



Ordinary Meeting of Council

AGENDA

24 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

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

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Confidential - Not for Publication

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- 16.1 Council Properties Market Analysis Report
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 Minutes of the Queanbeyan Sporting Gallery Meeting - 18 March 2024
Item 16.2 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 Draft South Jerrabomberra Regional Job Precinct Master Plan and Associated Amendments to the Queanbeyan-Palerang LEP 2022
- Attachment 1 Draft South Jerrabomberra Regional Jobs Precinct Master Plan (Under Separate Cover)*
- Attachment 2 South Jerrabomberra Regional Jobs Precinct Discussion Paper (Under Separate Cover)*
- Attachment 3 Council's submission on the draft Master Plan and Discussion Paper - dated 11 January 2024 (Under Separate*

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- Attachment 4 Summary of submissions received on the Master Plan and Discussion Paper (Under Separate Cover)*
- Attachment 5 Summary of proposed changes to the Master Plan and QRLEP 2022 in response to submissions (Under Separate Cover)*
- Item 9.2 Scoping Proposal - Proposed Additional Uses for Housing - 138 Environa Drive, Environa
Attachment 1 Scoping Proposal - Proposed Additional Uses for the Provision of Housing in 138 Environa Drive, Environa (Under Separate Cover)
- Item 9.3 Scoping Proposal - Rezoning and Consolidation - 3 Callum Street and 76 Tharwa Road, Queanbeyan
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- Item 9.4 Jerrabomberra Pump Track - Preferred Location
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- Item 9.6 QPRC Sporting Gallery Policy
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- Item 9.7 Draft Submissions to Local Government Financial Sustainability and NSW RFS Assets Inquiries
Attachment 1 Terms of Reference - NSW Standing Committee Inquiry (Under Separate Cover)
Attachment 2 Terms of Reference - NSW Public Accounts Committee Inquiry into the assets, premises and funding of the NSW Rural Fire Service (Under Separate Cover)
Attachment 3 Draft Submission to the NSW Parliament Inquiry into the Assets, Premises and Funding of the NSW Rural Fire Service (Under Separate Cover)
- Item 9.8 Investment Report - March 2024
Attachment 1 Investment Report Pack - March 2024 (Under Separate Cover)
- Item 9.10 Proposal for Lease to Queanbeyan City Football Club - 25 High Street, Queanbeyan
Attachment 2 Draft Lease Agreement - 25 High Street, Queanbeyan East (Under Separate Cover)
- Item 9.11 Post-Exhibition Report - Mobile Food Vending Policy
Attachment 1 Submissions Received (Under Separate Cover)
Attachment 2 Mobile Food Vending Policy (Under Separate Cover)
- Item 10.1 Frogs Hollow Landscape Embellishment
Attachment 1 Bungendore Section 7.11 Development Contributions Plan for Community and Recreation Facilities 2022 (Under Separate Cover)
Attachment 2 Stage 1: Detailed Concept Plan (Under Separate Cover)
Attachment 3 Stage 1: 3D Perspectives (Under Separate Cover)
Attachment 4 Stage 1: Planting Plan (Under Separate Cover)

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- Attachment 5* *Stage 2: Detailed Concept Plan (Under Separate Cover)*
- Attachment 6* *Stage 2: 3D Perspectives (Under Separate Cover)*
- Attachment 7* *Stage 2: Planting Plan (Under Separate Cover)*
- Attachment 8* *Stage 2: Material and Finishes Plan (Under Separate Cover)*
- Item 10.5 Resolution Action Sheet
 - Attachment 1* *Outstanding Actions Report (Under Separate Cover)*
- Item 11.1 Local Traffic Committee Meeting - 2 April 2024
 - Attachment 1* *Local Traffic Committee Minutes - 2 April 24 (Under Separate Cover)*

Closed Attachments

- Item 9.10 Proposal for Lease to Queanbeyan City Football Club - 25 High Street, Queanbeyan
 - Attachment 1* *Valuation Report - 25 High Street (Under Separate Cover)*
- Item 16.1 Council Properties Market Analysis Report
 - Attachment 1* *Colliers Valuation Report and Needs Analysis (Under Separate Cover)*
 - Attachment 2* *Colliers Development Site Study (Under Separate Cover)*
 - Attachment 3* *Colliers Recommendations and Way Forward (Under Separate Cover)*
- Item 16.2 Minutes of the Queanbeyan Sporting Gallery Meeting - 18 March 2024
 - Attachment 1* *Queanbeyan Sporting Gallery Draft Minutes - 18 March 2024 (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and at the Council Chambers, 257 Crawford Street, Queanbeyan on Wednesday, 10 April 2024 commencing at 5.30pm.

ATTENDANCE

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

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

Also Present: L Ison (Minute Secretary)

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

RESOLVED (Winchester/Macdonald)

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

The resolution was carried unanimously.

129/24

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 27 March 2024**

130/24

RESOLVED (Winchester/Taskovski)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 27 March 2024 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

131/24

RESOLVED (Winchester/Burton)

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

The resolution was carried unanimously.

Cr Winchester declared a less than significant non-pecuniary interest in Item 16.2: Expressions of Interest Evaluations – Regional Sports Complex, stating one of the tenderers was part of his campaign team in 2021. He proposed to leave the Chambers when the matter is considered.

6. ADJOURNMENT FOR PUBLIC FORUM

132/24

RESOLVED (Winchester/Willis)

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 5.45pm.

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 Scoping Proposal - Rezoning and Subdivision - 350 Wirreanda Road, Wamboin****MOVED (Grundy/Burton)**

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.

AMENDMENT (Willis/Winchester)

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 no approval or endorsement of the Scoping Proposal forms part of this decision. Council will consider at a future date whether to support or refuse progression of a 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.

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

133/24

RESOLVED (Willis/Winchester)

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 no approval or endorsement of the Scoping Proposal forms part of this decision. Council will consider at a future date whether to support or refuse progression of a 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.

The resolution was carried unanimously.

PROCEDURAL MOTION

134/24

RESOLVED (Macdonald/Winchester)

That Items 10.4 and 12.1 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

10.4 Questions With Notice - Captains Flat Properties Affected by Legacy Mining Contamination

135/24

RESOLVED (Willis/Macdonald)

That the report be received for information.

The resolution was carried unanimously.

Cr Willis foreshadowed a Notice of Motion: That Council hold a workshop with all agencies involved.

12.1 Notice of Motion - Local Heritage Listings

136/24

RESOLVED (Willis/Preston)

That Council 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);
- b. The extent and values of local heritage for the Albion and outbuildings site which has been removed from the QPRLEP2022, and
- c. Recommendations for reinstating the local heritage listing.

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

Against: Crs Burton, Grundy and Macdonald

- 137/24 **9.2 Road Naming - Register of Proposed Road Names**
RESOLVED (Willis/Grundy)
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.
 3. Make the list publicly available for use if no objections are received.

The resolution was carried unanimously.
- 138/24 **9.3 Braidwood District Events Coordination**
RESOLVED (Willis/Preston)
That Council allocate \$10,000 from the 2023/24 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.

The resolution was carried unanimously.
- 139/24 **9.4 Application for Cultural Grant - Bungendore Rotary Club**
RESOLVED (Macdonald/Grundy)
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.

The resolution was carried unanimously.
- 140/24 **9.5 Draft Restricted Funds Policy**
RESOLVED (Willis/Wilson)
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.

The resolution was carried unanimously.
- 141/24 **9.6 Draft Investment Policy - Public Exhibition Feedback**
RESOLVED (Willis/Preston)
That Council:
 1. Receive and note the submission from the exhibition period.
 2. Adopt the Investment Policy.

The resolution was carried unanimously.

- 142/24 **9.7 Capital Projects Status Report**
RESOLVED (Wilson/Preston)
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.

The resolution was carried unanimously.
- 10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**
- 143/24 **10.1 Summary of Road Renewal and Maintenance Activities - 3rd Quarter 2023/24**
RESOLVED (Macdonald/Preston)
That the report be received for information.

The resolution was carried unanimously.
- 144/24 **10.2 Outstanding Rates Update**
RESOLVED (Wilson/Willis)
That the report be received for information.

The resolution was carried unanimously.
- 145/24 **10.3 Questions With Notice - Waterwise Policy Take-Up**
RESOLVED (Willis/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 10.4 Questions With Notice - Captains Flat Properties Affected by Legacy Mining Contamination**
This Item was dealt with in earlier business.
- 146/24 **10.5 Questions With Notice - Staff Salary Underspends**
RESOLVED (Willis/Wilson)
That the report be received for information.

The resolution was carried unanimously.
- 147/24 **10.6 Councillor Workshops**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES**11.1 Bungendore Town Centre and Environs Advisory Committee - January and February 2024 Minutes**

148/24

RESOLVED (Macdonald/Burton)

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.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS**12.1 Notice of Motion - Local Heritage Listings**

This Item was dealt with in earlier business.

13. REPORTS TO COUNCIL - DELEGATES REPORTS**13.1 Delegate Report - CRJO Meeting - March 2024**

149/24

RESOLVED (Winchester/Livermore)

That the report be received for information.

The resolution was carried unanimously.

14. QUESTIONS WITH NOTICE

There were no Questions with Notice.

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

At this stage of the proceedings Cr Winchester advised that there were items on the Agenda that should be dealt with in Closed Session.

Cr Winchester then asked if, in accordance with Clause 59.6 of the Council's Code of Meeting Practice, there were any presentations as to why the matters listed below should not be dealt with in Closed Session.

There were no presentations.

150/24

16. REPORTS FOR CLOSED SESSION**RESOLVED (Winchester/Macdonald)**

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

Item 16.1 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.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 6.53pm to discuss the matters listed above.

151/24

16.1 Request for Council to Purchase Lots**RESOLVED (Willis/Taskovski)**

That Council:

1. Decline the offer made to QPRC to purchase the property at the current asking price.
2. Authorise the General Manager to enter into negotiations, and if agreement can be reached a report be received to consider this proposal.

The resolution was carried unanimously.

Cr Winchester, having declared a less than significant non-pecuniary interest in the following item, vacated the Chair and left the Chambers at 7.02pm.

The Deputy Mayor assumed the Chair.

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

152/24

RESOLVED (Willis/Wilson)

That Council:

1. Decline to accept the one tender received for Contract No QPRC-1087752 – Regional Sports Complex Café/Bar Licence on the basis that there was only one submission and it did not meet Council's income generation expectations for the facility.
2. Engage with Sporting User Groups on how best the Major Pavilion Café/Bar is managed and operated for their home game sporting events for the next 12 months.
3. Develop a schedule of Fees and Charges for the hire of the Major Pavilion Café/Bar in the 2024/25 Fees and Charges Policy.
4. Work with Embrace Disability Group with the intent of recommending them as a preferred caterer for any other sporting or events held at the Major Pavilion Café/Bar.

The resolution was carried unanimously.

Cr Winchester returned to the meeting at 7.12pm. Cr Livermore vacated the Chair and Cr Winchester resumed the Chair.

16.3 Notice of Motion - Queanbeyan Sporting Gallery

153/24

RESOLVED (Macdonald/Wilson)

That Council:

1. Remove Mr Paul Lyons from the Queanbeyan Sporting Gallery.
2. Review and update guidelines related to admittance and removal from the Queanbeyan Sporting Gallery.

For: Crs Burton, Grundy, Livermore, Macdonald, Preston, Taskovski, Wilson and Winchester

Against: Cr Willis

154/24

RESOLVED (Winchester/Burton)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.25pm.

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

In accordance with Clause 253 of the Local Government (General) Regulations 2005, the Mayor then read out the decisions of Council made in Closed Session.

17. CONCLUSION OF THE MEETING

The time being 7.26pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER
MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

3.1 Application for Leave of Absence - Cr Michele Biscotti (Ref: ; Author: Ryan/Ryan)

File Reference: 52.7.1 / 24 April 2024 motions

Recommendation

That Council approve the Leave of Absence application submitted by Councillor Michele Biscotti for the 20 May 2024 Council Meeting.

Summary

Councillor Biscotti will be an apology for the 20 May 2024 Council meeting and has submitted an application to Council for this Leave of Absence.

Report

Councillor Biscotti will be away for the 20 May 2024 Council meeting and has submitted an application to Council for this Leave of Absence.

Risk/Policy/Legislation Considerations

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

Financial, Budget and Resource Implications

Nil

Attachments

Nil

9.1 Draft South Jerrabomberra Regional Job Precinct Master Plan and Associated Amendments to the Queanbeyan-Palerang LEP 2022 (Ref: ; Author: Ormella/Murdoch)

File Reference: 11.1.1-06

Recommendation

That Council provide a letter of support for the finalisation of the Draft South Jerrabomberra Regional Job Precinct Master Plan and associated amendments to the Queanbeyan-Palerang Local Environmental Plan 2022.

Summary

This report seeks Council's endorsement for a letter of support to be sent to the NSW Minister for Planning and Public Spaces, that will facilitate the finalisation of the draft South Jerrabomberra Regional Job Precinct Master Plan (Attachment 1) and associated amendments to the Queanbeyan-Palerang Local Environmental Plan 2022 (QPLEP) identified in the South Jerrabomberra Regional Job Precinct Discussion Paper (Attachment 2) and in the summary of changes document.

Background

The creation of the Regional Job Precincts (RJPs) initiative is an extension of the Special Activation Precinct program. Led by the NSW Government they focus on providing local councils with planning support to drive investment, diversify economies and create new jobs. This will provide local councils, regional communities, industry, and businesses with greater confidence around future investment and development.

