



Ordinary Meeting of Council

AGENDA

13 August 2025

Commencing at 5.30pm

**Bungendore Community Centre
2 Majara Street, Bungendore**

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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Item 9.2	2025-40 Construction Women's Rugby Change Rooms - Freebody Oval
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Minutes of the Ordinary Meeting of the Queanbeyan-Palerang Regional Council held via Zoom and at the WB Freebody Chamber, Nellie Hamilton Centre, 257 Crawford Street, Queanbeyan on Wednesday, 23 July 2025 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)

Cr Broadbent

Cr Grundy

Cr Livermore

Cr Macdonald

Cr Preston – via Zoom

Cr Taskovski

Cr Waterhouse

Cr Willis

Cr Wilson

Staff:

R Ryan, General Manager

M Duff, Director Infrastructure Services

J Richards, Director Community, Arts and Recreation

K Monaghan, Director Corporate Services

R Ormella, Director Development and Environment

Also Present: L Ison (Minute Secretary)

1. OPENING

The meeting commenced at 5.31pm.

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

937/25

RESOLVED (Winchester/Macdonald)

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

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES

938/25

**4.1 Minutes of the Ordinary Meeting of Council held on 9 July 2025
RESOLVED (Winchester/Taskovski)**

That the Minutes of the Ordinary Meeting of Council held in the WB Freebody Chamber in the Nellie Hamilton Centre on Wednesday 9 July 2025 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

939/25

RESOLVED (Winchester/Macdonald)

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

The resolution was carried unanimously.

Cr Macdonald declared a less than significant non-pecuniary interest in Item 9.2: Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra, stating he knows one of the presenters. He proposed to declare and remain in the Chamber and vote when the matter is considered.

6. ADJOURNMENT FOR PUBLIC FORUM

940/25

RESOLVED (Winchester/Broadbent)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.34pm and resumed at 5.40pm.

7. MAYORAL MINUTE

941/25

7.1 LGNSW Cost Shifting Report 2025 Advocacy**RESOLVED (Winchester)**

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

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

The resolution was carried unanimously.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 DA.2025.0172 - 137 Ross Road, Crestwood - Construction of a Carport**

942/25

RESOLVED (Macdonald/Wilson)

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

The resolution was carried unanimously.

9.2 Planning Proposal - Additional Permitted Uses for Seniors Housing and Multi-Dwelling Housing in South Jerrabomberra**MOVED (Willis/Preston)**

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

Cr Winchester foreshadowed a Contrary Motion:

That Planning Proposal PP.2024.0009, which seeks to amend Schedule 1 Additional Permitted Uses and height of building provisions in the Queanbeyan-Palerang Regional Local Environmental Plan 2022, on Lot 1 and Lot 4 DP 1306143 in South Jerrabomberra be progressed to gateway so the Department of Planning Housing and Infrastructure (DPHI) can consider the merits of the proposal.

The motion (of Crs Willis and Preston) was brought forward.

MOVED (Willis/Preston)

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

The motion was put and lost.

For: Cr Willis

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

The foreshadowed motion (of Cr Winchester) was brought forward and seconded by Cr Waterhouse.

943/25

RESOLVED (Winchester/Waterhouse)

That Planning Proposal PP.2024.0009, which seeks to amend Schedule 1 Additional Permitted Uses and height of building provisions in the Queanbeyan-Palerang Regional Local Environmental Plan 2022, on Lot 1 and Lot 4 DP 1306143 in South Jerrabomberra be progressed to gateway so the Department of Planning Housing and Infrastructure (DPHI) can consider the merits of the proposal.

The resolution was carried.

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

Against: Cr Willis

944/25 **9.3 Draft Waste Management Strategy 2025-45**
RESOLVED (Willis/Macdonald)

That Council:

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

The resolution was carried unanimously.

945/25 **9.4 Karabar Microforest Proposal and Evaluation - Ash Street, Queanbeyan**
RESOLVED (Wilson/Taskovski)

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

The resolution was carried.

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

Against: Cr Willis

946/25 **9.5 Classification of Land - Farrer Place Carpark Lot 2 Section 56 DP 758862**
RESOLVED (Waterhouse/Grundy)

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

The resolution was carried unanimously.

9.6 Legal and Enforcement - Mulloon Property

947/25

RESOLVED (Macdonald/Wilson)

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

The resolution was carried unanimously.

948/25

9.7 Internal Audit Charter - Annual Review 2025**RESOLVED (Broadbent/Taskovski)**

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

The resolution was carried unanimously.

949/25

9.8 Audit, Risk and Improvement Committee - Tenure of Members**RESOLVED (Broadbent/Wilson)**

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

The resolution was carried unanimously.

950/25

9.9 Policy Review**RESOLVED (Willis/Grundy)**

That Council:

1. Endorse the following QPRC Strategic Policies with any minor amendments noted by Councillors, and place on exhibition for 28 days:
 - Volunteering Policy
 - Directional Signage Policy
 - Enterprise Risk Management Policy
 - Child Safe Policy
 - Shopping Trolley Management Policy
 - Signs by Remote Supervision Policy
2. If no submissions are received, the Policies be adopted.

The resolution was carried unanimously.

951/25

9.10 Investment Report - June 2025**RESOLVED (Willis/Wilson)**

That Council:

1. Receive the Investment Report for the month of June 2025.
2. Note the investment return for June 2025 was \$1,570,694.

3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.

The resolution was carried unanimously.

9.11 LGNSW Annual Conference 2025 - Councillor Delegates

952/25

RESOLVED (Winchester/Macdonald)

That Council:

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

The resolution was carried unanimously.

Crs Livermore, Macdonald, Waterhouse and Wilson were nominated as voting delegates to attend the conference.

ADJOURNMENT:

The meeting adjourned for a short recess to enable counting of the ballot at 6.20pm and resumed at 6.30pm.

Following the ballot, the Crs Livermore, Waterhouse and Wilson were elected to attend the 2025 LGNSW Annual Conference as voting delegates.

Crs Broadbent, Macdonald, Taskovski and Willis were nominated to attend as non-voting delegates.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Planning Performance Report

953/25

RESOLVED (Willis/Wilson)

That the report be received for information.

The resolution was carried unanimously.

PROCEDURAL MOTION

954/25

RESOLVED (Winchester/Macdonald)

That Items 10.2 to 10.7 be considered as a block.

The resolution was carried unanimously.

955/25

RESOLVED (Winchester/Livermore)

That items 10.2 to 10.7 be adopted.

The resolution was carried unanimously.

- 956/25 **10.2 Council Food Safety Annual Activity Report to NSW Food Authority 2025**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 957/25 **10.3 Summary of Road Renewal and Maintenance Activities - EOFY 2024/25**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 958/25 **10.4 HSEQ Quarterly Report - 1 April to 30 June 2025**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 959/25 **10.5 Lease of 256 Crawford Street, Queanbeyan**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 960/25 **10.6 Advocacy for Growing Regions and the Need for More Police - Minister Response**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 961/25 **10.7 Councillor Workshops**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried unanimously.
- 11. REPORTS OF COMMITTEES**
- 962/25 **11.1 Audit, Risk and Improvement Committee Minutes - 16 June 2025**
RESOLVED (Broadbent/Winchester)
That Council note the draft minutes of the Audit, Risk and Improvement Committee held on 16 June 2025.

The resolution was carried unanimously.

11.2 Sustainability and Climate Change Advisory Committee Minutes - 26 June 2025

963/25

RESOLVED (Willis/Wilson)

That Council:

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

The resolution was carried unanimously.

11.3 Small Business Advisory Committee Minutes - 9 July 2025

964/25

RESOLVED (Macdonald/Waterhouse)

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

The resolution was carried unanimously.

12. NOTICES OF MOTIONS**12.1 Notice of Motion - Hiroshima Day 2025**

965/25

RESOLVED (Willis/Wilson)

That Council:

1. Note:
 - a. August 6 and 9, 2025 mark the 80th anniversary of the first use of atomic weapons on civilians, at Hiroshima and Nagasaki in Japan, respectively.
 - b. Up to 140,000 people are thought to have died from injuries sustained during the bombing of Hiroshima and Nagasaki. Tens of thousands more people died from the long-term effects including radiation poisoning and burns.
 - c. The use of any nuclear weapon, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment.
2. Acknowledge the efforts of the survivors of the August 6 and 9 atomic bombings to work for a world free of nuclear weapons, for which they were awarded the 2024 Nobel Peace Prize.
3. Reaffirm its support for the UN Treaty on the Prohibition of Nuclear Weapons (**Resolution 211/24**).

4. Write to the Prime Minister, the Hon Anthony Albanese, to inquire why the Australian Government has not yet given effect to its commitment to sign and ratify the Treaty.

The resolution was carried.

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

12.2 Notice of Motion - NSW Business Connect Program

966/25

RESOLVED (Macdonald/Broadbent)

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

The resolution was carried unanimously.

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegate reports.

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.

16. REPORTS FOR CLOSED SESSION

967/25

RESOLVED (Winchester/Livermore)

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

Item 16.1 RFT-10067161 - Design and Construction of Mount Jerrabomberra No.2 Reservoir

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

commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Legal and Enforcement - Bungendore Property

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

16.3 Assessment Enquiry

Item 16.3 is confidential in accordance with Section 10A (e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 7.06pm to discuss the matters listed above.

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

968/25

RESOLVED (Wilson/Taskovski)

That Council award contract 10067161 for the design and construction of the new Mount Jerrabomberra Reservoir No.2 to Leed Engineering and Construction Pty Ltd for the lump sum of \$13,005,515 (excluding GST).

The resolution was carried unanimously.

16.2 Legal and Enforcement - Bungendore Property

969/25

RESOLVED (Waterhouse/Wilson)

That Council:

1. Authorises the General Manager to, subject to the First Respondent accepting the Calderbank offer, engage consultants to undertake necessary rectification works.
2. Authorises the General Manager to pursue all legal avenues to recover Council's costs.

The resolution was carried unanimously.

SUPPLEMENTARY REPORT

- 970/25 **16.3 Assessment Query**
 RESOLVED (Winchester/Taskovski)
 That the report be received for information.
- The resolution was carried unanimously.
- 971/25 **RESOLVED (Winchester/Broadbent)**
 That the meeting now return to Open Session.
- The resolution was carried unanimously.
- The meeting returned to Open Session at 7.38pm.
- The doors of the Chambers were opened to allow the public to enter.
- In accordance with Queanbeyan-Palerang Regional Council Code of Meeting Practice, Section 14.22, the Chairperson provided a summary of the resolutions passed in Closed Session.

17. CONCLUSION OF THE MEETING

The time being 7.39pm, the Mayor announced that the Agenda for the meeting had now been completed.

