



Ordinary Meeting of Council

AGENDA

26 February 2025

Commencing at 5.30pm

**WB Freebody 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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1	OPENING	
2	ACKNOWLEDGEMENT OF COUNTRY	
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 12 February 2025	
5	DISCLOSURES OF INTERESTS	
6	ADJOURNMENT FOR PUBLIC FORUM	
7	MAYORAL MINUTE	
8	NOTICES OF MOTIONS OF RESCISSION	
9	REPORTS TO COUNCIL - ITEMS FOR DETERMINATION	
9.1	REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale	2
9.2	Quarterly Budget Review Statement for the Quarter Ending 31 December 2024.....	11
9.3	Application for a Council Cultural Grant from Braidwood Film Club Inc.....	16
9.4	Road Name Proposal - Tralee Stage 2.....	18
9.5	Post Exhibition Report - Proposal to Name the Heritage Library.....	21
9.6	Small Business Advisory Committee	24
9.7	Bungendore Town Centre and Environs Committee.....	28
9.8	Seniors Advisory Committee	30
9.9	Investment Report - January 2025	32
10	REPORTS TO COUNCIL - ITEMS FOR INFORMATION	
10.1	Bungendore PFAS Update	36
10.2	Update on Clarke Gang Signage.....	41
10.3	Lease of 262 Crawford Street, Queanbeyan.....	44
10.4	Delivery Program Update Dec 2024	45
10.5	Submission to OLG on New Model Code of Meeting Practice	46
10.6	Councillor Workshops	47

11 REPORTS OF COMMITTEES

12 NOTICES OF MOTIONS

12.1 Notice of Motion - Regional Digital Connectivity Program.....48

13 REPORTS TO COUNCIL - DELEGATES REPORTS

14 QUESTIONS WITH NOTICE

14.1 Questions With Notice - Road from Hoskinstown to Reschs Creek49

14.2 Questions With Notice - Foxlow Bridge50

14.3 Questions With Notice - Reschs Creek Bridge51

14.4 Questions With Notice - Blackberry Spraying and Signage52

14.5 Questions With Notice - Shade Sail Prioritisation53

14.6 Questions With Notice - Accessible Car Parking in Braidwood.....54

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION 55

Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

16.1 Award of RFT-2002866 Braidwood Landfill Capping and Closure Plan

Item 16.1 is confidential in accordance with s10(A) (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 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale

Attachment 1 Application Review by Upside Planning (Under Separate Cover)

Attachment 2 Notice of Determination DA.2022.1658 (Under Separate Cover)

Attachment 3 Section 4.15 Assessment (Under Separate Cover)

Attachment 4 Recommended Conditions of Consent (Under Separate Cover)

Attachment 5 Redacted Submissions (Under Separate Cover)

Attachment 6 Proposed Plans (Under Separate Cover)

Item 9.2 Quarterly Budget Review Statement for the Quarter Ending 31 December 2024

Attachment 1 December Quarter Budget Review Statement (Under Separate Cover)

Item 9.5 Post Exhibition Report - Proposal to Name the Heritage Library

Attachment 1 Community Engagement Report - Naming of the Heritage Library (Under Separate Cover)

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

BUSINESS PAPER AGENDA – 26 February 2025 Page iii

- Item 9.6 Small Business Advisory Committee
Attachment 1 Survey results - proposed Small Business Advisory Committee (Under Separate Cover)
Attachment 2 Terms of Reference - Small Business Advisory Committee (Under Separate Cover)
- Item 9.7 Bungendore Town Centre and Environs Committee
Attachment 1 Terms of Reference Bungendore Town Centre and Environs Committee (Under Separate Cover)
- Item 9.8 Seniors Advisory Committee
Attachment 1 Terms of Reference Seniors Advisory Committee (Under Separate Cover)
- Item 9.9 Investment Report - January 2025
Attachment 1 Investment Report Pack - January 2025 (Under Separate Cover)
- Item 10.4 Delivery Program Update Dec 2024
Attachment 1 QPRC Delivery Program Update - July to Decemeber 2024 (Under Separate Cover)
- Item 10.5 Submission to OLG on New Model Code of Meeting Practice
Attachment 1 Consultation draft for the new Model Code of Meeting Practice (Under Separate Cover)
Attachment 2 QPRC Submission on draft Model Code of Meeting Practice (Under Separate Cover)

Closed Attachments

- Item 9.3 Application for a Council Cultural Grant from Braidwood Film Club Inc.
Attachment 1 Application for a QPRC Cultural Grant - Braidwood Film Club Inc (Under Separate Cover)
- Item 10.3 Lease of 262 Crawford Street, Queanbeyan
Attachment 1 Signed Lease Agreement - 262 Crawford Street Queanbeyan (Under Separate Cover)
- Item 16.1 Award of RFT-2002866 Braidwood Landfill Capping and Closure Plan
Attachment 1 NSW Public Works - Tender Recommendation Report (Under Separate Cover)



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and in the National Theatre, 100 Wallace Street Braidwood, on Wednesday, 12 February 2025 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)
Cr Broadbent
Cr Grundy
Cr Livermore
Cr Macdonald
Cr Preston
Cr Schweikert
Cr Waterhouse
Cr Willis
Cr Wilson

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

Also Present: L Ison (Minute Secretary)

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

622/25

RESOLVED (Winchester/Preston)

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

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 29 January 2025**

623/25

RESOLVED (Winchester/Broadbent)

That the Minutes of the Ordinary Meeting of Council held in the Nellie Hamilton Centre, WB Freebody Chambers on Wednesday 29 January 2025 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

624/25

RESOLVED (Winchester/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.

There were no disclosures.

6. ADJOURNMENT FOR PUBLIC FORUM

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

625/25

RESOLVED (Winchester/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 5.48pm.

7. MAYORAL MINUTE

There was no Mayoral Minute

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

PROCEDURAL MOTION

626/25

RESOLVED (Winchester/Macdonald)

That items 9.4, 10.1, 10.4 and 14.3 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

9.4 Regional Economic Development and Community Investment Program

627/25

RESOLVED (Wilson/Preston)

That Council endorse an application to the Regional Economic Development and Community Investment Program for funding to construct an initial stage of the Monaro Rail Trail.

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

Against: Crs Broadbent, Grundy, Macdonald, Schweikert and Willis

With the vote being five-all, the Mayor exercised his casting vote and declared the resolution carried.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**10.1 Captains Flat Lead Management Network Update**

628/25

RESOLVED (Willis/Wilson)

That the report be received for information.

The resolution was carried unanimously.

10.4 Update on Captains Flat Pool

629/25

RESOLVED (Willis/Macdonald)

That the report be received for information.

The resolution was carried unanimously.

14.3 Questions With Notice - Captains Flat Lead Progress

630/25

RESOLVED (Willis/Macdonald)

That the report be received for information.

The resolution was carried unanimously.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 Draft Community Strategic Plan****MOVED (Wilson/Preston)**

That Council endorse the draft Community Strategic Plan 2042 for public exhibition and that the community engagement report be reported to Council at the first Council meeting in April 2025.

AMENDMENT (Willis/Waterhouse)

That Council endorse the draft Community Strategic Plan 2042 for public exhibition and that the community engagement report be reported to Council at the first Council meeting in April 2025 with the following amendments:

1. Amend strategy 1.2 to read: Provide opportunities for people to participate in arts, performance and cultural gatherings, events and exhibitions.
2. At strategy 1.4, delete 'provide'.
3. Amend strategy 1.6 to read: Increase community wellbeing by improving safety, telecommunications coverage and equitable access to timely care.
4. At strategy 2.2, delete 'Foster'.
5. Amend strategy 2.3 to read: Ensure our local businesses meet required standards and minimise environmental harm.
6. Amend strategy 3.2 to read: Minimise the environmental impact of development.
7. Amend Strategy 3.3 to read: Reduce greenhouse gas emissions and improve our sustainability and climate resilience.
8. Amend strategy 4.3 to read: Increase active transport by providing for safe pedestrian movement, more footpaths and connected walking and cycling tracks.
9. Amend strategy 4.6 to read: Maintain and protect open spaces, parks, reserves and waterways.
10. Amend strategy 4.9 to read: Manage the region's waste systems to meet community needs, reduce waste to landfill, and recover and reuse resources.
11. Amend strategy 5.6 to read: Encourage and support the community to shape local decision-making.
12. Amend the Measure tables as follows:
 - a. Mortgage costs – desired trend should be decreasing
 - b. Rental costs – desired trend should be decreasing
 - c. Persons with no non-school qualifications – this measure should probably read no post-school qualifications, and the desired trend would be decreasing
 - d. Co2 emissions per capita – desired trend should be decreasing

The amendment (of Crs Willis and Waterhouse) was put and lost.

For: Crs Waterhouse and Willis

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

AMENDMENT (Winchester/Wilson)

That consideration of the draft Community Strategic Plan be deferred to the 26 February 2025 meeting.

The amendment (of Crs Winchester and Wilson) was put and carried unanimously.

The amendment became the motion.

631/25

RESOLVED (Winchester/Wilson)

That consideration of the draft Community Strategic Plan be deferred to the 26 February 2025 meeting.

The resolution was carried unanimously.

9.2 Community Engagement Strategy 2025-2028**MOVED (Grundy/Willis)**

That Council:

1. Endorse the draft Community Engagement Strategy 2025-2028 for public exhibition for a period of 28 days.
2. Receive a future report on the results of community feedback on the draft.

AMENDMENT (Willis/Wilson)

That Council:

1. Endorse the draft Community Engagement Strategy 2025-2028 for public exhibition for a period of 42 days.
2. Receive a future report on the results of community feedback on the draft.

The amendment (of Crs Willis and Wilson) was put and carried.

For: Crs Livermore, Macdonald, Preston, Waterhouse, Willis, Wilson and Winchester

Against: Crs Broadbent, Grundy and Schweikert

The amendment became the motion.

MOVED (Willis/Wilson)

That Council:

1. Endorse the draft Community Engagement Strategy 2025-2028 for public exhibition for a period of 42 days.
2. Receive a future report on the results of community feedback on the draft.

AMENDMENT (Broadbent/Grundy)

That consideration of this item be deferred to 26 February 2025 meeting.

The amendment (of Crs Broadbent and Grundy) was put and lost.

For: Crs Broadbent, Grundy, Schweikert and Waterhouse

Against: Crs Livermore, Macdonald, Preston, Willis, Wilson and Winchester

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

632/25

RESOLVED (Willis/Wilson)

That Council:

1. Endorse the draft Community Engagement Strategy 2025-2028 for public exhibition for a period of 42 days.
2. Receive a future report on the results of community feedback on the draft.

The resolution was carried unanimously.

9.3 Post Exhibition Report - Cat Containment Policy**MOVED (Macdonald/Broadbent)**

That Council adopt the draft Cat Containment Policy with the following amendments:

1. At Section 3.1, insert the words 'see maps in Appendix 1'.
2. Change the title of Appendix 1 to read 'Current Cat Containment Area Maps'.

During discussion, Cr Waterhouse left the meeting at 6.50pm and returned at 6.52pm.

AMENDMENT (Wilson/Preston)

That Council adopt the draft Cat Containment Policy with the following amendments:

1. At Section 3.1, insert the words 'see maps in Appendix One'.
2. Change the title of Appendix One to read 'Current Cat Containment Area Maps'.
3. Scope of Policy:
 - 3.3 All cats in urban areas of the Queanbeyan Palerang Local Government Area born on or after 1 January 2025.
 - 3.4 All cats in urban areas of the Queanbeyan Palerang Local Government Area 1 July 2026.

PROCEDURAL MOTION

633/25

RESOLVED (Winchester/Broadbent)

That the meeting adjourn for five minutes.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for a short break at 7.06pm and resumed at 7.11pm.

Following the adjournment, the amendment (of Crs Wilson and Preston) was moved in an amended form.

AMENDMENT (Wilson/Preston)

That Council adopt the draft Cat Containment Policy with the following amendments:

1. At Section 3.1, insert the words 'see maps in Appendix 1'.
2. Change the title of Appendix 1 to read 'Current Cat Containment Area Maps'.
3. Scope of Policy:
 - 3.3 All cats in urban areas of the Queanbeyan Palerang Local Government Area born on or after 1 January 2025 and amend Appendix 1 to include all urban areas of the LGA.
 - 3.4 All cats in urban areas of the Queanbeyan Palerang Local Government Area from 1 July 2026 and amend Appendix 1 to include all urban areas of the LGA.

The amendment (of Crs Wilson and Preston) was put and carried.

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

Against: Crs Macdonald, Schweikert and Willis

The amendment became the motion.

