



Ordinary Meeting of Council

AGENDA

23 March 2022

Commencing at 5.30pm

**Queanbeyan Council Chambers
253 Crawford Street
Queanbeyan**

Despite the easing of COVID restrictions, it should be noted that there is a limited number of public gallery seats available in the Chambers. Presentations can be made in writing or via Zoom. A live stream of the meeting can be viewed at: <http://webcast.qprc.nsw.gov.au/>

On-site Inspections - Nil

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

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

To view webcasts or archived recordings, please go to webcast.qprc.nsw.gov.au

Webcasts of Council meetings cannot be reused or reproduced in any way and are subject to copyright under the *Copyright Act 1968*.

1	OPENING	
2	ACKNOWLEDGEMENT OF COUNTRY	
3	APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS	
4	CONFIRMATION OF MINUTES	
4.1	Minutes of the Ordinary Meeting of Council held on 9 March 2022	
5	DISCLOSURES OF INTERESTS	
6	ADJOURNMENT FOR PUBLIC FORUM	
7	MAYORAL MINUTE	
8	NOTICES OF MOTIONS OF RESCISSION	
9	REPORTS TO COUNCIL - ITEMS FOR DETERMINATION	
9.1	Adoption of QPRC Urban Forest Cooling Strategy	3
9.2	Review of Committees of Council.....	9
9.3	2022 Election Funding Projects.....	19
9.4	Consultation on Majors Creek and Araluen Greenwaste	23
9.5	Application for a QPRC Cultural Grant - Queanbeyan Police and Citizens Youth Club (PCYC)	27
9.6	Application for QPRC Cultural Grant - Create Collaborate Collective Inc.....	29
9.7	Code of Meeting Practice - post public-exhibition report.....	31
9.8	Councillor & Staff Interaction Policy - post public-exhibition report	33
9.9	Register of Declarations of Pecuniary Interests and Other Matters - Councillors	35
9.10	Investment Report - February 2022.....	37
9.11	Licence Renewal of Kangaroo Club Carpark (55-59 Richard Avenue).....	39
9.12	2021-22 Loan Program	43
10	REPORTS TO COUNCIL - ITEMS FOR INFORMATION	
10.1	Tidy Towns Awards.....	49
10.2	Councillor Workshops	51
11	REPORTS OF COMMITTEES	
11.1	Section 355 Committee Minutes.....	53

12 NOTICES OF MOTIONS

- 12.1 Molonglo Rail Trail.....55
12.2 Community Meeting Space57

13 REPORTS TO COUNCIL - DELEGATES REPORTS

14 QUESTIONS WITH NOTICE

- 14.1 Responses to Councillors' Questions59

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION 60

Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

- 16.1 Undetected Leak Application - Bungendore

Item 16.1 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

- 16.2 Sale of Lots 11, 12 and 13 DP 574879 at Majors Creek

Item 16.2 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS

Open Attachments

- Item 9.1 Adoption of QPRC Urban Forest Cooling Strategy
Attachment 1 Summary and analysis of submissions made following Public Exhibition (Under Separate Cover)
Attachment 2 Public Exhibition - 'Your Voice' comments and written submissions (Under Separate Cover)
Attachment 3 Community survey and workshop results - community consultation (Under Separate Cover)
Attachment 4 Draft Urban Forest Cooling Strategy (Under Separate Cover)
- Item 9.3 2022 Election Funding Projects
Attachment 1 2022 Federal Election Projects (Under Separate Cover)
- Item 9.5 Application for a QPRC Cultural Grant - Queanbeyan Police and Citizens Youth Club (PCYC)
Attachment 1 Attachment 1 - Cultural Grants Application Queanbeyan PCYC (Under Separate Cover)
- Item 9.6 Application for QPRC Cultural Grant - Create Collaborate Collective Inc.
Attachment 1 Attachment 1 - Cultural Grants Application Create Collaborate Collective Inc. (Under Separate Cover)

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

BUSINESS PAPER AGENDA – 23 March 2022 Page iii

- Item 9.7 Code of Meeting Practice - post public-exhibition report
Attachment 1 Revised Draft Code of Meeting Practice (Under Separate Cover)
Attachment 2 Summary of Engagement with Public Exhibition Report (Under Separate Cover)
Attachment 3 Statements of Ethical Obligation Options (Under Separate Cover)
Attachment 4 Office of Local Government's 2021 Model Code of Meeting Practice for Local Councils in NSW (Under Separate Cover)
Attachment 5 OLG Circular 21-35 of 29 October 2021 (Under Separate Cover)
- Item 9.8 Councillor & Staff Interaction Policy - post public-exhibition report
Attachment 1 Community Engagement Report - Councillor and Staff Interaction Policy (Under Separate Cover)
Attachment 2 Councillor and Staff Interaction Policy (Under Separate Cover)
- Item 9.10 Investment Report - February 2022
Attachment 1 Investment Report Pack - February 2022 (Under Separate Cover)
- Item 9.11 Licence Renewal of Kangaroo Club Carpark (55-59 Richard Avenue)
Attachment 1 Draft - Updated Licence agreement between QPRC and Queanbeyan Kangaroo Rugby Club (Under Separate Cover)
- Item 11.1 Section 355 Committee Minutes
Attachment 1 Braidwood Showground Reserves Trust S355 - Annual General Meeting - 11 November 2021 (Under Separate Cover)
Attachment 2 Braidwood Showground Reserves Trust S355 - Minutes of Meeting - 10 June 2021 (Under Separate Cover)
Attachment 3 Bungendore War Memorial S355 Committee - Minutes of Meeting - 3 February 2022 (Under Separate Cover)
Attachment 4 Burra Cargill Parks S355 Management Committee - Minutes of Meeting - 16 February 2022 (Under Separate Cover)
- Item 12.1 Molonglo Rail Trail
Attachment 1 MRT Feasibility Study (Under Separate Cover)
- Item 14.1 Responses to Councillors' Questions
Attachment 2 Responses to Councillors' Questions (Under Separate Cover)

Closed Attachments

- Item 14.1 Responses to Councillors' Questions
Attachment 1 Responses to Councillors' Questions with confidential information (Under Separate Cover)
- Item 16.1 Undetected Leak Application - Bungendore
Attachment 1 Calculations (Under Separate Cover)
Attachment 2 Application (Under Separate Cover)
Attachment 3 Plumber's report (Under Separate Cover)
- Item 16.2 Sale of Lots 11, 12 and 13 DP 574879 at Majors Creek
Attachment 1 Extract from Palerang Council Minutes 5 December 2013

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

BUSINESS PAPER AGENDA – 23 March 2022 Page iv

- (Under Separate Cover)*
- Attachment 2 Palerang Business Paper Report Dec 2013 (Under Separate Cover)*
- Attachment 3 Letter from Palerang Council to adjoining neighbour notifying intention to sell (Under Separate Cover)*
- Attachment 4 Map of Lots 11, 12 and 13 DP574879 at Majors Creek (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and at the Queanbeyan Council Chambers, 253 Crawford Street, Queanbeyan on Wednesday, 9 March 2022 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)

Cr Biscotti
Cr Burton
Cr Grundy
Cr Livermore
Cr Preston
Cr Taskovski
Cr Webster
Cr Willis
Cr Wilson

Staff:

P Hansen, A/CEO
J Richards, Portfolio General Manager Community Choice
K Monaghan, Portfolio General Manager Organisational Capability
D Carswell, A/Portfolio General Manager Natural and Built Character
D Tooth, A/Portfolio General Manager Community Connections

Also Present: W Blakey, Clerk of the Meeting

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

098/22

RESOLVED (Willis/Biscotti)

That the expected late arrival of Cr Ternouth be noted.

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 23 February 2022**

099/22

RESOLVED (Biscotti/Preston)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 23 February 2022 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

100/22

RESOLVED (Biscotti/Webster)

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 5.32pm, Cr Winchester advised that the meeting should now adjourn for the Public Forum.

101/22

RESOLVED (Winchester/Preston)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.32pm and resumed at 5.59pm.

7. MAYORAL MINUTE**7.1 Local Government Financial Sustainability**

102/22

RESOLVED (Winchester)

That Council support ALGA and LGNSW with advocacy regarding the financial sustainability of local councils to the Commonwealth and NSW Governments, and the respective local members, in the terms outlined in the report.

The resolution was carried unanimously.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 Development Application DA.2021.1240 - Two Lot Torrens Title Subdivision and Demolition of Two Existing Sheds and Garages (Albion Hotel Site) - 119 Wallace Street, Braidwood****MOVED (Taskovski/Biscotti)**

That:

1. Development Application DA.2021.1240 for a two lot Torrens title subdivision and demolition of two sheds and garages on Lot 1 DP 598830, No.119 Wallace Street, Braidwood be granted conditional approval.
2. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.
3. Heritage New South Wales be forwarded a copy of Council's Notice of Determination.

Cr Willis foreshadowed a CONTRARY motion: ["That:

1. Development Application DA.2021.1240 for a two lot Torrens title subdivision and demolition of two sheds and garages on Lot 1 DP 598830, No.119 Wallace Street, Braidwood be refused for the following reasons:
 - a. The proposed development is considered to have an unacceptable impact on the public interest.
 - b. The proposed development is considered to have an unacceptable impact on two buildings considered to have local heritage significance.
2. The applicant Zen Ruby P/L be invited to submit a fresh development application to sub-divide Lot 1 DP 598830, which incorporates a boundary line that retains the two existing sheds on the same lot as the Stables and Albion Hotel and meets the minimum lot size for Zone B4 under *Palerang Local Environmental Plan 2014*.
3. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.
4. Heritage New South Wales be forwarded a copy of Council's Notice of Determination."]

The motion (of Crs Taskovski and Biscotti) was PUT and LOST.

For: Crs Biscotti, Burton, Grundy and Taskovski

Against: Crs Livermore, Preston, Webster, Willis, Wilson and Winchester

The FORESHADOWED motion (of Cr Willis) was brought forward, seconded by Cr Preston, PUT and CARRIED.

103/22

RESOLVED (Willis/Preston)

That:

1. Development Application DA.2021.1240 for a two lot Torrens title subdivision and demolition of two sheds and garages on Lot 1 DP 598830, No.119 Wallace Street, Braidwood be refused for the following reasons:
 - a. The proposed development is considered to have an unacceptable impact on the public interest.
 - b. The proposed development is considered to have an unacceptable impact on two buildings considered to have local heritage significance.
2. The applicant Zen Ruby P/L be invited to submit a fresh development application to sub-divide Lot 1 DP 598830, which incorporates a boundary line that retains the two existing sheds on the same lot as the Stables and Albion Hotel and meets the minimum lot size for Zone B4 under *Palerang Local Environmental Plan 2014*.
3. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.
4. Heritage New South Wales be forwarded a copy of Council's Notice of Determination.

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

Against: Crs Biscotti, Burton, Grundy and Taskovski

104/22

PROCEDURAL MOTION**RESOLVED (Biscotti/Wilson)**

That Item 12.1 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS**12.1 Affordable Housing****MOVED (Willis/Wilson)**

That Council:

1. Notes the challenges in our communities around the supply and access to social, community and affordable housing.
2. Further notes the impacts of these challenges on the individual through to our local economies.
3. As such, prepares an Affordable Housing Strategy for the local government area.

4. Conducts a workshop for Councillors to consider what the strategy should incorporate and the best way to develop it.
5. Consults with social housing providers, groups assisting residents in need of crisis accommodation and the NSW Government in developing the strategy.
6. Provides an opportunity for community feedback on a draft strategy.

AMENDMENT (Wilson/Winchester)

That Council:

1. Notes the challenges in our communities around the supply and access to social, community and affordable housing.
2. Further notes the impacts of these challenges on the individual through to our local economies.
3. As such, prepares an Affordable Housing Strategy for the local government area.
4. Conducts a workshop for Councillors to consider what the strategy should incorporate and the best way to develop it.
5. Consults with social housing providers, groups assisting residents in need of crisis accommodation and the NSW Government in developing the strategy.
6. Provides an opportunity for community feedback on a draft strategy.
7. Sources funds to prepare the strategy (if required to outsource).
8. Includes the strategy in the current term Delivery Plan.
9. Completes the strategy as soon as practicable, but no later than September 2022.

