



# **Ordinary Meeting of Council**

## **AGENDA**

**25 June 2025**

**Commencing at 5.30pm**

**WB Freebody Chambers  
Nellie Hamilton Centre  
257 Crawford Street, Queanbeyan**

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

### **Statement of Ethical Obligations**

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

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

**On-site Inspections - Nil**

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*Item 16.1 is confidential in accordance with s10(A) (d)(i) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

**17 CONCLUSION OF THE MEETING**

## **LIST OF ATTACHMENTS**

### **Open Attachments**

- Item 9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Envirova (Formerly known as 137 Envirova Drive Envirova)
- Attachment 1 S4.15 Assessment Report - DA.2024.0416 - 1 & 5 Marland Court, Envirova (Under Separate Cover)*
- Attachment 2 Draft Conditions of Consent - DA.2024.0416 - 1 & 5 Marland Court, Envirova (Under Separate Cover)*
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- Attachment 5 Applicant's Letter - Supporting Documents - DA.2024.0416 - 1 & 5 Marland Court Envirova (Under Separate Cover)*
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- Attachment 1 Assessment Report - S4.15 - DA.2023.0609 - 191 Googong Road Googong (Under Separate Cover)*
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- Attachment 6 Draft Conditions of Consent - DA.2025.0014 - 24 Gibraltar Street, Bungendore (Under Separate Cover)*
- Item 9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption
- Attachment 1 Post Exhibition Community Engagement Report - Integrated Plans 2025/26 Review (Under Separate Cover)*
- Item 9.5 Palerang Communities Integrated Water Cycle Management (IWCM) Issues Paper 2025
- Attachment 1 Palerang Communities Integrated Water Cycle Management Plan - Issues Paper 2025 (Under Separate Cover)*
- Attachment 2 Regulatory and Assurance Framework for Local Water Utilities (Under Separate Cover)*
- Attachment 3 IWCM Councillor Briefing - June 2025 (Under Separate Cover)*

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- 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 (Under Separate Cover)*
- Item 9.8 Post-Exhibition Report - Council-Related Development Application Conflict of Interest Policy  
*Attachment 1 Council-Related Development Application Conflict of Interest Policy (Under Separate Cover)*
- Item 9.9 Policy Review  
*Attachment 1 Environmental Controls on Construction Sites Policy (Under Separate Cover)*  
*Attachment 2 On-Site Sewerage Management Policy (Under Separate Cover)*  
*Attachment 3 Footpath Management Policy (Under Separate Cover)*  
*Attachment 4 Unsealed Road Grading Policy (Under Separate Cover)*  
*Attachment 5 Friendship and Sister City Policy (Under Separate Cover)*  
*Attachment 6 Street Banners and Sails Policy (Under Separate Cover)*
- Item 9.10 Investment Report - May 2025  
*Attachment 1 Investment Report - May 2025 (Under Separate Cover)*
- Item 10.2 Notice to Amend Voluntary Management Plan for the Bungendore Rail Corridor and Station (Managed by Transport for NSW)  
*Attachment 1 Amended Voluntary Management Plan for Bungendore Rail Corridor and Station (Under Separate Cover)*
- Item 11.1 QPRC Access Committee Minutes - 14 May 2025  
*Attachment 1 QPRC Access Committee Minutes 14 May 2025 (Under Separate Cover)*
- Item 11.2 BTCEC Minutes - 26 May 2025  
*Attachment 1 BTCEC Minutes - 26 May 2025 (Under Separate Cover)*

**Closed Attachments**

- Item 9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Environa (Formerly known as 137 Environa Drive Environa)  
*Attachment 4 Council's Legal Advice - DA.2024.0416 - 1 & 5 Marland Court, Environa (Under Separate Cover)*
- Item 16.1 Procurement 2025-22: Provision of Books and Non-Books for Queanbeyan-Palerang Libraries  
*Attachment 1 2025-22 Books and Non-Books Evaluation Report (Under Separate Cover)*



Minutes of the Ordinary Meeting of the Queanbeyan-Palerang Regional Council held via Zoom and at the National Theatre, 100 Wallace Street, Braidwood on Wednesday, 11 June 2025 commencing at 5.30pm.

## ATTENDANCE

**Councillors:** Cr Winchester (Chairperson)  
Cr Broadbent  
Cr Livermore (from 5.39pm)  
Cr Macdonald  
Cr Taskovski  
Cr Waterhouse  
Cr Willis  
Cr Wilson

**Staff:** R Ryan, General Manager  
M Duff, Director Infrastructure Services  
J Richards, Director Community, Arts and Recreation  
K Monaghan, Director Corporate Services  
R Ormella, Director Development and Environment

**Also Present:** L Ison (Minute Secretary)

### 1. OPENING

The meeting commenced at 5.30pm.

### 2. ACKNOWLEDGEMENT OF COUNTRY

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

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

853/25

#### **RESOLVED (Winchester/Broadbent)**

That the apologies for non-attendance from Crs Grundy, Preston and Schweikert be received and that leave of absence be granted.

The resolution was carried unanimously.

- 854/25                      **3.1      Application for Leave of Absence - Cr Katrina Willis**  
**RESOLVED (Winchester/Macdonald)**  
That Council approve the Leave of Absence application submitted by Councillor Katrina Willis for the 9 July 2025 Council meeting.

The resolution was carried unanimously.

#### **4.      CONFIRMATION OF MINUTES**

- 855/25                      **4.1      Minutes of the Ordinary Meeting of Council held on 28 May 2025**  
**RESOLVED (Winchester/Taskovski)**  
That the Minutes of the Ordinary Meeting of Council held in the WB Freebody Chambers, Nellie Hamilton Centre, on Wednesday 28 May 2025 be confirmed.

The resolution was carried unanimously.

#### **5.      DISCLOSURES OF INTERESTS**

- 856/25                      **RESOLVED (Winchester/Macdonald)**  
That Councillors and staff now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

The resolution was carried unanimously.

There were no disclosures.

#### **6.      ADJOURNMENT FOR PUBLIC FORUM**

At this stage of the proceedings, the time being 5.33pm, Cr Winchester advised that the meeting should now adjourn for the Public Forum.

- 857/25                      **RESOLVED (Winchester/Broadbent)**

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

**ADJOURNMENT:**                      The meeting adjourned for the Public Forum at 5.33pm and resumed at 5.37pm.

#### **7.      MAYORAL MINUTE**

There was no Mayoral Minute.

#### **8.      NOTICES OF MOTIONS OF RESCISSION**

There were no Notices of Motions of Rescission.

**9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION****9.1 Proposal to Purchase Part of Council Operational Land at 16 Morisset Street, Queanbeyan****MOVED (Wilson/Taskovski)**

That Council:

1. Enter into a Memorandum of Understanding with Sindhiz Property Group, to transfer part of QPRC land at 15A Morisset Street carpark to Sindhiz Property Group.
2. Agree to the sale of Lot 12 DP 715626 to Sindhiz Property Group as per the MOU plus costs for: sale, registration of easement and boundary adjustment, and authorise the General Manager to execute the Sale Contract once pre-conditions for the sale are met and survey completed.

Cr Livermore joined the meeting at 5.39pm.

Cr Willis foreshadowed a contrary motion:

That Council:

1. Decline to enter into a Memorandum of Understanding with Sindhiz Property Group, to transfer part of QPRC land at 15A Morisset Street carpark to Sindhiz Property Group.
2. Develop a policy on the purchase and sale of Council land, including unsolicited approaches, to ensure transparency in Council's land dealings.

The motion of (Crs Wilson and Taskovski) was brought forward.

858/25

**RESOLVED (Wilson/Taskovski)**

That Council:

1. Enter into a Memorandum of Understanding with Sindhiz Property Group, to transfer part of QPRC land at 15A Morisset Street carpark to Sindhiz Property Group.
2. Agree to the sale of Lot 12 DP 715626 to Sindhiz Property Group as per the MOU plus costs for: sale, registration of easement and boundary adjustment, and authorise the General Manager to execute the Sale Contract once pre-conditions for the sale are met and survey completed.

The resolution was carried.

For: Crs Broadbent, Macdonald, Taskovski, Wilson and Winchester

Against: Crs Livermore, Waterhouse and Willis



**9.2 Palerang Communities Integrated Water Cycle Management (IWCM) Issues Paper 2025****MOVED (Wilson/Macdonald)**

That Council:

1. Endorse the draft Palerang Communities Integrated Water Cycle Management Issues Paper 2025 for public exhibition for a period of 28 days.
2. Receive a future report on the results of any community feedback.

**AMENDMENT (Willis/Waterhouse)**

That Council defer consideration of the draft Palerang Communities Integrated Water Cycle Management Issues Paper 2025 to enable a Councillor workshop.

The amendment (of Crs Willis and Waterhouse) was put and carried unanimously, and became the motion.

859/25

**RESOLVED (Willis/Waterhouse)**

That Council defer consideration of the draft Palerang Communities Integrated Water Cycle Management Issues Paper 2025 to enable a Councillor workshop.

The resolution was carried unanimously.

**9.3 Council Funding of Syringe Disposal Service - Queanbeyan Pharmacy****MOVED (Willis/Macdonald)**

That in accordance with the terms and conditions of the Service Agreement, Council provide 30 days written notice to the Queanbeyan Pharmacy that the funding of the needle and syringe disposal service will be discontinued.

**AMENDMENT (Wilson/Taskovski)**

That consideration of this matter be deferred following a Councillor workshop.

The amendment (of Crs Wilson and Taskovski) was put.

For: Crs Livermore, Taskovski, Waterhouse, Wilson and Winchester

Against: Crs Broadbent, Macdonald and Willis

The amendment was carried and became the motion.

860/25

**RESOLVED (Wilson/Taskovski)**

That consideration of this matter be deferred following a Councillor workshop.

The resolution was carried.

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

#### 9.4 Councillor Remuneration

861/25

##### **RESOLVED (Winchester/Macdonald)**

That Council:

1. Apply a zero percent increase to the annual Councillors and Mayoral Fee, effective from 1 July 2025, for year 2025/26.
2. Continue to allocate 10% of the Mayoral Fee to the Deputy Mayor's Councillor Fee in recognition of the additional duties for this role in supporting the Mayor.

The resolution was carried.

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

#### 9.5 Inclusion of Additional Members to QPRC Access Committee

862/25

##### **RESOLVED (Macdonald/Waterhouse)**

That Council accept the proposed membership changes for the QPRC Access Committee to include one replacement member from each and one new member from Tirriwirri School.

The resolution was carried unanimously.

#### 9.6 QPRC First Nations Network

##### **MOVED (Livermore/Waterhouse)**

That Council endorse the proposed model of engagement and Terms of Reference for the QPRC First Nations Network.

##### **AMENDMENT (Willis/Broadbent)**

That Council endorse the proposed model of engagement and Terms of Reference for the QPRC First Nations Network, with the following addition to the Terms of Reference:

1. The operation of the First Nations Network will be reviewed after 12 months.
2. A report of the review, including any recommendations for adjustments to the Network's arrangements, will be provided to Council.

The amendment (of Crs Willis and Broadbent) was put.

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

The amendment was carried and became the motion.

863/25

**RESOLVED (Willis/Broadbent)**

That Council endorse the proposed model of engagement and Terms of Reference for the QPRC First Nations Network, with the following addition to the Terms of Reference:

1. The operation of the First Nations Network will be reviewed after 12 months.
2. A report of the review, including any recommendations for adjustments to the Network's arrangements, will be provided to Council.

The resolution was carried.

For: Crs Broadbent, Macdonald, Taskovski, Waterhouse and Willis

Against: Crs Livermore, Wilson and Winchester

**9.7 Post-Exhibition Policy Report****MOVED (Macdonald/Winchester)**

That:

1. Council proceed to adopt the following policies:
  - Public Art Policy
  - Bin Inspection and Contamination Policy
  - Managing Unreasonable Conduct towards QPRC and its Employees Policy
  - Liquid Trade Waste Policy
  - Library Collections Policy
2. A post exhibition report for the Council-Related Development Application Conflict of Interest Policy be presented to the 25 June 2025 Council Meeting as a result of a submission being received.

**AMENDMENT (Willis/Winchester)**

That Council:

1. Proceed to adopt the following policies as amended:
  - a. Public Art Policy
  - b. Bin Inspection and Contamination Policy
  - c. Managing Unreasonable Conduct towards QPRC and its Employees Policy
  - d. Liquid Trade Waste Policy
  - e. Library Collections Policy
2. Defer consideration of the Council-Related Development Application Conflict of Interest Policy.
3. Amend Clause 5 of the Guidelines for when Development Applications are referred to Council to read as follows:

*Where the application relates to a Heritage Item or a property in the Heritage Conservation Area and the Heritage Advisor or QPRC Heritage Advisory Committee is not supportive.*

4. Re-exhibit the Guideline for 28 days. If no submissions are received, adopt the Guidelines as amended at Paragraph 3 above.

The amendment (of Crs Willis and Winchester) was put.

For: Cr Willis

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

The amendment was lost. The motion (of Crs Macdonald and Winchester) was brought forward in an amended form and put.

864/25

**RESOLVED (Macdonald/Winchester)**

That:

1. Council proceed to adopt the following policies:
  - Public Art Policy
  - Bin Inspection and Contamination Policy
  - Managing Unreasonable Conduct towards QPRC and its Employees Policy
  - Liquid Trade Waste Policy
  - Library Collections Policy
2. A post exhibition report for the Council-Related Development Application Conflict of Interest Policy be presented to the 25 June 2025 Council Meeting as a result of a submission being received.
3. Council defer consideration of the Guidelines for Referral of Development Applications to Council Policy to a workshop.

The resolution was carried unanimously.

**9.8 Policy Review**

865/25

**RESOLVED (Macdonald/Waterhouse)**

That Council:

1. Endorse the following QPRC Strategic Policies and place on exhibition for 28 days:
  - Sustainable Design of Council Buildings Policy
  - Tourism Policy
  - Health, Safety, Environment and Quality (HSEQ) Management Systems Policy
  - Open Burning Policy
  - Operations Sustainability Policy
  - Parking and Enforcement Priority Policy
2. If no submissions are received, the policies be adopted.

The resolution was carried unanimously.

**10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**

- 866/25      **10.1 Braidwood Stormwater Program Update**  
**RESOLVED (Waterhouse/Macdonald)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 867/25      **10.2 Queanbeyan Sewage Treatment Plant Regional Solution ICON Water**  
**RESOLVED (Winchester/Wilson)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 868/25      **10.3 Advocacy for Regional Digital Connectivity Program - Wamboin, Sutton and Bywong**  
**RESOLVED (Macdonald/Broadbent)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 869/25      **10.4 Resolution Action Sheet**  
**RESOLVED (Broadbent/Wilson)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 870/25      **10.5 Councillor Workshops**  
**RESOLVED (Winchester/Broadbent)**  
That the report be received for information.  
  
The resolution was carried unanimously.

**11. REPORTS OF COMMITTEES**

- 871/25      **11.1 Braidwood Floodplain Risk Management Committee Minutes - 29 April 2025**  
**RESOLVED (Waterhouse/Willis)**  
That Council note the minutes of the Braidwood Floodplain Risk Management Committee held on 29 April 2025.  
  
The resolution was carried unanimously.

**12. NOTICES OF MOTIONS****12.1 Notice of Motion - Election Signage**

872/25

**RESOLVED (Macdonald/Broadbent)**

That Council holds a workshop to develop an election advertising policy which establishes guidelines for candidates, political parties and residents regarding the use of electoral advertising including, but not limited to, the placement and permissible period of election signage and enforcement mechanisms.

The resolution was carried.

For: Crs Broadbent, Livermore, Macdonald, Waterhouse, Willis and Winchester

Against: Crs Taskovski and Wilson

**13. REPORTS TO COUNCIL - DELEGATES REPORTS****13.1 Delegate Report - South East Australian Transport Strategy (SEATS) Meeting - 15 May 2025**

873/25

**RESOLVED (Winchester/Broadbent)**

That the report be received for information.

The resolution was carried unanimously.

**14. QUESTIONS WITH NOTICE****14.1 Questions With Notice - Textile Recycling Trial**

874/25

**RESOLVED (Willis/Waterhouse)**

That the report be received for information.

The resolution was carried unanimously.

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

There were no matters for Closed Session.

**16. CONCLUSION OF THE MEETING**

The time being 6.56pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER**  
**MAYOR**  
**CHAIRPERSON**

**ITEM 5     DECLARATION OF CONFLICTS/PECUNIARY INTERESTS**

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

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

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

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

**Recommendation**

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

**APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS**

**3.1 Application for Leave of Absence - Cr Mareeta Grundy (Author: Ryan/Ryan)**

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File Reference: 52.7.1 / 25 June 2025 motions

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**Recommendation**

**That Council approve the Leave of Absence application submitted by Councillor Mareeta Grundy for the 9 July 2025 Council meeting.**

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**Summary**

Councillor Grundy will be an apology for the 9 July 2025 Council meeting and has submitted an application to Council for this Leave of Absence.

**Report**

Councillor Grundy will be away for the 9 July 2025 Council meeting and has submitted an application to Council for this Leave of Absence.

**Risk/Policy/Legislation Considerations**

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

**Financial, Budget and Resource Implications**

Nil

**Attachments**

Nil



## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Envirova (Formerly known as 137 Envirova Drive Envirova) (Author: Ormella/Kunang)**

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File Reference: DA.2024.0416

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**Recommendation**

**That development application DA.2024.0416 for the light industry and construction of a warehouse or distribution centre with ancillary office on Lots 101 & 102 DP 1296716 (formally known as Lot 3 DP 1282459), No. 1 & 5 Marland Court Envirova (Formerly known as 137 Envirova Drive Envirova) be granted conditional consent.**

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**Summary*****Reason for Referral to Council***

At Council's meeting of 9 April 2025, DA.2024.0416 was deferred for the following reasons:

*Council defer consideration of development application DA.2024.0416 for construction of a warehouse with office – 1 & 5 Marland Court, Envirova (formally known as 137 Envirova Drive) to seek clarification on the classification of the proposed development.*

Proposal:	Light industry and construction of a warehouse or distribution centre with ancillary office
Applicant/Owner:	Akura Pty Ltd / MS Stage 2 Pty Limited
Subject Property:	Lots 101 and 102 DP 1296716 (formally known as Lot 3 DP 1282459), No. 1 and 5 Marland Court ENVIRONA NSW (formerly known as 137 Envirova Drive ENVIRONA NSW)
Zoning and Permissibility:	E3 – Productivity Support under Queanbeyan-Palerang Regional Local Environmental Plan 2022
Public Submissions:	Nil
Issues Discussed:	Planning Requirements <ul style="list-style-type: none"><li>• Characterisation of the proposed land use</li><li>• Permissibility in the zone</li></ul>
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

**Background**

The purpose of this addendum is to provide additional information relating to the reasons for deferral and clarification regarding characterisation of the proposed land use.

The development application was lodged with Council on 7 November 2024 for the construction of a warehouse with office for light industry purposes as stated in the submitted

**9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Envirova (Formerly known as 137 Envirova Drive Envirova) (Author: Ormella/Kunang) (Continued)**

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DA form. The submitted Statement of Environmental Effects (SEE) at page 5 also stated that the proposal is for:

*“The development is to construct a warehouse building with a GFA of 3143.69m<sup>2</sup>, consisting of a ground floor containing a warehouse, office and amenities, and a small mezzanine level to be used for storage. The development provides an at-grade parking area within the primary setback with a total of 31 parking spaces, including 1 disabled parking space, as well as at least 3 truck parking spaces provided inside the building. Vehicular access is to be provided via two new vehicular crossovers and driveways to a new access road from Envirova Drive, known as Road 03, which will be built as part of the previously approved subdivision development. The development also provides manoeuvring areas for trucks and commercial vehicles.*

*Approval is sought for the warehouse to be able to operate 24/7.”*

A Waste Management Plan (WMP) and Acoustic Report were submitted in support of the proposal. The WMP at page 3 contains the assumption that “[t]he operation of the warehouse area will generate metal and packaging waste that will be collected and stored within the building”. The Acoustic Report refers to a potential use of “warehousing and destruction of steel sheeting and other products” and refers to noise sources including “8 x corrugated metal rolling/cutting machines operating continuously” and “2 x metal polishers operating continuously” for the purposes of considering acoustic impacts.

The DA was assessed in accordance with Section 4.15(1) of the *Environmental Planning and Assessment Act 1979 (EPAA)*, as amended, and was characterised as a *light industry* and a *warehouse with office* under the Queanbeyan - Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022). However the “industrial activities” component as mentioned in the WMP and Acoustic Report above were not discussed further in the submitted SEE and other supporting documents to allow further explanation and characterisation of the proposed land use under the QPRLEP 2022. This led to deferral of the development application.

Given the cost of work exceeds the \$5 million threshold, the development application needs to be determined by Council.

**Clarification regarding zoning**

Clause 2.3 of the Queanbeyan Palerang Regional Local Environmental Plan 2022 identifies the site as being in the B7 Business Park zone (CA-Complex Area) at the time of lodgement. However, Note 2 to the Land Use Table applies stating;

*(Under the Standard Instrument (Local Environmental Plans) Order 2006, Schedule 1, clause 6(2), this Plan is, until 26 April 2025, taken to apply to land identified as “Land subject to South Jerrabomberra Regional Jobs Precinct Process” on the Land Zoning Map (the subject land) as if certain amendments to this Plan had not commenced on 26 April 2023. As a result, until 26 April 2025 and to the extent this Plan applies to the subject land, this Plan is taken to include the references to business and industrial zones that were in this Plan immediately before 26 April 2023.).*

On 16 December 2022 the *State Environmental Planning Policy Amendment (Land Use Zones) (No 6) 2022 (Land Uses SEPP No. 6)* introduced the ‘E employment zones’ and repealed the ‘B business zones’ in the Queanbeyan Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022).

