	Danielle Gutteridge / Danielle Gutteridge
Subject Property:	Lot 211 DP 755918, No. 628 Northangera Road MONGARLOWE NSW 2622
Zoning and Permissibility:	C4 Environmental Living under Queanbeyan Palerang Regional Local Environmental Plan 2022
Public Submissions:	0
Issues Discussed:	Planning Requirements <i>Clause 4.2A Erection of a dwelling house on certain rural, residential, mixed use and conservation zones</i> <i>Clause 4.6 Exceptions to development standards</i>
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

**Background*****Proposed Development***

The development application seeks Council consent for the construction of a dwelling house and associated site works.

The specific elements of the proposal are:

- Single storey dwelling comprising of three bedrooms, living, dining, kitchen, mud rooms and toilets
- Setback at 80m from the frontage and 6m from the western side and rear boundary
- Includes the installation of a solid fuel heater

**9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)**

- Creation of asset protection zones on adjoining property

A previous application to construct a dwelling on the site (TSC66/1995/DA) was approved through a request to vary the development standard for minimum lot size under State Environmental Planning Policy No. 1. Whilst it appears that construction of this dwelling had commenced, there was no occupation certificates obtained. It appears that this construction on the site has now been demolished.

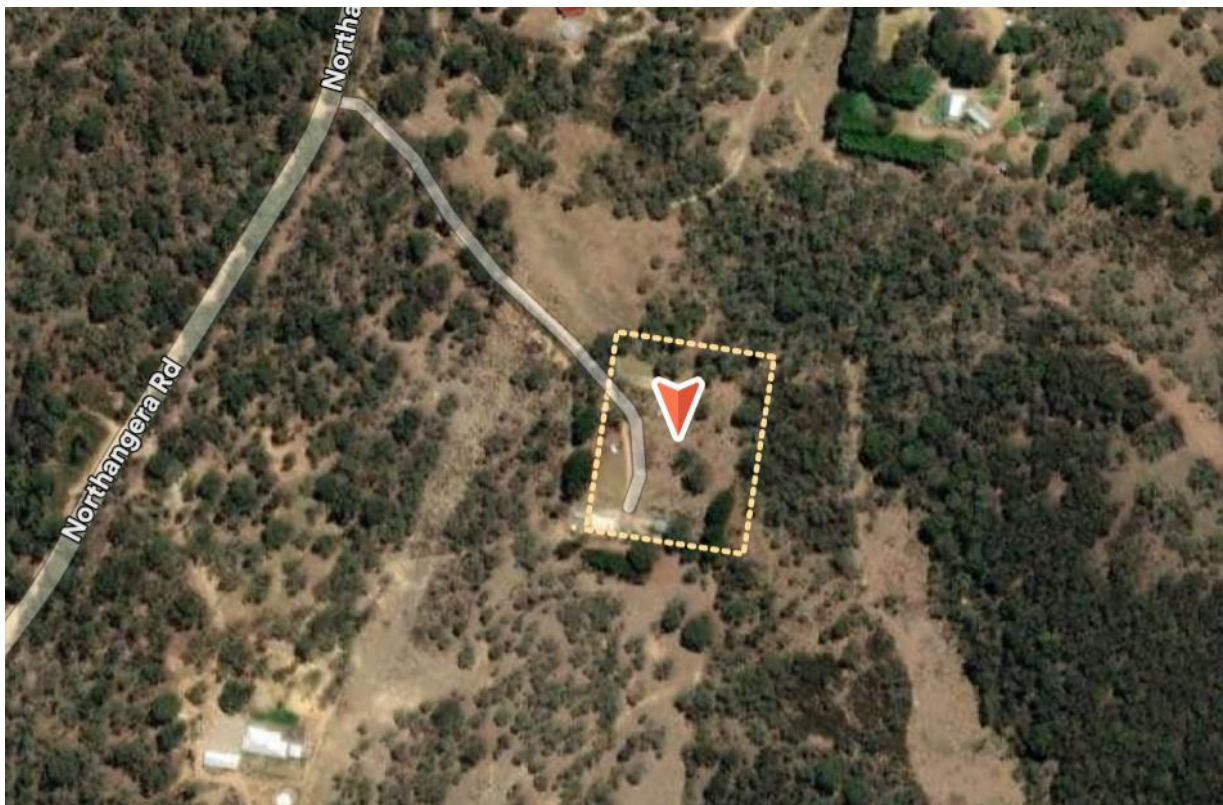
***Subject Property***

The subject site is legally described as Lot 211 DP 755918 and is commonly known as 628 Northangera Road Mongarlowe. The site is located on the east side of Northangera Road and has an area of 8084 sqm.

The site is regular in shape and comprised of a cleared landscape setting surrounded by woodland vegetation on all sides. The site is generally flat in topography with a dam located at the north west corner of the lot, close to the entrance.

Existing development on the site comprises of a shed and associated infrastructure. Vehicular access to the lot is provided via an existing Crown Road from Northangera Road.

Existing development within the locality consists of rural residential dwellings and associated outbuildings.



***Figure 1: Locality Plan***



9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)

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*Figure 2: Existing Access to the lot*



*Figure 3: Vegetation aspect to the north west*



9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)

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*Figure 4: Vegetation aspect on west and site of proposed dwelling*



*Figure 5: Vegetation aspect on the south*



9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)

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*Figure 6: Vegetation aspect to the north east*



*Figure 7: Vegetation aspect on east with shed in foreground*



9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)



**Figure 8: Vegetation aspect further east beyond the existing shed**

### **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 (Biodiversity and Conservation) 2021
3. State Environmental Planning Policy (Sustainable Buildings) 2022
4. Queanbeyan Palerang Regional Local Environmental Plan 2022
5. Palerang Development Control Plan 2015

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 site is Zoned C4 Environmental Living under Queanbeyan Palerang Regional LEP 2022 and development for the purposes of a dwelling house such as is proposed is permissible within the C4 Environmental Living zone with consent.

The objectives of this zone are:



**9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)**

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- *To provide for low-impact residential development in areas with special ecological, scientific or aesthetic values.*
- *To ensure that residential development does not have an adverse effect on those values*
- *To encourage development that is visually compatible with the landscape*
- *To minimise the impact of development on the natural environment.*
- *To ensure development does not unreasonably increase the demand for public services or public facilities.*

The proposed development is low impact in nature and does not involve any significant removal of vegetation and is visually compatible with the rural landscape and has been sited to minimise the impact on the natural environment. The development will rely on on-site effluent system and rainwater tanks for water and is unlikely to increase the demand for public services or public facilities.

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

This clause provides controls and criteria required to be satisfied for the erection of dwelling houses on land in certain rural, residential, mixed use and conservation zones.

This clause is applicable to the proposed development as the site is zoned C4 Environmental Living.

Development consent must not grant consent for the erection of a dwelling on land to which clause applies and on which no dwelling house has been erected unless the land

- a) *is a lot with at least the minimum lot size shown on the [Lot Size Map](#), or*
- b) *is a lot created in accordance with clauses 4.1, 4.1AA, 4.1A, 4.1D, 4.1E, 7.24, 7.25 or 7.26, or*
- c) *is a lot created before the day on which this Plan commenced and on which the erection of a dwelling house was permissible immediately before that day, or*
- d) *is a lot resulting from a subdivision for which development consent, or equivalent, was granted before the day on which this Plan commenced and on which the erection of a dwelling house would have been permissible if the plan of subdivision had been registered before that day, or*
- e) *is an existing holding, or*
- f) *would have been a lot or a holding specified in paragraphs (a)–(e) had it not been affected by—*
  - (i) a minor realignment of boundaries that did not create an additional lot, or*
  - (ii) a subdivision creating or widening a public road or public reserve, or for another public purpose, or*
  - (iii) a consolidation with an adjoining public road or public reserve, or for another public purpose.*

**9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)**

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The subject site with an overall area of 8084 sqm, does not meet the minimum lot size criteria of 6 ha as required under Clause 4.2A (3)(a) and the lot is considered to be an original portion of land and Council records indicate that the land was never subdivided under any previous legislation.

As per the definition under this Plan, existing holding “*means the following land, whether or not there has been a change in the ownership of the holding since the relevant date, and includes other adjoining land acquired by the owner since the relevant date—*

(a) *land that was a holding on the relevant date,*

(b) *land that is a holding at the time a development application is lodged.”*

Council records indicate that at the relevant date, which in this instance, is 14 June 1974, the subject lot was held as part of several other allotments, which made up the entire holding. Therefore, the subject lot is **not considered to be an existing holding** at the time this development application was lodged.

As seen above the erection of the dwelling house is not permissible under Clause 4.2A of the Plan as it does not satisfy any of the clauses under Clause 4.2A(3) of the Plan. The applicant has therefore, submitted a written request under *Clause 4.6 Exceptions to Development Standards* to vary Clause 4.2A (3)(a) to allow for the erection of the proposed dwelling house on this land.

*Clause 4.6 Exceptions to development standards*

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

As demonstrated above, the proposed development fails to comply with the minimum lot size for erection of a dwelling house development standard permitted under Clause 4.2A (3)(a) of the QPRLEP 2022. The amount of non-compliance equates to 87%.

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

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

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

The applicant has provided a written request that seeks to justify the proposed contravention of the development standard on the following grounds:

- The subject lot can accommodate the proposed development in terms of spatial requirements, and this is demonstrated by the availability of an a suitable APZ, absence of clearing and a suitable area for onsite wastewater management
- Proposed development is of a scale and design that fits within the rural landscape and low impact in nature
- Proposal is consistent with the objectives of Clause 4.2A, in particular, it would enable the replacement of a lawfully commenced building,
- Unlikely to result in any adverse planning or environmental impact

**9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)**

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- Unlikely to be visible from Northangera Road and would not detrimentally impact the scenic values and rural characteristics.

The applicant's written request to justify the contravention of the minimum lot size standard adequately addresses the matters required to be demonstrated in Clause 4.6(3), specifically, that compliance with the standard is unnecessary or unreasonable in the circumstances of the case, and that there are sufficient environmental planning grounds to justify contravening the development standard. The written request is considered to provide sufficient substantive information on the environmental planning grounds relating to streetscape, views, scale and rural characteristics of the locality.

The proposal is considered to be consistent with the intent of the development standard in that:

- The development is not considered to be an unplanned rural residential development and is low impact in nature due to its minimal footprint and negligible clearing of vegetation.
- Enables the replacement of a lawfully erected dwelling house on this land.

Council records indicate that the construction of the previously approved dwelling had commenced but no occupation certificates were issued due to building related issues. However, it was observed during the site inspection that the previously commenced dwelling had been demolished due to its neglect and derelict status.

The site is Zoned C4 Environmental Living under QPRLEP 2022 wherein development for the purposes of a dwelling is permissible with consent. The proposal is generally consistent with the objectives of the Zone in that:

- Provides for a low impact residential development
- Ensures residential development does not have any adverse impact on the ecological, scientific or aesthetic values of the land,
- Considered to be visually compatible with the rural landscape
- Minimises the impact of development on the natural environment
- Does not unreasonably increase the demand for public services or public facilities

Council may assume the concurrence of the Director-General under the Planning Circular PS 20-002 issued on 5 May 2020.

In conclusion, the applicant's written request to justify the contravention of the minimum lot size standard for the erection of a dwelling house development standard is considered to be well founded in that the applicant has **satisfactorily** demonstrated that compliance with the standard is unnecessary or unreasonable in the circumstances of the case, and that there are sufficient environmental planning grounds to justify contravening the development standard.

