



Ordinary Meeting of Council

AGENDA

14 August 2024

Commencing at 5.30pm

**Council 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

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

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

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3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 24 July 2024

5 DISCLOSURES OF INTERESTS

6 ADJOURNMENT FOR PUBLIC FORUM

7 MAYORAL MINUTE

7.1 LGNSW Certificate of Service Award - Sue Whelan OAM2

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Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

16.1	Acquisition proposal - Rear Portion 15 Gibraltar Street Bungendore for Car Park.
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Item 16.1 is confidential in accordance with s10(A) (e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

16.2	RFT 2024-22 Jembaicumbene Bridges Replacement - Tender Evaluation
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This matter is submitted to Closed Session pursuant to Section 10A (di) 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 State Significant Development Application - New Bungendore High School - Proposed Council Submission
Attachment 1 Draft Bungendore SSD submission (Under Separate Cover)
- Item 9.2 Submission to Heritage NSW on the 15 Year Management Review of Braidwood and its Setting SHRL Milestone 3 Report
Attachment 1 Draft Submission to Heritage NSW on "Milestone 3 Report: Recommendations for Future Management – May 2024 (Under Separate Cover)
Attachment 2 15-Year Management Review of 'Braidwood and its Setting' State Heritage Register Listing Milestone 3: Recommendations for Future Management July 2024 (Under Separate Cover)
- Item 9.3 Planning Proposal to Reclassify 88 Wallace Street and 41 Ryrie Street Braidwood from Community to Operational Land
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- Item 9.4 Road Naming
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- Item 9.5 Power Purchase Agreement for Council's Eligible Small Sites
Attachment 1 QPRC Retail Electricity Contract Review for Small sites (Under Separate Cover)
- Item 9.6 Draft Cat Containment Policy
Attachment 1 Draft Cat Containment Policy- LGA Wide (Under Separate Cover)
- Item 9.7 Draft Solid Fuel Heater Policy
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- Item 9.8 Capital Projects and Mobile Phone Blackspots Priorities - 2025 Election Funding Advocacy
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Attachment 1 Proposal for Use of QPRC Facilities (Under Separate Cover)
- Item 9.11 Freebody Oval Renovation
Attachment 1 Notification of successful grant application QDCC (Under Separate Cover)
Attachment 2 Plan of Management Sportsgrounds within the former Queanbeyan City Council LGA (Under Separate Cover)
- Item 9.12 Canberra Region Rugby League Finals - Request for Support
Attachment 1 Letter from Canberra Region Rugby League (Under Separate Cover)
Attachment 2 Price Comparison for Junior Finals (Under Separate Cover)

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- Item 10.1 Affordable Housing Strategy - Annual Report
- Attachment 1 Attachment 1 - Implementation Plan (Under Separate Cover)*
 - Attachment 2 Attachment 2 - Metrics Substrategy 1d (Under Separate Cover)*
 - Attachment 3 Attachment 3 - Metrics Substrategy 3b (Under Separate Cover)*
 - Attachment 4 Attachment 4 - NSW Affordable Housing Ministerial Guidelines 2023-24 (Under Separate Cover)*
 - Attachment 5 Attachment 5 - Rental squeeze on low income earners - extract ANZ CoreLogic report (Under Separate Cover)*
- Item 10.4 Jerrabomberra Pump Track - Update
- Attachment 1 Jerrabomberra Pump Track Concept Design for David Madew Oval site (Under Separate Cover)*
- Item 10.6 Ending Violence Against Women
- Attachment 1 QPRC Letter to Prime Minister - Ending Violence Against Women (Under Separate Cover)*
 - Attachment 2 Letter to QPRC from The Hon Patrick Gorman MP - Ending Violence Against Women (Under Separate Cover)*
- Item 10.7 Tobacconist and Vape Stores in NSW
- Attachment 1 QPRC Letter to Minister for Health and Regional Health re Tobacconists and Vape Stores in NSW (Under Separate Cover)*
 - Attachment 2 Response to Letter - The Hon Patrick Gormann MP - Tobacconists and Vape Stores in NSW (Under Separate Cover)*
- Item 10.8 Lead Working Group - Premiers Department Representative
- Attachment 1 QPRC Letter to Premier of NSW - Request Representative for Lead Working Group (Under Separate Cover)*
 - Attachment 2 Letter of Response from The Hon Chris Minns MP - Representative for Lead Management Working Group (Under Separate Cover)*

Closed Attachments

- Item 9.15 Canberra Region Joint Organisation Hot-desking arrangement
- Attachment 1 Memorandum of Understanding with CRJO (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and at the Council Chambers, Nellie Hamilton Centre, 257 Crawford Street Queanbeyan on Wednesday, 24 July 2024 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Livermore (Chairperson)

Cr Burton

Cr Grundy

Cr Macdonald

Cr Preston

Cr Taskovski

Cr Willis

Cr Wilson

Staff:

R Ryan, General Manager

J Richards, Director Community, Arts and Recreation

K Monaghan, Director Corporate Services

M Duff, Director Infrastructure Services

M Corey, A/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

It was noted that the application for leave of absence from Cr Biscotti was approved at the 26 June 2024 meeting and from Cr Winchester at the 10 July meeting.

There were no further apologies.

4. CONFIRMATION OF MINUTES

336/24

**4.1 Minutes of the Ordinary Meeting of Council held on 10 July 2024
RESOLVED (Livermore/Willis)**

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 10 July 2024 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

337/24

RESOLVED (Livermore/Wilson)

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

The resolution was carried unanimously.

Cr Ross Macdonald lodged a less than significant non-pecuniary interest for Item 12.2: Wildlife Signage, stating he is a member of the specified company or other body. Cr Macdonald proposed to disclose and vote.

6. ADJOURNMENT FOR PUBLIC FORUM

338/24

At this stage of the proceedings, the time being 5.32pm, Cr Livermore advised that the meeting should now adjourn for the Public Forum.

RESOLVED (Livermore/Preston)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.32pm and resumed at 5.42pm.

7. MAYORAL MINUTE

There was no Mayoral Minute.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions Rescission.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

- 339/24 **9.1 15 Year Management Review of Braidwood and its Setting State Heritage Register Listing Milestone 3 Report**
RESOLVED (Willis/Preston)

That Council:

1. Prepare a draft submission to Heritage NSW noting general support for the goals identified in the Milestone 3 report, whilst identifying the need for resolution of funding and resourcing necessary to support these recommendations, particularly those inclusive of work to be performed by Council.
2. Provide a final draft submission to the 14 August meeting for Council endorsement prior to lodgement.

The resolution was carried unanimously.

- 340/24 **9.2 Captains Flat Pool Project Update**
RESOLVED (Macdonald/Willis)

That Council:

1. Approve the redirecting of the \$576,630 received under the NSW Stronger Country Communities Fund (Round 5) to another local community infrastructure project, important to the Captains Flat Community, subject to meeting funding guidelines and obtaining formal approval by the NSW Department of Regional Development.
2. Consult with the community to determine an alternative community infrastructure project that meets SCCF funding guidelines.
3. Allocate the remaining Council funding of \$22,775 to engage a suitably qualified consultant to investigate the feasibility of remediation of the pool as proposed and prepare a new scope of works or a recommendation for replacement.

The resolution was carried unanimously.

- 341/24 **9.3 Grant Funding Agreements: Kangaroos Rugby League Club (Freebody Oval) and Blues Football Club (Seiffert Oval)**
RESOLVED (Wilson/Macdonald)

That Council:

1. Endorse the execution of the Funding Deed for \$1M under the Commonwealth Department of Infrastructure, Transport, Regional Development, Communications and the Arts Investing in Our Communities program.
2. Endorse the execution of the Funding Deed for \$2.1M from NSW Government Regional Growth Initiative for the Sports Infrastructure Projects at Freebody Oval and Seiffert Oval.
3. Approve calling for tenders for both projects at Seiffert Oval and Freebody Oval.

The resolution was carried unanimously.

- 346/24 **10.2 Audit of QPRC Sports Courts**
RESOLVED (Wilson/Preston)
That the report be received for information.

The resolution was carried unanimously.
- 347/24 **9.7 New Fee - Electric Vehicle Charging Fee**
RESOLVED (Willis/Wilson)
That Council:
 1. Place the proposed fee for Electric Vehicle Charging of \$0.60 per kWh (inc. GST) on public exhibition for 28 days in accordance with section 610F of the Local Government Act.
 2. If no submissions are received, adopt the fee.
The resolution was carried unanimously.
- 348/24 **9.8 Investment Report - June 2024**
RESOLVED (Willis/Preston)
That Council:
 1. Receive the Investment Report for the month of June 2024.
 2. Note the investment return for June 2024 was \$1,087,227.
 3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.
The resolution was carried unanimously.
- 10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**
- 349/24 **10.1 Annual Review of QPRC Climate Change Action Plan: Council Operation, Plan Period 2020-2030**
RESOLVED (Willis/Preston)
That the report be received for information.

The resolution was carried unanimously.
- 10.2 Audit of QPRC Sports Courts**
This item was dealt with in earlier business.
- 350/24 **10.3 Jerrabomberra Traffic Campaign**
RESOLVED (Wilson/Grundy)
That the report be received for information.

The resolution was carried unanimously.

- 351/24 **10.4 Summary of Current Roads and Transport Capital Projects - 30 June 2024**
RESOLVED (Grundy/Macdonald)
That the report be received for information.
The resolution was carried unanimously.
- 352/24 **10.5 Summary of Road Renewal and Maintenance Activities - 4th Quarter 2023/24**
RESOLVED (Macdonald/Wilson)
That the report be received for information.
The resolution was carried unanimously.
- 353/24 **10.6 Bi-Annual Compliance Reporting**
RESOLVED (Willis/Livermore)
That the report on Compliance and Reporting Activities for the six-month period from 1 January 2024 – 30 June 2024 be noted.
The resolution was carried unanimously.
- 354/24 **10.7 Councillor Workshops**
RESOLVED (Willis/Preston)
That the report be received for information.
The resolution was carried unanimously.
- 11. REPORTS OF COMMITTEES**
- 355/24 **11.1 QPRC Access Committee Meeting Minutes - 7 May 2024**
RESOLVED (Wilson/Willis)
That Council note the minutes of QPRC Access Committee meeting held on 7 May 2024.
The resolution was carried unanimously.
- 356/24 **11.2 Audit, Risk and Improvement Committee Minutes - 17 June 2024**
RESOLVED (Wilson/Grundy)
That Council note the minutes of the Audit, Risk and Improvement Committee held on 17 June 2024.
The resolution was carried unanimously.

357/24

11.3 QPRC Heritage Advisory Committee Minutes - 27 June 2024
RESOLVED (Willis/Grundy)

That Council:

1. Note the minutes of QPRC Heritage Advisory Committee (HAC) held on 27 June 2024.
2. Note recommendations from the meeting held on 27 June 2024:
 - a. QPRC HAC – DA.2023.0591 at 18 Hayes Street Queanbeyan

The Committee support the subdivision providing that the boundary alignment minimises impact on the oak tree. The committee also request that an arborist report be provided to address the proposal and impacts on the tree, potential future dwelling and any tree works required so it can continue to contribute positively to the Conservation Area.

- b. QPRC HAC – DA.2023.0632 at 31 Molonglo Steet Bungendore

The committee recommended unanimously that the applicant be requested to:

- i. Address the character controls of the Development Control Plan including orientation, layout, colour and bulk.
 - ii. Provide a Heritage Impact Statement
 - iii. Work with QPRC officers and Heritage Advisor
 - c. QPRC HAC – DA.2023.0587 at 9 Malbon Street Bungendore

The Committee unanimously support the application subject to the picket fence being retained or reconstructed like for like.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

358/24

12.1 Notice of Motion - Dumping of Waste in Urban Areas
RESOLVED (Willis/Preston)

That Council notes the persistent problem of dumping in urban areas, in particular outside or adjacent to multi-dwelling unit complexes in Queanbeyan City and considers this and solutions in the upcoming review of the Waste Management Strategy.

The resolution was carried unanimously.

It was noted that Cr Macdonald had declared a non-pecuniary interest in the following item.

359/24 **12.2 Notice of Motion - Wildlife Signage**
RESOLVED (Willis/Preston)

That Council:

1. Reinstates standard signage on Tomsitt and Environa Drives and on the corner of Old Cooma and Googong Roads alerting drivers to 'slow down for wildlife' and how to contact Wildcare Queanbeyan to report an injured native animal.
2. Reviews whether similar signage is needed in other areas where there is a high incidence of native animals being injured by vehicles including along Macs Reef Road, and the cost of installing signs.
3. Receives a report on options for community education to reduce the number of native animals being killed on roads in our Local Government Area.

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

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegates reports.

14. QUESTIONS WITH NOTICE

360/24 **14.1 Questions With Notice - Fire Safety Checks of Vacant Buildings**
RESOLVED (Willis/Preston)

That the report be received for information.

The resolution was carried unanimously.

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

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

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

There were no presentations.

16. REPORTS FOR CLOSED SESSION

361/24

RESOLVED (Livermore/Preston)

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 Land Sales and Acquisition Register Update

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

Item 16.2 Tender Evaluation Report - Tender 2024/25 Assessment of Transport Infrastructure (Road Assets)

Item 16.2 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 7.10pm to discuss the matters listed above.

16.1 Land Sales and Acquisition Register Update

362/24

RESOLVED (Willis/Wilson)

That the report be received for information.

The resolution was carried unanimously.

16.2 Tender Evaluation Report - Tender 2024/25 Assessment of Transport Infrastructure (Road Assets)

363/24

RESOLVED (Wilson/Preston)

That Council award the tender for the assessment of Transport Infrastructure to Talis Consultants for the amount of \$298,850 (excluding GST).

The resolution was carried unanimously.

364/24

RESOLVED (Livermore/Preston)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.27pm.

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

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

17. CONCLUSION OF THE MEETING

The time being 7.28pm, the Deputy Mayor announced that the Agenda for the meeting had now been completed.

**CR ESMA LIVERMORE
DEPUTY MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

File Reference: 52.7.1

Recommendation

That Council, on behalf of LGNSW President Cr Darriea Turley AM; presents the Local Government NSW 30 years Certificate of Service Award, medallion and pin to Mrs Sue Whelan OAM.

Report

Local Government NSW (LGNSW) grants four awards for elected members:

- Certificate of Service
- Emeritus Mayor
- Elected Official of the Year
- Lifetime Achievement Award

The Awards are generally presented at the LGNSW Annual Conference, however are also despatched to Councils for those that are awarded after an individual Councillors' retirement from Council.

Sue Whelan OAM, was a Councillor at Queanbeyan City Council from September 1983 to June 2016, serving 32 years and 10 months as Councillor. Most likely due to the merger and period of time Council was in Administration, she was never nominated to receive her 30 years Certificate of Service. This has been rectified, and a nomination was made to LGNSW for her to receive this award. LGNSW have reviewed the nomination and awarded in special recognition, the Local Government NSW 30 years Certificate of Service Award, medallion and pin.

Whilst a Councillor at Queanbeyan City Council, Sue served 6 years as Deputy Mayor, and chaired various boards including the Capital Region Enterprise Centre, Capital Region Development Board and the NSW Country Public Libraries Association.

She was awarded the 'Elected Representative – Regional/Rural Council' Women in Local Government Award by the Minister for Local Government in 2009. And recognised by the Australia Day Council with a Medal of the Order of Australia on 26 January 2014, for service to local government, and the community of the Queanbeyan Region.

Sue has been awarded life time membership to NSW Australian Local Government Women's Association (ALGWA) and regularly attends ALGWA conferences and events to mentor and support women who are entering local government.

She remains an active member of many volunteer and community groups, and is the current President of the Queanbeyan Rate Payers Association, President of Queanbeyan Swimming Club and a committee member of the Queanbeyan PCYC. She is a long standing community representative and member of the QPRC Heritage Advisory Committee, and contributed to the recent Rating Review Forum.

Attachments

Nil

9.1 State Significant Development Application - New Bungendore High School -
Proposed Council Submission (Author: Ormella/Blacklock)

File Reference: PR.2021.1036

Recommendation

That Council:

1. Advise the NSW Department of Planning that Council maintains its objections to the proposal for the development of the new Bungendore High School (SSD-14394209) for the reasons detailed in Attachment 1, noting that subject to satisfactory resolution of these items, Council may withdraw its objection to the proposal.
 2. Forward Attachment 1 to the Department as Council's formal submission on the proposal.
 3. Provide a copy of its recommended conditions of consent for the new Bungendore High School as detailed in Schedule 1 within Attachment 1 of this report, to the Department.
-

Summary

This report recommends that Council make a submission to the NSW Department of Planning, Housing and Infrastructure following the exhibition of the amended State Significant Development Application (SSD) for the new the Bungendore High School.

The proposed response is provided in Attachment 1 and needs to be submitted following the 14 August 2024 Council meeting. A holding submission was made within the exhibition period, advising this detailed submission is being made.

Background

The Minister for Planning and Public Spaces granted development consent for the new Bungendore High School on 24 January 2023. This consent was declared invalid on 13 December 2023 by the NSW Land and Environmental Court and the development consent was set aside and returned to the Department of Planning, Housing and Infrastructure (Department).

This report is the fourth report on the matter to consider lodging a submission on the State Significant Development Application (SSD) for the New Bungendore High School. This application has a long history and most recently has been amended and re-exhibited following the Land and Environment Court decision.

Council considered the development application at its meeting of 27 October 2021 and lodged a submission indicating its objections to the proposed High School and recommending proposed conditions of consent. Following the release and exhibition of a Response to Submissions Report prepared by Schools Infrastructure NSW (SINSW), Council again considered the matter at its meeting of 12 October 2022 submitted a further objection to the proposal. A further Response to Submissions Report No.2 was prepared and exhibited by SINSW. Council considered the further report at its meeting of 21 December 2022 and again lodged a submission maintaining its objections.

The amended Development Application is the subject of this report.

9.1 State Significant Development Application - New Bungendore High School - Proposed Council Submission (Author: Ormella/Blacklock) (Continued)

Report

The development application has been amended in response to the court decision and requirements of the Department. The Department is accepting submissions from 24 June 2024 to 22 July 2024. Council's request for an extension to the exhibition period to allow reporting to the 24 July 2024 Council meeting was not accepted. A preliminary submission has been lodged within the submission period and the further detail may be lodged following the Council meeting on 14 August 2024.

The following amendments are outlined from the Department's exhibition notice for the development:

- Amending the site to remove land that is identified as Crown land
- Remove from this application all works/structures previously proposed on Crown land, including:
 - Removal of proposed footpath adjacent to the agricultural plot on McCusker Drive;
 - Removal of replacement footpath on the western side of Mick Sherd Oval;
 - Removal of proposed field light to the Oval;
 - Re-swinging of gates to Bungendore Park into the school; and
 - Reduction in demolition scope
- Retention of Bungendore Swimming Pool with associated landscaping/design revisions and removal of Block D (including the hall/gym and canteen) to facilitate the retention of the pool;
- Removal of agriculture plot structures and previously proposed vehicle access from McCusker Drive;
- Associated works with associated road reservices;
- Built form amendments and building layout changes, including but not limited to):
 - Amendments to music performance space layout (Block B) to accommodate additional storage space;
 - Amendments to science lab configuration (Block B) to replace on science general learning space with an additional science lab;
 - Amendments to the support unit laundry to allow for an additional plant room;
 - Minor repositioning of the fire pump room and additional kerb ramps to support bus bay within the staff carpark;
 - Revisions to elevations, including additional louvre grilles, adjustments and additions to selected doors/gates, windows, balustrades and eaves;
 - Deletion of the covered walkway to the School Common;
 - Relocation of the underground on-site detention tank and the inclusion of a separate underground rainwater re-use tank; and
 - Associated minor landscape design revisions.