CR KENRICK WINCHESTER
MAYOR
CHAIRPERSON

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

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ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 Naming of the Bungendore Community Centre (Author: Richards/Duncan)

File Reference: 1.3.1

Recommendation

That Council:

1. Endorse the name of the Bungendore Community Centre as the Norah Starrs Community Centre for a period of 28 days.
 2. Place the proposal on public exhibition for 28 days and if no objections are received, adopt the name and formalise it.
-

Summary

In anticipation of the Bungendore Community Centre re-opening, it is appropriate to consider naming the newly refurbished facility. This report seeks Council endorsement of the name Norah Starrs Community Centre for a period of public exhibition. Norah Starrs was a founding member of Bungendore Community Aid.

Background

The Bungendore Community Centre was opened in 1986 by the Shire of Yarrawlumla. Bungendore Community Aid (BCA) starting using the Bungendore Community Centre shortly after it was built and continued to do so until the venue was compulsory acquired by the NSW Government.



**9.1 Naming of the Bungendore Community Centre (Author: Richards/Duncan)
(Continued)**

The BCA was a driving force in the town for a number of notable causes including forming a community library, running an employment service, starting the Childhood Centre, tree planting, providing community transport, emergency supplies of food and finance in times of crisis. The BCA also worked tirelessly to secure a place where the community nurse could work from. The community nurse also used the Bungendore Community Centre until the venue was closed by the Department of Education.

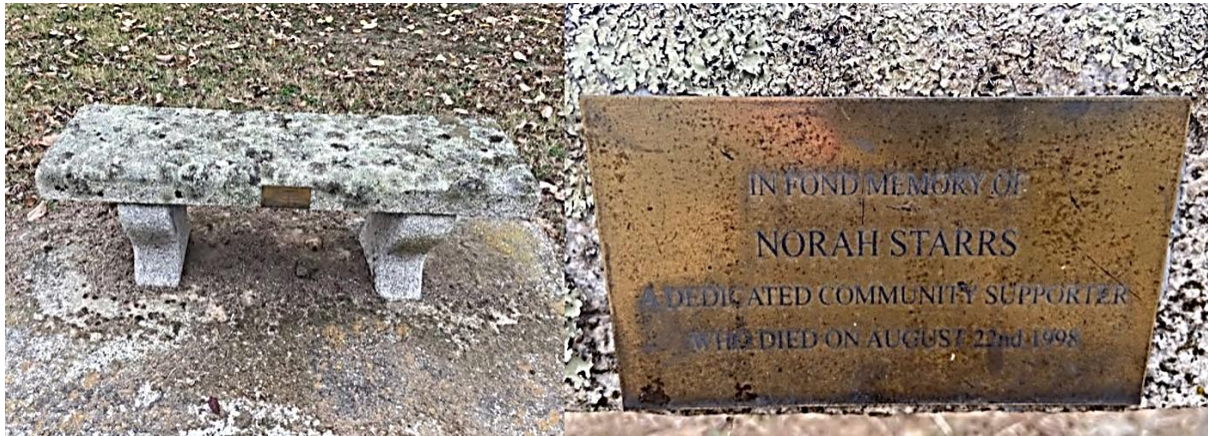
Currently, the BCA's work focuses on maintaining a collection of medical equipment which it loans out to people in need.

Norah Starrs was a founding member of the BCA and one of the personalities who made the BCA a vibrant organisation. The BCA have suggested that the Community Centre be named after Norah in recognition of her extraordinary contribution to community work. Members of the BCA stated that "She was an amazing person who let nothing stand in her way when fighting for those less fortunate than her".

It has been reported that Norah Starr has been commemorated by having the health clinic at the Bungendore Community Centre named after her. The signage is still present on the building.



There is also plaque on the Val Gardener Park near her former home.

**9.1 Naming of the Bungendore Community Centre (Author: Richards/Duncan)
(Continued)**

Nora was admired for her contribution to the town of Bungendore and when she passed away the school children lined up along the fence as the hearse drove by to pay their respects. There is now a Norah Starrs Memorial Scholarship at the Bungendore Public School.

Report

In anticipation of the re-opening of the Bungendore Community Centre, it is appropriate for the facility to be officially re-named. The Bungendore Community Centre has been transferred back to Council ownership from the NSW Government. The new beginning for the Community Centre can celebrate the past with the Norah Starrs name associated with it.

It is possible that the facility already has the Norah Starrs name associated with the Bungendore Community Centre. But with the passage of time over several Councils there is now an opportunity to resolve the Centre's name.

The recommended naming has the full support of the BCA.

Risk/Policy/Legislation Considerations

Naming of facilities is an important part of creating a sense of place and history. It can also provide recognition for those members of the community who have made substantial contribution to the social and cultural fabric of the local community.

The proposal will be publicly advertised, and would only be reported back to Council if there are objections to this naming. No policy exists for naming assets other than roads, however naming assets after local celebrated people and volunteers has been common practice for many years.

Financial, Budget and Resource Implications

There are no financial implications to Council in naming this asset other than those associated with exhibition and reporting. Any physical signs required will be covered under the operational budget.

Links to QPRC/Regional Strategic Plans

Council provides amenities consistent with the QPRC Community Strategic Plan Towards 2042 Revision 2025..

1. Our Community
- 1.1 Celebrate the unique heritage and diverse identities of our people, city, towns, villages and rural areas.

**9.1 Naming of the Bungendore Community Centre (Author: Richards/Duncan)
(Continued)**

4. Our Infrastructure

4.4 Plan for, develop and maintain community facilities that encourage participation in community life.

Conclusion

It is appropriate for the Bungendore Community Centre to be officially re-named the Norah Starrs Community Centre. The recommendations have the full support of the BCA.

Attachments

Attachment 1 BCA Article *(Under Separate Cover)*



Attachment 2 Norah Starrs Obituary *(Under Separate Cover)*



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.2 2025-40 Construction Women's Rugby Change Rooms - Freebody Oval
(Author: Richards/Brown)**

File Reference: 104843-10

Recommendation**That Council**

- 1. Refuse all tenders received for Contract 2025-540.**
 - 2. Endorse a new Request for Tender process, incorporating identified cost saving measures.**
 - 3. Allocate any unspent project budget from Seiffert Oval to Freebody Oval pending agreement from the funding agency and that budget adjustment be reported at the next quarterly budget review.**
-

Summary

Contract 2025-40, for the Construction of Women's Rugby Change Rooms at Freebody Oval, was advertised via TenderLink on 14 March 2025. Four submissions were received that were all higher than the project budget.

Subsequent discussions have identified changes that could be made to the design that would reduce costs.

This report recommends refusing all tenders and proceeding with a new tender process allowing for Partial Design and Construct proposals with specified cost-saving measures, including substitution of timber for steel, simplified fixtures, and replacement of curved timber structures with standard forms.

Background

Council received a total of \$3.1 million in funding through Federal and State Government contributions for the development of Women's Rugby Change Rooms. The Investing in Our Communities Fund contributed \$1 million to the Queanbeyan Kangaroo Rugby League Football Club, and a further \$2.1 million was received through the NSW Government, \$1.5 million for the Kangaroos' new facility and \$600,000 for upgrades to the Queanbeyan Blues' existing facility. This was reported to Council on 24 July 2024 (**Resolution 341/24**).

A Request for Tender (RFT) 2025-40 Construction of Women's Rugby Change Room's at Freebody Oval was advertised on 14 March 2024 via Tender Link. A mandatory site meeting was held on 22 May 2025 with eight companies in attendance. The RFT closed on 16 June 2025, and the Tender Evaluation Committee (TEC) met on 18 June 2025.

The purpose of the tender was to engage a suitably experienced and qualified contractor to construct new Women's Rugby Change Rooms at Freebody Oval, in accordance with plans prepared by Mury Architects. Council staff have completed the following:

- Site investigations
- Detailed design
- Review of Environmental Factors

9.2 2025-40 Construction Women's Rugby Change Rooms - Freebody Oval (Author: Richards/Brown) (Continued)

- Statement of Environmental Effects
- Submission of Development Application

Report

A Request for Tender (RFT) 2025-40 Construction of Women's Rugby Change Room's at Freebody Oval was advertised on 14 March 2024 via Tender Link. A mandatory site meeting was held on 22 May 2025 with eight companies in attendance. The RFT closed on 16 June 2025, and the Tender Evaluation Committee (TEC) met on 18 June 2025.

All respondents' provided submissions with costs above the budget which make the project unfeasible. A number of alternatives were discussed to enable the project to proceed. This included advice that changing timber beams to steel fixtures and replacing curved timber structures with standard forms would considerably reduce costs without compromising the functionality of the building.

As a result, it is proposed that Council refuse all tenders and proceed with a revised Partial Design and Construct tender process based on current architectural drawings with the above savings embedded.

In addition, the Seiffert Oval Women's Rugby Refurbishment project has now been completed with a cost saving of \$310,000. It is suggested that a formal request be made to the funding body to transfer these funds to support the Freebody Oval construction.

The proposed timeline for the tender process, is outlined below:

- 13 August 2025 – Council meeting seeking formal refusal of tenders and approval to re-tender
- 14 August 2025 – New RFT released (14-day tender period)
- 19 August 2025 – Online tender briefing
- 28 August 2025 – Tender closes
- 29 August 2025 onwards – Tender Evaluation Committee reconvenes to evaluate submissions with a two-week evaluation period

Risk/Policy/Legislation Considerations

The procurement and tendering process for this project must be conducted in accordance with Local Government Act 1993, Local Government (General) Regulation 2021, Office of Local Government (OLG) Tendering Guidelines and Council's Sustainable Procurement and Contracts Policy.

The Local Government (General) Regulation 2021 specifies that after considering the tender submissions for a proposed contract, the Council must either accept or decline tender submissions. A Council that decided not to accept any tender submissions must then determine a course of action in accordance with the Regulation.

Financial, Budget and Resource Implications

The total budget for this project, including design, DA, site investigations and construction is \$2,500,000 (ex GST), funded through the Investing in Our Community Fund (\$1,000,000) and Election Statement Policy Funding (\$1,500,000). The project budget must include trenching from Morton Road and construction of the new building.

9.2 2025-40 Construction Women's Rugby Change Rooms - Freebody Oval (Author: Richards/Brown) (Continued)

With Seiffert Oval project complete there may be an opportunity to transfer excess grant funds to the Freebody Oval construction, pending agreement from the Funding Body.

Links to QPRC/Regional Strategic Plans

- Community Strategic Plan Towards 2042 (Revision 2025)
- 1. Our community
 - 1.2 Provide opportunities for people to participate in arts, performance and cultural gatherings, sports, events and exhibitions
 - 1.5 Improve health and quality of life through access to services, recreation and leisure opportunities
- 4. Our infrastructure
 - 4.5 Support sport and recreation through well maintained and connected green spaces, play spaces, sports fields and amenities.
- Parks and Recreation Asset Management Plan
- Sports Facilities Strategic Plan

Conclusion

The construction of Women's Rugby Change Rooms at Freebody Oval is a key community project. To ensure delivery within budget, Council's support of the following actions is sought

- Refuse all current tenders
- Transfer unspent budget from Seiffert Oval to Freebody Oval (pending formal Funding Body agreement)
- Incorporate design changes to reduce overall cost (e.g., steel framing, simplified finishes)
- Commence a new tender process allowing partial design and construct using existing architectural base

These actions will enable the project to proceed and meet the funding commitments and community expectations.