MOVED (Wilson/Preston)

That Council adopt the draft Cat Containment Policy with the following amendments:

1. At Section 3.1, insert the words 'see maps in Appendix 1'.
2. Change the title of Appendix 1 to read 'Current Cat Containment Area Maps'.
3. Scope of Policy:
 - 3.3 All cats in urban areas of the Queanbeyan Palerang Local Government Area born on or after 1 January 2025 and amend Appendix 1 to include all urban areas of the LGA.
 - 3.4 All cats in urban areas of the Queanbeyan Palerang Local Government Area from 1 July 2026 and amend Appendix 1 to include all urban areas of the LGA.

AMENDMENT (Wilson/Broadbent)

That Council adopt the draft Cat Containment Policy with the following amendments:

1. At Section 3.1, insert the words 'see maps in Appendix 1'.
2. Change the title of Appendix 1 to read 'Current Cat Containment Area Maps'.
3. Scope of Policy:
 - 3.3 All cats in urban areas of the Queanbeyan Palerang Local Government Area born on or after 1 March 2025 and amend Appendix 1 to include all urban areas of the LGA.

3.4 All cats in urban areas of the Queanbeyan Palerang Local Government Area from 1 January 2027 and amend Appendix 1 to include all urban areas of the LGA.

5.3: From 1 July 2025 - All cats in urban areas born on or after 1 March 2025.

From 1 January 2027 - All cats in the urban areas of Queanbeyan Palerang Local Government Area.

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

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

Against: Crs Broadbent, Grundy, Macdonald, Schweikert and Willis

With the vote being five-all, the Mayor exercised his casting vote and declared the amendment carried.

The amendment became the motion.

634/25

RESOLVED (Wilson/Broadbent)

That Council adopt the draft Cat Containment Policy with the following amendments:

1. At Section 3.1, insert the words 'see maps in Appendix 1'.
2. Change the title of Appendix 1 to read 'Current Cat Containment Area Maps'.
3. Scope of Policy:

3.3 All cats in urban areas of the Queanbeyan Palerang Local Government Area born on or after 1 March 2025 and amend Appendix 1 to include all urban areas of the LGA.

3.4 All cats in urban areas of the Queanbeyan Palerang Local Government Area from 1 January 2027 and amend Appendix 1 to include all urban areas of the LGA.

5.3: From 1 July 2025 - All cats in urban areas born on or after 1 March 2025

From 1 January 2027 - All cats in the urban areas of Queanbeyan Palerang Local Government Area

The resolution was carried.

For: Crs Livermore, Macdonald, Preston, Willis, Wilson, Waterhouse and Winchester

Against: Crs Broadbent, Grundy and Schweikert

9.4 Regional Economic Development and Community Investment Program

This item was dealt with in earlier business.

9.5 Renewal of Licence Agreement with Queanbeyan Players - 18 Barrow Place, Queanbeyan East

635/25

RESOLVED (Willis/Preston)

That Council endorse the renewal of the licence agreement over 18 Barrow Place, Queanbeyan East, with Queanbeyan Players for \$1,500 per annum for a further two-year term.

The resolution was carried unanimously.

10.1 Captains Flat Lead Management Network Update

This item was dealt with in earlier business.

10.2 Update on Memorial Park, Googong

636/25

RESOLVED (Grundy/Willis)

That the report be received for information.

The resolution was carried unanimously.

10.3 Regional Sports Complex Business Plan Review Update

637/25

RESOLVED (Macdonald/Wilson)

That the report be received for information.

The resolution was carried unanimously.

10.4 Update on Captains Flat Pool

638/25

RESOLVED (Willis/Macdonald)

That the report be received for information.

The resolution was carried unanimously.

10.4 Update on Captains Flat Pool

This item was dealt with in earlier business.

10.5 Councillor Workshops

639/25

RESOLVED (Preston/Willis)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES**11.1 Local Traffic Committee Meeting Minutes - 4 February 2025**

640/25

RESOLVED (Schweikert/Wilson)

That:

1. Council endorse the 4 January 2025 Local Traffic Committee draft meeting minutes and the associated recommendations as follows:
 - a. LTC 01/2025 – Approve the 2025 Queanbeyan Multicultural Festival Event for 2 March.
 - b. LTC 02/2025 – Approve the 2025 Queanbeyan Rodeo Event for 8 March.
 - c. LTC 03/2025 – Approve the 2025 Husky Ultra Festival Event for 20 February.
2. All the Queanbeyan showground gates remain open and unlocked.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

There were no Notices of Motions

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegates Reports.

14. QUESTIONS WITH NOTICE**14.1 Questions With Notice - Nerriga Road, Braidwood**

641/25

RESOLVED (Waterhouse/Macdonald)

That the report be received for information.

The resolution was carried unanimously.

14.2 Questions With Notice - Bungendore Lead Contamination Works

642/25

RESOLVED (Willis/Preston)

That the report be received for information.

The resolution was carried unanimously.

14.3 Questions With Notice - Captains Flat Lead Progress

This item was dealt with in earlier business.

14.4 Questions With Notice - Braidwood Carpark Update

643/25

RESOLVED (Waterhouse/Preston)

That the report be received for information.

The resolution was carried unanimously.

644/25

14.5 Questions With Notice - New Hume Recycling Centre**RESOLVED (Willis/Macdonald)**

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 Winchester advised that there were items on the Agenda that should be dealt with in Closed Session.

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

There were no presentations.

16. REPORTS FOR CLOSED SESSION**MOVED (Winchester/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 Legal Matters Update - 1 July 2024 to 31 December 2024

Item 16.1 is confidential in accordance with s10(A) (c) (di) (e) (g) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it; AND information that would, if disclosed, prejudice the maintenance of law; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Deed of Settlement Minister Education and Early Learning: Bungendore Properties Reinstatement

Item 16.2 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.

AMENDMENT (Schweikert/Grundy)

That item 16.2 be dealt with in Open Session.

The amendment was withdrawn by the mover.

645/25

RESOLVED (Winchester/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 Legal Matters Update - 1 July 2024 to 31 December 2024

Item 16.1 is confidential in accordance with s10(A) (c) (di) (e) (g) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it; AND information that would, if disclosed, prejudice the maintenance of law; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Deed of Settlement Minister Education and Early Learning: Bungendore Properties Reinstatement

Item 16.2 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.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 7.46pm to discuss the matters listed above.

16.1 Legal Matters Update - 1 July 2024 to 31 December 2024

646/25

RESOLVED (Preston/Willis)

That the report be received for information.

The resolution was carried unanimously.

16.2 Deed of Settlement Minister Education and Early Learning: Bungendore Properties Reinstatement**MOVED (Wilson/Preston)**

That Council:

1. Approves the Deed of Settlement with the NSW Minister for Education and Early Learning and Queanbeyan-Palerang Regional Council.
2. Authorise the General Manager to sign the Sale Contracts for the purchase of the following:
 - 2 Majara Street and Majara Street Road Reserve, Bungendore NSW 2621 being Lots 12 DP 1139067 and Lots 1 DP 1276279, for \$1 each.
 - 4, 6 and 10 Majara Street, Bungendore NSW 2621, being Lots 13 and 14 DP 1139067 and Lots 3 DP 830878, for \$1 each.
3. Upon settlement, classify the land at 2, 4-6 and 10 Majara Street Bungendore vested in Council as Operational Land.
4. Proceed to the reopening of Majara Street as a Council Road.
5. Authorise the General Manager to prepare the notice of discontinuance of the Court Proceedings for the Crown Land and Council Land to the Minister.

Crs Broadbent and Grundy left the meeting at 7.57pm.

647/25

RESOLVED (Wilson/Preston)

That Council:

1. Approve the Deed of Settlement with the NSW Minister for Education and Early Learning and Queanbeyan-Palerang Regional Council.
2. Authorise the General Manager to sign the Sale Contracts for the purchase of the following:
 - 2 Majara Street and Majara Street Road Reserve, Bungendore NSW 2621 being Lots 12 DP 1139067 and Lots 1 DP 1276279, for \$1 each.
 - 4, 6 and 10 Majara Street, Bungendore NSW 2621, being Lots 13 and 14 DP 1139067 and Lots 3 DP 830878, for \$1 each.
3. Upon settlement, classify the land at 2, 4-6 and 10 Majara Street Bungendore vested in Council as Operational Land.
4. Proceed to the reopening of Majara Street as a Council Road.
5. Authorise the General Manager to prepare the notice of discontinuance of the Court Proceedings for the Crown Land and Council Land to the Minister.

The resolution was carried.

For: Crs Livermore, Preston, Willis, Wilson, Waterhouse and Winchester

Against: Crs Macdonald and Schweikert

Crs Broadbent and Grundy returned to the meeting at 7.58pm.

648/25

RESOLVED (Winchester/Preston)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.58pm.

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 Mayor then read out the decisions of Council made in Closed Session.

17. CONCLUSION OF THE MEETING

The time being 7.59pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER
MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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.

9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)

File Reference: REV.2024.0001

Recommendation

That Council:

1. Receive the report under Section 8.2 Review of Determination REV.2024.0001 (DA.2022.1658) for change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale Lot 3 DP 79065.
 2. Approve Section 8.2 Review of Determination REV.2024.0001 (DA.2022.1658) for change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale Lot 3 DP 79065, granting conditional development consent.
-

Summary

Council has received an application for Review of Determination pursuant to Section 8.2 of the Environmental Planning & Assessment Act 1979 (EP&A Act) for DA.2022.1658 for the change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale described as Lot 3 DP 79065. Refer to Attachment 1 being the applicants submission made with the Review application on 29/05/2024.

Section 8.2 of the EP&A Act enables an applicant to request a Review of Council's determination of a Development Application. The application for the Review of determination was made within the necessary timeframes, as set out in Section 8.3 of the EP&A Act, and as such it has been lawfully made and has been processed accordingly.

The development application (DA.2022.1658) was originally determined under delegated authority on 7 December 2023 and refused with thirteen (13) reasons, refer to the Notice of Determination, Attachment 2.

This application has been referred to Council as it is a Review of a decision made by a delegate of Council, and as set out in Section 8.3(4) of the EP&A Act the Review must be made by Council.

Proposal:	Change of use of farm shed to rural industry – the regular servicing or repairing of plant or equipment used for the purposes of a rural enterprise.
Applicant/Owner:	Upside Planning / Thomas William Clarke
Subject Property:	Lot 3 DP 79065, 316 Sawyers Ridge Road, Reidsdale
Zoning and Permissibility:	RU1 Primary Production under Queanbeyan Palerang Regional Local Environmental Plan 2022 (QPRLEP 2022)
Public Submissions:	Three (3)
Issues Discussed:	Planning Requirements Permissibility of Land use Sydney Water Catchment Requirements
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)
(Continued)

Background

Proposed Development

The proposed development is for the change of use of an existing farm shed to a rural industry, refer to Attachment 6 for the plans. The Review of determination application has been supported by a submission addressing each reason for refusal, with further information provided making the case for the proponent. Section 8.3(3) of the EP&A Act allows the original application for development consent to be modified or amended where it is substantially the same development.

Subject Property

The subject site is Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale. The site is located on the western side of Sawyers Ridge Road and has an area of 10.95 ha. The subject site is located within the undulating landscape of Reidsdale; however, it is generally a flat site. Reidsdale Creek traverses the site through the middle. The property also benefits from a small dam in the southeast corner of the site, adjacent to the formed driveway access.



Planning Requirements

The development application has been assessed afresh having regard for the original development application, the Review of determination submission, the plans and statement of environmental effects, external referrals and submissions made.

The assessment of the application has been undertaken in accordance with Section 4.15 of the EP&A Act. The matters for consideration have been fully addressed in the assessment

**9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)
(Continued)**

and review of the application. Refer to Attachment 3 for the full Section 4.15 Assessment of DA.2022.1658 completed as part of this Review of determination application.

The following assessment is made in relation to each reason for refusal, the applicant's submission, and concluding Review referring to the Section 4.15 Assessment where relevant.

Reason for Refusal 1

The application was refused as there was insufficient information to enable full and detailed assessment under relevant State Environmental Planning Policy (Biodiversity and Conservation) 2021, to ensure protection of the biodiversity values across this site which is mapped as having both Biodiversity Values at State and Local level.

The applicant has submitted that Council did not request further information. The applicant provided additional information to the Department of Planning and Environment (DPE), setting out that there is no native vegetation in the riparian mapped Biodiversity Values and Terrestrial Biodiversity. Council was included in this communication.

Concluding the Review of the application and this reason, the applicant has addressed this reason and there is no further information required. There is nothing further to assess in relation to this reason with the proposal satisfying the requirements of the State Environmental Planning Policy (Biodiversity and Conservation 2021). Refer to 4.47 in the Section 4.15 Assessment, Attachment 3.

Reason for Refusal 2

The application was refused as there was insufficient information to enable full and detailed assessment under relevant State Environmental Planning Policy (Biodiversity and Conservation) 2021, to ensure protection of the water quality across the site as the site is within the Sydney Drinking Water Catchment.

The applicant has submitted that Council did not request further information, and that the application addressed most of the matters. The rural industry does not use water in its operations and does not require the storage of chemicals.