The South Jerrabomberra Regional Job Precinct (the precinct) was announced by the NSW Government in March 2021. The precinct covers an area of 950 hectares located approximately 5.5km south of Queanbeyan and borders the ACT and existing Hume Industrial Estate.

Building on the existing Poplars Innovation Precinct and South Jerrabomberra Residential Estate the focus is on amenity and liveability to ensure the Precinct will be a place where business will want to establish, and people will want to live and work.

The draft Master Plan, Urban Design Report, technical studies and discussion paper were exhibited by the Department of Regional NSW and Department of Planning, Housing and Infrastructure from 1 November to 15 December 2023. Council considered the draft documents at its meeting 13 December 2023 and approved a submission which is attached for information (Attachment 3).

9.1 Draft South Jerrabomberra Regional Job Precinct Master Plan and Associated Amendments to the Queanbeyan-Palerang LEP 2022 (Ref: ; Author: Ormella/Murdoch) (Continued)

Report

During the exhibition period copies of the documents were made available on the Department of Planning, Housing and Infrastructure Planning Portal and landowners, stakeholders and the wider community were invited to provide submissions on the exhibited documents. The Department of Regional NSW's engagement program included:

1. 740 postcards mailed, emailed, or letter box dropped to landowners and adjoining properties
2. Individual landowner meetings
3. Drop-in sessions
4. Investor Forum
5. Social media campaign
6. Business breakfast

At the conclusion of the public exhibition, a total of 36 submissions were received. A full summary of the submissions is provided at Attachment 4.

Amendments in response to submissions

As a result of the feedback received during the public exhibition period, several amendments are being made to the final version of the South Jerrabomberra Regional Job Precinct Master Plan, associated technical studies, which will inform the final QPLEP amendments. In brief these amendments include:

- Land zone boundary changes
- Minimum lot size changes
- List Environa within Schedule 5 Environmental Heritage
- Updated Biodiversity mapping
- Update Bushfire mapping
- Correction of errors and misdescriptions
- Insertion of a mechanism ensuring future development aligns with strategic intent of South Jerrabomberra Master Plan.

A summary of these changes can be found at Attachment 5.

The amendments identified address the matters raised by Council in its submission dated 11 January 2024.

Risk/Policy/Legislation Considerations

Without the support from Council there is a risk that the Minister for Planning and Public Spaces does not approve the draft Master Plan. This could delay the realisation of economic benefits to the Local Government Area and Region.

The draft Master Plan supports a second access into the ACT for future development to occur.

The cost of providing and/or embellishing infrastructure to enable the Precinct to be fully realised, will be beyond the capacity of the private sector. The draft Master Plan makes clear there is no funding from the NSW Government for infrastructure associated with the development of the Precinct.

The final Master Plan and QPLEP amendments will reflect Councils submission as resolved by Council at its meeting of 13 December 2023 (**Resolution No 522/23**).

9.1 Draft South Jerrabomberra Regional Job Precinct Master Plan and Associated Amendments to the Queanbeyan-Palerang LEP 2022 (Ref: ; Author: Ormella/Murdoch) (Continued)

The proposed process to amend Q-PRLEP 2022 is being undertaken through an Explanation of Intended Effect (EIE). This is a State led process for amendments to environmental planning instruments. The South Jerrabomberra Regional Job Precinct Discussion Paper is the EIE.

The measures to give effect to the Draft Master Plan also include an amended Ministerial Local Planning Direction.

Financial Implications

Costs for this part of the process include the administrative costs of reviewing the proposed amendments to Q-PRLEP 2022, attendance at meetings and preparing this report. This has involved a maximum of four staff on a part time basis with costs being covered in the Directorate's budget.

Links to QPRC/Regional Strategic Plans

The amendments proposed in Attachment 5 align with the following strategic pillars in Queanbeyan-Palerang Regional Council Community Strategic Plan:

- 1.2 Our health, wellbeing and resilience is supported by strong partnerships and access to services
- 2.2 Our unique regional identity and social and economic advantages underpin a growing economy and thriving tourism sector.

The amendments proposed in Attachment 5 are consistent with and enable the following actions in Council's the Local Strategic Planning Statement:

- Action 4.4.3: Ensure suitable land zoned to accommodate commercial, business and industrial development to 2040
- Action 4.10.1: Zone and construct new Regional Sports Facility at West Jerrabomberra and construct enabling infrastructure.

The amendments proposed in Attachment 5 are consistent with the following objectives in the draft South East and Tablelands Regional Plans:

- Objective 4: Preserve the heritage and character of the region's towns and villages
- Objective 5: Protect important environmental assets
- Objective 11: Realise economic benefits from a connected regional economy
- Objective 15: Promote business and employment opportunities in strategic locations
- Objective 22: Strengthen cross-border connectivity and infrastructure coordination.






9.1 Draft South Jerrabomberra Regional Job Precinct Master Plan and Associated Amendments to the Queanbeyan-Palerang LEP 2022 (Ref: ; Author: Ormella/Murdoch) (Continued)

Conclusion

The Department of Regional NSW has undertaken the master planning process and consultation for South Jerrabomberra Regional Job Precinct. Council and other stakeholders have been involved in the forming a position on responding to submissions and direction for amendments required to develop the final master plan, associated technical reports and QPLEP amendments.

Accordingly, a letter of support from Council to the NSW Minister for Planning and Public Spaces regarding the finalisation of the South Jerrabomberra Master Plan, associated technical reports and QPLEP Amendments is recommended.

Attachments

- | | |
|---|--|
| Attachment 1
 | Draft South Jerrabomberra Regional Jobs Precinct Master Plan (<i>Under Separate Cover</i>) |
| Attachment 2
 | South Jerrabomberra Regional Jobs Precinct Discussion Paper (<i>Under Separate Cover</i>) |
| Attachment 3
 | Council's submission on the draft Master Plan and Discussion Paper - dated 11 January 2024 (<i>Under Separate Cover</i>) |
| Attachment 4
 | Summary of submissions received on the Master Plan and Discussion Paper (<i>Under Separate Cover</i>) |
| Attachment 5
 | Summary of proposed changes to the Master Plan and QRLEP 2022 in response to submissions (<i>Under Separate Cover</i>) |

9.2 Scoping Proposal - Proposed Additional Uses for Housing - 138 Environa Drive, Environa (Ref: ; Author: Ormella/Zhao)

File Reference: PP.2024.0002

Recommendation

That Council:

1. Support the progression of the Scoping Proposal on Lot 1 DP 1269436, located at 138 Environa Drive, Environa for initial agency consultation. The Proposal aims to amend the schedule 1, as well as accordingly Additional Permitted Uses Map and Height of Buildings Map, in the Queanbeyan-Palerang Regional Local Environmental Plan 2022.
 2. Note that no approval or endorsement of the Scoping Proposal forms part of this decision.
 3. Consider at a future date whether to support or refuse progression of a 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 1, DP 1269436, located at 138 Environa Drive, Environa (Figure 1). The proposal has been lodged by the Village Building Company. It seeks to amend the Additional Permitted Uses Map to include approved subdivided Lot 1 and Lot 4 (DA.2023.0456) (Figure 2) on Schedule 1 of the Queanbeyan-Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022) to facilitate Seniors Housing (proposed Lot 1) and Infill Affordable Housing (proposed Lot 4).

It is also proposed to amend the Height of Buildings Map to reduce the permissible height in RE2 Private Recreation (RE2) zone to align with the adjacent R2 Low Density Residential (R2) zone.

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 (DPHI) for Gateway Determination. A detailed assessment of the Planning Proposal's site and strategic merit will accompany the report.

9.2 Scoping Proposal - Proposed Additional Uses for Housing - 138 Environa Drive, Environa (Ref: ; Author: Ormella/Zhao) (Continued)



Figure 1: Current Lot subject to DA below

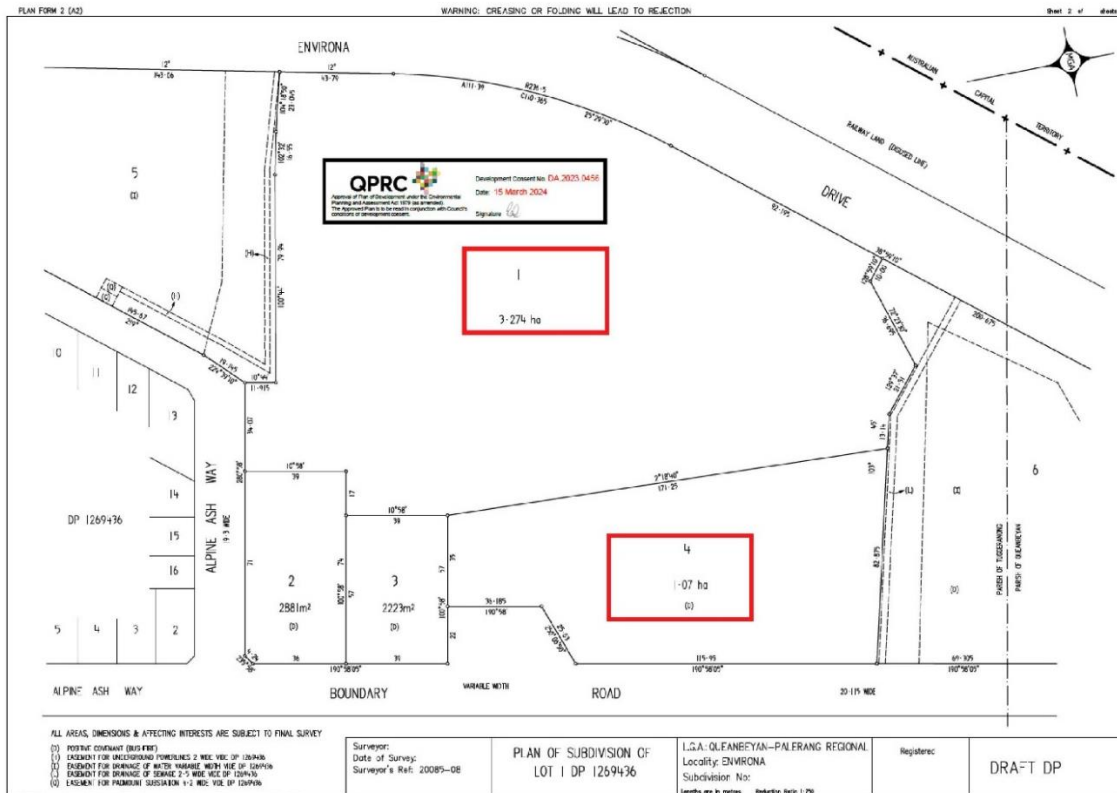


Figure 2: Subject Lot 1 and Lot 4 (DA.2023.0456) marked in red

9.2 Scoping Proposal - Proposed Additional Uses for Housing - 138 Environa Drive, Environa (Ref: ; Author: Ormella/Zhao) (Continued)

Report

The subject Lot 1 and Lot 4 under DA.2023.0456, 138 Environa Drive, Environa are 3.274 ha and 1.07 ha. The below table provides a summary of the proposed amendments.

	Approved Lot 1	Approved Lot 4
Current Zoning No Proposed Changes	RE2	RE2 and R2
Proposed additional use	Senior's housing	Multi dwelling housing (10 percent affordable housing)
Current building height	12m	12m and 8.5m
Proposed building height	No change proposed	8.5m

The Scoping Proposal is provided as Attachment 1 to this report. Technical studies are not required to be prepared for a Scoping Proposal.

The following matters should be identified for addressing in any future Planning Proposal:

Strategic

- The impact of increasing housing supply on the dwelling cap within Tralee
- Infrastructure servicing of the site
- Potential inconsistency with the South Jerrabomberra Master Plan (within the 'buffer' zone)
- Potential inconsistency with the South Jerrabomberra Neighbourhood Structure Plan ('urban' use and 'private recreation' use)

Site specific

- Air Quality and Noise Reports as it relates to the Hume Industrial area (existing and potential land uses)
- Visual impacts from ACT industrial area
- Traffic generation

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
- ACT Government
- Transport for NSW
- Rural Fire Service
- NSW Environmental Protection Authority

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 and State Environmental Planning Policies.

9.2 Scoping Proposal - Proposed Additional Uses for Housing - 138 Environa Drive, Environa (Ref: ; Author: Ormella/Zhao) (Continued)

Financial, Budget and Resource 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 of the relevant QPRC and Regional Strategic Plans will be provided in a future report to Council. These include:

- Queanbeyan Residential and Economic Strategy 2015 – 2031
- QPRC Local Strategic Planning Statement (LSPS)
- QPRC Affordable Housing Strategy
- Draft South East and Tablelands Regional Plan 2041
- South East and Tablelands Regional Plan 2036
- NSW Government Housing Strategy 2041
- Draft South East and Tablelands Regional Transport Plan
- South Jerrabomberra Master Plan
- South Jerrabomberra Neighbourhood Structure Plan
- Draft South Jerrabomberra Regional Jobs Precinct Master Plan

Conclusion

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

Attachments

- Attachment 1  Scoping Proposal - Proposed Additional Uses for the Provision of Housing in 138 Environa Drive, Environa (*Under Separate Cover*)

9.3 Scoping Proposal - Rezoning and Consolidation - 3 Callum Street and 76 Tharwa Road, Queanbeyan (Ref: ; Author: Ormella/Shumaker)

File Reference: PP.2024.0003

Recommendation

That Council:

1. **Support progression of the Scoping Proposal for the rezoning of land located at 3 Callum Street, Queanbeyan for initial agency consultation.**
 2. **Note that no approval or endorsement of the Scoping Proposal forms part of this decision.**
 3. **Will consider at a future date whether to support or refuse progression of a 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 110 DP 12658 and Lot 1 DP 1056339 Strata Plan 72123 located at 3 Callum Street and 76 Tharwa Road, Queanbeyan respectively (Figure 1). The proposal was lodged by Karen Young, part owner of the two sites. The proposal seeks to amend the Queanbeyan Palerang Regional Local Environmental Plan (QPRLEP 2022) by rezoning land at 3 Callum Street from R2 Low Density Residential to R3 Medium Density and to allow a height variation from 8.5 metres to 9.5 metres on both sites. This would enable with approval, consolidation of the lots to develop low rise three storey residential flats/apartments.

