



# **Ordinary Meeting of Council**

**28 August 2024**

**UNDER SEPARATE COVER  
ATTACHMENTS**

**ITEMS 11.1 TO 11.6**

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

**ATTACHMENTS – 28 August 2024 Page i**

Item 11.1	Heritage Advisory Committee Minutes - 8 August 2024	
	<i>Attachment 1 Heritage Advrsory Committee Minutes 8 August 2024 .....</i>	<i>2</i>
Item 11.2	Environment and Sustainability Advisory Committee Minutes - 29 July 2024	
	<i>Attachment 1 Minutes of Environment and Sustainability Advisory Committee - 29 July 2024 .....</i>	<i>8</i>
Item 11.3	Local Traffic Committee Meeting Minutes - 6 August 2024	
	<i>Attachment 1 Local Traffic Committee Meeting Minutes - 6 August 2024 .....</i>	<i>20</i>
Item 11.4	Bungendore Town Centre and Environs Committee - 15 April, 20 May, 17 June and 15 July 2024 Minutes	
	<i>Attachment 1 BTCEC Minutes 15 April 2024 .....</i>	<i>23</i>
	<i>Attachment 2 BTCEC Minutes 20 May 2024.....</i>	<i>27</i>
	<i>Attachment 3 BTCEC Minutes 17 June.....</i>	<i>31</i>
	<i>Attachment 4 BTCEC Minutes 15 July 2024 .....</i>	<i>35</i>
Item 11.5	First Nations Advisory Committee Minutes - 21 February 2024	
	<i>Attachment 1 First Nations Advisory Committee Minutes - 21 February 2024 .....</i>	<i>40</i>
Item 11.6	QPRC Sports Council Minutes - 5 August 2024	
	<i>Attachment 1 QPRC Sports Council Draft Minutes August 2024 .....</i>	<i>45</i>

# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

28 AUGUST 2024

ITEM 11.1 HERITAGE ADVISORY COMMITTEE MINUTES - 8 AUGUST  
2024

ATTACHMENT 1 HERITAGE ADVISORY COMMITTEE MINUTES 8 AUGUST 2024



## Agenda & Minutes



<b>Date:</b>	8 August 2024	<b>Time:</b>	4:32pm 6:11pm	<b>Venue:</b>	QCCP 257 Crawford Street Queanbeyan, Bungendore meeting room.
<b>Chairperson:</b>	Cr Katrina Willis			<b>Minutes:</b>	Kira Steele (ECM 2712279)
<b>Participants:</b>	Cr Katrina Willis Sue Whelan OAM Ann Rocca Jennifer Bird Margaret Tuckwell Andrew Riley David Loft  Amy Jarvis Ruth Ormella Tanja Hogg Paul Verghese Satnam Singh Nishat Falgunnee (Online) Kira Steele			<b>Apologies:</b>	Nil
<b>Meeting Objective:</b>	QPRC Heritage Advisory Committee Meeting				

**Code of co-operation**

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. We start on time and finish on time</li> <li>2. We respect the Chair and direct all comments through the Chair</li> <li>3. We all participate and contribute – everyone is given the opportunity to voice their opinions</li> <li>4. We use improvement tools that enhance meeting efficiency and effectiveness</li> </ol> | <ol style="list-style-type: none"> <li>5. We actively listen to what others have to say, seeking first to understand, then to be understood</li> <li>6. We follow up on the actions for which we are assigned responsibility and complete them on time</li> <li>7. We give and receive open and honest feedback in a constructive manner</li> <li>8. We use data to make decisions (whenever possible)</li> </ol> |
|--|---|

No.	Item	Details	Who	Notes
1	Apologies	Nil	Chair	
2	Declaration of Conflict of Interest	Margaret Tuckwell – Declared a conflict of interest with item 4 – as a neighbour/acquaintance of the applicant.	Participants	Margaret will step out of the room when item 4 arises.

3	Confirmation of minutes from meeting held 27 June 2024	<b>Recommendation Riley /Loft</b>	Committee	
4	DA.2024.0188 - 94 Monkittee Street Braidwood	<p>QPRC officer Paul Verghese presented the committee with information regarding the proposed demolition of a shed and rebuild of a 1-bedroom single storey dwelling with a carport attached. The committee discussed the roof pitch of the new dwelling and its impacts on the original cottage and its impact on adjoining properties. There was a discussion around the historic slab wall and its condition, which can only be assessed by a site visit from the Heritage Advisor.</p> <p><b>Recommendation (Whelan OAM/Loft): the committee supports the application subject to:</b></p> <ul style="list-style-type: none"> <li>• the Heritage Advisor completing a site visit to inspect the historic slab wall</li> <li>• Heritage Advisor's advice regarding the roof pitch and dominance of the proposal and its impact on adjoining properties.</li> </ul>	Paul Verghese	<p>Margaret left the room at 4:34pm and returned at 4:45pm.</p> <p>Paul left the meeting at 4:44pm          Committee members had questions regarding the BASIX report stating that applicant must install a gas cooktop.</p>
5	DA.2024.0181 – 2 Badgery Street Braidwood	<p>Town planner Nishat Falgunee presented the committee with information regarding a proposed shed construction within the boundary of the State listed town of Braidwood. The committee unanimously agreed that the scale of the proposed shed was appropriate and supported the application.</p> <p><b>Recommendation (Loft/Bird): the committee support the application.</b></p>	Nishat Falgunee	Nishat left the meeting 4:47pm
6	DA.2024.0055 – 22 Surveyor Street Queanbeyan	<p>Ruth presented the committee with information regarding the development application within a conservation area and within the vicinity of a heritage item. The application proposes the demolition of existing buildings, construction of a single-storey dwelling and the install of a swimming pool. The committee discussed the significance of this property being one of the few houses left of the Garryowen Estate in the conservation area and noted that no building report was submitted to support the demolition or addressing the structural condition. The Committee had concerns with the height, materiality,</p>	Ruth Ormella	Question from committee members: Has works already begun with this property? Building/Construction materials visible in the front yard.



		<p>proportions, and scale being inconsistent with the Heritage Conservation Area The committee discussed the ratio of the size of house to the garden area not in keeping with traditional pattern of heritage houses with large garden areas.</p> <p><b>Recommendation (Whelan OAM/Loft): The committee prefers that the cottage is retained noting that it is one of the original surviving cottages that defines the Heritage Conservation Area. The case officer progresses to assess acting on the Heritage advisor’s recommendations. That the applicant provides a Heritage Impact Statement and an independent structural report to assess the condition of the buildings.</b></p>		
7	DA.2024.0065 – 29 Alice Street Queanbeyan	<p>Previous Heritage advisor provided advice, which has not been addressed in current application. Current Heritage Advisor notes that the proposal is out of character with the Heritage Conservation Area and that the integrated garage should be separated.</p> <p><b>Recommendation (Rocca/Loft): The committee note the Heritage Advisor’s report and refer the applicant to review the report provided so that they can consider amending the application.</b></p>	Ruth Ormella	
8	Clarke Gang Signage update	<p>The Committee were provided with a progress update with regards to the Clarke Gang Signage. A small projects team have formed to look at redesign and content of the replacement signage. Council officers continue enquires with entities who may have been involved with the original signage installation including Tourism NSW.</p> <p>Following an enquiry regarding a sign that references the Clarke Gang Brothers at Araluen, QPRC officers reported that the sign is on privately owned land and is not part of the QPRC signage update.</p>	Kira Steele	The committee was asked if they had any knowledge of Braidwood Cemetery Committee.
9	Report of the Heritage Advisory Committee	<p>Overview of work considered by HAC and review of feedback on operation of the committee. Key areas to address – IT, distribution of documents and time to review DA’s. Other matters discussed:</p>	Tanja Hogg	



		Printing of documents, site inspections, use of Heritage Advisor (not all applications will be sent to HA), staff investigating speech to text technology for future minute taking. Committee members reaffirmed their mid-term assessment that the merged heritage advisory committee was working well.		
10	Thank you and close	The Chair thanked committee members for their dedication and commitment to the Heritage Advisory Committee. Acknowledging that this is a voluntary role, and their time is appreciated. The Chair also acknowledge and thanked the new Heritage Advisor and commented that her reports have been thorough and informative. The Chair thanked the director of Development and Environment Ruth Ormella and QPRC staff and officers for their ongoing support.	Chair	
11	Matters Arising – Historic well, Rutledge Street	Rutledge street development – impact on well. Concerns that well has been removed/ negatively impacted. Plans submitted to RPP indicate well removal, a couple of rows of bricks with reflective surface at base to provide depth as basement below current well location. Council staff to investigate and advise the process for an Interim Heritage Order (IHO). The well is currently on Council land, however once land is sold the well will not have the protection as it does while in the Council ownership. The outcome of the DA may continue to be uncertain until it is determined by the Regional Planning Panel.  Please use the below link to the NSW State Heritage website; for processes and information on how to apply for an Interim Heritage Order. <a href="https://www2.environment.nsw.gov.au/topics/heritage/request-a-heritage-listing/interim-heritage-orders">https://www2.environment.nsw.gov.au/topics/heritage/request-a-heritage-listing/interim-heritage-orders</a>	Chair	Question from committee members.
12	Matters Arising – Heritage listing	Heritage listing on QPRC website dated 2017 – Should be updated to reflect the current schedule. Council staff advised that the list will be updated again as part of the LGA wide Heritage Review.	Committee	Question from committee members.



