



Ordinary Meeting of Council

AGENDA

26 March 2025

Commencing at 5:30 pm

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

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

Statement of Ethical Obligations

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

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

**On-site Inspection
Monday 24 March 2024:
DA.2024.0064 – Additions and Alterations to Commercial Building and Demolition
(Heritage listed item)**

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.

To view webcasts or archived recordings, please go to webcast.qprc.nsw.gov.au

Webcasts of Council meetings cannot be reused or reproduced in any way and are subject to copyright under the *Copyright Act 1968*.

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 March 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	DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan.....	2
9.2	Planning Performance Response.....	9
9.3	Councillor Delegates for the Southern Regional Planning Panel	13
9.4	Draft Community Strategic Plan	15
9.5	58-62 Morriset Street, Queanbeyan Former Nursery Site.....	18
9.6	Review of Organisational Structure	22
9.7	Naming of Bridge - Proposed Name: Ludwig Baumgardner Bridge	27
9.8	Application for a Council Cultural Grant.....	30
9.9	Feedback on Naming of the Bungendore Sports Hub Fields	32
9.10	S355 Committee Funding Report	34
9.11	TfNSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan - Council Submission.....	37
9.12	Policy Review	44
9.13	Investment Report - February 2025.....	47

10 REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Riverside Cemetery Queanbeyan.....	51
10.2 Councillor Workshops	53

11 REPORTS OF COMMITTEES

12 NOTICES OF MOTIONS

12.1 Notice of Motion - Queanbeyan-Palerang Biosecurity	54
---	----

13 REPORTS TO COUNCIL - DELEGATES REPORTS

14 QUESTIONS WITH NOTICE

14.1 Questions With Notice - Road from Hoskinstown to Reschs Creek	55
14.2 Questions With Notice - Foxlow Bridge	56
14.3 Questions With Notice - Dumping on NSW Rural Lands	57
14.4 Questions With Notice - Public Toilets.....	59
14.5 Questions With Notice - Council Vehicle Fleet Emissions Reduction.....	61
14.6 Questions With Notice - Long Term Financial Plan.....	62

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION 65

16 REPORTS FOR CLOSED SESSION

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS

Open Attachments

Item 9.1	DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan
	<i>Attachment 1 Architectural Plans - 164 Monaro Street, Queanbeyan (Under Separate Cover)</i>
	<i>Attachment 2 Landscape Plans - DA.2024.0064 - 164 Monaro Street, Queanbeyan (Under Separate Cover)</i>
	<i>Attachment 3 Tree Management Plan - DA.2024.0064 - 164 Monaro Street, Queanbeyan (Under Separate Cover)</i>
	<i>Attachment 4 HZMAT Report - DA.2024.0064 - 164 Monaro Street, Queanbeyan (Under Separate Cover)</i>
	<i>Attachment 5 Submissions - DA.2024.0064 - 164 Monaro Street, Queanbeyan (Under Separate Cover)</i>
	<i>Attachment 6 Section 4.15 Assessment - DA.2024.0064 (Under Separate Cover)</i>
	<i>Attachment 7 Recommended Conditions of Consent - DA.2024.0064 (Under Separate Cover)</i>
Item 9.2	Planning Performance Response
	<i>Attachment 1 Letter Hon Paul Scully MP - Planning Performance (Under Separate Cover)</i>
	<i>Attachment 2 QPRC DA Action Plan (Under Separate Cover)</i>

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

BUSINESS PAPER AGENDA – 26 March 2025 Page iii

- Attachment 3 *Undetermined DAs - 18.03.2025 (Under Separate Cover)*
- Attachment 4 *Draft letter to Hon Paul Scully (Under Separate Cover)*
- Item 9.4 Draft Community Strategic Plan
- Attachment 1 *Community Strategic Plan Community Engagement Report (Under Separate Cover)*
- Attachment 2 *Draft Community Strategic Plan (Under Separate Cover)*
- Item 9.6 Review of Organisational Structure
- Attachment 1 *QPRC Organisational Strategic Plan 2024 (Under Separate Cover)*
- Attachment 2 *Post Election Guide (August 2024) (Under Separate Cover)*
- Item 9.7 Naming of Bridge - Proposed Name: Ludwig Baumgardner Bridge
- Attachment 1 *Recommended Actions - Naming of bridge after Ludwig Baumgardner (Under Separate Cover)*
- Attachment 2 *Your Voice Report - Naming of bridge after Ludwig Baumgardner (Under Separate Cover)*
- Item 9.9 Feedback on Naming of the Bungendore Sports Hub Fields
- Attachment 1 *Feedback Report Naming of the Bungendore Sports Hub Fields March 2025 (Under Separate Cover)*
- Item 9.12 Policy Review
- Attachment 1 *Privacy Policy and Management Plan (Under Separate Cover)*
- Attachment 2 *Contaminated Land Policy (Under Separate Cover)*
- Attachment 3 *Contaminated Land Guideline (Under Separate Cover)*
- Attachment 4 *Backflow Prevention Policy (Under Separate Cover)*
- Attachment 5 *Sewer Connections - Limit of Council Responsibility (Under Separate Cover)*
- Attachment 6 *Restricted Funds Policy (Under Separate Cover)*
- Item 9.13 Investment Report - February 2025
- Attachment 1 *Investment Report - February 2025 (Under Separate Cover)*
- Item 14.2 Questions With Notice - Foxlow Bridge
- Attachment 1 *Heritage Assessment - Foxlow Bridge - September 2017 (Under Separate Cover)*

Closed Attachments

- Item 9.8 Application for a Council Cultural Grant
- Attachment 1 *Cultural Grants Application - Queanbeyan Whites Rugby Union Football Club (Under Separate Cover)*
- Attachment 2 *Email clarifying Club's inkind contribution to project (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and in the WB Freebody Council Chambers, Nellie Hamilton Centre, 257 Crawford Street, Queanbeyan on Wednesday, 12 March 2025 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)

Cr Grundy

Cr Livermore

Cr Macdonald

Cr Preston

Cr Schweikert

Cr Taskovski

Cr Waterhouse

Cr Willis

Cr Wilson

Staff:

R Ryan, General Manager

M Duff, Director Infrastructure Services

J Richards, Director Community, Arts and Recreation

K Monaghan, Director Corporate Services

R Ormella, Director Development and Environment

Also Present: L Ison (Minute Secretary)

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

679/25

RESOLVED (Winchester/Macdonald)

That the apology for non-attendance from Cr Broadbent 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 26 February 2025**

680/25

RESOLVED (Winchester/Waterhouse)

That the Minutes of the Ordinary Meeting of Council held in the WB Freebody Council Chambers in the Nellie Hamilton Centre on Wednesday 26 February 2025 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

681/25

RESOLVED (Winchester/Taskovski)

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

The resolution was carried unanimously.

Cr Taskovski declared a significant pecuniary interest in Item 12.1: Notice of Motion – Book: Tale of Two Cities, stating he is employed by Ian McNamee and Partners. He proposed to leave the Chamber when the matter is considered.

6. ADJOURNMENT FOR PUBLIC FORUM

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

682/25

RESOLVED (Winchester/Willis)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.33pm and resumed at 5.38pm.

7. MAYORAL MINUTE

683/25 **7.1 Mayoral Minute - ALGA 2025 Federal Election Funding Priorities
RESOLVED (Winchester)**

That Council support the ALGA's 2025 federal election priorities, and their national Put Our Communities First advocacy campaign.

The resolution was carried unanimously.

MOTION**MOVED (Macdonald)**

That the urgent motion regarding Development Application benchmarks is considered at this meeting.

The Mayor ruled that this matter was not urgent and would be considered at the 26 March 2025 meeting.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

PROCEDURAL MOTION

684/25 **RESOLVED (Winchester/Macdonald)**

That item 10.2 be brought forward and considered at this juncture.

The resolution was carried unanimously.

685/25 **10.2 Captains Flat Expression of Interest Containment Cell Update
RESOLVED (Willis/Macdonald)**

That the report be received for information.

The resolution was carried unanimously.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

686/25 **9.1 DA.2024.0298 - Construction of a Dwelling House - 628
Northangera Road Mongarlowe
RESOLVED (Wilson/Waterhouse)**

That development application DA.2024.0298 for construction of a dwelling house on Lot 211 DP 755918, 628 Northangera Road Mongarlowe be granted conditional consent.

The resolution was carried unanimously.

9.2 Memorandum of Understanding - Abbeyfield Seniors Housing Project

687/25

RESOLVED (Macdonald/Preston)

That Council endorse the updated Memorandum of Understanding between Council and Abbeyfield for the Seniors Housing Project at 4-6 Majara Street, Bungendore to facilitate the Development Application process and expenditure of the \$500,000 internal reserve.

The resolution was carried unanimously.

9.3 Reopening of Majara Street (North)

688/25

RESOLVED (Preston/Macdonald)

That Council authorise the reopening and dedication as public road reserve of the previously closed portion of the northern portion of Majara Street.

The resolution was carried unanimously.

9.4 Ceasing of Acquisition of a Portion 29 Ellendon Street, Bungendore

689/25

RESOLVED (Wilson/Preston)

That Council authorise the ceasing of the compulsory acquisition of 16m² of 29 Ellendon Street, Bungendore.

The resolution was carried unanimously.

9.5 Reinstatement Bungendore Properties

690/25

RESOLVED (Preston/Wilson)

That Council approve the Reinstatement of Bungendore Properties projects and new Budget allocations as follows:

Description	2024/25
DoE Compensation Internal Reserve	(\$906,750)
2 Majara Street – Community Centre	\$789,749
Majara Street – Road Reopening	\$78,000
4-6 Majara Street – Abbeyfield Site	\$19,500
Majara Street North – reopening	\$19,500
	\$906,750

Description	2026/27
DoE Compensation Internal Reserve	(\$2,821,650)
10 Majara Street – Council Offices and Library	\$2,431,650
Legal and Other Costs	\$390,000
	\$2,821,650

The resolution was carried.

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

Against: Cr Schweikert

9.6 19-21 Gibraltar Street Bungendore

MOVED (Preston/Wilson)

That Council:

1. Authorise the General Manager to engage a real estate agency and offer for sale the Council land at 19-21 Gibraltar Street, Bungendore.
2. Borrow \$1,300,000 from the Department of Education Compensation Reserve to allow time for the property to be sold and the amount to be repaid.
3. Remove the unspent project budget for the construction of a new Council Administration Centre and Community Centre in Bungendore.

Cr Grundy foreshadowed a contrary motion:

That Council:

1. Authorise the General Manager to investigate through Bungendore real estate agencies the current market value of 19-21 Gibraltar Street, Bungendore.
2. Receive a report on these investigations as well as alternative options for the site including, but not restricted to, building Council offices/library, another Council development.
3. Consult with the community about the future use of the site through a public submission process of at least 28 days and local popup stalls.
4. Defer the matter to an in-person workshop to discuss the future for the site.
5. Determine the future of the site at a subsequent Council meeting.

Cr Willis foreshadowed a contrary motion:

That Council:

1. Receive a report on options for development of the Council land at 19-21 Gibraltar Street, Bungendore, including incorporation of affordable housing.
2. Review the recommendations from the employment land analysis being undertaken to inform the review of the Bungendore Structure Plan before finalising a decision on disposing of the site.

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

MOVED (Preston/Wilson)

That Council:

1. Authorise the General Manager to engage a real estate agency and offer for sale the Council land at 19-21 Gibraltar Street, Bungendore.
2. Borrow \$1,300,000 from the Department of Education Compensation Reserve to allow time for the property to be sold and the amount to be repaid.
3. Remove the unspent project budget for the construction of a new Council Administration Centre and Community Centre in Bungendore.

The motion was lost.

For: Crs Preston and Winchester

Against: Crs Grundy, Livermore, Macdonald, Schweikert, Taskovski, Willis, Wilson and Waterhouse

The foreshadowed contrary motion (of Cr Grundy) was brought forward and seconded by Cr Schweikert.

MOVED (Grundy/Schweikert)

That Council:

1. Authorise the General Manager to investigate through Bungendore real estate agencies the current market value of 19-21 Gibraltar Street, Bungendore.
2. Receive a report on these investigations as well as alternative options for the site including, but not restricted to, building Council offices/library, another Council development.
3. Consult with the community about the future use of the site through a public submission process of at least 28 days and local popup stalls.
4. Defer the matter to an in-person workshop to discuss the future for the site.
5. Determine the future of the site at a subsequent Council meeting.

AMENDMENT (Willis/Preston)

That Council:

1. Receive a report on options for development of the Council land at 19-21 Gibraltar Street, Bungendore, including incorporation of affordable housing.
2. Review the recommendations from the employment land analysis being undertaken to inform the review of the Bungendore Structure Plan before finalising a decision on disposing of the site.

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

For: Crs Livermore, Preston, Taskovski, Willis and Wilson
Against: Crs Grundy, Macdonald, Schweikert, Waterhouse and Winchester

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

AMENDMENT (Winchester/Waterhouse)

That Council:

1. Authorise the General Manager to investigate through Bungendore real estate agencies the current market value of 19-21 Gibraltar Street, Bungendore.
2. Receive a report on these investigations as well as alternative options for the site.
3. Consult with the community about the future use of the site through a public submission process of at least 28 days and local popup stalls.
4. Defer the matter to an in-person workshop to discuss the future for the site.
5. Determine the future of the site at a subsequent Council meeting.

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

For: Crs Grundy, Macdonald, Livermore, Preston, Schweikert, Taskovski, Waterhouse, Wilson and Winchester
Against: Cr Willis

The amendment became the motion.

691/25

RESOLVED (Winchester/Waterhouse)

That Council:

1. Authorise the General Manager to investigate through Bungendore real estate agencies the current market value of 19-21 Gibraltar Street, Bungendore.
2. Receive a report on these investigations as well as alternative options for the site.
3. Consult with the community about the future use of the site through a public submission process of at least 28 days and local popup stalls.
4. Defer the matter to an in-person workshop to discuss the future for the site.
5. Determine the future of the site at a subsequent Council meeting.

The resolution was carried.

For: Crs Grundy, Livermore, Macdonald, Preston, Schweikert,
Taskovski, Wilson, Waterhouse and Winchester

Against: Cr Willis

9.7 Council Cultural Grant Applications

692/25

RESOLVED (Macdonald/Wilson)

That Council approve the following three Cultural Grants, totalling \$5,000:

1. \$1,000 for the Australia Nepal Friendship Society towards the Tihar Deusi Bhailo cultural event being held in Queanbeyan on 2 November 2025.
2. \$1,000 for the Bungendore Quilters for 12 reusable promotional sails for the Bungendore Quilting Exhibition, planned for late 2025.
3. \$3,000 for the Jerrabomberra Residents' Association for sound, stage and lighting for the 2025 Carols@Jerra event, planned for early December 2025.

The resolution was carried.

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

Against: Cr Grundy

9.8 Renewal of Licence - NSW Scout Association - 7 Firethorn Place, Jerrabomberra

693/25

RESOLVED (Wilson/Macdonald)

That Council endorse a new licence agreement with the NSW Scout Association over 7 Firethorn Place, Jerrabomberra for a further five-year term.

