



Ordinary Meeting of Council

AGENDA

26 June 2024

Commencing at 5.30pm

Council Chambers
257 Crawford Street, Queanbeyan

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

Statement of Ethical Obligations

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

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

On-site Inspections - Nil

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1 OPENING

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

3.1 Application for Leave of Absence - Cr Michele Biscotti.....2

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 12 June 2024

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.2023.0273 - Discharge of Condition 2 (T Shaped Sheds) - The Albion Hotel - 119 Wallace Street Braidwood.....	3
9.2	Post Exhibition Report- Roadside Vegetation Management Plan and Policy	9
9.3	Draft Climate Change Resilience Policy	13
9.4	Amended - QPRC Public Electric Vehicle Charging Infrastructure Policy	16
9.5	Monaro Street Upgrade - Sustainable Design for Council Buildings Policy	19
9.6	Wamboin Welcome Wall Lighting.....	23
9.7	Queanbeyan IWCM and QSTP Business Case Update	27
9.8	Draft Braidwood Community Plan.....	35
9.9	Cultural Grant Application - Queanbeyan Junior Brass Inc.	37
9.10	Adoption of 2024-25 Integrated Plans	39
9.11	Adoption of 2024/2025 Statement of Revenue Policy	43
9.12	2023-24 Borrowing Program	56
9.13	Investment Report - May 2024	61
9.14	Captains Flat Lead Management Network Terms of Reference.....	64

10 REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1	Plans of Management Natural Areas - Crown Lands Update.....	68
10.2	Director Infrastructure Services Recruitment	69

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

BUSINESS PAPER AGENDA – 26 June 2024 Page ii

10.3	Quarterly Outstanding Rates Report and Sale of Land for Unpaid Rates	70
10.4	Questions With Notice - Shade Sails on Council Facilities.....	74
10.5	Questions With Notice - Customer Service.....	75
10.6	Questions With Notice - DA Availability	76
10.7	Questions With Notice - Maintenance of Roads	78
10.8	ICAN Campaign to Abolish Nuclear Weapons.....	79
10.9	Heritage Funding.....	80
10.10	Pedestrian Safety Bungendore.....	81
10.11	Temporary Fencing on Majara Street Bungendore.....	82
10.12	Councillor Workshops	83

11 REPORTS OF COMMITTEES

11.1	Heritage Advisory Committee Meeting 30 May 2024	84
11.2	Local Traffic Committee Meeting - 4 June 2024	85

12 NOTICES OF MOTIONS

12.1	Notice of Motion - Request for Conservation Management Plan for Local Heritage Items.....	86
12.2	Notice of Motion - Naming of Council Chambers	87

13 REPORTS TO COUNCIL - DELEGATES REPORTS

14 QUESTIONS WITH NOTICE

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION 88

16 REPORTS FOR CLOSED SESSION

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS

Open Attachments

Item 9.1	DA.2023.0273 - Discharge of Condition 2 (T Shaped Sheds) - The Albion Hotel - 119 Wallace Street Braidwood <i>Attachment 1 Condition Report 119 Wallace Street Braidwood (Under Separate Cover)</i>
Item 9.2	Post Exhibition Report- Roadside Vegetation Management Plan and Policy <i>Attachment 1 Draft Roadside Vegetation Management Policy (Under Separate Cover)</i> <i>Attachment 2 Draft Roadside Vegetation Management Plan (Under Separate Cover)</i> <i>Attachment 3 Post Exhibition - Submissions Received (Under Separate Cover)</i>
Item 9.3	Draft Climate Change Resilience Policy <i>Attachment 1 Draft Climate Change Resilience Policy (Under Separate Cover)</i> <i>Attachment 2 Mitigation Vs Adaptaion (Under Separate Cover)</i>

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

BUSINESS PAPER AGENDA – 26 June 2024 Page iii

- Item 9.4 Amended - QPRC Public Electric Vehicle Charging Infrastructure Policy
Attachment 1 Amended-QPRC Public Electric Vehicle Charging Infrastructure Policy (Under Separate Cover)
Attachment 2 Changes in QPRC Public Electric Vehicle Charging Infrastructure Policy (Under Separate Cover)
- Item 9.7 Queanbeyan IWCM and QSTP Business Case Update
Attachment 1 QSTP Revised Final Business Case - Version E (Under Separate Cover)
Attachment 2 IWCM Strategy and Financial Plan - Rev 5 - May 2024 (Under Separate Cover)
- Item 9.8 Draft Braidwood Community Plan
Attachment 1 Draft Braidwood Community Plan June 2024 (Under Separate Cover)
- Item 9.10 Adoption of 2024-25 Integrated Plans
Attachment 1 Collated Full Submissions - 2024-25 Integrated Plans (Under Separate Cover)
- Item 9.13 Investment Report - May 2024
Attachment 1 Investment Report Pack - May 2024 (Under Separate Cover)
- Item 9.14 Captains Flat Lead Management Network Terms of Reference
Attachment 1 Draft ToR Captains Flat Lead Management Network (Under Separate Cover)
Attachment 2 Letter to Premier Requesting Representative for Lead Working Group (Under Separate Cover)
- Item 10.3 Quarterly Outstanding Rates Report and Sale of Land for Unpaid Rates
Attachment 1 Timetable for Sale of Land for Unpaid Rates (Under Separate Cover)
- Item 10.8 ICAN Campaign to Abolish Nuclear Weapons
Attachment 1 QPRC Letter to Prime Minister - ICAN Campaign to Abolish Nuclear Weapons (Under Separate Cover)
Attachment 2 Response to Letter - The Hon Patrick Gorman MP - Treaty on the Prohibition of Nuclear Weapons (Under Separate Cover)
- Item 10.9 Heritage Funding
Attachment 1 Letter to NSW Minister for Environment and Heritage re Heritage Funding (Under Separate Cover)
Attachment 2 Letter of Response - The Hon Penny Sharpe - Heritage Funding (Under Separate Cover)
- Item 10.10 Pedestrian Safety Bungendore
Attachment 1 QPRC Letter to NSW Minister for Transport re Pedestrian Safety (Under Separate Cover)
Attachment 2 Response from The Hon Jenny Aitchison MP re Pedestrian Safety (Under Separate Cover)
- Item 10.11 Temporary Fencing on Majara Street Bungendore
Attachment 1 QPRC letter to Deputy Premier re Temporary Fencing on Majara Street Bungendore (Under Separate Cover)
Attachment 2 Response from Deputy Premier re Temporary Fencing on Majara Street (Under Separate Cover)

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

BUSINESS PAPER AGENDA – 26 June 2024 Page iv

- Item 11.1 Heritage Advisory Committee Meeting 30 May 2024
Attachment 1 Heritage Committee Minutes - 30 May 2024 (Under Separate Cover)
- Item 11.2 Local Traffic Committee Meeting - 4 June 2024
Attachment 1 LTC Meeting Minutes - 4 June 2024 (Under Separate Cover)

Closed Attachments

- Item 9.9 Cultural Grant Application - Queanbeyan Junior Brass Inc.
Attachment 1 Cultural Grants application QJB - plus attachments (Under Separate Cover)
- Item 9.12 2023-24 Borrowing Program
Attachment 1 2023-24 Proposed Borrowings Quotations (Under Separate Cover)



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom at the Council Chambers, 257 Crawford Street, Queanbeyan on Wednesday, 12 June 2024 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Livermore (Chairperson)

Cr Biscotti
Cr Burton
Cr Grundy
Cr Macdonald
Cr Preston
Cr Taskovski
Cr Willis
Cr Wilson

Staff:

R Ryan, General Manager
P Hansen, Director Infrastructure Services
J Richards, Director Community, Arts and Recreation
R Ormella, Director Development and Environment

Also Present: C Flint (Minute Secretary)

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Deputy 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

240/24

RESOLVED (Livermore/Macdonald)

That apology for non-attendance from Cr Winchester 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 22 May 2024**

241/24

RESOLVED (Livermore/Preston)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 22 May 2024 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

242/24

RESOLVED (Livermore/Burton)

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

The resolution was carried unanimously.

There were no disclosures.

6. ADJOURNMENT FOR PUBLIC FORUM

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

243/24

RESOLVED (Livermore/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 5.46pm.

7. MAYORAL MINUTE

There was no Mayoral Minute.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 Post Exhibition Report- Compliance and Enforcement Policy****MOTION (Willis/Biscotti)**

That Council adopt the Compliance and Enforcement Policy with the following amendments:

1. Clause 6.3.1.4 – Add the following text at the end of the paragraph, after ‘Council’s system’: ‘and the complainant, where one exists will be advised of the outcome.’
2. Appendix 1:
 - a. Reassign smoke nuisance (domestic heaters, outdoor BBQs etc.) from low risk to medium risk.
 - b. Reassign cat containment concerns from low risk to medium risk.

AMENDMENT (Biscotti/Burton)

That Council adopt the Compliance and Enforcement Policy with the following amendment:

- Clause 6.3.1.4 – Add the following text at the end of the paragraph, after ‘Council’s system’: ‘and the complainant, where one exists will be advised of the outcome.’

The amendment (of Crs Biscotti and Burton) was PUT and CARRIED.

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

The amendment became the motion.

244/24

RESOLVED (Biscotti/Burton)

That Council adopt the Compliance and Enforcement Policy with the following amendment:

- Clause 6.3.1.4 – Add the following text at the end of the paragraph, after ‘Council’s system’: ‘and the complainant, where one exists will be advised of the outcome.’

The resolution was carried unanimously.

245/24

PROCEDURAL MOTION**RESOLVED (Grundy/Wilson)**

That Item 9.7 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

9.7 Licence Agreement with Monaro Hockey Club - Regional Sports Complex

246/24

RESOLVED (Biscotti/Wilson)

That Council endorse the proposed licence agreement with the Monaro Hockey Club for access to the Regional Sports Complex for a five-year term at the rate of \$5,000 per annum.

The resolution was carried unanimously.

9.2 Kanga Cup - Request for Support**MOVED (Wilson/Macdonald)**

That Council waive the ground fees for the 2024 Kanga Cup event at the Regional Sports Complex being held from 7-12 July 2024.

Cr Biscotti foreshadowed a CONTRARY motion: That Council decline the request from Capital Football to waive the ground fees for the Kanga Cup.

247/24

RESOLVED (Wilson/Macdonald)

That Council waive ground fees for the 2024 Kanga Cup event at the Regional Sports Complex being held from 7-12 July 2024.

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

9.3 Freebody Sculpture Placement**MOVED (Macdonald/Wilson)**

That Council approve the placement of the WB Freebody sculpture in the Nellie Hamilton Centre as proposed, in the pedestrian access link on the mezzanine level adjacent to the Council Chambers and the Bicentennial Hall.

AMENDMENT (Willis/Preston)

The item be deferred until it is referred to the Cultural Development and Public Arts Advisory Committee.

The amendment (of Crs Willis and Preston) was PUT and LOST.

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

248/24

RESOLVED (Macdonald/Wilson)

That Council approve the placement of the WB Freebody sculpture in the Nellie Hamilton Centre as proposed, in the pedestrian access link on the mezzanine level adjacent to the Council Chambers and the Bicentennial Hall.

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

- 249/24
- 9.4 Post-Exhibition Report - Bungendore Place Plan**
RESOLVED (Wilson/Preston)
- That Council adopt the Bungendore Place Plan
- The resolution was carried unanimously.
- 9.5 Activation of the former Nursery Site at 58 - 62 Morisset Street, Queanbeyan**
MOVED (Willis/Biscotti)
- That Council:
1. Support in principle the development of 58-62 Morisset Street as a Mobile Food Van Hub
 2. Prepare a Master Plan in preparation for seeking grant funding and Development Application purposes.
 3. Prepare a Feasibility Study and investigate funding opportunities to implement this project, in stages to report back to Council.
- AMENDMENT (Grundy/Macdonald)**
- That Council receive a report on 58-62 Morisset Street, Queanbeyan, that investigates options for disposal, commercial development or any other purpose for the site.
- The amendment was PUT and LOST.
- For: Crs Biscotti, Burton, Livermore, Preston, Taskovski, Willis and Wilson
- Against: Crs Grundy and Macdonald
- 250/24
- RESOLVED (Willis/Biscotti)**
- That Council:
1. Support in principle the development of 58-62 Morisset Street as a Mobile Food Van Hub
 2. Prepare a Master Plan in preparation for seeking grant funding and Development Application purposes.
 3. Prepare a Feasibility Study and investigate funding opportunities to implement this project, in stages to report back to Council.
- For: Crs Biscotti, Burton, Livermore, Preston, Taskovski, Willis and Wilson
- Against: Crs Grundy and Macdonald

- 251/24
- 9.6 Draft Restricted Funds Policy - Public Exhibition Feedback**
RESOLVED (Wilson/Biscotti)
- That Council:
1. Receive and note the submission from the exhibition period.
 2. Adopt the Restricted Funds Policy.
- The resolution was carried unanimously.
- 9.7 Licence Agreement with Monaro Hockey Club - Regional Sports Complex**
- This item was considered in earlier business.
- 252/24
- 9.8 Classification of Lot 102 DP 1304193 as Council Operational Land for Googong Depot**
RESOLVED (Wilson/Biscotti)
- That Council:
1. Note the land parcel transferred to QPRC from Googong Township Pty Ltd under their Planning Agreement with Council.
 2. Approve the reclassification of Lot 102 DP 1304193 as Council Operational Land under Section 31 of the Local Government Act 1993.
- The resolution was carried unanimously.
- 253/24
- 9.9 Post Exhibition Report - Sporting Gallery Policy**
RESOLVED (Macdonald/Wilson)
- That Council adopt the Sporting Gallery Policy.
- The resolution was carried unanimously.
- 9.10 Councillor Remuneration**
MOTION (Wilson/Macdonald)
- That Council:
1. Apply a zero percent increase to the annual Councillors and Mayoral Fee, effective from 1 July 2024, for year 24/25.
 2. Continue to allocate 10% of the Mayoral Fee to the Deputy Mayor's Councillor Fee in recognition of the additional duties for this role in supporting the Mayor.
 3. Write to the NSW Minister for Local Government requesting that he introduce to the NSW Parliament amendments to the Local Government Act 1993 to require the Local Government Remuneration Tribunal to set the annual fee for councillors and mayors rather than to set maximum and minimum amounts of fees to be paid to councillors and mayors.

AMENDMENT (Willis/Preston)

That Council:

1. Apply a three percent increase to the annual Councillors and Mayoral Fee, as budgeted and advertised in the Draft Operational Plan 2024/25, effective from 1 July 2024, which is less than the maximum fee for the Regional Centre Category set out in the Local Government Remuneration Tribunal Annual Report and Determination of 29 April 2024.
2. Continue to allocate 10% of the Mayoral Fee to the Deputy Mayor's Councillor Fee in recognition of the additional duties for this role in supporting the Mayor.
3. Write to the Hon Ron Hoenig MP, Minister for Local Government, requesting that he introduce to the NSW Parliament amendments to the *Local Government Act 1993* to require the Local Government Remuneration Tribunal to set the annual fee for councillors and mayors rather than to set maximum and minimum amounts of fees to be paid to councillors and mayors.

The amendment (of Crs Willis and Preston) was PUT and LOST.

For: Cr Willis

Against: Crs Biscotti, Burton, Grundy, Livermore, Macdonald, Preston, Taskovski and Wilson

254/24

RESOLVED (Wilson/Macdonald)

That Council:

1. Apply a zero percent increase to the annual Councillors and Mayoral Fee, effective from 1 July 2024, for year 2024/25.
2. Continue to allocate 10% of the Mayoral Fee to the Deputy Mayor's Councillor Fee in recognition of the additional duties for this role in supporting the Mayor.
3. Write to the NSW Minister for Local Government requesting that he introduce to the NSW Parliament amendments to the Local Government Act 1993 to require the Local Government Remuneration Tribunal to set the annual fee for councillors and mayors rather than to set maximum and minimum amounts of fees to be paid to councillors and mayors.

For: Crs Biscotti, Burton, Grundy, Livermore, Macdonald, Preston, Taskovski and Wilson

Against: Cr Willis

ADJOURNMENT:

The meeting adjourned for the Public Forum at 7.32pm and resumed at 7.43pm.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

- 255/24 **10.1 Review of Environmental Factors Determination Policy**
RESOLVED (Willis/Biscotti)
That the report be received for information.
The resolution was carried unanimously.
- 256/24 **10.2 Clean Up Australia Day - Wamboin**
RESOLVED (Macdonald/Grundy)
That the report be received for information.
The resolution was carried unanimously.
- 257/24 **10.3 Local Government Amendment (Employment Arrangements) Bill 2024**
RESOLVED (Wilson/Willis)
That the report be received for information.
The resolution was carried unanimously.
- 258/24 **10.4 Questions With Notice - CBD Properties**
RESOLVED (Willis/Grundy)
That the report be received for information.
The resolution was carried unanimously.
- 259/24 **10.5 Questions With Notice - Shade Sails on Council Facilities**
RESOLVED (Willis/Wilson)
That the report be received for information.
The resolution was carried unanimously.
- 260/24 **10.6 Questions With Notice - Queanbeyan East Carpark**
RESOLVED (Willis/Livermore)
That the report be received for information.
The resolution was carried unanimously.
- 261/24 **10.7 Captains Flat Heritage Update**
RESOLVED (Willis/Macdonald)
That the report be received for information.
The resolution was carried unanimously.

Cr Willis foreshadowed a Notice of Motion for the next meeting:

That Council:

1. Note the response from the Minister for Regional Transport and Roads, the Hon Jenny Aitchison to Council Resolution No 101/24.
2. Write to the Minister requesting an explanation for the Government rejecting Council's request that a conservation management plan be prepared for all of the local heritage items in Captains Flat that are affected by the government's lead remediation plan.

10.8 Councillor Workshops

262/24

RESOLVED (Preston/Macdonald)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

11.1 Cultural Development & Public Art Advisory Committee - meeting minutes

263/24

RESOLVED (Grundy/Taskovski)

That Council note:

1. The minutes of the Cultural Development and Public Art Advisory Committee meeting held 26 October 2023.
2. Recommendations No 1-3
 1. That the Council develops a Cultural Gifts Donation Policy and that the CDPA Committee reviews and gives recommendations on gifts prior to Council accepting them.
 2. The CDPA unanimously agreed that the new Civic Building was an incompatible site for the placement of the Freebody Sculpture in view of the First Nations artwork already chosen to welcome visitors to its interior.
 3. The CDPA Committee recommends that the QPRC Council choose between Option 2, the Historic Council Chambers and Option 5, Queanbeyan Park, should both be considered for the siting of the Freebody sculpture.

The resolution was carried unanimously.

11.2 Audit, Risk and Improvement Committee Minutes March 2024

264/24

RESOLVED (Biscotti/Grundy)

That Council note the minutes of the Audit, Risk and Improvement Committee held on 18 March.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS**12.1 Notice of Motion - Financial Assistance Grants****MOVED (Macdonald/Burton)**

That Council:

1. Notes the Australian Local Government Association says the Albanese Government has broken its pre-election promise to provide fair increases to Financial Assistance Grants to Australia's 537 councils in the 2024-25 Federal Budget; and
2. Notes that Local Government NSW says the Albanese Government's budget had little in the way of good news for local government, with the Australian Government still yet to meet its pre-election commitment for fair increases to Financial Assistance Grants; and
3. Notes that Council is largely reliant on Federal and State Government grants to continue to deliver vital infrastructure for our communities; and
4. Joins with peak bodies and other Councils across Australia in advocating, by a letter to the Commonwealth Treasurer the Hon Jim Chalmers MP and the Minister for Local Government the Hon Kristy McBain MP, for a fairer deal for Councils by restoring the Financial Assistance Grants to 1 per cent of Commonwealth taxation revenue.

AMENDMENT (Wilson/Preston)

That Council:

1. Notes:
 - In 2021-22 (last year of Morrison Government) Queanbeyan-Palerang Regional Council (QPRC) received \$6,561,752 in federal Financial Assistance Grants. In 2023-24, QPRC will receive grants of \$7,822,988. A 19% increase in two years.
 - QPRC will also receive a Roads to Recovery funding increase of \$5,805,339, taking total funding to \$13,443,884.
 - Further increases from the Albanese Government has increased The Black Spot Program from \$110 million to \$150 million per year, meaning more money for improving some of the most dangerous sections of our roads. And have created as new Safer Local Roads and Infrastructure Program will have \$200m available per year, \$50 million more than was available for the two programs it replaced.
 - That Councils, including QPRC are reliant on Federal and State Government grants to continue to deliver vital infrastructure for our communities and supports Australian Local Government Association in its push to see a greater increase in assistance grants.

2. Write to the Minister for Local Government thanking the Government for their support of QPRC and ask the minister to continue to advocate for an even fairer deal for Councils by restoring the Financial Assistance Grants to 1 per cent of Commonwealth taxation revenue.

The amendment (of Crs Wilson and Preston) was PUT and LOST.

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

AMENDMENT (Willis/Macdonald)

That Council:

1. Notes that successive Australian Governments have allowed the proportion of national taxation revenue provided to local government through the Financial Assistance Grants to fall from its 1996 level of 1% of Commonwealth taxation revenue.
2. Write to the Commonwealth Treasurer, the Hon Jim Chalmers MP, and the Minister for Local Government, the Hon Kristy McBain MP, requesting the Australian Government to restore the Financial Assistance Grants to 1 per cent of Commonwealth taxation revenue.