13	Matters Arising – Albion tree	Trees at the Albion. HAC previously provided advice on a subdivision application at the Albion Hotel Complex in Braidwood and raised concerns around the location of the tree on a potential lot boundary. A tree report is to be provided as part of a DA for subdivision of the lot. A written update is to be provided to the next HAC meeting.	Committee	Question from committee members. Staff to provide an email update to the committee members on the application progress.
----	-------------------------------	--	-----------	---

No.	Actions and Agreements	Who	When	Completed
1	Compliance team to investigate if construction has begun or if approval is in place – DA.2024.0055.	Compliance team	20/8/2024	Compliance have visited the site and contacted the owner, no evidence of demolition work was found, no further investigation required.
2	Staff to advise what the procedure is and how an application for an Interim Heritage Order can be made. This was arising as a result of a discussion on the well on Rutledge Street	Tanja/Ruth	August 2024	See link at item 11 for processes and information regarding IHO.
3	Heritage listing on the QPRC website will be updated once LGA wide Heritage Review has been completed and adopted by Council.	QPRC officers	TBD	
4	DA.2023.0544 An email update to be provided to the committee members, of the subdivision application progress and regarding the tree report and tree assessment that was requested.	Luceille Yeomans	20/8/2024	

The Heritage Advisory Committee will disband for the duration of caretaker period.  
 Should the new Council endorse the Heritage Advisory Committee, a call for community members will go out to the public.





# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

28 AUGUST 2024

ITEM 11.2 ENVIRONMENT AND SUSTAINABILITY ADVISORY  
COMMITTEE MINUTES - 29 JULY 2024

ATTACHMENT 1 MINUTES OF ENVIRONMENT AND SUSTAINABILITY  
ADVISORY COMMITTEE - 29 JULY 2024



## Environment and Sustainability Advisory Committee Meeting Minutes

<b>Date:</b>	29 July 2024	<b>Time:</b>	5.02pm	<b>Venue:</b>	Bungendore Room, 257 Crawford Street, Queanbeyan Microsoft Teams
<b>Chairperson:</b>				<b>Minutes:</b>	Sue Oakford- Environmental Health Administration Officer
<b>Participants:</b>	Cr Katrina Willis Carolyn Larcombe (via Teams) Daryl Crapp Margaret Sewell Tony Hill Felicity Sturgiss (via Teams)  Melinda Corey (Manager Environment and Compliance) Satnam Singh (Coordinator-Environmental Health) Brendan Belcher (Coordinator – Utilities Technical) (via Teams) Emery Joseph (Environmental Education Officer) Jagrit Bhusal (Sustainability Project Officer) Sue Oakford (Environmental Health Administration Officer) Ruth Ormella (Director Development and Environment) - Optional			<b>Apologies:</b>	Tom Baker Neville Plumb
<b>Meeting Objective:</b>	Environment & Sustainability Advisory Committee (ESAC) Meeting				

**Code of co-operation**

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. We start on time and finish on time</li> <li>2. We respect the Chair and direct all comments through the Chair</li> <li>3. We all participate and contribute – everyone is given the opportunity to voice their opinions</li> <li>4. We use improvement tools that enhance meeting efficiency and effectiveness</li> </ol> | <ol style="list-style-type: none"> <li>5. We actively listen to what others have to say, seeking first to understand, then to be understood</li> <li>6. We follow up on the actions for which we are assigned responsibility and complete them on time</li> <li>7. We give and receive open and honest feedback in a constructive manner</li> <li>8. We use data to make decisions (whenever possible)</li> </ol> |
|--|---|

No.	Item	Details	Who	Notes
1	Acknowledgement of Country		Cr Willis	

2	Welcome		Committee	Cr W – Thank you to staff and acknowledgement of Emery Joseph in particular for the Tree Planting – all had a good time.
3	Apologies		Committee	Tom Baker Neville Plumb
4	Declarations of Interest		Committee	Nil
5	Confirmation of Previous Minutes	27 May, 2024	Committee	Update in writing: *Turallo Creek willow removal – timing. *Queanbeyan to Bungendore Pipeline - Link – circulate to committee. - is a water allocation available - where will the pipeline go * Environmental funding for 2024 – 25 Moved: MS 2 <sup>nd</sup> KW Minutes adopted.
6	Action Items from Previous Minutes		Committee	completed
7	For Information	Update on development of Council's Waste Management Guideline and opportunity for committee input	Brendan Belcher	A discussion has been happening with the Planning Section. We are resource constrained. A new standalone Waste Management Services section is being established – currently recruiting. There will be a Co-ordinator for Waste Management Education along with an Education Team (1 Manager and 2 officers) also a Waste Strategy and Project – Team Leader and 2 officers. Waiting for Manager to join Council.  Cr W: is there a chance to do a draft for Waste Management Guideline that the committee could review?  BB: a draft has been done and needs to go to Planning. Will be for developers and all



			<p>aspects of community involved in Waste Management. This will not be before the election.</p> <p>Cr W: New ESAC committee will most likely not sit before Christmas.</p> <p>BB: Would like to have completed before Christmas. There will be 4 sessions of engagement: General Community, Internal Council, Waste Contractors, and Developers and Strata Managers. All need to be aware of cost. This can be passed on to new Manager to deliver to next ESAC Committee.</p> <p>Cr W: would like ESAC to have some input before Community.</p> <p>BB: Waste Management Guideline Project action currently intended to be minor – GM requires more – what we include, how we engage, what we deliver. Hoping to have this completed when new Manager is onboard.</p> <p>FS: The community is interested in keeping things out of the waste stream but could be supported with more clarity about this.</p> <p>BB: The last waste management strategy was on lining things up, harmonising fees, consolidating accounts across the LGA. Waste and sustainability opportunities, plastic recycling, looking at textiles. CSP delivery plan = clean green environment.</p>
--	--	--	--



			<p>Cr. W: Concerned about increase in dumping. Sense of aspiration – green share/repair café.</p> <p>BB: Braidwood has a buyback centre.</p> <p>MS: Eurobodalla Shire Council – soft plastic 3-month trial to convert to petroleum products. Might there be potential with construction of ACT new recycling facility.</p> <p>BB: aware of facility - we are second biggest customer. Planning high rate of transfer waste to Sydney. Looking positive to keep recycling to ACT. Aware of the soft plastic trial – keeping an eye on it, it is developing in our LGA keeping an eye on that also.</p> <p>Cr W: An information report was provided to a recent council meeting on progress with the new ACT facility.</p> <p><b>Update on Queanbeyan to Bungendore Pipeline.</b> Through the design stage now. Selected and walked the alignment. Flora and fauna investigations completed, and alignment altered to lessen impact on hoary sunray.</p> <ul style="list-style-type: none"><li>• Still resolving how we go under the Molonglo River and need from permit from NSW Fisheries</li><li>• Indigenous Heritage have agreement.</li><li>• Review of Environmental Factors is being finalised, to be reviewed</li></ul>
--	--	--	--



				<p>internally before being placed on exhibition</p> <ul style="list-style-type: none"><li>• Still resolving land issues.</li></ul> <p>TH: there is a page on website – fact sheet, has image showing route (blurred and hard to determine). Concerned where Bungendore is up to with water. Is it feasible to supply water from another catchment. Bungendore has been reliant on groundwater – now system is closed adding more water... where does this go?</p> <p>BB: Have not looked at specific impact on Highway.</p> <p>Cr W: Bungendore Landcare had a presentation from Bradley Opdyke (ANU) about his research on Bungendore’s groundwater system.</p> <p>RO: Asked is water discharged into Lake George?</p> <p>BB: Discharge point is Lake George – Murray-Darling Basin SDL limit takes into account a 5% re-charge inflow to the Lower Murrumbidgee.</p> <p>TH: Age of water = 15,000 years – you don’t refill this. When environmental impact considered – bigger issues have not been considered.</p>
--	--	--	--	---