Background

The purpose of this report is to seek Council endorsement to consult with agencies on the Scoping Proposal. As per the Local 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 (DPHI) for Gateway Determination. A detailed assessment of the Planning Proposal's site and strategic merit will accompany the report.

Report

Lot 110 DP12658 and Lot 1 DP 1056339 Strata Plan 72123 located at 3 Callum Street and 76 Tharwa Road, Queanbeyan has a combined area of 1644m² (815m² and 829m² respectively) (Figure 1 below). The Scoping Proposal seeks to rezone Lot 110 DP12658, 3 Callum Street from R2 Low Density Residential to R3 Medium Density and amend the

9.3 Scoping Proposal - Rezoning and Consolidation - 3 Callum Street and 76 Tharwa Road, Queanbeyan (Ref: ; Author: Ormella/Shumaker) (Continued)

Maximum Height Map to allow a maximum height of 9.5 metres on both Lot 110 DP12658 and Lot 1 DP 1056339 Strata Plan 72123 (currently 8.5 metres).

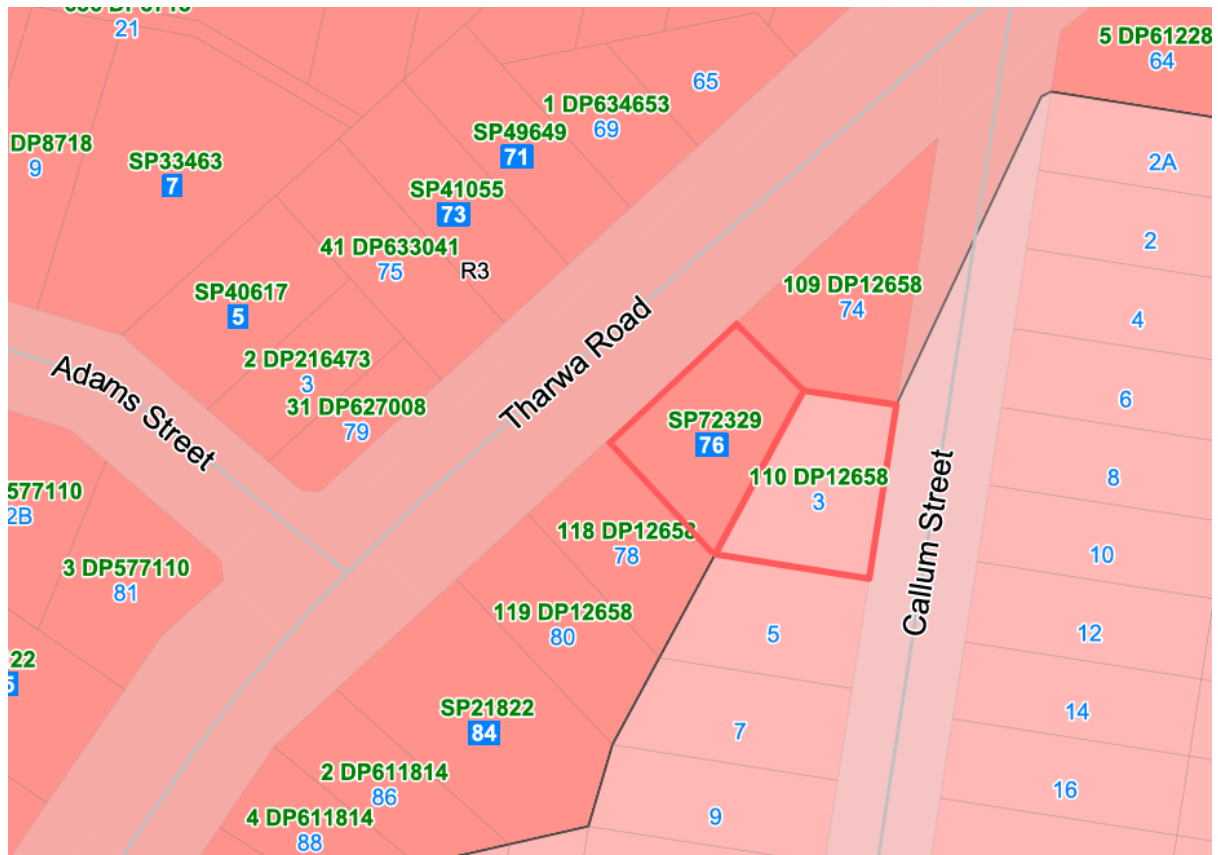


Figure 1 Subject properties shown outlined in red.

The amendments have potential to provide between 20-30 residential units of mixed size i.e. 1,2 and 3 bedrooms with balconies.

The Scoping Proposal states that the development would be aimed at the lower end of the market and would include affordable housing, noting that incentive bonuses for gross floor area and height may be applied under provisions of the State Environmental Planning Policy (Housing) 2021 if specific requirements are met.

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

Technical studies are not required to be prepared for the Scoping Proposal, but will be supplied if the Scoping Proposal progresses to a Planning Proposal.

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

Strategic

Consistency with:

- Queanbeyan CBD Master Plan
- Queanbeyan Traffic Studies
- QPRC Integrated Transport Strategy

9.3 Scoping Proposal - Rezoning and Consolidation - 3 Callum Street and 76 Tharwa Road, Queanbeyan (Ref: ; Author: Ormella/Shumaker) (Continued)

- Queanbeyan Palerang Affordable Housing Strategy 2023
- Queanbeyan Residential and Economic Strategy 2015-31.

Site Specific

- Traffic generation and proximity to intersection with Canberra Avenue
- Access and egress to the proposal
- Infrastructure and service provision
- A site suitability study addressing at a high level hydrological, wastewater and stormwater matters
- Maximum height amendment and its impact on adjoining residential areas
- As per Part 3 Justification of strategic and site-specific merit, question two in the NSW LEP making Guidelines, any future planning proposal will need to demonstrate that an amendment to the Maximum Height Map is the best way of achieving the development outcomes. Specifically, application of State Environmental Planning Policy (Housing) 2021, including use of incentive bonuses for gross floor area and height for the development, if affordable housing is to be provided

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
- Transport for NSW

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, Budget and Resource Implications

Council's 2023-24 fees and charges 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, accommodates a meeting between staff and 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, should the Scoping Proposal progress.

9.3 Scoping Proposal - Rezoning and Consolidation - 3 Callum Street and 76 Tharwa Road, Queanbeyan (Ref: ; Author: Ormella/Shumaker) (Continued)


These would include:

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

Conclusion

It is recommended that Council support progression of the Scoping Proposal for the rezoning of land located at 3 Callum Street, Queanbeyan for initial agency consultation as per the DPHI Local Environmental Plan Making Guidelines 2023.

Attachments

Attachment 1  Scoping Proposal - 3 Callum Street Queanbeyan (*Under Separate Cover*)

9.4 Jerrabomberra Pump Track - Preferred Location (Ref: ; Author:
Richards/Sibbick)

File Reference: 104781-04

Recommendation

That Council endorse David Madew Oval as the location for the Jerrabomberra Pump Track and proceed to final design, with a report to be bought back to Council then construction.

Summary

At the 13 March 2024 meeting, Council received a report following the community engagement regarding the location for the Jerrabomberra Pump Track. Council agreed to review two short listed sites; being David Madew Oval and Stockyard Reserve in terms of suitability for location and design (**Resolution 097/24**).

Staff have now consulted with current user groups and stakeholders related to the sites, and have recommended a preferred location for Council approval.

Background

Following Community workshops in March 2024, and a subsequent report to Council, two sites were nominated as potential locations for the Jerrabomberra pump track.

Investigations and consultation of these two sites has been undertaken with the results provided in this report.

Report

Staff conducted further studies of each site, investigating any Council services, such as water, sewer, or stormwater that might impact construction works, in addition to private underground services such as gas, electrical and telecommunications. Flooding issues for each site were considered and consultation with the pump track contractor, Common Ground, was also undertaken.

The results of the further studies are as follows:

1. David Madew Oval

The site of David Madew Oval is at 4 Coral Drive, Jerrabomberra between the carpark and the sports field. Figures 1 and 2 below indicate the proposed siting.

The potential impact of underground services, both Council and private, has been reviewed with no impact to major services indicated. Council's stormwater service is located nearby, however Common Ground has assured Council that any potential impact of this can be overcome by design. There appears to be no major flooding issues at this site.

9.4 Jerrabomberra Pump Track - Preferred Location (Ref: ; Author: Richards/Sibbick) (Continued)



Figure 1: David Madew Oval, 4 Coral Drive, Jerrabomberra



Figure 2: Enlarged image of site, detailing Council services (stormwater and sewer).

The contractors, Common Ground, have made the following comments regarding David Madew Oval:

- This site would be suitable for a local scale pump track, designed for beginner and intermediate riders.
- The track will be built up above natural ground for drainage requirements.
- The site is a difficult shape, constrained at all sides with a swale that runs through the centre of each open area which would need to be retained functionally.
- A number of semi-mature trees would need to be removed in order for this site to be suitable for the desired scale of pump track. (Note that replanting of the tree line would occur following construction if this site is chosen.)

9.4 Jerrabomberra Pump Track - Preferred Location (Ref: ; Author: Richards/Sibbick) (Continued)

- There is a potential risk of underground services and their potential easements which would make this site not suitable (this has now been investigated with no impact to underground services).
- The site has great connection to the school and skatepark
- Good carparking and access and surrounding amenity such as skatepark and sports fields.

The David Madew Oval provides facilities that users and parents considered important for this project, being carparking and toilets.

2. Stockyard Reserve

The site of Stockyard Reserve is at 4 Coral Drive, Jerrabomberra (shown at Figure 3 below) and is a large open space. A stormwater main runs through this site that could be overcome by design, however the site is regularly under flood and this is a major concern.



Figure 3: Stockyard Reserve, 25 Elm Way Jerrabomberra

9.4 Jerrabomberra Pump Track - Preferred Location (Ref: ; Author: Richards/Sibbick) (Continued)

Figure 4: Enlarged image of site, detailing Council services (stormwater and sewer)

The contractors, Common Ground, have made the following comments regarding Stockyard Reserve:

- This site would be suitable for a local scale pump track, designed for beginner and intermediate riders.
- Close proximity to drainage swale and the risk of the track flooding in a peak rain event or batters washing away with high velocity water flow is problematic.
- The track would need to be built up above ground to mitigate the flood risk. There would be an increase in material requirements in comparison to a site with a cut/fill balance.
- Subgrade preparation could be more expensive than usual due to the drainage swale and flooding risk.
- The site is in close proximity to houses, however provides good connection to the primary school and local shopping centre.
- Some existing park furniture exists in close proximity.
- There is good shade provided by the existing trees

The Stockyard Reserve does not provide toilets or parking onsite, however these facilities are available nearby at the small shopping centre opposite the reserve on Jerrabomberra Parkway. A pedestrian crossing provides access from the shopping centre carpark.

Consultation with community and user groups

Staff consulted with residents neighbouring the two potential sites, via letterbox drops, with feedback to be returned to Council by 5 April 2024. The feedback received is attached, with a breakdown of results indicated below.

9.4 Jerrabomberra Pump Track - Preferred Location (Ref: ; Author: Richards/Sibbick) (Continued)

David Madew

- Two feedback emails were received both in support of David Madew as the preferred location for a pump track.
- There was no opposition to this site during the consultation stage.
- Monaro Panthers were contacted as the major user of the David Madew Oval with one response received. The response was not opposed to the location of the pump track at David Madew oval but asked that Council consider making South Jerrabomberra available to free up parking at David Madew Oval.

Stockyard Reserve

- Seven emails were received for this site, all rejected Stockyard Reserve as a site for a pump track
- No residents supported Stockyard Reserve

Risk/Policy/Legislation Considerations

Although pump tracks similar to the one proposed for Jerrabomberra require minimal maintenance, a range of QPRC policies are relevant to the construction and care of this asset.

- Asset Management Strategy
- Parks and Recreation Asset Management Plan
- Community Satisfaction and Wellbeing Survey
- Community Engagement and Participation Plan
- Asset Capitalisation Policy
- Asset Management Policy
- Environmental Controls on Construction Sites Policy
- Playground Management Policy
- Signs by Remote Supervision Policy
- Sustainable Procurement and Contracts Policy

Financial, Budget and Resource Implications

As previously reported, the project is grant funded from the Regional Youth Investment Program Round 1 with a budget of \$418,235. To meet funding requirements, the project completion timeframe is 31 December 2024.

The project budget includes the design and construction of a new pump track and installation of park / picnic furniture, such as seating, barbecue, water refill station and shade structure. The project will be managed by Urban Landscapes staff. The budget allocated for the pump track is \$300,000 with the balance of \$118,235 to be applied to furniture, landscaping, and project contingencies.