The amendment (of Crs Willis and Macdonald) was PUT and CARRIED unanimously.

The amendment became the motion.

265/24

RESOLVED (Willis/Macdonald)

That Council:

1. Notes that successive Australian Governments have allowed the proportion of national taxation revenue provided to local government through the Financial Assistance Grants to fall from its 1996 level of 1% of Commonwealth taxation revenue.
2. Write to the Commonwealth Treasurer, the Hon Jim Chalmers MP, and the Minister for Local Government, the Hon Kristy McBain MP, requesting the Australian Government to restore the Financial Assistance Grants to 1 per cent of Commonwealth taxation revenue.

The resolution was carried unanimously.

266/24

12.2 Notice of Motion - All Electric Homes**RESOLVED (Willis/Livermore)**

That Council:

1. Notes:

- a. Gas appliances are a significant source of indoor air pollutants including nitrogen oxide, carbon monoxide, formaldehyde and PM2.5 particles, and have been linked to childhood asthma.
 - b. Electrifying all new homes and major renovations will deliver cost savings in construction and ongoing cost savings to residents of dwellings through reduced energy bills and connection costs.
 - c. Reducing gas use in all dwellings with access to the electricity grid will contribute to Queanbeyan-Palerang achieving the NSW Government's net zero emissions target with the progressive greening of grid-supplied electricity in NSW.
 - d. Lane Cove, Waverley, Parramatta and Newcastle councils have implemented changes to their Development Control Plans (DCPs) to require the electrification of new residential developments. Another eight councils, being Hornsby, North Sydney, City of Sydney, Inner West, Blue Mountains, Canada Bay, Ryde and Canterbury-Bankstown, are in the process of making similar changes to their DCPs to achieve the electrification of new homes.
2. Receive a report by 14 August 2024 outlining the process and timeframes for Council to implement DCP provisions that require the electrification of new residential developments. The report should include DCP changes that:
- a. Require all new dwellings and major renovations valued at over \$250,000 to install only electric appliances wherever access to the national electricity grid is available.
 - b. Encourage all new dwellings without access to the national electricity grid to use electric appliances powered by on-site renewable energy systems.

For: Crs Livermore, Macdonald, Preston, Taskovski, Willis and Wilson

Against: Crs Biscotti, Burton and Grundy

12.3 Notice of Motion - Tobacconists in NSW**MOVED (Macdonald/Grundy)**

That Council:

1. Seeks a change of regulations to require a development application to open a tobacconist or vape store in the Queanbeyan-Palerang Local Government Area; and
2. Writes to the NSW Government requesting a ceiling of tobacco and vape retailers for NSW and a plan for a phased reduction in the number of tobacconist and vape stores authorised to operate in NSW; and
3. Write to the Federal and State Ministers for Health seeking a commitment for further investment for a campaign aimed to inform the community about the health impacts of vaping and e-cigarette products.

AMENDMENT (Preston/Wilson)

That Council:

1. Seeks a change of NSW Planning regulations to require a development application to open a tobacconist or vape store in the Queanbeyan-Palerang Local Government Area; and
2. Writes to the NSW Government requesting a ceiling of tobacco and vape retailers for NSW and a plan for a phased reduction in the number of tobacconist and vape stores authorised to operate in NSW.

The amendment (of Crs Preston and Wilson) was PUT and CARRIED.

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

Against: Cr Biscotti

The amendment became the motion.

267/24

RESOLVED (Preston/Wilson)

That Council:

1. Seeks a change of NSW Planning regulations to require a development application to open a tobacconist or vape store in the Queanbeyan-Palerang Local Government Area; and
2. Writes to the NSW Government requesting a ceiling of tobacco and vape retailers for NSW and a plan for a phased reduction in the number of tobacconist and vape stores authorised to operate in NSW.

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

Against: Cr Biscotti

13. REPORTS TO COUNCIL - DELEGATES REPORTS

268/24

**13.1 Delegate Report - CRJO Meeting 16 May 2024
RESOLVED (Livermore/Preston)**

That the report be received for information.

The resolution was carried unanimously.

14. QUESTIONS WITH NOTICE

There were no Questions with Notice.

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

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

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

There were no presentations.

16. REPORTS FOR CLOSED SESSION

269/24

RESOLVED (Livermore/Preston)

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

Item 16.1 Compulsory Acquisition of land for road widening - Nerriga Road

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

Item 16.2 Renewal of Licence Agreement to TPG Telecom Ltd over Tomsitt Drive, Jerrabomberra

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

Item 16.3 Tender REGPRO042425 - Contract for the Supply and Delivery of Bulk Water Treatment Chemicals

Item 16.3 is confidential in accordance with s10(A) (di) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.4 Contract 2023-26 – Tender for Water Main Replacement Works – Cooma Street area Queanbeyan

Item 16.4 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 8.40pm to discuss the matters listed above.

16.1 Compulsory Acquisition of land for road widening - Nerriga Road

270/24

RESOLVED (Wilson/Burton)

That Council approve:

1. The Compulsory Acquisition of part lot 2 DP 830605 on Nerriga Road, part lots 18 and 63 DP 754916 on Mayfield Road. Part lots 103, 106, 109, 114, 115, 116, 143, 151 DP 755943 from Water NSW for the purpose of road widening on the Nerriga Road.
2. The Compulsory Acquisition of part lots 7004 DP 1033209 and 7006 DP 1033208 from Crownlands for the purpose of road widening on the Nerriga Road.
3. The making of an application to the Minister for Local Government and the making of an application to the Governor for the compulsory acquisition of part lot 2 DP 830605, part lots 18 and 63 DP 754916, Part lots 103, 106, 109, 114, 115, 116, 143, 151 DP 755943, part lot 7004 DP 1033209 and part lot 7006 DP 1033208.

For: Crs Biscotti, Burton, Grundy, Livermore, Macdonald, Preston, Taskovski and Wilson

Against: Cr Willis

16.2 Renewal of Licence Agreement to TPG Telecom Ltd over Tomsitt Drive, Jerrabomberra

271/24

RESOLVED (Wilson/Burton)

That Council:

1. Accept the proposal set out under TPG Telecom Limited's Letter of Offer to renew the Licence Agreement for the low impact telecommunication facilities at the 3GIS site at Jerrabomberra Circle.
2. Authorise the General Manager to execute the licence agreement based on the terms under the offer.

The resolution was carried unanimously.

16.3 Tender REGPRO042425 - Contract for the Supply and Delivery of Bulk Water Treatment Chemicals

272/24

RESOLVED (Burton/Preston)

That:

1. Council accept the following tenderers as a panel of preferred suppliers for the respective chemicals under contract REGPRO042425 – Supply and Delivery of Bulk Water Treatment Chemicals for the period 1 July 2024 to 30 June 2027.

Schedule	Product	Tenderer
A (1)	Chlorine (70 Kgs Bottles)	Ixom Operations P/L
A (3)	Cylinder Rental	Ixom Operations P/L
B (1)	Aluminium Sulphate (Ltrs)	Nowra Chemical Manufacturers P/L Omega Chemicals Redox P/L
C (4)	Sodium Hydroxide 30% (Caustic Soda)	Nowra Chemical Manufacturers P/L Omega Chemicals Redox P/L
C (5)	Sodium Hydroxide 25% (Caustic Soda)	Nowra Chemical Manufacturers P/L Omega Chemicals Redox P/L
D (2)	Hydrated Lime (BULK)	Ixom Operations P/L
E	Sodium Hypochlorite 13%	Ixom Operations P/L, Nowra Chemical Manufacturers P/L Redox P/L

G (1)	Polymer (LT20) 25kg Bags	Chemiplas Redox P/L SNF
M	Aluminium Chlorohydrate Solution - ALCHLOR GOLD	NIL
P	Potassium Permanganate (25 kg Pail)	Ixom Operations P/L Nowra Chemical Manufacturers P/L Redox P/L
S	Citric Acid 50%	Omega Chemicals Redox P/L
W	Acetic Acid 75%	Redox P/L
X	Ferric Sulphate 45%	Ixom Operations P/L Omega Chemicals
Y	Nitric Acid 68%	Redox P/L
Z	Sodium Metabisulphate 31%	Ixom Operations P/L Redox P/L
AA	Sulphuric Acid 70% strength	Ixom Operations P/L Redox P/L
AB	Sodium Fluoride (GRANULAR)	Ixom Operations P/L Redox P/L

2. Provision be made for an optional 12 month extension for the period 1 July 2027 to 30 June 2028, subject to satisfactory supplier performance.

The resolution was carried unanimously.

16.4 Contract 2023-26 – Tender for Water Main Replacement Works – Cooma Street area Queanbeyan

273/24

RESOLVED (Macdonald/Burton)

That Council accept the tender from Killard Infrastructure Pty Ltd for contract 2023-26 “Cooma Street Water Main Replacement” for the lump sum of \$2,948,689.72 (excluding GST).

The resolution was carried unanimously.

274/24

RESOLVED (Livermore/Grundy)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 8.44pm.

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

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

17. CONCLUSION OF THE MEETING

The time being 8.48pm, the Deputy Mayor announced that the Agenda for the meeting had now been completed.

**CR ESMA LIVERMORE
DEPUTY MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

3.1 Application for Leave of Absence - Cr Michele Biscotti (Ref: ; Author: Ryan/Ryan)

File Reference: 52.7.1 / 26 June 2024 motions

Recommendation

That Council approve the Leave of Absence application submitted by Councillor Michele Biscotti for the following Council meetings:

- **10 July 2024**
 - **24 July 2024**
 - **14 August 2024**
-

Summary

Councillor Biscotti will be an apology for the 10 July, 24 July and 14 August 2024 Council meetings and has submitted an application to Council for this Leave of Absence.

Report

Councillor Biscotti will be away for the 10 July, 24 July and 14 August 2024 Council meetings and has submitted an application to Council for this Leave of Absence.

Risk/Policy/Legislation Considerations

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

Financial, Budget and Resource Implications

Nil

Attachments

Nil

9.1 DA.2023.0273 - Discharge of Condition 2 (T Shaped Sheds) - The Albion Hotel - 119 Wallace Street Braidwood (Ref: ; Author: Ormella/Yeomans)

File Reference: DA.2023.0273

Recommendation

That Council:

1. Notes the Condition Report prepared by N R Wallace, Building Inspections, dated 16 May 2024 on the metal clad sheds (T-shaped sheds) at 119 Wallace Street Braidwood.
 2. Acknowledges the T Shaped Sheds are in a state of disrepair and cannot be retained on site nor relocated to an alternative location on site.
 3. Discharge Condition 2 of DA.2023.0273 on the issue of an amended plan showing the sheds removed with salvageable material made available for reuse on site.
-

Summary

Council is in receipt of information from the applicant for DA.2023.0273 to discharge the requirements of Condition No.2. The condition relates to the T-shaped sheds and their retention on site, providing a structural integrity report could support their relocation.

Background

At its meeting of 27 March 2024 (**Resolution 111/24**) Council determined to approve, with conditions, DA.2023.0273 for Partial Demolition, alterations and additions to structures associated with the Albion Hotel.

This report seeks a decision of Council relating to the discharge of Condition 2 relating to the 'T-shaped sheds'.

Council specifically imposed this condition when determining DA.2023.0273. Accordingly, the decision on how to resolve it is being brought back to Council. Ordinarily Council officers would decide how a condition could be met under delegation.

The subject site is known as 119 Wallace Street Braidwood.

9.1 DA.2023.0273 - Discharge of Condition 2 (T Shaped Sheds) - The Albion Hotel - 119 Wallace Street Braidwood (Ref: ; Author: Ormella/Yeomans)



Figure 1 – aerial image of subject site with LEP zone mapping



Figure 2 – Brick Stables and metal T shaped sheds

9.1 DA.2023.0273 - Discharge of Condition 2 (T Shaped Sheds) - The Albion Hotel - 119 Wallace Street Braidwood (Ref: ; Author: Ormella/Yeomans)

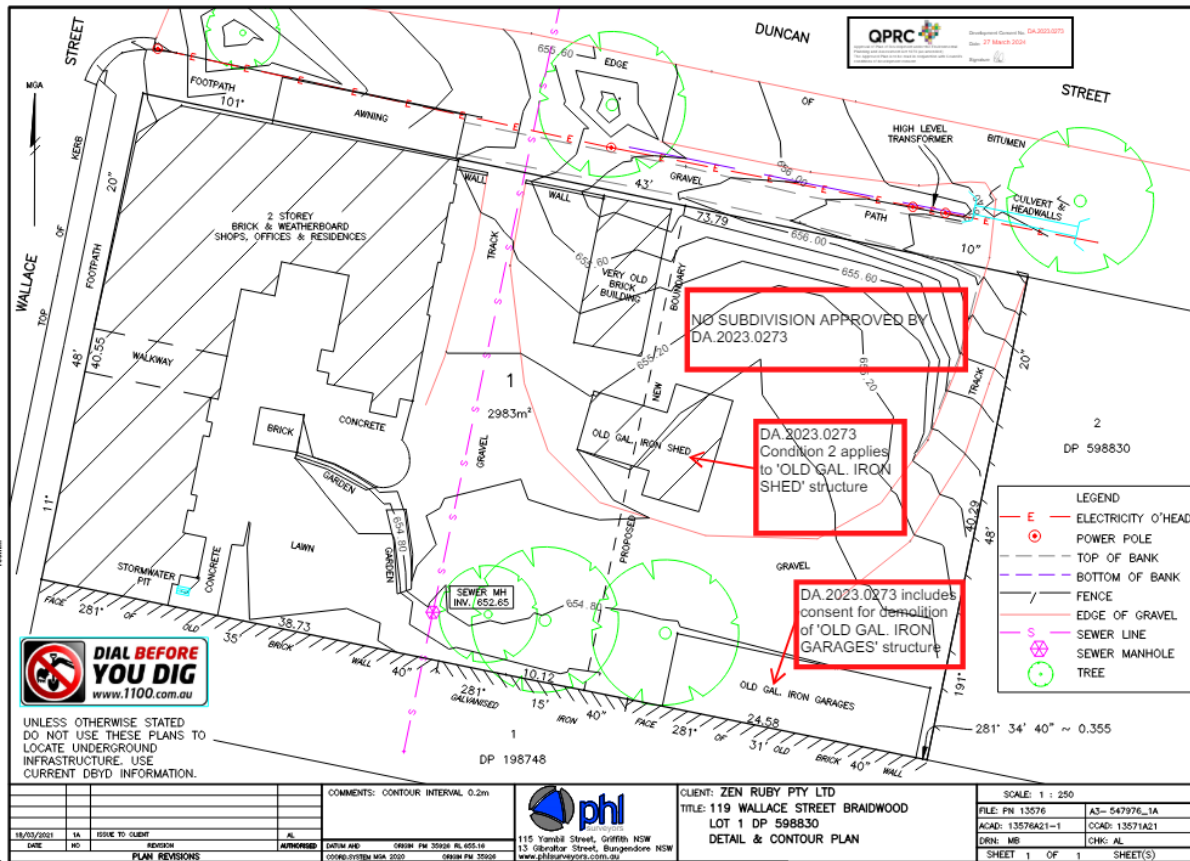


Figure 3 – Signed Approved Plan DA.2023.0273

Report

Council Planning officers prepare assessment reports to Council, including draft conditions where approval is recommended. The assessment of DA.2023.0273 was presented to Council which included the demolition of the T shaped sheds.

At its Meeting of Council of 27 March 2024, Council resolved to grant conditional consent to the development. Additionally, that

2. The demolition and removal of the T-shaped sheds is not part of this consent. The T-shaped sheds are to be retained on the subject site, supported by a structural integrity report. A plan showing the proposed new location is to be submitted to Council for approval prior to the works commencing.

Reason: Retention promotes Aim 1.2(2)(a) of the QPRC LEP to protect and improve the economic, environmental, social and cultural resources and prospects of the community.

This became Condition 2 of the consent, which reads:

The T-shaped sheds are to be retained on the subject site, supported by a structural integrity report. A plan showing the proposed new location is to be submitted to Council for approval prior to the works commencing.

9.1 DA.2023.0273 - Discharge of Condition 2 (T Shaped Sheds) - The Albion Hotel - 119 Wallace Street Braidwood (Ref: ; Author: Ormella/Yeomans)

Being a condition imposed by the Council, this report seeks a decision of Council on how to discharge it. No further conditions can be included at this point, Development Consent has been issued.

Other relevant points to include here relate to the historic recording of structures on the site and the potential reuse of materials.

Condition 19 of DA.2023.0273 secures, that prior to demolition the complete external and interior structure of the buildings must be photographed and those photos provided to Council as an historical record. This condition is in place and would require the recording of the structures to be removed.

It is noted that the general reuse of any fabric, where it is suitable to be reused or recycled, will be identified as part of the construction and demolition waste plan. In the event the applicant does not have a re-use purpose for materials, the plan is the way in which those can be identified, and the plan submitted to Council for approval.

Having received the Notice of Determination, the Applicant has been working to meet the conditions. In response to Council 2, the Applicant has submitted a Condition Report prepared by N.R. Wallace dated 16 May 2024. A copy is attached.

The author conducted an inspection of the sheds on 6 May 2024 with the purpose of carrying out an inspection of the sheds at the rear of a commercial property, provide a condition report in relation to instructions received.

A copy of that report was provided to Council's Senior Building Certifier who confirmed, in his view, the Independent Building Inspector who authored that report has demonstrated that he has the necessary experience and qualifications to prepare a report that addresses the structural integrity of the T-shaped shed. Whilst the report is not titled as such, it clearly addresses the structural integrity of the building.

Also, the finding in clause 6.4 of the report indicates that the shed is not structurally sound and cannot be disassembled and reassembled elsewhere on the site. I cannot dispute this finding. It may be possible to re-use some of the materials in some form, but not to recreate the T-shaped building as it currently stands.

A site inspection was also undertaken which found that:

1. Two single storey sheds combined to form a 'T-configuration' building.
2. Approximately 75% of the external corrugated iron cladding sheets were compromised for re-use due to corrosion, configurational damage, deterioration due to in-ground contact, or bearing cuts/holes.
3. Of the metal sheeting that was not compromised, re-use would be difficult as holes from where roofing nails attach the sheeting to the existing frame would impact re-use. Requiring either multiple small repairs or restrictive re-alignment with any framework in a new structure.
4. External barge board timbers had deteriorated/decayed do to unprotected weather exposure over the years and could not be re-used.
5. A portion of the building on the eastern side had been bowed by heave from contact with the adjacent tree.
6. Guttering was incomplete/absent in places. Roof waters were not properly collected and disposed of away from the building.

9.1 DA.2023.0273 - Discharge of Condition 2 (T Shaped Sheds) - The Albion Hotel - 119 Wallace Street Braidwood (Ref: ; Author: Ormella/Yeomans)

7. Evidence of timber ground contact and/or absence of damp-proof course provision between the ground and timbers was observed.
8. External doors exhibited timber deterioration, wood decay and splitting.

From external inspection it is considered that most of the existing external materials could not be used for any building code compliant (Building Code of Australia) reconstruction of the building.

In terms of the reason for the condition, Aim 1.2(2)(a) of the QPRLEP 2022 seeks:

to protect and improve the economic, environmental, social and cultural resources and prospects of the community.

The sheds are classified as Class 10a Buildings and Structures as defined in the National Construction Code 2022 (NCC). They are non-habitable buildings or structures that, if in a sound condition, could be used for storage or garaging and include sheds, carports or private garages.

The sheds are currently only able to be used for storage. The sheds under the current classification cannot be used to protect and improve the economic, environmental, social and cultural resources and prospects of the community as they stand.

Given the development application was made as an Integrated Development, with an existing approval under the Heritage Act, Council could not refuse the application on heritage grounds. That extends to the Condition which now needs to be discharged. Council cannot use the broad intent of Aim 1.2(2)(a) of the QPRLEP 2022 to specifically limit the way the condition can be met on heritage grounds.

Council officers are now aware the sheds cannot be disassembled and reassembled elsewhere on site. This includes roof framing, wall framing, floor frames, roof cladding and guttering, wall cladding (corrugated metal) and doors. The structure is affected by termite damage, wood decay, corrosion, wall movement from a tree and damage from water, vermin and rodents from openings.

Council also cannot require the upgrading of private buildings or require them to be used for a specific future use. The options below are informed by their ability to be used as storage noting that Council cannot require the upgrading of private buildings or require them to be used for a specific future use.

Discharge of Condition 2

Supported by an independent assessment and confirmed by suitably qualified technical officers of Council;

- a) The sheds are in a state of disrepair. The sheds are not structurally sound and cannot be upgraded whether it be as they stand, or if they are to be disassembled and then relocated using the current materials;
- b) The sheds are in a state of disrepair. The sheds would require substantial upgrade work if the classification were changed from Class 10a to permit another use for example residential, office or retail uses;

9.1 DA.2023.0273 - Discharge of Condition 2 (T Shaped Sheds) - The Albion Hotel - 119 Wallace Street Braidwood (Ref: ; Author: Ormella/Yeomans)

c) The majority of the parts or materials cannot be reused as they were found to be either damaged or not fit for purpose.

Condition 2 cannot be achieved. The T-shaped sheds cannot be retained in situ nor relocated on site.

Council staff recommend an amended Plan from the Applicant, to form part of the Approved Plan for DA.2023.0273 showing the T shaped sheds removed from the site entirely.

Risk/Policy/Legislation Considerations

Development Consent has been issued and Approval from Heritage NSW is in place. The T-shaped shed has been found to be structurally inadequate and the materials cannot support relocation and reuse and achieve the requirements of the Building Code of Australia.