**9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Envirova (Formerly known as 137 Envirova Drive Envirova) (Author: Ormella/Kunang) (Continued)**

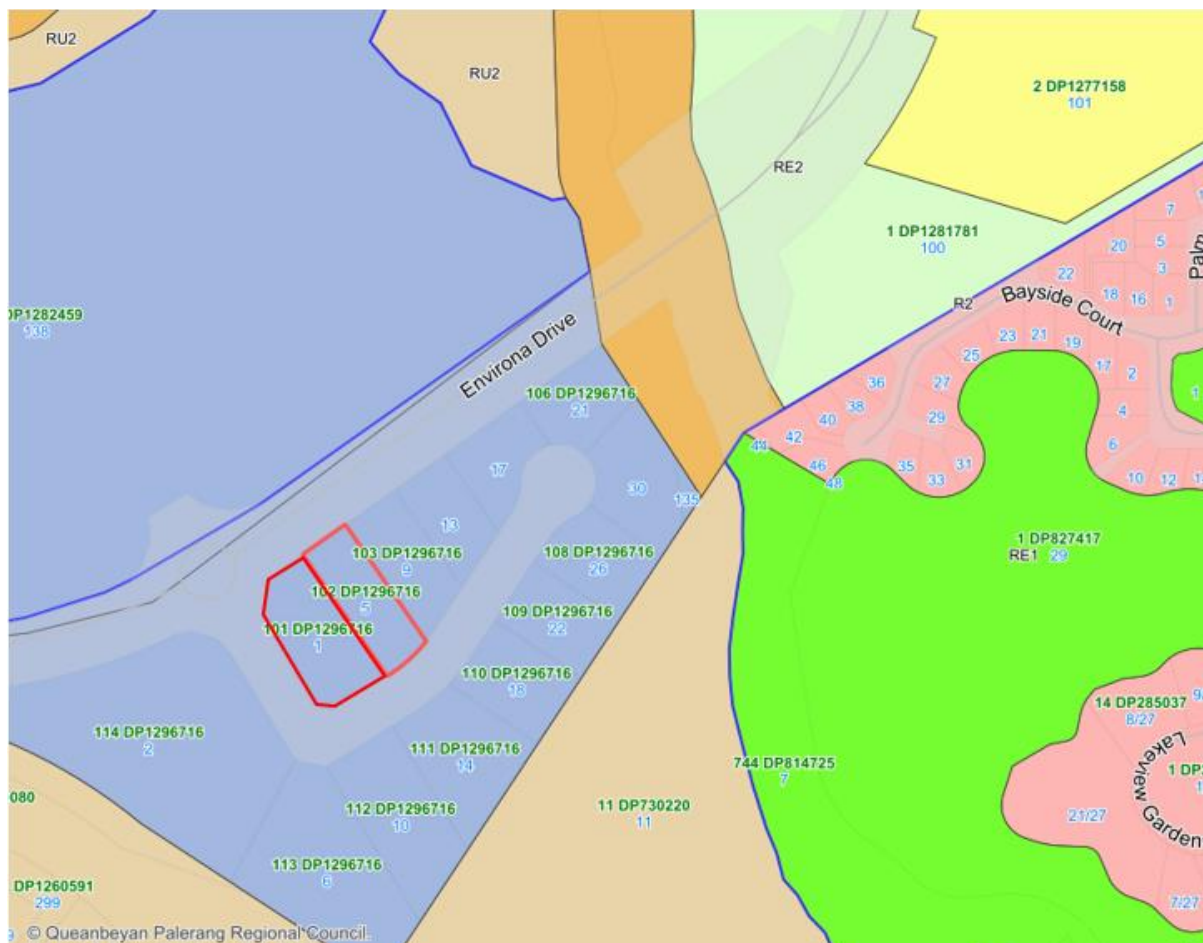
The effect is that the QPRLEP 2022 includes the site within the B7 Business Park zone under the Local Environmental Plans Order containing a savings provision which ceased to have effect on 26 April 2025.

When the subject DA was presented at the Council meeting on 9 April 2025, the proposal was addressed under the B7 zone and its objectives as shown in the S4.15 Table.

Please note this Addendum report including Council's legal advice refers to the current zoning, being E3- Productivity Support under the QPRLEP 2022.

**Report**

The DA was notified to adjoining properties and advertised on Council website in accordance with the Community Engagement and Participation Plan from 21/11/2024 to 10/12/2024 and no submissions were received during this period. The nearest residential lot at Bayside Court is located approximately 220m from the development site.

**Additional Information and Legal Advice Received**

Following the 9 April 2025 Council meeting, officers have met with the applicant to discuss the reason for deferral, and request additional information needed to address the issues raised. The applicant provided additional information giving further clarity to the proposals, including:

**9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Envirova (Formerly known as 137 Envirova Drive Envirova) (Author: Ormella/Kunang) (Continued)**

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- a. An Acoustical Report prepared by Koikas Acoustics Pty Ltd dated 6 June 2025 (Supplementary Acoustic Report); and
- b. A letter from Think Planners Pty Ltd dated 6 June 2025 (the TP Letter).

The Supplementary Acoustic Report relevantly:

- a. Described the potential use as “warehousing and roll forming of steel sheeting and other products”.
- b. Refers to noise sources including corrugated “3 x corrugated metal rolling machines operating continuously” and “2 x metal polishers operating continuously”.
- c. Has adjusted assumptions regarding the “night” scenario (in page 7 of the original report “night” scenario to be from 10pm - 7am, and page 7 of the Supplementary Acoustic Report which considers night to be from 6am - 7am), which is a different approach to the NSW EPA Noise Policy for industry but may be considered reasonable by Council given that the development is not operating for 24 hours.

The Supplementary Acoustic Report stated that potential noise impacts on surrounding residents and future industrial lots have been considered and that acceptable amenity is maintained. The Report concluded that:

- a. *Operational noise emissions have been calculated to comply with the project noise emission criteria, provided the recommendations below as outlined in Section 6.7 of the report are implemented.*
  - *All roller doors along the western façade can be left open during operating hours.*
  - *Roller doors along the southern façade must be closed between 6am and 7am (Mon to Fri) and again between 6pm and 10pm (Mon to Fri), except when being used for ingress and egress. These doors may need to be set on a sensor to automatically close when not in use during these identified hours. Outside of these nominated hours, roller doors may be open.*
  - *Trucks shall not be left idle in external areas of the premises.*
  - *The metal-clad walls on the south side of the warehouse should be constructed of one layer of sheet metal cladding with 80mm Anticon insulation (10.8 kg/m<sup>3</sup>)*
  - *The roof of the warehouse should be constructed of one layer of sheet metal cladding with 80mm Anticon insulation (10.8 kg/m<sup>3</sup>).*
  - *Alternate wall and roof construction may be considered through consultation with an acoustic engineer, noting the sound transmission loss levels provided for each building component within Table 5 of the report.*
  - *A detailed mechanical plant noise assessment shall be conducted at the CC stage. Mechanical plant noise should be assessed cumulatively with operational noise sources from the industrial development.*
- b. *A detailed assessment of mechanical plant noise should be prepared for the subject development before construction.*

The TP Letter relevantly:

**9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Environa (Formerly known as 137 Environa Drive Environa) (Author: Ormella/Kunang) (Continued)**

- a. Amends the proposed hours of operation from 24/7 to 6am to 10pm Monday to Friday and 7.30am to 12 midday on Saturday with no activity occurring on Sunday.
- b. Reduces the number of machines as follows:

The as lodged acoustic report indicated that the premises would potentially have 8 metal forming machines in operation and 2 metal polishing machines in operation.

As a result of the further consideration of the actual operational needs of the client it is proposed to install 5 lines (which having regards to staff on the site), only 3 would be in operation at any one time.

- c. Submits the following table outlines the reduced hours of operation and reduced light manufacturing results in less noise generation on site:

Activity Level	Frequency	Time	Notes
<b>Operation - Warehousing &amp; Distribution</b>	Mon to Fri Saturday: Sunday:	6am – 10pm 7.30am – 12 noon Closed	Staff ~ 10-15 Staff ~ 2-3
<b>Operations (using light machines) –</b>	Mon to Fri Saturday: Sunday:	6am – 10pm (limited after 8pm) Machines Not operational Closed	Staff ~ 10-15
<b>Non-Operational</b>	Mon to Fri Saturday: Sunday:	10pm – 6am After 12 noon Closed	
<b>Peak Periods</b>	Mon to Fri	7am – 4pm	
<b>Delivery Vehicles</b>	Mon to Fri	6.30am – 4pm	Rigid & Semi-Trailer, Vans. 4 incoming and 6 outgoing per day
<b>Waste Vehicles</b>	Mon to Fri	7am – 4pm	Once per week

- d. Submits that the premise is clearly demonstrated that limited manufacturing activities are proposed to occur within the premises and therefore can be considered light industry because:
  - i. *Approximately 70% of the premises is considered to be a warehouse and distribution centre in which goods are stored for distribution by the operator or sold to wholesale customers. The remaining 30% of the premises is appropriately considered to be a light industry. Therefore the manufacturing component is a subservient component of the business and the dominant use remains warehousing and distribution;*
  - ii. *The limited manufacturing activities will not generate vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, wastewater, waste products, grit or oil*

**9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Enviroana (Formerly known as 137 Enviroana Drive Enviroana) (Author: Ormella/Kunang) (Continued)**

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*that will interfere with the amenity of the neighbourhood, given the processes proposed to be utilised within the building;*

- iii. The acoustic report submitted with the as lodged development application indicates that the development would not unacceptably impact on nearby residents that were considered to be the most sensitive receivers in the locality;*
- iv. The revised acoustic report acknowledged that the potential for the development to have amenity impacts has been further reduced given that operations are now only proposed between 6am and 10pm Monday to Friday and 7:30am to 12 midday on a Saturday;*
- v. The definition of light industry under Queanbeyan-Palerang Regional Local Environmental Plan 2022 is explicitly tied to amenity outcomes. It encompasses industrial activities that “do not interfere with the amenity of the neighbourhood” due to impacts such as noise, fumes, vibration, or other emissions. By contrast, general industry serves as a residual category—applying only where a use is not classified as either light or heavy industry. In this case, since the activity clearly does not cause adverse amenity impacts, it appropriately fits within the definition of light industry;*
- vi. The original and revised acoustic report clearly outlines that the development will not emit noise at levels likely to interfere with neighbourhood amenity. This directly addresses and satisfies the key test in the definition of light industry; and*
- vii. Where technical evidence confirms that the use:*
  - Does not exceed acceptable noise levels,*
  - Does not emit harmful pollutants or waste products, and*
  - Can operate in close proximity to other land uses without conflict,**it cannot reasonably be said to require classification as a general industry.*

Legal advice was sought with respect to the following matters:

- a. Characterisation of the proposed land use, including whether it falls within:*
  - i. Warehouse or distribution centre;*
  - ii. Light industry; or*
  - iii. Any other defined land use class under the QPRLEP 2022.*
- b. Whether the development, as proposed and based on the materials provided by the Applicant, is permissible in the E3 Productivity Support zone (E3 zone) under the LEP.*
- c. The implications of the characterisation for conditioning, assessment pathways, and compliance with planning controls.*
- d. Consider any recent relevant case law decisions.*

Written legal advice was received on 11 June 2025 providing advice based on the materials provided by the Applicant to date, with respect to the characterisation of the proposed land use, permissibility within the zone, assessment pathway and examples of relevant case law decisions.

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**Characterisation of the proposed land use**

The subject sites at No 1 and 5 Marland Court Envirova are zoned E3 – Productivity Support under the QPRLEP 2022 and light industry and warehouse or distribution centres are permitted in the zone with development consent. E3 zone objectives are:

**Objectives of zone**

- *To provide a range of facilities and services, light industries, warehouses and offices.*
- *To provide for land uses that are compatible with, but do not compete with, land uses in surrounding local and commercial centres.*
- *To maintain the economic viability of local and commercial centres by limiting certain retail and commercial activity.*
- *To provide for land uses that meet the needs of the community, businesses and industries but that are not suited to locations in other employment zones.*
- *To provide opportunities for new and emerging light industries.*
- *To enable other land uses that provide facilities and services to meet the day to day needs of workers, to sell goods of a large size, weight or quantity or to sell goods manufactured on-site.*
- *To maintain the retail hierarchy of Queanbeyan.*
- *To provide for a well-designed business park that appropriately responds to site constraints and adjoining residential development.*

Question/ concern was raised with respect to the characterisation of the proposed land use as to whether the proposal is defined as “light industry and warehouse or distribution centre” which is permitted in the zone or considered as “general industry” which is prohibited in the zone and to determine whether the proposal is permitted or prohibited in the zone.

Light industry, warehouse or distribution centre, industrial activity and general industry are defined below:

**light industry** means a building or place used to carry out an industrial activity that does not interfere with the amenity of the neighbourhood by reason of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, or otherwise, and includes any of the following—

- (a) high technology industry,
- (b) home industry,
- (c) artisan food and drink industry,
- (d) creative industry.

**Note—**

Light industries are a type of **industry**—see the definition of that term in this Dictionary.

**warehouse or distribution centre** means a building or place used mainly or exclusively for storing or handling items (whether goods or materials) pending their sale, but from which no retail sales are made, but does not include local distribution premises.

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**industrial activity** means the manufacturing, production, assembling, altering, formulating, repairing, renovating, ornamenting, finishing, cleaning, washing, dismantling, transforming, processing, recycling, adapting or servicing of, or the research and development of, any goods, substances, food, products or articles for commercial purposes, and includes any storage or transportation associated with any such activity.

**general industry** means a building or place (other than a heavy industry or light industry) that is used to carry out an industrial activity.

Note—

General industries are a type of *industry*—see the definition of that term in this Dictionary.

Reviewing the above definitions, both light and general industry involve industrial activity within a building or place which could include the production, altering and adapting of goods for a commercial purpose. However, light industry refers to industrial activity that does not interfere with the amenity of the neighbourhood by reason of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, or otherwise.

Reviewing the additional information/ reports submitted by the applicant and legal advice including relevant case law decisions mentioned above, it is considered that the proposed development can be defined as a light industry and warehouse and distribution centre with ancillary office for the following reasons and is permissible in the zone with consent:

- a. Despite the cutting of metal sheets and flashings and destruction of steel sheeting within the proposed building, the reduced hours of operation and reduced number of machines which likely to reduce the traffic movements to and from the site, would not interfere with the amenity of the neighbourhood in terms of noise, traffic, emissions or odour through the imposition of the proposed conditions and requirements of the Plan of Management to be submitted prior to the issue of a Construction of Certificate (Building).

Please note the nearest residential property is located approximately 220m from the subject site.

- b. As stated in the TP letter, approximately 70% of the premises is considered to be a warehouse and distribution centre in which goods are stored for distribution by the operator or sold to wholesale customers. The remaining 30% of the premises is utilised for limited fabricating work including the slitting of building supplies and the metal roll forming to create products such as corrugated iron, flashings and gutters which appropriately considered to be a light industry. Therefore the manufacturing component (light industry) is a subservient component of the business and the dominant use remains warehousing and distribution.
- c. The proposal is compatible with the zone objectives as it will provide a range of facilities and services, light industries, warehouses and offices that are compatible with, but do not compete with, land uses in surrounding local and commercial centres to meet the needs of the community, businesses and industries in the area. The proposal also provides opportunities for new and emerging light industries, encourage employment opportunities and economic growth and provide facility to sell goods of a large size, weight or quantity including goods manufactured on site. Given the nature of the business, the proposal is considered to be consistent with the character and amenity of the locality.



### 9.1 DA.2024.0416 - Light Industry and Construction of a Warehouse or Distribution Centre with Ancillary Office - 1 & 5 Marland Court, Environa (Formerly known as 137 Environa Drive Environa) (Author: Ormella/Kunang) (Continued)

The other relevant matters for consideration under Section 4.15 of the Act previously presented at the Council meeting on 9 April 2025 have also been considered and are still relevant and not required to be amended as part of this Addendum report (see Attachment 1). The proposal is considered suitable for the site and have an acceptable impact on the site, local area and neighbouring properties.

As part of this assessment, draft conditions of consent have been reviewed and revised and is provided in Attachment 2.

The architecture plans are not required to be amended as part of this review. Please refer to Attachment 3.






### **Conclusion**

The submitted proposal for the construction of a warehouse or distribution centre with ancillary office and light industry on Lots 101 & 102 DP 1296716, No. No. 1 & 5 Marland Court Environa (Formerly known as 137 Environa Drive ENVIRONA) is a Local Development and is supported by a Statement of Environmental Effects. The proposal was notified to adjoining owner/occupiers and no submissions were received.

The proposal has been assessed under Section 4.15 *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan-Palerang Regional Local Environmental Plan 2022* and *Queanbeyan Development Control Plan 2012* and *South Jerrabomberra Development Control Plan 2015*.

With the clarification and further assessment provided in this supplementary report in regard to the characterisation and permissibility of the proposed land use, the development satisfies the requirements and achieves the objectives of the above instruments. The proposed development is considered suitable for the site, is compatible with the neighbourhood and can be conditioned to mitigate any potential impacts. It is recommended that the proposal be granted conditional consent.

### **Attachments**

Attachment 1 	S4.15 Assessment Report - DA.2024.0416 - 1 & 5 Marland Court, Environa ( <i>Under Separate Cover</i> )
Attachment 2 	Draft Conditions of Consent - DA.2024.0416 - 1 & 5 Marland Court, Environa ( <i>Under Separate Cover</i> )
Attachment 3 	Plans - DA.2024.0416 - 1 & 5 Marland Court, Environa ( <i>Under Separate Cover</i> )
Attachment 4	Council's Legal Advice - DA.2024.0416 - 1 & 5 Marland Court, Environa ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 5 	Applicant's Letter - Supporting Documents - DA.2024.0416 - 1 & 5 Marland Court Environa ( <i>Under Separate Cover</i> )
Attachment 6 	Revised Acoustic Report - DA.2024.0416 - 1 & 5 Marland Court, Environa ( <i>Under Separate Cover</i> )

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate  
(Author: Ormella/Kunang)**

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**File Reference: DA.2023.0609**

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**Recommendation**

**That development application DA.2023.0609 for Torrens title Subdivision comprising 51 residential lots, a residual lot and open space lots, associated roads, infrastructure, landscaping and tree removal and demolition of an existing dwelling house and outbuildings on Lot 333 DP 706066, Lot 2 DP 1048621 and Part Lot 2 DP 826105, No. 191 Googong Road Googong and 19 Mol Crescent Googong be granted conditional consent.**

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**Summary**

***Reason for Referral to Council***

This application has been referred to Council because it is for a major subdivision exceeding 50 or more lots.

Proposal:	Torrens title Subdivision comprising 51 residential lots, a residual lot and open space lots, associated roads, infrastructure, landscaping and tree removal and demolition of an existing dwelling house and outbuildings
Applicant/Owner:	The Village Building Co. Limited / Talpa Country Estate Pty Limited
Subject Property:	Lot 333 DP 706066, Lot 2 DP 1048621 and Part Lot 2 DP 826105, No. 191 Googong Road Googong NSW 2620 and 19 Mol Crescent Googong NSW 2620
Zoning and Permissibility:	R1 – General Residential and C2 – Environmental Conservation zone under the Queanbeyan-Palerang Regional LEP 2022
Public Submissions:	Three
Issues Discussed:	Planning Requirements <ul style="list-style-type: none"> <li>• Variation to lot width under Clause 4.5 of Part 4 of Googong DCP</li> </ul>
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made
Other Disclosures:	The Manager of Development declared a conflict of interest in relation to the applicant for DA.2023.0609 and was not involved in the DA assessment, preparation or clearing of this report.

**Background**

Council's records include BA307/84 for a dwelling house, which was approved by Council on 5/11/1984. Final Inspection Result issued by Council on Building Application Number BA-307-

**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate  
(Author: Ormella/Kunang) (Continued)**

84 for Dwelling on 20 June 1985. The existing dwelling and outbuildings on site will be demolished as part of this DA.

***Proposed Development***

The development application is for land subdivision to create Torrens title lots comprising of 51 residential lots, a residual lot and open space lots and construction of a road, associated infrastructure and services, landscaping and trees removal including the demolition of existing dwelling house and outbuildings.

