



Ordinary Meeting of Council

AGENDA

10 April 2024

Commencing at 5.30pm

**Council Chambers
257 Crawford Street, Queanbeyan**

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

Statement of Ethical Obligations

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

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

On-site Inspections - Nil

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

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1	OPENING	
2	ACKNOWLEDGEMENT OF COUNTRY	
3	APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS	
4	CONFIRMATION OF MINUTES	
4.1	Minutes of the Ordinary Meeting of Council held on 27 March 2024	
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	Scoping Proposal - Rezoning and Subdivision - 350 Wirreanda Road, Wamboin.....	2
9.2	Road Naming - Register of Proposed Road Names	6
9.3	Braidwood District Events Coordination.....	9
9.4	Application for Cultural Grant - Bungendore Rotary Club	12
9.5	Draft Restricted Funds Policy	14
9.6	Draft Investment Policy - Public Exhibition Feedback.....	17
9.7	Capital Projects Status Report	19
10	REPORTS TO COUNCIL - ITEMS FOR INFORMATION	
10.1	Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2023/24 ..	24
10.2	Outstanding Rates Update	26
10.3	Questions With Notice - Waterwise Policy Take-Up	31
10.4	Questions With Notice - Captains Flat Properties Affected by Legacy Mining Contamination	32
10.5	Questions With Notice - Staff Salary Underspends.....	34
10.6	Councillor Workshops	35
11	REPORTS OF COMMITTEES	
11.1	Bungendore Town Centre and Environs Advisory Committee - January and February 2024 Minutes	36

12 NOTICES OF MOTIONS

- 12.1 Notice of Motion - Local Heritage Listings37

13 REPORTS TO COUNCIL - DELEGATES REPORTS

- 13.1 Delegate Report - CRJO Meeting - March 202440

14 QUESTIONS WITH NOTICE

- 15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION 43**

Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

- 16.1 Request for Council to Purchase Lots

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

- 16.2 Expression of Interest Evaluation - Regional Sports Complex Café / Bar Licence

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.

- 16.3 Notice of Motion - Queanbeyan Sporting Gallery

Item 16.3 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) 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 Scoping Proposal - Rezoning and Subdivision - 350 Wirreanda Road, Wamboin
Attachment 1 Scoping Proposal - 350 Wirreanda Road, Wamboin - Sept 2023 (Under Separate Cover)
- Item 9.2 Road Naming - Register of Proposed Road Names
Attachment 1 Register of Proposed Road Names (Under Separate Cover)
Attachment 2 QPRC's Road Name Policy (Under Separate Cover)
- Item 9.3 Braidwood District Events Coordination
Attachment 1 Request for Support (Under Separate Cover)
Attachment 2 Braidwood District Events Coordination Project (Under Separate Cover)
Attachment 3 Braidwood Community Association Support Letter (Under Separate Cover)

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

BUSINESS PAPER AGENDA – 10 April 2024 Page iii

- Attachment 4 Braidwood & Villages Tourism Letter of Support (Under Separate Cover)*
- Attachment 5 Braidwood Quilters & Textiles Letter of Support (Under Separate Cover)*
- Item 9.5 Draft Restricted Funds Policy
- Attachment 1 Draft Restricted Assets Policy (Under Separate Cover)*
- Item 9.6 Draft Investment Policy - Public Exhibition Feedback
- Attachment 1 Draft Investment Policy (Under Separate Cover)*
- Attachment 2 'Have Your Say' Survey Report (Under Separate Cover)*
- Item 9.7 Capital Projects Statures
- Attachment 1 TBA (Under Separate Cover)*
-
- Item 11.1 Bungendore Town Centre and Environs Advisory Committee - January and February 2024 Minutes
- Attachment 1 BTCEC Minutes 22 January 2024 (Under Separate Cover)*
- Attachment 2 BTCEC Minutes 26 February 2024 (Under Separate Cover)*

Closed Attachments

- Item 9.4 Application for Cultural Grant - Bungendore Rotary Club
- Attachment 1 Cultural Grants Application with attachments (Under Separate Cover)*
- Item 16.1 Request for Council to Purchase Lots
- Attachment 1 Report to Council - 14 December 2011 - Land Acquisition Mount Jerrabomberra (Under Separate Cover)*
- Attachment 2 Rates Notice - 23/24 (Under Separate Cover)*
- Item 16.2 Expression of Interest Evaluation - Regional Sports Complex Café / Bar Licence
- Attachment 1 EOI Invitation (Under Separate Cover)*
- Attachment 2 EOI Response - Embrace Disability Group (Under Separate Cover)*
- Attachment 3 Tender Evaluation Report - QPRC Regional Sports Complex Cafe and Bar (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 257 Crawford Street, Queanbeyan on Wednesday, 27 March 2024 commencing at 5.32pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)
Cr Biscotti
Cr Grundy
Cr Livermore
Cr Macdonald
Cr Preston
Cr Taskovski
Cr Willis
Cr Wilson

Staff: R Ryan, General Manager
K Monaghan, Director Corporate Services
R Ormella, Director Development and Environment
D Tooth, A/Director Infrastructure Services
M Goiser, A/Director Community, Arts and Recreation

Also Present: L Ison (Minute Secretary)

1. OPENING

The meeting commenced at 5.32pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

107/24

RESOLVED (Winchester/Grundy)

That apology for non-attendance from Cr Burton be received and that leave of absence be granted.

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 13 March 2024**

108/24

RESOLVED (Winchester/Taskovski)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 13 March 2024 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

109/24

RESOLVED (Winchester/Preston)

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

The resolution was carried unanimously.

6. ADJOURNMENT FOR PUBLIC FORUM

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

110/24

RESOLVED (Winchester/Taskovski)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.34pm and resumed at 5.59pm.

7. MAYORAL MINUTE

There was no Mayoral Minute.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 DA.2023.0273 - Partial Demolition, alterations and additions to structures associated with The Albion Hotel - 119 Wallace Street Braidwood****MOVED (Grundy/Biscotti)**

That development application DA.2023.0273 for partial demolition, alterations and additions to structures associated with the Albion Hotel on Lot 1 DP598830 at 119 Wallace Street Braidwood be granted conditional consent.

AMENDMENT (Willis/Preston)

That:

1. Development application DA.2023.0273 for partial demolition, alterations and additions to structures associated with the Albion Hotel on Lot 1 DP598830 at 119 Wallace Street Braidwood be granted conditional consent:
2. Council refuse consent to demolish the T-shaped metal sheds for the following reasons:
 - a. There is doubt about whether s4.48 of the Environment Planning and Assessment Act is intended to constrain Council from protecting a local heritage item.
 - b. The section 60 approval for the works (s60/2021/102) relied upon to support demolition of the T-shaped sheds in this development application, is based on the prior section 60 approval of a sub-division, not heritage grounds, and the consent authority, being QPRC, has not given consent for that sub-division.
 - c. There has not been a thorough heritage assessment of the T-shaped sheds.
 - d. Council's heritage adviser has recommended against the demolition of the sheds.
 - e. The development application is not compliant with the Braidwood Development Control Plan 2006 with regards to the requirements for demolition of a heritage item.
 - f. The authorised demolition of a heritage item that forms part of the State heritage listing *Braidwood and its setting*, and that is not in such condition as to meet the threshold for demolition set out in the Braidwood Development Control Plan 2006 is not in the public interest because:
 - i. There is extensive community support to retain the T-shaped sheds, which are estimated to be 100 years old.
 - ii. Demolition would undermine public confidence in the administration of Council's planning regulations.
 - iii. Heritage is integral to Braidwood's economic success as a living, working heritage-listed town, and the outbuildings of the Albion complex including the T-shaped sheds are an integral part of the town's fabric that support its economic success and vitality.

The AMENDMENT (of Willis and Preston) was PUT and LOST.

For: Crs Preston, Taskovski, Willis and Winchester
Against: Crs Biscotti, Grundy, Livermore, Macdonald and Wilson

Cr Willis moved a second amendment, seconded by Cr Preston.

AMENDMENT (Willis/Preston)

That Council:

1. Defer consideration of development application DA.2023.0273 for the partial demolition, alterations and additions to structures associated with the Albion Hotel on Lot 1 DP598830 at 119 Wallace Street Braidwood until:
 - a. The full development application has been referred to Council's Heritage Advisory Committee for advice and recommendations, as the committee requested at its meeting of 24 August 2023; and consistent with that committee's Terms of Reference.
 - b. Council clarifies with the NSW Heritage Council whether:
 - i. The Heritage NSW approval under delegation of the demolition of the T-shaped sheds was based on the prior s60 sub-division and not on heritage grounds; and
 - ii. QPRC is constrained from refusing the development application on heritage grounds.
2. Receive a report from Council staff on:
 - a. How the local heritage listing, *The Albion and Outbuildings*, was removed in the making of the Queanbeyan-Palerang Local Environmental Plan 2022 (QPRLEP 2022);
 - b. Whether any other local heritage listings were removed in the making of the QPRLEP 2022; and
 - c. The steps required to prepare amendments to the QPRLEP 2022 to correct any listing errors that have occurred.

The AMENDMENT (of Crs Willis and Preston) was PUT and LOST.

For: Crs Preston and Willis
Against: Crs Biscotti, Grundy, Livermore, Macdonald, Taskovski, Wilson and Winchester

Cr Willis moved a third amendment, seconded by Cr Wilson.

AMENDMENT (Willis/Wilson)

That:

1. Development application DA.2023.0273 for partial demolition, alterations and additions to structures associated with the Albion Hotel on Lot 1 DP598830 at 119 Wallace Street Braidwood be granted conditional consent.
2. The demolition and removal of the T-shaped sheds is not part of this consent. The T-shaped sheds are to be retained on the subject site, supported by a structural integrity report. A plan showing the proposed new location is to be submitted to Council for approval prior to works commencing.

Reason: Retention promotes Aim 1.2(2)(a) of the QPRC LEP to protect and improve the economic environmental social and cultural resources and prospects of the community.

The amendment (of Crs Willis and Wilson) was PUT and CARRIED.

For: Crs Preston, Taskovski, Willis, Wilson and Winchester
Against: Crs Biscotti, Grundy, Livermore and Macdonald

The amendment became the motion.

111/24

RESOLVED (Willis/Wilson)

That:

1. Development application DA.2023.0273 for partial demolition, alterations and additions to structures associated with the Albion Hotel on Lot 1 DP598830 at 119 Wallace Street Braidwood be granted conditional consent.
2. The demolition and removal of the T-shaped sheds is not part of this consent. The T-shaped sheds are to be retained on the subject site, supported by a structural integrity report. A plan showing the proposed new location is to be submitted to Council for approval prior to works commencing.

Reason: Retention promotes Aim 1.2(2)(a) of the QPRC LEP to protect and improve the economic environmental social and cultural resources and prospects of the community.

The resolution was carried.

For: Crs Livermore, Preston, Taskovski, Willis, Wilson and Winchester
Against: Crs Biscotti, Grundy and Macdonald

- 112/24 **9.2 Affordable Housing Strategy Working Group**
RESOLVED (Wilson/Willis)
- That Council:
1. Appoint all nominees and form the Affordable Housing Working Group.
 2. Nominate a Councillor representative on the Affordable Housing Working Group.
- The resolution was carried.
- For: Crs Biscotti, Livermore, Macdonald, Preston, Taskovski,
 Willis, Wilson and Winchester
- Against: Cr Grundy
- Cr Willis was appointed as the Councillor representative on the Affordable Housing Strategy Working Group and Cr Wilson as the alternate.