Council cannot require the applicant to do more than is reasonably able to be achieved and this reports' recommendation will discharge the condition requirements and thereby enable the development to proceed. In the absence of this the applicant can pursue appeal rights through the NSW Land and Environment Court.

Financial, Budget and Resource Implications

There are no resource implications for Council as a result of supporting the recommendation. Should this matter not be resolved satisfactorily, the resources required for Council to represent itself in the NSW Land and Environment Court could be anticipated.

Conclusion

That Condition 2 of DA.2023.0273 will be satisfied by the approval of an amended plan, submitted to Council by the Applicant, showing the T-shaped sheds removed from Lot 1 DP 598830 known as 119 Wallace Street Braidwood.

A request to the Applicant will also be made that any materials able to be reused will be made available for reuse on site.

Attachments

Attachment 1 Condition Report 119 Wallace Street Braidwood (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.2 Post Exhibition Report- Roadside Vegetation Management Plan and Policy
(Ref: ; Author: Ormella/Corey)**

File Reference: 24.1.4

Recommendation

That Council adopt the Roadside Vegetation Management Plan and Policy.

Summary

The Draft Roadside Vegetation Management Policy and Plan were presented to Council for consideration at the meeting of 22 November 2023. At this meeting, Council resolved to place the Roadside Vegetation Management Policy and Plan on public exhibition for an extended period (**Resolution No 499/23**). The policy was exhibited from 22 November 2023 to 31 January 2024.

During this time the policy documents attracted 354 Site Visits, 244 document downloads and 23 written submissions.

Council approval to adopt the Roadside Vegetation Management Policy and Plan is sought.

Background

Road verges across the Council area are key parts of our natural ecosystem, and often contain the last examples of intact native habitats in heavily developed areas. The Roadside Vegetation Management Policy and Plan provide a robust framework for management of these areas.

Many road verges are key biodiversity and conservation hotspots and are often home to endangered or vulnerable species. Because they are very narrow and run adjacent to roads, they are threatened by human disturbance as we build, use, and maintain roads. They also often support other infrastructure including electricity, water, sewer, gas, telecommunications, and other utilities.

The Policy and Plan have been developed by a working group consisting of Environment and Compliance, Infrastructure, Transport, Biosecurity weeds and GIS mapping staff with input from all sections of Council involved in its implementation. This has resulted in a document that achieves the delicate balance between road construction and maintenance and environmental protection. Additionally, the Policy and Plan have been reviewed by Council's Environment and Sustainability Advisory Committee who support its content and implementation and welcome it progressing to public exhibition.

Report

Submissions received are also attached to this report and below is a summary of the themes of submissions with staff comments for each. Many of the submissions were comprehensive and detailed, showing a high level of community engagement with the Policy and Plan.

9.2 Post Exhibition Report- Roadside Vegetation Management Plan and Policy (Ref: ; Author: Ormella/Corey) (Continued)

Road Safety:

Submissions indicated that the primary role of Council is to provide a safe road network. This is acknowledged and the Roadside Vegetation Management Policy and Plan achieve a balance between road maintenance and safety and environmental protection. Road safety will continue to be the paramount to Council when implementing the requirements of the policy and plan.

Roadside Weed Control:

Many of the submissions raised concerns about the level of weed and vegetation control on Council roadsides. Council staff acknowledge that the current level of control does not meet community expectations and are working to improve and enhance its roadside weed control programs.

Standard Operating Procedures and Staff Training:

Several submissions raised the need for more detailed Standard Operating Procedures and further training of Council operational staff to ensure understanding and implementation of the Policy and Plan and its requirements. One of the requirements of the Management Action Plan requires the development of SOP's outlining measures to be undertaken to avoid or minimise biodiversity or other environmental impacts. The SOP's are required to be developed within 12 months of adoption of the plan.

Data and Mapping Gaps:

One submission refers to gaps in Council's current data and mapping capabilities. Council staff acknowledge that many roadsides have still not been assessed for conservation value and are unmapped in our system. As part of the implementation of the Policy and Plan further survey and data collection will be required. This will need to be adequately resourced by Council.

Wildlife Signage:

One submission raised the need for better signage to alert motorists to the presence of wild animals. This is being considered separately and is not part of this policy.

Bushfire:

Several of the submissions raised the important issue of roadside vegetation management in allowing safe egress from properties in the event of a bushfire or other natural disaster. Road safety is at the forefront of the Policy and Plan and Council will continue to maintain a safe road network for all users while achieving a balance with environmental protection requirements.

9.2 Post Exhibition Report- Roadside Vegetation Management Plan and Policy (Ref: ; Author: Ormella/Corey) (Continued)

Risk/Policy/Legislation Considerations

The following NSW State and Commonwealth legislation has informed the Policy and Plan:

The NSW *Roads Act 1993* defines the authority QPRC has over roads in the LGA.

Part 1 Sec. 7 - Roads Authorities

(4) *The council of a local government area is the roads authority for all public roads within the area, other than—*

(a) any freeway or Crown Road, and

(b) any public road for which some other public authority is declared by the regulations to be the roads authority.

- *Biodiversity Conservation Act 2016*
- *Biosecurity Act 2015*
- *Crown Lands Management Act 2016*
- *Environment Protection and Biodiversity Conservation Act 1999*
- *Environmental Planning and Assessment Act 1979*
- *Fisheries Management Act 1994*
- *Heritage Act 1997*
- *Local Government Act 1993*
- *Local Land Services Act 2013*
- *National Parks and Wildlife Act*
- *Rural Fires Act 1997*
- *Protection of the Environment Operations Act 1997*
- *State Environmental Planning Policy (Transport and Infrastructure) 2021*
- *State Environmental Planning Policy (Biodiversity and Conservation) 2021*
- *Water Management Act 2000*

Financial, Budget and Resource Implications

There are several financial, budget and resource implications from implementation of the Roadside Vegetation Management Policy and Plan. Council will have to adequately resource the following actions from the Plan:

- Additional survey and vegetation condition reporting for unsurveyed roads
- Roadside markers for areas containing threatened species
- Comprehensive training for managers, coordinators, and team leaders in the transport section
- Basic training for all Council staff involved in road works

There is a risk in not implementing a Roadside Vegetation Management Policy and Plan. This includes the potential risk of Council staff inadvertently breaching NSW State and Commonwealth Legislative requirements causing environmental harm, financial and reputational damage, as the community expect that Council will undertake routine works without having adverse impacts on high conservation biodiversity areas.

9.2 Post Exhibition Report- Roadside Vegetation Management Plan and Policy (Ref: ; Author: Ormella/Corey) (Continued)

Links to QPRC/Regional Strategic Plans

The Roadside Vegetation Management Plan and Policy align with several of the Strategic Objectives of the Queanbeyan Palerang Community Strategic Plan 2042 including:

4.1 Our transport network and infrastructure are safe, supports a zero emissions target and allows for ease of movement throughout Queanbeyan-Palerang and across the ACT border and regions.




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

Conclusion

The Roadside Vegetation Management Policy and Plan are recommended for adoption by Council as they provide for a robust framework for managing roadside vegetation from both a road safety and an environmental perspective.

Adoption of the Roadside Vegetation Policy and Plan will allow for the further development of Standard Operating Procedures and staff training packages to align operational activities with the requirements of the plan and policy.

Attachments

- | | |
|--|---|
| Attachment 1 | Draft Roadside Vegetation Management Policy (<i>Under Separate Cover</i>) |
|  Attachment 2 | Draft Roadside Vegetation Management Plan (<i>Under Separate Cover</i>) |
|  Attachment 3 | Post Exhibition - Submissions Received (<i>Under Separate Cover</i>) |
|  | |

9.3 Draft Climate Change Resilience Policy (Ref: ; Author: Ormella/Bhusal)

File Reference: 2635929

Recommendation

That Council place the Draft Climate Change Resilience Policy on public exhibition for a period of 28 days.

Summary

The Draft Climate Change Resilience Policy (attached) recognises the growing threat of climate change and Council's responsibility to adapt and build resilience. This policy outlines the commitment to addressing climate change impacts through understanding, mitigating, and adapting to climate change.

This policy serves as an umbrella policy for all QPRC climate change and sustainability activities. It emphasises integrating climate change considerations into every aspect of Council operations, from decision-making to staff training. It mandates the development of strategies, plans, and policies to enhance resilience across all Council operations and community services.

The policy also strengthens the framework for collaboration with other government agencies, adherence to legislative obligations, and periodic policy review. By embedding climate considerations into financial planning, asset management, and disaster management, Council aims to protect assets, ensure service delivery, and achieve its sustainability goals, aligning with the NSW State Government's objective of net-zero emissions by 2050.

Adopting this policy sets the future direction and reinforces all our sustainability and climate change-related policies to include adaptation measures.

Background

Council's Climate Change Resilience Policy was developed in response to Council's internal Audit of Climate Change Adaptation in March 2024. The audit identified a need for a more cohesive approach to climate change adaptation across Council. Despite the significant adaptation work being undertaken across various Council areas, the report has found that Council lacks a cohesive climate adaptation strategic plan across Council.

The report also has identified that the existing Council policies related to climate change and sustainability focus mostly on mitigation measures. To address these issues, the audit recommended drafting a policy for strategic direction to make a commitment to climate change mitigation and adaptation in our operations and identify the process for incorporating climate change adaptation into our work and decision-making. An example of synergies between mitigation and adaptation strategies is reflected in Attachment 2.

Report

The world's climate is changing, and average temperatures are rising. The average temperature in NSW has risen by 1 degree Celsius over the past 100 years long-term weather patterns are shifting, and extreme weather events are increasing in number and severity. Over

**9.3 Draft Climate Change Resilience Policy (Ref: ; Author: Ormella/Bhusal)
(Continued)**

the coming years, these changes will significantly impact infrastructure, water availability, natural ecosystems, and human health and safety.

Changes due to climate change are significant to Council. The Council area has already experienced an increase in temperature, heatwaves, increased storm intensity, and reduced rainfall. This could impact the availability of drinking water and/or water for irrigation. The risk of bushfires is also increasing which could have a significant impact on the Council's property and infrastructure.

According to the Climate Change Adaptation Audit, Council's current climate change adaptation governance structure gives asset owners responsibility for the strategic planning, development, and overall management of their respective climate change adaptation strategies. There is a variable commitment to climate change adaptation across Council and the potential implications of climate change understanding is in its infancy.

Regardless of the local government's best efforts, natural disasters and emergencies are inevitable. Major events, disruptions, emergencies, and disasters will happen and when they do, we will have no choice but to confront them. It was recommended that Council establish climate change strategic direction and decision-making through the development and endorsement of an adequate overarching climate change policy that includes both mitigation and adaptation. This Policy will serve as an overarching framework for climate change mitigation, adaptation and resilience across all Council Climate change and sustainability policies and strategies.

Risk/Policy/Legislation Considerations

There are various risks to the policy adoption and implementation. The policy is needed for more centralised approach and awareness of climate change adaptation within the Council. There is a commitment to Climate Change Adaptation and through Climate Change Risks Assessment workshops the cross-department commitment and understanding of the risks has commenced. The Draft Policy would be an overarching policy under which all of the risk related work can be captured.

Ensuring the policy aligns with existing and future climate change legislation requires ongoing monitoring and potential adjustments. The historical variations in climate change resilience efforts across the Council was highlighted in the internal audit giving rise to the need for the overarching policy. Successful implementation may also depend on factors beyond the Council's control, such as state or federal policies, funding availability, and collaboration with external stakeholders.

However, these risks are outweighed by the potential benefit of a more cohesive and strategic approach to building resilience in the face of a changing climate.

Financial, Budget and Resource Implications

Mitigating the risks of policy requires careful planning, resource allocation, stakeholder engagement, and continuous monitoring and evaluation to ensure the policy's success. Implementing the Climate Change Resilience Policy will have a financial, budget, and resource implications for Council across operations and projects. The policy itself does not trigger resource demands, it is more that climate change adaptation will need to be considered as part of operations, new infrastructure and incrementally lead to more resilience across services.

9.3 Draft Climate Change Resilience Policy (Ref: ; Author: Ormella/Bhusal) (Continued)

Initial investment will be needed to develop and integrate new strategies, technologies, and infrastructure, while ongoing operational costs will increase due to continuous monitoring, evaluation, and updating of adaptation measures. More resilient infrastructure may also lead to lower operational costs depending on the risk scenario and ongoing repair and maintenance. For this reason, climate change governance in decision making will enable that detailed understanding to be provided early in infrastructure and project design.

Training programs for staff, infrastructure upgrades, and research and data collection will require funding. Collaboration with other councils and government agencies, sustainable procurement practices, and community engagement initiatives will also incur additional costs.

Overall, the financial and budgetary implications will depend on the specific actions and strategies developed under the policy. However, the long-term cost of inaction on climate change mitigation and adaptation could be even greater. By proactively preparing for a changing climate, Council can potentially save money in the long term and can ensure the continued functionality of its services and infrastructure.

Links to QPRC/Regional Strategic Plans

The Draft Climate Change Resilience Policy aligns with several of the Strategic Objectives of the Queanbeyan Palerang Community Strategic Plan 2042 which includes:

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

The Draft Climate Change Resilience Policy would be an overarching policy under which the following Council adopted plans would sit:

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

Conclusion

The adoption of the draft Climate Change Resilience Policy offers a pathway towards a more sustainable and resilient future.

By establishing a centralised approach, the policy promotes consistent application of adaptation strategies across all departments. This not only reduces the risk of climate change impacts on Council infrastructure and services, but also fosters a culture of environmental responsibility. The financial implication can be understood in detail with each operational and project area and can be mitigated through potential cost savings from proactive adaptation and exploration of external funding opportunities. Ultimately, this policy positions Queanbeyan Palerang Regional Council as a leader in climate change preparedness, ensuring the long-term well-being of our community and the environment.

Attachments

Attachment 1 Draft Climate Change Resilience Policy (*Under Separate Cover*)



Attachment 2 Mitigation Vs Adaptaion (*Under Separate Cover*)



9.4 Amended - QPRC Public Electric Vehicle Charging Infrastructure Policy (Ref: ; Author: Ormella/Bhusal)

File Reference: 2640645

Recommendation

That Council adopt the amended QPRC Public Electric Vehicle Infrastructure Policy.

Summary

At its meeting on 12 April 2023 Council adopted the QPRC Public Electric Vehicle Charging Infrastructure Policy (**Resolution No 113/23**).

Following several issues and delays related to finding third-party operators to own, operate and maintain the existing EV charging stations at Googong, the Council has reviewed and amended the policy.

QPRC is amending the policy to allow Council to install, operate, and maintain public EV charging stations on public land until they are transferred to a third-party operator under a formal lease agreement. This change addresses the community's concerns about non-operational charging stations and aims to ensure continuous service until suitable third-party operators are secured.

By managing the EV charging stations temporarily, Council can provide uninterrupted service to the community while also generating potential revenue. This amendment bridges the gap between installation and the handover to third-party operators, aligning with QPRC's commitment to installing at least 100 EV charging stations within its LGA by 2030. Changes to the existing policy are presented in Attachment 2.

Background

After the adoption of the existing policy, Council sought expressions of interest from third-party operators to own, operate, and maintain the EV charging stations. However, the search for suitable Change Point Operators (CPOs) to take over the station has been prolonged. Council hasn't received any formal expression of interest to own and operate these existing EV charging stations. During this time, the Council has received numerous complaints and feedback from the community regarding the non-operational status of the existing EV charging stations at Googong Netball Court Car Park.

In response to this feedback and to ensure the provision of EV charging services to the community, Council has decided to operate these charging stations until the right CPOs are found to take ownership. Council is in discussion with third-party operators such as NRMA, ActewAGL, and EV Canberra. However, it appears that reaching a decision may take some time. This amendment is necessary to allow Council to manage the EV charging stations temporarily, providing a crucial service to the community while continuing the search for qualified third-party operators.

9.4 Amended - QPRC Public Electric Vehicle Charging Infrastructure Policy (Ref: ; Author: Ormella/Bhusal) (Continued)

Report

Council has identified a need to amend its existing EV Charging policy to address several challenges and community concerns. Despite efforts to seek third-party expressions of interest from third-party operators, the process of securing suitable CPOs has been protracted.

To address this issue and ensure that the community continues to receive essential EV charging services, Council has decided to temporarily install, operate, maintain, and decommission EV charging stations until appropriate CPOs are identified. This amendment will enable Council to provide uninterrupted service, alleviate community concerns, and ensure the effective utilisation of existing infrastructure.

Additionally, the existing EV policy also restricts the Council's ability to apply for grants related to EV charging stations. Many grants stipulate that applicants must commit to installing, operating, and maintaining the EV charging stations for a minimum of 12 months before transferring ownership to third-party operators. The current policy, which relies on immediate third-party management and ownership inhibits Council from meeting these requirements and securing vital funding opportunities. The proposed amendments will allow Council to comply with grant conditions, thereby enabling access to additional financial resources to support the development and expansion of EV charging infrastructure. These changes are essential for enhancing service delivery, meeting community needs, and leveraging available grants to promote sustainable transportation solutions.

Risk/Policy/Legislation Considerations

The policy change brings numerous potential benefits. By taking on this responsibility, Council can address community concerns promptly and ensure continuous service, enhancing public trust and satisfaction. While there are risks related to increased operational costs, resource allocation, and technical challenges, these can be mitigated with careful planning and management. Embracing this pathway allows Council to demonstrate leadership in sustainable transportation, paving the way for a smoother transition to third-party operators in the future. The extent of changes to the policy are minor and do not trigger the need for further community engagement.

Financial, Budget and Resource Implications

The policy change has positive financial, budget, and resource implications for Council. By taking the initiative to install, operate and maintain EV charging stations for an intermittent period until it is transferred/sold to a third-party operator, Council can utilise grant funds and other funding opportunities, ensuring minimal financial strain on its budget. These EV charging stations have the potential to generate revenue, making it a sound investment supported by a well-developed business case for each project. The policy amendment effectively bridges the gap between installation and handover to third-party operators, ensuring continuous service for the community.

This approach not only provides immediate benefits to residents and visitors but also safeguards the Council from financial loss, making it a strategic and economically viable decision.

9.4 Amended - QPRC Public Electric Vehicle Charging Infrastructure Policy (Ref: ; Author: Ormella/Bhusal) (Continued)

Links to QPRC/Regional Strategic Plans

QPRC has committed to installing at least 100 EV charging stations on its public land by 2030. To achieve this target, Council must explore and consider this model for the uptake of EV charging stations within its LGA.

Furthermore, QPRC Community Climate Change Action Plan provides actions to reduce greenhouse gas emissions including:



- Facilitate the installation of electric car recharging points.
- Advocate for incentives for low to zero-emission vehicle users.

Conclusion

The QPRC Public Electric Vehicle Charging Infrastructure Policy and the associated QPRC Public Electric Vehicle Charging Plan 2030 present an opportunity for the Council to support the growth in the uptake of electric vehicles. Increasing electric vehicles in the region supports the move towards decarbonisation and GHG emissions reduction, ultimately supporting climate change targets at the local, state, and national levels.

This policy and plan will provide consistency in how Council approach EV charging stations within the QPRC local government area.

Attachments

- | | |
|---|--|
| Attachment 1
 | Amended-QPRC Public Electric Vehicle Charging Infrastructure Policy
(Under Separate Cover) |
| Attachment 2
 | Changes in QPRC Public Electric Vehicle Charging Infrastructure Policy
(Under Separate Cover) |

9.5 Monaro Street Upgrade - Sustainable Design for Council Buildings Policy
(Ref: ; Author: Hansen/Long)

File Reference: 36.1

Recommendation

That Council waives the requirement for external third-party certification under the QPRC Sustainable Design for Council Buildings Policy for the Monaro Street Upgrade project.

Summary

Planning for the Monaro Street Upgrade has identified a potential timing risk associated with Council's existing Sustainable Design for Council Buildings Policy. Council is requested to exempt the Monaro Street Upgrade project from the requirement to obtain external third-party certification of the implementation of sustainability measures.

Background

Council's Sustainable Design for Council Buildings Policy was adopted on 21 December 2022 (**Resolution 521/22**) and is due for review in October 2024.

A strict reading of the policy identifies the Monaro Street Upgrade project as a 'Showcase Project >\$2,000,000' which requires external third-party review and certification to achieve an 'Excellent' rating from the Infrastructure Sustainability Council. An 'Excellent' rating is attained with a score of 50-75, based on a detailed matrix of sustainability measures. The resources and time required to pursue this rating will extend beyond the timing permitted by the revised funding deed; exposing Council to the risk of not being able to complete the project.

Report

Council's Sustainable Design for Council Buildings Policy sets standards to ensure that all Council building and infrastructure works support Council's sustainability goals. Mandatory minimum and optional sustainability measures are nominated for each project type based on the contract value of the project as follows:

- Minor works (<\$300,000),
- Major works (\$300,000 - \$2,000,000),
- Showcase works (>\$2,000,000)

There is scope in the proposed review of the policy in October 2024 to reconsider the thresholds of these categories to reflect current project costs. The checklists and guidance provided in the policy are primarily focussed on building projects with less detail for infrastructure projects.

Section 6.4 of the policy (which is subtitled 'Specific requirements for **building** types') as shown below, provides detail on what is required for each category.