Links to QPRC/Regional Strategic Plans

Relevant strategic plans include:

- Parks and Recreation Asset Management Plan
- Community Satisfaction and Wellbeing Survey
- Community Engagement and Participation Plan
- Disability Inclusion Action Plan

9.4 Jerrabomberra Pump Track - Preferred Location (Ref: ; Author: Richards/Sibbick) (Continued)

- Community Strategic Plan
- Operational Plan 2022-23



Conclusion

Given the opposition by residents neighbouring the Stockyard Reserve site and the associated issues with the site itself, it is recommended that Council endorse the David Madew Oval as the location for the pump track.

The construction of the pump track at David Madew would have minimal impact on underground services, although would result in removal of some trees. It is recommended that post construction, any trees removed would be replaced with the same number or more.

Staff will continue to work with pump track users on the final design for this new site, with the final proposed design being reported back to Council.

Attachments

- | | |
|---|---|
| Attachment 1 | Community Feedback on David Madew Oval and Stockyard Reserve
<i>(Under Separate Cover)</i> |
|  | |
| Attachment 2 | Jerra Pump Track Feedback Request Notice <i>(Under Separate Cover)</i> |
|  | |

9.5 Bungendore Place Plan 2024 (Ref: ; Author: Richards/Lamont)

File Reference: 11.5.7-03

Recommendation

That Council:

- 1. Endorse the Bungendore Place Plan for public exhibition for 28 days.**
 - 2. Receive a further report on the feedback provided.**
-

Summary

The Bungendore Place Plan (the Plan) provides a detailed insight into consultation undertaken with the Bungendore community including a series of suggested place-based initiatives for the future town centre. The Plan builds on and complements current QPRC plans and strategies and provides a place-led direction for the look, feel and function of Bungendore. The proposed suggestions aim to create an activated town centre that is attractive to investment and loved by locals and visitors.

This report seeks endorsement of the Plan, as attached in Draft for public exhibition and further comment.

Background

Over the next twenty years Bungendore's population is expected to increase by 56% (ID Profile) to just under 8,000. The town centre is undergoing major changes with a proposed new high school, QPRC administrative building and community sports hub either in the planning process or close to completion. The town already has a large commuter base which is forecasted to grow with the projected population increase.

These factors are highlighted in QPRC's current plans and strategies and provided the basic framework for the development of the Place Plan. In addition, extensive community and business consultation was undertaken by the consultants, Arki-lab.

Report

The primary purpose of the Plan is to:

- Guide the creation of a resilient and activated town centre that has identity, is connected and is attractive to possible future investment.
- Establish a vision for Place that transcends individual areas within Council.
- Build a common understanding of the benefits of a Place-based project approach that encourages all Council areas to collaborate in pursuit of Place outcomes.
- Facilitate enhanced relationships and engagement between Council and the Bungendore community.
- Provide an evidence base to support future grant applications.
- Establish a guiding framework for all future collaborators and Bungendore town centre stakeholders.

9.5 Bungendore Place Plan 2024 (Ref: ; Author: Richards/Lamont) (Continued)

The scope of the Plan is the Bungendore town centre which is defined from the railway line to the East; Molonglo Street to the West; Turallo Creek green area to the North and Rutledge Street to the South. The Plan provides:

- An in-depth analysis of the community consultation results.
- Bungendore's structure and community – Rural town or Canberra satellite suburb?
- Bungendore today – challenges, strengths, and qualities.
- A future Bungendore – visions for the next ten years

The key visions proposed by the community are:

- The Strong Township
- The Well-Connected Township
- The Lively Township

Based on these themes the Plan provides a series of nine strategic actions with a further 27 suggested initiatives. that will be explored by QPRC staff and other stakeholders to identify potential collaborative grant opportunities and related projects.

Risk/Policy/Legislation Considerations

The Plan highlights several topics for Council consideration in future planning and strategic efforts related to Bungendore. This encompasses updates to heritage controls and improving connectivity, which will be considered in upcoming reviews of the Bungendore Bicycle and Pedestrian Facilities Plan and Bungendore Development Control Plan.

Financial, Budget and Resource Implications

A Bungendore Place Plan was approved in Council's 2023/24 Operational Plan with a budget of \$70K. Costs incurred to date total \$65,050.

Grants and other project funding for individual initiatives outlined in the Plan will be integrated into future Delivery Programs and Operational Plans

Links to QPRC/Regional Strategic Plans

The Place Plan meets the key directions of several pillars in the Community Strategic Plan:

Community	1.1	Our community is strengthened through connection and participation that enhances our community and cultural life.
	1.3	Our public and community places are inviting, accessible, encourage participation and are well maintained.
Choice	2.1	Our city, town and village centres are dynamic and thriving places that attract economic activity through the revitalisation of centres, focus on tourism and improved digital connectivity.
Character	3.3	Our land, vegetation and waterways are managed in an integrated and sustainable manner.
Connection	4.3	Our community facilities and assets are well planned, meet the needs of the community and enhance social connection.

9.5 Bungendore Place Plan 2024 (Ref: ; Author: Richards/Lamont) (Continued)

The Place Plan also links to the following plans and strategies:

- QPRC Tourism Plan 2017 – 2025
- QPRC Bungendore Structure Plan 2018 -2024
- QPRC Integrated Transport Strategy 2020
- Bungendore Bicycle and Pedestrian Facilities Plan
- Regional Economic Development Strategy 2023
- Bungendore Town Centre Environment Committee’s Town Centre Concept Plan 2009

Conclusion

The draft Bungendore Place Plan presents the community’s aspiration for the future of the Bungendore, and it is recommended that Council place the draft plan on public exhibition.

Attachments

Attachment 1 Draft Bungendore Place Plan 2024 (*Under Separate Cover*)



9.6 QPRC Sporting Gallery Policy (Ref: ; Author: Ryan/Richards)

File Reference: 23.1.1-17

Recommendation

That Council endorse the QPRC Sporting Gallery Policy for public exhibition for 28 days.

Summary

This report seeks the endorsement of the QPRC Sporting Gallery Policy. The Sporting Gallery was established in 1993 with a Council Advisory Committee, however no specific Council policy was developed at that time or thereafter.

Background

The Queanbeyan Sporting Gallery was first established on 26 January 1993 in the Bicentennial Hall. In 2011 it was moved to the Queanbeyan Indoor Sports Centre and later upgraded at the completion of the Centre upgrade in 2018. It is a featured a tourism attraction in the Centre now operated by PCYC.

Report

The QPRC Sporting Gallery is an important tourism attraction in Queanbeyan and a symbolic way to honour the region's elite athletes as members of the gallery. Associate membership is also open to those who have shown excellence in achievements in roles that support athletes or sports practice.

Membership and Associate Membership and other decisions regarding the gallery are determined by a the QPRC Sporting Gallery Advisory Committee which makes recommendations to Council. This policy will assist the Committee and Council in making these decisions.

Risk/Policy/Legislation Considerations

It is important that the work of Council and its committees be supported by appropriate policies to guide decision making. The provision of this policy is an important adjunct to the work of the Committee.

Financial, Budget and Resource Implications

There are no budget implications for this policy. From time to time, at the Committee's recommendation Council may endorse the addition or removal of members and associate members to the Gallery. This occurs through a small operational budget for the purchase/removal of plaques and, where applicable, for small celebratory functions.

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

- Choice 2.1 Our unique regional identity and social and economic advantages underpin a growing economy and a thriving tourism sector.
- Capability 5 Contemporary civic leadership and governance that is open, transparent and accountable.
- 5.2 Council is an open, accessible and responsive organisation.

Conclusion

This policy is an important addition to the decision making of the QPRC Sporting Gallery Policy.

Attachments

- Attachment 1 Draft Sporting Gallery Policy (*Under Separate Cover*)



9.7 Draft Submissions to Local Government Financial Sustainability and NSW
RFS Assets Inquiries (Ref: ; Author: Sligar/Monaghan)

File Reference: 52.5.4

Recommendation

That Council make submissions to the:

1. **NSW Parliament Inquiry into the Ability of Local Governments to Fund Infrastructure and Services;**
 2. **Parliamentary Inquiry into Local Government Sustainability, and**
 3. **NSW Parliament Inquiry into the assets, premises and funding of the NSW Rural Fire Service.**
-

Summary

Two Parliamentary Inquiries have been formed to look into aspects of Local Government financial sustainability, and a third into the financial management of the NSW Rural Fire Service.

This report seeks Council endorsement to submit the attached responses to the Terms of Reference that have been issued for the three inquiries.

Background

NSW Legislative Council Inquiry into the ability of local governments to fund infrastructure and services

QPRC submitted its submission to the previous IPART review of the NSW Council financial model that had been announced by the Minister of Local Government in response to a previous IPART recommendation. On 19 March 2024, IPART received a letter from the NSW Government withdrawing the referral for the review of the financial modelling of councils to avoid unnecessary duplication, as the matter will now instead be considered by the NSW Parliament's Standing Committee on State Development.

The Standing Committee on State Development inquiry was established on 14 March 2024 to inquire into and report on the ability of local governments to fund infrastructure and services.

<https://www.parliament.nsw.gov.au/committees/inquiries/Pages/inquiry-details.aspx?pk=3040>

Parliamentary Inquiry into Local Government Sustainability

The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport will inquire into and report on local government sustainability. The Terms of Reference list a particular focus on:

- The financial sustainability and funding of local government
- The changing infrastructure and service delivery obligations of local government
- Any structural impediments to security for local government workers and infrastructure and service delivery

9.7 Draft Submissions to Local Government Financial Sustainability and NSW RFS Assets Inquiries (Ref: ; Author: Sligar/Monaghan) (Continued)

- Trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices
- The role of the Australian Government in addressing issues raised in relation to the above
- Other relevant issues.

https://www.aph.gov.au/Parliamentary_Business/Committees/House/Regional_Development_Infrastructure_and_Transport/Localgovernmentsustaina

NSW Legislative Assembly Inquiry into Assets, Premises and funding of the NSW Rural Fire Service

The Public Accounts Committee inquiry is looking at the funding, maintenance, accounting and operational management of NSW Rural Fire Service assets and premises. The inquiry will consider arrangements between the NSW Rural Fire Service and Councils. It will also consider the appropriate role of local authorities in providing emergency services and the sustainability of contributions to emergency service provision. The Terms of Reference form an attachment to this report.

<https://www.parliament.nsw.gov.au/committees/inquiries/Pages/inquiry-details.aspx?pk=3028>

Report

QPRC has provided submissions to numerous previous inquiries and reviews into local government financial sustainability and capacity to raise revenue. All three of these reviews acknowledge the need to address the central issue of the level of income that councils require to meet the needs of their communities.

QPRC acknowledges our ratepayers are being subjected to an 18% rate increase per annum as a result of the Special Rate Variation process that has been used as an effective 'catchup' for previous years where revenue has been less than expenditure.

Whilst there are structural settings that restrict local government's ability to reset its financial future, the ongoing problems will continue to impact all ratepayers in a real and unfair way.

As such, QPRC is committed to continued advocacy on behalf of its ratepayers for better finance policy outcomes for the local government sector.

The draft submissions to the Federal and State financial sustainability reviews will be provided to Councillors under separate cover and once submitted will be available for review with all submissions published by each Inquiry.

The draft submission on RFS Assets forms an attachment to this report.

Risk/Policy/Legislation Considerations

Council acknowledges the NSW Government has already rejected recommendations from IPART to move away from the rate peg or offsetting costs of pension subsidies. While the position of Government makes the alignment of progressive growth in revenues to growth in population and consequent demand for services and infrastructure difficult, the new NSW Inquiry demonstrates that the government recognises the problems have not been solved and is open to further inquiry.

9.7 Draft Submissions to Local Government Financial Sustainability and NSW RFS Assets Inquiries (Ref: ; Author: Sligar/Monaghan) (Continued)

Financial, Budget and Resource Implications

Previous independent inquiries into the financial sustainability and asset management capability of local government have consistently found that, as a sector local government:

- spends more delivering services to their communities than they receive in revenue from rates, fees and charges and grants, and
- that a huge backlog in infrastructure renewal has been infrastructure backlog has been increasing for decades.

It is apparent to QPRC that Councils can only solve these long term financial impacts when all three levels of government work together with an aligned objective, and therefore welcomes the opportunity to contribute to all three Inquiries.

Links to QPRC/Regional Strategic Plans




The financial issues affecting the local government sector are reflected in Council's resourcing strategy and directly impact the Operational Plan and the ability of Council to provide the services that the community has prioritised.

The QPRC community has been through a Special Rate Variation process and considered all of the same financial issues and the QPRC response.

Conclusion

The attached responses to the three current inquiries will ensure that Council puts its views forward and continues to participate in this critical improvement process.

Attachments

- | | |
|---|--|
| Attachment 1
 | Terms of Reference - NSW Standing Committee Inquiry (<i>Under Separate Cover</i>) |
| Attachment 2
 | Terms of Reference - NSW Public Accounts Committee Inquiry into the assets, premises and funding of the NSW Rural Fire Service (<i>Under Separate Cover</i>) |
| Attachment 3
 | Draft Submission to the NSW Parliament Inquiry into the Assets, Premises and Funding of the NSW Rural Fire Service (<i>Under Separate Cover</i>) |

9.8 Investment Report - March 2024 (Ref: ; Author: Sligar/Drayton)

File Reference: 43.6.5-01

Recommendation

That Council:

- 1. Receive the Investment Report for the month of March 2024.**
 - 2. Note the investment return for March 2024 was \$1,469,128.**
 - 3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.**
-

Summary

This report presents the investment result for March 2024.