ADJOURNMENT: The meeting adjourned at 7.32pm and resumed at 7.39pm.

- 113/24 **9.3 Extension of Contract 08/2014 Waste Collection Services**
RESOLVED (Biscotti/Wilson)
- That Council:
1. Endorse discussion of a variation with JJ's Waste and Recycling to extend Contract 08/2014 for a further 18 months to 27 October 2026.
 2. Receive a further report once negotiations have been completed to formally consider the variation.

The resolution was carried unanimously.

- 114/24 **9.4 NSW Flood Recovery and Resilience Grant Program - 2023-24**
RESOLVED (Preston/Livermore)
- That Council endorse the application for funding through the NSW Flood Recovery and Resilience Grant Program for the Bungendore overflow channel project and commit funding from the General Fund of \$750,000 over two financial years 24/25 and 25/26.

The resolution was carried unanimously.

- 115/24 **9.5 Jerrabomberra Traffic Campaign**
RESOLVED (Wilson/Macdonald)
- That Council authorise the General Manager to sign and execute the funding agreement for \$2 Million from the Federal Government's Investing in our Local Communities Program for the Jerrabomberra Traffic Campaign and include the project in the draft 2024/2025 budget.

The resolution was carried unanimously.

- 116/24
- 9.6 Bungendore Swimming Pool Lease Extension Offer**
RESOLVED (Willis/Livermore)
- That Council:
1. Accept the offer from NSW Department of Education to extend the lease of the Bungendore Swimming Pool until 31 March 2025, and authorise the General Manager to execute the addendum to the Lease Agreement.
 2. Continue to budget for the operating of the current Bungendore Swimming Pool for the season in the 24/25 Operational Plan.
 3. Notwithstanding paragraph 2 above, request the NSW Government to contribute to the cost that Council will incur to operate the pool for the 2024/25 season.

The resolution was carried.

For: Crs Biscotti, Livermore, Macdonald, Preston, Taskovski,
Willis, Wilson and Winchester
Against: Cr Grundy

- 117/24
- 9.7 Investment Report - February 2024**
RESOLVED (Willis/Grundy)
- That Council:
1. Receive the Investment Report for the month of February 2024.
 2. Note the investment return for February 2024 was \$1,422,800.
 3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.

The resolution was carried unanimously.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

- 118/24
- 10.1 Use of Aero Ranger System for Parking Enforcement**
RESOLVED (Willis/Winchester)

That the report be received for information.

The resolution was carried.

For: Crs Grundy, Livermore, Macdonald, Preston, Taskovski,
Willis, Wilson and Winchester
Against: Cr Biscotti

- 119/24 **10.2 Review of Rural Area Developer Contribution Plans**
RESOLVED (Willis/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 120/24 **10.3 Affordable Housing - Contributions Scheme Update**
RESOLVED (Willis/Preston)
That the report be received for information.

The resolution was carried unanimously.
- 121/24 **10.4 Delivery Program Update - July December 2023**
RESOLVED (Willis/Wilson)
That the report be received for information.

The resolution was carried unanimously.
- 122/24 **10.5 Questions With Notice - Bungendore Heritage Study**
RESOLVED (Willis/Winchester)
That the report be received for information.

The resolution was carried unanimously.
- 123/24 **10.6 Questions With Notice - Braidwood Water Leaks**
RESOLVED (Willis/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 124/24 **10.7 Councillor Workshops**
RESOLVED (Winchester/Preston)
That the report be received for information.

The resolution was carried unanimously.
- 11. REPORTS OF COMMITTEES**
- 125/24 **11.1 QPRC Heritage Advisory Committee Minutes - 22 February 2024**
RESOLVED (Willis/Livermore)
That Council:

1. Note the minutes of the QPRC Heritage Advisory Committee (HAC) held on 22 February 2024.

2. Note recommendations from the meeting held on 22 February 2024:
 - a. QPRC HAC – DA.2023.0380 – 97-99 Lascelles Street, Braidwood - Construction of a motel in a heritage conservation area.
The QPRC Heritage Advisory Committee supports the DA.
 - b. QPRC HAC – That staff obtain quotes for the redesign or replacement of the Clark Gang Signage to amend the wording.

The resolution was carried unanimously.

11.2 Access Committee Meeting - 12 February 2024

126/24

RESOLVED (Biscotti/Macdonald)

That Council note the minutes of QPRC Access Committee held on 12 February 2024.

The resolution was carried unanimously.

11.3 QPRC Sports Council Meeting - 5 February 2024

127/24

RESOLVED (Wilson/Biscotti)

That Council note the minutes of the QPRC Sports Council held on 5 February 2024.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

12.1 Notice of Motion - Bungendore Oval Fences

128/24

RESOLVED (Preston/Taskovski)

That the Mayor and General Manager write to the Deputy Premier and Minister for Education, the Hon. Prue Carr MP, and the Member for Monaro, the Hon Steve Whan MP:

1. Raising ongoing community concerns regarding the legality of and necessity for the fence.
2. Noting the unkempt nature of the grounds within the fence and the poor state of NSW Department of Education banners on the fence.
3. Requesting that the Minister direct School Infrastructure New South Wales to remove the fence and re-open Majara Street until such time as work is able to proceed under a properly and legally approved DA at the site.

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

Against: Crs Biscotti, Grundy and Macdonald

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegates Reports.

14. QUESTIONS WITH NOTICE

There were no Questions with Notice.

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

There were no matters for Closed Session.

17. CONCLUSION OF THE MEETING

The time being 8.36pm, 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.

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 Scoping Proposal - Rezoning and Subdivision - 350 Wirreanda Road, Wamboin (Ref: ; Author: Reich/Adsett)

File Reference: PP.2023.0004

Recommendation

That Council:

- 1. Support progression of the Scoping Proposal for the rezoning and minimum lot size change shown on the lot size map in the Queanbeyan Palerang Regional Local Environmental Plan 2022, on Lot 11, DP 1260562 and Lot 1 DP48576, located at 350 Wirreanda Road, Wamboin for initial agency consultation.**
 - 2. Note that a future report will be presented to Council following lodgement of a formal Planning Proposal, with a recommendation to support or refuse progression of the Planning Proposal to the Department of Planning, Housing and Infrastructure for Gateway Determination, as per Section 3.34(1) of the Environmental Planning and Assessment Act 1979.**
-

Summary

Council has received a Scoping Proposal for Lot 11 DP1260562 and Lot 1 DP48576 (closed road), located at 350 Wirreanda Road, Wamboin (Figure 1). The proposal has been lodged by SKM Planning Pty Ltd on behalf of Landworx One Pty Ltd. It seeks to amend the Queanbeyan Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022) by rezoning land from RU1 Primary Production to C4 Environmental Living which will reduce the applicable minimum lot size shown on the QPRLEP 2022 Lot Size Map from 80 ha to 6 ha, to facilitate subdivision of the lands into 39 residential lots.

Background

The purpose of this report is to seek Council permission to consult with agencies on the Scoping Proposal. As per the Local and Environmental Plan Making Guidelines 2023, a Scoping Proposal is the first stage in the process of amending the QPRLEP 2022 and is not a legislative process. It provides an overview of planned amendments and allows relevant agencies to provide feedback on key issues, their view/support for the proposal, and identify required studies or matters to be resolved prior to lodging a Planning Proposal. Following initial agency consultation, all responses will be collated and matters that are required to be addressed in the Planning Proposal will be clearly identified in a letter to the proponent.

If the proponent decides to lodge a Planning Proposal, Council will be presented a report with a recommendation to support or refuse it being referred to the Department of Planning, Housing and Infrastructure for Gateway Determination. A detailed assessment of the Planning Proposal's site and strategic merit will accompany the report.

9.1 Scoping Proposal - Rezoning and Subdivision - 350 Wirreanda Road, Wamboin (Ref: ; Author: Reich/Adsett) (Continued)

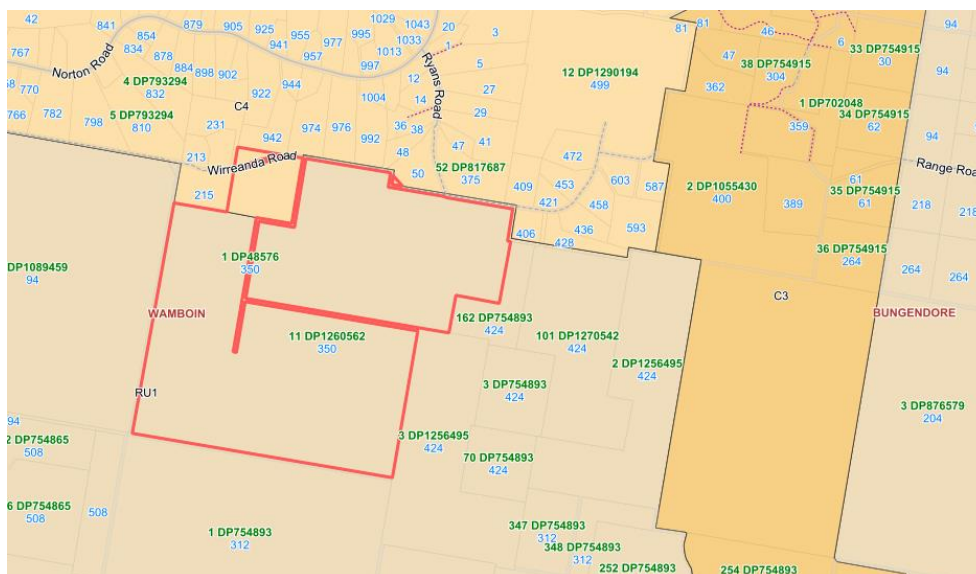


Figure 1: Subject properties shown outlined in red

Report

Lot 11 DP1260562 and Lot 1 DP48576 (closed road) located at 350 Wirreanda Road, Wamboin has a combined area of the subject lands is 308.15 ha. The below table provides a summary of the proposed amendments.

	Existing	Proposed
Zoning	RU1/C4	C4
Minimum Lot Area	RU1 – 80ha C4 – 6ha	C4 – 6ha
Maximum Lot Yield	3	39
Land Use	Grazing	Lifestyle Residential

The Scoping Proposal is provided as Attachment 1 to this report.

Technical studies are not required to be prepared for a Scoping Proposal. However, the following supporting studies have been submitted:

- Traffic Review of Proposed Residential Subdivision Development in Wamboin NSW, prepared by JPS Engineering Consultants, 4 July 2023.
- Agricultural Land Capability Study, prepared by Edge Land Planning, March 2023.
- Preliminary Ecological Values & Constraints Advice regarding the Proposed Subdivision of Lot 11 DP1260562 at Wirreanda Road, Wamboin, NSW, prepared by Capital Ecology, 31 July 2023.