9.5 Monaro Street Upgrade - Sustainable Design for Council Buildings Policy (Ref: ; Author: Hansen/Long) (Continued)

6.4 Specific requirements for building types

	Examples	Sustainable Design Target	Process and Review
Minor Works & Refurbishments <\$300,000	Toilets and Small Pavilions Kiosks / Ticket Boxes Depot buildings Stores / Sheds Bridges or roads Parks Water or sewerage infrastructure	Use Template A to conduct the SDA And Template B (for buildings) OR Template C (for Infrastructure) All minimum and some additional requirements outlined in template B or C are to be met	Internal review including Infrastructure Sustainability Officer
Major Works \$300,000 to \$2,000,000	Pavilions Childcare and maternal and child health centres Aged Care centres Neighbourhood Houses Community centres/halls Bridges or roads Parks Water or sewerage infrastructure	Use Template A to conduct the SDA And Template B (for buildings) OR Template C (for Infrastructure) All minimum and some additional requirements outlined in template B or C are to be met	Internal review including Infrastructure Sustainability Officer and/or external ESD consultant input
Showcase Projects >\$2,000,000	Libraries Aquatic Recreation centres Sports Stadiums Offices/Town halls Larger Community Centres Water or Sewerage Infrastructure Parks Roads	Third party certification – ‘5 Star’ Green Star or equivalent rating for buildings, or ‘Excellent’ IS rating for infrastructure projects	External third party review and certification

The Monaro Street Upgrade project, with a current budget of \$17.25 million, is considered a Showcase project and requires external third-party review and certification.

Council’s revised funding agreement for the \$10 million grant from the Department of Regional NSW requires that the expenditure of the balance of the grant (approximately \$9 million) must be spent by December 2025. As advised to Council in April 2024, the timing for this project is limited. It is estimated that the process to obtain external third-party certification will add at least an additional three months to the program with an additional cost of at least \$250,000.

9.5 Monaro Street Upgrade - Sustainable Design for Council Buildings Policy (Ref: ; Author: Hansen/Long) (Continued)

As part of the standard operating procedure of the management of this project, sustainability principles will be included in the procurement and specification of both detailed design and construction. Items which will be addressed include:

- minimising unnecessary purchasing; including not engaging a third-party certifier if approved by Council,
- minimising waste; including reusing and/or recycling existing materials,
- reducing natural resource consumption; including criteria on where materials are sourced,
- minimising pollution, including the requirement for contractors to meet emission standards for plant,
- elimination of toxic products; including where possible the avoidance of using hazardous chemicals or substances,
- reducing greenhouse emissions; including specification of energy efficient lighting.

Approval is sought to waive the requirement for external third-party certification of the Monaro Street Upgrade.

Risk/Policy/Legislation Considerations

Council's Sustainable Design for Council Buildings Policy states that external third-party certification is required for 'Showcase works'. This policy is due for review in October 2024 and consideration can be given at that time to making the policy more consistent.

The Local Government Act 1993 requires that 'Councils, Councillors and Council employees to have regard to ESD principles in carrying out their responsibilities' so, irrespective of Council's policy, there is already an obligation to manage the sustainability issues of the project.

The balancing of resources including cut to fill balances, use of recycled materials, LED lighting etc is common practice in both road design and construction principles.

There is a high risk that the process to attain third party certification will delay delivery of the project to the extent that the milestones for payment of the balance of the \$10 million grant will not be met and that the project will not be able to proceed.

Financial, Budget and Resource Implications

Funds spent on external third-party certification of the sustainability components of this project reduce the funds available for implementation of elements of the project. It is considered that the funds needed for external third-party certification would be better value to Council if spent on actual sustainability measures like (but not limited to):

- LED lighting
- Recycling old concrete pavement for second hand users

9.5 Monaro Street Upgrade - Sustainable Design for Council Buildings Policy (Ref: ; Author: Hansen/Long) (Continued)

Links to QPRC/Regional Strategic Plans

The Monaro Street Upgrade is a major capital project identified in Council's Operational Plan under Strategic Pillar 2 as part of Delivery Program 2.4 under the Community Strategic Plan 2.1 and 4.1.

The project was developed as a result of the following Council planning documents:

- Queanbeyan CBD Transformation Strategy 2017,
- Queanbeyan CBD Spatial Masterplan 2020, and
- Queanbeyan CBD Place Plan 2020.

Conclusion

To facilitate the timely progress of the Monaro Street Upgrade project, approval is sought to waive the requirement for external third-party certification of the implementation of sustainability measures whilst not resiling from the need to include sustainability measures.

Attachments

Nil

9.6 Wamboin Welcome Wall Lighting (Ref: ; Author: Monaghan/Ginau)

File Reference: 36.1

Recommendation

That Council consider the installation of street lighting at the intersection of Sutton Road and Norton Road at Wamboin in the 2025/2026 budget process.

Summary

Following a workshop on 28 May 2024 to consider lighting options at the intersection of Sutton Road and Norton Road Wamboin, the following report is provided to Council for consideration.

Resolution 083/24 requested a workshop to be held to discuss options for lighting the intersection of Sutton Road and Norton Road in Wamboin. A workshop was held and discussed the following:

- Technical options, including solar
- Cost estimates

As per discussions during the Council Meeting lighting options need to also consider:

- Safety of drivers making turns at the intersection
- Lighting of Wamboin Welcome Wall
- Impacts to insects.

The Workshop was held on 28 May, where options were presented.

Background

Sutton Road is a state road and Norton Road is a local road. The speed limit on both roads is 80km/h. Sutton Road has a traffic volume of 4490 veh/day and Norton Rd 1809 veh/day. The intersection currently has no lighting.



Figure 1. Plan View of Sutton Rd and Norton Rd

The Wamboin Welcome wall is located to the northeast corner of the intersection and was recently rebuilt following a road incident. There is no accident history in the period (2018-2022 inclusive – 5 year history as defined by guidelines) that would support a funding application for lights at this location.

9.6 Wamboin Welcome Wall Lighting (Ref: ; Author: Monaghan/Ginau) (Continued)**Report**

Council is required to seek approval from both Transport for NSW (TfNSW) and Essential Energy for any lighting proposed for this intersection.

Lighting Configuration

The AS/NZS 1158 for lighting roads and public spaces specifies the lighting must start where the lane begins to diverge. To ensure adequate coverage, light poles would be spaced at 50m intervals, similar to recent works at the intersection of Nerriga Rd and the Kings Highway.

The expected configuration would be:

- Number of Lights (Luminaire) = 6
- Category of Light = V5
- Types of Lights = LED



Figure 2. Plan View of Lighting Configuration

Lighting Options

Four options were investigated and presented at the workshop.

1. *Grid Powered*

The lights powered from the electrical grid and managed by Essential Energy. This will provide consistent power to the lighting and will be added to the list of street lighting costs funded annually by Council.

2. *Solar Powered*

Each individual light pole will have a solar panel setup to power each light/luminaire. Lights powered from this option can operate for 3 days without sunlight (since last charge in overcast days).

3. *Insect Friendly*

Insects are attracted to the blue light that is emitted from LED lights. Both grid and solar powered light fittings can be fitted with a luminaire that emits an amber coloured light (least attractive to insects) at additional cost.

9.6 Wamboin Welcome Wall Lighting (Ref: ; Author: Monaghan/Ginau) (Continued)**4. Lighting the Welcome Wall only**

Separate lighting of the Welcome Wall will not be required if lighting is provided on the intersection. The Welcome Wall may be separately lit with 3 solar powered lights positioned on top of the Welcome Wall to illuminate the wall similar to the lights shown in Figure 3.



Figure 3. Solar Wall Lighting

Risk/Policy/Legislation Considerations

Lighting design and installation will need to comply with AS/NZ 1158.

Both TfNSW and Essential Energy will have an approval role regarding any proposed lighting solutions.

Financial, Budget and Resource Implications

There is currently no budget to provide lighting at the Sutton Road and Norton Road intersection.

Council may apply to TfNSW to provide funding towards lighting on the Sutton Road however TfNSW have advised that they don't currently have any funding programs applicable to this project.

Council will need to fully fund the installation of the lighting. Table 1 summarises the current 2024 estimate to complete the design, construction, and approvals.

Table 1. Installation Costs of Lighting Solution

Lighting Solution	Cost (GST Incl.) 2024
Solar	\$320,000.00
Grid	\$250,000.00
Insect Friendly (Amber Coloured Light)	Additional \$10,000 (Either Solar or Grid powered)
Lighting Wall Only	\$3,200.00

Links to QPRC/Regional Strategic Plans

The proposed works would align with Community Strategic Pillars 1.1 by allowing the Wamboin Community to take pride in their unique area and 4.1 by promoting safe road user behaviour.

Conclusion

A workshop was held to discuss lighting options at the intersection of Sutton Road and Norton Road, Wamboin. If Council were to proceed with lighting the intersection, further work is required in consultation with adjoining property owners as the addition lighting may be considered a nuisance.

Council does not currently have funds budgeted for this project or the ongoing operational costs that will result. Consideration is also required on the priority for the lighting of this intersection over other intersections with higher accident records.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.7 Queanbeyan IWCM and QSTP Business Case Update (Ref: ; Author: Hansen/Boulton)

File Reference: 100123

Recommendation**That Council:**

- 1. Adopt the final Queanbeyan Integrated Water Cycle Management Plan (IWCM) and revised Queanbeyan Sewage Treatment Plant Upgrade Business Case.**
 - 2. Issue the adopted IWCM to the NSW Government for endorsement.**
 - 3. Use the Selective Tendering method for the construction of QSTP Upgrade project with Early Tenderer Involvement following public advertisement asking for Expressions of Interest.**
 - 4. Seek Expressions of Interest from suitably qualified contractors for the construction of the Queanbeyan Sewage Treatment Plant Upgrade.**
-

Summary

Following public exhibition and NSW Government review the Queanbeyan Integrated Water Cycle Management Plan (IWCM) has been revised. Responses were received from both the QPRC public and the NSW Government. The IWCM was updated to account for both the submissions and the urgency to replace the existing Queanbeyan Sewage Treatment Plant (QSTP) along with the potential lack of grant funding opportunities available for the project. The main changes relate to funding for the QSTP Upgrade project to progress to the construction phase in the 2024/25 financial year.

The QSTP Business Case has also been revised to align with the final Queanbeyan IWCM report preferred funding model and to account for delays and associated escalation in costs. Council endorsement is required for both the final IWCM and revised QSTP Upgrade Business Case.

Council resolution is also sought to call tenders via selective tendering with Early Tenderer Involvement (ETI) following public advertisement asking for Expressions of Interest for the construction of the Queanbeyan Sewage Treatment Plant Upgrade project.

Background

The IWCM identifies water services needs and issues, determines investment priorities, and establishes a best value scenario on a triple bottom line (TBL) basis. The key indicators for the IWCM are the impact on the typical residential water and sewer bills and likely need for additional funding over and above amounts held in water and sewerage reserves and the projected future income from rates and charges.

The Queanbeyan IWCM covers the Queanbeyan water supply (encompassing current Icon Supply) and sewer catchment (feeding Queanbeyan STP).

In January 2023 Council resolved to place the draft Queanbeyan IWCM report on exhibition until 31 March 2023. At the same time, the draft IWCM report was issued to the NSW

9.7 Queanbeyan IWCM and QSTP Business Case Update (Ref: ; Author: Hansen/Boulton) (Continued)

Government (DCCEE Water) for review. Several public submissions were received as well as review feedback from the NSW Government.

Following the preparation of the draft IWCM, the Queanbeyan Sewer Model Augmentation report was revised to align with the calibrated sewer model. The recommendations in this revised report created a significant shift in the timing required for sewer network augmentations.

The QSTP Business Case was endorsed by Council on 22 February 2023. The 2023 QSTP Business Case adopted the recommended sewer fund funding model proposed in the draft IWCM which included a requirement to obtain \$56m in grant funding to proceed with the project. Since this time QPRC has not been able to secure any grant funding for construction of the project and there are no obvious grant funding opportunities in the horizon.

The QSTP Business Case also assumed commencement of construction in the 2023/24 financial year. However due to delays in obtaining planning approvals, construction commencement has been rescheduled to the 2024/25 financial year.

Issuing the IWCM to the NSW government for their endorsement is a critical step and will support future grant applications should opportunities arise.

Report

Twelve submissions were received from public exhibition of the IWCM. A summary of the submissions together with our consideration are included in the table below.

Public Exhibition Submission Summary	QPRC Response
Several comments calling for no price rises above CPI.	To provide the required levels of service and undertake the urgent replacement of the Queanbeyan STP we are unable to achieve a scenario without above CPI increases to the sewer charges.
A few comments claiming water rates are too high	We have reviewed the water model and propose to maintain the position of increasing the existing charges by CPI.
A few comments supporting the Queanbeyan STP Upgrade and rate rises	Priority replacement of the Queanbeyan STP remains a centrepiece of the sewer fund model.
One suggestion to raise sewer rates over a shorter period rather than over 6 years	This would be beneficial to the sewer fund, however the impact is considered too great to residents in one year and so a program of smaller annual increases has been maintained.

9.7 Queanbeyan IWCM and QSTP Business Case Update (Ref: ; Author: Hansen/Boulton) (Continued)

<p>One suggestion (QRRA) to seek 50% grant funding and limit rate rises to 4.5% for 4 years</p>	<p>Increased grant funding would reduce the sewer charge, however, we have remained unsuccessful for the last two years trying to achieve ~30% grant funding. Obtaining 50% grant funding would be even more difficult. Whilst we will continue to seek and apply for grant funding opportunities when they are available, the outlook for grant funding remains very low and the urgent need to replace the existing Queanbeyan STP outweighs the benefits of waiting for grant funding. In this revision of the IWCM we have moved away from reliance on grant funding for the sewer fund to facilitate construction of the Queanbeyan STP Upgrade without delay.</p>
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The NSW Government facilitated a workshop to provide feedback on the IWCM. The NSW Government recommendations from the workshop and our response are provided in the table below.

NSW Government Feedback	QPRC Response
<p>Review the sewer charge compared with other NSW Councils and with reference to the lack of grant funding opportunities currently available (ie consider increasing charges rather than relying so heavily on grant funding)</p>	<p>The current Queanbeyan sewer charge sits around the median for NSW Councils. We maintain the position that our sewer charge should reflect an amount that provides for the required levels of service based on our network requirements and not be based on what others are charging. We expect that after the proposed sewer charge rises that our charges will remain between the median and highest NSW Council charges, and well below the highest NSW Council charges. As the proposed sewer charges will cover the cost of loan repayments, we do not see the need to increase the sewer charges further similar to other Councils with higher charges.</p>
<p>Check the sewer model makes adequate allowances for future changing operation and maintenance costs and increases in workforce needs as the population grows</p>	<p>We have reviewed and increased the allowances for operation and maintenance costs in the sewer model.</p>
<p>Check the proposed timing of new assets is not going to cause issues with levels of service</p>	<p>We have updated the sewer capex to align with the latest calibrated sewer model and strategy.</p>

9.7 Queanbeyan IWCM and QSTP Business Case Update (Ref: ; Author: Hansen/Boulton) (Continued)

<p>Check that the current allowances for new asset capital costs are still adequate given recent high inflation</p>	<p>Our capital cost estimates include allowances for the abnormally high inflation that has occurred over the last few years. As an example, the cost allowance for the Queanbeyan STP upgrade has increased from \$162M in the draft IWCM to \$188M in the current modelling due to inflation.</p>
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The draft Queanbeyan IWCM has been updated to account for:

- Public exhibition feedback,
- NSW Government review,
- Updates to the Queanbeyan Sewer Model Augmentation Strategy,
- Delays to the progress of the QSTP,
- Changes to the grant funding outlook,
- Changes in the urgency to replace the existing QSTP.

The key changes to the IWCM include:

1. Extending the financial modelling period from 20 years to 30 years and starting the model from the 2023/24 financial year,
2. Updating the sewer capital expenditure (CAPEX) program to align with the revised sewer augmentation strategy and QSTP Upgrade approvals delays – this has resulted in significant changes to the cost and timing of CAPEX works,
3. Additional operational expenditure allowances reflecting best practice network management,
4. Assuming nil grant funding for construction of the QSTP upgrade.

Compared with the draft IWCM, the final IWCM Typical Residential Bill (TRB) sees no changes made to the water fund and a reduction in the number of 6.5% sewer charge rises (by 1 year) for the sewer fund. The typical residential bill outcomes are shown in the table below.

9.7 Queanbeyan IWCM and QSTP Business Case Update (Ref: ; Author: Hansen/Boulton) (Continued)

	Sewer		Water		Typical Residential Bill
	Rate increase	Charge	Rate increase	Charge	
2023/2024	6.50%	\$831.14	3.00%	\$1,354.93	\$2,186.07
2024/2025	6.50%	\$885.16	3.00%	\$1,395.58	\$2,280.74
2025/2026	6.50%	\$942.70	3.00%	\$1,437.45	\$2,380.14
2026/2027	6.50%	\$1,003.97	3.00%	\$1,480.57	\$2,484.54
2027/2028	6.50%	\$1,069.23	3.00%	\$1,524.99	\$2,594.21
2028/2029	3.00%	\$1,101.31	3.00%	\$1,570.74	\$2,672.04
2029/2030	3.00%	\$1,134.35	3.00%	\$1,617.86	\$2,752.20
2030/2031	3.00%	\$1,168.38	3.00%	\$1,666.39	\$2,834.77
2031/2032	3.00%	\$1,203.43	3.00%	\$1,716.38	\$2,919.81
2032/2033	3.00%	\$1,239.53	3.00%	\$1,767.88	\$3,007.41
2033/2034	3.00%	\$1,276.72	3.00%	\$1,820.91	\$3,097.63
2034/2035	3.00%	\$1,315.02	3.00%	\$1,875.54	\$3,190.56
2035/2036	3.00%	\$1,354.47	3.00%	\$1,931.81	\$3,286.27
2036/2037	3.00%	\$1,395.10	3.00%	\$1,989.76	\$3,384.86
2037/2038	3.00%	\$1,436.95	3.00%	\$2,049.45	\$3,486.41
2038/2039	3.00%	\$1,480.06	3.00%	\$2,110.94	\$3,591.00
2039/2040	3.00%	\$1,524.47	3.00%	\$2,174.26	\$3,698.73
2040/2041	3.00%	\$1,570.20	3.00%	\$2,239.49	\$3,809.69
2041/2042	3.00%	\$1,617.31	3.00%	\$2,306.68	\$3,923.98
2042/2043	3.00%	\$1,665.82	3.00%	\$2,375.88	\$4,041.70
2043/2044	3.00%	\$1,715.80	3.00%	\$2,447.15	\$4,162.95
2044/2045	3.00%	\$1,767.27	3.00%	\$2,520.57	\$4,287.84
2045/2046	3.00%	\$1,820.29	3.00%	\$2,596.19	\$4,416.48
2046/2047	3.00%	\$1,874.90	3.00%	\$2,674.07	\$4,548.97
2047/2048	3.00%	\$1,931.15	3.00%	\$2,754.29	\$4,685.44
2047/2048	3.00%	\$1,989.08	3.00%	\$2,836.92	\$4,826.00
2049/2050	3.00%	\$2,048.75	3.00%	\$2,922.03	\$4,970.78
2050/2051	3.00%	\$2,110.22	3.00%	\$3,009.69	\$5,119.91
2051/2052	3.00%	\$2,173.52	3.00%	\$3,099.98	\$5,273.50
2052/2053	3.00%	\$2,238.73	3.00%	\$3,192.98	\$5,431.71

The preferred funding model for the sewer fund, which pays for construction of the Queanbeyan STP Upgrade is:

- Sewer charge to initially increase annually at 6.5% through to 2027/28 and then reduce to CPI (3.0%) from 2028/29 onwards.
- Loan funding of \$110m over the two-year period 2025/26 and 2036/27.
- No reliance on grant funding.

The impact on the sewer fund from the proposed funding model for the QSTP Upgrade is shown in the graph below. The yellow line is the value of the sewer fund and the grey line is the typical residential bill for sewer over the next 30 years. The graph is taken from the final IWCM report. It is worth noting that best practice would see the IWCM reviewed every 4 years.