Background

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

Report

A list of Council's cash and investments held on 31 March 2024 is detailed in the attached Investment Report Pack.

Market Update – At their meeting on 18 March 2024, the Reserve Bank (RBA) elected to keep the cash rate at 4.35%. In the decision statement, the Board recognised that “while recent data indicate that inflation is easing, it remains high. The path of interest rates that will best ensure that inflation returns to target in a reasonable timeframe remains uncertain and the Board is not ruling anything in or out.”

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

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

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

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

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

9.8 Investment Report - March 2024 (Ref: ; Author: Sligar/Drayton) (Continued)

Council has \$8,000,000 (3.02% of the total portfolio) invested in deposits with Westpac which have been deemed suitable to carry the Climate Bonds Standard Certification badge. These 'green' deposits moderate the holdings in Westpac which is deemed a fossil fuel lending ADI. On 31 March 2024, Council held \$129.1 million in non-fossil fuel investments.

Risk/Policy/Legislation Considerations

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

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

Certified by Tracy Sligar, Responsible Accounting Officer, 12/4/2024.

The Investment Policy was adopted at the 10 April 2024 Council meeting.

Financial, Budget and Resource Implications

Over the last 12 months, Council's portfolio produced an annualised rate of return of 5.62%, outperforming the benchmark Bank Bill Index by 1.43%.

On 31 March 2024, the principal amount invested was \$264,562,872.

On 31 March 2024, council's investment return was \$10,123,415. This is significantly more than the revised annual budget of \$7,124,231. A further budget adjustment will be considered during the third quarter budget review. A large portion of this income is restricted to water, sewer and waste funds, and developer contributions.

Of the total \$264.6 million investment portfolio, Council holds \$31.3 million in TCorpIM long-term (LTGF) and medium-term (MTGF) funds. Both funds continued to benefit from favourable market conditions by posting solid returns of \$394,759 and \$150,232 respectively in March 2024.

The following table shows the funds' performances since the original deposit.

	LTGF \$	MTGF \$
2017-18	981,891	-44,845
2018-19	1,160,462	635,485
2019-20	21,702	37,815
2020-21	2,557,413	927,076
2021-22	-1,300,450	-742,711
2022-23	1,692,084	658,145
2023-24		
July	301,703	107,428
August	-48,162	36,962
September	-401,639	-146,775
October	-239,092	-92,286
November	630,238	265,888
December	533,742	288,303
January	253,712	91,332
February	471,303	115,178
March	394,759	150,232
2023-24 YTD Total	1,896,563	816,263
Return since inception	7,009,666	2,287,228
Initial Placement	12,000,000	10,000,000

9.8 Investment Report - March 2024 (Ref: ; Author: Sligar/Drayton) (Continued)

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

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

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

The following tables show the 31 March 2024 cash and investments balance by fund and by restriction.

Fund	\$
General	102,866,141
Water	49,970,485
Sewer	103,781,263
Trust	66,205
Unrestricted*	7,878,777
Total Cash & Investments	264,562,872

Restriction	\$
Unexpended Loans	1,897,046
Developer Contributions	66,573,732
Unexpended Grants	23,285,469
External Restrictions (Other)	140,392,296
Internal Restrictions	17,157,585
DOE – Compensation	7,377,965
Total Restrictions	256,684,095
Unrestricted*	7,878,777
Total Cash & Investments	264,562,872

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

The 2023/24 financial year-to-date investment return amounted to \$10,123,415. Investment returns are added to the associated restricted funds (e.g. developer contributions) that form Council's investment portfolio.

Attachments

Attachment 1 Investment Report Pack - March 2024 (*Under Separate Cover*)



9.9 Renewal of Lease and Proposed Donation - Headspace Queanbeyan (Ref: ;
Author: Monaghan/Turland)

File Reference: 46.1.1-25

Recommendation

That Council:

- 1. Endorse renewal of the lease agreement to Marathon Health for the operation of headspace over 98/2 Monaro Street at a commercial rental rate for a six-year term.**
 - 2. Provide in the QPRC Donations Policy (Category C), a donation of \$22,596 that supports Marathon Health Ltd delivering of their Headspace Mental Health Counselling Services in Queanbeyan.**
-

Summary

The building at 98 Monaro Street, Queanbeyan is owned by Council as an asset of the sewer fund. Part of the building is leased to Westpac Banking Corporation and the other is leased to Marathon Health Ltd (hereon in referred to as Marathon) to operate Headspace counselling services. The lease to Marathon has expired and is operating on holdover provisions.

Earlier this year, Council Resolved to continue operating this lease on a month-by-month basis. The intention behind this was to maximise flexibility with the lease agreement while Council conducted its market needs analysis of multiple Council-owned buildings. It was also to accommodate Marathon's budgetary constraints after the property was revalued.

However, in light of new submissions made by Marathon Health, as well as Council's objective to maximise property value, Council is asked to reconsider the proposal to renew the lease.

Background

In 2014 Queanbeyan City Council entered into a lease agreement with Medicare Local (the then operations of Headspace).

In 2015, with the dismantling of the Medicare Local Network, the lease was assigned to Headspace Services Limited and then transferred to Marathon Health in 2018 (**Resolution No 248/17**). The lease over the property was transferred to Marathon in 2018. In 2019, a Deed of Variation was signed, extending the term of the lease, and providing a further renewal option period. The lease terms were again put before Council on 24 January 2024 (**Resolution No 038/24**).

Report

Headspace is a youth-oriented counselling and wellbeing support organisation. They describe their services as follows: Headspace Queanbeyan is a free or low cost, confidential service where 12 to 25 years old can access mental health professionals. We offer a range of supports for young people worried about drug and alcohol use, mental, physical or sexual wellbeing.

9.9 Renewal of Lease and Proposed Donation - Headspace Queanbeyan (Ref: ; Author: Monaghan/Turland) (Continued)

The following key considerations informed Council's previous resolution in regard to renewing the lease agreement with Marathon Health over 98/2 Monaro Street, Queanbeyan:

- a) Achieving the best possible return for use of a Council asset owned by the Sewer Fund
- b) Council's long-term plans for asset use, repurpose and sale of multiple Council-owned buildings around the Queanbeyan CBD as part of Council's overall Market Needs Analysis.
- c) The difference between what Marathon Health pay under their current lease agreement, and the market valuation assessment commissioned by QPRC in 2023.
- d) Marathon Health's own financial limitations and dependence on annual funding
- e) The overall community benefit of having Headspace youth counselling services in a readily accessible location in central Queanbeyan.

Under their current agreement, Marathon Health pay \$90,962 per annum (excluding GST) plus outgoings. The valuation in 2023 assessed the rental value as a gross rent – including outgoings of \$119,700 (excluding GST). When this increase was initially put before Marathon Health last year, they reported that their budgeting and funding allocations had not accounted for this increase.

The main risk concern from QPRC perspective, is that if Council were to sell or repurpose the asset in the future, it would be detrimental to the value of the property to be locked into a lease agreement lower than the market rental rate.

Previously, Council agreed to keep the current lease agreement with Marathon Health in place, renewing it under the existing holdover provisions on a monthly basis. The advantage to this was that it allowed Council to keep the flexibility for possible future changes, without increasing the rent under a new agreement.

However, Marathon Health have now informed Council that this proposal is not tenable as it does not give them enough certainty for the future. They are seeking the reassurance and forward guarantee of an enforceable lease agreement.

Headspace provides a valuable service for the Queanbeyan area beyond simply being another commercial tenant for Council. Their youth counselling services provide a resource for vulnerable members of the community. There are many intangible advantages for Council to keeping them as a tenant beyond the payment of rent.

To balance these many competing considerations, the new lease proposal is now as follows:

1. Enter into a new lease agreement with Marathon Health. The term of this lease agreement will until 2030, so as to have it align with the termination date of Council's lease to Westpac Banking Corporation over the other adjoining part of the building at 98 Monaro Street.
2. The rent under this agreement is to be payable at market rate, as assessed in the valuation.
3. QPRC will make a voluntary donation Marathon Health under the QPRC Donations Policy, equivalent to the difference between the rent payable under the previous lease agreement with Council (adjusted for CPI) and rent payable under the revised lease. This donation will be made annually over the term of the lease.

In this way, QPRC is able to enter into a lease agreement that appropriately reflects the market value of the property, while also supporting local organisation that provides a significant

9.9 Renewal of Lease and Proposed Donation - Headspace Queanbeyan (Ref: ; Author: Monaghan/Turland) (Continued)

contribution to the Queanbeyan community supporting at-risk young people. This also retains Marathon Health as a tenant and allows them to continue operating out of their highly accessible location.

While making this concession, QPRC has also requested that Marathon agree to a longer lease term. It is beneficial to Council to have this future certainty if the building is to be sold while it is still occupied by the tenants. The lease to Westpac extends to 2030 (assuming both option periods are exercised). The Marathon lease term is recommended to align both leases in the building.

Marathon have agreed to the longer term and have also requested clauses in the lease that allow them to terminate the agreement early if future funding becomes unavailable.

Financial, Budget and Resource Implications

The lease value is \$90,962 per annum (plus outgoings) which is earned by the Sewer Fund. The net difference between the revised market value and the terms of the current lease is \$22,596. The proposal is that this is what would be paid as a donation from the General Fund.

The cost of losing and replacing a stable tenant should be avoided, and Council values the good working relationship it has with Marathon. If Marathon vacated the property the monthly loss to Council for any period of vacancy would be \$7,581. Additionally, Council would expect to incur a real estate agent fee in the order of \$15,000 for finding a new tenant, as well as any additional upfront property restoration costs that might be required by any new tenant before commencing their own fitout.

The valuation report assessed the gross market rental rate of the property in 2023 as \$119,700. When outgoings are deducted to allow for a better comparison, this would be roughly \$112,000. Updated by CPI for 2024 this would be \$116,287. The main outgoing payable is Council rates.

Marathon Health pay \$90,962 under their current lease. This is due to be updated by CPI later this year to \$93,691.

The intention is that the donation be paid annually for the term of the lease. The amount paid would be adjusted by CPI in line with the lease agreements. This donation would be a Category C Donation under the QPRC Donations Policy and is consistent with the overall policy objectives.

While Marathon Health remain a tenant of Council, this money would go back into the Sewer fund.

Conclusion

This updated proposal seeks to strike a compromise between the need for QPRC to retain a market-rate rental value for an asset likely to be sold, while also retaining Headspace as a tenant and facilitating their work supporting vulnerable members of the Queanbeyan Community.

Attachments

Nil

9.10 Proposal for Lease to Queanbeyan City Football Club - 25 High Street,
Queanbeyan (Ref: ; Author: Flint/Turland)

File Reference: 46.1.1

Recommendation

That Council endorse the proposed lease agreement to Queanbeyan City Football Club (QCFC) over land at 25 High Street for a 25-year term.

Summary

On 13 December 2023, Council resolved to provide in-principle support for a long-term lease to Queanbeyan City Football Club (QCFC) over land at High Street Oval as a site to build their new clubhouse, change rooms and canteen facility (**Resolution 531/23**).

Council asked that a report be brought to Council regarding the lease arrangement, tenure and term.

Background

In 2014 Council entered into access agreements with both QCFC and the Monaro Panthers for shared use of the facilities at Riverside Oval Pavilion. These agreements were extended in 2017 to present.

Since moving to use the High Street Oval as their home playing field, the QCFC has invested volunteer time and resources into improving the facilities at the Council oval. This was done partly on the understanding this field would become a base for a new home ground.

QCFC has a long-standing presence in Queanbeyan. After operating under shared-use agreements for use of sporting facilities with other groups, they are now seeking to construct their own facility with the support of grant funding.

The intention is to build a pavilion to be used as a home base for the QCFC, complete with facilities for both gameplay and spectating. A Development Application for the proposed design has already been approved (DA.2018.568).

The NSW Government has committed grant funding for the project as part of the budget allocations pledged to local sport teams. The funding deed requires that QCFC have long term legal access to the land on which this project will be constructed.

Report

Council has now revised the terms of the proposed lease agreement to make it more consistent with other QPRC lease agreements. The term of the proposed lease has been reduced from 40 years to 25 and the nominal rent payable under the lease has been increased. The 25-year lease term is now in line with other QPRC lease terms.

There are multiple Council lease agreements in the 20-25 year range. Examples of this include agreements with the Queanbeyan Cricket Club and the Italian Community Festival Inc.

9.10 Proposal for Lease to Queanbeyan City Football Club - 25 High Street, Queanbeyan (Ref: ; Author: Flint/Turland) (Continued)

The lease also aims to address other considerations raised by Council when passing the previous resolution. These include:

- a) All outgoings are payable by the lessee, including charges for electricity and other utilities.
- b) The lessee is to be entirely responsible for maintenance and upkeep of the facility.

There is a special condition outlining the process for Council to recover costs required for completion and/or land restoration costs if construction of the proposed Club facility is not completed.

Notably, the lease now also includes provisions allowing for QCFC to purchase the land from Council if and when Club funding is available. A copy of the land valuation is included as a confidential attachment to this report.

There would be several advantages to Council selling QCFC the land, rather than entering into a long-term lease. It would remove the possibility of any future obligations being placed on QPRC in terms of management of the land or building after the lease terminates, as well as being a source of revenue for Council.

