



# **Ordinary Meeting of Council**

**25 June 2025**

**UNDER SEPARATE COVER  
ATTACHMENTS**

**ITEMS 9.7, 9.8, 9.9 AND 9.10**

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

**ATTACHMENTS – 25 June 2025 Page i**

Item 9.7	Post Exhibition Report - Renewal of Alcohol Restrictions and Addition of 1 Farrer Place, Queanbeyan	
	<i>Attachment 1 Engagement Report - Renewal of AFZs and APAs and Addition of 1 Farrer Place .....</i>	<i>2</i>
Item 9.8	Post-Exhibition Report - Council-Related Development Application Conflict of Interest Policy	
	<i>Attachment 1 Council-Related Development Application Conflict of Interest Policy .....</i>	<i>14</i>
Item 9.9	Policy Review	
	<i>Attachment 1 Environmental Controls on Construction Sites Policy.....</i>	<i>20</i>
	<i>Attachment 2 On-Site Sewerage Management Policy.....</i>	<i>26</i>
	<i>Attachment 3 Footpath Management Policy .....</i>	<i>42</i>
	<i>Attachment 4 Unsealed Road Grading Policy .....</i>	<i>49</i>
	<i>Attachment 5 Friendship and Sister City Policy.....</i>	<i>53</i>
	<i>Attachment 6 Street Banners and Sails Policy.....</i>	<i>57</i>
Item 9.10	Investment Report - May 2025	
	<i>Attachment 1 Investment Report - May 2025.....</i>	<i>65</i>

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**25 JUNE 2025**

ITEM 9.7 POST EXHIBITION REPORT - RENEWAL OF ALCOHOL  
RESTRICTIONS AND ADDITION OF 1 FARRER PLACE,  
QUEANBEYAN

ATTACHMENT 1 ENGAGEMENT REPORT - RENEWAL OF AFZS AND APAS  
AND ADDITION OF 1 FARRER PLACE



# RENEWAL OF ALCOHOL-FREE ZONES AND ADDITION OF 1 FARRER PLACE

## Participation in engagement:

The exhibition period regarding the proposed renewal of existing Alcohol Free Zones (AFZs) and Alcohol Prohibited Areas (APAs) in Queanbeyan-Palerang, and the proposal to add 1 Farrer Place, commenced on Council's Your Voice engagement website on 18 February 2025.

During the online consultation there were 311 visits to the project page. There were 58 responses to our survey, 10 respondents were registered users and 45 were anonymous.

The following were asked via the survey.

1. Do you agree with adding 1 Farrer Place to the Alcohol-Free Zones (AFZs) and Alcohol Prohibited Areas (APAs)?
2. Do you have any comments on the proposal to include 1 Farrer Place, Queanbeyan as a new Alcohol Prohibited Area and Alcohol Free Zone?
3. Do you have any comments on the proposal to renew the Alcohol Prohibited Areas?
4. Are there any other areas that you would like to see as alcohol restricted areas?

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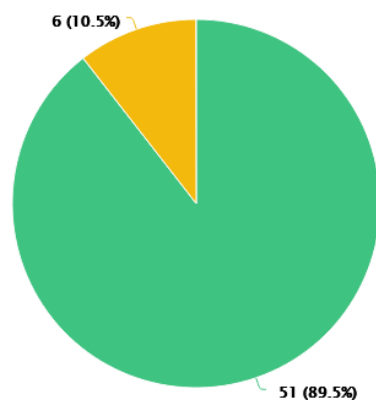
REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

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## Comments received

### Q. Do you agree with adding 1 Farrer Place to the Alcohol-Free Zones (AFZs) and Alcohol Prohibited Areas (APAs)?

57 responses were received – 51 agreed with adding 1 Farrer Place and 6 disagreed.



REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

**Q. Do you have comments on the proposal to include 1 Farrer Place as a new APA and AFZ?**

<b>Comments:</b>
Much needed area
Yes, there are people getting drunk every day at 1 farrer place and they are offensive and scary people
Please include it asap
No
I have no problem with prohibiting alcohol on public streets. I think it is a good idea to widen the area where alcohol cannot be consumed for the safety of both the people who drink & those who choose not to.
Definitely required having witnessed clearly inebriated people in the area and dangerously crossing the road with traffic oncoming.
Less alcohol free zones and wasteful spending by local government. If someone is causing a nuisance or drunk and disorderly then have the police move them on or arrest them. Stop trying to build all these layers of rules that provide no benefit and leave open to morons in the council overreaching.
no
Yes, I support the proposal. I believe this will contribute to a safer and more enjoyable environment for residents and visitors. An Alcohol Prohibited Area and Alcohol Free Zone at 1 Farrer Place could help reduce alcohol-related incidents and anti-social behaviour in the area.
Good idea
There is no reason given why this is necessary or what the benefits would be. Seniors and people without secure housing are allowed to responsibly enjoy alcohol. Is there a problem at present which this would actually help solve? Is that problem not able to be dealt with via existing police power? Feels like massive overreach by the police trying to be buzzkills or target vulnerable communities.
There are people drinking before 9.00am in this area and are rather obnoxious and rowdy to school children, their parents, seniors and anyone walking on the footpath towards the main shops. They also smoke and swear profusely. I know some seniors do not feel safe walking to their cars after attending an activity at Queanbeyan Seniors rooms. Some seniors will get a younger member to walk them to their car. Parking in this area is also an ongoing problem as some people park in the 1 hour park for the majority of the day and as a consequence the seniors have to walk a long distance to come to the centre or they just go home if they can't get a parking spot close by.
1 Farrer pl should be Alcohol free , I have seen children walking to school at 9 am and people sitting at the picnic table with bottles of wine yelling at the children to come over and talk to them . Some of the Seniors I have had to walk them to there cars as they were scared about the men hanging around drinking .
Where have the people who were consuming alcohol here 24/7 encouraged to drink now? (They usually pop up in another inconvenient area in public)
No
A great idea - As this is also the site for the memorial, it is considered a place for respectful behaviour, particularly taking consideration of it's close proximity to the picnic shelter, public amenities, and children's play area.
This seems like an effort by police to move on homeless people, rather than redirecting them to the appropriate services

REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

Totally agree. Also need to look at the parking sign issue. The 1hr parks are used everyday by the working in the Government building. Seniors have only 8 parking space and are unable to walk long distances. The ranger does not come into this car park. All senior citizens has a parking permit in their car.
Are they monitored because they are useless if they are not?
No
It's a good idea
A sensible plan
I think that it is a reasonable measure with the intention and hopefully effect of reducing risk to persons.
About time
Great area to congregate but it's unfortunate some people drink to excess
The sooner the better
I am writing to strongly support the proposal for an alcohol-free zone at ... 1 Farrer Place, Queanbeyan, New South Wales, ... as I believe it is absolutely necessary to ensure the safety of our community, particularly our children. On numerous occasions, I have encountered behavior that makes me deeply concerned for the safety of those around me, including tonight, April 9, 2025. I witnessed an individual [name withheld], who was intoxicated, threaten to smash the windows of my car with a rock. Additionally, I have been subjected to threats involving my dog's safety. This is an ongoing issue that has created a tense and unsafe environment. Even more troubling, I observed a 12-year-old intellectually disabled girl, with the mental capacity of a four-year-old, being approached and engaged by [name withheld] in a manner that I believe put her at risk. He offered to take her to a quieter place to show her where she could have some "really nice drinks." This happened right next to a children's playground, which is deeply concerning. It is incidents like these that underscore the need for immediate action to make this area safer for all, especially vulnerable individuals. The presence of intoxicated individuals engaging in inappropriate behavior in public spaces puts the safety of the community at risk, particularly the safety of children. It is clear that the current environment, without a dry zone, encourages dangerous and disruptive behavior. I fully support the proposal for a dry zone and believe it is a necessary step in ensuring the protection and safety of all members of the community. If the police have lawful grounds to enforce this, I believe it would help create a much-needed safe space for families and children, free from the risks associated with public intoxication. Thank you for considering this important issue. I trust you will take the safety of the public seriously and implement measures that will protect all who use this public space.
I think it is an excellent idea. Some people sleeping rough (not all), have drug and alcohol issues. This is a way our community can support them.
Great plan to help make it safer
Strongly supported
Sleepbus is no longer. No renamed sleep podz is now the new name and operates 7 nights a week. If that needs to be amended in the proposal.
Great idea!
The proposal provides no information on the risks/issues posed by alcohol consumption in this area. Is there a problem the council is trying to fix?

REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

1 Farrer Place should actually be a zone dedicated FOR the consumption of alcohol, where other areas are excluded and considered AFZs and APAs. AFZ/APAs, a measure with limited supporting data for efficacy, just moves the practice to less visible and less safe parts of our community such as QE2 and Queanbeyan Parks which are often full of children and tourists.

1 Farrer place is well lit, it's opposite the police station, there are 24 hr BBQ, shower, and toilet amenities as well as having the Sleep Pods and Vinnies Night Patrol located there. On pay days this is where people who are often housing insecure and already struggle with substance abuse issues will meet to have a meal, drink, and catch-up. It is probably the last place in town you'd want to ban drinking from. In fact, I would expect to see a reduction in the use of services like NightPodz and Vinnies night patrol if this measure were to be put in place.

If the Police can be motivated, they're well within their rights to walk 20 metres across the street and issue a move-on order for antisocial behaviour, but this recommendation from them just aims to shift responsibility further from their gaze. Otherwise, they should be happy to be able to be so close should something go wrong. In my experience working at NightPodz when it was called Sleepbus, and running free food services over there, I've never seen any evidence of drinking at 1 Farrer to be a problem. If there are data supporting this, they should be provided to the public to assist considerations.

About time.

Makes the area more pleasant for visitors

I support making 1 Farrer Place an alcohol free zone, particularly if the area is used by the Sleepbus and Senior Citizens. I'm also concerned if people feel intimidated from using the amenities block (my wife).

This will assist in providing a safe area for the public

Please add signage and lighting accordingly.

Our vulnerable older citizens use this space and I feel for safety this should occur.

Good idea

I think that if senior citizens want to consume alcohol with their buddies at the senior citizens centre they should be allowed to.

REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

**Q. Do you have any comments on the proposal to renew the Alcohol Free Zones?**

<b>Comments:</b>
No
I have no issue with the AFZ's but note they are regularly disobeyed and do not seem to be Policed. Often, people are drinking in these zones around children. There is no point in having an AFZ if no one is enforcing the AFZ.
In my opinion it should be renewed indefinitely.
A shame the few ruin everything for the many.
I agree very strongly that these zones should be renewed
do it
No
The BBQ area in Queen Elizabeth II Playground (across from underground Coles carpark) is sometimes used as a morning / daytime drinking area by some. Driving past there give a very poor impression of Queanbeyan to what is a beautiful place. Kids also play there at all times of the day, and having open street / park drinking is not something I would like my children to be around.
If this area is already on the exclusion zone, then I recommend the police be contacted to patrol this area more and disperse any offenders.
There is no reason given why this is necessary or what the benefits would be. Seniors and people without secure housing are allowed to responsibly enjoy alcohol. Was there a problem when the AFZ were originally established which they solved? Is that problem not able to be dealt with via existing police power? Again feels like massive overreach by the police trying to be buzzkills or target vulnerable communities.
Additionally the entire concept of AFZs seem stupid. It is just moving the (I presume) problem of irresponsible drinker 50 meters down the road rather than actually helping people who have have problems with alcohol. What benefit or effect do they have?
How often and when are these areas policed? For example Elisabeth Park, picnic table closest to the Riverside Plaza, is regularly being used by people consuming alcohol until drunk. I feel sorry for tourists who wish to utilise this facility. What about the intoxicated people accessing the Riverside Plaza to purchase alcohol (Coles Liquor Land) they a source of annoyance to show owners in the plaza (especially Elite Supplements) who usually cop a verbal spray from these people, as well as the general public
I think it is good - and important that it is enforced. Recently drunken behaviour and aggression has been increasing.
No - alcohol free zones for all these areas is appropriate.
While I expect these comments make no difference, it's a shame we're not permitted to partake in the responsible drinking of alcohol while enjoying the view of the Queanbeyan river. There are sufficient laws about being drunk and disorderly that police could use to move on people who aren't partaking responsibly.
There has been numerous time when I have to accompany a Senior Citizen to their car as they were afraid to go to the car park along.
no
Sensible decision as long as it is enforced
No; all should be continued. There are plenty of other places/venues where alcohol can be safely and comfortably be consumed.

REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

Just to comment that the presence of an Alcohol Free Zone does not preclude the presence of people drinking there. Case in point Southbar Road. At which point, a willingness by council and police to educate, educate and enforce becomes necessary.
The more areas the better
Renew
No
Good idea
Strongly supported
The proposal provides no information on the risks/issues posed by alcohol consumption in these areas. Given that these restrictions have been in place, there should be some data on the merits. What has been the level of compliance with the restrictions? Are the zones being adequately enforced?
About time.
Agree
Supported.
Please add signage.
The alcohol free zones and alcohol prohibited area appear to have worked very well
Good idea. I endorse the practice.
No - all looks sensible.

REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

**Q. Do you have any comments on the proposal to renew the Alcohol Prohibited Areas?**

<b>Comments:</b>
We actually need these areas patrolled (police or some sort of other authority?) as it is quite common to see alcohol being consumed in several of these areas already signposted as being a prohibited space
Please implement them
I have no issue with the APA's but note they are regularly disobeyed and do not seem to be Policed. Often, people are drinking in these zones around children. There is no point in having an APA if no one is enforcing the APA.
No further comment.
I think that the Tamarind place areas should be renewed.
Waste of money. Do work that actually matters and stop making up rubbish rules to make yourself feel like you are doing something important. Start measuring what actual positive impact you are having for the community and do things that maximise value. Most of what I see from QPRC is just annoying and wasting money. Spend money on hiring people with better ideas to t can add value rather than rubbish initiative that annoy the community
do it
No
There is no reason given why this is necessary or what the benefits would be. Seniors and people without secure housing are allowed to responsibly enjoy alcohol. Was there a problem when the AFZ were originally established which they solved? Is that problem not able to be dealt with via existing police power? Again feels like massive overreach by the police trying to be buzzkills or target vulnerable communities.
Additionally the entire concept of AFZs seem stupid. It is just moving the (I presume) problem of irresponsible drinker 50 meters down the road rather than actually helping people who have have problems with alcohol. What benefit or effect do they have?
N/A
Same as above....policing of these areas???
Good idea.
No
No
No
Totally agree it needs to be done and enforced. Senior Citizens have been abused and yell at on numerous occasions.
no

REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

**Q. Are there any other areas that you would like to see as alcohol restricted areas?**

<b>Comments:</b>
We actually need these areas patrolled (police or some sort of other authority?) as it is quite common to see alcohol being consumed in several of these areas already signposted as being a prohibited space
Please implement them
I have no issue with the APA's but note they are regularly disobeyed and do not seem to be Policed. Often, people are drinking in these zones around children. There is no point in having an APA if no one is enforcing the APA.
No further comment.
I think that the Tamarind place areas should be renewed.
Waste of money. Do work that actually matters and stop making up rubbish rules to make yourself feel like you are doing something important. Start measuring what actual positive impact you are having for the community and do things that maximise value. Most of what I see from QPRC is just annoying and wasting money. Spend money on hiring people with better ideas to t can add value rather than rubbish initiative that annoy the community
do it
No
There is no reason given why this is necessary or what the benefits would be. Seniors and people without secure housing are allowed to responsibly enjoy alcohol. Was there a problem when the AFZ were originally established which they solved? Is that problem not able to be dealt with via existing police power? Again feels like massive overreach by the police trying to be buzzkills or target vulnerable communities.
Additionally the entire concept of AFZs seem stupid. It is just moving the (I presume) problem of irresponsible drinker 50 meters down the road rather than actually helping people who have have problems with alcohol. What benefit or effect do they have?
N/A
Same as above....policing of these areas???
Good idea.
No
No
No
Totally agree it needs to be done and enforced. Senior Citizens have been abused and yell at on numerous occasions.
no



REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

**Q. Are there any other areas that you would like to see as alcohol restricted areas?**

<b>Comments:</b>
Also anywhere near a school
Well covered
No
All playgrounds
Bunyip Park and surround lake edge (5 Glenrock Dr, Googong).
Not at this time
Cooma Street - this is from a purely selfish point of view. The amount of bottles that get thrown against the gutter, sides of houses & footpaths not to mention the swearing, yelling & screaming that happens with monotonous regularity, up & down the street at all hours as they come up Cooma Street from the pubs & then others who are going down Cooma Street from the Tigers Club!
The suspension bridge area. It's high traffic and having smashed bottles and drunk people on and around it is dangerous. There are also wombats and platypus in this area, and drunken, behaviours harms this environment.
No thank you.
not yet
No
No.
Can't think of any at the moment.
No I understand it hard to ban people from drinking but not around children and seniors
The perimeter around the Riverside Plaza to keep intoxicated people out of the plaza
No
No
No
All of Cooma Street needs to be included.
n/a
No thanks
On behalf of Tony
Supermarket car parks or large car parks
On behalf Edward
No
No
Alcohol consumption should be limited to alcohol sale venues like pubs and clubs etc
No

REPORT | COMMUNITY ENGAGEMENT | **RENEWAL OF ALCOHOL RESTRICTIONS AND ADDITION OF 1 FARRER PLACE, QUEANBEYAN**

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Extend the Jerrabomberra zone to included the petrol station, car wash, and real estate areas.