The resolution was carried unanimously.

9.9 Draft Swimming Pool Inspection Program

694/25

RESOLVED (Macdonald/Preston)

That Council endorse the draft Swimming Pool Inspection Program 2025 and place on public exhibition for 28 days.

The resolution was carried unanimously.

695/25

9.10 Policy Review**RESOLVED (Wilson/Livermore)**

That Council:

1. Endorse the following QPRC Strategic Policies and place on exhibition for 28 days:
 - Competitive Neutrality Policy
 - Bin Inspection and Contamination Policy
 - Public Art Policy
 - Council-Related Development Application Conflict of Interest Policy
 - Guidelines on when DA's should be referred to Council
2. If no submissions are received, the Policies be adopted.

The resolution was carried unanimously.

9.11 Post-Exhibition Report - Policies**MOVED (Wilson/Winchester)**

That Council adopt the following Strategic Policies:

- Councillor Expenses and Facilities Policy
- Councillor Induction and Professional Development Policy
- Boundary Fences Adjoining Council Public Reserves Policy
- Social Media Policy

AMENDMENT (Willis/Waterhouse)

That Council adopt the following Strategic Policies:

- Councillor Expenses and Facilities Policy
- Councillor Induction and Professional Development Policy
- Boundary Fences Adjoining Council Public Reserves Policy
- Social Media Policy, with the deletion at Clause 2.2 of Twitter (now X) as a platform Council may use.

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

For: Crs Waterhouse and Willis

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

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

696/25

RESOLVED (Wilson/Winchester)

That Council adopt the following Strategic Policies:

- Councillor Expenses and Facilities Policy
- Councillor Induction and Professional Development Policy
- Boundary Fences Adjoining Council Public Reserves Policy
- Social Media Policy

The resolution was carried.

For: Crs Grundy, Livermore, Macdonald, Preston, Schweikert,
Taskovski, Wilson, Waterhouse and Winchester

Against: Cr Willis

ADJOURNMENT: The meeting adjourned for a short break at 7.30pm, and with the exception of Cr Wilson, all Councillors returned to the meeting at 7.42pm.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

697/25 **10.1 Ellerton Drive Noise Assessment Update**
RESOLVED (Willis/Waterhouse)

That the report be received for information.

The resolution was carried unanimously.

10.2 Captains Flat Expression of Interest Containment Cell Update

This item was considered in earlier business.

698/25 **10.3 Monaro Street Upgrade - Watermain Replacement Options**
RESOLVED (Grundy/Preston)

That the report be received for information.

The resolution was carried unanimously.

699/25 **10.4 Heritage Awards 2025**
RESOLVED (Willis/Preston)

That the report be received for information.

The resolution was carried unanimously.

700/25 **10.5 Resolution Action Sheet**
RESOLVED (Preston/Grundy)

That the report be received for information.

The resolution was carried unanimously.

701/25 **10.6 Councillor Workshops**
RESOLVED (Preston/Livermore)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

702/25

11.1 QPRC Sports Council Minutes - 3 February 2025**RESOLVED (Winchester/Grundy)**

That Council note the minutes of the QPRC Sports Council held on 3 February 2025.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

703/25

12.1 Notice of Motion - Book: Tale of Two Cities**RESOLVED (Winchester/Preston)**

That Council advertise for 28 days its intention to resolve that Council will donate \$3,000 towards the costs incurred for the reprinting of 350 copies of the book Tale of Two Cities by Mark Butz.

The resolution was carried.

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

Against: Crs Grundy and Macdonald

Cr Taskovski returned to the Chamber at 7.50pm.

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegates Reports.

704/25

PROCEDURAL MOTION**RESOLVED (Waterhouse/Livermore)**

That items 14.1 to 14.5 be moved as a block.

The resolution was carried unanimously.

14. QUESTIONS WITH NOTICE

705/25

14.1 Questions With Notice - Shade Sail Prioritisation**RESOLVED (Waterhouse/Livermore)**

That the report be received for information.

The resolution was carried unanimously.

706/25

14.2 Questions With Notice - Reschs Creek Bridge**RESOLVED (Waterhouse/Livermore)**

That the report be received for information.

The resolution was carried unanimously.

707/25 **14.3 Questions With Notice - Accessible Car Parking in Braidwood**
RESOLVED (Waterhouse/Livermore)

That the report be received for information.

The resolution was carried unanimously.

708/25 **14.4 Questions With Notice - Long Term Financial Plan**
RESOLVED (Waterhouse/Livermore)

That the report be received for information.

The resolution was carried unanimously.

709/25 **14.5 Questions With Notice - Public Toilets**
RESOLVED (Waterhouse/Livermore)

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

710/25 **RESOLVED (Winchester/Macdonald)**

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 RFT 2025-02 - Macs Reef Road and Bungendore Road Intersection Safety Upgrade

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

The resolution was carried unanimously.

The meeting then moved into Closed Session at 7.53pm to discuss the matters listed above.

16.1 RFT 2025-02 - Macs Reef Road and Bungendore Road Intersection Safety Upgrade

711/25

RESOLVED (Macdonald/Schweikert)

That Council award contract no. 2025-02 for the construction of Macs Reef Road and Bungendore Road Intersection Safety Upgrade works to Cord Civil Pty Ltd for the contract amount of \$1,574,589 (excluding GST).

The resolution was carried unanimously.

712/25

RESOLVED (Winchester/Macdonald)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.59pm.

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

In accordance with Queanbeyan-Palerang Regional Council Code of Meeting Practice, Section 14.22, the Chairperson provided a summary of the resolution passed in Closed Session.

17. CONCLUSION OF THE MEETING

The time being 8.00pm, 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 DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan (Author: Murdoch/McManus)

File Reference: DA.2024.0064

Recommendation

That development application DA.2024.0064 for additions and alterations to commercial building and demolition on 142 & 164 Monaro Street, Queanbeyan be granted conditional consent.

Summary

Reason for Referral to Council

This application has been referred to Council as the development exceeds \$5 million in value and includes the partial demolition of a building listed as a Heritage item.

Proposal:	Additions and alterations to commercial building and demolition.
Applicant/Owner:	Queanbeyan Leagues Club Limited / Queanbeyan Leagues Club Limited
Subject Property:	Lot 1 DP 1165483, Lot 3 DP 39228, Lot 4 DP 39228, Lot 1 DP 1061199, Lot 2 DP 1007934, Lot 1 DP 1172404 and Lot CP SP 16140, 142 and 164 Monaro Street QUEANBEYAN NSW 2620
Zoning and Permissibility:	E2 - Commercial Centre under Queanbeyan Palerang Regional Local Environmental Plan 2022
Public Submissions:	4
Issues Discussed:	Heritage, Planning Requirements and Engineering requirements.
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made.

Background

The current use of the land is the Queanbeyan Leagues Club with associated car parks and commercial and office buildings.

9.1 DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan (Author: Murdoch/McManus) (Continued)

Report

Proposed Development

The development application seeks Council approval for additions and alterations to commercial building and demolition.

The specific elements of the proposal are:

- Internal refurbishment and reconfiguration to the ground floor plan including changes to gaming areas, sports bar, bistro, café and bar servery,
- Changes to level 1 and roof area including stairs and plant area,
- Demolition of club building, stairs and bridge connection to level 1,
- Reconfiguration and demolition to basement layout,
- Demolition of existing alfresco gaming area,
- Upgrades to car parking for 234 car parking spaces including 5 accessible parking spaces (increased from 128 car spaces) with an internal roundabout in the middle of the site,
- Alterations to elevations on Collett Street including new infill wall, garden planters, windows and widening of loading dock,
- Alterations to elevations on Monaro Street including brick cladding, new awning, glass balustrade, planters, high level louvres, rooftop screening and upper level windows,
- Alterations to elevations on driveway entry including brick cladding, new awning, glass balustrade, planters, high level louvres, rooftop screening and upper level windows,
- Existing office building and non-heritage awning to be demolished at 142 Monaro Street,
- Existing heritage awning to 146-152 Monaro Street to be demolished & rebuilt to match original heritage format,
- Demolition of existing ground floor non heritage shopfront, 4 x level 1 windows to be demolished & replaced with new windows to reflect heritage format and existing heritage awning to be demolished & rebuilt to match original heritage format (146-152 Monaro Street),
- Demolition of awnings, louvres, façade glazing, awnings (Monaro Street),
- Consolidation of Lots.

Subject Property

The land is legally described as 142 & 164 Monaro Street, Queanbeyan and comprises the following lots:

Description	Zoning	Area
Lot 1 DP 1165483	E2 - Commercial Centre	5915m ²
Lot 3 DP 39228	E2 - Commercial Centre	581.74m ²
Lot 4 DP 39228	E2 - Commercial Centre	600.71m ²
Lot 1 DP 1061199	E2 - Commercial Centre	3097m ²
Lot 2 DP 1007934	E2 - Commercial Centre	633.3m ²
Lot 1 DP 1172404	E2 - Commercial Centre	267m ²
Lot CP SP16140	E2 - Commercial Centre	1700m ²

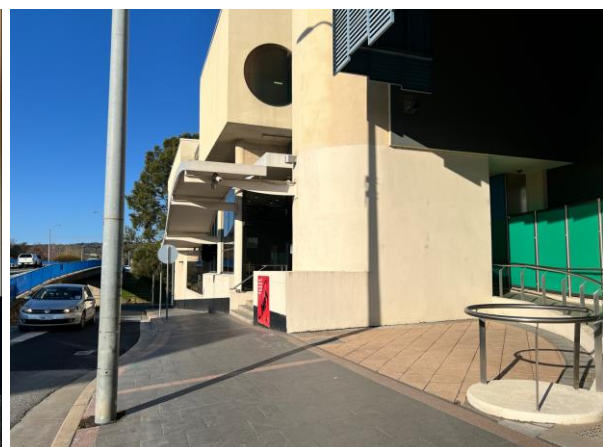
9.1 DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan (Author: Murdoch/McManus) (Continued)

The sites are located on Monaro Street and Collett Street with car parking at the rear of the buildings accessed from Collett Street and the Rutledge Car Park. Pedestrian access is from Shamrock Lane and Collett Street.

Existing development on the sites comprises the Queanbeyan Leagues Club with associated car parking, ancillary club buildings and office buildings.



Figure 1: Locality plan



9.1 DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan (Author: Murdoch/McManus) (Continued)



9.1 DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan (Author: Murdoch/McManus) (Continued)



Figures 2-13: Site photographs

Planning Requirements

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

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

1. State Environmental Planning Policy (Transport and Infrastructure) 2021
2. State Environmental Planning Policy (Resilience and Hazards) 2021
3. Queanbeyan-Palerang Regional Local Environmental Plan 2022
4. Queanbeyan Development Control Plan 2012 (DCP)

The development generally satisfies the requirements and achieves the objectives of these planning instruments. Refer to attached Section 4.15 Table – Matters for Consideration for detailed assessment.

(a) Compliance with LEP

The proposed development is consistent with the aims of the QPRLEP 2022 and satisfies the relevant development standards (refer to Section 4.15 Table – Matters for Consideration for a detailed assessment).

9.1 DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan (Author: Murdoch/McManus) (Continued)

(b) Compliance with DCP

The proposed development is consistent with the general provisions of the Queanbeyan Development Control Plan 2012 (refer to Section 4.15 Table – Matters for Consideration for a detailed assessment).

External referrals

(a) Essential Energy

Comments were received from Essential Energy which will be placed on the development consent.

(b) NSW Police

No objection was received from the NSW Police, recommendations however have been provided and these comments will be placed on the development consent as advisory notes.

(c) Transport for NSW

No objection was received. Conditions were provided and will be included in the recommended conditions of consent.

Internal referrals

(a) Building Surveyor's Comments

Council's Building Officer has provided no comment on the proposal. Conditions relating to BCA and Fire Safety will be included in the recommended conditions of consent.

(b) Development Engineer's Comments

Council's Development Engineer has provided comment for water, sewer, storm water, erosion and sediment control, parking and flooding.

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

(c) Environmental Health Comments

Council's Environmental Health has provided comment for hazardous materials.

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

(d) Waste Comments

Council's Waste Officer offered no objections to the proposal.

(e) Trade Waste Comments

Council's Waste Officer has provided comment on trade waste.

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

(f) Heritage Advisory Committee Comments

Council's Heritage Advisory Committee provided comments to the applicant (refer to Section 4.15 Table – Matters for Consideration for a detailed assessment).

9.1 DA.2024.0064 - Additions and Alterations to Commercial Building and Demolition (Heritage listed item) - 142 & 164 Monaro Street, Queanbeyan (Author: Murdoch/McManus) (Continued)

(g) Local Development Committee Comments

The Local Development Committee offered no objections to the proposal.

Financial, Budget and Resource Implications

Nil

Engagement

The application was notified in accordance with the Community Engagement and Participation Plan from 27/03/2024 to 16/04/2024, with 4 submissions received, raising concerns in relation to tree removal, street activation and Monaro Street access, heritage listed item and aesthetic values. The assessment of these concerns has been addressed in the Section 4.15 Assessment.

Conclusion

The submitted proposal for additions and alterations to commercial building and demolition on Lot 1 DP 1165483, Lot 3 DP 39228, Lot 4 DP 39228, Lot 1 DP 1061199, Lot 2 DP 1007934, Lot 1 DP 1172404 and Lot CP SP 16140, 142 & 164 Monaro Street Queanbeyan NSW 2620 is a Local Development and is supported by a Statement of Environmental Effects.

The proposal was notified to adjoining owner/occupiers and 4 submissions were received.








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

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

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

It is recommended that the application be to be granted conditional consent, subject to the imposition of the recommended conditions.

Attachments

- | | |
|---|---|
| Attachment 1
 | Architectural Plans - 164 Monaro Street, Queanbeyan (<i>Under Separate Cover</i>) |
| Attachment 2
 | Landscape Plans - DA.2024.0064 - 164 Monaro Street, Queanbeyan (<i>Under Separate Cover</i>) |
| Attachment 3
 | Tree Management Plan - DA.2024.0064 - 164 Monaro Street, Queanbeyan (<i>Under Separate Cover</i>) |
| Attachment 4
 | HZMAT Report - DA.2024.0064 - 164 Monaro Street, Queanbeyan (<i>Under Separate Cover</i>) |
| Attachment 5
 | Submissions - DA.2024.0064 - 164 Monaro Street, Queanbeyan (<i>Under Separate Cover</i>) |
| Attachment 6
 | Section 4.15 Assessment - DA.2024.0064 (<i>Under Separate Cover</i>) |
| Attachment 7
 | Recommended Conditions of Consent - DA.2024.0064 (<i>Under Separate Cover</i>) |

9.2 Planning Performance Response (Author: Ryan/Ormella)

File Reference: 26.1.98-06

Recommendation

That Council endorse the QPRC DA Action Plan and written response to the Minister for Planning and Public Spaces' letter received in March 2025, to address Council's Development Assessment Performance and achieving of the Minister's Expectations Order, as issued in July 2024.

Summary

The Minister for Planning and Public Spaces, the Hon Paul Scully MP, has requested Council set out how the criteria for assessing Council Development Application assessment performance will be achieved.