9.7 Queanbeyan IWCM and QSTP Business Case Update (Ref: ; Author: Hansen/Boulton) (Continued)

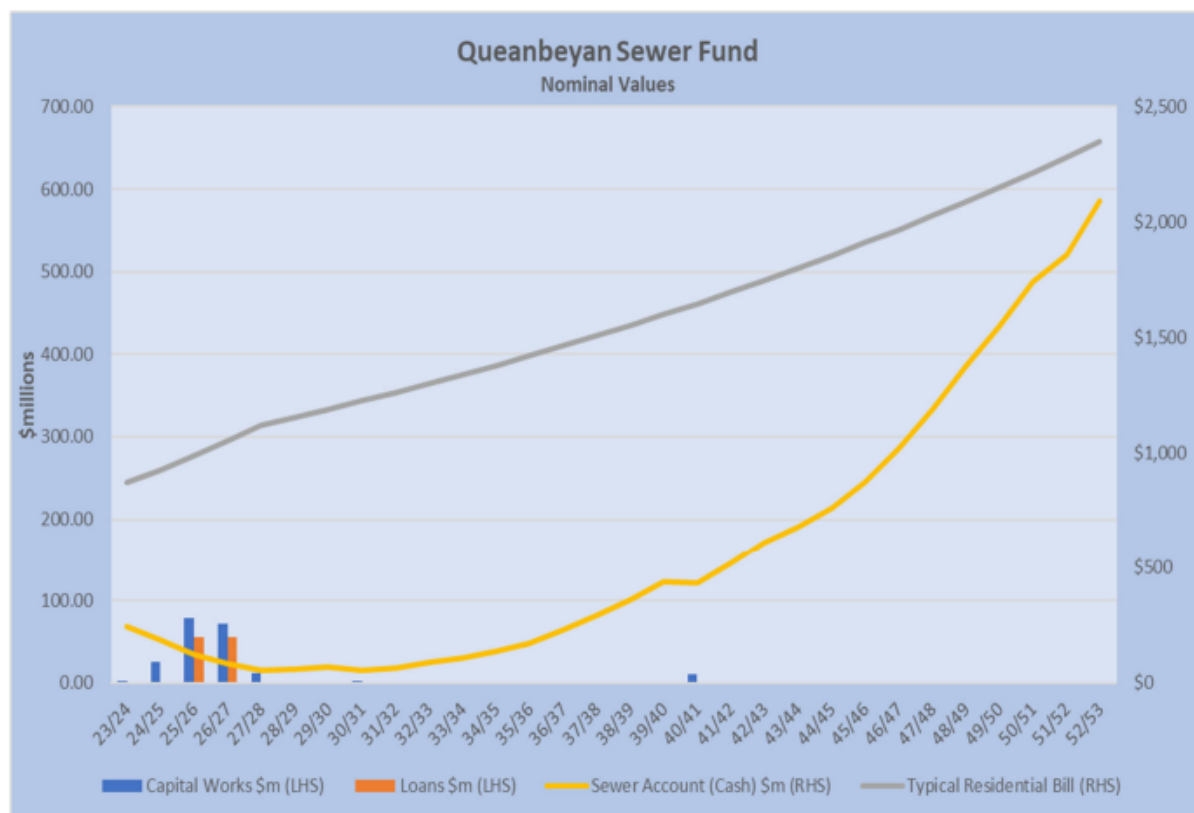


Figure 31 Sewer Fund Overview.

The business case for the QSTP Upgrade has been revised to account for:

- Adoption of the sewer funding model proposed in the final IWCM (as noted above)
- Construction procurement commencing in the 2024/25 financial year (one year later than previously adopted)
- Escalation of the project cost estimate by 3.5% to account for the one year delay – the total outturn project cost increases from \$182M to \$188M.

Tendering

The QSTP Upgrade will be able to progress to construction following endorsement of the IWCM, Business Case and approval of the 2024-25 operational plan (budget) and Long Term Financial Plan (LTFF). The Business Case proposes engagement of a Principal Contractor to undertake construction of the QSTP Upgrade.

The procurement plan proposed in the Business Case is based on selective tendering following public advertisement asking for Expressions of Interest (EOI) to establish a list of three prequalified tenderers (with a reserve) who will be invited to tender for the construction contract. The results of the EOI will be reported to Council for approval prior to the commencement of the ETI process.

Following the approval of the prequalified tenderers the ETI process will consist of a small number of workshops to assist briefing tenderers on the work, ensure appropriate allocation of risk (technical and commercial) and address constructability issues.

Procurement of the construction contractor is programmed to commence in the 2024/25 financial year, with timing for Request for Tender (RFT) subject to the approval of the

9.7 Queanbeyan IWCM and QSTP Business Case Update (Ref: ; Author: Hansen/Boulton) (Continued)

Development Application (DA) for the project. The procurement timeline, based on approval of the DA by January 2025, is provided in the table below.

Task	Date
Council approval to go to EOI	10 Jul 2024
Call for EOI	Oct 2024
Evaluate EOI	Nov- Dec 2024
Council Approval of Shortlisted Tenderers	Jan 2025
Early Tenderer Involvement	Jan – Feb 2025
Formal Tender Period	Feb – May 2025
Tender Evaluation	May – Jun 2025
Council Resolution to Award Tender	July 2025
Award Construction Contract	July 2025

Risk/Policy/Legislation Considerations

Continued operation of the existing treatment plant as Queanbeyan's population grows presents an increasing risk that the STP continues to fail to meet the Environmental Authorisation requirements for effluent discharged to the Molonglo River. The resulting pollution could result in adverse impacts on aquatic species in the Molonglo River and Lake Burley Griffin, environmental prosecution, and substantial reputational damage.

The total outturn cost estimate presented in the QSTP Upgrade business case is based on construction commencing in the 2024/25 financial year. Any delays to construction commencement would require additional escalation allowances to be added to the project cost.

Clause 166 of the Local Government Act requires a Council to decide upon the tendering method.

Financial, Budget and Resource Implications

The outcomes from the IWCM, including capital works program, impacts to water and sewer charges and loan funding need to be included in QPRCs budgets long term financial plan. Note that they have been included in the draft 2024/25 Operational Plan and draft 2024-2034 LTFP and update of the budget to reflect the total outturn cost estimate of \$188M.

Links to QPRC/Regional Strategic Plans

The Queanbeyan Sewage Treatment Plant Upgrade project is included in QPRCs strategic and long-term financial plans.


Conclusion

The Queanbeyan IWCM had been updated and finalised and should be endorsed to support QPRCs Operational, Delivery Plans and LTFP. The QSTP Upgrade Business Case has been updated to reflect the final IWCM funding scenario and to align with project delays. Endorsement of attached plans will enable progression of the project to construction in the 2024/25 financial year.

9.7 Queanbeyan IWCM and QSTP Business Case Update (Ref: ; Author:
Hansen/Boulton) (Continued)

The tendering method for the Procurement of a Principal Contractor for Construction of the QSTP Upgrade should be selective tendering with early tenderer involvement following public advertisement asking for Expressions of Interest in the 2024/25 financial year.

Attachments

- | | |
|--|---|
| Attachment 1 | QSTP Revised Final Business Case - Version E (<i>Under Separate Cover</i>) |
|  Attachment 2 | IWCM Strategy and Financial Plan - Rev 5 - May 2024 (<i>Under Separate Cover</i>) |

9.8 Draft Braidwood Community Plan (Ref: ; Author: Ryan/Richards)

File Reference: 2.7.1-01

Recommendation

That Council endorse the Braidwood Community Plan for public exhibition and comment for 28 days.

Summary

At its meeting of 12 April 2023, Council endorsed the proposal to facilitate the development of a 10-year locality-based Braidwood Community Plan (**Resolution No 114/23**).

This plan is intended to be a pilot for other areas of the local government area that choose to develop their own community plans.

Attached is the final draft plan, approved by all stakeholders, ready for public exhibition and comment.

Background

Given the breadth and spread of the Queanbeyan-Palerang local government area and the uniqueness of its various towns and villages, Council endorsed the proposal to facilitate the development of locality-based community plans commencing with Braidwood.

This process has been facilitated and developed by Council but led and driven by the various associations and community groups in Braidwood. It has been suggested that a five year plan is more realistic than a ten year plan.

Report

In preparing the Braidwood Community Plan, workshops were held with representatives of youth groups, and business and expressions of interest were circulated to the community. In acknowledgement that there have been a range of consultations with Braidwood residents over the past few months, this plan has been developed using those consultation documents provided by:

- Braidwood Community Association
- Braidwood Life Centre
- Braidwood and Villages Business Chamber
- Braidwood and Villages Tourism

It was also informed by the Braidwood and District Resilience Plan and the consultation document developed during consultations on the Braidwood Structure Plan.

The attached final draft of the Braidwood Community Plan has been signed off by relevant stakeholders ready for final public exhibition and comment. Whilst it is the first plan to be completed, it is anticipated that many other localities across the local government area will be interested in developing their own plans.

Work on the Captains Flat Community Plan has already commenced.

9.8 Draft Braidwood Community Plan (Ref: ; Author: Ryan/Richards) (Continued)

Like the Community Strategic Plan, local plans will identify a range of projects and actions that Council can refer to when developing its Delivery Program and grant applications. The opportunity to have local level community plans as a primary source for the next iteration of the QPRC Community Strategic Plan will be beneficial and contribute significantly to the Community Engagement Strategy.

Risk/Policy/Legislation Considerations

The Plan lists a range of projects and initiatives that have been identified by stakeholders as important for the Braidwood community. They have been given low, medium or long term priorities. At this point there has been no detailed assessment of what each project involves. This would need to be fully evaluated when applying or allocating funding.

This is a community driven project, and many groups, agencies and levels of government responsibility, advocacy and involvement.

Financial, Budget and Resource Implications

Projects listed in the plan will assist Council in understanding the priorities for the people of Braidwood. Each project will need to be scoped and budgeted in future QPRC Delivery and Operational plans and for funding applications.

There has been no cost in developing the plan, other than minimal printing costs of various drafts for discussion. Meetings were facilitated by the Director and staff of the Community, Arts and Recreation team as part of their general work tasks and the various Braidwood community members volunteered their time and energy.

Links to QPRC/Regional Strategic Plans

QPRC Community Strategic Plan (2042), Braidwood Vision Statement (2022) and the Braidwood Community Action Plan (2021).

Conclusion

The Braidwood Community Plan represents a combined effort between the people, business and associations of Braidwood and Council. The final draft has been endorsed by Braidwood stakeholders for Council and wider community comment.

Attachments

Attachment 1 Draft Braidwood Community Plan June 2024 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.9 Cultural Grant Application - Queanbeyan Junior Brass Inc. (Ref: ; Author: Richards/Mirowski)

File Reference: Grants 11.10

Recommendation

That Council approve a Cultural Grant of \$2,410 to Queanbeyan Junior Brass Incorporated towards costs for the 2024 Music Workshop.

Summary

On 14 June 2024 Queanbeyan Junior Brass Incorporated applied for a Cultural Grant of \$2,410 to assist with the cost of a one-day catered music workshop for its young band members.

This report seeks Council's approval of the grant.

Background

The annual workshop, planned for late 2024, will provide intensive musical training in small groups with six specialist musical instrument instructors from Canberra Brass, culminating in a concert for families and supporters. The applicant advises that most members of Canberra Brass reside in the Queanbeyan area. The band has found intensive training with specialist instructors to be crucial for the speedy advancement of musical skills.

Report

The application has been assessed as eligible for a Cultural Grant. The applicant is an incorporated not-for-profit organisation which works in and with the Queanbeyan-Palerang community to advance creative outcomes and cultural capacity. The band provides free tuition and free brass instrument hire to children in the Queanbeyan area, and targets families which otherwise may not be able to afford musical tuition for their children. The applicant has DGR Charity status and is reliant on donations. Financial records showing the organisation's constrained financial circumstances are attached to the application, at Attachment 1.

The applicant fits the eligibility criteria for a grant of up to \$3,000. The project will employ up to 6 local musicians as specialist instrument tutors for the workshop @ \$250 per tutor. Costs are also sought for venue hire, catering, and music scores. The application budget shows an in-kind voluntary contribution of \$900 for the time of six volunteers on the day @ \$25 per hour. The in-kind contribution doesn't reflect the voluntary nature of the organisation where all music lessons and instruments are provided to the children free of charge, and other voluntary hours for the workshop including administration and planning.

Risk/Policy/Legislation Considerations

Council's Cultural Grants are administered in compliance with the QPRC Donations Policy. Under s.356 of the Local Government Act 1993, Council may exercise a function by resolution to provide various forms of assistance to the community through grants, donations, rental rebates, rate relief, non-financial contributions, in-kind donations and sponsorships.

9.9 Cultural Grant Application - Queanbeyan Junior Brass Inc. (Ref: ; Author: Richards/Mirowski) (Continued)

Financial, Budget and Resource Implications

There are sufficient funds available to pay this \$2,410 grant. The Cultural Grants allocation for 2023/24 is \$15,000. \$8,470 of the funds have been disbursed through four grants, leaving \$6,530 of the 2023/24 allocation still available for distribution this financial year.

Links to QPRC/Regional Strategic Plans

This project aligns with the Mission of the QPRC Community Strategic Plan, particularly the Mission Statement 'Our community has access to fulfilling and engaging employment, education and creative opportunities'. It will also progress outcomes under Pillar 1 'Community' and strategic objective 1.1 'Our community is strengthened through connection and participation that enhances our community and cultural life'.

Conclusion

The 2024 Music Workshop project will a free accelerated development opportunity for young people who are learning music and performance skills in the Queanbeyan area. It will enhance the cultural capacity of the community, and the applicant meets the eligibility criteria for a Cultural Grant of up to \$3,000.

The grant is recommended for funding.

Attachments

Attachment 1 Cultural Grants application QJB - plus attachments (*Under Separate Cover*) - **CONFIDENTIAL**

9.10 Adoption of 2024-25 Integrated Plans (Author: Monaghan/Tozer)

File Reference: 51.1.1-01

Recommendation

That Council:

1. **Following the consideration of submissions made on the draft Integrated Planning documents and in accordance with Section 405(5) of the Local Government Act 1993; Council adopt the Operational Plan 2024-25 with the amendments shown in Table 1 and Table 2 in the report.**
 2. **Endorse the 2024-25 Service Statements with the budget amendments.**
 3. **In accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council approve expenditure in the adopted Operational Plan 2024-25.**
 4. **In accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council vote funds to meet the expenditure in the adopted Operational Plan 2024-25**
 5. **Adopt the Long-Term Financial Plan.**
 6. **Adopt the Fees and Charges 2024-25 in accordance with Section 608 of the Local Government Act 1993 and the changes outlined in Table 2.**
 7. **Seek public feedback on a proposed new fee for 'Property Information as Part of a Sale'.**
 8. **Adopt the maximum fee where fees and charges are set by the NSW Government.**
 9. **Adopt the Category H amendments to the Donations Policy.**
-

Summary

Council's draft Integrated Planning documents, including the Operational Plan, Fees and Charges, Revenue Policy, Long-Term Financial Plan and Service Statements, were endorsed by Council on 8 May 2024 for public exhibition. The exhibition period has now concluded, and Councillors have been provided with a copy of all submissions.

A Councillor workshop was held on 19 June regarding the submissions and other suggested changes. A summary is listed below and attached.

Council is required to adopt the 2024-25 Operational Plan, Fees and Charges and Revenue Policy (see separate report) prior to 30 June 2024.

Council endorsement of the 2024-25 Service Statements that support the Operational Plan and detail service levels for each unit of Council is sought.

The 2024-34 Long Term Financial Plan is to be adopted by Council. The Long-Term Financial Plan (LTFP) incorporates the 2024-25 budget. The LTFP contains an increase to rates of 18% for 2024-25 and 2025-26 as per the approved special rate variation application.

9.10 Adoption of 2024-25 Integrated Plans (Author: Monaghan/Tozer) (Continued)

Background

Under the Integrated Planning and Reporting Framework (IP&R), Council is required to develop an annual Operational Plan that includes a detailed budget and works program for the upcoming financial year. The 2024-25 Operational Plan is the second year of Council's adopted Delivery Program 2022-26.

The Delivery Program was adopted in June 2022 and represents the elected Council's response to the long-term goals and aspirations outlined in the Community Strategic Plan 2022-2042.

While the Delivery Program includes the strategies Council will implement, the Operational Plan sets out the specific activities the Council will be undertaking within a particular financial year. The Plan also sets out the budgets that will fund these activities.

Whilst not a legislated requirement, during the Special Rate Variation consultation in 2023, Council published the first edition of the QPRC Service Statements. The Service Statements attempt to delineate Council operations and present them to the community for the purposes of transparency and accessibility. This document aligns each department of Council's operations with the Operational Plan and budget, detailing staff responsibilities and the cost to ratepayers for delivering these services. It also provides some benchmarks and tangible outcomes that each section should accomplish throughout the year.

Report

This report presents the various community submissions that were received during the public exhibition period. For each submission, Council officers have provided a comment and a recommendation (where required) for Council consideration.

The draft Integrated Plans were placed on public exhibition between 9 May and 7 June 2024.

During the period, Council held community meetings in Braidwood, Bungendore, and Queanbeyan where the plans were discussed with the community. In addition to the community meetings, the documents were advertised via:

- Social media
- Media release
- Council's e-newsletter
- May edition of QPRC News
- Email notification to Your Voice subscribers
- Email to community groups and associations
- Email to users of various Council facilities
- Email to Council Advisory Committees and section 355 committees
- In print at our libraries and service centres.

A Councillor workshop was held on 19 June to discuss the submissions and other proposed changes to the document. Following staff consideration of submissions and discussions with Councillors, the following amendments to the Integrated Plans are recommended by staff:

9.10 Adoption of 2024-25 Integrated Plans (Author: Monaghan/Tozer) (Continued)

Table 1: Recommended changes following submissions

Submission	Recommendation	Budget impact
16	Defer project 104793 Braidwood Pool UV Sanitiser	+\$52,000
17	Amend Donations Policy, Category H to add Captains Flat Multipurpose Hall and Heritage Library	Nil
18	Exhibit proposed new fee - <i>Property Information Package as part of Sale</i> to the value of \$500	Nil

The draft budget that was placed on public exhibition included a \$951,000 unrestricted cash surplus. Staff recommend that Council aim to retain a cash surplus of \$951,000 to ensure suitable cash is available for operations.

During the exhibition period, a number of minor, but essential, budget adjustments have been identified. The adjusted are outlined below and have a minor positive affect on the budget. It is noted that further adjustments will be identified and reported to Council as part of the Quarterly Budget Review process.

The following table outlines the required budget adjustments and their impact on the budget position.

Table 2: Budget adjustments

General Fund budget starting position (cash surplus)		\$951,000
Item	Change	Budget change
104793 - BWD - Braidwood Pool UV sanitiser	Defer project	+\$52,000
Emergency Services Level adjustment	Adjustment in budget, reducing from original draft budget.	+\$125,616
Braidwood Car Park (Cnl res 197/24)	Including project in Operational Plan. Grant fund, no impact on budget.	Nil
Bungendore Office relocation (legal matter)	Funded from reserve, no impact on budget.	Nil
Bungendore Office Constructure 19-21 Gibraltar	Timing of project adjustments moved from 23-24 financial year to 24-25 for both funding and capital expenses (Nil effect in project , but this has an effect on general fund recovery account)	-\$246,154
Bungendore Office relocation (13 Gibraltar)	Funded from reserve, no impact on budget.	Nil
Old Cooma Road Stage 3	Largely funded from reserves. Minor cost impact to Council. This item is for the completion of designs and approvals to duplicate the section of Old Cooma Road/Cooma Street between Southbar Road and Edwin Land Pwy/Ellerton Dr as per our traffic modelling recommendations	+\$50,000
Councillor Remuneration (Resolution No 254/24)	Reduction in budget for Councillor Remuneration from 3% increase to 0%	+\$22,704
General Fund Adjusted budget position		\$955,166, cash surplus

9.10 Adoption of 2024-25 Integrated Plans (Author: Monaghan/Tozer) (Continued)

Some fees and charges are set by the NSW Government and are yet to be announced for the 2024-25 financial year. When these announcements are made, the Fees and Charges will be updated accordingly.

Risk/Policy/Legislation Considerations

Council must develop Integrated Planning documents in line with the Local Government Act Section 406 and the Office of Local Government's Integrated Planning and Reporting Guidelines.

Financial, Budget and Resource Implications

The Operational Plan contains Council's budget decisions for 2024-25. The budget has been the subject of numerous Councillor workshop discussions and presentations and some of the key budget considerations, impacts and reasoning are listed in the Operational Plan and Revenue Policy.

The budget impact of submissions and minor adjustments is identified in the tables above.

Links to QPRC/Regional Strategic Plans


The Operational Plan is linked to the strategies and objectives in the adopted Delivery Program 2022-26 and Community Strategic Plan 2022-2042. The linkages between the Delivery Program and Community Strategic Plan are shown against all projects and programs.

Council will report on the progress of its Integrated Plans through the six-month Delivery Program update, Annual Report and the State of our City Report. All reports are presented to Council and are available on Council's website.

Conclusion

This report provides Council with all submissions received on the draft Integrated Plans and recommends a small number of adjustments to the budget. Pending Council's consideration of these recommendations, the Integrated Plans are recommended for adoption.

Attachments

Attachment 1  Collated Full Submissions - 2024-25 Integrated Plans (*Under Separate Cover*)

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author:
Monaghan/Robinson)

File Reference: 43.2.1-14 and 51.1.1-01

Recommendation

That Council:

1. Following the consideration of submissions made on the draft Integrated Planning documents and in accordance with Section 405(5) of the Local Government Act 1993; adopt the Revenue Policy 2024-25 including the rates and annual charges, and with the amendment as listed in the report.
 2. Provide a voluntary pensioner rebate of \$40 to all pensioners in the local government area, in addition to the legislated pensioner rebate that is \$250 for general rates and \$87.50 for water annual charges and \$87.50 for sewer annual charges.
 3. Make the following rates and annual charges for the 2024-25 financial year and that such rates and annual charges be the amount specified hereunder for the Queanbeyan-Palerang Regional Council.
-

Summary

This report presents the draft 2024-25 Statement of Revenue Policy which has been on public exhibition with community feedback sought. It includes the rates and annual charges, which must be made by a resolution of Council.

Background

In May 2024, Council exhibited its draft Revenue Policy including the proposed rates and annual charges.

Report

The draft Statement of Revenue Policy was placed on public exhibition for the period from 9 May to 7 June 2024. During the exhibition period, the documents were advertised with the Operational Plan and made available online.

One submission was received during the submission period relating to the Revenue Policy. This is addressed in a separate report to this meeting recommending the adoption of the integrated planning documents.