Concluding the Review of the application and this reason, the application was referred to Water NSW, with their response being provided on 4 September 2024 advising that the proposal can achieve a neutral or beneficial effect on water quality provided appropriate conditions are included in any development consent.

Refer to the External Referrals section in the Section 4.15 Assessment, Attachment 3.

Reason for Refusal 3

The application was refused as the proposed and existing prohibited use to this site is inconsistent with the aims of QPRLEP 2022 insofar as the proposal does not protect water quality (Sydney Water Drinking Catchment and Creek) across the site and may be causing pollution of the water values across the site. The use is not considered to be orderly and economic use of this rural land with regard to ecological sustainability principles because this issue has not been addressed by the application.

The applicant has submitted that the rural industry does not use water in its operations and does not require the storage of chemicals.

Concluding the Review of the application and this reason, the application was referred to Water NSW, with concurrence provided subject to conditions. From site inspection it is evident that the use is being undertaken in an orderly manner and is consistent with a rural industry, without harm to ecological or sustainability principles. Refer to the Section 4.15 Assessment, Attachment 3.

**9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)
(Continued)**

Reason for Refusal 4

The application was refused as the proposed and existing prohibited use to this site is not consistent with the objectives of the RU1 Primary Production zone because it does not minimise the impact of the development on the natural environment. The scope of use is more than a rural industry and the commercial use of the site establishes an undesirable precedent and is contrary to the objectives of the RU1 Primary Production Zone.

The applicant has submitted that the development application has explained the nature of the proposed use and provided context for the business operations. The proposed use is permitted with consent.

Concluding the Review of the application and this reason, the applicant has clarified through the review application the extent and nature of the proposed use. The QPRLEP 2022 provides the definition of a rural industry which includes; (f) the regular servicing or repairing or plant or equipment used for the purposes of a rural enterprise [sic]. The proposed use accords with the definition and is a use permitted with consent under the QPRLEP 2022. Refer to Section 4.15(1)(a) in the Assessment, Attachment 3.

Reason for Refusal 5

The application was refused as the use proposed and existing to this site and the unapproved building (shed) that are the subject of this application is not found to be consistent with the definition for Rural Industry insofar as the permissibility outlined in the Queanbeyan Palerang Local Environmental Plan 2022 (QLEP 2022) because:

(a) The building is being used for metal fabrication that is considered to comprise a use under the Standard LEP definition of 'general industry'. 'General Industry' comprises a prohibited use within zone RU1 under QLEP 2022.

(b) The extent of fabrication works being undertaken at the subject property without consent and associated business known as 'Braidwood Fabrication Pty Ltd' comprises a wide range of metal fabrication work considered to exceed the enabling part of the definition provided under rural industry as relied upon for this application which states '... (f) the regular servicing or repairing of plant or equipment used for the purposes of a rural enterprise.'

The applicant has submitted that development consents are concerned with the proposed use of land not the user's identity. The applicant ceased using the shed as a rural industry in accordance with Council's enforcement notice ON.2021.0103. The purpose of the development application is to remedy the matter and operate in accordance with an approval.

Concluding the Review of the application and this reason, the proposed use runs with the land and the identity of the user is not a planning consideration. Furthermore, development applications should be assessed without due regard to any enforcement matters. Undue weight was given to the planning enforcement matter which was not a material planning consideration with the development application. Matters of environmental harm and adverse impact from an unauthorised use may be given weight, however from site inspection as part of this Review, the site is maintained and kept in an orderly state. The applicant has submitted that the proposed use is a 'rural industry' and not 'general industry' and through conditions the use is able to operate within planning controls. Refer to the recommended conditions of consent, Attachment 4.

**9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)
(Continued)**

Reason for Refusal 6

The application was refused as the proposal contravenes the objectives and controls of the Palerang DCP 2015 for a rural industry due to the following reasons:

- (i) Unreasonable noise impact in the surrounding rural setting.
- (ii) Unspecified daily vehicle movements and the impact on the rural setting.
- (iii) It is not clear how the proposed use complies with the management of waste and wastewater.
- (iv) The application does not include the source and amount of water to be used for the proposed use.
- (v) The application does not address the full and detailed extent of clearing proposed to the site and its impacts.
- (vi) The use is found to comprise industry which is prohibited in the RU1–Primary Production zone

The applicant has submitted that these matters are addressed in the development application submitted statement of environmental effects which the council did not read / consider, as the proposed use would have one employee, and have an average of 3 daily vehicle movements.

Concluding the Review of the application and this reason, the applicant has confirmed the scale of the rural industry and in so doing confirmed that the extent of the use would not be contrary to the objectives and controls of the Palerang DCP 2015. Furthermore, planning control through conditions would limit the use to this scale and ensure compliance with the objectives of the zone. Refer to Section 4.15(1)(a)(iii) in the Assessment, Attachment 3, which further addresses this issue. The recommended conditions of consent would regulate the use of the shed, refer to Attachment 4.

Reason for Refusal 7

The application was refused as insufficient information has been provided further to a request from council under Clause 36 of the Regulation and accordingly the proposal is refused.

The applicant has submitted that this is incorrect as no request for further information was made.

Concluding the Review of the application and this reason, the Biodiversity Conservation Division of the NSW Department of Environment and Heritage requested clarification which the applicant responded to on 13/2/2023. The Review application has provided the information needed for the assessment to be completed, and recommendations to be made for Council's consideration. Refer to the Section 4.15 Assessment, Attachment 3.

Reason for Refusal 8

The application was refused under the Regulation, the use of the existing unauthorised shed for the purpose of a general industrial use would classify it as a Class 8 building under the BCA which required the submission of a fire safety report to address among other things: access, evacuation, water supply, hazardous materials etc. Further, a bushfire report prepared by a BPAD accredited practitioner has not been provided as a part of this application.

The applicant has submitted that, as Council's Building Officer put it, "given the size of the shed and its location, only portable fire extinguishers would be required". There are portable extinguishers, and these have been shown in the updated plans. A bushfire report is not required to be prepared by a BPAD-accredited practitioner for a development supplication of this nature.

**9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)
(Continued)**

Concluding the Review of the application and this reason, the applicant has submitted information and plans to demonstrate that the proposed use can overcome this issue, and that nothing further is required for this issue. Refer to Section 4.14 in the Assessment, Attachment 3, which confirms that nothing further is required for this issue. The recommended conditions of consent would further secure this control for the site.

Reason for Refusal 9

The application was refused as insufficient information has been provided to enable council to ascertain the potential environmental impacts of the existing / proposed prohibited use to the site. Site inspections have revealed pollution to the site and continues to be concerned regarding likely negative environmental impacts from the existing / proposed use.

The applicant has submitted that the Council has sufficient information to understand the absence of impact. The council's enforcement officer has visited the site and suggested improving the management of the landowners' hobbies. The Council has misunderstood the nature of the proposal and the related absence of material impact.

Concluding the Review of the application and this reason, the assessment of the application is for the proposed use of the shed as a rural industry. The land use is permitted with consent in the subject zone. The enforcement investigation is not relevant to the assessment, however notwithstanding that, the occupier ceased the use of the shed and made the development application to enable through conditions of consent, compliance. All development applications are to be considered on face value, the applicant proposes a rural industry and has ceased any previous unauthorised use. They do not intend to operate a general industry from the site. The purpose of the planning system is to regulate land uses through conditions. It is recommended that conditions can be imposed to ensure that the use is acceptable in planning terms. Refer to Attachment 4 for the recommended conditions of consent.

Reason for Refusal 10

The application was refused as the site is not considered suitable for the proposed use because it is highly constrained being bushfire prone, Sydney water drinking catchment land with a creek running through it and the high value vegetation and associated biodiversity vales mapped by both local and state government sources.

The applicant has submitted that the predictive modelling regarding native vegetation is not reflected on the ground. This can be ascertained by a site visit. Aside from the creek itself, which is unaffected, the site is not constrained. A bushfire report supported the development application.

Concluding the Review of the application and this reason, this has been further addressed above in this report given that Water NSW concurrence has been provided.

Reason for Refusal 11

The application was refused as objections to the proposed/existing use raise serious concerns regarding localised environmental impacts which are substantiated through the assessment process and ongoing compliance issues to the site.

The applicant has submitted that the objections raise issues that are not grounded in the permissibility of the proposal, the nature of the proposal and an understanding of the RU1 Primary Production zoning. Most of the issues raised do not relate to the proposed use. The source of the objection is from a dwelling over 300 metres away. The development application contains supporting letters from locals who understand the essential service that the landowner would provide, understand how rural enterprises function and appreciate that rural enterprises require sheds to operate from and involve vehicle movements.

**9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)
(Continued)**

Concluding the Review of the application and this reason, the notification of the Review application led to receipt of three (3) submissions, refer to Attachment 5 for redacted versions of the submissions. The Section 4.15(1)(d) of the Assessment provides a full considered response to the submissions. Separate to the Review of this reason for refusal, this report provides further comments on the submissions under a following section.

Reason for Refusal 12

The application was refused as council considers there to be no overriding public interest in favour of granting consent for the proposed development.

The applicant has not submitted any specific comment in relation to this reason for refusal, as their submission on all other reasons make their case.

Concluding the Review of the application and this reason, in the absence of other sustainable planning reasons to refuse, the proposal is not in conflict with the public interest. This is further addressed in this report under a following section.

Reason for Refusal 13

The application was refused development consent for the use of the shed not the shed itself. The shed was built without consent and a building information certificate shall be sought for its retention according to EP & A Act 1979.

The applicant has not submitted any specific comment in relation to this reason and the need for a building information certificate.

Concluding the Review of the application and this reason, where Council is minded to grant development consent, the conditions would include the requirement for a Building Information Certificate for the shed. This reason for refusal is made as, should an applicant progress to appeal the determination of the development application in the NSW Land and Environment Court, this reason would alert the Court to the opinion of council that a Building Information Certificate should be required in any consent granted.

The visual impact of the existing shed is one of the concerns from submitters, however it should be noted that the shed may continue to occupy the site, and through a Building Information Certificate the owner occupier can continue to use the shed as a farm shed. The development application seeks to establish the sheds use as a rural industry, and through that, condition the proposed plans that includes vegetation screening on the site. The development application does not create the visual harm, it seeks to establish the orderly use of the existing shed, which may continue to occupy the site through a Building Information Certificate. The presence of the shed is not a reason for refusal.

Financial Implications

The proposal is an economic use located in the rural area of the LGA, within the community that would be served by the rural industry use. It is an economic use for the owner / occupier of the site, enabling income as well as diversification of rural uses in accordance with the objectives of the land use zone. While letters of support were not made for the Review of determination, the development application file for DA.2022.1658 received six (6) letters of support from the rural community that indicated that this is a service they would use as it supports their rural activities.

Engagement

The application was notified in accordance with the Community Engagement and Participation Plan from 18 July 2024 to 5 August 2024, with three (3) submissions received, with redacted copies attached, refer to Attachment 5. The assessment of these concerns has been addressed in the Section 4.15 Assessment, refer to Attachment 3.

**9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry, Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)
(Continued)**

The Review of determination includes the notification process and enables previous submitters to comment on the applicant's submission. The issues raised have been reviewed. Many of the issues have been addressed within the body of the Section 4.15 assessment, and furthermore in the Review against each reason for refusal.

The planning system protects the public interest through the provision of development consents, with conditions and reasons attached, which enable the compliance of development and land use. With the proposed land use being permissible, it is in the wider public interest to enable the use to operate in a regulated manner with conditions.

Compliance or Policy Implications

The proposal supports the Queanbeyan Palerang Local Environmental Plan 2022 through the diversification of primary industry enterprises, and provision of a rural industry.

Section 8.2 of the EP&A Act provides the legal framework for Review of determinations, enabling the applicant to access this approach instead of a planning appeal process.

Links to QPRC/Regional Strategic Plans

The proposal supports the economic use of RU1 Primary Production land supporting the objectives of the Queanbeyan Palerang Local Environmental Plan 2022.

Conclusion

The Review of the determination of DA.2022.1658 for the change of use of a farm shed to rural industry at 316 Sawyers Ridge Road Reidsdale described as Lot 3 DP 79065 was submitted with Council on 29 May 2024. The application for Review was lawfully made within the necessary timeframe, and it has progressed to be reviewed. The Review has included the notification of the application and referral to Water NSW.

Three (3) submissions were made on the Review application. Water NSW have issued their concurrence letter and conditions for development consent.







The main issue raised by the proposal is the permissibility of the land use, with the Review concluding that based on the scale and nature of the proposed use, and the information submitted, it accords with the definition of a Rural Industry and as such is permissible with development consent in the RU1 Primary Production zone.

The impact of the proposed use in the Sydney Water Catchment was key in the assessment and decision of the development application. Through the information submitted and referral response, the applicant has been able to address this issue, and as such matters of environmental impact on the water catchment are resolved.