Since the Ministers Expectations Order July 2024, all Councils across NSW have had their monthly performance monitored and reported on a statewide council league table.

With QPRC not having achieved two of the criteria yet, it was necessary for the Minister to seek a formal response.

This report and attachments are proposed to be included in this response, which sets out the staff work achieved to date, and an Action Plan detailing how officers are forecasting achieving the criteria by the end of June 2025 deadline.

A written response, endorsed by a resolution of Council is required to be submitted.

Background

On 6 March 2025 the Hon Paul Scully MP, Minister for Planning and Public Spaces wrote to Mayor Cr Winchester reminding Council of the Ministers Expectations Order made in July 2024, setting out criteria for assessing Council performance (Attachment 1).

There are two criteria that Council has not as yet met; these are:

- Gross end to end timeframes less than 145 days, and
- 50% or less of applications meeting 115 days end to end.

Council has 28 days to make a submission to the Minister setting out our Action Plan and work towards securing the improvement over the next three months. Councils across NSW have until the end of June 2025 to demonstrate this overall improvement, which is what officers have been working to secure.

This report sets out the work undertaken to date, presenting our improvements, our Action Plan, and register of undetermined Development Applications (DAs). This report and attachments will form Council's submission. This information enables the council to continue with confidence and forecast the end of June 2025 outcome.

9.2 Planning Performance Response (Author: Ryan/Ormella) (Continued)

Report

Staff committed to reporting on the Ministers Expectations Order July 2024 to Council every 4 months, the latest was at the 18 December Council meeting. At the December 2024 meeting, the table detailed significant improvement. Refer to Attachment 2 for tabulated data on how we compare to the Ministers Expectations.

Members of the public can view the NSW Planning, Council League Table <https://www.planning.nsw.gov.au/policy-and-legislation/housing/faster-assessments-program/council-league-table> and there is a link on the QPRC website <https://www.qprc.nsw.gov.au/Building-Development>

Sustained improvement in DA assessment timeframes has been a priority of the Council, with staff working to secure this improvement well in advance of the Ministers Expectations Order. Enabled by Council's support for additional staff resources; a workplace restructure has shaped a professional, customer focussed and reliable development assessment process.

There has been a multi-pronged approach to securing improvement including:

- Resources
- Decision Making and Sign Off
- End to end process improvements
- Officer Case Management
- Internal Communications
- Wider improvements

The projects which have been undertaken are set out in our Action Plan as detailed in Attachment 2.

With the Council support, a new structure was implemented in the Development Branch in May 2024, creating a Fast Track Team, Majors Team and Development Support Team. This new structure enabled the officers to work to their strengths and to prioritise work based on nature and complexity.

The benefits of this improved structure have come to fruition, with monthly DA end to end timeframes gradually improving.

In 2023-24 DAs took 30 days on average to lodge, whereas 2024-25 a DA takes on average 7 days to lodge, with DAs lodged in February 2025 only taking 2 days. Our end-to-end focus on lodgement and stamping and uploading to the Planning Portal has improved our customer experience by at least 30 days.

With this quick win in hand, the Town Planners focussed on the backlog of older applications, checking in with applicants, with many customers opting to not progress with their DAs. With the Ministers Expectations being 'average days' it was imperative to determine as many of the older cases as possible in the first six months of the monitoring period. Officers knew average days would get worse before improving. This was a conscious decision, a targeted approach, enabling town planner's caseloads to be more manageable going forward.

Every DA on the undetermined list has an active applicant, a customer working with us to secure a planning decision. Attachment 3 which is an extract from the planning register lists in date order all current Undetermined DAs. QPRC has 101 undetermined DAs which the

9.2 Planning Performance Response (Author: Ryan/Ormella) (Continued)

Planning team are processing. Planners have between 10 to 20 cases on their lists, based on nature and complexity of work.

Staff propose including the Undetermined DAs from the planning register in Council's submission as this is key data that is not transparently available to the Minister. Noting this data, Council may be confident in the performance and management of the QPRC Development Assessment branch.

Knowing our business has been key to improving our service. Staff know how many DAs are on average made in the month, how many the officers can on average determine in the month, and what our carry capacity is based on numbers of officers and total number of DAs made in an average year.

The QPRC Action Plan (Attachment 2) provides information graphed on our management of the backlog of DAs. This demonstrates the significant effort of the team in reducing the undetermined number of DAs from in the order of 320 to 110. Staff understand that the carrying capacity, based on resources and structure is in the order of 110 DAs on hand, which is what has been maintained since January 2025.

The Minister as sought an explanation on how Council intends turn around performance from:

- 169 days to no more than 145 end to end gross days, and
- 44% to at least 50% meeting the 115 end to end timeframe.

Since receiving the Ministers letter, we can confirm that improvements have been made, as shorter DA timeframes are accumulating, balancing off the large number of older DAs already determined in the monitoring period.

With good January and February performance, Council is currently tracking at 160 days and 48% of DAs meeting the 115 end to end timeframes. We need to secure an improvement of at least 15 days on applications, and a further 2% meeting the expected timeframes.

To achieve this, officers are relying on receiving between 35 to 40 new applications per month. Officers are managing fast-track application numbers to increase output to improve the overall performance. The management team monitor the in-month productivity and days, assisting the Planning staff with direction. Our Action Plan shows graphs which detail the month-on-month improvement which sets out how effectively the officers are working.

Based on the inhouse forecasting, with 4 months of further improvements ahead, it is anticipated that Council will meet the Ministers expectations by the end of June 2025.

We welcome the Minister acknowledging the contribution that QPRC makes towards securing the statewide housing targets. At the end of February, Council was ranked 22nd highest in the state with 379 applications assessed and are the second highest in the state for DA total development cost.

The level of commitment that the development industry has by choosing our LGA as a place to invest in is highly valued and appreciated, which is why improving our customer experience of the planning system has been our priority.

Risk/Policy/Legislation Considerations

The Minister has measures to require improved performance that includes a Performance Improvement Order. Council staff have met with key officers from the NSW Department of

9.2 Planning Performance Response (Author: Ryan/Ormella) (Continued)

Planning, Housing and Infrastructure (DPHI) to ensure that there is full transparency on how they are working so that this risk does not eventuate.

Financial, Budget and Resource Implications

The service budget for the Development Branch is needed so that DA assessment end to end timeframes can be improved, maintained, and sustained moving forward.

Links to QPRC/Regional Strategic Plans

Queanbeyan – Palerang Community Strategic Plan 2042 sets out the strategic pillars and objectives including the LGA character.

Strategic objective 3.2 is, we have robust planning systems that provide zoned and serviced land that supports affordability and choice to liveability of the area. The importance of a robust effective planning system underpins the Community Strategic Plan and achieving our objectives.

Conclusion





Council staff have embraced the focus of the Ministers Expectations and working in teams to monitor and manage workloads. The significant improvement of overall reduction in numbers of undetermined DAs has come about due to officers taking a proactive targeted approach reducing backlogs of older DAs.

Statistically this means that the average end to end days for DA timeframes has only started to drop. January and February performance demonstrate how the planned approach is working. Officers are forecasting achieving the expectation of no more than 145 end to end gross days, by the end of June 2025.

Officers are forecasting achieving at least 50% meeting the 115 end to end timeframe. Confidence can be taken from the month-on-month improvement, the Action Plan, and the monitoring and managing culture which is instilled in the officers and Teams.

Endorsement of the Council Action Plan is sought, to ensure a response is provided to the Minister by the required time frame.

Attachments

- | | |
|--|--|
|  Attachment 1 | Letter Hon Paul Scully MP - Planning Performance (<i>Under Separate Cover</i>) |
|  Attachment 2 | QPRC DA Action Plan (<i>Under Separate Cover</i>) |
|  Attachment 3 | Undetermined DAs - 18.03.2025 (<i>Under Separate Cover</i>) |
|  Attachment 4 | Draft letter to Hon Paul Scully (<i>Under Separate Cover</i>) |

9.3 Councillor Delegates for the Southern Regional Planning Panel (Author: Ryan/Ormella)

File Reference: 21.1.3

Recommendation

That Council update their Membership on the Southern Regional Planning Panel as follows:

1. Cr Broadbent be a Permanent Expert Member with Julie Costa the Director of Development and Environment at Yass Council as the alternate substitute.
 2. Appoint a Councillor as a permanent Non-Expert Member, from the nominated Councillors: Cr Preston, Cr Grundy and Cr Schweikert.
 3. Upon appointment of a permanent Non-Expert Member, confirm the Councillor alternate substitutes.
 4. Cr Wilson will no longer be a Member of the Southern Regional Planning Panel.
-

Summary

With Council's Membership on the Southern Regional Planning Panel changing, there is an opportunity to confirm the Councillors being appointed to the Panel, and whether a rotation or permanent approach be taken.

Background

At Council's meeting of 27 November 2004, Council resolved (**Resolution 530/24**) to:

1. Appoint two Councillors as representatives to the Southern Regional Planning Panel.
2. Appoint four alternate Council members to the Southern Regional Planning Panel.
3. Develop and implement a rotation schedule for the appointees to the Southern Regional Planning Panel, in accordance with the *Sydney District and Regional Planning Panels Operational Procedures* established by the NSW Department of Planning, Housing and Infrastructure.
4. Appoint the Councillor/s and staff delegates, as nominated, to all other committees as listed in the report.
5. Update the relevant Council documentation, including the website, with details of appointments and rotation arrangements.

Since the above resolution of Council, Cr Wilson has advised he would like to step down from being a Non-Expert Member of the Southern Regional Planning Panel.

While returning to Council with a report to change Council nominated Membership, it is an opportunity to revisit the Councillor nominated Membership of the Panel.

Report

Council has in previous years had a Non-Expert Member role on the Southern Regional Planning Panel, with Cr Preston and Cr Wilson undertaking this role. With Cr Wilson stepping down from the Southern Regional Planning Panel, it is open to Council to consider whether a further Councillor nomination be made.

9.3 Councillor Delegates for the Southern Regional Planning Panel (Author: Ryan/Ormella) (Continued)

Council resolved to take a rotational approach for the Non-Expert Member role on the Planning Panel. This decision was conveyed to the Secretariat for Planning Panels. The way in which a rotation operates is that the Councillor appointed to a case continues with that case to its determination. Rotation may occur with new cases. This is a rotation that is established and administered by the Secretariat. It is not a rotation that is determined by Council locally.

While noting this was the Council decision, the Secretariat has clarified that Cr Broadbent is qualified and able to be a Permanent Expert Member of the Southern Regional Planning Panel. As Cr Broadbent can fulfil this role, it would enable Council to have a permanent Expert Member role. Council should also have a Non-Expert Member role.

This scenario would mean that Cr Broadbent would be one of the two Council Members for each item in the LGA that is being determined by the Southern Regional Planning Panel. When Cr Broadbent is unavailable, the Director of Development and Environment from Yass Council would be the alternate expert Member substitute.

Should Council wish to nominate Cr Broadbent as a Permanent Expert Member, it will be necessary to confirm the Non-Expert Members.

Council can have a Permanent Non-Expert Member with alternate substitutes when that Member is not available. The Secretariat would contact Members on the list based on the permanent Non-Expert Member not being available. This is in effect a rotation that is enabled by availability or otherwise.

It is open to Council to continue with a rotation approach administered by the Secretariat with a number of Councillor Non-Expert Members, or to have a Permanent appointed Non-Expert that is substituted from the member list when otherwise not available.

The report is recommending the permanent appointment of a Non-Expert Member, and substitute list.

Risk/Policy/Legislation Considerations

The Southern Regional Planning Panel undertakes the decision making on development applications that are categorised as Regional Development.

Financial, Budget and Resource Implications

This report does not have budget implications for Council.

Links to QPRC/Regional Strategic Plans

Council's Community Strategic Plan 2042 includes under the Pillar Character, strategic objectives aimed at having a robust planning system. Council's involvement through Membership on the Southern Regional Planning Panel contributes towards securing a robust planning system.

Conclusion

It is recommended that Council update the nominated Membership of the Southern Regional Planning Panel, to recognise Cr Wilson stepping down.

In updating Council's Membership it is open to consider the appointment of a Permanent Expert and Permanent Non-Expert, with substitute lists.

Attachments: Nil

9.4 Draft Community Strategic Plan (Author: Monaghan/Gregory)

File Reference: 51.1.1-01

Recommendation

That Council:

- 1. Endorse the draft Community Strategic Plan 2042 for public exhibition for a period of 42 days.**
 - 2. Receive the Community Engagement Report and review all Submissions before finalising and endorsing the Community Strategic Plan 2042 on behalf of the QPRC community.**
-

Summary

NSW Councils are required to prepare and endorse a Community Strategic Plan (CSP) by 30 June in the year following the local government election. The CSP identifies the community's main priorities and aspirations for the future and strategies for achieving those goals. All other Council planning will support the achievement of the community objectives documented in the CSP.

Broad community engagement was conducted from 1 February to 15 March 2024, with feedback provided about key challenges facing the Queanbeyan-Palerang community and capturing changes since the previous CSPs were reviewed in 2017 and 2021. The Community Engagement Report is provided as an attachment.

Further engagement will be undertaken with the community during the exhibition of the draft CSP to check whether the Community Vision Statement and the Objectives are in line with community expectations.

Council workshops have been held to enable Councillors time for their review and contributions for feedback when this report was presented to the 12 February 2025 meeting (**Resolution 631/25**). This has now occurred, and the draft Community Strategic Plan is presented to Council for endorsement to be placed on public exhibition.

Background

QPRC worked with the Canberra Region Joint Organisation (CRJO) and 11 member councils on a collaborative regional approach to refresh the CSP's for each local government area.

The joint approach was used previously in 2022 and allowed the development of a Regional Community Strategic Plan which highlighted the regional priorities and aspirations that have been used to advocate for our communities.

Report

The CSP forms part of the Integrated Planning and Reporting (IPR) framework required for NSW Councils. It is based on a 20-year horizon, defining the key issues and ambitions of the community, and setting strategic directions that guide all other Council planning. The community ambitions have been organised under the 5 key themes of community, economy, environment, infrastructure and civic leadership.

9.4 Draft Community Strategic Plan (Author: Monaghan/Gregory) (Continued)

Whilst Council has a custodial role in initiating, preparing and maintaining the CSP on behalf of the local government area, it is not wholly responsible for its implementation. Other partners such as state agencies, non-government organisations, business and industry joint organisations and community groups may also contribute to delivering the strategies of the plan.

Risk/Policy/Legislation Considerations

Chapter 3 of the Local Government Act provides a set of guiding principles for local government. The principles address the way that councils provide leadership, plan for the future and make decisions about services and resources. The Act requires that Integrated Planning and Reporting should be the centre of all Council plans, activities, resourcing decisions and improvement strategies.

The Following is a summary of the requirements of section 402 of the Act relating to the Community Strategic Plan:

- Each local government area is to have a Community Strategic Plan that has been developed and endorsed by the council on behalf of its community.
- The Community Strategic Plan is to identify the main priorities and aspirations for the future of the local government area.
- The Community Strategic Plan must cover a minimum timeframe of 10 years. The Community Strategic Plan must establish strategic objectives together with strategies to achieve those objectives.
- The council must review the Community Strategic Plan before 30 June in the year following an ordinary election of council.
- The council may endorse the existing plan, or develop and endorse a new Community Strategic Plan, as appropriate, to ensure that the area has a Community Strategic Plan covering at least the next 10 years.