8	ESAC - going forward	<ul style="list-style-type: none"> <li>• Report</li> <li>• Terms of reference – ESAC</li> <li>• List of Actions – 2022 to 2024</li> <li>• List of Recommendations – 2022 -2024</li> <li>• Result from Survey Monkey</li> </ul>	<p>The following points were discussed:</p> <ul style="list-style-type: none"> <li>• It would be good to have a forward work plan for the next 12 months, priorities for Queanbeyan, Bungendore, and Braidwood.</li> <li>• Committee worked best when there was something detailed seeking feedback before public consultation. E.g. roadside vegetation management plan and policy.</li> <li>• What is the scope for more items to come to ESAC?</li> <li>• Agenda could include more officer work which the advisory committee could comment on and contribute to, with officers putting items on the agenda.</li> <li>• Terms of reference should be reviewed. E.g. should the committee's name be changed to Environment and Climate Change Advisory Committee, as 'sustainability' is a very broad concept.</li> <li>• We were being a reactive committee not a proactive committee Uncertain about the value of committee' work to council. Would like more clarity about various roles: Council, Staff, Committee. Would like a briefing from</li> </ul>
---	----------------------	--	---



				<p>Council Staff on * this is what we are doing * this is where we are going and more use of the ESAC. Support retaining the roundtable discussion.</p> <ul style="list-style-type: none"><li>• Perhaps the next committee needs a briefing at the start of its term to provide a clear understanding of its role and focus.</li><li>• Alderman/Mayor to welcome the new committee.</li><li>• There may be benefit in bringing all advisory committees together at start of council term for introduction and to outline council's priorities, if that is what has been missing.</li><li>• A welcome by the GM and Mayor – and all in one room.</li><li>• The Committee would like to congratulate Cr. W in her role as Chair, but structure puts her as meat in a sandwich being on a committee and being a councillor.</li><li>• ESAC members generally noted that involvement on the committee has been worthwhile. More interested in on-groundwork and Council Projects but feels the committee's involvement has not supported that.</li><li>• Membership of the ESAC was discussed currently 2 groups are</li></ul>
--	--	--	--	--





				<p>represented, all other members are involved in an individual capacity. Should we have a few more groups? How do we address a better geographical spread?</p> <ul style="list-style-type: none"><li>• Queanbeyan Landcare are the only group guaranteed representation.</li><li>• Daryl is an individual and a member of the Molonglo Conservation Group.</li><li>• It was suggested that there should be no secured positions – but position representing area.</li><li>• Queanbeyan Landcare's representation stems from time of QCC and its local ecological knowledge and history.</li><li>• Perhaps geographical area nominations plus the expertise we are seeking.</li><li>• ESAC and its role needs to be reviewed – how it works moving forward.</li><li>• Bring people together on climate change and ask is there anything that ESAC can do.</li><li>• Would like to say thank you to the committee and Cr Willis. Would like to be able to support staff.</li></ul>
--	--	--	--	---



				<ul style="list-style-type: none"> <li>• How much is too much to give to the committee?</li> <li>• Cr W: Thank you everyone for their contribution as a committee member over two years and staff for their involvement and support.</li> <li>• Terms of reference Possible Future Amendments: Agenda needs to be out 1 week before the meeting. 3<sup>rd</sup> Wednesday at 4 -5:30 pm might clash with councillor workshops; 4 pm start might rule certain people out; 4.30 pm would be better. Meeting venues don't include Braidwood. Every second month – cannot cover all agenda items – can be difficult to fit this into 1.5 hours.</li> </ul>
9	Roundtable Discussion- Member Group Updates		All	<p>CL: Involved in new collaboration with Council that is going well.</p> <p>FS: Launched film on Cultural Burning – asking for link to be shared. FS to supply link.</p> <p>Upper Shoalhaven Landcare is taking a new approach to a nursery through hubs given difficulty finding a site for one nursery; completed an erosion control project and film for Araluen using EPA order from Dargues Mine spillage. Another breach has occurred so another \$100K coming. Working on Aust Govt biodiversity grant for planning to protect</p>



				<p>species vulnerable to extreme weather events.</p> <p>TH: Movie – understanding of Landcare working with indigenous people. The emphasis was on “caring for country” – I do not have knowledge of the QPRC relationship with emergency services. Role for QPRC to information share.</p>
10	Close			6.43pm
11			MS	From the committee – thank you Cr W for your commitment and input.
12	Note - update	Turallo Creek Willow removal	NP	NP advises: We have just gone out to quote again for this year’s program. We avoid doing removal over the nesting times. Generally, removal is done in the late summer-autumn periods. Subject to weather conditions, the site is very wet and boggy along the creek. We will be planting native vegetation again this year in the areas where the willows have been removed.



No.	Actions and Agreements	Who	When	Completed
1	Turallo Creek willow removal – timing - <a href="https://www.qprc.nsw.gov.au/Major-Works-Projects/Turallo-Creek-Management-Plan">https://www.qprc.nsw.gov.au/Major-Works-Projects/Turallo-Creek-Management-Plan</a>	NP		30.07.24
2	Queanbeyan to Bungendore Pipeline - <a href="https://www.qprc.nsw.gov.au/Major-Works-Projects/Bungendore-water-supply-pipeline">https://www.qprc.nsw.gov.au/Major-Works-Projects/Bungendore-water-supply-pipeline</a>	BB		30.07.24
3	Environmental funding for 2024 – 25 - <a href="https://www.qprc.nsw.gov.au/Council/Council-Business/Budgets-and-Planning">https://www.qprc.nsw.gov.au/Council/Council-Business/Budgets-and-Planning</a>	EJ		30.07.24
4	Provide link to Cultural Burning film to Sue for sharing with all committee members.	FS		
5				
6				

<b>Next Meeting:</b>	N/A	<b>Time:</b>		<b>Venue:</b>	
----------------------	-----	--------------	--	---------------	--



# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

28 AUGUST 2024

ITEM 11.3 LOCAL TRAFFIC COMMITTEE MEETING MINUTES - 6  
AUGUST 2024

ATTACHMENT 1 LOCAL TRAFFIC COMMITTEE MEETING MINUTES - 6  
AUGUST 2024



### Local Traffic Committee Meeting Minutes – 6 August 2024

**Present:** Indigo Braeder (MoP Representative), Mel Aitchison (QPRC), Jacky Woolhouse (QPRC), Vicktor Petroff (QPRC), Sergeant Chris Thompson (NSW Police), Amul Gaire (QPRC), Derek Tooth (QPRC, Chair), Cr. Esmá Livermore, Dion Toole (QPRC), Mike Duff (QPRC), Michelle French (TfNSW), Rebecca Harris (QPRC)

#### 1. Acknowledgement of Country – Derek Tooth

The Committee Recommends:

#### 2. Apologies

NIL

#### 3. Confirmation of Report of Previous Meeting

QPRC representative noted that recommendation from TfNSW for LTC 18/2024 and LTC 21/2024 should both reflect as “Road environment not conducive to 50km/h limit. Development compliant to 80km/h, submission to TfNSW required for speed limit”.

#### 4. Business Arising from Previous Minutes

NIL

#### 5. Business Items

##### a) LTC 22/2024 – Traffic Control Devices Plan, Tralee Subdivision Stage 2A and Buffer Area A

LTC Comments – Voting members noted that plans contain details from a superseded standard. Plans should be updated and reviewed to ensure signage meets current standard. Plans are to be more specific to the area in question and clearly outline plans requiring comment. Zamia Lane could not be commented on as full street is not shown in plan.

**Resolution – Unanimous Support**

##### b) LTC 23/2024 – Traffic Control Devices Plan, 64 Monaro Street Queanbeyan

LTC Comments – Voting members noted pavement markings and signage indicated on plans does not show transitions from existing pavement markings. Plans indicate heavy vehicles would be required to reverse and cross the centre line when exiting the loading zone. “Keep Clear” area is not in accordance with Technical Standards, Hold Lines to be on same alignment of kerb. Consider inclusion of pedestrian refuge island in centre of roadway located to the south of driveway. Plans to be resubmitting after considering the above.

**Resolution – Unanimous Decline**

**OFFICES**  
144 Wallace St, Braidwood  
10 Majara St, Bungendore  
256 Crawford St, Queanbeyan

**POSTAL**  
PO Box 90, Queanbeyan NSW 2620

**PHONE**  
P: 1300 735 025

**EMAIL/WEB**  
W: [www.qprc.nsw.gov.au](http://www.qprc.nsw.gov.au)  
E: [council@qprc.nsw.gov.au](mailto:council@qprc.nsw.gov.au)

ABN 95 933 070 982

**c) LTC 16/2024 – Event: 2024 Bungendore Rodeo**

LTC Comments – Voting members noted safety concerns around traffic queueing over the crest on western approach to venue and around the bend on the eastern approach to the venue.