Having regard for the QPRLEP 2022, planning requirements, and all material considerations, the proposal is concluded to be acceptable in planning terms and that through the imposition of conditions of consent and compliance, the rural industry can operate without environmental harm and adverse impacts. It is recommended that the Review be accepted, and conditional development consent be granted in accordance with the recommended conditions and plans, refer to Attachments 4 and 6.

9.1 REV.2024.0001 for DA.2022.1658, Change of Use of Farm Shed to Rural Industry,
Lot 3 DP 79065, 316 Sawyers Ridge Road Reidsdale (Author: Ryan/Ormella)
(Continued)

Attachments

- Attachment 1  Application Review by Upside Planning (*Under Separate Cover*)
- Attachment 2  Notice of Determination DA.2022.1658 (*Under Separate Cover*)
- Attachment 3  Section 4.15 Assessment (*Under Separate Cover*)
- Attachment 4  Recommended Conditions of Consent (*Under Separate Cover*)
- Attachment 5  Redacted Submissions (*Under Separate Cover*)
- Attachment 6  Proposed Plans (*Under Separate Cover*)

9.2 Quarterly Budget Review Statement for the Quarter Ending 31 December 2024
(Author: Monaghan/Sligar)

File Reference: 43.7.2-28

Recommendation

That Council:

- 1. Receive the December 2024 Quarterly Budget Review Statement.**
 - 2. Adopt the budget variations outlined in the report.**
 - 3. Note the opinion of the Responsible Accounting Officer in relation to Council's financial performance and projected year result is satisfactory.**
-

Summary

The December 2024 Quarterly Budget Review Statement (QBRS) provides a summary of Council's financial performance at the end of the December 2024 quarter and reports on progress made against the original budget adopted by Council in its 2024-25 Operational Plan.

The second quarter budget review provides an opportunity to review the current adopted budget and progress on delivery of services and capital works. This review includes any budget adjustments that have already been approved by Council during the period from October 2024 to December 2024, and re-forecasts the delivery of the capital works program into future years. This work is completed in conjunction with the development of the draft 2025/26 budget and operational plan.

Council approval of the budget variations as recommended is sought.

Background

Quarterly Budget Review Statements provide progress reporting against the original annual budget, and subsequent revisions at the end of each quarter. A detailed list of budget adjustments recommended is provided in the attached September Quarterly Budget Review Statement attached.

Report

The Quarterly Budget Review Statement for December 2024 forms an attachment to the agenda item.

Risk/Policy/Legislation Considerations

Council prepares quarterly budget review statements in accordance with clause 203(1) of the Local Government (General) Regulation 2005 which requires that, not later than 2 months after the end of each quarter, excluding the June quarter, the Responsible Accounting Officer (RAO) must submit a budget review statement to Council.

The budget review statement must include or be accompanied by a report as to whether or not the RAO believes that the statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure, and if that position is unsatisfactory, recommendations for remedial action.

9.2 Quarterly Budget Review Statement for the Quarter Ending 31 December 2024 (Author: Monaghan/Sligar) (Continued)

In the opinion of the RAO, the December QBRS projects that the financial position as at 30 June 2025 will be satisfactory. It is noted remedial action has already been taken including:

1. Future budgets need to be in surplus to restore to an adequate level of working capital. Opportunities to improve the general fund's income has begun with the implementation of the special rate variation of 18% for 3 years. Focus needs to be on future year results.
2. Opportunities to increase other revenue, such as fees and charges, must be considered with the adoption of each Operational Plan;
3. Expenditure reductions including opportunities for efficiency savings and re-prioritisation of services to a financially sustainable level is to be a focus of each budget review;
4. Improved unrestricted cash position needs to be monitored and maintain and increase to this position
5. Confirm Council's objectives:
 - a. that general fund expenditure does not exceed income,
 - b. there is enough available cash to pay current liabilities
 - c. and assets are maintained to a standard that meets community expectations.

Financial, Budget and Resource Implications

Cash Result:

The budget adjustments recommended to Council for approval result in a forecast unrestricted cash position of \$2.3 million.

The primary drivers behind the change to unrestricted cash include:

- Reduction in forecast income from development application fees
- Expenditure incurred in undertaking emergency decontamination work at the Animal management facility
- Timing adjustment to the recovery of corporate costs associated with capital works. As the delivery of some capital projects have been extended into a future financial year, the recovery of corporate costs associated with those projects has also been extended in a future year.

Development Application fees:

Council has been monitoring the market and its impact on the level of development occurring within the local government area. The table below shows the decline in Development Applications and Construction Certificates coming through council over the last few years.

	2024-25*	2023-24	2022-23	2021-22
No Development Applications	269	494	641	743
No Construction Certificates	62	120	197	269

* data as at February 2025

As at the time of writing this report, the level of applications is tracking below the level of 2023-24.

9.2 Quarterly Budget Review Statement for the Quarter Ending 31 December 2024 (Author: Monaghan/Sligar) (Continued)

High interest rates prevailing over the last few years have resulted in larger developers delaying 'turning dirt' on their staged approvals. Over the past 18 months there has been a general decline reflected across the state.

This budget review is proposing to reforecast the expected income from Development applications and associated fees, to reflect the current market. This income source will continue to be monitored in light of expected interest rate cuts coming.

Cash and Reserves reported are a point in time measure. Unrestricted cash can move significantly up and down throughout the year based on large cashflow movements for quarterly rates instalments, grant payments and spending on large capital projects.

Projected Internal reserves balances are used as a device to restrict portions of surplus cash to make them unavailable for general purposes. They are a decision of Council to set aside surpluses for future expenditure, for example, employee leave entitlements, plant purchases, and infrastructure replacement. It is recognised that internal reserves balances are subject to change, via a Council resolution, based on the need of Council and may not guarantee that the cash is available for its original intended purpose.

Operating Result (Income Statement):

The proposed budget adjustments result in a net reduction to the consolidated budgeted surplus before capital items of \$6.3m. The forecast consolidated position is now \$1.3m surplus.

The table below shows the net operating result before capital items for each of the funds and the consolidated forecast result as at 30 June 2025, after each budget review.

Fund	Adopted Operational Plan (\$'000)	Sept 2024 (Qtr 1) (\$'000)	Dec 2024 (Qtr 2) (\$'000)	Variance (\$'000)
Consolidated	\$6,659	\$7,586	\$1,248	(\$6,337)
General	(\$3,975)	(\$3,021)	(\$10,402)	(\$7,381)
Waste	\$1,455	\$1,455	\$1,280	(\$175)
Water	\$3,401	\$3,387	\$4,106	\$719
Sewer	\$5,778	\$5,764	\$6,264	\$500

The primary drivers impacting the net consolidated result before capital items include:

- Reduction in forecast income from development application fees
- Increased income received from interest on investments. With a larger cash balance being held, additional interest income is being earned. However, a large portion of this income is attributable to Water and Sewer Funds and Developer contributions, whose income is required to be restricted and held in reserve.
- Increased depreciation expense. Council reforecasts depreciation expense after the audit has been finalised. Increases in Councils' asset base due to annual asset revaluations to ensure assets are represented at Fair Value and the significant value of contributed assets from developers is impacting the value of depreciation year on year.

Council had allowed an 11% increase in its depreciation expense for 2024/25 to \$44.5M budget. However, the budget underestimated the impact of continuing high inflationary impacts and the value of assets brought to account during the financial year. The revised budget forecasts an 30% increase in its depreciation expense for 2024/25 to \$52.0M.

**9.2 Quarterly Budget Review Statement for the Quarter Ending 31 December 2024
(Author: Monaghan/Sligar) (Continued)**

In 2023/24 Council received approximately \$84m in gifted assets. In the same year, Council's assets underwent a revaluation and indexation process which resulted in an increase to the value of Council's assets of \$148m. Additionally, Council constructed / acquired \$104M in new assets in 2023/24 and began depreciating an additional \$124M for the cost of assets constructed in previous years and completed in 2023/24.

Capital Projects Budget:

The 2024-25 capital works program after the first quarter review is \$101m.

In reviewing the progress of this work in 2024-25 and commencing work on developing the draft 2025-26 capital works program, a number of projects were identified as being delivered over the remaining current financial year and into the next. Some of these projects include:

- Jerrabomberrra Reservoir No2
- Briars Sharrow Bridge upgrade
- Braidwood carpark renewal at 88 Wallace Street

It is proposed to reduce the capital works program for 2024-25 to \$75.3m, with \$26m being re allocated to the 2025-26 financial year.

Agreement for the return of Council and Community Bungendore Properties:

In April 2022 the NSW Government compulsorily acquired Council Land and Property in Majara Street Bungendore for the purpose of establishing a high school in Bungendore. Council was paid \$9.7M for the property, however this wasn't enough to replace the community assets that would have to be rebuilt in new locations. These included the Bungendore Pool, the community centre, the Council Office and Carpark.

Council was unable to negotiate with the Government for adequate compensation, and therefore in December 2022, Council commenced court proceedings seeking a review of the compensation payable.

Whilst the legal matter has been ongoing, Council has commenced work to reinstate the lost assets, and ensure service continuation in temporary locations. Alternate properties in Bungendore have been purchased, temporary customer service has been established, staff have been relocated and the design of a new community pool has been contracted. Council has spent \$4.7M of the \$9.7M it was holding for the purpose; noting that unless the compensation was increased, there was not going to be enough funding to cover the cost of the replacement assets. Council had additionally spent \$1.7M from the Internal Property Reserve for the purchase of the temporary office at 13 Gibraltar Street and budgeted for the Property Reserve to be replenished when the temporary office could be vacated and sold once a permanent office was built.

In September 2024 the Government announced that it had acquired an alternative site for the new Bungendore High School, and therefore, the property acquired from Council could be returned. In November 2024 Council entered into a Heads of Agreement with the Government to return the Council Land and pay compensation to reinstate the community assets.

In February 2025, Council resolved a Deed of Settlement with the Minister for Education and Early Learning setting out the actions required to return each property, and to reinstate each asset, over a 5 year period back to Council ownership, care and control. The Deed of Settlement is expected to be signed by both parties in February, at which stage Council will proceed with a discontinuance of the court action.

**9.2 Quarterly Budget Review Statement for the Quarter Ending 31 December 2024
(Author: Monaghan/Sligar) (Continued)**

When the Deed of Settlement is signed, the budget will be realigned to reflect the shift in Council's projects; the detail of which will be reported to Council for a resolution.

In short, instead of using the funds for the purchase of new property and building a new community centre, office and pool, Council will use the balance of funds to reinstate the existing assets and complete the design of the new pool.

Links to QPRC/Regional Strategic Plans

This report is part of the Operational Plan 2024-25 reporting and in accordance with the NSW Local Government Regulations, and OLG Annual Reporting compliance requirements.

Conclusion

The December Quarterly Budget Review Statement provides a summary of Council's financial performance and reports on progress against the adopted budget and projected financial position to 30 June 2025 which will be satisfactory, with ongoing monitoring to ensure Council's longer term financial sustainability.

Attachments

Attachment 1 December Quarter Budget Review Statement (*Under Separate Cover*)



9.3 Application for a Council Cultural Grant from Braidwood Film Club Inc.
(Author: Richards/Mirowski)

File Reference: 11.10 Grants

Recommendation

That Council approve a Cultural Grant of \$1,000 towards costs for a free public screening of classic Australian films at Braidwood National Theatre, during the Queanbeyan-Palerang Heritage Festival.

Summary

On 7 February 2025 Braidwood Film Club Inc submitted an online application for a Cultural Grant, seeking \$1,000 assistance with costs for a public screening of three classic Australian films at Braidwood National Theatre, during the Queanbeyan-Palerang Heritage Festival in late April 2025.

This report seeks Council approval of a \$1,000 grant.

Background

Braidwood Film Club Inc. is an incorporated not-for-profit community group established in 2002, and with 56 members. The Club is planning a one-day mini film festival on Sunday 27 April 2025 on the ANZAC long-weekend. They are proposing to screen three movies: Gallipoli by Peter Weir, Kangaroo (1986) by Tim Burstall and 40,000 Horsemen by Charles Chauvel, an early Australian film maker.

The Film Club will be sourcing the films from the National Film and Sound Archive in Canberra, as they are currently not available on any streaming services. To participate in the Heritage Festival, the Club will need to offer free entry to the public but will be required to pay licencing fees to the archive for the non-commercial screening of the movies.

Report

The application has been assessed as eligible for a Cultural Grant of up to \$1,500 by Council staff and worthy of funding. The project meets the selection criteria of providing a festival or event which will engage the broader Queanbeyan-Palerang community. It will also advance the cultural and creative experiences of the community and contains educational components.

The applicant is an eligible not-for-profit entity and meets the criteria of contributing a matching dollar amount, either financial or in-kind towards the project. Braidwood Film Club Inc. has limited financial resources and cannot conduct this event without financial help from Council. The Club will be contributing \$100 hire fees for the Braidwood National Theatre, \$74 screening rights for 'Kangaroo', and many hours of volunteer labour regarding advertising, physical set up of the venue and film projection operations, meeting and greeting the public, and pack up. The applicant is seeking \$700 funds from Council for screening rights, \$250 for advertising banner graphics and \$50 for production of a promotional banner.