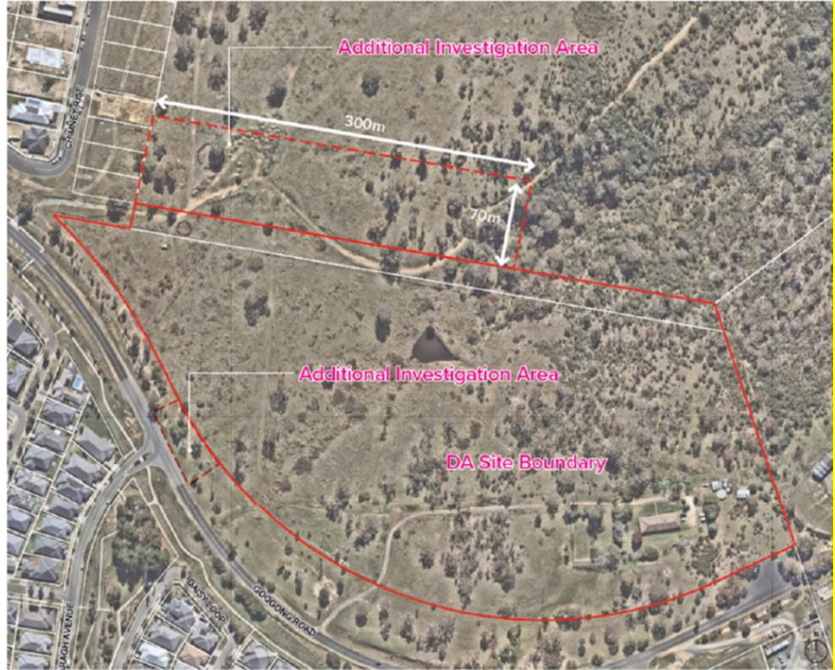
The specific elements of the proposal are:

- Demolition of an existing dwelling house and outbuildings on Lot 333 DP 706066 and removal of the two existing driveways entrances to the property from Googong Road.
- Creation of 51 residential lots with minimum lot size between 1000m<sup>2</sup> to 1808m<sup>2</sup>.
- Creation of a residue Lot No. 42 within the part of land currently zoned C2 – Environmental Conservation and R1 General Residential under the QPRLEP 2022. The larger open space area on the north-eastern part of the site will form part of this residue lot and will be protected. Dwelling house is not permitted within C2 zone and Clause 5.3 of the QPRLEP 2022 does not apply to C2 zone. No development is proposed on this lot as part of this DA. This residue lot will be dedicated to Council.
- Creation of 3 open space lots.
- Construction of internal roads with access off Googong Road and 8m wide perimeter road (laneway 01) to provide suitable access for firefighting purposes. These roads do not traverse the vegetation in the northeastern extent of the site.
- Construction of estate signage at the intersection of the main road through the development and Googong Road.
- Construction of 1.5m and 2.5m path on either side of the proposed roads.
- Removal of an existing dam and construction of a water detention pond within the open space parkland which will be located on the alignment of the overland flow path to manage stormwater flows.
- Construction of a sewer pump station within the open space parkland near the water detention pond.
- Removal of all vegetation on the development site except for vegetation within the open space area on the north-eastern side which will be protected and retained.

***Subject Property***

Description	Assessment
Legal Description	<ul style="list-style-type: none"> <li>• Lot 333 DP 706066</li> <li>• Part Lot 2 DP 826105</li> <li>• Lot 2 DP 1048621</li> </ul>
Address	191 Googong Road Googong NSW 2620 and 19 Mol Crescent Googong NSW 2620 and is commonly known as Talpa Estate.
Location in relation to street	The subject site is located on the northern side of Googong Road.
Area	Lot 333 DP 706066 has an area of 10.36ha, Lot 2 DP 1048621 has an area of 9506m <sup>2</sup> and Lot 2 DP 826105 has an area of 199.7ha.

**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
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(Author: Ormella/Kunang) (Continued)**

	<p>However only small southern part of Lot 2 DP 826105 is included as part of this proposal, marked as “additional investigation area” in Figure below. All residential lots are confined within Lots 333 DP 706066 and Part Lot 2 DP 1048621.</p> 
Vegetation	The site contains pastured land and native trees which are proposed to be removed as part of this application. The proposal does not affect the vegetation in the northeastern part of the site.
Access	Vehicular access is available from Googong Road.
Existing development on the site	The site contains an existing dwelling house and outbuildings that are proposed to be demolished as part of this application. The subject land also contains a dam that is proposed to be removed.
Existing development within the locality	Existing development in the locality consists of residential developments within Googong Township to the south, residential developments within the Sunset subdivision area directly to the west, Googong Dam to the east, rural residential and farm land to the north. The existing residential lots within Sunset subdivision have minimum lot sizes of 1000m <sup>2</sup> similar to the proposed development of Talpa.

### ***Planning Requirements***

Assessment of the application has been undertaken in accordance with Section 4.15 of the Environmental Planning and Assessment Act (EPAA) 1979, as amended. The matters that are of relevance under Section 4.15 are summarised in the attached *Section 4.15 Table – Matters for Consideration (Attachment 1)*.

The following planning instruments have been considered in the planning assessment of the subject development application:

**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate  
(Author: Ormella/Kunang) (Continued)**

1. State Environmental Planning Policy (Biodiversity & Conservation) 2021
2. State Environmental Planning Policy (Resilience and Hazards) 2021
3. State Environmental Planning Policy (Transport and Infrastructure) 2021
4. State Environmental Planning Policy (Industry and Employment) 2021
5. Queanbeyan-Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022).
6. Queanbeyan Development Control Plan 2012 (DCP)
7. Googong Development Control Plan 2010 (GDCP)

The development generally satisfies the requirements and achieves the objectives of these planning instruments. The significant issues relating to the proposal for the Committee's consideration are:

**(a) Compliance with QPRLEP 2022**

The portion of the subject site to which this application applies is zoned R1 General Residential and C2 – Environmental Conservation under the QPRLEP 2022. Subdivision for the purposes of residential development is permissible with consent within the zone. The proposed development is considered to be generally consistent with the aims of the QPRLEP 2022 and satisfies the relevant objectives of the zone.

- (b)** The proposal creates appropriate residential lots to cater for a diversity of housing to meet the needs of the community within the urban release areas without unreasonably increasing the demand for public services or public facilities and recognises the environmentally sensitive areas of the site whilst maintaining the unique identity and country character of Queanbeyan. The subject site is relatively unconstrained and is considered to be suitable for the purposes of the proposed development. (Refer to Attachment 1 – S4.15 Assessment Report for detailed assessment). **Compliance with DCP**

The proposed development generally satisfies the requirements and objectives of the Googong Development Control Plan and the Queanbeyan Development Control Plan 2012 except for a variation to Clause 4.5 of Part 4 of Googong Development Control Plan 2010 to vary the 18m minimum frontage dimension requirement as follows.

**Clause 4.5 – Land North Googong Dam Road and East of Old Cooma Road**

**Subdivision Controls**

- a) *The minimum lot size and dimensions are to be in accordance with the QPRLEP 2022 Lot Size Map and Table 2 below:*

**Table 2: Minimum Frontage Dimensions for Large Lots**

Zone	Lot Size	Minimum Frontage Dimension
R1	1,000m <sup>2</sup>	18m
R5	15,000m <sup>2</sup> (1.5ha)	50m to internal road. Reduced frontage dimension permitted at the end of a cul-de-sac or right of carriageway.
E2	100,000m <sup>2</sup> (10ha)*	

**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate  
(Author: Ormella/Kunang) (Continued)**

The proposed lots vary in size from 1000m<sup>2</sup> to 1808m<sup>2</sup> and comply with the minimum lot size specified in the QPRLEP 2022.

All lots comply with the minimum frontage dimensions except for Lots 4 and 25 as shown in Table below. This is a variation to the DCP.

Zone	Lot Size	Minimum Frontage Dimension (m)	Proposed Frontage Dimension (m)
R1	1000m <sup>2</sup>	18m	Lot 4 – 17.89m Lot 25 – 17.52m

The proposed variation is considered minor and is supported for the following reasons:

- (i) *A suitable vehicle and pedestrian access can be provided to those lots despite the narrow frontages. Council's Development Engineer has assessed the application and has raised no objection to the proposal.*
- (ii) *The narrow lot width will not impact on the building appearance or streetscape and proposed landscaping at the front boundary.*
- (iii) *Narrow frontage will not reduce the natural surveillance to/from dwelling to/from the street or solar access.*
- (iv) *The variation arise due to the street pattern and site topography of the land. The lot is still generally rectangular in shape and has sufficient building platform.*

**Other Comments** The application was referred to external departments and relevant internal sections within Council for comments. Their comments are provided below:

**External Referrals:**

**New South Wales Rural Fire Service (NSW RFS)**

The application requires approval from the NSW RFS in accordance with Section 4.46 of the EP&A Act 1979 and Section 100B of the Rural Fires Act 1997 as the subject site is identified as being bushfire prone land and the proposal is for subdivision for residential or rural residential purposes.

General terms of approval were issued by NSW RFS under Division 4.8 of the EP&A Act 1979 and Section 100B of the Rural Fires Act 1997 on 25 March 2025 which will form part of the conditions of consent (if granted) in the form of a Schedule 2.

**Heritage NSW**

The application requires approval from Heritage NSW in accordance with Section 90 of the National Parks Wildlife Act 1979 as an Aboriginal Heritage Impact Permit (AHIP) is required for certain works that may harm or potentially harm Aboriginal objects or places. An Archaeological Assessment and Aboriginal Cultural Heritage Assessment (ACHAR) prepared by Navin Officer Heritage Consultants dated October 2023 was submitted with the application. A revised ACHAR dated March 2024 was submitted on 15 April 2024 to address the issue raised by NSW OEH.

General Terms of Approval (GTA) were issued for the proposed development on 24 April 2024, subject to conditions of consent. The GTA's require the applicant to apply for an Aboriginal Heritage Impact Permit (AHIP) prior to the commencement of works.

**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate  
(Author: Ormella/Kunang) (Continued)**

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The GTA's will form part of the conditions of consent (if granted) in the form of a Schedule 2.

**Department of Planning and Environment (DPE – Water)**

The application was referred to the DPE - Water in accordance with Section 4.46 of the EP&A Act 1979 and Section 91 of the Water Management Act 2000 as the proposed development is within a prescribed distance of waterfront land.

A comment was received from the DPE-Water on 24 April 2024 as follows:

*“The Department of Planning and Environment-Water has reviewed documents for the above development application and considers that, for the purposes of the Water Management Act 2000 (WM Act), a controlled activity approval is not required for the proposed works and no further assessment by this agency is necessary.”*

**Controlled Activity Not Required**

*The proposed works are not located on waterfront land as defined by the WM Act - The mapped drainage line within proximity to the proposed works is not considered to be waterfront land as it does not exhibit bed, banks and/or fluvial geomorphic features.”*

No objection has been raised or conditions were recommended by the DPE-Water. No further action required.

**Department of Planning and Environment**

Clause 6.1 of QPRLEP 2022 requires satisfactory arrangements to be made for the provisions of designated State public infrastructure before the subdivision of land in an urban release area is approved. Clause 6.1(3) stated that development consent must not be granted to the subdivision unless the concurrence of the Planning Secretary has been obtained.

The subject site is located within the Googong Urban Release Area. The development application was therefore referred to the Department of Planning, Housing and Infrastructure requesting the issue of a Satisfactory Arrangement Certificate.

A Secretary's Concurrence – Satisfactory Arrangements regarding the provision of State Public Infrastructure was issued on 4 June 2025 for the proposed subdivision of Talpa. Therefore Clause 6.1 of the QPRLEP 2022 has been satisfied.

**Biodiversity and Conservation Science (BCS) – DCCEEW**

The proposal involves the removal of trees/ vegetation on site and a Biodiversity Development Assessment Report (BDAR) was submitted with the application. The application for referred to the BCS section for comment. Correspondence was received on 6 November 2024 providing comments and recommendations to align the project with biodiversity conservation and environmental protection requirements which will form part of the conditions of consent.

**Canberra Airport**

The application was notified to Canberra Airport pursuant to Clause 7.8(2) – Airspace Operations of the QPRLEP 2022 as the subject site penetrates the Limitation or Operations Surface map. No further comment is required from the Canberra Airport.



**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate  
(Author: Ormella/Kunang) (Continued)**

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**Essential Energy**

The application was referred to Essential Energy for comment in accordance with 2.48 of the *State Environmental Planning Policy (Transport and Infrastructure) 2021*. Correspondence was received on 19 February 2024 providing comments for the development; these comments will be placed on the development consent (if granted) as advisory notes. Essential Energy has raised no objection to the proposal.

**Internal Referrals:**

**(a) Development Engineer's Comments**

Council's Development Engineer offered no objections to the proposal, subject to the imposition of recommended conditions of consent.

**(b) Environmental Health Comments**

Council's Health Officer offered no objections to the proposal, subject to the imposition of recommended conditions of consent.

**(c) Strategic Planning Comments**

Council's Strategic Planning has reviewed the DA and has offered no objections to the proposal.

**(d) LIS Officer Comments**

Council's LIS Officer offered no objections to the proposal, subject to the imposition of recommended conditions of consent.

**(e) Local Development Committee Comments**

The application was referred to and discussed at the Local Development Committee (LDC) meeting on 2 April 2024. LDC offered no objection to the proposal.

**Financial Implications**

There are no financial implications to Council as a result of determining this application.

**Engagement**

The proposal required notification under QPRC's Community Engagement & Participation Plan from 05/02/2024 to 04/03/2024. Three submissions were received. The relevant issues raised are as follows:

***Issue: Strategy to minimise dust and noise impacts on existing residents nearby given the location of site compound and stabilised access/ haul route.***

***Comment:*** Any approval will be conditioned to ensure construction activities do not unreasonably impact on the adjoining properties and their occupants and the environment by way of noise, erosion, dust and the like.



**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate  
(Author: Ormella/Kunang) (Continued)**

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***Issue: Impact of the development to the natural flora and fauna and removal of significant tree.***

**Comment:** The existence of flora and fauna on site and in the locality is acknowledged. A Biodiversity Development Assessment Report (BDAR) prepared by EcoLogical Australia dated 27 October 2023 was submitted in support of the proposal. The BDAR assesses the biodiversity values of the development site and sets out the measures that the applicant proposes to take to avoid or minimise the impact of the proposed development. In accordance with the BDAR, no species credit entities were recorded during targeted surveys or assumed present in the development footprint, and therefore the development is not anticipated to have any direct impacts on threatened species and threatened species habitat. No impacts of the development require offsetting for threatened species. The development footprint is primarily concentrated in those parts of the subject land which are most highly modified and have the lowest biodiversity value, thereby avoiding and minimising impacts to some areas of high biodiversity value. No serious and irreversible impacts have been identified relevant to the proposed development. The subject site is not mapped on the Biodiversity Values Map. The BDAR was reviewed by DCCEEW - Biodiversity Conservation and Science (South East team) (BCSc) who has raised no objection to the proposal subject to the imposition of recommended conditions of consent.

***Issue: Impact of the development on view***

**Comment:** Any future two storey dwelling house will be notified and impact on adjoining properties will be assessed at the time.

***Issue: Impact on property value***

**Comment:** There is no evidence to support the claim that adjoining property values would be adversely affected, if approved.

It is noted that possible adverse impacts on property values is not a relevant prescribed planning consideration that Council can take into consideration in the assessment of a development application.

***Issue: Building height restricted to single storey dwelling and increased building setback***

**Comment:** The current QPRLEP 2022 allows for two-storey dwelling house with a maximum height of 8.5m to be built on site. The setback of future dwelling house on each lot will be assessed under the relevant development control plan at the time.

***Issue: Fencing style and colour to be consistent to limit visual impact***

**Comment:** A condition of consent will be imposed to ensure perimeter fencing details such as maximum height, materials and colours are submitted to Council for approval for all lots adjoining the Googong Road frontage and the fence is to be constructed by the developer to ensure consistency.

***Issue: Concerns raised regarding sediment control***

**Comment:** Standard conditions relating to site management and sediment and erosion controls will be imposed should development consent be granted. A Sediment and Erosion Control Plan is to be prepared in accordance with the NSW Landcom publication Managing Urban Stormwater - Soils and Construction (4th Edition 2004 - "Blue Book") and is to be approved by the principal certifying authority prior to work commencing. Sediment and erosion controls are to be installed prior to any work commencing and be maintained throughout the course of construction works and for as long as necessary after the completion to prevent sediment and dirty water leaving the site and/or entering the surface water system outside of the site.

**9.2 DA.2023.0609 - 191 Googong Road, Googong - Torrens Title Subdivision  
Comprising 51 Residential Lots, Residue Lot and Open Spaces - Talpa Estate  
(Author: Ormella/Kunang) (Continued)**

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**Conclusion**

The submitted proposal for Torrens title Subdivision comprising 51 residential lots, a residual lot and open space lots, associated roads, infrastructure, landscaping and tree removal and demolition of an existing dwelling house and outbuildings on Lot 333 DP 706066, Lot 2 DP 1048621 and Part Lot 2 DP 826105, No. 191 Googong Road Googong NSW 2620 and 19 Mol Crescent Googong NSW 2620 is an Integrated Development and is supported by a Statement of Environmental Effects. The proposal was notified to adjoining owner/occupiers and three submissions were received.

The proposal has been assessed under Section 4.15 *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan-Palerang Regional Local Environmental Plan 2022*, *Queanbeyan Development Control Plan 2012* and *Googong Development control Plan 2010*.

The development satisfies the requirements and achieves the objectives of these instruments.

The proposal involves a minor variation to 18m minimum frontage width requirement under Clause 4.5 of Part 4 of *Googong Development Control Plan 2010* for 2 created lots, being Lots 4 and 25, and is supported for the following reasons:

- (a) *A suitable vehicle and pedestrian access can be provided to those lots despite the narrow frontages. Council's Development Engineer has assessed the application and has raised no objection to the proposal.*
- (b) *The narrow lot width will not impact on the building appearance or streetscape and proposed landscaping at the front boundary.*
- (c) *Narrow frontage will not reduce the natural surveillance to/from dwelling to/from the street or solar access.*
- (d) *The variation arise due to the street pattern and site topography of the land. The lot is still generally rectangular in shape and has sufficient building platform.*

The proposed development is considered suitable for the site, is compatible with the neighbourhood and can be conditioned to mitigate any potential impacts.

**Attachments**

Attachment 1	Assessment Report - S4.15 - DA.2023.0609 - 191 Googong Road Googong (Under Separate Cover)
Attachment 2	Draft Conditions of Consent - DA.2023.0609 - 191 Googong Road Googong (Under Separate Cover)
Attachment 3	Plans - DA.2023.0609 - 191 Googong Road Googong (Under Separate Cover)

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre (Author: Ormella/Ravi)**

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File Reference: DA.2025.0014

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**Recommendation**

**That development application DA.2025.0014 for the demolition of existing building and construction of a medical centre on Lot 23 DP 591333 be granted conditional consent.**

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**Summary*****Reason for Referral to Council***

This application has been referred to Council because written submissions have been made to Council resulting from the exhibitions/notification process and valid concerns have been raised which cannot be overcome with a condition of consent and where plans cannot or will not be amended to overcome such concerns. This application has been referred to Council as the General Manager received a request signed by three Councillors to have this development application referred to Council for determination in accordance with Clause 9 of the Guidelines for Referral of DAs to Council.

Proposal:	Demolition of existing building and construction of a medical centre
Applicant/Owner:	The Trustee For Akerele Investments Trust / Akerele Investments Pty Ltd
Subject Property:	Lot 23 DP 591333, No. 24 Gibraltar Street Bungendore NSW 2621
Zoning and Permissibility:	E1 Local Zone under Queanbeyan Palerang Regional Local Environmental Plan 2022
Public Submissions:	20 (First Notification Period) 2 (Post-Second Notification Period)
Issues Discussed:	Planning Requirements - Heritage - Removal of vegetation
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

**Background*****Proposed Development***

The application seeks development consent for the demolition of existing building and construction of a medical centre, and associated site works.

The specific elements of the proposal are:

**9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre (Author: Ormella/Ravi) (Continued)**

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- a. Demolition of existing cottage and outbuildings to accommodate the proposed development
- b. Removal of approximately 22 trees located across the site
- c. Construction of a single storey building to be used as a medical centre comprising of:
  - Reception area and administration rooms
  - Waiting area
  - 6 consulting rooms
  - Staff room, treatment & procedure room
  - Toilets
  - Tenancy 2 to be used for ancillary retail purposes
- d. Construction of 10 on-grade parking including one accessible parking
- e. Proposed hours of operation – 8 am to 6pm Monday to Friday (closed during weekends)
- f. Number of staffs – 8
- g. Installation of a detached sign fronting Gibraltar Street
- h. Landscaping, associated infrastructure and earthworks.

***Subject Property***

The subject site is legally described as Lot 23 DP 591333 and is commonly known as 24 Gibraltar Street Bungendore. The site is located on the north side of Gibraltar Street and has an area of 1096 sqm.

The site is a corner lot bound by Gibraltar Street in the south and Ellendon Street in the west.

The site is relatively flat in topography and comprises a mix of native and non-native vegetation across the entire site.

The site currently obtains a vehicular access from Ellendon Street in the west.

The site also comprises of a single storey cottage used for commercial purposes and includes a shopfront adjoining Gibraltar Street in the south.

Existing development within the locality consists primarily of commercial buildings of varying scale and typology.

***Planning Requirements***

Assessment of the application has been undertaken in accordance with Section 4.15 of the Environmental Planning and Assessment Act (EPAA) 1979, as amended. The matters that are of relevance under Section 4.15 are summarised in the attached *Section 4.15 Table – Matters for Consideration*.

The following planning instruments have been considered in the planning assessment of the subject development application:

**9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre (Author: Ormella/Ravi) (Continued)**

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1. State Environmental Planning Policy (Biodiversity and Conservation) 2021
2. State Environmental Planning Policy (Resilience and Hazards) 2021
3. State Environmental Planning Policy (Transport and Infrastructure) 2021
4. State Environmental Planning Policy (Industry and Employment) 2021
5. Queanbeyan Palerang Regional Local Environmental Plan 2022 (LEP)
6. Palerang Development Control Plan 2015 (DCP)

The development generally satisfies the requirements and achieves the objectives of these planning instruments. The significant issues relating to the proposal for the Council's consideration are:

**(a) Compliance with LEP**

The subject site is zoned E1 Local Centre under Queanbeyan Palerang Regional Local Environmental Plan 2022.