**(b) Compliance with DCP**

The proposed development is generally consistent with the objectives and controls contained within Palerang Development Control Plan 2015 with the exception of setback controls.

Under Section 2.5.1 Setbacks of Palerang DCP 2015, the side and rear setbacks are required to be 15m, however, the proposed dwelling is only sited at 6m from the rear boundary and 12m from the side boundary. The applicant submitted a request to vary this control and provided the below justification:

**9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)**

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*The proposed development has been designed to fully utilise the existing house site and the topography of this 2acre block and its surroundings. There is an existing house site, storm water drainage systems, a shed with water tanks, a driveway, an existing septic tank and absorption trenches and a large dam. The existing septic tank (still valid) is situated 13.5m from the Western boundary and 20m from the Southern boundary and requires a 3m construction clearance around it. It is unreasonable to enforce the required 15m setback on the Southern and Western side of the dwelling. It is the only practicable position for the single story, small 3 bedroom, 1 bathroom house to be situated and takes full advantage of the Northerly aspect. The existing house site works in conjunction with the landscape on this property and the surrounding properties. The proposed dwelling meets all other Setback requirements.*

Based on the above justification and the applicants bushfire assessment report, the proposed variation is deemed to carry a planning and an environmental merit as the varied setbacks allow for the dwelling to be constructed to a BAL-40 standard and minimises any impacts to native vegetation on all sides, despite including an asset protection zone on the adjoining property on the south and west.

Considering the justification included in the report, the variation is supported in this instance as it allows for the applicant to provide adequate bushfire protection measures and comply with relevant requirements under *Planning for Bushfire Protection 2019*.

**(c) Other Matters**

As the development proposed an asset protection zone on adjoining property, the application was referred to NSW Rural Fire Services who offered no objections to the development subject to recommended conditions of consent, which is attached under Schedule 1 of the draft consent.

**Other Comments** The application was referred to Councils Development Engineer and Councils Health Officer who offered no objections to the proposed development, subject to recommended conditions of consent, which are included in the draft consent.

**Financial Implications**

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

**Engagement**

The proposal required notification under Councils Community Engagement and Participation Plan. No submissions were received.

**Conclusion**

The submitted proposal for the Construction of a dwelling house on Lot 211 DP 755918, No. 628 Northangera Road Mongarlowe is a Local Development and is supported by a Bushfire Assessment Report and a written Clause 4.6 Request. The proposal was notified to adjoining owner/occupiers and 0 submissions were received.

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

The development satisfies the requirements and achieves the objectives of these instruments.

**9.1 DA.2024.0298 - Construction of a dwelling house - 628 Northangera Road  
MONGARLOWE NSW 2622 (Author: Ormella/Ravi) (Continued)**

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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	Architectural Plans - DA.2024.0298 - 628 Northangera Road Mongarlowe <i>(Under Separate Cover)</i>
Attachment 2	Bushfire Assessment Report - DA.2024.0298 - 628 Northangera Road Mongarlowe <i>(Under Separate Cover)</i>
Attachment 3	Clause 4.6 Variation Request - DA.2024.0298 - 628 Northangera Road Mongarlowe <i>(Under Separate Cover)</i>
Attachment 4	Effluent Report - DA.2024.02698 - 628 Northangera Road Mongarlowe <i>(Under Separate Cover)</i>
Attachment 5	Draft Conditions of Consent <i>(Under Separate Cover)</i>
Attachment 6	Section 4.15 Assessment <i>(Under Separate Cover)</i>

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.2 Memorandum of Understanding - Abbeyfield Seniors Housing Project  
(Author: Flint/Turland)**

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File Reference: 52.4.1-117

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**Recommendation**

**That Council endorse the updated Memorandum of Understanding between Council and Abbeyfield for the Seniors Housing Project at 4-6 Majara Street, Bungendore to facilitate the Development Application process and expenditure of the \$500,000 internal reserve.**

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**Summary**

A revised Memorandum of Understanding (MOU) between QPRC and Abbeyfield in relation to a proposed seniors' community housing facility in Bungendore has been prepared.

The MOU has been updated as the NSW Department of Education's plans for the Bungendore High School have changed. Council is asked to consider the revised terms of the MOU.

**Background**

On 28 August 2024, Council agreed to allocate \$500,000 to an internal reserve for the purpose of the Abbeyfield Seniors Housing Development (**Resolution No 410/24**). The report to Council generated a number of questions and in particular, clarification with Abbeyfield Australia was required which saw the development of a MoU to outline the expenditure of the grant funding.

On 11 September 2024, Council resolved to endorse a draft Memorandum of Understanding Between Council and Abbeyfield to facilitate the spending of the \$500,000 internal reserve, being the former NSW Stronger Communities Funding for the Bungendore Seniors Housing Project (**Resolution No 440/24**).

On 27 November 2024, Council was presented with and endorsed the proposed Heads of Agreement (HoA) between QPRC and the NSW Minister for Education and Early Learning (**Resolution 549/24**). At the 12 February meeting, Council approved the Deed of Settlement with the Minister Education and Early Learning to facilitate the return of Bungendore properties, refurbished and at no cost; to Council ownership (**Resolution 647/25**). The terms of the approved HoA and Deed of Settlement, there are direct ramifications for Abbeyfield and staff have been reviewing the previously endorsed MOU with Abbeyfield.

In regard to 4-6 Majara Street, which is the Abbeyfield site, a Council initiated Planning Proposal will be required to facilitate a change to the LEP to enable aged care housing, which is being funded from the compensation claim.

In addition, the Minister for Education and Early Learning has agreed to sign owners consent to enable Abbeyfield to lodge a new Development Application in this land.

**9.2 Memorandum of Understanding - Abbeyfield Seniors Housing Project (Author: Flint/Turland) (Continued)**

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**Report**

Abbeyfield Bungendore has been in the planning and design phase for over 10 years for their Seniors Housing Project. Additional delays were encountered when the NSW Department of Education compulsorily acquired the land along Majara Street that was intended to be the proposed Abbeyfield site. A secondary site for Abbeyfield was chosen with the intention of preparing a Planning Proposal to rezone the land. However, now that the initial site along Majara Street is scheduled to be returned to Council in 2027, Abbeyfield have expressed a desire to return to the original site.

In order for Abbeyfield to progress these plans, there are a number of Development Application expenses that need to be paid. It was agreed that the grant as determined by Council in 2017 (**Resolution No 081/17**), now held in a Council internal reserve (**Resolution No 410/24**) be used to pay for these expenses.

Apart from the change in site selection, there are two other notable changes to this MoU from the version that was presented to Council in September 2024.

Firstly, costs associated with the Planning Proposal for land rezoning have been agreed by the NSW Department of Education as eligible compensation expense. This means that it will not need to be paid out of the reserve fund. This will also extend to QPRC staff costs for preparing the Planning Proposal.

Secondly, the previous MOU set out the intention to lease the land to Abbeyfield at a nominal peppercorn rate while their development application was in progress. However, as the land for the intended site is not presently under the ownership of Council and is not scheduled to be returned to Council until 2027, the site will not be Council land to lease.

Accordingly, the lease provisions from the original MOU have been removed. The intention is now to transfer the land directly to Abbeyfield once it is returned to Council and all other pre-conditions for the transfer have been met. These pre-conditions include obtaining Development Consent for the project and the presence of funding to complete the first stage of development.

**Risk/Policy/Legislation Considerations**

Costs directly associated with the DA process, will be allocated from the reserve. These will be charged in accordance with Council's approved Fees and Charges, and any NSW Government Statutory fees. As with the previous MOU, the intention is to set out how expenditure from this reserve fund shall be used to cover costs and clearly defining the agreed expenses.

The updated terms of MOU ensures that both Council and Abbeyfield are clear on the expectations and outcomes of the funding administration, regardless of the change in project site.

**Financial, Budget and Resource Implications**

Council has allocated an internal reserve called Abbeyfield Bungendore which will be spent in accordance with the MOU.

In the event that there are funds remaining after development consent has been issued and all agreed costs met, these funds may be provided to Abbeyfield towards the delivery of the project, subject to Council approval.

**9.2 Memorandum of Understanding - Abbeyfield Seniors Housing Project (Author: Flint/Turland) (Continued)**

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**Links to QPRC/Regional Strategic Plans**

Strategic Pillar No 5. Capability: Contemporary civic leadership and governance that is open, transparent and accountable.

- 5.1 Our community is serviced by an efficient, effective and innovative Council.
- 5.2 Council is an open, accessible and responsive organisation.

**Conclusion**

The MOU between Council and Abbeyfield is essential to ensure that future Councils and the community understand the arrangement for the expenditure of the internal reserve.

The revised MoU has been updated in response to the change of site location for the proposed seniors housing project, for Abbeyfield.

It is recommended that Council endorse this MOU for signing by the General Manager and Abbeyfield.

**Attachments**

Attachment 1      Updated MoU between QPRC & Abbeyfield (*Under Separate Cover*)





## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.3 Reopening of Majara Street (North) (Author: Ryan/Mitchell)

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File Reference: 52.4.1.81

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**Recommendation**

**That Council authorise the reopening and dedication as public road reserve of the previously closed portion of the northern portion of Majara Street.**

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**Summary**

Council has entered a Deed of Settlement with the NSW Minister for Education and Early Learning that will result in Council regaining ownership of 2, 4-6 and 10 Majara Street and Majara Street itself in Bungendore.

Previously, 4-6 Majara Street had been allocated by Council to be leased and then gifted for the Abbeyfield Housing proposal. When the land was compulsory acquired by the Department of Education, Council identified the northern portion of Majara Street (unconstructed) as a potential site for the Abbeyfield Proposal.

This section of road reserve was closed and rezoned, facilitating the proposed Abbeyfield Development.

With the recent change to the Bungendore Highschool site and subsequent Deed of Settlement, the proposed development can revert to the original site at 4-6 Majara Street.

**Background**

As the road reserve land is no longer required for the Abbeyfield Development, on that northern side of Turallo Terrace, it is proposed to reopen the closed road which previously provided legal access used by Lot 10 Sec 16 DP 758183.

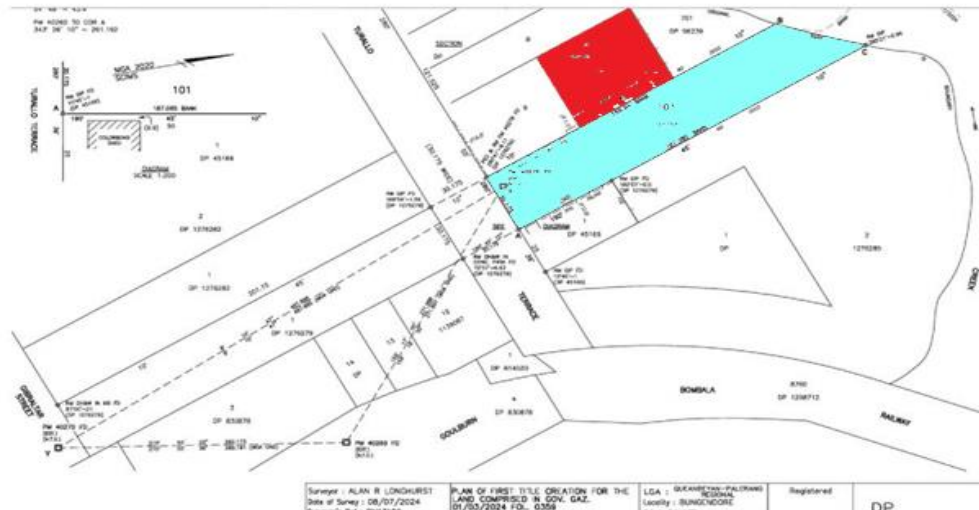
The section of road reserve was closed by gazettal on the 1 March 2024 to allow for the proposed Development on part of the land. It was intended that the remaining portion continued to provide legal access to Lot 10 Sec 16 DP 758183

**Report**

PHL Surveyors have prepared a draft plan over the closed portion of the northern portion Majara Street to allow the land under the closed road to be identified by Lot and DP.