With the new venue going in near Aldi, this area should be looked as well.

The area at the western end of Coronation Avenue, Braidwood, where it meets Victory Street.

This area forms part of the public streets of both Coronation Ave and Victory St.

It is currently used (without Council approval?) as a carpark for the Braidwood Servicemen's (sic) Club (BSC). It is the site of public inebriation (especially on Friday and Saturday nights), and drink driving.

Both of these practices interrupt the residential profile of these streets, and endanger public safety.

If the carpark is within the footprint of the BSC then a fence needs to be erected to segregate the carpark and the associated practices from the public streets. However, this approach is far from an adequate solution to the problems outlined here.

No, the fewer the freer we are as citizens.

Note: Some comments where respondents indicated 'N/A' or 'see my previous answer' have been removed from this report. These responses have been interpreted to suggest the respondent had no additional comments beyond the specific question they wanted to engage with.

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**25 JUNE 2025**

ITEM 9.8 POST-EXHIBITION REPORT - COUNCIL-RELATED  
DEVELOPMENT APPLICATION CONFLICT OF INTEREST  
POLICY

ATTACHMENT 1 COUNCIL-RELATED DEVELOPMENT APPLICATION  
CONFLICT OF INTEREST POLICY



## Council-Related Development Application Conflict of Interest Policy

Date policy was adopted:	
Resolution number:	
Next Policy review date:	2028
Reference number:	52.5.4
Strategic Pillar	Planning & Environment
Responsible Branch	Development

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Council-Related Development Application Conflict of Interest Policy

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**1 BACKGROUND**

- 1.1 The NSW State Government has introduced new planning provisions under Section 66A of the Environmental Planning and Assessment Regulations 2021, which now requires all Council's to adopt a policy that specifies how conflicts of interest in connection with Council-related development applications will be managed.
- 1.2 In addition, the regulations also require that Council-related development applications are accompanied by either a management strategy statement which explains how Council's will manage potential conflicts of interest or a statement that Council has no management strategy for a particular application. Councils must record conflicts of interest in connections with each Council-related development application in their existing development application register and Council-related development applications must be exhibited for a period of 28 days to ensure transparency during the assessment process.
- 1.3 The aim of this policy is to ensure that the provisions as set out in Section 66A of the Regulations are met. The policy must also comply with the Department of Planning and Environment's *Council-related Development Application Conflict of Interest Guidelines*.

**2 PURPOSE**

- 2.1 The purpose of this policy is to:
- Establish Council's management strategy and/or management controls that will be applied to address potential conflicts of interest at the different phases of the development process for the types of Council-related development applications that the Council could be involved in;
  - Outline the process through which potential conflicts of interest will be identified, the risks assessed and appropriate management controls determined; and
  - Outline the process that will be followed to publicly communicate the management approaches for each development subject to the policy.

**3 SCOPE OF THE POLICY**

- 3.1 The policy applies to Council-related development applications as defined under the Act.

**4 DEFINITIONS**

- 4.1 **Application** – means an application for consent under Part 4 of the Act to carry out development and includes an application to modify a development consent, it does not include an application for a complying development certificate.
- 4.2 **Council** – means Queanbeyan-Palerang Regional Council
- 4.3 **Council-related development application** – means a development application for which a Council is the consent authority, that is –
- (a) Made by or on behalf of the council, or
- (b) For development on land other than a public road within the meaning of the *Local Government Act 1993*–
- (i) Of which the council is an owner, or lessee or a licensee; or
- (ii) Otherwise vested in or under the control of the council

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Council-Related Development Application Conflict of Interest Policy

Note: Land vested in or under the control of the council includes public land within the meaning of the Local Government Act 1993.

- 4.4 **Development process** – means application, assessment, and determination  
4.5 **The Act** – means the *Environmental Planning and Assessment Act 1979*  
4.6 **The Regulations** – means the *Environmental Planning and Assessment Regulations 2021*

## 5 OBJECTIVE AND GOALS

- 5.1 This policy applies to Council-related development applications as defined under the Act and is to ensure potential conflicts of interest are identified and managed appropriately, in accordance with processes and/or procedures set out in this policy.

## 6 MANAGEMENT CONTROLS AND STRATEGIES

- 6.1 The following management controls may be applied to:

The **assessment** of an application for council-related development applications:

- Council's development assessment staff or independent/external consultant/s shall not be involved in the preparation and/or lodgement of the application
- The application shall only be assessed by staff or independent/external consultant/s that are not involved in the preparation and/or lodgement of the application.
- The development assessment staff or independent/external consultants are to remain separate from the internal Council team or independent/external consultant/s who prepared and lodged the application and are working on the application, during the assessment and processing of the application.
- All internal meetings or correspondence relating to the application must be appropriately documented and registered in Council's Electronic Records Management System.

The **determination** of an application for council-related development applications:

- Applications that trigger the requirements of the Minister's '*Local Planning Panels Direction – Development Applications and applications to modify development consents*' are to be determined by the Joint Region Planning Panel (JRPP).
- All other applications that do not trigger referral to the JRPP are to be determined by a delegated officer of Council in accordance with issued Delegations.
- This policy will apply to all consultants/contractors of Council managing the assessment of an application before JRPP.

No management strategy/controls need to be applied for the following kinds of development:

- Commercial fit outs and minor changes to the building façade
- Internal alterations and additions to the building that is not a heritage item
- Advertising signage
- Maintenance and restoration of a heritage item

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Council-Related Development Application Conflict of Interest Policy

- Minor building structures projecting from the building façade over public land (such as awnings, verandas, bay windows, flagpoles, pipes and services, and sun shading devices).
- Development where the council might receive a small fee for the use of their land.
- Any modifications to an approved council-related development application made under s4.55(1) and s4.55(1A) of the Act.

**7 IDENTIFYING WHETHER A POTENTIAL CONFLICT OF INTEREST EXISTS**

- 7.1 Council-related development applications shall be referred to the General Manager or delegate for a conflict of interest risk assessment.
- 7.2 The General Manager or delegate is to:
- Assess whether the application is one in which a potential conflict of interest exists.
  - Identify the phase(s) of the development process at which the identified conflict of interest arises
  - Assess the level of risk involved at each phase of the development process.
  - Determine what (if any) management controls should be implemented to address the identified conflict of interest (in each phase of the development process if necessary) having regard to any controls and strategies as outlined above.
  - Document the proposed management approach for the application in a statement published in the NSW Planning Portal as part of the application.
  - A management statement shall be prepared in accordance with the Template Council Management Statement provided below.
  - Any Council Management Statements required to be submitted as part of a Council-related development application shall be published on Council's on-line DA tracker system.

**8 MANAGEMENT STATEMENT TEMPLATE**

<b>Project Name/Title</b>	(Insert project name or title)
<b>Project Address</b>	(Insert Address of Project)
<b>Proposal</b>	(Insert description of Proposal)
<b>Potential Conflict</b>	(Clearly identify potential conflicts that may arise as a result of this Council-related development application)
<b>Management Strategy</b>	QPRC is managing potential conflicts of interest in this matter as follows:
<b>Contact</b>	Anyone who has concerns about Council fulfilling its obligations should report their concerns to Council

Council-Related Development Application Conflict of Interest Policy

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	E: <a href="mailto:council@qprc.nsw.gov.au">council@qprc.nsw.gov.au</a> PH: 1300 735 025
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9 REVIEW

- 9.1 This policy will be reviewed every four years or earlier as necessary if:
- a) legislation requires it, or
  - b) Council's functions, structure or activities change





# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**25 JUNE 2025**

ITEM 9.9            POLICY REVIEW

ATTACHMENT 1    ENVIRONMENTAL CONTROLS ON CONSTRUCTION SITES  
POLICY



# Environmental Controls on Construction Sites Policy

<b>Date policy was adopted:</b>	
<b>Resolution number:</b>	
<b>Next Policy review date:</b>	2028
<b>Reference number:</b>	52.5.4
<b>Strategic Pillar</b>	Planning & Environment
<b>Responsible Branch</b>	Environment & Compliance

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Environmental Controls on Construction Sites Policy

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**1 OUTCOMES**

- 1.1 Minimise the potential for negative environmental impacts arising from construction activities (including subdivision, building, earthworks, landscaping, and other activities resulting in land disturbance) in the QPRC area.
- 1.2 Educate stakeholders on responsibilities regarding installation and maintenance of environmental controls during construction
- 1.3 Establish a framework for enforcement regarding absent or inadequate environmental controls on construction sites

**2 POLICY**

- 2.1 There has been and will continue to be large growth in greenfield urban development across the Queanbeyan-Palerang Regional Council area. Unless properly regulated this development has potential to negatively impact on the health and amenity of land and waterways in the area.
- 2.2 The policy aims to provide a framework for regulation of environmental controls on construction sites to ensure all stakeholders understand their roles and responsibilities to protect the environment during all stages of development and construction.
- 2.3 The policy outlines the process for investigation and enforcement where environmental controls on construction sites are either absent or inadequate.

**3 SCOPE OF THE POLICY**

- 3.1 The policy applies to all people undertaking construction work in the QPRC area.

**4 DEFINITIONS**

- 4.1 Pollution means—
  - (a) water pollution, or
  - (b) air pollution, or
  - (c) noise pollution, or
  - (d) land pollution.
- 4.2 Pollution incident means—  
an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises.
- 4.3 Water pollution or pollution of waters means—
  - (a) placing in or on, or otherwise introducing into or onto, waters (whether through an act or omission) any matter, whether solid, liquid or gaseous, so that the physical, chemical or biological condition of the waters is changed, or

| 2 |

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Environmental Controls on Construction Sites Policy

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(b) placing in or on, or otherwise introducing into or onto, the waters (whether through an act or omission) any refuse, litter, debris or other matter, whether solid or liquid or gaseous, so that the change in the condition of the waters or the refuse, litter, debris or other matter, either alone or together with any other refuse, litter, debris or matter present in the waters makes, or is likely to make, the waters unclean, noxious, poisonous or impure, detrimental to the health, safety, welfare or property of persons, undrinkable for farm animals, poisonous or harmful to aquatic life, animals, birds or fish in or around the waters or unsuitable for use in irrigation, or obstructs or interferes with, or is likely to obstruct or interfere with persons in the exercise or enjoyment of any right in relation to the waters, or

(c) placing in or on, or otherwise introducing into or onto, the waters (whether through an act or omission) any matter, whether solid, liquid or gaseous, that is of a prescribed nature, description or class or that does not comply with any standard prescribed in respect of that matter,  
and, without affecting the generality of the foregoing, includes—

(d) placing any matter (whether solid, liquid or gaseous) in a position where—  
(i) it falls, descends, is washed, is blown or percolates, or  
(ii) it is likely to fall, descend, be washed, be blown or percolate,  
into any waters, onto the dry bed of any waters, or into any drain, channel or gutter used or designed to receive or pass rainwater, floodwater or any water that is not polluted, or

(e) placing any such matter on the dry bed of any waters, or in any drain, channel or gutter used or designed to receive or pass rainwater, floodwater or any water that is not polluted, if the matter would, had it been placed in any waters, have polluted or have been likely to pollute those waters.

4.4 Waters means the whole or any part of—

- (a) any river, stream, lake, lagoon, swamp, wetlands, unconfined surface water, natural or artificial watercourse, dam or tidal waters (including the sea), or
- (b) any water stored in artificial works, any water in water mains, water pipes or water channels, or any underground or artesian water.

4.5 Clean Up Notices:

The appropriate regulatory authority may, by notice in writing, do one or more of the following—

- (a) direct an owner or occupier of premises at or from which the authority reasonably suspects that a pollution incident has occurred or is occurring,
  - (b) direct a person who is reasonably suspected by the authority of causing or having caused a pollution incident,
  - (c) direct a person who is reasonably suspected by the authority of contributing, to any extent, to a pollution incident,
- to take such clean-up action as is specified in the notice and within such period as is specified in the notice

4.6 Prevention Notices:

The appropriate regulatory authority may, by notice in writing, do either or both of the following—

| 3 |

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Environmental Controls on Construction Sites Policy

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- (a) direct the occupier of the premises,
  - (b) direct the person carrying on the activity (whether or not at premises),
- to take such action, as is specified in the notice and within such period (if any) as is specified in the notice, to ensure that the activity is carried on in future in an environmentally satisfactory manner.

- 4.7 Clean-up action, in relation to a pollution incident, includes—
- (a) action to prevent, minimise, remove, disperse, destroy or mitigate any pollution resulting or likely to result from the incident, and
  - (b) ascertaining the nature and extent of the pollution incident and of the actual or likely resulting pollution, and
  - (c) preparing and carrying out a remedial plan of action.

## **5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS**

- 5.1 Protection of Environment Operations Act 1997
- 5.2 Environmental Planning and Assessment Act 1979

## **6 REQUIREMENTS**

- 6.1 All Development Approvals issued by QPRC have a requirement for installation of environmental controls prior to work commencing onsite. Failure to install and maintain controls is a breach of the Development Consent requirements.
- 6.2 All construction sites should have erosion and sediment control measures installed in accordance with the requirements of Managing Urban Stormwater: Soils and Construction (Landcom 2004) (colloquially known as the Blue Book)
- 6.3 Sites without appropriate environmental controls will be dealt with under the compliance and enforcement section of this policy (Section 7- Compliance and Enforcement)

## **7 COMPLIANCE AND ENFORCEMENT**

- 7.1 Council becomes aware of a site where environmental controls are inadequate or absent (either through routine inspection by Council officers or a report from a member of the public)
  - 7.1.1 Council's Development Compliance Team investigate and may commence enforcement action under the EP&A Act. This will likely involve the issue of a Penalty Notice for "Development Not in Accordance with Consent"
  - 7.1.2 Council's Environmental Team investigate and may commence enforcement action under POEO
    - 7.1.2.1 An initial caution letter is issued to the builder/developer of the site advising the requirement to install and maintain adequate environmental controls within seven days of the date of the caution letter.

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Environmental Controls on Construction Sites Policy

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7.1.2.2 If required works are not undertaken, then either a Clean Up Notice or Prevention Notice under the POEO Act is issued to the builder or developer. These notices incur additional administration fees.

7.1.2.3 Where the Clean Up or Prevention Notices have not been complied with Council has the option of issuing Penalty Notices for specific offences including non-compliance with the requirements of a Notice or for pollution of waters offences. For serious offences Council may elect to prosecute offenders.