Development for the purposes of a "medical centre" such as is proposed is permissible within the E1 Local Centre zone with consent and is defined under the LEP as follows:

***medical centre*** means premises that are used for the purpose of providing health services (including preventative care, diagnosis, medical or surgical treatment, counselling or alternative therapies) to out-patients only, where such services are principally provided by health care professionals. It may include the ancillary provision of other health services

The objectives of this zone are:

- *To provide a range of retail, business and community uses that serve the needs of people who live in, work in or visit the area*
- *To encourage investment in local commercial development that generates employment opportunities and economic growth.*
- *To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area.*
- *To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.*
- *To encourage development that is consistent with the character and amenity of the locality.*
- *To support business development by providing parking and other civic facilities.*
- *To encourage some limited high density residential uses to create vitality in town centres.*

The proposed development is considered to be consistent with the objectives of the zone. It is generally consistent with the predominant land uses in the immediate locality and the building form is generally in keeping with the character and amenity of the locality.

Section 1.7 of the EP&A Act requires consideration of Part 7 of the Biodiversity Conservation Act 2016 (BC Act). Part 7 of the BC Act relates to an obligation to determine

### 9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre (Author: Ormella/Ravi) (Continued)

whether a proposal is likely to significantly affect threatened species. A development is not considered to result in a significant impact in the following assessed circumstances:

Test	Assessment										
(a) it is likely to significantly affect threatened species or ecological communities, or their habitats, according to the test in section 7.3, or	The proposal involves the removal of 22 trees and small shrubs/landscaping on site to facilitate the proposed development. The existing vegetation are not considered to be threatened species. The proposed development and tree removal are unlikely to significantly affect threatened species or ecological communities, or their habitats.										
(b) the development exceeds the biodiversity offsets scheme threshold if the biodiversity offsets scheme applies to the impacts of the development on biodiversity values, or  <table border="1"> <thead> <tr> <th>Minimum lot size associated with the property</th><th>Threshold for clearing, above which the BAM and offsets scheme apply</th></tr> </thead> <tbody> <tr> <td>Less than 1 ha</td><td>0.25 ha or more</td></tr> <tr> <td>1 ha to less than 40 ha</td><td>0.5 ha or more</td></tr> <tr> <td>40 ha to less than 1000 ha</td><td>1 ha or more</td></tr> <tr> <td>1,000 ha or more</td><td>2 ha or more</td></tr> </tbody> </table>	Minimum lot size associated with the property	Threshold for clearing, above which the BAM and offsets scheme apply	Less than 1 ha	0.25 ha or more	1 ha to less than 40 ha	0.5 ha or more	40 ha to less than 1000 ha	1 ha or more	1,000 ha or more	2 ha or more	<p>The subject land has no applicable minimum lot size.</p> <p>As mentioned above, the proposal involves the removal of 22 trees and small shrubs/landscaping on site to facilitate the proposed development. The subject site is located within the historic Bungendore town centre which has been modified and altered over time throughout the historical uses of the land with no significant native vegetation on site. The biodiversity offset scheme does not apply.</p> <p>Additionally new landscaping will be provided as part of the proposed development to enhance the streetscape.</p>
Minimum lot size associated with the property	Threshold for clearing, above which the BAM and offsets scheme apply										
Less than 1 ha	0.25 ha or more										
1 ha to less than 40 ha	0.5 ha or more										
40 ha to less than 1000 ha	1 ha or more										
1,000 ha or more	2 ha or more										
(c) it is carried out in a declared area of outstanding biodiversity value	The site is not a declared area of outstanding biodiversity value.										

The lot is not identified as containing any biodiversity values on the Biodiversity Values Map. The proposal involves the removal of 22 trees and small shrubs/landscaping on site to facilitate the proposed development. These are mostly non-native in nature with the exception of two eucalyptus melliodora species, two acacias & two casuarina trees located at the rear of the lot. The proposed removal of vegetation is considered satisfactory in this instance as the submitted landscape plans appropriately offset any vegetation loss as a result of this development.

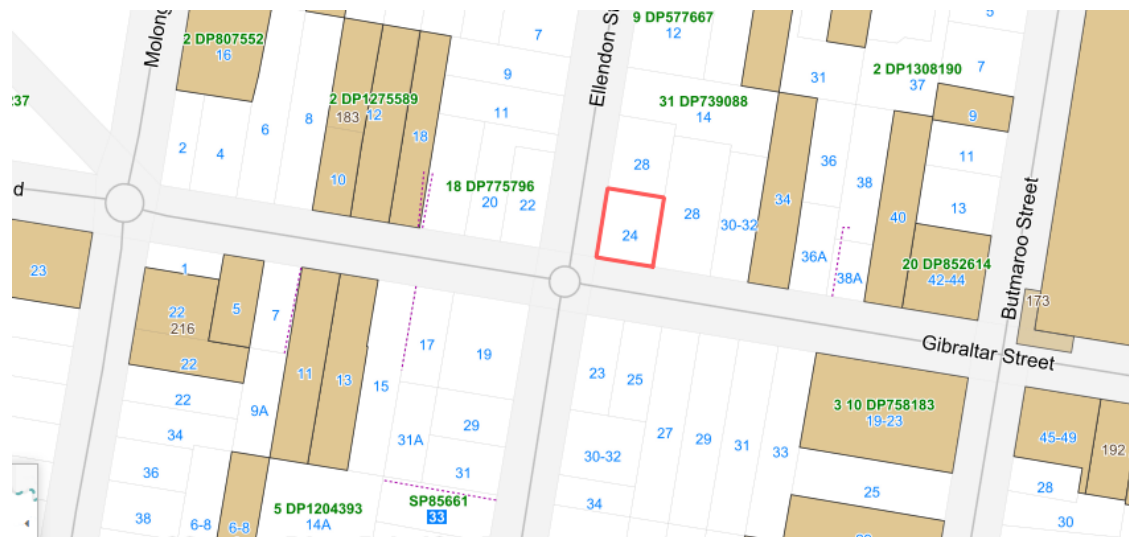
The subject site is considered unlikely to provide any corridors or connectively for any threatened flora or fauna species due to the scale, nature and location of the development. Therefore, the proposal is unlikely to result in any adverse impacts on any threatened species or ecological communities or their habitats.

On the basis of the above, the development is not considered likely to significantly affect threatened species and therefore a Biodiversity Development Assessment Report is not required to accompany the application for development consent.

#### Clause 5.10 Heritage Conservation

### 9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre (Author: Ormella/Ravi) (Continued)

The proposed development will have a minimal impact in relation to heritage. The site is not heritage listed, is not adjacent to a heritage item and is not located within a Heritage Conservation Area.



***Heritage in the vicinity of the subject site***

The site is located in the vicinity of other listed items of varying significance under the QPRLEP 2022.

The heritage character of the locality is typically characterised by buildings up to street frontage with awnings over pathways, gabled roofs, flat roof with ornate timber posts. The predominant materials observed in the heritage items along Gibraltar street was found to be stone masonry (18 and 12 Gibraltar Street), metal roofing sheets, glass panels fronting the streetscape, ornate timber posts.

However, more recent commercial premises are typically characterised by pitched roofs with non-ornate timber posts with awnings over pedestrians and the signage character of the area is varied in nature.

The proposed development includes pitch roofing to ensure consistency with other roofing type found on non-listed items along Gibraltar Street and includes the use of timber posts to support internal walkways (or verandahs), similar to awnings found over the pedestrian along Gibraltar Street and the proposal includes the use of a mix of materials such as wood, metal roofing, horizontal groove cladding.

Considering the nearest heritage listed item is more than 60m on either side of Gibraltar Street, the proposal is unlikely to result in any adverse heritage impacts on the streetscape as the distances is likely to serve as a buffer between the proposed development and any heritage items in the vicinity.

#### ***(b) Compliance with DCP***

The proposed development is consistent with the objectives and controls contained within Palarang Development Control Plan 2015.

#### ***(c) Other Matters***

The application was referred to Councils Strategic Planner as the site was identified within the Bungendore Heritage Study 2019, adopted by Council on 03 March 2019 who advised as follows:

**9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre (Author: Ormella/Ravi) (Continued)**

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*The Edwardian Cottage (24 Gibraltar Street, Bungendore) has been identified in the Bungendore Heritage Study (adopted on 03 March 2019). The study recommends (page 22), Undertake more detailed inspection and assessment and if appropriate, list.*

*To date, no further inspection and assessment is carried out to determine its appropriateness to add it into the Schedule 5. However, properties identified in the Bungendore Heritage Study will be considered as part of the Review of Schedule 5 of QPRLEP 2022 concluding in 2027. Furthermore, addition of recommended properties into the Schedule 5 will take another year or so.*

*Considering the cottage is neither listed nor a decision has yet been made to add it into the Schedule 5 of QPRLEP 2022. It is recommended to assess the DA on the available information and its merits.*

Further to the above advice, Councils Heritage Advisor commented on the heritage significance of the building as follows (excerpt from overall assessment):

*The building's overall form and some of its original fabric (weatherboards, brick chimneys, short sheet corrugated roofing, timber bargeboard and finial detail) are intact. Some changes are evident which impacts its overall integrity and presentation including the large format front windows, entry door and the later addition of aluminium windows to the side elevations. While a verandah is seen in historic images, the current verandah has been modified with news posts. The building's scale, relationship to the street and wider setting (to the north and west) are largely intact. The eastern elevation is not visible due to the neighbouring Motel development (1960s).*

*The building plays a contributory role in the streetscape aesthetic, due in particular to its scale, and continues the pattern in this part of street with its verandah over the footpath. While it is not completely intact, on brief review of the LEP, the building may be significant as an example of an Edwardian (or Federation) period shop building. Federation period houses are better represented on the LEP, though commercial premises from this era are not.*

*While a full assessment has not been undertaken, including inspection of the interior, it is noted that the building makes a contribution to the streetscape, and may have individual significance as a Federation era commercial building. The social and associational aspects of the building, as a shop with many uses over its life, may also meet threshold for listing on the LEP. While further assessment would be required to justify its addition to the LEP, it is noted that there is a potential for the site possess some level of significance to Bungendore.*

While the heritage values are acknowledged in the Bungendore Heritage Study 2019, the subject lot, at the time of writing of this report, is neither a listed item under Schedule 5 of the Queanbeyan Local Environmental Plan 2022 nor, is it within any heritage conservation area.

As discussed above, the Bungendore Heritage Study is strategic in nature and in particular to the subject lot, the above recommendation has not yet been translated into any statutory controls in the LEP or the DCP.

The development was assessed based on its merits against relevant controls under the LEP and the DCP and is generally found to be consistent with the overall objectives and aims under the relevant clauses in the LEP and under the DCP. The existing building



**9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre (Author: Ormella/Ravi) (Continued)**

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currently has the fallback position that it can be demolished as complying development, which a private certifier can issue. The matters that are of relevance under Section 4.15 are summarised in the attached *Section 4.15 Table – Matters for Consideration*.

**Financial Implications**

There are no financial implications to Council as a result of determining this application.

**Engagement**

The proposal required notification under Councils Community Engagement and Participation Plan. 20 submissions were received. The relevant issues raised are as follows:

***Issue:*** *The existing building is recommended for a heritage listing under Bungendore Heritage Study 2019*

***Comment:*** The Bungendore Heritage Study 2019 is a strategic document and at the time of writing of this report, the subject lot is neither a listed item nor is it within any heritage conservation area. The development is assessed based on its design merit.

It should also be noted that the existing building could be demolished as complying development, under Part 7 Demolition Code within the *SEPP (Exempt and Complying Development) 2008*. This approval for demolition would be able to be issued by a private certifier.

***Issue:*** *Loss of Vegetation*

***Comment:*** The majority of the vegetation is non-native in nature. The proposal includes landscaping along the street frontages on Council verge which will positively contribute to the streetscape character of the locality and offset any native vegetation loss from the site.

***Issue:*** *Parking requirement*

***Comment:*** Due to the nature of the proposed development and the area constraints, the proposal does not include sufficient parking within the lot for the proposed use. Councils Development Engineer reviewed the proposal and offered no objections to the proposal subject to collecting of contributions under relevant contribution plan for parking purposes.

The application was re-notified from 09/05/2025 to 30/05/2025 and no submissions were received in the second round of public notification. However, 2 late submissions were received. The relevant issues raised are as follows:

***Issue:*** *Severe impact on the heritage, loss of mature vegetation & inadequate parking*

***Comment:*** The concerns raised in the second round of public notification are not too dissimilar to the concerns raised during the first notification period. The concerns have been appropriately addressed above.

**Conclusion**

The submitted proposal for a demolition of existing building and construction of a medical centre on Lot 23 DP 591333, No. 24 Gibraltar Street Bungendore is a Local Development and is supported by plans, pre-demolition hazardous survey report & landscape plans. The proposal was notified to adjoining owner/occupiers and 20 submissions were received.

The proposal has been assessed under Section 4.15 of the *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan-Palerang Regional Local Environmental Plan 2022* and *Palerang Development Control Plan 2015*.







**9.3 DA.2025.0014 - 24 Gibraltar Street, Bungendore - Demolition of Existing Building and Construction of Medical Centre (Author: Ormella/Ravi) (Continued)**

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The development satisfies the requirements and achieves the objectives of these instruments.

The proposed development is considered suitable for the site, is compatible with the neighbourhood, and through recommended conditions of consent, enable a positive planning outcome.

**Attachments**

- |   |   |
|---|---|
| Attachment 1  | Plans - DA.2025.0014 - 24 Gibraltar Street, Bungendore ( <i>Under Separate Cover</i> )  |
|  |   |
| Attachment 2  | Perspectives - DA.2025.0014 - 24 Gibraltar Street, Bungendore ( <i>Under Separate Cover</i> )                                 |
|  |   |
| Attachment 3  | Landscape Plan - DA.2025.0014 - 24 Gibraltar Street, Bungendore ( <i>Under Separate Cover</i> )                               |
|  |   |
| Attachment 4  | Pre-Demolition Hazardous Survey Report - DA.2025.0014 - 24 Gibraltar Street, Bungendore ( <i>Under Separate Cover</i> )       |
|  |   |
| Attachment 5  | Section 4.15 Table - Matters for Consideration DA.2025.0014 - 24 Gibraltar Street, Bungendore ( <i>Under Separate Cover</i> ) |
|  |   |
| Attachment 6  | Draft Conditions of Consent - DA.2025.0014 - 24 Gibraltar Street, Bungendore ( <i>Under Separate Cover</i> )                  |
|  |   |

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

- 9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan)
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File Reference: 51.1.1

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### Recommendation

#### That Council

1. Consider the submissions to the Draft Integrated Plans and by resolution, make any amendments.
  2. Adopt the Operational Plan and Delivery Program 2025 to 2029, inclusive of the Fees and Charges, Statement of Revenue Policy and Donations Program including the amendments listed within the attachment.
  3. Adopt the Asset Management Strategy, Long Term Financial Plan and Workforce Management Plan including the amendments listed within the attachment.
  4. Adopt the Donations Policy and Guidelines including the amendments listed within the attachment.
  5. Provide a voluntary pensioner rebate of \$50 to all pensioners in the local government area, in addition to the legislated pensioner rebate that is \$250 for general rates and \$87.50 for water annual charges and \$87.50 for sewer annual charges.
  6. Make and levy the rates and annual charges, as detailed in the Statement of Revenue Policy and in the amount specified hereunder for the 2025-26 financial year.
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### Summary

The annual review of the draft Integrated Planning documents was endorsed for public exhibition by Council at the 14 May 2025 meeting (**Resolution 807/25**). Additionally, as part of the development of the Operational Plan, Council reviewed the Donations Policy and associated Community Grant Guidelines.

Feedback was sought for all documents:

- Operational Plan and Delivery Program, inclusive of Revenue Policy, Fees and Charges and Annual Donations Program.
- Resourcing Strategy: Workforce Plan, Asset Management Strategy and Long Term Financial Plan.
- Donations Policy and Community Grant Guidelines

Council have received copies of all submissions and community responses have been considered by Council in June.

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

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Council is required to adopt the suite of Integrated Plans prior to 30 June 2025.

All of the draft Integrated Plans have been provided to Council and the Community during the Public Exhibition Period and are on Council's website [2025-26 Draft Integrated Plans | Your Voice QPRC](#).

The draft Donations Policy and Community Grant Guidelines are on Council's website here: [Draft Donations Policy and Guidelines | Your Voice QPRC](#).

These documents are also filed on the Councillor Portal for reference and review.

**Background**

The Integrated Planning and Reporting Framework (IP&R) enables NSW Councils to work collaboratively with their communities to ensure community priorities are translated into strategic plans, annual budgets and service delivery outcomes.

Council's plans are prepared and updated annually and are subject to community feedback and review.

Over the past several years Council has been working to improve the alignment between its Operational Plan, Service Planning and Resourcing Strategy. In the current year, the Service Plans have been incorporated within the Operational Plan, and the Delivery Program and Operational Plan combined into one document. Budgets and Employee numbers have been aligned to each service and reported, including the amount of General Fund (Rates) used to fund each service.

Council's progress towards meeting the community's strategic objectives and against the levels of service described in the Operational Plan is monitored through regular reporting to Council, including against the Key Performance Indicators for each Council Service within the draft Operational Plan and Delivery Program.

**Report**

Council's Integrated Planning documents have been developed by Council and informed by Council Strategy, Policy and community priorities. This report presents the community submissions that were received during the public exhibition period.

The draft Integrated Planning documents were on public exhibition from 16 May to 13 June 2025. The engagement activities conducted were:

- Emails to all your YourVoice participants (4,500).
- Mayors' column, e-news, radio, media release, social media.
- Community Group emails.
- A Shortform Social Media Video.
- 'Easy to Read' version of Operational Plan and Delivery Program (not published until 4 June.).

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

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- Community meetings held at: Braidwood, Bungendore, Queanbeyan, Nerriga, Tralee and Jerrabomberra.

The recorded engagement response is from Councils Your Voice website hits; however Council does not record the number of informed and engaged participants that contributed to group discussions or group responses.

Recorded engagement response:

- page visits by unique visitors – 700
- page visits with at least one further click / view – 310
- document downloads – 357
- submissions - 45
- Community meeting attendees – 99  
Braidwood (16), Bungendore (16), Queanbeyan (11), Nerriga (31), Jerrabomberra (7), Tralee (18)

The key themes of the submissions included:

- Support for bringing forward Maslin Place Drainage Works.
- Support for included Sportsgrounds Upgrades, and additional requests
- Requests for reduced fees
- Support for additional roads expenditure
- Questions arising out of changes to the plan presentation, including the combined Operational Plan and Delivery Program, and the streamlining of information and KPIs.

All submissions have been considered and changes recommended to the exhibited reports have been detailed in the attached report.

All those people who made submissions will be acknowledged for their feedback and notified that the adopted Operational Plan is on Council's website.

**Risk/Policy/Legislation Considerations**

All councils in NSW use the IP&R Framework to guide their planning and reporting activities in accordance with the IP&R Guidelines, section 406 of the Local Government Act 1993 and the Local Government (General) Regulation 2021.

The full IP&R guidelines can be viewed at [Integrated Planning and Reporting - Office of Local Government NSW](#).

In accordance with the provisions of Section 532 of the Local Government Act 1993 a council must not make a rate or charge until it has given public notice (in accordance with Section

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

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405) of its Draft Operational Plan for the year for which the rate or charge is to be made and has considered any matters concerning the Draft Operational Plan.

In accordance with sections 533, 534, 535 and 566 of the Local Government Act 1993 Council must make each Rate and Annual Charge by detailed resolution. Each amount has been detailed within the draft Statement of Revenue Policy. This recommendation is included at the end of this report.

In accordance with Section 566 of the Act, interest will accrue on outstanding rates and charges at the rate of ten point five percent (10.5%) per annum simple interest calculated daily from 1 July 2025.

**Financial, Budget and Resource Implications**

The Operational Plan and Budget 2025/26 provides adequate funding to deliver the proposed projects and services. It ensures implementation of Year 1 of the Delivery Program and is underpinned by responsible financial management and a long term view of sustainability.

Rates notices in July 2025 will be affected by the following main factors. Council has reviewed the changes to typical rates notices across the local government area and these are listed in the Appendix to the Statement of Revenue Policy.

- Council's total general rates income will be increased by Special Rate Variation of 18%, inclusive of the rates peg of 3.9%.
- The additional pensioner rebate will be increased to \$50 and will be continued for all pensioners. This increases the maximum pensioner rebate to \$475 (for water, sewer and general rates and charges).
- Queanbeyan Sewer Annual Charge increases by 5.9%, being the amount that is required for the major upgrade and extension of the Queanbeyan Sewerage Treatment Plant.
- All other annual charges increase by 3.9%.

**Links to QPRC/Regional Strategic Plans**

Council's integrated plans support the Community Strategic Plan strategic objectives:

- Council is effective, financially sustainable and responsible.
- Our community is well-informed and engaged.

**Conclusion**

All of the draft Integrated Plans are linked to this report and are recommended to Council for adoption, with consideration of community submissions as detailed in the attached Post Exhibition Community Engagement Report.

**Recommendation for Making the Rates:**

**In accordance with section 533, 534, 535 and 566 of the Local Government Act 1993 (the Act), Council makes the following Rates and Annual Charges for the period 1 July 2025 to 30 June 2026, being the financial year 2025/2026.**

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan)  
(Continued)**

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## **Annual Rates**

### ***Residential General***

An ordinary rate will be levied on all rateable land categorised as “**Residential**” under section 516 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council as indicated on Page 2 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point one six eight six three three five six cents in the dollar (0.16863356) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of six hundred and thirty six dollars (\$636) which is equivalent to 33% of the total rates levied for this category in 2025/26. In accordance with section 543(1) of the Act this rate be named “**Residential General**”.