NSW Police – Not Supported. Not a suitable driveway location for entering venue. Driveway not all weather.

TfNSW – Supported, with amendments to Traffic Management Plan

MoP Representative – Supported, with amendments to Traffic Management Plan

QPRC Representative – Supported, with amendments to Traffic Management Plan

**Resolution** – Majority Support

**d) LTC 24/2024 – Event: 2024 Queanbeyan Swap Meet**

LTC Comments – QPRC noted that Traffic Management Plans will be changed to reflect a closed pedestrian gate on Farrer Place.

**Resolution** – Unanimous Support

**e) LTC 25/2024 – Event: 2024 Capital to Coast**

LTC Comments – QPRC noted that event organisers submitted same report from 2023.

**Resolution** – Unanimous Support.

**6. General Business**

Cr. Livermore asked that minutes use expanded abbreviations.

**7. Meeting Closed:**

11:44am.

**Next Meeting:** Tuesday, 8 October 2024







## Bungendore Town Centre and Environs Committee Meeting

15 April 2024 commencing at 6.30 pm  
QPRC Office 13 Gibraltar Street

### MINUTES

---

1. **Present:** Peter Evans  
Gary Harb  
Graham Judge (from 7.30)  
Alan Longhurst  
Andrew Riley (Chair)

**Also Attending:**

Tracey Lamont (QPRC)  
Debbie Sibbick (QPRC)

The meeting opened at 6.35 pm.

**Apologies:** Nil

2. **Declaration of Interests.** Nil

3. **Minutes of Previous Meeting**

The Minutes of the previous meeting on 18 March 2024 were accepted.  
(Harb/Riley).

4. **Business Arising/Outstanding Actions.**

**Frogs Hollow.** D Sibbick of QPRC had provided updated plans for Frogs Hollow landscaping.

**Bungendore Place Plan.** Members participated in the Design Workshop.

**New Council Building.** Members who had missed the presentation at the last meeting took part in a consultation with A de Jongh of QPRC to ensure all comments were collected. A de Jongh had collated the comments and circulated to members.

5. **Correspondence.**

- 5.1 **In**

Emails from:

Debbie Sibbick of QPRC providing updated landscape plans for Frogs Hollow.  
Anthony de Jongh of QPRC with collated comments on the new Council Building design from BTCEC members.

5.2 **Out**  
Nil

6. **New Business**

6.1 **Frogs Hollow Landscaping**

D Sibbick of QPRC had circulated new updated plans for landscape embellishment of Frogs Hollow. The plans were presented by her and discussed in detail. She requested BTCEC be emailed as soon as possible to enable them to be taken into account for the presentation to Councillors. Members comments were as follows:

It was considered that the proposed new parking arrangement would not be successful. It relies on space being free in the current parking area for entrance/exit and insufficient space between the existing and proposed new parking spaces. A parking area with formed in/out and greater separation should be considered even if it is smaller to meet the Stage 1 budget. It could be extended in Stage 2 after operating experience.

The Balladeers Memorial would be best sited in the vicinity of the old (heritage) tank stand.

Any of the existing established young pin oak trees that must be removed could be transplanted.

Large tree plantings are not defined. Choice criteria should be: deciduous, long lasting shade trees with autumn colour in a mix of medium to large sizes.

BTCEC would like to see Stage 2 split into 2A and 2B where 2A is the provision of the public toilet. This would prevent the toilet facility being held back waiting for funding to complete the whole of Stage 2.

Members thanked D Sibbick for her presentation and she left the meeting at 7.02.

6.2 **Bungendore Place Plan.**

T Lamont updated members on the progress of the Bungendore Place Plan activity. A Final Draft Place Plan had now been developed and would be presented to a Council workshop on 16 April with endorsement by Council anticipated on 24 April. T Lamont presented the entire scope of the Draft Plan and members discussed the contents. Members were pleased to note that many issues advocated by BTCEC had been included in the Draft Plan.

It was noted that the Plan would be presented to the community at an event in Bungendore town centre on 4 May as the start of the consultation period and that the schedule is for adoption by Council in early June.

7. **Reports and Discussion.** In view of the meeting time taken by the two presentations it was agreed to hold over further Reports and Discussions.

7.1 **Project Action Plan.**

**Senior Friendly Living in Bungendore.** Held over.

7.2 **Bungendore Infrastructure and Water Supply.** Held over.

7.3 **Bungendore High School.** Held over.

8. **Any Other Business.**

9. **Foreshadowed Agenda Items/Close/Next Meeting**

The meeting closed at 8.05 pm. Next meeting Monday 20 May 2024.

# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

28 AUGUST 2024

ITEM 11.4            BUNGENDORE TOWN CENTRE AND ENVIRONS COMMITTEE  
                              - 15 APRIL, 20 MAY, 17 JUNE AND 15 JULY 2024  
                              MINUTES

ATTACHMENT 2    BTCEC MINUTES 20 MAY 2024



## Bungendore Town Centre and Environs Committee Meeting

20 May 2024 commencing at 6.30 pm  
QPRC Office 13 Gibraltar Street

### MINUTES

---

1. **Present:** Peter Evans  
Clr Mareeta Grundy  
Gary Harb  
Graham Judge  
Alan Longhurst  
Andrew Riley (Chair)

**Also Attending:**  
Vicktor Petroff (QPRC)  
Kylie Ruth

The meeting opened at 6.35 pm.

**Apologies:** Nil

2. **Declaration of Interests.** Nil
3. **Minutes of Previous Meeting**  
The Minutes of the previous meeting on 15 April 2024 were accepted.  
(Longhurst/Harb).

4. **Business Arising/Outstanding Actions.**

**Frogs Hollow.** D Sibbick of QPRC had provided updated information on the car park plans for Frogs Hollow. Members AGREED that although the current proposal was less than ideal, it was the best that could be implemented within the budget constraints. The provision of a public toilet facility at Frogs Hollow was discussed. It was agreed to provide Clr Grundy with additional information on toilets in similar flood situations in other towns. P Evans tabled specific examples.  
ACTION. P Evans to get a price quotation from Modus. G Judge to investigate toilet arrangements in other Queanbeyan locations.

Members AGREED that Cllr Grundy request the QPRC GM to organise Council staff to progress the toilet design in anticipation of Phase 2 such that the project is shovel ready in anticipation of grant or budget funding availability.

**5. Correspondence.**

**5.1 In**

Emails from:

Debbie Sibbick of QPRC providing updated landscape plans for Frogs Hollow.

Anthony de Jongh of QPRC re infrastructure projects.

**5.2 Out**

BTCEC comments on Frogs Hollow plans.

**6. New Business**

- 6.1 Bungendore Place Plan Review.** V Petroff briefed the meeting on progress with the Place Plan, currently open for community comment. Noted that comments close 24 May and that V Petroff will then provide a report to Council to be considered at the 12 June meeting. Members expressed their high level of satisfaction with the community consultation process and had no disagreements with the content of the draft plan. It was noted that it appeared that the project would be finalised with some funding left over. Appropriate relevant but short lead time applications for the funding were discussed.

**RESOLUTION:**

**BTCEC RECOMMENDS that Council consider using any unspent Place Plan funds to enhance the Gibraltar /Ellendon Street roundabout by replacing the unsatisfactory corner grass plantings with carpet roses as used elsewhere in Bungendore and Queanbeyan and painting the rusting railings in a bright colour.**

**Proposed: A Riley                      Seconded P Evans                      Carried All.**

**6.2 Draft Integrated Plans Review**

Members had reviewed the draft plans published on the QPRC web site. They recommended that Council publish summaries by place (ie Bungendore, Braidwood etc) to make it easier to understand local impacts. The budget line items were reviewed and, in keeping with previous input to Council, agreed the following:

**RESOLUTION:**

**BTCEC RECOMMENDS Council consider including funding in the budget for design of a public toilet for Frogs Hollow including associated infrastructure.**

**Proposed: G Judge                      Seconded: A Longhurst                      Carried All**

**7. Reports and Discussion.**

**7.1 Project Action Plan.**

**Senior Friendly Living in Bungendore.** P Evans is working on a paper which can now be progressed in the context of the Place Plan.

**Ellendon Street Sculpture-on-the-Verge.** Noted that public art on Ellendon Street and the linkage concept is supported by the Place Plan. It was reported that the Bungendore Chamber of Commerce and Industry (BCCI) was convening a sub-committee to

progress the plan. BTCEC will support BCCI with this initiative.

- 7.2 **Bungendore Infrastructure and Water Supply.** Members noted the QPRC input that the architects for the new Council Building in Bungendore had not yet presented a satisfactory design which met the expectations of suiting the character of the site. Noted that there was still no approval of water supply by pipeline to Bungendore. A Riley advised that he had attended a Drought Resilience Stakeholder Workshop in Bungendore with representation from across the LGA.