It is acknowledged that purchasing the land would be a significant cost, especially to a community club. If QCFC were to purchase the property, the lease contemplates the Club paying in instalments over multiple years. These instalment payments would be made in lieu of rent.

However, even with the option to pay over-time, QCFC is not yet in a position to make the purchase. Therefore, the option to do so has been included as a provision under the proposed lease agreement. If an offer is made to purchase the land in the future, the land will be re-valued and a further report will be brought to Council for consideration. Until that point in time, QCFC will continue to lease the land from Council.

Risk/Policy/Legislation Considerations

The land is classified as Council Operational Land under the Local Government Act 1993. This means that QPRC is unconstrained by the same requirements that apply to Community Land when entering into lease agreements over this land.

Financial, Budget and Resource Implications

Rental payments have been proposed to be \$590 per annum which is the annual statutory minimum rent for Council-managed Crown Land.

The area is not Crown Land, so this requirement does not formally apply. However, many of QPRC lease and licence agreements with community sport groups are over Council-Managed Crown Land under the Crown Land Management Act 2016. Setting the rent as the Crown Land statutory minimum helps to promote consistency across these different agreements, even if the land in question in this instance is considered Operational Land. At the time of writing the annual Crown Land Statutory Minimum is \$590. This is adjusted annually by CPI.

If QCFC act upon the option to purchase the land, instalment payments will be calculated by the value of the land divided by the number of the number of years left in the term of the lease.

**9.10 Proposal for Lease to Queanbeyan City Football Club - 25 High Street,
Queanbeyan (Ref: ; Author: Flint/Turland) (Continued)**

Links to QPRC/Regional Strategic Plans

The proposal is consistent with the QPRC Sports Facilities Strategic Plan.


<https://www.qprc.nsw.gov.au/files/assets/public/v/2/resources-amp-documents/plans-and-strategies/sports-facilities-strategic-plan-october-2019.pdf>

Conclusion

It is recommended that Council endorse the proposed lease agreement.

A draft copy of the lease is included as an attachment to this report. The draft may still be subject to minor changes.

Attachments

- | | |
|---|--|
| Attachment 1 | Valuation Report - 25 High Street (<i>Under Separate Cover</i>) -
CONFIDENTIAL |
| Attachment 2
 | Draft Lease Agreement - 25 High Street, Queanbeyan East (<i>Under Separate Cover</i>) |

9.11 Post-Exhibition Report - Mobile Food Vending Policy (Ref: ; Author: Ryan/Flint)

File Reference: 52.5.4

Recommendation

That Council adopt of the Mobile Food Vending Policy.

Summary

The Mobile Food Vending Policy was presented to Council for consideration on 13 March 2024. At this meeting, Council agreed to place the Mobile Food Vending Policy on public exhibition for 28 days (**Resolution No 095/24**). The exhibition period extended from 14 March 2024 to 12 April 2024.

During this time, the Policy attracted 63 site visits, 22 document downloads and 5 written submissions.

Background

Under the Local Government Act 1993, anyone can apply to Council for a Section 68 Mobile Food Vending Approval historically referred to as a Hawker/Peddler approval. As there is a degree of liability involved for all parties, Council staff determined that a formalised process and conditions of approval must be developed to help manage the growing number of enquiries. Each approval must be renewed on an annual basis and provide Council with updated public insurance, vehicle registration, and detailed description of the business operations.

Current approvals are not limited to any one space but rather allow a mobile food van to trade anywhere in the LGA within the bounds of the Mobile Food Vending Policy. Such restrictions include but are not limited to trading during daylight hours, restrictions on trading on main thoroughfare roads or roads with a speed limit of 50km/hr or more, no trading in front of residential dwellings, and trading a minimum of 100m from a similar fixed food business.

Report

Submissions received are also attached to this report and below is a summary of the themes received and staff comment for each.

Endorsing the Policy

The policy allows the operation of mobile food vendors in many locations throughout the local government area. No change to the policy required.

Move from Mobile Food Vans to permanent fixtures given increasing operation costs

The policy in its current form restricts mobile food vans from operating permanently from a location and sets restrictions regarding operating within 100m of a similar fixed food business. This restriction was created to protect fixed food businesses. No change to the policy required.

**9.11 Post-Exhibition Report - Mobile Food Vending Policy (Ref: ; Author: Ryan/Flint)
(Continued)**

Requesting further restrictions for locations of Mobile Food Vans

The policy requires all food businesses adhere to existing road rules which allow the parking of larger vehicles across multiple car spaces in a public car park. Restrictions relating to vehicle and pedestrian safety are raised within the policy, with each location being individually considered by Council when approving mobile food vendors. No change to the policy required.

Version control on Policy

There is only ever one version of a policy at any given time. Once this policy is adopted, a Council Resolution will be applied to covering page as well as the date of adoption. No further version control measures required.

Risk/Policy/Legislation Considerations

This Policy has been developed in accordance with the following pieces of legislation:

- Local Government Act 1993, specifically Section 68
- Food Act 2003
- Roads Act 1993
- Road Transport (Vehicle Registration) Regulation 2017

Upon receiving an application under this Policy, staff require proof of full vehicle registration and adequate insurances (Motor Vehicle and Public Liability) as specified in the Policy. Any active approval for a mobile food vending operation is re-considered and an inspection takes place every 12 months by Council Compliance Officers.

Financial, Budget and Resource Implications

Approvals under this Policy are issued by Council's Environmental Health team as part of their regular activities. Given the fact that Mobile Food Vending is permitted as exempt development on private land, Council processes very few of these applications. 5 approvals under this Policy were granted in 2023. The associated application fee covers Council's assessment costs.

Links to QPRC/Regional Strategic Plans

Community Strategic Plan – Output 5.2 - Council is an open, accessible and responsive organisation.

Conclusion

Council is asked to adopt the Mobile Food Vending Policy in its current form. The Policy has been in effect since November 2021 and provides a clear, well-defined process for mobile food vending operators in public places within the Queanbeyan-Palerang local government area.

Exhibition feedback suggests that the Policy is working well and will be reviewed again in the near future post the 2024 Local Government Election taking place.

Attachments

Attachment 1 Submissions Received (*Under Separate Cover*)



Attachment 2 Mobile Food Vending Policy (*Under Separate Cover*)



10.1 Frogs Hollow Landscape Embellishment (Ref: ; Author: Richards/Sibbick)

File Reference: 104749-03

Recommendation

That the report be received for information.

Report

The purpose of this report is to inform Council of the progress of the landscape embellishment project at Frogs Hollow in Bungendore.

A report to the 28 July 2021 meeting of Council following *Your Voice* consultation, noted that the majority of the community were in favour of developing Frogs Hollow into a passive recreation space. The highest priority feedback was for carparking at the site, with numerous other responses seeking the introduction of play, picnic and barbecue facilities (**Resolution No 194/21**).

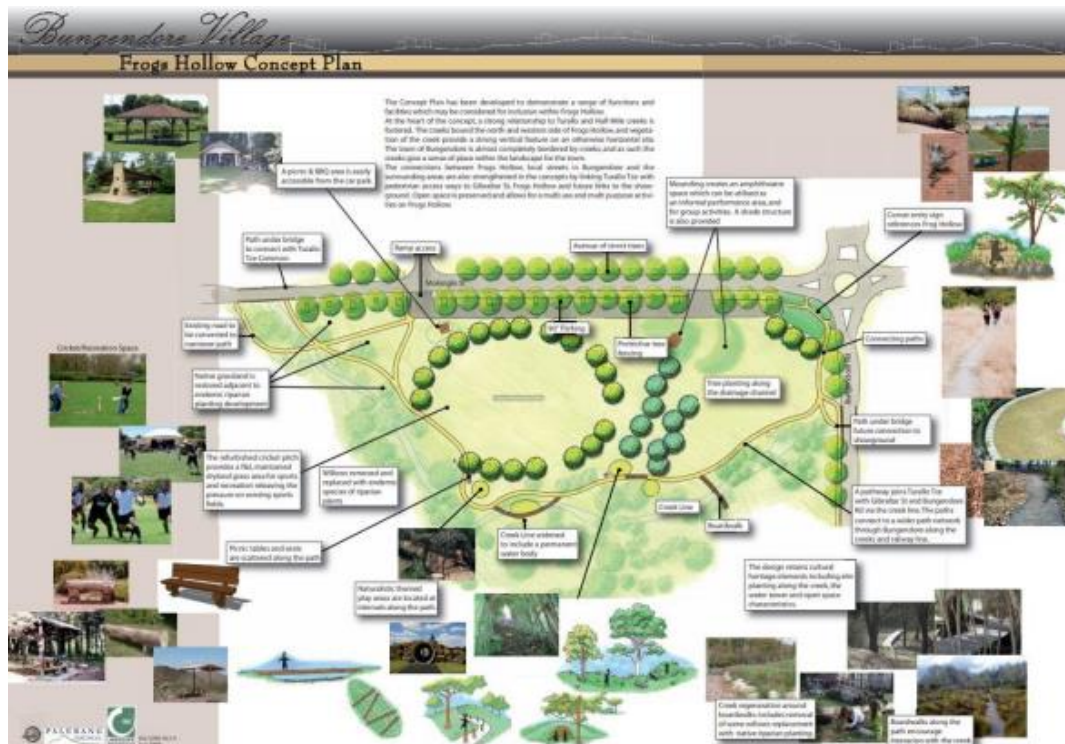


Figure 1: Frogs Hollow 2009 Plan

Funding:

The funding for this project has been sourced through developer contributions collected for Bungendore. This is noted in the Bungendore Section 7.11 Development Contributions Plan for Community and Recreation Facilities 2022 attached, that was adopted by Council on 9 February 2022 (**Resolution No 059/22**). At Appendix 1, the Plan specifies the scope of works for Frogs Hollow and the developer contributions collected at that date (\$270,000). Additional contributions collected since that time now total \$306,800 and have been included in the current budget (23/24).

New Landscape concept:

Community consultation indicated that two primary preferences for this plan are car parking and toilet amenities. Staff have negotiated a staged landscape concept to fit into the available

10.1 Frogs Hollow Landscape Embellishment (Ref: ; Author: Richards/Sibbick)
(Continued)

budget and this includes car parking in Stage 1. Toilet amenities are problematic at this site due to flooding, which increases both complexity and budget, however staff are exploring options to provide this in stage 2 of the plan.

Stage 1 works include the construction of a car park; installation of park / picnic furniture; barbecue and shelter; construction of pathways; and mass tree planting. A snip of stage one planning is shown below with a detailed concept plan, 3D perspectives and planting plan attached. This stage aligns with the scope of works identified in the Developer Contributions Plan.



Figure 1: Stage 1 of the Frogs Hollow Landscape Concept, (what can be achieved now)

Stage 2 will include all other works proposed in the concept to take place as additional funding becomes available. This includes toilet amenities, relocation of the cricket pitch, construction of an amphitheatre, a boardwalk (creek crossing) and connecting pathways. A snip of stage two planning is shown below with a detailed concept plan, 3D perspectives, planting plan and materials and finishes plan attached.

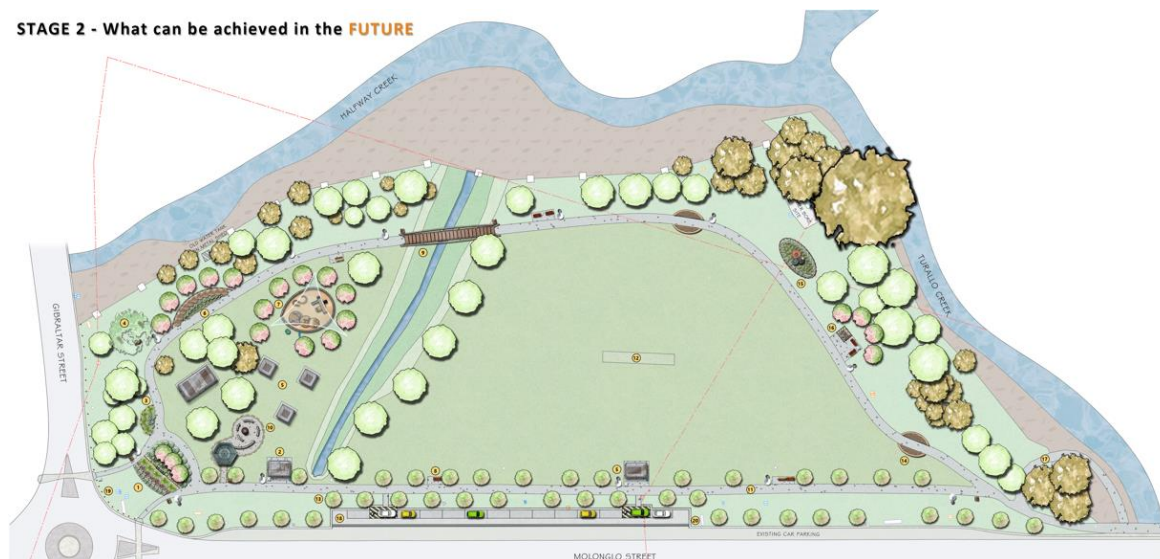


Figure 2: Stage 2 of the Frogs Hollow Landscape Concept, (what can be achieved in the future)

**10.1 Frogs Hollow Landscape Embellishment (Ref: ; Author: Richards/Sibbick)
(Continued)**

Project progress to date:

- Ongoing liaison with the BTCEC, including a meeting with the landscape architect, and receipt of ongoing feedback.
- Receipt of staged landscape plans.
- Site surveyed and services located.
- Park furniture ordered.
- Installation of water services and electrical services to the site, to support picnic facilities.
- Contractor selected to construct the carpark, concrete pathway, furniture pads, and install park furniture. Contractor to commence works by end of April / beginning of May. These works should be complete by the end of the financial year.
- Council staff planning tree planting across the site.