### 9.3 Reopening of Majara Street (North) (Author: Ryan/Mitchell) (Continued)

The following is the draft survey plan, which once registered will allow Council to again dedicate the land as public road reserve. The Road Reserve is shown in light blue and Lot 10 Sec 16 DP 758183 is shown in red.



#### Risk/Policy/Legislation Considerations

The Roads Act 1993

#### Financial, Budget and Resource Implications

The cost of surveys, lodgment and legal advice will form a part of the claim made by Council for compensation from the Department of Education and is included in the Deed.

#### Links to QPRC/Regional Strategic Plans

4.3 Our community facilities and assets are well planned, meet the needs of the community and enhance social connection.

#### Conclusion

It is recommended that Council dedicate the northern portion of Majara Street, as public road reserve following registration of the 'Plan of First Title Creation'.

#### Attachments

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.4 Ceasing of acquisition of a portion 29 Ellendon Street Bungendore (Author: Duff/Mitchell)**

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File Reference: 52.4.1.82

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**Recommendation**

**That Council authorise the ceasing of the compulsory acquisition of 16m<sup>2</sup> of 29 Ellendon Street Bungendore.**

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**Summary**

Council has entered a Deed of Settlement with the NSW Minister for Education and Early Learning that will result in its Bungendore Office returning to its former location at 10 Majara Street, Bungendore.

The proposed New Bungendore Office Project is no longer required, and the 16m<sup>2</sup> of 29 Ellendon Street that Council previously resolved to acquire by compulsory acquisition is also not required and the acquisition process should now be ceased.

**Background**

The compulsory acquisition of Council land by the Department of Education for a new Bungendore High School included the former Council Chambers at 10 Majara Street, Bungendore, and meant that Council was required to find a temporary location for their Council Offices and plan for Council Chambers at a new location in Bungendore.

The new location was a vacant lot on the corner of Ellendon and Gibraltar Streets known as 19-21 Gibraltar Street.

To support the proposed site on Gibraltar Street, Council resolved (**Resolution 426/23**) to acquire a portion of 29 Ellendon Street (16m<sup>2</sup>) to provide pedestrian access from the carparking area at the rear to the proposed new Council offices. The proposed acquisition was also delivering on a Council proposal (**Resolution 209/20**) made at the time of Bungendore carpark construction to *progress acquisition of and form a pedestrian access from Gibraltar Street to the new Carpark*.

The Department of Education has now reversed its decision to build the new High School at 10 Majara Street and at the 12 February meeting, Council approved the Deed of Settlement with the Minister Education and Early Learning to facilitate the return of Bungendore properties, refurbished and at no cost; to Council ownership (**Resolution 647/25**). This also includes the legal and other costs to reverse this acquisition.

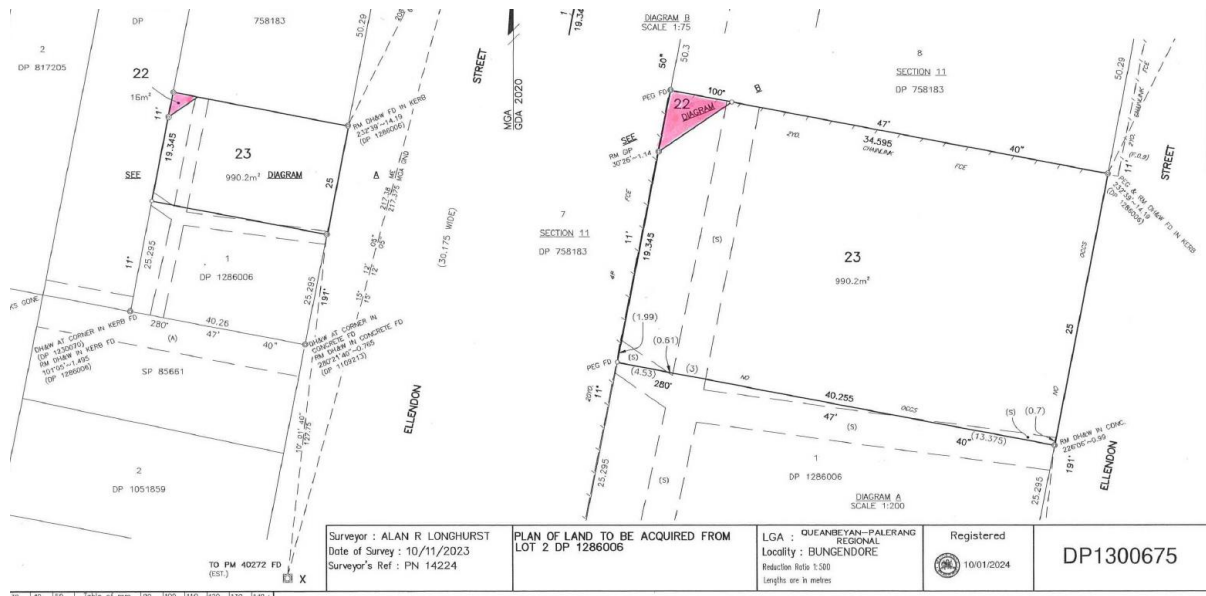
The proposed new Bungendore Office at 19-21 Gibraltar Street and adjoining pedestrian access are no longer required. Council therefore needs to reconsider its previous decisions regarding the compulsory acquisition of part of 29 Ellendon Street.

**Report**

The compulsory acquisition (**Resolution 426/23**) of 16m<sup>2</sup> of 29 Ellendon Street meant that the survey plan was registered. This step was a requirement prior to the application to The Office of Local Government to receive the Minister's and the Governor's approval to proceed with the compulsory acquisition.

#### 9.4 Ceasing of acquisition of a portion 29 Ellendon Street Bungendore (Author: Duff/Mitchell) (Continued)

As this land is no longer required for access, staff will engage solicitors to reverse the registered plan (shown below).



Staff believe that the resolution (**Resolution 209/20**) of Council to ensure pedestrian access from the existing Bungendore carpark to Gibraltar Street will be best achieved by providing the pedestrian link through 13 Gibraltar Street before disposal of the current temporary office premises in 2027. A Councillor workshop will be held and report presented to Council for determination at a future meeting on this matter.

#### Risk/Policy/Legislation Considerations

Section 187 of the Local Government Act 1993 states that if a Council is using its powers under that Act to acquire land, the acquisition must occur in accordance with the Land Acquisition (Just Terms Compensation) Act 1991. Section 178 of the Roads Act 1993 has a similar acquisition provision with respect to roads.

The Land Acquisition (Just Terms Compensation) Act 1991 No.22 provides a clear process to follow for the acquisition of the land including its valuation.

#### Financial, Budget and Resource Implications

The cost of surveys, lodgment and legal advice have formed part of the claim made by Council for compensation from the Department of Education and are include in the above-mentioned Deed.

#### Links to QPRC/Regional Strategic Plans

The proposed outcomes align with Strategic Pillar 4.1 establishing access to both Council and Public assets.

**9.4 Ceasing of acquisition of a portion 29 Ellendon Street Bungendore (Author: Duff/Mitchell) (Continued)**

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**Conclusion**

Approval by Council of the recommendation to cease the decision to acquire by Compulsory Acquisition of 16m<sup>2</sup> of 29 Ellendon Street will ensure that the acquisition does not proceed. The progression of the pedestrian access as per resolution no 209/20 for the Bungendore carpark will ultimately be achieved through 13 Gibraltar Street.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

## 9.5 Reinstatement Bungendore Properties (Author: Ryan/Monaghan)

File Reference: 46.1.1-34

### Recommendation

That Council approve the Reinstatement of Bungendore Properties projects and new Budget allocations as follows:

Description	2024/25
DoE Compensation Internal Reserve	(\$906,750)
2 Majara Street – Community Centre	\$789,749
Majara Street – Road Reopening	\$78,000
10 Majara Street – Council Offices and Library	
4-6 Majara Street – Abbeyfield Site	\$19,500
Majara Street North – reopening	\$19,500
	<u>\$906,750</u>
Description	2026/27
DoE Compensation Internal Reserve	(\$2,821,650)
10 Majara Street – Council Offices and Library	\$2,431,650
Legal and Other Costs	\$390,000
	<u>\$2,821,650</u>

### Summary

At the 12 February meeting, Council approved the Deed of Settlement with the Minister Education and Early Learning to facilitate the return of Bungendore properties, refurbished and at no cost; to Council ownership (**Resolution 647/25**).

The Sale Contracts for the purchase of 2, 4-6, 10 Majara Street and the Majara Street Road Reserve have been signed. A one week adjournment was granted by the Court, to enable the Contracts of Sale to be exchanged and the Court has:

- Adjourned the Council land proceedings for a week, until 10 March; and
- Adjourned the Crown land proceedings until 17 March and advised that any longer extension request will need to be made by filing a notice of motion and supporting affidavit.

The Notice of Discontinuance of the Court Proceedings for the Crown Land and Council Land has been drafted, pending the exchange of Sale Contracts.

This report seeks Council approval for the budget allocation for the reinstatement of the Majara Street properties and reopening of Majara Street as a Council Road.

### Background

In April 2022 the NSW Government compulsorily acquired Council Land and Property in Majara Street Bungendore for the purpose of establishing a high school in Bungendore. Council was paid \$9.7M for the property, however this wasn't enough to replace the

**9.5 Reinstatement Bungendore Properties (Author: Ryan/Monaghan) (Continued)**

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community assets that would have to be rebuilt in new locations. These included the Bungendore Pool, the community centre, the Council Office and Carpark.

Council was unable to negotiate with the Government for adequate compensation, and therefore in December 2022, Council commenced court proceedings seeking a review of the compensation payable.

Whilst the legal matter has been ongoing, Council has commenced work to reinstate the lost assets and ensure service continuation in temporary locations. Alternate properties in Bungendore have been purchased, temporary customer service has been established, staff have been relocated and the design of a new community pool has been contracted. Council has spent \$4.7M of the \$9.7M it was holding for the purpose; noting that unless the compensation was increased, there was not going to be enough funding to cover the cost of the replacement assets.

Council has additionally spent \$1.7M from the Internal Property Reserve for the purchase of the temporary office at 13 Gibraltar Street and budgeted for the Property Reserve to be replenished when the temporary office could be vacated and sold once a permanent office was built.

In September 2024 the Government announced that it had acquired an alternative site for the new Bungendore High School, and therefore, the property acquired from Council could be returned. In November 2024 Council entered into a Heads of Agreement with the Government to return the Council Land and pay compensation to reinstate the community assets.

In February 2025, Council approved the Deed of Settlement with the Minister for Education and Early Learning setting out the actions required to return each property, and to reinstate each asset, over a 5 year period back to Council ownership, care and control. In short, instead of using the funds for the purchase of new property and building a new community centre, office and pool, Council will use the balance of funds to reinstate the existing assets and complete the design of the new pool.