The amended application has been reviewed and the proposed submission is provided in Attachment 1 and is structured in such a way that it lists:

- The issues raised in Council's previous submissions and numbered accordingly,
- Comments from Council staff on the issue as it relates to the amended application, and
- An indication of objection on each issue unless the issue can be addressed through proposed conditions of consent.

9.1 State Significant Development Application - New Bungendore High School - Proposed Council Submission (Author: Ormella/Blacklock) (Continued)

A list of the objections is provided below.

Issue	Summary of Objection
Permissibility	Details are required as to how the Applicant is satisfied that the school can operate and grow with the restriction caused through removing Crown Land from the proposal. Will future applications for use of the Crown Land be directed to Council as the Crown Land Manager for these reserves?
Crown Land use and impacts	Details are required as to how the Applicant is satisfied that the previously needed Crown Land is no longer necessary for a school that has not been reduced in scale.
Traffic	<p>Insufficient details have been provided in relation to bus turning movements and pavement details for the roundabout.</p> <p>A staged crossing of Gibraltar Street on the southern side of Butmaroo Street is needed.</p>
Parking	Details are required in relation to provision of accessible parking adjacent the school entrance and a revision is necessary to amend the parallel accessible parking spaces on Turallo Terrace to be adjacent the school gate to minimise path of travel concerns.
Crossings and pedestrian movements	<p>Details are required to demonstrate that the proposed wombat crossing on Turallo Terrace will:</p> <ul style="list-style-type: none"> • Not prevent practical access to the newly closed road reserve intended to accommodate the Abbeyfield House development. • Not adversely impact upon the Scouts access and parking arrangements. Access and parking provision is to be maintained.
Access	Details are to be provided to demonstrate how suitable vehicle and mowers access is to be provided to the ag plot.
Other matters	Further detail required on the earthworks cut and fill proposed to ensure suitable protection of Council in-ground assets.

Risk/Policy/Legislation Considerations

The consent authority for this development is the NSW Department of Planning. Council has the opportunity to make submissions like other stakeholders, but ultimately the weight given to Council's submissions is a matter for the Department.

Financial, Budget and Resource Implications

9.1 State Significant Development Application - New Bungendore High School - Proposed Council Submission (Author: Ormella/Blacklock) (Continued)

In preparing its submissions Council has maintained its position that it should not incur any costs through the construction of the High School. Specifically, providing sufficient and formal parking, extending and altering Council's water, sewer and drainage infrastructure, maintaining Council facilities used by the school and retrofitting infrastructure to accommodate traffic impacts from the school's operation.

It is important that the consent authority be aware of the arrangements in place relating to the compulsory acquisition of the land, the issue of funding and agreement of a compensation payment to Council. This will be reiterated in the cover letter to the submission.

In addition, the cover letter will note that the use arrangements for Mick Sherd Oval still need to be finalised.

Links to QPRC/Regional Strategic Plans

A High School for Bungendore has been a high priority issue for a number of years in Bungendore and will provide a much needed facility for high school students residing in and around Bungendore. This is consistent with the Strategic Objective 2.4 of the Community Strategic Plan – Our Community has access to increased and enhanced education, training and learning opportunities. This matter also has relevance for Strategic Objective 1.3 – Our public and community places are inviting, accessible, encourage participation and are well maintained.

Conclusion

Council's submissions are an important tool to assist the Department in assessing the impacts of the proposed Bungendore High School and to provide assistance with imposing conditions to minimise the impacts of the development during both its construction and continued operations.

An interim submission has been lodged to meet the deadline of 22 July 2024 and the final submission with further detail will be lodged subsequent to this meeting, with the understanding of the Department. The submission outlines objections and also recommended conditions of consent, should it be granted.

Attachments

Attachment 1 Attachment 1 - Draft Bungendore SSD submission (*Under Separate Cover*)

9.2 Submission to Heritage NSW on the 15 Year Management Review of
Braidwood and its Setting SHRL Milestone 3 Report (Author: Ormella/Reich)

File Reference: 26.5.1-24

Recommendation

That Council lodge the draft submission included at Attachment 1 with Heritage NSW.

Summary

A Council submission on Milestone 3 draft report into the 15-Year Management Review of 'Braidwood and its Setting' State Heritage Register Listing, has been prepared for submission to Heritage NSW, refer to Attachment 1.

An extension was granted until the 16 August 2024, and this report seeks Council's endorsement to submit.

Background

Heritage NSW have completed a 15-year management review of the State Heritage listing of Braidwood and its Setting. This was a three-year process and has culminated in the draft Milestone 3 report (Attachment 2) which includes recommendations on how the State Heritage Register listing can be updated and improve management controls and processes.

Heritage NSW sought feedback on the draft Milestone 3 report (Recommendations for Future Management) through exhibition on the NSW Government 'Have Your Say' page until Monday 5 August 2024.

Heritage NSW consented to this later submission from Council.

Report

At the Ordinary meeting of Council on 24 July 2024, Council resolved (**Resolution No 339/24**) to prepare a draft submission to Heritage NSW noting general support for the goals identified in the Milestone 3 report, whilst identifying the need for funding and resourcing necessary to support the recommendations, particularly those to be performed by Council.

Council requested an extension to the deadline for submissions to facilitate a thorough and consolidated response. Heritage NSW have consented to an extension until 16 August. A submission has been prepared for Council's consideration, refer to Attachment 1.

Risk/Policy/Legislation Considerations

The Milestone 3 report has implications for the drafting of Braidwood Structure Plan (BSP) currently underway, which will be a strategic policy of Council to guide land use planning decisions for the next 30 years for Braidwood. Preparation of the BSP is a strategic objective of Council's Local Strategic Planning Statement (LSPS). It also has potential implications for the Braidwood Development Control Plan 2006 (BDSP) in terms of updates.

Financial, Budget and Resource Implications

Council's submission notes, that whilst the goals identified in the Milestone 3 report are supported, the report fails to outline funding or additional resourcing pathways to support these

9.2 Submission to Heritage NSW on the 15 Year Management Review of Braidwood and its Setting SHRL Milestone 3 Report (Author: Ormella/Reich) (Continued)

recommendations, particularly those nominating works to be undertaken by Council. Additionally, there are some significant financial and resource implications which Council and Heritage NSW need to value and then identify a source of funding in order to complete.

Links to QPRC/Regional Strategic Plans

The above noted funding and resourcing issues will need to be resolved in conjunction with Heritage NSW to determine where the suggested studies and reviews will ultimately fit within Council's current budget and program of Strategic Land-Use Planning work for the Local Government Area.

Our submission reflects the Community Strategic Plan 2042 strategic pillar of Community, 1.1, we take pride in the unique and individual heritage and identity of our city, towns, village and rural areas.

Conclusion

An extension to the period for Council to make a submission on the draft Milestone 3 report (Recommendations for Future Management) on the State Heritage Register Listing for 'Braidwood and its Setting' has been granted until 16 August 2024.

The proposed submission, compiled in consultation with the Councillors is included with this report and Council's endorsement is sought to lodge this submission with Heritage NSW.

Attachments

- | | |
|--------------|---|
| Attachment 1 | Draft Submission to Heritage NSW on "Milestone 3 Report: Recommendations for Future Management – May 2024 (<i>Under Separate Cover</i>) |
| Attachment 2 | 15-Year Management Review of 'Braidwood and its Setting' State Heritage Register Listing Milestone 3: Recommendations for Future Management July 2024 (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.3 Planning Proposal to Reclassify 88 Wallace Street and 41 Ryrie Street Braidwood from Community to Operational Land (Ref: ; Author: Ormella/Kurzyniec)

File Reference: PP.2024.0005

Recommendation**That Council:**

- 1. Approve the progress of the draft planning proposal to reclassify Lot 4 & 7 DP 240640, 88 Wallace Street, Braidwood and Lot 5 DP 835748, 41 Ryrie Street, Braidwood from community land to operational land under the Local Government Act 1993 and forward the proposal to the NSW Department of Planning, Housing and Infrastructure (DPHI) requesting a Gateway determination.**
 - 2. Request delegation of Plan making powers, for this planning proposal.**
 - 3. Undertake agency consultation and public exhibition pursuant to any requirements of the Gateway determination.**
 - 4. Should no objections be received, undertake the necessary actions to finalise the making of the Queanbeyan-Palerang Local Environmental Plan 2022.**
-

Summary

The purpose of this report is to advise Council that a planning proposal has been prepared to reclassify 88 Wallace Street, Braidwood (Lot 4 & 7 DP 240640) and 41 Ryrie Street, Braidwood (Lot 5 DP 835748) from community to operational status under the Local Government Act (1993). The draft planning proposal forms Attachment 1 to this report.

The report seeks Council endorsement to progress the planning proposal to Gateway determination and then to public exhibition, subject to the conditions of the Gateway.

Background

The reclassification from community land to operational land is required to facilitate the future development of these lots, which are located on either side of the current Council Braidwood Depot. Development being considered for these sites includes residential development, off-street parking, public amenities and landscaping. Development would be subject to future approval and funding.

The three lots subject to the planning proposal adjoin existing Council operational land, being the Braidwood Council Depot. Early concept plans are being developed to relocate the depot to a site outside of Braidwood; with the depot site and the three lots used in the future development. This project: does not have a scope of works, has no funding identified, has not been approved by Council and has not been granted development consent.

All public land owned by Council must be classified under the Local Government Act as either community or operational land. Operational land has no special restrictions other than those that may apply to any piece of land. The classification of operational land is used for Council facilities including Council offices, sewerage treatment plants, water treatment plants, depots, impound yards, pounds and the like. Council has also the option to sell 'operational' land.

9.3 Planning Proposal to Reclassify 88 Wallace Street and 41 Ryrie Street Braidwood from Community to Operational Land (Ref: ; Author: Ormella/Kurzyniec) (Continued)

A land classification of community reflects the importance of the land to the community because of its intended use (such as Natural Area, Sportsground, Parks or General Community Use) or special features. It is land intended for public access and use, or where other restrictions apply to the land creating some obligation to maintain public access (such as a trust deed).

Community land cannot be sold or cannot be leased, licenced or any other estate granted over the land for more than 21 years and must have a plan of management prepared for it. The classification of community land is used for items such as Council's parks, community centres, sports fields, swimming pools and recreation centres.

The settlement of the purchase by Council of 88 Wallace Street, Braidwood (Lot 4 & 7 DP 240640) occurred on 1 April 2019, while 41 Ryrie Street, Braidwood (Lot 5 DP 835748) occurred on 20 May 2019. As a result of Council not resolving to classify the land as operational, three months following Council's acquisition of each lot/s the status of the land defaulted to community land.

Report

To facilitate any future development of 88 Wallace Street, Braidwood (Lot 4 & 7 DP 240640) and 41 Ryrie Street, Braidwood (Lot 5 DP 835748) the classification of the three lots needs to be changed from community to operational. Council is yet to make this decision of what this may look like, however at this stage whilst classified as community land, there is no opportunity to consider any development. No. 41 Ryrie Street is a residential property, leased for this purpose and the classification as community land is not appropriate.

The mechanism to do this is through a planning proposal. A draft planning proposal has been prepared to amend the Queanbeyan-Palerang Regional Local Environmental Plan (2022) to include the subject land in Part 1 of Schedule 4 of the plan (no interests changed).

Consistent with the provisions of clause 5.2(2), this will have the effect of reclassifying the land as intended.

The draft planning proposal will be submitted to the NSW Department of Planning, Housing and Infrastructure (DPHI) to seek a Gateway determination. Once a Gateway determination is received from the DPHI, the proposal will be placed on public exhibition for a minimum of 28 days.

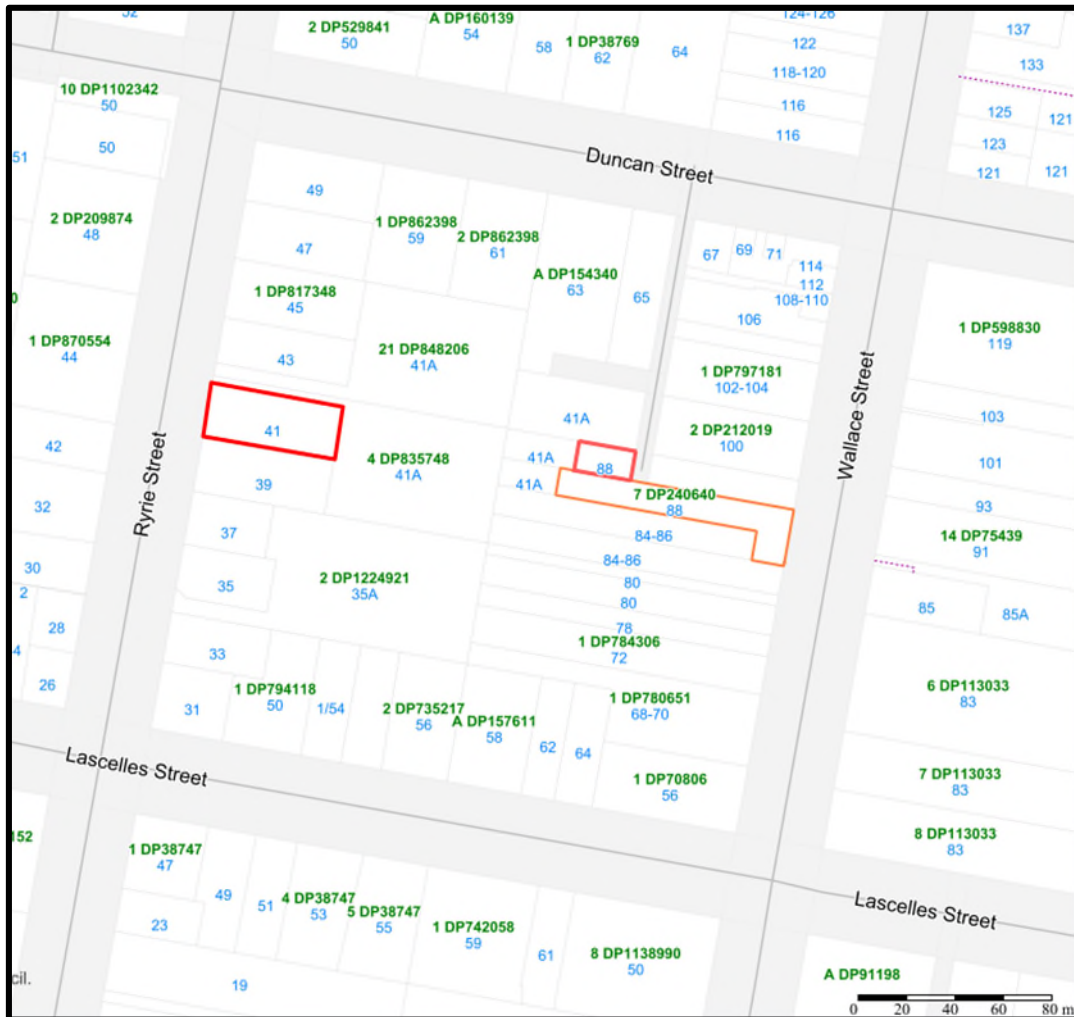
As the site is within the State Heritage listed heritage conservation area of Braidwood and its settings, Council will be referring the planning proposal to NSW Environment and Heritage for comment.

After the public exhibition period has ended, an independent chairperson will be appointed to convene a public hearing and assess any submissions. The Local Government Act requires that an independent consultant is engaged to conduct and report on the outcome of the public hearing.

Once the report is finalised by the independent chairperson, staff will prepare a further report to Council on the outcomes of the exhibition and a recommendation as to whether the reclassification should be finalised.

9.3 Planning Proposal to Reclassify 88 Wallace Street and 41 Ryrie Street Braidwood from Community to Operational Land (Ref: ; Author: Ormella/Kurzyniec) (Continued)

Map of land proposed to be reclassified – 88 Wallace Street and 41 Ryrie Street Braidwood



Risk/Policy/Legislation Considerations

The draft planning proposal has been prepared following the relevant provisions of the Environmental Planning and Assessment Act (1979), the Environmental Planning, Assessment Regulations (2021), the Local Government Act (1993) and the Heritage Act (1977).

Financial, Budget and Resource Implications

Financial implications include the staff costs to process the planning proposal including public exhibition. There will also be a cost of engaging an independent consultant to run and report on the public hearing, which will be covered by the Infrastructure Services – Contracts and Projects branch or general fund.

The review is not identified as a project in the Delivery Program, however, is consistent with Council’s ongoing obligations regarding the classification of Council-owned land and the management of assets.

9.3 Planning Proposal to Reclassify 88 Wallace Street and 41 Ryrie Street Braidwood from Community to Operational Land (Ref: ; Author: Ormella/Kurzyniec) (Continued)

Links to QPRC/Regional Strategic Plans

The draft planning proposal is consistent with the Queanbeyan-Palerang Regional Council Local Strategic Planning Statement – Towards 2040 (LSPS) and the Community Strategic Plan 2018-2028, set out in the community's long-term vision and aspirations for Council's planning activities.

Under the Planning Actions for Braidwood - Planning Priority 4 - 4.4.9 - Provide a range of housing choices at different costs to meet the changing needs of the community and consider the options for community housing provider partnerships to provide affordable housing.

The draft planning proposal is consistent with the Draft Southeast and Tablelands Regional Plan 2041 and the South East and Tablelands Regional Plans 2036 which plan for the supply of housing in appropriate locations and plan for more affordable low-cost and social housing together with environmentally sustainable housing choices.

Whilst not related to this report, Federal Government funding has been received to construct the car park area, as previously reported to Council (**Resolution No: 197/24**). Council received funding from two separate streams to undertake works within 88 Wallace Street and part of 41A Ryrie Street (existing Council Depot). The 88 Wallace Street Renewal Project and Wallace Street car-parking project includes the following components:

- Provision of stormwater and water main infrastructure,
- Allowance for Power Upgrades,
- Provision of Car Parking (incl EV Charging),
- Decontamination of the site,
- Reconstruction of the 88 Wallace Street, Braidwood.

Conclusion

The land at 88 Wallace Street and 41 Ryrie Street, Braidwood adjoins the current Braidwood Council Depot and is centrally located. Council is in the process of preparing plans to relocate the depot outside of the township. This will allow the Council Depot land, 88 Wallace Street and 41 Ryrie Street to be included in a future development that could deliver future residential housing, off-street parking, public amenities and landscaping within the Braidwood township.

Land can be reclassified within three months of acquisition, however, where this timeframe has lapsed a planning proposal is the only mechanism to reclassify 88 Wallace and 41 Ryrie Street, Braidwood from community land to operational land.

The community benefit in preparing the planning proposal is to reclassify this land allowing flexibility in managing the land.

Accordingly, it is recommended that Council support the draft planning proposal being forwarded to the DPHI seeking a Gateway determination. Subject to receipt of a Gateway determination, it is also recommended that the draft planning proposal be placed on public exhibition as per any conditions of the Gateway determination.

**9.3 Planning Proposal to Reclassify 88 Wallace Street and 41 Ryrie Street
Braidwood from Community to Operational Land (Ref: ; Author:
Ormella/Kurzyniec) (Continued)**

Attachments

- Attachment 1 Draft Planning Proposal to Reclassify Community Land to Operation - 88
Wallace and 41 Ryrie Street Braidwood (*Under Separate Cover*)

File Reference: 26.4.1-4

Recommendation

That Council adopt in principle:

1. **Balmain View as the proposed name for a private road (right of carriageway/easement) located off Mayfield Road, Larbert.**
 2. **Kurraducbidgee as a proposed road name for use in the area subject to the Batemans Bay Local Aboriginal Lands Council assessment of suitability.**
-

Summary

A private road located off Mayfield Road, Larbert shown in the map below, has been identified as requiring naming. The road naming process is being undertaken in accordance with The Geographical Names Board (GNB) policy 6.7.3 Roads to be Named; Roads with five or less address sites need not be named if the address sites within the road can be assigned numbers within the adjoining road and GNB Policy 7.1.3 Consulting on a Proposal, private road.