## **8 REVIEW**

- 8.1 This policy will be reviewed every four years or earlier as necessary if:
- a) Legislation requires it, or
  - b) Councils functions, structure or activities change

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**25 JUNE 2025**

ITEM 9.9 POLICY REVIEW

ATTACHMENT 2 ON-SITE SEWERAGE MANAGEMENT POLICY



# On-Site Sewage Management (OSSM) Policy

<b>Date policy was adopted:</b>	
<b>Resolution number:</b>	
<b>Next Policy review date:</b>	2028
<b>Reference number:</b>	52.5.4
<b>Strategic Pillar</b>	Planning & Environment
<b>Responsible Branch</b>	Environment & Compliance

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## On-Site Sewage Management (OSSM) Policy

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### 1 OUTCOMES

- 1.1 This policy document outlines how the risks associated with the widespread use of On-Site Sewage Management Systems (OSSMs) are managed within the Queanbeyan-Palerang Regional Council (QPRC) Local Government Area (LGA).
- 1.2 Almost all of the QPRC LGA is part of a catchment supplying drinking water to Sydney, Canberra, Queanbeyan, and local towns such as Bungendore, Braidwood and Captains Flat.
- 1.3 There are currently around 7000 OSSM's in the LGA, servicing dwellings with no access to reticulated sewer. The failure of an OSSM can be a source of serious environmental and public health concern.

### 2 POLICY

The policy aims to:

- Outline the roles and responsibilities of various stakeholders regarding OSSM's
- Guide property owners towards sustainable on-site management of domestic/business/commercial sewage and wastewater (excluding Liquid Trade Waste – see Queanbeyan-Palerang Council Liquid Trade Waste Policy for details);
- Protect and enhance the quality of public health and the environment in the long term within the QPRC LGA
- Coordinate environmental assessment, data collection and monitoring which is related to On-Site Sewage Management
- Assist Council to prioritise resources for the efficient regulation and monitoring of on-site sewage management systems within its area
- To support water quality objectives in the drinking water catchments; and
- To ensure that all on-site sewage management systems in the QPRC area meet the various water catchment authorities current recommended practices and standards

### SCOPE OF THE POLICY

- 3 This Policy applies to all fixed on-site sewage management systems in the QPRC Council area that are not directly connected to the public sewage system. This Policy applies to all land within the QPRC Local Government Area with the exception of National Parks as outlined in the Department of Local Government Circular 99/59.

### 4 DEFINITIONS

**Absorption:** uptake of liquid into soil.

**Aerated wastewater treatment system (AWTS):** a wastewater treatment process typically involving:

- Settling of solids and flotation of scum;
- Oxidation and consumption of organic matter through aeration;
- Clarification - secondary settling of solids; and

[ 2 ]

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On-Site Sewerage Management (OSSM) Policy

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- Disinfection of wastewater before surface irrigation.

**Blackwater** is defined as wastewater from a kitchen, toilet, urinal or bidet.

**Desludging:** withdrawing sludge, scum and liquid from a tank.

**Disinfection:** a process that destroys, inactivates or removes pathogenic microorganisms.

**Domestic wastewater:** wastewater arising from household activities, including wastewater from bathrooms, kitchens and laundries.

**Greywater:** For the purposes of these guidelines, means wastewater from washing machines, laundry tubs, showers, hand basins and baths, but does not include wastewater from a kitchen, toilet, urinal or bidet.

**Groundwater:** all underground waters.

**Human waste treatment device (HWTd):** device for treating human excreta and other wastewater, including a septic tank, aerated wastewater treatment system, septic closet, water closet, humus closet and combustion closet (from the *Local Government Act 1993*).

**Land application area:** the area over which treated wastewater is applied.

**Land application system:** system that can consist of pumps, pipes, nozzles, or trenches designed to apply wastewater evenly over a land application area. Includes both irrigation systems and soil absorption systems.

**On-site sewage** is defined as both greywater and blackwater.

**On-site sewage management systems (OSSMs)**

Systems that collect, treat, and dispose of sewage on the property. These systems include:

- Septic Tank and evapotranspiration areas
- Aerated Wastewater Treatment Systems (AWTS)
- Septic Tank to pump out
- Dry Composting Toilets
- Greywater Treatment Systems
- Wet Composting Toilets

**Reticulated water supply:** the provision by a water authority of water for potable and non-potable uses to households through a network of pipes

**Septic tank:** wastewater treatment device that provides a preliminary form of treatment for wastewater, comprising sedimentation of settle-able solids, flotation of oils and fats, and anaerobic digestion of sludge

**Sewage:** waste matter that passes through sewers. Sewage includes any effluent of a kind referred to in paragraph (a) of the definition of waste in the *Local Government Act 1993*.

**Sewage management:** any activity carried out for the purpose of holding or processing, or reusing or otherwise disposing of, sewage or by-products of sewage.

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On-Site Sewage Management (OSSM) Policy

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**Soil absorption system:** (includes leach drains, drain fields, absorption trenches, seepage beds and seepage pits) subsurface land application systems that rely on the capacity of the soil to accept and transmit the applied hydraulic load

**Treated wastewater:** (in this guidelines) wastewater that has received treatment via a human waste treatment device

**Waterless composting toilet:** (humus closet, biological toilet) waterless system that uses the principle of composting to break down human excreta to a humus-type material. The liquid fraction is evaporated or directed to an appropriate management system

**Wet composting toilet:** treats all household wastewater and putrescible household organic solid wastes such as food waste. Uses the principle of aerobic composting to break down the solid waste; the liquid component is directed to a land application system after passing through the pile of solids.

## 5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

5.1 This Policy is to be read in conjunction with the latest available editions or revisions of:

- The Local Government Act 1993;
- Local Government (General) Regulation 2005;
- Environmental Planning and Assessment Act 1979;
- Environmental Planning and Assessment Regulation 2000;
- Plumbing and Drainage Act 2011;
- Plumbing and Drainage Regulation 2017; and
- Protection of the Environment Operations Act 1997.

To ensure that your system is compliant with legislative requirements you will need to obtain two approvals under the Local Government Act 1993:

- **C5-** Approval Install, construct, or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility (issued prior to the installation of the system)
- **C6-** Approval to Operate a system of sewage management (ongoing approval to be reissued as required and maintained for the life of the system)

5.2 Standards Applying to On-site Sewage Management Systems

In implementing the On-site Sewage Management Policy Council will adhere to the following standards:

- All new human waste treatment devices shall be accredited by NSW Health Department;
- AS3500 National Plumbing and Drainage Code;
- AS1546 On-site Domestic Wastewater Treatment Units (part 1 applies to septic tanks);
- AS1547 On- site domestic wastewater management;
- AS4419 Soils for Landscaping and Garden Use;
- AS2698 Plastic Pipes and Fittings for Irrigation and Rural Applications;
- AS3000 Wiring Rules – Electrical Installation – Buildings, Structures and Premises;
- AS1319 Safety Signs for the Occupational Environment;

## On-Site Sewerage Management (OSSM) Policy

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- Department of Local Government - Environment and Health Protection Guidelines: On-site sewage management for single households, (aka 'Silver Bullet') <https://www.olg.nsw.gov.au/wp-content/uploads/Onsite-sewage-management-guide.pdf>
- Water NSW - Neutral or Beneficial Effect on Water Quality Assessment Guidelines  
<https://www.waternsw.com.au/water-quality/catchment/development/norbe>
- Water NSW - Designing and Installing On-Site Wastewater Systems  
[https://www.waternsw.com.au/\\_data/assets/pdf\\_file/0003/58251/Designing-and-Installing-On-Site-Wastewater-Systems-WaterNSW-CRP-2019.pdf](https://www.waternsw.com.au/_data/assets/pdf_file/0003/58251/Designing-and-Installing-On-Site-Wastewater-Systems-WaterNSW-CRP-2019.pdf)
- New South Wales Health Greywater Reuse in Sewered Single Domestic Premises  
<https://www.health.nsw.gov.au/environment/domesticwastewater/Documents/greywater-reuse-policy.pdf>
- NSW Health Advisory Note 3 – May 2006: Destruction, Removal or Reuse Of Septic Tanks, Collection Wells, Aerated Wastewater Treatment Systems and other Sewage Management Facility Vessels  
<http://www.health.nsw.gov.au/environment/domesticwastewater/Documents/adnote3.pdf>

## 6 OSSM PROGRAMS

### 6.1 Maintenance of OSSM Database

Information provided to Council as part of the application to operate an On-site Sewage Management facility will form the basis of the information database. Information collected during the inspection and information from Council's planning and development processes will be included to provide a comprehensive record of each OSSM.

### 6.2 Education Promotion

It is important that owners of OSSM understand how their system operates and the possible consequences of a faulty or mismanaged system. Older houses with on-site systems may have been bought and sold a number of times and current owners may not even know where the system is located.

Council recognises its responsibility to provide appropriate information to owners. This will be through Council's inspection program which will include informal education of owners on site and distribution of information and fact sheets when required. Information will also be provided on Council's website.

### 6.3 Inspection of Existing OSSM's

#### 6.3.1 Inspection Program:

Council officers will audit individual sewage management facilities having regard to the performance standards specified in AS/NZS 1547:2012 – On-site Domestic Wastewater Management, the environment and Health Protection Guidelines for "On-Site Sewage Management for Single Households"

### On-Site Sewage Management (OSSM) Policy

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The circumstances in which Council will inspect an OSSM are as follows:

- Periodic inspection of an existing OSSM;
- Re-inspection of an existing OSSM due to failure, modification or upgrade;
- Re-approval of an existing OSSM;
- Initial inspection of a new system; and
- Council becomes aware of a potentially failing OSSM.

#### 6.3.2 Fees and Charges:

Council has adopted the proposal to include ongoing On-site Sewage Management System fees as a rates charge (outlined in QPRC's current Fees and Charges Schedule) which is split over the life of the approval. The fees which are charged are updated annually in accordance with QPRC's Annual Fees and Charges Policy

#### 6.3.3 Notice of Entry

Council are required by Section 193 of the Local Government Act 1993, to give written notice of their intention to enter premises for the purpose of conducting an inspection. Property owners will be notified in writing a minimum of 14 days prior to the scheduled date for the inspection.

Property owners are able to be present for the inspection but are not required to be. The inspector does not require access to any residential buildings on the property. Property owners are to ensure that gates are not locked on the inspection date or gate keys are made available and animals that may pose a risk to visitors are restrained, otherwise arrangements for access are to be previously arranged.

In most cases property owners allow Council staff to enter their properties for the purposes of conducting an OSSM inspection. However, in some cases property owners repeatedly deny access by locking gates. If a property is not able to be accessed on the scheduled inspection date and other arrangements have not been made, the inspecting officer will leave a card requesting contact to be made to arrange another time for the inspection.

If no contact is made, Council may use its power under Section 194 of the Act to enter the property by force. This inspection will be restricted to the part of the land where the OSSM and disposal area are located. The entry is made in accordance with the requirements of Section 200(b) of the Act. Property access will be by cutting chains to allow access and relocking the gate with a split link.

#### 6.3.4 Powers of Authorised Officers

Section 191 of the Local Government Act 1993 allows Authorised Officers of Council to enter premises for the purposes of enabling Council to exercise its functions. These functions include issuing approvals to operate OSSMs in accordance with Section 68 of the Act.

Section 192 of the Local Government Act 1993 describes what Councils can do whilst undertaking inspections. In relation to OSSM inspections, Council Authorised Officers are able to:

- a) inspect the premises and any food, vehicle, article, matter or thing on the premises, and
- b) for the purpose of an inspection:

#### On-Site Sewerage Management (OSSM) Policy

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- i. open any ground and remove any flooring and take such measures as may be necessary to ascertain the character and condition of the premises and of any pipe, sewer, drain, wire or fitting, and
- ii. require the opening, cutting into or pulling down of any work if the person authorised has reason to believe or suspect that anything on the premises has been done in contravention of this Act or the regulations, and
- c) take measurements, make surveys and take levels and, for those purposes, dig trenches, break up the soil and set up any posts, stakes or marks, and
- d) require any person at those premises to answer questions or otherwise furnish information in relation to the matter the subject of the inspection or investigation, and
- e) examine and test any meter, and
- f) measure a supply of water, and
- g) take samples or photographs in connection with any inspection.

##### 6.3.5 Inspection Process

During the inspection Council Officers will locate the OSSM on the property either by previously recorded GPS coordinates or visually locating the system. Council officers will examine all aspects of the OSSM including the tank/s, associated pipework and land disposal area.

- The OSSM will be given a risk rating in accordance with Section 6.4.3 of this policy
- Systems which are operating in accordance with relevant standards and requirements will be issued with an approval to operate under Section 6.4 of this policy
- Systems which are not meeting the required standards for an approval to operate to be issued will be dealt with in accordance with Section 6.5 of this policy

#### 6.4 Issuing of Approvals to Operate a System of Sewage Management

##### 6.4.1 Requirements:

Under section 68 of the NSW Local Government Act 1993 approval is required to operate a system of sewage management. QPRC is the approval authority for on-site systems within the QPRC local government area.

Clause 42 of the *Local Government (General) Regulation 2021* provides the definition of "operating a system of sewage management". The definition includes all systems that result in the disposal of effluent on site, and systems that hold or process sewage that is subsequently discharged into a public sewer, such as pump out systems.

Clause 44 of the *Local Government (General) Regulation 2021* also outlines the performance standards which a system of sewage management must operate in accordance with, prior to the issue of an 'Approval to Operate'. Operating an OSSM does not include any use of sewage or sewage by-products after their discharge into a public sewer (Clause 42 3b).

When a new OSSM is installed, usually associated with a development application for a dwelling, the approvals to install and operate are managed by the Development Services function of Council. Re-approvals are managed by the OSSM Approvals function of Council.

#### On-Site Sewage Management (OSSM) Policy

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The general process for obtaining an Approval to Operate an OSSM is:

- Council sends a notice of entry letter specifying the inspection date;
- A council officer completes an assessment to determine whether the system is functioning according to relevant standards;
- An approval to operate with a set of conditions is sent to the landowner along with any other relevant information.

##### 6.4.2 Performance Standards:

The Council must prescribe performance standards when determining applications for approvals to install or operate on-site sewage management facilities. Minimum performance standards are specified by the Division of Local Government under s44 Local Government (General) Regulation 2005, the Council cannot approve any application that will not comply with relevant Regulations. These minimum performance standards are listed below.

An on-site sewage management system must be designed, installed and operated to ensure that the following environmental and health performance objectives will continue to be met over the long term:

- The prevention of the spread of disease by micro-organisms;
- The prevention of the spread of foul odours;
- The prevention of the contamination of water;
- The prevention of the degradation of soil and vegetation;
- The discouragement of insects and vermin;
- Ensuring that persons do not come into contact with untreated sewage or effluent in their ordinary activities on the premises concerned;
- The minimisation of adverse impacts on the amenity of the premises and surrounding lands;
- If appropriate, provision for the reuse of resources including nutrients, organic matter, and water.

##### 6.4.3 Risk Classification:

New systems shall be given a risk rating at the time of approval and existing sites at the time of the first inspection. The risk rating (known as the OSSM Risk Assessment Matrix) shall determine the frequency of inspections which are:

- High – inspected every two years;
- Medium – inspected every five years.

In determining the risk classification, and subsequently the approval period for each sewage management facility, Council has taken into consideration the following factors:

- Distance from nearest body of water (vicinity of system to rivers, creeks, drainage depressions and dams increase the risk of contamination in the event of failure);
- Area of land (ie residential blocks are higher risk sites than rural properties);
- Soil type (affects moisture absorption ability);
- Distance to downhill boundaries (affects potential for off-site impacts);
- Number of bedrooms/occupants of premises (affects potential load on the system and risk of failure);
- Landfall/slope (affects potential spread of contaminated water);



#### On-Site Sewage Management (OSSM) Policy

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- Level of groundwater/nearest bore (potential to contaminate groundwater);
- Arrangements for stormwater diversion (whether a diversion bank/drain is installed and the likelihood of stormwater entering the system area);
- Type of system proposed/in use (affects potential for a contamination event);
- Proximity to human activity (closer increases the contamination risk).