Braidwood National Theatre has a seating capacity for approximately 300 persons. The Film Club will be encouraging the participation of young people through including a cosy setting with bean bags, cushions and carpets, and the film screening will be widely advertised. Many young people attended the ANZAC ceremonies in Braidwood but have little opportunity to see historical films about these events. The Braidwood National Theatre was originally built as a movie house, and the Film Club seeks to honour its 'Tin Shed Theatre' heritage at this time of year.

9.3 Application for a Council Cultural Grant from Braidwood Film Club Inc. (Author: Richards/Mirowski) (Continued)

Braidwood has no commercial cinema, and to access a cinema for recreational or educational purposes residents are required to travel to Canberra, Batemans Bay or Goulburn plus pay ticket prices, which makes it very expensive. There will be educational and cultural benefits for local youth in viewing these early Australian classic movies.

Risk/Policy/Legislation Considerations

Under s.356 of the Local Government Act 1993, Council may exercise a function by resolution to provide various forms of financial assistance to the community through grants, donations, rental rebates, rate relief, non-financial contributions, in-kind donations and sponsorships. Councils Cultural Grants are administered in compliance with the QPRC Donations Policy, under which Council commits to providing financial assistance for the development of positive and beneficial projects which address the identified objectives of the QPRC Community Strategic Plan.

Financial, Budget and Resource Implications

There are sufficient funds available to pay this grant. The Cultural Grants allocation for 2024/25 is \$15,500. Council has approved three Cultural Grants in the 2024/25 financial year, and \$10,800 remains available in the allocation for distribution.

Links to QPRC/Regional Strategic Plans

This project aligns well with the goals and aspirations of the QPRC Community Strategic Plan. It will particularly address Strategic Pillar 1 Community and Strategy

1.1 Build cultural capacity through the availability and participation in the arts, performance and cultural gatherings, events and exhibitions.

Conclusion

This free viewing of Australian early classic films in Braidwood as part of the QPRC Heritage Festival has been assessed as eligible for funding, and as a worthy project.

This grant is recommended for funding.

Attachments

Attachment 1 Application for a QPRC Cultural Grant - Braidwood Film Club Inc (*Under Separate Cover*) - **CONFIDENTIAL**

File Reference: 26.4.1-4

Recommendation

That Council:

1. **Adopt in principle the following proposed name Carnation Drive for a new road created within Estate 2 at the South Jerrabomberra Urban Release Area.**
 2. **Exhibit the names for public comment for 28 days.**
 3. **Publish a notice in the NSW Government Gazette if no objections are received.**
-

Summary

Council has received a request from the proponents of the South Jerrabomberra Urban Release Area to name the road within of Estate 2 of the subdivision. This report seeks to adopt the road name Carnation Drive for use in Tralee and recommends endorsement for public exhibition.

Background

Council has previously worked with the applicant's consultant and the NSW Geographical Names Board (GNB) to generate a pre-approved list of names for this development which differ from those elsewhere in the local government area and meet the criteria for road naming set down by the GNB. The developer has chosen Carnation Drive from this list of pre-approved road names to progress to approved for use.

Report

The South Jerrabomberra Urban Release Area (formerly South Tralee) was approved by the Joint Regional Planning Panel under DA 395-2017 in August 2018. Construction of the first stage of the subdivision (Estate 1) is near completion and road names have been approved and gazetted. Road naming for stages 1, 2A, 2B and 2C in Estate 2 have also been finalised and the assessment of road names for further stages in Estate 2 is now underway.

In accordance with Clause 6.2.2 of Council's Road Names Policy, Council has worked with the applicant's consultant and the NSW Geographical Names Board (GNB) to arrive at a list of names which differ from those elsewhere in the local government area and meet the criteria for road naming set down by the GNB. The developer has chosen to continue with the flora theme after which this new road within Estate 2 will be named.

The name Carnation Drive has been chosen from this list of pre-approved road names to progress to approved for use.

Carnation *Dianthus caryophyllus*, is a loosely-tufted, woody-based herbaceous perennial that features fragrant, pink, purple-pink, or white often double flowers on stiff 30-inch tall stems clad with narrow, linear, grey-green leaves. Dianthus are a favourite for cottage gardens. They're often called carnations, clove pinks or just pinks, because they look like someone's used pinking shears to cut frills around the edges. There are many different varieties with a magnificent fragrance and the flowers are edible. The petals have a very sweet, spicy scent and have been used to flavour vinegars, sauces, and to decorate salads and drinks, cakes

9.4 Road Name Proposal - Tralee Stage 2 (Author: Ormella/Knight) (Continued)

and desserts. These tough little perennial plants are well suited to a hot and dry climate because they're just so easy to grow. Plant them on the edge of a garden bed in a sunny spot and you'll find that they will do well.

Sources: www.missouribotanicalgarden.org/; <https://www.abc.net.au/gardening/>

Consultation regarding the use of indigenous language in road naming has commenced between Ngambri Local Aboriginal Land Council, QPRC's Aboriginal Liaison Officer and other local indigenous language groups with the expectation that a proportion of new roads to be named in subsequent stages of Estate 2 will be of indigenous origin.

Figure 1 shows the proposed extent of the new road for the purpose of road naming.

Figure 1



Risk/Policy/Legislation Considerations

The QPRC Road Names Policy and the NSW Address Policy and User Manual applies.

The road name Carnation Drive has been assessed under these policies and meets the requirements of Clause 6.3.4 and 6.2.1(e).

The QPRC Roads Name Policy Clause 6.3.4 specifies that thematic road names for new major subdivisions are strongly encouraged and should be relevant and appropriate for that location.

The criteria in clause 6.2.1 of the policy states: 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:

9.4 Road Name Proposal - Tralee Stage 2 (Author: Ormella/Knight) (Continued)

- (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 NSW Address Policy and User Manual.

Names are to be unambiguous words that are easy to spell, pronounce and appropriate for the area. The recommended road names are required to be reported to Council and then advertised for public comment.

The name Carnation Drive meets the requirements of these policies.

Financial, Budget and Resource Implications

All costs associated with advertising of the road name and supply of road name plate is to be borne by the developer of the subdivision.

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

Council has previously worked with the applicant's consultant and the NSW Geographical Names Board (GNB) to generate a pre-approved list of names for this development which differ from those elsewhere in the local government area and meet the criteria for road naming set down by the GNB.

It is recommended that Council endorse the road name Carnation Drive, advertise for public comment and subject to no objections being received, publish the notice of the name in the NSW Government Gazette.

Attachments

Nil

9.5 Post Exhibition Report - Proposal to Name the Heritage Library (Author: Richards/Goiser)

File Reference: 3.1.1

Recommendation

For Council consideration.

Summary

At the Ordinary Meeting of Council held on 13 November 2024, Council resolved to place on public exhibition the proposal to name the former Queanbeyan Council Chambers building at 253 Crawford Street, the Frank Pangallo Heritage Library (**Resolution 512/24**).

This report provides the results of the public consultation.

Background

The Heritage Library, located at the former Queanbeyan Council Chambers building, was officially opened in April 2024. It includes a local and family history research library, resources, meeting room and reading areas. The former offices and committee meeting rooms are now research, reception/office, living history recording, digitisation, and resource areas. The Heritage Library is also used as a community meeting space.

The Heritage Library's extensive local history collection contains a wealth of historical resources with a wide selection of books on the history of Bungendore, Braidwood, Queanbeyan and the surrounding region. It is of particular interest to local residents, visitors, historians, descendants of early families, researchers and students.

The proposal to name the Heritage Library after former Queanbeyan Mayor and Councillor, Mr Frank Pangallo, acknowledged the achievements of Mr Pangallo as Queanbeyan's longest serving Mayor. He first stood for election to Queanbeyan Council in 1971 and retired in 2008. He served as Councillor or Mayor from 1971-1983 and 1989-2008. He was the popularly elected Mayor at elections in 1991, 1995, 1999 and 2004.

Report

At the 13 November 2024 Council meeting, Council endorsed placing the proposed name, the Frank Pangallo Heritage Library, on public exhibition. The consultation period ran from 14 November to 12 December 2024 via the Your Voice consultation website.

The engagement opportunity was promoted through QPRC communication channels including e-notices to Your Voice subscribers, the weekly QPRC eNews, the fortnightly QPRC newspaper advertisement in both the Regional Independent and Braidwood Changing Times, and was referenced in the Council meeting summaries published on social media and the QPRC web site.

During the public exhibition period, 141 people visited the Your Voice page. 33 engaged participants provided feedback. Of those who provided feedback, 70% were opposed to the name, 27% were in favour and 3% provided a mixed response.

9.5 Post Exhibition Report - Proposal to Name the Heritage Library (Author: Richards/Goiser) (Continued)

The respondents in opposition to the naming (70%) cited concerns that:

- naming the library after Mr Pangallo would not adequately reflect the broader Queanbeyan-Palerang region, as his tenure was Queanbeyan-centric
- the name Frank Pangallo Heritage Library might be misleading, implying a personal collection or museum dedicated to Mr Pangallo rather than a broader historical archive
- the name does not clearly reflect the library's purpose
- heritage should represent multiple individuals and eras rather than a single person.

Several comments expressed a preference for retaining the current name, Heritage Library, as it clearly conveys its purpose without confusion.

Those in support of the proposed naming (27%) highlighted Mr Pangallo's contributions as a long-serving mayor and his role in developing Queanbeyan. Some viewed the naming as an appropriate recognition of his legacy.

The remaining 3% had mixed views. Some suggested alternative names of other notable local figures including historian Bert Sheedy, journalist Jim Woods, or heritage advocate Connie Colleen.

Some also suggested a compromise solution, such as naming a section of the library after Mr Pangallo rather than the entire facility. Several participants opposed naming a public facility after a single individual, regardless of their contributions, suggesting a commemorative plaque recognizing multiple figures instead.

Risk/Policy/Legislation Considerations

Council can name its public buildings and spaces, and public comment was sought.

Financial, Budget and Resource Implications

Replacing the signage at the front of the building to read Frank Pangallo Heritage Library would require a minor Heritage Works Application approval and will cost approximately \$5,000.

The suggested alternative to name the former Council Chambers, now a reading, research area and meeting room as the Frank Pangallo Room would require a small amount of vinyl lettering signage at minimal cost, estimated to be less than \$150.

Links to QPRC/Regional Strategic Plans

The current Community Strategic Plan 2042 Mission Statement includes: 'We value the heritage, cultural diversity and country lifestyle of our vibrant towns, villages and rural districts.'

Strategic Pillar 1 – Community

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

- 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life.

Conclusion


Given the majority opposition (70%) and concerns expressed about regional representation, Council might reconsider naming the entire Heritage Library building after Mr Pangallo.

9.5 Post Exhibition Report - Proposal to Name the Heritage Library (Author: Richards/Goiser) (Continued)

Given his long tenure and contribution that Mr Pangallo made to the Queanbeyan City and region, as both Mayor and Councillor, it would be appropriate to name the former Council Chambers room, within the Heritage Library, the Frank Pangallo Room.

Council consideration of the proposal is sought and a motion to either name the Heritage Library building or the former Council Chambers room in recognition of former Mayor and Councillor, Mr Frank Pangallo.

Attachments

Attachment 1  Community Engagement Report - Naming of the Heritage Library (*Under Separate Cover*)

9.6 Small Business Advisory Committee (Author: Richards/Deebank)

File Reference: 26 February 2025 reports

Recommendation

That Council not proceed with the establishment of a QPRC Small Business Advisory Committee.

Summary

This report provides information for Council to determine whether to establish a QPRC Small Business Advisory Committee (SMAC) across the Local Government Area (LGA). Council officers recommend not proceeding with a SBAC as a committee representing the diverse business sectors across the LGA is unlikely to find sufficient common interests and concerns to address or achieve any meaningful outcomes, and that a range of existing preferred consultation mechanisms are already in place.

However, should Council determine to proceed with establishing a Committee; draft Terms of Reference are attached.

Background

At its meeting on 18 December 2024, Council resolved to defer consideration of establishing a Small Business Advisory Committee until early 2025 (**Resolution 565/24**) to allow presentation of the results of a recent survey of businesses in Queanbeyan-Palerang.

The survey feedback was reported at the meeting on 29 January 2025 (**Resolution 602/25**) where the business community commented on a range of issues that impact them. To provide more clarity on establishing a SBAC, Council officers distributed a second survey to businesses in February 2025, seeking specific feedback about preferred consultation methods and how a proposed committee could function.

Report

Two business surveys have been conducted across the LGA in the last five months.