It is recommended that the proposed road name Balmain View be endorsed by Council.

Background

A private road (right of carriageway/easement) located off Mayfield Road, Larbert requires naming. The road naming process is being undertaken in accordance with GNB policy. The commemorative name Balmain View has been proposed to honour Mr Andrew Balmain, who contributed significantly to rehabilitating this natural landscape. The name Balmain View has been assessed and meets the requirements of the QPRC Road Names Policy 6.2.2 and the GNB policy 6.7.6 Commemorative Road Names.

This naming requirement has been identified because one of the main properties accessed by this private road is comprised of many separate titles, of which more than five have been individually transferred to new ownership. All such transfers result in a need to be separately addressed in the immediate future as it is no-longer appropriate nor practical for those lots to maintain existing address arrangements relating to Mayfield Road.

9.4 Road Naming (Ref: ; Author: Ormella/Lamont) (Continued)

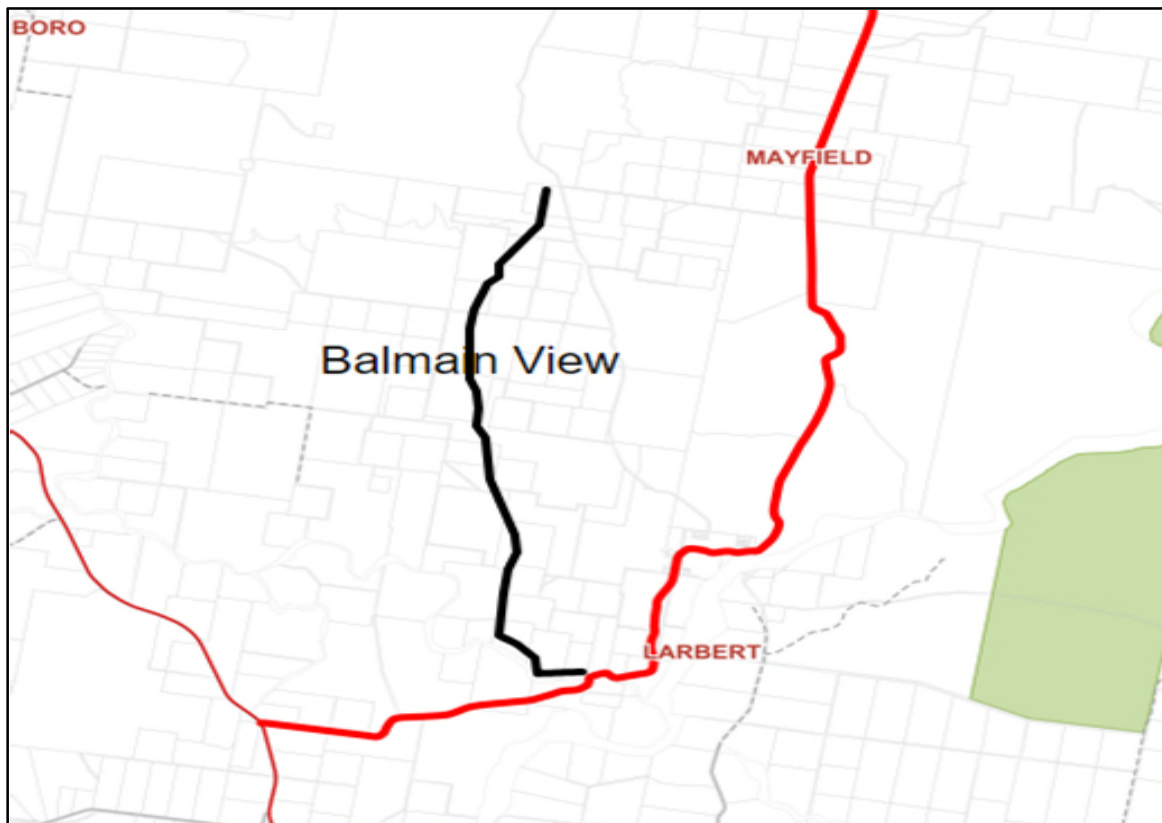


Figure 1 - Private road proposed to be named, shown in black.

Report

Research into Mayfield Estate progressed with a proposal for a commemorative name Balmain. This would recognise the significant work undertaken by the previous owner, the late Mr Andrew Balmain who owned the land from 1953 to 2018, who rehabilitated most of this almost 2,000 hectare cattle and sheep property over many years. As the road to be named is almost nine kilometres long, the road type View was chosen to reflect the commanding wide panoramic outlook across the surrounding area.

Other un-named private roads off this road (shown in Attachment 2) will be named as per GNB policy 6.7.3 Roads to be Named, allocating names from the Register of Proposed Road Names that will include first nations, flora, and fauna names.

Feedback was sought from all affected property owners on the use of Balmain and one submission was received.

The submission sought consideration of the name, Kurraducbidgee, suggested to be the earliest known name used by colonists for the area. The suggestion warranted investigation and was referred it to the Batemans Bay Local Aboriginal Lands Council to assess the suitability for use as a road name in this area. To date a response has not been received.

As noted above, there are other un-named roads stemming from the subject road which will require naming. It is proposed to reserve Kurraducbidgee for one such road pending further investigation, endorsement by the Batemans Bay Local Aboriginal Lands Council and consultation with relevant land owners.

In accordance with Clause 6.2.1(c) of Council's Road Names Policy, recognition of eminent persons connected to the area, consultation occurred with the family of the late Mr Andrew

9.4 Road Naming (Ref: ; Author: Ormella/Lamont) (Continued)

Balmain about using the Balmain family name to commemorate his life's work. Supporting information on the origin of the name and relevant background is at Attachment 1.

The process for naming private roads differs from the naming of public roads regarding the requirement for advertising and gazettal per GNB Policy 7.1.3 Consulting on a Proposal; for endorsement of the names of private roads, it is only necessary for the Local Government to consult with the owners of the development and there is no need for advertising or gazettal.

Risk/Policy/Legislation Considerations

The criteria in clause 6.2.1 of the QPRC road Names Policy states that community members with connections to the local government area and property developers are encouraged to submit proposed road names to Council in accordance with NSW Government guidelines as set out by the GNB for inclusion in the Register of Proposed Road Names.

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

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

The proposed name Balmain is an unambiguous word that is easy to spell and pronounce and considers the surrounding Local Government Area for any duplication or similarity with existing road names and has been approved by the GNB.

Financial, Budget and Resource Implications

All costs associated with supply of road name plates are to be borne by the property owners.

Links to QPRC/Regional Strategic Plans

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

Conclusion

A private road (right of carriageway/easement) off Mayfield Road, Larbert is proposed to be named 'Balmain View'.

It is recommended that the road name Balmain View be endorsed by Council.

The proposed name Kurraducbidgee has been referred to Bateman's Bay Local Aboriginal Lands Council for endorsement. It is recommended that this name be reserved for use on another private road stemming from proposed Balmain View subject to advice from the Bateman's Bay Local Aboriginal Lands Council.

Attachments

- Attachment 1 Balmain Background (*Under Separate Cover*)
- Attachment 2 Un-named private roads in area (*Under Separate Cover*)

9.5 Power Purchase Agreement for Council's Eligible Small Sites (Ref: ; Author: Ormella/Bhusal)

File Reference: 2709986

Recommendation

That Council authorise the General Manager to enter into a Power Purchase Agreement for supplying 100% renewable energy to Council's eligible small sites (under NSW government contract 3062 with Shell Energy).

Summary

This report proposes Council enter into a Power Purchase Agreement (PPA) for eligible small sites under the NSW Government's Shell 3062 contract. There are more than 220 sites owned by Council that are classified as small sites. A small site has electricity consumption levels below 100MWh per annum. Work has identified that there are potential savings in the order of \$394k annually compared to current electricity contracts.

By opting for 100% renewable energy, Council can reduce its carbon emissions by approximately 1,859 tonnes per year. The report highlights this decision's environmental benefits and financial savings, aligning with Council's sustainability goals. All the asset managers will be involved in ensuring that the agreement includes all eligible sites where there are no other binding contracts.

Background

QPRC has previously undertaken initiatives to reduce electricity costs and greenhouse gas emissions by entering into a Power Purchase Agreement (PPA). In June 2021, Council committed to a Renewable Energy PPA for its larger sites. The PPA was facilitated through Procurement Australia and the agreement commenced on 1st of January 2023. There are 13 total large sites included in the PPA and covered key facilities such as Queanbeyan Sewage Treatment Plant, Googong Water Recycling Plant, Queanbeyan Aquatics Centre and QCCP.

The initiative was projected to save Council a minimum of \$125,000 over seven years and \$370,000 over ten years, while also supporting local and state renewable energy targets. Given the success of the PPA for large sites, work has been undertaken to identify PPA opportunities for small sites.

Report

Council currently supplies electricity to more than 200 small sites through individual contracts with three retailers: ActewAGL, AGL, and Origin Energy. With the successful PPA for large sites, work was undertaken to investigate a PPA for our smaller sites. Refer to Attachment 1 which outlines the benefits for entering into a PPA for small sites.

The Shell Offer:

Through Buy NSW, Council is eligible for supply of its small sites under Shell's 3062 government contract. The proposal estimates the annual cost of the Shell agreement to be \$714,052. This represents a saving of \$394,259 p.a. (36%) compared to the existing cost.

By entering into a 100% renewable contract for the 220 sites there would be an additional cost of \$27,510 per year. This will reduce Council's electricity emissions by approximately 1,859T p.a. If Council opts for 100% renewable supply for the 220 sites under the Shell 3062

9.5 Power Purchase Agreement for Council's Eligible Small Sites (Ref: ; Author: Ormella/Bhusal) (Continued)

agreement, it will save \$366,749 p.a. compared to existing rates, which do not include GreenPower.

Council should note that the term of the agreement with Shell is until 2032, however, pricing has only been provided through to June 2025. The agreement offers unlimited site roll-out, so if future pricing is not favourable, Council can opt out of the agreement. Even if the Shell electricity contract rate was to double next year, Council would still be better off by approximately \$221,727 p.a. (20% - including GreenPower). ChargeWorks recommends that Council review its small site retail electricity contract in June 2025.

Risk/Policy/Legislation Considerations

The NSW State Government 3062 contract is available via the NSW Procurement Board (Buy NSW) which prescribed under s55 of the Local Government ACT 1993 (NSW), allowing councils to utilise supply arrangement coordinated by Buy NSW without the need to go to tender in their own right.

Under section 55(3)(g) of the Local Government Act 1993, the requirement for Councils to tender does not apply to a contract "for the purchase of goods, materials or services specified by the NSW Procurement Board or the Department of Administrative Services of the Commonwealth, made with a person so specified, during a period so specified and, if a rate is so specified, at a rate not exceeding the rate so specified".

Policies which inform the proposal include:

- QPRC Operations Sustainability Policy (energy emissions reduction target)
- QPRC Procurement Policy.

Financial, Budget and Resource Implications

The NSW Government led a procurement process in 2021 for all NSW Government small market sites. NSW Government have established a procurement framework for 10-years with Shell Energy.

The following details the framework offer:

- Contract ends on 30 June 2032
- Councils are eligible to enter into this contract,
- No cost to roll on or off
- Can join via the NSW Procurement Board, without the need to go to tender.
- Councils can purchase 100% renewables too (GreenPower)

The report details the potential savings to Council.

Links to QPRC/Regional Strategic Plans

The proposal aligns with a Strategic Goal of the Community Strategic Plan:

3.1 We acknowledge climate change and we work towards reducing our region's carbon footprint.

The proposal supports various existing policies and plans including:

- QPRC Climate Change Action Plan: Council Operations plan period 2020:2023
- QPRC Net Zero Pathway Plan.

9.5 Power Purchase Agreement for Council's Eligible Small Sites (Ref: ; Author: Ormella/Bhusal) (Continued)

The proposal also assists Council to achieve the following actions set out in the QPRC Council Operations Climate Change Action Plan:

- CO 7.1.7: 'QPRC to source some or all its energy from renewables, through procurement or by building offsite renewable energy projects, collaboration opportunities with other Councils or businesses will be evaluated'.
- CO 7.2.1: 'QPRC will review the opportunity to source some or all of its electricity under Power Purchase Agreements (PPAs) from renewable energy projects in future energy procurement processes'.

Conclusion

The proposed PPA for small council sites offers significant financial and environmental advantages. By transitioning from existing contracts to the Buy NSW Shell 3062 agreement with GreenPower, Council stands to achieve substantial cost savings.

Beyond financial gains, the PPA also aligns with the Council's sustainability goals. The shift to renewable energy is expected to reduce greenhouse gas emissions by a further 10 to 15 percent.

It is recommended that Council switch to the Shell 3062 agreement with Greenpower, following review of all existing small sites to ensure only those eligible and not bound by existing contracts are included.

Attachments

Attachment 1 QPRC Retail Electricity Contract Review for Small sites (*Under Separate Cover*)

9.6 Draft Cat Containment Policy (Ref: ; Author: Ormella/Corey)

File Reference: 3.4.98-08

Recommendation

That Council endorse the Draft Cat Containment Policy and place on public exhibition for an extended period of 42 days

Summary

Cats play a significant, but complex role in our society and culture and while pet cats bring health and comfort benefits to their owners, they have a natural instinct to hunt. Undomesticated (feral) cats hunt for their survival.

Cat containment has significant benefits for natural wildlife, it also benefits the cat. Evidence from the Threatened Species Council states that cats that are contained to their own properties can live 10 years longer than those free to roam.

Additionally, Council has significant populations of stray cats living in urban areas including parts of Queanbeyan and Braidwood. These populations are supported by humans either through direct feeding or from scavenging in rubbish produced by humans. These populations continue to grow each year causing problems for native wildlife, fighting and transmitting disease. Ensuring that pet cats are contained to their own properties gives Council more options to conduct targeted eradication of these urban populations.

Council endorsement of the policy to be placed on extended public exhibition is sought.

Background

Through Council's Dangerous Dogs Panel, the issue of roaming cats, specifically in Googong, has been discussed. NSW legislation does not prohibit cats roaming as it does for dogs. With the growth of Googong and its proximity to the Googong Dam foreshore, bushland and rural properties, Council has experienced an increase in cat-related complaints. These vary and include: cats digging and defecating in private gardens, scratching vehicles, cats fighting at night causing excess noise, hunting and killing wildlife, and contributing to nuisance dog barking.

In response to the increase in complaints, Council adopted the Cat Containment Policy at its meeting of 26 May 2021. The policy requires all cats in the cat containment area be contained to their own properties. The current cat containment areas are:

- Jumping Creek development
- Googong Sunset development
- Elmslea Grove (North Elmslea)
- Braidwood Ridge
- South Jerrabomberra (Tralee)
- Googong Township – in particular the following neighbourhoods:
 - Neighbourhood 2 – stage 11, 12, 13, 14, 15, 16a, 16b, 16c, 16d
 - Neighbourhood 3 – stages 1-7
 - Neighbourhood 4 – stages 1-10
 - Neighbourhood 5 – stages 1-7
- All future greenfield developments in Queanbeyan-Palerang

9.6 Draft Cat Containment Policy (Ref: ; Author: Ormella/Corey) (Continued)

The current policy also makes provision for further cat containment areas to come into effect on 26 May 2026. These areas include the remainder of Googong Township:

- Neighbourhood 1A– stages 1-5
- Neighbourhood 1B– stages 1-8
- Neighbourhood 2– stages 1-10

Report

The revised policy which is being presented for endorsement includes provisions to bring in cat containment requirements across the local government area. The policy proposal is the inclusion of two additional clauses in Section 3- Scope of the policy. The additional clauses are at 3.3 and 3.4 of the policy and relate to:

- All cats in the Local Government Area born on or after 1 January 2025
- All cats in the Local Government Area from 1 July 2026

There are no other changes to the policy, only the expansion of the cat containment area to cover the whole of the local government area. An extended time for commencement of the policy (approximately two years) has been proposed to allow cat owners to make arrangements for cat containment.

Risk/Policy/Legislation Considerations

There are several risk, policy and legislation considerations to be taken into account when adopting this policy.

Roaming cats pose a significant risk to wildlife and the natural environment. The QPRC community regularly raise the importance of the natural environment. The lack of implementation of cat containment requirements is a risk to our natural environment.

The Companion Animals Act, 1998 does not prohibit roaming cats in the same way as it does for dogs. For this reason, the Cat Containment Policy functions as a Local Orders Policy under the Local Government Act 1993. It sets out the circumstances in which Council will consider the keeping of cats to be inappropriate. In this regard, cats that are roaming off their own properties will be being kept inappropriately, allowing Council to issue orders requiring the cat to be contained to its own property.

Financial, Budget and Resource Implications

Council's communications on the phased implementation of the Policy are key for its success. Residents and the community would give effect to the policy through proactive cat containment.

Council's compliance animal management officers would have the role of implementing the policy based on the service levels in the adopted Service Plans. Separate budget requests would be made for eradication work for the feral cat populations.

Council's Animal Management Facility is dated and almost always at capacity. Additional capacity to deal with cats that are trapped by residents and brought to the facility may be required. Where there is a need for additional resources for the management of cats, this would be part of the budget process.

There may be an additional revenue stream through undertaking enforcement activities, but this will be minimal.

Links to QPRC/Regional Strategic Plans

The policy aligns with Strategic Objective 3.3 of the Community Strategic Plan:

3.3 Our land, vegetation and waterways are managed in an integrated and sustainable manner.

Conclusion

The Draft Cat Containment policy seeks to expand the current cat containment areas to cover the entire local government area. This policy is expected to have significant benefits to the natural environment and wildlife, as well as providing benefits to cats themselves. The policy contributes significantly to Council's efforts to sustain and enhance the natural environment.

The endorsement of the Draft Cat Containment Policy for public exhibition will allow Council to seek community feedback on the proposed policy and the development of an education program targeting areas of the community concerned about cat containment.

Attachments

Attachment 1 Draft Cat Containment Policy- LGA Wide (*Under Separate Cover*)

File Reference: 2710456

Recommendation

That Council endorse the Draft Solid Fuel Heater Policy and place on public exhibition for a period of 42 days

Summary

The Draft Solid Fuel Heater Policy has been prepared to restrict the installation of solid fuel heaters in specific parts of the Local Government Area. The policy aims to improve air quality and protect public health by reducing exposure to wood smoke, a known contributor to respiratory problems and premature death.

The draft policy only applies to new heaters in the restricted area. It does not relate to existing heaters which have been installed with Council approval. It requires designers of new developments to adopt cleaner and more sustainable heating solutions. The draft policy has been developed to provide guidance on where a solid fuel heater can be installed.

Council endorsement to place the draft policy on public exhibition for an extended period of 42 days is sought.

Background

Council's Environment and Compliance branch is focussed on minimising harm to health, welfare, safety, property, and the environment. The draft policy has been developed in response to evidence highlighting the adverse health impacts of indoor solid fuel heating.

NSW Health advises that smoke from wood-burning heaters can cause serious health issues, including heart and lung diseases, and can aggravate asthma and pre-existing heart conditions. It is understood that residential wood heating is a major source of hazardous air pollution, contributing to premature deaths and healthcare costs. Additionally, studies have shown that modern solid fuel heaters often exceed emission standards.

Council receives regular requests during the colder seasons from residents adversely affected from the impacts of woods smoke on their health. The number of complaints received is increasing every year.

Report

There is significant body of evidence showing the serious impact on human health (Including premature death) from solid fuel heater smoke.

NSW Health advise:

- Wood-burning heaters make a substantial contribution to air pollution in NSW.
- Smoke from wood-burning heaters can affect your health.
- Long-term exposure can cause heart and lung disease while brief exposures can aggravate asthma or worsen pre-existing heart conditions.
- Use of a wood-burning heater will affect the air quality inside your home and the surrounding environment.
- Consider reverse cycle air-conditioning, flued gas or electric heaters which cause less pollution.