The amendment (of Crs Wilson and Winchester) was PUT and CARRIED and became the motion.

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

Against: Crs Burton and Grundy

MOVED (Wilson/Winchester)

That Council:

1. Notes the challenges in our communities around the supply and access to social, community and affordable housing.
2. Further notes the impacts of these challenges on the individual through to our local economies.
3. As such, prepares an Affordable Housing Strategy for the local government area.

4. Conducts a workshop for Councillors to consider what the strategy should incorporate and the best way to develop it.
5. Consults with social housing providers, groups assisting residents in need of crisis accommodation and the NSW Government in developing the strategy.
6. Provides an opportunity for community feedback on a draft strategy.
7. Sources funds to prepare the strategy (if required to outsource).
8. Includes the strategy in the current term Delivery Plan.
9. Completes the strategy as soon as practicable, but no later than September 2022.

AMENDMENT (Grundy/Burton)

That Council:

1. Notes the challenges in our communities around the supply and access to social, community and affordable housing.
2. Further notes the impacts of these challenges on the individual through to our local economies.
3. As such, prepares an Affordable Housing Strategy for the local government area.
4. Conducts a workshop for Councillors to consider what the strategy should incorporate and the best way to develop it.
5. Consults with social housing providers, groups assisting residents in need of crisis accommodation and the NSW Government in developing the strategy.
6. Provides an opportunity for community feedback on a draft strategy.
7. Sources funds to prepare the strategy (if required to outsource).

The amendment (of Crs Grundy and Burton) was PUT and LOST.

For: Crs Burton and Grundy

Against: Crs Biscotti, Livermore, Preston, Taskovski, Webster, Willis, Wilson and Winchester

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

105/22

RESOLVED (Wilson/Winchester)

That Council:

1. Notes the challenges in our communities around the supply and access to social, community and affordable housing.
2. Further notes the impacts of these challenges on the individual through to our local economies.
3. As such, prepares an Affordable Housing Strategy for the local government area.
4. Conducts a workshop for Councillors to consider what the strategy should incorporate and the best way to develop it.
5. Consults with social housing providers, groups assisting residents in need of crisis accommodation and the NSW Government in developing the strategy.
6. Provides an opportunity for community feedback on a draft strategy.
7. Sources funds to prepare the strategy (if required to outsource).
8. Includes the strategy in the current term Delivery Plan.
9. Completes the strategy as soon as practicable, but no later than September 2022.

For: Crs Biscotti, Burton, Livermore, Preston, Taskovski, Webster, Willis, Wilson and Winchester

Against: Cr Grundy

9.2 Development Application DA 54-2019 - Construction of a Pavilion, Removal of 12 Trees, Replacement of 15 trees, New Access and Proposed Electronic Pylon Sign - Queanbeyan Showground - 19-41 Farrer Place Queanbeyan

106/22

RESOLVED (Biscotti/Taskovski)

That:

1. Development application 54-2019 for the construction of a pavilion, removal of 12 trees, replacement of 15 trees, new access, and proposed electronic signage on Crown Reserve R130041/R530030/R530126 – Lot 4, Section 56, DP 758862, Queanbeyan Showground 19-41 Farrer Place Queanbeyan be granted conditional approval.
2. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.
3. Heritage NSW and the NSW Crown Lands Department be forwarded a copy of Council's Notice of Determination.

The resolution was carried unanimously.

Cr Biscotti left the Chambers at 6.53pm.

9.3 Panel Contract for Periodic Dewatering of Sludge Services

107/22

RESOLVED (Willis/Grundy)

That:

1. Dredging Solutions Pty Ltd, Epsom Environmental Services Pty Ltd and Waste Processing Solutions Pty Ltd be appointed as Panel Providers to Queanbeyan-Palerang Regional Council under contract (T042223QPRC) Periodic Dewatering of Sludge, for the period 1 July 2022 to 30 June 2025.
2. A provision be allowed for a 12 month extension based on satisfactory supplier performance and continuing operational need, which may take this contract through to 30 June 2026.

The resolution was carried unanimously.

9.4 Supply and Delivery of One (1) High-Pressure Water Jetting Truck

108/22

RESOLVED (Preston/Webster)

That Council accept the tender for supply and delivery of One (1) High-Pressure Water Jetting Truck from VenderPanel VP277308 submitted by Bucher Municipal Pty Ltd for the amount of \$420,091.10 (including GST), plus on-road costs.

The resolution was carried unanimously.

9.5 Request for Category B Donation - Captains Flat Community Association

109/22

RESOLVED (Willis/Wilson)

That Council approve a non-monetary Category B donation of \$1,000 to pay venue costs for Captains Flat Community Association Seniors Group meetings in the 2021/22 financial year.

The resolution was carried unanimously.

Cr Biscotti returned to the Chambers at 6.55pm.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Delivery Program Update - July-December 2021

110/22

RESOLVED (Willis/Biscotti)

That the report be received for information.

The resolution was carried unanimously.

10.2 Councillor Workshops

111/22

RESOLVED (Willis/Wilson)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES**11.1 Amended Local Traffic Committee Meeting Minutes - Supplementary - 8 February 2022**

112/22

RESOLVED (Livermore/Taskovski)

That Council:

1. Note the minutes of the Local Traffic Committee Meeting held via correspondence on 8 February 2022.
2. Adopt recommendations LTC 08/2022 to LTC 13/2022 from the meeting held on 8 February 2022.
 - LTC 08/2022 PROPOSED SOLUTION: Under the *Roads Act 1993*, approve the design for the Bungendore off street carpark signage.
 - LTC 09/2022 PROPOSED SOLUTION: Under the *Roads Act 1993*, approve installation of 33m barrier line on Kendall Avenue at intersection of Gilmore Road as per the design.
 - LTC 10/2022 PROPOSED SOLUTION: Under the *Road Transport Act 2013*, approve the parking restrictions and revised line marking and at Mick Sherd carpark as per the design.
 - LTC 11/2022 PROPOSED SOLUTION: Under *Road Transport Act 2013*, approve changes to line marking and signage as per design for Erskine Loop Road, Googong.
 - LTC 12/2022 PROPOSED SOLUTION: Under the *Roads Act 1993*, approve changes to line marking and signage as per design for Cooma St.
 - LTC 13/2022 PROPOSED SOLUTION: Under the *Roads Act 1993*, approve the design for parking restrictions in stage 1 restrictions and change 'Parents with Prams' space in front of Library to 1/4P timed parking on Rutledge Street Queanbeyan as per the revised design.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS**12.1 Affordable Housing**

This item was dealt with in earlier business.

12.2 Cities Power Partnership

113/22

RESOLVED (Willis/Wilson)

That Council:

1. Join the Cities Power Partnership.
2. Use its participation in the Partnership to build on the QPRC Council and community climate action plans.
3. Seek community input on the five actions Council commits to as part of the partnership program.

The resolution was carried unanimously.

13. REPORTS TO COUNCIL - DELEGATES REPORTS**13.1 Delegates Report**

114/22

RESOLVED (Biscotti/Livermore)

That the report be received for information.

The resolution was carried unanimously.

14. QUESTIONS WITH NOTICE**14.1 Responses to Councillors' Questions**

115/22

RESOLVED (Biscotti/Winchester)

That the report be received for information.

The resolution was carried unanimously.

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

There were no matters.

16. CONCLUSION OF THE MEETING

The time being 6.59pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER
MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

9.1 Adoption of QPRC Urban Forest Cooling Strategy (Ref: ; Author:
Geyer/Pensini)

File Reference: 25.2.1-01

Summary

The draft QPRC Urban Forest Cooling Strategy was originally presented to Council at the meeting of the 28th July 2021, with Council resolving to place the draft Strategy on public exhibition for 28 days (4th August 2021 to 1st September 2021).

Notable findings from public exhibition included:

- 58 visits occurred on the 'Your Voice- QPRC Urban Forest Cooling Strategy' webpage
- 16 visitors downloading the Strategy
- 23 'Your Voice' comments
- 6 written submissions.

The Strategy has been developed to support Council in providing shade refuge for our growing population while ensuring our urban centres are healthy and attractive environments for residents and wildlife. The Strategy provides 34 coordinated, local, and practical actions to manage its urban forest and to educate and inform the community.

An implementation plan has also been developed to support Council and the community manage and implement this Strategy.

This report provides details on the draft Strategy as provided in Attachment 4 an overview of submissions can be found in Attachment 2.

Recommendation

That Council adopt the Urban Forest Cooling Strategy noting that actions requiring funding will be considered for inclusion in future Operational Plans and Delivery Plans.

Background

In February 2020, Council received \$42,000 in grant funding from the NSW Government's *Increasing Resilience to Climate Change Fund* to work on a number of urban vegetation and heat adaptation projects across Council's four major urban centres: Queanbeyan, Braidwood, Bungendore and Googong. To undertake this work, six milestones over two stages were developed, include:

1. Establishing a project steering group to coordinate the below work (includes community members) - *Completed*.
2. Developing surface heat maps of the Queanbeyan-Palerang local government area, including undertaking urban heat island assessments - *Completed*.
3. Assessing the climate vulnerability of current urban trees in addition to developing a future climate-ready trees list and booklet – *Completed*
4. Planting of experimental future climate-ready trees – *Completed*
5. Developing a QPRC Community and Council staff education program – *Completed*
6. Developing a QPRC Urban Forest Cooling Strategy – *Completed*.

Adoption of the draft QPRC Urban Forest Cooling Strategy marks the completion of this part of the project and follows on from the results of the QPRC Surface Heat Mapping

9.1 Adoption of QPRC Urban Forest Cooling Strategy (Ref: ; Author: Geyer/Pensini) (Continued)

Study which found that over 85% of urban land in the region fell within an urban heat island (2 degrees hotter than surrounding natural areas).

Further to this other key Strategy drives come from current and emerging challenges and overarching goals set by the community in regional and local strategic plans as well as from engagement activities in 2021. These include; a changing climate, population growth, urban development, liveability and amenity of urban centres, protecting the natural environment and biodiversity, and enabling a healthy and active lifestyle.

To develop the draft Strategy a three-phase development approach was undertaken. Firstly, subject matter experts (Mosaic Insights) were engaged to provide advice and help develop the Strategy. Secondly, an in-depth review of current and previous Council, regional and State strategies, guidelines, policies, and plans was undertaken. Thirdly, extensive community and internal staff consultation was held to provide engagement and allow input through suggestions, challenges, and concerns. A total of 16 Staff and 10 community members attended consultation.

The Strategy's vision: '**Council, businesses and the community value and actively care for an urban forest that is resilient and fairly distributed, and provides a cooler, healthier environment for people and wildlife**' is articulated through five goals and underpinned by the principles established in the Government Architect NSW Greener Places. These are:

- A resilient urban forest
- A fairly distributed urban forest
- A cooler, greener urban environment
- Increased biodiversity and tree canopy
- An actively managed urban forest.

To achieve the Strategy's vision and goals, 34 actions have been grouped into five key strategies, including:

Strategy 1: Build awareness and encourage participation in urban greening.

Strategy 2: Expand data collection and monitoring of the urban forest.

Strategy 3: Coordinate tree and vegetation planting and management.

Strategy 4: Review planning policy and development controls.

Strategy 5: Increase Council capacity in urban forest management.

As a result of community feedback and suggestions from public exhibition a number of major and minor changes have been made to the draft Strategy- see Attachment 1.

Implications

Policy

Policies that inform or require development with regards to the draft Urban Forest Cooling Strategy, include:

- QPRC Operations Sustainability Policy
- QPRC Street Verge Maintenance Policy
- Playground Management Policy.

Within the Strategy, a QPRC Tree Management Policy (Action 4.4.) is recommended to be developed to provide a framework for consistent decision making, documentation and standardisation of processes of tree management and maintenance issues.

**9.1 Adoption of QPRC Urban Forest Cooling Strategy (Ref: ; Author: Geyer/Pensini)
(Continued)**

Environmental

Numerous studies have demonstrated that the presence of urban trees and vegetation can offer many environmental benefits. Trees improve our air quality by filtering harmful dust and pollutants such as carbon monoxide and sulphur dioxide and can move stagnant air that would otherwise be trapped in urban spaces. Trees and vegetation also reduce the amount of storm water runoff, which reduces erosion and pollution in our waterways and may reduce the effects of flooding. Many species of wildlife also depend on the urban forest for habitat and food.