Attachments

- | | |
|--------------|---|
| Attachment 1 | Summary of Tender Evaluation Freebody Oval (<i>Under Separate Cover</i>) -
CONFIDENTIAL |
|--------------|---|

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.3 Donation Request - Braidwood Heritage Centre DA Fees and S64 Contributions (Author: Monaghan/Ryan)

File Reference: 104565-04-03

Recommendation

That Council:

1. **Contribute \$188,945 to the Braidwood Heritage Centre project's DA Fees and S64 contributions to support the completion of the project.**
 2. **Allocate an additional \$188,945 to the Braidwood Heritage Centre Project budget and report the budget adjustment at the next quarterly budget review.**
-

Summary

This report seeks Council's support to donate DA Fees and S64 Contributions to the Braidwood Heritage Centre Project.

A previous request was declined in August and November 2023 (**Resolution 330/23 and 467/23**) however, the project is now at a critical juncture and Council support would provide an additional contingency to ensure that Stage 1 is successfully completed.

Background

The Braidwood and District Historical Society (BDHS), a volunteer-run organisation, received funding from the NSW and Australian Governments through the Bushfire Local Economic Recovery Fund to deliver the Braidwood Heritage Centre Project. Council consent was issued for DA.2022.1184 and DA.2022.1184A; for a development including museum alterations, visitor accommodation, a café, office, artisan studios and landscaping. This is a significant regional tourism and heritage initiative, expected to enhance visitation and community connection to Braidwood's heritage.

Despite the best efforts of all parties, the project has encountered a series of setbacks outside of Council control, including design and compliance delays, and the insolvency of the initial contractor. Council has since assumed full financial and administrative responsibilities from NSW Public Works as approved by Council in April 2025 (**Resolution 785/25**) and has appointed a new builder and project manager who are actively working to address the identified defects and certification issues.

It was noted in the 23 April meeting the project was carrying significant financial and funding risk; with the project not on track to be completed within the grant agreement timeframes. The Museum is not a Council asset and the new building contractors, engaged in April 2025 have been dealing with rectification works necessary to bring the work up to BCA compliance.

As reported to Council on 9 July a request for extension of time to complete the expenditure of the grant funding was sought, and this has been approved by both the NSW and Federal Governments to 31 December 2025 (**Resolution 925/25**).

It was raised that whilst Council and Trinity are undertaking active cost management to minimise project costs, estimates indicated that there was sufficient funding to complete the scope of works envisaged at the time the deed of variation was negotiated.

9.3 Donation Request - Braidwood Heritage Centre DA Fees and S64 Contributions (Author: Monaghan/Ryan) (Continued)

There remains a project risk that once the current building work is made compliant, structurally secure and weatherproof, that internal finishes may remain incomplete.

A further report will be provided to Council once the scope assessment and options to proceed have been identified and considered by the Project Control Group, which includes members from the Braidwood Heritage Museum.

BDHS have also been also exploring additional funding options and are waiting for confirmation of a positive response within the next several days to support project completion.

In 2023, BDHS requested Council to donate or waive or donate the S64 charges. Council declined the requests, citing financial constraints and policy limitations, noting that the asset is not a Council asset. BDHS now seeks renewed Council consideration given the project stage and updated funding and project delivery certainty.

Report

Council has issued DA fees totalling \$11,089 across DA.2022.1184 and DA.2022.1184A. S64 contributions are calculated at \$177,856 based on the adopted Palerang Development Servicing Plans. These charges are statutory and cannot be waived. However, Council's Donations Policy allows payment of such costs via donation under section 356 of the Act. The BDHS project aligns with Category C funding (fees, charges and rates relief for community organisations).

The current status of the project's finances is shown in Table 1.

Table 1 – Braidwood Heritage Centre finance (\$ excl GST)

	\$	\$	\$
Total grant	3,750,000		
Spent by PWA - DA fees	-11,089		
Spent by PWA - other	-1,915,934		
Retention returned by PWA to QPRC	101,535		
<i>Available to QPRC to complete</i>			1,924,512
Trinity Contract	1,248,897		
Trinity additional cost to complete	641,092		
<i>Total to Trinity</i>		1,889,989	
Other invoices/purchase orders incurred by QPRC to date	312,742		
Additional estimates to complete (non-Trinity)	317,425		
s64 contributions (water/sewer)	117,856		
<i>Sub-total QPRC estimates</i>		748,023	
<i>Total remaining cost</i>			2,638,012
Initial Surplus/Deficit			-713,500
Savings			
DA fees	177,856		
s64 contributions	11,089		
QPRC donation		188,945	
Surplus/Deficit			-524,555
BDHS - additional funding			To be confirmed

**9.3 Donation Request - Braidwood Heritage Centre DA Fees and S64 Contributions
(Author: Monaghan/Ryan) (Continued)**

The Braidwood and District Historical Society are pursuing additional funding to cover the estimated deficit shown in Table 1. At the time of writing this report, there is no formal confirmation of this funding. A further report will be provided to Council when the outcome is known.

In the absence of additional funding, the scope of what can be achieved within available project funds will be limited to:

- 1) completing the Homestay building envelope including roof, façade, windows, external doors.
- 2) completing the Museum work
- 3) completing the driveway as a bitumen seal only

Items which won't be completed include the fitout of the Homestay building to make it a useable space, relocation of the Goldfields Lockup and landscaping items.

Risk/Policy/Legislation Considerations

Donations of this nature must be made under s.356 of the Local Government Act 1993. Council's Donations Policy allows Category C funding for fees and charges, including DA fees and water/sewer contributions. A donation will require a general fund transfer to the Water and Sewer Funds and Development Assessment cost centres.

Financial, Budget and Resource Implications

The combined amount of \$188,945 (DA fees + S64 contributions) would be funded from general revenue. Council's current Donations Policy budget is not sufficient to cover this amount. A separate allocation or budget variation will be required.

However, this contribution represents support for a high-profile regional project already heavily backed by external government funding and local philanthropy.

Links to QPRC/Regional Strategic Plans

This donation supports Strategic Objectives:

Our Community

- 1.1 Celebrate the unique heritage and diverse identities of our people, city, towns, villages and rural areas.
- 1.2 Provide opportunities for people to participate in arts, performance and cultural gatherings, sports, events and exhibitions.
- 1.9 Promote experience of, and learning through, volunteering and access to inclusive sporting, cultural, library, historical and museum services.

Our Economy

- 2.4 Enhance the Queanbeyan-Palerang region as a prime destination to boost tourism and local investment.

**9.3 Donation Request - Braidwood Heritage Centre DA Fees and S64 Contributions
(Author: Monaghan/Ryan) (Continued)**

Conclusion

The Braidwood Heritage Centre Project is a transformative initiative for Braidwood, representing a substantial investment in heritage, tourism, and community development. With the revised staging and potential additional financial external funding commitment Council's donation of DA fees and S64 contributions would close the final funding gap for Stage 1 and support timely construction.

The donation is consistent with Council's policy framework and broader strategic objectives.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.4 Community Members - Bungendore Flood Risk Management Committee
(Author: Duff/de Jongh)**

File Reference: 104213-03

Recommendation

That Council appoint the following five community members to the Bungendore Flood Risk Management Committee:

Greg Roberts

Ian Marsh

Lauren Reed

Simon O'Dea

Stuart Henderson

Summary

The purpose of this report is to consider and select community representatives to be appointed to the Bungendore Flood Risk Management (FRM) Committee.

It is recommended that five representatives be appointed from the seven nominations received.

Background

The establishment of FRM Committees is a key measure in achieving sustainable governance and consultation arrangements for the development of balanced FRM studies and plans. These committees enable input into the FRM process. Whilst Council is primarily responsible for FRM within the LGA (with support from the NSW Government), the committees provide advice on local impact, priorities and knowledge relevant to the work being undertaken.

FRM Committees are generally only active when flood studies and plans are being reviewed and developed.

The Bungendore FRM Committee is currently tasked with review of the Bungendore Floodplain Risk Management Study and Plan (FRMS&P) completed in 2014. An update of the Bungendore FRMS&P is required to include land identified in the recently adopted Bungendore Structure Plan which is being investigated for future urban uses beyond the current town boundary. The Bungendore FRMS&P will also be updated to comply with recently revised national guidelines for flood estimation.

Report

Expressions of interest (EOIs) were sought from interested members of the community from 9 January to 24 February 2025. Applicants were asked to respond to three questions to indicate the skills and experience they might bring to the committee:

- Why they are interested in joining the committee
- Relevant experience that would benefit the committee
- Previous experience working with committees or boards.

9.4 Community Members - Bungendore Flood Risk Management Committee (Author: Duff/de Jongh) (Continued)

Eight submissions were received during the EOI period and one submission has since been withdrawn. Refer to Confidential Attachments for details of each EOI.

The selection panel comprised of Cr Preston, Cr Schweikert and members of the QPRC Contracts & Projects Team. All responses were carefully considered and reviewed, with five nominations selected.

Risk/Policy/Legislation Considerations

All members of QPRC committees are subject to the QPRC Code of Conduct and the requirements to disclose pecuniary and non-pecuniary interests. Each community representative member is considered a volunteer of Council and is therefore required to undergo Code of Conduct and Code of Meeting Practice training as part of their induction program.

Financial, Budget and Resource Implications

There is no budget or financial delegation granted with any Advisory Committee. Committee members attend on a voluntary basis, some in person and some online. Councillors attending these committee meetings are eligible to claim travel expenses, as per the QPRC Councillor Expense and Facilities Policy, which is included in the Councillor expenses budget.

Links to QPRC/Regional Strategic Plans

The appointment of delegates to each Advisory Committee of Council aligns with the following outcomes in the Community Strategic Plan 2024:

- 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life
- 5.2 Council is an open, accessible and responsive organisation

Conclusion

Expressions of interest (EOIs) for Community Members of the Bungendore Flood Risk Management Committee have been sought. EOIs were received from eight candidates. Candidate submissions were reviewed and selected on the basis of interest in joining the committee, how they could benefit the committee, and experience relevant to the committee.

From the seven EOIs, five representatives have been recommended, including a previous member as well as new members to bring a fresh perspective.

Letters of thanks and notification of Council's decision will be sent to all those people who nominated for this committee. Meeting invitations will be issued to members of the committee and an induction program scheduled.