Council needs to allocate the compensation funds that are held in an Internal Reserve and approve the projects and associated budget, so that these projects can proceed.

**Report**

In regard to the reinstatement of Council assets, it is intended that the following projects will be undertaken in each of the following Operational Plan years.

**2024/25 Operational Plan:****2 Majara Street (Bungendore Community Centre)**

- External and internal restoration works and fit out, plaster repairs, painting, door and hardware replacement, solar power and glazing repairs, kitchen and joinery, appliances, air conditioning maintenance, window coverings, new carpet, concrete access path, fire management, IT and Digital connection, security and garden clean up.
- Cost estimated inclusive of staff, project management and contingencies is \$789,749
- This project will commence as soon as settlement is completed, anticipated to be late March/early April 2025

**Majara Street Road Reserve**

- Install signage, ensure street lights operational, undertake any works to kerb/guttering or damaged road pavement

**9.5 Reinstatement Bungendore Properties (Author: Ryan/Monaghan) (Continued)**

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- Reopen as Council Road
- Cost estimated inclusive of staff, project management and contingencies is \$78,000
- This project will commence as soon as settlement is completed, anticipated to be late March/early April 2025

**4-6 Majara Street (Abbeyfield site)**

- A Council initiated Planning Proposal will be required to facilitate a change to the LEP to enable aged care housing.
- Cost estimated inclusive of staff and legal costs is \$19,500

**13 Gibraltar Street (Temporary Offices)**

- Demountable Office and Toilets Hire from January – June 2025, materials/contracts required for temporary staff accommodation
- Cost estimated inclusive of staff, project management and contingencies is \$71,893 in addition to current expenditure
- This is an existing project with a 24/25 budget of \$140,000.

**Majara Street North**

- Estimated costs to re-open the northern (Turallo Terrace) side of Majara Street as a public road, inclusive of contingency and staff time is \$19,500

**Other Legal Costs and Contamination management**

- Estimated provision for Legal expenses and any contamination management issues associated with project is \$130,000 in addition to current year to date expenditure.
- This is an existing project with a 24/25 budget of \$112,300.

**2025/26 Operational Plan:****13 Gibraltar Street (Temporary Offices)**

- Demountable Office and Toilets Hire from July 2025 to January – June 2025, materials/contracts required for temporary staff accommodation
- Cost estimated inclusive of staff, project management and contingencies is \$182,000.
- This is an existing budgeted project.

**2026/2027 Operational Plan:****10 Majara Street (Bungendore Council Offices/Administration)**

- Refurbishment and fit out works, to be determined in 2026 pending inspection of temporary high school, relocation of Council Offices and Bungendore Library
- Cost estimated inclusive of staff, project management and contingencies is \$2,210,650
- Moving costs are estimated to be \$221,000



**9.5 Reinstatement Bungendore Properties (Author: Ryan/Monaghan) (Continued)**

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- This project will commence as soon as settlement is completed, anticipated to be late 2026

**13 Gibraltar Street (Temporary Offices)**

- Demountable Office and Toilets Hire from June 2026 to February 2027, materials/contracts required for temporary staff accommodation
- Cost estimated inclusive of staff, project management and contingencies is \$346,434.
- This is an existing budgeted project.

**Other Legal Costs and Contamination management**

- Estimated provision for Legal expenses towards the end of the project, and any contamination management issues associated with project is \$390,000

Additional reports are presented to this Council meeting which address the other matters requiring Council resolution including:

- Not proceeding with the compulsory acquisition of part 29 Ellendon Street,
- Disposal of 19-21 Gibraltar Street,
- Reopening of Majara Street, north of Turallo Terrace,
- Approve the revised Memorandum of Understanding (MOU) with Abbeyfield.

In regard to the land acquired/to be acquired for the Bungendore Offstreet Car Park; a Councillor workshop will be held and report presented to Council for determination at a future meeting. Engagement with the local business community and Chamber of Commerce will be important for this design and implementation.

The Bungendore Aquatic Facility Project design and scope of works is being finalised, at which time a revised Capital Expenditure Review will be presented to Council, and request to fund and lodge the Development Application sought.

**Risk/Policy/Legislation Considerations**

The Deed of Settlement is the legal framework to facilitate the return of Council land and interest in Bungendore Park as Reserve Trust Manager to Council.

Council will maintain a Compensation Ledger that will be finalised 5 years after the Commencement Date, after which any funds remaining will be returned to the Department.

A review of the Bungendore Offstreet Car Park Strategy is also being undertaken and will form the subject of a Council workshop and future reports for budget consideration.

**Financial, Budget and Resource Implications**

A detailed budget schedule provided now, includes adjustments for the third quarterly Budget Review Statement (QBRS) and Operational Plans for 2025/26 and 2026/27 which notes the new budget allocations necessary to align the reinstatement of the Bungendore Properties with the actual year and project.

**9.5 Reinstatement Bungendore Properties (Author: Ryan/Monaghan) (Continued)**

<b>Property Description</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>
2 Majara Street – Community Centre	\$789,749		
Majara Street – Road Reopening	\$78,000		
10 Majara Street – Council Offices and Library			\$2,431,650
4-6 Majara Street – Abbeyfield Site	\$19,500		
Majara Street North – reopening	\$19,500		
Legal Costs and Other			\$390,000
<b>Total</b>	<b>\$906,750</b>	<b>\$-</b>	<b>\$2,821,650</b>

**Links to QPRC/Regional Strategic Plans**

QPRC Community Strategic Plan (2042) Strategic Pillars:

No: 4. Connection: A safe, resilient and well connected community with good infrastructure enhancing quality of life

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

No 5. Capability: Contemporary civic leadership and governance that is open, transparent and accountable.

- 5.1 Our community is serviced by an efficient, effective and innovative Council.  
5.2 Council is an open, accessible and responsive organisation.

**Conclusion**

In April 2022 the NSW Government compulsorily acquired Council Land and Property in Majara Street Bungendore for the purpose of establishing a high school in Bungendore and Council was paid \$9.7M in advance being 90% of the Valuation as determined by the NSW Valuer General's Department for the properties collectively. In February 2025, Council approved the Deed of Settlement with the Minister for Education and Early Learning setting out the actions required to return each former Council property back to Council, and to reinstate each asset, over a 5 year period.

There is an Internal Reserve from where the compensation payment received that Council is required to allocate to approve the projects and associated budget, so that these projects can proceed.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

## 9.6 19-21 Gibraltar Street Bungendore (Author: Ryan/Monaghan)

File Reference: 46.1.1-34

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**Recommendation**

That Council:

1. Authorise the General Manager to engage a real estate agency and offer for sale the Council land at 19-21 Gibraltar Street, Bungendore.
  2. Borrow \$1,300,000 from the Department of Education Compensation Reserve to allow time for the property to be sold and the amount to be repaid.
  3. Remove the unspent project budget for the construction of a new Council Administration Centre and Community Centre in Bungendore.
- 

**Summary**

In April 2021, Council approved the purchase of the vacant block of land at 19-21 Gibraltar Street, Bungendore for the purpose of replacing the Council Offices/Chamber and Community Centre at 2 and 10 Majara Street, which was going to be acquired by the NSW Department of Education for the new Highschool (**Resolution No 034/21**).

The planning work, design of a new office, Council Chamber and Community Centre has ceased and the block, which has a high profile and presence in the Bungendore town centre needs a future.

Council approval is sought to sell this land to ensure the land is activated as soon as possible.

**Background**

At the 12 February meeting, Council approved the Deed of Settlement with the Minister Education and Early Learning to facilitate the return of Bungendore properties, refurbished and at no cost; to Council ownership (**Resolution 647/25**). In accepting this Deed of Settlement, Council has accepted the risk of making a loss on sale if the sale price is less than the purchase price of \$1.3M, and would also receive the full benefit if the sale price is more than the purchase price.

Council has 5 years from the commencement of the Deed of Settlement to reconcile the compensation claim and reimburse unspent funds to the DoE. This means the sale of 19-21 Gibraltar Street, which was funded by the compensation advance payment, is a liability that at some stage needs to be funded by Council.

Further, funds are going to be expended from the current Internal Reserve to reinstate the Community Centre this year, and the Council offices and Library in 2027.

**Report**

The business community of Bungendore would prefer to see this block activated with ground floor retail and second floor office opportunities. A Government agency or weekday operating hours office business at the street level is not their desired option. Priority should be for a commercial space that will add appeal to the visitors and traffic that pass through Bungendore.

**9.6 19-21 Gibraltar Street Bungendore (Author: Ryan/Monaghan) (Continued)**

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Feedback on the Bungendore Place Plan, adopted by Council in June 2024 (**Resolution 249/24**) revealed that the community are seeking an opportunity for some focus on Ellendon Street, improved pedestrian access to parking, a safe local street, and lots that are not empty so that they can contribute to the vibrancy of the town centre. Prior to Council purchasing the land, the area was used as a temporary community space and market area.

The Bungendore Town Centre and Environs Committee (BTCEC) have asked Council that in the interim, the fence be removed and gravel pathway laid to facilitate access and activation for markets and community use, as it was prior to the fence being installed. Cost estimates have not been prepared for this proposal. Subject to the time it would take to implement a sale and settlement, Council may choose to consider this option.

The type of development for this prominent site at the intersection of Ellendon and Gibraltar Streets should be designed to activate the surrounding area, draw people in, and function as a key connector within the town centre.

The land is zoned E1 Local Centre and permissible with consent are the following developments Amusement centres; Boarding houses; Car parks; Centre-based child care facilities; Commercial premises; Community facilities; Creative industries; Entertainment facilities; Function centres; Hotel or motel accommodation; Information and education facilities; Medical centres; Mortuaries; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Restricted premises; Respite day care centres; Service stations; Shop top housing; Tourist and visitor accommodation and Veterinary hospitals.

Council approved the reclassification of this land being Lot 8 Section 11 DP 758183 from community land to operational land after a Planning Proposal in 2023, Gateway determination, and Public Hearing at the Council meeting held on 14 August 2024 (**Resolution 375/24**).

There is a current DA.2014.048 for a Commercial Building approved on 6 November 2014. This comprises a mixed 2 storey retail/commercial building, space for 6 individual tenants, amenities on both ground and first floor, verandah and corner courtyard open space. The installation of the construction fence has been accepted by Council as commencement, and therefore the DA has not lapsed.

An option is that Council develops the land itself or enter into a private/public partnership with a developer to undertake the construction for a project that meets Council's objectives and the community's interest.

Council has commissioned Astrolabe to undertake an employment land analysis to inform the review of the Bungendore Structure Plan. The analysis will include the review of existing employment lands planning controls in Bungendore and will provide recommendations to Council to ensure the planning controls meet the needs of the community and business.

19-21 Gibraltar is within the study area of the analysis, any recommendations to amend planning controls will be reported to Council and if needed included in the marketing of the site.

**Risk/Policy/Legislation Considerations**

Council cannot delegate the purchase or sale of any land or make a decision to classify public land, as per s377 of the *Local Government Act* (1993), and this matter is for Council consideration and resolution.

**9.6 19-21 Gibraltar Street Bungendore (Author: Ryan/Monaghan) (Continued)**

The General Manager will engage a real estate agency, in accordance with Council's procurement policies, to undertake the sale process. Subject to negotiations, a formal offer would then be presented to Council for consideration in order for any Sale Contract to be signed.

**Financial, Budget and Resource Implications**

Council's adopted total project budget for the Bungendore Administration and Community Building is \$6,049,859. Total project expenditure to date is \$2,489,547, detailed in the table.