The following matters have been identified to be addressed in any future Planning Proposal:

Strategic

- Existing supply of rural residential land
- Consistency with the Palerang Rural Lands Strategy

**9.1 Scoping Proposal - Rezoning and Subdivision - 350 Wirreanda Road, Wamboin
(Ref: ; Author: Reich/Adsett) (Continued)**

Site specific

- Protection of environmental values and biodiversity conservation
- Traffic generation
- Road construction and access
- Infrastructure and service provision
- Bushfire hazard
- A site suitability study addressing at a high level geotechnical, hydrological, wastewater and stormwater matters

Should Council support referral of the Scoping Proposal for initial agency consultation, the key agencies to be notified include:

- Department of Planning, Housing and Infrastructure – Planning
- Department of Climate Change, Energy, the Environment and Water – Environment and Heritage
- Department of Primary Industries – Agriculture
- Department of Natural Resources Access Regulator (NRAR)
- Transport for NSW
- Rural Fire Service

Risk/Policy/Legislation Considerations

The applicable legislative instruments are the Environmental Planning and Assessment Act 1979 and Regulations 2021. These instruments, along with the Department of Planning, Housing and Infrastructure's guidelines on making LEPs, set out the process for preparing and progressing a Scoping Proposal. Should the Scoping Proposal progress to a Planning Proposal, it will be required to address the NSW Local Planning Directions.

Financial Implications

Council's Fees and Charges 2023-24 provide for the cost recovery of the review and reporting on Scoping Proposals. The current fee is \$1,846 plus \$185 per hour after 10 hours. This accounts for time to ensure there is sufficient information for Council, accommodate a meeting between staff the proponent, and staff preparation of a report to Council.

Should the proponent decide to lodge a Planning Proposal, its review and progression will attract the fees and charges for a standard Planning Proposal. The current fee for a standard planning proposal is \$25,854 plus \$185 per hour after 140 hours.

Links to QPRC/Regional Strategic Plans

A full assessment against the relevant QPRC and Regional Strategic Plans will be provided in a future report to Council. These include:


- South-East and Tablelands Regional Plan 2036 and draft South-East and Tablelands Regional Plan 2041.
- QPRC Community Strategic Plan
- QPRC Rural Lands Strategy
- QPRC Local Strategic Planning Statement

9.1 Scoping Proposal - Rezoning and Subdivision - 350 Wirreanda Road, Wamboin
(Ref: ; Author: Reich/Adsett) (Continued)

Conclusion

It is recommended that Council support progression of the Scoping Proposal for initial agency consultation as per the Local and Environmental Plan Making Guidelines 2023.

Attachments

Attachment 1  Scoping Proposal - 350 Wirreanda Road, Wamboin - Sept 2023 (*Under Separate Cover*)

9.2 Road Naming - Register of Proposed Road Names (Ref: ; Author:
Reich/Lamont)

File Reference: 26.4.1-4

Recommendation

That Council:

- 1. Endorse the Register of Proposed Road Names.**
 - 2. Advertise the road names on the Register of Proposed Road Names for public comment for 28 days. Make the list publicly available for use if no objections are received.**
-

Summary

This is the inaugural Register of Proposed Road Names to be used in Queanbeyan, Bungendore and Braidwood areas and has been compiled to support Council's Road Names Policy clause 6.2, attached for Council information.

Having a register of road names 'ready to go' is envisaged to make the road naming process expeditious for small subdivisions (three or less road names) to progress to the NSW Geographical Road Names Board (GNB) for approval and then gazettal. It will also remove the need to report to Council for each road naming application.

Council endorsement of the new Register of Proposed Road Names, as attached; is sought, to then place on public exhibition and have available for new roads requiring naming in the future.

Background

Assigning unique, interesting, and meaningful names to roads within Council is not necessarily straight forward. Whilst researching road names to be used in our Local Government Area (LGA), Council staff must adhere to the NSW Address Policy and Council's own Road Name Policy.

Some of the constraints include duplication and similar sounding road names. The Register of Proposed Road Names is a list of commemorative names and local themes that have been assessed against the above policies. The names are not duplicated or similar sounding to other road names in the LGA, are relevant to the area and are ready to go to the next stage which will support developers of small subdivisions to comply with their approval.

Report

The Register of Proposed Road Names has been compiled to support Council's Road Naming Policy adopted 12 October 2022 (Attachment 2). As per the Road Names Policy, clause 6.2.1; Community members with connections to the local government area and property developers are encouraged to submit proposed road names to Council in accordance with NSW Government guidelines as set out by the GNB for inclusion in the Register of Proposed Road Names.

**9.2 Road Naming - Register of Proposed Road Names (Ref: ; Author: Reich/Lamont)
(Continued)**

Criteria for proposed road names can include (but is not limited to) the following:

- (a) Promotion and recognition of local First Nations Peoples' language
- (b) Recognition of local First Nations People
- (c) Recognition of eminent persons connected to the area
- (d) Recognition of local history and events
- (e) Recognition of the natural environment
- (f) Recognition of Australian heritage

The following local services and organisations for contributions for commemorative names to be added to the register were contacted:

- Queanbeyan and Bungendore CWA
- Braidwood Museum and Braidwood Community Association
- Queanbeyan Hospital Auxiliary
- Batemans Bay Local Aboriginal Lands Council
- Ngambri Local Aboriginal Lands Council
- Bungendore Fine Arts Group, Bungendore Lions and Rotary

Other themes; Flora and Fauna, Local Landmarks and Local Geology have also been researched by staff.

Ongoing contributions of commemorative names and themes from the community will be assessed and if found appropriate will be added to the register and tabled in future reports to Council for endorsement. It is expected this register will be updated approximately every 12 months. This register will also be accessible for the public to view upon written request.

Risk/Policy/Legislation Considerations

The road names in the Register of Proposed Road Names, attached, have been assessed under the following policies:

- Council's Road Names Policy
- The NSW Address Policy

Financial, Budget and Resource Implications

All costs associated with advertising of the road names and supply of road name plates are to be borne by the developer of the subdivision.

The Register of Proposed Road Names will reduce staff time in preparing Council reports seeking endorsement of individual road naming applications.

Links to QPRC/Regional Strategic Plans

Council's Road Names Policy is directly linked to Strategic Pillar 1.1 Community, our community is strengthened through connection and participation that enhances our community and cultural life.

Conclusion

A Register of Proposed Road Names for Queanbeyan, Bungendore and Braidwood has been compiled to support Council's Road Name Policy.

This is the inaugural Register of Proposed Road Names, it is a list of commemorative names and local themes that have been assessed against the above policies and aren't duplicated or similar sounding to other road names in the LGA, are relevant to the area and are ready to progress to the next stage; GNB then gazettal.

9.2 Road Naming - Register of Proposed Road Names (Ref: ; Author: Reich/Lamont)
(Continued)

Ongoing contributions of commemorative names and local themes from the community will be sought, assessed and if found appropriate will be added to the register and tabled in future reports to Council for endorsement.

It is expected this register will be updated approximately every 12 months or as needed.

Attachments

Attachment 1 Register of Proposed Road Names (*Under Separate Cover*)



Attachment 2 QPRC's Road Name Policy (*Under Separate Cover*)



9.3 Braidwood District Events Coordination (Ref: ; Author: Richards/Deebank)

File Reference: 11.2.4

Recommendation

That Council allocate \$10,000 from the 23/24 events budget to support events in Braidwood and Bungendore to provide as a grant to the Braidwood and Villages Business Chamber for the purposes of commencing the Braidwood District Events Coordination Project.

Summary

The Braidwood and Villages Business Chamber (BAVBC) has requested Council assistance to commence the Braidwood District Events Coordination Project. The proposal has arisen from an ongoing visitor economy strategic development project with key stakeholders, including Council.

Whilst Council has no direct source of funding for this request, \$10,000 is available in the events budget that has been allocated for a Braidwood event in 2024.

Council approval is sought to allocate these funds as a one-off grant contribution to commence the project.

Background

At its meeting of 12 July 2023, Council resolved to reallocate \$25,000 funding for Oktoberfest to (in part) support of new events in Braidwood and Bungendore (**Resolution 268/23**).

In the absence of a suggestion for a specific Braidwood event, this report seeks to allocate \$10,000 to the Braidwood Events Coordination project.

Addressing capacity limitations amongst event organisers in the community in relation to coordination, planning, promotion and evaluation would enable further growth and development of the sector. There is also significant 'volunteer fatigue,' which stretches resources and scope for event organisers to commit time to strategy, planning and administrative tasks.

This proposed project would act as a community-based initiative to address these challenges for the events sector, which are identified in strategy across all levels of government.

Report

The BAVBC has been supported by the government-funded Australian Business Volunteers program to develop a strategic framework for the local visitor economy. BAVBC has taken a collaborative approach, with regular steering committee meetings including representatives from:

- Braidwood and Villages Tourism Association,
- Braidwood Community Association,
- the Braidwood and District Historical Society,
- Destination Southern NSW,
- Enterprise Plus,
- the University of Canberra, Faculty of Business, Government and Law, and
- Queanbeyan Palerang Regional Council.

9.3 Braidwood District Events Coordination (Ref: ; Author: Richards/Deebank) (Continued)

A recent tourism workshop in Braidwood with key stakeholders identified the local coordination of commercial and community events as an opportunity to contribute to a stronger visitor economy and tasked a working group to refine the proposal.

BAVBC propose using the funds to commence their project to:

- create an online calendar for events in Braidwood with relevance to both visitors and local residents,
- establish a network of local events stakeholders for the purposes of:
 - collaboration
 - capacity building
 - developing a strategic spread of events throughout the year

A complete proposal from BAVBC, including objectives, deliverables, budget, risk analysis and governance arrangements is attached to this report and is scalable dependent on funding sourced. This contribution from Council would enable work to commence on their online events platform and the recruitment and engagement by BAVBC, of a sub-contracted project officer. While the proposal outlines larger plans for more hours and a longer duration of a staff resource, this can be rescaled to match the funding.

The seed funding will support the critical establishment phase of the project to be conducted by a paid resource, which would then be continued by the volunteer steering committee and/or continued in its intended form upon the acquisition of further funds from other sources.

The BAVBC's proposal for a calendar would take in a wide range of community-based events and be supported by their local presence and project steering committee. As such, this calendar has the potential to close a gap in current offerings and may prove to be a valuable resource for both local residents and visitors. Council staff currently provide some services related to events including marketing activities and digital and print visitor information provision to potential and in-market visitors. However, this promotional work focuses on events that are of established interest to identified target markets and are restricted to events that meet the eligibility requirements of the Australian Tourism Data Warehouse.

This project has support from other groups in the Braidwood community; letters of support are attached to this report.

This contribution from Council will facilitate the delivery of one of the BAVBC's identified projects. If the project were to be underwhelming in its execution, future requests/demands from BAVBC should be viewed in that context.

Risk/Policy/Legislation Considerations

Under s.356 of the Local Government Act 1993, QPRC may exercise a function by resolution to provide various forms of assistance to the community.

This request is for seed funding to assist the establishment of this project would be a one-off grant and not an annual allocation. It will therefore be important for the BAVBC to establish any ongoing funds required, noting that Council will continue to support particular Braidwood events.

Financial, Budget and Resource Implications

The 2023-24 Events budget includes \$10,000 unallocated funds which are intended to support the delivery of events in Braidwood and is in the current Operational Plan.