9.7 Draft Solid Fuel Heater Policy (Author: Ormella/Singh)

- If you use a wood-burning heater, ensure it conforms to Australian Standards, that it is properly installed and that you operate it correctly.

Reference: <https://www.health.nsw.gov.au/environment/factsheets/Pages/wood-smoke.aspx>

The draft policy will be applicable for all new building applications and development proposals for new development areas in the following areas.

- Bungendore
- Jumping Creek
- Googong Township – in particular the following neighbourhoods:
 - Neighbourhood 4 – stages 1-10
 - Neighbourhood 5 – stages 1-7
- All future greenfield developments in Queanbeyan-Palerang Local Government Area

Whereby, approval will not be granted for installation of a solid fuel heater in these areas. Further that should an inspection find an unapproved solid fuel heater after the adoption of this policy, Council may take enforcement action.

This policy does not apply to use of existing wood heaters in buildings.

Risk/Policy/Legislation Considerations

Prior to installation of a Solid Fuel Heater, approval under Section 68 of the Local Government Act, 1993 is required. Prior to granting approval Council is required to consider any policy adopted by Council which are relevant to the subject matter of the application. This clause would prevent Council from issuing Section 68 approval for new heaters in the restricted area.

There are several risks which may arise from adoption of the draft policy:

- There may be resistance from residents and property developers who have traditionally relied on solid fuel heaters.
- There may be resistance from local businesses involved in the sale, installation and maintenance of solid fuel heaters.

These risks can be managed through the community consultation phase of the policy development and also by undertaking targeted education programs. It is considered that the benefits of the draft policy should be explored through community consultation and progress of this draft.

Financial, Budget and Resource Implications

There will be minimal impact on Council's financial, budget and resourcing by implementation of the new policy.

Education materials will be developed in house using existing third-party information such as NSW EPA and NSW Health Communication materials. Council will use existing channels of communication to educate the community on the new requirements, such as social media and Council newsletters. Council will also write to developers in the new development areas to advise that the policy has been adopted.

The policy does not impact existing heaters that have been approved and/or installed. Council will continue to undertake seasonal education programs to assist owners of wood heaters to use them safely and effectively. Council will also continue to undertake regular enforcement action regarding use of solid fuel heaters including issuing Smoke Abatement Notices where required.

9.7 Draft Solid Fuel Heater Policy (Author: Ormella/Singh)

Links to QPRC/Regional Strategic Plans

The draft policy aligns with several of the Strategic Goals in the Community Strategic Plan:

3.1 We acknowledge climate change, and we work towards reducing our region's carbon footprint.

3.3 Our land, vegetation and waterways are managed in an integrated and sustainable manner.

Conclusion

The Draft Solid Fuel Heater Policy seeks to improve air quality in the local government area and promote the use of cleaner and greener forms of heating. It provides guidelines on the areas in the LGA where the installation of Solid Fuel Heaters would be prohibited.

Consultation on the Draft Policy will provide the opportunity for residents and the community to provide feedback. Feedback will be considered in preparation of the final policy which will be brought back to Council for adoption.

Attachments

Attachment 1 Draft Solid Fuel Heater Policy (*Under Separate Cover*)

9.8 Capital Projects and Mobile Phone Blackspots Priorities - 2025 Election
Funding Advocacy (Ref: ; Author: Ryan/Saha)

File Reference: 11.10.1-01

Recommendation

That Council endorse a list of major infrastructure projects and mobile black spot priorities to be presented for funding in advance of the 2025 Federal election.

Summary

The local federal member for Eden-Monaro has written to Council seeking the infrastructure projects Council would like progressed so that she may provide advocacy for federal funding and list of mobile black spot priorities for the for Queanbeyan Palerang Regional Council local government area.

Council staff have presented some key projects and endorsement is sought to facilitate the preparation of an advocacy document when we have opportunities to present to our federal member in the leadup to the election, now less than 12 months away.

Background

A number of projects were endorsed by Council at the meeting held 23 March 2022 for presentation to candidates for the 2022 Federal election (**Resolution No 123/22**).

Description	Estimated Cost	Funding Sought
Finalise sealing of Nerriga Road	\$10m	\$10m
Tarago Road Rehabilitation	\$3m	\$3m
Briars Sharrow Bridge	\$9m	\$9m
Reschs Creek Bridge Construction	\$4.5m	\$4.5m
Regional Sports Complex Stage 2 (stadium)	\$14m	\$14m
Bungendore Pool (Sports Hub)	\$5m	\$5m
Braidwood Depot Relocation	\$10m	\$10m
Braidwood carpark stage 2	\$3m	\$3m
South Jerra Innovation Hub (warm shell)	\$20m	\$20m
Queanbeyan Sewerage Treatment Plant Upgrade	\$150m	\$75m

The projects shown bold and highlighted have already been funded. An updated list is provided below.

Report

In seeking election commitments for Council projects, priority should be given to those capital works which meet the following criteria:

9.8 Capital Projects and Mobile Phone Blackspots Priorities - 2025 Election Funding Advocacy (Ref: ; Author: Ryan/Saha) (Continued)

- renewing or replacing an old asset,
- is part of a project part funded that needs additional external funding,
- has DA approval (if needed),
- is a road/bridge construction project,
- is identified in the current Long Term Financial Plan,
- is aligned with the Community Strategic Plan or other regional QPRC Plan and
- is deliverable.

An updated list of projects shown in priority order that meet the above criteria is shown below:

Description	Estimated Cost	Funding Sought
Queanbeyan Sewage Treatment Plant Replacement	\$188m	\$100m
Willamsdale Road – final stage from unseal to sealed	\$4m	\$4m
Wyanbene Road – Causeway Replacement Shoalhaven River	\$8m	\$8m
Williamsdale Road – Causeway on Burra Creek	\$4m	\$4m
Nerriga Road sealed pavement rehabilitation	\$15m	\$15m
Nagingutter Causeway on Nerriga Road	\$4m	\$4m
Braidwood Stormwater network establishment	\$5m	\$5m
Braidwood Depot Relocation	\$20m	\$20m
Bungendore (Macs Reef Road) - Bridge over Halfway Creek Replacement	\$4m	\$4m
Bungendore Pool (Sports Hub)	\$23m	\$17m

Council consideration of these and any other projects is sought for finalisation and preparation of a Federal election advocacy paper.

In regard to mobile black spot priorities the following is a list where there remains loss of phone service.

Mobile Phone Black Spot Priorities	
1	Kings Highway from Mulloon to Braidwood
2	Sutton Road, in ACT to Norton Road

9.8 Capital Projects and Mobile Phone Blackspots Priorities - 2025 Election Funding Advocacy (Ref: ; Author: Ryan/Saha) (Continued)

3	Norton Road around Merino Vale Road, Wamboin
4	Old Cooma Road, near Royalla
5	Captains Flat Road

Risk/Policy/Legislation Considerations

Nil

Financial, Budget and Resource Implications

External funding for asset renewal projects is a preferred outcome and essential for reducing our backlog and contributing to Council's long term financial sustainability.

Links to QPRC/Regional Strategic Plans

All projects are considered in the QPRC Community Strategic Plan.

Conclusion

The next federal election will be held before 27 September 2025. In preparation for this election, a priority of projects is required for Council to take advantage of any funding or advocacy opportunities that may appear in the leadup to the election.

Attachments

Attachment 1 Letter from The Hon Kristy McBain to QPRC - Infrastructure Priorities
(Under Separate Cover)

9.9 Dunns Creek Road Stage 1 (Ref: ; Author: Duff/Ramsland)

File Reference: 36.1

Recommendation

That Council

- 1. Writes to the Minister for Infrastructure, Transport, Regional Development and Local Government, requesting that the \$65 million commitment from the Australian Government Infrastructure Investment Program for Dunns Creek Road is allocated to construction of Stage 1 of the Dunns Creek Road project and establish a funding agreement.**
 - 2. Endorses the engagement of Transport for NSW to undertake the necessary business case and strategic work for Dunns Creek Road Stage 1.**
-

Summary

Council received advice in November 2023 that the Australian Government remains committed to providing \$65 million for Dunns Creek Road under its Infrastructure Investment Program. This is in addition to the \$27 million funding allocated by the NSW State Government in August 2020 for design and land acquisition associated with Dunns Creek Road.

Based on current investigations, and negotiations with the ACT Government and Transport for NSW (TfNSW) it is proposed that formal approval is sought from the Australian Government that the \$65 million be dedicated to construction of Stage 1 of the Dunns Creek Road project.

Stage 1 of the project is proposed to provide a connection from Environa Drive to the Monaro Highway in the Australian Capital Territory (ACT).

Background

A proposed road connection from Old Cooma Road to the Monaro Highway has been considered since at least the 1970s. Various alignments for this connection have been investigated, however no formal route has been reserved or gazetted. A portion of land in Lot 1 DP 1269436 is identified in the Queanbeyan Local Environmental Plan as a road corridor, and in February 2024, Council agreed that this road corridor can be relinquished (**Resolution No 066/24**).

In August 2020, the NSW State Government provided \$27 million for planning of Dunns Creek Road, specifically for design and land acquisition. To progress expenditure of this funding, Council has engaged consultants to update traffic modelling of the road network, and to prepare a report on various alignment options for the road. The options report is not yet finalised and will be reported to Council separately.

In November 2023, the Australian Government confirmed that \$65 million is committed for the construction of Dunns Creek Road between Googong and Canberra, to help ease traffic

9.9 Dunns Creek Road Stage 1 (Ref: ; Author: Duff/Ramsland) (Continued)

congestion coming out of Queanbeyan and its surrounds. This funding is from the Australian Government's Infrastructure Investment Program.

At its meeting of 28 February 2024, Council resolved to progress a planning proposal to relocate the current reserved corridor for Dunns Creek Road within the Tralee Urban Release Area (**Resolution No 067/24**).

Current traffic modelling identifies that by 2031, the intersection of Tompsitt Drive with Environa Drive suffers an unacceptable level of service if no improvements to the road network are undertaken. A second connection between the Tralee Urban Release Area and the ACT would provide relief to expected congestion at this intersection.

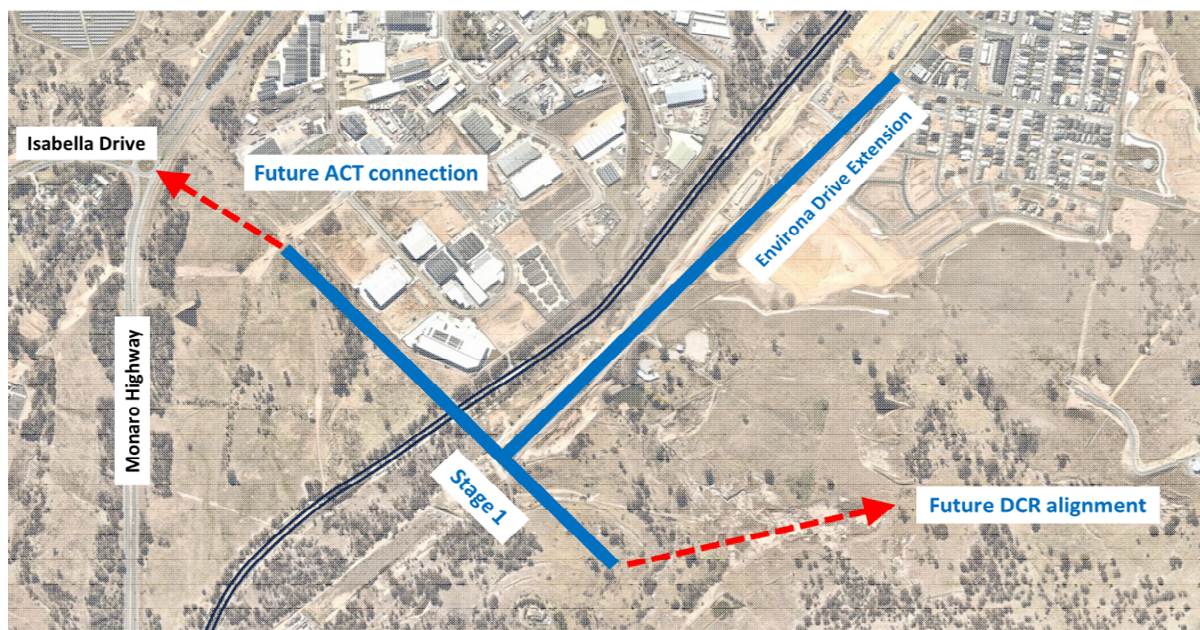
Report

Recent discussions with ACT Government representatives indicate that the cross-border road connection from the Tralee Urban Release Area to the Monaro Highway is dependent on completion of proposed improvements to the ACT road network. The required work at the Monaro Highway/Isabella Drive interchange is currently in the planning stage but has not been funded.

A report on alignment options for the eastern half of the proposed Dunns Creek Road, Stage 2 is currently being prepared for Council. Any option for a new road which connects into Old Cooma Road will share a common alignment on the western half and traverses the Tralee Urban Release Area. This western alignment will then connect across the border to the ACT road network and with an extension of Environa Drive.

It is proposed that the connection of the western alignment, the Environa Drive extension and the ACT road network be referred to as the Dunns Creek Road Stage 1 project, as shown in Figure 1.

Figure 1: Dunns Creek Road Stage 1



Given the lead time in planning for both the western and eastern alignments of Dunns Creek Road, and noting previous construction estimates were more than \$200 million, it is proposed that the \$65 million federal funding be allocated to Stage 1. Preliminary estimates indicate that the planning and construction of Stage 1 is feasible within the available federal funding, noting the additional and separate \$27 million state funding for design and land acquisition.

9.9 Dunns Creek Road Stage 1 (Ref: ; Author: Duff/Ramsland) (Continued)

The expectations and deliverables for the Infrastructure Investment Program's \$65 million allocation need to be confirmed to give Council confidence to proceed with Dunns Creek Road. To progress the project, Council should seek formal approval to confirm the scope of agreed work. Discussions are also being held with TfNSW in anticipation of engaging their services to assist with elements of Stage 1 project planning, business case, technical work and delivery.

The ACT Government have commenced preliminary planning for the connection of Stage 1 Dunns Creek Road into the Monaro Highway via Isabella Drive extension and have been part of the discussions and interagency round tables with NSW Transport and Council on this project. <https://www.cityservices.act.gov.au/Infrastructure-Projects/tuggeranong/monaro-highway-upgrades>

Risk/Policy/Legislation Considerations

The risk to Council of not clarifying the scope of the funding is that there is the potential expectation that the allocated \$65 million funding is sufficient to complete the entire Dunns Creek Road alignment. Based on current and previous investigations, the expected construction cost for the entire length of Dunns Creek Road is in the order of \$500 - \$800 million noting that this detail has not been done. Stage 2 of Dunns Creek Road has not been determined, the final route yet to be approved, let alone funding any environmental offset or land purchases. The current \$65 million funding is not sufficient. Hence, Council could be left with the burden of funding the difference, subject to adoption of a preferred route alignment.

Like other projects funded by the Australian Government, the proposed Stage 1 Dunns Creek Road project would be administered by TfNSW once a funding agreement is executed.

In addition, negotiations are being held with TfNSW to engage them separately to prepare a strategic business case to progress the project. Under section 55(3)(b) of the Local Government Act 1993, Council can engage TfNSW directly without inviting tenders. A proposal for this work is currently being prepared by TfNSW. This will be funded from the original grant received from the NSW Government of \$27million.

Financial, Budget and Resource Implications

Council has been allocated \$27million for design and land acquisition from the NSW Government for Dunns Creek Road, of which approximately \$477,931 has been expended to date.

Any commitment and expenditure for the construction of any part of Dunns Creek Road will be subject to further consideration and decision by Council.

Separate grant funding of \$65 million has been allocated by the Australian Government specifically for Dunns Creek Road. Expenditure of this grant is subject to negotiation with the Federal, NSW and ACT Governments.

Links to QPRC/Regional Strategic Plans

This project has been identified in Council's Integrated Planning documents as follows:

- QPRC Community Strategic Plan 2022 Strategic Objective 4.1 - Our transport network and infrastructure are safe and allow for ease of movement throughout Queanbeyan-Palerang and across the ACT border and region.
- QPRC Delivery Program 2022-2026 Action 4.4 - Progress planning for Dunns Creek Road

9.9 Dunns Creek Road Stage 1 (Ref: ; Author: Duff/Ramsland) (Continued)

The project has also been included in the South Jerrabomberra Regional Job Precinct Master Plan, prepared by NSW Department of Planning and Environment, which identifies the need to continue investigations on cross border connections.

Conclusion

Due to the lack of a funding agreement, clarification is needed for the scope of the Australian Government's \$65 million funding for Dunns Creek Road prior to committing expenditure. It is recommended that Council seek approval from the Minister for Infrastructure, Transport, Regional Development and Local Government that the \$65 million can be specifically defined and dedicated as the Dunns Creek Road Stage 1 Project and execute a funding agreement accordingly.

In addition, Council should continue negotiations with TfNSW to engage them under section 55(3)(b) of the Local Government Act 1993 to prepare a strategic business case to progress the project.

Attachments

Nil

9.10 Capital Football Finals - Request for Support (Ref: ; Author: Richards/Duncan)

File Reference: 4.3

Recommendation

That Council:

1. Cap fees to Capital Football at \$4,750 for the Finals held at Regional Sports Complex and Riverside Oval in 2024.
 2. Authorise the General Manager to negotiate a five year agreement with Capital Football to host future finals at both the Regional Sports Complex and Riverside Oval, which will be included in Council's Fees and Charges.
-

Summary

Capital Football has approached Council to provide support for the 2024 Capital Football Finals by way of capping fees at \$4,750 for the finals. The Council venues requested are the Regional Sports Complex for Saturday 14 and Sunday 15 September 2024 and Riverside Oval on Saturday 7 and Sunday 22 September 2024.

Council approval is sought to provide a subsidy to Capital Football of approximately \$ 6,750 by capping ground hire fees to \$4,750 for the CRRL 2024 finals.

Background

Council adopted fees and charges rate for hiring the facilities for the four days of competition is \$11,500. The fee for the use of Regional Sports Complex and Riverside Oval for private hire is \$200 per hour per field. Capital Football have requested fee relief from the full rate.

The finals event brings players and spectators and has a flow on effect throughout the business community. Therefore, hosting major events at the Regional Sports Complex is desirable.

Report

Capital Football has proposed hiring grounds at both the Regional Sports Complex and Riverside Oval on the following days. They are requesting Council to reduce the advertised fee.

Regional Sports Complex

Saturday 14 September 2024

Premier Grass Field One (Preliminary Finals)

- 10am – Under 23's National Premier League Men's 30
- 1pm – Under 23's Capital Premier League Men's
- 4pm – Capital Premier League Men's First Grade
- 7pm – National Premier League Men's First Grade

Premier Grass Field Two (Grand Finals)

- 9am – Under 14's National Premier League Boys
- 11am – Under 15's National Premier League Boys
- 1:15pm – Under 16's National Premier League Boys
- 3:45pm – Under 18's National Premier League Boys

**9.10 Capital Football Finals - Request for Support (Ref: ; Author: Richards/Duncan)
(Continued)**

Sunday 15 September 2024

Premier Grass Field One (Grand Finals)

- 9:30am – Under 14's National Premier League Girls
- 11:30am – Under 15's National Premier League Girls
- 1:45pm – Under 17's National Premier League Girls

Premier Grass Field One (Preliminary Finals)

- 1pm – National Premier League Women's Reserves
- 4pm – National Premier League Women's First Grade

Premier Grass Field Two (Grand Finals)

- 9am – Under 14's Capital Premier League Boys
- 11am – Under 15's Capital Premier League Boys
- 1:15pm – Under 16's Capital Premier League Boys 50
- 4pm – Under 18's Capital Premier League Boys

Riverside OvalSaturday 7 September 2024

Semi Finals

- 10am – Under 23's National Premier League Men's
- 1pm – Under 23's National Premier League Men's
- 4pm – National Premier League Men's First Grade
- 7pm – National Premier League Men's First Grade 60

Sunday 22 September 2024

Grand Finals

- 1pm – Under 23's Capital Premier League Men's
- 3pm – Capital Premier League Men's First Grade

Getting the highest quality games at the new Regional Sports Complex and Riverside Oval will highlight both venues. Finals bring in supporters, families and friends from across the Canberra region and beyond, which may follow on to attract additional bookings.