Risk/Policy/Legislation Considerations

In accordance with the provisions of Section 532 of the *Local Government Act 1993* a council must not make a rate or charge until it has given public notice (in accordance with Section 405) of its Draft Operational Plan for the year for which the rate or charge is to be made and has considered any matters concerning the Draft Operational Plan.

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

Financial, Budget and Resource Implications

Rates notices in July 2024 will be affected by the following main factors. Council has reviewed the changes to typical rates notices across the local government area and these are listed in the Appendix to the Statement of Revenue Policy.

- Council's total general rates income will be increased by Special Rate Variation of 18%, inclusive of the rates peg of 4.5%.
- The additional pensioner rebate of \$40 will be continued for all pensioners. This keeps the maximum pensioner rebate at \$465 (for water, sewer and general rates and charges).
- Palerang Water Supply Scheme Annual Charges increase by 15.6%, being the amount that was set by the adoption of the 2020 Integrated Water Cycle Management Plan.
- Queanbeyan Sewer Annual Charge increases by 6.5%, being the amount that is required for the major upgrade and extension of the Queanbeyan Sewerage Treatment Plant.
- All other water and sewer charges increase by 4.5%.
- All other waste and stormwater charges increase by 4%.

Links to QPRC/Regional Strategic Plans

The Statement of Revenue Policy explains how Council funds each activity it is involved in, and why. Council provides a large number of distinct services and programs to its communities, and it is required to undertake these services in a financially prudent and sustainable way. Revenue sources include rates, annual charges, fees, grants and contributions.

Conclusion

Each year Council considers the Operational Plan and Revenue Policy and must 'make the rate' and set annual charges to enable rate notices to be issued within the statutory timeframe. Up to half the general rate income per category can be levied as a base amount or 'base rate' to recover fixed costs of governance and certain community service obligations.

The following pages represents the terms of setting the rate, and forms the resolution of Council:

Recommendation

In accordance with section 533, 534, 535 and 566 of the Local Government Act 1993 (the Act), Council makes the following Rates and Annual Charges for the period 1 July 2024 to 30 June 2025, being the financial year 2024/2025.

Annual Rates***Residential General***

An ordinary rate will be levied on all rateable land categorised as "**Residential**" under section 516 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council as indicated on Page 2 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of zero point one four two nine zero nine eight cents in the dollar (0.1429098) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of five hundred and thirty nine dollars (\$539) which is equivalent to

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

33% of the total rates levied for this category in 2024/25. In accordance with section 543(1) of the Act this rate be named “**Residential General**”.

Residential Queanbeyan Urban

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Queanbeyan Urban**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 13 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of zero point two seven six eight nine eight eight cents in the dollar (0.2768988) calculated on the land value issued by the NSW-Valuer General’s Office with base date 1 July 2022, and a base amount of five hundred and ninety six dollars (\$596) which is equivalent to 33% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Residential Queanbeyan Urban**”.

Residential Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Googong**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 13 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of zero point two seven six eight nine eight eight cents in the dollar (0. 0.2768988) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of six hundred and ninety nine dollars (\$699) which is equivalent to 32% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Residential Googong**”.

Residential Bungendore

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Bungendore**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue 2024/25, consisting of an ad-valorem rate of zero point one six five five seven seven six cents in the dollar (0.1655776) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of five hundred and thirty nine dollars (\$539) which is equivalent to 38% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Residential Bungendore**”.

Residential Braidwood

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Braidwood**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of zero point one six five five seven seven six cents in the dollar (0.1655776) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of five hundred and thirty nine dollars (\$539) which is equivalent to 49% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Residential Braidwood**”.

Farmland Ordinary

An ordinary rate will be levied on all rateable land categorised as “**Farmland**” under section 515 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council, consisting of an ad-valorem rate of zero point one zero four two seven six six cents in the dollar (0.1042766) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of one thousand and six hundred and

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

thirty one dollars (\$1631) which is equivalent to 45% of the total rates levied for this category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Farmland Ordinary**”.

Business General

An ordinary rate will be levied on all rateable land categorised as “**Business**” under section 518 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council as indicated on Page 2 of the Draft Revenue Policy 2024/25 consisting of an ad-valorem rate of point one four six one nine zero two cents in the dollar (0.1461902) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of five hundred and ninety six dollars (\$596) which is equivalent to 43% of the total rates levied for this category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Business General**”.

Business Queanbeyan Urban

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Queanbeyan Urban**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of one point two six zero one three three eight cents in the dollar (1.2601338) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of six hundred and fifty five dollars (\$655) which is equivalent to 5% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Business Queanbeyan Urban**”

Business Poplars Business Park

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Poplars Business Park**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 17 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of one point two six zero one eight four two cents in the dollar (1.2601842) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of nine hundred and sixty one dollars (\$961) which is equivalent to 2% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Business Poplars Business Park**”.

Business Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Googong**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 17 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of one point two six zero one eight four two cents in the dollar (1.2601842) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2022, and a base amount of nine hundred and sixty one dollars (\$961) which is equivalent to 14% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named “**Business Googong**”.

Business CBD

An ordinary rate will be levied on all rateable land sub-categorised as “**Business CBD**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of one point two six zero one eight four two cents in the dollar (1.2601842) calculated on the land value

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of nine hundred and sixty one dollars (\$961) which is equivalent to 6% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named "**Business CBD**".

Business Industrial

An ordinary rate will be levied on all rateable land sub-categorised as "**Business Industrial**" under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 16 of the Draft Revenue Policy 2024/25, consisting of an ad-valorem rate of zero point seven one five one seven four four cents in the dollar (0.7151744) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of six hundred and fifty five dollars (\$655) which is equivalent to 12% of the total rates levied for this sub-category in 2024/2025. In accordance with section 543(1) of the Act this rate be named "**Business Industrial**".

Mining

An ordinary rate will be levied on all rateable land categorised as "**Mining**" under section 517 of the Act, consisting of an ad-valorem rate of zero point four seven one one seven four cents in the dollar (0.471174) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2022, and a base amount of one thousand six hundred and sixty one dollars (\$1,601) which is equivalent to 5% of the total rates levied for this category in 2024/2025. In accordance with section 543(1) of the Act this rate be named "**Mining**".

Annual Charges

Domestic Waste Management Annual Charges

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

DWM Charge	Amount
Urban Domestic Garbage (140L Garb + Rec + Green)	\$355
Urban Domestic Garbage (240L Garb + Rec + Green)	\$468
Domestic Garbage (Additional 140L Garbage)	\$166
Domestic Garbage (Additional 240L Garbage)	\$198
Domestic Garbage (Additional GreenWaste)	\$88
Domestic Garbage (Additional Recycling)	\$88
Urban - MUD - Domestic Garbage -Shared service Garbage & recycling (scheduled bulky service)	\$231
Urban MUD - Domestic Garbage-shared service Garbage & recycling & FOGO	\$355
Urban MUD - Domestic Garbage (Shared Serv - Additional Green) added to body corporate rates	\$88
Domestic Garbage- Vacant Land	\$31
Domestic Garbage (Shared Rec + 140L individual Garbage)	\$231
360L recycling bin upsize charge (current service only)	\$56
Rural Waste Collection - fortnightly 240L waste bin and 240L recycling per annum	\$191

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

DWM Charge	Amount
Urban -MUD- Domestic Garbage- shared service Garbage & Recycling (No Bulky service)	\$180
Rural Waste Collection -fortnightly 240L recycling only per annum	\$92
MUD un-serviced	\$31
Urban - MUD - Domestic shared service Garbage & Recycling - (Book in Bulky service)	\$231
Rural waste Collection - Additional 240L waste bin collected fortnightly	\$89
Rural Waste Collection - Additional 240L recycling bin collected fortnightly	\$88
Domestic Waste Urban - 360L waste bin collected weekly, 240L recycling and 240L Green Waste collected fortnightly (Current services only)	\$582
Compound Bins – Araluen & Majors Creek 240L Red & Yellow 240L fortnightly	\$180

Non-residential Waste Management Annual Charge

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

Type	Annual Charge
Waste availability charge	\$154
Each 240L Waste bin	\$150
Each 240L Recycling bin	\$106
Rural Waste 240L Waste (fortnightly)	\$106
Each 240L Greenwaste bin	\$102

General Waste Charge

In accordance with the provisions of sections 501 and 535 of the Act Council proposes to provide general waste services and levy a general waste charge of \$234 on all rateable land and those properties which are exempt from rates under section 555 and 556, and excluding land categorised as business.

Water Annual Access Charges

Queanbeyan Water Services

In accordance with the provisions of section 501 and 535 of the Act a water access charge of \$317 will be levied on all rateable land categorised as residential within the defined area of the Queanbeyan and Googong Water Supply Schemes.

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

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

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

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

Meter Size	Annual Charge
20 mm	\$317
25 mm	\$496
32 mm	\$811
40 mm	\$1,267
50 mm	\$1,980
65 mm	\$3,346
80mm	\$5,070
100 mm	\$7,921
150mm	\$17,823

Palerang Communities Water Services

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

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

Meter Size	Annual Charge
20 mm	\$689
25 mm	\$1,077
32 mm	\$1,764
40 mm	\$2,756
50 mm	\$4,306
65 mm	\$7,278
80mm	\$11,024
100 mm	\$17,225
150mm	\$38,756

Water Usage Charges

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

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the benefit areas of the Braidwood, Bungendore and Captains Flat Water Supply Schemes. Water usage will be charged at a single variable rate of **\$4.13** per kl on all usage recorded through the water meter or meters connected to the property.

Recycled Water Annual Access Charge

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

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

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

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

Meter Size	Annual Charge
20 mm	\$317
25 mm	\$496
32 mm	\$811
40 mm	\$1,267
50 mm	\$1,980
65 mm	\$3,346
80mm	\$5,070
100 mm	\$7,921
150mm	\$17,039

Recycled Water Usage Charge

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

A charge will be raised in accordance with Section 502 of the Act for the use of Recycled Water Supply Services on a quarterly basis on the usage recorded through the water meter or meters connected to the property. Water usage will be charge at a single variable rate of \$4.45 per kl.

Queanbeyan Sewerage Access Charges

In accordance with the provisions of section 501 a sewerage access charge of \$872 will be levied on all residential properties within the Queanbeyan Sewerage Scheme.

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

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

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

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

Meter Size	Annual Charge
20 mm	\$872
Vacant Land	\$569
25 mm	\$1,363
32 mm	\$2,234
40 mm	\$3,491
50 mm	\$5,455
65 mm	\$9,218
80 mm	\$13,963
100 mm	\$21,818
150 mm	\$49,091

Googong Sewerage Access Charges

In accordance with the provisions of section 501 a sewerage access charge of \$840 will be levied on all residential properties within the Googong Sewerage Scheme.

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

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

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

Meter Size	Annual Charge
20 mm	\$840
Vacant Land	\$548
25 mm	\$1,313
32 mm	\$2,152

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

Meter Size	Annual Charge
40 mm	\$3,362
50 mm	\$5,251
65 mm	\$8,875
80 mm	\$13,444
100 mm	\$21,007
150 mm	\$47,265

Palerang Communities Sewerage Access Charge

In accordance with the provisions of section 501 and 552(3)(a) a sewerage access charge of \$1,268.00 will be levied on all residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes.

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

Meter Size	Annual Charge
20 mm	\$1,460
Not connected	\$1,460
25 mm	\$2,281
32 mm	\$3,737
40 mm	\$5,839
50 mm	\$9,124
65 mm	\$15,420
80 mm	\$23,358
100 mm	\$36,497
150mm	\$82,117

Sewerage Usage Charges

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

Sewerage usage charge on all non-residential properties within the defined area of the Queanbeyan and Googong Sewerage Schemes are calculated by applying business category SDF as defined in the NSW Office of Water, Liquid Trade Waste Regulations Guidelines April 2009 to the Sewerage Usage Charge of \$1.45 per kl.

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

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

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

Liquid Trade Waste Annual Charges

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

Discharge category	Compliance	Annual Charge	Usage per kl
One	Complying	\$120.00	\$0.00
One	Non Complying	\$120.00	\$2.94
Two	Complying	\$120.00	\$2.94
Two	Non Complying	\$120.00	\$20.75
Three		\$780.00	As stated in liquid trade waste excess mass charges in the schedule of fees and charges

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

Discharge category	Compliance	Annual Charge	Usage per kl
One	Complying	\$107.00	\$0.00
One	Non Complying	\$107.00	\$3.29
Two	Complying	\$214.00	\$3.29

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

Discharge category	Compliance	Annual Charge	Usage per kl
Two	Non Complying	\$214.00	\$20.75
Three		\$715.00	As stated in liquid trade waste excess mass charges in the schedule of fees and charges

Stormwater Management Charge

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

Properties categorised as Residential (not being strata titled)

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

Properties categorised as residential (strata units)

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

Properties categorised as business (not being strata titled)

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

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

Properties categorised as business (strata units)

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

1. Business strata units only

Where a strata complex contains only business properties and is not mixed development the charge per strata unit will be calculated by using a charge of \$25.00 per 350m² of the land area occupied by the strata scheme (or part thereof), proportioned by the unit entitlement of each lot in the strata scheme with a minimum charge of \$12.50 levied on each strata unit.

9.11 Adoption of 2024/2025 Statement of Revenue Policy (Ref: ; Author: Monaghan/Robinson) (Continued)

2. Business & residential strata units (mixed development)

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

Interest on Overdue Rates & Charges

In accordance with Section 566 of the Act, interest will accrue on outstanding rates and charges at the rate of ten point five percent (10.5%) per annum simple interest calculated daily from 1 July 2024.

Attachments

Nil

File Reference: 43.6.5-04

Recommendation

That Council:

- 1. Approve the final loan drawdown of \$6,108,000 for the Nellie Hamilton Centre from the preferred lender.**
 - 2. Authorise the use of the Common Seal for the execution of the loan agreement.**
-

Summary

Council has resolved a borrowing program of up to \$7,108,000 in the current financial year through the adoption of the 2023/24 Operational Plan. The total amount allows financing for:

- i) completion of the construction of The Nellie Hamilton Centre
- ii) first year of staged construction of the new cemetery; Memorial Park in Googong.

This report provides a risk analysis of the financing strategy and recommends a preferred borrowing approach.

Staff sought quotations from Australia's four major banks and NSW Treasury Corporation to secure the funding and recommend that Council accept the variable rate offer from the Commonwealth Bank of Australia (CBA) for both projects.

Background

Council's adopted 2023/24 Original Budget Report included proposed loan financing totalling \$7,108,000 for two projects in 2023/24 - Queanbeyan Civic and Cultural Precinct (now the Nellie Hamilton Centre) Tranche 4 \$6,108,000, and the new cemetery Tranche 2 \$1,000,000.

New Cemetery

The project has a budget allocation of \$1,000,000 in the current 2023-24 budget, for the planning, detailed studies and design phase. A number of specialist consultants have been engaged to carry out the required studies which, together with community feedback, inform the final detailed design. The total cost incurred in 2023/24 is \$497,000.

The construction phase, subject to an approved DA, would be expected within the 2024-25 and 2025-26 financial years, funded through further loans. The current estimate of the construction stage 1a is estimated at \$5,000,000.

In January 2019, Council undertook a \$2,750,000 loan to finance the land purchase for the cemetery in Googong. Council has now sought quotations for \$1,000,000 in accordance with the adopted budget.

9.12 2023-24 Borrowing Program (Author: Monaghan/Drayton) (Continued)

This report recommends that loan funding not be pursued in the 2023-24 financial year as:

- i) the budget allocation has not been fully utilised in the financial year, and
- ii) the studies and planning work conducted to date is preliminary activity that will inform Council's decision to proceed with the investment in the new asset. The current expenditure is an operational expense.

The financial impact of this recommendation will result in a decrease in cash in the 2023/24 financial year matching the cost of the preliminary studies and consultants, currently \$497,000. The CFO will review the overall cash position at 30 June 2024 and report the result to Council with the final budget review for the financial year.

The Nellie Hamilton Centre

The most recent project status update was reported to the April 2024 Council meeting. Finalisation works are still in progress and the next project status update will be provided in July.

All tenants of the building including level 3, 4 and 5 and the kiosk are working with the project team to finalise lease agreements and arrange fit-out works that can begin prior to final occupation.

The project budget was varied in March 2023 (resolution #085/23) with the budget breakdown as follows.

	Budget
Council Administration Space	19,586,481
Community Space	34,693,155
Tenanted Space	20,567,364
Additional VBC Costs	3,122,000
Additional Tenant Costs	319,000
Additional water and sewer works	357,000
Contract variations	4,685,000
Total Project Expense	83,330,000
Grant - NSW State Library	500,000
Private works contribution	3,441,000
Transfer from water and sewer fund	357,000
Total Capital Funding	4,298,000
Net Project Cost	79,032,000
2021 Loan drawdown Tcorp	7,263,000
2022 Loan drawdown - Tcorp	26,000,000
2023 Loan drawdown - ANZ	39,661,000
Further Loan	6,108,000
Total Finance	79,032,000

9.12 2023-24 Borrowing Program (Author: Monaghan/Drayton) (Continued)

Council has previously secured lending approval for the construction of the Nellie Hamilton Centre to the value of \$72,924,000. Financing has been drawn down in stages to match construction timeframes.

Tranche 1	June 2021	\$7,263,000	at a fixed rate of 2.55% over 20 years
Tranche 2	May 2022	\$26,000,000	at a fixed rate of 4.465% over 20 years
Tranche 3	December 2022	\$39,661,000	at a fixed rate of 5.92% over 20 years with early payment option of \$5,000,000 after 5 years

Council has now sought quotations for \$6,108,000 for the fourth and final tranche.

Report

Council staff sought quotations from NSW Treasury Corporation (TCorp) and the four major Australian banks to source financing for both projects.

The lenders' commercial in-confidence indicative interest rates submitted are provided as a confidential attachment to this report.

In assessing the most cost-effective option, Council staff considered projections for the key interest rate benchmarks being the Bank Bill Swap (BBSW) rate and the cash rate target. By December 2025, major Australian banks are predicting the Reserve Bank of Australia (RBA) to cut the target cash rate to 3.10% (currently 4.35%) and forecast the 90-Day BBSW to sit between 3.09% and 3.30% which sat at 4.34% on 22 May 2024 (quotation date).

This table outlines the interest rate forecasts. CBA, NAB and Westpac are forecasting the first rate cut to 4.10% in quarter four, and ANZ has forecast the first cut in quarter two 2025. The market has priced in only a 0.5% cut by the end of this year and two total cuts by the end of 2025.

		May 2024	June 2024	September 2024	December 2024	March 2025	June 2025	September 2025	December 2025
Westpac	RBA Cash Rate		4.35	4.35	4.10	3.85	3.60	3.35	3.10
NAB			4.35	4.35	4.10	3.85	3.60	3.35	3.10
CBA		4.35		4.35	4.10	3.85	3.60	3.35	3.10
Westpac	90-Day BBSW		4.37	4.37	4.17	3.92	3.72	3.55	3.30
NAB			4.25	4.08	3.88	3.69	3.44	3.19	3.09
CBA		4.42		4.45	4.20	3.95	3.75	3.50	3.25

Option 1: Variable Rate Loan

Given the anticipated fall in interest rates, Council should consider variable rate loans as one option. This will allow Council to take advantage of the lower interest rates while maintaining the ability to lock in a fixed rate when interest rates are lower. The CBA variable rate for a 20 year loan contract is a very competitive option.

Option 2: Fixed Rate Loan

NSW Treasury Corporation (TCorp) is the central borrowing authority for NSW Government and is often able to provide cheaper financing at Government rates. The attached indicative rates confirm that TCorp has been able to provide the most competitive rate for a fixed term option, followed by the CBA.

Council's ability to access funding remains subject to TCorp's board and credit policies which prohibit TCorp from funding any component of a project which may compete with the

9.12 2023-24 Borrowing Program (Author: Monaghan/Drayton) (Continued)

commercial sector and which do not comply with TCorp's credit criteria. TCorp loans are prohibited for use for commercial activities, including the commercial / leased components of the Nellie Hamilton Centre.

During 2022/23 TCorp advised Council that it would not accept a loan application from Council until its long term financial position was corrected and its SRV was implemented. The TCorp Board meeting to reconsider Council's current application is being held on 20 June 2024 and the result will be notified to Council in time for the council meeting decision.

Risk/Policy/Legislation Considerations

Section 621 of the Local Government Act 1993 allows NSW councils to borrow funds outlined in their Operational Plan. A council resolution must be passed prior to drawing down any loan funds.