9.3 Braidwood District Events Coordination (Ref: ; Author: Richards/Deebank) (Continued)

Links to QPRC/Regional Strategic Plans

The recommendation supports Strategic Objective 2.2 of the Community Strategic Plan 2042, which recognises council's role as a collaborator with community groups, and local business and industry in the support of events as an enabler of the visitor economy.

This proposed project aligns with the stated role for Council in the QPRC Events Strategy 2018-25 to 'support local event organisers... through strategies to provide, partner, promote, deliver and evaluate.'

The QPRC Tourism Plan 2017-25 identifies the importance of events to our region's visitor economy, the challenges arising from volunteer fatigue and limited resources, and the need to enhance the capacity of local tourism operators (including event organisers).





The Tablelands Destination Development Plan 2020-25 and NSW Visitor Economy Strategy 2030.

Conclusion

This proposed project is in alignment with Council's adopted strategies, has the potential to provide community and economic benefit, and is an opportunity to support the recovery of our regional events following the disruption to the sector during the pandemic.

The funds have already been identified within Council's Operational Plan for events in Braidwood and Council is being asked to allocate these funds to this specific project proposal by BAVBC.

Attachments

- | | |
|--|---|
| Attachment 1 | Request for Support (<i>Under Separate Cover</i>) |
|  Attachment 2 | Braidwood District Events Coordination Project (<i>Under Separate Cover</i>) |
|  Attachment 3 | Braidwood Community Association Support Letter (<i>Under Separate Cover</i>) |
|  Attachment 4 | Braidwood & Villages Tourism Letter of Support (<i>Under Separate Cover</i>) |
|  Attachment 5 | Braidwood Quilters & Textiles Letter of Support (<i>Under Separate Cover</i>) |

9.4 Application for Cultural Grant - Bungendore Rotary Club (Ref: ; Author: Goiser/Mirowski)

File Reference: Grants 11.10

Recommendation

That Council approve a Cultural Grant of \$2,970 for the Rotary Club of Bungendore to pay for local Aboriginal artwork to be incorporated on playing cards for the Monopoly Bungendore Edition.

Summary

On 25 March 2024 the Rotary Club of Bungendore applied for a Council Cultural Grant of \$2,970 to pay for the design and incorporation of a local contemporary Aboriginal artwork onto playing cards for a limited edition of the board game Monopoly that features Bungendore.

This report seeks Council's approval of this grant.

Background

The Rotary Club of Bungendore is working with Australia-based distributor of custom Hasbro board games, Winning Moves, to produce a customised version of Monopoly that features Bungendore.

A limited-edition of 1,250 copies of the board game will act as a major fundraiser and will showcase and promote Bungendore village as a visitor destination. The Rotary Club is selling board game spaces to local businesses and organisations through online auctions, to assist in paying the production costs.

The grant application is seeking funds to employ a local Aboriginal artist to design artwork for the game's playing cards. The application and its attachments are at Attachment 1.

Funds are sought to pay a 100% Indigenous-owned Bungendore-based company, Murraway Journeys, to design artwork for the Monopoly playing cards, as per the quote attached to the application. The company specialises in providing bespoke artwork which respects Aboriginal traditions and the beauty of the region's ancient art but presents it in an innovative, contemporary way. The company is endorsed by Supply Nation.

Report

Council's Arts and Culture Team Leader and Grants Officer assessed the application as meeting the eligibility criteria of a Cultural Grant of up to \$3,000. The applicant advises they are an incorporated not-for-profit community-service organisation of 45 members, working in and with the Queanbeyan-Palerang community.

The project will have demonstrated artistic and cultural benefits to our local government area and create employment for a local Aboriginal artist. The Bungendore Monopoly project will enhance artistic and cultural outcomes for the Queanbeyan-Palerang community through engaging business and community groups in the board game's creation, and developing enhanced pride of place, and awareness of Bungendore's unique identity and rich history.

The project will also have educational components about the custodianship of the Bungendore area over tens of thousands of years, and the culture of the region's Aboriginal people. The

9.4 Application for Cultural Grant - Bungendore Rotary Club (Ref: ; Author: Goiser/Mirowski) (Continued)

project will also have benefits in promoting Bungendore as a destination to visit, and in developing and showcasing a Bungendore 'brand'.

The applicant advises that \$60,000 is needed to produce the game. \$48,000 is being sourced through the online auction of Bungendore-themed Monopoly properties, and \$10,000 has been provided by the Bendigo Bank Bungendore Branch.

All funds raised through the sale of Bungendore Monopoly games will be used for community projects that further promote and showcase Bungendore; namely the Bungendore History Trail and creating a historical-themed mural on Elm Grove Water Tower.

The Bungendore Monopoly Limited Edition is expected to be available for sale by mid-November 2024, in time for Christmas. The quote for the Aboriginal artwork in the attached funding application includes \$270 GST. The applicant organisation is not registered for GST, and therefore payment of the quote's total amount of \$2,970 is eligible and recommended to be included in the grant.

Risk/Policy/Legislation Considerations

Council's Cultural Grants are administered in compliance with the QPRC Donations Policy. Under s.356 of the *Local Government Act 1993*, Council may exercise a function by resolution to provide various forms of assistance to the community through grants, donations, rental rebates, rate relief, non-financial contributions, in-kind donations and sponsorships.

Financial, Budget and Resource Implications

A total of \$15,000 Cultural Grant funds was available for the 2023/24 financial year. Three grants totalling \$5,500 have been approved and disbursed in the financial year to date. If this Bungendore Monopoly grant application is approved, there will be a balance of \$6,530 remaining in the Cultural Grants program this financial year.

Links to QPRC/Regional Strategic Plans

This project aligns with the vision and mission of the QPRC Community Strategic Plan, particularly under Strategic Pillar 1 'Community', and Strategic Objective 1.1 'Our community is strengthened through connection and participation that enhances our community and cultural life'.

Conclusion

This project is eligible for a grant of up to \$3,000 under QPRC's Cultural Grant Guidelines and would provide cultural and artistic benefits to the Queanbeyan-Palerang community. It is recommended for funding.

Attachments

- Attachment 1 Cultural Grants Application with attachments (*Under Separate Cover*) -
CONFIDENTIAL

9.5 Draft Restricted Funds Policy (Ref: ; Author: Monaghan/Sligar)

File Reference: 43.1.1-09

Recommendation

That Council:

- 1. Place the draft Restricted Funds Policy on public exhibition for 28 days.**
 - 2. Adopt the Restricted Funds Policy if there are no objections.**
-

Summary

The draft Restricted Assets Policy is a new policy. The aim of this policy is to establish policy objectives for the reserves Council holds which restrict cash for specific purposes and comply with legislative obligations.

All funds associated with Water, Sewer and Waste Funds will be isolated within reserves specifically identified for those purposes.

Council endorsement is sought to place the draft Restricted Funds Policy on public exhibition for 28 days.

Background

A financially sustainable Council is one that can fund ongoing service delivery and the renewal and replacement of assets without imposing excessive debt or unplanned rate increased on future generations.

Over the last few years, Council has embarked on a compressed capital works program that resulted in many large capital projects undertaken with funding from loans.

Council is moving into a new strategy phase focusing on cash reserves to fund asset renewal.

Report

The development of the Restricted Assets Policy will ensure there is a mechanism to support the funding of future activities, services and infrastructure. It will provide the governance framework as established by Council, to ensure in particular that Internal Reserves are maintained for their purpose.

The policy outlines the roles and responsibilities of council staff, the council and external parties, such as the Audit, Risk and Improvement Committee (ARIC).

The policy provides an explanation of the current reserves, both internal and external. This also provides a process for the establishment of new reserves.

9.5 Draft Restricted Funds Policy (Ref: ; Author: Monaghan/Sligar) (Continued)**Risk/Policy/Legislation Considerations**

Council's Restricted Assets Policy complies with the following:

- S625 and S408 to S410 Local Government Act 1993
- S8B Local Government Act 1993 – the principles of sound financial management
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Crown Land Management Act 2016 No58
- Rating and Revenue Raising Manual, Department of Local Government (2007)
- Environment Planning & Assessment Act, 1979 (EP&A Act)
- Water Management Act 2000

The Restricted Assets Policy will be reviewed annually.

Financial, Budget and Resource Implications

This policy is a budget management control mechanism to assist with identifying appropriate funding sources for projects and ensuring future projects can be funded when needed. Of note the following reserves should be reviewed by Council.

Employee Leave Entitlements (ELE)

The ELE reserve balance requires to be increased to ensure there is sufficient funds available to cover council staff leave entitlements. A review of current leave entitlements has been undertaken and based on previous years expenditure and age of our workforce; it is recommended that a balance of approximately \$5.8M is to be achieved over the next four years.

The last 3 years ELE liability payments made to staff leaving the organisation has not been able to be funded from the ELE Reserve.

	2021/22		2022/23		2023/24 YTD	
Age Group	Number Staff Separated	ELE Paid From General Fund	Number Staff Separated	ELE Paid From General Fund	Number Staff Separated	ELE Paid From General Fund
60+	11	\$264,006	13	\$175,355	10	\$348,799
50 - 59	12	\$115,429	20	\$569,740	14	\$192,042
40 - 49	17	\$58,976	16	279,733	9	\$106,434
30 - 39	20	\$140,578	17	\$107,826	10	\$42,880
20 - 29	18	\$110,119	21	\$63,572	13	\$12,753
TOTAL	78	\$689,108	87	\$1,196,226	56	\$702,908

An appropriate reserve balance is to be based on current liabilities and age of employees, is recommended as follows:

- Over 60 years 100% funding of ELE
- 50 to 59 years 60% funding of ELE
- 40 to 49 years 40% funding of ELE
- 30 to 39 years 20% funding of ELE
- Under 30 years 10% funding of ELE

9.5 Draft Restricted Funds Policy (Ref: ; Author: Monaghan/Sligar) (Continued)

QPRC Staff Age Group, Turnover and ELE Liability				ELE Reserve Recommended	
Age Group	Total Number	Average Turnover Rate last 3 years	Total ELE Liability	%	Amount
60+	34	15.80%	\$2,347,503	100	\$2,347,503
50 - 59	46	12.60%	\$4,357,935	60	\$2,614,761
40 - 49	42	23.40%	\$1,697,626	40	\$679,050
30 - 39	47	26.10%	\$770,192	20	\$154,038
20 - 29	52	23.70%	\$416,377	10	\$41,638
				TOTAL	\$5,836,991

Unrestricted Cash

The minimum amount of unrestricted cash held by Council needs to be significantly increased.

It is recommended that a balance of between 3% to 10% of operating expenditure should be targeted over the next four years.

Heritage Program Reserve

It will be recommended that this reserve be removed once the remaining balance has been allocated to appropriate projects at the next Policy review. An annual budget will be determined by Council for the Heritage Grants program through the annual budget preparation process.

Election Reserve

Whilst this remains in place currently, after the September 2024 elections, when Council reviews this Policy again, it will be recommended that Council simply budget for the costs of conducting the election every 4 years.

Links to QPRC/Regional Strategic Plans

This policy continues to support the delivery of Council's Community Strategic Plan to achieve civic leadership and governance that is open, transparent and accountable.