Council must place the draft Community Strategic Plan on public exhibition for a period of at least 28 days and comments from the community must be accepted and considered prior to the endorsement of the final Community Strategic Plan.

The exhibition of the Community Strategic Plan must be undertaken in accordance with the Council's Community Engagement Strategy, as prescribed by section 402A of the Act

Financial, Budget and Resource Implications

CRJO member councils participated in the joint project to share staff and consulting resources to undertake community engagement across Canberra Region. The CRJO covered all expenses relating to the engagement of the consultant and associated community engagement.

Links to QPRC/Regional Strategic Plans

The Community Strategic Plan is the highest level strategic planning undertaken by Council and all other plans must support achievement of the CSP objectives.



9.4 Draft Community Strategic Plan (Author: Monaghan/Gregory) (Continued)

Conclusion

This report recommends that the draft CSP be placed on exhibition. All public submissions will be presented to Council for consideration before finalising the Community Strategic Plan on behalf of the QPRC community.

To ensure Easter Holidays and allow maximum time for community engagement with residents, organisations and stakeholders, we will undertake a 42 day Public Exhibition period.

Attachments

- Attachment 1  Community Strategic Plan Community Engagement Report (*Under Separate Cover*)
- Attachment 2  Draft Community Strategic Plan (*Under Separate Cover*)

9.5 58-62 Morisset Street, Queanbeyan Former Nursery Site (Author: Richards/Deebank)

File Reference: 11.1.1

Recommendation

That Council notes the need for a site compound for the Monaro Street upgrade project and endorse the use of 58-62 Morisset Street for this purpose, after which a Feasibility Study will be received regarding the activation of a Mobile Food Van Hub.

Summary

Council resolved to support in principle the former nursery site (58-62 Morisset Street) as a mobile food van hub.

Since then, the site has been identified as the preferred location for the site compound required for the upcoming Monaro Street upgrade project. This report seeks Council approval to defer consideration of a potential food truck hub and other proposed uses until the Monaro Street project is complete.

Background

At its meeting on 12 June 2024, Council resolved to prepare a Master Plan and Feasibility Study that would facilitate the activation of the former Nursery site at 58-62 Morisset Street as a Mobile Food Van Hub (**Resolution 249/24**).

Report

Since the proposal to develop 58-62 Morisset Street as a Mobile Food Van Hub, it has become apparent that, should a tender be awarded for the upgrade of Monaro Street, a site compound will be required.

The former Nursery is the preferred location, given its proximity to the project site and the fact that it is already fenced and secure. A site compound would be used for:

- storage of materials
- parking and maintenance of equipment
- waste management
- site office and administration
- worker amenities

The requirement to keep the site vacant until its potential use for the Monaro Street upgrade project is determined and, if required for that purpose, until the Monaro Street project is complete is noted.

Although the use of the site as a Mobile Food Van Hub may be delayed, staff will continue to prepare a Feasibility Study.

Food truck hubs can take many forms, ranging from a simple parking space with minimal or no public amenities allowing for an informal 'pop-up' style venue that is predominantly targeting takeaway sales, through to a developed and landscaped public space that would facilitate semi-permanent vendors, stimulate both day and nighttime economic activity and activate a space connected with the river and QEII Park.

9.5 58-62 Morriest Street, Queanbeyan Former Nursery Site (Author: Richards/Deebank) (Continued)



Concept images generated by AI.

9.5 58-62 Morriset Street, Queanbeyan Former Nursery Site (Author: Richards/Deebank) (Continued)

Similarly, an operational model can take various forms, with various levels of legal and financial risk to Council.

The feasibility study is proposed to include:

Consultation with:

- food truck vendors, to understand vendor interest, site and operational requirements for such a facility,
 - businesses in and around the Queanbeyan CBD, to understand how this project will complement and/or conflict with their trade, and
 - nearby residents to understand how the site can be designed to mitigate against any adverse impact.
- A consideration of the economic, community and place activation benefits of this project at this location.
 - A market analysis to identify demand for the project and inform potential operational models, opening hours etc.
 - A consideration of the CBD's retail mix and how this project aligns with the CBD Spatial Master Plan and Retail Growth Strategy.
 - Costings for the various options for site preparation, including consideration of utilities, lighting, security, accessibility, pedestrian flow, public amenities, landscaping and furnishings.
 - Consideration of a small-scale trial.
 - A proposed operational model and its financial implications to Council.
 - Alternative or complementary uses for the site, including a proposal received from a QPRC resident for community gardens at this location.

This feasibility study will be reported to Council and, subject to the Council's approval and on the completion of the Monaro Street Upgrade project, a Master Plan will be developed and funding opportunities pursued.

Risk/Policy/Legislation Considerations

Being located in a flood area, the risk of flood can be mitigated by having in place an evacuation plan that would include managing public safety, securing the site, de-commissioning power, managing infrastructure and ensuring all equipment (whether for a site compound or food truck hub) is easily removed when flooding is anticipated.

The proposed use of the site as a compound for the Monaro Street upgrade has been considered in a draft Review of Environmental Factors for the project, which will be determined through the standard NSW Planning Portal process.

No further approvals are required to use this location as a site compound for the project.

Financial, Budget and Resource Implications

No budget is sought at this stage. Financial implications of a site compound including a food truck hub would be understood at the completion of the feasibility study and presented to Council prior to seeking funding for construction of the facility.

9.5 58-62 Morriset Street, Queanbeyan Former Nursery Site (Author: Richards/Deebank) (Continued)

The estimate for restoration of the site for the report to Council in June 2024 was \$90,000. Additional capital costs to optimise public and visual amenity would form part of a future funding application.

Staff resources would be required to undertake the feasibility study. This work can be accommodated within existing budget allocations. There is sufficient capacity to complete the feasibility study within the Monaro Street project upgrade timeframe without affecting the delivery of other services.

Links to QPRC/Regional Strategic Plans

QPRC Community Strategic Plan

Strategic objective 2.1

Our city, town and village centres are dynamic and thriving places that attract economic activity through the revitalisation of centres, focus on tourism and improved digital connectivity.

Strategic Objective 2.3

Our business practices support a productive and efficient local economy by providing enabling infrastructure,

In addition, the Queanbeyan CBD Spatial Master Plan, the Queanbeyan Place Plan and the Queanbeyan Retail Growth Strategy all identify the need for active public spaces.

Conclusion

A site compound is required for the Monaro Street upgrade project and 58-62 Morisset Street is the preferred location.

During the Monaro Street upgrade project, a thorough feasibility study will be conducted to ensure the proposed food truck hub maximises economic and community benefit, complements the existing retail/hospitality mix and meets market needs.

Attachments

Nil

9.6 Review of Organisational Structure (Author: Ryan/Ryan)

File Reference: 43.7.4-05

Recommendation

That Council endorses the current four Directorate Organisational Structure for QPRC with functions and responsibilities detailed in the report as determined by the General Manager.

Summary

Within 12 months of the Council election, Council must review the organisational structure as outlined in the Local Government Act (1993) and the Post Election Guide published by the Office of Local Government (OLG) pp 17, attached for Council reference.

There is no proposal for any changes or restructure of directorates, functions or responsibilities and Council's endorsement for the current organisational structure is sought.

Background

In accordance with Clause 333 of the Local Government Act (1993), the Council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the Council. It is the role of the General Manager to determine the positions within the organisation structure of the Council, after consulting with the governing body of Council.

The organisational structure needs to be fit for purpose, efficient and effective for decision making. It must enable staff to be empowered and accountable for the services we deliver and meet the demands of an innovative local government entity.

Many of our staff and their families live in the QPRC area, and are involved in community organisations, undertake volunteer roles and are members of sporting groups. Our proximity to ACT is both a challenge and opportunity in our ability to attract and retain quality staff. The following discussion details the focus that has been on staff retention and building of our organisational culture to one of respect, integrity and delivering of outcomes for our community.

Report

Queanbeyan-Palerang Regional Council employs 446 full time equivalent staff (490 including casuals) across a broad range of areas. The Local Government Area's estimated population is 65,369 and is expected to increase to around 76,000 by 2031, making it one of NSW's largest regional councils. QPRC looks after an area of 5,319km², is responsible for more than \$2.4b worth of assets and has an annual budget of around \$230m.

An organisational review was conducted by the General Manager in 2022, which resulted in some movement of services between each Directorate and name changes of the Directors, to reflect the services they provided. Since then each Director has implemented a number of work place change proposals specific for their units or teams.

In 2024, Workforce Planning and Performance was renamed People and Culture and moved to the Office of the General Manager, and Strategic Assets to Corporate Services.

9.6 Review of Organisational Structure (Author: Ryan/Ryan) (Continued)

The General Manager has been focussed on capacity building, and as natural attrition via retirement and resignations has occurred, reviewed position need, role outcomes and deliverables. Whilst there has been an increase of the number of Managers by three and the number of staff since 2023, this has been a result of 'contract' staff employed on rolling two year terms moving to permanent employment, and the review of resources and capability necessary to deliver outcomes for Council.

Our new Manager positions are the Manager Legal, Governance and Risk, Manager Waste Services and Manager Strategic Assets. These were Coordinator roles that were reviewed against the expectations, capacity and outcomes; resulting in a position level change.

Contract staff engaged in our Engineering and Roads Construction teams were an area of significant turnover, even though these contract roles had been in place since well before the merger in 2016. This impacted on our service delivery objectives in the area of Road Maintenance, as demonstrated by surveys and community engagement during the Special Rate Variation discussion; where it was evident this had fallen below expectations of Council and the community. Recruiting to these positions as permanent jobs with Council has resulted in more stability and an experienced pool of applicants. Concerted efforts by our recruitment team for our General Equipment Operators has also resulted in over 15 vacancies being filled in the past 12 months.

Similarly Council had some long term casuals, employed for over 10 years who have been transitioned to permanent part time, in line with Federal and State employment legislation.

Workplace changes have been implemented within Financial Services, Development Assessment, Tourism and Events, and Urban Landscapes to align the individual units with Council service levels, risk management and financial constraints. This has included a new Deputy CFO position, Senior Business Partners and Business Partner Accountant roles, the Fast Track and Major Projects team in Development Assessment and a qualified Horticulturalist Coordinator supervising the Sports Fields team.

The last to have some significant changes will be in Infrastructure Services, given the additional resources provided for Road Maintenance works; and review by the new Director into ensuring the structure of this Roads and Transport branch is meeting the community needs as determined and expected by the Council.

A Water and Waste Water Industry Operators Agreement was proposed and has been signed off by the General Manager and the United Services Union in January 2025. The purpose of this agreement was to address the ongoing regular departures and turnover due to competition from ICON Water for qualified Water Industry Operators. A model similar to that in ICON Water was agreed whereby salaries were packaged, skill sets broadened, expectations established, and a competency based salary progression implemented. This is still in its transition phase however it is expected to deliver a more integrated approach, with multi-skilled crews handling all aspects of water and wastewater management. All staff are now on call and on call after hours is shared.

Also relevant to this discussion is the Local Government Amendment (Employment Arrangements) Bill 2024 that was passed by the NSW Parliament on 16 May 2024. As reported to the 12 June 2024 Council Meeting this legislation removed references to 'senior staff' from the Local Government Act (1993), resulting in all executive-level employees, other than the General Manager, being covered by the NSW Local Government Award.

In Queanbeyan-Palerang Regional Council's case, those senior staff who were employed under a contract other than the General Manager were the Directors of: Community, Arts and Recreation, Development and Environment, Infrastructure Services and Corporate Services.

9.6 Review of Organisational Structure (Author: Ryan/Ryan) (Continued)

All have transitioned to a new QPRC Contract of Employment – Executive Band, which came into effect on Monday, 6 January 2025.

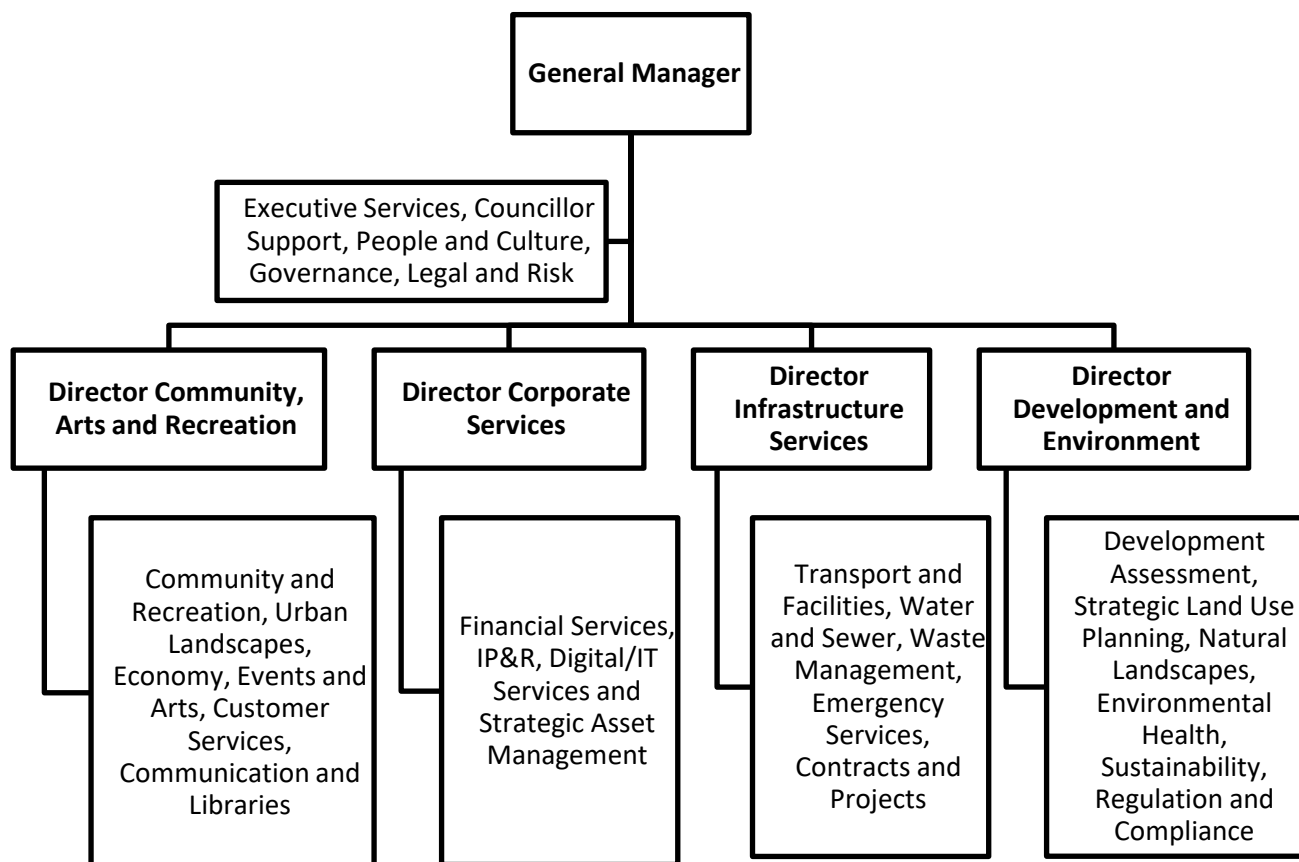
Council has implemented mandatory Mental Health Awareness Training, Public Interest Disclosures and Code of Conduct for all staff. This is provided to all new employees as part of their onboarding program and delivered as a refresher every two years for all staff.