Social / Cultural

The urban forest is highly valued by our community. In a survey conducted as part of developing this Strategy, the vast majority of local residents responding (95%) thought the urban forest should be increased and identified amenity and health benefits, as the most valued attributes of the urban forest. The WHO research has confirmed access to urban green space has a direct increase in community health and wellbeing.

Increased trees canopy and urban green spaces are also strongly linked to reduced negative thoughts, reduced symptoms of depression, better reported moods, and increased life satisfaction. Furthermore, a network of green spaces and linear parks can provide green active transport corridors and can have the dual benefit of making continuous cool spaces that support an active lifestyle for residents and visitors, while supporting local flora and fauna movement and biodiversity.

Economic

The liveability and amenity of our urban centres is a key factor driving business and investment in the region. Improving the attractiveness and amenity of main streets in towns and villages while retaining rural ambience is identified as a priority for Queanbeyan-Palerang. Revitalisation of the main town centres presents opportunities for enhancing liveability through protecting and growing the urban forest. In particular, recognising and building on the proximity of some of our urban centres to the natural landscape by considering opportunities for ecological enhancement and extending biodiversity corridors. Opportunities also exist to bring the natural landscape into urban centres through increased tree planting, water sensitive urban design, green roofs and walls and linking existing open spaces to create an interconnected green network.

Engagement

Initial community consultation for the draft Urban Forest Cooling Strategy began in April 2021 with a "Your Voice" survey and two online workshops to gain insight from the community into the regions current urban forest and cooling infrastructure, to identify keys issues and actions, and to develop a draft 'strategy vision' (Attachment 3).

Notable findings and identified issues from the community consultation included:

- 95% of respondents say our urban forest should be increased (56/59 participants)
- 97% of respondents say our urban forest is important for liveability (57/59 participants)
- 17% of respondents say our urban forest is equally distrusted (27/59 participants)
- QPRC has no street tree planting program or overarching policy
- Planning mechanisms are currently not being utilised to mandate building design requirements e.g. shade on wester walls, tree canopy cover.

An online internal staff consultation workshop was also held to discuss the draft Strategy's vision, identify priority actions and discuss the findings from the community consultation workshops. A total of 16 staff across 10 key service areas attended the workshop.

9.1 Adoption of QPRC Urban Forest Cooling Strategy (Ref: ; Author: Geyer/Pensini) (Continued)

Following this, during the course of public exhibition of the draft Strategy, Council received a total of 23 “Your Voice” comments and 6 written submissions. The online data analysis indicated that a total of 67 visits occurred on the ‘Your Voice- draft QPRC Urban Forest Cooling Strategy’ webpage with 16 visitors downloading the documents.

The main issues raised in submissions were:

- The Strategy should include a like for like tree species policy or statement.
- The Strategy should focus on native trees and reintroduction of native grasslands.
- The Strategy currently lacks ambitious targets e.g. canopy cover percentage.
- The Strategy does not highlight an ‘ageing tree stock’ as a key challenge. Actions on succession planting should be strengthened.

Attachment 2 details all comments and feedback from public exhibition and makes recommendations as to whether changes to the draft Strategy should be made. Where changes have been recommended, they are included in the revised draft Strategy (Attachment 4).

Financial

Funding was through a combination of grant funding and revenue.

Depending on what actions are eventually incorporated into future Operational Plans and Delivery Programs, the Strategy could impact on Council’s Delivery Program in a number of ways. For example:

- The draft Strategy identifies a range of actions that will require substantial staff time and resourcing, developing and reviewing policies and planning controls.
- The draft Strategy identifies an opportunity to develop, resource and implement a coordinated tree planting program and precinct plans. This already exists through Urban Landscapes annual tree planting program.
- The draft Strategy identifies several opportunities to expand data collection and monitoring of the urban forest which will require resourcing in the form of IT development and software costs. Eg. Action 2.7. identifies an opportunity to undertake a small trial of a publicly available online tool, database, or map of public place trees in Braidwood.
- The draft Strategy includes actions to improve Council’s capacity and capability through filling skill gaps. This includes:
 - Biodiversity officer for DA assessments and compliance integration and knowledge proliferation.
 - Additional tree management/compliance officer.





It is important to note, any addition staff requirement must be considered in accordance with Council’s adopted Resource Strategy and budgetary constraints.

Conclusion

The QPRC Urban Forest Cooling Strategy presents an opportunity for Council to continue to provide housing and infrastructure for our growing population while ensuring urban centres are healthy, resilient, and attractive environments for residents and wildlife. The strategy sets out opportunities to enhance the liveability, health and wellbeing for Queanbeyan Palerang Region into the future.

9.1 Adoption of QPRC Urban Forest Cooling Strategy (Ref: ; Author: Geyer/Pensini)
(Continued)

Attachments

- Attachment 1  Summary and analysis of submissions made following Public Exhibition
(Under Separate Cover)
- Attachment 2  Public Exhibition - 'Your Voice' comments and written submissions
(Under Separate Cover)
- Attachment 3  Community survey and workshop results - community consultation
(Under Separate Cover)
- Attachment 4  Draft Urban Forest Cooling Strategy *(Under Separate Cover)*

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen)

File Reference: 23 March Council Meeting Reports

Summary

At the extraordinary meeting of Council held on 12 January 2022, Council resolved:

6.14 Committee Framework, Delegates and Representatives

That Council:

1. *Note the Committees framework and functions.*
2. *Proceed to appoint Councillors to the following committees:*
 - a. *Organisational (numbers 2, 6, 9 and 11)*
 - b. *Statutory (numbers 13 – 19); and*
 - c. *Regional (numbers 42- 54)*
3. *Postpone appointment of Councillors to remaining Organisational committees, Locality committees (numbers 20-25) and Advisory committees (numbers 26–41) pending a review to determine which committees are meeting their objectives, any gaps and any changes needed including in committee arrangements, support and resourcing.*
4. *Conduct up to two workshops for Councillors, the first on Saturday, 29 January, with staff who manage the committees in attendance.*
5. *Seek public feedback on Council's committees and suggestions for improvement, including from current members of committees or members who served on committees of the preceding Council.*
6. *Proceed to appoint Councillors to committees found to be working well.*
7. *Make any changes to other committees before appointing Councillors.*
8. *Finalise the review and appointment process by early March.*
9. *Request the committees to refresh their Terms of Reference.*

The resolution was carried unanimously.

Following two workshops with Councillors, a new committee structure is now provided for consideration.

It is proposed to exhibit the reviewed structure for community comment with a further report to be brought to Council at the completion of the exhibition period.

Recommendation

That Council

1. **Endorse the proposed Committee Structure for exhibition for community comment.**
 2. **Receive a further report following the exhibition period addressing the comments received.**
-

Background

Organisation and community representatives on Council committees provide valuable advice and assistance to the Council. It is appropriate that user organisational and the general public

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

be represented on committees so that public and user opinions are made known and advice is provided to the Council.

Council is responsible for adopting the Governing Terms of each Council Committee established under section 355 of the Local Government Act 1993 (the Act), including the composition of the Committee and any specific skills or selection requirements to be included in the composition.

The current committees are listed below. They are grouped together by function described as:

- Facilities and Reserves Section 355 Committees (blue)
- Area Committees (yellow)
- Advisory Committees (green)
- Statutory Committees (brown)
- Regional Committees (grey)

		Cr	Cr	Alt Cr	Staff
1	Braidwood Gymnasium Committee				
2	Braidwood Historic Cemetery Committee				
3	Braidwood National Theatre Community Centre Committee				
4	Braidwood Recreation Ground Committee				
5	Braidwood Saleyards				
6	Braidwood Showground Reserve 355 Committee				
7	Bungendore School Hall Management Committee				
8	Bungendore School of Arts Management Committee				
9	Bungendore War Memorial Committee				
10	Burra and Cargill Park Management Committee				
11	Canning Close Reserve Committee				
12	Fernleigh Park Hall Committee				

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

13	Greenways Management Committee				
14	Hoskinstown Community Hall Committee				
15	Les Reardon Reserve Facility Management Committee				
16	Mick Sherd Oval Facility Committee				
17	Nerriga Sports Ground Reserve Committee				
18	Royalla Common Committee				
19	Wamboin Hall Management Committee				
20	Araluen Area Committee				
21	Braidwood Area Committee				
22	Bungendore Area Committee				
23	Burra Area Committee				
24	Captains Flat Area Committee				
25	Wamboin Area Committee				
26	Audit, Risk and Improvement Committee	Cr Biscotti		Cr Wilson	
27	Australia Day and Community Awards Committee				
28	Australia Day Organising Committee				
29	Braidwood Heritage Advisory Committee				
30	CEO Performance Review Committee				
31	Cultural Development and Public Arts Advisory Committee				
32	Dangerous Dog Panel	Cr Wilson		Cr Biscotti	
33	Disability Access				
34	Environment and Sustainability Advisory Committee				

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

35	First Nations Consultative Committee				
36	Heritage Advisory Committee				
37	Queanbeyan Sporting Gallery Committee				
38	Sister City Committee				
39	Sports Council	Cr Biscotti Cr Wilson	Cr Webster Cr Taskovski		
40	Youth Advisory Council				
41	Queanbeyan Showground Advisory Committee				
42	Bungendore Town Centre Committee				
43	Economic Advisory Panel				
44	Q Advisory Board				
45	Queanbeyan Trust Committee				
46	Tourism Advisory Board				
47	Dargues Reef Community Consultative Committee	Cr Preston		Cr Willis	
48	Holcim Quarry Consultative Committee	Cr Willis			
49	Integrated Water Cycle Management Project Reference Group	Cr Wilson			
50	Lake George Bush Fire Management Committee	Cr Webster			
51	Lake George District Liaison Committee	Cr Webster			
52	Lake George Emergency Management Committee				PGM Comm Connection
53	Local Traffic Committee	Cr Livermore		Cr Winchester	
54	ACT and Region Catchment Management Coordination Group				CEO
55	ACT-NSW Cross Border Illegal Dumping Steering Committee				PGM Comm Connection
56	Canberra Airport Community Aviation Consultation Group	Cr Ternouth			
57	Canberra Region Joint Organisation (CRJO)	Cr Winchester			CEO

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

58	Community Safety Precinct Committee – Monaro Local Area Command	Cr Burton	Cr Livermore	Cr Grundy	
59	Queanbeyan-Palerang Library Service – NSW Public Library Zone	Cr Ternouth		Cr Willis	
60	Regional Cities NSW	Cr Winchester			CEO
61	South East Australia Transport Strategy (SEATS)	Cr Willis		Cr Preston	
62	South-East Weight of Loads Group				PGM Comm Connection
63	Southern Joint Regional Planning Panel	Cr Preston		Cr Willis	
64	Southern Tablelands Arts Board				PGM Comm Choice
65	Upper Murrumbidgee Catchment Network				PGM N&B Character
66	WaterNSW (Local Government Reference Panel)				PGM Comm Connection
67	Woodlawn Eco-Precinct Community Liaison Committee (Veolia)	Cr Preston			
68	Floodplain Risk Management Committee (town)				

Facilities and Reserves Section 355 Committees	
Area Committees	
Advisory Committees	
Statutory Committees	
Regional Committees	

It is noted that Council has already nominated Councillors for various committees shown in the above table. The name of the nominated Councillor is shown next the respective committee. Council will need to further nominate Councillors for the other committees when this committee review is complete.

Following a review by Council, it is proposed to make the following changes to the number and make up of committees to address past issues and provide for the ongoing effectiveness of the various committees.