**Note:** See attached OSSM Risk Assessment Matrix

The inspecting officer can provide advice whether the risk level of a system can be reduced through minor improvements, such as the installation of a diversion bank upslope of the tank and effluent disposal areas to prevent overland flow from increasing the soil saturation of these areas. Alternatively, a different system can need to be installed to reduce the risk level.

The risk classification may be reviewed periodically and an OSSM may be reclassified. In the event that a system is reclassified, the approval period and associated fees and charges will be updated and reflected in the Rates Notice for that property in the following financial year.

#### 6.5 Compliance and Enforcement for Failing Systems

OSSM systems that are failing to meet the public health and environmental standards required by the Local Government Act and Australian Standard 1547-2012 pose significant risks to both public and environmental health. Council has legislative obligations which require action to be taken to prevent public health and environmental risks by ensuring that failing OSSM systems are repaired in a timely manner.

In most cases it will be the disposal area that fails, usually due to waterlogging of the soil and absorption failure. The signs of failure are generally as follows:

- Odour associated with effluent is present
- Water is pooling on the surface of the disposal area
- The disposal area is overgrown with vegetation (or noticeably greener than the surrounding area)

##### 6.5.1 Initial Notification of Failure

Property owners with systems that are failing to meet the conditions for a reissue of approval and/or performance requirements will be notified in writing of the failure. This letter will include reasons for the failure. Property owners will be required to consult a licensed plumber for advice on the system and possible rectification options and then, to notify Council in writing of proposed works prior to any work commencing on the system and within 30 days of the date on the letter.

The type of works proposed to be undertaken may require further approval from Council (See Section 6.6 of this policy). This generally applies when a full replacement of the system or disposal area is required. In this case, property owners will be required to lodge an application under Section 68 of the Local Government Act 1993 and provide supporting information including a site plan, geotechnical assessment report and accreditation details of the new system components (refer to *section 6.6 Installation of a new OSSM*).



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On-Site Sewerage Management (OSSM) Policy

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#### 6.5.2 90 Day Reinspection

Council will reinspect failing systems 90 days after the date of the initial failure letter. Systems which have been rectified and are assessed as meeting appropriate performance standards will then be risk rated and an Approval to Operate will be issued in accordance with this rating.

A reinspection of an OSSM will incur a reinspection fee as per Councils Fees and Charges Policy.

Systems which fail to meet performance standards at the reinspection will be issued with a Notice of Proposed Order under the Local Government Act 1993. This notice triggers a legislative process in which Council can assure that required works are carried out. This process will also result in increased costs to property owners as Penalty Infringement Notices may be issued for non-compliance with an order.

#### 6.5.3 Order

Where discussions with property owners fail to ensure that repairs are undertaken to rectify failing OSSM Systems, Council has a number of Options under Section 124 of the *Local Government Act* to order property owners to comply with requirements. Council can issue the following orders that:

- Require action to be taken to bring a sewerage system into compliance with relevant standards or requirements (Order No. 5)
- Require owners or operators to do or refrain from doing such things to prevent environmental damage or repair environmental damage (Order No. 11)
- Require an activity on a premises (such as operating an OSSM) where the activity is or may constitute a threat to public health or safety to cease (Order No. 15)
- Require action to maintain a premises in a healthy condition (Order No. 21)
- Require the connection to a public sewer where the sewer is within 75 metres and available for connection (Order No. 24)
- Require owner or operators to use or not to use a human waste storage facility (Order No. 25)
- Require compliance with an approval (Order No. 30)

**Note:** In instances where failing OSSM's are polluting waters orders may also be issued under Protection of the Environment Operations Act 1997. These notices have an associated administration fee.

#### 6.6 Installation of a new OSSM or Upgrade of Existing OSSM System

Prior to the installation of a new OSSM or alteration to an existing OSSM, approval must be obtained from Council. The application must be submitted through the NSW Planning Portal (<https://pp.planningportal.nsw.gov.au/>)

## On-Site Sewage Management (OSSM) Policy

### 6.6.1 Maintenance and Repair of Existing Systems

In some circumstances maintenance or repair of existing systems can be undertaken without approval from Council. These repairs are considered minor and include works such as:

- Repairing broken pipework
- Repairing damaged or broken tanks
- Replacement of absorption trenches only

Other minor maintenance works may be permitted without approval and should be discussed with the inspecting officer at the time of inspection

### 6.6.2 Wastewater Site Assessment and System Selection

This choice of system must be made in accordance with the current version of AS/NZS 1547 Onsite Domestic Wastewater Management and the Department of Local Government's 'Silver Book' following a site assessment by a wastewater consultant. This assessment must recommend a particular combination of a treatment system and land application method. This information must be provided in an on-site wastewater report and submitted as part of the development application.

All treatment systems must be accredited by NSW Health. The current NSW Health Accreditation Certificate for the system is to be submitted as part of the application for a new system.

### 6.6.3 Application Requirements

All applications to install and alter an effluent disposal management system must be accompanied by a wastewater report that includes the following information:

#### a) Wastewater Loading:

For residential dwellings (including dual occupancies) design waste water loading based on the number of potential bedrooms (including rooms capable of being a bedroom) and type of water supply as follows.

Number of Bedrooms	Litres Per Day	
	Rainwater	Reticulated/Bore Water
1-2	400	600
3	600	900
4	800	1200
5+	Additional 100L per bedroom	Additional 150L per bedroom

**Note:** For non-dwelling proposals the wastewater loading must be in accordance with AS/NZS1547:2012 - On-site domestic wastewater management.

#### b) Site Plan:

The site plan should include:

- The drainage network, water courses, drainage depressions and dams, roadside and other open drains;
- Vegetation and shading/exposure;

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On-Site Sewerage Management (OSSM) Policy

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- Orientation;
- Any poor drainage/wet seepage areas and springs;
- River flats/floodplains or flood planning level;
- Any ground water bores located within 100m of the effluent management area and their use, Groundwater bores within 100m and if <100m then the site plan must be accompanied by a statement from the owner of the bore that it is not used for potable domestic water supply;
- Existing wastewater management structures and effluent management areas;
- Slope (%);
- General land form;
- Areas of runoff;
- Rock outcrops and geology;
- Stormwater management structures and erosion control measures;
- All existing and proposed structures including buildings, accessways or roads, livestock yards;
- Buffer distances;
- Exposed soil/erosion potential/fill;
- Any environmentally sensitive areas of, any land located within 100 metres of the sewage management facility or related effluent application areas; and
- Any building or facility located within 100m of the proposed effluent management system.

c) Soil Information

Detailed soil information must include soil profiles of up to at least one metre (where possible) taken from the specific location of the proposed effluent management areas consistent with AS/NZS 1547:2000 On site domestic wastewater management. This information must describe:

- the soil texture and structure with depth as per AS/NZS 1547:2000;
- the dispersibility, and
- other relevant chemical or physical characteristics that could impact on sustainable effluent disposal as identified in the Silver Book or AS/NZS 1547:2000.

The information should also consider the following where relevant to the site:

- electrical conductivity/salinity (>8 dS/m is not suitable unless the soil is treated),
- sodicity (>10% is not suitable unless the soil is treated), and
- phosphorous sorption values for permeable sandy or granitic soils where effluent irrigation is proposed.

d) Climate Information- including monthly rainfall and evaporation data

e) Buffer Distances

It is necessary, when installing on-site disposal systems, to ensure that sufficient viable land is left for activities where human contact with land application areas are minimized, for example clothes drying and recreation within the yard of each premises.

## On-Site Sewerage Management (OSSM) Policy

Associated with this are buffer zones around the disposal field to minimise impacts on the surrounding environment and to reduce the potential for human contact with wastewater.

The standard buffer zones under the guidelines for all systems are:

System	Minimum buffer distances
<b>Treatment/Storage Tanks</b>	<ul style="list-style-type: none"> <li>6 metres if tanks are upgradient and 3 metres if tanks are downgradient of below ground potable water tanks</li> <li>3 metres from land application system</li> <li>1.5 metres from dwelling</li> </ul>
<b>All land application systems</b>	<ul style="list-style-type: none"> <li>100 metres to permanent surface waters (river, stream, lake etc)</li> <li>100 metres to domestic groundwater well or bore</li> <li>40 metres to other waters (farm dams, intermittent waterways and drainage channels)</li> <li>Located outside of the dripline of any tree as determined by Council as being required to be retained by a tree plan</li> </ul>
<b>Surface spray irrigation</b>	<ul style="list-style-type: none"> <li>6 metres if area upgradient and 3 metres if area downgradient of driveways and property boundaries</li> <li>15 metres to dwellings</li> <li>3 metres to paths and walkways</li> <li>6 metres to swimming pools</li> </ul>
<b>Surface drip and trickle irrigation</b>	<ul style="list-style-type: none"> <li>6 metres if area upgradient and 3 metres if area downgradient of swimming pools, property boundaries, driveways and buildings</li> </ul>
<b>Subsurface irrigation</b>	<ul style="list-style-type: none"> <li>6 metres if area upgradient and 3 metres if area downgradient of swimming pools, property boundaries, driveways and buildings</li> </ul>
<b>Absorption system</b>	<ul style="list-style-type: none"> <li>12 metres if area upgradient and 6 metres if area downgradient of property boundary</li> <li>6 metres if area upgradient and 3 metres if area downgradient of swimming pools, driveways and buildings</li> </ul>

### f) Effluent Irrigation

Subsurface irrigation will be required if the:

- Average annual rainfall exceeds 1200mm,
- Neighbouring dwellings are within 100m of the proposed effluent management area,
- Effluent management area slope is greater than 7%,
- On-site Sewerage Management System is to be located within an unsewered residential area.
- The effluent irrigation area needs to be regularly mowed to maintain a maximum height of 100mm to remove nutrients for long term sustainability.

## On-Site Sewerage Management (OSSM) Policy

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Where surface irrigation is proposed, moveable hoses, including semi fixed systems will not be acceptable

### 7 SYSTEM SPECIFIC REQUIREMENTS

#### 7.1 Existing Pit Toilets

Pit toilets (or cess pits, long drops) have historically been used as a low-cost form of sewage disposal, particularly in remote areas. However, they pose a potential to contaminate groundwater and surface waters and are not considered appropriate. Council will conduct a survey of existing pit toilet locations and encourage landholders to upgrade systems in accordance with the level of use of the land. New pit toilets applications will not be accepted in QPRC area.

#### 7.2 Requirements for AWTs Systems

##### 7.2.1 Servicing and Maintenance:

AWTs Systems are required to be serviced and maintained in accordance with the conditions of their NSW Health Certificate of Accreditation. At a minimum service agents should check all mechanical components of the system, check the irrigation/disposal area and test effluent qualities for parameters such as pH, dissolved oxygen and free residual chlorine.

##### 7.2.2 Quarterly Reporting:

All AWTs are required to have quarterly services from an appropriately qualified service contractor with all reports and documentation held together on site and copies submitted to Council. These can be posted, emailed or delivered to the front counter of any QPRC office, with clearly marked addresses, property number and OSSM number provided to you by Council in documentation related to your system.

#### 7.3 Decommissioning Existing and Abandoned OSSM's

OSSM's contain untreated wastewater which if abandoned and incorrectly decommissioned, can leak contaminants into the soil and groundwater. This can include bacteria, viruses, parasites and nitrates which can cause diseases or other health or environmental problems. This has the potential to contaminate the soil and groundwater and pollute local watercourses.

Septic tanks that have not been correctly decommissioned may also pose a safety hazard. There have been serious injuries and even deaths caused by a fall into an abandoned septic tank when the lid collapsed.

A septic tank may need to be decommissioned under the following circumstances:

- If the tank is irreparable and requires replacement
- If Council requires the Septic to be decommissioned
- There may be other reasons triggered by development application assessment or change of land use.

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On-Site Sewage Management (OSSM) Policy

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If a septic tank is to be decommissioned, the property owner is required to notify Council in writing including the proposed date and the reason why the tank is being decommissioned. This must then be carried out adhering to the following Advisory Note: NSW Health Advisory Note 3 – May 2006: Destruction, Removal or Reuse Of Septic Tanks, Collection Wells, Aerated Wastewater Treatment Systems and other Sewage Management Facility Vessels <http://www.health.nsw.gov.au/environment/domesticwastewater/Documents/adnote3.pdf>

#### 7.4 Unacceptable Practices

The following systems will not be acceptable:

- Trench system longer than 200m;
- Absorption systems where soil is medium or heavy clay;
- Absorption systems where there is less than 0.75m of soil;
- Trenches more than 20m long except where they are made of 2 separate inline trenches with a central feeder or where trenches are pressure dosed from a pump well;
- Amended soil mounds with slopes of more than 7%;
- Solar powered systems where continuous power is required for normal operation such as aerated wastewater treatment systems;
- Reed bed systems except in exceptional circumstances;
- Pump out systems for domestic use.

### 8 REVIEW

- 8.1 This policy will be reviewed every four years or earlier as necessary if:
- a) legislation requires it, or
  - b) Council's functions, structure or activities change

# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

25 JUNE 2025

ITEM 9.9 POLICY REVIEW

ATTACHMENT 3 FOOTPATH MANAGEMENT POLICY



# Footpath Management Policy

Date policy was adopted:	
Resolution number:	
Next Policy review date:	2028
Reference number:	52.54.4
Strategic Pillar	Infrastructure
Responsible Branch	Transport & Facilities

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## Footpath Management Policy

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### 1 OUTCOMES

- 1.1 To effectively manage the Queanbeyan-Palerang Regional Council's formed footpaths network to acceptable community standards.
- 1.2 Promote active walking and cycling options within the Local Government Area.
- 1.3 Provide safe access for pedestrians and other users of Council's footpath network.
- 1.4 To provide guidance for prioritising repairs, renewals, and upgrades
- 1.5 To reduce Council's exposure to public liability claims.

### 2 POLICY

- 2.1 Footpaths form a major part of the public realm and has a direct impact on community experience and provide safe access to and within the Council's urban environments.
- 2.2 This policy defines maintenance activities QPRC will undertake in managing the footpath network.

### 3 SCOPE OF THE POLICY

- 3.1 This policy includes all formed and constructed footpaths, shared pathways and cycle paths owned and controlled by Queanbeyan-Palerang Regional Council. This includes footpaths located within parks, recreational areas and community land.
- 3.2 This policy does not apply to footpaths located on private land, unformed walking tracks, or on-road cycle paths
- 3.3 This policy does not include guidance for provision of new or upgraded footpaths within the network.

### 4 DEFINITIONS

- 4.1 'Footpaths' includes all formed footpaths, shared pathways and cycleways designed and constructed for the use of pedestrian and/or cyclists.
- 4.2 Condition/Functionality assessment is based on 1 – 5 criteria scale with 1 being "As New" condition/functionality and 5 being "Very Poor or Failed" condition/functionality.