### ***Residential Queanbeyan Urban***

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Queanbeyan Urban**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 13 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point three two six seven four zero five eight cents in the dollar (0.32674058) calculated on the land value issued by the NSW-Valuer General’s Office with base date 1 July 2022, and a base amount of seven hundred and three dollars (\$703) which is equivalent to 33% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Residential Queanbeyan Urban**”.

### ***Residential Googong***

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Googong**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 13 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point three two six seven four zero five eight cents in the dollar (0.32674058) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of eight hundred and twenty five dollars (\$825) which is equivalent to 33% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Residential Googong**”.

### ***Residential Bungendore***

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Bungendore**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue 2025/26, consisting of an ad-valorem rate of zero point one nine five three eight one five seven cents in the dollar (0.19538157) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of six hundred and thirty six dollars (\$636) which is equivalent to 38% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Residential Bungendore**”.

### ***Residential Braidwood***

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Braidwood**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point one nine five three eight one five seven cents in the dollar

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(0.19538157) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of five hundred and thirty nine dollars (\$636) which is equivalent to 49% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Residential Braidwood"**.

***Farmland Ordinary***

An ordinary rate will be levied on all rateable land categorised as **"Farmland"** under section 515 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council, consisting of an ad-valorem rate of zero point one two three zero four six three nine cents in the dollar (0.12304639) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of one thousand and nine hundred and twenty five dollars (\$1,925) which is equivalent to 45% of the total rates levied for this category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Farmland Ordinary"**.

***Business General***

An ordinary rate will be levied on all rateable land categorised as **"Business"** under section 518 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council as indicated on Page 2 of the Draft Revenue Policy 2025/26 consisting of an ad-valorem rate of zero point one seven two five zero four four four cents in the dollar (0.17250444) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of seven hundred and three dollars (\$703) which is equivalent to 43% of the total rates levied for this category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Business General"**.

***Business Queanbeyan Urban***

An ordinary rate will be levied on all rateable land sub-categorised as **"Business Queanbeyan Urban"** under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of one point four eight six nine five seven eight eight cents in the dollar (1.48695788) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of seven hundred and seventy three dollars (\$773) which is equivalent to 5% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Business Queanbeyan Urban"**

***Business Poplars Business Park***

An ordinary rate will be levied on all rateable land sub-categorised as **"Business Poplars Business Park"** under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 17 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of one point four two three two nine seven three six cents in the dollar (1.42329736) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of one thousand and one hundred and thirty four dollars (\$1,134) which is equivalent to 2% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named **"Business Poplars Business Park"**.



**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan)  
(Continued)**

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***Business Googong***

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Googong**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 17 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of one point four two three two nine seven three six cents in the dollar (1.42329736) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of one thousand and one hundred and thirty four dollars (\$1,134) which is equivalent to 15% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Business Googong**”.

***Business CBD***

An ordinary rate will be levied on all rateable land sub-categorised as “**Business CBD**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of one point four two three two nine seven three six cents in the dollar (1.42329736) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of one thousand and one hundred and thirty four dollars (\$1,134) which is equivalent to 6% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Business CBD**”.

***Business Industrial***

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Industrial**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 16 of the Draft Revenue Policy 2025/26, consisting of an ad-valorem rate of zero point eight four three nine zero five seven nine cents in the dollar (0.84390579) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of seven hundred and seventy three dollars (\$773) which is equivalent to 12% of the total rates levied for this sub-category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Business Industrial**”.

***Mining***

An ordinary rate will be levied on all rateable land categorised as “**Mining**” under section 517 of the Act, consisting of an ad-valorem rate of zero point five five five nine eight five three two cents in the dollar (0.55598532) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of one thousand eight hundred and eighty nine dollars (\$1,889) which is equivalent to 5% of the total rates levied for this category in 2025/2026. In accordance with section 543(1) of the Act this rate be named “**Mining**”.

**Annual Charges**

***Domestic Waste Management Annual Charges***

A domestic waste management annual charge will be levied on each parcel of rateable land for which the service is available in accordance with section 496(1) and section 496(2) and a domestic waste management annual charge will be levied on land that is exempt from rating if the owner requests the service, as follows:

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

<b>DWM Charge</b>	<b>Amount</b>
Urban Domestic Garbage (140L Garb + Rec + Green)	\$369
Urban Domestic Garbage (240L Garb + Rec + Green)	\$486
Domestic Garbage (Additional 140L Garbage)	\$172
Domestic Garbage (Additional 240L Garbage)	\$206
Domestic Garbage (Additional GreenWaste)	\$91
Domestic Garbage (Additional Recycling)	\$91
Urban - MUD - Domestic Garbage -Shared service Garbage & recycling (scheduled bulky service)	\$240
Urban MUD - Domestic Garbage-shared service Garbage & recycling & FOGO	\$369
Urban MUD - Domestic Garbage (Shared Serv - Additional Green) added to body corporate rates	\$91
Domestic Garbage- Vacant Land	\$32
Domestic Garbage (Shared Rec + 140L individual Garbage)	\$240
360L recycling bin upsize charge (current service only)	\$58
Rural Waste Collection - fortnightly 240L waste bin and 240L recycling per annum	\$198
Urban -MUD- Domestic Garbage- shared service Garbage & Recycling (No Bulky service)	\$187
Rural Waste Collection -fortnightly 240L recycling only per annum	\$96
MUD un-serviced	\$32
Urban - MUD - Domestic shared service Garbage & Recycling - (Book in Bulky service)	\$240
Rural waste Collection - Additional 240L waste bin collected fortnightly	\$92
Rural Waste Collection - Additional 240L recycling bin collected fortnightly	\$91
Domestic Waste Urban - 360L waste bin collected weekly, 240L recycling and 240L Green Waste collected fortnightly (Current services only)	\$605
Compound Bins – Araluen & Majors Creek 240L Red & Yellow 240L fortnightly	\$187

***Non-residential Waste Management Annual Charge***

In accordance with the provisions of sections 501, 502 and 535 of the Act Council proposes to provide waste management services and levy a non-residential waste management annual charge on all rateable land categorised as business, as follows:

<b>Type</b>	<b>Annual Charge</b>
Waste availability charge	\$160
Each 240L Waste bin	\$156
Each 240L Recycling bin	\$110
Rural Waste 240L Waste (fortnightly)	\$110
Each 240L Greenwaste bin	\$106

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

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***General Waste Charge***

In accordance with the provisions of sections 501 and 535 of the Act Council proposes to provide general waste services and levy a general waste charge of \$243 on all rateable land and those properties which are exempt from rates under section 555 and 556, and excluding land categorised as business.

***Water Annual Access Charges***

Queanbeyan Water Services

In accordance with the provisions of section 501 and 535 of the Act a water access charge of \$329 will be levied on all rateable land categorised as residential within the defined area of the Queanbeyan and Googong Water Supply Schemes.

All strata and non-strata units or dual occupancy properties will be charged an annual water access charge equivalent to a 20mm water access charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates an annual Water Access Charge will be applied for each connection according to the size of the water meter service connection/connections to the property as per the following table.

An annual water access charge equivalent to a 20mm water access charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1)(b) of the Act.

<b>Meter Size</b>	<b>Annual Charge</b>
20 mm	\$329
25 mm	\$515
32 mm	\$843
40 mm	\$1,316
50 mm	\$2,057
65 mm	\$3,476
80mm	\$5,268
100 mm	\$8,230
150mm	\$18,518

Palerang Communities Water Services

In accordance with the provisions of section 501 and 535 of the Act a water access charge will be levied on all rateable land, including strata units, and those properties which are exempt from rates under section 555 and 556 within the benefit areas of the Bungendore, Braidwood and Captains Flat water supply schemes to which the water supply is available and connected, in accordance with the number and size of water service meters connected to the land, as per the following table.

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

An annual water access charge equivalent to a 20mm water access charge will be levied on all rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1)(b) of the Act.

<b>Meter Size</b>	<b>Annual Charge</b>
20 mm	\$716
25 mm	\$1,119
32 mm	\$1,833
40 mm	\$2,863
50 mm	\$4,474
65 mm	\$7,562
80mm	\$11,454
100 mm	\$17,897
150mm	\$40,267

***Water Usage Charges***

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the area of the Queanbeyan and Googong Water Supply Schemes. Water usage will be charged at a single variable rate of **\$4.68** per kl on all usage recorded through the water meter or meters connected to the property.

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the benefit areas of the Braidwood, Bungendore and Captains Flat Water Supply Schemes. Water usage will be charged at a single variable rate of **\$4.29** per kl on all usage recorded through the water meter or meters connected to the property.

***Recycled Water Annual Access Charge***

All rateable land within the area of Googong Recycled Water Scheme will be charged an Annual Recycled Water Access Charge equivalent to a 20mm Water Access Charge in accordance with section 501 of the Act.

All strata and non-strata units or dual occupancy properties will be charged an Annual Recycled Water Access Charge equivalent to a 20mm Recycled Water Access Charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates an annual Recycled Water Access Charge will be applied for each connection according to the size of the water meter service connection/connections to the property as per the following table.

An Annual Water Access Charge equivalent to a 20mm Recycled Water Access Charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1) (b) of the Act.

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<b>Meter Size</b>	<b>Annual Charge</b>
20 mm	\$329
25 mm	\$515
32 mm	\$843
40 mm	\$1,316
50 mm	\$2,057
65 mm	\$3,476
80mm	\$5,268
100 mm	\$8,230
150mm	\$18,518

***Recycled Water Usage Charge***

To promote water conservation, the pricing of recycled water has been calculated at the rate of 5% below the potable water prices.

A charge will be raised in accordance with Section 502 of the Act for the use of Recycled Water Supply Services on a quarterly basis on the usage recorded through the water meter or meters connected to the property. Water usage will be charge at a single variable rate of \$4.62 per kl.

***Queanbeyan Sewerage Access Charges***

In accordance with the provisions of section 501 a sewerage access charge of \$923 will be levied on all residential properties within the Queanbeyan Sewerage Scheme.

All strata and non-strata units or dual occupancy properties within the defined area of the Queanbeyan Sewerage Scheme will be charged an annual sewerage service charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates within the defined area of the Queanbeyan Sewerage Scheme Annual Sewerage Service Charge will be applied according to the size of the water meter service connection/connections to the property as per the following table.

An Annual Sewerage Service Charge – Vacant Land will apply to each parcel of rateable land within the Queanbeyan Sewerage Scheme which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

<b>Meter Size</b>	<b>Annual Charge</b>
20 mm	\$923
Vacant Land	\$603
25 mm	\$1,443
32 mm	\$2,366
40 mm	\$3,697

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

<b>Meter Size</b>	<b>Annual Charge</b>
50 mm	\$5,777
65 mm	\$9,762
80 mm	\$14,787
100 mm	\$23,105
150 mm	\$51,987

***Googong Sewerage Access Charges***

In accordance with the provisions of section 501 a sewerage access charge of \$873 will be levied on all residential properties within the Googong Sewerage Scheme.

All strata and non-strata units or dual occupancy properties within the defined area of the Googong Sewerage Scheme will be charged an annual sewerage service charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates within the defined area of Googong, Annual Sewerage Service Charge will be applied according to the size of the water meter service connection/connections to the property as per the following table.

An Annual Sewerage Service Charge – Vacant Land will apply to each parcel of rateable land within the defined area of Googong which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

<b>Meter Size</b>	<b>Annual Charge</b>
20 mm	\$873
Vacant Land	\$569
25 mm	\$1,364
32 mm	\$2,236
40 mm	\$3,493
50 mm	\$5,456
65 mm	\$9,221
80 mm	\$13,968
100 mm	\$21,826
150 mm	\$49,108

***Palerang Communities Sewerage Access Charge***

In accordance with the provisions of section 501 and 552(3)(a) a sewerage access charge of \$1,317 will be levied on all residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes.

In accordance with the provisions of section 501 and 552(3)(a) a sewerage access charge will be levied on all non-residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes as per the following table.

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

<b>Meter Size</b>	<b>Annual Charge</b>
20 mm	\$1,517
Not connected	\$1,517
25 mm	\$2,370
32 mm	\$3,883
40 mm	\$6,067
50 mm	\$9,480
65 mm	\$16,021
80 mm	\$24,269
100 mm	\$37,920
150mm	\$85,320

***Sewerage Usage Charges***

In accordance with the provisions of section 502 the following sewer usage charges will be levied.

Sewerage usage charge on all non-residential properties within the defined area of the Queanbeyan and Googong Sewerage Schemes are calculated by applying business category SDF as defined in the NSW Office of Water, Liquid Trade Waste Regulations Guidelines April 2009 to the Sewerage Usage Charge of \$1.51 per kl.

Sewerage usage charges for non-residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes are calculated by applying the following business category SDF to the Sewerage Usage Charge of \$3.51 per kl.

<b>Land Use Description</b>	<b>Sewer Discharge Factor</b>
General Main Street Businesses Shop Newsagency Cafes & Restaurants Motels Council Offices Laundromat	95%
Schools	90%
Factories Hospitals Service Clubs Hotels	85%
Churches	70%
Concrete Works	5%

**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan)  
(Continued)**

***Liquid Trade Waste Annual Charges***

In accordance with the provisions of section 502 of the Act Council resolves to make the following liquid trade waste annual charges for all rateable land not categorised as non-residential within the benefit areas of the Queanbeyan sewerage scheme:

<b>Discharge category</b>	<b>Compliance</b>	<b>Annual Charge</b>	<b>Usage per kl</b>
One	Complying	\$120.00	\$0.00
One	Non Complying	\$120.00	\$3.05
Two	Complying	\$120.00	\$3.05
Two	Non Complying	\$120.00	\$20.75
Three		\$780.00	As stated in liquid trade waste excess mass charges in the schedule of fees and charges

In accordance with the provisions of section 502 of the Act Council resolves to make the following liquid trade waste annual charges for all rateable land not categorised as non-residential within the benefit areas of the Bungendore, Braidwood and Captains Flat sewerage schemes:

<b>Discharge category</b>	<b>Compliance</b>	<b>Annual Charge</b>	<b>Usage per kl</b>
One	Complying	\$111.19	\$0.00
One	Non Complying	\$111.19	\$3.29
Two	Complying	\$214.00	\$3.29
Two	Non Complying	\$214.00	\$21.56
Three		\$743.18	As stated in liquid trade waste excess mass charges in the schedule of fees and charges

***Stormwater Management Charge***

In accordance with section 496A of the Act, Council will levy the following stormwater management charges on all rateable properties for which the service is available that are within Council's urban stormwater catchment areas:

Properties categorised as Residential (not being strata titled)

A flat charge of \$25.00 for a stormwater management service charge is to be charged against each eligible assessment categorised as residential within the urban stormwater catchment.



**9.4 Draft 2025-26 IP&R Documents (Operational Plan and Revenue Policy, Fees and Charges, Delivery Program, Resourcing Strategy, Donations Policy and Grant Guidelines) Post Exhibition Report for Adoption (Author: Ryan/Monaghan) (Continued)**

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Properties categorised as residential (strata units)

A flat charge of \$12.50 for a stormwater management service charge is to be levied against each eligible residential strata unit within the urban stormwater catchment.

Properties categorised as business (not being strata titled)

Queanbeyan Area - A stormwater management service charge is to be charged against each eligible assessment (not being strata titled) categorised as business within the urban stormwater catchment area based on the total area of the assessment. A charge of \$25.00 for every 350 square metres or part of 350 square metres will apply, with a minimum charge of \$25.00 to apply for those properties with an area of less than 350 square metres.

Braidwood and Bungendore - A stormwater management service charge is to be charged against each eligible assessment (not being strata titled) categorised as business within the urban stormwater catchment area based on the total area of the assessment. A charge of \$25.00 for every 1,200 square metres or part of 1,200 square metres will apply, with a minimum charge of \$25.00 to apply for those properties with an area of less than 1,200 square metres.

Properties categorised as business (strata units)

A stormwater management service charge against each eligible business strata unit within the urban stormwater catchment area based on one of the following two scenarios:

1. Business strata units only

Where a strata complex contains only business properties and is not mixed development the charge per strata unit will be calculated by using a charge of \$25.00 per 350m<sup>2</sup> of the land area occupied by the strata scheme (or part thereof), proportioned by the unit entitlement of each lot in the strata scheme with a minimum charge of \$12.50 levied on each strata unit.

2. Business & residential strata units (mixed development)

If the strata complex includes properties rated as both business and residential the dominant category of the strata scheme must be determined and charges will apply for business strata units or residential strata units as previously adopted. In the event that a mixed development is 50% residential and 50% business, council has the discretion to determine whether to charge the property as a residential or business property.

## **Interest on Overdue Rates & Charges**

In accordance with Section 566 of the Act, interest will accrue on outstanding rates and charges at the rate of ten point five percent (10.5%) per annum simple interest calculated daily from 1 July 2025.

## **Attachments**

Attachment 1	Post Exhibition Community Engagement Report - Integrated Plans 2025/26 Review ( <i>Under Separate Cover</i> )
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## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.5 Palerang Communities Integrated Water Cycle Management (IWCM) Issues Paper 2025 (Author: Duff/Cunningham)**

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File Reference: PJT0018

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**Recommendation**

**That Council:**

- 1. Endorse the draft Palerang Communities Integrated Water Cycle Management Issues Paper 2025 for public exhibition for a period of 28 days from 1 July 2025.**
  - 2. Receive a future report on the results of any community feedback.**
- 

**Summary**

The inaugural Palerang Communities Integrated Water Cycle Management (IWCM) strategy was undertaken between 2015 and 2019. The continued development and growth for the region now warrants a review of this strategy, the first stage of which is the development of the IWCM Issues Paper 2025. The revised issues paper is complete and now ready for public exposure and comment.

This report was considered by Council at the 11 June Meeting, and it was deferred pending a Councillor workshop (**Resolution 859/25**) which was held on 18 June. The presentation is attached for information. The workshop discussion was around the purpose of an IWCM Issues Paper, the development and identification of issues.

This report seeks Council endorsement of the IWCM Issues Paper 2025 to be released for public exhibition.

**Background**

The NSW Government has long encouraged a strategic approach for the planning and operation of water and sewerage schemes provided by Local Government Local Water Utilities (LWUs). Over the years this process has evolved in the Regulator's sphere most notably with the introduction of the very prescriptive IWCM checklist in 2014. The inaugural Palerang Communities IWCM was prepared according to these requirements and was formally adopted by Council in February 2019.

Whilst it is considered good practice to review IWCMs on a regular basis, the regularity for each LWU is often determined by the degree of change with their respective schemes. This change can be associated with a number of factors but mostly they relate to legislative or regulatory requirements and of course, development or growth pressures.

The single biggest issue identified in the 2019 strategy related to the growth pressures facing Bungendore and the resultant need to secure an additional source of potable water to support this growth. The strategies developed to address these matters are well known, as are the developments since then which have translated into the development of the current Queanbeyan to Bungendore Bulk water pipeline project.

**9.5 Palerang Communities Integrated Water Cycle Management (IWCM) Issues  
Paper 2025 (Author: Duff/Cunningham) (Continued)**

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It is therefore timely now to revisit the Palerang Communities IWCM to both reset the strategic direction in the light of the last five years and to stocktake any other issues that may have arisen since.

In terms of the process, the Regulator has moved away from the prescriptive IWCM model since Council's inaugural undertaking. The new process is part of the Regulatory and Assurance Framework (RAF) and allows LWUs to adopt their own strategic model, subject to Departmental approval. For this review Council has opted to continue with the established IWCM approach (checklist) on the basis of its familiarity and rigour. The IWCM checklist remains an acceptable model for strategic planning in the eyes of the Regulator.

**Report**

The first stage of the IWCM process is the development of the Issues Paper. By far the largest body of work in the IWCM journey, the issues paper is borne out of a comprehensive review of all aspects of a water or sewerage undertaking with the output being the identification of 'issues' for consideration.

These issues can relate to matters from levels of service to compliance shortcomings and everything in between. Equally, their treatment may range from 'do nothing' to a full strategic assessment complete with financial modelling.

Included as an attachment to this report is the Issues Paper for the Palerang Communities Water and Sewerage Schemes for 2025. In all there are around 35 separate issues that have been identified with required treatments ranging from ongoing monitoring to full options development of strategic assessment. Those of the latter include:

- Bungendore Water Security,
- Bungendore Water Quality (PFAS), and
- Braidwood Water Security.

The next stage of the IWCM process is the development of options for the treatment of those issues deemed significant and then the selection of those preferred options to be carried forward into the strategy. It is the strategy, together with the collective treatments assigned to any other issues, that informs the development of the Development Servicing Plans and ultimately the Water and Sewerage tariff structure.

The IWCM issues paper is an important snapshot into the state of Council's Palerang Communities water and sewerage enterprises and the purpose of this report is to seek approval to now socialise this important document with the wider community.

**Risk/Policy/Legislation Considerations**

In many respects the IWCM process is entirely about considering risk, policy and legislation. Fundamentally it assesses utility performance against regulatory compliance and specifically identifies any issues where deviation is identified. Similarly, it assesses risk, especially where these arise from conflict with other Council policy. This is particularly relevant in the case of supporting key Council policies such as the Bungendore and Braidwood Structure Plans.

The preparation of this document in isolation to the recently completed Queanbeyan IWCM is reflective of the current internal separation of the two Queanbeyan and Palerang Water and Sewerage funds and, moreover, the unique tariff structures that apply to these schemes.