A business survey conducted in October – November 2024 identified key issues for Council to address. Notably, communication and consultation were not raised as concerns. Businesses provided information on their priority areas for QPRC, including:

- A desire for streamlined DA processes/approvals.
- A continuation of the program of workshops for businesses, with preferred topics including marketing, artificial intelligence and business planning.
- A continuation of our tourism marketing and destination development program.
- Improving tourism infrastructure.
- The development of events and festivals.
- Parking improvements.
- Reduced costs for business.
- Town beautification.
- Agritourism-focused events.
- Easing costs for businesses.

9.6 Small Business Advisory Committee (Author: Richards/Deebank) (Continued)

In February 2025, Council distributed a survey to local businesses to obtain feedback on preferred consultation methods and how a proposed small business committee could operate.

The first question asked participants to rank, in order, the 'most effective ways for QPRC to understand the needs of your business.' 53 respondents answered this question, with the results being (in order of preferred, to least preferred):

1. Business events with QPRC staff in attendance
2. A visit to your business by relevant QPRC staff
3. A drop-in session with relevant QPRC staff
4. Online surveys of businesses by QPRC
5. A committee representing the views of small business to QPRC
6. A phone call with relevant QPRC staff
7. An email conversation with relevant QPRC staff

The remainder of the survey explored how a proposed committee could operate. The complete survey results are attached to this report and the findings have been incorporated into the attached Terms of Reference should Council chose to proceed with establishing a committee.

In addition to the low ranking of a proposal for a SBAC, it should be noted that Council's Economic Development unit already provides a wide range of services to the local business community, including:

- Business Consultation: Engaging with businesses to maximise opportunities and mitigate impacts of Council capital works and activities.
- Destination Marketing: Promoting visitation through the multi-channel Treasure Trail integrated marketing campaign.
- Site Visits: Understanding business operations and identifying ways for businesses to leverage Council's economic development, tourism, and place management programs.
- Workshops and Networking: Supporting businesses through capacity-building workshops and industry networking events.
- Data and Insights: Providing local expenditure, visitation, and demographic data to inform business decision-making.
- Grant Support: Promoting grant opportunities and offering guidance on applications.

Council staff from within the Economic Development unit maintain regular one-on-one engagement with businesses through meetings, industry events, and networking opportunities. They also maintain regular contact with the business chambers in Bungendore and Braidwood. Staff contact details are available on the business support website and are shared via a monthly e-newsletter distributed to businesses across the region. The vacant Economic Development Officer position is currently being recruited, with an anticipated commencement date in April 2025, which will further expand resources available for these activities.

The diverse nature of the Queanbeyan-Palerang economy and business community spans rural, main street retail and services, as well as the light industrial areas of Queanbeyan and the innovation precinct in South Jerrabomberra. A single advisory committee of workable size with representatives from across the LGA will likely struggle to identify shared priorities or common interests.

Many business needs that can be addressed at the local council level are place-based, making direct consultation with Council's economic development unit a more effective approach to tackling specific challenges within individual towns, districts, or industries.

9.6 Small Business Advisory Committee (Author: Richards/Deebank) (Continued)

It is recommended that Council does not proceeding with an SBAC, as similar outcomes are already being achieved through ongoing, targeted, and project-based consultation. Additionally, a single advisory committee would likely struggle to identify shared priorities or common interests among the diverse business sectors across the LGA, making it an ineffective mechanism for addressing business needs and use of staff resources.

Should Council resolve to proceed with an SBAC, a Terms of Reference is attached to this report. The focus would be on periodically reviewing and addressing the broad priorities identified in the business survey. Additionally, the group could be convened more frequently in response to major economic impacts, such as natural disasters, to support business recovery efforts.

Should Council determine this approach it would be recommended that a Motion be moved as follows:

That Council:

1. Endorse the Terms of Reference for the Bungendore Town Centre and Environs Committee
2. Nominate one Councillor delegate and one alternate

Risk/Policy/Legislation Considerations

Given the disparate nature of the business community across the LGA there is a risk that this committee will be unable to perform successfully.

If the Committee is formed, it does not have any decision-making, financial or delegated powers. No member has the authority to represent Council without the approval of Council. The Committee does not have the power to sub-delegate or form sub-committees without the approval of Council by way of Resolution. The Committee is bound all Council Policies as members of the Committee are considered volunteers of Council.

Financial, Budget and Resource Implications

A significant amount of administrative time and staff resources is needed to prepare agendas, write minutes and report these to Council. Committee members attend on a voluntary basis, some in person and some online.

Councillors attending these Committee meetings are eligible to claim travel expenses, as per the QPRC Councillor Expense and Facilities Policy, which are included in the Councillor expenses budget.

There is no budget or financial delegation granted with any Advisory Committee.

Links to QPRC/Regional Strategic Plans

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

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

However, Council officer believe this is already occurring through the Economic Development unit.

9.6 Small Business Advisory Committee (Author: Richards/Deebank) (Continued)



Conclusion

Given the reasons outlined in this report, Council may determine that an SBAC is not the most effective use of staff resources and would face challenges in identifying shared priorities across the diverse business sectors.

The intended outcomes can be more efficiently achieved through ongoing, targeted, and project-based consultation, ensuring a more responsive and effective approach to business engagement.

It is recommended that Council not invest resources into a QPRC Small Business Advisory Committee at this time.

Attachments

- | | |
|---|---|
| Attachment 1 | Survey results - proposed Small Business Advisory Committee (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | Terms of Reference - Small Business Advisory Committee (<i>Under Separate Cover</i>) |
|  | |

9.7 Bungendore Town Centre and Environs Committee (Author:
Richards/Deebank)

File Reference: 52.3.3

Recommendation

That Council:

- 1. Endorse the Terms of Reference for the Bungendore Town Centre and Environs Committee**
 - 2. Nominate one Councillor delegate and one alternate.**
-

Summary

Following the local government election in 2024, Council Officers have reviewed the Advisory Committees and their Terms of Reference for the 2024-28 term.

This report recommends that Council appoint a delegate and alternate to the Bungendore Town Centre and Environs Committee (BTCEC).

Background

At the 18 December 2024 meeting, Council resolved to develop Terms of Reference for BTCEC and appoint a delegate at a future meeting (**Resolution 565/25**).

Report

The role of BTCEC will be to support the development and implementation of Council's strategies and plans to enhance Bungendore's liveability, commercial prosperity and attractiveness to visitors. This includes:

- streetscape planning, pedestrian movement, connectivity and wayfinding;
- enhancing the town's character, identity, and visual appeal through initiatives such as place activations and public art;
- the provision of open space and recreation areas, landscape and environmental planning to enhance green spaces;
- built form controls and preservation of the character, reflecting community needs and aspirations;
- the Bungendore Car Parking Strategy; and
- other related matters on request from Council officers.

Membership of the advisory committee is suggested as 6 including:

One representative appointed by the Bungendore Chamber of Commerce and four community representatives, with experience and interest in fields relevant to the Committees scope, selected through a public expression of interest process. The attached Terms of Reference provide a governance framework for BTCEC which defines their role, membership, quorum and related matters.

**9.7 Bungendore Town Centre and Environs Committee (Author: Richards/Deebank)
(Continued)**

Risk/Policy/Legislation Considerations

This Committee does not have any decision-making, financial or delegated powers. No member has the authority to represent Council without the approval of Council. The Committee does not have the power to sub-delegate or form sub-committees without the approval of Council by way of Resolution. The Committee is bound all Council Policies as members of the Committee are considered volunteers of Council.

Financial, Budget and Resource Implications

A significant amount of administrative time and staff resources is needed to prepare agendas, write minutes and report these to Council. Committee members attend on a voluntary basis, some in person and some online.

Councillors attending these Committee meetings are eligible to claim travel expenses, as per the QPRC Councillor Expense and Facilities Policy, which are included in the Councillor expenses budget.

There is no budget or financial delegation granted with any Advisory Committee.

Links to QPRC/Regional Strategic Plans


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

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

Conclusion

Council is asked to endorse the Terms of Reference and appoint a Councillor delegate, and alternate, to BTCEC for the current term of Council.

Attachments

- Attachment 1  Terms of Reference Bungendore Town Centre and Environs Committee
(Under Separate Cover)

9.8 Seniors Advisory Committee (Author: Ryan/Richards)

File Reference: 52.3

Recommendation

That Council:

- 1. Endorse the Terms of Reference for the QPRC Seniors Advisory Committee.**
 - 2. Nominate one Councillor delegate and one alternate.**
-

Summary

This report provides the Terms of Reference to enable Council to establish a QPRC Seniors Advisory Committee as a formal advisory committee of Council.

Council representation is sought by the appointment of a Councillor delegate and alternate for the committee.

Background

Seniors are commonly defined as those individuals aged 55 years old and over, and Aboriginal people aged 45 years old and over. In the Queanbeyan-Palerang region, seniors represent 26.1 percent of the population (ABS Census, 2021).

At its meeting of 18 December 2024 Council resolved to develop Terms of Reference for a Seniors Advisory Committee with delegates to be appointed at a future meeting of Council (**Resolution 565/24**).

Report

To ensure appropriate representation across the Local Government Area (LGA), it is proposed that the Advisory Committee be made up of up to 15 members including:

- One Councillor delegate and one alternate as Chair
- Up to 10 Community members who are seniors living in the LGA and represent seniors' diverse backgrounds and lived experiences
- Up to 4 representatives from local agencies providing specialist services to seniors within the LGA

The role of the committee will be to provide Council with specialist advice on the needs and priorities of seniors including to:

- provide advice on local government policies and initiatives affecting seniors
- identify issues and opportunities to enhance the quality of life for older residents
- promote inclusivity, accessibility, and engagement of seniors in community life
- support the development of programs and services tailored to seniors' needs

Membership will be determined by an open expression of interest via public advertisement.

Risk/Policy/Legislation Considerations

Advisory Committees of Council have no financial delegations or the authority to make decisions on behalf of Council. The role of an Advisory Committee is to provide feedback, give

9.8 Seniors Advisory Committee (Author: Ryan/Richards) (Continued)

advice to Council regarding policy development or a particular project, and be a communication opportunity for groups within the community.

External advisory committee members are considered volunteers of Council and are therefore required to undergo Code of Conduct and Code of Meeting Practice training as part of their induction program.

Financial, Budget and Resource Implications

A significant amount of administrative time and staff resources is needed to prepare agendas, write minutes and report these to Council. Committee members attend on a voluntary basis, some in person and some online.

Councillors attending these Committee meetings are eligible to claim travel expenses, as per the QPRC Councillor Expense and Facilities Policy, which are included in the Councillor expenses budget.

There is no budget or financial delegation granted with any Advisory Committee.

Links to QPRC/Regional Strategic Plans


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

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

Conclusion

Council is asked to endorse the Terms of Reference and appoint a Councillor delegate and an alternate to the QPRC Seniors Advisory Committee for the current term of Council.

Attachments

- Attachment 1  Terms of Reference Seniors Advisory Committee (*Under Separate Cover*)

9.9 Investment Report - January 2025 (Author: Monaghan/Ogilvie)

File Reference: 43.6.5-01

Recommendation

That Council:

- 1. Receive the Investment Report for the month of January 2025.**
 - 2. Note the investment return for January 2025 was \$1,746,693.**
 - 3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.**
-

Summary

This report presents the investment result for January 2025.

Background

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

Report

A list of Council's cash and investments held on 31 December 2025 is detailed in the attached Investment Report Pack, which reports interest income received/accrued for the month plus Unit Trust Market Value Changes a total Return for Month of \$1,746,693 for January 2025 (refer to page 3 of 17, Table 1: Budget vs Actual Interest Income 1 July 2024 to 30 June 2025).

Market Update – The current Reserve Bank of Australia (RBA) cash rate has been 4.35% since the 8th of November 2023. The next RBA meeting is scheduled for the 17-18 February 2025. Economists are forecasting a 25-basis-point cut to the cash rate to 4.1% at this meeting.

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

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

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

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

9.9 Investment Report - January 2025 (Author: Monaghan/Ogilvie) (Continued)

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

On 31 January 2025, Council held \$139 million in non-fossil fuel investments and \$124 million in fossil fuel lending.

Risk/Policy/Legislation Considerations

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

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

Certified by Tracy Sligar, Responsible Accounting Officer, 10/02/2025.

The Investment Policy is due for review in April 2025.

Financial, Budget and Resource Implications

For July 2024 to January 2025 Council's portfolio produced an annualised rate of return of 5.85%, outperforming the benchmark Bank Bill Index by 1.37%.

On 31 January 2025, Council's Investment portfolio was \$297,623,844.

Council's investment return as at the end of January 2025 was \$9,570,464 compared to the original budget of \$4,112,500. The majority of this income is restricted to water, sewer and waste funds, and developer contributions. Investment returns are being monitored and may result in a budget adjustment.

Of the total \$297.6 million investment portfolio, Council holds \$33.5 million in the TCorpIM long-term growth fund (LTGF) and medium-term growth fund (MTGF).

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

For January 2025 the LTGF returned \$461,618 and the MTGF returned \$150,427. The following table shows the funds' performances since the original deposit.