- Create a new committee called QPRC Reserves and Facilities that:

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

- Is chaired and attended by Councillors.
- Has administration support provided by staff.
- Includes one representative from all the current reserve and facility committees.
- Meets 3 times each year.
- The individual reserves and facilities committees will no longer have Councillor representation.
- Increased strategic overview and a more coordinated development plan for these reserves and facilities is to be included in a new Terms of Reference for this committee.
- Combine the Braidwood Heritage Advisory Committee with the Heritage Advisory Committee to form one Heritage Advisory Committee.
- Dissolve the following Committees:
 - Economic Advisory Panel – input will be invited on specific business projects as these projects are initiated to ensure appropriate advice is received for those specific projects. Advice will be sought from the community members that have skills that align with the project in hand. Due to the long time frames between projects, monthly meetings were found to be redundant.
 - Q Advisory Board – Council now provides in-house expertise for the running of the Q and this committee is no longer required.
 - Queanbeyan Trust Committee – due to legislation changes that have abolished Crown Land Trusts and included the management of certain Crown Lands as a Council function.
 - Tourism Advisory Board - input will be invited on specific tourism projects as these projects are initiated to ensure appropriate advice is received for those specific projects. Membership will be tailored to suit the project and the timing of the project. Monthly meetings were found to be redundant.
- Dissolve the Area Committees
 - Area committees were introduced 4 years ago but have not been functioning as previously anticipated.
 - It appears that the area committees at Araluen, Braidwood, Burra and Captains Flat have not met at all.
 - The area committees at Wamboin and Bungendore appear to have met once.
 - It is anticipated that the Community Forums that occur in Queanbeyan, Bungendore and Braidwood twice each year will provide the opportunity for community discussion on relevant matters.

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

- It is proposed to review the way the Community Forums are conducted to permit greater community discussion around matters that are important to that community.
- Floodplain Risk Management Committees are formed when specific Floodplain Risk Management Studies are commenced. The membership of those committees is directed by legislation and are always separately reported to Council seeking councillor nomination and confirmation of community membership for that specific committee. The Floodplain risk Management Committees are not ongoing and do not require Councillors to be nominated in this committee process.

Reflecting the above changes, the Committee structure proposed is shown below:

		Cr	Cr	Alt Cr	Staff
1	QPRC Reserves and Facilities Committee				
2	Audit, Risk and Improvement Committee	Cr Biscotti		Cr Wilson	
3	Australia Day and Community Awards Committee				
4	Australia Day Organising Committee				
5	CEO Performance Review Committee				
6	Cultural Development and Public Arts Advisory Committee				
7	Dangerous Dog Panel	Cr Wilson		Cr Biscotti	
8	Disability Access				
9	Environment and Sustainability Advisory Committee				
10	First Nations Consultative Committee				
11	Heritage Advisory Committee				
12	Queanbeyan Sporting Gallery Committee				
13	Sister City Committee				
14	Sports Council	Cr Biscotti Cr Wilson	Cr Taskovski Cr Webster		
15	Youth Advisory Council				
16	Queanbeyan Showground Advisory Committee				
17	Bungendore Town Centre Committee				

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

18	Dargues Reef Community Consultative Committee	Cr Preston		Cr Willis	
19	Holcim Quarry Consultative Committee	Cr Willis			
20	Integrated Water Cycle Management Project Reference Group	Cr Wilson			
21	Lake George Bush Fire Management Committee	Cr Webster			
22	Lake George District Liaison Committee	Cr Webster			
23	Lake George Emergency Management Committee				PGM Comm Connection
24	Local Traffic Committee	Cr Livermore		Cr Winchester	
25	ACT and Region Catchment Management Coordination Group				CEO
26	ACT-NSW Cross Border Illegal Dumping Steering Committee				PGM Comm Connection
27	Canberra Airport Community Aviation Consultation Group	Cr Ternouth			
28	Canberra Region Joint Organisation (CRJO)	Cr Winchester			CEO
29	Community Safety Precinct Committee – Monaro Local Area Command	Cr Burton	Cr Livermore	Cr Grundy	
30	Queanbeyan-Palerang Library Service – NSW Public Library Zone	Cr Ternouth		Cr Willis	
31	Regional Cities NSW	Cr Winchester			CEO
32	South East Australia Transport Strategy (SEATS)	Cr Willis		Cr Preston	
33	South-East Weight of Loads Group				PGM Comm Connection
34	Southern Joint Regional Planning Panel	Cr Preston		Cr Willis	
35	Southern Tablelands Arts Board				PGM Comm Choice
36	Upper Murrumbidgee Catchment Network				PGM N&B Character
37	WaterNSW (Local Government Reference Panel)				PGM Comm Connection

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

38	Woodlawn Eco-Precinct Community Liaison Committee (Veolia)	Cr Preston			
----	--	------------	--	--	--

Facilities and Reserves Section 355 Committees	
Area Committees	
Advisory Committees	
Statutory Committees	
Regional Committees	

Implications***Legal***

Section 355 Committees are named after Section 355 of the *Local Government Act, 1993* which provides for Council to exercise its functions through a committee of the council detailed below.

Local Government Act 1993***355 How a council may exercise functions***

A function of a council may, subject to this Chapter, be exercised—

- (a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or*
- (b) by a committee of the council, or*
- (c) partly or jointly by the council and another person or persons, or*
- (d) jointly by the council and another council or councils (including by means of a joint organisation or a Voluntary Regional Organisation of Councils of which the councils concerned are members), or*
- (e) by a delegate of the council (which may, for example, be a joint organisation or a Voluntary Regional Organisation of Councils of which the council is a member).*

This section of the Act often refers to committees formed to manage reserves and facilities within the QPRC local government area.

Policy

The Terms of Reference for all committees will need to be reviewed following this review.

Engagement

It is proposed to exhibit the proposed changes and receive community comment.

9.2 Review of Committees of Council (Ref: ; Author: Hansen/Hansen) (Continued)

Resources (including staff)

Some additional staff time may be required to support new committees.

Attachments

Nil

9.3 2022 Election Funding Projects (Author: Hansen/Hansen)

File Reference: 11.10.1-01

Summary

The Australian federal election is expected between February and May 2022. In preparation for this election, the following projects are provided to Council to take advantage of any funding or advocacy opportunities that may appear in the leadup to the election.

This matter was previously reported to Council at the meeting held 24 November 2021 where Council resolved as follows:

Item 9.7 2022 Election Funding Projects

That:

1. Council endorse the following as 2022 Election Funding projects for presentation to candidates:

Description	Estimated Cost	Funding Sought	Council co-contribution
<i>Finalise sealing of Nerriga Road</i>	<i>\$4m</i>	<i>\$4m</i>	<i>\$0</i>
<i>Tarago Road Rehabilitation</i>	<i>\$3m</i>	<i>\$3m</i>	<i>\$0</i>
<i>Briars Sharrow Bridge</i>	<i>\$9m</i>	<i>\$9m</i>	<i>\$0</i>
<i>Reschs Creek Bridge Construction</i>	<i>\$4.5m</i>	<i>\$4.5m</i>	<i>\$0</i>
<i>Regional Sports Complex Stage 2 (stadium)</i>	<i>\$14m</i>	<i>\$14m</i>	<i>\$0</i>
<i>Bungendore Pool (Sports Hub)</i>	<i>\$5m</i>	<i>\$5m</i>	<i>\$0</i>
<i>Braidwood Depot Relocation</i>	<i>\$10m</i>	<i>\$10m</i>	<i>\$0</i>
<i>Braidwood carpark stage 2</i>	<i>\$3m</i>	<i>\$3m</i>	<i>\$0</i>
<i>South Jerra Innovation Hub (warm shell)</i>	<i>\$20m</i>	<i>\$20m</i>	<i>\$0</i>
<i>Queanbeyan Sewerage Treatment</i>	<i>\$150m</i>	<i>\$75m</i>	<i>\$75m</i>

9.3 2022 Election Funding Projects (Author: Hansen/Hansen) (Continued)

Plant Upgrade			
---------------	--	--	--

2. Suggested projects, 8, 9, 10, 22 and 25 be removed from the list
3. The remainder of projects (incl completion of sealing Williamsdale Road) be made available for consideration by candidates.

Recommendation

That Council endorse the above list of projects to be presented for funding in advance of the 2022 Federal election.

Background

The following projects were submitted to Council at the meeting held 24 November 2021 for consideration to be presented to candidates for the 2022 Federal election. The projects are provided in notional order.

Item No.	Description	Estimated Cost	Funding Sought	Council co-contribution
1	Queanbeyan Sewage Treatment Plant Upgrade (incl renewable energy source)	\$150m	\$75m	\$75m
2	Finalise sealing of Nerriga Road	\$4m	\$4m	\$0
3	Upgrade the sealed sections of Nerriga Road	\$22m	\$22m	\$0
4	Briars Sharrow Bridge Construction	\$9	\$9m	\$0
5	Reschs Creek Bridge Construction	\$4.5m	\$4.5m	\$0
6	Hoskinstown Road Sealing – (8.5km)	\$7m	\$7m	\$0
7	Tarago Road Rehabilitation	\$3m	\$3m	\$0
8	Foxlow Bridge refurbishment	\$5m	\$5m	\$0
9	Feasibility study for ongoing supply of natural gas to Queanbeyan	\$600k	\$600k	\$0

9.3 2022 Election Funding Projects (Author: Hansen/Hansen) (Continued)

10	Bungendore Potable Water Pipeline from Queanbeyan	\$29m	\$29m	\$0
11	Braidwood Depot relocation	\$10m	\$10m	\$0
12	Braidwood Office level 2 refurb as a culture centre	\$3m	\$3m	\$0
13	Braidwood Main Street with heritage treatment	\$15m	\$15m	\$0
14	Braidwood carpark stage 2	\$3m	\$3m	\$0
15	Queanbeyan Botanic Gardens stage 1	\$3m	\$3m	\$0
16	Reconstruct and seal 4 km of Captains Flat Road (between Captains Flat and Cooma Road)	\$5m	\$5m	\$0
17	Bungendore Pool (Sports Hub)	\$5m	\$5m	\$0
18	South Jerra Innovation Hub (warm shell)	\$20m	\$20m	\$0
19	Regional Sports Complex Stage 2 (stadium)	\$14m	\$14m	\$0
20	Queanbeyan River walk	\$2m	\$2m	\$0
21	Blundell Park Nature Playground	\$1.2m	\$1.2m	\$0
22	Regional Sports Complex -commando style training circuit	\$1m	\$1m	\$0
23	Morisset St Multilevel Carpark	\$17m	\$12m	\$5m
24	Morisset St River Boulevard	\$15m	\$15m	\$0
25	Bungendore Place Plan	\$80k	\$80k	\$0

Council selected the 10 projects contained in the resolution but made available to candidates the full list of projects shown above less items 8,9,10,22 and 25.

Once the priority list is endorsed, project packs will be prepared for submission to major party candidates. Council's complete list of projects, their scope, status, sequence and funding will

9.3 2022 Election Funding Projects (Author: Hansen/Hansen) (Continued)

be published on an infrastructure online portal under development, and available to community, MPs and councillors to monitor.

In addition to this list, a more comprehensive list is attached for the information of Councillors.

Attachments

Attachment 1 2022 Federal Election Projects (*Under Separate Cover*)



9.4 Consultation on Majors Creek and Araluen Greenwaste (Ref: ; Author: Tooth/Belcher)

File Reference: 34.2.3

Summary

This report details options for consultation with the communities of Majors Creek and Araluen related to greenwaste in these areas.

Recommendation

That Council

- 1. Consult with the Majors Creek and Araluen communities on the available options for managing greenwaste as summarised in this report**
 - 2. Receive a further report on the results of the consultation.**
-

Background

Council operates informal greenwaste areas at the former landfills in Majors Creek and Araluen. These areas have insufficient environmental controls and no fire-fighting controls. They are near houses and are unstaffed. The combination of these factors means that there are high regulatory, environmental and financial risks.

To manage these risks while maintaining a greenwaste area at each of these sites would require a large capital expenditure to bring them to appropriate standard and would also require on-going staffing to ensure that only acceptable materials were deposited in the areas. The adopted QPRC Waste Strategy considered this matter and recommended that these areas be closed.

The Majors Creek and Araluen communities have raised concerns to Council that they had not been adequately consulted and requested further consideration of the matter. Council agreed to undertake further investigation and to provide options to these communities for their consideration.

Retention of the greenwaste areas in their current form is not possible as the costs involved in constructing suitable greenwaste areas and providing on-going staffing and facilities is very high and would result in a significant increase in waste charges to residents.

The following two options provide a cost effective approach whilst dealing with the environmental and regulatory risks and are proposed to be the two options recommended for consultation with the subject communities:

1. Close the greenwaste areas and provide a food organics and garden organics (FOGO) kerbside collection service to domestic waste management (DWM) subscribers only;
or
2. Close the greenwaste areas and provide no greenwaste facility at Majors Creek and Araluen.