Attachments

Attachment 1	Amanda Pollock (<i>Under Separate Cover</i>) - CONFIDENTIAL
Attachment 2	Greg Roberts (<i>Under Separate Cover</i>) - CONFIDENTIAL
Attachment 3	Ian Marsh (<i>Under Separate Cover</i>) - CONFIDENTIAL
Attachment 4	Lauren Reed (<i>Under Separate Cover</i>) - CONFIDENTIAL
Attachment 5	Simon O'Dea (<i>Under Separate Cover</i>) - CONFIDENTIAL
Attachment 6	Stuart Henderson (<i>Under Separate Cover</i>) - CONFIDENTIAL
Attachment 7	Thomas Jordan (<i>Under Separate Cover</i>) - CONFIDENTIAL

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.5 Naming of Parks - Googong Neighbourhoods 3, 4 and 5 (Author: Richards/Kaden)

File Reference: 23.1.0-02

Recommendation

That Council:

- 1. Place the proposed names for the eight parks and open spaces in Googong Neighbourhoods 3, 4 and 5 on public exhibition for a period of 28 days.**
 - 2. If no objections are received during this time, adopt and formalise the proposed names.**
-

Summary

This report seeks Council's approval for the proposed names of eight parks and open spaces within Googong Neighbourhoods 3, 4 and 5 to be placed on public exhibition.

The proposed names include a mix of Aboriginal and European references, developed in consultation with the Ngunawal Cultural Heritage group and the Googong Township Pty Ltd (GTPL).

Background

Googong Township is a master-planned community, with a range of open spaces and parks. The area has a rich cultural history and connection to the Ngunawal people, who are recognised as the Traditional Custodians. As the township develops, proposed names are provided to Council for consideration and referral for public comment.

The names suggested have been developed in line with Council's naming protocols and cultural heritage considerations. Where possible they reflect the ongoing connection and respect for the cultural significance of local landforms, flora, and heritage.

Report

This report includes naming suggestions for eight open spaces in Googong Neighbourhoods 3, 4 and 5 of which:

- three feature combined Aboriginal and European names;
- three use Aboriginal names only; and
- two use European names only.

The names have been developed collaboratively between GTPL and the Ngunawal Cultural Heritage group and align with Council's place naming protocols.

The proposed names and locations are shown on the attached map of Googong. The names highlighted are the subject of this report. All others have been formally adopted through prior Council reports and exhibitions.

9.5 Naming of Parks - Googong Neighbourhoods 3, 4 and 5 (Author: Richards/Kaden) (Continued)

The table following has been provided by GTPL and provides details of the proposed park names and their significance:

Current Identifying Name	Proposed Name	Translation	Background / Significance
Scar Tree Park	Ngala maraga	Shield Park	Proposed by Ngunawal Cultural Heritage due to the importance of the scar tree that is sited on this parcel of land. The Scar taken from the tree is thought to be used as a shield.
Local Park 10	Roselawn Gardens		Identified by the street this park fronts
Local Park 11	Hamson Park		Named after Ray Hamson (deceased) who owned the land this section of development sits upon
Yellow Box Reserve	Baragang (Yellow box Reserve)	Yellow Box	Proposed by Ngunawal Cultural Heritage to recognise the critically endangered yellow box gum plant community that has been avoided in the development to improve vegetation integrity.
Dam Foreshore Catchment Protection Area	Ngadjung Bimbil	Water District	Proposed by Ngunawal Cultural Heritage to recognise the dam catchment protection land.
Local Park 13			Proposed to be named after the street (TBA) to the south of this park.
Sunray Park	Gambara dhawura (Horay Sunray Park)	Flower	Proposed by Ngunawal Cultural Heritage to recognise the endangered Hoary Sunray of which this park takes design inspiration from.
Local Park 12	Ningi baamir	To look onto the district	Proposed by Ngunawal Cultural Heritage to identify the key view corridor from the Googong Dam Catchment Protection zone through to the PTWL Conservation land and beyond to Queanbeyan.

Risk/Policy/Legislation Considerations

Council does not currently have a formal policy governing the naming of parks or open space assets, aside from roads. The proposed names have been developed collaboratively with the Googong Township developer (GTPL) and in consultation with Ngunawal Cultural Heritage representatives. This ensures the naming approach is respectful, culturally informed, and reflective of the local context and community identity.

Public exhibition of the proposed names for 28 days provides a transparent mechanism for community input, mitigating reputational risk and ensuring due diligence in the naming process. There are no legislative barriers to Council adopting the proposed names following the exhibition period.

9.5 Naming of Parks - Googong Neighbourhoods 3, 4 and 5 (Author: Richards/Kaden) (Continued)

Financial, Budget and Resource Implications

There are no direct financial impacts to Council as a result of the proposed park naming. All costs associated with the fabrication and installation of signage will be borne by the developer, Googong Township Pty Ltd (GTPL), as part of their open space delivery obligations.

Any internal resourcing required for facilitating the public exhibition and preparing a follow-up report can be managed within existing staff workloads and approved operational budgets.

Links to QPRC/Regional Strategic Plans

Council provides amenities consistent with the QPRC Community Strategic Plan 2042 (2025).

1. Our Community

- 1.1 Celebrate the unique heritage and diverse identities of our people, city, towns, villages and rural areas.
- 1.3 Honour and support Traditional Owners and First Nations Peoples' self-determination and their enduring connection to Country.

2. Our Economy

- 2.5 Make our city, town and village centres inviting through beautification, maintenance and well-designed environments.

Conclusion

The proposed names reflect a balance of cultural heritage, historical recognition, ecological value, and community relevance. These public open space facilities will provide valuable recreational, social, and amenity benefits to the residents of Googong and the broader region.

Council is asked to support these names for a period of 28 days public exhibition to provide a further opportunity for community input. If no objections are received, Council is requested to formally adopt the suggested names.

Attachments

Attachment 1 Proposed Park Place Names Googong NH345 (*Under Separate Cover*)



Attachment 2 Googong NH345 Naming Plan Parks (*Under Separate Cover*)



File Reference: 4.3.4

Recommendation

That Council:

- 1. Confirm the intent of the RSC to be an elite level facility**
 - 2. Accept the Tigers FC proposal to use the RSC as their home facility, noting that there is no intention to train on the premiers fields**
-

Summary

Local clubs have been training and competing at the Regional Sports Complex (RSC) since its opening in 2024. The RSC is also hired for other football and hockey fixtures. In reviewing the first year of operation, it has been noted that the use of the premier FIFA rated fields for regular training will not be sustainable in the long term if the RSC is to retain an elite status.

As a result of the high quality fields and facilities a proposal has been received from the Tigers FC to establish the RSC as their official home venue for match play.

This report seeks Council's confirmation of the intent of the RSC to be an elite facility and Council's acceptance of the Tigers FC proposal.

Background

The Regional Sports Complex (RSC) in South Jerrabomberra stands as a flagship facility within QPRC's sporting infrastructure. Purpose-built to meet FIFA specifications, RSC fills a critical gap in the region's ability to host elite football.

Since its opening in 2024, it has served as the full-time home for all 10 teams of Bella Monaro, with occasional use by Monaro Panthers and Queanbeyan City Football Club. The facility is designed to support local, national, and international fixtures, and its continued preservation is essential to maintaining its high-performance standard.



**Figure 1:
Aerial view of
completed Stage 1A**

9.6 Use of Regional Sports Complex (Author: Richards/Richards) (Continued)

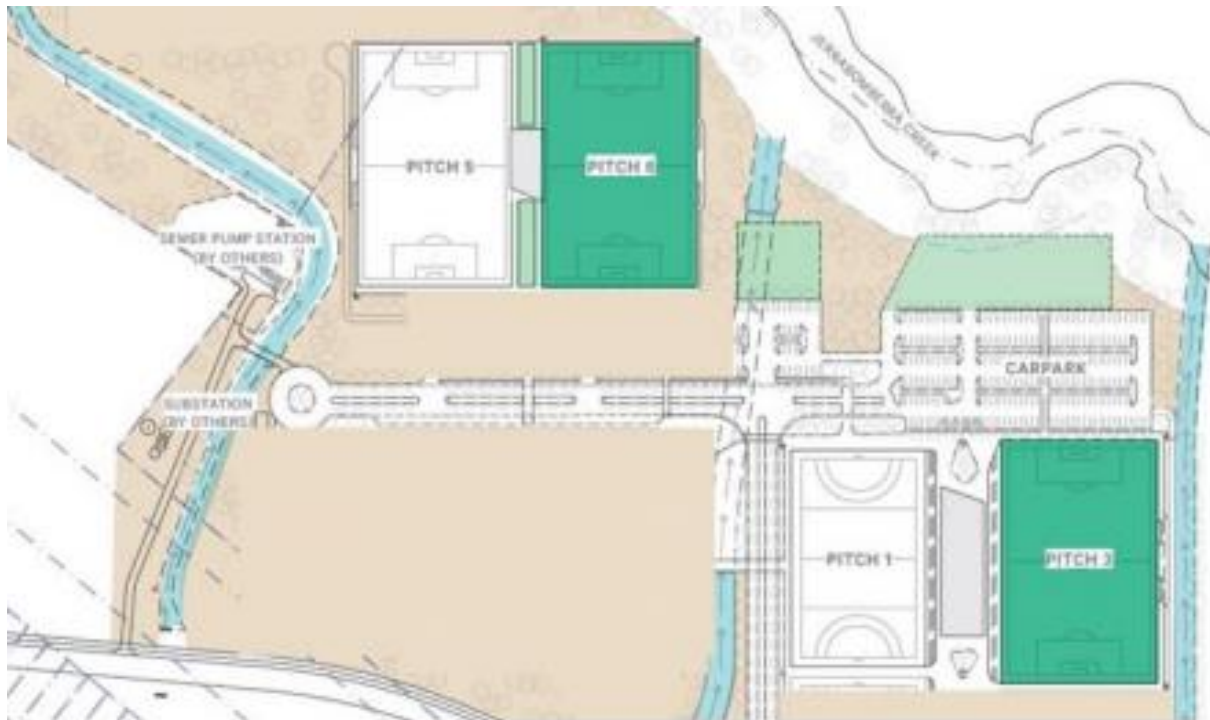


Figure 2: RSC Completed stage 1A

Local Club Usage Overview

Bella Monaro is the primary user of the RSC, utilising all three fields for training and match play. Monaro Panthers base their NPL teams at Riverside Stadium but also train at RSC and use David Madew and Duncan Fields. Queanbeyan City FC operates from High Street Oval and has secured funding for a new clubhouse, while also using Lambert Park and Letchworth Park.

All three local clubs pay a seasonal fee of \$3,120 which includes up to 16 hours per week over 26 weeks.

There are three football fields at the RSC:

- Premier Grass Field One
- Premier Grass Field Two
- Synthetic Field One

The original intent of the RSC was to exist predominantly as an elite venue for high level match play. However, over the past 18 months it has been regularly used for training by all three local clubs. The synthetic field is resilient and is unaffected by regular use. However, the premier grass fields are not able to withstand the current level of usage.

FIFA guidelines recommend no more than 25–30 adults per 25–30 hours per hectare. Therefore, the RSC's 0.8-hectare fields should not exceed 20–24 adults per 20–24 hours.