### 5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

- 5.1 This policy is to be read in conjunction with the following legislation and guidelines:
  - NSW Local Government Act 1993
  - NSW Local Government Regulation 2021
  - Statewide Mutual Best Practice Manual - Footpaths
  - IPWEA Practice Note 1v2 – Footpaths and Cycleways
- 5.2 This policy is to be read with the following QPRC Policies:
  - QPRC Asset Management Policy
  - QPRC Enterprise Risk Management Policy
  - QPRC Customer Service Charter

### 6 CONTENT

- 6.1 QPRC will classify the footpath network and provide a hierarchy to help make decisions and for preparing strategies and plans for undertaking maintenance activities as follows:

| 2 |

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Footpath Management Policy

Hierarchy	Description
1	Within the Bungendore, Braidwood, and Queanbeyan Central Business Centres as indicated in Appendix A
2	Adjacent to schools, hospitals, aged care and other business centres
3	Parks and recreational areas, shared pathways, cycle paths
4	Residential streets

- 6.2 QPRC will undertake scheduled inspections of the footpath network for the purpose of the following:
- Determining the overall condition and functionality of the footpath for maintenance and renewal planning
  - Identification of defects requiring rectification as stipulated in QPRC's Customer Service Charter
  - Identification of defects caused by third party providers including Telstra, Essential Energy and NBN.
- 6.3 Scheduled inspections will be undertaken by QPRC staff trained in identification of footpath condition assessment and based on the following frequency:

Hierarchy	Inspection Frequency
1	Every 6 Months
2	Once per Year
3	Every 2 Years
4	Every 4 Years

- 6.4 Defects can be identified through a customer request, routine inspection or through identification by QPRC staff during other operational activities.
- 6.5 Rectification of defects will be undertaken within the timeframes identified in the QPRC Customer Service Charter based on the priority rating provided and on the following:
- A trip hazard of greater than 50mm occurs
  - The edge drop between path and natural surface is greater than 100mm
  - Handrails associated with paths are loose, damaged and/or missing
- 6.6 An annual maintenance program will be developed based on pathway condition and functionality assessment. The maintenance program will be developed based on the following risk matrix and will be subject to available budget allocation and resource availability.

Footpath Management Policy

Condition/Functionality 5	High	High	Medium	Low
Condition/Functionality 4	High	Medium	Low	Low
Condition/Functionality 3	Medium	Low	Low	Low
Condition/Functionality 2	Low	Low	Low	Low
Condition/Functionality 1	Low	Low	Low	Low
	1	2	3	4
	Path Hierarchy			

6.7 Condition and functionality scores will be determined based on the IPWEA Practice Note 1.

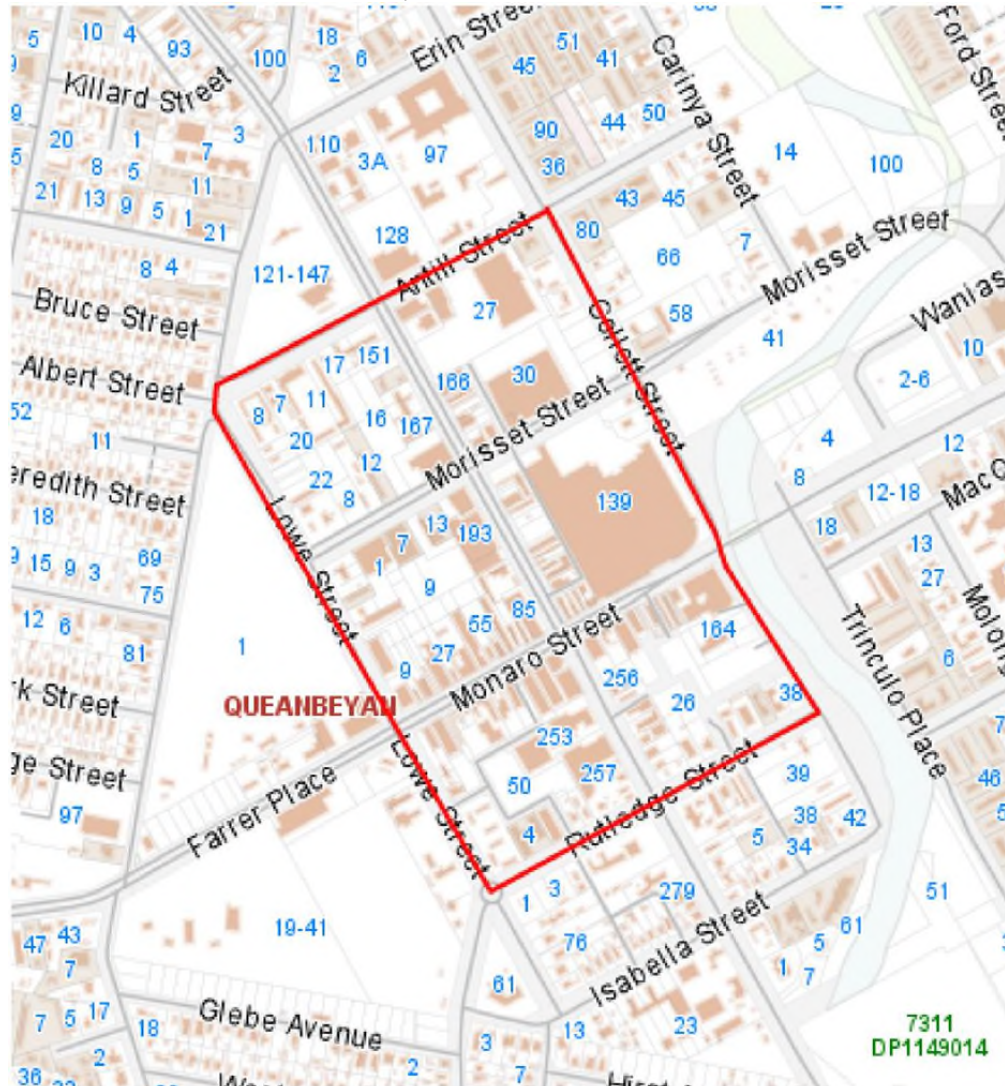
## 7 REVIEW

- 7.1 This policy will be reviewed every four years or earlier as necessary if:
- legislation requires it, or
  - Council's functions, structure or activities change

Footpath Management Policy

APPENDIX 1

Priority 1 Areas  
Queanbeyan Central Business Centre

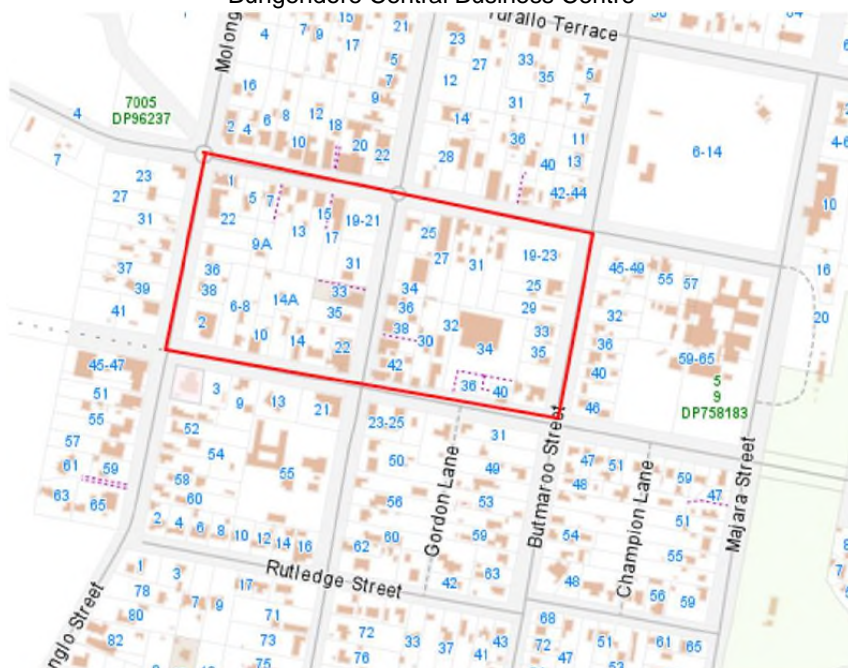


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## Footpath Management Policy

Bungendore Central Business Centre



Braidwood Central Business District



# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**25 JUNE 2025**

ITEM 9.9 POLICY REVIEW

ATTACHMENT 4 UNSEALED ROAD GRADING POLICY





# Unsealed Road Grading Policy

<b>Date policy was adopted:</b>	
<b>Resolution number:</b>	
<b>Next Policy review date:</b>	2028
<b>Reference number:</b>	52.5.4
<b>Strategic Pillar</b>	Infrastructure
<b>Responsible Branch</b>	Transport & Facilities

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## Unsealed Road Grading Policy

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### 1 OUTCOMES

- 1.1 To establish a level of service for the maintenance grading of unsealed roads.

### 2 POLICY

- 2.1 Council maintains a significant length of unsealed roads and commits a large quantity of both financial and operational resources to this task. This Policy establishes the minimum grading frequency for roads based on the amount of traffic that travels the road each day.
- 2.2 Council will only consider accepting the maintenance responsibility for an unsealed road that it does not presently maintain if that road has been constructed to Councils' minimum construction standard as detailed below.
- 2.3 Right of Carriageways are not maintained by Council.

### 3 SCOPE OF THE POLICY

- 3.1 All unsealed roads that are maintained by Council.

### 4 DEFINITIONS

- 4.1 **Council maintained road** – A Public Road or nominated Crown Road that was maintained by Council prior to 1 April 2018 or such other road that has since been constructed to Councils' minimum construction standard and gifted to Council or otherwise resolved by Council to maintain.
- 4.2 **AADT** – Average Annual Daily Traffic
- 4.3 **Minimum Construction Standard** – Before Council considers taking responsibility for the maintenance of any unsealed road not presently maintained by Council, the road must serve more than 1 dwelling and shall be constructed to the following standard:
- Minimum gravel pavement width of 6.0 metres.
  - Minimum gravel pavement depth of 125 mm.
  - Detailed survey plan showing the road fully contained within a public road reserve or a Crown road reserve.
  - Longitudinal drainage a minimum of 1.0 metre outside the road pavement as open "v" shaped drains and shall include adequate mitre drains designed to drain water away from the road pavement to natural drainage/water courses.
  - Longitudinal drainage with a long section slope of 5% or greater is to be lined with rock or concrete.
  - Transverse drainage to be designed to accommodate a 1 in 20 storm event at all locations where storm water crosses the new road. All drainage structures are to be constructed from concrete and include concrete headwalls.
  - Sufficient warning signs and guideposts to meet the relevant Australian standard.

### 5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

- 5.1 *Roads Act 1993 - Section 71.*
- 5.2 QPRC Asset Management Policy and Standards.

### 6 CONTENT

| 2 |

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## Unsealed Road Grading Policy

Category	Grading Frequency	Criteria
1	Once every month	AADT > 440 vpd
2	Once every 2 months	340 vpd < AADT < 460vpd
3	Once every 3 months	240 vpd < AADT < 360vpd
4	Once every 4 months	180 vpd < AADT < 260vpd
5	Once every 6 months	80 vpd < AADT < 200 vpd
6	Once every 12 months	50 vpd < AADT < 100 vpd
7	Once every 18 months	20 vpd < AADT < 60 vpd
8	Once every 2 years	19 vpd < AADT < 40 vpd
9	Once every 3 years	AADT < 20 vpd
10	Not maintained	Public or Crown Roads not maintained by Council at 1 April 2018 including rights of way and roads less than 4 metres wide and/or servicing only 1 dwelling.

## 7 REVIEW

- 7.1 This policy will be reviewed every four years or earlier as necessary if:
- legislation requires it, or
  - Council's functions, structure or activities change

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**25 JUNE 2025**

ITEM 9.9 POLICY REVIEW

ATTACHMENT 5 FRIENDSHIP AND SISTER CITY POLICY



# Sister City and Friendship City Policy

<b>Date policy was adopted:</b>	
<b>Resolution number:</b>	
<b>Next policy review date:</b>	2028
<b>Reference number:</b>	52.5.4
<b>Strategic Pillar</b>	Community
<b>Responsible Branch</b>	Community Arts and Recreation

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Sister City and Friendship City Policy

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## 1 OUTCOMES

- 1.1 A Sister City relationship is an agreement between two cities or councils, where each city or council agrees to promote mutual understanding, friendship and professional conduct for the benefit of both communities and the promotion of local government.
- 1.2 A Friendship City relationship is generally less formal than a Sister City and is often used as a stepping stone to a Sister City relationship
- 1.3 The objective of this policy is to provide a structured and transparent framework for Queanbeyan-Palerang Regional Council's relationship with its Sister Cities and Friendship Cities. The policy will establish Council's commitment to its Sister City and Friendship Cities relationships to further cement the positive relationships.

## 2 POLICY

- 2.1 Queanbeyan-Palerang Regional Council values Friendship and Sister city relationships that:
  - promote and develop cultural, social, educational, policy, technical, arts, innovations and other beneficial exchanges.
  - promote and encourage information exchange and liaison between Local Government, business leaders, social/cultural groups and the wider community.
  - Enhance and promote the image of Queanbeyan-Palerang Council.
  - Foster cross cultural understanding and the exchange of ideas and information.
  - Generate harmony, tolerance and goodwill
- 2.2 New Friendship and Sister City relationships will be reviewed by Council's Sister City Committee and officially adopted by Council.
- 2.3 Costs associated with the operation of Friendship and Sister City relationships will be determined for each relationship through mutual agreement with respective cities and through a resolution of Council.
- 2.4 Delegates for cultural exchange programs will be endorsed by a resolution of Council.
- 2.5 All delegates, Councillors, QPRC staff and members of the community including adults and students, participate in international exchange programs at their own cost.
- 2.6 The receiving and giving of gifts will be in accordance with Queanbeyan-Palerang Regional Council's Gifts and Benefits Policy.
- 2.7 Where student delegations are anticipated, they will be supervised by accompanying adults.
- 2.8 Accompanying adults must be:
  - Employed as a teacher in either NSW or the ACT; or
  - A resident of the Queanbeyan-Palerang local government area; and
  - Receive clearance for a Working with Children Check and a criminal background check

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Sister City and Friendship City Policy

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- 2.8 Preference will be given to applicants with appropriate language skills and/or experience teaching children of approximately the same age as the student delegation.
- 2.9 Accompanying adults will be determined through an application process and assessed by the Sister City Committee. However, Council reserves the right to use additional criteria as they see fit.

### **3 SCOPE OF THE POLICY**

- 3.1 This Policy applies to the establishment and maintenance of all Friendship and Sister City relationships whether initiated by Councillors, staff of Council or the Queanbeyan-Palerang community. This Policy applies to all Council officials, to Council's current Sister City and Friendship city agreements and to all future agreements.

### **4 DEFINITIONS**

- 4.1 Council official includes Councillors, Council staff, administrators, Council committee members and delegates of Council.
- 4.2 Council refers to Queanbeyan-Palerang Regional Council
- 4.3 Current Sister City and Friendship City agreements apply respectively to Minami Alps, in Yamanashi Japan established on 9 October 1992; and Ohrid in North Macedonia established on 21 July 2014.
- 4.4 Future agreements refer to any and all agreements that are recommended by the Sister City Committee and are endorsed by Council

### **5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS**

*NSW Local Government Act 1993 section 8(1)*

A council's charter includes the need "to exercise community leadership" and "to exercise its functions in a manner that is consistent with and actively promotes the multicultural principles".

### **6 REVIEW**

- 6.1 This policy will be reviewed every four years or earlier as necessary if:
  - a) legislation requires it, or
  - b) Council's functions, structure or activities change

# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**25 JUNE 2025**

ITEM 9.9 POLICY REVIEW

ATTACHMENT 6 STREET BANNERS AND SAILS POLICY



# Street Banners and Sails Policy

<b>Date policy was adopted:</b>	
<b>Resolution number:</b>	
<b>Next Policy review date:</b>	2028
<b>Reference number:</b>	52.5.4
<b>Strategic Pillar</b>	Infrastructure
<b>Responsible Branch</b>	Transport & Facilities

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Street Banners and Sails Policy

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**OUTCOMES**

- 1.1 To successfully facilitate the promotion of festivals, events, public awareness campaigns and community activities through the use of Street Banners and Sails.

**2 POLICY**

- 2.1 To establish the process for the erection of Street Banners and Sails

**3 SCOPE OF THE POLICY**

- 3.1 Customers of the Banner and Sails service.

**4 DEFINITIONS**

- 4.1 Nil.

**5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS**

- 5.1 Nil.