If Option 1 were to be adopted, the following changes would be implemented:

9.4 Consultation on Majors Creek and Araluen Greenwaste (Ref: ; Author: Tooth/Belcher) (Continued)

- Properties within the DWM zone of Araluan and Majors Creek would receive a FOGO bin to be collected fortnightly as part of Council's waste collection arrangements
- Annual DWM charges would increase to cover the additional costs (an additional \$101 per household for the coming financial year)
- Bin compound users will have a dedicated FOGO bin
- Limits would be placed on the size of greenwaste that can be placed in the bins (consistent with other localities that have FOGO bins)
- Properties that are outside the DWM area will not receive a FOGO service and would need to take all greenwaste to Braidwood WTS for free disposal (approximately 26km from Araluen and 16km from Majors Creek)
- Larger greenwaste items (such as larger branches) will not be able to be taken to bin compound and must be taken to Braidwood WTS

If Option 2 were to be adopted, the following changes would be implemented:

- Greenwaste areas at the two locations would close
- Residents would be required to transfer greenwaste to Braidwood WTS (approximately 26km from Araluen and 16km from Majors Creek) for free disposal
- No change to DWM charge

Once consultation is completed, a further report will be presented to Council for consideration.

Implications***Environmental***

Once consultation is concluded, implementation of the preferred option will improve local environmental outcomes.

Strategic

Consultation on this matter is consistent with the QPRC Waste Strategy.

Engagement

Engagement will be undertaken in accordance with Council policies.

Financial

There are no financial implications from the consultation process.

Depending on the consultation outcome, increased costs may be incurred which will be recovered through increased user charges in the subject areas. Further detail on financial impacts will be provided in a future report.

9.4 Consultation on Majors Creek and Araluen Greenwaste (Ref: ; Author: Tooth/Belcher) (Continued)

Resources (including staff)

There are no resource implications from the consultation process.

Depending on the consultation outcome, increased resources may be required which will be recovered through increased user charges in the subject areas. Further detail on resource impacts will be provided in a future report.

Integrated Plan

Consultation on this matter is consistent with Council's Delivery Program and Operational Plan.

Conclusion

This report recommends that the two options are presented to the communities of Majors Creek and Araluen for consultation. Once completed, a further report will be prepared for Council on the consultation outcomes.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.5 Application for a QPRC Cultural Grant - Queanbeyan Police and Citizens Youth Club (PCYC) (Ref: ; Author: Richards/Mirowski)

File Reference: Cultural Arts Assistance 1.1.3

Summary

On 25 February 2022, Queanbeyan Police and Citizens Youth Club (PCYC) Inc. submitted an application for funding for a Council Cultural Grant.

Recommendation

That Council approve the donation of a \$2,500 QPRC Cultural Grant to Queanbeyan PCYC Inc. to assist with costs of a 'Fit Together' cultural program for local Aboriginal youth

Background

The funding application (at **Attachment 1**) seeks funding of \$2,500 to pay costs for Aboriginal Cultural Facilitators to mentor local Aboriginal youth between the ages of 10 – 17 years through an eight-week 'Fit Together' program. The 'Fit Together' program will provide cultural activities and education to Aboriginal youth.

A schedule of activities, which is attached to the application shows that the classes will include yarnning circles, discussion of totems, information about smoking ceremonies, the differences between Welcomes to and Acknowledgement of Country, symbols and meanings, and an artwork project. The application states that the program has been co-designed with local Aboriginal groups, but no detail is provided in the application. Follow up with the PCYC advised that the program was co-designed with a local Aboriginal Land Council, who would be providing the Aboriginal mentors.

Queanbeyan PCYC is an incorporated not-for-profit organisation working in and with the community of Queanbeyan-Palerang and fits with the organisational eligibility criteria for a Cultural Grant. The project aligns with the criteria for a grant of up to \$3,000 in that the applicant is incorporated, the project will enhance cultural and creative experiences in our community, and the project will employ cultural facilitators/artists.

Implications***Policy***

QPRC Cultural Grants are administered in line with Councils *Donations Policy 2020* (for donations under s.356 of the *Local Government Act 1993*). Under the Policy, 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 2018-2028*. The project aligns well with the goals, aspirations and service objectives of Strategic Pillar 1 – Community. It will build on and strengthen our community cultural life and heritage and will develop the cultural capacity of our community through the availability and participation in arts, performance, cultural gatherings and events. The project will address the key goal of being an inclusive region with access to opportunities and community support services for those who need it most. It will assist progression of QPRC's Service Objective to 'Develop a sense of community through the availability and participation in aged, youth, children and Indigenous services, and support for disability services in the Queanbeyan-Palerang region.'

9.5 Application for a QPRC Cultural Grant - Queanbeyan Police and Citizens Youth Club (PCYC) (Ref: ; Author: Richards/Mirowski) (Continued)

Social / Cultural

This project may result in social and cultural benefits for the LGA's community. The applicant states that the program will encourage positive relationships between local police and the Aboriginal community and will also instil confidence and increase self-esteem in young Aboriginal participants through connection to culture and cultural education.

Financial


The 2021/22 allocation for QPRC Cultural Grants is \$25,000. \$10,850 of the allocation has been expended, leaving enough funds available to fund this request.

Program Code	Expense Type	Funding source		Amount
3020-5070	Donations Cultural Activities	Grants – Cultural Grants 2021/22	\$	2,500

Conclusion

This Cultural Grants funding application aligns with the aims and objectives and eligibility criteria of the program, and the QPRC Community Strategic Plan.

Attachments

Attachment 1


Attachment 1 - Cultural Grants Application Queanbeyan PCYC (*Under Separate Cover*)

9.6 Application for QPRC Cultural Grant - Create Collaborate Collective Inc. (Ref: ; Author: Richards/Mirowski)

File Reference: Cultural Arts Assistance 1.1.3

Summary

On 9 March 2022, Create Collaborate Collective Incorporated submitted an application for funding for a Council Cultural Grant.

Recommendation

That Council approve a Cultural Grant donation of \$3,000 to Create Collaborate Collective Inc. to assist with costs for a workshop on conservation of local artist Connee Colleen's sculptures, and with the conservation of three life-sized sculptures of Queanbeyan identities.

Background

The application (at **Attachment 1**) seeks \$3,000 funding to pay the costs of two art conservators to conduct a hands-on four-hour workshop for up to 10 participants, on conserving and restoring sculptures. Three life-sized sculptures of Queanbeyan area identities from the 1980s from the Connee Colleen collection will be cleaned and stabilised. The conservation treatments will be finalised by the conservators after the workshop's completion.

The conservation workshop will be one of many activities provided at the 'Queanbeyan Hive' for a one-day event conducted in April 2022 as part of the Canberra Heritage Festival. The event will be widely advertised. It will include live performances from Indigenous and multicultural acts, a slide show from the late Connee Colleen's archive of images, a display at the Queanbeyan museum, food vendors and information on Queanbeyan's history, culture and arts.

Implications

Policy

QPRC Cultural Grants are administered in line with Council's *Donations Policy 2020* (for donations under s.356 of *the Local Government Act 1993*). Under the Policy, 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 2018-2028*. The project will progress Council's efforts under Strategic Pillar 1 – Community.

This project will progress key goal 1.1.1. 'We build on and strengthen our community cultural life and heritage, and the Service Objective of 'Develop the cultural capacity of the community through the availability and participation in arts, performance and cultural gatherings, events and exhibitions in the Queanbeyan-Palerang region'. It will also address key goal 1.1.4 'We are a learning community', and the associated Service Objective to 'Continue to develop the knowledge capacity of the community through the availability and participation in library, historical and museum services across the region'.

This project aligns with the eligibility criteria for a Cultural Grant of up to \$3,000. The application demonstrates a benefit to the Queanbeyan-Palerang community through its

9.6 Application for QPRC Cultural Grant - Create Collaborate Collective Inc. (Ref: ; Author: Richards/Mirowski) (Continued)

cultural and/or artistic outcomes, the applicant is a not-for-profit incorporated organisation, and the project will employ professional art conservators.

Social / Cultural

This project could produce strong social and cultural benefits for the Queanbeyan-Palerang community. Conservation of three of Connee Colleen's iconic life-sized sculptures of Queanbeyan identities from the 1980s will allow these sculptures to continue to be enjoyed by the present generation, and will conserve them for the benefit of future generations of residents.

The event will foster engagement in Queanbeyan's rich and shared social heritage and will have educational benefits. The event is also expected to enliven interest in the Queanbeyan Museum, and its collections, and instil increased pride and awareness in residents of Queanbeyan's unique and vibrant social history, and its artistic and cultural history.

Financial


There are sufficient Cultural Grant Funds available from the 2021/22 allocation of \$25,000 to fund this request. \$10,850 has been allocated thus far, with \$14,150 available for distribution.

Program Code	Expense Type	Funding source		Amount
3020-5070	Donations Cultural Activities	Grants – Cultural Grants 2021/22	\$	3,000

Conclusion

This application for a QPRC Cultural Grant meets the aims and objectives of the program and aligns with the *QPRC Community Strategic Plan 2018-2028*.

Attachments

Attachment 1  Attachment 1 - Cultural Grants Application Create Collaborate Collective Inc. (*Under Separate Cover*)

9.7 Code of Meeting Practice - post public-exhibition report (Ref: ; Author: Monaghan/Flint)

File Reference: 52.3.2

Summary

At its meeting on 12 January 2022, Council determined to place the draft Code of Meeting Practice on public exhibition for 28 days and invite written public submissions until 18 March 2022. Three submissions were received during this period and as a result some minor amendments made have been recommended.

These amendments include the following:

1. Clause 3.1 – added in frequency of Council Meetings
2. Clauses 3.34 – 3.27 – references to corresponding sections in the Act updated
3. Clause 4.6 – Added Clause
4. Clause 4.12 – changed to 3 business days
5. Clause 4.23 Note 2 – Added section
6. Clause 5.19 – added in additional word

In accordance with section 377 of the *Local Government Act 1993*, staff do not consider these amendments as substantial and therefore there is no further requirement to re-exhibit the Policy in its new form.

Furthermore, the OLG Circular 21-35 (29 October 2021) stated that *'an amendment has been made to the Model Code implementing recommendation 6 in ICAC's report in relation to its investigation of the former Canterbury City Council (Operation Dasha). ICAC recommended that the Model Meeting Code be amended to require that council business papers include a reminder to councillors of their oath or affirmation of office, and their conflict of interest disclosure obligations.'*

Clause 3.23 of the new Model Code of Meeting Practice does not propose any suggested wording for this required statement, but instead has left it up to individual councils to decide what they will do.

Attachment 3 sets out suggested options for Council to consider.

Recommendation

That Council

1. **Note the Submissions received during public exhibition**
 2. **Confirm Option 1 as the most appropriate Statement of Ethical Obligations to appear on the cover of all Business Papers**
 3. **Review highlighted additions to the revised draft Code of Meeting Practice**
 4. **Adopt the revised draft Code of Meeting Practice**
-

9.7 Code of Meeting Practice - post public-exhibition report (Ref: ; Author: Monaghan/Flint) (Continued)

Background

All NSW local government councils must adopt a Code of Meeting Practice within 12 months of a local government general election. The OLG prepared a new Model Meeting Code which was prescribed under the *Local Government (General) Regulation 2021* in November 2021. The Model Meeting Code provides a uniform set of meeting rules for councils across NSW to ensure more accessible, orderly, effective and efficient meetings.

Implications***Legal***

In accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2021*.

Policy





The Code of Meeting Practice provides meeting rules that ensure accessible, orderly, effective and efficient meetings of Council and committees of Council.

Conclusion

Council is required to adopt a new Code of Meeting Practice within 12 months of a local government general election. The new QPRC Code of Meeting Practice must be based on the Office of Local Government's Model Code of Meeting Practice and include all mandatory provisions and then exhibited for public feedback.

If Council wishes to continue allowing attendance by councillors at meetings using audio-visual link, it must adopt its new Code by 30 June 2022 with the relevant provisions, following public exhibition of the draft Code and consideration of any submissions made during the exhibition period.