In addition, training sessions often use only portions of the field, leading to concentrated wear. Currently, Premier Field 1 is used for approximately 7.5 hours per week, while Premier Field 2 sees up to 16 hours of weekly training. These figures highlight the need for strategic reallocation to preserve field quality.

9.6 Use of Regional Sports Complex (Author: Richards/Richards) (Continued)

Report

In its second year of operation, it is timely to review the usage arrangements for the RSC. This report has been prompted by:

- the need to better protect the premier grass fields by reducing training; and
- the opportunity to have the RSC as a home venue for Tigers FC for their elite match play only

The current schedule for the RSC is shown below

	Monday		Tuesday		Wednesday		Thursday		Friday	
	5:30-7pm	7-8:30pm	5:30-7pm	7pm-8:30pm	5:30-7pm	7pm-8:30pm	5:30-7pm	7pm-8:30pm	5:30-7pm	7-8:30pm
Premier Grass Field One				MP	BM	BM	QC	QC		
Premier Grass Field Two	BM	BM	MP	MP				MP		
Synthetic Field One	BM	BM	QC	QC	BM	BM	MP	MP		

Only QPRC teams use the venues

- * BellaMonaro (BM) - all teams (10 teams)
- * Monaro Panthers (MP) - all NPLM teams, all NPLB teams (6 teams)
- * Queanbeyan City (QC) - all NPLM teams (2 teams)

Saturdays and Sundays for match play are dependent on the draw.

The wear and tear on the RSC premier fields is becoming apparent and will result in high maintenance costs for QPRC if Council determines to preserve the elite status of these fields. To ensure the longevity of the elite surfaces, QPRC's turf specialist recommends reserving **Premier Field 1** exclusively for Senior NPL matches and Captains Runs.

Protecting the field from overuse of training would mean that training would need to be relocated to underutilised fields across the Council. For example,

- Bella Monaro could shift training and match play to Wright Park Enclosed, which will be prioritised for upgrades.
- Queanbeyan City FC could use their High Street venue more regularly and Blundell Park,
- Monaro Panthers could use their Riverside venue more regularly in addition to Alexander Fields in Googong, which offers two full-size pitches suitable for training despite limited amenities.

A revised schedule, noting these suggested changes is shown below

9.6 Use of Regional Sports Complex (Author: Richards/Richards) (Continued)

Field	Monday	Tuesday	Wednesday	Thursday	Friday
Premier Field 1	(No training listed)	5:30–7:00pm CAPTAINS RUN	NPL COMPETITION MATCHPLAY	5:30–7:00pm CAPTAINS RUN	(No training listed)
Premier Field 2	4:00–8:30pm BM	4:00–5:30pm MP 5:30–7:00pm QC	(No training listed)	5:30–7:00pm QC 7:00–8:30pm MP	(No training listed)
Synthetic Field 1	4:00–8:30pm BM	4:00–5:30pm QC 5:30–7:00pm QC 7:00–8:30pm MP	4:00–8:30pm BM	4:00–5:30pm MP 5:30–7:00pm MP 7:00–8:30pm QC	4:00–5:30pm BM 5:30–7:00pm QC 7:00–8:30pm MP

Weekend allocations will be determined based on the structure of the 2026 competition draw. In a typical home-and-away format, each club generally hosts approximately half of its regular season matches. Assuming a similar structure to the 2025 season, with 21 regular season rounds, clubs can expect to host a minimum of 10 home games.

These home fixtures may occur in consecutive weeks or alternate between home and away on a weekly basis. Priority access to premier turf field bookings will be granted to the RSC home clubs for their NPL First Grade, U23, and U18 teams. This can be tabled once 2026 draws have been presented forward to the Sports, Sportsfields and Playgrounds team.

Tigers FC

The proposal from Tigers FC seeks to make the RSC their home ground from 2026, with plans to host their 1st Grade, U23s, and U18s NPL teams at Premier Field 1 and potentially use other facilities for youth match play.

Tigers do not propose using the facility for training purposes. This could be accommodated in the draft revised schedule above with agreement from all clubs to train at the other venues.

There are many advantages to the Tigers FC proposal including:

- \$1,300 match day hire rate
- Economic development through patronage - Tigers FC games attract between 300-500 spectators to the region
- Braid visibility for QPRC through match day promotions and live broadcasts.
- Strengthening community engagement and grassroots development through connections with high level football coaching clinics etc

9.6 Use of Regional Sports Complex (Author: Richards/Richards) (Continued)

Risk/Policy/Legislation Considerations

If the RSC is to be available as an elite venue, it cannot continue to be regularly used as a training field. This will either increased the costs of maintaining the field exponentially over time and/or result in the fields losing FIFA accreditation. Currently, the RSC is recognised as the best facility in the region.

The local clubs have become accustomed to using the RSC for training and enjoy the advantages of having the facility available. As local clubs they have an expectation that the needs of local clubs should come first and may not agree that the Tigers FC proposal will be beneficial.

The current Stage 1B of the RSC masterplan includes an additional Premier field and three training fields. A review of the RSC business plan is underway and will include options and recommendations for future stages of the RSC.

Financial, Budget and Resource Implications

The high level of income originally anticipated in the RSC business plan has not been realised. This is partly due to the limited number of fields and partly due to local capacity to pay. Currently local teams pay a seasonable fee of \$3,120 for 16 hours of use per week over 26 weeks. The Tigers FC proposal offers a significantly higher return on usage at \$1,300 per match.

Links to QPRC/Regional Strategic Plans

- QPRC Community Strategic Plan Towards 2042 Revision 2025
- Regional Sports Complex Business Plan
- Sports facilities Strategic Plan

Conclusion

In preserving the intent of the RSC to be an elite facility, attention needs to be given to using the premier fields appropriately and in line with FIFA guidelines. This will include restricting the use of Premier Grass Field 1 to match play only. A recent proposal from the Tigers FC requests the use of the RSC as their elite home venue for their premier games and to attract paid coaching clinics and other events to the RSC. This will require cooperation and negotiation with current local users.

Council's endorsement of the RSC as an elite venue and support for the Tigers FC proposal is sought.

Attachments

Attachment 1 TFC Proposal South Jerrabomberra (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.7 Licence Agreement - Queanbeyan FM (Author: Monaghan/Flint)

File Reference: 46.1.1-86

Recommendation

That Council endorse the draft licence agreement with Queanbeyan FM Incorporated over part 28 Miller Street Queanbeyan for the period 1 July 2025 to 30 June 2030.

Summary

This report seeks endorsement for Council to enter into a licence agreement with Queanbeyan FM Community Radio, a small not-for-profit radio station, for the occupation of part of 28 Miller Street, Queanbeyan.

Background

Queanbeyan FM is a not-for-profit incorporated entity that provides community focused radio broadcasting. Its programs support cultural, community and educational initiatives while offering a platform for local events, news and diverse voices. Queanbeyan FM has been on air in Queanbeyan since 2000 and broadcasts 24 hours a day, 7 days per week. The station is run on small but dedicated volunteer basis and provide opportunity to members of the community who are looking to experience radio and enter the communications industry.

Historically, Queanbeyan FM operated at the Old Fire Station site in Crawford Street Queanbeyan. Following the subsequent sale of the land, they negotiated a permanent relocation to the rear of the Letchworth Community Centre at 28 Miller Street, Queanbeyan. The space occupied by Queanbeyan FM is exclusive and not able to be sub-let or accessed by other users of the facility.

Report

Council staff have been in negotiations with Queanbeyan FM volunteers about formalising a licence agreement in the absence of one currently existing. It is being recommended that a peppercorn rate of \$1 if and when requested, be applied to this licence agreement in acknowledgement of the benefit of the service the entity provides to the Queanbeyan-Palerang local government area. Currently Queanbeyan FM raises funds through membership to the station as well as by selling ad space on air. The outgoings of the entity are significant and are reflective of the recommendation for a peppercorn licence. Outgoings include but are not limited to insurances, recording equipment and paying 'rent' for commercial airspace.

The proposed licence agreement is a generic agreement, consistent with other licence agreements and it is acknowledged that not all clauses are relevant to this entity. The pertinent terms and particulars of the licence are contained within Schedule 1 and 2 of the agreement.

Schedule 2 of the proposed licence also enables Council to continue with their fortnightly segment on air through Queanbeyan FM and as additionally required, at no cost to the licensor.

9.7 Licence Agreement - Queanbeyan FM (Author: Monaghan/Flint) (Continued)

Risk/Policy/Legislation Considerations

28 Miller Street, Queanbeyan (Lot 396 DP 809484) is classified as Council-owned Community Land in accordance with the Clause 47A of the Local Government Act 1993 (the Act). As required by clause 47 of the Act, the notice of proposed licence will be exhibited on Council's website for 28 days. In the absence of adverse submissions being received, the licence agreement will be executed on the terms presented to Council.

Financial, Budget and Resource Implications

It is proposed that this licence agreement be charged at a peppercorn rate of \$1 if and when requested. Currently Council pays the water, sewer, utilities and general waste charges on the land, and there are no land rates applicable given its classification as Community Land. It is reinforced that only part of the premises is occupied as part of this lease with Queanbeyan FM, the rest is bookable community space.

Queanbeyan FM is required to maintain Public Liability and Professional Indemnity Insurance to the value of \$20 million.

Links to QPRC/Regional Strategic Plans


The promotion and support of the Queanbeyan FM licence is consistent with the principles and objectives in the Community Strategic Plan (2042) specifically:

1. *Our Community*
Objective 2: Our health, wellbeing and resilience is supported by strong partnerships and access to services.

Conclusion

It is recommended that Council endorse the licence agreement with Queanbeyan FM for a five-year term for the period 1 July 2025 to 30 June 2030.

Attachments

Attachment 1 	Draft Licence Agreement - Queanbeyan FM Incorporated (<i>Under Separate Cover</i>)
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REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.8 Licence Agreement Renewal - Jerrabomberra Tennis Club (Author: Monaghan/Flint)

File Reference: 46.1.1-86

Recommendation

That Council endorse a licence agreement renewal with Jerrabomberra Tennis Club Inc. over 4 Coral Drive Jerrabomberra for the period 1 July 2024 to 30 June 2029.

Summary

The attached draft licence agreement has been negotiated with the Jerrabomberra Tennis Club Inc. for the tennis courts located at 4 Coral Drive, Jerrabomberra. The former ten-year licence 'peppercorn rent' agreement expired on 23 November 2023 and endorsement is sought for a five-year licence term as proposed in the attached agreement.

Background

In 1997, the former Queanbeyan City Council handed management of the Jerrabomberra tennis courts to the Jerrabomberra Tennis Club Inc. (the Club). Funding for the original club house was donated by Rotary Jerrabomberra. The facilities on site have since been upgraded with more synthetic courts, hotshot courts, modern club house facilities and lighting – providing the community with an asset that is used by all ages.

The courts are named after Queanbeyan's international export and champion squash player, Heather McKay AM MBE.

Staff have been working closely with the Club since before the expiration of their former licence to develop a draft agreement for five years to meet the needs of the Club, their community and Council.