- 7.3 **Bungendore High School.** Noted that a DA had been lodged with an expectation of a September/October decision.

8. **Any Other Business.**

**Gibraltar Street Speed Mitigation.**

Clr Grundy drew attention to the Notice of Motion considered at the Council meeting of 8 May 2024 and the resulting Resolution 212/24:

“That Council investigate the options and steps necessary to implement a 40km/hr speed zone on Gibraltar Street between Molonglo and Majara Streets, and any other speed mitigating measures.”

Members noted that the Resolution reflected recommendations and project items long proposed by BTCEC. Clr Grundy was requested to convey to Council BTCEC’s support and offer to share design work already produced.

ACTION: A Longhurst and P Evans to retrieve Gibraltar Street design work for Council.

**Bungendore Road Improvement.**

Members expressed appreciation for Council’s works improving the roadway and verges on the Bungendore Road approach to the bridge and entrance to the town.

9. **Foreshadowed Agenda Items/Close/Next Meeting**

The meeting closed at 8.30 pm. Next meeting Monday 15 July 2024.

# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

28 AUGUST 2024

ITEM 11.4            BUNGENDORE TOWN CENTRE AND ENVIRONS COMMITTEE  
                             - 15 APRIL, 20 MAY, 17 JUNE AND 15 JULY 2024  
                             MINUTES

ATTACHMENT 3    BTCEC MINUTES 17 JUNE





## Bungendore Town Centre and Environs Committee Meeting

17 June 2024 commencing at 6.30 pm  
QPRC Office 13 Gibraltar Street

### MINUTES

---

1. **Present:** Gary Harb  
Graham Judge  
Alan Longhurst  
Andrew Riley (Chair)

**Also Attending:**  
Ryan Deebank (QPRC)

The meeting opened at 6.30 pm.

**Apologies:** Cllr Mareeta Grundy  
Peter Evans  
Kylie Ruth

2. **Declaration of Interests.** Nil

3. **Minutes of Previous Meeting**  
The Minutes of the previous meeting on 20 May 2024 were accepted.  
(Longhurst/Harb).

4. **Business Arising/Outstanding Actions.**

**Frogs Hollow.** Members were pleased to note that work had commenced on Frogs Hollow.

It was noted that Cllr Grundy had passed BTCEC's information on public toilets in flood situations to senior QPRC staff.

**ACTION:** G Judge to research criteria for public toilets already provided in flood zones in Queanbeyan.

R Deebank (QPRC) undertook to ascertain if there had been any action on the Committee's budget recommendation that funding be provided for design work for a public toilet so that the project is "shovel ready".

**Gibraltar Street.** Members discussed the proposals in the new Place Plan for upgrading Gibraltar Street which very much align with the Committee's recommendations. It was noted that Council was discussing a 40kmh speed limit with the RTA.

**5. Correspondence.**

**5.1 In**

Emails from:

Debbie Sibbick of QPRC providing updated progress at Frogs Hollow, and achievements and progress at the Sports Hub.

Emails re use of fill at Frogs Hollow.

Anthony de Jongh of QPRC re infrastructure projects.

**5.2 Out**

Email re use of fill at Frogs Hollow.

Emails to V Petroff outlining BTCEC outcomes from previous meeting.

**6. New Business**

**6.1 Review of Bungendore Place Plan Review for BTCEC Action Agenda.**

Members noted the considerable overlap of the Place Plan's Suggested Initiatives with the items in the BTCEC Action Plan. It was AGREED that the Committee would attempt to map the Initiatives against its Action Plan to develop an updated Action Plan based on the Council endorsed Place Plan.

**ACTION:** Members to review Place Plan Initiatives with a view to developing an updated BTCEC Action Plan on record before the Committee goes into abeyance with the Council Caretaker period.

**6.2 BTCEC pre-Caretaker Activities.**

Members agreed that the Action Plan update (6.1 above) was the most important activity.

**7. Reports and Discussion.**

**7.1 Project Action Plan.**

**Senior Friendly Living in Bungendore.** P Evans is working on a paper which can now be referenced in the new Action Plan. Noted that the Transport for NSW Study for Braidwood and Bungendore, due imminently, would be relevant.

**Ellendon Street Sculpture-on-the-Verge.** Noted that public art on Ellendon Street and the linkage concept is supported by the Place Plan. It was reported that the Bungendore Chamber of Commerce and Industry (BCCI) was convening a sub-committee to progress the plan. BTCEC will support BCCI with this initiative.

**7.2 Bungendore Infrastructure and Water Supply.** No new information to review.

**7.3 Bungendore High School.** Noted that the new DA had been lodged and would be on public exhibition very soon.

**8. Any Other Business.**

**Frogs Hollow Launch.** Members queried whether there would be a launch event for the new recreation facilities and landscaping. Noted that an event would highlight the requirement for a public toilet.

**ACTION.** A Riley to check with Council staff.

**Rotary Public Art.** It was reported that Council had not agreed to Rotary's initiative to have a mural on the new water tank at ElmGrove. This was considered a lost opportunity. BTCEC strongly supports the provision of public art and members hoped

that Rotary would bring forward other proposals, noting Council supported murals in Queanbeyan.

**9. Foreshadowed Agenda Items/Close/Next Meeting**

The meeting closed at 7.50 pm. Next meeting Monday 15 July 2024.

# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

28 AUGUST 2024

ITEM 11.4            BUNGENDORE TOWN CENTRE AND ENVIRONS COMMITTEE  
                              - 15 APRIL, 20 MAY, 17 JUNE AND 15 JULY 2024  
                              MINUTES

ATTACHMENT 4    BTCEC MINUTES 15 JULY 2024



## Bungendore Town Centre and Environs Committee Meeting

15 July 2024 commencing at 6.30 pm  
QPRC Office 13 Gibraltar Street

### MINUTES

---

1. **Present:** Cllr Mareeta Grundy  
Gary Harb  
Graham Judge  
Andrew Riley (Chair)

**Also Attending:**  
Tracey Lamont (QPRC)

The meeting opened at 6.40 pm.

**Apologies:** Alan Longhurst

2. **Declaration of Interests.** Nil

3. **Minutes of Previous Meeting**

The Minutes of the previous meeting on 17 June 2024 were accepted.  
(Harb/Judge).

4. **Business Arising/Outstanding Actions.**

**Frogs Hollow.** Members noted the progress on landscaping works and the update from D Sibbick of QPRC on the anticipated schedule for completion.

G Judge had researched the public toilets already provided in flood zones in Queanbeyan. Members agreed that, along with data already provided to Council, there did not appear to be any impediment in providing public toilet facilities on Frogs Hollow other than funding. T Lamont of QPRC undertook to check whether there had been any action to include funding for design work (ie shovel ready) in the current budget ( see BTCEC Resolution of 20 May 2024).

Members noted that there were no plans at this stage for an opening event for Frogs Hollow. It was AGREED that a community event with entertainment in spring would be appropriate and T Lamont undertook to initiate a discussion on organising it in

conjunction with community groups.

**5. Correspondence.**

**5.1 In**

Emails from:  
Debbie Sibbick of QPRC providing updated progress at Frogs Hollow, and achievements and progress at the Sports Hub.

Anthony de Jongh of QPRC re infrastructure projects.

**5.2 Out**

Nil

**6. New Business**

**6.1 Review of Bungendore Place Plan Review against BTCEC Action Agenda.**

BTCEC had previously produced a six item Project Action Plan which was endorsed by Council in 2021. The Committee held off updating the Plan pending publication of the Bungendore Place Plan 2024.

a) Review of current Project Action Plan:

- 1. Public Street Art.** This item focused on the Sculpture-on-Ellendon project as part of establishing Ellendon Street as a link between Malbon and Gibraltar Street precincts. Members considered that this concept should be substantially broadened in view of the Place Plan initiatives. See new item 1.
- 2. Street Tree Master Plan.** Noting the extensive tree planting that had been carried out, members felt that this item was no longer a priority.
- 3. Historical Plaques.** This project is now being implemented by Rotary so can be ticked off.
- 4. Street Banners.** Council has installed banners. In spite of best endeavors, the size and placement limitations have meant that the banners have not achieved the effect envisaged, particularly as a visual link to Gibraltar St from Malbon St.
- 5. Gibraltar Street Plantings.** This item aimed to improve the presentation of Gibraltar Street with colourful plantings. In view of the Place Plan initiatives and the prospect of the new Council building, the Committee is aiming for an ambitious remodelling of the Street in conjunction with the Ellendon Street vision. See new item 2.
- 6. Senior Living Compatible.** This was a broad concept of making Bungendore senior friendly ranging from mobility/accessibility issues to facilities for senior travellers. The Place Plan looked at the mobility issues, but the Committee is looking at a broader agenda which also encompasses planning changes to encourage a range of seniors accommodation options. See new item 4.

b) **New Project Action Plan.** The members agreed to define five new Items that would set an action agenda for the Committee under the new Council. The items are all supported by initiatives listed in the Bungendore Place Plan adopted by Council and aim to progress from its broad vision to specific actions.