Attachments

- | | |
|--|--|
| Attachment 1 | Revised Draft Code of Meeting Practice (<i>Under Separate Cover</i>) |
|  Attachment 2 | Summary of Engagement with Public Exhibition Report (<i>Under Separate Cover</i>) |
|  Attachment 3 | Statements of Ethical Obligation Options (<i>Under Separate Cover</i>) |
|  Attachment 4 | Office of Local Government's 2021 Model Code of Meeting Practice for Local Councils in NSW (<i>Under Separate Cover</i>) |
|  Attachment 5 | OLG Circular 21-35 of 29 October 2021 (<i>Under Separate Cover</i>) |

9.8 Councillor & Staff Interaction Policy - post public-exhibition report (Ref: ;
Author: Monaghan/Flint)

File Reference: 52.5.4

Summary

At its meeting on 12 January 2022, Council resolved to place the Councillor and Staff Interaction Policy on public exhibition for 28 days. This period extended from 17 January 2022 – 24 February 2022 which invited submissions to be received. Five submissions were received and are contained in the attached document.

Recommendation

That Council

1. **Note the five submissions received as a result of public exhibition**
 2. **Adopt the Councillor and Staff Interaction Policy in its current form**
-

Implications

Policy

The Policy notes in broad terms that a councillor's role is a strategic one. As members of the governing body, councillors are responsible not only for representing the community, but also for setting the strategic direction of the council and keeping its performance under review.

The role of council staff, under the leadership of the General Manager/CEO, is to carry out the day-to-day operations of the council and to implement the decisions, plans, programs and policies adopted by the governing body.

The draft Policy recognises councillors' role in setting the council's strategic direction and keeping its performance under review, and therefore councillors are entitled to request information about a range of issues.

In requesting information, councillors should not be seeking to interrogate the minutiae of the council's operations, to initiate or influence planning decisions or applications, or to direct or influence staff in the performance of their duties. Councillors should also recognise that a council's resources are finite, and they need to be mindful of the impact of their requests.


Above all, interactions between councillors and staff should be positive, respectful and professional.

Councillors and staff should be mindful that, when meeting or interacting with developers or applicants (including site inspections), that they do not create the perception of influence by the councillor upon the staff member or convey the councillor's position on the matter to the developer in the absence of a report or background advice of staff.

9.8 Councillor & Staff Interaction Policy - post public-exhibition report (Ref: ;
Author: Monaghan/Flint) (Continued)

Attachments

Attachment 1  Community Engagement Report - Councillor and Staff Interaction Policy
(*Under Separate Cover*)

Attachment 2  Councillor and Staff Interaction Policy (*Under Separate Cover*)

9.9 Register of Declarations of Pecuniary Interests and Other Matters -
Councillors (Ref: ; Author: Monaghan/Flint)

File Reference: 52.7.3

Summary

In accordance with section 4.21(a) of the *QPRC Code of Conduct*, all councillors, senior staff and other delegated persons must lodge a written return of interests with the CEO within three months of their election or appointment. The register of returns is required to be tabled at a Council Meeting within this three-month period.

Recommendation

That in accordance with s.440AAB of the *Local Government Act 1993*, the register of returns of disclosures of pecuniary interest and other matters by Councillors be tabled.

Background

Returns of interest are an important accountability mechanism for promoting community confidence in decision making by councillors and others and for ensuring that they disclose and appropriately manage conflicts of interest they may have in matters dealt with by the council.

Completed Returns of interests must be made publicly available free of charge on councils' website once tabled.

Implications

Legal

To comply with s.440AAB of the *Local Government Act 1993*.

Attachments

Nil

9.10 Investment Report - February 2022 (Ref: ; Author: Monaghan/Drayton)

File Reference: 43.6.5-02

Summary

In accordance with the *Clause 212 of the Local Government (General) Regulation 2005*, the Investment Report is presented to Council monthly. This report presents the investment result for February 2022.

Recommendation

That Council:

1. Note the investment return for February 2022 was **-\$632,881**.
 2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and *Queanbeyan-Palerang Regional Council's Investment Policy*.
 3. Receive the Investment Report for the month of February 2022.
-

Background

Cash and Cash Equivalent Investments

A list of Council's cash and investments held on 28 February 2022 is detailed in the attached Investment Report Pack.

Over the last 12 months, Council's portfolio produced an annualised rate of return of 1.34%, outperforming the benchmark Bank Bill Index by 1.31%.

On 28 February 2022, the principal amount invested was \$197,026,888 and the 2021/22 financial year return to date was \$679,956 which is 17% of Council's 2021/22 budgeted return.

Market Update

The Reserve Bank (RBA) decided to maintain a 0.10% cash rate at its March 2022 meeting.

The Board is committed to maintaining highly supportive monetary conditions to achieve a return to full employment in Australia and have inflation consistently within the target band.

Of the total \$197 million investment portfolio, Council holds \$28.1 million in TCorpIM long- and medium-term funds. Market pressures continued to weigh on both funds in February 2022 with respective regressions of \$525,450 and \$213,274. While these funds are exposed to additional investment risks to generate higher potential returns, they are structured with longer term time horizons. The minimum advised investment time frame for the MTGF is 3-7 years and 7+ years for the LTGF.

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

Implications

Legal

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

9.10 Investment Report - February 2022 (Ref: ; Author: Monaghan/Drayton) (Continued)

Certified by Josh Staniforth, Responsible Accounting Officer, 10/3/2022.

Policy

The Investment Policy was adopted by Council on 28 July 2021 and is due for review in June 2022.

Financial

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

The following tables show the 28 February 2022 cash and investments balance by fund and by restriction.

Fund	\$
General	71,290,496
Water	35,843,718
Sewer	77,851,680
Trust	463,709
Unrestricted*	11,577,285
Total Cash & Investments	197,026,888

Restriction	\$
Unexpended Loans	-7,515,083
Developer Contributions	51,188,564
Unexpended Grants	19,552,815
External Restrictions (Other)	109,628,690
Internal Restrictions	12,594,617
Total Restrictions	185,449,603
Unrestricted*	11,577,285
Total Cash & Investments	197,026,888

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

Conclusion

On 28 February 2022, the 2021/22 Financial Year investment return amounted to \$679,956. The investment returns are added to the associated restricted funds (e.g. developer contributions) that form Council's investment portfolio.

Attachments

Attachment 1 Investment Report Pack - February 2022 (*Under Separate Cover*)



9.11 Licence Renewal of Kangaroo Club Carpark (55-59 Richard Avenue) (Ref: ;
Author: Monaghan/Turland)

File Reference: 46.1.1-41

Summary

The Queanbeyan Kangaroo Rugby Club has a longstanding agreement with the Council to licence the area 55-59 Richard Avenue for the purposes of a car park. This licence is now up for renewal. The Club has requested to extend the agreement for a further five-year period on existing terms.

Recommendation

That:

1. Council renew the licence agreement with the Queanbeyan Kangaroo Rugby Club of 55-59 Richard Avenue for the purpose of operating a car park for a further 5 years under the same conditions as the current licence.
 2. The draft licence be publicly advertised in accordance with section 47A of the Local Government Act
 3. If no objections to the proposal are received, the Chief Executive Officer be authorised to execute the Licence Agreement on behalf of the Council
-

Background

In 2007, the Queanbeyan Kangaroo Rugby Club (the Club) formed an agreement the then Queanbeyan City Council to fund the construction of a carpark on the land at 55-59 Richard Avenue. This carpark benefits the broader community as well as Club members, as it provides access to the adjacent ovals. In exchange for funding the project, the Council agreed to lease the land back to the Club at next-to-no cost.

In 2015, the lease agreement was substituted for a licence agreement to comply with requirements under the *Crown Land Management Act*. However, the core provisions remain unchanged. The licence is now due for renewal.

A draft copy of the licence is attached to this report.

Implications

Legal

A licence over crown land may be granted for an approved purpose under section 5.21(1) of the *Crown Land Management Act*.

In accordance with section 47 of the *Local Government Act 1993*, if a council proposes to grant a lease, licence or other estate in respect of community land for a period (including any period for which the lease, licence or other estate could be renewed by the exercise of an option) exceeding 5 years, it must give public notice and consider submissions.

9.11 Licence Renewal of Kangaroo Club Carpark (55-59 Richard Avenue) (Ref: ;
Author: Monaghan/Turland) (Continued)

Social / Cultural

As well as providing parking for the oval itself, the Club is a centre for positive community engagement through sport and community events.

Financial

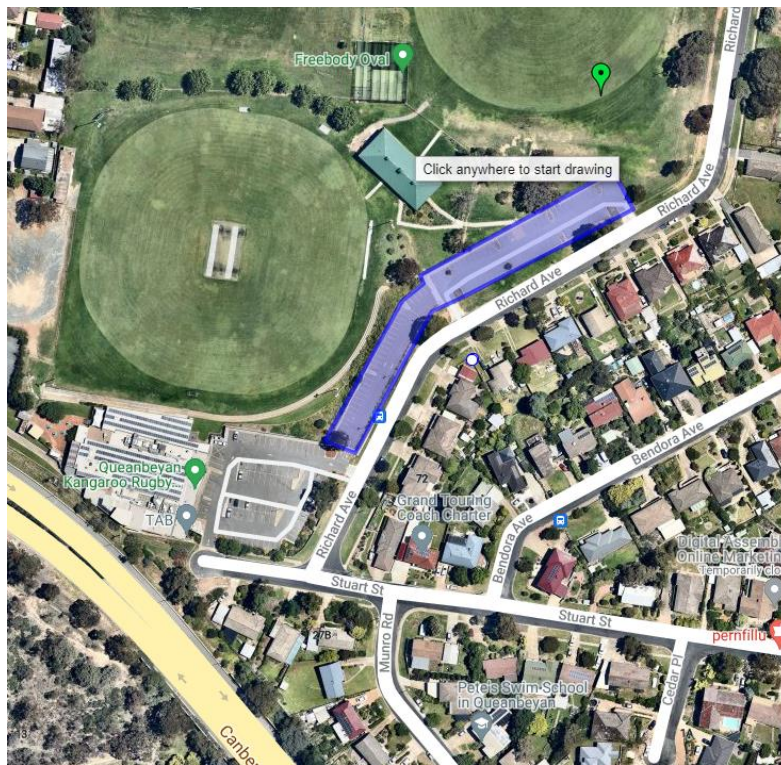
The rental under the current Licence Agreement is a nominal fee of \$1.00, if and when demanded. It is recommended that the same rental be applied to the renewed Licence Agreement.

Conclusion

As this agreement has been in place for many years and works to the benefit of both the Club and the Community, there are no obvious reasons the agreement should not be renewed on similar terms.

9.11 Licence Renewal of Kangaroo Club Carpark (55-59 Richard Avenue) (Ref: ; Author: Monaghan/Turland) (Continued)

Annexure A – Plan of Licenced Area



Attachments

Attachment 1



Draft - Updated Licence agreement between QPRC and Queanbeyan Kangaroo Rugby Club (*Under Separate Cover*)

File Reference: 43.1.1-09

Summary

In line with the adopted Operational Plan, Council requires loans to be drawn to finance capital projects in the current and next financial years to meet its capital outlay commitments. The current 2021-22 operational plan budget allows \$60,041,000 loan funding for current year capital expenditure, and a Council resolution is required to proceed with the loan applications.

Council has previously secured NSW Treasury Corporation (TCorp) lending approval for the Queanbeyan Civic and Cultural Precinct (QCCP), to the value of \$52,357,000, being the value of the community elements of the project. The total amount was resolved to be drawn down over 3 years to match project expenditure, with the first tranche of \$7.2M having been drawn in June 2021. An additional commercial bank loan of \$20,567,000 will also be required for the construction of leased office space, which are ineligible for TCorp funding.

This report provides a risk analysis over the financing strategy, and provides a recommended approach.