Report

The draft licence is a standard agreement with no special conditions proposed.

The proposed agreement also changes the payment of rent from \$0 to \$609.00 plus GST per annum. This new annual rental is a rate derived from, and guided by, the minimum fee payable for NSW Crown Land Licences. This is the rate used for other not for profit sporting organisations' licences with Council and provides for a level of consistency across our sporting clubs.

It is also proposed that this agreement takes effect for the period between 1 July 2024 to 30 June 2029. Although the last licence expired on 23 November 2023, the negotiations for the new licence have taken some time to finalise and the commencement date of 1 July 2024 provides the Club a rent-free grace period between 23 November 2023 and 30 June 2024.

Electricity and insurances are the only outgoings for the Club. Currently Council pays the water, sewer and general waste availability charges on the land, and there are no land rates applicable given its classification as Community Land. The Club is required to maintain Public Liability Insurance to the value of \$20 million.

9.8 Licence Agreement Renewal - Jerrabomberra Tennis Club (Author: Monaghan/Flint) (Continued)

Risk/Policy/Legislation Considerations

4 Coral Drive, Jerrabomberra, (Lot 22 DP 853117) is classified as Community Land in accordance with the Clause 47A of the Local Government Act 1993 (the Act). As required by clause 47 of the Act, the notice of proposed licence will be exhibited on Council's website for 28 days. In the absence of adverse submissions being received, the licence agreement will be executed on the terms presented to Council.

Financial, Budget and Resource Implications

It is proposed that this licence agreement be charged at a nominal rate of \$609.00 + GST per annum. This is in keeping with other comparable not-for-profit and sporting groups licences over Council-owned Community Land.

Links to QPRC/Regional Strategic Plans


The promotion and support of the Jerrabomberra Tennis Club licence is consistent with the principles and objectives in the Community Strategic Plan (2042) specifically:

Our health, wellbeing and resilience is supported by strong partnerships and access to services.

Conclusion

It is recommended that Council endorse the licence agreement with the Jerrabomberra Tennis Club Inc. for a further five-year term for the period 1 July 2024 to 30 June 2029.

Attachments

Attachment 1 	Licence Agreement - Jerrabomberra Tennis Club (<i>Under Separate Cover</i>)
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File Reference: 43.7.1-13

Recommendation

That Council award the following suppliers onto the 2024-79 Plant Hire Panel Contract for a period of three (3) years with a further two (2) extension periods available of one (1) year each:

01. Denrith Pty Ltd
 02. Allcott Hire Pty Ltd
 03. AGH Demolition Asbestos Removal Pty Ltd
 04. Australian Regional Investments Pty Ltd
 05. Charman Earthmoving Heavy Haulage Pty Ltd
 06. J G Earthworx
 07. Black Earthworks Civil Pty Ltd
 08. JSC Pty Ltd
 09. Civil Construction Hire Pty Ltd
 10. JLN Contractors
 11. TE Underground Services Pty Ltd
 12. Benex Group Pty Ltd
 13. Nicol Contracting Pty Ltd
 14. Kennard Hire Pty Ltd
 15. Yass Earth Movers
 16. Hydrocon Plumbing Earthworks
 17. Talgarth Contracting
 18. Huggetts Grader Hire Pty Ltd
 19. The Trustee for Jackson Services Trust ta Jackson Road Sweeping
 20. Kelton Rentals
 21. Hewatt Civil Pty Ltd
 22. Rollers Australia Pty Ltd
 23. Coates Hire Operations Pty Ltd Corporate
 24. Avijohn Contracting Pty Ltd
 25. GreenVac
 26. Mark Hunt Cartage PTY LTD
 27. BROOKS HIRE SERVICE PTY LTD
 28. APlant Equipment
 29. A D Tree Services Pty Ltd
-

30. CONPLANT PTY LTD

Summary

The purpose of this report is to seek Council approval for the appointment of a panel of suppliers for the Plant Hire Panel contract based on the attached Tender Evaluation Report. These suppliers will support Council's infrastructure, maintenance and construction programs.

Council sought to engage a panel of suppliers to service wet and dry plant and equipment hire over a period of three (3) years with a *further two (2) extension periods available of one (1) year each*.

The tender evaluation was based on non-price criteria summing to 100% in accordance with the approved procurement plan as follows:

- *Capability and experience (30%)*
- *Suitability, staff and equipment capacity and availability, local content (25%)*
- *Methodology, depots, delivery of service, hire responsiveness (25%)*
- *Statement of requirement, innovations, continuous improvement (10%)*
- *Sustainability and environmental (10%)*

As per standard practice with this type of panel contract, pricing and plant hire rates were not an evaluation criteria due to the complexity and variation in the itemised schedules.

However, pricing information was made available to the tender evaluation panel. This enabled the team to assess the scope of plant offerings and price competitiveness across respondents.

Furthermore, the tendered pricing schedule forms the basis of plant hire rates, which will be fixed for the proposed initial contract term.

The panel contract will operate in accordance with documented staff procedures to consider a fair and equitable system based on performance and threshold criteria.

Allocation of work to panel contract suppliers will initially follow a rotational system. Following the completion of each contract, staff are required to conduct a comprehensive supplier performance review. This review will assess the supplier's adherence to contract terms, quality of work, and overall performance to establish a ranking system and inform future procurement decisions.

Once all suppliers have been provided with the opportunity of work under the rotational system and ranked for performance, further allocations for work under \$100,000 will be prioritised according to those highest ranking (performing) suppliers to achieve value for money and quality outcomes. Work value over \$100,000 or over 6 months in duration will follow a closed-tender process with all suppliers.

Supplier rankings and performance levels will be the accountability of the Panel Contract Manager in conjunction with the Coordinators, Team Leaders, and staff involved on-site working closely with the suppliers, and taking into account the documented performance reviews.

9.9 2024-79 Plant Hire Panel Contract (Author: Duff/Saha) (Continued)

Allocation of work once the ranking and performance process is established (after the rotational system), will be assessed based on the following criteria and thresholds:

Value	Engagement	Comments
Under \$50,000	At least one (1) response from highest ranked performer.	Request response according to supplier order of ranking.
Between \$50,000 and \$100,000	Minimum three (3) responses from highest ranked performers.	Request responses according to supplier order of ranking.
Over \$100,000	Request response from all panel suppliers.	Also applies for all works longer than 6 months, irrespective of value

Background

Council relies on hired plant and equipment to supplement its internal machines for delivery of various civil works and maintenance activities, including road maintenance, drainage works, footpath maintenance and emergency works.

The current arrangement is insufficient to meet increasing demands and project delivery timelines. A new panel is proposed to improve operational flexibility, value for money, and compliance with Council's procurement policies.

An open public tender process was conducted under RFT No. 2024-79 – *Provision of Plant Hire Services*. The tender sought suitably qualified and resourced contractors for a period of three (3) years with a further two (2) extensions of a one (1) year period across a range of plant and equipment categories, including but not limited to:

- Excavators
- Graders
- Rollers
- Water carts
- Backhoe
- Tipper trucks

Report

ArcBlue facilitated the tender process on behalf of Council. The tender was advertised on 18 November 2024 and was closed on 14 January 2025. Council received 35 submissions, and each of them underwent a comprehensive assessment taking into consideration non-price evaluation criteria and price competitiveness.

The individual submission was required to comply with compliance criteria outlined in the attached tender evaluation report.

An initial compliance check was conducted by ArcBlue, which identified 5 submissions that did not meet the mandatory criteria and were therefore classified as non-conforming. The tender evaluation panel reviewed the conforming submissions based on the established criteria. Reference checks were made with nominated referees along with a financial check

9.9 2024-79 Plant Hire Panel Contract (Author: Duff/Saha) (Continued)

for organisations or business risk of failure report for trusts. The tender evaluation report is attached for information.

Details of the conforming tenderers, scoring and final ranking are shown in the table below.

Conforming Tenderers	Tender Score	Ranking
Denrith Pty Ltd	75.8 / 100	1
Allcott Hire Pty Ltd	73.5 / 100	2
AGH Demolition Asbestos Removal Pty Ltd	72.7 / 100	3
Australian Regional Investments Pty Ltd	72.7 / 100	4
Charman Earthmoving Heavy Haulage Pty Ltd	72.7 / 100	5
J G Earthworx	72.2 / 100	6
Black Earthworks Civil Pty Ltd	71.0 / 100	7
JSC Pty Ltd	69.0 / 100	8
Civil Construction Hire Pty Ltd	68.7 / 100	9
JLN Contractors	65.7 / 100	10
TE Underground Services Pty Ltd	65.5 / 100	11
Benex Group Pty Ltd	64.7 / 100	12
Nicol Contracting Pty Ltd	61.7 / 100	13
Kennard Hire Pty Ltd	61.7 / 100	14
Yass Earth Movers	61.3 / 100	15
Hydrocon Plumbing Earthworks	60.8 / 100	16
Talgarth Contracting	60.8 / 100	17
Huggetts Grader Hire Pty Ltd	58.5 / 100	18
The Trustee for Jackson Services Trust ta Jackson Road Sweeping	56.0 / 100	19
Kelton Rentals	55.5 / 100	20
Hewatt Civil Pty Ltd	55.4 / 100	21
Rollers Australia Pty Ltd	54.8 / 100	22
Coates Hire Operations Pty Ltd Corporate	52.0 / 100	23
Avijohn Contracting Pty Ltd	50.2 / 100	24
GreenVac	49.7 / 100	25
Mark Hunt Cartage PTY LTD	47.8 / 100	26
BROOKS HIRE SERVICE PTY LTD	38.7 / 100	27
APlant Equipment	36.0 / 100	28
A D Tree Services Pty Ltd	30.8 / 100	29
CONPLANT PTY LTD	30.7 / 100	30

Risk/Policy/Legislation Considerations

This matter has no specific risk and policy implications for Council. There are no statutory implications under the Local Government Act 1993 with this matter. Procurement has been undertaken in accordance with Council's Policy, OLG Tendering Guidelines, Local Government Act and Local Government Regulations.

9.9 2024-79 Plant Hire Panel Contract (Author: Duff/Saha) (Continued)

It is noted that if any of the suppliers are found to breach any law or found guilty of any misconduct, criminal or civil court or tribunal matters during the period of the contract, Council reserves the right to remove them from the panel.

Financial, Budget and Resource Implications

There are no immediate financial and resource implications. All engagements through the panel will be subject to budget availability and approvals within operational and capital works programs.

The panel structure supports better pricing, faster procurement, and improved job scheduling.

Links to QPRC/Regional Strategic Plans**4 Our infrastructure**

4.1 Deliver transport infrastructure that is well maintained and meets community needs.

5 Our civic leadership

5.1 Ensure Council resources, practices and processes deliver value for money.

Conclusion

The tender evaluation panel has recommended that thirty (30) suppliers are accepted to form the panel of Plant Hire Services for a period of three (3) years, with a further two (2) extension periods available of one (1) year each.