Park furniture ordered, as indicated in the Contributions Plan scope of works is detailed below.

- A large shelter
- Barbecue
- Picnic seating
- Bin enclosure
- Water refill station
- Seating within the parkland

The barbecue and picnic facilities will be situated near to the sites only power supply, as detailed in the concept plan, and will be adjacent to a car park. This provides easy access to visitors of the site.

A row of new trees is to be planted in between the carpark and a new pedestrian pathway. Staff will continue tree planting across the site, in line with the available budget.

Future works:









Investigations to install a toilet at Frogs Hollow is ongoing. Due to the flooding of Frogs Hollow, a civil and hydraulic consultant is required to undertake investigations and design a sewer system for the site. The costs of a solution to address these challenges are unknown at this stage, and an investigation can only take place when sufficient funding becomes available.

The Balladeers Place currently situated within the proposed High School site at Bungendore Park will be relocated to Frogs Hollow by the Department of Education; subject to approval of the project, and when construction of the school commences. The Balladeers Place has been placed within the landscape plan and may be the subject of further community consultation as to its preferred location on site.

**10.1 Frogs Hollow Landscape Embellishment (Ref: ; Author: Richards/Sibbick)
(Continued)**

The Major Projects page on Council's website has been updated to include these plans <https://www.qprc.nsw.gov.au/Major-Works-Projects/Frogs-Hollow-landscape-redevelopment>

Attachments

- | | |
|---|---|
| Attachment 1
 | Bungendore Section 7.11 Development Contributions Plan for Community and Recreation Facilities 2022 <i>(Under Separate Cover)</i> |
| Attachment 2
 | Stage 1: Detailed Concept Plan <i>(Under Separate Cover)</i> |
| Attachment 3
 | Stage 1: 3D Perspectives <i>(Under Separate Cover)</i> |
| Attachment 4
 | Stage 1: Planting Plan <i>(Under Separate Cover)</i> |
| Attachment 5
 | Stage 2: Detailed Concept Plan <i>(Under Separate Cover)</i> |
| Attachment 6
 | Stage 2: 3D Perspectives <i>(Under Separate Cover)</i> |
| Attachment 7
 | Stage 2: Planting Plan <i>(Under Separate Cover)</i> |
| Attachment 8
 | Stage 2: Material and Finishes Plan <i>(Under Separate Cover)</i> |

10.2 WHS Quarterly Report (Ref: ; Author: Monaghan/Arnold)

File Reference: 41.9.1

Recommendation

That the report be received for information.

Report

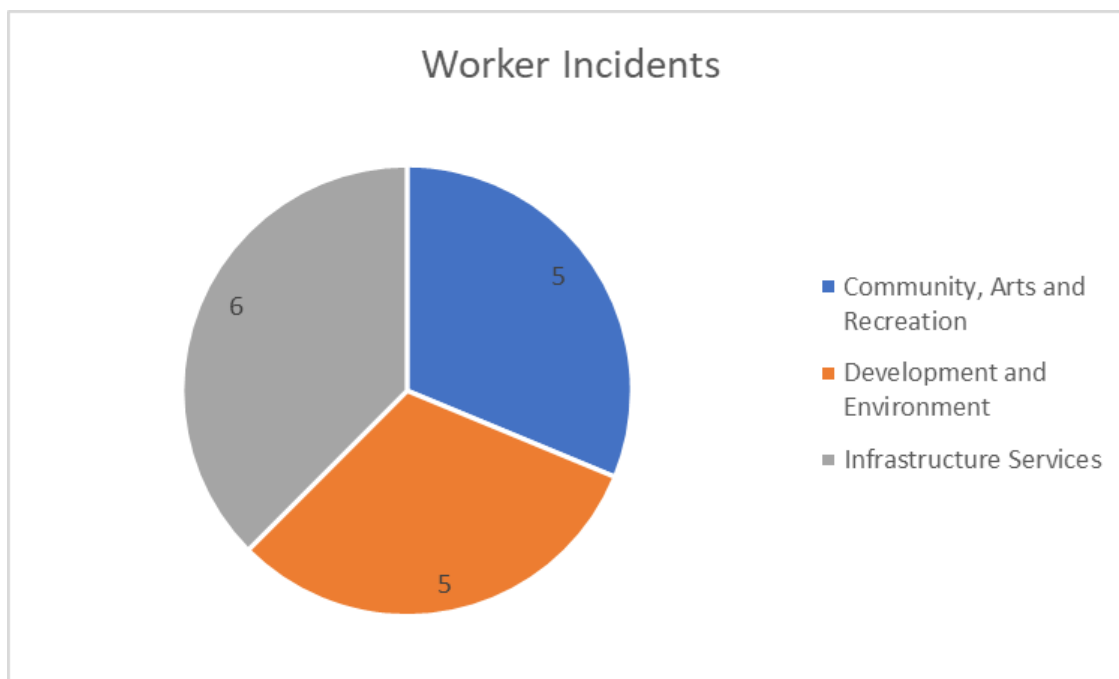
This report provides an overview of Work Health, Safety and Wellbeing activities and items of note for Quarter 3 (the period 1 January 2023 to 31 March 2024)

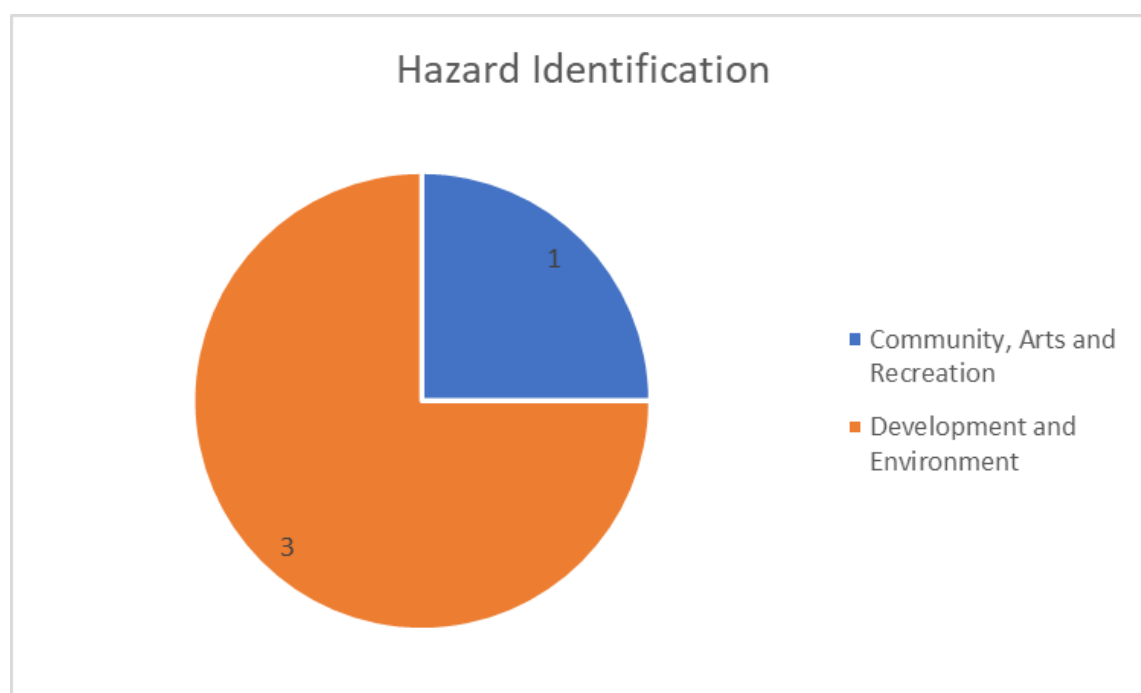
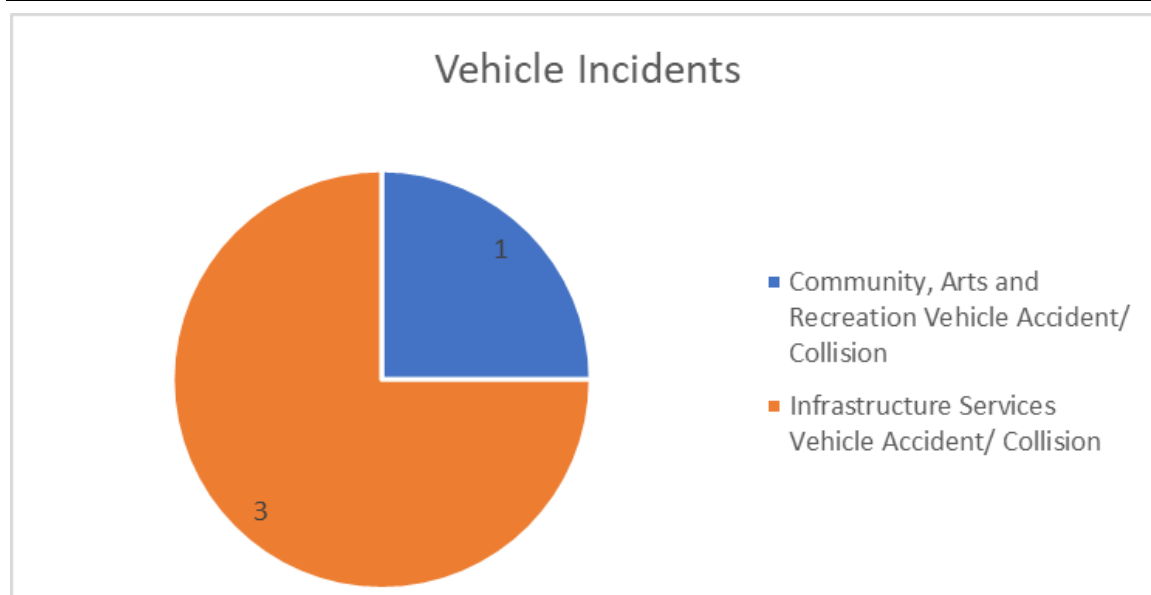
1. Notifiable Incidents
2. All Worker Incidents
3. Workers Compensation Claims Quarter 3 2023-24
4. Wellbeing Initiatives for Quarter 3 2023-24

1. Notifiable Incidents

There were no notifiable incidents reported to SafeWork NSW in Quarter 3, 2023-24.

2. All Worker Incidents





3. Workers Compensation Claims Quarter 3, 2023-24 (1 January to 31 March 2024)

Directorate	Mechanisms	Status
Infrastructure Services	Physical	2 x Suitable Duties
Community, Arts and Recreation	Physical	2 x Normal Duties, Normal Hours 1 x Suitable Duties
Development and Environment	Nil	N/A
Corporate Services	Nil	Nil

4. Wellbeing Initiatives

- The Safety and Wellbeing Expo was held in March 2024 and was a great success. The feedback received was that all sessions were informative and useful for their duties within council. Due to the success of the day, we will consider Safety Day to be extended to all indoor workers for 2025. QPRC has been chosen as a finalist in the category People, Workplace, Wellbeing - for the 2024 NSW Local Government Excellence Awards for the QPRC Safety and Wellbeing Expo 2023.
- Move4Life is an adult-learning program that helps participants learn options for moving with less strain in their body –at work, at home and at play. 24 QPRC staff attended the pilot across 3 sessions. These staff were from various industries across QPRC. The participants provided positive feedback about the program and a rollout is being planned for the rest of the organisation.
- Stage 2 of the Wellbeing Strategy is gathering data about our workforce. This is to gain a better understanding of their current health and wellbeing. The strategy is being developed to ensure that our initiatives are relevant to the needs of our workforce. This strategy will be based on QPRC's Healthy Vision, to further embed health, safety, and wellbeing into organisational systems, resulting in reduced absenteeism, reduced workplace injuries and increased productivity.
- GM catch ups combined with Depot BBQ breakfast were a success in the quarter with the combined catch ups and barbecues held at Braidwood on 31 January 2024, Queanbeyan on 1 February 2024, and Bungendore 21 February 2024. These barbecues have provided an opportunity for the outdoor crews to ask questions and receive updates from the General Manager, Workplace and senior staff and ensure facilitated communication and consultation at all levels of QPRC.
- GM catch ups have extended to the indoor staff working at the QCCP. The first all staff morning tea was held on the 14 February 2024.

Attachments

Nil

10.3 Questions With Notice - Staff Salary Underspends (Ref: ; Author: Tozer/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. How many staff did Council employ in 2021/22; 2022/23; 2023/24 to 31 March 2024?

- 30 June 2021 – 522 staff employed (inc. casual)
- 30 June 2022 - 515 staff employed (inc. casual)
- 30 June 2023 – 517 staff employed (inc. casual)
- 31 March 2024 - 523 staff employed (inc. casual)

2. How many positions were left unfilled in 2021/22; 2022/23; 2023/24 to 31 March 2024?

2021-22 – Data not available
2022-23 –75 vacancies
2023-24 as at 4 April 2024 –53 vacancies

3. What was the total salary underspend in 2021/22; 2022/23; 2023/24 to 31 March 2024?

Notes:

- Amounts below are taken from ‘employee expenses’ as shown in the Operational Plan and Financial Statements. This includes salary, super, overtime, allowances and any leave payments.
- Amounts do not include any costs for labour hire or contractors which are used to fill short-term resources gaps.

