



Ordinary Meeting of Council

Thursday 24 February 2022

4.00pm

Council Chambers

209 Comur Street, Yass

PRAYER:

All Stand:

Mayor:

Let us be still and remember the presence of God. As we commence our meeting let us together pray for guidance and help.

All say together:

Almighty God, we ask your blessing upon this Council.

Direct and prosper our deliberations to the true welfare of Australia and the people of Yass Valley Amen.

FUTURE MEETINGS

March 2022

Thursday 24th

4.00pm

Ordinary Meeting of Council

Ordinary Meeting of Council

A G E N D A

Open Forum

Page No.

Webcasting

This meeting is being webcast, a reminder to those in attendance that you should refrain from making any defamatory statements.

Acknowledgement of Country

I acknowledge that we are meeting on the ancestral land of the Ngunnawal people. I recognise the Ngunnawal as the traditional custodians and pay respect to the Elders of the community and their descendants.

1. Prayer

2. Apologies

3. Declaration of Pecuniary Interests/Special Disclosures

4. Confirmation of Minutes

Minutes of Ordinary Council Meeting held on 12 January 2022	5
Minutes of Extraordinary Council Meeting held on 27 January 2022	12

5. Mayoral Minute

6. Reports to Council

6.1 Tender Evaluation - Wee Jasper Road and Hillview Drive Road Rehabilitations - YVC/IA/51.2021.....	21
6.2 Tender Evaluation - Yass Public School Safety Upgrades - YVC/IA/52.2021.....	22
6.3 Yass Valley Open Space Committee and Yass Main Street Committee Nominations	23
6.4 Yass Business Fibre Zone.....	25
6.5 Development Consent DA190157B - Subdivision, 141B Rossi Street, Yass	26
6.6 Variations to Development Standards Quarterly Report.....	29
6.7 Yass Valley Development Contributions Plan 2018 - Review of Operation.....	30
6.8 Safety Around Schools Update - Gundaroo Public School and Rossi Street Yass.....	32
6.9 Change of Location for Water Treatment Plant Solar Power Installation	34
6.10 Yass Water Treatment Plant Upgrade Project Update	35
6.11 Investment and Borrowings Report - November 2021, December 2021 and January 2022	37
6.12 Rates Arrears.....	40
6.13 2nd Quarter Budget Review 2021/22	41
6.14 Six Monthly Progress Reporting on the 2017/18 - 2020/21 Delivery Program	44
6.15 Draft Community Strategic Plan - Public Exhibition.....	45
6.16 Leasing/Licencing of Council Land & Buildings Policy.....	46
6.17 Draft Financial Assistance, Grants & Donations Policy	47
6.18 Draft Asset Management Policy.....	49

6.19 Council Committees	50
7. Notice of Motion	
7.1 Grant Information 2016-2021	54
8. Questions with Notice	
Nil	
9. Minutes and Recommendations of Council Committees	
9.1 Minutes of the Humelink Community Consultative Group held on 27 October 2021 and 17 November 2021.....	55
9.2 Minutes of the Bango Wind Farm Consultative Committee held on 15 November 2021	56
9.3 Minutes of the Local Rescue Committee and Local Emergency Management Committee held on 30 November 2021	57
10. Confidential Matters	58
The following matters are classified as CONFIDENTIAL and will be considered in the Closed Meeting of Council in accordance with Section 10A(2) as they deal with commercial, personnel and legal matters:	
10.1 Tender Evaluation - Wee Jasper Road and Hillview Drive Road Rehabilitations - YVC/IA/51.2021	58
10.2 Tender Evaluation - Yass Public School Safety Upgrades - YVC/IA/52.2021.....	58
10.3 Yass Open Space Committee and Yass Main Street Project Committee - Nominations.....	58
10.4 Yass Business Fibre Zone.....	58

Close of Meeting Time

Chris Berry
GENERAL MANAGER



Minutes of the Ordinary Meeting of Council

Wednesday 12 January 2022

2.00pm

Council Chambers

209 Comur Street, Yass

Table of Contents

1.	Prayer	2
2.	Apologies	2
3.	Declaration of Interest/Disclosures	2
5.	Mayoral Minute.....	2
6.	Reports to Council	2
6.1	Oath and Affirmation for Councillors.....	2
4.	Confirmation of Minutes.....	3
6.2	Election of Mayor and Deputy Mayor.....	3
6.3	Casual Vacancies Within 18 Months of Last Ordinary Election	4
6.4	Council Meeting Times.....	4
6.5	Audit, Risk & Improvement Committee.....	5
6.6	Delegations of Authority to the Mayor.....	5
6.7	LGNSW Special Conference.....	5
7.	Notice of Motion	5
8.	Questions with Notice.....	6
9.	Minutes and Recommendations of Council Committees.....	6
10.	Confidential Matters.....	6

Council Meeting - The General Manager declared the meeting open at 2.00pm

Present

Councillors Allan McGrath, Mayor, in the chair, Jim Abbey, Cecil Burgess (via phone), Kristin Butler, Adrian Cameron, Jasmin Jones, , Mike Reid and Kim Turner.