**6 CONTENT**

- a) The Manager of Transport and Facilities will be responsible for the administration of Banner Sails and erection.
- b) Applications for the erection of Banners and Sails must be submitted in writing via Council's website at least twenty (20) working days prior to the intended date of display.
- c) Queanbeyan-Palerang Regional Councils decision to accept or reject applications for a booking is final and not open to appeal.
- d) Material deemed to be inappropriate or offensive to the community at large, or a particular community sector, will not be permitted.
- e) The use of Banner and Sails facilities are for Council events, and events that are taking place within the Queanbeyan-Palerang Regional Council Local Government Area (LGA).
- f) Preference will be given to Council events or Council sponsored events. All bookings can be made no more than twelve (12) months in advance.
- g) Fees for the erection of Banner and Sails will be waived for charities and non-profit organisations. Fees will also be waived for Council and Transport for NSW Road Safety Initiatives.
- h) Charities and non-profit organisations are to provide their CFN (Charitable Fundraising Number) or evidence of ASIC or Fair-Trading registration or fees will not be waived.



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Street Banners and Sails Policy

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- i) The bookings calendar is to be managed by the Community Connections team.
- j) Where events are sponsored, any corporate sponsor's logo on any banner or sail shall not exceed 20% of the total area of the subject article.
- k) Banners and Sails are to be constructed of sturdy materials such as PVC or canvas that will not tear in the wind and thereby present a hazard to traffic. TYVEK is not an acceptable material for the construction of Banners/Sails.

### Street Banners

1. The banners will be required to comply with the attached standard (Attachment A)

The proposed Banner design should include the following information and must be provided at the time of requesting display:

- Dimensions of the banner
  - Proposed size of letters
  - Placement of messages
  - Placement of logos
2. Organisations will be limited to making one booking per year for the same event, unless otherwise approved.
  3. The caption on the banner is to be succinct. As a guide, the message must be limited to a maximum of seventy (70) characters.
  4. The minimum lettering height is to be used in the banner design is 250mm. It is important in terms of safety that the message can be easily read by motorists.
  5. That the banners will be approved for a maximum of two (2) weeks unless otherwise approved. Nominated dates for the display period must be provided at the time of booking.

### Street Sails

1. The sails will be required to comply with the attached standard (Attachment B for Queanbeyan and Attachment C for Bungendore).
2. The 'Gateway' sails located on the approach to Monaro Street in Queanbeyan are for use of Council only.
3. The promotion of commercial businesses is prohibited.
4. The sails will be approved for a maximum display of four (4) weeks, unless otherwise approved.

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Street Banners and Sails Policy

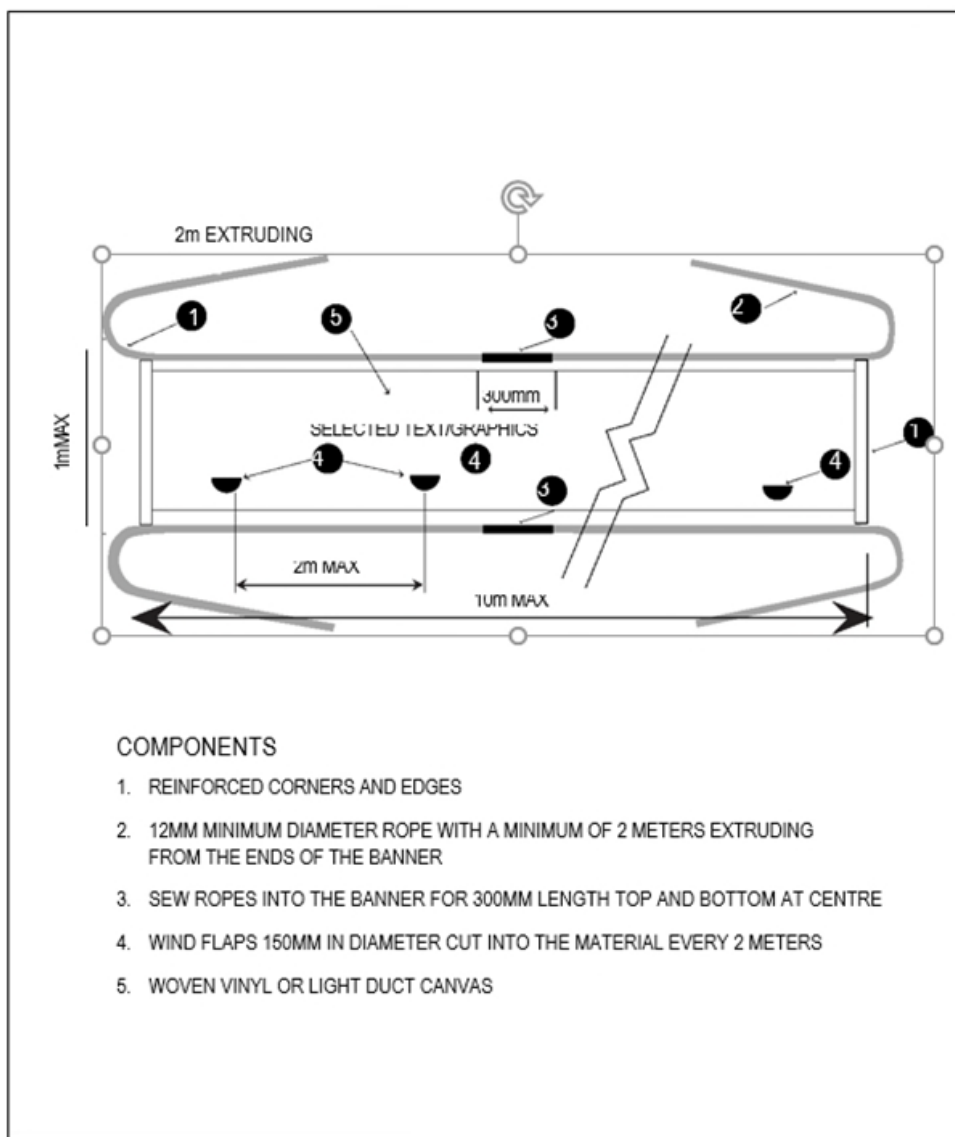
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5. Organisations will be limited to one booking per year for when the sails can be displayed, unless otherwise approved.
6. Organisations who wish to use the poles for event promotion are to provide the following number of sails for display:
  - A total of twenty (20) double sided Sails for Queanbeyan
  - A total of twenty (12) double-sided Sails for Bungendore

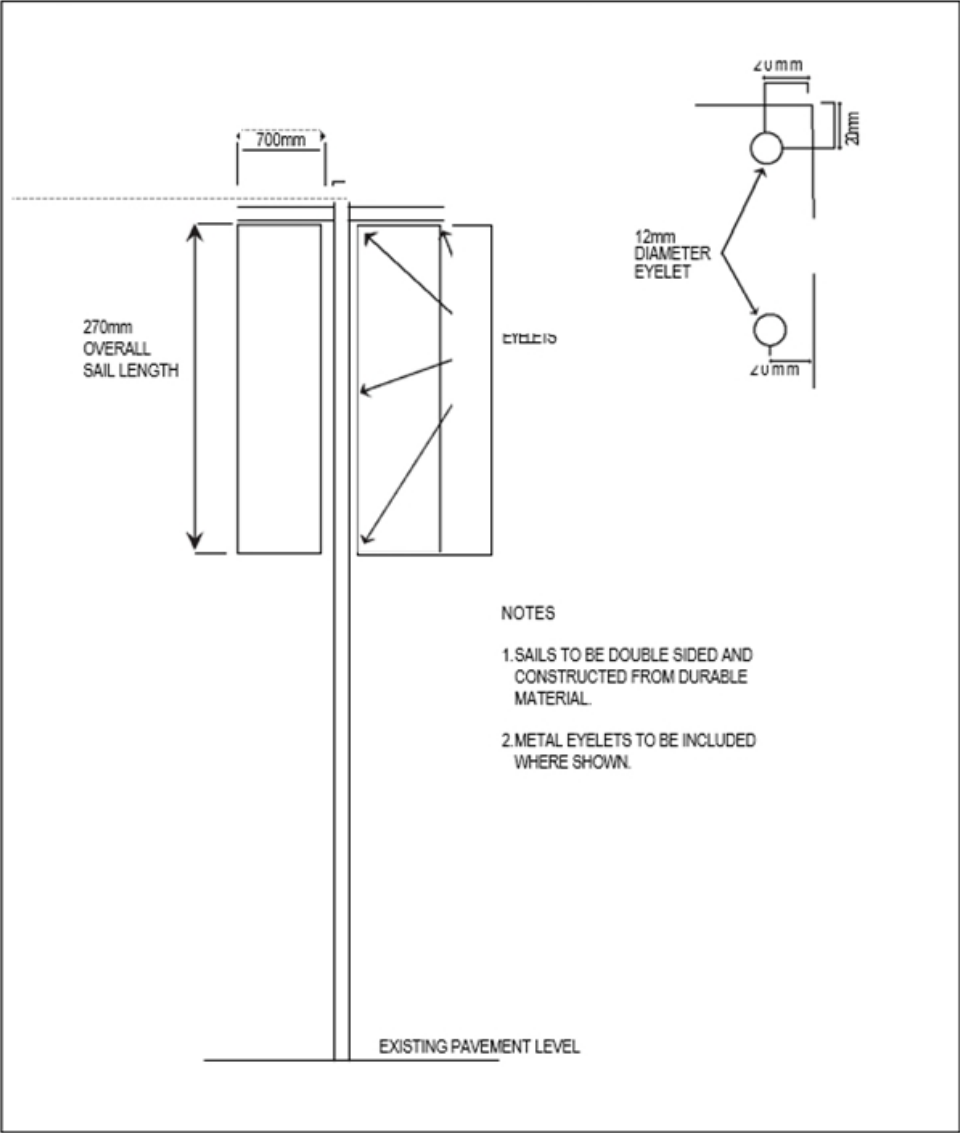
## **7 REVIEW**

- 7.1 This policy will be reviewed every four years or earlier as necessary if:
- a) legislation requires it, or
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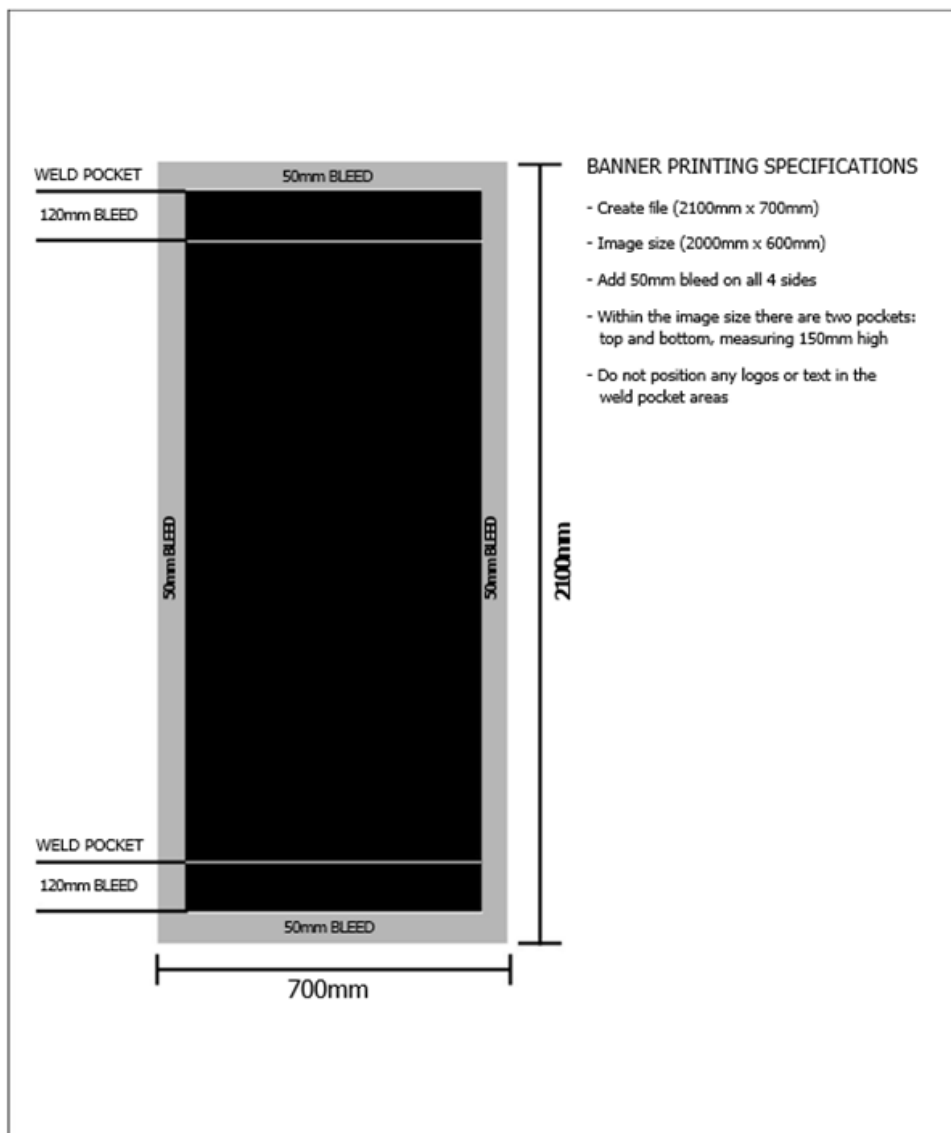
## Attachment A – Street Banners and Sales Policy



Attachment B – Queanbeyan Median Sail



## Attachment C – Bungendore Sail



# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**25 JUNE 2025**

ITEM 9.10 INVESTMENT REPORT - MAY 2025

ATTACHMENT 1 INVESTMENT REPORT - MAY 2025



# Investment Report Pack

Queanbeyan-Palerang Regional Council

As At 31 May 2025



## Contents

1. Budget vs Actual Interest Income 1 July 2024 to 30 June 2025
2. Portfolio Valuation As At 31 May 2025
3. Portfolio Compliance As At 31 May 2025
4. Portfolio Statistics For Period Ending 31 May 2025
5. Portfolio Fossil Fuel Summary For Period Ending 31 May 2025