There is also significant training for all Supervisors, Team Leaders, Coordinators and Managers about leadership, conflict resolution, managing team dynamics, recruitment panels, Equal Employment Opportunity, WHS Legislation, Privacy Information, Duty of Care and Employer responsibilities.

In addition to a Consultative Committee, Council has a Diversity and Inclusion Group, Health and Safety, and a Wellbeing Committee. These committees provide additional engagement and communication between all levels of staff. An annual HSEQ (Safety and Wellbeing Day) is held at the Bungendore Showground which is mandatory for all operations staff to attend. Culture is an important focus and point of discussion by the General Manager, Directors and Managers with their teams, and the organisation supports of these team building initiatives.

Published in October 2024, the Organisational Strategic Plan (attached for Council information) has provided a reset of our employee values, goals and culture. Council funded a staff culture survey in the 2024/25 Operational Plan, which enabled the engagement of Baytree Solutions to undertake a staff survey, the data analysis and facilitate staff workshops. This has been integral in developing the quality of data and providing of an independent review about our culture and the position we hold in the local government sector. This is a QPRC staff owned plan that has been developed to reset our values and develop an Action Plan that will prioritise the strategies the Senior Leadership Team will put in place to ensure we achieve our vision of Quality People, Remarkable Council.

Given the amount of work undertaken to rebuild the organisational culture, capacity and customer service focus to align with Council's strategic plans and objectives; the current four Directorate structure remains very functional and effective.



Risk/Policy/Legislation Considerations

Under the Act, responsibility for determining the positions within the organisation structure rests with the General Manager. The General Manager is required under the Act to consult with Council before determining the positions within the organisation structure and to consider the views of Councillors.

The final decision on the organisation structure ultimately rests with the General Manager.

Section 403 of the Local Government Act requires that Council must have a long-term Resourcing Strategy for the provision of the resources (funding, assets and people) necessary to perform its functions. The Resourcing Strategy consists of a:

- 10 year Long-Term Financial Plan;
- 4 year Workforce Management Plan, and a
- 10 year Asset Management Plan.

Issues common to many local councils are managing an ageing workforce, providing equal employment opportunities, improving productivity, shaping a positive customer-focused technically savvy culture through investment in culture development and technology adoption; and achieving higher level of satisfaction of internal and external customers’ perception of services.

9.6 Review of Organisational Structure (Author: Ryan/Ryan) (Continued)

The 2025-2029 Workforce Management Plan is being prepared alongside the Operational Plan and Delivery Program process. It will be presented to Council for public exhibition at the 14 May meeting. It will not be proposing a new organisational structure.

Financial, Budget and Resource Implications

There are no financial, budget or resource implications as a result of this report.

Links to QPRC/Regional Strategic Plans

QPRC Workforce Management Plan (2022-2026)

Council collates a number of reports where the culture of the organisation is measured; this includes:

1. An annual Workforce Report which reports on recruitment, onboarding and separation statistics comparative to prior years.
2. An annual Workers Compensation Insurance report, which provides data on Council's workers compensation claims, injury rates, types and return to work statistics. Bullying and Harassment would be included in Psychological Claims, of which there were none in 2023/24.
3. A quarterly HSEQ (Health, Safety, Environment and Quality) Report which reports to open Council an overview of HSEQ activities and items of note for each period, including notifiable incidents, All Worker Incidents. Workers Compensation Claims and Wellbeing Initiatives.

Community Strategic Plan (2042)

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

5.1 Our community is serviced by an efficient, effective and innovative Council.

- Recruit, retain and remunerate a safe and harmonious workforce.
- Promote and facilitate excellent performance and ongoing education and training through the development of streamlined and improved systems, processes and frameworks.

5.2 Council is an open, accessible and responsive organisation.

- Establish operational practices and processes that support efficiency and community and business satisfaction.

Conclusion

The newly elected Council is required to review the organisational structure to ensure there are the people and human resources in place to deliver its Operational Plan and Delivery Program objectives and strategies.

The current four Director structure remains operationally functional and effective and is recommended by the General Manager for endorsement.

Attachments

Attachment 1 QPRC Organisational Strategic Plan 2024 (*Under Separate Cover*)



Attachment 2 Post Election Guide (August 2024)



9.7 Naming of Bridge - Proposed Name: Ludwig Baumgardner Bridge (Author: Ryan/Knight)

File Reference: 26.4.1-4

Recommendation

That Council endorse the naming of the new bridge recently constructed where Wallaces Gap Road crosses over Back Creek in the locality of Long Flat, Majors Creek, the Ludwig Baumgardner Bridge.

Summary

The proposed name Ludwig Baumgardner Bridge was approved in principle by Council at the 18 December 2024 meeting (**resolution no 579/24**).

This report considers the public submissions received and seeks to adopt the name Ludwig Baumgardner Bridge as the name for the new bridge recently constructed where Wallaces Gap Road crosses over Back Creek in the locality of Long Flat, Majors Creek.

Background

The bridge on Wallaces Gap Road that spans Back Creek has not been previously named, however, is referred to locally as Long Flat Bridge. This bridge has recently been replaced with a new concrete structure. The location of the bridge is indicated in Figure 1.

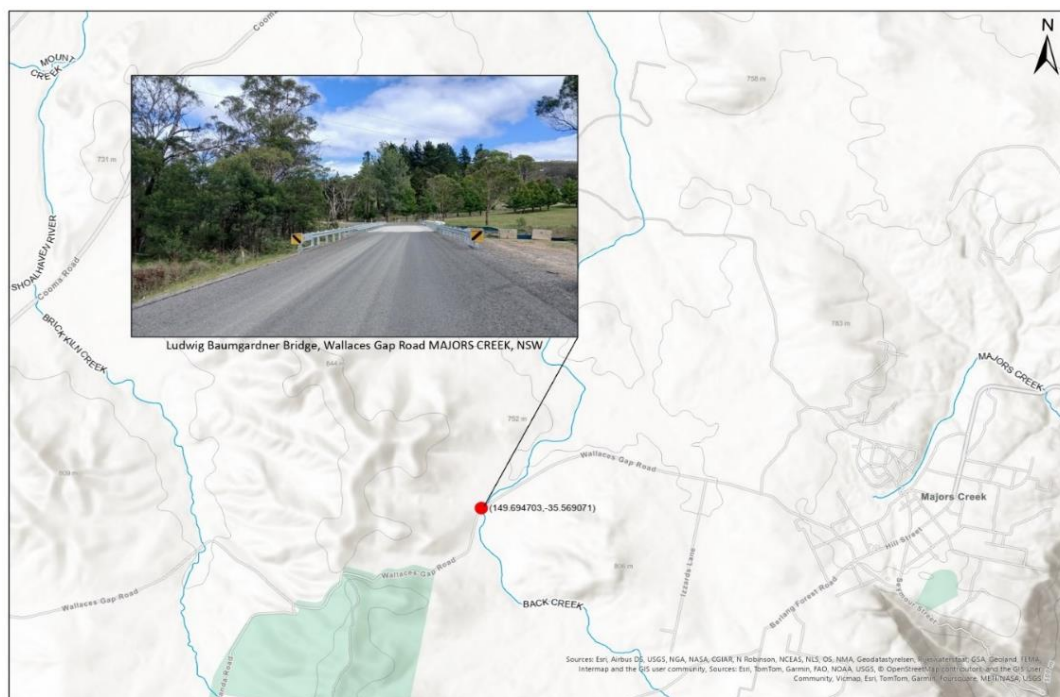


Figure 1

9.7 Naming of Bridge - Proposed Name: Ludwig Baumgardner Bridge (Author: Ryan/Knight) (Continued)

Report

At the December meeting, it was proposed that upon approval by Council a modest plaque would be situated nearby explaining Ludwig's importance to the district and that the Majors Creek Progress Association and the greater local community be invited to contribute to its funding, placement and design.

The proposal was exhibited on Your Voice for 28 days from 28 January 2025 to 25 February 2025. Over this period 11 public submissions were from the community on this proposal.

The feedback on naming the bridge after Ludwig Baumgardner is mostly positive. The majority of submitters support the proposal, recognising Mr Baumgardner's contributions and see it as a way to honour his memory. Some suggest adding the name of the Country on the plaque to acknowledge First Nations peoples, a few raise concerns about consistently naming things after men and suggest considering influential women in future naming decisions, one person prefers an alternative spelling for better pronunciation, others oppose the naming, questioning its necessity, costs, and the pattern of naming after men, and one person argues the bridge doesn't need a name since it's the only one on Wallaces Gap Road.

Refer to Attachment 1 for the complete list of submissions and staff recommendations, and Attachment 2 for the full Your Voice Report.

Risk/Policy/Legislation Considerations

Council doesn't have a policy on naming bridges. The Geographical Names Board (GNB) advise that whilst Council doesn't need to obtain official GNB approval, Council is required to follow the accepted practice for place naming.

Subject to Council endorsing this proposal, the GNB will be provided with the Council Resolution and evidence of community support.

The name will then be added to the NSW Digital Topographic Database and NSW Base Map.

Financial, Budget and Resource Implications

The cost of signage and installation is yet to be determined, however is considered minor for the whole project. Staff will liaise with local community groups and the Majors Creek Progress Association.

Links to QPRC/Regional Strategic Plans



The bridge naming proposal 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

Consideration has been given to the public submissions received regarding the name Ludwig Baumgardner Bridge as the name for the new bridge recently constructed where Wallaces Gap Road crosses over Back Creek in the locality of Long Flat, Majors Creek. It is recommended that Council endorse this proposal.

9.7 Naming of Bridge - Proposed Name: Ludwig Baumgardner Bridge (Author:
Ryan/Knight) (Continued)

Attachments

- Attachment 1  Recommended Actions - Naming of bridge after Ludwig Baumgardner
(*Under Separate Cover*)
- Attachment 2  Your Voice Report - Naming of bridge after Ludwig Baumgardner (*Under
Separate Cover*)

9.8 Application for a Council Cultural Grant (Author: Richards/Mirowski)

File Reference: 11.10

Recommendation

That Council approve a Cultural Grant of \$800 to the Queanbeyan Whites Rugby Union Football Club towards costs for Aboriginal-designed artwork on training shirts.

Summary

On 13 March 2025, the Queanbeyan Whites Rugby Union Football Club applied for a Council Cultural Grant of \$800 for artist's fees to produce a new club training shirt.

This report seeks Council approval of the grant application.

Background

The Cultural Grants application at Attachment 1 seeks \$800 to pay a local Aboriginal artist to design an Aboriginal-themed artwork for the Club's training shirts. The selected artist is a Wiradjuri woman who is a member of the Club's women's senior grade rugby team.

The new training shirts will be subject to a launch during Reconciliation Week 2025. The new shirts will be used by club members and will also be available for purchase by residents. The purpose of the shirts is to acknowledge First Nations people, and their continuing strong contribution to the club and wider community.

Report

This application has been assessed as eligible for a Cultural Grant. The applicant is an incorporated not-for-profit community organisation, which works in and with the community of the Queanbeyan-Palerang region. The project will employ an Aboriginal artist and will benefit the Queanbeyan-Palerang community through its cultural and artistic outcomes. The project will also provide educational and social benefits through promoting reconciliation, community connectedness, and social inclusion.

The project can demonstrate a matching dollar amount through financial and in-kind voluntary contributions. The budget supplied in the application showed a \$400 cash contribution only. QPRC's Grants Officer phoned the organisation to clarify whether the project included an in-kind voluntary contribution and has received written advice showing an additional \$400 in-kind contribution to the project (Attachment 2).

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 assistance through grants, donations, rental rebates, rate relief, non-financial contributions, in-kind donations and sponsorships. Council's 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.

9.8 Application for a Council Cultural Grant (Author: Richards/Mirowski) (Continued)**Financial, Budget and Resource Implications**

There are sufficient Cultural Grants funds available to pay the \$800 grant request. The 2024/25 Cultural grants allocation is \$15,000.

Seven Cultural Grants projects totalling \$10,700 have been approved in 2024/25, leaving \$4,300 available for distribution. A \$3,000 grant from the Cultural Grants allocation for the re-print of the book 'Tale of Two Cities' is currently subject to a 28-day community consultation process. If the book re-print is funded, \$1,300 will remain available in the 2024/25 Cultural Grant allocation to pay for this \$800 grant.

Links to QPRC/Regional Strategic Plans

This grant application aligns well with the vision, mission, and goals of the QPRC Community Strategic Plan.

Strategic Pillar 1: Community

Strategy 1.1

- Build cultural capacity through the availability and participation in the arts, performance and cultural gatherings, events and exhibitions.
- We embrace our diverse community and welcome and support new and existing residents through community development to build community connection and resilience.
- Recognise, respect and support our Traditional Owners and First Nations people's historical and ongoing connection to country.

Conclusion

This project meets the eligibility criteria for a Cultural Grant and is a project worthy of funding.

Attachments

- | | |
|--------------|---|
| Attachment 1 | Cultural Grants Application - Queanbeyan Whites Rugby Union Football Club (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 2 | Email clarifying Club's inkind contribution to project (<i>Under Separate Cover</i>) - CONFIDENTIAL |

9.9 Feedback on Naming of the Bungendore Sports Hub Fields (Author: Ryan/Richards)

File Reference: 4.3.3

Recommendation

That Council note the community comments and endorse the naming of the two new grass fields at the Bungendore Sports Hub; the Anthony Rayner Field (Field 1) and the Garry Cook Field (Field 2).

Summary

At its meeting of 29 January 2025, Council endorsed the naming of the Bungendore Sports Hub fields one and two as the Anthony Rayner field and the Gary Cook field respectively to be put on public exhibition for 28 days (**Resolution 592/25**).

This report provides the feedback received over this time.

Background

Through QPRC Sports Council, submissions were invited and received from the Bungendore Mudhooks (Rugby Union) and the Bungendore Tigers (Rugby League) on naming of the two new grass fields at the Bungendore Sports Hub. The names provided for fields one and two were Anthony Rayner field and the Gary Cook field respectively.

The grass fields in question are shown below.



Report

These names were put on public exhibition through Your Voice from 30 January to 1 March 2025. During this time there were 89 total visits to the page with 19 people responding to the survey. Of the responses, 10 were in support of naming Field 1 the Anthony Rayner Field; two did not comment on this name; and seven were either against or would prefer a different name.

9.9 Feedback on Naming of the Bungendore Sports Hub Fields (Author: Ryan/Richards) (Continued)

Regarding naming Field 2 the Gary Cook Field, 12 were in support and seven were either against or would prefer a different name.