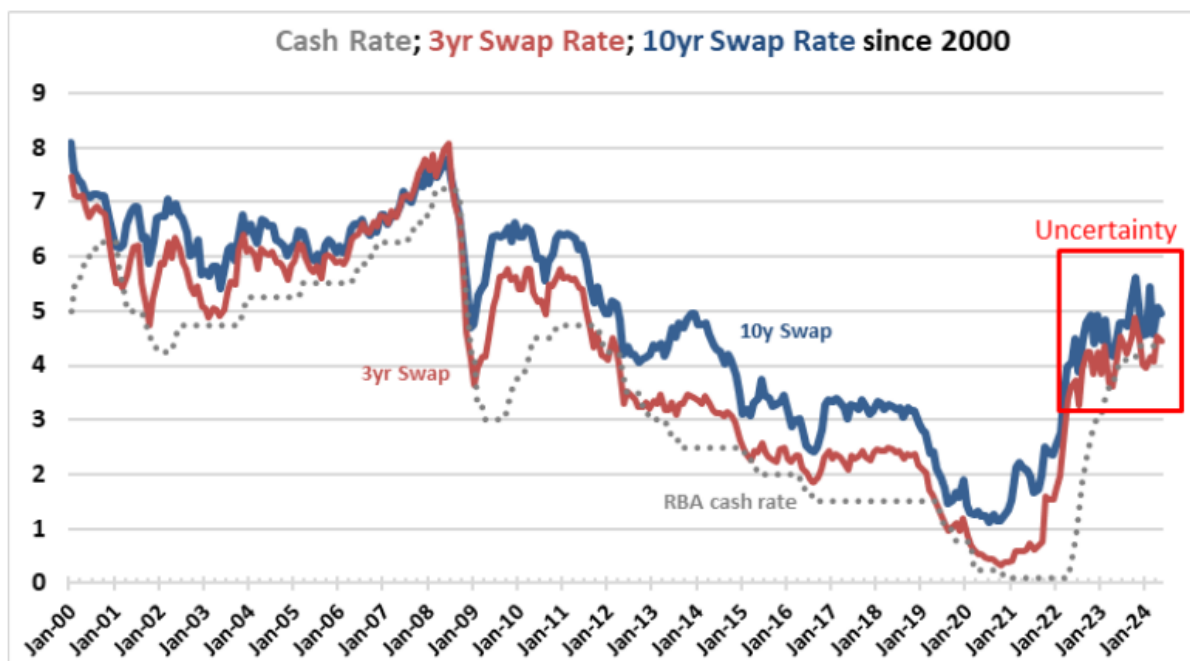
Councils must also apply to the NSW Office of Local Government (OLG), returning an annual loan borrowing request issued in May each year. If, during the year, Council is required to increase its proposed borrowings or change the purpose of the initial request, a resolution must be passed prior to drawing down any funds. If there is an increase, Council must also notify the Office of Local Government by re-submitting the electronic loan borrowing request form including the updated amounts.

Council submitted its loan borrowing return for 2023-24, with maximum borrowings of \$7,108,000, matching the original adopted budget – which has since been adjusted down to match the updated estimation over the timing of capital expenditure for the cemetery. There is no requirement to advise the OLG or seek permission for reduced borrowing requirements.

Interest Rate Risk

As the economic outlook remains uncertain with domestic and global volatilities impacting the Australian economy, there is a risk that interest rates will not decrease on the timeline and/or to the extent as forecast. The statement released by the Reserve Bank board following their meeting on 7 May 2024 reconfirmed their commitment to returning inflation to the 2-3 per cent target range. To achieve this, the Board said, "The path of interest rates that will best ensure that inflation returns to target in a reasonable timeframe remains uncertain and the Board is not ruling anything in or out". They "remain vigilant to upside risks" suggesting near-term rates could potentially increase before falling. At their latest meeting on 18 June the Reserve Bank discussed potential rate hikes but ultimately retained the current cash rate while a rate cut was not considered. It repeated that it "is not ruling anything in or out" and "will do what is necessary" to return inflation to target. Inflation remains above target and proving persistent and "still some way above the midpoint of the 2-3% target rate." The Reserve Bank points out the key uncertainties relating to inflation, policy lag, overseas outlook and geopolitics with the Middle East and Ukraine.

There is also the risk that Council will not be able to access fixed rate funding at the floor of the current interest rate market. Should this occur, while the loan funding is secure if repayments are met in a timely manner, loan costs would fluctuate with multiple interest rate cycles throughout the life of the loan.



Financial, Budget and Resource Implications

Borrowing costs for 2024/25 and beyond have been budgeted for in Council's Long-Term Financial Plan and in the draft 2024/25 budget report at an indicative interest rate of 6.00% pa.

Conclusion

Whilst the variable rate option is competitive and will allow Council to wait for the projected interest rate cuts to lock in a fixed rate, there is a high level of uncertainty over the timing of interest rate cuts and Council has a low tolerance for risk for this final loan to complete the Nellie Hamilton Centre project. CBA is the recommended lender for the variable loan option.

Council will be notified of the TCorp decision before the Council meeting date to further inform its direction. TCorp is the recommended lender for the fixed loan option followed by the CBA.

Council will also need to authorise the use of the Common Seal for the execution of the Loan Agreement with the preferred lender.

Attachments

- Attachment 1 2023-24 Proposed Borrowings Quotations (*Under Separate Cover*) -
CONFIDENTIAL

9.13 Investment Report - May 2024 (Ref: ; Author: Monaghan/Drayton)

File Reference: 43.6.5-01

Recommendation

That Council:

- 1. Receive the Investment Report for the month of May 2024.**
 - 2. Note the investment return for May 2024 was \$1,225,132.**
 - 3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.**
-

Summary

This report presents the investment result for May 2024.

Background

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

Report

A list of Council's cash and investments held on 31 May 2024 is detailed in the attached Investment Report Pack.

Market Update – The next Reserve Bank (RBA) meeting is scheduled for 17-18 June 2024 meaning the cash rate remains at 4.35%. Market expectations of a rate cut have been pushed back to early 2025 as inflation has plateaued in recent months.

Environmental Awareness - Market Forces is a campaign group focusing on environmental protection by exposing institutions 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.

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

9.13 Investment Report - May 2024 (Ref: ; Author: Monaghan/Drayton) (Continued)

Council has \$5,000,000 (1.95% of the total portfolio) invested in deposits with Westpac which have been deemed suitable to carry the Climate Bonds Standard Certification badge. These 'green' deposits moderate the holdings in Westpac which is deemed a fossil fuel lending ADI. On 31 May 2024, Council held \$131.2 million in non-fossil fuel investments.

Risk/Policy/Legislation Considerations

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

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

Certified by Tracy Sligar, Responsible Accounting Officer, 14/6/2024.

The Investment Policy is due for review in April 2025.

Financial, Budget and Resource Implications

Over the last 12 months, Council's portfolio produced an annualised rate of return of 5.58%, outperforming the benchmark Bank Bill Index by 1.26%.

On 31 May 2024, the principal amount invested was \$256,486,453.

On 31 May 2024, Council's investment return was \$11,537,814. Pursuant to the third quarter budget review, the projected budget for the 2023/24 return on investments was increased to \$11,264,231. The majority of the income is restricted to water, sewer and waste funds, and developer contributions.

Of the total \$256.5 million investment portfolio, Council holds \$30.9 million in TCorpIM long-term (LTGF) and medium-term (MTGF) funds. In May 2024, the valuation of each fund increased by \$243,564 and \$72,732 respectively.

The following table shows the funds' performances since the original deposit.

	LTGF \$	MTGF \$
2017-18	981,891	-44,845
2018-19	1,160,462	635,485
2019-20	21,702	37,815
2020-21	2,557,413	927,076
2021-22	-1,300,450	-742,711
2022-23	1,692,084	658,145
2023-24		
July	301,703	107,428
August	-48,162	36,962
September	-401,639	-146,775
October	-239,092	-92,286
November	630,238	265,888
December	533,742	288,303
January	253,712	91,332
February	471,303	115,178
March	394,759	150,232
April	-508,112	-197,687
May	243,564	72,732
2023-24 YTD Total	1,632,015	691,308
Return since inception	6,745,118	2,162,272
Initial Placement	12,000,000	10,000,000

9.13 Investment Report - May 2024 (Ref: ; Author: Monaghan/Drayton) (Continued)

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 eg Developer Contributions, or internal eg 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 tables show the 31 May 2024 cash and investments balance by fund and by restriction.

Fund	\$
General	99,234,827
Water	50,440,968
Sewer	105,970,938
Trust	18,210
SEWOL Fund	167,489
Unrestricted*	672,231
Total Cash & Investments	256,486,453

Restriction	\$
Unexpended Loans	682,270
Developer Contributions	66,821,002
Unexpended Grants	23,729,263
External Restrictions (Other)	143,920,016
Internal Restrictions	13,878,197
DOE – Compensation	6,783,474
Total Restrictions	255,814,222
Unrestricted*	672,231
Total Cash & Investments	256,486,453

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

The 2023/24 financial year-to-date investment return amounted to \$11,537,814. Investment returns are added to the associated restricted funds (e.g. developer contributions) that form Council's investment portfolio.

Attachments

Attachment 1 Investment Report Pack - May 2024 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.14 Captains Flat Lead Management Network Terms of Reference (Ref: ; Author: Ryan/Ryan)

File Reference: 52.5.2-04 / 43.7.3-03

Recommendation

That Council approve the Draft Terms of Reference for the proposed Captains Flat Lead Management Network

Summary

At the meeting held on 24 April 2024, Council determined to establish a lead management working group and write to the Premier NSW to request involvement in the working group from the Department of Premier (**Resolution 165/24**).

Council has written to the Premier NSW on 3 May 2024 (letter attached) and has been engaging with the Department of Regional NSW on this project. Anthony Body, Regional Director, Illawarra and South East NSW, Department of Regional NSW presented to a Councillor workshop held on 4 June 2024, which has provided assurance of the involvement and support from the NSW Government for this group to be established, as well as the continued solution brokerage and coordination across government agencies via the Regional Leadership Executive within NSW Government.

The Department of Regional NSW has held Ministerial briefings with the Minister for Regional NSW, the Hon Tara Moriarty MLC and the local member for Monaro, The Hon Steve Whan MP, to advise them on the establishment of the Council led working group and the outcomes of the Captains Flat Lead Management Taskforce since 2021. The Department will continue to brief the Minister for Regional NSW on any issues that arise in relation to lead management in Captains Flat.

Council approval of the draft Terms of Reference for the proposed Captains Flat Lead Management Network is sought.

Background

The Captains Flat Lead Management Taskforce (the Taskforce) was established in 2021, and has completed the Lead Management Plan <https://www.nsw.gov.au/regional-nsw/captains-flat> and various lead abatement plans, commissioning of soil testing and other resources for the community. The publication of the Lead Management Plan and subsequent community engagement in August 2023 marked the completion of the NSW Government Captains Flat Lead Management Taskforce purpose and role in the initial response to lead management in Captains Flat.

The Taskforce included representatives from, Department of Regional NSW – Regional Development; Mining, Exploration and Geoscience (MEG); Primary Industries, NSW Environment Protection Authority (EPA), NSW Health, NSW Department of Planning and Environment – Crown Lands, Transport for NSW, NSW Department of Education and Queanbeyan-Palerang Regional Council.

9.14 Captains Flat Lead Management Network Terms of Reference (Ref: ; Author: Ryan/Ryan) (Continued)

Representation of these agencies in relation to Captains Flat lead management will continue within a sub-committee under the Regional Leadership Executive.

The Taskforce did not have Ministerial imprimatur, budget, decision making powers, nor long-term strategic purpose and is therefore not suited to overseeing the next phase of lead management in Captains Flat. The Taskforce has completed the immediate response to lead management in Captains Flat, and as such, lead management has evolved from an immediate response to an ongoing community partnership and long-term remediation process.

It is agreed that this next phase of lead management in Captains Flat requires a community integrated model, facilitated by Council, with the participation and solution-brokerage of NSW Government.

Report

The General Manager had been in discussion with Regional NSW about establishing a Captains Flat Working Group to continue the work of the Taskforce, with a community focus. A workshop was held with staff and Regional NSW in February 2024 to progress this concept, and meetings have been held to further this work.

The General Manager has confirmation from the Department of Regional NSW that the role of supporting Council in ongoing solution brokerage for Captains Flat and provide cross-agency coordination when required is being transferred to the Department of Premier NSW. The NSW Government will provide ongoing solution brokerage and cross-agency coordination for lead management in Captains Flat via the Regional Leadership Executive governance structure, as well as participate in the Council led working group meetings.

The Regional Leadership Executive provides a long-standing governance framework for whole-of-government solution brokerage for place-based issues. A sub-committee comprised of agencies represented on the Taskforce will be established under the Regional Leadership Executive. Agencies will engage directly with council and community in relation to projects and activities in Captains Flat as required.

A draft Terms of Reference for the Lead Management Working Group was prepared and shared with both the community organised Captains Flat Lead Working Group and Department of Regional NSW.

There is already an established community committee which reports to the Captains Flat Progress Association called the Captains Flat Lead Working Group. This organisation are supportive and view the establishment of a Council facilitated group as a positive initiative that will result in better coordination of the NSW Government's response to the contamination issues, as well as enhancing the opportunities for community benefit that arise from remediation works. It is felt, this will also provide a conduit for improved information flow and effective consultation with the community.

The Working Group have suggested however, an alternative name to Working Group would avoid confusion.

The new proposed name is therefore the Captains Flat Lead Management Network.

9.14 Captains Flat Lead Management Network Terms of Reference (Ref: ; Author: Ryan/Ryan) (Continued)

It was also suggested that the group be inclusive of other land contamination issues such as asbestos and zinc. This is not recommended, and its focus on the Lead contamination issues for Captains Flat village remains as proposed.

The draft Terms of Reference now refer to the concerns raised by the community for private land owners and lack of access to a realistic disposal facility

Risk/Policy/Legislation Considerations

If a preference was possible, it would be that the NSW Government Captains Flat Lead Management Taskforce remains in place, however Council has been informed that the Taskforce purpose has been achieved with the publication of the Lead Management Plan and community information sessions held over 2021-2023. The final meeting of the Taskforce is scheduled to be held on Wednesday 19 June 2024. After this date, NSW Government agency lead management in Captains Flat will continue via the Regional Leadership Executive, and directly between agencies and Council. Agency updates will be provided directly to Council and the Network group as required.

Whilst Council with the support of the Department of Premier NSW, can coordinate the group and respond to concerns and issues as raised, there is no funding and no delegations given by Council to make any policy or financial commitments. Community expectations need to be carefully managed and the establishment of the Network Group will ensure information is shared, and solutions are achieved between community, Council and NSW Government quickly and effectively.

Any recommendations or advocacy, and in particular policy or financial requests would be referred to the relevant agency, or Council for formal consideration and approval.

This group is neither a Committee of Council, an Advisory Committee or a Section 355 Committee as defined in the Local Government Act (1993).

Financial, Budget and Resource Implications

The General Manager, as Chair of this reference group and Director/Manager's staff time will be necessary to support the meetings and providing the secretariat duties. It is not proposed that minutes are endorsed by Council, rather if a report is necessary for a particular item, it will be done so by the respective staff member. A Councillor delegate is not proposed, nor involvement by the local Member representatives.

Links to QPRC/Regional Strategic Plans

1. Community : A safe, harmonious, happy and healthy community leading fulfilled lives.
 - 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life.
 - 1.2 Our health, wellbeing and resilience is supported by strong partnerships and access to services.
 - 1.3 Our public and community places are inviting, accessible, encourage participation and are well maintained.

9.14 Captains Flat Lead Management Network Terms of Reference (Ref: ; Author: Ryan/Ryan) (Continued)



2. Choice: A diverse, resilient and smart economy that creates choice and job opportunities.
 - 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.
 - 2.2 Our unique regional identity and social and economic advantages underpin a growing economy and a thriving tourism sector.

5. Capability: Contemporary civic leadership and governance that is open, transparent and accountable.
 - 5.2 Council is an open, accessible and responsive organisation.

Conclusion

A draft Terms of Reference for the Captains Flat Lead Management Network is attached for Council endorsement. If approved, Council will invite community representatives to contribute to this group and initiate an inaugural meeting in July.

Attachments

- | | |
|---|--|
| Attachment 1
 | Draft ToR Captains Flat Lead Management Network (<i>Under Separate Cover</i>) |
| Attachment 2
 | Letter to Premier Requesting Representative for Lead Working Group (<i>Under Separate Cover</i>) |

10.1 Plans of Management Natural Areas - Crown Lands Update (Ref: ; Author: Ormella/Kurzyniec)

File Reference: 26.2.2-01, 26.2.2-02, 26.2.1-12

Recommendation

That the report be received for information.

Report

The purpose of this report is to update Council on its Plans of Management (PoM) for Natural Areas. This was last reported to Council at its 12 July 2023 meeting (**Resolution No 272/23**).

The development of PoMs for all community land and Crown land that Council is the Crown Land Manager is a requirement under both the Local Government Act 1993 (LG Act) and the Crown Lands Management Act 2016 (CLM Act). It is also an action under Action 4.7.4 of Council's adopted Local Strategic Planning Statement.

Since July 2023 staff have prepared Native Title Manager Advice's for Crown Land reserves included in the draft Plan of Management for Natural Areas. These considered native title interests in relation to the Crown land reserves in the PoM.

The PoM for Natural Areas is undergoing final minor amendments, once complete the following actions will be undertaken:

- Prior to placing the draft PoM on public exhibition, (section 38), under section 39, LG Act, Council must forward a copy of the draft PoM to the landowner (Crown lands) for review.
- Council is also required to seek the Minister's written consent to adopt the draft PoM (under clause 70B of Crown Land Regulation 2018 (CLM Regulation)). The Minister's consent can be sought at the same time as notifying the Crown lands of the draft PoM.
- Council is required to publicly notify and exhibit the draft PoM in the format that the Minister and Crown Lands are satisfied. A public hearing is not required to be held for Crown land (exemption under clause 70A of the CLM Regulation).
- If there are any significant changes to the draft PoM following the public exhibition, Council must seek the Minister's consent to adopt the PoM.
- A Council resolution of the PoM that covers Crown land should note that the PoM is adopted as per section 40 of the Act in accordance with 3.23(6) of the CLM Act.
- When Council has adopted the PoM, a copy of the adopted PoM and minutes of the council resolution will be sent to Crown lands.

The revisions and drafting of PoM's other than for Natural Areas, such as Sporting and Recreational Facilities (community and Crown land) will be presented to Council in a further report.

Attachments

Nil

10.2 Director Infrastructure Services Recruitment (Ref: ; Author: Ryan/Tozer)

File Reference: 41.7.2

Recommendation

That the report be received for information.

Report

At the meeting held on 14 February 2024, Council received a report from the General Manager in regard to the retirement of the Director Infrastructure Services, Phil Hansen and recruitment process (**Resolution No 053/24**) for his replacement. The recruitment was undertaken in accordance with the Office of Local Government's 'Guidelines on the Recruitment of Senior Council Executives' with Leading Roles engaged as the recruitment agency. The cost of the recruitment was \$24,000.

On 30 April 2024, via email, the General Manager notified Council of the outcome and successful appointment of the new Director Infrastructure Services, Mr Michael (Mike) Duff.

Mike has had a diverse, 25-year engineering, project management and executive leadership career in the private and public sectors in both Australia and New Zealand. He has extensive experience in local government and public authorities, including Newcastle City Council, where he was focused on project delivery and contracts. Mike has also lead successful asset management and capital delivery programmes for clients including Hunter Water, Maitland City Council, Cessnock City Council and Transport for NSW across a wide range of civil infrastructure projects, asset renewal and maintenance plans and business improvement initiatives.

Currently, Mike serves as the Group Manager Infrastructure Services with Buller District Council, in New Zealand, overseeing infrastructure operations, asset planning and major capital works under key portfolios including land transport, three waters, solid waste management and property. He has significant experience in project delivery, having worked for 10 years at Hatch Ltd, a global Engineering, Procurement & Construction Management (EPCM) consultancy as senior project manager and project controls specialist on large infrastructure developments around the world.

Most recently he completed a 12-month secondment with the NZ Government Department of Internal Affairs (DIA) as Director Strategy, National Transition Unit supporting the proposed Three Waters Reform program. He is a qualified engineer with Honours (University of Newcastle NSW) and a member of IPWEA (Institute of Public Works Engineering Australasia). He has completed an MBA from the Queensland University of Technology as well as formal Project Management qualifications.

Mike will be commencing in the role on 22 July 2024.

As reported to Council at the 12 June meeting, the Act has been amended by the Local Government Amendment (Employment Arrangements) Act (2024) which received assent on 31 May 2024. This means the only senior staff position is the General Manager.

Attachments

Nil

10.3 Quarterly Outstanding Rates Report and Sale of Land for Unpaid Rates (Ref: ;
Author: Monaghan/Robinson)

File Reference: 43.2.2-01

Recommendation

That the report be received for information.

Report

This report provides an update on the progress of Council's current Rates outstanding and our debt management processes.

The total rates and annual charges levied as at 1 July 2023, for the 23/24 financial year was \$96,752,550.

As at 31 May 2024, Council's Rates and Annual Charges outstanding percentage is 10.75%.

Council levies rates and annual charges in July for the full financial year. At that point in time 100% of rates are outstanding. Throughout the year, as rates are paid at instalment dates, the outstanding ratio is reduced.

By reviewing the trends on this ratio, we can see how rate payments are progressing and whether Council's debt management policy and processes are performing as expected.

Rates and Annual Charges Outstanding

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
July	97.07%	97.66%	97.75%	82.99%	89.20%	97.63%
August	75.57%	75.15%	90.33%	71.46%	69.52%	80.39%
September	67.29%	66.85%	71.27%	63.59%	63.34%	70.90%
October	65.08%	63.92%	63.66%	59.60%	58.67%	64.57%
November	52.42%	52.26%	50.32%	49.72%	47.81%	51.98%
December	46.27%	45.85%	45.19%	43.21%	43.42%	48.82%
January	44.02%	44.23%	44.00%	40.37%	40.25%	45.85%
February	31.71%	33.78%	32.61%	28.33%	29.80%	31.14%
March	26.34%	27.23%	26.19%	24.77%	24.26%	27.63%
April	24.32%	24.12%	23.43%	22.99%	22.95%	24.28%
May	12.85%	15.58%	14.54%	12.02%	10.77%	10.75%
June	7.82%	9.47%	9.21%	8.41%	7.75%	

The OLG benchmark for outstanding rates as at 30 June is <10%.