## 1. Budget vs Actual Interest Income 1 July 2024 to 30 June 2025

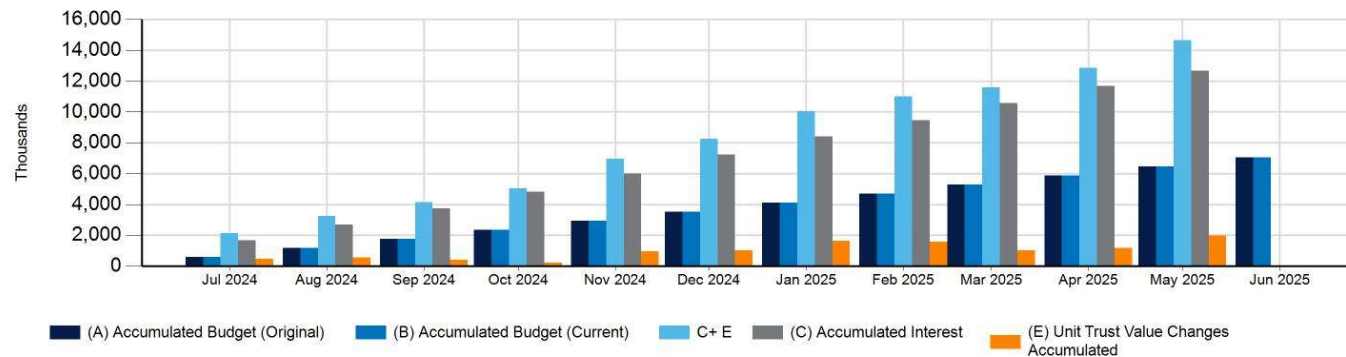
Month / Year	(A) Income Interest Budget (Original) Running Total	Interest Income Budget (Current) For Month	(B) Interest Income Budget (Current) Running Total	(T) Interest Income Received/Accrued For Month	(C) Interest Income Received/Accrued Running Total	Accrued Interest Acquired For Month	Accrued Interest Acquired Running Total	(U) Unit Trust Market Value Changes	(E) Unit Trust Market Value Changes Running Total	'Return' For Month (T + U)
Jul 2024	587,500.00	587,500.00	587,500.00	1,685,064.66	1,685,064.66	(36,400.00)	(36,400.00)	457,725.72	457,725.72	2,142,790.38
Aug 2024	1,175,000.00	587,500.00	1,175,000.00	1,010,555.79	2,695,620.45	0.00	(36,400.00)	87,997.77	545,723.49	1,098,553.56
Sep 2024	1,762,500.00	587,500.00	1,762,500.00	1,046,133.84	3,741,754.29	(19,380.00)	(55,780.00)	(132,928.24)	412,795.25	913,205.60
Oct 2024	2,350,000.00	587,500.00	2,350,000.00	1,077,742.52	4,819,496.81	0.00	(55,780.00)	(181,302.29)	231,492.96	896,440.23
Nov 2024	2,937,500.00	587,500.00	2,937,500.00	1,184,895.18	6,004,391.99	0.00	(55,780.00)	719,570.87	951,063.83	1,904,466.05
Dec 2024	3,525,000.00	587,500.00	3,525,000.00	1,229,021.47	7,233,413.46	(54,620.00)	(110,400.00)	73,935.09	1,024,998.92	1,302,956.56
Jan 2025	4,112,500.00	587,500.00	4,112,500.00	1,175,419.44	8,408,832.90	0.00	(110,400.00)	612,045.29	1,637,044.21	1,787,464.73
Feb 2025	4,700,000.00	587,500.00	4,700,000.00	1,035,299.97	9,444,132.87	0.00	(110,400.00)	(66,804.71)	1,570,239.50	968,495.26
Mar 2025	5,287,500.00	587,500.00	5,287,500.00	1,139,315.26	10,583,448.13	0.00	(110,400.00)	(560,217.98)	1,010,021.52	579,097.28
Apr 2025	5,875,000.00	587,500.00	5,875,000.00	1,101,439.21	11,684,887.34	(46,580.00)	(156,980.00)	153,671.66	1,163,693.18	1,255,110.87
May 2025	6,462,500.00	587,500.00	6,462,500.00	997,762.34	12,682,649.68	(2,550.00)	(159,530.00)	806,833.05	1,970,526.23	1,804,595.39
Jun 2025	7,050,000.00	587,500.00	7,050,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		7,050,000.00		12,682,649.68		(159,530.00)		1,970,526.23		14,653,175.91

Notes on Table Above

1A. The numbers shown in Column T are the accrual interest amounts for that month combined with the At Call Deposit, Unit Trust and Unassigned interest and distribution income received during that month.

1B. The accruals shown in this section have been calculated using each security's coupon schedule.

### Accumulated Budget vs Actual (Accruals Based Upon Coupon Payment Schedules)





## 2. Portfolio Valuation As At 31 May 2025

Fixed Interest Security	Security Rating	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Unit Price Notional	Unit Count	Market Value	% Total Value	Running Yield	Weighted Running Yield
31 Day Notice Account													
AMP 31 Day Ntc	S&P BBB		975,390.56	1.00000000	975,390.56	100.000	0.000			975,390.56	0.32%	4.75%	
			975,390.56		975,390.56					975,390.56	0.32%		4.75%
At Call Deposit													
AMP QPRC At Call	S&P ST A2		54.93	1.00000000	54.93	100.000	0.000			54.93	0.00%	2.50%	
BENAU transaction At Call	Moody's A3		85,830.43	1.00000000	85,830.43	100.000	0.000			85,830.43	0.03%	0.00%	
NAB At Call	S&P AA-		17,543,523.09	1.00000000	17,543,523.09	100.000	0.000			17,543,523.09	5.77%	4.40%	
NAB General At Call	S&P AA-		373,394.50	1.00000000	373,394.50	100.000	0.000			373,394.50	0.12%	4.10%	
NAB Links At Call	S&P AA-		16,134,309.04	1.00000000	16,134,309.04	100.000	0.000			16,134,309.04	5.31%	4.10%	
Westpac At Call	S&P AA-		95,684.86	1.00000000	95,684.86	100.000	0.000			95,684.86	0.32%	0.00%	
			34,232,796.85		34,232,796.85					34,232,796.85	11.26%		3.58%
Covered Floating Bond													
BENAU 1.15 16 Jun 2028 COVERDFLO	Moody's Aaa	AU3FN0078846	6,000,000.00	1.00000000	6,000,000.00	101.180	1.082			6,135,720.00	2.01%	5.24%	
ING 0.98 08 Dec 2025 COVERDFLO	Moody's Aaa	AU3FN0074175	3,500,000.00	1.00000000	3,500,000.00	100.328	1.144			3,551,520.00	1.16%	5.09%	
			9,500,000.00		9,500,000.00					9,687,240.00	3.18%		5.19%
Fixed Rate Bond													
ANZ 4.95 11 Sep 2028 Fixed	S&P AA-	AU3CB0302404	3,000,000.00	1.00000000	3,000,000.00	102.796	1.090			3,116,580.00	1.02%	4.97%	
BOQ 4.29 Oct 2025 Fixed	S&P A-	AU3CB0288843	2,840,000.00	1.00000000	2,840,000.00	99.881	0.350			2,846,560.40	0.93%	4.11%	
BOQ 4.7 27 Jan 2027 Fixed	S&P A-	AU3CB0296168	5,000,000.00	1.00000000	5,000,000.00	100.885	1.610			5,124,750.00	1.68%	4.76%	
BOQ 5.3 30 Apr 2029 Fixed	S&P A-	AU3CB0308955	5,000,000.00	1.00000000	5,000,000.00	103.085	0.449			5,176,700.00	1.70%	5.30%	
NTTC 1.1 15 Jun 2025 - Issued 16 Mar 2021 - Queanbeyan Regional Council Fixed	Moody's Aa3		5,000,000.00	1.00000000	5,000,000.00	100.000	1.055			5,052,750.00	1.66%	1.10%	
SunBank 2.5 25 Jan 2027 Fixed	S&P A+	AU3CB0285955	5,000,000.00	1.00000000	5,000,000.00	97.713	0.870			4,929,150.00	1.62%	2.66%	
SunBank 4.8 14 Dec 2027 Fixed	S&P A+	AU3CB0294957	3,000,000.00	1.00000000	3,000,000.00	101.706	2.215			3,117,630.00	1.02%	4.88%	
UBS Aust 5 12 May 2028 Fixed	S&P A+	AU3CB0299378	3,000,000.00	1.00000000	3,000,000.00	102.440	0.258			3,080,940.00	1.01%	5.01%	
			31,840,000.00		31,840,000.00					32,445,060.40	10.63%		3.94%
Floating Rate Note													
Auswide 1.5 17 Mar 2026 FRN	Moody's Baa2	AU3FN0076352	2,000,000.00	1.00000000	2,000,000.00	100.456	1.154			2,032,200.00	0.67%	5.60%	
BAL 1.55 22 Feb 2027 FRN	S&P BBB+	AU3FN0075461	4,000,000.00	1.00000000	4,000,000.00	100.560	0.130			4,027,600.00	1.32%	5.25%	
BAL 1.7 21 Feb 2028 FRN	S&P BBB+	AU3FN0085031	11,500,000.00	1.00000000	11,500,000.00	100.927	0.149			11,623,740.00	3.81%	5.39%	
BOQ 0.8 27 Oct 2026 FRN	S&P A-	AU3FN0063764	5,000,000.00	1.00000000	5,000,000.00	100.238	0.425			5,033,150.00	1.65%	4.69%	
BOQ 1.35 27 Jan 2027 FRN	S&P A-	AU3FN0074662	3,000,000.00	1.00000000	3,000,000.00	101.091	0.474			3,046,950.00	1.00%	5.21%	
BOQ 1.28 30 Apr 2029 FRN	S&P A-	AU3FN0087201	3,000,000.00	1.00000000	3,000,000.00	101.016	0.438			3,043,620.00	1.00%	5.10%	



Fixed Interest Security	Security Rating	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Unit Price Notional	Unit Count	Market Value	% Total Value	Running Yield	Weighted Running Yield
BENAU 1.35 27 Jan 2027 FRN	S&P A-	AU3FN0074563	5,000,000.00	1.00000000	5,000,000.00	101.107	0.474			5,079,050.00	1.66%	5.23%	
BENAU 0.96 24 Oct 2028 FRN	Fitch A-	AU3FN0092821	2,000,000.00	1.00000000	2,000,000.00	100.367	0.495			2,017,240.00	0.66%	4.86%	
CBA 1.15 13 Jan 2028 FRN	S&P AA-	AU3FN0074514	3,500,000.00	1.00000000	3,500,000.00	101.334	0.669			3,570,105.00	1.17%	5.20%	
CBA 0.95 17 Aug 2028 FRN	Moodys Aa3	AU3FN0080396	3,750,000.00	1.00000000	3,750,000.00	100.870	0.156			3,788,475.00	1.24%	4.76%	
RABOCOOP 1.15 21 Nov 2028 FRN	S&P A+	AU3FN0083119	3,750,000.00	1.00000000	3,750,000.00	101.188	0.134			3,799,575.00	1.25%	4.88%	
CUA 1.03 01 Nov 2027 FRN	Moodys Baa1	AU3FN0093076	3,000,000.00	1.00000000	3,000,000.00	100.225	0.404			3,018,870.00	0.99%	4.94%	
PCCU 1.6 08 Feb 2027 FRN	Moodys Baa1	AU3FN0084794	2,500,000.00	1.00000000	2,500,000.00	101.195	0.342			2,538,425.00	0.83%	5.37%	
HSBCSyd 1.1 25 Aug 2027 FRN	Moodys Aa3	AU3FN0071015	3,750,000.00	1.00000000	3,750,000.00	100.974	0.066			3,789,000.00	1.24%	4.81%	
HSBCSyd 1.05 03 Mar 2028 FRN	Moodys Aa3	AU3FN0075792	5,000,000.00	1.00000000	5,000,000.00	100.912	1.259			5,108,550.00	1.67%	5.16%	
ING 1.02 20 Aug 2029 FRN	S&P A	AU3FN0090288	5,000,000.00	1.00000000	5,000,000.00	100.625	0.145			5,038,500.00	1.65%	4.78%	
MACQ 0.48 09 Dec 2025 FRN	S&P A+	AU3FN0057709	2,000,000.00	1.00000000	2,000,000.00	100.054	1.031			2,021,700.00	0.66%	4.59%	
NAB 1.2 25 Nov 2027 FRN	S&P AA-	AU3FN0073896	4,400,000.00	1.00000000	4,400,000.00	101.385	0.067			4,463,888.00	1.46%	4.91%	
NAB 1 12 May 2028 FRN	S&P AA-	AU3FN0077830	6,300,000.00	1.00000000	6,300,000.00	100.952	0.250			6,375,726.00	2.09%	4.80%	
NPBS 1.85 14 Feb 2029 FRN	S&P BBB+	AU3FN0085023	4,000,000.00	1.00000000	4,000,000.00	102.207	0.263			4,098,800.00	1.34%	5.57%	
PCU 1.5 21 Nov 2025 FRN	S&P BBB	AU3FN0073581	3,000,000.00	1.00000000	3,000,000.00	100.284	0.143			3,012,810.00	0.99%	5.21%	
PCU 1.55 17 Nov 2026 FRN	S&P BBB+	AU3FN0083028	3,000,000.00	1.00000000	3,000,000.00	100.763	0.176			3,028,170.00	0.99%	5.32%	
PCU 1.15 08 Nov 2027 FRN	S&P BBB+	AU3FN0093423	2,000,000.00	1.00000000	2,000,000.00	100.058	0.313			2,007,420.00	0.66%	4.99%	
SunBank 0.93 22 Aug 2025 FRN	S&P A+	AU3FN0070892	2,200,000.00	1.00000000	2,200,000.00	100.127	0.115			2,205,324.00	0.72%	4.66%	
SunBank 0.48 15 Sep 2026 FRN	S&P AA-	AU3FN0062964	2,000,000.00	1.00000000	2,000,000.00	99.899	0.944			2,016,860.00	0.66%	4.59%	
SunBank 0.78 25 Jan 2027 FRN	S&P AA-	AU3FN0065694	5,000,000.00	1.00000000	5,000,000.00	100.385	0.423			5,040,400.00	1.65%	4.67%	
SunBank 1.25 14 Dec 2027 FRN	S&P A+	AU3FN0074241	2,850,000.00	1.00000000	2,850,000.00	101.385	1.146			2,922,133.50	0.96%	5.37%	
UBS Aust 1.55 12 May 2028 FRN	S&P A+	AU3FN0077970	5,000,000.00	1.00000000	5,000,000.00	102.082	0.279			5,118,050.00	1.68%	5.27%	
UBS Aust 1.45 24 Nov 2028 FRN	Moodys Aa3	AU3FN0083168	3,000,000.00	1.00000000	3,000,000.00	102.057	0.071			3,063,840.00	1.00%	5.11%	
			110,500,000.00		110,500,000.00					111,930,171.50	36.69%		5.05%
Term Deposit													
AMP 4.95 30 Jan 2026 365DAY TD	Moodys ST P-2		5,000,000.00	1.00000000	5,000,000.00	100.000	1.641			5,082,047.95	1.67%	4.95%	
B&E 5.3 18 Jul 2025 364DAY TD	Fitch ST F2		5,000,000.00	1.00000000	5,000,000.00	100.000	4.588			5,229,424.65	1.71%	5.30%	
BVIC 5.4 10 Jul 2025 365DAY TD	S&P ST A2		5,000,000.00	1.00000000	5,000,000.00	100.000	4.808			5,240,410.95	1.72%	5.40%	
BVIC 5.1 29 Jul 2025 246DAY TD	S&P ST A2		2,000,000.00	1.00000000	2,000,000.00	100.000	2.613			2,052,257.54	0.67%	5.10%	
CBA 4.96 19 Jun 2025 210DAY TD	S&P ST A1+		7,000,000.00	1.00000000	7,000,000.00	100.000	2.596			7,181,685.49	2.35%	4.96%	
DFB 5.05 18 Feb 2026 728DAY TD	S&P ST A2		5,000,000.00	1.00000000	5,000,000.00	100.000	6.434			5,321,678.10	1.74%	5.05%	
NAB 5.25 11 Jun 2025 364DAY TD	S&P ST A1+		2,000,000.00	1.00000000	2,000,000.00	100.000	5.077			2,101,547.94	0.69%	5.25%	
NAB 5.3 25 Jun 2025 364DAY TD	S&P ST A1+		6,000,000.00	1.00000000	6,000,000.00	100.000	4.922			6,295,347.96	2.06%	5.30%	
NAB 5.45 03 Jul 2025 365DAY TD	S&P ST A1+		10,000,000.00	1.00000000	10,000,000.00	100.000	4.957			10,495,726.00	3.44%	5.45%	
NAB 5 28 Aug 2025 365DAY TD	S&P ST A1+		3,000,000.00	1.00000000	3,000,000.00	100.000	3.781			3,113,424.66	1.02%	5.00%	
NAB 4.9 02 Oct 2025 365DAY TD	S&P ST A1+		3,000,000.00	1.00000000	3,000,000.00	100.000	3.235			3,097,060.26	1.02%	4.90%	



Fixed Interest Security	Security Rating	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Unit Price Notional	Unit Count	Market Value	% Total Value	Running Yield	Weighted Running Yield
NAB 5.05 07 Nov 2025 365DAY TD	S&P ST A1+		10,000.00	1.00000000	10,000.00	100.000	2.836			10,283.63	0.00%	5.05%	
RABO 4.78 03 Oct 2025 185DAY TD	S&P ST A1		5,000,000.00	1.00000000	5,000,000.00	100.000	0.786			5,039,287.65	1.65%	4.78%	
RABO 4.77 18 Feb 2026 365DAY TD	S&P ST A1		5,000,000.00	1.00000000	5,000,000.00	100.000	1.333			5,066,649.30	1.66%	4.77%	
RABO 4.25 30 Apr 2026 365DAY TD	S&P ST A1		5,000,000.00	1.00000000	5,000,000.00	100.000	0.361			5,018,047.95	1.64%	4.25%	
Westpac 5.1 13 Nov 2025 365DAY TD	S&P ST A1+		5,000,000.00	1.00000000	5,000,000.00	100.000	2.781			5,139,027.40	1.68%	5.10%	
Westpac 4.49 07 Sep 2026 732DAY TD	S&P AA-		10,000,000.00	1.00000000	10,000,000.00	100.000	1.070			10,107,021.90	3.31%	4.49%	
			83,010,000.00		83,010,000.00					85,590,929.33	28.05%		4.99%
Unit Trust													
NSWTC Long Term Growth Fund UT	S&P AA+		20,872,763.12		20,872,763.12			1.1548	18,074,316.6698	20,872,763.12	6.84%		
NSWTC Medium Term Growth Fund UT	S&P AA+		13,032,971.66		13,032,971.66			1.0605	12,289,807.0312	13,032,971.66	4.27%		
			33,905,734.78		33,905,734.78					33,905,734.78	11.11%		
Portfolio Total			303,963,922.19		303,963,922.19					308,767,323.42	100.00%		4.74%
Note: For holdings in unit funds and similar securities, the face value (original and current) columns will display market values.													