<b>Expense Type</b>	<b>Funding Source</b>	<b>Amount</b>
Property purchase: 19-21 Gibraltar Street	Internal Reserve: DOE compensation claim	\$1,300,000
Property purchase: 17 Gibraltar Street	Internal Reserve: DOE compensation claim	\$500,000
Project planning, design, site surveys and installation of telemetry infrastructure	Internal Reserve: DOE compensation claim	\$669,476
Legal, valuation and disbursements	Internal Reserve: DOE compensation claim	\$20,071
		<b>\$2,489,547</b>

19-21 Gibraltar Street was purchased in 2021 for \$1.3M. Council had expended \$689,547 on planning, design, site surveys and installation of telemetry infrastructure until the Heads of Agreement and Deed of Settlement were executed. Council was preparing for the lodgement of a DA to construct the new Council building, that was to replace the Council properties in Majara Street.

Whilst the planning and design costs, and cost of legal expenses to purchase the building; are all eligible compensation items, in accordance with the Deed of Settlement the cost of the land is no longer a compensable item and is now a Council responsibility.

This means that any loss or surplus is not required to be paid or returned to DoE, and both the timing, method and price achieved in disposing of the asset is Council's decision only.

Whilst the compensation ledger from the DoE does not have to be reconciled until 2030 after the reinstatement projects are completed, the amount of \$1,300,000 will need to be returned to the DoE at that time.

Strategic land purchases are funded from the Property Reserve, which is an internal restriction, as resolved by Council. The current balance of this reserve is \$609,000, of which \$400,750 is set aside for the Braidwood Carpark project (by resolution of the former Palerang Council after the sale of a property in 12 Malbon Street).

Any profit on the property sale would be returned to the Property Reserve, noting this is a Council decision that would be sought at the time a sale is realised.

**Links to QPRC/Regional Strategic Plans**

QPRC Community Strategic Plan (2042) Strategic Pillars:

No: 4. Connection: A safe, resilient and well connected community with good infrastructure enhancing quality of life

4.3 Our community facilities and assets are well planned, meet the needs of the community and enhance social connection.

**9.6 19-21 Gibraltar Street Bungendore (Author: Ryan/Monaghan) (Continued)**

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No 5. Capability: Contemporary civic leadership and governance that is open, transparent and accountable.

5.1 Our community is serviced by an efficient, effective and innovative Council.

5.2 Council is an open, accessible and responsive organisation.

**Conclusion**

It is intended that Council will undertake refurbishment and fitout works then relocate the Council Offices and move the Bungendore Library to 10 Majara Street once the temporary high school has been vacated at the end of 2026.

The current project budget for the construction of a new Council Administration Centre, Community Facility and Carpark should be cancelled so that compensation funding can be redirected to new projects to reinstate Community Assets in Bungendore.

The property purchase at 19-21 Gibraltar Street that was funded from the compensation amount is no longer required for a Council Office, and can be sold.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.7 Council Cultural Grant Applications (Author: Richards/Mirowski)

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File Reference: 11.10 Grants

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**Recommendation**

That Council approve the following three Cultural Grants, totalling \$5,000:

1. **\$1,000 for the Australia Nepal Friendship Society towards the Tihar Deusi Bhailo cultural event being held in Queanbeyan on 2 November 2025.**
  2. **\$1,000 for the Bungendore Quilters for 12 reusable promotional sails for the Bungendore Quilting Exhibition, planned for late 2025.**
  3. **\$3,000 for the Jerrabomberra Residents' Association for sound, stage and lighting for the 2025 Carols@Jerra event, planned for early December 2025.**
- 

**Summary**

Council has received three new applications for a Cultural Grant.

This report seeks Council approval of the grant applications.

**Background**

Three separate applications have been received and assessed under the QPRC Cultural Grants Program, and recommended for approval.

The Bungendore Quilters Incorporated have applied for \$1,000 for 12 reusable promotional sails for the Bungendore Quilting Exhibition, planned for late 2025.

The Australia Nepal Friendship Society Incorporated have applied for funding towards costs for a Tihar Deusi Bhailo cultural event being held in Queanbeyan on 2 November 2025.

Jerrabomberra Residents' Association Incorporated have applied for funding for sound, stage and lighting for the 2025 Carols@Jerra event, planned for early December 2025.

**Report**

The applications have been assessed by Council's Arts Team Leader and Grants Officer as eligible for funding under the Cultural Grants Guidelines. The applicants are not-for-profit incorporated community organisations, working in and/or with the Queanbeyan-Palerang community, and meet the organisational eligibility criteria.

The three projects meet the selection criteria for a Cultural Grant through providing a festival or event which will engage the broader Queanbeyan-Palerang community, advance the cultural and creative experiences of the community and contains educational components. The applicants also fulfill the requirement of providing a matching dollar amount to their event which is either financial or in-kind through voluntary contributions.

Tihar Deusi Bhailo Event (Attachment 1), celebrating Nepalese culture will be a daytime event held on 2 November 2025, providing traditional songs, dances and performances. The event will foster cultural diversity and inclusivity and provide artistic and education opportunities through interactive performances and workshops encouraging audience participation. They are seeking funds towards sound system hire, promotional costs and cultural performance costumes. There is a typo on the application which refers to the event being in 2024. The applicant has now provided written advice that the event will be held in November 2025.

**9.7 Council Cultural Grant Applications (Author: Richards/Mirowski) (Continued)**

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This Cultural Grants application has already led to beneficial outcomes. Council staff noticed that this daytime event is planned for 2 November; the same day as QPRC's Diwali Mela Lantern Festival 2025. Council staff have contacted the applicant organisation and invited them to be involved in the Lantern Festival. This has resulted in the Australia Nepal Friendship Society agreeing to represent the Nepalese community on the Lantern Festival Working Group, and to engage with the Festival which will be held that evening.

The Bungendore Quilters Exhibition (Attachment 2) is a popular annual event, which provides local quilters and textile artists an opportunity to publicly showcase and sell their work and gain additional experience and confidence. It provides an educational experience to visitors and encourages interest in and uptake of textile arts. They hold the exhibition in November on the same weekend as the Braidwood Airing of the Quilts event, as the two towns are located close together, and this enables visitors to engage with the two exhibitions on the same day or over the same weekend.

The Carols@Jerra Event (Attachment 3) brings the Jerrabomberra community together. It provides a platform for local community groups such as the Jerrabomberra Public School Choir and Ukelele Band, Jerrabomberra High School Choir, and local choral, musical and dance groups to perform publicly. A Carols booklet is provided to attendees that encourages the whole community to sing. This annual family-friendly event attracted 700 attendees in 2024.

**Risk/Policy/Legislation Considerations**

Under s.356 of the Local Government Act 1993, Council may exercise a function by resolution to provide various forms of financial assistance to the community through grants, donations, rental rebates, rate relief, non-financial contributions, in-kind donations and sponsorships. Council's Cultural Grants are administered in compliance with the QPRC Donations Policy, under which Council commits to providing financial assistance for the development of positive and beneficial projects which address the identified objectives of the QPRC Community Strategic Plan.

**Financial, Budget and Resource Implications**

There are sufficient Cultural funds available to pay the grant requests. Four grants totalling \$5,700 have been distributed from the \$15,000 Cultural Grants allocation for 2024/25.

Payment of \$5,000 for these three grants will leave \$4,300 Cultural Grants funds still available for distribution in 2024/25.

**Links to QPRC/Regional Strategic Plans**

The three Cultural Grants applications align well with the goals and aspirations of the QPRC Community Strategic Plan.

Strategic Pillar 1 'Community' and Strategy

1.1 to 'Build cultural capacity through the availability and participation in the arts, performance and cultural gatherings, events and exhibitions

**Conclusion**

The three Cultural Grants applications have been assessed as beneficial projects, eligible under the Cultural Grants Guidelines. The grants are recommended for funding.



9.7 Council Cultural Grant Applications (Author: Richards/Mirowski) (Continued)

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**Attachments**

- Attachment 1 Cultural Grants Application\_Australia Nepal Friendship Society Inc  
(*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 2 Cultural Grants Application\_Bungendore Quilters Inc (*Under Separate  
Cover*) - **CONFIDENTIAL**
- Attachment 3 Cultural Grants Application\_Jerrabomberra Residents' Association Inc.  
(*Under Separate Cover*) - **CONFIDENTIAL**

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.8 Renewal of Licence - NSW Scout Association - 7 Firethorn Place, Jerrabomberra (Author: Flint/Turland)**

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File Reference: 46.1.1-20

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**Recommendation**

**That Council endorse a new licence agreement with the NSW Scout Association over 7 Firethorn Place, Jerrabomberra for a further five-year term.**

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**Summary**

There is a longstanding agreement with the NSW Scout Association (NSW Scouts) for use of the property at 7 Firethorn Place, Jerrabomberra as a Scout Hall. The agreement has since expired and is running on holdover provisions.

Council endorsement is sought to renew the agreement for a further five-year term.

**Background**

This item was previously considered by Council at the Council Meeting of 24 June 2015 (**Resolution 223/15**) to renew the licence for a further term.

At the Planning and Strategy Meeting on 8 August 2018, Council also considered a proposal to gift the land to NSW Scouts. At the time, the Scouts were pursuing grant funding to construct a new Scout Hall on the land. The Association was seeking the future certainty that they would retain possession of the land to justify making the significant investment in the new Scout Hall facility. Rather than gifting the land, Council resolved to enter into a long-term lease over the property (**Resolution PLA095/18**).

However, NSW Scouts has since informed Council that the new hall construction project has been postponed as funding has not been forthcoming. Consequently, Council is now looking to enter into a new five-year licence agreement with NSW Scouts to continue to occupy the land while other options are assessed.

**Report**

NSW Scouts is a youth-focused community organisation, aiming to teach its members a wide variety of life skills in a welcoming and inclusive setting. There is a long history of cooperation between NSW Scouts and Council. There have been no known or reported issues with NSW Scouts as tenants as they continue to occupy the property at 7 Firethorn Place, Jerrabomberra.

The Jerrabomberra Scout Hall occupies the land at Lot 2 Deposited Plan 1008497. The enclosed yard area also includes part of Lot 1 DP 1008497, this being a much larger lot that also includes the Jerrabomberra Community Centre. Separately, but alongside this licence renewal process, there is also an intention to progress a boundary adjustment to align the lot of the Scout Hall with the fenced area.

**9.8 Renewal of Licence - NSW Scout Association - 7 Firethorn Place, Jerrabomberra  
(Author: Flint/Turland) (Continued)**

If and when further grant funding is secured, NSW Scouts will likely revisit the issue of constructing a new Scout Hall. At this point, Council may again wish to consider the proposal for a long-term lease.

**Risk/Policy/Legislation Considerations**

The property is classified as Council Community Land under the Local Government Act 1993.

NSW Scouts are required to maintain their own Public Liability insurance and provide evidence of coverage upon request.

**Financial, Budget and Resource Implications**

The proposal is for NSW Scouts to pay a nominal fee of \$604 per annum, consistent with the annual statutory minimum fee under the Crown Land Management Act 2016.

Although this property is not Crown Land, using this fee as a benchmark helps to keep the rent consistent with other similar agreements that are over Crown Land.

**Links to QPRC/Regional Strategic Plans**

Endorsement of this licence agreement is consistent with QPRC's overall strategic aims of supporting positive community engagement for young people in the community, specifically Strategic Objective 1.1 in the Community Strategic Plan which states:

Our community is strengthened through connection and participation that enhances our community and cultural life.