The preference for different names was to honour female athletes. The full exhibition report is attached.

Risk/Policy/Legislation Considerations

Naming of sporting facilities is an important part of creating a sense of place and history. It can also provide recognition for those members of the sporting community who have made substantial contribution to the social and cultural fabric of the local community.

No policy exists for naming assets other than roads, however naming sports assets after local celebrated sports people and volunteers has been common practice for many years. It is uncommon, but not unknown, for facilities to be named after living people

Financial, Budget and Resource Implications

The costs of physical signs can be covered under the operational budget.

Links to QPRC/Regional Strategic Plans

Council provides amenities consistent with the QPRC Community Strategic plan.

Pillar 1 – Community

Strategic objective:

- 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life.
- 1.2 Our health, wellbeing and resilience is supported by strong partnerships and access to services.

Conclusion

As the majority of respondents support the names of Anthony Rayner and Gary Cook fields, it is recommended that Council endorse these names for the Bungendore Sports Hub fields 1 and 2 respectively.

In naming future fields, Council may consider honouring female athletes.

Attachments

Attachment 1  Feedback Report Naming of the Bungendore Sports Hub Fields March 2025 *(Under Separate Cover)*

9.10 S355 Committee Funding Report (Author: Ryan/Richards)

File Reference: 52.3.3

Recommendation

That Council endorse the financial contributions from the 2024-25 budget allocation for s355 Committees totalling \$20,000:

- 1. \$14,900 for those s355 Committees and projects as listed in the report.**
 - 2. \$5,100 for the Burra Community Association towards the Burra Hall mains rewiring.**
-

Summary

This report provides a summary of the allocation of the \$20,000 budget to support s355 committees to undertake minor works.

Council endorsement of the allocated amounts to meet the requests from our s355 Committees is sought.

Background

Section 355 committees manage and maintain assets on Council's behalf. Committee members are Council volunteers who fundraise to support their community facilities. Responsibility for s355 committees was transferred to the Community Arts and Recreation team in 2021.

As staff support of s355 committees increased, it was clear that, although committees were managing Council facilities well, from time to time some additional financial support was required for urgent work. This led to a successful budget bid in the 2024-25 budget of \$20,000.

An internal audit of s355 committees was finalised in September 2024 and included a range of findings relating to training of committee members, documentation and processes, and financial and annual reporting.

Report

Council recognises and appreciates the work of the S355 Committee volunteers and their contribution to our local communities across the region.

In recognition of the work undertaken by the s355 Committees, Council approved a budget request for \$20,000 in the 2024/2025 financial year to provide the committees with financial support relating to unexpected facility maintenance, capital works/improvements, furniture or equipment. For those committees without a built facility, funds could be used to enable fund raising, increase of community awareness, or to undertake ground maintenance.

A meeting was held with representatives from all s355 committees in November 2024 to report on audit findings and to discuss the purpose of the \$20,000 budget allocation. Committees forwarded their budget requests with some noting that they did not intend to make any request in the current financial year budget.

The funding requests received from each of the Committees are listed in the table below. It should be noted that these amounts have not been paid and are pending Council endorsement.

9.10 S355 Committee Funding Report (Author: Ryan/Richards) (Continued)

S355 Committee Name	Description	Requested \$
Braidwood Common	Paddock fencing for animal agistment	1,500
Braidwood Showground	Repair works - accessible toilet door frame.	1,200
Bungendore War Memorial	Pull up banners for ANZAC day fundraising	1,000
Burra/Cargill Park Reserves	Kitchen improvement works (in collaboration with Burra Community Assoc)	1,000
Captains Flat Area	Toilet block repair - door locks & painting	1,200
Carwoola/ Stoney Creek Hall	Front step replacement works	1,000
Fernleigh Park Community Hall	Toilet repair works	1,000
Mongarlowe Hall	Kitchen equipment for new hall	1,000
Royalla Common	Screen door replacement works	1,300
Wamboin Bywong Greenways	Pull-up banners and promotional flyers & wayfinding signage	1,000
Bywong Les Reardon Reserve Hall	Heater repair works	1,500
Wamboin Canning Close Reserve	Weed control works (hire of professional sprayer and chemicals)	1,000
Wamboin Community Hall	Hall floor repainting works	1,200
TOTAL		14,900

There were no requests submitted from the Hoskinstown Hall, Bungendore School Of Arts or the Braidwood National Theatre.

In addition to this list, late in 2024, the Burra Community Association notified Council that they had received a grant of \$39,106 from the NSW Government to build a Community Shed (similar to Men's Sheds elsewhere). This was to be achieved by extending and refurbishing Council's asset in Burra Park. Despite carefully monitoring costs and finding some savings on the project, during construction some unanticipated costs arose. The existing electrical power system was insufficient for the new structure and additional mains wiring was needed from the mains switchboard. The Burra Community Association requested assistance with the cost and \$5,100 was provided to meet this shortfall.

As this amount was urgently needed to avoid project delay, it was paid for from the s355 committee budget. Council endorsement for this payment is sought.

Risk/Policy/Legislation

Section 355 committees are created under Section 355 of the Local Government Act. The \$20,000 allocation is to provided support funding for these committees. It will be important, over time, to ensure equity across all s355 committees, based on need.

Financial, Budget and Resource Implications

The \$20,000 requested is in the 2024-25 budget allocated to s355 Committees.

Links to QPRC/Regional Strategic Plans

QPRC Community Strategic Plan
Strategic Objective 1.2

9.10 S355 Committee Funding Report (Author: Ryan/Richards) (Continued)

Our health, wellbeing and resilience is supported by strong partnerships and access to services

Strategies

- Inclusion and accessibility are enhanced through access to community and support services for those who need them
- Health and quality of life are improved through access to a range of recreation and leisure opportunities.

Conclusion

The budget allocation for s355 Committees is to support the community in maintaining Council's community assets. The amounts indicated above fit within the purpose for this budget and are recommended for endorsement.

Attachments

Nil

9.11 TfNSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan - Council Submission (Author: Duff/Saha)

File Reference: 31.1.98-02

Recommendation

That Council endorse the proposed comments in Table 1 as the formal QPRC submission for the Transport for NSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan.

Summary

Transport for NSW (TfNSW) presented to the councillor workshop on Wednesday 22 February 2025 with regard to their Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan (SRITP).

The Draft SRITP was recently on public exhibition seeking feedback and comments from all stakeholders. Council staff and elected members have contributed to the proposed formal QPRC submission shown in Table 1 in response to the documents reviewed.

If resolved by Council, Table 1 will be submitted by staff (as written or with approved amendments) to TfNSW before the LGA deadline of 28 March 2025.

TfNSW will review and respond to all submissions received before they prepare the Final SRITP for the Southeast and Tablelands region.

Background

The Draft SRITP sets out a 20-year vision of the key transport priorities for the Southeast and Tablelands region. The objective is to ensure an integrated planning approach to infrastructure and services and to reflect the diverse and changing transport needs of regional communities and provide coordinated solutions.

The Draft SRITP was released for public exhibition on Monday 16 December 2024 with submission deadline for Local Government Authorities being Friday 28 March 2025.

A Queanbeyan-Palerang "LGA at a glance" document was also prepared by TfNSW to highlight the specific transport initiatives heard from previous community engagement and stakeholder feedback in 2023.

Report

Council staff and elected members have contributed to the proposed formal QPRC submission with comments to the Draft SRITP and LGA at a glance documents as tabulated below.

9.11 TfNSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan - Council Submission (Author: Duff/Saha) (Continued)

Table 1. Proposed Comments as the formal QPRC Submission

ID	Draft SRITP Ref (item, page)	Comment
1	p.2 – Acknowledgement of Country.	Ngambri Peoples missing from the First Nations acknowledged.
2	p.3 – Minister's Foreword.	<p>Low income is a barrier to transport because it can preclude people owning a private vehicle, while public transport services are infrequent and can be expensive e.g. for working people on low wages who do not qualify for concessional fares.</p> <p>It is not only families who need homes. Housing for single / separated / divorced people of all ages is increasingly expensive and out of reach of single-income households.</p>
3	p.12 – Key directions, general.	While the impacts of extreme weather events and the need for climate resilience in the transport system are recognised in the preceding pages, there is nothing in this section about focusing on low and zero emissions transport.
4	p.12 – Key directions, seamless connections.	Agree that integrating fare payment systems is critical to support higher public transport usage across NSW / ACT border.
5	p.22 – Table 1 Key land use and transport legislation, strategies and plans.	Local category – missing Pedestrian and Mobility Plans.
6	p.30 – 3.2.5 A thriving and diversifying economy.	<p>Most people will not understand what the term 'high productivity vehicles' means. If it means larger and heavier vehicles moving freight, this should be made clear.</p> <p>What additional risks would such vehicles pose for safety of other road users?</p>
7	p.30 – 3.2.5 A thriving and diversifying economy.	<p>How will improving access to key airports and supporting seasonal tourism address the challenges / risks posed by climate change and changing visitor preferences?</p> <p>Same question applies to: 'increasing heavy vehicle access to the key freight corridors'</p> <p>Are these key freight corridors identified?</p>

9.11 TfNSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan - Council Submission (Author: Duff/Saha) (Continued)

ID	Draft SRITP Ref (item, page)	Comment
8	p.32 – 3.2.7 Net zero emissions.	<p>This section assumes that high levels of private car ownership of EVs is desirable and achievable notwithstanding resource availability and high upfront costs to purchasers. This seems at odds with the focus in this plan to increase options for active and public transport. Is this plan sending mixed messages?</p> <p>Strongly support shifting more freight to rail. This has numerous benefits.</p>
9	p.35 – People and communities, population.	<p>Young people also need access to better public transport services for social activities including sport and other recreational pursuits. Many social & recreational activities / opportunities are located in the ACT because of the critical mass of people to use them. Facilities that used to be available in Queanbeyan no longer are and teenagers may need to rely on an adult being available to transport them to different destinations.</p>
10.	p.35 – People and communities, social advantages and disadvantages.	<p>Be careful of interpreting Queanbeyan's high IRSAD rank as indicating there are no areas of disadvantage. As well as pockets of disadvantage in Queanbeyan City, Captains Flat has a very low IRSAD, few facilities and very limited public transport.</p>
11.	p.41 – 4.2.2 Land use, services and employment, construction materials.	<p>There are several quarries in Queanbeyan-Palerang LGA. These are not mentioned here.</p>
12.	p.42 – 4.3 How people travel (also see 4.3.3).	<p>Active and public transport – Queanbeyan City's cycling routes are still not fully joined up to enable easy and safe movement from one suburb across the city centre to other suburbs.</p>
13.	p.42 – 4.3 How people travel.	<p>Bungendore needs safer pedestrian crossing across Malbon St / Kings Highway. The highway dissects the west and east areas of the town.</p>
14.	p.42 – 4.3 How people travel.	<p>On demand / community transport is limited not only in smaller towns, which cannot keep up with demand across QPRC. Distance is a problem because it takes almost 3 hours to drive from their base in Queanbeyan to Braidwood return. Services available within the communities that need to use them would be more efficient.</p>

9.11 TfNSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan - Council Submission (Author: Duff/Saha) (Continued)

ID	Draft SRITP Ref (item, page)	Comment
15.	p.61 – 5.2 Access to transport for all.	Accessing health services is a particular concern in Queanbeyan-Palerang. Even getting from Queanbeyan to ACT medical appointments is challenging because the NSW public transport services go to two ACT locations from where you need to join an ACT service. Some services are in suburbs not on these bus routes (e.g. Deakin). In smaller centres, it can be expensive and challenging just to access medical services in larger towns / ACT.
16.	pp.63-65 – Sustainable transport within centres.	Town design plays an important role in encouraging and supporting active transport within centres, e.g. reducing car parking spaces adjacent to destinations while providing shared paths and bus services, i.e. making it easy to choose not to use a car.
17.	p.80 – 5.6.3 Challenging topography & natural hazard events.	Explain what a customer journey resilience plan is.
18.	p.81 – 5.7.1 EV charging infrastructure.	Purchase price is also a barrier to uptake of EVs. That, I think, explains in part the difference between Upper Lachlan Shire and Queanbeyan-Palerang and Wingecarribee (both with relatively high average household incomes).
19.	pp.91-92 – Short-term initiatives, numbers 23 & 29.	If the intention is to increase freight along the Kings Highway, a bypass for Bungendore and Braidwood needs to be considered, for safety and town amenity.
20.	p.93 – Medium-term initiatives, number 40.	In addition to improving travel times between Canberra and Sydney, an increase in passenger services should be a short-term priority. Passenger rail services are regularly fully booked. If an additional service is not feasible in the short-term, then consider increasing capacity with an additional carriage on existing services.
21.	p.98 – Objectives, starting with country.	Road trauma incidents indicator should be trending down, not up.
22.	p.100 – Objectives, housing and successful places.	Why is the indicator only to stabilise traffic volumes in urban areas and regional centres? If the improved public transport and active transport measures are implemented, wouldn't you expect traffic volumes to fall?

9.11 TfNSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan - Council Submission (Author: Duff/Saha) (Continued)

ID	Draft SRITP Ref (item, page)	Comment
23.	General comment.	Improved internet connectivity and support for key target groups to become comfortable and proficient with using digital services is not mentioned in this strategy. Yet this has the potential to reduce the need for people to travel from smaller centres to larger / strategic centres for some matters (e.g. paying bills, dealing with government).
24.	General comment.	Transport infrastructure and services have enormous impacts on local environments and ecosystems, yet this is not acknowledged or discussed. No commitment to minimise adverse environmental impact.