Whilst it is anticipated that future such IWCM reviews should be conducted across all of Council's water and sewerage enterprises to provide a more complete compendium of issues,

### 9.5 Palerang Communities Integrated Water Cycle Management (IWCN) Issues Paper 2025 (Author: Duff/Cunningham) (Continued)

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options and strategies, the real future decision will be in relation to the resultant financial modelling.

For this time around the IWCN strategies will remain separate documents with options for separate and harmonised financial models to be the subject of a further report to Council in the near future.

The NSW Government has developed the IWCN Framework to improve outcomes for communities in NSW (as stated in the NSW Water Strategy, regional and metropolitan water strategies and the Regulatory and Assurance Framework for local water utilities). The guidelines and checklists, framework are all available on the NSW Government website

<https://water.dpie.nsw.gov.au/our-work/plans-and-strategies/integrated-water-cycle-management>

The Regulatory and Assurance Framework, attached for information; is designed to ensure that local water utilities can manage risks and service needs effectively and strategically.

#### **Financial, Budget and Resource Implications**

The development of an IWCN is a complex body of work and requires a substantial financial investment and the engagement of specialist consultants. NSW Public Works were engaged to undertake the work with funds for the project being provided jointly from Council's water fund reserves as well as a grant allocation of \$66,359 from the NSW Government's Safe and Secure Water Program.

#### **Links to QPRC/Regional Strategic Plans**




The IWCN process complements and supports the ongoing work of the Bungendore and Braidwood Structure plans.

#### **Conclusion**

The Palerang Communities IWCN plan and strategy is currently under review. The first stage of this process is the production of a new Issues Paper. This part of the process is now complete. The Issues Paper is now ready for public release and comment.

It will be placed on public exhibition from 1 July 2025, with a summary that explains the purpose of the document, issues more broadly and a Frequently Asked Questions (FAQ's) page. Staff will develop a communications strategy to ensure interest groups and stakeholders are provided an opportunity to be involved in round table discussions during the exhibition period.

#### **Attachments**

- |   |   |
|---|---|
| Attachment 1  | Palerang Communities Integrated Water Cycle Management Plan -               |
|  | Issues Paper 2025 ( <i>Under Separate Cover</i> )                           |
| Attachment 2  | Regulatory and Assurance Framework for Local Water Utilities ( <i>Under</i> |
|  | <i>Separate Cover</i> )   |
| Attachment 3  | IWCN Councillor Briefing - June 2025 ( <i>Under Separate Cover</i> )        |
|  |   |

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.6 Liquor Licence Notification - Queanbeyan Leagues Club - 164 Monaro Street  
Queanbeyan (Author: Ormella/Gault)**

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File Reference: 21.5.1

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**Recommendation**

**That Council considers whether they wish to make comment on the submission that will be made by staff for the liquor licence application.**

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**Summary**

Liquor and Gaming NSW have sent a liquor licence boundary change notification to Council for comment by the 12 July 2025.

Council is being provided an opportunity to make comment to the submission that will be made.

**Background**

Council resolved to be notified of each referral from the NSW Independent Liquor and Gaming Authority for an application or transfer of an ongoing liquor or gaming licence or changes to an existing licence or conditions, so that Council can provide feedback should it choose to, (**Resolution 822/25**).

**Report**

Council received a notification on 12 June 2025 from Liquor and Gaming NSW for a change of boundaries amendment (Application Number SR0001421690) for 164 Monaro Street Queanbeyan NSW 2620 (Queanbeyan Leagues Club). The notification period will end on 12 July 2025.

The application seeks to amend the various existing licence boundaries within the site, as well as including the future development of the site which recently secured development consent.

The application can be found at the Liquor and Gaming NSW 'Notice Board' at <https://lngnoticeboard.onegov.nsw.gov.au/search>

It is noted that the changes to the boundary of the liquor licence for the new development (DA.2024.0064), would not need to come into effect until such time that the development had a final occupation certificate.

**Risk/Policy/Legislation Considerations**

Council is a referral agency for all liquor and gaming licence applications as required under the Liquor Act 2007. Council can make comment on liquor and gaming licence applications however has no authority under the Liquor Act 2007.

Councils have no enforcement responsibilities in relation to liquor and gaming licences.

**9.6 Liquor Licence Notification - Queanbeyan Leagues Club - 164 Monaro Street  
Queanbeyan (Author: Ormella/Gault) (Continued)**

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**Financial, Budget and Resource Implications**

There are no financial, budget or resourcing issues associated with the referral process. Liquor and gaming licence referrals are dealt with by the Environmental Health team as part of their normal work duties.

**Links to QPRC/Regional Strategic Plans**

Council's role as a referral agency for liquor and gaming applications supports several of the strategic objectives from the Community Strategic Plan, including:

1.8 Strengthen community safety and create a secure environment for all residents.

2.1 Support and promote business growth to strengthen the local economy and create more job opportunities.

**Conclusion**

Officers propose in their submission to clarify that the changes to the boundary of the liquor licence for the new development (DA.2024.0064), would not need to come into effect until such time that the development had a final occupation certificate.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.7 Post Exhibition Report - Renewal of Alcohol Restrictions and Addition of 1 Farrer Place, Queanbeyan (Author: Richards/Goiser)**

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File Reference: 2.6.5

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**Recommendation**

**That Council endorse the renewal of existing Alcohol Free Zones (AFZs) and Alcohol Prohibited Areas (APAs) in Queanbeyan-Palerang Regional Council Local Government Area as listed in this report.**

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**Summary**

At the Ordinary Meeting of 29 January 2025, Council resolved to place on public exhibition the renewal of Alcohol Free Zones (AFZs) and Alcohol Prohibited Areas (APAs) in Queanbeyan-Palerang and the proposal to add 1 Farrer Place, Queanbeyan to the list of AFZs and APAs (**Resolution 594/25**).

The addition of 1 Farrer Place was at the request of Monaro Police District following a report provided to Council about a number of serious alcohol-related incidents at the location. This report provides the results of the public exhibition, and the community feedback received.

**Background**

The exhibition period regarding existing AFZs and APAs, and the proposal to add 1 Farrer Place, commenced on Council's Your Voice engagement website on 18 February 2025. A workshop was held with Councillors on 18 June to review the AFZs and APA's, including 1 Farrer Place.

Letters promoting the consultation and encouraging feedback were hand delivered to local liquor licensees/registered clubs nearest to 1 Farrer Place including Royal Hotel, Tourist Hotel, Walshes Hotel, and Campbell & George.

Letters were also circulated through Council's networks to community organisations and non-government service providers including the Queanbeyan Senior Citizens who occupy the building at 1 Farrer Place, Queanbeyan Multicultural Centre, St Benedicts Community Centre and First Nations communities.

The opportunity to engage in the consultation was promoted through Council's regular communications channels including social media, hardcopy and electronic newsletters, and newspaper advertising. Corflute posters were also placed at 1 Farrer Place.

During the consultation period, Council staff became aware of a community event being held at 1 Farrer Place on 8 April 2025 to support the recently relaunched Night Podz bus which parks at 1 Farrer Place overnight. The Night Podz bus provides safe sleeping facilities for vulnerable people. The event included a BBQ provided by community volunteers, along with other support services such as St Vinnies Night Patrol, Orange Sky mobile laundry service, St Benedicts and more.

Organisers of the event agreed that Council's attendance would be an appropriate face-to-face opportunity to discuss the alcohol-free zone proposal directly with users of facilities at 1 Farrer Place. The originally planned exhibition period was extended to accommodate the community BBQ event. Comments closed on 4 May 2025.

## 9.7 Post Exhibition Report - Renewal of Alcohol Restrictions and Addition of 1 Farrer Place, Queanbeyan (Author: Richards/Goiser) (Continued)

### Report

311 visits were made to the Your Voice project page during the public exhibition period. 58 survey responses were received.

The first aspect of the survey asked: 'Do you agree with adding 1 Farrer Place to the AFZs and APAs?' 51 (89%) agreed with the proposal; 6 (11%) disagreed.

The second aspect of the survey asked if the community had any comments about the proposal to renew existing AFZs and APAs, and if there were any other areas that they would like to see as alcohol restricted areas.

Overall, the majority of respondents supported the renewal of AFZs and APAs, albeit with a strong call for better enforcement mechanisms. Comments included phrases like 'good idea,' 'endorsed,' 'supported,' and 'all looks sensible.' One respondent highlighted some examples of disturbing behaviour they had witnessed. Respondents acknowledged that existing alcohol restrictions are effective and appreciated adding new areas to further enhance public safety.

Negative responses mostly centred on concerns about efficacy and fairness. Opposition came from individuals raising concerns about over-regulation. One respondent highlighted that AFZs merely push alcohol-related issues 'down the road' rather than addressing the root causes, such as helping problem drinkers or vulnerable communities.

During the community event on 8 April 2025 representatives of support services suggested that most of the behavioural issues experienced at 1 Farrer Place were drug and mental health related rather than alcohol related. They echoed the thoughts that making the area an alcohol-free area would simply move people to more remote or isolated areas where they would find it more difficult to support them.

During the public exhibition Council staff also conducted an internal review in an attempt to determine if there was any way to correlate whether the declaration of AFZs and APAs had contributed to any increase or decrease in anti-social behaviour at declared locations. Whilst Council's Customer Request Management system could track customer requests and matters related to damage, vandalism, and littering, it was not possible to determine if any of these were alcohol related. Any requests or calls relating to anti-social behaviour are referred directly to Police.

### Alcohol Free Zones and Alcohol Prohibited Areas

The list of AFZs and APAs proposed for renewal, or addition, includes:

#### **Alcohol Free Zones** (for street drinking - public roads, footpaths and car parks)

Location	Description/Comment
Collett Street, Queanbeyan	Both sides of street from Rutledge Street to Morisset Street
Crawford Street, Queanbeyan	Both sides of street from Antill Street to Rutledge Street
3A Erin Street car park, Queanbeyan	Public car park located behind premises at cnr Crawford and Antill Streets
Henderson Park car park, Crestwood	Adjacent skate park, train carriage and playground
Karabar Shopping Centre car park, Karabar	Public car park located at Karabar Shopping Centre, including undercover car park



### 9.7 Post Exhibition Report - Renewal of Alcohol Restrictions and Addition of 1 Farrer Place, Queanbeyan (Author: Richards/Goiser) (Continued)

Location	Description/Comment
Limestone Drive car park, Jerrabomberra	Main car park outside the shopping centre on Limestone Drive, Jerrabomberra
Lowe Car Park, Queanbeyan	Public car park accessed from Lowe Street
Corner Macquoid St and Atkinson St, Queanbeyan East	Footpath in front of Ukrainian Social Club
Monaro Street, Queanbeyan	Both sides of street from Lowe Street to Queens Bridge
Morisset Car Park, Queanbeyan	Public car park accessed from Morisset Street and Lowe Street
Queenbar Road, Karabar	Both sides of street from Cooma Street to Gray Place
Rutledge Car Park, Queanbeyan	Public car park accessed from Rutledge Street, Crawford Street and Collett Street
Southbar Road, Karabar	Both sides of street from Cooma Street to Candlebark Road
Tamarind Place, Jerrabomberra	Road and footpath reserve
Uriarra Road, Queanbeyan	Both sides of street from Crawford Street to Ross Road
1 Farrer Place, Queanbeyan *	Car park and footpaths

#### Alcohol Prohibited Areas (public places such as parks)

Location	Description/Comment
Apex Park, Queanbeyan	Crawford Street
Ernie Beaver Park, Queanbeyan West	Gilmore Road
Henderson Park, Crestwood	Including skate park, train carriage and playground
Queanbeyan Park playground, Queanbeyan	Located within Queanbeyan Park between Lowe Street and Campbell Street tennis courts, nearby Axis Youth Centre
Queanbeyan River bank/walk, Queanbeyan	Both sides of the river from Collett Street to Atkinson Street, and Waniassa Street to Mowatt Street
Queen Elizabeth II Park, Queanbeyan	Cnr Collett Street and Morisset Street
Ray Morton Park, Queanbeyan	Waniassa Street
Ryrie Park, Braidwood	Wallace Street
Tamarind Place Waterfall Reserve, Jerrabomberra	Jerrabomberra waterfall reserve and creek bank around the waterhole at Tamarind place Jerrabomberra
Waniassa Park, Queanbeyan	Waniassa Street
1 Farrer Place, Queanbeyan *	Picnic shelter, gardens, amenities, and small play area

\* Declaration of 1 Farrer Place as an alcohol-free area and adding it to the above lists requires the application of both an AFZ (applying to the car park and footpaths) and an APA (applying to the picnic shelter, gardens, amenities, and small play area).

**9.7 Post Exhibition Report - Renewal of Alcohol Restrictions and Addition of 1 Farrer Place, Queanbeyan (Author: Richards/Goiser) (Continued)**

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**Risk/Policy/Legislation Considerations**

The application of AFZs is provided for in Sections 642 - 648 of the Local Government Act 1993. The application of APAs is provided for in Section 632A.

The failure to apply AFZs and APAs to areas of concern for anti-social behaviour means that the police have reduced options for dealing with issues involving alcohol consumption. The focus is to deter irresponsible drinking without imposing fines on potentially disadvantaged people.

**Financial, Budget and Resource Implications**

There are around 70 existing signposts that signify AFZs and APAs. They include the dates for when the restrictions apply from and to. Where possible, staff will update existing signs by covering past dates with a sticker showing new dates. This will have a minimal cost.

**Links to QPRC/Regional Strategic Plans**

AFZs and APAs contribute to the strategic objectives of the Community Strategic Plan including:

**Strategic Pillar 1 - Community**

A safe, harmonious, happy and healthy community leading fulfilled lives.

1.3 Our public and community places are inviting, encourage participation and are well maintained.

**Strategic Pillar 4 - Connection**

A safe and well-connected community with good infrastructure enhancing quality of life.

4.3 Our community facilities are well planned, meet the needs of the community and enhance social connection.

**Conclusion**

The proposal to renew existing AFZs and APAs, and to add 1 Farrer Place, has received general support from the bulk of the community who chose to engage in this consultation.

It also has the support of Monaro Police District who require the zones to be declared to ensure they have options for dealing with issues involving alcohol consumption.

**Attachments**

Attachment 1



Engagement Report - Renewal of AFZs and APAs and Addition of 1 Farrer Place (*Under Separate Cover*)

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.8 Post-Exhibition Report - Council-Related Development Application Conflict of Interest Policy (Author: Ryan/Flint)**

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File Reference: 52.5.4

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**Recommendation**

**That Council adopt the Council-Related Development Application Conflict of Interest Policy as attached.**

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**Summary**

Council resolved (**Resolution 864/25**) to defer consideration of the Council-Related Development Application Conflict of Interest Policy at the meeting of 11 June 2025 as an administrative oversight occurred whereby a submission received on the policy during the exhibition period was inadvertently missed. This report seeks to address the submission and make necessary changes to the policy for Council's consideration.

**Background**

Council resolved (**Resolution 695/25**) to place the Council-Related Development Application Conflict of Interest Policy on exhibition for 28 days on 12 March 2025. The exhibition period has concluded, and one submission has been received.

**Report**

The Council-Related Development Application Conflict of Interest Policy was on exhibition from 13 March 2025 to 11 April 2025.

One submission was received as part of this process as outlined below. Some proposed changes to the policy in its exhibited form have been made as a result.

**Submission**

- The existing policy has a major shortcoming, in that its scope is limited to development applications where the council is the consent authority. I submit the scope should be broadened so that the policy requirements also apply where the consent authority is the Joint Region Planning Panel (JRPP). The recent case of DA.2023.0044 illustrates the need for such broadening. In this case there are members who are not satisfied that the appropriate level of independence has been achieved. Whether or not that is the case is not the point. Such development applications in the future, where the council does have an interest and they are under the auspices of the JRPP need to be, and be seen to be, totally independent. This will give residents a higher level of confidence, and better protect the council and its officers, where conflict of interest matters are concerned.
- Section 6.1 Assessment related obligations should not be restricted to internal meetings. Documentation of such meetings is already mandated, but this should be extended to mandate all internal council assessments are similarly documented.

**9.8 Post-Exhibition Report - Council-Related Development Application Conflict of Interest Policy (Author: Ryan/Flint) (Continued)**

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**Staff Comment/Changes to Policy**

Council needs to ensure the independence of DA assessment is retained in cases whereby applications are determined by the JRPP. The points raised in the submission are taken on board and subsequently, the policy has been broadened to this effect.

An additional point has been added: 'This Policy will apply to all consultants/contractors of Council managing the assessment of an application before JRPP.' This Policy will be provided as part of the procurement process.

An expansion of the relevant clause to state 'All meetings or correspondence relating to the application must be appropriately documented and registered in Council's Electronic Document Management System.' The reference to 'internal' has been removed so as to not limit the clause in order to address the latter part of the submitter's comments.

**Risk/Policy/Legislation Considerations**

The NSW State Government introduced new planning provisions under Section 66A of the Environmental Planning and Assessment Regulation 2021 which required all Council's to adopt a policy that specifies how conflicts of interest in connection with Council-related development applications will be managed. Council adopted the NSW State Government model when creating this policy. As such, the proposed additions are able to be made as they only strengthen the policy.

**Financial, Budget and Resource Implications**

There are no financial or budgetary implications as a result of the adoption and implementation of this policy.

**Links to QPRC/Regional Strategic Plans**


The adoption of this Policy helps to support the below Strategic Objectives in the QPRC Community Strategic Plan 2042:

Strategic Pillar 5. Capability: Contemporary civic leadership and governance that is open, transparent and accountable.

**Conclusion**

Council is asked to consider the submission and the proposed tracked changes to the Council-Related Development Application Conflict of Interest Policy prior to adoption.

**Attachments**

Attachment 1      Council-Related Development Application Conflict of Interest Policy  
      *(Under Separate Cover)*

File Reference: 52.5.4

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### **Recommendation**

**That Council:**

- 1. Endorse the following QPRC Strategic Policies and place on exhibition for 28 days:**
    - **Environmental Controls on Construction Sites Policy**
    - **On-Site Sewerage Management Policy**
    - **Footpath Management Policy**
    - **Unsealed Road Grading Policy**
    - **Friendship and Sister City Policy**
    - **Street Banners and Sails Policy**
  - 2. If no submissions are received, the policies be adopted.**
- 

### **Summary**

The attached Strategic Policies have undergone a review by the relevant business units and as a result, some amendments have been made. The intent of the policies as they currently exist have not changed, but rather reflects updated best practice and timely revisions.

Council endorsement is sought to place these 6 policies on public exhibition for 28 days inviting submissions relating to each. Public exhibition will commence on 30 June 2025 due to the transition of Your Voice platform.

### **Background**

Council must review all local approvals and Orders as well as Policies within 12 months of an election taking place in accordance with the Office of Local Government's Post Election Guide for Councils. <https://www.olg.nsw.gov.au/wp-content/uploads/2024/08/Post-election-Guide-for-Council.pdf>

### **Report**

The following policies have undergone a review by staff and changes (if any) are outlined below.

#### **Environmental Controls on Construction Sites Policy**

The policy has been reviewed by staff and is being presented to Council with no proposed changes.

#### **On-Site Sewerage Management Policy**

The policy has been reviewed by staff and is being presented to Council with no proposed changes.

#### **Footpath Management Policy**

**9.9 Policy Review (Author: Ryan/Flint) (Continued)**

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The policy has been reviewed by staff and is being presented to Council with no proposed changes. This policy informs a wider Transport Investment Framework which will be presented to Council in the coming month.

**Unsealed Road Grading Policy**

The policy has been reviewed by staff and is being presented to Council with no proposed changes. This policy informs a wider Roads Strategic Plan and Transport Investment Framework which will be discussed in workshops and presented to Council in the coming month.

**Friendship and Sister City Policy**

The policy has had minor grammatical changes made to clauses 4.3 and 4.4 as reflected in the attached version.

**Street Banners and Sails Policy**

The policy has been reviewed by staff and is being presented to Council with no proposed changes.

**Risk/Policy/Legislation Considerations**

The legislative considerations for each Policy are indicated within the Policy document itself.

**Financial, Budget and Resource Implications**

Any financial or budget implications associated with the abovementioned policies are outlined within the body of each Policy.







**Links to QPRC/Regional Strategic Plans**

Strategic Pillar 5. Capability: Contemporary civic leadership and governance that is open, transparent and accountable.

**Conclusion**

Within 12 months of an election, Council must review all Strategic Policies. This process is underway and it is recommended that revised versions of the above policies be exhibited for public comment before being formally re-adopted.

**Attachments**

Attachment 1 	Environmental Controls on Construction Sites Policy ( <i>Under Separate Cover</i> )
Attachment 2 	On-Site Sewerage Management Policy ( <i>Under Separate Cover</i> )
Attachment 3 	Footpath Management Policy ( <i>Under Separate Cover</i> )
Attachment 4 	Unsealed Road Grading Policy ( <i>Under Separate Cover</i> )
Attachment 5 	Friendship and Sister City Policy ( <i>Under Separate Cover</i> )
Attachment 6 	Street Banners and Sails Policy ( <i>Under Separate Cover</i> )

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.10 Investment Report - May 2025 (Author: Monaghan/Khalid)

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## File Reference:

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**Recommendation****That Council:**

- 1. Receive the Investment Report for the month of May 2025.**
  - 2. Note the investment return for May 2025 was \$1,804,595.**
  - 3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.**
- 

**Summary**

This report presents the investment result for May 2025.