3. Portfolio Compliance As At 31 May 2025

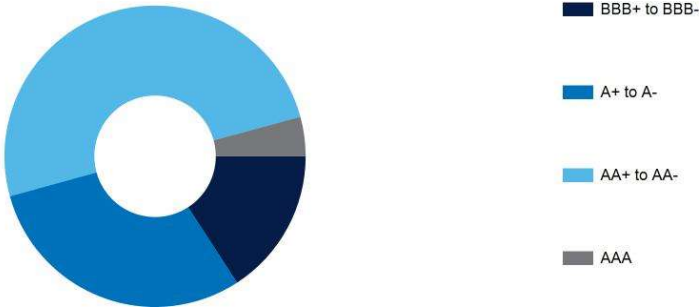
Short Term Issuer/Security Rating Group	Market Value	% Total Value
A2	26,587,820.48	8.61%
A1	15,123,984.90	4.90%
A1+	37,434,103.34	12.12%
Portfolio Total	79,145,908.72	25.63%

Market Value by Security Rating Group (Short Term)



Long Term Issuer/Security Rating Group	Market Value	% Total Value
BBB+ to BBB-	36,355,787.84	11.77%
A+ to A-	68,635,713.42	22.23%
AA+ to AA-	114,942,673.44	37.23%
AAA	9,687,240.00	3.14%
Portfolio Total	229,621,414.70	74.37%

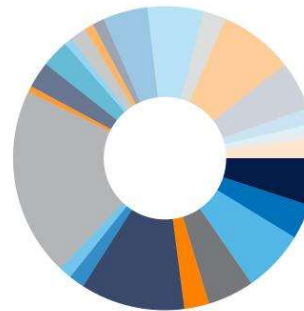
Market Value by Security Rating Group (Long Term)





Issuer	Market Value	% Total Value
AMP Bank Ltd	6,057,493.33	1.96%
ANZ Banking Group Ltd	3,116,580.00	1.01%
Auswide Bank Limited	2,032,200.00	0.66%
B&E Ltd (T/as Bank of us)	5,229,424.65	1.69%
Bank Australia Limited	15,651,340.00	5.07%
Bank of Queensland Ltd	24,271,730.40	7.86%
BankVic	7,292,668.49	2.36%
Bendigo & Adelaide Bank Ltd	18,266,700.52	5.92%
Commonwealth Bank of Australia Ltd	14,540,265.49	4.71%
Cooperative Rabobank U.A Australia Branch	3,799,575.00	1.23%
Credit Union Australia Ltd t/as Great Southern Bank	3,018,870.00	0.98%
Defence Bank Ltd	5,321,678.10	1.72%
Heritage and People's Choice Limited t/as People's Choice Credit Union	2,538,425.00	0.82%
HSBC Sydney Branch	8,897,550.00	2.88%
ING Bank Australia Limited	8,590,020.00	2.78%
Macquarie Bank Ltd	2,021,700.00	0.65%
National Australia Bank Ltd	65,055,371.10	21.07%
Newcastle Greater Mutual Group Ltd	4,098,800.00	1.33%
Northern Territory Treasury Corporation	5,052,750.00	1.64%
NSW Treasury Corporation	33,905,734.78	10.98%
Police Bank Ltd	8,048,400.00	2.61%
Rabobank Australia Ltd	15,123,984.90	4.90%
Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	20,231,497.50	6.55%
UBS Australia Ltd	11,262,830.00	3.65%
Westpac Banking Corporation Ltd	15,341,734.16	4.97%
Portfolio Total	308,767,323.42	100.00%

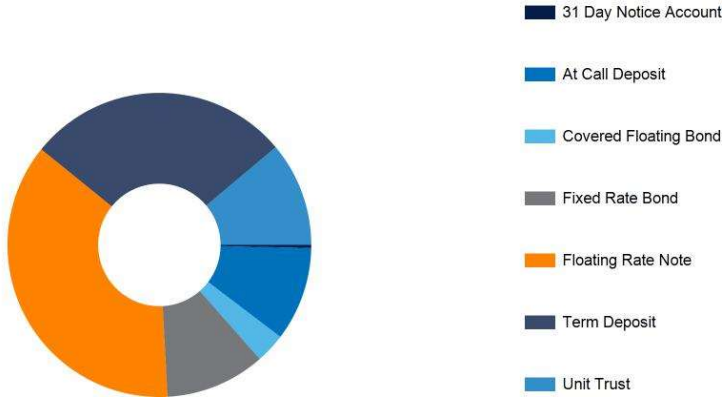
Market Value by Issuer





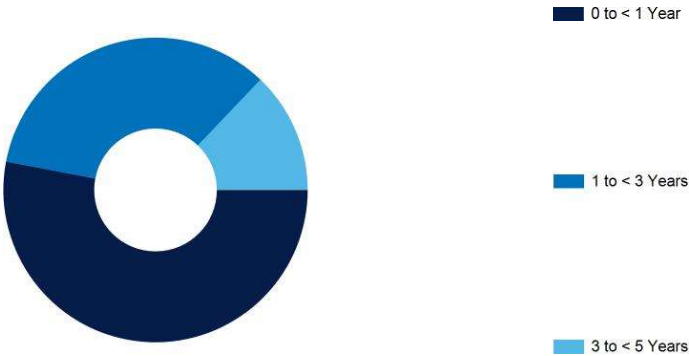
Security Type	Market Value	% Total Value
31 Day Notice Account	975,390.56	0.32%
At Call Deposit	34,232,796.85	11.09%
Covered Floating Bond	9,687,240.00	3.18%
Fixed Rate Bond	32,445,060.40	10.51%
Floating Rate Note	111,930,171.50	36.25%
Term Deposit	85,590,929.33	27.72%
Unit Trust	33,905,734.78	10.98%
Portfolio Total	308,767,323.42	100.00%

Market Value by Security Type





Market Value by Term Remaining



Investment Policy Compliance	
Legislative Requirements	Fully compliant
Issuer	Fully compliant (32 limits)
Security Rating Group	Fully compliant (8 limits)
Term Group	Fully compliant (1 limits)





4. Portfolio Statistics For Period Ending 31 May 2025

Trading Book	1 Month	3 Month	12 Month	Since Inception
Queanbeyan-Palerang Regional Council				
Portfolio Return (1)	0.72%	1.20%	5.65%	3.12%
Performance Index (2)	0.34%	1.05%	4.42%	2.05%
Excess Performance (3)	0.38%	0.15%	1.23%	1.07%

- Notes
- 1 Portfolio performance is the rate of return of the portfolio over the specified period
  - 2 The Performance Index is the Bloomberg AusBond Bank Bill Index (Bloomberg Page BAUBIL)
  - 3 Excess performance is the rate of return of the portfolio in excess of the Performance Index

Trading Book	Weighted Average Running Yield
Queanbeyan-Palerang Regional Council	4.74



## 5. Portfolio Fossil Fuel Summary For Period Ending 31 May 2025

### Portfolio Summaries As At 31 May 2025

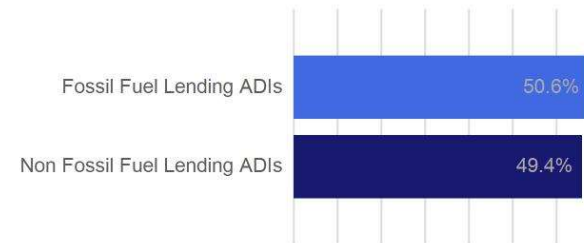
#### Portfolio Summary by Fossil Fuel Lending ADIs

ADI Lending Status	% Total	Current Period	% Total	Prior Period
<b>Fossil Fuel Lending ADIs</b>				
ANZ Banking Group Ltd	1.1%	3,000,000.00	1.1%	3,000,000.00
Bank of Queensland Ltd	4.8%	13,000,000.00	3.0%	8,000,000.00
Commonwealth Bank of Australia Ltd	5.3%	14,250,000.00	5.3%	14,250,000.00
HSBC Sydney Branch	3.2%	8,750,000.00	3.2%	8,750,000.00
ING Bank Australia Limited	3.2%	8,500,000.00	3.1%	8,500,000.00
Macquarie Bank Ltd	0.7%	2,000,000.00	0.7%	2,000,000.00
National Australia Bank Ltd	24.1%	65,055,371.10	22.2%	60,124,960.46
Rabobank Australia Ltd	5.6%	15,000,000.00	5.5%	15,000,000.00
Westpac Banking Corporation Ltd	3.7%	10,128,782.30	3.7%	10,128,782.30
	50.6%	139,684,153.40	47.8%	129,753,742.76

#### Non Fossil Fuel Lending ADIs

AMP Bank Ltd	2.2%	6,049,855.61	2.2%	5,967,807.66
Auswide Bank Limited	0.7%	2,000,000.00	0.7%	2,000,000.00
B&E Ltd (T/as Bank of us)	1.9%	5,000,000.00	1.8%	5,000,000.00
Bank Australia Limited	5.7%	15,500,000.00	5.7%	15,500,000.00
Bank of Queensland Ltd	4.0%	10,840,000.00	4.0%	10,840,000.00
BankVic	2.6%	7,000,000.00	2.6%	7,000,000.00
Bendigo & Adelaide Bank Ltd	6.2%	16,684,178.40	6.7%	18,034,690.52
Cooperative Rabobank U.A Australia Branch	1.4%	3,750,000.00	1.4%	3,750,000.00
Credit Union Australia Ltd t/as Great Southern Bank	1.1%	3,000,000.00	1.1%	3,000,000.00
Defence Bank Ltd	1.9%	5,000,000.00	1.8%	5,000,000.00
Heritage and People's Choice Limited t/as People's Choice Credit Union	0.9%	2,500,000.00	0.9%	2,500,000.00
MyState Bank Ltd	0.0%	0.00	3.7%	10,000,000.00
Newcastle Greater Mutual Group Ltd	1.5%	4,000,000.00	1.5%	4,000,000.00
Northern Territory Treasury Corporation	1.9%	5,000,000.00	1.8%	5,000,000.00
Police Bank Ltd	3.0%	8,000,000.00	3.0%	8,000,000.00
Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	7.5%	20,050,000.00	7.4%	20,050,000.00

#### Fossil Fuel vs Non Fossil Fuel Lending ADI





Portfolio Summary by Fossil Fuel Lending ADIs

ADI Lending Status	% Total	Current Period	% Total	Prior Period
UBS Australia Ltd	4.1%	11,000,000.00	4.1%	11,000,000.00
Westpac Banking Corporation Ltd	1.9%	5,000,000.00	1.8%	5,000,000.00
	49.4%	130,374,034.01	52.2%	141,642,498.18
Total Portfolio		270,058,187.41		271,396,240.94

All amounts shown in the table and charts are Current Face Values for fixed interest holdings and Market Values for unit trust holdings (if included).  
The above percentages are relative to the portfolio total and may be affected by rounding.  
A fossil fuel lending ADI appearing in the non-fossil fuel related table will indicate that the portfolio contains a "green bond" issued by that ADI.

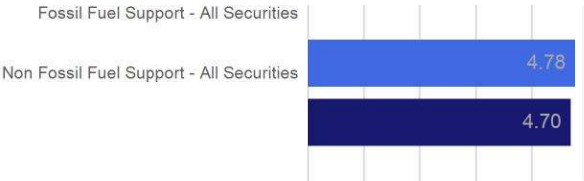




Running Yields by Fossil Fuel and Ethical Ratings As At 31 May 2025

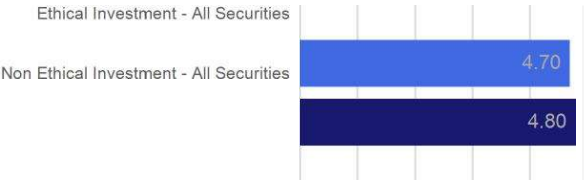
Trading Book	Weighted Average Running Yield
Queanbeyan-Palerang Regional Council	4.74
Fossil Fuel Support - Simple Interest Only	4.91
Non Fossil Fuel Support - Simple Interest Only	5.16
Fossil Fuel Support - All Securities	4.78
Non Fossil Fuel Support - All Securities	4.70
Note: If unit trust holdings are included in the report and multiple trading books hold the same unit trust security, reported IRRs can be misleading.	

Fossil Fuel vs  
Non Fossil Fuel  
Running Total



Trading Book	Weighted Average Running Yield
Queanbeyan-Palerang Regional Council	4.74
Ethical Investment - Simple Interest Only	5.05
Non Ethical Investment - Simple Interest Only	4.94
Ethical Investment - All Securities	4.70
Non Ethical Investment - All Securities	4.80
Note: If unit trust holdings are included in the report and multiple trading books hold the same unit trust security, reported IRRs can be misleading.	

Ethical vs Non  
Ethical Running  
Total





Report Code: TBSBP180EXT-00.16  
Report Description: Portfolio Fossil Fuel Summary Report  
Parameters:  
As At Date: 31 May 2025  
Prior As At Date: 30 Apr 2025  
Trading Entity: Queanbeyan-Palerang Regional Council  
Trading Book: Queanbeyan-Palerang Regional Council  
Settlement Date Base  
FI Holdings Only  
Print Time: 10:37:27 AM



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Report Code: TEPACK080EXT-00.12  
Report Description: Investment Report Pack 080  
Parameters:  
Trading Entity: Queanbeyan-Palerang Regional Council  
Trading Book: Queanbeyan-Palerang Regional Council  
Settlement Date Basis  
Period End Date: 31 May 2025  
Financial Year Start Date: 1 Jul 2024  
Financial Year End Date: 30 Jun 2025  
History Start Date: 1 Jan 2000  
Exclude Cash  
Exclude Unallocated Cash  
Exclude Negative Unit Holdings  
Trading Limit Parameters:  
Use Face Value  
Use Security Rating Group  
Eliminate Issuer Parent Child Effect? No  
Trading Entity Limits Only? No

LAMINAR CAPITAL PTY LTD  
ACN 134 784 740  
[WWW.LAMINARCAPITAL.COM.AU](http://WWW.LAMINARCAPITAL.COM.AU)  
MELBOURNE OFFICE: LEVEL 5 RIALTO NORTH, 525 COLLINS STREET, MELBOURNE, VIC 3000 T 61 3 9001 6990 F 61 3 9001 6933  
SYDNEY OFFICE: LEVEL 18 ANGEL PLACE, 123 PITT STREET, SYDNEY NSW, 2000 T 61 2 8094 1230  
BRISBANE OFFICE: LEVEL 15 CENTRAL PLAZA 1, 345 QUEEN STREET, BRISBANE QLD, 4000 T 61 7 3123 5370