Attachments

Attachment 1	2024-79 Plant Hire Tender Evaluation Report (<i>Under Separate Cover</i>) - CONFIDENTIAL
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REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Sale of Land for Unpaid Rates (Author: Sligar/Robinson)

File Reference: 43.2.1-30

Recommendation

That the report be received for information.

Report

Under the Local Government Act 1993, section 713 (2) A council may sell any land (including vacant land) on which any rate or charge has remained unpaid for more than 5 years from the date on which it became payable.

At the June 2024 Council meeting, Council received an information report outlining the proposed process and timetable for the sale of land for unpaid rates. At that time there were 48 properties that met the criteria and were eligible to be sold for unpaid rates with a total amount owing of \$1,135,507.

By November 2024, 8 ratepayers had made payments and Council resolved (**Resolution 535/24**) to proceed with the sale of land for unpaid rates for 40 eligible properties with \$1,059,791 outstanding. Of these 40 properties, 8 were occupied and 32 were not occupied parcels of land.

In the lead up to the auction, council staff undertook the following actions:

- Prepared formal certificates identifying the amount and type of rates and charges that remained outstanding for each property
- Undertook property searches, including land title searches
- Advertised the sale
- Prepared reports for Council with updated property lists and status of progress
- Appointed an auctioneer
- Continued to identify and notify property owners of Council's intention to sell
- Appointed a solicitor to prepare the contracts for sale

Council staff continued to contact all property owners where there were contact details, however there were some without these details. As all the properties were advertised for sale, this process helped to identify owners and contacts of owners who were then able to come forward as a result of this process.

19 properties were removed from the list of properties for sale as council staff had been able to successfully negotiate payment of arrears or establish payment arrangements for all of the occupied properties. The remaining non occupied vacant land properties proceeded to auction.

Section 716 of the Local Government Act 1993 states any sale of land under this Division must be by way of public auction, except if the land fails to sell at public auction then it may be sold by private treaty.

The auction took place at the Queanbeyan Bicentennial Hall, 2 May 2025 at 10.00am. There were 87 registered bidders in attendance at the auction. This was significantly more than expected and most had not made contact with the real estate agent prior to the auction.

10.1 Sale of Land for Unpaid Rates (Author: Sligar/Robinson) (Continued)

At the commencement of the auction process, the auctioneer announced each bidder's responsibilities to understand the properties they were bidding on and a map of each property was projected on the screen for each of the 21 properties for sale. All properties sold, deposits were collected, and contracts were exchanged on the day of the auction.

There were large numbers of bidders on many of the properties which drove up the prices. In some cases the sales prices far exceeded the NSW Valuer General valuations. Many of the properties sold were remnant blocks and completely surrounded by neighbouring properties, or frontage of neighbouring properties. This meant that some neighbouring owners felt they had to pay more than they had intended to ensure they retained full access to their surrounding property.

Since the auction was held, 7 properties have been handed back to Council with the contracts cancelled by the purchaser. Deposits have been retained by Council in accordance with The Property and Stock Agents Act 2002 and Stock Agents Regulation 2022 that regulate the way that auctions are conducted in NSW. Retained deposits have been offset against outstanding rates. Council has subsequently negotiated with neighbours of unsold properties and 2 have since been purchased by private treaty.

Section 718 of the Local Government Act 1993, states that council must apply any purchase money received by it on the sale of land for unpaid rates and charges in the following order:

- a) Firstly, the expenses of the council incurred in connection with the sale
- b) Secondly, the rate or charges in respect of the land due to the council

Whilst negotiations for final outstanding settlements is still ongoing, Council has received \$926,120 in cash payments towards the auctioned properties. These payments include the non-refundable deposits for contracts that were cancelled, and deposits and full settlement amounts for those properties that were sold.

The total costs associated with the auction are \$129,591.

Legal fees	\$87,681
Advertising	\$5,142
Real Estate fees	\$36,768

Section 719 of the Local Government Act 1993, states that if the purchase money is insufficient to satisfy all rates, charges and debts, the amount is allocated in proportion to what is owed, and the rates and charges and debts have been taken to be fully satisfied.

Section 720 of the Local Government Act 1993, states that if the purchase money is more than the amounts owing, then any balance of the purchase money must be paid into Council's trust fund and held by the council for the persons having estates or interests in the land immediately before the sale.

The outcome of the auction resulted in \$43,260 in rates being written off and \$653,275 held in trust for the owners.

10.1 Sale of Land for Unpaid Rates (Author: Sligar/Robinson) (Continued)

48 original properties	No:	Rates and Charges repaid (including arrangements)	Amounts written off	Held in Trust for owner	Outstanding
Rates paid prior to auction	27	\$783,319	-	-	na
Sold at Auction or by private treaty (and sales completed)	16	\$145,116	\$43,260	\$651,413	-
Sales not completed and pending negotiations	7	-	-	-	\$163,812
TOTAL	48	\$928,435	\$43,260	\$651,413	\$163,812

Council Officers held a debrief process to consider improvements for future sale of lands for unpaid rates. The following changes for future process have been identified.

- Early conversations with property owners with 4+ years of unpaid rates to explore all other alternate options for payment and payment arrangements.
- Sale of land process to be held regularly every 2 years to assist all stakeholders to stop rates from accruing more than 5 years of non-payment.
- Early (12 month) notification to neighbouring property owners when sliver and remnant land parcels are discovered to identify property interests early.
- Council staff to retain additional control over title deed searches and reviews. Council staff to retain additional control over advertising before and on the day of the auction including clearer information about land with no building entitlements.

Council aims to undertake the process of selling properties for unpaid rates every 2 years. On a regular basis, Council will assess properties with unpaid rates and charges which are getting close to being unpaid for a period of 5 years and potentially eligible to be sold.

By reviewing these eligible properties more regularly, this will provide the opportunity for council staff to work with ratepayers to ensure arrears are brought up to date and/or payment plans are in place so eligible properties for sale are minimised and positive outcomes are achieved for ratepayers.

Attachments

Nil

File Reference: 13 August 2025 reports

Recommendation

That the report be received for information.

Councillor workshop items are published in the Agenda of the next Council meeting.

From 18 July to 7 August 2025, the following workshops were held:

Workshop Items and External Presenter/s (if applicable)
Workshop date: 30 July
<p>Title Q Performing Arts Business Plan Business KPIs presentation followed by discussion to understand the priorities for the Q Business.</p>
<p>Roads Strategic Plan – Transport Investment Framework – Workshop 3 The third and final workshop outlining the proposed investment framework for future Transport work plans via strategies and policies adopted by Council.</p>
Workshop date: 6 August
<p>Wamboin, Bywong & Sutton Connectivity Options Peter Adams, Group Director Strategic Projects and Service Delivery from Regional NSW gave a short presentation about the Regional Digital Connectivity Program and facilitated a discussion about connectivity priorities.</p>
<p>Aquatics Strategy Review A review of the status of the QPRC Aquatics Strategy and discussion about priorities.</p>

10.2 Councillor Workshops (Author: Monaghan/De Vries) (Continued)**Workshop Items and External Presenter/s (if applicable)****Policy Reviews**

Review of two draft policies:

- Street Verge and Public Land Maintenance Policy
- Road Naming Policy

Attachments

Nil

12.1 Motion for LGNSW Annual Conference - Sale of Land Unpaid Rates (Author: Winchester/Winchester)

File Reference: 13 August 2025 Motions

Notice

Councillor Kenrick Winchester will move the following motion:

Motion

That Council submit to the LGNSW Annual Conference the following motion:

That LGNSW advocate to the NSW Government for a review and amendment of the Local Government Act 1993 to improve the sale of land process for unpaid rates and charges by:

- 1. Allowing councils to directly sell remnant or 'sliver' land parcels to adjoining landowners, where appropriate, without requiring a public auction;**
 - 2. Confirming that councils must offer land for sale with vacant possession as standard practice, in line with their obligation to obtain fair market value;**
 - 3. Clarifying that the execution of contracts for sale under s713 may be lawfully delegated to General Managers to improve operational efficiency and reduce risk;**
 - 4. Providing councils with a statutory right to recover reasonable costs incurred where a property is withdrawn from sale due to late payment or settlement.**
-

Comment from Cr Winchester in support of this Notice of Motion

As experienced recently for Queanbeyan Palerang Regional Council, the sale of land for unpaid rates in accordance with the Local Government Act (1993) created a situation where rural landholders' only option was to participate in a public auction to acquire; for what is for all intents and purposes, used as part of their own land. This is not an exclusive experience for QPRC, with similar results occurring in other regional councils around NSW.

Councils rely on the sale of land for unpaid rates as a last resort to recover long-standing debts. Following discussion with NSW Rating Professionals and Council's Debt Recovery services, in addition to the remnant slivers of land matter, there are several other practical challenges that have emerged that warrant legislative reform to mitigate risks to both Council and ratepayers:

- 1. Slivers of Land:** Councils face challenges selling unusable remnant parcels due to historical conveyancing issues. These are often small strips of land long used and maintained by adjoining landowners. Legislative reform should permit direct sales to neighbours in these special cases to avoid disputes and predatory purchases.
- 2. Vacant Possession:** Allowing councils to sell land without vacant possession in extreme circumstances, while requiring vacant possession in all other cases to ensure recovery of fair market value. Not offering vacant possession may lower sale prices and expose

12.1 Motion for LGNSW Annual Conference - Sale of Land Unpaid Rates (Author: Winchester/Winchester) (Continued)

councils to legal risk. The Act should affirm councils' right to ensure vacant possession where needed.

3. Contract Execution: Some legal interpretations suggest General Managers may not execute contracts for s713 sales without Council seal. This contradicts usual administrative practice and introduces inefficiency and legal uncertainty. Clarifying this delegation would streamline council operations.
4. Cost Recovery for Withdrawn Properties: Currently, if a property is withdrawn from sale due to last-minute payment, councils cannot recover incurred costs (e.g. valuations, legal, advertising). The Act should be amended to permit recovery of reasonable costs in these cases to ensure ratepayers who meet obligations are not subsidising defaults.

Staff Comment

This motion aligns with the LGNSW Policy Platform, particularly:

Financial Sustainability (Position 1) in seeking fair cost recovery, efficient debt recovery, and reduced financial risk to councils and their communities.

Governance (Position 18) through advocating for improved legislation and administrative clarity that supports local government operations.

And supports fundamental Principle K, by enhancing council accountability and service delivery through effective legislative tools.

Attachments

Nil

12.2 Motion for LGNSW Annual Conference - Regulatory Reform Tobacconist and Vape Stores (Author: Macdonald/Macdonald)

File Reference: 13 August 2025 Motions

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council submit to the LGNSW Annual Conference the following motion:

That LGNSW calls on the NSW Government to amend planning regulations to require a development application for the establishment of tobacconists and vape stores, to enable a Council to assess and manage their location and concentration within local communities.

Comment from Cr Macdonald in support of this Notice of Motion

There are currently more than 19,000 registered tobacconists in NSW.