Recommendation

That Council:

- 1. Approve the 2nd year loan drawdown of \$26,000,000 for the QCCP from NSW Treasury Corporation.**
 - 2. Approve the recommended borrowings for 2021-22 and authorise the Mayor and Chief Executive Officer to enter a new loan agreement with NSW Treasury Corporation for a total loan of \$22,771,000 that includes funding for:**
 - i) \$15,000,000 – Regional Sports Complex, stage 1**
 - ii) \$1,023,000 – Bungendore Carpark**
 - iii) \$5,250,000 – Monaro Street upgrade**
 - iv) \$362,000 – Jim Gray Bore**
 - v) \$474,000 – Bungendore East Bore**
 - vi) \$662,000 – Currandooly Clear Water Delivery Main**
 - 3. Note the indicative TCorp interest rate is 3.39% as at March 2022, and note that the fixed interest rate will be set at the time of the loan drawdowns.**
 - 4. Request that TCorp provide options to Council for fixing interest rates for future year borrowings including the 3rd year for the QCCP project.**
-

9.12 2021-22 Loan Program (Author: Monaghan/Monaghan) (Continued)

Background

Council has adopted a financial strategy which takes advantage of the current low interest rate and high capital grant environment, to invest in new community infrastructure and capital renewal. This report recommends 2021-22 loan drawdowns of \$48,771,000 based on the capital outlay requirements in the current financial year.

The current Operational Plan budget allows total new loans of \$60,041,000, however some projects have not progressed in accordance with the initial projected cashflow, and are not recommended for current year funding.

The total repayment amount (P&I) was calculated based on indicative TCorp interest rate of 3.39% available at the time the report was written in March 2022.

Table 1: Operational Plan Projects Budget with Loan Funding in 2021-22

	Project	Capex	21-22 New Loans	20 year P&I per annum	Source of funding (P&I)
1	Regional Sports Complex – Stage 1	\$25,000,000	\$15,000,000	\$1,037,000	Sports centre fees and general income (rates)
2	QCCP	\$74,847,000	\$26,000,000	\$1,797,000	Merger savings, water, sewer, waste attribution (council office space)
3	Braidwood Office Refurbish and Smart Hub	\$250,000	\$250,000	\$17,000	General income (rates)
4	Bungendore carpark	\$1,608,000	\$1,023,000	\$71,000	General income (rates)
5	Braidwood carpark	\$845,000	\$820,000	\$57,000	General income (rates)
6	Monaro St upgrade	\$15,500,000	\$5,250,000	\$363,000	General income (rates)
7	Jim Gray Bore	\$647,000	\$362,000	\$25,000	Water access charge
8	Bungendore East Bore	\$740,000	\$474,000	\$33,000	Water access charge
9	Currandooly Clear water delivery main	\$2,689,000	\$662,000	\$46,000	Water access charge
10	Queanbeyan STP	\$139,000,000	\$10,000,000	\$691,000	Sewer access charge, developers contributions
11	Efficient Street lighting upgrades	\$3,002,000	\$200,000	\$14,000	Cost savings – energy costs
			\$60,041,000	\$4,150,000	

NSW Treasury Corporation (TCorp) is the central borrowing authority for NSW Government and is Council's preferred lender as it is able to provide cheaper financing at Government rates. The most recent quoted TCorp interest rate is 3.39% for 20-year fixed term loans.

Of the capital projects listed, 4 are not recommended for current year loans, as follows:

No 3 is the Braidwood Office and Smart Hub refurbishment that was originally proposed with a budget of \$3,000,000, and was reliant on grant funding becoming available. The Council contribution was to be funded with a loan of \$250,000. Council has not yet identified and secured grant funding for the project, and it is recommended the project be deferred until future grant funding becomes available.

No 5 and No 10 for the Braidwood carpark and QSTP have not yet reached delivery stage and loan drawdowns should be postponed to match the timing of future cashflows. These projects

9.12 2021-22 Loan Program (Author: Monaghan/Monaghan) (Continued)

will be identified in the third quarter budget review for postponement into a future financial year.

No 11 for streetlighting upgrades has been completed below budget, and no additional loan funding is required.

Council's ability to access funding remains subject to TCorp's board and credit policies which prohibit TCorp from funding any component of a project which may compete with the commercial sector and which do not comply with TCorp's credit criteria. TCorp loans are prohibited for use for commercial activities, including the commercial / leased components of the QCCP. Council engaged a quantity surveyor to provide a financial split of the QCCP project budget, which calculated a financial allocation of \$54.2 million for the council administration and community elements, and \$20.6 million for the commercial elements.

Implications***Legal***

NSW councils can borrow funds under section 621 of the *Local Government Act 1993*. The intention to borrow must be outlined in the council's Operational Plan.

Councils must also apply to the NSW Office of Local Government (OLG), returning an annual loan borrowing request issued in May each year. If, during the year, Council is required to increase its proposed borrowings or change the purpose of the initial request, a council resolution must be passed prior to drawing down any funds. If there is an increase, Council must also notify the Office of Local Government by re-submitting the electronic loan borrowing request form including the updated amounts.

Council submitted its loan borrowing return for 2021-22, with maximum borrowings of \$86,438,216, matching the original adopted budget – which has since been adjusted down to match the updated estimation over the timing of capital expenditure. There is no requirement to advise the OLG or seek permission for reduced borrowing requirements.

Of the 11 projects, 2 require Capital Expenditure Reviews to be completed and approved by the OLG – the QCCP and the Regional Sports Complex. The Reviews allow the OLG to ensure that Council's investment decisions in major projects includes consistent and rigorous evaluation of the capital expenditure, including the merits of project and resource allocation. The Review for the QCCP has been submitted and approved, and the review for the Regional Sports Complex is currently still in progress, with the OLG. If the OLG is unable to complete its review in a timely manner, this will prevent Council from drawing down TCorp funds.

Economic

The RBA has continued to announce that they do not see the same inflation issues that the US market is currently experiencing, however during March they have begun to talk about a potential rate rise – and the banks have already priced it into forward rates.

The interest rate market remains extremely volatile with investor expectations being influenced by the supply chain impacts of the Russian invasion of Ukraine and the continuing pandemic.

Increasing uncertainty continues to negatively impact world shares, even though European markets stabilised last week after consecutive weeks of falls. Oil prices remain volatile and the expectation of a rate hike from the US Federal Reserve is pressuring bond yields higher.

9.12 2021-22 Loan Program (Author: Monaghan/Monaghan) (Continued)

The belief that interest rates will soon lift has seen the 2-year yield in the US rise since the beginning of March, flattening the yield curve. On Friday, however, rising fuel costs caused US consumer sentiment to fall quite sharply and the Fed will be watching this trend.

This week, investors will be watching key data releases including Australian employment numbers and Reserve Bank of Australia meeting minutes. The US and China both have production data and retail sales numbers due out.

The following figures shows the current swap rates (BBSW) out to 30 years. The swap rates indicate the price of an AAA government bond, ie the risk free lending rate to banks.

Rates

BBSW As At Thursday, 17 March 2022

1 Month	2 Month	3 Month	4 Month	5 Month	6 Month	1 Year	2 Year	3 Year	4 Year	5 Year	7 Year	10 Year	15 Year	20 Year	30 Year
0.0245	0.0783	0.1597	0.26	0.385	0.5269	0.87675	1.76375	2.1688	2.4538	2.5576	2.7005	2.8075	2.88745	2.84625	2.68625

TCorp is currently offering to lend for 20 years at a fixed term of 3.39%.

QCCP Loan

The Queanbeyan Civic and Cultural Centre project is significant, raises substantial debt and has capital grants and property sales in prospect. Council considered the business case and resolved to use loan financing for the project, with repayments funded through merger savings, lease income, efficiency savings from organisational service reviews and attributions from its water supply and sewerage businesses.

The total project cost is \$74.847m, with grants being sought for the library and cultural spaces of \$1.923m, and debt financing for the remaining \$72.924m.

After a review of the financing options, Council resolved the recommended approach for the loan to be drawn over 3 financial years, with the timing of the loan drawdown to match project costs. The loans would be repaid on a fixed term over 20 years, with the exception of the commercial component of the building – which will receive lease income and is recommended to be repaid over a 30 year term to return a positive cashflow result. This report recommends that the 2nd year of loan drawdown be taken up with TCorp.

The estimated annual principal and interest repayment over the total loan is \$5.2M, based on current market forecasts. The table below summarises the debt servicing funding sources.

Program Code	Expense Type	Funding source	Amount
35.1 Buildings	Operating	Merger and procurement savings	\$'000 2,175
32,33,34	Operating	Cost Attribution (water, sewer, waste)	1,937
35.1	Operating	Lease income	1,040

Financing Risks

A comprehensive financing risk analysis was presented to the May 2020 Council meeting at the commencement of the QCCP financing discussion – based on the market assumptions at the time. The following commentary provides an update; noting that market volatility has become extreme since the invasion of the Ukraine and risks are significantly increased.

Availability Risk

Availability Risk is the risk that Council might be unable to secure financing, resulting in the project being prevented or delayed until a solution was found. Consequentially, any project delay would lead to construction cost escalation, and risk the sunk costs that have already been invested.

Council has secured funding from TCorp upfront, ensuring the availability of finance for the non-commercial components. The interest rate would be determined at each annual drawdown date. The TCorp loan agreement still requires Council to produce a long term financial plan that meets minimum financial ratios – to ensure future financial sustainability. Council will be required to ensure its future revenue projections meet its future expense projections in order to make each annual drawdown.

A loan will be sought from one of the four major banks for the commercial component. Availability risk is considered to remain low, although has increased slightly from previous levels due to the unwinding of the RBA tactical funding facility providing additional stimulus and uncertainties for investors about a potential world war.

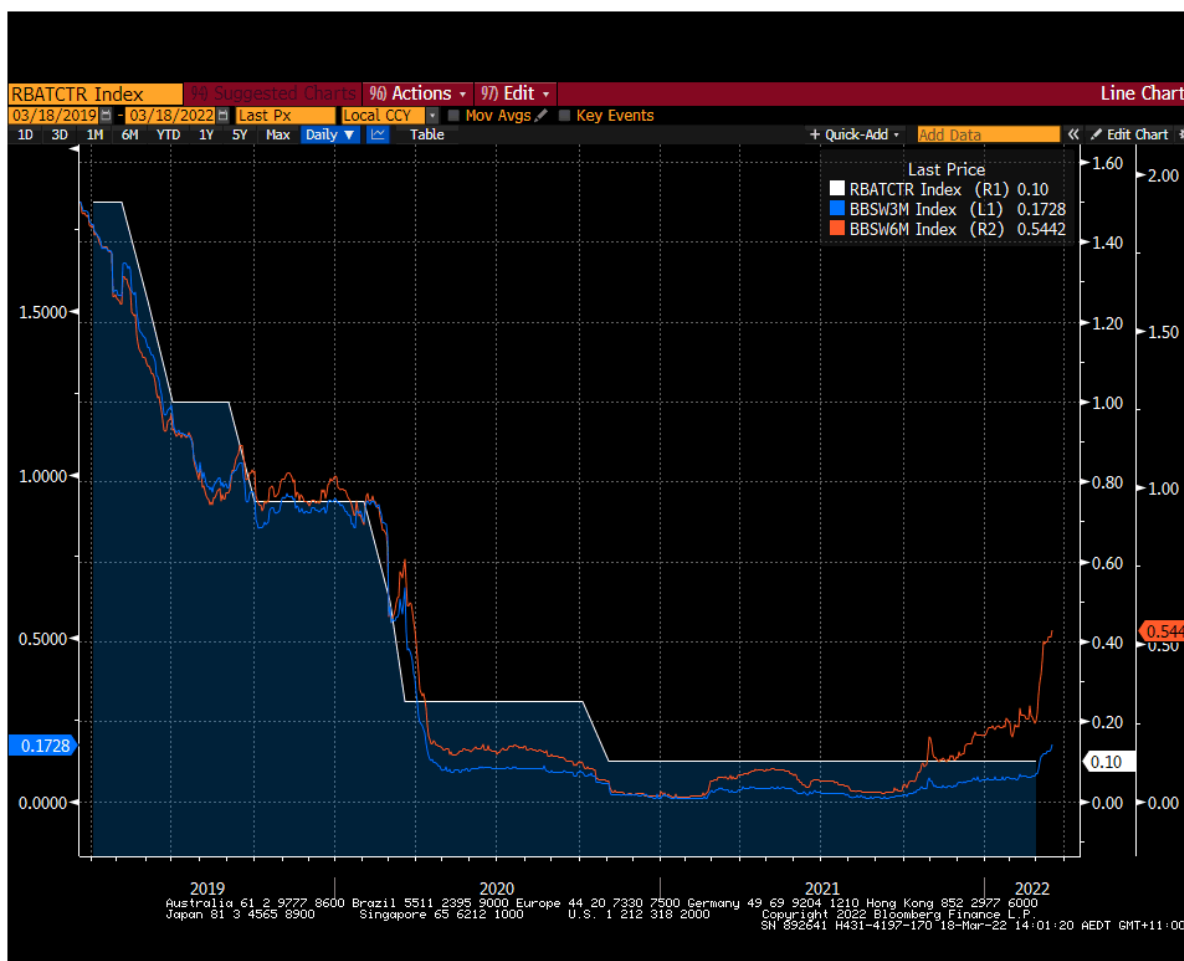
Interest Rate Risk

Most councils favour fixed interest rates to lock in certainty for repayments over time. This approach is also supported by TCorp's practice of only offering fixed rate loans.