Capital Football have advised they would charge regular admission of \$5 and a gold coin donation admission for students, pensioners and concession holders for their premier league grand final on Sunday 22 September. They expect around 500 spectators to attend that day.

Risk/Policy/Legislation Considerations

The event will cause additional wear and tear on the fields that will be managed by staff and contractors. Being the end of the winter season, any damage should not have a significant impact with many teams already finished training for the season. The fields are due for annual renovations in September and October and should be fully recovered by the time that clubs are wanting to train on them for the following winter season.

**9.10 Capital Football Finals - Request for Support (Ref: ; Author: Richards/Duncan)
(Continued)**

Financial, Budget and Resource Implications

Capital Football have indicated that no other costs are applicable with a Venue Manager and First Aid hired separately. Staff will be required to spend additional time at the Regional Sports Complex for assistance with rubbish and the like. This may be manageable with some other winter venues finished for the season although multiple venues in Queanbeyan may be used for the same weekend for a variety of different sports.

The capping of ground fees is not a direct cost to Council, rather a reduction in potential income. Capital Football have expressed interest in working with Council for future finals series. It is proposed to negotiate a five year agreement with Capital Football to host future finals series at the Regional Sporting Complex and Riverside Oval.

Links to QPRC/Regional Strategic Plans

- Sports Facilities Strategic Plan (2023)
- QPRC Community Strategic Plan 2042
 - 4.3 Strategies – Enhance community and recreational use of facilities through robust maintenance and management.

Conclusion

The Capital Football Finals is a large event that is expected to attract a considerable number of people to Queanbeyan and Jerrabomberra benefiting local business.

Council's current pricing policy for sports fields is based on partial cost recovery in recognition of a community service obligation to provide community facilities at an affordable price, and therefore the ratepayer is required to pay a proportion of the total cost.

The majority of users of the Regional Sports Complex and Riverside Oval are reluctant to pay the adopted Council fees. Further and future discounts on the prices will result in the ratepayer being required to pay a higher proportion of the total cost.

Capital Football will charge an entry fee to spectators on 22 September, however Council hire fees are not determined by attendance figures at games. In capping fees to \$4,750 Capital Football is being subsidised by approximately \$6,750 to hire Regional Sports Complex and Riverside Oval for finals games.

Attachments

Attachment 1 Proposal for Use of QPRC Facilities (*Under Separate Cover*)

9.11 Freebody Oval Renovation (Ref: ; Author: Richards/Duncan)

File Reference: 4.3.1

Recommendation

That Council provide in-principle support for the Freebody Oval Renovation and consider a contribution of \$125,000 at the First Quarterly Budget Review.

Summary

The returfing of Freebody Oval has been considered a high priority in Councils Sports Facilities Strategic Plan since 2022. Freebody Oval is used as a premier sporting venue throughout the year hosting high level cricket and rugby league.

Queanbeyan District Cricket Club has been successful in sourcing grant funding for Freebody Oval renovation work and is seeking a financial contribution from Council to undertake the project.

Background

Queanbeyan District Cricket Club (QDCC) has approached Council requesting financial support to partner in renovation work on Freebody Oval

Freebody Oval is used extensively hosting ACT Premier Cricket for first grade fixtures in summer and is the home ground of the Queanbeyan Kangaroos Football Club for Canberra Raiders Cup matches in winter.

The QDCC has reported concerns with drainage problems, inconsistent and rough outfield areas and wicket square issues, requiring some matches to be abandoned and first grade matches to be moved. In March 2024 the cricket club, in less-than-ideal circumstances were required to move a home first grade semi-final to a neutral venue due to concerns with the wicket and outfield areas.

The QDCC submitted an Australian Cricket Infrastructure grant application on the basis that returfing renovation work was being considered by Council for funding in the 2024-25 financial year. This was based on the fact that the work has been noted as a high priority in the Sports Facilities Strategic Plan since 2022.

The club were successful in obtaining grant funding for \$40,000. In addition, the club has committed to provide a further \$20,000 towards the \$185,000 project.

Report

The proposed renovation work will include resurfacing the outfield with Santa Ana couch, returning the oval to a high-quality premier cricket and rugby league status, remediate some major drainage issues which have been leading to cricket days abandoned or starts delayed due to a waterlogged outfield, and refurbish a deteriorating wicket square.

There are three elements to the project:

1. Outfield returfing to be managed by Council and will include removal of current turf and replacing with Santa Ana Couch. Santa Ana Couch is drought tolerant, will reduce water usage, is extremely hard-wearing and easier to maintain. Campese Oval was successfully converted to Santa Ana Couch and Googong ovals 3 and 4 are turfed with Santa Ana Couch. Minor re-levelling to improve drainage will be included with the outfield returfing.

9.11 Freebody Oval Renovation (Ref: ; Author: Richards/Duncan) (Continued)

2. Wicket square renovation involving:

- soil tests to determine if the current cricket pitch soil is able to re-used on the re-turf project.
- soil removal and replacement of approximately 40 cubic metres. Labour costs to lay new soil, include laser levelling.
- wicket turf replacement using Santa Ana Couch rolls (400sq) including delivery.

3. Additional irrigation and drainage works around the wicket square.

The work on the outfield, drainage and wicket square will be coordinated to take advantage of the removal of the old turf and to ensure that the final surface is as good as possible.

The costs of the project do not include in-kind, volunteer contributions by cricket club members estimated to be around 200 hours @ \$25 per hour = \$5,000.

The oval will be rested for the 2024-25 cricket season to encourage turf growth and root setting and will be available for the rugby league season if work can commence in September.

Risk/Policy/Legislation Considerations

Freebody Oval is classified as Council Managed Crown Land under the Crown Land Management Act 2016. The Plan of Management for the oval is included in QPRC's Plan of Management (PoM) for Sportsgrounds within the former Queanbeyan City local government area (LGA).

The project could be impacted due to weather delays, cost increases from date of commencement or lack of available contractors within the desired commencement time.

Financial, Budget and Resource Implications

The estimated budget for the project is \$185,000 and will include:

Outfield resurfacing with Santa Ana Couch	\$125,000
Wicket Square renovation	\$ 37,000
Additional Irrigation and Drainage	\$ 5,000
Project Management and contingency	\$ 18,000
Total	\$185,000

Income includes:

Approved Australian Cricket Infrastructure Grant	\$ 40,000
Queanbeyan District Cricket Club contribution of	\$ 20,000
Total	\$ 60,000

Shortfall	\$125,000
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The requested Council contribution of \$125,000 is not funded in the 2024-25 budget and Council does not have internal cash reserves for the project. Council is currently reconciling its budget performance and cash position for the financial year ended 30 June 2024, and the next budget review will provide additional information about the 2024-25 budget performance.

Council should consider prioritising this project at the first Quarterly Budget Review if funds become available through better-than-expected budget performance.

9.11 Freebody Oval Renovation (Ref: ; Author: Richards/Duncan) (Continued)

Links to QPRC/Regional Strategic Plans

- Plan of Management Sportsgrounds within the former Queanbeyan City Council LGA Amendment No. 5 (as an attachment to this report)
- QPRC Sports Facilities Strategic Plan, 2023
- QPRC Community Strategic Plan 2042

Conclusion

Queanbeyan District Cricket Club (QDCC) has approached Council requesting financial assistance to undertake a renovation of the extensively utilised Freebody Oval.

The club has sourced grant funding of \$40,000, has committed to a further \$20,000 to the project and is seeking a further \$ 125,000 contribution from Council to fund a total project cost of \$185,000.

The completed project will finalise a high priority action from Councils Sports Facilities Strategic Plan and will provide a quality surface for both cricket and rugby league.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Notification of successful grant application QDCC (<i>Under Separate Cover</i>) |
| Attachment 2 | Plan of Management Sportsgrounds within the former Queanbeyan City Council LGA (<i>Under Separate Cover</i>) |

9.12 Canberra Region Rugby League Finals - Request for Support (Ref: ; Author: Richards/Duncan)

File Reference: 4.3

Recommendation

That Council:

- 1. Cap fees to the Canberra Regional Rugby League at \$4,200 for the Finals in 2024.**
 - 2. Authorise the General Manager to negotiate a five year agreement with Canberra Regional Rugby League to host future Finals competition at Seiffert Oval, which will be included in Council's Fees and Charges.**
-

Summary

Canberra Regional Rugby League (CRRL) has approached Council to provide financial support to use Seiffert Oval for their 2024 Junior Finals in August and September 2024. They have requested a fee cap of \$4,200 against the advertised fee of approximately \$11,200 rental for this field for the proposed period of rental.

Council approval is sought to provide a subsidy to Canberra Regional Rugby League of approximately \$ 7,000 by capping ground hire fees to \$4,200 for the CRRL 2024 finals.

Background

CRRL Junior Finals were previously held at Bruce Stadium and shifted to Seiffert Oval which offered a much lower price. The Junior Finals have been held at Seiffert Oval for approximately five years. In their letter of request, CRRL have indicated that they may move the finals competition to Gungahlin enclosed oval, again due to costs. They have noted other concerns about Seiffert oval including minimal changerooms (2), location of the carpark and the difficult to read scoreboard. Comparison costs of Gungahlin fields are shown in Attachment 2.

The advertised fee as per QPRC Fees and Charges 2023/24 for hiring Seiffert Oval for the CRRL finals for seven days is \$ 11,200. The approved QPRC field rate for private hire is \$200 per hour per field. CRRL have requested fee relief, offering a fee of \$600 per day. Several games are played on each hire day.

The CRRL finals is an event that brings players and spectators that ultimately has a flow on effect throughout the business community. Therefore, hosting major events at Seiffert Oval is desirable from the point of view of economic benefit.

Report

The CRRL have proposed hiring the playing fields at Seiffert oval on the following days and have provided a letter to Council requesting fee relief. The letter is attached, however some of the details included, in particular dates, have been updated and are shown below.

Juniors

- Friday 30 August 2024 – Semi Finals
- Friday 6 September 2024 – Preliminary Finals
- Thursday 12 September 2024 – Grand Finals
- Friday 13 September 2024 – Grand Finals
- Saturday 14 September 2024 – Grand Finals
- Sunday 15 September 2024 – Grand Finals

9.12 Canberra Region Rugby League Finals - Request for Support (Ref: ; Author: Richards/Duncan) (Continued)

Seniors

- Sunday 8 September 2024 – Grand Finals

The games are ticketed events with entry fees shown in the table below.

Division	Finals	Adults \$	Concession \$
Juniors	Semi and Preliminary	8	5
Juniors	Grand Finals	10	8
Seniors	Grand Finals	16	10

Based on 2023 figures, the CRRL have estimated gate numbers for each day. These are shown below. Note that players and officials are not charged entry.

	Attendance	Players & Officials	TOTAL
Juniors	292	150	442
Friday, 6 September 2024	300	150	450
Sunday, 8 September 2024	2,000	250	2,250
Thursday, 12 September 2024	533	150	683
Friday, 13 September 2024	540	150	690
Saturday, 14 September 2024	1,366	468	1,834
Sunday, 15 September 2024	1,295	450	1,745
TOTAL	6,326	1,768	8,094

Getting the highest quality rugby league games at Seiffert Oval will highlight the venue. Grand finals often bring in supporters, families and friends from all across the Canberra region and beyond. Previous grand finals at Seiffert Oval have been well attended and is a perfect venue for crowds of this size.

Risk/Policy/Legislation Considerations

The event will cause additional wear and tear on the fields that will need to be managed by staff and contractors. Being the end of the winter season, any damage should not have a significant impact with many teams already finished for the season. The fields are due for annual renovations in September and October and should be fully recovered by the time local clubs are ready to train for the next winter season.

Financial, Budget and Resource Implications

CRRL are unlikely to use Seiffert Oval if the adopted 2024/25 Council fees are charged. Given the proposed upgrades for changeroom and score board they are also interested in entering into a long-term agreement. It is proposed to negotiate a five year agreement with CRRL to host future finals series at Seiffert Oval

Staff will be required to spend additional time at the Regional Sports Complex for assistance with rubbish and the like. This may be manageable with some other winter venues finished for the season.

The capping of ground fees is not a direct cost to Council, rather a reduction in potential income.

9.12 Canberra Region Rugby League Finals - Request for Support (Ref: ; Author: Richards/Duncan) (Continued)

Links to QPRC/Regional Strategic Plans

- Sports Facilities Strategic Plan (2023)
- Community Strategic Plan 2042
Strategic Objective – 4.3 Our community facilities and assets are well planned, meet the needs of the community and enhance social connection.

Conclusion

The CRRL finals competition is a large event that attracts a considerable number of people to Queanbeyan.

Council's current pricing policy for sports fields is based on partial cost recovery in recognition of a community service obligation to provide community facilities at an affordable price, and therefore the ratepayer is required to pay a proportion of the total cost.

Further and future discounts on the prices will result in the ratepayer being required to pay a higher proportion of the total cost.

CRRL charge an entry fee to spectators, however Council hire fees are not determined by attendance figures at games. In capping fees to \$4,200 CRRL is being subsidised by approximately \$7,000 to hire Seiffert Oval for finals games.

Since it is near the end of the season, and there are no other bookings for the times indicated, it is recommended that the subsidy be approved. Further, negotiating a five year contract will allow some certainty about long term bookings.

Attachments

Attachment 1	Letter from Canberra Region Rugby League (<i>Under Separate Cover</i>)
Attachment 2	Price Comparison for Junior Finals (<i>Under Separate Cover</i>)

File Reference: 104374

Recommendation

That Council approve the relocation of the Bungendore Aquatic Centre to its original proposed northern site adjacent to the netball courts at the Bungendore Sports Hub.

Summary

Council have engaged Mode Design to prepare the design, scope of works, technical specifications and QS for the Bungendore Aquatic Centre (**Resolution No 105/24**). This work is essential to inform a DA, tender and grant funding opportunity purposes. Further, this is information that Council will require before formal approval to the deliver the project is considered.

A review of suitable locations for the Bungendore Aquatic Centre has determined that the current site, as endorsed by Council, which is further to the south of the Bungendore Sports Hub is close to Halfway Creek and is impacted by overland flow. This location has potential to be affected by flooding and further impact to the surrounding areas. The Aquatic Centre and potentially the creek itself, would require significant work to reduce flood risk.

Council approval is sought to relocate the Aquatic Centre to the original planned site.

Background

The original Bungendore Sports Hub Master Plan (2020) detailed an Outdoor Aquatic Centre to the north of the sports hub. Following public consultation, it was decided to relocate the centre further to the south of the Sports Hub (**see Figure 1**), leaving the northern site vacant.

At the ordinary meeting of Council, on 14 September 2022 it was resolved that in principle support be given to the Bungendore Men's Shed and Bungendore Rotary Club, to establish a base at the Bungendore Sports Hub, (**Resolution 361/22**).

The Men's Shed group will be moving from their current base on Railway land at Bungendore due to lead contamination. The report discussed the new Men's Shed being located at the northern site vacated by the Swimming Pool moving further south as shown in Figure 1. When this location is finalised, staff will progress the drafting of a Lease for both, and report back to Council.

9.13 Bungendore Aquatic Centre site location - Bungendore Sports Hub (Author: Duff/Sibbick)



Figure 1: Bungendore Aquatic Centre, Southern Site

9.13 Bungendore Aquatic Centre site location - Bungendore Sports Hub (Author: Duff/Sibbick)

The site proposed in the original Bungendore Sports Hub Master Plan (see Figure 2) is above the flood zone and further away from the local creeks and watercourses.

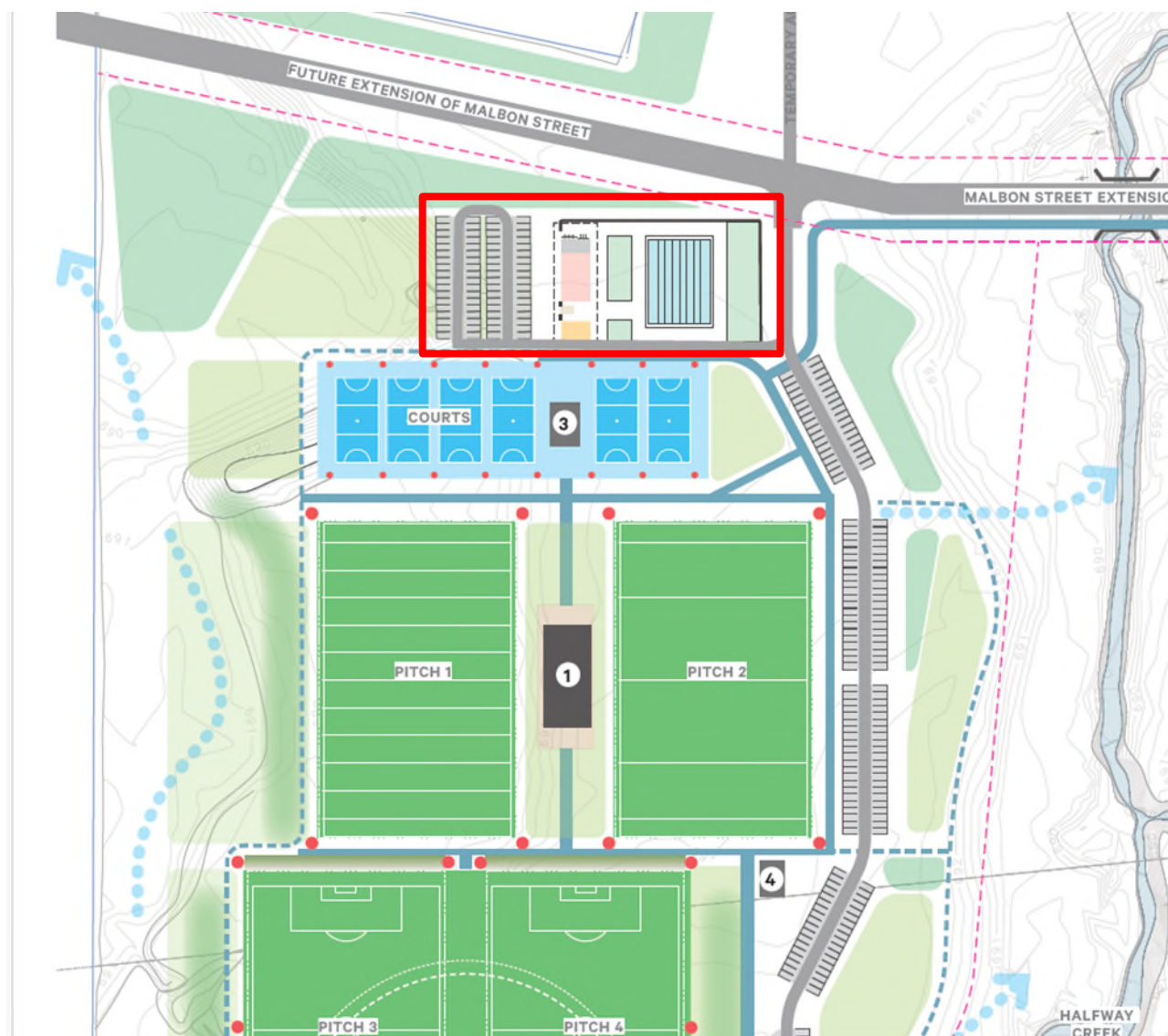


Figure 2: Bungendore Aquatic Centre, Northern Site

Report

In June 2023, Council endorsed the concept plans for the new Bungendore Pool as an enclosed aquatic facility, with an 8 lane 25m heated swimming pool, a wet play area, amenities, canteen/café area, playground and shade structures at the new Bungendore Sports Hub on Halfway Creek Road (**Resolution No 239/23**). This project scope became the subject of the Capital Expenditure Review and then this next stage to full design.