**Background**

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

**Report**

A list of Council's cash and investments held on 31 May 2025 is detailed in the attached Investment Report Pack, which reports interest income received/accrued for the month plus Unit Trust Market Value Changes a total Return for Month of \$1,804,595.39 for May 2025 (refer to page 3 of 17, Table 1: Budget vs Actual Interest Income 1 July 2024 to 30 June 2025).

Market Update – The current Reserve Bank of Australia (RBA) cash rate is 3.85%. The next RBA meeting is scheduled for the 7-8 July 2025.

Council's portfolio return was 5.65% over the last 12 months, higher than the bank bill index which was 4.42% over the same period. Council's return over the last 1 month exceeds the bank bill index. (Page 11 of the Investment Report).

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

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

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

**9.10 Investment Report - May 2025 (Author: Monaghan/Khalid) (Continued)**

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

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

On 31 May 2025, Council held \$141.6 million in non-fossil fuel investments.

**Risk/Policy/Legislation Considerations**

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

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

Certified by Tracy Sligar, Responsible Accounting Officer, 18/6/2025.

The Investment Policy is due for review in 2025.

**Financial, Budget and Resource Implications**

For July 2024 to May 2025 Council's portfolio produced an annualised rate of return of 5.65%, outperforming the benchmark Bank Bill Index by 1.23%.

On 31 May 2025, Council's Investment portfolio was \$ 303,963,922.

Council's investment return as at the end of May 2025 was \$14,653,176 compared to the original budget of \$5,875,000. The majority of this income is restricted to water, sewer and waste funds, and developer contributions. Investment returns are being monitored and may result in a budget adjustment.

Of the total \$303.90 million investment portfolio, Council holds \$33.90 million in the TCorpIM long-term growth fund (LTGF) and medium-term growth fund (MTGF).

The LTGF issued a special distribution in July 2024 of \$309,925 and \$220,542 in September and the MTGF issued a special distribution in September of \$270,524 which was reinvested into the funds.

For May 2025 the LTGF returned \$96,155 and the MTGF returned \$57,516. The following table shows the funds' performances since the original deposit.

	LTGF \$	MTGF \$
2017-18	981,891	-44,845
2018-19	1,160,462	635,485
2019-20	21,702	37,815
2020-21	2,557,413	927,076
2021-22	-1,300,450	-742,711
2022-23	1,692,084	658,145
2023-24	1,819,166	730,982



## 9.10 Investment Report - May 2025 (Author: Monaghan/Khalid) (Continued)

	LTGF \$	MTGF \$
<b>2024-25</b>		
July	539,422	228,229
August	74,169	13,828
September	244,071	90,738
October	-80,792	-77,180
November	533,011	186,559
December	17,894	56,041
January	461,618	150,428
February	-101,216	34,411
March	-453,665	-106,552
April	96,155	57,517
May	609,827	197,005
<b>2024-25 YTD Total</b>	<b>1,940,494</b>	<b>831,024</b>
Initial Placement	12,000,000	10,000,000
Return since inception	8,872,763	3,032,972
Closing balance	20,872,763	13,032,972
Return since inception	73.90%	30.30%
Average return pa since inception	7.45%	3.80%
Return 2024/2025	11.18%	6.65%

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

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

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

The following table shows the 31 May 2025 Cash and Investments balance by fund and by restriction:

Fund	\$
General	93,517,489
Waste	22,624,362
Water	63,663,547
Sewer	115,556,818
Trust	5,549
Trust: South East Weight Of Loads Group	266,265
Unrestricted*	8,329,892
<b>Total Cash &amp; Investments</b>	<b>303,963,922</b>

## 9.10 Investment Report - May 2025 (Author: Monaghan/Khalid) (Continued)

<b>External Restrictions</b>	<b>\$</b>
Unspent Grants	23,562,481
Developer Contributions – General	49,022,313
Developer Contributions – Water	14,847,786
Developer Contributions - Sewer	13,848,799
Water Fund	48,815,761
Sewer Fund	101,708,019
Unexpended loans	1,229,786
Domestic Waste Management	12,857,967
Stormwater Management	1,596,952
DoE Compensation	7,162,225
Other	1,088,302
<b>Total External Restrictions</b>	<b>275,740,391</b>

<b>Internal Restrictions</b>	<b>\$</b>
Infrastructure (carry forward)	1,648,878
Employee Leave Entitlements	1,320,173
Business Waste Management	9,766,395
Work, Health & Safety	272,317
Heritage Grant	243,702
Deposits, Retentions & Bonds	3,507,171
Plant & vehicle replacement	1,980,329
Property	587,661
Elections	395,803
Revolving Energy	171,210
Financial Assistance Grant in advance	0
<b>Total Internal Restrictions</b>	<b>19,893,639</b>
<b>Total Restricted Funds</b>	<b>295,634,030</b>
Unrestricted*	8,329,892
<b>Total Cash &amp; Investments</b>	<b>303,963,922</b>

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

### **Attachments**

Attachment 1      Investment Report - May 2025 (*Under Separate Cover*)



10.1 Environmental Upgrades Finance Trial (Author: Ryan/Corey)

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File Reference: 25.4.1

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**Recommendation**

**That the report be received for information.**

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**Report**

At the 26 October 2022 meeting, Council agreed to enter into a two-year trial with Better Building Finance by supporting Environmental Upgrades Finance for commercial properties in the local government area (**Resolution No 430/22**).

Environmental Upgrade Finance is a type of loan (made possible under NSW legislation- Local Government Act 1993) provided by a third-party lender such as Bank Australia or Credit Suisse, to fund environmental upgrades to a private property. The loan is secured against the property by an Environmental Upgrade Charge raised against the land and quarterly repayments are collected, just like Council rates, until the full amount has been paid off.

Council entered into one Environmental Upgrade Agreement (EUA) with SAF Lending Pty Ltd (SAF Lending) in July 2023, for a business in Bungendore for the amount of \$30,732. This loan was used to install a solar PV system leading to both environmental and financial benefits for the property owner.

In February 2024, Council was informed that Better Building Finance (BBF) who was managing all the administrative parts of the Environmental Upgrade Agreements Projects for QPRC ceased trading on 15 December 2023.

Council was required to manage the repayment of this loan as per the EUA and this was finalised and paid in full on 23 July 2024. The trial period is ceased, and the Environmental Upgrades Finance does not exist anymore.

**Attachments**

Nil

## REPORTS TO COUNCIL - ITEMS FOR INFORMATION

**10.2 Notice to Amend Voluntary Management Plan for the Bungendore Rail Corridor and Station (Managed by Transport for NSW) (Author: Ormella/Corey)**

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**File Reference:** 24.4.1-30

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**Recommendation**

**That the report be received for information.**

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**Report**

On 4 April 2023 the Bungendore Rail Corridor and Station were declared as significantly contaminated land under Section 11 of the Contaminated Land Management Act.

Since this time the land has been subject to an approved Voluntary Management Proposal (VMP), requiring various actions to be completed by specific dates. The VMP relates to Part Lot 2 DP 814518, Part Lot 4 DP 830878 and the rail corridor at Bungendore Railway Station

On 2 May 2025 Transport for NSW requested an amendment to the VMP for the Bungendore Rail Corridor and Station. The purpose of the amendment was to extend the milestone timeframes for Phase 1 of the VMP.

On 10 June 2025, NSW EPA advised Council that the amendments to the VMP have been approved. The amendments relate to Conditions 3 and 4 of the original VMP. In summary the amended VMP gives an extension of 11 months to the original deadlines contained in Conditions 3 and 4.

The new timeframes for actions required by these conditions are noted in the approved VMP.

**Attachments**

Attachment 1	Amended Voluntary Management Plan for Bungendore Rail Corridor and Station <i>(Under Separate Cover)</i>
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## REPORTS TO COUNCIL - ITEMS FOR INFORMATION

## 10.3 Planning Performance Report (Author: Ormella/Coe)

File Reference: 26.1.98-06

**Recommendation****That the report be received for information.****Report**

Council has committed to reporting to the community on its progress to achieving the NSW Minister of Planning's Expectations Order (July 2024) and from the March meeting have been providing this report monthly.

Currently Council has 131 active applications, 112 development applications and 19 modifications.

For the month of May:

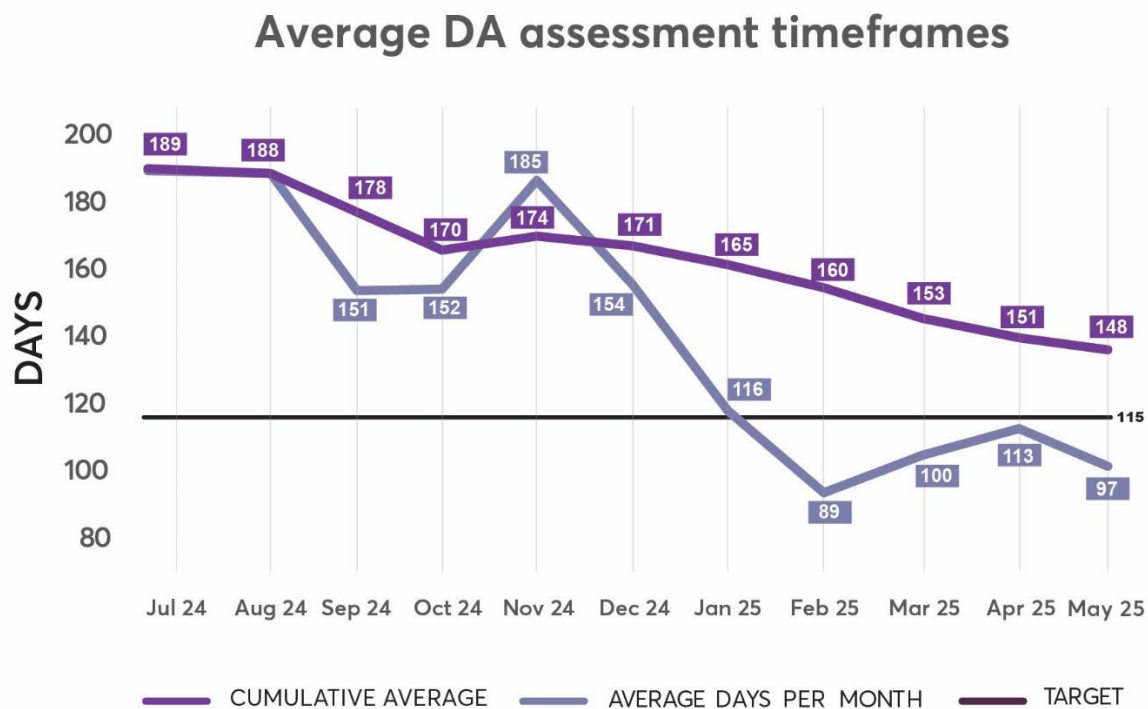
QPRC had an average lodgement time of one day and was the fastest Council in the state that received any applications for the month of May.

QPRC had an average assessment time of 97 days for 30 assessments. This has brought the year's average to 148 days, with residential development at 135 days for the year.

The following table sets out Council's performance. All indicators continue to track in the right direction and June is on target to meet all of the Minister's Expectations.

Criteria based on average in the financial year to date	Target or measure	30/6/2024	30/11/2024	28/2/2025	30/4/2025	31/5/2025
24/25 Lodgement from Planning Portal	14 days	30 days	9 days	7 days	6 days	5 days
Lodgement % meeting expectation	%	n/a	86%	90%	92%	93%
No. applications lodged aggregate over financial year	No.	494	212	306	376	423
DA average assessment days	115 days	189 days	174 days	160 days	151 days	148 days
DA % meeting expectation	%	43%	43%	48%	51%	53%
DA No. Determined	No.	506	275	379	456	486
DA average assessment days for residential	115 days	180 days	154 days	146 days	137 days	135 days
% residential DA achieving 115 days	%	n/a	45%	50%	54%	55%

The below graph displays average development assessment timeframes, per month and cumulative.



Since January 2025, Council has maintained an average of less than 115 days assessment timeframe and cumulatively days have been reducing since November 2024. Peaks in assessment timeframes early in the financial year are attributed to clearing of the backlog of older applications. As of 1 July 2024 Council had over 300 active applications, whereas this number is now at 131 (DAs and modifications).

The NSW Planning Council League Table <https://www.planning.nsw.gov.au/policy-andlegislation/housing/faster-assessments-program/council-league-table> and Register of DA's and status with QPRC is publicly available on Council's website <https://www.qprc.nsw.gov.au/Building-Development>

Members of the public can search on property address, applicant or DA number. Similarly anyone can track a DA online using the address or DA number at the Track Developments Online page

<https://www.qprc.nsw.gov.au/Building-Development/Track-DevelopmentApplications-Online>

### **Attachments**

Nil

File Reference: 25 June 2025 reports

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**Recommendation**

**That the report be received for information.**

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

From 6 to 19 June 2025, the following workshops were held:

<b>Workshop Items and External Presenter/s (if applicable)</b>
<b>Workshop date: 18 June</b>
<b>Alcohol Free Zones and Alcohol Prohibited Areas</b> Officers updated Councilors on the results of community consultation regarding renewing Alcohol Free Zones (AFZs) and Alcohol Prohibited Areas (APAs) in the LGA. Queanbeyan Police Senior Constable Tubman outlined the Monaro Police District request to add 1 Farrer Place, to the list and was available to answer questions from Councilors about the effectiveness of AFZs and APAs, the role of NSW Police and the Local Liquor Accord.
<b>Memorial Park Project</b> Officers updated Councilors on result of additional water studies for the site of the proposed Memorial Park. The Project Manager from Gyde Consulting and the Manager of EcoLogical were present to answer questions. A further report and review of this project will be provided to Council in the next few months.
<b>Palerang IWCM Issues Paper</b> Councillors were provided with a short presentation on the Integrated Water Cycle Management (IWCM) process and how it fits with the new Regulatory and Assurance Framework (RAF). Additionally, the role of the Issues Paper in the IWCM process was discussed, highlighted findings of the 2025 review and the purpose of this technical paper.
<b>State Significant Developments in LGA</b> Staff presented a summary of the current State Significant Developments (SSD) in the QPRC local government area, their status, Council submissions made or otherwise, trigger for Planning Agreements and next steps. These included Monaro Rock Quarry, Barina Quarry, Poplars Data Centre, Blind Creek Solar Farm and the modification to Dargues Mine. All are publicly available on the NSW Major Projects website <a href="https://www.planningportal.nsw.gov.au/major-projects">https://www.planningportal.nsw.gov.au/major-projects</a>
<b>Nellie Hamilton Centre Options Review</b> Review options for the continued ownership, use, financing and management of the Nellie Hamilton Centre with a view to minimise the cost to ratepayers whilst achieving Council and community objectives of the original Business Plan, CDB Masterplan and Revitalisation Strategy. Councillor input was sought on priorities for analysis and reporting back to Council.

**Attachments**

Nil

11.1 QPRC Access Committee Minutes - 14 May 2025 (Author: Richards/Wherry)

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File Reference: 2.5.2

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**Recommendation**

**That Council note the minutes of QPRC Access Committee meeting held on 14 May 2025.**

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**Summary**

The Access Committee met on 14 May 2025. The meeting was well attended with most members present. Members introduced themselves, detailing their varied experience and motivation for joining the committee.

The committee also discussed and received updates on the priority actions from the QPRC Disability Inclusion Action Plan and discussed the review process and development of the next plan (due July 2026).

There are no recommendations for referral to Council.

**Attachments**

Attachment 1      QPRC Access Committee Minutes 14 May 2025 (*Under Separate Cover*)





## REPORTS OF COMMITTEES

11.2 BTCEC Minutes - 26 May 2025 (Author: Richards/Lamont)

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File Reference: 52.3.3

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**Recommendation**

**That Council note the Minutes of the Bungendore Town Centre and Environs Committee meeting held on 26 May 2025.**

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**Summary**

The Bungendore Town Centre and Environs Committee (BTCEC) held its inaugural meeting of the new committee on 26 May 2025. There are no recommendations from the minutes, attached for noting by Council. There are no recommendations referred to Council.

It is noted that the committee have decided that there will be monthly meetings, which is contrary to the meeting schedule as per the Terms of Reference approved by Council (**Resolution No 661/25**).

4. Meetings and Minutes

Meetings will be held quarterly or as required to comment or present on Council strategies and plans.

If the committee are seeking to meet as a working group or informal committee, without the need for Council staff to be providing administrative and secretarial support, this proposal is supported.

At the quarterly meetings, recommendations that require Council consideration would be referred to Council with those minutes provided.

**Attachments**

Attachment 1      BTCEC Minutes - 26 May 2025 (*Under Separate Cover*)



**12.1 Notice of Motion - Phasing Out Gas in Residential Buildings (Author: Willis/Willis)**

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**File Reference:** 25 June 2025

**Notice**

Councillor Katrina Willis will move the following motion:

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**Motion**

**That Council:**

- 1. Agree to amend all its Development Control Plans to:**
    - a. require the electrification of all new residential developments and homes undergoing major renovations valued at \$250,000 and above by installing only electric stoves, cooktops, space heaters and hot water services wherever access to the national electricity grid is available, and**
    - b. encourage all new dwellings without access to the national electricity grid to use electric appliances powered by on-site renewable energy systems.**
  - 2. Receive a report on the feasibility of phasing out gas for commercial premises in QPRC.**
- 

**Comment from Cr Willis in support of this Notice of Motion**

It is noted that:

- Gas burned in homes releases air pollutants including nitrogen oxide, carbon monoxide, formaldehyde and particulate matter with a range of health consequences including an increased risk of asthma in children and lung disease in adults.
- Recent studies show that all electric homes are cheaper to run as well as healthier to live in.
- Phasing out gas in new dwellings is consistent with the objectives of the New South Wales Government's Net Zero Plan.
- Hornsby, Lane Cove, Newcastle, Waverley and Parramatta councils have already implemented changes to their planning controls to require new homes and/or businesses be fully electric, while eight other councils are progressing similar changes.

Across the world, gas appliances are being phased out of the residential and commercial building stock. This is not due to political or philosophical reasons, but to the volumes of evidence that demonstrate that all-electric buildings are better for our health, save money on energy bills, and cut climate pollution.

**All-electric buildings are cheaper**

Homes and businesses that use all-electric appliances like stoves, ovens, cooktops, space heaters/coolers and hot water units, use far less energy than those connected to gas. This is because modern electric appliances use at least 50% less energy than gas appliances.<sup>i</sup> Due to their superior energy efficiency, homes powered by electric appliances use far less energy and have much lower energy bills.

**12.1 Notice of Motion - Phasing Out Gas in Residential Buildings (Author: Willis/Willis) (Continued)**

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Also, having only one source of fuel to your home (electricity), instead of two (gas and electricity), is an automatic money saver because you avoid the daily connection fee to the gas network which constitutes around 30% of an average gas bill in NSW.<sup>ii</sup>

There are now over 22 Australian studies from the last eight years by a wide range of organisations that consistently demonstrate that all-electric homes save occupants anywhere between \$1,000 to \$16,000 per year on their energy bills.<sup>iii</sup> Not a single, credible study can now demonstrate that gas-connected homes are cheaper to run than all-electric, other than studies from vested interests like gas corporations.

Recent modelling by the Victorian Government shows that from a construction cost perspective, all-electric homes cost about the same, and in some cases less, to build than dual-fuel homes.<sup>iv</sup> The modelling suggests that no additional construction costs are passed onto consumers as a result of building all-electric instead of dual-fuel homes. Developers also save money from building all-electric homes. Lane Cove Council estimates that its electrification requirement in its DCP will save developers around \$2,000 per dwelling in avoided gas distribution pipework, metering and storage space costs.<sup>v</sup>

**Electric buildings cut climate pollution**

Because all-electric buildings use less energy, they produce less climate pollution. The same modelling cited above shows that 223,253 tonnes of greenhouse gas emissions would be avoided in Queanbeyan-Palerang Council over 40 years if this council required new residential and commercial buildings to be all-electric.<sup>vi</sup>

**Electric buildings are healthier**

Gas is highly toxic to human health. Decades of scientific medical research demonstrates the extremely serious health impacts that gas pollution causes when used indoors.<sup>vii</sup>

For example, a recent Australian study found that gas cooktops are associated with around 12% of childhood asthma in Australia.<sup>viii</sup> US researchers from Stanford University have linked gas stoves and ovens to carcinogenic chemicals like benzene and nitrous oxides.<sup>ix</sup> Long-term exposure to benzene is linked to acute lymphocytic leukaemia, chronic lymphocytic leukaemia, multiple myeloma, childhood leukaemia, and non-Hodgkin lymphoma.

The harmful human health impacts of gas are so alarming that doctors and health professionals have banded together to ask governments to phase out gas from homes, businesses and public buildings like hospitals.

**Staff Comment**

This proposal needs time to consider the resourcing implications of reprioritising the strategic planning work program. All of Council's DCP's need to be reviewed and updated and potentially re-shaped into a chapter format that applies to the whole of the Local Government Area (LGA). This is a considerable amount of work.

Research will need to be undertaken to confirm that any new development control plan is not in conflict with other legislation. This research could include examining the planning mechanisms other authorities are adopting.

Initial thoughts are that our major land developers are already not building reticulated gas networks into their subdivisions. Our work may not need to focus on the land release areas and new housing as this is being driven by the private sector.

**12.1 Notice of Motion - Phasing Out Gas in Residential Buildings (Author: Willis/Willis) (Continued)**

This work would need to explore the role of BASIX, the reasonableness of homes having appliance upgrades when the improvements do not relate to kitchens and bathrooms.