ID	LGA at a glance (initiative)	Comment
25	# 3, 5, 6, 15, 16, 19 – Road and traffic infrastructure projects.	<p>Further emphasis or explanation required for the following:</p> <p>Ellerton Drive/Yass Rd/Kings Hwy (Bungendore Rd) Intersection Upgrade Project – This new signalised intersection will reduce congestion on peak-hour traffic and provide safe access to traffic and pedestrians.</p> <p>Dunns Creek Road – Planned alignment preservation for a future connection to the Monaro Highway.</p> <p>Northern Bypass – A potential long-term option to improve road network capacity.</p> <p>Traffic Congestion and Flooding Issues – Concerns about Queanbeyan River flooding and its impact on traffic flow.</p>
26	# 19, 23, 44 – Freight and logistics.	<p>Further emphasis or explanation required for the following:</p> <p>Freight Route Hierarchy – Identification and protection of key freight corridors.</p> <p>Canberra Airport Freight Access – Emphasis on improving access to the airport for export markets.</p> <p>Truck Movement Reduction in CBD – Strategies to minimise the number of heavy vehicles passing through Monaro Street .</p> <p>Freight Network Expansion – Long-term plan to establish future bypass corridors for Braidwood and Bungendore.</p>

9.11 TfNSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan - Council Submission (Author: Duff/Saha) (Continued)

ID	LGA at a glance (initiative)	Comment
27	# 33, 41 – Public transport integration and policy.	<p>Further emphasis or explanation required for the following:</p> <p>Park and Ride Facilities – Proposed at multiple locations, including Edwin Land Parkway near Jerrabomberra.</p> <p>Cross-Border Public Transport Coordination – Discuss fare integration issues between ACT and Queanbeyan.</p> <p>Potential Commuter Rail Strategy – Consideration of rail service expansion between Bungendore and Kingston, ACT.</p> <p>QCity Bus Network Analysis – Review of bus frequencies, gaps in service, and coordination issues with ACTION buses/DDC buses.</p>
28	# 1, 7, 30, 32 – Land use and transport planning.	<p>Further emphasis or explanation required for the following:</p> <p>Mixed-Use and Higher-Density Development – Encouraging increased population density around public transport corridors.</p> <p>Integration of Transport and Land Use Policy – Strategies to ensure that new developments are designed with public transport accessibility in mind.</p>
29	# 39 – Active travel, cycling and walking.	<p>Further emphasis or explanation required for the following:</p> <p>Pedestrian and Bicycle Infrastructure Upgrades – Addressing missing links, poor wayfinding, and need for improved crossings in Queanbeyan, Bungendore and Braidwood.</p> <p>Provision for on-road cycle lane – Where this is possible and safe to do so.</p> <p>CBD Walkability Improvements – Enhancing pedestrian priority within Queanbeyan’s CBD, similar to Canberra CBD approach.</p> <p>End-of-Trip Facilities – Focus on expanding bike parking and shower facilities in key employment and commercial areas, especially Queanbeyan CBD.</p>
30	# 42 – Technology and futureproofing.	<p>Further emphasis or explanation required for the following:</p> <p>Real-Time Transport Information System – Proposal to implement real-time data for bus and public transport users.</p>

9.11 TfNSW Draft Southeast & Tablelands Strategic Regional Integrated Transport Plan - Council Submission (Author: Duff/Saha) (Continued)

ID	LGA at a glance (initiative)	Comment
		Electric Vehicles & EV Charging Stations – Considerations for future mobility trends and their impact on transport planning.

Risk/Policy/Legislation Considerations

There are no risk, policy or legislation implications of providing feedback to TfNSW for their SRITP consultation process.

Financial, Budget and Resource Implications

There are no financial, budget or resource implications of providing feedback to TfNSW for their SRITP consultation process.

Links to QPRC/Regional Strategic Plans

Review and feedback to the TfNSW SRITP aligns with Council's Community Strategic Pillar 4.1 by ensuring the transport network and infrastructure for the Queanbeyan-Palerang region is safe and serviceable.

Conclusion

If resolved by Council, the above Table 1 will be submitted by staff (as written or with approved amendments) to TfNSW before the LGA deadline of 28 March 2025.

Attachments

Nil

File Reference: 52.5.4

Recommendation

That Council:

- 1. Endorse the following QPRC Strategic Policies and place on exhibition for 28 days**
 - **Privacy Policy and Management Plan**
 - **Contaminated Land Policy and Guideline**
 - **Backflow Prevention Policy**
 - **Sewer Connection Limit of Council Responsibility Policy**
 - **Restricted Funds Policy**

 - 2. If no submissions are received, the Policies be adopted.**
-

Summary

The attached Strategic Policies have undergone a review by the relevant business units and as a result, some are proposed to remain unchanged whilst others have had significant re-writes in order to reflect best practice.

Council endorsement is sought to place these five Policies and Guideline on public exhibition for 28 days inviting submissions relating to each. If submissions are received for any policy, this will then trigger the policy to be reported back to Council for further consideration prior to adoption. If no submissions are received, the policy will be adopted at the end of the public exhibition period.

Background

Council must review all local approvals and Orders as well as Policies within 12 months of an election taking place in accordance with the Office of Local Government's Post Election Guide for Councils.

<https://www.olg.nsw.gov.au/wp-content/uploads/2024/08/Post-election-Guide-for-Council.pdf>

Report

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

Privacy Policy and Management Plan

Queanbeyan-Palerang Regional Council has had a Privacy Policy and Plan in place for many years. Both have now been combined into one document following extensive review to encapsulate the Mandatory Notification Data Breach Scheme requirements and other appropriate changes since its last review in 2020. The Plan now directly aligns with the Privacy Code of Practice for Local Government and provides information to members of the public about what information Council collects and how that information is managed. It is therefore

9.12 Policy Review (Author: Ryan/Flint) (Continued)

proposed to publicly exhibit the revised Policy and Plan to enable public comment before it is formally adopted by Council

Agencies must review and update their Plan in compliance with new section 33(2)(c)(1) of the Privacy and Personal Information Protection Act 1998. This new section requires the Plan to include provisions relating to “the procedures and practices used by the agency to ensure compliance with the obligations and responsibilities set out in Part 6A for the mandatory notification of data scheme.” The Data Breach Policy will be updated in due course with amendments directly linking with this new Privacy Policy and Management Plan.

Backflow Prevention Policy

The policy has been reviewed with no changes proposed.

Restricted Funds Policy

The Policy has proposed tracked changes throughout the document which include:

- The removal of the Heritage Grant program and internal reserve
- The removal of the Elections internal reserve
- Changed description for the Department of Compensation internal reserve to reflect the updated approved use of these funds
- Minor changed to improve the clarity of the use of the reserves
- The addition of a list of target balances for some reserves included in the Appendix.

Contaminated Land Policy and Guideline

The policy has been reviewed with no changes proposed.

Sewer Connection Limit of Council Responsibility Policy

The policy has been reviewed with no changes proposed.

Risk/Policy/Legislation Considerations

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

Financial, Budget and Resource Implications

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







Links to QPRC/Regional Strategic Plans

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

Conclusion

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

Attachments

- Attachment 1  Privacy Policy and Management Plan (*Under Separate Cover*)
- Attachment 2  Contaminated Land Policy (*Under Separate Cover*)
- Attachment 3  Contaminated Land Guideline (*Under Separate Cover*)
- Attachment 4  Backflow Prevention Policy (*Under Separate Cover*)
- Attachment 5  Sewer Connections - Limit of Council Responsibility (*Under Separate Cover*)
- Attachment 6  Restricted Funds Policy (*Under Separate Cover*)

9.13 Investment Report - February 2025 (Author: Monaghan/Ogilvie)

File Reference: 43.6.5-01

Recommendation

That Council:

1. **Receive the Investment Report for the month of February 2025.**
 2. **Note the investment return for February 2025 was \$968,495.**
 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 February 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 28 February 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 \$968,495 for February 2025 (refer to page 3 of 17, Table 1: Budget vs Actual Interest Income 1 July 2024 to 30 June 2025).

Market Update – The Reserve Bank of Australia (RBA) cash rate was decreased by 0.25% on 19 February 2025 to 4.10%. The next RBA meeting is scheduled for the 31 March to 1 April 2025.

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.

9.13 Investment Report - February 2025 (Author: Monaghan/Ogilvie) (Continued)

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

On 28 February 2025, Council held \$139.1 million in non-fossil fuel investments.

Risk/Policy/Legislation Considerations

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

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

The report has been certified by Tracy Sligar, Responsible Accounting Officer, 18/03/2025.

The Investment Policy is due for review by October 2025.

Financial, Budget and Resource Implications

For the 12 months to February 2025 Council's portfolio produced an annualised rate of return of 5.58%, outperforming the benchmark Bank Bill Index by 1.1%.

On 28 February 2025, Council's Investment portfolio was \$301,233,663.

Council's investment return as at the end of February 2025 was \$11,014,372 compared to the original budget of \$4,700,000. The majority of this income is restricted to water, sewer and waste funds, and developer contributions. Investment returns are being monitored and may result in a budget adjustment.

Of the total \$301.2 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 February 2025 the LTGF returned \$(101,216) and the MTGF returned \$34,411. The following table shows the funds' performances since the original deposit.

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

9.13 Investment Report - February 2025 (Author: Monaghan/Ogilvie) (Continued)

2024-25	LTGF \$	MTGF \$
July	539,422	228,229
August	74,169	13,828
September	244,071	90,738
October	-80,792	-77,180
November	533,011	186,559
December	17,894	56,041
January	461,618	150,428
February	-101,216	34,411
2024-25 YTD Total	1,688,177	683,054
Return since inception	8,620,445	2,885,001
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 28 February 2025 Cash and Investments balance by fund and by restriction:

Fund	\$
General	97,709,043
Waste	22,275,630
Water	61,455,480
Sewer	110,414,697
Trust	5,108
Trust: South East Weight Of Loads Group	203,832
Unrestricted*	9,169,873
Total Cash & Investments	301,233,663

9.13 Investment Report - February 2025 (Author: Monaghan/Ogilvie) (Continued)

External Restrictions	\$
Unspent Grants	27,835,661
Developer Contributions – General	48,048,872
Developer Contributions – Water	14,734,053
Developer Contributions - Sewer	13,949,278
Water Fund	46,721,427
Sewer Fund	96,465,419
Unexpended loans	880,518
Domestic Waste Management	13,038,460
Stormwater Management	1,703,136
Other	1,025,428
TOTAL External Restrictions	264,402,250

Internal Restrictions	\$
Infrastructure (carry forward)	2,363,847
Employee Leave Entitlements	1,320,173
Business Waste Management	9,237,171
Work, Health & Safety	272,317
Heritage Grant	243,702
Deposits, Retentions & Bonds	4,025,719
Plant & vehicle replacement	1,949,143
Property	609,181
Elections	401,550
Revolving Energy	171,210
Financial Assistance Grant in advance	1,328,751
DoE - Compensation	5,738,776
TOTAL Internal Restrictions	27,661,540
TOTAL Restricted Funds	292,063,790
Unrestricted*	9,169,873
Total Cash & Investments	301,233,663

*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 - February 2025 (*Under Separate Cover*)



10.1 Riverside Cemetery Queanbeyan (Author: Ryan/Richards)

File Reference:

Recommendation

That the report be received for information.

Report

Earlier this year residents raised concerns regarding alleged vandalism of gravesites at the Riverside Cemetery, located at Erin Street in Queanbeyan. The Cemetery is situated alongside the Queanbeyan River and features the gravesites of the original settlers of Queanbeyan and the surrounding region, part of which formed the Australian Capital Territory (formerly the Federal Capital Territory). The site is managed by Queanbeyan Palerang Regional Council.

The Riverside Cemetery is the first official European burial ground in the Queanbeyan area dating to the mid-1840s. It is listed as being of local significance under the Queanbeyan Local Environmental Plan, 1998 (Amendment 38, Gazetted July 2007) and is deemed by the ACT as a Pioneer Cemetery.

In 2007, a survey conducted by the National Trust of Australia sought to identify 56 ACT pioneers buried in the four religious sections: Anglican, Methodist, Presbyterian or Roman Catholic. Graves of 37 pioneers were found however 19 were not found as they were either 'unmarked' or 'missing'.

Due to the location of the cemetery on the Queanbeyan River, several floods over the years from 1891 to 1974 caused either damage or displacement of 111 graves plots.



Example of a damaged memorial at the Queanbeyan Riverside Cemetery

10.1 Riverside Cemetery Queanbeyan (Author: Ryan/Richards) (Continued)

Since 1974 further weather events have continued to damage the existing stone monuments. In examining the recent claims of alleged vandalism, it was found that the majority of damage to the cemetery appears to be caused by erosion or the natural degradation of the monuments rather than wilful damage. This includes the rusting of rivets that has caused some more elaborate monuments to collapse.

Cemeteries are managed under Cemeteries & Crematoria Act 2013 (NSW). The cemetery operator (Council) is responsible for the general upkeep and maintenance of cemetery grounds and for ensuring the cemetery is safe and free from hazards. This obligation extends to maintenance of interment sites (for example, the lawn) but does not include the memorial itself. An operator must not disturb a memorial except in limited circumstances.

Upkeep of any memorial is the responsibility of the interment right holder. If a memorial is deteriorating or damaged, a cemetery operator must make the memorial safe, in accordance with the WHS Law. The operator should then also take all reasonable steps to find the interment right holder (if this is not already known and reflected on the cemetery register) for them to repair, replace or remove the memorial.

Rectification work to the gravestones and monuments for the Riverside Cemetery is a complex matter due to the age of the cemetery and the subsequent loss of family connections. In addition, any remedial work on the monuments must be conducted by a qualified professional in accordance with acknowledged conservation and heritage principles.

There are two basic concepts of conservation intervention that must be considered. These are:

- Do as little as possible, but as much as necessary
- Wherever possible, treatments should be reversible.

QPRC, along with the ACT government, has a responsibility to preserve this historical site, noting the principles of the Burra Charter. The Burra Charter is a detailed document that advocates a cautious approach to change i.e. to do as much as necessary to care for the site and make it usable but otherwise change it as little as possible so that its cultural significance is retained.

Over the next few months Council will seek grant funding to engage a suitably qualified heritage consultant to prepare a conservation management plan that should include a staged approach to the preservation of the Riverside Cemetery.

Attachments

Nil

File Reference: 26 March 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 March 2025, the following workshop was held.

Workshop Date: 19 March 2025

Workshop Items and External Presenter/s (if applicable)

EvoEnergy

Presentation by Peter Billing, General Manager, Gillian Symmans and Bruce Hansen from EvoEnergy Gas ACT regarding the ACT Government's target of new zero emissions by 2045 and the draft Evoenergy five year gas plan, in preparation for the Access Arrangement Proposal 2026-31. The ACT's transition to full electrification (the energy transition) is unprecedented nationally. The ACT and Queanbeyan-Palerang gas network is a scheme pipeline under the National Gas Rules, and means the network is subject to regulatory decision making by the Australian Energy Regulator (AER). Evoenergy is seeking feedback on any aspect of this draft plan <https://www.evoenergy.com.au/About-us/Media-centre/2025-03-03-Have-your-say-on-Evoenergys-draft-gas-five-year-plan> by Friday 4 April 2025 via the website or email GN26feedback@evoenergy.com.au.

Strategic Policy Review

- Library Collections Policy and Local Family History Collection Policy
- Asset Accounting Policy

By Councillor request, the above QPRC Strategic Policies were presented for discussion and feedback prior to being presented to Council for consideration and public exhibition or adoption.

19-21 Gibraltar Street, Bungendore

At Council's request, staff are preparing to undertake community consultation for the options for 19-21 Gibraltar Street, Bungendore; which was proposed for sale at the last Council meeting. The design of this engagement was discussed with Councillors to ensure the community are provided background, relevant information and a range of feedback opportunities. After this and investigation into these options a workshop will be held with Councillors and a report presented to a future meeting.

Attachments

Nil

12.1 Notice of Motion - Queanbeyan-Palerang Biosecurity (Author:
Macdonald/Macdonald)

File Reference: 26 March motions

Notice

Councillor Ross Macdonald will move the following motion:

Motion

That Council:

- 1. Facilitates a public information session for residents, representatives from State authorities and Council to discuss current biosecurity laws, policies and weed control measures.**
 - 2. Reviews relevant Council policies against the feedback of residents, expert advice and legislated framework.**
-

Comment from Cr Macdonald in support of this Notice of Motion

Biosecurity is essential for our region's community, environment and economy with the impact of weeds felt most acutely in Queanbeyan-Palerang's regional and rural communities.

Residents in Braidwood and surrounds have consistently raised concerns about weed management and Council notes concerns of residents about the impact of weeds on rural and regional areas in Queanbeyan-Palerang.