Work has commenced on the design of the new Aquatic Centre at the Bungendore Sports Hub. After further project scoping with the community focus group, investigation and flood modelling, it has been determined that the proposed site shown in Figure 1 will be significantly affected by 1% AEP Flood events. To mitigate these impacts, the Swimming Pool and ancillary

9.13 Bungendore Aquatic Centre site location - Bungendore Sports Hub (Author: Duff/Sibbick)

buildings would need to be raised by 1.5 metres with significant protection works completed in the creek line.

The best option to avoid additional cost of flood mitigation (including raising the entire centre by 1.5 metres), is to return the Aquatic Centre to its original northern location.

In consultation with Engineering, Planning and Council's design consultants, Mode Design, it is now recommended that the most appropriate location for the Aquatic Centre is the northern site adjacent to the netball courts.

Option C (see Figure 3) is a preliminary floor layout for the northern site that addresses both community and operational requirements.

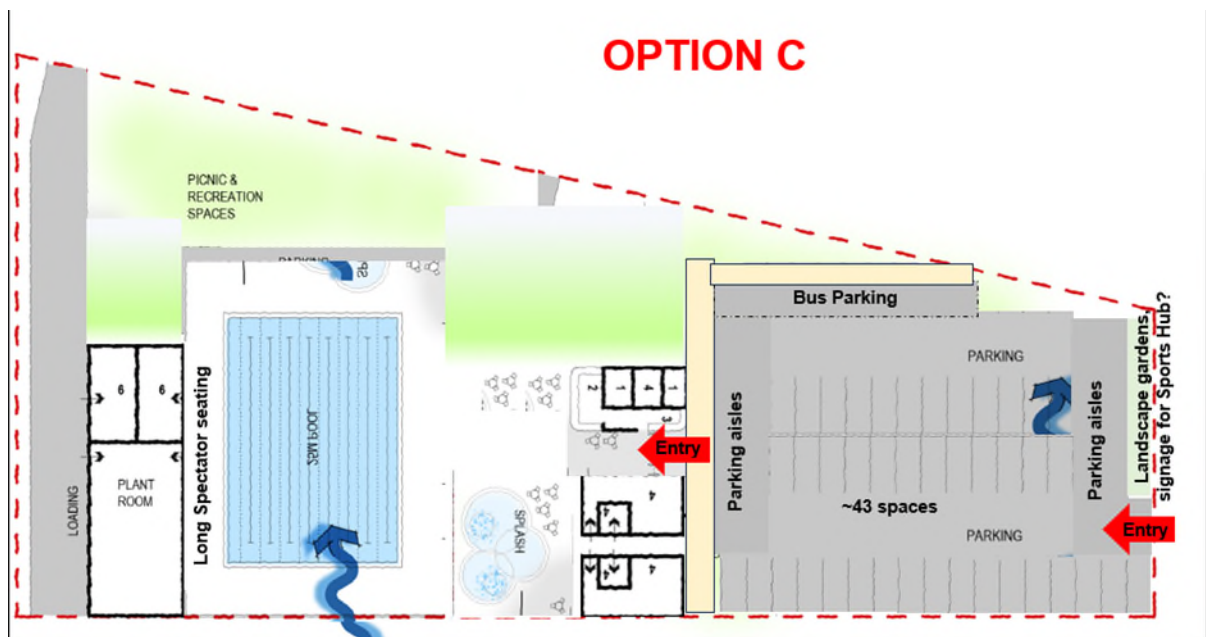


Figure 3: Bungendore Aquatic Centre Concept at the Northern Site.

This northern site would allow the Aquatic Centre to act as a formal entrance to the rest of the Bungendore Sports Hub. Mode Design will address community concerns regarding the potential odour issues from the nearby wastewater filtration plant. This is a perception issue that can be resolved with a number of solutions. Ultimately the plan is to design and seek funding for a fully enclosed indoor facility that will eliminate any odour impact.

The vacated southern site could still be suitable for the Men's Shed and Rotary Clubs, noting these facilities are smaller, may be raised and may not require the same flood protection measures or could be designed around the existing ground and creek conditions.

The Bungendore Rotary Club have installed two shipping containers at the Bungendore Sports Hub, which they needed for storage. These are temporary and we will be working with the Rotary Club for a more appropriate storage facility structure.

Meetings have taken place with the Men's Shed group, leading to general agreement to consider their new facility at the southern site of the Bungendore Sports Hub. The proposed building and use are a permissible land use however it will require Development Consent. Council will continue to work with both the Men's Shed and Rotary Club to progress their projects.

9.13 Bungendore Aquatic Centre site location - Bungendore Sports Hub (Author: Duff/Sibbick)

Risk/Policy/Legislation Considerations

Both the Aquatic Centre and community group buildings require Development Consent at either location.

There are significant environmental and engineering challenges if it were to remain in this location that is impacted by the 1% AEP Flood events. This will increase the cost of the project significantly.

Financial, Budget and Resource Implications

Council approved the Capital Expenditure Review for the Bungendore Aquatic Centre at the 8 November 2023 meeting (**Resolution No 468/23**). The project scope is for the facility includes and enclosed aquatic facility, with an 8 lane 25m heated swimming pool, a wet play area, amenities, canteen/café area, playground and shade structures. Subject to funding and Council approval, it may be constructed in stages. The first stage being the replacement of the current Swimming Pool, an outdoor 25m 8 lane facility with associated amenities and canteen. Stages 2 and 3 include enclosing and heating the facility.

The site investigations have revealed the additional cost of flood mitigation (including raising the entire centre by 1.5 metres) would be around \$3.5M.

Constructing the Aquatic Centre at the northern site is expected to be the lower cost option, noting that the site is flatter, and is not within the 1% AEP higher and will require less earthworks and flood protection than the southern site.

Links to QPRC/Regional Strategic Plans

Relevant strategic plans include:

- Sports Facility Strategic Plan
- Parks and Recreation Asset Management Plan
- Community Satisfaction and Wellbeing Survey
- Community Engagement and Participation Plan

Conclusion

Since Council has engaged Mode Design to prepare the full design, scope of works and technical specifications to have a tender ready, grant ready and DA approved facility. A review of the proposed site as endorsed by Council in 2022 has identified that there are significant environmental, cost and engineering challenges if it were to remain in this location.

It is proposed new Bungendore Aquatic Centre is moved to the original northern site of the Bungendore Sports Hub, allowing potential for the Bungendore Men's Shed and Bungendore Rotary Club to occupy the southern site.

Attachments

Nil

9.14 Council Properties 256 and 262 Crawford Street (Ref: ; Author:
Ryan/Monaghan)

File Reference: 46.1.3-02

Recommendation

That Council:

1. Defer the marketing of Council properties in Crawford Street, including the Westpac/Headspace Building, the former QPRC Administration Office and the Rutledge Street Car Park until the new Development Control Plan (DCP) and Local Environmental Plan (LEP) is completed.
 2. Seek expressions of interest for a commercial lease for both the former QPRC Administration Office and RB Smith Building, at 256 and 262 Crawford Streets, Queanbeyan for a fixed 5 year term.
 3. Authorise the General Manager to negotiate the Lease Agreements for these properties and report back to Council.
-

Summary

At the 24 April Meeting, Council received a market analysis report on the prospective value and development opportunities of Council properties in Crawford Street, which included the Westpac/Headspace Buildings, the former QPRC Administration Office, the RB Smith Building and the Rutledge Street Car Park. Council authorised the General Manager to invite proposals from specialised commercial real-estate agents to market the sale of these properties, not including the RB Smith Building (**Resolution No 185/24**).

At the 8 May Meeting, Council sought a report on the feasibility and cost to make the RB Smith Building available for use by community groups, providers of services and private hirers pending a Council decision on the long-term future use of the facility and site (**Resolution No 209/24**)

The purpose of this report is to update Council on both matters and seek approval to defer the decision to market these properties for sale, pending the completion of the new Development Control Plan (DCP) and Local Environmental Plan (LEP).

It is proposed that an interim solution of commercially leasing both the former QPRC Administration Office and RB Smith Building (256 and 262 Crawford Streets) will deliver better value for Council in the long term, whilst ensuring the current income opportunity is realised.

Background

At the 24 April Meeting, Council agreed to a workshop and briefing on the actions needed to ensure the best return and development outcomes for the sites. Council authorised the General Manager to invite proposals from specialised commercial real-estate agents to market the sale of these properties, not including the RB Smith Building (**Resolution No 185/24**).

A workshop was held on 29 May 2024, where staff presented a summary of the current local planning controls for these Council owned sites, and what were the best options when considering redevelopment of the sites, individually or as a group.

**9.14 Council Properties 256 and 262 Crawford Street (Ref: ; Author: Ryan/Monaghan)
(Continued)**

It was proposed that Council support the Carparking Strategy review and undertake an Infill Housing Strategy. This technical work includes a Market Needs Analysis, Economic Lands Analysis and Character Analysis; with the view of developing the evidence for a review and amendment of the DCP and LEP. After this work is completed, Council will be informed to proceed with any subdivision/road closure/land assembly and then sale. The studies are important prerequisites to ensure the best return and development of these lots.

On 31 July 2024, the local Member for Eden-Monaro the Hon Kristy McBain MP announced the successful grant application for \$720K under Stream 1 of the Housing Support Program for projects that address planning capability. This funding will deliver the technical studies to inform the review of the Housing Strategy for Queanbeyan CBD and surrounds; that will review the existing infill and mixed use development opportunities within the CBD.

This work, along with the review of the Car Parking Strategy will take 12 months. The review of the DCP and LEP; and changes made via a Planning Proposal is expected to take a further 12 months. Allowing 6 months for a sale process, and 2.5 years for a Development Application, which would be considered by the Joint Regional Planning Panel; there is going to be a lag of at least 4 to 5 years before any development is ready for construction.

This is a long time for Council to be not receiving rental income on vacant office buildings.

It is therefore prudent for Council to revisit the approach, whilst providing an opportunity for income generation by leasing 256 and 262 Crawford Street for an initial 5 year period.

Report

In reviewing the Market Analysis report provided to Council on 24 April it was identified that the 2012 DCP and LEP planning controls were not fit for purpose. The Queanbeyan CBD Spatial Masterplan (2020) and Transformation Strategy suggested concessions be granted to attract the right development, however these are not formalised in any planning controls.

Whilst there are Affordable Housing bonuses under the SEPP (Housing), without considered planning control, the ability to attract the best value for any potential land assembly is limited.

The need for shop top housing or office development being the permitted land use may not meet the future needs for residential development. In addition, the setbacks and height restrictions as they stand would require Council to consider a Planning Proposal to amend the QRLEP 2022, if a development outside of these parameters delivered the social and affordable housing outcomes as desired by Council and the community.

It was therefore appropriate that Council sought funding which has now been granted from the Federal Government's Housing Support Program to undertake the technical studies to inform the review of the Housing Strategy for Queanbeyan CBD.

Council has already committed to reviewing the Carparking Strategy, with funds allocated in the 2024/25 Operational Plan.

RB Smith Building

At the 8 May Meeting, Council sought a report on the feasibility and cost to make the RB Smith Building available for use by community groups, providers of services and private hirers pending a Council decision on the long-term future use of the facility and site (**Resolution No 209/24**).

When the Axis Youth Centre ceased operating as a result of the Queanbeyan PCYC, discussions were held with community groups about setting up a neighbourhood centre with

**9.14 Council Properties 256 and 262 Crawford Street (Ref: ; Author: Ryan/Monaghan)
(Continued)**

some key community services as anchor tenants in the space. Although, there was limited appetite to hire the space for anything other than a peppercorn rental, a six-month trial was proposed for interested services for exclusive use of Axis on two to three days per week. This was to enable a base for travelling services and to test the concept, whilst maintaining other community bookings for the centre. This offer, provided in early 2023, was not taken up.

Council has ongoing interest in the hiring of community spaces in the CBD. The following table provides a summary of bookings for the 23/24 year for centres in Queanbeyan.

	No of Bookings 2023-24			Income	Expenses*
	Category H Free	Paid Regular	Total		
Axis	34	578	612	\$24,482	\$ 7,518
Riverside	2	106	108	\$25,949	\$14,765
Letchworth	32	303	335	\$27,939	\$39,197

*Direct costs excluding property insurance, staff time and depreciation.

Based on enquiry for hiring these CBD spaces, Council is able to accommodate the current needs within the Heritage Library, Axis and Riverside meeting spaces. However we are losing some hiring opportunities for external conferences for Riverside Oval as the room has to be made available for the Monaro Panthers Club by 5pm, which means user groups need to pack up each day. Whilst Axis is a well-used, accessible and basic facility, it lacks AV and other technical equipment. It is heavily booked by lifestyle groups, community and cultural programs. Letchworth is out of the Queanbeyan CBD, but is popular for birthday parties and is used for Council's playgroup programs.

The Heritage Library meeting space has only been made available for community groups since its refurbishment, and now offers a good after hours facility which is warm and inviting. There is space at the Senior Citizens Centre that is also available for other community groups.

In addition to music, social and entertainment events, the Bicentennial Hall and the Q Foyer are hired for conferences and large meetings. As soon as the Nellie Hamilton Centre link to the Bicentennial Hall is available, there is a good area at this top level which will also be made available for users seeking additional days.

The Council Chambers is not the flexible space that was originally planned with its set up restricted to the furniture remaining in its Council meeting format. The Braidwood Room has not been made available for public access due to the number of internal bookings.

As Council is aware, the RB Smith building has been leased to the NSW Electoral Office until early October to accommodate the Regional Electoral Office until after the Council elections.

There has been a number of unsolicited parties expressing an interest in leasing both this building and the former Council administration office at 256 Crawford Street at commercial rates. These potential leases represent a significant income generation opportunity.

Risk/Policy/Legislation Considerations

Council has determined that it cannot accept unsolicited proposals for the sale or leasing of Council premises.

Business must be undertaken transparently and Council must provide an opportunity for the best value and return for these commercial opportunities.

**9.14 Council Properties 256 and 262 Crawford Street (Ref: ; Author: Ryan/Monaghan)
(Continued)**

Council must maintain the highest standards of conduct and abide by the following Key Business Principles in all its dealings in terms of:

- (a) Fairness
- (b) Impartiality
- (c) Transparency
- (d) Value for money

It is therefore appropriate that Council market the properties for leasing, to ensure the best value return for rate payers is achieved.

Due to the nature, scope and complexity of the functions a Council has to perform, the Local Government Act 1993 makes provision for a Council to delegate many of its functions to the General Manager, except those functions prescribed in section 377. Section 377(1)(h) requires the Council not delegate decisions for exchanges of Council property, which would include rental agreements.

377 General power of the council to delegate

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following-

(h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment).

Financial, Budget and Resource Implications

Council has allocated \$370K in the 2024/25 Operational Plan towards the technical studies to inform the review of the Housing Strategy for Queanbeyan CBD, and \$150,000 for the review of the Car Parking Strategy.

The RB Smith operational expenses average \$19,250 per annum and the former Council Chambers / Administration Office is \$17,500 per annum.

Based on the current temporary lease in place for the RB Smith building, potential rental income for these properties is significant, and will more than cover operational expenses.

Links to QPRC/Regional Strategic Plans

Asset Management Strategy 2020-2030

Key Focus Area - Growth

Leverage the presence and capacity of assets to stimulate business investment, visitor activity and economic returns.

Community Strategic Plan 2042

1.3 Community facilities are accessible, safe and inclusive

4.3 Plan for community facilities to meet the needs of our growing population and promote the maximisation of use of current facilities.

Conclusion

Council is seeking to dispose of its assets being property in Crawford Street, now that the new administration building is in operation. The sale of these properties however will not realise the best value whilst the planning controls limit development opportunities.

**9.14 Council Properties 256 and 262 Crawford Street (Ref: ; Author: Ryan/Monaghan)
(Continued)**

Council approval is sought to defer the decision to market these properties for sale, pending the completion of the new Development Control Plan (DCP) and Local Environmental Plan (LEP).

It is proposed that an interim solution of commercially leasing both the former QPRC Administration Office and RB Smith Building (256 and 262 Crawford Streets) will deliver better value for Council in the long term, whilst ensuring the current income opportunity is realised.

Attachments

Nil

9.15 Canberra Region Joint Organisation Hot-desking arrangement (Ref: ; Author: Ryan/Monaghan)

File Reference: 46.1.1

Recommendation

That Council endorse the General Manager executing the Memorandum of Understanding with the Canberra Region Joint Organisation for renting Hot Desks in the Nellie Hamilton Centre.

Summary

This reports seeks to endorse the General Manager's agreement with the Canberra Region Joint Organisation (CRJO) to provide 'hot-desks' for rent within the Council occupied floors of the Nellie Hamilton Centre.

Council operations including the office, library, customer service and meeting rooms occupy 4,474 square metres of the Nellie Hamilton Centre. The office area accommodates approximately 200 desks, including approximately 40 desks for growth in staff numbers over time.

The CRJO have approached Council for an option to rent hot-desks from within the spare capacity in the office area. It has been agreed that this is a mutually beneficial arrangement to both the CRJO and Council. A rate of \$100 per desk that includes access to Council's meeting rooms, staff kitchens, toilets and small storage space, has been agreed via a Memorandum of Understanding.

Background

The CRJO currently rents office space at the Canberra Airport business precinct and has been looking into alternative accommodation options as part of its review and reduction of operating costs.

Canberra Airport is an associate member of CRJO and have confirmed their preference to remain a member of CRJO regardless of the CRJO office location. CRJO have canvassed a number of options including considering hot-desking arrangements with member Councils.

Report

The negotiated arrangement allows CRJO to pay for the number of desks it needs, creating flexibility for them, and creates an efficiency by sharing current office space and amenities. The negotiated rate of \$100 per desk per week will include access to the Council internet, cleaning, electricity, meeting rooms and a small amount of IT support. The hot-desks will be equipped with standard workstations including monitors, stands, desks and chairs. The total cost is within the current IT budget for staff.

CRJO have initially requested the use of 8 hot-desks at a total estimated income to Council of \$41,600 per annum. The amount will be billed in arrears, based on the actual number of desks used.

This arrangement makes use of spare capacity and shared office space, benefiting both Council and the CRJO.

9.15 Canberra Region Joint Organisation Hot-desking arrangement (Ref: ; Author: Ryan/Monaghan) (Continued)

Risk/Policy/Legislation Considerations

Due to the nature, scope and complexity of the functions a Council has to perform, the Local Government Act 1993 makes provision for a Council to delegate many of its functions to the General Manager, except those functions prescribed in section 377. Section 377(1)(h) requires the Council not delegate decisions for exchanges of Council property, which would include rental agreements.

377 General power of the council to delegate

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following-

(h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment).

Financial, Budget and Resource Implications

The rental income estimated as \$41,600 per annum will become part of the total income of the Nellie Hamilton Centre. There is no additional cost as the work stations have already been provided and form part of the total overall cost of the Council fit-out and digital equipment.

Links to QPRC/Regional Strategic Plans

This recommendation seeks to act on Council's strategies to:

- Strategically administer and manage Council's property portfolio, and
- Collaborate with our regional neighbours, including the ACT and State and Federal departments.

These strategies support the following strategic objectives:

Strategic objective 5.1 - The community is serviced by an efficient, effective and innovative Council.

Strategic objective 5.2 – Council is an open, accessible and responsive organisation.

Conclusion

The agreement is recommended to Council to share existing office space with the CRJO will create cost efficiencies for both CRJO and the Council, by making use of existing Council office space.