Conclusion

The Restricted Assets Policy:

- was developed by reviewing other Council's policies.
- complies with Legislation and Regulations
- provides a control mechanism to assist with budget and cashflow management.

Attachments

Attachment 1 Draft Restricted Assets Policy (*Under Separate Cover*)



9.6 Draft Investment Policy - Public Exhibition Feedback (Ref: ; Author: Monaghan/Drayton)

File Reference: 43.6.5-01

Recommendation

That Council:

- 1. Receive and note the submission from the exhibition period.**
 - 2. Adopt the Investment Policy.**
-

Summary

The attached Draft Investment Policy was tabled at the 14 February 2024 Council meeting and placed on a 28-day public exhibition.

The consultation period has now concluded with one response received.

Background

The consultation period resulted in the following visitation to the 'Have Your Say' page on Council's website:

Widget type	Engagement tool	Visitor no.	Downloads / views
Document	Draft Investment Policy	6	6
Document	Report to Council meeting – Item 9.4 – 14 February 2024	3	3
Key Dates	Key Date	1	1

The 'Have Your Say' survey results are attached, noting that one submission was received.

Report

The contributor's main concerns surrounded the changes to the credit quality limits, and Council's commitment to environmentally sustainable investments.

Council's Investment Policy fully complies with legislative requirements and the ministerial order relating to the investment of Council's surplus funds. Council only invests in Authorised Deposit-taking Institutions (ADI) permitted by the ministerial order.

The Australian Prudential Regulation Authority (APRA) is charged with the prudential regulation and supervision of ADI's in Australia. APRA licensed ADI's must comply with strict prudential standards in relation to acceptable governance, risk management and internal control arrangements, and are subjected to continuous monitoring and oversight to ensure compliance with these standards.

The Investment Policy credit quality limits align with recommendations from Council's investment advisor, Laminar Capital. Laminar Capital was established in 2009, and in 2021

9.6 Draft Investment Policy - Public Exhibition Feedback (Ref: ; Author: Monaghan/Drayton) (Continued)

became part of the Perpetual Group, providing advice on \$8 billion of assets. Their industry and financial market expertise means their investment advice can be relied on with confidence.

By expanding the scope of ADI's within the Investment Policy, this not only affords Council the opportunity to take advantage of potential higher returns, but also broadens the range of "green" non-fossil fuel lending institutions Council can invest in. Between January 2023 and January 2024, Council has increased its portfolio exposure to non-fossil fuel lending ADI's from 33.5% to 56.4%. These policy changes further enhance Council's commitment to sustainable investment choices.

Risk/Policy/Legislation Considerations

The draft Investment Policy complies with the following:

- Section 625 of the Local Government Act 1993
- Clause 16 of the Local Government (General) Regulation 2021
- Ministerial Investment Order (See attachment)
- The Trustee Amendment (Discretionary Investments) Act (1997) – Section 14
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Investment Policy Guidelines
- Office of Local Government Circulars

Financial, Budget and Resource Implications

The recommended changes within the policy reduce the prescriptive restrictions on investment ratings and therefore allow additional options to be considered with each investment decision. This creates additional opportunities to maximise investment return but does not reduce the policy focus on managing risk.

Links to QPRC/Regional Strategic Plans

This policy continues to support the delivery of Council's Community Strategic Plan to achieve a sustainable local region. Council preferences investment securities and financial institutions that take responsibility for their economic, environmental, social, and governance impacts.

Conclusion

Council staff acknowledge and welcome the feedback provided during the exhibition period. As no amendments are proposed to the Draft Investment Policy, it is recommended Council now adopt the investment policy.

Attachments

Attachment 1 Draft Investment Policy (*Under Separate Cover*)



Attachment 2 'Have Your Say' Survey Report (*Under Separate Cover*)



9.7 Capital Projects Status Report (Author: Sligar/Monaghan)

File Reference: 36.6.1

Recommendation

That Council:

1. Receive the capital projects status report for information.
 2. Include a budget variation of \$678,726 in the third quarter budget review (QBR) for the over expenditure at completion of Stage 1 of the Bungendore Sports Hub Project.
-

Summary

The following Capital projects in the 23/24 Operational Plan are reported to Council in addition to the Quarterly Budget Review Statements (QBR) presented every quarter as per Council's financial and compliance reporting requirements.

Background

This status report includes a financial update and identifies risks and issues that may affect project delivery and budget. Any requests for supplementary votes will be the subject of a report to Council, and inclusion in the next Quarterly Budget Review process.

Report

The Regional Sports Complex Stage 1 is 95% complete.

The civil and building contractors are scheduled to complete works in May, weather permitting.

The following additional works will be completed by June 2024 to close the project.

- Stadium seating to be installed on the hockey field
- Installation of Wi-Fi, CCTV and Interactive Kiosk
- Hockey safety netting
- Landscaping of garden beds

0.0 Capital Projects Status Report (Author: Sligar/Monaghan) (Continued)

Project	100184	
Project Start Date	2016	
Project Completion Date	June 2024	
Current Project Stage	Delivery	
Total Project Budget	\$26,105,500	
Budgeted Project Funding	\$11,105,500	
Source of Funding	Office of Sport: \$10M Regional Sports Infrastructure Fund \$1.1M Multi Sport Community Facility Fund	
Budgeted Loan Financing	\$15,000,000	
Loan Financing drawn to date	\$15,000,000	
Budget 23/24 Financial Year	\$4,324,000	
Estimated total project cost	Total Project Cost to Date	Estimated cost to complete
\$26,105,500	\$25,058,707	\$1,046,793

Bungendore Sports Hub

The scope and project of the Bungendore Sports Hub project was last reported to Council on 13 July 2022. The project is now at completion and this status update closes out Stage 1 of the Bungendore Sports Hub.

The final project cost is \$7,842,763, being \$678,726 (9.5%) over budget. Total grant funding of \$4,115,418 was received through NSW Government and Federal Government Grant programs. Development contributions contributed \$1,178,907. Council contributed \$2,548,438 including \$659,712 contributed from the Sewer Fund for part of the original land purchase.

The final budget is detailed below, with detail of the variances from the original budget that was reported to Council on 13 July 2022 (**Resolution No 275/22**) .

The project has achieved the following new works:

- Land acquisition
- Bulk earthworks for entire site
- Formation of internal vehicle access roads and gravel car parking
- Four competition netball courts with floodlights, goals and fencing
- Two main turf playing fields (soccer / football) with irrigation and floodlights
- Construction of the main pavilion with 4 change rooms, club kiosk, public toilets, 5 storage sheds and a social room
- Footpath from the main pavilion to the carpark
- Tree planting
- Potable and recycled water supplies and irrigation storage tank
- Sewer pump station on site connected to main pavilion and will support future buildings
- Water and sewer mains connections to site
- Electricity to site

Electrical contractors are completing the final stages of electrical services installation to power the entire site which should be complete by mid April.

0.0 Capital Projects Status Report (Author: Sligar/Monaghan) (Continued)

Building contractors are returning mid-late April to connect power and sewer services to the main pavilion building.

It is planned to have sports fields ready for training and play by early May with goal posts and dug-outs installed.

Project Funding	Original Budget	Actual as at March 2024	Commitments	Revised Forecast	Variance Explanation
Income/ Funding Sources					
Stronger Communities Fund	\$1,500,000	\$1,500,000		\$1,500,000	
Stronger Country Communities Fund	\$950,000	\$950,000		\$950,000	
Bungendore Section 7.11 Development Contributions	\$1,178,907	\$1,178,907		\$1,178,907	
Sewer Fund Contribution	\$658,695	\$658,695		\$659,712	
General Fund Contribution	\$110,000	\$1,210,000		\$1,210,000	Funding reallocated Council March 24 (Resolution 098/24)
LRCI Phase 1	\$650,000	\$0		\$0	Reported as a separate project
LRCI Phase 3	\$850,000	\$0		\$0	
LRCI Phase 3	\$565,707	\$565,418		\$565,418	
Multi Sport Community Facility Fund	\$1,100,000	\$715,000	\$385,000	\$1,100,000	
LRCI Phase 4A	\$1,100,000	\$0		\$0	Funding reallocated Council March 24 (Resolution No 098/24)
TOTAL	\$8,663,309	\$6,778,020	\$385,000	\$7,164,037	
Expenditure					
Land acquisition including legal costs	\$2,343,129	\$2,343,129		\$2,343,129	
Sports Hub construction - Internal services - Electrical Mains - Sewer and Rising Main - Amenities Building	\$4,720,180	\$5,406,225	\$93,409	\$5,499,634	
Halfway Creek Bridge	\$650,000	\$0		\$0	Reported as a separate project
Halfway Creek Road	\$850,000	\$0		\$0	
Solar Panels/Car Park Lights	\$100,000	\$0		\$0	Transferred to Stage 2
TOTAL	\$8,663,309	\$7,749,354	\$93,409	\$7,842,763	
Project Expenditure Over Project Funding				\$678,726	
Variation				9.5%	

0.0 Capital Projects Status Report (Author: Sligar/Monaghan) (Continued)**Queanbeyan Civic and Cultural Precinct (QCCP)**

The occupation certificate for the towers and part of the basement was received in December 2023 and Council staff currently occupy offices and facilities on the Ground, Mezzanine, Level 1 and Level 2.

Finalisation works still outstanding include the handover of the Lowe carpark which is expected in the 2nd week of April and the remainder mid-May. The Q link is expected to be ready for hand over mid to late June.

All tenants of the building including level 3, 4 and 5 and the kiosk are working with the project team to finalise lease agreements and arrange fit-out works that can begin prior to final occupation. Property NSW have endorsed the engagement of the independent certifier who is required to certify the leased areas prior to commencement of the lease.

Project	100265	
Project Start Date	2016	
Project Completion Date		
Current Project Stage	Construction	
Total Project Budget	\$83,330,000	
Budgeted Project Funding	\$4,298,000	
Source of Funding	Private works contribution, capital grant, transfer from water and sewer fund	
Budgeted Loan Financing	\$79,032,000	
Loan Financing drawn to date	\$72,924,000	
Budget 22/23 Financial Year	\$48,172,000	
Estimated total project cost	Total Project Cost to Date	Estimated cost to complete
\$83,330,000	\$81,192,083	\$2,137,917

Risk/Policy/Legislation Considerations

Council is managing a total capital budget of \$90M in 2023/24. Alongside the QPRC Project Service Office, Council also has a dedicated Asset Management, Risk Management, Procurement Management, Legal and Internal Audit functions that will participate throughout this project.

Financial, Budget and Resource Implications

Capital project reports will be progressively reported to Council where they meet the criteria of being >\$1m in value, of significant community interest, risk and/or there has been significant delays over 2 financial years.

Links to QPRC/Regional Strategic Plans

The complete, detailed capital works program is reported annually in the Council's Operational Plan and financial updates are provided quarterly through the quarterly budget review process.

0.0 Capital Projects Status Report (Author: Sligar/Monaghan) (Continued)

Conclusion

Regular project status reports will continue to be provided to provide transparent financial and project reporting for capital projects, linked to the 23/24 Operational Plan.