E-cigarettes have not proven to be an effective smoking cessation tool and rather have attracted a new cohort of nicotine users, including in young people. The percentage of people over 14 reported having used e-cigarettes has dramatically increased with 11.3% having ever used e-cigarettes in 2019 reaching 19.8% in 22/23.

Laws have recently changed to tighten the availability of e-cigarettes though some retailers have sought to circumvent the changes through stockpiling and 'black market' trading.

Under current NSW planning provisions, a change of use from one retail use to another—such as from a general retail shop to a tobacconist or vape store—is exempt development and does not require a development application. This limits councils' ability to regulate the location and proliferation of tobacconists and vape stores, which are often situated near schools or youth-focused areas.

Introducing a requirement for a development application would allow councils to consider site suitability, proximity to sensitive uses, and community health concerns as part of the assessment process. This reform would provide local government with the necessary planning controls to support broader public health objectives and address growing concern over the accessibility of tobacco and vaping products, particularly to young people.

Staff Comment

This motion aligns with LGNSW's commitment to enhancing public health outcomes and supporting councils' capacity to respond to local community wellbeing concerns. This motion identifies the conflict between the NSW planning system and our communities who reasonably expect good public health outcomes. Our communities want to preserve the enjoyment of towns without the proliferation of tobacconists and vape shops.

This would require the NSW Government to define tobacconists and vape shops as restricted premises as currently they are a retail premise. This would lead to the requirement for a Development Application for the use, and enable a local decision on the suitability of proposals.

12.2 Motion for LGNSW Annual Conference - Regulatory Reform Tobacconist and Vape Stores (Author: Macdonald/Macdonald) (Continued)

Attachments

Nil

12.3 Motion for LGNSW Annual Conference - Election Signage (Author: Macdonald/Macdonald)

File Reference: 13 August 2025 Motions

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council submit to the LGNSW Annual Conference the following motion:

That LGNSW calls on the NSW Government to:

- 1. Review and update the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 in relation to election signage to ensure clearer, enforceable provisions for all electoral signage; and**
 - 2. Provide consistent statewide guidelines and resources to assist councils with managing the placement, duration, and removal of election signage, including signage on public land and road reserves.**
-

Comment from Cr Macdonald in support of this Notice of Motion

Election signage, particularly corflutes and large fixed signs, regularly generates public concern about visual amenity, safety, and environmental impacts. Councils often face unclear or inconsistent responsibilities and expectations in relation to regulating election signage, especially when placed on public land or in road reserves.

Current provisions under the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 allow electoral signage on private land subject to specified conditions. However, enforcement remains difficult, and there is no consistent approach to managing signage on public land. Councils would benefit from clearer legislation and state-supported resources to assist in providing certainty to candidates, political parties, and the broader community.

Staff Comment

This motion seeks to secure a fair and democratic distribution of election signage. Local Councils have limited staffing resources to respond to the inappropriate placement of election signage. Planning controls alone cannot regulate the imposition of electoral material on the public space. The overly burdensome requirement on Councils during election periods cannot be sustained.

Attachments

Nil

12.4 Notice of Motion - Naming of Ballalaba Bridge, Alma Bridge (Author: Waterhouse/Waterhouse)

File Reference: 13 August 2025 Motions

Notice

Councillor Bill Waterhouse will move the following motion:

Motion

That:

- 1. Council name the bridge crossing the Shoalhaven River at Ballalaba the Alma Bridge.**
 - 2. The proposed name and the explanation thereof, be put on public exhibition for 28 days for comment and support.**
-

Comment from Cr Waterhouse in support of this Notice of Motion

Proposal to rename the bridge at Ballalaba, Alma Bridge; due to its proximity to the historic property Nithsdale but specifically in recognition of the stallion Alma's historic significance in the development of this region in many ways equal to, or even superior to, the famous racehorse Archer.

Ms Ellis also suggested the Heavy Horse Association is prepared to contribute to the creation of a plaque beside the bridge with an explanation of Alma's significance to our history:

Supplied by Christine Ellis, Braidwood and Districts Heavy Horse Association.

'The Braidwood and District Heavy Horse Association was established in 2024 and is responsible for organising an annual Show which celebrates and promotes heavy horses. The Show is held at the Braidwood Showgrounds in May of each year. So far, we have had two - with the third to be on 9 May 2026. The 2025 Show was a success with over forty horses on ground and around six hundred visitors from around the region and beyond.

My involvement in the Association led me to become attached to another Clydesdale in our District - one born over 170 years ago.

We were keen to find an historical connection to the Braidwood District for our show to give a name to the major prize. By chance I found a reference in Peter Smith's book, The Clarke Gang, to a Clydesdale named Alma, owned by the Hon Hugh Wallace of Nithsdale who our main street is named after.

To provide certainty I conducted detailed research on the history of draught horses in the district to see if Alma was an outstanding candidate for the naming of the Trophy for the Braidwood and District Heavy Horse Grand Champion. However, my research revealed the much deeper significance which Alma represents in terms of the early development and growth of the Braidwood district and, indeed, the wider colony. A significance that I believe warrants suitable place name recognition.

12.4 Notice of Motion - Naming of Ballalaba Bridge, Alma Bridge (Author: Waterhouse/Waterhouse) (Continued)

While the Council may have other naming options available to them that I am unaware of, fortuitously an ideal site is available near Nithsdale where Alma was stabled. This site is the Ballalaba Bridge which the Braidwood and District Heavy Horse Association is proposing be renamed the Alma Bridge. We have the support of Tim and Janey Lenehan who own Nithsdale, along with the Braidwood and District Historical Society.

A copy of the talk I gave to the Braidwood and District Historical Society Annual Dinner on my research into Alma is available for further information. Some of the key points in the talk are listed below:

Points for discussion:

- Alma won 'best entire colt for agricultural purposes' at the Carlisle Show in 1855. Contemporary newspapers mention "the agricultural colt was sold the same day for a handsome sum, to go to Australia, and since he arrived there the owner has refused 500 guineas for him - a sizeable amount. " Alma was recognised in the United Kingdom and Australia as being a valuable and important horse.
- Alma's arrival was heralded in an article from the SMH 11 Feb 1856: "The colony has during the last week received a considerable and highly valuable addition to its stock. By the Catherine Adamson there arrived a splendid brown cart stallion, aged 3 years, and named Alma. He was, as we learn, the winner of a prize at the Agricultural Show open to all England, when it was held at Carlisle. He was purchased by Hugh Wallace, Esq., of Braidwood, and his arrival will doubtless be hailed as a great boon by all breeders." (page 8).
- The real significance of the language used here is that Alma was not simply "one of many" horses imported to the NSW colony. This article mentions a particular horse arriving as the potential sire to a colony desperately in need of the horsepower needed to pull the carts and the ploughs for the colony to sustain its growth.
- Alma retains this title – he continues to be distinguished from other horses in articles and books long after he is deceased, by the honorific of 'Imported' . He is the Alma who came to Australia. Even in a notice in 1900 – 47 years after he was foaled – he is still referred to as 'Imported Alma'.
- While his 'fame' today has generally focused on his minor role in the Clarke Gang saga, I believe this focus has obscured his more significant historical role in our community and colony's development.
- We all know the name of Archer - and his connection with the region which is commemorated in the Archer Park in Braidwood. In fact Alma and Archer both stood in the district around the same time: Archer at Exeter Farm and Alma at Nithsdale.
- Alma deserves the same kind of recognition as Archer. Certainly, in terms of the Braidwood District, there is a strong case for arguing that, as a farming district, there should be a commemoration to Alma. It would be a great pity if these 'workers' in the establishment of our rural communities, towns and cities were allowed to remain backdrops to the more profitable racehorse.
- While there were many draughts in the Braidwood district, Alma continued to stand at stud longer than other horses in the District and beyond. His genetic footprint on the breed in Australia extends far beyond Braidwood and the District. Alma was responsible for a veritable dynasty of Clydesdales in the region – there are nearly 30 immediate descendants who went on to create their own dynasties and nearly all mentions of them refer back to our Alma.
- After his time at Nithsdale, Alma stood at Wallace's other properties at Bega and Wagga. He was then sold at various places (Camperdown, Gunnedah, Armidale) and the last mention of him 'standing' is in 1869 at Gunnedah (owner Robert Turner) when he was 16

12.4 Notice of Motion - Naming of Ballalaba Bridge, Alma Bridge (Author: Waterhouse/Waterhouse) (Continued)

years old. The last mention of him alive is May 1878 when he was sold along with the entire contents of the Boorolong Draught Horse Stud in Armidale. After his passing the fame of his name continued with his progeny being famous even beyond NSW, notably in Queensland.'

Staff Comment

Council doesn't have a policy on naming bridges. The Geographical Names Board (GNB) advise that whilst Council doesn't need to obtain official GNB approval, Council is required to follow the accepted practice for place naming.

The process, subject to Council resolving as per the Notice of Motion above, will be as follows:

1. The name is assessed against the place naming criteria.
2. Council undertakes community consultation.
3. A further report is submitted to Council for determination.
4. If approved, the GNB is provided with the Council Resolution and evidence of community support.
5. The name will be added to the NSW Digital Topographic Database and NSW Base Map.

In regard to the plaque, staff will progress with the proposal for Council consideration when the next report is presented to Council, following community consultation.

Attachments

Nil

NOTICE OF MOTIONS

12.5 Notice of Motion - Robbie Sanderson - Acknowledgment of World Youth Championship (Author: Winchester/Winchester)

File Reference: 13 August 2025 Motions

Notice

Councillor Kenrick Winchester will move the following motion:

Motion

That Council acknowledge the recent achievement of local Bungendore resident, Robbie Sanderson, and congratulate him on his win at the 2025 International Mixed Martial Arts Federation Youth World Championships.

Comment from Cr Winchester in support of this Notice of Motion

Bungendore local, Robbie Sanderson recently competed at the International Mixed Martial Arts Federation (IMMAF) Youth World Championships and was crowned World Champion in the Youth D 48kg men's category.

Robbie competed in the Youth D category for competitors aged 10-11, the first time this age group has appeared at the Youth World Championships.

Competing under the IMMAF's world-leading youth safety standards in Abu Dhabi, United Arab Emirates, Robbie won the Youth D 48kg Men's title to become World Champion.

Robbie is a young martial arts sensation competing across Brazilian Jiu-Jitsu, MMA and Boxing. His World Championship title adds to his impressive list of World, Pan-American, Pan-Pacific and National Australian Championship wins.

We congratulate Robbie on his World Champion title and thank him for the way he represents our local region and the pride it brings our community, and no doubt, his family.

We look forward to seeing Robbie's name on the world stage for many years to come as he progresses through the age groups and into open competition.

Staff Comment

Robbie's achievements will be brought to the attention of the Sporting Gallery Committee. Unfortunately, he is not yet eligible for consideration for admission to the Sporting Gallery Hall of Fame given nominees must have qualified in 'open' competition that is not subject to age or grade qualification.

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*.