Attachments

Attachment 1 Memorandum of Understanding with CRJO (*Under Separate Cover*) -
CONFIDENTIAL

9.16 Ground Floor Proposal for Use - Nellie Hamilton Centre (Ref: ; Author: Ryan/Monaghan)

File Reference: 100265-6-11

Recommendation

That Council:

1. Endorse the fit-out of the Nellie Hamilton Centre ground floor; with a public meeting room, small quiet workspace areas and a dedicated area for Queanbeyan Library community programs and activities.
 2. Receive a cost estimate and consider the inclusion of a budget to progress the project at the first Quarterly Budget Review.
-

Summary

Council received a report on the ground floor office space of the Nellie Hamilton Centre, which was endorsed by Council in June 2023 (**Resolution No 261/23**). A change of direction and alternative opportunity from the prospective tenant resulted in this not progressing.

There has been no further commercial offers, and the purpose of this report is to update Council on this space and seek endorsement for the area to be fitted out with small public working spaces, a flexible meeting room for community groups in addition to accommodating the Library community programs.

The proposed fit-out is consistent with the original building plans.

Background

The original plans for the Nellie Hamilton Centre in 2019 included the creation of a new commercial smart hub / co-work space. This supported the Council strategy to increase the working population and foot traffic within the Queanbeyan CBD.

Council began marketing the Ground Floor Kiosk and Smart Hub in February 2023. One serious offer was received for the Smart Hub space, however at a discounted rent and the applicant has since found a different premises in Queanbeyan. The Ground Floor Kiosk has been separately leased, removing a potential source of income and affecting the potential viability of a future Smart Hub operation.

In April 2024, Enterprise Plus announced the opening of its new Business Hub and co-working space on the corner of Crawford Street and Monaro Street; reducing the need for an additional business Smart Hub facility in the Nellie Hamilton Centre.

Council has not received any other offers to lease the Ground Floor space for any purpose, and this report proposes a different community use; as an extension of the Library.

Report

The Braidwood Room in the Nellie Hamilton Centre is the largest available area for staff training, and hosting of regional meetings; however this is also the only space the Library can use for their children's, seniors and community activities.

9.16 Ground Floor Proposal for Use - Nellie Hamilton Centre (Ref: ; Author: Ryan/Monaghan) (Continued)

The Library use the Braidwood Room in its largest configuration regularly during the day and on some evenings and weekends. The Library run an average of nine programs per week - five every week, three on a fortnightly schedule and ten on a monthly schedule. The existing Library space is insufficient to run these programs without the use of the Braidwood Room.

However, the competing demand for this space means that programs often need to find alternative arrangements or be cancelled. Shifting or changing programs can occur for training, workshops for 20+ people, or if Council is hosting a regional meeting. The need to relocate library events regularly is not conducive to the team's planning. The lack of space also makes it difficult to implement new programs such as Intergenerational Storytime which includes stakeholders who require consistency in arrangements.

The lack of study spaces including power outlets has been identified as a gap raised daily by library users. Often members of the public access the Bungendore and Nerriga Rooms; to work in a quiet space with a power outlet.

The State Library provides a Population Based Area Calculator that indicates the population of Queanbeyan should have a Library space of 1,570sq metres. The current Library space is 850sq metres and this measurement includes the public areas of book lockers in the basement and the QPRC foyer area. The addition of the Heritage Library earlier this year has assisted in alleviating space pressure for the history collection, however this does not bring the Library to the optimum suggested floor area. The existing space, therefore, has delivery pressures that could be alleviated by allocating the ground floor area as a programs and activities area.

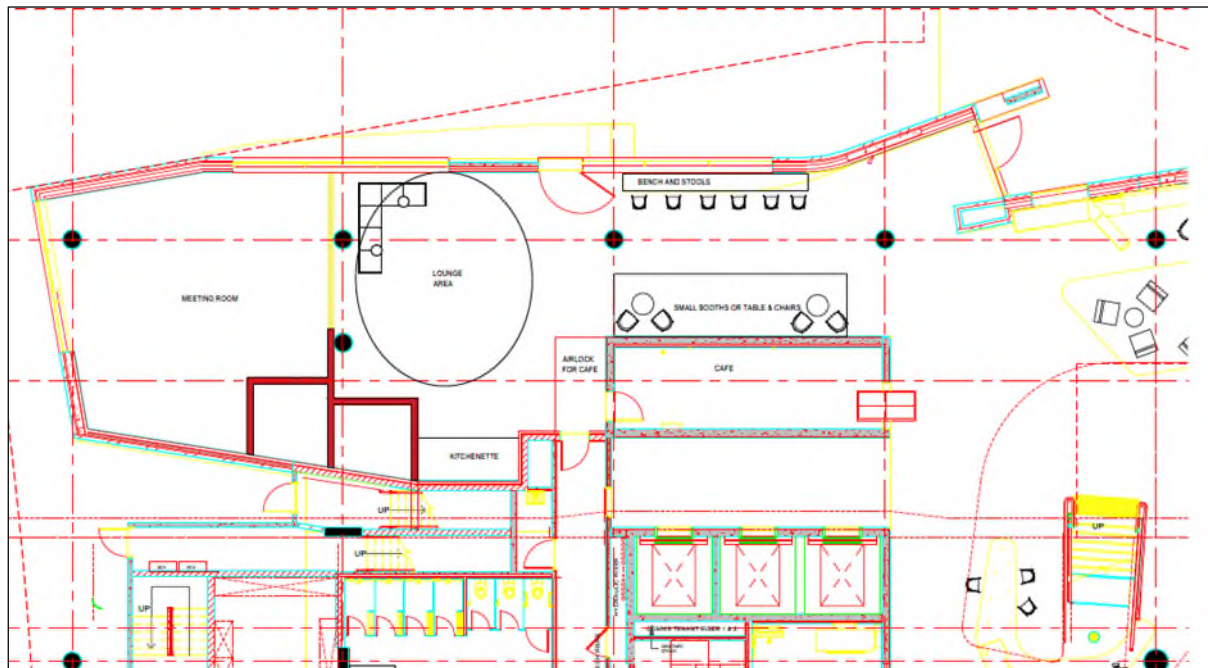
Since moving in, there has been important staff training that cannot be delivered in the Nellie Hamilton Centre and have had to be conducted at the Axis Centre or Riverside Meeting rooms. Of the 118 sessions from January to June 2024, only 30 sessions have been booked in to the Braidwood rooms with no issues, 88 sessions however had had to be relocated due to the library requiring the room.

There are training programs delivered for our outdoor teams at the Queanbeyan Depot, Bungendore Sports Hub and old Library at Braidwood; the number of sessions as noted above does not include these.

The concept of the Braidwood Room being available for hiring out to external groups or conferences is not as practical as envisioned. It is really only available in the evenings and weekends, subject to the Library's programs; and requires staff to be available to assist with afterhours entry and exit of people attending such meetings.

A drawing has been prepared for a fit-out of an alternate use proposed for the ground floor, as an extended library programs and activity area; quiet working booths and community meeting space. There is storage area and small kitchenette, which is essential for the delivery of these services. The meeting room space is more accessible to community groups to utilise after-hours in addition to a larger area for hiring to conference style meetings. The room overlooks the Aunty Louise Brown Park, the Q entrances and Malunngang Walk.

Architectural plans are being developed and in progress, which will enable a cost estimate and scope of works.

9.16 Ground Floor Proposal for Use - Nellie Hamilton Centre (Ref: ; Author: Ryan/Monaghan) (Continued)**Risk/Policy/Legislation Considerations**

The risks of using this space for Library activities and community use involves the lack of anticipated income from the smart hub rental. However, the lack of interest for this purpose to date has led to leaving this area completely unused and unusable.

The failure to meet the Standards and Guidelines for NSW Public Libraries published by the State Library may incur some reputational damage. Lack of program, activity and study space in the Library may lead to lower patronage in the longer term.

Staff training is being delivered in offsite locations; however this is at no charge to these facilities and there is significant time and resources required to host these sessions and workshops away from the Nellie Hamilton Centre.

The proposed Library, meeting room and community space is consistent with the original development approval, and a modification is therefore not necessary.

Financial, Budget and Resource Implications

Council has not received a commercial offer to lease the Ground Floor space and is currently receiving no rent. Based on current leases, a potential future rental income might be in the range of \$87,000 to \$110,000, if the space is successfully leased.

The cost of the proposed fit-out has not been estimated. This report seeks Council's support to progress the design and determine a cost, for consideration at the First Quarterly Budget Review.

Links to QPRC/Regional Strategic Plans

Community Strategic Plan 2042

1.2 Enhance life-long learning pursuits through volunteering opportunities, library, historical and museum services across the region through socially inclusive and welcoming facilities.

9.16 Ground Floor Proposal for Use - Nellie Hamilton Centre (Ref: ; Author:
Ryan/Monaghan) (Continued)

Conclusion

Since February 2023, there is a lack of commercial interest in the ground floor for a compatible tenant for the Nellie Hamilton Centre.

It is proposed that it be fitted out as originally intended including space to accommodate small public working areas with power points, a flexible meeting room for community groups that can be accessed after hours, and space that is specifically available to conduct the Queanbeyan Library community, children's and seniors programs.

Attachments

Nil

10.1 Affordable Housing Strategy - Annual Report (Ref: ; Author:
Ormella/Shumaker)

File Reference: PJT0033

Recommendation

That the report be received for information.

Report

The Affordable Housing Strategy (the strategy) was adopted by QPRC in 2023, together with a plan to implement 17 sub-strategies (**Resolution No 273/23**). This report contains progress updates on the sub-strategies contained within the strategy, since its adoption and provides an update on the progress of Council's implementation plan.

Implementation Plan

Progress made on the implementation plan is via a 'traffic light' system (Attachment 1): green illustrates that the sub-strategy has been completed or on track; and orange that work is progressing. Some strategies may require long term commitment to 2041 and therefore are reported as progressing and will be orange for a longer period. Red means that work is yet to commence. We are at the beginning of implementing the strategy, and this is illustrated by the traffic light assessment.

The implementation plan will be uploaded to QPRC's website following Council's consideration of this report.

In-fill housing strategy

Council has received funding through the Australian Government's Housing Support Program to complete technical background studies to inform an infill housing strategy for the Queanbeyan CBD and surrounds. The infill strategy will identify areas for increased supply of diverse and well-designed housing. This will enable QPRC to meet its share of NSW housing supply targets. Consultants will be engaged to undertake the following technical studies; economic lands analysis; market analysis; sewer-water capability; transport infrastructure; and open spaces.

From the 17 sub strategies, the finalised work on the in-fill housing strategy will address sub-strategies 9, 10, 11 and in part sub-strategy 15.

Metrics

Sub-strategies 1d and 3b require annual reporting on a number of metrics, refer to Attachments 2 and 3.

Sub-strategy 1d

Definitions of very low income, low income and moderate income households in the Strategy reflect those of the NSW State Environmental Planning Policy (Housing) 2021. These definitions remain unchanged since 2022, however housing affordability (mortgage and rent serviceability) has significantly changed in this time.

As income data is collected as part of the 5 yearly Census of Population and Housing, data from the NSW Affordable Housing Ministerial Guidelines 2023/24 (Attachment 4) and ANZ CoreLogic Housing Affordability report April 2024 (Attachment 5) has been used to illustrate worsening housing affordability.

**10.1 Affordable Housing Strategy - Annual Report (Ref: ; Author: Ormella/Shumaker)
(Continued)**

Sub-strategy 3b

A number of metrics are outlined in sub-strategy 3 (Attachment 3) and progress is to be reported annually on these.

NSW Homes has provided baseline data on the number of social housing dwellings in the local government area from which formal reporting on social housing can commence, together with verbal advice that the number of social housing dwellings has not changed between 2023 and 2024.

Key Achievements

- Formation of Affordable Housing Strategy working group
- Affordable Housing Contributions Scheme information report to Council's meeting of 27 March 2024
- On-going collaboration with NSW Homes
- Review of policies related to secondary dwellings to inform potential future approaches as appropriate
- Successful grant funding to prepare background studies for in-fill housing strategy in the Queanbeyan CBD.

Attachments

Attachment 1	Attachment 1 - Implementation Plan (<i>Under Separate Cover</i>)
Attachment 2	Attachment 2 - Metrics Substrategy 1d (<i>Under Separate Cover</i>)
Attachment 3	Attachment 3 - Metrics Substrategy 3b (<i>Under Separate Cover</i>)
Attachment 4	Attachment 4 - NSW Affordable Housing Ministerial Guidelines 2023-24 (<i>Under Separate Cover</i>)
Attachment 5	Attachment 5 - Rental squeeze on low income earners - extract ANZ CoreLogic report (<i>Under Separate Cover</i>)

10.2 EDE Working Group Update (Ref: ; Author: Duff/Ramsland)

File Reference: 31.1.98-14

Recommendation

That the report be received for information.

Report

At the March 2023 meeting, Council established a Working Group of the Mayor and two Councillors, to engage with nominated community representatives of those properties affected by the Ellerton Drive Extension (EDE) and to review and prepare the scope of works for a new noise assessment and survey (**Resolution No 067/23**).

This group was established with Cr Willis and Cr Wilson nominated as Councillors supporting this process with Mayor Winchester.

Expressions of Interest were sought and the following community representatives nominated and accepted as members of the EDE Working Group; Peter Kontis, Peter Lindbeck, Claire Cooper, John Graham, Jim Duggan, Debbie Carvolth, Wayne Brewer and Jeanette Brewer.

As per Council's decision made at the March 2023 meeting, the group were tasked with the following:

1. Review and prepare the scope of works for a new comprehensive noise assessment and survey.
2. Suggest funding opportunities for this additional noise assessment.
3. Progress investigation into supplementary other noise reduction solutions.
4. Report back to Council.

The member for Monaro, the Hon Steve Whan MP committed \$200K in the NSW Government budget announced in November 2023 to support the EDE noise assessment and survey.

Working Group meetings were held on 8 June, 6 July and 2 November 2023 to finalise and approve the scope of works and criteria for the noise assessment.

The government funding was received in February 2024 via an NSW Transport agreement, enabling the Working Group to seek requests for quotation from qualified noise consultants.

Locations and Scenarios

In total, there are 29 properties selected for monitoring. Locations are based on pre-construction noise study data plus additional properties along the length of the EDE experiencing noise. The properties are located in:

- Stonehaven Circuit
- Wilde Place
- Thomas Royal Gardens
- Tennyson Drive
- Alfred Place
- Taylor Place
- Severne Street
- Woodman Place
- Geebung Place
- Lonergan Drive
- Doeberl Place
- Barracks Flat Drive
- Ling Place

10.2 EDE Working Group Update (Ref: ; Author: Duff/Ramsland) (Continued)

The noise assessment for each property will comprise unattended 24-hour monitoring conducted over a continuous 7-day period, scheduled to avoid inclement weather, school holidays or public holidays.

The locations also incorporate the assessment area used for the Post Construction Noise Compliance Assessment.

Letters have been sent to these property owners requesting access permission for the purpose of undertaking the assessment work. Where permission is declined or not available, neighbouring properties will be offered the opportunity to participate.

The base scenario will utilise the TfNSW Road Noise Validation Guideline and NSW Road Noise Policy (RNP) to develop a noise model for the survey area.

This will consider the current road environment and assess noise levels for each property (including two storey buildings) against section 2.3.1 noise assessment criteria – residential land uses, as set out in the RNP.

A report on the effectiveness of current noise walls will be provided along with recommendations as required for properties to meet the RNP criteria.

An additional number of scenarios have been requested by the Working Group including:

- Reduction of posted speed limit to 60km/h for the entire length of Ellerton Drive.
- Addition of standard noise walls along the adjacent bridge and bridge approaches.
- Use of 8m high noise walls for entire length of Ellerton Drive.

Commentary and advice will be sought from the noise consultants in terms of:

- Comparing Timber versus Hebel versus Concrete noise wall materials and their effectiveness at reducing external noise levels.
- What heights and lengths noise walls should be for best results.
- Whether blocking line of sight and having noise walls at offset angles to the road improves effectiveness.

The advice will also explore and report on the availability of quieter road markers and quieter expansion joints to the bridge. An optional vibration study using the Assessing Vibration: A Technical Guideline will also be delivered.

Process and Next Steps

Quotations for the noise assessment and survey work were called through Tenderlink on 29 February 2024 and closed on 15 March 2024.

Four submissions were received from: GHD Pty Limited, JTA Health Safety, RCA Australia and Renzo Tonin. Tenders were assessed against the following criteria:

- Non-price criteria:
 - Proposed Methodology / Program (25%)
 - Evidence of similar projects completed by the contractor, including contacts for referees (15%)
 - CVs for all key personnel (10%)
- Price criteria – Lump Sum Price (50%)

10.2 EDE Working Group Update (Ref: ; Author: Duff/Ramsland) (Continued)

The Working Group met again on 18 April, 8 July and 10 July 2024 to review the tenders received, interview shortlisted tenderers and select the successful consultant to undertake the work.

This assessment of was undertaken in accordance with Council's Procurement Policy and Office of Local Government Tendering Guidelines.

RCA Australia has been engaged to undertake the new noise assessment and survey at a cost of \$107,000. Council will organise the traffic counting for RCA Australia.

Subject to favourable weather conditions, the monitoring is planned to commence by 16 August 2024.

It will be conducted over a fortnight period due to the number of locations and noise data loggers available to the consultant.

A report from RCA Australia including findings and recommendations will follow once the data has been captured and analysed; and provided to the EDE Working Group and Council.

Attachments

Nil

10.3 Bungendore Bulk Water Pipeline Project Update (Ref: ; Author:
Duff/Cunningham)

File Reference: PJT0007/01

Recommendation

That the report be received for information.

Report

At the meeting of 12 April 2023, Council endorsed the development of the Queanbeyan to Bungendore Bulk Water Pipeline (Supply Trunk Main) Project (Palerang Communities IWCM 2019 Strategy Option 3) to tender ready stage (**Resolution No 135/23**).

An update was provided to Council at the 22 November 2023 meeting (**Resolution No 504/23**).

NSW Public Works Advisory (PWA) were engaged to assist with project delivery through to tender ready stage. The design and scope of works is nearing completion for a tender ready package for the construction components.

Three separate packages are currently envisaged for the project, including the pipeline itself (some 31km of water supply trunk main), the proposed 6ML reservoir at Brooks Bank and the proposed Dodsworth pumping station and Millpost re-chlorination facilities. This latter package will also include the necessary high voltage electrical supply works required for both sites.

On 17 April 2024, a briefing was provided in relation to the expected impact of the project on the HQJOC facility. Whilst the potential for a supply connection was raised as part of that briefing, there has been no further discussion or questions sought since this time.

Queanbeyan Water Supply Agreement

Key terms for a future agreement and underlying principles incorporating water supply for Bungendore have been developed by the cross border working group, including a number of (Planning and Water) NSW and ACT government agencies.

The Bungendore Pipeline project has been supported by both NSW and Federal governments including relevant Ministers. It is understood that the ACT government is considering their position formally before they go into caretaker mode.

Pending the advice from the ACT Government and subject to both the Federal and NSW Governments aligned the same, Council may continue further negotiations with relevant parties. This will initiate a subsequent status report to Council to review the project before proceeding.

Grant Funding Opportunities

Council sought and received partial funding for the design component of this project under the State government's Safe and Secure Water Program as reported when the Feasibility Study was presented to Council in April 2023.

10.3 Bungendore Bulk Water Pipeline Project Update (Ref: ; Author: Duff/Cunningham) (Continued)

For the project to proceed to construction, it is almost certain that a level of external grant funding will be required. The Federal National Water Grid (NWG) program is one such opportunity, with applications being accepted twice yearly in May and again in November.

At this stage, the aim is to make an application for NWG grant funding in the coming November 2024 round. A formal Treasury-compliant business case will be developed as a critical and mandatory supporting pre-requisite for the grant application.