**Attachments**

Nil

<sup>1</sup> Institute for Energy Economics and Financial Analysis. (13 March 2024). *Fact Sheet: As gas bills rise in South Australia, all-electric homes are the most cost-effective solution*. Accessed 30 January 2025, <https://ieefa.org/resources/fact-sheet-gas-bills-rise-south-australia-all-electric-homes-are-most-cost-effective>

<sup>1</sup> Harrington, P., (February 2024). *Electrifying new residential and commercial buildings in NSW – cost and emissions impact assessment*, Strategy Policy Research.

<sup>1</sup> 350 Australia. (2025). *Recent studies demonstrating the financial benefits of all-electric buildings*. Accessed 5 February 2025 <https://350.org.au/files/2025/02/Recent-studies-demonstrating-the-financial-benefits-of-all-electric-buildings.pdf>

<sup>1</sup> Victorian Department of Environment, Land, Water and Planning. (2022). *Gas Substitution Roadmap*. Melbourne, prepared by GHD Consultants, Tait, C., *All-Electric New Homes Cost Assessment*. Accessed 28 January 2025 <https://www.energy.vic.gov.au/renewable-energy/victorias-gas-substitution-roadmap>

<sup>1</sup> Lane Cove Council. (2023). DCP Sustainability Amendments: Introducing requirements for all-electric buildings [presentation slides]. Presented at 350 Australia's Electric Savings - the case for electrifying new homes and businesses in NSW online webinar on 14 November 2024. Accessed 24 January 2025 <https://350.org.au/files/2023/12/Electrify-Your-Council-Council-Forum2-Slides-Lane-Cove.pdf>

<sup>6</sup> 350 Australia. (2023). *Electric Savings: The case for NSW councils to reduce emissions and energy bills through electrification*. Prepared by Harrington, P. Strategy Policy Research. Accessed 23 January 2025 [https://350.org.au/files/2024/06/2024\\_350\\_ElectricSavingsReport\\_v3.0\\_WEB.pdf](https://350.org.au/files/2024/06/2024_350_ElectricSavingsReport_v3.0_WEB.pdf)

<sup>1</sup> Doctors for the Environment Australia, Home Gas Appliances and Your Health Fact Sheet, <https://dea.org.au/wp-content/uploads/2020/12/Home-gas-appliances-fact-sheet.pdf>

<sup>1</sup> Knibbs, L. et al. Damp housing, gas stoves, and the burden of childhood asthma in Australia. *Medical Journal of Australia*. 2018 (7): 299-302.

<sup>1</sup> Kashtan, Y. S., Nicholson, M., Finnegan, C., Ouyang, Z., Lebel, E. D., Michanowicz, D. R., & Jackson, R. B. (2023). Gas and Propane Combustion from Stoves Emits Benzene and Increases Indoor Air Pollution. *Environmental Science & Technology*.

## NOTICE OF MOTIONS

**12.2 Notice of Motion - Electrification Financing (Author: Willis/Willis)**

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**File Reference:** 25 June 2025 motions

**Notice**

Councillor Katrina Willis will move the following motion:

---

**Motion**

**That Council receive a report on the feasibility of Council partnering with low-cost loan providers to support residents and communities to electrify their homes as part of Council's support for the Community Climate Action Plan.**

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**Comment from Cr Willis in support of this Notice of Motion**

It is noted that, the New South Wales Government has legislated a target of achieving net zero emissions by 2050. Most greenhouse gas emissions generated in Queanbeyan-Palerang Local Government Area (LGA) are from community energy use and transportation.

Initial outlays to improve energy efficiency, switch to electric appliances and install solar panels and batteries can present a barrier to actions that reduce greenhouse gas emissions and save on energy bills

For the most recent data available (Snapshot Climate 2022-23), electricity accounted for 49% of total emissions across Queanbeyan-Palerang Regional Council, followed by transport (19%) and agriculture (14%). While total emissions have fallen since 2018-19 (the first year for which data is available), there remains significant potential to drive down emissions further and faster by investing in energy efficiency and renewable energy for homes, as well as commercial and industrial premises.

While the NSW and Australian governments offer several rebate and grants schemes, they usually require a considerable investment from the grant recipient and not everyone is eligible. Low and no-interest loan schemes to improve energy efficiency and invest in renewable energy can help people spread the cost of securing these improvements so that upfront cost is no longer a barrier. This is of particular benefit for upgrading the energy performance of older housing stock.

In some cases, approved participants of loan schemes can borrow up to \$55,000 for solar and energy efficiency upgrade including cooking, water heaters, and space heating and cooling, electric vehicles, double glazing and insulation, and off-grid solar systems.

**Staff Comment**

As reported in this business paper, a trial that Council entered into supporting environmental upgrades for businesses, has not continued due to the finance company ceasing trading.

If there are alternative providers, a report for Council consideration is achievable.

**Attachments**

Nil

## NOTICE OF MOTIONS

**12.3 Notice of Motion - Woodlawn Advanced Energy Recovery Centre (Author: Willis/Willis)**

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**File Reference:** 25 June 2025 motions

**Notice**

Councillor Katrina Willis will move the following motion:

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**Motion**

**That Council write to the NSW Environment Minister to convey Council's views and request the State Government focus on reducing waste to landfill to eliminate the need for Greater Sydney's waste to be disposed of using waste-to-energy incineration, including in regional NSW.**

---

**Comment from Cr Willis in support of this Notice of Motion**

Council resolved unanimously on 23 February 2022 (**Resolution 076/22**) to oppose the waste-to-energy incinerator proposed for Woodlawn Eco-Precinct near Tarago and to make a submission to the State Significant Development application process accordingly.

The SSD process is still underway, yet the NSW Government has confirmed its intention to permit waste-to-energy incinerators to dispose of waste that previously would have gone to landfill, including in Goulburn-Mulwaree Local Government Area (LGA).

This reliance on incineration, which poses risks to human and animal health as well as the environment, undermines the principles of responsible waste management.

Endorsing the transportation of Sydney's waste to regional areas, including Goulburn-Mulwaree LGA, to be incinerated for energy contradicts the NSW Government's stated commitment to safe waste management and to protect human and environmental health.

Noting that the draft NSW Waste and Circular Infrastructure Plan, on exhibition for public comment, confirms the NSW Government's intention to approve burning of waste to produce energy, this notice of motion is seeking Council's support to express its concern that the NSW Government is undermining the public determination process underway by the NSW Planning and Environment Department to assess a proposed waste-to-energy incinerator at Woodlawn, near Tarago.

Council is asked to reaffirm its opposition to the proposed waste-to-energy incinerator for Woodlawn because of its risks to residents, food producers, livestock, native animals, and the environment.

**Staff Comment**

The State Significant Development Woodlawn Advanced Energy Recovery Centre project is at the Response to Submissions and Prepare Amendment Report stage. Council's objection is included on the project submissions.

<https://www.planningportal.nsw.gov.au/major-projects/projects/woodlawn-advanced-energy-recovery-centre>

**12.3 Notice of Motion - Woodlawn Advanced Energy Recovery Centre (Author: Willis/Willis) (Continued)**

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The NSW Government have established a policy and framework that guides the assessment of these sorts of proposals, and are implementing the NSW Government's Energy from Waste Infrastructure Plan.

This plan has identified four precincts where facilities should be located, with limited exceptions: the Parkes Activation precinct, the Richmond Valley Regional Jobs Precinct, the Southern Goulburn Mulwaree Precinct and the West Lithgow Precinct.

<https://www.planning.nsw.gov.au/assess-and-regulate/state-significant-projects/energy-from-waste>

**Attachments**

Nil

## NOTICE OF MOTIONS

**12.4 Notice of Motion - NSW TrainLink Discovery Pass (Author: Macdonald/Macdonald)**

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**File Reference:** 25 June 2025 motions

**Notice**

Councillor Ross Macdonald will move the following motion:

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**Motion**

**That Council write to the NSW Minister for Transport seeking an explanation for the changes to the NSW TrainLink Discovery Pass and request a commitment to reinstate the scheme with assurances that no service cuts or reductions will follow.**

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

Many residents in the Queanbeyan-Palerang Local Government Area use the train or coach as a convenient, cost effective means of travel to Sydney and other parts of the State.

The TrainLink Discovery Pass was previously available for a six month period, offered unlimited travel across the NSW regional train and coach network and cost \$420. This pass was recently dropped without announcement or consultation.

In place of the six month TrainLink Discovery Pass, the pass with the longest duration is now the 30 day pass at a cost of \$275.

This is another cut to the NSW public transport network and neglect of regional communities that rely on a well maintained and resourced public transport system.

**Staff Comment**

Information and booking of the NSW Trainlink Discovery Pass is available on the Transport NSW webpage; <https://transportnsw.info/regional-travel/regional-offers/discovery-pass>

Advice from TfNSW via the Member for Monaro Steve Whan MP office has advised the following

- The NSW Trainlink Discovery Pass was established in 2013 and offered international tourist travellers with the opportunity to book unlimited travel to more than 365 destinations on the NSW Trainlink regional train and coach network. It was never intended as a discounted product for domestic commuters or as concessional entitlement.
- With the introduction of NSW Trainlink's new booking system in April 2025, the sale of the three month and six month Discovery Pass products were paused, with 14 day and one month passes still available for purchase and their pricing has not changed.
- NSW Trainlink continues to offer a range of concession fares for travel on its network to eligible passengers.
- The Minister for Transport has requested TfNSW to review its decision and further consider the travel options for NSW residents, commuters and international travellers.

**Attachments**

Nil



13.1 Canberra Region Joint Organisation (CRJO) Board Meeting - 5 June 2025  
(Author: Winchester/Winchester)

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File reference: 52.8.1

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**Recommendation**

**That the report be received for information.**

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The last CRJO Board meeting was held on 5 June 2025 at NSW Parliament House.

Meetings were held with:

- The Hon Chris Minns, NSW Premier
- The Hon. Mark Speakman MP, Leader of the Opposition, and The Hon. Scott Farlow, Shadow Minister for Planning and Public Spaces
- The Hon. Ron Hoenig MP, (Host) Minister for Local Government
- The Hon Wendy Tuckerman MP, Shadow Minister for Local Government and Member for Goulburn (CRJO region local MP)
- The Hon. Paul Scully MP, Minister for Planning and Public Spaces
- The Hon. Tara Moriarty MLC, Minister for Regional NSW and Minister for Agriculture
- The Hon. Jenny Aitchison MP, Minister for Roads and Minister for Regional Transport
- The Hon. Stephen Kamper, Minister for Lands and Property, Minister for Sport and Minister for Jobs and Tourism
- The Hon. Jihad Dib, Minister for Emergency Services
- The Hon. Janelle Saffin MP, Minister for Recovery
- The Hon. Steve Whan MP, Minister for Skills, TAFE and Tertiary Education and Member for Monaro (CRJO region local MP)
- The Hon. Justin Clancy MP, Shadow Minister for Skills, TAFE and Tertiary Education and Member for Albury (CRJO region local MP)
- The Hon. Steph Cooke MP, Shadow Minister for Crown Lands, Shadow Minister for Water and Member for Cootamundra (CRJO region local MP)
- The Hon. Joe McGirr MP, Member for Wagga Wagga (CRJO region local MP)

Briefings to CRJO Board - Verbal updates were provided by:

- Guests

Cr Claire Pontin, Vice President and David Reynolds, CE Local Government New South Wales

- Members

Giles Butler, Director Regional Coordination – South, NSW Premier’s Department - non-voting member: NSW Premier’s Department works on regional priorities which need coordination across state departments and local government via joint organisations.

Jordan Fallon, Government Relations and Policy Advisor, Canberra Airport - associate member: Canberra Airport chooses to be an associate member of CRJO as part of its stakeholder engagement with state, ACT and local government.

**13.1 Canberra Region Joint Organisation (CRJO) Board Meeting - 5 June 2025  
(Author: Winchester/Winchester) (Continued)**

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- State Agencies

Kalina Koloff, NSW Cross Border Commissioner, Department of Primary Industries and Regional Development - state agency representative: The NSW Cross Border Commissioner works with CRJO and border councils on cross-border planning and projects of interest to border communities.

Louise Taylor, Council Engagement Manager, Office of Local Government - state agency representative: The Office of Local Government maintains a strong connection to all NSW councils and joint organisations.

Heidi Stratford, Regional Director Illawarra & South East, NSW Reconstruction Authority - state agency representative: The NSW Reconstruction Authority currently funds multiple projects relating to resilience and disaster preparedness in the Canberra Region.

- Stakeholders

Olivia West, Chief Executive Officer, Regional Development Australia Committee for Southern NSW and ACT (RDASNA): RDA committees work on regional economic and social development and RDASNA works across nine of Canberra Region Joint Organisation's eleven local government areas and the ACT.

Reports to CRJO Board: For Decision

1. The CRJO board resolved to adopt the CRJO Statement of Revenue Policy and Budget 2025/26.

Notable outcomes of the 2025/26 budget:

- modest consolidated budget surplus of \$15k
- increase in council member fees from \$481k to \$514k representing a 3.8% increase due to population growth and minimum increase of 3% as adopted by the CRJO board in 2024/25
- change in operating model for delivery of shared internal audit function, shifting to an outsourced internal audit function
- total grant funding received/carried forward \$2,395k, of which \$1,293k has been approved and \$1,066k is projected based on funding application submissions. Grant funding is for: waste and circular economy programs \$1,462k; net zero support program \$162k; disaster resilience program \$734K; and other programs \$37k.
- 6.8 full time equivalent positions made up of 1.75 for CRJO Operations, 0.15 for audit, risk and improvement committee / internal audit shared arrangement and 4.9 external grant-funded positions.

A forward budget for 2026/27 and 2027/28 was also presented, predicting modest annual operational surpluses.

2. The CRJO board resolved to adopt the revised policies

The CRJO board noted review outcomes for the following key policies ensuring they remain current, accurate and aligned with legislative requirements and organisational needs: CRJO Charter; Expenses and Facilities Policy; Instrument of Delegations; Procurement Policy; Public Interest Disclosure Policy; Related Parties Disclosure Policy; and Risk Management Policy.

**13.1 Canberra Region Joint Organisation (CRJO) Board Meeting - 5 June 2025  
(Author: Winchester/Winchester) (Continued)**

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**3. Organisation Structure Review**

Within a year of council elections, joint organisations are required to review their organisation structures.

CRJO board endorsed the current CRJO organisational structure with one change being outsourcing of delivery of the internal audit function.

**4. Reports to CRJO Board: For Noting**

- Governance and compliance

Report advised there were no new code of conduct complaints, public interest disclosures, referrals to integrity bodies, government information (public access) act requests or the like for the quarter.

- Post-election governance requirements

Report advised all requirements met or on track to be met by legislative due dates including: election of CRJO board chair and deputy chair; nomination of CRJO board voting representative to audit, risk and improvement committee; lodgment of returns of interest, adoption of expenses and facilities policy; code of meeting practice, code of conduct, statement of strategic regional priorities; and review of organisation structure.

- Finance report

Reported that CRJO has achieved a consolidated operating surplus of \$1,237k in the year to date as at end April 2025. Of this surplus, unspent grant funding accounts for \$1,027k and is reserved for funded project delivery. CRJO is currently forecasting a full year surplus of \$132k, of which \$107k is from CRJO Operations.

- Regional programs status report

Report summarising delivery progress of CRJO's externally funded projects in areas of sustainability, resilience, learning and development, waste resource and recovery and regional and council community strategic plans. All projects delivered or on track to be delivered on time and within budget.

- Audit, Risk and Improvement Committee Meeting Minutes

Quarterly report tabling minutes of audit, risk and improvement committee meetings and any matters the committee seeks to bring to the attention of the CRJO board.

- NSW Joint Organisations Chairs Forum

Three yearly report tabling minutes of the NSW Joint Organisations Chairs Forum.

**5. Advocacy and Correspondence**

- Transgrid HumeLink and Community Benefits-Sharing Payments Scheme

Copy tabled of CRJO advocacy proposal to NSW Minister for Energy The Hon Penny Sharpe as provided for a meeting with the minister held on 2 May 2025 with mayors for Snowy Valleys Council, Yass Valley Council, Upper Lachlan Shire Council, Wagga Wagga City Council and Cootamundra-Gundagai Regional Council.

**13.1 Canberra Region Joint Organisation (CRJO) Board Meeting - 5 June 2025  
(Author: Winchester/Winchester) (Continued)**

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The proposal seeks state government action to legislate for community benefits-sharing payments to be made to local host councils by energy infrastructure operators over the operational life of their infrastructure.

- Draft South East and Tablelands Strategic Regional Integrated Transport Plan

Copy tabled of CRJO submission to the draft South East and Tablelands Strategic Regional Integrated Transport Plan.

Amongst other things, the submission advocates for high-speed rail between Canberra and Sydney to be included in the regional transport plan, as one of CRJO's advocacy priorities.

- Correspondence

Copies tabled of invitation letters sent to NSW ministers, shadow ministers and local members of parliament to attend CRJO board meeting on 5 June containing topics and questions to be put by CRJO members.

Copies tabled of congratulations letters on the elections of federal members of parliament in the CRJO region.

**6. Closed Session - CRJO Executive Officer 2024 Performance Review Outcome and 2025 Performance Plan**

The CRJO board endorsed the executive officer performance review panel's recommendations regarding successful performance outcome for 2024 and new performance plan for 2025.

**7. Next CRJO meeting:**

Subject to confirmation the next Canberra Region Joint Organisation Board meeting is scheduled to be held on Thursday, 4 September 2025, hosted at Australian Parliament House.

**Attachments**

Nil

## QUESTIONS WITH NOTICE

## 14.1 Questions With Notice - Textile Recycling Trial (Author: Duff/Palmer)

File Reference: 52.3

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**Recommendation**

**That the report be received for information.**

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The following questions were submitted by Cr Willis on 3 June 2025, and staff have provided the following responses:

**1. When did Council start its textile recycling trial?**

The trial started around June / July 2024 at the Queanbeyan Waste Minimisation Centre.

The trial started after a textile recycling company, Upcycle4Better gave a presentation to the Canberra Regional Joint Organisation (CRJO) Waste Working Group, offering to provide bins for textiles from residents. Textiles were required to be clean but not perfect. This seemed like a good solution for items such as damaged clothing, ripped linen, odd socks which would normally end up in the landfill stream.

This program was offered as a free service to Council as the company was able to reuse the materials for different products and the sales would cover the cost of the service. The program met several objectives for the CRJO member councils, who had been struggling to find an ethical and affordable option for textile reuse/ recycling in our area.

**2. When did the trial cease and why?**

The trial ceased in March 2025. The company removed the bin at short notice due to contamination of materials. They also removed the service from other Councils.

From the inception of the program there were issues at the Queanbeyan Waste Minimisation Centre as well as other CRJO member Councils that joined the Upcycle4Better program.

Staff were being asked to sort socks into pairs, sort through the material dropped off, fill bags to a certain weight and dispose of any unacceptable items which was not part of the agreement. This was a WHS issue for Council staff. The company would return items deemed unacceptable instead of dealing with the waste themselves as per the agreement with Council.

Council Waste staff were emailed by UpCycle4Better transport partners to advise the bin was being removed due to contamination and it was gone by the end of that week. They had also advised the CRJO Waste Coordinator that they stopped the program due to a worldwide second-hand textile oversupply.

**3. What other options has Council explored for keeping textiles that cannot be reused (e.g. by donating to charitable groups) out of the waste stream?**

Council's Waste team have explored options in partnership with the CRJO Waste Working Group, including the recent Upcycle4Better initiative.

**14.1 Questions With Notice - Textile Recycling Trial (Author: Duff/Palmer) (Continued)**

Unfortunately, textile recycling is a difficult waste stream, since much of the material is collected and sent overseas, or some textile recycling companies will only focus on one type of textile depending on their end use and market options.

The CRJO Waste Working Group met recently, to hear a presentation from an Australian Textile Recycling Company about their textile recycling program. This company have several options for collections such as events, collection from kerbside or bins at permanent locations such as transfer stations, shopping centres etc. This company also partner with a Youth Mental Health program who benefit from some of the money made by the company for their youth programs and the material stays in Australia.

The CRJO waste working group is considering options with its member councils and will be meeting again soon, to further explore options for a pilot program as well as discussing with other regional waste groups such as NetWaste who are also investigating solutions to textile recycling.

There are several other companies that do textile recycling however some only focus on certain types of textiles, have a large cost, do not service our council area or they send materials overseas and may not meet the requirements of Local Government NSW Sustainable procurement guide which includes Social Responsibility and Modern Slavery Laws.

There is currently textile drop offs at Riverside Plaza, Jerrabomberra Shops and local Charity organisations across the QPRC council area.

**4. Does Council have an estimate of the volume of textiles disposed of in the QPRC waste collection each year and an estimate of the annual cost of disposal?**

A QPRC wide waste audit was completed in 2023 with a sample size of 400 households as per the NSW EPA Guideline for waste audits.

The results in each bin type for textiles and rags totalled 0.469kg which comprised of:

- Waste to Landfill bin (red lid bin) contained – 0.46 kg or 5.2% textiles and rags.
- Recycling Stream (yellow lid bin) – 0.006 kg or 0.19%.
- FOGO (green lid) bin – 0.003 kg or 0.03%.

Notes:

- The type and quality of the textile and rags is not provided in the audit.
- The average household generated 8.90kg of general waste to landfill per week.
- Annual cost estimate = \$47,600 (based on 0.46 kg x 52 weeks x 23,391 households @ \$85 per tonne, noting indicative only due to the small sample size and unknown textile composition).

**Attachments**

Nil

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

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

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

**Recommendation**

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

**Item 16.1 Procurement 2025-22: Provision of Books and Non-Books for Queanbeyan-Palerang Libraries**

*Item 16.1 is confidential in accordance with s10(A) (d)(i) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*