10.3 Quarterly Outstanding Rates Report and Sale of Land for Unpaid Rates (Ref: ; Author: Monaghan/Robinson) (Continued)

The overdue amounts fall into the following stages of the collection process.

	Number	Amount Outstanding
Reminder notices	3,824	\$3,998,338
Hardship & financial assistance	106	\$668,912
Payment plans	1,985	\$819,206
Debt Recovery – support without legal	488	\$1,257,295
Debt Recovery – legal	212	\$2,193,724
		\$8,937,475

Reminder Notices

3,824 reminder notices were issued at 17 June 2024 details below.

	Arrears	Fourth Instalment	Interest	Total Overdue
Total	\$114,457	\$3,806,348	\$77,532	\$3,998,338
Average	\$29	\$995	\$20	\$1,046
Highest	\$11,123	\$18,983	\$3,341	\$18,983
Lowest	\$1	\$5	\$1	\$50

Hardship and Financial Assistance Policy

Not included in the above; are those residents who have sought relief via Council's Financial Hardship Policy, in place to assist ratepayers who are experiencing genuine financial hardship. Council has approved 106 Financial Hardship applications. Residents who have sought Financial Hardship, are on payment plans and interest is waived, which may include Water Rates.

	Rates & Annual Charges	Water Consumption	Total
Total Amount Outstanding	\$537,836	\$131,076	\$569,602
Average	\$1,948	\$378	\$2,327

Section 564 of the Local Government Act 1993 provides that Council may enter into a formal agreement with a ratepayer eligible for periodic payments for rates and charges that are due and payable.

Payment Plans

As at 31 May 2024, Council has 1,985 payment arrangements in place addressing \$819,206 of outstanding rates and annual charges.

	Rates & Annual Charges	Water Consumption	Total
Total Amount Outstanding	\$514,236	\$304,970	\$819,206
Average	\$259	\$154	\$352

10.3 Quarterly Outstanding Rates Report and Sale of Land for Unpaid Rates (Ref: ; Author: Monaghan/Robinson) (Continued)

Recovery Action

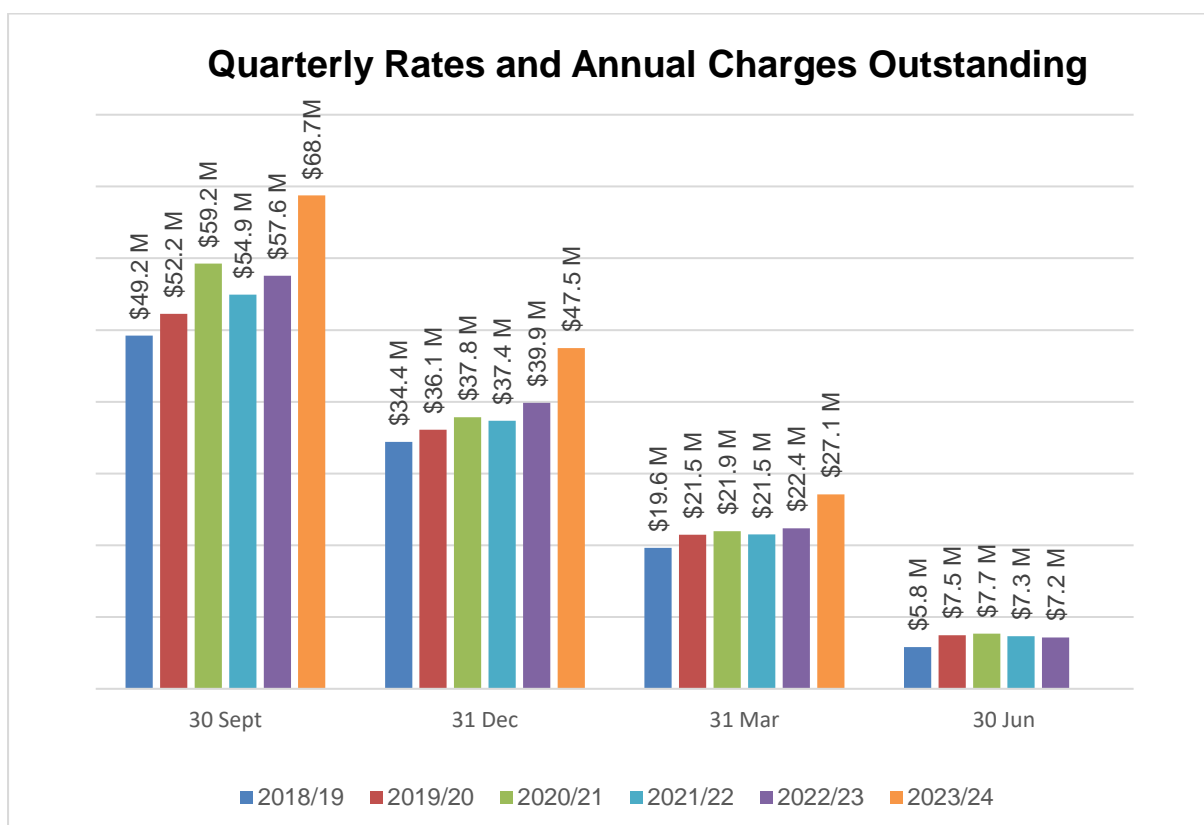
Accounts with our two recovery agencies total \$4.07 million.

Recoupa – 488 accounts	Rates & annual charges	Water consumption	Total
Total Amount Outstanding	\$1,257,296	\$237,714	\$1,495,216
Average	\$2,576	\$487	\$3,063

R&R – 212 accounts	Rates and annual charges	Water consumption	Total
Total Amount Outstanding	\$2,193,725	\$385,360	\$2,579,085
Average	\$10,347	\$1,818	\$12,165

Rates and Annual Charges Outstanding

At the end of the last quarter 31 March 2024 \$27.1 million rates and annual charges were outstanding. Council collected \$21.2 million during the March Quarter.



Sale of land for unpaid rates and charges

The final step in the debt recovery process for unpaid rates is the sale of the land. This process occurs when all other recovery actions have been exhausted.

S713(2) of the Local Government Act 1993 allows for a Council to *sell any land (including vacant land) on which any rate or charge has remained unpaid for more than 5 years from the date on which it became payable.*

A rate or charge is overdue if for vacant land, it remains unpaid for more than 1 year or for all other land, remains unpaid for more than 5 years.

**10.3 Quarterly Outstanding Rates Report and Sale of Land for Unpaid Rates (Ref: ;
Author: Monaghan/Robinson) (Continued)**

There are 48 properties that meet the criteria and are eligible to be sold for unpaid rates with a total amount owing of \$1,135,507.

The proposed timetable and process for sale of land for unpaid rates is provided as an attachment to this report.

Council will receive a report at their November 2024 Council meeting with the detail of rates and charges owing for each property; recommending the properties to be sold for unpaid rates. An auctioneer would be appointed and the properties would be advertised for sale in February 2025 for an auction in April. Staff would continue to work with all the affected owners for an alternative method for payment up until the date of sale.

Attachments

Attachment 1 Timetable for Sale of Land for Unpaid Rates (*Under Separate Cover*)



10.4 Questions With Notice - Shade Sails on Council Facilities (Ref: ; Author: Richards/Flint)

File Reference: 26 June 2024 Council Meeting Reports

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Katrina Willis on 4 June 2024. Responses from staff are below.

1. How many Council facilities have had shade sails installed during 2023/24?

Three playgrounds (Thomas Royal Gardens Playground, Braidwood Skate Park and Nerriga Playground) have had shade structures installed this financial year. Additionally, all shade structures across the local government area have or are currently receiving maintenance to extend their life.

2. What categories of Council facilities received shade sails in 2023/24?

Two playgrounds and one skate park

3. How many council facilities still require shade sails?

Council has 80 playgrounds including skateparks, BMX tracks and outdoor exercise equipment.

- 27 of these have shade sails.
- 38 of these require shade (five of which require double shade sails).
- 10 are currently shaded with trees, therefore don't require sails.
- Four do not warrant shade due to being a single swing pocket park that might have a tree or shelter nearby and would be a significant cost to cover with shade sails, or is a BMX track, or a piece of outdoor exercise equipment that is difficult to cover with a shade sail.
- One has overhead power lines and cannot be shaded to due to the close proximity of the lines.

4. How much funding was allocated to install shade sails in 2023/24?

\$65,000

5. What is the projected underspend for 2023/24?

\$0

6. What factors have led to the underspend?

N/A

Attachments

Nil

10.5 Questions With Notice - Customer Service (Ref: ; Author: Ryan/Flint)

File Reference: 26 June 2024 Council Reports

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Mareeta Grundy on 19 June 2024. Responses will be provided by staff at the 10 July 2024 Council Meeting

- 1. How does QPRC measure whether it is meeting its Customer Service Charter (Oct 2020)?**
- 2. How many customer service requests are received per day, across all enquiry points (Snap Send Solve, website, email, telephone, other)?**
- 3. How many customer service enquiries are resolved at the first level of enquiry per week?**
- 4. How many customer service enquiries are escalated to the next level per week?**
- 5. What is the proportion of total enquiries attributable to each enquiry point?**

Attachments

Nil

10.6 Questions With Notice - DA Availability (Ref: ; Author: Ryan/Flint)

File Reference: 26 June 2024 Council Meeting

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Katrina Willis on 13 June 2024 and responses from staff are provided below.

- 1. The Vikings Club DA.2023.0635 for 37 Tomsitt Drive, Jerrabomberra is still being assessed but the development application is no longer available to view either on the QPRC website or on the Southern Regional Planning Panel website. Why is the DA no longer available to view on Council's website?**

Once a Development Application (DA) notification period is closed, the material relating to the application and plans are no longer viewable. The planning process limits the notification periods, and the access to the documents and plans to specific timeframes so that submissions can be collated, considered, and addressed through any amendments to the application in its assessment process.

This process ensures that there is sufficient time in the assessment process to duly address all submitter comments and concerns received. This is a key part of the assessment process and form a component of any assessment report.

Our practice to date has been to remove plans from our website once the notification has closed, to avoid any confusion that a submission period is closed.

This question highlights a need for Council to see how we utilise our webpage and if it can be made usable for the community post the notification period, however no later than the applications determination.

- 2. Does Council have a policy that governs how development applications are notified? If not, does it have an operational procedure that sets out how development applications are notified?**

Notification of Development Applications (DA's) are governed by State legislation and Council's own adopted procedures.

Specifically, DA's are notified pursuant to Schedule 1 Clause 7 of the Environment Planning & Assessment Act 1979 (the Act) and in accordance with the requirements of Council's Community Engagement and Participation Plan (CEPP).

Part 3.1 of the Council's CEPP describes the notification process and typical notification mediums available for use.

Table 2 in Part 3.2 of Council's CEPP provides the minimum notification periods for DA's. In the case of the subject development, the minimum notification period is 14 days.

10.6 Questions With Notice - DA Availability (Ref: ; Author: Ryan/Flint) (Continued)

Table 3 in Part 3.2 of Council's CEPP specifically list the notification mediums required for a DA for proposed Licenced Premises (such as a club). Specifically, the mediums required are:

- Council Website
- Notice in local newspaper
- Notice to adjoining owners

This question highlights the need for Part 3 of Council's CEPP to be updated to reflect recent changes in legislation and Council's practice with these matters. This will take place as part of policy reviews post the 2024 Local Government Election.

The EP&A Act 1979 relies on Council having an up to date CEPP, and no longer specifically requires the use of newspapers. This is for a combination of reasons including whether newspapers are in production, the cost of placing adverts, and whether the newspaper is only an online source. Council ceased placing advertisements in newspapers in 2020.

Attachments

Nil

10.7 Questions With Notice - Maintenance of Roads (Ref: ; Author: Ryan/Flint)

File Reference: 26 June 2024

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Mareeta Grundy on 19 June 2024. Responses from staff will be provided at the 10 July 2024 Council Meeting.

- 1. How many Council roads has QPRC given permission to residents to maintain?**
- 2. How many Council roads are being maintained by residents in addition to those identified in question 1?**
- 3. Is QPRC giving consideration to any proposal to implement a plan similar to that proposed by the Snowy Monaro Regional Council regarding discontinuation of roads maintenance on certain Council roads?**

Attachments

Nil

10.8 ICAN Campaign to Abolish Nuclear Weapons (Ref: ; Author: Ryan/Ryan)

File Reference: 52.7.1

Recommendation

That the report be received for information.



Report

At the meeting held on 8 May 2024, Council determined to write to the Prime Minister, endorsing the International Campaign to Abolish Nuclear Weapons (ICAN) Cities Appeal (**Resolution No 211/24**).

A letter was sent to the Prime Minister, the Hon Anthony Albanese, MP on 13 May 2024, and a response received from the Hon Patrick Gorman, MP on behalf of the Prime Minister on 5 June 2024.

Both letters are attached for information.

Attachments

- | | |
|---|---|
| Attachment 1
 | QPRC Letter to Prime Minister - ICAN Campaign to Abolish Nuclear Weapons (<i>Under Separate Cover</i>) |
| Attachment 2
 | Response to Letter - The Hon Patrick Gorman MP - Treaty on the Prohibition of Nuclear Weapons (<i>Under Separate Cover</i>) |

File Reference: 26.5.1

Recommendation

That the report be received for information.



Report

At the meeting held on 13 March 2024, Council determined to write to the Heritage NSW and the NSW Minister for Environment and Heritage, the Hon Penny Sharpe MLC, requesting that the NSW Government allocate sufficient funding to restore the level of heritage advice previously available to Council prior to the 2019 funding (**Resolution 102/24**).

A letter was sent to the Minister, on 25 March 2024, and a response received on 19 April 2024.

Both letters are attached for information.

Attachments

- | | |
|---|--|
| Attachment 1
 | Letter to NSW Minister for Environment and Heritage re Heritage Funding
(<i>Under Separate Cover</i>) |
| Attachment 2
 | Letter of Response - The Hon Penny Sharpe - Heritage Funding (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.10 Pedestrian Safety Bungendore (Ref: ; Author: Ryan/Ryan)

File Reference: 31.4.3

Recommendation

That the report be received for information.



Report

At the meeting held on 24 April 2024, Council determined to write to the Member for Monaro and the NSW Minister for Transport expressing Council's support for the priority investigation and any necessary work to increase pedestrian safety at the school precinct in Bungendore (**Resolution No 162/24**).

A letter was sent to both the Hon Steve Whan, MP and the Minister for Transport, the Hon Jo Haylon MP on 3 May 2024. A response received from the Hon, Jenny Aitchison, Minister for Regional Transport and Roads on 7 June 2024.

Both letters are attached for information.

Attachments

- | | |
|---|--|
| Attachment 1
 | QPRC Letter to NSW Minister for Transport re Pedestrian Safety (<i>Under Separate Cover</i>) |
| Attachment 2
 | Response from The Hon Jenny Aitchison MP re Pedestrian Safety (<i>Under Separate Cover</i>) |

10.11 Temporary Fencing on Majara Street Bungendore (Ref: ; Author: Ryan/Ryan)

File Reference: 46.1.1-34

Recommendation

That the report be received for information.

Report

At the meeting held on 27 March 2024, Council determined to write again to the Deputy Premier and Minister for Education and Early Development, and the Member for Monaro requesting the temporary fencing on Majara Street be removed (**Resolution No 128/24**).

A letter was sent to both the Hon Prue Car MP and the Hon Steve Whan MP on 4 April 2024. A response was received from the Hon Prue Car MP, Deputy Premier and Minister for Education and Early Learning on 16 May 2024.

Both letters are attached for information.

Attachments

- | | |
|--------------|--|
| Attachment 1 | QPRC letter to Deputy Premier re Temporary Fencing on Majara Street Bungendore (<i>Under Separate Cover</i>) |
| Attachment 2 | Response from Deputy Premier re Temporary Fencing on Majara Street (<i>Under Separate Cover</i>) |

File Reference: 26 June 2024 reports

Recommendation

That the report be received for information.

Councillor workshop items are published in the Agenda of the next Council meeting. During the period 6 to 19 June 2024, the following workshops were held:

Date	Workshop Items	External Presenter/s (if applicable)
19/06/2024	1. Operational Plan Submissions 2. Finalise Operational Plan and Budget	N/A

Attachments

Nil

11.1 Heritage Advisory Committee Meeting 30 May 2024 (Ref: ; Author:
Ormella/Steele)

File Reference: 26.5.1-08

Recommendation

That Council:

1. **Note the minutes of the QPRC Heritage Advisory Committee (HAC) held on 30 May 2024.**
2. **Note recommendations from the meeting held on 30 May 2024:**

a. **QPRC HAC – DA.2024.0034 – Proposed demolition - 1 Crest Road Queanbeyan**

The Committee recommend that an independent written builder's report is provided by the applicant and that plans for the replacement cottage are provided prior to demolition.

b. **QPRC HAC – DA2024.0064 - Additions and alterations to a commercial building and proposed demolition of a Heritage item - 164 Monaro Street Queanbeyan.**

The Committee recommended unanimously that the applicant be requested to:

- **Review the exit / entry on Monaro Street**
 - **Provide an assessment of the heritage values of Lawrence House**
 - **Provide a heritage assessment of the buildings proposed to be demolished, in particular their internal fabric.**
-

Summary

This Heritage Advisory Committee meeting was one of general business. There were three recommendations, with two relating to Development Applications. The first of these related to DA.2024.0034, the proposed demolition of a Heritage listed, former railway workers cottage at 1 Crest Road Queanbeyan. The second recommendation was in relation to DA.2024.0064 - 164 Monaro Street Queanbeyan.

The committee deferred comment on DA.2023.0544 – 119 Wallace Street Braidwood pending additional information to be provided by QPRC staff and the Heritage Advisor.

The Committee were provided with updates regarding:

- The development at 25 Campbell Street Queanbeyan
- How QPRC will manage conflicts of interest with the new Heritage Advisory Service
- Works at St Joseph's Convent 52 – 54 Turallo Terrace Bungendore
- Update on the Heritage NSW – 15-year Management review of Braidwood and Its Setting' State heritage register listing
- Update on options for distributing the attachments for agenda items
- Heritage Award event 2024 event and winners

Attachments

Attachment 1 Heritage Committee Minutes - 30 May 2024 (*Under Separate Cover*)



11.2 Local Traffic Committee Meeting - 4 June 2024 (Ref: ; Author: Hansen/Harris)

File Reference: 31.4.1

Recommendation

That Council:

1. Note the minutes of Local Traffic Committee held on 4 June 2024.
2. Adopt recommendations LTC 14/2024 to LTC 21/2024 from the meeting held on 4 June 2024:
 - LTC 14/2024: The 2024 Christmas in July Markets received unanimous support.
 - LTC 15/2024: The 2024 Queanbeyan Country Muster received unanimous decline.
 - LTC 16/2024: The 2024 Bungendore Rodeo received unanimous decline.
 - LTC 17/2024: The 2025 Goofest Event received unanimous support.
 - LTC 18/2024: The Traffic Control Devices & Pavement Marking at Newington Road Subdivision received unanimous support.
 - LTC 19/2024: The Traffic Control Devices & Pavement Marking at Tralee Estate 1 received unanimous support.
 - LTC 20/2024: The Traffic Control Devices at 11 Buttle Street, Queanbeyan received unanimous support.
 - LTC 21/2024: The Traffic Control Devices at 25 Wanna Wanna Road, Carwoola received unanimous support.

Summary

The Local Traffic Committee (LTC) has submitted the minutes and recommendations of its meeting held on 4 June 2024 for Councils information and consideration.

The LTC is primarily a technical review committee. It advises the Council on matters that it has delegated authority requiring the opinion of the LTC. Council needs this opinion for certain prescribed traffic control devices and traffic control facilities. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to Transport for NSW or relevant organisation.

The LTC will only review reports that have been prepared by staff and submitted to the LTC in accordance with its delegations. The LTC does not undertake investigations of traffic matters or design traffic solutions but provides comment on proposals submitted by Council.

Attachments

Attachment 1 LTC Meeting Minutes - 4 June 2024 (*Under Separate Cover*)



NOTICE OF MOTIONS

12.1 Notice of Motion - Request for Conservation Management Plan for Local Heritage Items (Ref: ; Author: Willis/Willis)

File Reference: 26.5.1 / 26 June 2024 motions

Notice

At the Council meeting held on 13 June 2024, Councillor Katrina Willis foreshadowed a Notice of Motion regarding the request for a Conservation Management Plan for Local Heritage Items.

Councillor Katrina Willis will move the following motion:

Motion

That Council:

1. **Note the response from the Minister for Regional Transport and Roads, the Hon Jenny Aitchison to Council Resolution No 101/24.**
 2. **Write to the Minister requesting an explanation for the Government rejecting Council's request that a conservation management plan be prepared for all of the local heritage items in Captains Flat that are affected by the government's lead remediation plan.**
-

Comment from Cr Willis in support of this Notice of Motion

Will be provided verbally at the meeting.

Attachments

Nil

NOTICE OF MOTIONS

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

File Reference: 26 June 2024 motions / 36.1

Notice

Councillor Kenrick Winchester will move the following motion:

Motion

That Council:

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

Comment from Cr Winchester in support of this Notice of Motion

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

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

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

[1925-1927 William Freebody - Queanbeyan-Palerang Regional Libraries \(nsw.gov.au\)](#)

Attachments

Nil

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*.