Interest rate risk is that interest rates may increase until a fixed rate is contracted with a lender (or may decrease after the loan is fixed.)

In the current economic environment, rates are expected to increase, however the outlook is extremely uncertain. Large movements are considered likely.

The following chart shows the change in the short end interest rates since 2019. After remaining flat for an extended period due to RBA stimulus, there has been a 100% increase at the start of 2022 from a historically low rate. Despite the current rates remaining very low compared with historical averages, there has also been a very high level of borrowings over the last several years and a low rate rise will therefore have a significant impact.



The following model was used to consider the impact on total principal and interest repayments for movement in interest rates at the time of the original borrowing decision for QCCP. The middle column was highlighted as the primary option.

		Total Principal and Interest Payments								
Loan	Drawdown	Loan Balance	Years Amort	TCorp rates:	1.15%	1.65%	2.15%	2.65%	3.15%	
				Bank rates:	1.95%	2.45%	3.05%	3.45%	3.95%	
Loan 1	Jun-21	19,752	19,752	20	1,107	1,162	1,218	1,276	1,335	
Loan 2	Jun-22	30,574	50,326	20	2,820	2,959	3,103	3,250	3,401	
Loan 3	Jun-23	2,031	52,357	20	2,943	3,088	3,228	3,391	3,549	
Loan 4 (Bank Rates)	Jun-23	20,567	72,924	30	3,850	4,058	4,277	4,494	4,722	

Given the level of uncertainty, staff will provide a future report on options to hedge future interest rates by fixing interest rates for future year drawdowns.

Conclusion

Council is required to approve the 2021-22 loan program, in order that application can be made with TCorp.

Attachments

Nil

10.1 Tidy Towns Awards (Ref: ; Author: Geyer/Abbott)

File Reference: 25.3

Report

Our Community recently submitted six submissions to the annual Tidy Towns Awards. Which were held in Albury on 4 - 5 March 2022.

The Tidy Towns Program has been rewarding and recognising community projects around litter, waste management, recycling, heritage, community spirit and other environmental areas in towns both large and small across the breadth of NSW since 1981.

The State Overall winner is a much sought-after honour and is highly contested by small and large towns alike. The winner has the potential to become a finalist for the National Keep Australia Beautiful Award and is a great opportunity to showcase their town.

This year's winner was Singleton, who will host the awards next year. Singleton had a strong delegation and entered many of the award categories.

Two of the project received Awards and QPRC became a Finalist in the Overall award.

- Responsible Soap and Bath Products – WINNER
- Return and Earn Bungendore – WINNER
- QPRC Category E (population > 23,000) FINALIST

Categories for Awards

- Litter Prevention
- Return and Earn Litter Prevention Award
- Habitat and Wildlife Conservation Award
- Heritage and culture Award
- Young Legends Award (Under 25)
- Schools Achievement Award
- Waterways and Marine Protection Award
- Communication and Engagement Award
- Recycled Organics Award
- Circular Economy Award
- Renewable Energy Award
- Community Spirit Award
- Response to Climate Change Award
- Overall Sustainable Communities – Tidy Towns Award

The awards are inspiring with some great achievements recognised. QPRC Staff and our community groups should be invited to create a Community Working Group to put in a strong bid for 2022/2023. To do this we need to work together as a team with community groups to put in submissions into many categories. We are doing some wonderful things and should be recognised on a State level.

10.1 Tidy Towns Awards (Ref: ; Author: Geyer/Abbott) (Continued)



Photo: Mayor of Albury – Cnr Kylie King, Natasha Abbott, David Cooke (Bungendore Rotary Club)

Recommendation

That the report be received for information.

Attachments

Nil

10.2 Councillor Workshops (Ref: ; Author: Flint/Ison)

File Reference: 23 March 2022 reports

Synopsis

Council at its meeting on 23 February 2022 resolved (Resolution No 093/22) as follows:

That:

- 1. Council publish details of the date a Councillor workshop was held and the workshop topic.*
- 2. Where an external presenter attends a Councillor workshop, publish their name, the organisation they represent and the topic of their presentation to the workshop.*
- 3. For the matters referred to in items 1 and 2 above, publish information in the next available Council business paper following a Councillor workshop, as an information item.*
- 4. Council withhold from publication any information that is of a personal nature or concerns matters for which Council is seeking legal advice or a legal determination, the publication of which could legally disadvantage parties to the matter.*

Recommendation

That the report be received for information.

Report

During the period 24 February to 16 March 2022, the following workshops were held:

Date	Workshops	Presenter/s (if applicable)
09/03/2022	GTPL Future Stages	Googong Township Pty Ltd - Malcolm Leslie - Catherine Hurley
16/03/2022	Rutledge Street	Village Building Company (VBC) - Jamie Cregan - VBC - Nick Merriman - VBC - Kylie Coe - VBC - Igor Kochovski - Stewart Architecture - David Carey - VBC (via Zoom) - Vince Whiteside - VBC (via Zoom) - Jason Burgess - VBC (via Zoom) - Maree Harman - VBC
16/03/2022	2022-23 Budget Direction	

Attachments

Nil

11.1 Section 355 Committee Minutes (Ref: ; Author: Richards/Duncan)

File Reference: 52.3.3

Summary

Various Section 355 Committees have submitted for Council's information the minutes of their meetings (attached).

The table below shows when Section 355 committees last had minutes presented to Council.





Committee	Last minutes reported to Council	
	Council Meeting Date	Actual Meeting Date
Araluen Area Committee	None recorded	
Braidwood Gymnasium	None recorded	
Braidwood National Theatre and Community Centre	None recorded	
Braidwood Recreation Ground	25-Jul-18	02-May-18
Braidwood Showground Reserve Trust	23-Feb-22	15-Oct-20
Bungendore Multi-purpose School Hall	None recorded	
Bungendore School of Arts	None recorded	
Bungendore War Memorial	23-Feb-22	04-Nov-21
Burra/Cargill Park Reserves	23-Feb-22	16-Jan-22
Canning Close Reserve	28-Oct-20	28-Sep-20
Captains Flat Area	None recorded	
Carwoola/Stoney Creek Community Hall	27-Oct-21	27-Feb-21
Fernleigh Park	23-Feb-22	15-Jul-21
Greenways	23-Feb-22	28-Nov-21
Hoskinstown Hall	None recorded	
Les Reardon Reserve	26-May-21	30-Nov-20
Mick Sherd Oval and Amenities	22-Nov-17	18-Oct-17
Nerriga Sports Ground Reserve Trust	None recorded	
Royalla Common	23-Jun-21	28-Apr-21
Wamboin Community Hall	22-Sep-21	19-Jul-21

Recommendation

That Council:

- 1. Note the AGM minutes of Braidwood Showground Reserve Trust s.355 Committee held on 11 November 2021.**
- 2. Note the minutes of Braidwood Showground Reserve Trust s.355 Committee held on 10 June 2021.**
- 3. Note the minutes of Bungendore War Memorial s.355 Committee held on 3 February 2022.**
- 4. Note the minutes of Burra/Cargill Park Reserves s.355 Committee held on 16 February 2022.**

Attachments

- Attachment 1  Braidwood Showground Reserves Trust S355 - Annual General Meeting - 11 November 2021 (*Under Separate Cover*)
- Attachment 2  Braidwood Showground Reserves Trust S355 - Minutes of Meeting - 10 June 2021 (*Under Separate Cover*)
- Attachment 3  Bungendore War Memorial S355 Committee - Minutes of Meeting - 3 February 2022 (*Under Separate Cover*)
- Attachment 4  Burra Cargill Parks S355 Management Committee - Minutes of Meeting - 16 February 2022 (*Under Separate Cover*)

12.1 Molonglo Rail Trail (Ref: ; Author: Hansen/Preston)

File Reference: 23 March 2022 motions

Notice

Councillor John Preston will move the following motion:

Motion

That Council:

1. **Notes the completed Feasibility Study for a rail trail from Bungendore to Captains Flat.**
 2. **Supports in principle the study's recommendation to proceed with a rail trail from Bungendore to Captains Flat.**
 3. **Staff work with Molonglo Rail Trail Incorporated to:**
 - **Investigate a funding model to support a Development Plan for the rail trail.**
 - **Undertake the necessary community and State government consultation to progress the planning and development of the rail trail.**
-

Note from Staff

Councillors are aware that there are investigations currently in hand to determine the level of lead contamination that may be present along the entire rail corridor from Captains Flat to Bungendore. The presence of lead levels above health standards would effectively preclude the rail corridor being used as a rail trail.

The results of the investigations are due in the coming months. These results will be provided to Council when received and any working with the Molonglo Rail Trail Incorporated should be delayed until this matter is resolved.

Attachments

Attachment 1 MRT Feasibility Study (*Under Separate Cover*)



12.2 Community Meeting Space (Ref: ; Author: Richards/Willis)

File Reference: 23 March 2022 motions

Notice

Councillor Katrina Willis will move the following motion:

Motion

That Council:

1. **Receive a report from staff detailing:**
 - a. **Available meeting space in council-owned facilities including:**
 - i. **Rooms that may become available once Queanbeyan-based staff are consolidated in the new Civic and Cultural precinct, and**
 - ii. **the date they are expected to become available.**
 - b. **Criteria for receiving a grant and whether these should be revised in light of increased demand for meeting spaces across the local government area.**
 - c. **The funding sum set aside for this grant program in 2019-20; 2020-21; 2021-22.**
 - d. **Whether the grant program was fully expended and where insufficient funds were available to meet all eligible applications.**
 2. **Conduct a workshop to consider the report and how to meet increased demand for affordable community meeting space before:**
 - a. **Finalising a funding allocation for the QPRC Annual Community Grants Program Category B for 2022-23.**
 - b. **Identifying changes to the grants program that may be needed to support growing demand for community meeting space, including making more space available and how to do this, and updating the grant criteria.**
-

Background

A staff report to the 22 September 2021 Ordinary Meeting of Council identified inconsistencies in charging for community group hire of meeting space in council-owned facilities. The report recommended standardising charging arrangements while noting that the QPRC Annual Community Grants Program Category B is competitive and the potential for groups to miss out on funding has increased.

While regulations introduced to manage the COVID pandemic likely reduced demand for face-to-face meeting space in 2020 and 2021, governments have told people that we need to try to restore some normalcy to our lives as we learn to live with the virus. That means returning to face-to-face gatherings including meetings.

Community groups provide invaluable services and benefits. They offer social connection, and they reduce social isolation and loneliness. Having enough suitable and affordable space for community groups to meet is essential.

Attachments

Nil

14.1 Responses to Councillors' Questions (Ref: ; Author: Monaghan/Flint)

File reference: 9 March 2022 Council Reports

Report

This report provides responses to Councillors' written Questions on Notice as per the Code of Meeting Practice 2022. Some questions that were not closed prior to the new Code have been retained in the table.

The questions are deleted from the rolling table once they have been answered in full and reported to Council.

Any responses that contain personal or other identifying information of any kind will be circulated separately in the confidential attachments.

Recommendation

That the report be received for information.

Attachments

Attachment 1 Responses to Councillors' Questions with confidential information (*Under Separate Cover*) - **CONFIDENTIAL**

Attachment 2 Responses to Councillors' Questions (*Under Separate Cover*)



15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

Recommendation

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

Item 16.1 Undetected Leak Application - Bungendore

Item 16.1 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Sale of Lots 11, 12 and 13 DP 574879 at Majors Creek

Item 16.2 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.