- 1. Ellendon Street – Heart of the Town.** Drawing on BPP1 Town Centre Orientation, this item aims to define Ellendon Street as the focus of the core around Malbon Street, Gibraltar Street and Molonglo Street. The item will consider making Ellendon Street a shared space with pedestrians, reorienting parking and verge space, and providing streetscape features and public art. (BPP2). Major shade trees will be suggested, probably centrally. (BPP9).
- 2. Gibraltar Street – Town Centre.** Building on the impact of the new Council premises, remodel Gibraltar Street as a safe local street with reduced speed limit of 30 kmh, safe crossing options. green zones and pockets. (BPP12).
- 3. Connection and Wayfinding.** The aim of this item will be to connect the periphery to the CBD, improving accessibility and mobility for pedestrians, prams, mobility scooters, cycles (BPP14,15, 16, 17, 18). Wayfinding will be improved with better signage and the removal of poor signage (BPP 19).

**4. Senior Friendly Moving and Living.** The BPP did not consider senior living other than from the point of view of connection as in Item 3 above. This item aims to provide the facilities and infrastructure opportunities that would make Bungendore a town where seniors are welcome, are able to find suitable accommodation and live as a participating part of the community. The item will also consider facilities for travelling seniors, such as "RV Friendly" status.

**5. Contribute to Bungendore Structure Plan and Development Control Plan updates.** Members have considerable expertise, community experience and networks that should be tapped for input to changing planning instruments.

## RESOLUTION

**BTCEC RECOMMENDS that Council consider the proposed BTCEC Project Action Items listed here and endorse them for action as a core agenda for the Committee in 2025. Items are outlined in the Attachment.**

- 1. Ellendon Street – Heart of the Town.**
- 2. Gibraltar Street – Town Centre.**
- 3. Connection and Wayfinding.**
- 4. Senior Friendly Moving and Living.**
- 5. Contribute to Bungendore Structure Plan and Development Control Plan updates.**

**Proposed: A Riley      Seconded: G Judge      Carried: All**

6.2 **Bungendore High School Amended DA**  
Members had reviewed the Amendment Report and agreed that none of the proposed changes to the DA triggered a need for a recommendation from the Committee to Council.

**7. Reports and Discussion.**

7.1 **Project Action Plan.**  
**Senior Friendly Living in Bungendore.** See new proposed Action Item above. Noted that the Transport for NSW Study for Braidwood and Bungendore, due imminently, would be relevant.  
**Ellendon Street Sculpture-on-the-Verge.** See new Action Item above.

7.2 **Bungendore Infrastructure and Water Supply.** Members discussed the current published plans for the new Council office. The design was considered unsuitable by all present and it was hoped that the changes indicated by A de Jongh's email would be an improvement.

7.3 **Bungendore High School.** See above at 6.2

**8. Any Other Business.**

**9. Foreshadowed Agenda Items/Close/Next Meeting**

The meeting closed at 8.20 pm. Next meeting to be determined after the new Council considers committees.

ATTACHMENT TO BTCEC MINUTES OF 15 JULY MEETING.

**PROPOSED PROJECT ACTION PLAN ITEMS FOR 2025**

**New Project Action Plan.** The members defined five new Items that would set an action agenda for the Committee under the new Council. The items are all supported by initiatives listed in the Bungendore Place Plan adopted by Council and aim to progress from its broad vision to specific actions.

- 1. Ellendon Street – Heart of the Town.** Drawing on BPP1 Town Centre Orientation, this item aims to define Ellendon Street as the focus of the core around Malbon Street, Gibraltar Street and Molonglo Street. The item will consider making Ellendon Street a shared space with pedestrians, reorienting parking and verge space, and providing streetscape features and public art. (BPP2). Major shade trees will be suggested, probably centrally. (BPP9).
- 2. Gibraltar Street – Town Centre.** Building on the impact of the new Council premises, remodel Gibraltar Street as a safe local street with reduced speed limit of 30 kmh, safe crossing options. green zones and pockets. (BPP12).
- 3. Connection and Wayfinding.** The aim of this item will be to connect the periphery to the CBD, improving accessibility and mobility for pedestrians, prams, mobility scooters, cycles (BPP14,15, 16, 17, 18). Wayfinding will be improved with better signage and the removal of poor signage (BPP 19).
- 4. Senior Friendly Moving and Living.** The BPP did not consider senior living other than from the point of view of connection as in Item 3 above. This item aims to provide the facilities and infrastructure opportunities that would make Bungendore a town where seniors are welcome, are able to find suitable accommodation and live as a participating part of the community. The item will also consider facilities for travelling seniors, such as “RV Friendly” status.
- 5. Contribute to Bungendore Structure Plan and Development Control Plan updates.** Members have considerable expertise, community experience and networks that should be tapped for input to changing planning instruments.



# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

28 AUGUST 2024

ITEM 11.5 FIRST NATIONS ADVISORY COMMITTEE MINUTES - 21  
FEBRUARY 2024

ATTACHMENT 1 FIRST NATIONS ADVISORY COMMITTEE MINUTES - 21  
FEBRUARY 2024



## QPRC First Nations Advisory Committee Meeting Minutes

<b>Date:</b>	21 February 2024	<b>Time:</b>	12.19pm – 1.35pm	<b>Venue:</b>	Bungendore Room, New Council Building
<b>Chairperson:</b>	Cr Ross Macdonald Cr Katrina Willis		<b>Minutes:</b>	Aroha Groves	
<b>Attendees:</b>	Cr Ross Macdonald, Cr Katrina Willis (until 12:33pm), Bradley Bell, Nevada Brown, Dianne Connelly, Kahlia Heimuli, Dr Caroline Hughes, Mary Lavina, Stephen Mudford, Kylee Shea, Trish Williams, Serena Williams, Kym Wiseman				
<b>Apologies:</b>	Chris Duncan, Arika Errington, Lea Palij				
<b>QPRC Staff:</b>	Jacquelyn Richards, Joanna Wherry, Aroha Groves (Secretary)				
<b>Meeting Objective:</b>	QPRC First Nations Advisory Committee Meeting				

No.	Item	Details	Who	Notes
1	Minute Silence	To remember those we've lost since the last meeting observed.	Traditional Owner member on FNAC: Dr Caroline Hughes	
2	Apologies	Lea Palij Arika Errington Chris Duncan	Chair	
3	Acceptance of previous Minutes	<b>Recommendation (Mudford / Connelly).</b> <b>QPRC FNAC 01/224 That the minutes of the meeting of 15 November 2023 be accepted.</b>	Unanimous	

No.	Item	Details	Who	Notes
4	Matters arising from the previous minutes.	None	Chair FNAC members	
5	Acceptance of new Committee members	<p>There were a number of new attendees who recently submitted an expression of interest to join the committee. The meeting proposed that the following 3 new members be appointed to the committee.</p> <p><b>Recommendation (Cr Macdonald / Mudford).</b></p> <p><b>QPRC FNAC 02/224 That the following members be appointed to the First Nations Advisory Committee:</b></p> <p><b>Serena Williams Dr Caroline Hughes Bradley Bell</b></p>	Chair FNAC members	
6	Finalise Committee Terms of Reference (ToR)	This item was deferred to allow for Item 7 to be discussed first.	Unanimous	
7	Naming of Council assets – new building	<p>There was a discussion around local languages, with Committee members being directed to the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) website for further information: <a href="https://aiatsis.gov.au/research/languages">https://aiatsis.gov.au/research/languages</a></p> <p>Committee members noted a preference for replacing 'First Nations' with Ngunnawal. It was explained, given the contested space, that First Nations has been utilised as a term to avoid offending anyone. Ngunnawal People want their cultural authority and custodianship to be respected and that there are cultural protocols to be followed. The Committee discussed the history and relationships regarding Ngunnawal and Ngambri claims, with the Committee clarifying who was representative.</p> <p>The Committee recessed at 12.47pm to allow time for First Nations Members to discuss naming amongst themselves. The full Committee reconvened at around 1.16pm to hear what was discussed.</p>	Unanimous	