Attachments

Nil

10.1 Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2023/24
(Ref: ; Author: Tooth/Harris)

File Reference: 31.1.98-02

Recommendation

That the report be received for information.

Report

Maintenance Grading of Unsealed Roads

The monthly grading schedule and unsealed road maintenance grading policy is published on Council' website:

<https://www.qprc.nsw.gov.au/Services/Roads-and-Footpaths#section-2>

Note: Following the declared flood event on 26 December 2023, roads were inspected and re-prioritised for emergency patch grading works. These roads are not shown in the maintenance grading table below as full-length maintenance grading was not undertaken.

The following table shows the maintenance grading works completed by Council and its Contractors between 1 January 2024 and 31 March 2024.

Road Name	Completion Date	Length Graded (km)
Mayfield Road	18/1/2024	18.67
Lucky Pass Road	24/1/2024	6.33
Collector Road	1/2/2024	5.79
Captains Flat Road	2/2/2024	20.5
Sawyers Ridge Road	9/2/2024	9.77
Lake George Road	13/2/2024	5.24
Monga Lane	14/2/2024	11.3
Wirreanda Road	19/2/2024	4.01
Urila Road	5/3/2024	2.03
Daniel Lane	5/3/2024	0.65
Burra Road	6/3/2024	4.22
Cooma Road	7/3/2024	21.41
Keewong Lane	7/3/2024	1.14
Hutchinson Place	7/3/2024	0.19
Plummers Road	8/3/2024	1.28
Catholic Cemetery Road	11/3/2024	0.72
Glenmore Road	13/3/2024	3.09
Station Street	14/3/2024	0.69
Gladys Street	14/3/2024	0.25
Mount Fairy Road	15/3/2024	7.26
Hoskinstown Road (1)	18/3/2024	2.01
Mayfield Road	19/3/2024	9

10.1 Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2023/24
(Ref: ; Author: Tooth/Harris) (Continued)

Road Name	Completion Date	Length Graded (km)
Mayfield Cross Road	19/3/2024	1.34
Deloraine Lane	20/3/2024	1.39
Gillamatong Lane	21/3/2024	1.08
Obriens Road	21/3/2024	2.72
Hoskinstown Road (2)	22/3/2024	4.44
Nerriga Road	27/3/2024	4
Neringla Road	28/3/2024	7.09
Wallaces Gap Road	28/3/2024	11.4
Total		169.01

Resheeting

The following table shows the completed resheeting works completed by Council and its Contractors between 1 January 2024 and 31 March 2024 as per Disaster Recovery Funding Arrangement and the Local Roads Resheeting budget.

Road Name	Completion Date	Length Resheeted (km)
Wirreanda Road	19/2/2024	4.01
Daniel Lane	5/3/2024	0.65
Mayfield Road	19/3/2024	9
Obriens Road	21/3/2024	2.72
Hoskinstown Road (2)	22/3/2024	0.73
Total		17.11

Resealing

The following table shows the completed resealing works completed by Council and its Contractors between 1 January 2024 and 31 March 2024.

Road Name	Completion Date	Length Resealing (km)
Bidges Road	28/2/2024	2.35
Hickey Road	29/2/2024	1.21
Old Goldmines Road	29/2/2024	0.05
Birchmans Grove	1/3/2024	2.31
Sarah Reef Road	1/3/2024	0.3
Surveyor Street	2/3/2024	0.95
Patanga Gardens	4/3/2024	0.23
Bilkurra Street	4/3/2024	0.65
Wangara Crescent	4/3/2024	0.26
Morton Street	5/3/2024	1
Agnes Avenue – Morton to Surveyor	5/3/2024	0.43
Camellia Place	5/3/2024	0.1
Cross Place	14/3/2024	0.05
Total		9.89

Attachments

Nil

10.2 Outstanding Rates Update (Ref: ; Author: Monaghan/Robinson)

File Reference: 43.2.2-01

Recommendation

That the report be received for information.

Report

This report provides an update on the progress of Council's current Rates outstanding and our debt management processes.

The total rates and annual charges levied as at 1 July 2023, for the 23/24 financial year was \$96,752,550.

As at 31 March 2024, Council's Rates and Annual Charges outstanding percentage is 27.63%.

Council levies rates and annual charges in July for the full financial year. At this point in time, all rates are considered outstanding.

Throughout the year, as rates are paid at instalment date, this outstanding ratio is reduced.

By reviewing the trends on this ratio, we can see how our rate payments are progressing in addition to how well Councils' debt management policy and processes are working.

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
1 July – 30 Sep	67.3%	66.8%	71.3%	63.6%	63.3%	70.9%
1 Oct – 31 Dec	46.3%	45.9%	45.2%	43.2%	43.4%	48.8%
1 Jan – 31 Mar	26.3%	27.2%	26.2%	24.8%	24.3%	27.63%
1 April – 30 Jun	5.68%	9.74%	9.25%	8.02%	7.75%	NA

The OLG benchmark for outstanding rates as at 30 June is <10%.

The overdue amounts fall into the following stages of the collection process.

	Number	Amount Outstanding
Reminder notices	4,426	\$3,719,049
Hardship & financial assistance	78	\$569,602
Payment plans	1,227	\$1,971,389
Debt Recovery – support without legal	518	\$1,984,031
Debt Recovery – legal	224	\$3,078,861
		\$11,322,932

10.2 Outstanding Rates Update (Ref: ; Author: Monaghan/Robinson) (Continued)**Reminder Notices**

4,426 reminder notices were issued at 12 March 2024 details below.

	Arrears	Third Instalment	Interest	Total Overdue
Total	\$100,293	\$3,570,610	\$48,146	\$3,719,049
Number	4,426	4,426	4,426	4,426
Average	\$23	\$807	\$11	\$840
Highest	\$10,032	\$15,184	\$1,813	\$15,349
Lowest		\$5		\$5

Hardship and Financial Assistance Policy

Not included in the above; are those residents who have sought relief via Council's Financial Hardship Policy, in place to assist ratepayers who are experiencing genuine financial hardship. Council has approved 78 Financial Hardship applications. Residents who have sought Financial Hardship, are on payment plans and interest is waived, which may include Water Rates.

	Rates	Water Rates	Total
Total Amount Outstanding	\$451,942	\$117,660	\$569,602
Average	\$2,657.67	\$365	\$3,023

Section 564 of the Local Government Act 1993 provides that Council may enter into a formal agreement with a ratepayer eligible for periodic payments for rates and charges that are due and payable.

Payment Plans

As at 28 February 2024, Council has 1,227 payment arrangements in place addressing \$1.9 million of outstanding rates and annual charges.

Arrangements	Rates	Water Rates	Total
Total Amount Outstanding	\$1,736,184	\$235,205	\$1,971,389
Average	\$1,415	\$192	\$1,607

Recovery Action

Accounts with our two recovery agencies total \$5.06 million.

Recoupa – 518 accounts	Rates	Water Rates	Total
Total Amount Outstanding	\$1,756,287	\$227,744	\$1,984,031
Average	\$2,654	\$361	\$3,830

R&R – 224 accounts	Rates	Water Rates	Total
Total Amount Outstanding	\$2,720,638	\$358,223	\$3,078,861
Average	\$12,642	\$1,599	\$13,745

10.2 Outstanding Rates Update (Ref: ; Author: Monaghan/Robinson) (Continued)

The following tables compare Rates and Annual Charges Outstanding from 2018/19 to the current Operational Plan year of 2023/24.

Rates and Annual Charges Outstanding '000's

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
July	97.07	97.66	97.75	82.99	89.20	97.63
August	75.57	75.15	90.33	71.46	69.52	80.39
September	67.29	66.85	71.27	63.59	63.34	70.90
October	65.08	63.92	63.66	59.60	58.67	64.57
November	52.42	52.26	50.32	49.72	47.81	51.98
December	46.27	45.85	45.19	43.21	43.42	48.82
January	44.02	44.23	44.00	40.37	40.25	45.85
February	31.71	33.78	32.61	28.33	29.80	31.14
March	26.34	27.23	26.19	24.77	24.26	27.63
April	24.32	24.12	23.43	22.99	22.95	
May	12.85	15.58	14.54	12.02	10.77	
June	7.82	9.47	9.21	8.41	7.75	

The following table shows the Rate amounts payable for each quarter.

Rates Debtor						
	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
30 Sept	49,217,482	52,241,327	59,246,067	54,923,142	57,577,806	68,744,950
31 Dec	34,396,347	36,113,134	37,829,309	37,364,544	39,871,098	47,490,575
31 Mar	19,622,624	21,461,794	21,943,608	21,494,993	22,353,121	27,098,108
30 Jun	5,816,193	7,479,183	7,704,405	7,309,227	7,160,300	

This table shows the amounts collectable for rating year. Increases during a financial year are due to supplementary lists for new subdivisions.

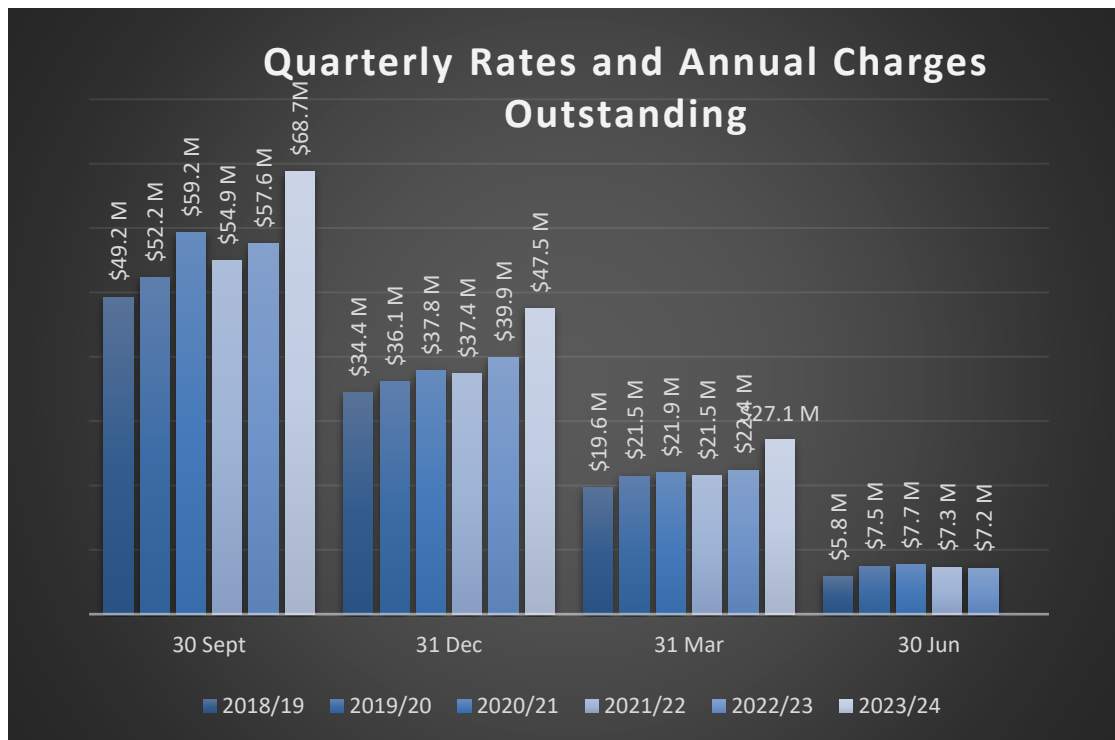
Rates Collectible						
	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
30 Sept	73,145,494	78,149,577	83,131,498	86,371,504	90,907,279	96,957,971
31 Dec	74,333,804	78,756,147	83,707,895	86,465,849	91,834,501	97,276,481
31 Mar	74,508,377	78,813,759	83,797,484	86,765,289	92,150,763	98,074,631
30 Jun	74,356,695	78,984,998	83,686,798	86,879,280	92,372,800	

And this table is the total Rates collected per quarter.