Staff Comment

Council's Biosecurity team regularly contribute to community education events regarding Biosecurity Weed Management. This includes attendance at field days and community meetings, working with local schools, and partnering with Local Land Services delivering on the ground workshops. A large part of the role of Council's Biosecurity Officers is providing targeted education during the onsite inspection of farms and landholders. This information is specific to each property, and Council considers this type of education to be very effective.

Subject to the availability of NSW Department of Primary Industries Biosecurity Officers, Council staff would be supportive of conducting a joint public information session.

Council also maintains useful information on our website which is regularly updated. Staff are working on a project to provide public access to mapping of areas that are scheduled for control work. The aim is to provide the community with more comprehensive information regarding our control programs. Currently this information is available for our Blackberry and Ox-Eye Daisy control programs. Information regarding other weed species will be added in the near future. Council's biosecurity information can be accessed using this link:

<https://www.qprc.nsw.gov.au/Waste-Environment-Sustainability/Environment/Biosecurity>

Attachments

Nil

QUESTIONS WITH NOTICE

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

File Reference: 26 March reports

Recommendation

That the report be received for information.

The following question was submitted by Cr Schweikert on 17 February 2025, and staff provide the following response:

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

Hoskinstown Road from the end of seal (adjacent to Hoskinstown Church) to Rossi Rd (adjacent to Reschs Creek) is currently a Category 4 unsealed road 4.5km in length.

There are no current plans or future budgets for a service level change from unsealed to sealed road.

Funding decisions are made by Council with consideration to service level objectives, affordability and compliance. Specifications, standards and guidelines with supporting data informs the asset management and investment needs for our local roads, developed and prioritised through Council's Operational Plan, Delivery Program and Long Term Financial Plan processes.

Indicative rough order estimate for sealing this 4.5km section is \$9M including contingency.

Attachments

Nil

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

File Reference: 26 March 2025 reports

Recommendation

That the report be received for information.

The following question was submitted by Cr Schweikert on 17 February 2025, with staff response below.

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

A decision to demolish Foxlow Bridge and proceed with a replacement crossing has not yet been determined by Council.

This is a heritage-listed timber truss bridge and therefore subject to review and considerations of a Heritage Impact Assessment before demolition can be considered. All options for remediation, retention and adaptive re-use must be explored.

A report to the 22 April 2020 Council meeting, focused on the remediation works and the costs associated with different remediation options. Council determined to consider the matter at a workshop and then report back to Council (**Resolution 093/20**). It does not appear that these steps have occurred.

The heritage map in the Queanbeyan-Palerang Regional Local Environmental Plan 2022 (LEP) incorrectly identifies the adjacent railway bridge as heritage, not the timber truss bridge on Hoskinstown Road. This error will be rectified through the next LEP housekeeping amendment

A project page on Council's website notes that the Heritage Assessment recommends its preservation.


<https://www.qprc.nsw.gov.au/Major-Works-Projects/Foxlow-Bridge-Restoration>

Staff are currently completing condition assessments (Level 2 inspection) for all of our bridge assets, including Foxlow Bridge. The condition assessment reports are expected next month and will include recommendations for necessary work or additional inspections for relevant bridges.

Level of service requirements (e.g. traffic volumes, types and weights of vehicles, alternate solutions) will also need reassessment, together with other factors including diversion routes and flood risk conditions to inform the appropriate next steps.

Updated costs for remediation options or alternative solutions are not yet available and would be subject to a review of the Heritage Assessment.

Attachments

Attachment 1  Heritage Assessment - Foxlow Bridge - September 2017 (*Under Separate Cover*)

QUESTIONS WITH NOTICE

14.3 Questions With Notice - Dumping on NSW Rural Lands (Author: Murdoch/Corey)

File Reference: 26 March 2025 reports

Recommendation

That the report be received for information.

The following questions were submitted by Cr Willis on 12 March 2025, and responses are provided by staff below:

- 1. What procedures does QPRC have in place to monitor the incidence of illegal dumping on lands under the ownership and/or management of NSW state authorities in Queanbeyan-Palerang LGA, including: the Department of Lands (Crown Land); Local Land Services (Travelling Stock Reserves); Forests NSW (State Forests); National Parks and Wildlife Service (National Parks); and managers of rail corridors.**

Council responds to all reports of illegal dumping as they are reported either through Council or through the NSW State Government Report Illegal Dumping (RID) Online System, by the general public. Council does not have a proactive program for monitoring illegal dumping.

- 2. Who is responsible for removing illegally dumped material on land owned and / or managed by the authorities listed in Question 1?**

The agency with ownership or management responsibilities over the land is responsible for the removal of illegally dumped material.

- 3. What procedure does QPRC follow to notify responsible agencies about incidents of illegal dumping on land they own and / or manage?**

Council notifies the responsible agencies by phone, email or RID online.

- 4. How long is an agency given to remove illegally dumped material?**

Council does not give a timeframe for an agency to remove illegally dumped material, this is managed in accordance with the agency's internal procedures.

- 5. What is the average and the longest periods of time that each of the agencies listed in Question 1 have taken to remove illegally dumped material once QPRC notified the agency?**

Council does not monitor the clean-up of land under the ownership or management of State Agencies.

- 6. With regards to rubbish that has been dumped on the Silver Hills Travelling Stock Route off Captains Flat Road, 10 km from the town, has Council contacted the Local Land Services office to request they remove the items?**

Yes. The complaint regarding material dumped at the Silver Hills TSR was referred to the NSW Department of Crown Lands (Goulburn Office) for their action on 20 August 2024.

**14.3 Questions With Notice - Dumping on NSW Rural Lands (Author: Murdoch/Corey)
(Continued)**

7. Is there any legal impediment to QPRC removing illegally dumped material and invoicing the agency for the cost incurred by Council?

Council would require an agreement with the specific agency to allow for entry to the property and removal of waste. There would also need to be a cost recovery mechanism agreed to as part of the entry agreement. Council's waste team manages the removal of illegally dumped materials but is facing challenges in maintaining this service across the Local Government Area. Additional resources would be required to facilitate cleanups of State Agency managed land.

Attachments

Nil

14.4 Questions With Notice - Public Toilets (Author: Ryan/Richards)

File Reference: 26 March 2025 reports

Recommendation

That the report be received for information.

The following questions were submitted by Cr Willis on 5 March 2025, and staff provided the following response:

1. When did Council last undertake an audit of public toilet facilities?

























QPRC public toilets have been identified and mapped for continued maintenance however no audit has been carried out to determine the need for major upgrading or replacement.

QPRC participates in the National Public Toilet Map which provides locations of public toilets to the public <https://toiletmap.gov.au/3413>

2. How many public toilet facilities were identified as needing upgrading or replacement? What are the locations of these facilities?

This has not been identified.

Of the 24 public toilets around Queanbeyan (locations shown below) 20 are cleaned every day and the remaining four are cleaned 5 days every week. For the toilets across the LGA, Bungendore Park toilets are cleaned every day and Braidwood (Ryrie Park) toilets are cleaned every day and twice a day on weekends. More remote area public toilets such as those in Nerriga, Araluen and Majors Creek are cleaned every second day.

- | | |
|--|--|
|  1 Barracks Flat |  13 Gungah (Riverside Sunshi... |
|  2 Glebe Park |  14 Ray Morton Park |
|  3 Bus Stop |  15 Waniassa Park (Star Gard... |
|  4 Queen Elizabeth Parl |  16 Marj Christian Park |
|  5 Railway Skate Park |  17 Campese Oval |
|  6 Apex Park |  18 Queanbeyan Lawn Cemet... |
|  8 Furlong Apartments |  19 Allan McGrath Oval |
|  7 Aldi Carpark |  20 Halloran Dr Oval |
|  9 Cassidy Arcade |  21 Beltana Park |
|  10 Information Centre |  22 Rockley Oval |
|  11 Town Park |  23 Duncan Fields |
|  12 Parklet Town Park |  24 Googong Netball Courts |

14.4 Questions With Notice - Public Toilets (Author: Ryan/Richards) (Continued)

Maintenance work required is logged by the cleaners. In some instances, for example the recent vandalism to the Nerriga toilets, the public makes Council aware that repair or maintenance is required.

3. How much funding is allocated each year to upgrade or replace public toilet facilities?

The current budget is only allocated for repairs and maintenance, not replacement or major upgrade. Urban Landscapes has a budget of \$5,151 each financial year for repairs and maintenance to public toilets. The Building Maintenance team also spend around \$10,000 on repairs and maintenance to public toilets.

Major upgrades and new builds are achieved through grant funding. For example, the Queen Elizabeth II Park disability changing access toilet project received \$247K funding from the Stronger Country Community Fund in 2023.

Attachments

Nil

QUESTIONS WITH NOTICE

14.5 Questions With Notice - Council Vehicle Fleet Emissions Reduction (Author: Duff/Cunningham)

File Reference: 26 March 2025 reports

Recommendation

That the report be received for information.

The following questions were submitted by Cr Willis on 5 March 2025, and responses are provided by staff below:

1. What proportion of Council's vehicle fleet is:

- | | |
|-------------|-----|
| a. Hybrid | 3% |
| b. Electric | 2% |
| c. Diesel | 41% |
| d. Petrol | 54% |

2. How many Council leaseback vehicles are:

- | | |
|-------------|---|
| a. Hybrid | 2 |
| b. Electric | 2 |

3. Have the total kilometres travelled by Council pool vehicles fallen since Council adopted its current strategy in 2020?

No. In 2020, the number of pool vehicles was 9 units. The total kilometres travelled by these vehicles in 2020 was 71,900km. In 2024, the number of pool vehicles was still 9 units. The total kilometres travelled by these vehicles in 2024 was 99,400km. So there has been a 27,500km increase per annum.

4. Has Council calculated the fuel and greenhouse gas emissions savings from its increased use of hybrid and electric vehicles in 2022/23 and 2023/24?

No. There has been no increase in these types of vehicles between 2022/23 and 2023/24. However, Council is working on increasing hybrid and EV capacity with targeted introduction of such vehicles into the fleet. An extra EV vehicle will enter the fleet in March 2025. Opportunities for another two have been identified and are being arranged over the coming months.

5. Has Council implemented any policy or program to support staff to purchase electric bikes (e.g. interest-free loans repaid through wage deductions) to encourage active transport?

No. Such a policy or program has not been implemented.

Attachments

Nil

QUESTIONS WITH NOTICE

14.6 Questions With Notice - Long Term Financial Plan (Author: Ryan/Monaghan)

File Reference: 26 March 2025 reports

Recommendation

That the report be received for information.

The following questions were submitted by Cr Grundy on 5 March 2025, and staff provide the following responses:

- 1. The QPRC 2024-2034 Long Term Financial Plans states that, as part of its plan to improve the overall financial position of QPRC it is taking action to develop a positive culture of efficiency and productivity as well as facilitating productivity gains across the organisation. What are the specific examples of these efficiencies and productivity gains and what monetary value does each represent for the 2024-25 financial year?**

Council has made a commitment to ratepayers both through the adoption of its annual Long Term Financial Plan, and with its published SRV application to IPART, that it will identify how, as an organisation, it improves productivity in its operations and asset management.

IPART suggests that Councils could refer to approaches such as

- comprehensive strategic-level reviews of council operations including service priorities, levels of service, labour and capital inputs
- targeted reviews of discrete areas of council operations encompassing all aspects of processes, procedures, procurement, scheduling and equipment use
- reviewing service standards so that the more closely align with community expectations
- organisational restructure
- redesigning processes such as financial reporting, people/performance/project management to achieve efficiencies
- reviewing procurement strategies
- pursuing opportunities for commercialisation and business improvement
- review of assets in order to rationalise and divest property.

At an organisational level: Council performed an Organisational Strategic Review in 2022 that was published for community comment with the SRV application and that identified a comprehensive list of potential improvements that have been prioritised and begun to be implemented in staged approach.

Across all services: Council has implemented Service Statement Reports for the past 2 years that provides reporting on the cost of each service to ratepayers.

In 2024/25, Council is undertaking the following targeted reviews of discreet areas of council operations to identify service levels, improvement opportunities and pricing improvements:

- Waste Strategy
- Fleet Review
- Saleyards Review
- Integrated Water Cycle Management Plans (Queanbeyan and Palerang)

The recommendations from each will be reported to Council and the community, including the actions and strategies for future improvement.

**14.6 Questions With Notice - Long Term Financial Plan (Author: Ryan/Monaghan)
(Continued)**

In its Long Term Financial Plan, Council reported on the following initiatives that have already been undertaken or commenced with savings realised, partly realised and included in the Ltfp projections:

- \$2.2M annual merger efficiency savings were planned through reduction of duplicated activities and have been tracked and reported since the merger. The total value has been fully implemented, as of 2022-23.
- Use of pooled development contributions to fund the capital works program of community infrastructure.
- Use of shared procurement with neighbouring council's to reduce the cost of projects and contracts.
- Reviewed all overtime arrangements and put reduction targets in place to reduce employee costs and liabilities.
- Replacement of Queanbeyan streetlights with LED to reduce streetlighting costs and energy consumption. \$457,000 annual savings realised from 2021/22, with a capital investment of \$2.0M being paid back over 4 and a half years.
- Prioritise grant funding on infrastructure renewal requirements instead of building new assets that will require ongoing future increased operational expense.
- Commercial rental of infrastructure including 2 floors of the new Queanbeyan Civic and Cultural Precinct
- The sale of land and buildings raises \$8 million - released as a result of the QCCP development

Council has made small, ongoing savings across all its service areas. Things like stopping meals after Council meetings and leadership meetings. Reducing the number of phones allocated to staff, reducing the annual staff Christmas party budget, reducing print advertising, reducing professional subscriptions, signing more ratepayers up to emailed rates notices, stopping using priority post, sharing cars for staff travel, moving to VOIP to reduce phone bills, and many more improvements that all staff are required to investigate and implement as part of Council's normal operation.

IPART made an assessment of Council's past and current productivity and cost containment strategies and initiatives and overall, considered that Council has:

- demonstrated past achievements in delivering productivity improvements and cost containment
- outlined strategies and activities for further improving its productivity and efficiency, and quantified savings for several initiatives.

However, Council has made a higher reporting commitment to ratepayers to report on annual productivity and efficiency measures and staff are currently working on organisational budget management and corporate reporting improvements to be included in future annual reports and delivery program updates.

2. The QPRC 2024-2034 Long Term Financial Plan reports that the 2024-25 employee cost budget assumes 13% turnover, with 3 months vacancy and 50% vacant positions backfilled. What is the status of these assumptions?

The current turnover rate is 19% (inclusive of casual employees) and the current average time for recruitment is 10.95 weeks.

Council's total employee costs across all funds were \$34.8M to the end of February being 69% of the annual employee costs budget of \$54.1M after 67% of the year has passed.

**14.6 Questions With Notice - Long Term Financial Plan (Author: Ryan/Monaghan)
(Continued)**

At a consolidated level, there is no current recommendation for a change to the employee cost budget and additional review of employee costs will be included with the Quarterly Budget Review analysis.

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*.