No.	Item	Details	Who	Notes
		<p><b>Recommendation (Dr Hughes / Lavina)</b>            QPRC FNAC 03/224 That the following names be endorsed by Council:</p> <ol style="list-style-type: none"> <li><b>1. The Building Mulunggang</b></li> <li><b>2. Forecourt and Q Link Narragunnawali</b></li> <li><b>3. Rooftop Gardens Djara Queen Nellie Hamilton</b></li> <li><b>4. Public Domain Aunty Louise Brown</b></li> </ol> <p><b>1. Malunggang</b> The Ngunnawal community has a deep connection with Malunggang. They see it not only as a provider of life but also as a sanctuary for hunting and gathering. The crystal-clear waters teemed with an abundance of aquatic life, offering sustenance and nourishment for the people. The new QPRC building is a hub of services for community and the river has been the hub for our peoples for tens of thousands of years.</p> <p><b>2. Narragunnawali</b> Narragunnawali (Ngunnawal word meaning alive, wellbeing and coming together)</p> <p><b>3. Djara Queen Nellie Hamilton</b> Djara (Ngunnawal word for stars) evokes the canopy above, mirroring the vibrant community under protection of QPRC. Djara represents our ancestors keeping watch over all on dwarura. <i>Nellie Hamilton, Ngambri-Kamberri (Walgalu) and Moolingoolah (Ngarigu)</i> was born in the Queanbeyan/Canberra region and lived a long life, straddling quite different worlds. Nellie was a prominent resident of the Queanbeyan district.</p> <p><b>4. Aunty Louise Brown</b> Aunty Louise Brown, a proud Ngunnawal woman, left an indelible mark on her community through a lifetime of dedicated activism and service.</p> <p><b>Recommendation (Dr Hughes / S. Williams).</b>            QPRC FNAC 04/224 That signage for the buildings be in language with an English translation and to include pronunciation.</p> <p><b>Recommendation (Heimuli / Mudford).</b>            QPRC FNAC 05/224 Following Roads conventions, that this naming is not used again by QPRC and that only deceased people be honoured in naming.</p>		



No.	Item	Details	Who	Notes
		<b>Recommendation (Dr Hughes / S. Williams).</b> QPRC FNAC 06/224 To assist Staff and Councillors, cultural awareness training be undertaken.		
8	Other Matters Arising	Due to time constraints, the Committee agreed the rest of the Agenda could be determined out of session.  <b>Recommendation (Cr Macdonald / Dr Hughes).</b> QPRC FNAC 07/224 That the following Agenda Items be determined out of session by email.  Item 6 Finalise Committee Terms of Reference (ToR) Item 8 Nellie Hamilton Bridge Item 9 Jullergang/Queanbeyan River Walk Item 10 QCCP Acknowledgement of Country Artwork and finalise wording Item 11 Koori Arts Biz Item 12 Bungendore Sewerage Treatment Works upgrade Item 13 QPRC Queanbeyan Showgrounds Cultural and Heritage Interpretation Plan Item 14 Innovate RAP Working Group Item 15 Nations and language groups with Connection to Country within the QPRC LGA	Unanimous	

No.	Actions and Agreements:	Who	When	Completed
1	Items 6, 8 – 15 be sent to Committee Members in the form of Out of Session emails. FNAC Members given until 25/03/2024.	ACLO	15/03/2024	In process
2	ACLO to follow up in regards Cultural Awareness Training	ACLO	21/02/2024	Yes

<b>Next Meeting:</b>	3 April 2024	<b>Time:</b>	12.00pm	<b>Venue:</b>	QCCP (new building) Bungendore Room, Mezzanine Level, 257 Crawford Street, Queanbeyan
----------------------	--------------	--------------	---------	---------------	---



# QUEANBEYAN-PALERANG REGIONAL COUNCIL

## Council Meeting Attachment

28 AUGUST 2024

ITEM 11.6 QPRC SPORTS COUNCIL MINUTES - 5 AUGUST 2024

ATTACHMENT 1 QPRC SPORTS COUNCIL DRAFT MINUTES AUGUST 2024



## Agenda

<b>Date:</b>	Monday 5 August 2024	<b>Time:</b>	6:00pm	<b>Venue:</b>	Nellie Hamilton Centre / Online
<b>Chairperson:</b>	Cr Biscotti / Cr Wilson			<b>Minutes:</b>	Mark Spear
<b>Participants:</b>	Three councillors and a member from each sporting code or club in Queanbeyan-Palerang LGA.			<b>Apologies:</b>	Joe Sheridan (Queanbeyan Athletics) and Vern Browne (Queanbeyan Blues Juniors)
<b>Meeting Objective:</b>	The role of the QPRC Sports Council is to consider the allocation of sports fields across the LGA prior to the commencement of each winter and summer sporting season, and to make recommendations for the development and/or improvements to sporting facilities and recreational needs, including input into the works programs.				

**Code of co-operation**

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. We start on time and finish on time</li> <li>2. We respect the Chair and direct all comments through the Chair</li> <li>3. We all participate and contribute – everyone is given the opportunity to voice their opinions</li> <li>4. We use improvement tools that enhance meeting efficiency and effectiveness</li> </ol> | <ol style="list-style-type: none"> <li>5. We actively listen to what others have to say, seeking first to understand, then to be understood</li> <li>6. We follow up on the actions for which we are assigned responsibility and complete them on time</li> <li>7. We give and receive open and honest feedback in a constructive manner</li> <li>8. We use data to make decisions (whenever possible)</li> </ol> |
|--|---|

No.	Item	Details	Who	Notes														
1	Welcome and Attendance		Chair	<p>Cr Wilson opened the meeting at 6:02pm after some technical difficulties. The following attended in person:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Bowls</td> <td style="width: 45%;">Coral McMurray</td> <td style="width: 40%;">Queanbeyan</td> </tr> <tr> <td>Cricket</td> <td>Pete Solway</td> <td>Queanbeyan</td> </tr> <tr> <td>Tennis</td> <td>Wendy Grant</td> <td>Queanbeyan</td> </tr> <tr> <td rowspan="2">Staff</td> <td>Chris Duncan</td> <td>Manager, Community and Recreation</td> </tr> <tr> <td>Mark Spear</td> <td>Coordinator, Recreation</td> </tr> </table>	Bowls	Coral McMurray	Queanbeyan	Cricket	Pete Solway	Queanbeyan	Tennis	Wendy Grant	Queanbeyan	Staff	Chris Duncan	Manager, Community and Recreation	Mark Spear	Coordinator, Recreation
Bowls	Coral McMurray	Queanbeyan																
Cricket	Pete Solway	Queanbeyan																
Tennis	Wendy Grant	Queanbeyan																
Staff	Chris Duncan	Manager, Community and Recreation																
	Mark Spear	Coordinator, Recreation																

				<p>The following attended online via Microsoft Teams:</p> <table border="1"> <tr> <td rowspan="2">Councillors</td> <td>Cr Biscotti (Co-Chair)</td> <td>Council Representative</td> </tr> <tr> <td>Cr Wilson (Co-Chair)</td> <td>Council Representative</td> </tr> <tr> <td>Archery</td> <td>Sarah O'Sullivan</td> <td>Monaro</td> </tr> <tr> <td rowspan="2">AFL</td> <td>Lynne McKenzie</td> <td>Queanbeyan</td> </tr> <tr> <td>Scott Taylor</td> <td>Queanbeyan</td> </tr> <tr> <td>Football</td> <td>Charles Ban</td> <td>Queanbeyan</td> </tr> <tr> <td>Hockey</td> <td>Mark Unwin</td> <td>Monaro</td> </tr> <tr> <td rowspan="2">Netball</td> <td>Tiffany Knight</td> <td>Bungendore</td> </tr> <tr> <td>Kelly Lolesio</td> <td>Queanbeyan</td> </tr> <tr> <td rowspan="2">Rugby League</td> <td>Leeann Tonga'uiha</td> <td>Queanbeyan Roos Juniors</td> </tr> <tr> <td>Zara Baker</td> <td>Queanbeyan Roos Seniors</td> </tr> <tr> <td>Tennis</td> <td>John Talbot</td> <td>Jerrabomberra</td> </tr> <tr> <td>Staff</td> <td>Rob Sheffield</td> <td>Team Leader - Sport Fields</td> </tr> </table>	Councillors	Cr Biscotti (Co-Chair)	Council Representative	Cr Wilson (Co-Chair)	Council Representative	Archery	Sarah O'Sullivan	Monaro	AFL	Lynne McKenzie	Queanbeyan	Scott Taylor	Queanbeyan	Football	Charles Ban	Queanbeyan	Hockey	Mark Unwin	Monaro	Netball	Tiffany Knight	Bungendore	Kelly Lolesio	Queanbeyan	Rugby League	Leeann Tonga'uiha	Queanbeyan Roos Juniors	Zara Baker	Queanbeyan Roos Seniors	Tennis	John Talbot	Jerrabomberra	Staff	Rob Sheffield	Team Leader - Sport Fields
Councillors	Cr Biscotti (Co-Chair)	Council Representative																																					
	Cr Wilson (Co-Chair)	Council Representative																																					
Archery	Sarah O'Sullivan	Monaro																																					
AFL	Lynne McKenzie	Queanbeyan																																					
	Scott Taylor	Queanbeyan																																					
Football	Charles Ban	Queanbeyan																																					
Hockey	Mark Unwin	Monaro																																					
Netball	Tiffany Knight	Bungendore																																					
	Kelly Lolesio	Queanbeyan																																					
Rugby League	Leeann Tonga'uiha	Queanbeyan Roos Juniors																																					
	Zara Baker	Queanbeyan Roos Seniors																																					
Tennis	John Talbot	Jerrabomberra																																					
Staff	Rob Sheffield	Team Leader - Sport Fields																																					
2	Adoption of February Minutes		Chair	No issues identified with the meeting held on 6 May 2024.																																			
3	Action Items		Chair	Complete as below. A further meeting on the Regional Sports Complex will occur on Tuesday 6 August 2024.																																			
4	Sports Ground Allocations		Mark Spear	<p>Winter 2024 (April to September)</p> <p>* Invoices are due for Winter 2024 and prior. Please make payment ASAP.                      * Please inform Council once your winter season concludes for logistical purposes i.e. out of finals</p> <p>Summer 2024/2025 (October to March)</p> <p>* Attached is information based on the previous summer season</p>																																			