Year	Budget	Actual	Underspend
2021-22	\$40m	\$39.8m	\$0.2m
2022-23	\$43.4m	\$41.2m	\$2.2m
2023-24 (as at 31 Dec 2024)	\$23.1m	\$21.1m	\$2m

Each year, Council assumes a vacancy rate that reduces the employee cost budget. In 2023-24, this was set at 10%. In previous years, the vacancy rate was 5%.

The following was spent with labour hire companies or consultants undertaking these roles during:

- 2021-22 - \$476,833
- 2022-23 - \$949,064
- 2023-24 - \$756,594

10.3 Questions With Notice - Staff Salary Underspends (Ref: ; Author: Tozer/Flint) (Continued)

The payment of labour hire is accounted for in the 'materials and contracts' line item. It is generally not budgeted for, however is approved for expenditure to fulfill service obligations and replace an employee costs budget.

There was also additional expenditure for contractors that have been hired to fill workforce resourcing gaps but this is not easily separated from the cost of contracts that would have been utilised as part of normal operations.

4. What is the current ratio of staff to population, at 31 March 2024?

Population = 65,369

Staff = 523

Ratio = 8.04 staff per 1,000 residents

The Office of Local Government's Your Council report compares the staff:population ratio across all NSW councils. A summary of that information is shown below, and is available on the Your Council website; <https://www.yourcouncil.nsw.gov.au/>

Notes:

- the latest data is from 2021-22
- the data is based on full time equivalent employees, whereas the data above is based upon headcount
- QPRC is best compared against regional town/city

	2021-22	2020-21	2019-20	2017-18
QPRC	7.8	6.9	7.3	7.1
Large rural	14.9	14.7	14.9	14.5
Metropolitan	4.6	4.4	4.4	4.5
Metropolitan fringe	5.0	4.7	5.0	4.8
Regional town/city	8.4	8.6	8.9	8.8
Rural	28.2	27.5	26.8	26.3

Attachments

Nil

10.4 Questions With Notice - Former Mayors (Ref: ; Author: Ryan/Flint)

File Reference: 24 April 2024 Council Reports

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Mareeta Grundy on 17 April 2024. Responses from staff will be provided at the 8 May 2024 Council Meeting.

1. **Who are the former Mayors of Queanbeyan-Palerang Regional Council, Queanbeyan City Council, Queanbeyan Council, Palerang Council, Yarralumla Council and Tallaganda Council?**
2. **What were their respective years of service as Mayor?**
3. **Which former Mayors have public assets named after them?**
4. **Is there a policy, protocol, procedure or precedence for the naming of public assets after former Mayors?**

Attachments

Nil

10.5 Resolution Action Sheet (Ref: ; Author: Ryan/Flint)

File Reference: 52.3.2

Recommendation

That the report be received for information.

Report

The Resolution Action Sheet provides Council with information on the status of outstanding resolutions determined at Council meetings. As at 18 April 2024, there are 40 outstanding resolutions.

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

The Resolution Action Sheet is an ongoing document, updated progressively by staff. As items are completed they are removed from the document. Resolutions which are outstanding for more than 12 months will generate a further report to Council.

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

This report is presented to Council on a quarterly basis.

Attachments

Attachment 1 Outstanding Actions Report (*Under Separate Cover*)



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

File Reference: 24 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 4 to 17 April 2024, the following workshops were held:

Date	Workshop Items	External Presenter/s (if applicable)
16/04/2024	<ol style="list-style-type: none">1. Draft Bungendore Place Plan2. CBIT Digital Forensic Services (CDFS)3. Operational Plan 2024/25:<ol style="list-style-type: none">a. Key Assumptionsb. Fees and Chargesc. Introduction to Service Statements	Rasmus Frisk and Anna Nurup from arki_lab Chris Daley from Archa Projects, and from CDFS, Zoran Iliev, CEO and Dean Sim, CFO N/A

Attachments

Nil

11.1 Local Traffic Committee Meeting - 2 April 2024 (Ref: ; Author: Tooth/Harris)

File Reference: 31.4.1

Recommendation

That Council:

1. Note the minutes of Local Traffic Committee held on 2 April 2024.
2. Adopt recommendations LTC 2/2024 to LTC 9/2024 from the meeting held on 2 April 2024:

LTC 5/2024: The Bungendore ANZAC Day event is approved conditioned on amendments to the TGS as per LTC meeting minutes.

LTC 12/2024: Approve the parking signage changes as per the report reverting to the previous park on Rutledge St and within the Lowe Carpark.

LTC 13/2024: Endorse Traffic Control Devices Plan – with the traffic Signals at the Old Cooma Road & Bunyip Drive Intersection.

Summary

The Local Traffic Committee (LTC) has submitted the minutes and recommendations of its meeting held on 2 April 2024 for Councils information and consideration.

The LTC is primarily a technical review committee. It advises the Council on matters that that it has delegated authority requiring the opinion of the LTC. Council needs this opinion for certain prescribed traffic control devices and traffic control facilities. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to Transport for NSW or relevant organisation.

The Queanbeyan Reconciliation Walk had no outcome and will be presented at an extraordinary meeting of the LTC on 23 April 2024. If necessary, a Mayoral Minute will be prepared to meet the recommendation notification timeframes of this event.

The LTC will only review reports that have been prepared by staff and submitted to the LTC in accordance with its delegations. The LTC does not undertake investigations of traffic matters or design traffic solutions but provides comment on proposals submitted by Council.

Attachments

Attachment 1 Local Traffic Committee Minutes - 2 April 24 (*Under Separate Cover*)



12.1 Notice of Motion - Captains Flat Lead Remediation and Related Matters Workshop (Ref: ; Author: Willis/Willis)

File Reference: 24.4.1-36 / 24 April 2024 motions

Notice

At the Council meeting held on 10 April 2024, Councillor Katrina Willis foreshadowed a Notice of Motion regarding the Captains Flat Properties Affected by Legacy Mining Contamination information report; which is contained within the moving of the following motion:

Motion

That Council:

- 1. Note:**
 - a. The Captains Flat Lead Abatement Taskforce has disbanded following completion of a Lead Management Plan.**
 - b. There is currently no coordinating group to oversee implementation of lead abatement plans and remediation of a number of public sites.**
 - c. Residents have requested to be involved in the implementation of lead abatement actions in Captains Flat so that their particular concerns and interests are addressed.**
 - d. Queanbeyan-Palerang Regional Council requires additional funding to remediate public and Crown Land for which it is the manager.**
 - e. Residents require a viable option to safely dispose of contaminated soil from their own properties.**
 - 2. Hold a workshop to discuss these and related matters concerning lead contamination and remediation in Captains Flat.**
-

Comment from Cr Willis in support of this Notice of Motion

Lead contamination from the former Lake George mine in Captains Flat poses significant challenges for the NSW Government, Queanbeyan-Palerang Regional Council (QPRC), residents and private landholders.

Currently, there is no group to coordinate the implementation of lead abatement plans and to support residents and private landholders to remediate their own land or consider other options to ensure they can live safely with lead in the environment.

It is also evident that government funding will be needed to support residents and other landholders with remediation costs, and to assist QPRC with the remediation of contaminated sites owned by Council or managed on behalf of Crown Lands.

Residents are also seeking better communication and involvement in planning for the town's future as it meets the challenges of living with lead contamination.

**12.1 Notice of Motion - Captains Flat Lead Remediation and Related Matters
Workshop (Ref: ; Author: Willis/Willis) (Continued)**

A workshop will provide an opportunity to consider how best to meet these challenges, including the option of establishing a working group that involves residents, Council and NSW Government officials.

Staff Comment

Staff will raise this proposal at a meeting being held next week with Regional NSW. The scope and brief for a workshop will need some confirmation, and as noted in the Notice of Motion related to this matter, the General Manager has confirmation from the Department of Regional NSW that they will continue to support Council in ongoing solution brokerage for Captains Flat and provide cross-agency coordination when required.

Attachments

Nil

12.2 Notice of Motion - Lead Working Group (Ref: ; Author: Macdonald/Macdonald)

File Reference: 24.4.1-36 / 24 April 2024 motions

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council:

- 1. Establishes a lead management working group comprising representatives from Council and members of the Captains Flat community; and**
 - 2. Write to the NSW Premier to request the involvement in the working group of a representative from the Department of Premier to enable whole of government liaison and coordination.**
-

Comment from Cr Ross Macdonald in support of this Notice of Motion

The presence of lead has serious environmental and economic impacts on the community of Captains Flat and the broader Local Government Area.

While the primary responsibility for public land remediation belongs to the NSW State Government, Council is a stakeholder including as a land and facilities owner and manager in Captains Flat. There is presently no coordinated efforts across the community, Council and Government.

The proposed lead management working group should work to foster discussion, develop views on management of the issue and coordinate advice and an approach in dealing with lead in Captains Flat.

Staff Comment

The Captains Flat Lead Management Taskforce was established in 2021, and has completed the Lead Management Plan <https://www.nsw.gov.au/regional-nsw/captains-flat> and various lead abatement plans, commissioning of soil testing and other resources for the community.

The Taskforce included representatives from, Department of Regional NSW – Regional Development; Mining, Exploration and Geoscience (MEG); Primary Industries, NSW Environment Protection Authority (EPA), NSW Health, NSW Department of Planning and Environment – Crown Lands, Transport for NSW, NSW Department of Education and Queanbeyan-Palerang Regional Council.

If a preference was possible, it would be that the Lead Taskforce remains in place, however Council has been informed that the Lead Taskforce work has been finalised and it is being disbanded.

**12.2 Notice of Motion - Lead Working Group (Ref: ; Author: Macdonald/Macdonald)
(Continued)**

On that basis, the General Manager commenced discussions with Regional NSW about establishing a Captains Flat Working Group to continue this work of the Taskforce. A workshop was held with staff and Regional NSW in February to progress this concept, and a further meeting has been scheduled for next week.

As soon as this agency agreement is in place, a proposal will be presented to Council for endorsement.

Corresponding to the Premier NSW is not necessary. Regional NSW are already very supportive of the transition from the Taskforce to a Council facilitated group, and their engagement of other agencies when needed is critical to ensure the various lead abatement plans and communication with the community continues.

The General Manager has confirmation from the Department of Regional NSW that they will continue to support Council in ongoing solution brokerage for Captains Flat and provide cross-agency coordination when required.

Attachments

Nil

12.3 Notice of Motion - Pedestrian Safety in Bungendore (Ref: ; Author:
Macdonald/Macdonald)

File Reference: 31.4.3 / 24 April 2024 motions

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council:

1. **Notes the change.org petition developed by Bungendore community members petitioning for the installation of a pedestrian crossing in the school precinct on Kings Highway, Bungendore, and**
 2. **Write to the Member for Monaro and the NSW Minister for Transport expressing Council's support for the priority investigation and any necessary work to increase pedestrian safety at the school precinct in Bungendore.**
-

Comment from Cr Macdonald in support of this Notice of Motion

A member of the Bungendore Community, Mr Michael Kruger, has launched a change.org petition which now has over 500 signatories. The petition seeks an upgrade of the "crossing zone" in the school precinct of Bungendore.

Kings Highway, also known as Malbon Street in Bungendore, is State owned and petitioners request that Council adds its voice to their campaign to the State Government.

With the current size and projected growth of the number of the town's residents including school aged children, it is appropriate that Council request that Transport for New South Wales prioritise any investigation into the appropriateness of the current arrangements and consider any opportunities to enhance safety.

Staff Comment

TfNSW has recently conducted Traffic Studies in the Bungendore and Braidwood. The Action Plan is yet to be finalised, however TfNSW has identified in consultation with Council that community feedback has identified the pedestrian facility as a problem area.

Staff have requested updates on the Traffic Study and copies of traffic data.

Attachments

Nil

12.4 Notice of Motion - Council Submission Tuggerangong Valley Rugby Union and Sports Club Limited DA 2023.0635 (Ref: ; Author: Grundy/Grundy)

File Reference: DA.2024.0635 / 24 April 2024 motions

Notice

Councillor Mareeta Grundy will move the following motion:

Motion

That Council:

- 1. Acknowledges the community interest received, in the matter of the Tuggerangong Valley Rugby Union and Sports Club Limited DA 2023.0635 to construct a registered club premises at 37 Tompsitt Drive, Jerrabomberra.**
 - 2. Makes a submission to Regional Planning Panel (RPP) on this proposal noting these community concerns.**
 - 3. Recommends to the Regional Planning Panel that they conduct a public determination meeting in person at Queanbeyan prior to their determination.**
-

Comment from Cr Grundy in support of this Notice of Motion

Councillors would be aware of the concerns about associated documentation and the process relating to the Vikings DA 2023.0635. Recently I visited the associated residential area to gain a better understanding of the proximity of the proposed site to residences.

While concerned residents are aware that QPRC is not the authorizing authority in this matter they are anxious that QPRC's not taking their concerns seriously. All residents should feel that their Council is considerate of their comments and opinions, and I am concerned that the issue may inflict damage on community confidence in Council and pose reputational risk.

The purpose of a Council submission to the Regional Planning Panel is to escalate attention of the community concerns and the importance of the community in the decision making process.

Staff Comment

It is open to the Council to make a submission on the DA as part of the notification process, requesting that a public determination meeting be held and that submitters can be made aware of the process.

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 Council Properties Market Analysis Report

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 Minutes of the Queanbeyan Sporting Gallery Meeting - 18 March 2024

Item 16.2 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.