9.9 Investment Report - January 2025 (Author: Monaghan/Ogilvie) (Continued)

	LTGF \$	MTGF \$
2017-18	981,891	-44,845
2018-19	1,160,462	635,485
2019-20	21,702	37,815
2020-21	2,557,413	927,076
2021-22	-1,300,450	-742,711
2022-23	1,692,084	658,145
2023-24	1,819,166	730,982
2024-25		
July	539,422	228,229
August	74,169	13,828
September	244,071	90,738
October	-80,792	-77,180
November	533,011	186,559
December	17,894	56,041
January	461,618	150,428
2024-25 YTD Total	1,789,393	648,643
Return since inception	8,721,661	2,850,590
Initial Placement	12,000,000	10,000,000

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

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

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

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

Fund	\$
General	97,961,671
Waste	21,449,143
Water	61,772,060
Sewer	107,776,650
Trust	5,108
SEWOL	241,461
Unrestricted*	8,417,751
Total Cash & Investments	297,623,844

9.9 Investment Report - January 2025 (Author: Monaghan/Ogilvie) (Continued)

External Restrictions	\$
Unspent Grants	27,516,364
Developer Contributions – General	47,904,492
Developer Contributions – Water	13,528,622
Developer Contributions - Sewer	13,867,203
Water Fund	48,243,438
Sewer Fund	93,909,447
Unexpended loans	853,884
Domestic Waste Management	12,745,441
Stormwater Management	1,703,136
Other	1,063,056
TOTAL External Restrictions	261,335,083

Internal Restrictions	\$
Infrastructure (carry forward)	2,412,852
Employee Leave Entitlements	1,320,173
Business Waste Management	8,703,702
Work, Health & Safety	272,317
Heritage Grant	243,702
Deposits, Retentions & Bonds	3,991,455
Plant & vehicle replacement	2,670,387
Property	609,181
Elections	401,550
Revolving Energy	171,210
Financial Assistance Grant in advance	1,328,751
DoE - Compensation	5,745,730
TOTAL Internal Restrictions	27,871,010
TOTAL Restricted Funds	289,206,093
Unrestricted*	8,417,751
Total Cash & Investments	297,623,844

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

Attachments

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



10.1 Bungendore PFAS Update (Author: Cunningham/Long)

File Reference: 32.1

Recommendation

That the report be received for information.

Report

Council received a report in November 2024 regarding baseline testing of PFAS in drinking water supplies in the Queanbeyan-Palerang region. The baseline testing identified that all QPRC drinking water supplies, except Bungendore, were clear of PFAS.

Whilst the baseline results for Bungendore are compliant with current Australian Drinking Water Guidelines (ADWG) values, one of the results was on the limit of changes proposed by the National Health and Medical Research Centre (NHMRC).

Since the initial report, additional testing and investigation has been undertaken in the Bungendore water network.

Table 1 summarises the results of the testing in the Bungendore network.

No results exceed the current ADWG guideline values. Late last year the NHMRC published draft new guideline values for PFAS which are currently out for public comment. The results highlighted orange exceed these proposed guideline values.

Table 1 – Bungendore PFAS results

	PFBS (ppt)	PFHxS (ppt)	PFOA (ppt)	PFOS (ppt)	PFOS + PFHxS (ppt)
ADWG limit	NA	NA	560	NA	70
Proposed NHMRC limit	1000	30	200	4	NA
24-Sep-24					
Currandooly - raw	0	0	0	0	0
Currandooly - treated	0	0	0	0	0
Post aeration	0	3	0	4	7
Pre aeration	0	4	0	5	9
08-Oct-24					
Bore # 3	0	2	0	9	11
Bore # 6	0	5	0	7	12
Post aeration	0	2	0	4	6
Pre aeration	0	3	0	5	8
04-Nov-24					
Bore # 1	0	2	0	2	4
Bore # 2	0	0	0	0	0
Bore # 3	0	4	3	4	8
Bore # 6	0	8	1	7	15
Post aeration	0	3	0	2	5
Post aeration - duplicate	0	4	0	3	7
Gibraltar Street - retic	0	3	0	2	5
Simms Drive - retic	0	0	0	0	0

10.1 Bungendore PFAS Update (Author: Cunningham/Long) (Continued)

	PFBS (ppt)	PFHxS (ppt)	PFOA (ppt)	PFOS (ppt)	PFOS + PFHxS (ppt)
21-Nov-24					
Bore # 1	0	0	0	0	0
Bore # 2	0	0	0	0	0
Bore # 6	0	7	0	8	15
Currandooly - raw	0	0	0	0	0
Post aeration	0	4	0	3	7
Gibraltar Street - retic	0	0	0	0	0
Simms Drive - retic	0	0	0	0	0
18-Dec-25					
Bore # 1	0	1	0	1	2
Bore # 2	0	0	0	0	0
Bore # 6	0	7	0	6	13
Currandooly - raw	0	0	0	0	0
Post aeration	0	3	0	3	6
Gibraltar Street - retic	0	2	0	3	5
Simms Drive - retic	0	0	0	0	0
29-Jan-25					
Bore # 1	0	0	0	2	2
Bore # 2	0	0	0	0	0
Bore # 6	4	9	0	8	17
Currandooly - raw	0	0	0	0	0
Post aeration	0	3	0	3	6
Gibraltar Street - retic	0	3	0	3	6
Simms Drive - retic	0	0	0	0	0

Operationally, bore # 3 has been isolated from the network as of October 2024 and the mode of operation since then has been to utilise bores 1, 2 & 6 concurrently to better make use of the benefits of dilution.

NSW Health, NSW EPA and NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW) have been consulted regularly regarding the results. It has been agreed to continue with monthly testing.

Additional to the testing of the water supply network, samples were taken on 17 December 2024 from a series of aquifer monitoring bores which Council utilises as part of its ongoing groundwater management plan. The location of the monitoring bores is shown in Figure 1 and Table 2 summarises the results of the monitoring bore samples.

It is important to note that these monitoring bores are not part of the town water production system but are bores sunk within the supply aquifer for the purposes of periodic level and quality sampling.

The results highlighted red exceed the current ADWG guideline values and those highlighted orange exceed the proposed NHMRC guideline values. The results 'PMD-D' and 'PMB-X' are from the same site; the sample for 'PMB-X' was taken as a duplicate for quality control purposes.

The monitoring bores which exceed current and proposed guideline values are located 'up gradient' from the town production bores so there is a question whether there is potentially a plume of PFAS compounds which could migrate towards bores 1, 3, and 6.

10.1 Bungendore PFAS Update (Author: Cunningham/Long) (Continued)

There is also a concern that private ‘Basic Landholder Right’ bores may exist in the vicinity of the monitoring bores which have returned exceedances. DCCEEW is the licencing authority for all bores (including private bores) and it has been agreed that that Department will manage any direct messaging in relation to these recent developments with affected customers.

NSW Health have provided links to existing government advice as to the use of private water supplies (including bores) for human consumption and these have been incorporated into Council’s dedicated PFAS web page at that Department’s request.

Figure 1 – bore locations



10.1 Bungendore PFAS Update (Author: Cunningham/Long) (Continued)

Table 2 – monitoring bore results

	PFBS (ppt)	PFHxS (ppt)	PFOA (ppt)	PFOS (ppt)	PFOS + PFHxS (ppt)
ADWG limit	NA	NA	560	NA	70
Proposed NHMRC limit	1000	30	200	4	NA
PMB-AS	0.7	0	2.3	0	0
PMB-AD	0	0	0.9	0	0
PMB-BS	1.7	0	0	0	0
PMB-BD	0	0	0	0	0
PMD-D	21.3	294	14.7	450	744
PMB-E	2.7	13.2	1.5	24.8	38
PMB-M	1	1.6	0.5	0.9	2.5
PMB-X	21.8	275	14.4	463	738

Concurrent with the regular sampling and liaison with NSW government agencies, high level investigations have commenced to ascertain where the PFAS contamination may have originated.

The NSW EPA Contaminated Site register identifies two sites in the catchment which have been subject to contaminated site notifications. One is associated with lead contamination in and adjacent to the rail corridor but is not associated with PFAS contamination. The other site is the former Koppers Australia site in a block bounded by Forster, Butmaroo, Majara and King Streets. This site was subject to a clean up order in 1995 which was subsequently declared invalid.

This site was owned and operated by Koppers Australia from 1971 to 1984 and used as a treatment facility to preserve timber using a solution of copper, chromium and arsenic. An investigation of the site in 1994 confirmed that residual CCA chemicals were present but none of the chemicals are identified as PFAS.

Anecdotal evidence suggests that the area known as Frogs Hollow may have been used historically as a firefighting training area and that these activities may have used foam based products; products now known to have historically contained PFAS substances. In such an eventuality this could certainly be one source.

The fact that the monitoring bore test results have also shown high level readings further up gradient perhaps suggests another source and in speaking with the regulators it was postulated that this could have come about as a result of historical highway related motor vehicle accident responses that incorporated the use of firefighting foam. At this stage though, both of these prospects are speculative.

The RFS Lake George District Office have been requested to review any records they may have in relation to any such training and whether PFAS containing materials were (or may have been) used. The request has been referred to the RFS's state PFAS team and a response is pending. Similar enquiries are pending in relation to the prospects of any nearby historical motor vehicle incidents that may potentially have been a source.

A review of Council's approvals for Discharge of Liquid Trade Waste to the Sewerage System has been conducted to provide an indication of the types of chemicals used and discharged from local businesses. This review has not revealed any current business which may produce or dispose of significant quantities of PFAS.

10.1 Bungendore PFAS Update (Author: Cunningham/Long) (Continued)

Sydney Water has detected PFAS in wastewater treatment biosolids, some of which have been used as soil conditioner applied to designated farmland. To Council's knowledge, no farms in the Bungendore catchment have accepted Sydney Water biosolids. The biosolids from the Bungendore wastewater treatment plant are stored on site until sufficient volumes are aggregated and then disposed of outside the catchment area.

To date, there is no definitive answer to where the PFAS detected has originated.

In conjunction with NSW government agencies, monthly testing will be maintained and results monitored. Results of the regular testing will continue to be published on QPRC's website.

Attachments

Nil

10.2 Update on Clarke Gang Signage (Author: Ormella/Steele)

File Reference: 26.5.1-06

Recommendation

That the report be received for information.

Background

Council at its meeting 8 February 2023 received a petition requesting the review of signage referencing the Clarke Gang. Council referred the petition to Council's Heritage Advisory Committee for advice. The Heritage Advisory Committee considered the matter at its 8 June 2023 meeting and proposed that; Council contact the Araluen Progress Association to confirm new signage produced for the Araluen Trail that is related to bushranger activity and the Clarke Gang in particular, and to bring to their attention that there is a question about the content of the signs. Further that, owners of the other signs in question are made aware of the question around the content of their signage and of the Heritage Advisory Committee's recommendations.

Further Council was asked to confirm any signs within Council's ownership or other government agencies regarding the Clarke Gang so that it can monitor and manage their replacement. Council at its meeting 12 July 2023 adopted the Heritage Advisory Committee Minutes, from which staff progressed the work.

Council at its meeting 27 March 2024 agreed to obtain quotes for the replacement and redesign of identified Council owned signage (**Resolution 125/24**). Through the 2024-2025 budget process \$10,000 was allocated to facilitate the necessary removal and replacement.

The following update is provided for information.

Sign 1 - Tallaganda Heritage Trail sign at the big hole turnoff from Cooma Road

As noted in the 27 March 2024 Council report, Sign 1 has been removed by an unknown person. As the sign is in a remote area it will not be replaced.



Figure 1: Tallaganda Heritage Trail sign at the big hole location

10.2 Update on Clarke Gang Signage (Author: Ormella/Steele) (Continued)

Sign 2 - Tallaganda Heritage Trail sign at the Gundillion turnoff at Cooma Road

Sign 2 (Figure 2 and 3) is in a remote area, with no links to active tourism trails, local attractions or rest stops. The removal of the sign is planned for by the end of February and due to the location there is no planned replacement signage.

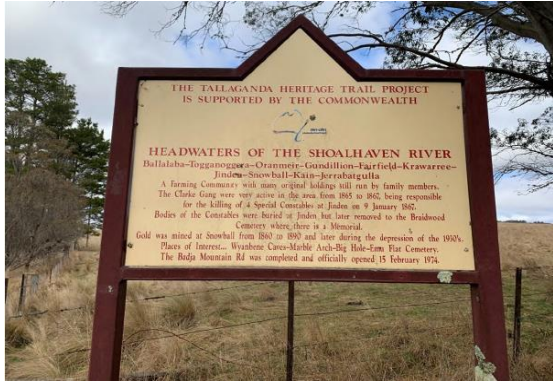


Figure 2: Current Tallaganda Heritage Trail sign



Figure 3: Current Tallaganda Heritage Trail sign location

Sign 3 - Braidwood Cemetery sign Cowper Street Braidwood

Sign 3 (Figure 4 and 5) is located on the Braidwood Cemetery grounds. Figure 6 is a redesigned sign that removes the content relating to the Clarke Gang but retains the existing design and wording. The replacement of the sign is estimated to be approximately \$3,000, which is within the allocated budget.