				<ul style="list-style-type: none"> <li>* Clubs are to confirm if incorrect prior to invoicing</li> <li>* We also require insurance documents from clubs that have not provided for the upcoming season.</li> <li>* The seasonal fee is for QPRC clubs training and competition only. It does not extend to academies, rep training, functions or finals etc. – these need to be hired separately at the hourly rate.</li> <li>* For clubs that wish to start training prior to April, they need to contact Council with plenty of notice so a pro-rata fee can be calculated</li> <li>* We appreciate the Queanbeyan Whites passing on a 12-month plan of usage for the Taylor Park precinct</li> <li>* Winter 2025 allocations will be considered at the February meeting.</li> </ul>
5	Current and Planned capital works projects		Mark Spear	<p>Tim Geyer was not available to provide an update.</p> <p>Mark Spear gave an update as below:</p> <p>The 2024/2025 Operational Plan has been released and is available from <a href="https://www.qprc.nsw.gov.au/Council/Council-Business/Budgets-and-Planning">https://www.qprc.nsw.gov.au/Council/Council-Business/Budgets-and-Planning</a></p> <p>Key Sport projects include:</p> <ul style="list-style-type: none"> <li>* 104473 – New Bungendore Pool – \$4.3M</li> <li>* 104862 – Bungendore Sports Hub – Netball, Civil and Landscaping – \$1M</li> <li>* 104812 – Seiffert Oval Upgrade Amenities – Blues Club – 624K</li> <li>* 104843 – Women’s Rugby Changeroom – Freebody Oval – \$2.3M</li> </ul> <p>Coral McMurray (Queanbeyan Bowls) spoke to the urgent need to upgrade the toilet facilities at the club. The project is in the Sports Facilities Strategic Plan and was submitted as part of the Community Consultation on the 2024/2025 Operational Plan.</p> <p>Cr Wilson spoke that he will continue to support this project.</p> <p>Coral McMurray thanked both Cr Biscotti and Cr Wilson for visiting their facilities and having many meetings in order to try and progress this project.</p>
6	Any Other Business	Audit of QPRC Sports Courts	Mark Spear	Work is continuing on this assessment.



		Operating Procedures	Mark Spear	We wish to develop some draft guidelines which will be applicable for all Sports Fields i.e. booking procedures, expectations on change room access. We hope to present this to a future Sports Council meeting
		Advisory Committees	Mark Spear	If you would like to provide feedback on how Advisory Committees could function better, feel free to email through some information.
		Australia Cup	Mark Spear	<p>Charles Ban (Queanbeyan Football) asked if there was any reason why the Australia Cup game fixture between the O'Connor Knights and Macarthur FC did not eventuate at the Regional Sports Complex. Charles believed it would be a perfect venue and a great way to showcase the new facility.</p> <p>Mark Spear replied that we were approached by Football Australia and Capital Football around hosting the event and went through various checklist to ensure that the venue meets the requirements of the competition. With various conversation with the O'Connor Knights and in visiting the venue, they were keen to host the event at the Regional Sports Complex as other venues were more costly to hire but the venue did not hold enough seats for them. O'Connor Knights were responsible for costs for the event and ultimately, they decided to go with a bigger venue in order to try and recoup those costs.</p> <p>The fixture at GIO Stadium had 3,060 people attend which would be above the capacity of the Regional Sports Complex. Council staff have had discussions with Capital Football around securing events like this in the future.</p>
		Fees and Charges	Mark Spear	<p>Charles Ban (Queanbeyan Football) asked why their Academy was being charged the hourly rate for hire.</p> <p>Mark Spear re-iterated that the seasonal fee is for QPRC clubs training and competition only. It does not extend to academies, rep training, functions or finals etc. – these need to be hired separately at the hourly rate.</p>



				<p>Charles argued that the club is doing the clinics at a minimal price and keeping kids off the streets.</p> <p>Cr Wilson spoke around looking at ways to reduce costs for those in need. There may be an opportunity to extend free use of Sports Fields like there is for Community Facilities.</p>
		Thanks to Councillors	Mark Spear	<p>This will be last meeting with the current Councillors. The new Council will select Councillors to go on committees including the QPRC Sports Council after the election and prior to our next meeting in November. We may end up getting the same Councillors on the QPRC Sports Council but would like to acknowledge and express thanks to the Councillors that have been on the current QPRC Sports Council.</p> <p>Cr Wilson thanked Cr Biscotti for his exceptional leadership of the QPRC Sports Council and gave Cr Biscotti the opportunity to speak.</p> <p>Cr Biscotti advised that for those that are unaware, he will not be seeking re-election on Council. Cr Biscotti spoke to some achievements of the Sports Council including:</p> <ul style="list-style-type: none"> <li>* First elected in 2017 and became the Chair of the Sports Council</li> <li>* Was previously involved in the Sports Council as a community representative</li> <li>* Previously the Sports Council would put their clubs needs first whereas it has evolved to the point where clubs put the needs of the community before their club</li> <li>* The Sports Council had no strategic pathway, poor facilities with people not wanting to come across the border to play</li> <li>* The Sports Council identified key priorities and a Strategic Plan such as better Basketball facilities and ticked off on several projects</li> <li>* In that time, things have changed in that we have international teams such as the Australian and Lebanese Football teams wanting to use our facilities</li> <li>* Cr Biscotti drives past Halloran Oval most days and is most proud that the venue now has lights. For around 20 years, the kids needed to train from 4pm and would need cars lined up with lights on in order to train past 5pm.</li> <li>* Cr Biscotti was proud of the funding being made available to QPRC and would often seek out the former Deputy Premier chasing grant money</li> <li>* Cr Biscotti was proud of the success of all clubs, and all clubs can talk credit in assisting</li> </ul>



				<p>* Cr Biscotti thanked Tim Geyer for his ongoing support over the years and looks forward to the Sports Council continuing to succeed with the energy of Chris Duncan</p> <p>* Cr Biscotti acknowledged his Co-Chair Cr Wilson. Although from a different political sphere, Cr Biscotti may have pre-judged Cr Wilson but developed a respectful relationship and hopes that Cr Wilson gets re-elected so that Cr Wilson can continue the good work of the Sports Council</p> <p>* Cr Biscotti re-iterated that with many new facilities built of his time in Sports Council, the focus needs to shift to maintaining these facilities.</p> <p>Cr Wilson thanked Cr Biscotti as a great Co-Chair and friend.</p> <p>All those in attendance thanked the Councillors by way of a round of applause.</p>
7	Close of Meeting		Chair	Cr Wilson closed the meeting at 6:40pm.

No.	Actions and Agreements	Who	When	Completed
1	Put May 2024 Minutes to Council	Chris Duncan	May-2024	Yes
2	Follow up with Queanbeyan City on Regional Sports allocations	Chris Duncan	May-2024	No
3	Signage for Regional Sports Complex (no Football warm-up on Hockey Pitch)	Mark Spear	May-2024	Yes

<b>Next Meeting:</b>	Monday 4 November 2024	Time:	6:00pm	Venue:	Nellie Hamilton Centre / Online
----------------------	------------------------	-------	--------	--------	---------------------------------