**9.8 Renewal of Licence - NSW Scout Association - 7 Firethorn Place, Jerrabomberra  
(Author: Flint/Turland) (Continued)**

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**Conclusion**

It is recommended that Council endorse the new draft licence agreement with NSW Scouts for a further five-year term on the proposed terms.

**Attachments**

Attachment 1      Draft Licence Agreement - NSW Scouts - 7 Firethorn Place (2025)  
      *(Under Separate Cover)*

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.9 Draft Swimming Pool Inspection Program (Author: Ormella/Corey)

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File Reference: 12.1.5

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**Recommendation**

**That Council endorse the Draft Swimming Pool Inspection Program 2025 and place on public exhibition for 28 days**

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**Summary**

Under Section 22B of the Swimming Pools Act, 1992, Council is required to develop and adopt a program for the inspection of swimming pools in the local government area. Council adopted the current version of the Swimming Pool Inspection Program in 2019.

This report presents the 2025 revision of the current 2019 program.

Council's endorsement for public exhibition is sought

**Background**

The purpose of the Swimming Pool Inspection Program is to:

- Adhere to the requirements of section 22B of the Swimming Pools Act 1992
- Increase awareness of pool safety and reduce the incidence of drowning and near drowning events for young children in the QPRC area
- Ensure all private swimming pools are surrounded by a child resistant barrier which is designed, constructed and maintained to the prescribed standards
- Ensure all public swimming pools are maintained and operated in accordance with the prescribed standards
- Outline the process related to the monitoring and inspection of swimming pools in the QPRC LGA
- Ensure upgrade works are carried out where a non-compliant pool is identified

**Report**

The major change to the Swimming Pool Inspection Program is the removal of the Non-Mandatory Random Advisory Inspections. This is an area of work that Council have been unable to adequately resource and this part of the inspection program has not been completed by Council since 2020.

To ensure that members of the public continue to have access to specific advice regarding their own pool compliance, Council will continue to offer "Free on-demand advisory inspections". Council have also developed a seasonal communications package which will be used to remind pool owners of their obligations regarding swimming pool safety. Additionally, Council will use GIS mapping software to regularly identify new pools in the area.

**9.9 Draft Swimming Pool Inspection Program (Author: Ormella/Corey) (Continued)**

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It is considered that by providing these services, Council will comply with the requirements of Part 5 of the Swimming Pools Act 1992 with no further budget or resource implications.

**Risk/Policy/Legislation Considerations**

Council has obligations under the Swimming Pools Act 1992 to ensure that private swimming pool barriers comply with safety requirements. There is a risk to Council by not adopting the revised program as Council will not be meeting its requirements under the Act.

The following legislation also applies:

- Swimming Pools Act 1992 and Regulations
- National Construction Code and the Building Code of Australia
- Australian Standards 1926: Swimming Pool Safety
- Conveyancing (Sale of Land) Regulation 2010
- Guideline 8 Cardiopulmonary Resuscitation
- Residential Tenancies Act 2010
- Public Health Act 2010 and Regulations

Council's Compliance and Enforcement Policy applies to any complaint investigations related to swimming pools.

**Financial, Budget and Resource Implications**

There are no financial, budget and resourcing implications from adopting the revised Swimming Pool Inspection Program. Council's current Swimming Pool Compliance Officer will be responsible for implementation of the program.

**Links to QPRC/Regional Strategic Plans**

The program links to several strategic objectives in the Community Strategic Plan, including:

- 1.3 Our public and community places are inviting, accessible, encourage participation and are well maintained.
- 2.4 Our community has access to increased and enhanced education, training and learning opportunities

**Conclusion**

The revised Swimming Pool Inspection program provides a framework for Council to ensure it meets its obligations under the Swimming Pools Act 1992 and promotes safety for young children in the QPRC area.

The revised program is now presented to Council for endorsement to place on public exhibition.

**Attachments**

Attachment 1      Draft Swimming Pool Inspection Program - 2025 *(Under Separate Cover)*



File Reference: 52.5.4

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### **Recommendation**

That Council:

1. **Endorse the following QPRC Strategic Policies and place on exhibition for 28 days**
    - **Competitive Neutrality Policy**
    - **Bin Inspection and Contamination Policy**
    - **Public Art Policy**
    - **Council-Related Development Application Conflict of Interest Policy**
    - **Guidelines on when DA's should be referred to Council**
  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 five 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.

#### **Competitive Neutrality Complaints Policy**

The Policy remains unchanged apart from an updated reference to the Public Interest Disclosures Act 2022 and General Manager title. The Policy is based on the National Competition Policy for Competitive Neutrality and remains well aligned to this.

#### **Bin Inspection and Contamination Policy**

The Policy remains unchanged apart from an updated reference to the Local Government Act 1993 under the Legislative Obligations section.

**9.10 Policy Review (Author: Ryan/Flint) (Continued)**

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**Public Art Policy**

This Policy has undergone an extensive review and the following changes are proposed:

1. Contribution to Character pillar included – relevance to Character, in addition to Community and Choice pillars
2. Impact emphasised – the role of public art in driving regional identity, town centre revitalisation, stimulating growth and tourism.
3. Creative industry best practice – compliance with National Association for the Visual Arts and Arts Law
4. Public Art Working Group – refocus of QPRC and internal committees to oversee proposal assessment, conservation, and policy recommendations.
5. Public Art Registry – introduction of a centralised inventory system for all public artworks to improve asset management and community engagement.
6. Support for temporary and ephemeral art – increased emphasis on short-term installations, digital art, and performative experiences to engage diverse audiences
7. Public Art maintenance plan – regular assessment scheduled and criteria for deaccessioning artworks that are deteriorated, no longer relevant, or pose safety risks.
8. The policy also works towards identifying opportunities in the Developer Contributions space and public art in private developments.

**Council-Related Development Application Conflict of Interest Policy**

The Policy remains unchanged following a workshop with Councillors.

**Guidelines on when DA's should be referred to Council**

The Policy remains unchanged following a workshop with Councillors.

**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.



**9.10 Policy Review (Author: Ryan/Flint) (Continued)**

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**Attachments**

- |  |   |
|--|---|
| Attachment 1   | Competitive Neutrality Complaints Policy <i>(Under Separate Cover)</i>                            |
|  Attachment 2 | Bin Inspection and Contamination Policy <i>(Under Separate Cover)</i>                             |
|  Attachment 3 | Public Art Policy <i>(Under Separate Cover)</i>   |
|  Attachment 4 | Council-Related Development Application Conflict of Interest Policy <i>(Under Separate Cover)</i> |
|  Attachment 5 | Guidelines for Referral of Development Application <i>(Under Separate Cover)</i>                  |

File Reference: 52.5.4

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### **Recommendation**

That Council adopt the following Strategic Policies

- **Councillor Expenses and Facilities Policy**
  - **Councillor Induction and Professional Development Policy**
  - **Boundary Fences Adjoining Council Public Reserves Policy**
  - **Social Media Policy**
- 

### **Summary**

Council, at its meeting of 18 December 2024 and 29 January 2025, resolved to place the following policies on exhibition for 28 days (**Resolutions 567/24 and 597/25**).

- Councillor and Staff Interaction Policy
- Development Adjacent to Water, Sewer and Stormwater Mains Policy
- Anti-Fraud and Corruption Policy
- Media Policy
- Related Party Disclosures Policy
- Petition Policy
- Councillor Expenses and Facilities Policy
- Councillor Induction and Professional Development Policy
- Boundary Fences Adjoining Council Public Reserves Policy
- Social Media Policy

The exhibition period has since concluded with submissions received now being reported back to Council. Council is now asked to consider the submissions prior to those policies where submissions were received being adopted as attached to this report.

### **Background**

Both Council resolutions stated that subject to there being any submissions received for a policy, it would be re-presented to Council for further consideration prior to adoption.

The Councillor Expenses and Facilities Policy and Councillor Induction and Professional Development Policy was presented to Council on 18 December 2024. Both policies were then exhibited on Your Voice from 28 January until 25 February 2025.

The Boundary Fences Adjoining Council Public Reserves Policy and Social Media Policy was presented to Council on 29 January 2025. Both policies were then exhibited on Your Voice from 3 February until 3 March 2025.

**9.11 Post-Exhibition Report - Policies (Author: Ryan/Flint) (Continued)**

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The following policies received no submissions during the public exhibition period. Subsequently, they have been adopted as at 25 February 2025:

- Councillor and Staff Interaction Policy
- Development Adjacent to Water, Sewer and Stormwater Mains Policy
- Anti-Fraud and Corruption Policy
- Media Policy
- Related Party Disclosures Policy
- Petition Policy

It was brought to our attention that a submission was sent directly to Councillors relating to the Petition Policy following its adoption on 25 February 2025. The feedback was determined not to be in relation to the policy, rather the consultation around a specific DA and will be responded to separately by staff.

**Report**

The below summarises the number of page views and submissions received for each Policy:

1. Councillor Expenses and Facilities Policy (62 page views)

Submission Comments:

- I would like to know how much Councillors already get.
- Also I have heard that all employees will now have to wear name badges as per instruction of the new General Manager – how much will that cost and what benefit to the ratepayer? Will the name change from CEO to GM mean an increase in their allowances?

Staff Response:

- The Councillor Remuneration is adopted based on IPART recommendations every year, however is adopted by Council (Resolution 254/24) adopted the 25/25 Councillor Allowance.
- The latter concern raised relating to name badges is an operational matter separate to the policy in question.

2. Councillor Induction and Professional Development Policy (30 page views)

Submission Comments:

- Requirement for mandatory training prior to candidates becoming Councillors
- Comparison of professional development allowances in local government v federal government.

Staff Response:

- Council does however run candidate briefing sessions prior to each Election to ensure that all candidates are well of the requirements of the role.
- The Councillor role is complex and additional training is required in order to complete the role to a high standard. Staff do not consider that the annual allowance currently set aside for each Councillor is excessive and is comparable to other similar sized Councils.

**9.11 Post-Exhibition Report - Policies (Author: Ryan/Flint) (Continued)**

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**3. Social Media Policy (13 page views)****Submission Comments:**

- Council should give serious consideration to ceasing its engagement with X/Twitter, given its recent moves to reinstate promoters of hate speech and violence. There are alternatives such as Threads, which is closely linked to Facebook.

**Staff Response:**

- Council's X (Twitter) account provides valuable information to users of this platform, some of whom do not use other platforms. It is particularly useful during emergencies such as fire and flood when it is important that Council use as many communication channels as it has resources to do so to ensure messaging is as widespread as possible.

**4. Boundary Fences Adjoining Council Public Reserves Policy (70 page views)****Submission Comments:**

- Anywhere where private land adjoins a dog park for example, the council should be prepared to ensure the safety to the residents by helping to maintain the fences. If council could work with these residents when the fencing becomes old and requires maintenance, it would help the residents repair the fences that the dogs (which are not their own) are helping to destroy.

**Staff Response:**

- Given the extent of open spaces Council owns that border private property, it would create an unreasonable financial burden for Council to be required to contribute towards the shared cost of fencing. Section 25(1)(b) of the Dividing Fences Act 1991 recognises this.

**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**

The adoption of these policies helps to support the below Strategic Objectives in the QPRC Community Strategic Plan 2042:

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




**Conclusion**

Council is asked to consider the above submissions in relation to each Policy prior to proceeding to adopt them. Staff are not recommending any additional changes be made to the policies in their current form.