The sign has been commissioned and will be installed with the replacement works planned for March 2025.



Figure 4: Current Braidwood Cemetery sign



Figure 5: Braidwood Cemetery sign location

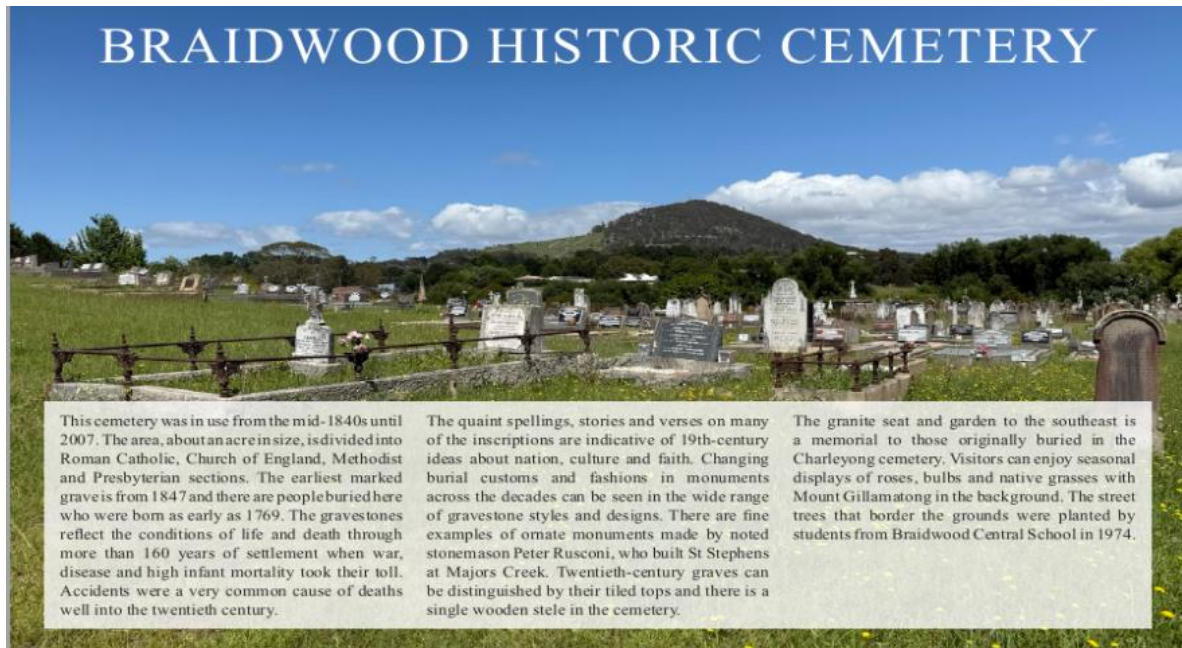


Figure 6: Proposed Braidwood Cemetery sign Cowper Street Braidwood

Attachments

Nil

10.3 Lease of 262 Crawford Street, Queanbeyan (Author: Goiser/Turland)

File Reference: 46.1.1

Recommendation

That the report be received for information.

Report

At the meeting on 14 August 2024, Council authorised the General Manager to negotiate commercial lease agreements over QPRC properties at 256 and 262 Crawford Street, Queanbeyan (**Resolution 385/24**).

Council sought expressions of interest for commercial lease agreement in September and October 2024. A tenant has been secured for 262 Crawford Street.

The Queanbeyan Multicultural Centre (currently located at 272 Crawford Street) is the preferred tenant for this site. The Centre describes itself as: a leading provider of services for migrants, refugees and asylum seekers and is part of a network of Multicultural Centres in Canberra and across SE NSW including Queanbeyan, Goulburn and Cooma.

The organisation works closely with clients across a broad range of programs, including support for newly-arrived migrants and refugees, youth services, employment, women's services, counselling services and more.

The executed lease agreement is for 3-years with rent return of \$109,200pa (plus GST). The tenant is also to pay for water/sewerage charges, electricity, gas, and telecom services. A full copy of the lease agreement is attached to this report.

Expressions of interest for 256 Crawford Street are still being received.

Attachments

Attachment 1 Signed Lease Agreement - 262 Crawford Street Queanbeyan (*Under Separate Cover*) - **CONFIDENTIAL**

10.4 Delivery Program Update Dec 2024 (Author: Monaghan/Gregory)

File Reference: 51.1.2

Recommendation

That the report be received for information.

Report


Council is required under the Local Government Act 1993 – Sect 8C as well as the Local Government Act 1993, Chapter 13 - Part 2 – Strategic Planning; to report to the community every six months on its progress towards achieving the actions outlined in the Delivery Program.

Staff have prepared the attached update report based on the first six months of the 2024-25 financial year (1 July 2024 – 31 December 2024). This document reports on the progression of all major projects, as well as the performance indicators for most major programs and services. This report represents the second-last delivery program update for the 2022 Delivery Program, which will be replaced by the upcoming 2025 Operational Plan – Delivery Program.

Of the 171 KPIs, 108 were rated as achieved, 29 require attention or are approaching 34 are rated as critical, and two were not reported on.

Regarding projects, 9 of our 76 projects have been completed, 50 remain as of 31 December 2024, 4 had been delayed, 8 are yet to start, and 4 have been cancelled. Progress reports were not submitted for the two remaining projects.

Attachments

Attachment 1  QPRC Delivery Program Update - July to Decemeber 2024 (*Under Separate Cover*)

10.5 Submission to OLG on New Model Code of Meeting Practice (Author:
Ryan/Flint)

File Reference: 26 February 2025 Council Reports

Recommendation

That the report be received for information.

Report

This report provides Council's draft submission to the proposed amendments to the model Code of Meeting Practice for Local Government in NSW. The NSW Office of Local Government released proposed amendments to the Policy on 17 December 2024, with submissions due by 28 February 2025.



The aims of the proposed changes are outlined in the Consultation Draft (attached) as follows:

1. Promoting transparency, integrity and public participation
2. Promoting the dignity of the council chamber
3. Depoliticising the role of the general manager
4. Simplifying the Model Meeting Code

A draft submission (attached) has been prepared for Council feedback to date from staff and Councillors. Councillors are welcome to suggest additional inclusions or changes to what is proposed.

The submission will however need to be provided to the Office of Local Government by the due date outlined above.

Attachments

- | | |
|---|---|
| Attachment 1
 | Consultation draft for the new Model Code of Meeting Practice (<i>Under Separate Cover</i>) |
| Attachment 2
 | QPRC Submission on draft Model Code of Meeting Practice (<i>Under Separate Cover</i>) |

File Reference: 26 February 2025 reports

Recommendation

That the report be received for information.

Councillor workshop items are published in the Agenda of the next Council meeting. From 6 to 19 February 2025, the following workshop was held.

Workshop Date: 19 February 2025

Workshop Items and External Presenter/s (if applicable)
<p>Quarterly Budget Review Statement as at 31 December 2024</p> <p>The CFO presented the 2nd Quarterly Budget Review Statement for period ending 31 December 2024 quarter and responded to Councillor questions about internal and external changes and proposed budget adjustments.</p>
<p>DA.2023.0602 Shop-top Housing Proposal, 50 Morisset Street Queanbeyan</p> <p>Councillors were updated on this Development Application which is a Regional Joint Planning Panel matter which continues to be assessed.</p>
<p>Waste Strategy Review Update</p> <p>Councillors were updated on the review of the Waste Strategy, the challenges at a local and regional/state level, community consultation undertaken to date and next steps proposed.</p>
<p>Community Strategic Plan</p> <p>Staff led a final review of the draft Community Strategic Plan (CSP), the Community Vision and Strategic Objectives and a discussion about the community engagement strategy for the CSP.</p>

Attachments

Nil

12.1 Notice of Motion - Regional Digital Connectivity Program (Author:
Macdonald/Macdonald)

File Reference: 26 February 2025 reports

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council calls on the State Government to reverse its decision and to restore funding to deliver fibre-to-the-premise (FTTP) network connections for the residents of Wamboin, Bywong and Sutton.

Comment from Cr Macdonald in support of this Notice of Motion

In June 2022, the previous NSW Government engaged telecommunications provider Opticomm to build a fibre-to-the-premise (FTTP) network in Wamboin, Bywong and Sutton.

This project was in recognition of the importance of reliable, affordable and equitable internet for regional communities, particularly for emergency services, education, business operators, those with no mobile or basic phone services and critically to those using connected medical devices.

This commitment was affirmed at the time of the 2023 state election and subsequently at community meetings between residents, state government officials and parliamentarians with all major parties committing to the project.

On Friday 20 December 2024, residents in Wamboin, Bywong and Sutton were advised by email from the chosen contractor that following consultation with the NSW Government, the project was to be significantly descoped and in effect, scrapped for Wamboin, Bywong and parts of Sutton eliminated from the FTTP network project.

Hitherto, there has been limited or no communication, explanation, or genuine community consultation regarding the decision to scrap the program leaving residents without clarity about the future of communications in Wamboin, Bywong and Sutton and without reliable, affordable and equitable access to internet.

Staff Comment

Nil

Attachments

Nil

QUESTIONS WITH NOTICE

14.1 Questions With Notice - Road from Hoskinstown to Reschs Creek (Author: Ryan/Ryan)

File Reference: 26 February 2025 reports

Recommendation

That the report be received for information.

The following question was submitted by Cr Schweikert on 17 February 2025. Response will be provided at the 12 March Council meeting.

When will the road from Hoskinstown to Reschs Creek be sealed and what is the cost to do so?

Attachments

Nil

QUESTIONS WITH NOTICE

14.2 Questions With Notice - Foxlow Bridge (Author: Ryan/Ryan)

File Reference: 26 February 2025 reports

Recommendation

That the report be received for information.

The following question was submitted by Cr Schweikert on 17 February 2025. Response will be provided at the 12 March Council meeting.

When will Foxlow Bridge be demolished, and a replacement crossing built?

Attachments

Nil

QUESTIONS WITH NOTICE

14.3 Questions With Notice - Reschs Creek Bridge (Author: Ryan/Ryan)

File Reference: 26 February 2025 reports

Recommendation

That the report be received for information.

The following question was submitted by Cr Schweikert on 17 February 2025. Response will be provided at the 12 March Council meeting.

When will Reschs Creek Bridge be completed?

Attachments

Nil

14.4 Questions With Notice - Blackberry Spraying and Signage (Author:
Ryan/Ryan)

File Reference: 26 February 2025 reports

Recommendation

That the report be received for information.

The following questions were submitted by Cr Willis on 19 February 2025, and responses are provided by staff below:

1. What signage does QPRC display when spraying of blackberries is taking place?

When working in the urban area's signage is displayed indicating the chemical used and the date range for the spraying and Council contact details.

When working in the rural area we do not currently display signage when spraying for any targeted biosecurity weeds. This spraying is generally in areas which are not frequented by the public including rural roadsides and reserves.

2. How long before spraying starts does council display this signage?

Signage is installed 24-48hr prior to spraying commencing and stays in place for around 7 days after the spraying is complete.

3. What other methods of communication does QPRC use, particularly in rural and rural-residential areas, to warn people about spraying of blackberries?

QPRC Website is used to update the public on weed control activity on Council land. The information provided includes: the target species, the road/locality, the type of herbicide used.

Council is currently working on real time mapping system which will give a much more comprehensive summary of this work.

Attachments

Nil

14.5 Questions With Notice - Shade Sail Prioritisation (Author: Ryan/Ryan)

File Reference: 26 February 2025 reports

Recommendation

That the report be received for information.

The following question was submitted by Cr Willis on 19 February 2025. A response will be provided at the 12 or 26 March Council meeting.

Of the Council playgrounds and parks identified as requiring shade sails (refer response to Councillor Questions on Notice reported on 26 June 2024), which facilities has Council identified as being a high priority; which as a medium priority and which as a low priority?

Attachments

Nil

QUESTIONS WITH NOTICE

14.6 Questions With Notice - Accessible Car Parking in Braidwood (Author: Ryan/Ryan)

File Reference: 26 February 2025 reports

Recommendation

That the report be received for information.

The following questions were submitted by Cr Willis on 19 February 2025. Responses will be provided at the 12 or 26 March Council meeting.

1. **How many public car parking spaces provided by QPRC in Braidwood are designated as accessible spaces, for people with mobility constraints?**
2. **Where are these car parking spaces located?**
3. **Is Council reviewing the number and suitability of accessible car parking spaces in Braidwood?**

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 Award of RFT-2002866 Braidwood Landfill Capping and Closure Plan

Item 16.1 is confidential in accordance with s10(A) (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.