Rates Collected per quarter						
	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
30 Sept	23,928,011	25,908,251	23,885,431	31,448,361	33,329,473	28,213,021
31 Dec	16,009,446	16,734,762	21,993,155	17,652,943	18,633,930	21,572,885
31 Mar	14,948,297	14,708,952	15,975,290	16,168,991	17,834,239	21,190,616
30 Jun	13,654,748	14,153,850	14,128,518	14,299,757	15,414,858	

10.2 Outstanding Rates Update (Ref: ; Author: Monaghan/Robinson) (Continued)

Graph showing Quarterly Rate and Charges outstanding per year:



Sale of land for unpaid rates and charges

The final step in the debt recovery process for unpaid rates is the sale of the land. This process occurs when all other recovery actions have been exhausted.

S713(2) of the Local Government Act 1993 allows for a Council to *sell any land (including vacant land) on which any rate or charge has remained unpaid for more than 5 years from the date on which it became payable.*

A rate or charge is overdue if for vacant land, it remains unpaid for more than 1 year or for all other land, remains unpaid for more than 5 years.

Council has identified a number of properties that have met the criteria above. As at 28 February 2024 there are 53 properties identified as eligible to be sold for unpaid rates with a total amount owing of \$1,233,019.

A separate report will be prepared by the General Manager for Council, certifying the following information:

- a. What rates and charges (including overdue rates and charges) are payable on the land;
- b. When each of those rates and charges was made and how it was levied;
- c. When each of those rates and charges became payable;
- d. What amounts are payable by way of overdue rates and charges on the land, and
- e. What amounts are payable by way of rates and charges (other than overdue rates and charges) on the land.

10.2 Outstanding Rates Update (Ref: ; Author: Monaghan/Robinson) (Continued)

Sale of Land Process

1. Identify and prepare list of properties eligible to be sold for overdue rates.
2. Advise registered owners of properties of Council's intention to proceed to sell property for overdue rates.
3. Prepare certificates for signature by General Manager or Public Officer certifying:
 - What rates and charges (including overdue rates and charges are payable on the land);
 - When each of those rates and charges were made and how it was levied;
 - When each of those rates and charges became payable;
 - What amounts are payable by way of overdue rates and charges on the land, and
 - What amounts are payable by way of rates and charges (other than overdue rates and charges) on the land.
4. Prepare report to Council attaching list of proposed assessments and completed Certificates. This report should also include details of:
 - The time and place of proposed sale (being not more than 6 months and not less than 3 months from the publication in newspaper and Government Gazette of appropriate information);
 - The type of advertising necessary to comply with the Act;
 - The necessity of conduction title searches against the proposed properties, and
 - The appointment of a licensed auctioneer to conduct the sale.
5. Conduct searches with land and property information (land titles office).
6. Obtain relevant Local and State Authorities certificates for each property.
7. Appoint Auctioneer.
8. Peruse and research completed searches and from them:
 - Identify any person who has an interest in the land, and
 - Take reasonable steps to notify each such person of the Council's intention to sell the land under this division.
9. Prepare schedule of properties and obtain details relevant from searches to correctly advertise the sale in the Government Gazette and a newspaper.
10. Advertise sale in Government Gazette and a newspaper.
11. Appoint solicitor to prepare contract for sale of property and general legal advice relating to sale.
12. Organise appropriate signage to be placed on properties by Real Estate Agent.
13. Conduct Sale in Council Chambers.

Attachments

Nil

10.3 Questions With Notice - Waterwise Policy Take-Up (Ref: ; Author: Ryan/Flint)

File Reference: 10 April 2024 Council Reports

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Katrina Willis on 2 April 2024 and responses from staff are provided below each question:

- 1. How many applications did Council receive in the 6 months to 31 December 2023 under the Waterwise Program for each of the eligible categories?**
 - (a) Free Home Audit - 2
 - (b) Retrofit toilet subsidy - 0
 - (c) Rainwater tank subsidy - 0

- 2. How many applications did Council approve in the six months to 31 December 2023 in each of the three categories listed in Question 1?**
 - (a) Free Home Audit - 2
 - (b) Retrofit toilet subsidy - 0
 - (c) Rainwater tank subsidy - 0

- 3. What was the total financial outlay in the six months to 31 December 2023 for each of the three categories listed in Question 1?**
 - (a) Free Home Audit - \$630
 - (b) Retrofit toilet subsidy - \$0
 - (c) Rainwater tank subsidy - \$0

- 4. The current policy lists rebate prices in 2020/21 dollar values. When was this last reviewed and updated to reflect current costs?**

All rebates are reviewed annually and adjusted by CPI in accordance with the Policy.

- 5. How has Council promoted the Waterwise policy since the policy was reviewed in 2023?**

Since Council endorsement of the Waterwise Policy in November 2023, information has been updated on Council's website, and next promotion scheduled for inclusion in the April/May QPRC Newsletter. This will be supported by social media and our a regular space on Queanbeyan FM Local Radio.

As part of our environmental education program, which includes the trailer we take to events, we include messages about water saving and water usage. A brochure about the Waterwise Policy has been handed out from the trailer.

Attachments

Nil

10.4 Questions With Notice - Captains Flat Properties Affected by Legacy Mining Contamination (Ref: ; Author: Ryan/Flint)

File Reference: 10 April 2024 Council Reports

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Katrina Willis on 2 April 2024 and responses from staff are provided below:

1. What properties does Council own or manage on behalf of Crown Lands NSW in Captains Flat that are affected by legacy mining contamination?

- Foxlow Parklet (12 Spring Street)
- Old Community Centre and Council Depot (172 Foxlow Street)
- Community Hall (53 Foxlow Street)
- New Medical Centre and BMX Track (204-206 Foxlow Street)
- Sports Fields, Pool and Tennis Courts sites (67-73 Foxlow Street)
- Campground and toilets (65 Foxlow Street)
- Mens Shed (106 Foxlow Street)
- Sewer Pump Station(63 Foxlow Street)
- Sewer Pump Station (5 Foxlow Street)
- Portion of Old Mine Site (3 Copper Creek Road)
- RFS Building (11 Foxlow Street)
- Sewer Treatment Plant (1 Miners Road)
- Reservoir (2A Foxlow Street)
- Former Preschool (Crown Land not managed by Council - 27 Foxlow Street)

2. Other than Foxlow Parklet, has Council received any funding from the NSW Government to undertake remediation work on these properties? If so, please provide details.

No

10.4 Questions With Notice - Captains Flat Properties Affected by Legacy Mining Contamination (Ref: ; Author: Ryan/Flint) (Continued)

3. Has Council developed a plan for remediation work on these properties, including how to fund the cost?

The Captains Flat Lead Taskforce commissioned individual Lead Abatement Plans for the following public land in Captains Flat:

- Crown Reserve adjacent to former Preschool (Lot 30 DP 754870)
- Crown Land - Eastern Embankment (Lot 7317 DP 1141049)
- Southern End of Foxlow Street
- Flood Berms and Playing Fields
- Foxlow Parklet (12 Spring Street)
- Playing Courts and Swimming Pool (67-73 Foxlow Street)
- Former Preschool

These Plans can be found on the Captains Flat Taskforce website:

<https://www.nsw.gov.au/regional-nsw/captains-flat>

Attachments

Nil

10.5 Questions With Notice - Staff Salary Underspends (Ref: ; Author: Ryan/Flint)

File Reference: 10 April 2024 Council Reports

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Katrina Willis on 2 April 2024 and responses from staff will be provided at the 24 April 2024 Council Meeting.

- 1. How many staff did Council employ in 2021/22; 2022/23; 2023/24 to 31 March 2024?**
- 2. How many positions were left unfilled in 2021/22; 2022/23; 2023/24 to 31 March 2024?**
- 3. What was the total salary underspend in 2021/22; 2022/23; 2023/24 to 31 March 2024?**
- 4. What is the current ratio of staff to population, at 31 March 2024?**

Attachments

Nil

10.6 Councillor Workshops (Ref: ; Author: Ryan/Ison)

File Reference: 10 April 2024 reports

Recommendation

That the report be received for information.

Councillor workshop items are published in the Agenda of the next Council meeting. During the period 21 March to 3 April 2024, the following workshops were held:

Date	Workshop Items	External Presenter/s (if applicable)
02/04/2024	<ol style="list-style-type: none">1. South Jerrabomberra Regional Jobs Precinct Master Plan2. Draft Budget Water & Sewer Fund:<ol style="list-style-type: none">a. Operational Plan, Delivery Plan and Long-Term Financial Planb. CAPEX Projectsc. Fees and Charges	Crystal Atkinson from Department of Regional NSW N/A
03/04/2024	<ol style="list-style-type: none">1. South-East Tablelands Regional Integration Transport Plan (SETRITP) and Braidwood & Bungendore Transport Studies2. Draft Budget Waste Fund:<ol style="list-style-type: none">a. Operational Plan, Delivery Plan and Long-Term Financial Planb. CAPEX Projectsc. Fees and Charges	Vanessa Wilson and Kristian Pinochet from Transport NSW N/A

Attachments

Nil

11.1 Bungendore Town Centre and Environs Advisory Committee - January and February 2024 Minutes (Ref: ; Author: Goiser/Lamont)

File Reference: 52.3.3

Recommendation

That Council:

- 1. Notes the Minutes of Bungendore Town Centre and Environs Committee (BTCEC) meetings held on 22 January 2024 and 26 February 2024.**
- 2. Notes Resolution 6.2:**

That BTCEC Advisory Committee does not support the proposed landscape plan for Frogs Hollow which it considers is dysfunctional without the provision of a public toilet facility and additional parking. BTCEC recommends that the project be reconsidered with a staged plan to achieve the objectives for the space.

Summary

The Bungendore Town Centre and Environs Advisory Committee has submitted minutes of meetings held on 22 January 2024 and 26 February 2024.

In regard to recommendation 6.2 (22 January 2024), the Landscape Plan for Frogs Hollow was placed on public exhibition from 22 January 2021 to 19 February 2021 with 91 submissions received, the majority of which expressed a desire to retain the space as a passive recreation area with landscaping and picnic facilities.

The Consultation Feedback report was reported to Council on 28 July 2021. Council adopted the Plan which is funded by S7.11 developer contributions plan into the 2023-24 Operational Plan.

Whilst the Plan includes visitor parking and toilets, the significant increase in infrastructure costs over the past few years has required these works to be staged to align with funding availability.