Other required criteria are expected to include the development of detailed estimates, a favourable Benefit Cost assessment and the production of a detailed risk register.

In summary, the project will only be eligible for consideration for grant funding applications after the completion of:

- A formal Treasury Business Case that demonstrates viability and return;
- Agreement in principle from the ACT, Federal and State governments to amend the Queanbeyan Water Supply Agreement to include Bungendore; and
- A formal decision of Council to proceed with the project.

A further report will be made to Council as these matters progress.

Current Budget

In terms of current budget arrangements, the design to tender ready stage for this project was allocated \$2.5 million across the 22/23 and 23/24 financial years, with some carryover of unexpended funds to be proposed for the current 24/25 financial year.

To date, a total of \$1,616,316 has been spent (either acquitted or committed). Funding for these works has mostly been sourced from development contributions and a Safe and Secure Water Program grant of \$197,824.

Attachments

Nil

10.4 Jerrabomberra Pump Track - Update (Ref: ; Author:
Richards/Sibbick)

File Reference: 104781-03

Recommendation

That the report be received for information.

Report

At the 24 April 2024 meeting, Council endorsed the David Madew oval as the new location for the Jerrabomberra Pump Track (**Resolution 169/24**).

As a result, the construction contractor Common Ground needed to revise the pump track design to suit the new site. This included accommodating some underground services and understanding the nature and use of the sporting fields to ensure that the track is a positive addition to the precinct and does not preclude space for spectators and food caravans on game days.

Common Ground has incorporated the design elements provided by residents at the design workshop held at Jerrabomberra Community Centre in November last year to provide a well-balanced and exciting pump track responding to the opportunities and constraints of the new site.

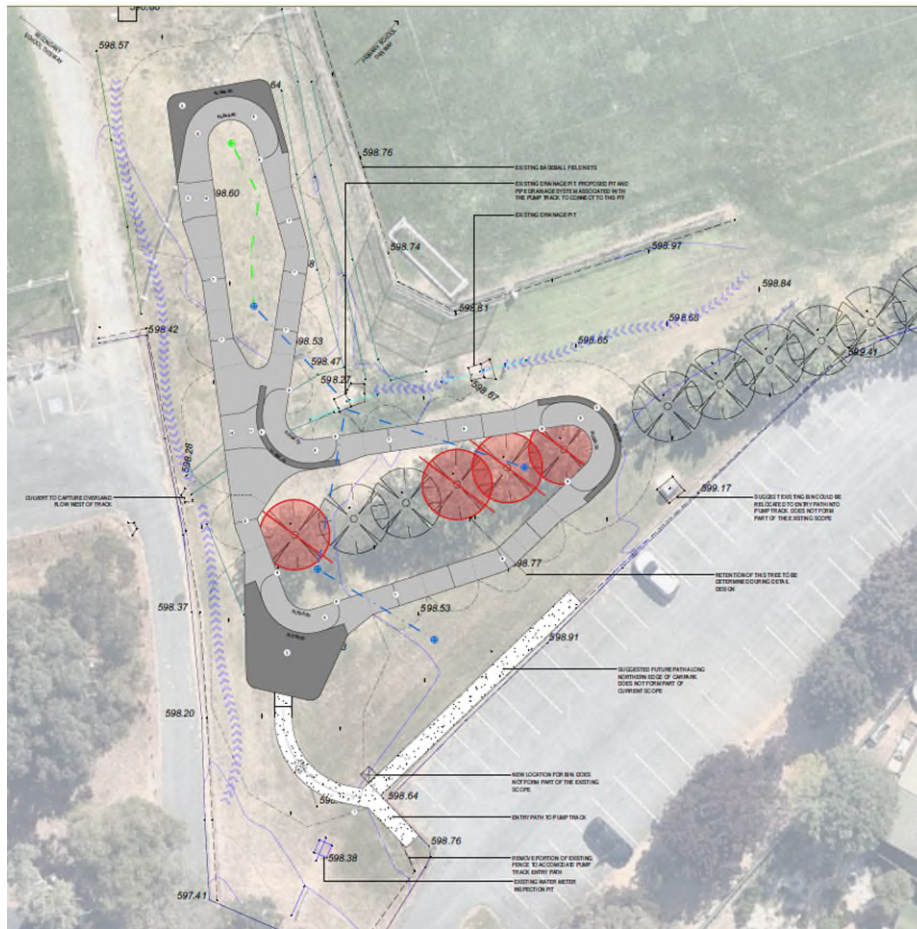


Figure 1: Jerrabomberra Pump Track Concept Design

**10.4 Jerrabomberra Pump Track - Update (Ref: ; Author: Richards/Sibbick)
(Continued)**

The full concept plan is attached and Common Ground has provided some commentary on the site and track design, that defines the intent of the pump track.

Site Design

The pump track footprint has largely been influenced by the site and existing conditions. The best effort has been taken to provide a solution to retain as many as possible of the existing trees for amenity value and to best work with existing drainage infrastructure.

Pump Track Design

The pump track is an exciting loop with a central “kiss” point that offers interesting shapes and transfer opportunities. The track features provide a diverse experience and are highlighted by a dynamically shaped jump straight along the western straight. These jump features are designed so beginners can roll over safely. Intermediate users can gain confidence and experience. Advanced users can showcase and continue to develop their skills.

Finalising the Project

Common Ground will be working to finalise the design over the next few weeks and plan to be on-site to commence construction by the end of August 2024. Variations to the project site have caused a variation in the pump track design to suit the site, with some constraints such as drainage and tree removals. However, the project costs remain within budget with the project completion remaining on track, to be finalised by the planned completion date of 31 December 2024.

Attachments

Attachment 1 Jerrabomberra Pump Track Concept Design for David Madew Oval site
(Under Separate Cover)

10.5 Nellie Hamilton Centre Update (Author: Ryan/Monaghan)

File Reference: 100265-4-09

Recommendation

That the report be received for information.

Report

The status report for the Nellie Hamilton Centre project includes a financial update, project update and commercial lease update.

Project Budget

Project expenditure remains within budget, but project delays have increased the project cost including prolonged project management and project insurance costs. This will be a matter for negotiations with the contractor, ADCO upon final completion and handover of the building.

Project Report: Source and Use of Funds

	Budget	Actual	Difference
Income			
Grant - NSW State Library	\$500,000	\$500,000	\$0
Private Works Contribution	\$3,441,000	\$3,818,178	\$377,178
Contribution Water/Sewer Funds for Utilities	\$357,000	\$0	-\$357,000
Insurance Claim Recoveries	\$0	\$68,542	\$68,542
Loan Drawdown	\$79,032,000	\$79,032,000	\$0
Total	\$83,330,000	\$83,418,720	\$88,720
Expenditure			
Project Expense	\$83,330,000	\$82,130,124	-\$1,199,876
Total	\$83,330,000	\$82,130,124	-\$1,199,876

Occupation Certificate

The forecast date for completion of the Bike Store and Q-Link access is late August 2024, which is an 11 month delay post the contractual handover date of 27 September 2023. The delay for this milestone has been symptomatic of the project delays experienced to date.

The occupation certificate for the Q-Link is dependent upon some final items being progressed; being i) Fire and Rescue NSW inspection period and ii) correction of a compliance issue relating to the Q-link stairs.

Subdivision Certificate

The subdivision certificate is a requirement for the settlement of the Contract of Sale of the Council property on the corner of Rutledge and Crawford Streets, including the former Library as agreed by the previous Council in October 2021 (**Resolution No 353/21**).

This sale is not dependent, nor subject to any development approval to Village Building Company for DA.2023.0044 Shop Top Housing referred to the Southern Regional Planning Panel, or any other development conditions.

The delay in the issuing of the subdivision certificate is entirely due to the delays in the building construction, completion and issuing of final Occupation Certificates which are all sequential and linked.

The subdivision is dependent up the following final items being progressed:

- i) Essential Energy issuing a Notice of Arrangement letter to confirm that the lots are suitably supplied with electricity
- ii) Certification that Conditions of Consent for the subdivision components have been completed

Leases

Leases have been negotiated for the commercial areas of the building and tenants have begun procuring and building their fit-outs.

The government tenant leasing 1,283.5 square metres on levels 4 and 5 has agreed the practical completion date that will commence the lease and their estimated occupancy is December 2024. The rent is \$540,000 per annum plus 100% of the tenant's share of building outgoings. This lease has a ten year term with two five year options.

The back (western) section of level 3 has been leased to a Queanbeyan business, leasing 263.4 square metres. The tenant has commenced their fit-out. Rent is \$134,000 per annum and the lease is a five year term with a five year option.

The front section of level 3 is still being actively marketed. The space is 321.2 square metres. The lease of the café on the ground floor has been agreed, with final discussions taking place to sign the lease and commence the fit-out.

Two separate reports have been provided to this Council meeting recommending new proposals for:

- i) Hot-Desking arrangement with the Canberra Region Joint Organisation, and
- ii) An extension of the library and community space on the ground floor.

Attachments

Nil

10.6 Ending Violence Against Women (Ref: ; Author: Ryan/De Vries)

File Reference: 2.6.1-02

Recommendation

That the report be received for information.

Report

At the meeting held on 8 May 2024, Council determined to write to the Prime Minister, The Hon Anthony Albanese, and the Premier of NSW, The Hon Chris Minns, expressing its support for their governments to take immediate steps to address the causes of this crisis (**Resolution No 210/24**).

A letter was sent to both the Prime Minister and Premier on 13 May 2024. A response was received from The Hon Jodie Harrison MP, NSW Minister for Women, Minister for Seniors, and Minister for the Prevention of Domestic Violence and Sexual Assault, on 3 July 2024 and reported to 10 July 2024 Council Meeting (**Resolution 329/24**).

A response from The Hon Patrick Gorman MP on behalf of the Prime Minister was received on 31 July 2024, which is attached.

Attachments

- | | |
|--------------|---|
| Attachment 1 | QPRC Letter to Prime Minister - Ending Violence Against Women (<i>Under Separate Cover</i>) |
| Attachment 2 | Letter to QPRC from The Hon Patrick Gorman MP - Ending Violence Against Women (<i>Under Separate Cover</i>) |

10.7 Tobacconist and Vape Stores in NSW (Ref: ; Author: Ryan/De Vries)

File Reference: 12 June 2024 motions

Recommendation

That the report be received for information.

Report

At the meeting held on 12 June 2024, Council determined to seek a change of NSW Planning regulations to require a development application to open a tobacconist or vape store in the Queanbeyan-Palerang Local Government Area; and write to the NSW Government requesting a ceiling of tobacco and vape retailers for NSW and a plan for phased reduction in the number of tobacconist and vape stores authorised to operate in NSW (**Resolution No 267/24**).

A letter was sent to The Hon Ryan Park MP, Minister for Health and Minister for Regional Health on 3 July 2024, and a response received on 29 July 2024.

Both letters are attached for information.

Attachments

- | | |
|--------------|---|
| Attachment 1 | QPRC Letter to Minister for Health and Regional Health re Tobacconists and Vape Stores in NSW (<i>Under Separate Cover</i>) |
| Attachment 2 | Response to Letter - The Hon Patrick Gormann MP - Tobacconists and Vape Stores in NSW (<i>Under Separate Cover</i>) |

10.8 Lead Working Group - Premiers Department Representative (Ref: ; Author: Ryan/De Vries)

File Reference: Notice of Motions 24 April 2024

Recommendation

That the report be received for information.

Report

At the meeting held on 24 April 2024 Council resolved to establish a lead management working group for Captains Flat and write to the NSW Premier to request the involvement of a representative from the Department of Premiers (**Resolution No 165/24**).

A letter was sent to The Hon Chris Minns MP on 3 May 2024. A response was received from the NSW Premier on 2 August 2024, which is attached.

Attachments

- | | |
|--------------|---|
| Attachment 1 | QPRC Letter to Premier of NSW - Request Representative for Lead Working Group (<i>Under Separate Cover</i>) |
| Attachment 2 | Letter of Response from The Hon Chris Minns MP - Representative for Lead Management Working Group (<i>Under Separate Cover</i>) |

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

File Reference: 14 August 2024 reports

Recommendation

That the report be received for information.

Councillor workshop items are published in the Agenda of the next Council meeting. During the period 18 July to 7 August 2024, the following workshops were held:

Date	Workshop Items	External Presenter/s (if applicable)
31/07/2024	1. Community Strategic Plan 2025 - Engagement Report and Summary	N/A
	2. QPRC Sports Courts Audit Report	N/A
07/08/2024	1. Nellie Hamilton Centre Update – Building completion and certification, Leases and Library Space	N/A
	2. NSW Heritage Management Review Milestone 3 Report Braidwood – Draft Council Submission	N/A
	3. Bungendore High School SSD – Draft Council Submission	N/A

Attachments

Nil

12.1 Notice of Motion - Naming of Council Chambers (Ref: ; Author:
Winchester/Winchester)

File Reference: 26 June 2024 motions / 36.1

The following Notice of Motion was included in the Agenda for the 26 June 2024 meeting but withdrawn due to the Mayor's absence and extended leave. It is being returned for this Agenda.

Notice

Councillor Kenrick Winchester will move the following motion:

Motion

That Council

1. Endorse the naming of the new Council Chambers as the WB Freebody Chambers.
 2. Place the proposal on public exhibition for 28 days and if no objections are received, adopt the name and formalise with a public event and naming celebration.
-

Comment from Cr Winchester in support of this Notice of Motion

William Byrne Freebody was an alderman on the Queanbeyan City Council continuously from 1917 to 1956 and served as Mayor for three terms between 1926 and 1951.

At its June 12th meeting, Council approved the placement of the donated WB Freebody sculpture in the pedestrian access link adjacent to the Council Chambers and the Bicentennial Hall, within the Nellie Hamilton Centre. As mentioned in the report from staff concerning the statue, 'the naming of the Council Chambers has not been considered yet by Council, it may be appropriate to link the sculpture to the decision making place of Council by naming the Council Chambers in honour of WB Freebody'.

15 May 1962 - Prominent businessman, citizen and sportsman - Trove (nla.gov.au)

1925-1927 William Freebody - Queanbeyan-Palerang Regional Libraries (nsw.gov.au)

Attachments

Nil

12.2 Notice of Motion - Non-Urban Bulk Hard Waste Drop Off Passes (Ref: ;
Author: Grundy/Grundy)

File Reference: Notice of Motions 14 August 2024

Notice

Councillor Mareeta Grundy will move the following motion:

Motion

That Council notes the interest of non-urban regional residents in an opportunity to partake in a bulk hard waste drop off service, similar to the current kerbside bulk waste collection service offered in urban areas and considers this in the upcoming review of the Waste Management Strategy.

Comment from Cr Grundy in support of this Notice of Motion

Non-urban regional residents have asked me to investigate the opportunity for residents, not receiving a domestic waste collection service but paying the annual General Waste Charge, to receive two bulk waste passes per annum to QPRC Waste Transfer Stations for the drop off of bulk hard waste, up to two cubic metres of waste per pass.

Non-urban regional residents are responsible for the cost of installation, operation and upkeep of their own infrastructure including septic and potable and non-potable water systems. These residents, generally, do not receive a QPRC domestic waste collection service as the service is not offered for most non-urban residents.

This proposed opportunity would enable more equitable access to bulk item disposal across the LGA. It is expected that this proposed service would be well received by eligible residents. Like their urban counterparts, non-urban residents face the same difficulty with the disposal of larger household waste items.

Urban residents who have a 3-bin waste collection service are able to book a kerbside collection of bulk hard waste (twice per financial year). This service is designed to help those residents dispose of larger damaged or unusable household items that cannot be disposed of through regular kerbside bin service, or items unable to be given away or recycled or reused. It allows for the disposal of up to two cubic metres of waste per collection.

Staff Comment

The current bulky waste collection is funded from the Domestic Waste Management Charges that apply to the urban areas of Queanbeyan/Jerrabomberra/Tralee, Googong, Bungendore, Braidwood and Captains Flat. It is not a free service.

Council's fees and charges for Urban Domestic Garbage collection is noted in Council's 2024/25 Statement of Revenue Policy, under Domestic Waste Charges on (Page 31-39) <https://www.qprc.nsw.gov.au/Council/Council-Business/Budgets-and-Planning>

The current Waste Management Strategy, from which the current fees and charges are based, aims to provide consistency of charges and levels of service for similar service arrangements across the local government area.

12.2 Notice of Motion - Non-Urban Bulk Hard Waste Drop Off Passes (Ref: ; Author: Grundy/Grundy) (Continued)

Staff will commence background work on the new Waste Management Strategy in September 2024. Community engagement is expected to be undertaken in 2025 with the Strategy anticipated to be completed by the end of June 2025.

Attachments

Nil

**12.3 Notice of Motion - Extended Hours Trial QPRC Libraries for HSC Students
(Ref: ; Author: Macdonald/Macdonald)**

File Reference: 14 August 2024 Notice of Motions

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council:

- 1. Extends the opening hours of the Braidwood, Bungendore and Queanbeyan Libraries for two evenings each week for the use of senior secondary school students from 2 September until 8 November as a trial for 2024.**
 - 2. Receives a report on the uptake and utility of the extended study hours trial.**
-

Comment from Cr Macdonald in support of this Notice of Motion

Year 12 school students in New South Wales will commence Higher School Certificate study and exams mid-way through term three and conclude on Friday 8 November.

There are many local students may not have access to a quiet or safe study environment.

QPRC Council boasts excellent library facilities which are public assets to residents of all ages. These assets are an essential part of a local study support environment to provide a safe, quiet and dedicated study space outside of the home or school environment.

Roughly 2,300 High School students in the Queanbeyan-Palerang region attend High School. Students studying at inner regional, outer regional and remote areas have a much lower year 12 certification rate than those in major cities. Students in medium and low socio-economic status areas have a lower rate of year 12 certification than those in high socio-economic areas.

There would be a small staffing cost to Council which could be addressed through the casual staff wages pool of the relevant directorate.

Staff Comment

Unless supervision was provided by volunteers, in addition to the staff cost, the availability and willingness of staff to do after hours/overtime work would need to be resolved.

Library and Youth Services staff are very supportive of this proposal, and have advised that current capacity exists for a trial at Queanbeyan and Bungendore for one night a week until 8pm. There are no staff capacity at Braidwood currently.

Estimated additional staff costs is \$4,200

Staff would also look to provide some catering for students at certain times; which may be eligible for some youth grant funding.

Attachments

Nil

12.4 Notice of Motion - Monique Suraci - Congratulations and Reception (Ref: ;
Author: Macdonald/Macdonald)

File Reference: 14 August 2024 Notice of Motions

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council congratulates Monique on her success to date and hosts a reception for Monique in recognition of her sporting excellence and gratitude for her representation of our region.

Comment from Cr Macdonald in support of this Notice of Motion

Monique Suraci has brought pride upon Queanbeyan and the surrounds. Her sporting excellence, including representing Australia at the 2024 Paris Olympics in boxing and the way in which her Olympic debut brought our region together is noted.

As a Queanbeyan local, Monique joins a select few who have excelled in their sport and gone on to represent our country on the international stage.

Her determination and grit has seen her represent Australia at the highest level following adversity prior to previous Olympic games. Monique has attracted the admiration of many residents of Queanbeyan and the surrounds.

Monique sets an excellent example to young sportspeople, especially young sportswomen, through her skill, fortitude and attitude.

Staff Comment

Monique Suraci was nominated by the Sporting Gallery Committee and inducted into the Queanbeyan Sporting Gallery Hall of Fame on 14 February 2024 (**Resolution No 059/24**).

Attachments

Nil

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

Recommendation

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

Item 16.1 Acquisition proposal - Rear Portion 15 Gibraltar Street Bungendore for Car Park.

Item 16.1 is confidential in accordance with s10(A) (e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 RFT 2024-22 Jembaicumbene Bridges Replacement – Tender**Evaluation**

This matter is submitted to Closed Session pursuant to Section 10A (di) 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.