**9.11 Post-Exhibition Report - Policies (Author: Ryan/Flint) (Continued)**

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**Attachments**

- |  |  |
|--|--|
| Attachment 1   | Councillor Expenses and Facilities Policy ( <i>Under Separate Cover</i> )                |
|  Attachment 2 | Councillor Induction and Professional Development Policy ( <i>Under Separate Cover</i> ) |
|  Attachment 3 | Boundary Fences Adjoining Council Public Reserves Policy ( <i>Under Separate Cover</i> ) |
|  Attachment 4 | Social Media Policy ( <i>Under Separate Cover</i> )                                      |

## REPORTS TO COUNCIL - ITEMS FOR INFORMATION

## 10.1 Ellerton Drive Noise Assessment Update (Author: Duff/Ramsland)

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File Reference: 36.1

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**Recommendation**

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

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**Report**

The Ellerton Drive Extension project was opened to the public in July 2020 and provides an alternative route around Queanbeyan CBD, including an extra bridge crossing over the Queanbeyan River.

A preconstruction noise assessment and model were developed as part of the project in accordance with the NSW Road Noise Policy and NSW Government guidelines. While the project completed noise walls and other noise mitigation measures as recommended by the preconstruction noise predictions, property owners expressed concerns over the level of noise experienced at their homes since the road was completed.

In March 2023, Council established a Working Group with the Mayor, Cr Willis, Cr Wilson and members of the community to develop a scope of works for a new noise assessment and survey (**Resolution 067/23**).

In December 2023, Council received \$200,000 from the NSW Government to fund the noise survey and assessment for Ellerton Drive in line with the Working Group's scope of works.

As reported to Council on 14 August 2024, following an extensive assessment of the quotes by the Working Group, RCA Australia was awarded the work in July 2024.

RCA Australia began deployment of noise loggers at the properties nominated by the Working Group in late August 2024. Due to the number of properties identified by the Working Group for assessment (29 properties) and the limited supply of available noise loggers the deployment of the loggers is being conducted in two stages.

Noise loggers need to be in place for a minimum of 7 days (24hrs per day) as prescribed by the NSW guidelines. Once a property has been successfully monitored, the loggers can then be relocated to the next property. Further complicating the data recording process is that the site must not be impacted by winds or rain that will corrupt the data.

During the noise recording process, Council also records the traffic counts to correlate future traffic predictions.

In August 2024, the first attempt for data collection commenced. Unfortunately, strong winds and heavy rain corrupted the data, despite the noise loggers being in place for an additional 10-day period. Weather forecasts showed ongoing strong winds for a lengthy period and so the noise loggers were collected and deployed at other projects.

Upon review of the weather forecasts, redeployment of the noise loggers was not considered appropriate until November 2024. With school holidays to then avoid, the project team decided to postpone until February 2025 to ensure that accurate data was collected.

**10.1 Ellerton Drive Noise Assessment Update (Author: Duff/Ramsland) (Continued)**

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The second attempt for data collection commenced on 19 February 2025. After review of noise loggers, the initial set of results appear to be valid and uncorrupted.

A further round of monitoring has commenced, noting weather forecasts do not appear favourable through this period. Therefore, the noise loggers are likely to be left in place for an extended period to ensure that the minimum amount of data is collected.

Once the monitoring phase is completed, RCA Australia will develop the noise model and run the various scenarios that the Working Group have requested, including:

- Reduction of posted speed limit to 60km/h for the entire length of Ellerton Drive
- Addition of standard noise walls along the adjacent bridge and bridge approaches
- Use of 8m high noise walls for entire length of Ellerton Drive

Commentary and advice will also be sought in terms of:

- Comparing Timber versus Hebel versus Concrete noise wall materials and their effectiveness at reducing external noise levels
- What heights and lengths noise walls should be for best results
- Whether blocking line of sight and having noise walls at offset angles to the road improves effectiveness

The EDE Working Group will come together to review the work conducted and prepare a report and recommendations for Council consideration. Currently there is no funding for any implementation of recommendations.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR INFORMATION

**10.2 Captains Flat Expression of Interest Containment Cell Update (Author: Ormella/Coe)**

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**File Reference:** 24.4.1-36

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**Recommendation**

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

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**Report**

Council will recall that late in 2024, an expression of interest (EOI) was placed on Council's website for residents of Captains Flat to seek advice regarding the utilisation of the mine-site containment cell for the disposal of contaminated soil.

As a result of this EOI, eleven expressions of interest were received, with six of those indicating that they were interested in a meeting with Council's town planners to seek advice regarding the remediation requirements for the proposed individual projects.

Of the six landowners that Council staff have now met with, three are proposing minor works on their properties that will be able to be covered by the standard Remedial Action Plan (RAP) that was commissioned for Captains Flat. This RAP covers ancillary development on existing development sites, such as sheds and small extensions to existing dwellings. As these proposals are minor in nature, it is not expected that there will be any contaminated soil for the mine-site containment cell.

Three of the landowners are considering constructing new dwellings, with one landowner already having completed a site-specific Remedial Action Plan (RAP) for their proposed build, which will be part of any development application to construct a new dwelling. The landowner has a very good understanding of the process required to lodge a development application for a new dwelling.

The second landowner has utilised the EPA's free XRF scanning that looks at the top 100mm of soil on a property to try and identify possible hot spots within a property. The results show no contamination within the surface level of soils and there does not appear to be any fill within the site. The landowner is now engaging a suitably qualified person to undertake a Detailed Site Inspection for the property, which will include soil testing to confirm no contaminants present. This report will then be assessed as part of any development application lodged to construct a dwelling on the land.

The third landowner who is looking to build a dwelling is aware of the requirements for a site-specific RAP for their property and is currently engaging a suitably qualified consultant to prepare the documentation.

At this stage, none of the sites are able to quantify the amount of soil that would be required to be removed from the sites and then placed in the containment cell.

**Attachments**

Attachment 1      EOI Captains Flat Containment Cell (*Under Separate Cover*)





## REPORTS TO COUNCIL - ITEMS FOR INFORMATION

**10.3 Monaro Street Upgrade - Watermain Replacement Options (Author: Duff/Long)**

File Reference: 36.1.3-92

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

Council's project to upgrade Monaro Street, Queanbeyan between Lowe Street and Collett Street has considered the replacement of a 300mm watermain. The estimated \$1.45million cost for this component of work has not been provisioned in the project budget.

At Council's meeting on 29 January 2025, it was resolved to receive a report on options for the treatment of an existing 300mm watermain located in Monaro Street, Queanbeyan between Lowe Street and Collett Street (**Resolution 595/25**).

Details of the relevant assets are contained in the following table.

Asset Number	4006106	4006752	4006767	4007805
Material	CICL (Cast iron cement lined)^			
Diameter (mm)	300			
Length (m)	150.2	75.8	231.4	83.4
Written Down Value (\$)	43,157.20	21,776.82	66,479.70	7,942.15
Acquisition Date	1-Jul-1972	1-Jul-1972	1-Jul-1972	1-Jul-1953
Asset Condition	3	3	3	4
Remaining Life (years)	27	27	27	8
Expected Useful Life (years)	80	80	80	80
^ Previous work on these mains indicates that this may be partially or fully incorrect and that the main may be asbestos cement				

Council's service request software was reviewed to confirm the number and nature of the asset faults for the mains in question. Over the last five years, 6 issues have been resolved relating to either damage, colour/taste/odour and 2 specific to the water main.

The existing 300mm main was installed to act as a trunk main between the Crest Reservoirs and Dodsworth Reservoirs. The Dodsworth Reservoirs were demolished many years ago, and the main no longer serves the same function.

Without further assessment, replacing the main with same size main may result in a larger main being constructed than is required. Conversely, with the growth in the Queanbeyan CBD area, the main may also be smaller than is required. A network model is currently being developed, but will not be completed prior to this project.

The existing assets have a remaining life of between 8 and 27 years. The number of faults in the network related to the age of the assets is considered to be in line with expectations. Given

### 10.3 Monaro Street Upgrade - Watermain Replacement Options (Author: Duff/Long) (Continued)

the absence of significant network issues in the area, it is considered likely that the remaining life is conservative and that a greater asset life will be achieved.

In other areas of the network, Council is experiencing issues with network performance, and diversion of funds to replace these assets will require deferral of renewal in these areas. This will increase the likelihood of impacts in these areas in the event of network failure.

The future requirements of the network are also currently not well understood. It should be noted that the construction works will increase the chance of failure, due to the impacts of vibration and excavation. The Contractor will be responsible for managing these risks and should utilise suitable construction methodologies and protections to ensure that the assets are not damaged. Any damage will be the responsibility of the Contractor to repair, or Council will undertake the works at the Contractor's cost.

Four options have been considered in terms of whether to replace the watermain as part of the Monaro Street Upgrade project, with due regard to risk and best value for money as shown in the table below.

Option	Risk	Value for money
Retain – leave main in place	- work required in future to be funded by water fund - damage by contractor	✓
Replace now, paid by project	- other elements removed from scope - delay in project delivery	✗
Replace now, paid by water fund	- other water projects not completed - delay in project delivery	✗
Replace now, share costs	- other elements removed from scope - other water projects not completed - delay in project delivery	✗

In accordance with this review and assessment of the current asset, the replacement of the 300mm watermain will not be included in the Monaro Street Upgrade project.

#### Attachments

Nil

## REPORTS TO COUNCIL - ITEMS FOR INFORMATION

## 10.4 Heritage Awards 2025 (Author: Ormella/Steele)

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File Reference: 26.5.2-07

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**Recommendation**

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

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**Report**

The purpose of this report is to provide Council an update on the 2025 Queanbeyan-Palerang Regional Council's local heritage awards.

Council has been administering local heritage awards since 2016. It was established to celebrate heritage restoration, preservation, interpretation and adaptation in the Council area. Categories have been limited to:

1. Restoration of a heritage building commercial or residential
2. New building design/adaptation/sustainability and greening of a heritage place/heritage garden
3. Outstanding promotion/contribution

Since the introduction of the heritage awards, there has been a slow decline of nominations. In 2023 the awards were cancelled due to only one nomination. In 2024 there were five nominations submitted across all three categories.

Staff have undertaken a review of the categories to increase participation and interest. The review was undertaken with the support of Council's Heritage Advisor, and considered past entries, the nature of projects being undertaken in the area and how those projects could be categorised and assessed. From the review it was concluded that the previous categories have been hard to interpret, which contributed to the lack of interest.

As a result of the above, this year's categories have been revised and simplified to include the following:

1. Best maintained heritage property
2. Best restoration/development or reuse of a heritage property
3. Historical research, publication or promotion of local heritage

The prizes have also been revised to include a \$500 shopping voucher to a local business of the winner's choice and a \$120 Voucher for tickets to a show at The Q – Queanbeyan Performing Arts Centre.

Nominations opened 14 February 2025 and will close 7 April 2025. For further information please see the QPRC website.

<https://www.qprc.nsw.gov.au/Building-Development/Heritage#section-6>

Winners will be announced during QPRCs heritage festival celebrations on Saturday 3 May 2025. Staff will report the nominations and recommended winners to Council at the end of April, which will also include an overview of the interest in the awards.

**Attachments**

Nil

File Reference: 52.3.2

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**Recommendation**

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

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**Report**

The Resolution Action Sheet provides Council with information on the status of outstanding resolutions determined at Council meetings. As at 5 March 2025, there are 25 outstanding resolutions.