Stage one of these works are due to commence in the coming weeks and will deliver the paths, tree planting/landscaping, picnic facilities and car parking. Stage two would include further landscaping plus the toilet facilities, as funds become available.

Attachments

Attachment 1 BTCEC Minutes 22 January 2024 *(Under Separate Cover)*



Attachment 2 BTCEC Minutes 26 February 2024 *(Under Separate Cover)*



12.1 Notice of Motion - Local Heritage Listings (Ref: ; Author: Willis/Willis)

File Reference: 10 April 2024 motions

Notice

Councillor Katrina Willis will move the following motion:

Motion

That Council:

1. Receive a report from staff on:
 - a. the change to the local heritage listing of the Albion and outbuildings, made during the transition from the Palerang LEP 2014 to the Queanbeyan-Palerang Regional LEP 2022 (QPRLEP 2022); and
 - b. a review of all heritage listings in the former Palerang LEP 2014 and Queanbeyan LEP 2012 and any other LEPs which were incorporated into the QPRLEP 2022, to identify if any other local heritage items have been omitted from the QPRLEP 2022.
 2. Engage Council's Heritage Advisor to provide advice on the extent and values of local heritage which has been removed from the QPRLEP2022 and to provide recommendations for reinstating the local items.
-

Comment from Cr Willis in support of this Notice of Motion

Under NSW legislation, items of heritage significance are classified as being of state, local, Aboriginal or World heritage significance. In some cases, an item, site or location may be classified as being of both state and local heritage significance, reflecting different heritage values for the one item, site or location.

Items of State significance are listed on the State Heritage *Register* while all items of heritage significance are listed on the NSW Heritage *Inventory*. Different classification codes are used to identify State and local heritage items.

The Albion complex at 119 Wallace St Braidwood was protected by a permanent conservation order in 1984.

The complex was entered into the State Heritage Register in 1999 as Item 00304 with the title: *The Albion Hotel, 3 adjoining shops and stables*.

Albion building and Outbuildings was separately listed from 1991 as a local heritage item on the Tallaganda Local Environmental Plan as Item 952.

These state and local listings have different Statements of Significance.

When the Tallaganda LEP was incorporated into the Palerang LEP 2014, 119 Wallace St was listed in Schedule 1 of the Palerang LEP as *The Albion and outbuildings*, Item No. 1126, and although listed as a State item, the name and number indicate the listing was the local listing carried over from the Tallaganda LEP.

**12.1 Notice of Motion - Local Heritage Listings (Ref: ; Author: Willis/Willis)
(Continued)**

The Queanbeyan-Palerang Regional LEP came into effect on 14 November 2022 and combined seven LEPs including the Palerang and Queanbeyan LEPs.

The Queanbeyan-Palerang Regional LEP has only one listing for The Albion site, using the State listing title *Albion Hotel, adjoining shops and stables* and a local ID number 1126. However, the item is listed as being of State significance only.

There appears to be no record of either Palerang Council or Queanbeyan-Palerang Regional Council resolving to remove the Albion site's local heritage listing from the relevant schedule of the Palerang LEP or the Queanbeyan-Palerang Regional LEP.

The staff assessment report for DA.2023.0273 for works on the Albion complex at 119 Wallace St Braidwood states that the listings on both the Palerang and Queanbeyan-Palerang Regional LEPs recognise the state significant listing of the site. Staff assume this was to ensure consistency with the State Heritage Register.

The QPRC web page that explains the Queanbeyan-Palerang Regional LEP states:

“The new plan primarily addresses inconsistencies between the respective planning instruments applying to the LGA for the plans to be combined into a single comprehensive planning instrument. These inconsistencies are largely around differences in the permissible development in different zones under the various plans. When combining the existing plans, there has also been reordering of a number of clauses in the new plan.”

There is no evidence that heritage items were reviewed and / or removed from Schedule 5 on heritage grounds as part of the development of the Queanbeyan-Palerang Regional LEP.

Removal of a local listing removes its heritage protection. Therefore, it is imperative that council receives a report promptly about how the removal of the local heritage listing of the *Albion and outbuildings* from the LEP occurred, whether any other local heritage listings were removed in the making of the QPR LEP 2022 and what steps are needed to reinstate the local heritage listings.

Staff Comment

In regard to the first item, there was no change in the hierarchy of heritage listing from the PLEP 2014 to QPRLEP 2022.

Palerang 2014 extract: Braidwood

The Albion and outbuildings 119 Wallace Street Lot 1, DP 598830 State 1126

Current LEP 2022 extract: Braidwood

The Albion, adjoining shops and stables 119 Wallace Street Lot 1, DP 598830 State 1128

The QPLEP 2022 is consistent with the State heritage listing of the property. The State heritage listing describes the *Albion Hotel, three adjoining shops and stables*. In addition, the hierarchy of heritage listings range from World, National, State and Local. A State listed item does not remove the local significance.

A review of previous heritage listed items in the Palerang LEP 2014 and Queanbeyan LEP 2012 to determine whether any heritage items have been omitted would require a considerable amount of staff time.

**12.1 Notice of Motion - Local Heritage Listings (Ref: ; Author: Willis/Willis)
(Continued)**

In regard to the second item, a review of Schedule 5 Environmental heritage Part 1 Heritage Items in the QPRLEP 2022 is subject to 2024/25 budget bid. This work can include this analysis.

The review of Schedule 5 Environmental Heritage Part 1 Heritage Items outlined above will assess the extent and values of local heritage identified in Council's and State's heritage inventories, as well as any heritage study that has been undertaken for an area (i.e. Bungendore Heritage Study). This will be undertaken in addition to those already listed. The review will then provide recommendations for reinstating or removing local items.

The review of Schedule 5 Environmental heritage Part 1 Heritage Items in the QPRLEP 2022 would be a 12 month process.

A budget bid of \$200,000 to undertake the review of Schedule 5 Environmental Heritage Part 1 Heritage Items in the QPRLEP 2022 will be submitted for Council consideration in the 2024/25 Operational Plan.

This project is not able to be completed by current staff resources, unless there was reprioritisation of existing projects.

Attachments

Nil

REPORTS TO COUNCIL - DELEGATES REPORTS

13.1 Delegate Report - CRJO Meeting - March 2024 (Ref: ; Author: Ryan/Winchester)

File reference: 52.8.1

Recommendation

That the report be received for information.

Summary

The following Delegate Report has been submitted by Mayor Kenrick Winchester.

General Manager, Rebecca Ryan and I attended the Canberra Region Joint Organisation (CRJO) meeting hosted by Eurobodalla Shire Council in Narooma on Thursday, 29 February and Friday, 1 March 2024.

Thursday – Site Visit and Tour Southern Water Storage

A familiarisation tour was hosted by Eurobodalla Shire Council travelling from Narooma, through Kianga and Dalmeny to Bodalla, with site visit to the under-construction Southern Water Storage and presentations from project manager and construction manager.

Friday – CRJO Board Meeting**Briefings:**

Associate member, ACT Government's David Clapham, Executive Branch Manager, Economic and Regional Policy, Chief Minister, Treasury and Economic Development Directorate provided a verbal updates to the CRJO Board.

- *Update received and noted.*

Non-voting board member, NSW Government agency Department of Regional NSW's Anthony Body, Regional Director, Illawarra and South East NSW, provided a verbal update and presentation to the CRJO Board.

- *Update received and noted.*

Presentations:**Net Zero Pathway Plan**

CRJO's Cecilia Kemp, Joint Organisation Net Zero Acceleration (JONZA) project officer, Department of Climate Change, Energy, Environment and Water's (DCCEEW) Lisa Miller, Project Officer Sustainable Councils and Charles Sturt University's Dr Simon Wright, Senior Research Fellow, Energy & Circularity provided a verbal report and presentation on the JONZA project and promoted upcoming councillors' webinar on 14 March and a series of visits by project team to each member council in March and April for action planning for net zero initiatives under the recently produced Net Zero Council Pathway Guide.

- *Project presentation received and noted.*

Report: For Discussion**2024 NSW Minister Meetings**

Next CRJO Board meeting to be held on 16 May 2024 at NSW Parliament House with invitees to include the Premier, Treasurer, Leader of the Opposition and ministers with portfolios relevant to regional local government. Shadow ministers in portfolio areas for any accepting ministers will also be invited. Invitation letters will include questions and topics to be raised with ministers.

- *Report received and noted. Members input to draft questions and topics sought.*

**13.1 Delegate Report - CRJO Meeting - March 2024 (Ref: ; Author: Ryan/Winchester)
(Continued)**

Reports: For Decision**Statement of Strategic Priorities**

Joint organisations are required by legislation to have a statement of strategic priorities, similar to a council's community strategic plan. The CRJO General Managers Advisory Group has undertaken a refresh of the CRJO statement of strategic priorities which was presented for board endorsement.

- *Updated CRJO Statement of Strategic Priorities endorsed. CRJO Board requested a workshop for board members to review and understand priorities at May board meeting.*

Annual Performance Statement

Joint organisations are required by legislation to have an annual performance statement, similar to a council's annual report. The CRJO annual performance statement prepared by officers was presented for board endorsement.

- *CRJO Annual Performance Statement endorsed.*

Reports: For Noting**CRJO Finance Status Report**

Report prepared by CRJO Chief Financial Officer covering CRJO budget versus actuals presented to board, showing a year-to-date operating deficit of \$142,000. Further information regarding financial sustainability and forecast operating deficit provided in closed session.

- *Report received and noted.*

CRJO Program Status Report

Report prepared by CRJO Director Regional Projects covering current CRJO projects status presented to board, summarising progress of 14 currently underway externally- projects across program areas of sustainability, resilience, learning and development, waste resource and recovery and regional and council community strategic plans.

- *Report received and noted.*

CRJO Executive Officer Status Report

Report prepared by CRJO CEO covering executive officer activities for the quarter presented to board, highlighting outcomes of the new executive officer's introductory tour of the region and visits to all thirteen CRJO members in their areas and review of CRJO operations with financial sustainability and compliance highlighted as areas to be addressed.

- *Report received and noted.*

Closed Session**CRJO Financial Sustainability Report**

While presented in closed session due to matters involving personnel being included in the report, it was carried that aspects of the report not relating to personnel be made public. Report highlighted a 2023-24 forecasted operating deficit of \$530,000 and high-level sustainable structure and cost savings approach needed.

- *Report received and noted. Structure and cost reductions approach endorsed. Detailed budget incorporating financial sustainability measures to come to May board meeting for adoption. CRJO to seek Office for Local Government advice regarding compliance obligations. Non-personnel aspects of report to be made public.*

13.1 Delegate Report - CRJO Meeting - March 2024 (Ref: ; Author: Ryan/Winchester)
(Continued)

Code of Conduct Governance Report

Presented in closed session due to matters relating to code of conduct being included in report.

- *CRJO executive officer reports from May board meeting onward to include governance matters including code of conduct complaints, public interest disclosures, government information (public access) requests, ICAC referrals and the like.*

Attachments

Nil

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

Recommendation

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

Item 16.1 Request for Council to Purchase Lots

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

Item 16.2 Expression of Interest Evaluation - Regional Sports Complex Café / Bar Licence

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.

Item 16.3 Notice of Motion - Queanbeyan Sporting Gallery

Item 16.3 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.