In the last reporting period, 92 resolutions have been completed.


It is the role of the General Manager to implement, without undue delay, lawful decisions of the council, in accordance with s335 of the Local Government Act (1993).

The Resolution Action Sheet is an ongoing document, updated progressively by staff. As items are completed they are removed. A traffic light system has been used to provide more information to Council on those matters outstanding.

Resolutions relating to Land transfers: compulsory acquisition, purchase or sale in particular when associated with road works or Council facilities development can take up to 2-5 years to be completed. These items are now recorded to a Land Acquisition/Sale Register for action and monitoring by Corporate Governance and Legal division and reported to Council on an annual basis.

The Resolution Action Sheet is presented to Council on a quarterly basis.

**Attachments**

Attachment 1 	Outstanding Council Resolutions Report - 5 March 2025 ( <i>Under Separate Cover</i> )
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File Reference: 12 March 2025 reports

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**Recommendation**

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

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Councillor workshop items are published in the Agenda of the next Council meeting. From 20 February to 5 March 2025, the following workshop was held.

Workshop Date: 5 March 2025

<b>Workshop Items and External Presenter/s (if applicable)</b>
<p><b>Preliminary QSTP Health Check Findings</b></p> <p>The QSTP Health Check preliminary findings provided to Council a summary of key observations and recommendations from Scyne Advisory, who have assessed the project status and maturity in accordance with NSW Government's Infrastructure Investment Assurance Framework (IIAF) and sets out the critical actions and next steps, noting the Health Check final report is still being completed.</p>
<p><b>Strategic Policy Review</b></p> <ul style="list-style-type: none"><li>• Internal Reserves Policy</li><li>• Public Art Policy</li><li>• Guidelines on when DAs should be referred to Council</li><li>• Council-Related Development Application Conflict of Interest Policy</li></ul> <p>By Councillor request, the above QPRC Strategic Policies were presented for discussion and feedback prior to being presented to Council for consideration and public exhibition or adoption.</p>
<p><b>Community Strategic Plan</b></p> <p>Staff have collated Councillor feedback and comments received to date following the workshop held on 19 February. This session provided an opportunity for Councillors to view these changes, further discussion and review the draft Community Strategic Plan which will be presented to Council at the 26 March meeting for endorsement and public exhibition.</p>



**Attachments**

Nil

11.1 QPRC Sports Council Minutes - 3 February 2025 (Author: Richards/Duncan)

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File Reference: 4.3.3

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**Recommendation**

**That Council note the minutes of the QPRC Sports Council held on 3 February 2025.**

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**Summary**


The QPRC Sports Council is an Advisory Committee of Council. Attached are the minutes of the meeting held on 3 February 2025 for Council's information.

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

There are no formal recommendations referred to Council in the 3 February 2025 Minutes.

**Attachments**

Attachment 1  QPRC Sports Council Draft Minutes February 2025 (*Under Separate Cover*)

Attachment 2  Updated 2025 Winter Allocation Requests (*Under Separate Cover*)

**12.1 Notice of Motion - Book: Tale of Two Cities (Author: Winchester/Winchester)**

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**File Reference:** 12 March 2025 motions

**Notice**

Councillor Kenrick Winchester will move the following motion:

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**Motion**

**That Council advertise for 28 days its intention to resolve that Council will donate \$3,000 towards the costs incurred for the reprinting of 350 copies of the book Tale of Two Cities by Mark Butz.**

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

The 430 page book, Tale of Two Cities, written by Mark Butz, is on the relationship between Canberra and Queanbeyan through time and the contributions of diverse people, many of whom have been overlooked or forgotten.

Ian McNamee and family covered the costs for the author and printing of the first run of 400 books and all proceeds from these books have been donated to local charities. The proceeds from the second run of over 350 books will go to two local charities, namely Treehouse Queanbeyan and also Queanbeyan Respite centre. These charities have been invoiced by the printer and will be the recipients of the donation.

Both organisations are grateful for Council's ongoing support.

Forward from the book:

*We welcome the opportunity to introduce this book, which offers a fresh take on the changing relationship between Canberra and Queanbeyan through time.*

*In the early 20<sup>th</sup> century Queanbeyan needed a boost from the new Federal Capital and it prospered through the development of Canberra. Equally, Canberra needed the retail outlets and services of Queanbeyan to offer a reasonable quality of life for its early residents. Each was fundamental to the success of the other, and each continues to provide resources and services to the population of the other, in a pattern of interdependence.*

*There is no escaping the fact that between our two cities there is a border, but it does not have to be a barrier. Whether we are seen as one metropolitan area or as separate areas, our communities in both cities need us to reach across that border, extending hands of friendship and offering mutual respect and cooperation.*

*This book explores how our two communities have grown together, highlighting both challenging times and times of collaboration and goodwill. Today our communities live, work, learn, shop and play together, taking pride in what we have achieved together.*

*This collection of tales from the two cities is a welcome expression of gratitude to those who have gone before us, honouring the spirit and contributions of people of both cities.*

*The story is not finished. Others will continue writing our collective story in the future, but for now this book reminds us to value and celebrate all we have become and all we have built.*



**12.1 Notice of Motion - Book: Tale of Two Cities (Author: Winchester/Winchester)  
(Continued)**

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**Staff Comment**

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

Council's Operational Plan and Donations Policy set out Council's donations programs, and the proposed donation fits into Category G Funding for Cultural Grants. Council's Cultural Grants are administered in compliance with the QPRC Donations Policy, under which Council commits to providing financial assistance for the development of positive and beneficial projects which address the identified objectives of the QPRC Community Strategic Plan. The guidelines require that applications be submitted for review by Council Officers and reported to Council for approval. The Cultural Grant Guidelines stipulate the upper limit of \$500 for private individuals.

There is a separate report with an application for a Cultural Grant in this Business Paper, and is noted \$10,800 remains available in the 2024/25 allocation for distribution.

If Council resolves to make a contribution as requested, it will advertise the proposal for 28 days and seek public comment of this resolution in accordance with s356 of the Local Government Act. A further report would then be presented to Council after the public exhibition period.

**Attachments**

Nil

14.1 Questions With Notice - Shade Sail Prioritisation (Author: Richards/Richards)

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File Reference: 26 February 2025 reports

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**Recommendation**

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

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The following question was submitted by Cr Willis on 19 February 2025, and staff response provided below.

**Of the Council playgrounds and parks identified as requiring shade sails (refer response to Councillor Questions on Notice reported on 26 June 2024), which facilities has Council identified as being a high priority; which as a medium priority and which as a low priority?**

Council maintains the 84 playgrounds across the local government area (LGA) in line with the Australian standards for playgrounds and playground equipment to ensure they meet the required national standards for safe use.

Council regularly inspects and maintains every playground to determine ongoing maintenance and replacement needs.

Council has a budget of \$65k annually to provide shade sails. This represents the capacity to provide two or three additional sails per year. Playgrounds are assessed in terms of low, medium and high level need for shade. This is based on size, usage of the playground and the amount of other shade provided e.g. trees, hard roof structures, location of buildings etc.

The attached table lists all playgrounds with addresses, age and shade requirements. It indicates that of the 84 playgrounds across the LGA, 47 require shade. Priorities for shade are:

- Low priority = 19
- Low-medium priority = 3
- Medium priority = 10
- Medium-high priority = 6
- High priority = 9

The report is provided for information

**Attachments**

Attachment 1      Playground Shade March 2025 (*Under Separate Cover*)



QUESTIONS WITH NOTICE

14.2 Questions With Notice - Reschs Creek Bridge (Author: Duff/Tooth)

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File Reference: 12 March 2025 reports

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**Recommendation**

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

---

The following question was submitted by Cr Schweikert on 17 February 2025, and the staff response is provided below.

**When will Reschs Creek Bridge be completed?**

The Reschs Creek Bridge is scheduled for completion by the end of the 25/26 Financial Year.

This project information and more detailed timeframe, as we move into the procurement phase will be updated on Council's Major Works and Projects website page;

<https://www.qprc.nsw.gov.au/Major-Works-Projects/Reschs-Creek-Bridge>

**Attachments**

Nil

## QUESTIONS WITH NOTICE

**14.3 Questions With Notice - Accessible Car Parking in Braidwood (Author: Duff/Tooth)**

**File Reference:** 12 March 2025 reports

**Recommendation**

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

The following questions were submitted by Cr Willis on 19 February 2025, and staff responses provided below.

**1. How many public car parking spaces provided by QPRC in Braidwood are designated as accessible spaces, for people with mobility constraints?**

There are 17 publicly available car parking spaces in Braidwood that are marked as disabled. Of the 17 marked spaces, 9 are provided on Council assets and 8 are publicly available but not on a Council asset.

**2. Where are these car parking spaces located?**

The spaces on Council assets are:

Car Park	No of Spaces
Park Lane – Adjacent to the Library	1
Wallace Street – Adjacent the Post Office	1
Wilson Street – Pool Carpark	2
Monkittee Street – Adjacent to the Hospital	1
Keder Street – Recreation Ground	2
Lascelles Street – Adjacent the IGA	2

Other publicly available spaces are:

Location	No of Spaces
Lascelles Street – Chemist	1
Victory Street – The Serviceman's Club	3
Park Lane – The Braidwood Central School	2
Monkittee Street – The Hospital	2

**3. Is Council reviewing the number and suitability of accessible car parking spaces in Braidwood?**

Council is reviewing car parking generally within the Local Government Area and has allocated \$150,000 in the 24-25 financial year towards the Car Parking Strategy.

The provision of disability parking has been incorporated into recent Council projects including 6 spaces provided in Lascelles Street, Keder Street and Wilson Street. The planned Braidwood Carpark (Wallace Street) project will also provide additional disability parking. In addition to reviewing car parking as part of the Braidwood Structure Plan, any development applications for commercial properties will trigger an assessment under the Palarang Development Control Plan.

**Attachments**

Nil

QUESTIONS WITH NOTICE

14.4 Questions With Notice - Long Term Financial Plan (Author: Ryan/Monaghan)

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File Reference: 12 March 2025 reports

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**Recommendation**

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

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The following questions were submitted by Cr Grundy on 5 March 2025. A response will be provided at the 26 March meeting.

1. **The QPRC 2024-2034 Long Term Financial Plans states that, as part of its plan to improve the overall financial position of QPRC it is taking action to develop a positive culture of efficiency and productivity as well as facilitating productivity gains across the organisation. What are the specific examples of these efficiencies and productivity gains and what monetary value does each represent for the 2024-25 financial year?**
2. **The QPRC 2024-2034 Long Term Financial Plan reports that the 2024-25 employee cost budget assumes 13% turnover, with 3 months vacancy and 50% vacant positions backfilled. What is the status of these assumptions?**

**Attachments**

Nil

QUESTIONS WITH NOTICE

14.5 Questions With Notice - Public Toilets (Author: Richards/Richards)

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File Reference: 12 March 2025 reports

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**Recommendation**

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

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The following questions were submitted by Cr Willis on 5 March 2025. A response will be provided at the 26 March meeting.

- 1. When did Council last undertake an audit of public toilet facilities?**
- 2. How many public toilet facilities were identified as needing upgrading or replacement? What are the locations of these facilities?**
- 3. How much funding is allocated each year to upgrade or replace public toilet facilities?**

**Attachments**

Nil

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

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

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

**Recommendation**

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

**Item 16.1 RFT 2025-02 - Macs Reef Road and Bungendore Road Intersection Safety Upgrade**

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