Also present were the General Manager – Chris Berry, Director Planning & Environment – Julie Rogers, Director Infrastructure & Assets – James Dugdell, Director Corporate & Community – Lynette Safranek and Corporate Planning & Executive Support Officer – Shirree Garland.

Acknowledgement of Country

The General Manager made an acknowledgement of Country

1. Prayer

The opening prayer was read by Cr Jasmin Jones.

2. Apologies

Nil

3. Declaration of Interest/Disclosures

Nil

5. Mayoral Minute

The General Manager reported that he made a decision, in accordance with the delegations provided by Council for the period 4 December 2021 until the Mayoral election, to permit Cr Burgess to participate in the meeting remotely as he was in isolation due to being a close contact with a person with COVID and attendance at the meeting may put the health and safety of Councillor and staff at risk.

6. Reports to Council

6.1 OATH AND AFFIRMATION FOR COUNCILLORS

SUMMARY

The *Local Government Act 1993* requires Councillors to take either an oath or an affirmation of office at or before the first meeting of the Council after the Councillor is elected.

RECOMMENDATION

That all Councillors undertake an oath or affirmation individually and the details be recorded in the Council minutes.

Councillors Turner, Abbey, Jones, and McGrath took the Oath of Office.

Councillors Butler, Reid, Pothan, Cameron undertook the Affirmation of Office.

Note: Prior to the meeting Cr Burgess undertook the Oath of Office before the General Manager as required under the *Local Government Act 1993*

4. Confirmation of Minutes

RESOLVED that the minutes of the Ordinary Council Meeting held on 01 December 2021 covered by resolution numbers 256-281 inclusive, copies of which had been circulated to all Councillors, be taken as read and confirmed.

(Reid/Turner) 1

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, A McGrath, C Pothan, M Reid and K Turner

AGAINST: Nil

6.2 ELECTION OF MAYOR AND DEPUTY MAYOR

SUMMARY

To provide the framework for the election of the Mayor and Deputy Mayor.

RESOLVED that :

- 1. The method of electing the Mayor be by open vote with the returning officer declaring the number of votes for each candidate.***
- 2. A Deputy Mayor be elected for the same term as the Mayor and the system of election be the same as used for the election of the Mayor.***
- 3. The General Manager proceed with the election of the Mayor and Deputy Mayor.***

(Jones/McGrath) 2

FOR: Councillors J Abbey, C Burgess, Butler, J Jones, A McGrath, C Pothan, M Reid and K Turner

AGAINST: Councillor A Cameron

Election of Mayor

In accordance with the *Local Government (General) Regulation 2005 (Schedule 7)* the General Manager as Returning Officer called for nominations for the position of Mayor. He advised that there were two nominations for the position of Mayor, being Councillors McGrath and Turner. The General Manager called for any further nominations. No further nominations were made.

Councillor Allan McGrath and Councillor Kim Turner addressed the Council.

An election was held under by open vote with the following result:

Councillor McGrath – 5
Councillor Turner - 4

The General Manager, as Returning Officer declared Councillor McGrath elected as Mayor for 12 January 2022 to September 2023.

Election of Deputy Mayor

In accordance with the *Local Government (General) Regulation 2005 (Schedule 7)* the General Manager as Returning Officer called for nominations for the position of Mayor. He advised that there were three nominations for the position of Deputy Mayor, being Councillors Pothan, Jones and Turner.

Councillor Cayla Pothan, Councillor Jasmin Jones and Councillor Kim Turner addressed the Council.

An election was held under by open vote with the following result:

Councillor Pothan – 3

Councillor Jones - 5

Councillor Turner - 1

The General Manager, as Returning Officer, declared Councillor Jones, with an absolute majority of votes, elected as Deputy Mayor for 12 January 2022 to September 2023.

6.3 CASUAL VACANCIES WITHIN 18 MONTHS OF LAST ORDINARY ELECTION

SUMMARY

Should a casual vacancy occur during the term of Council a by-election is generally required to fill the casual vacancy. If a casual vacancy occurs within 18 months of the last Ordinary Election of Councillors, the vacancy the casual vacancy can be filled by a countback of votes cast in the last election.

RESOLVED that pursuant to s291A(1)(b) Local Government Act 1993 Council declares that casual vacancies occurring in the office of a Councillor within 18 months after the last Ordinary Election of Councillors for the Council on 4 December 2021 are filled by a countback of votes cast at that election for the office in accordance with s291A of the Act and directs the General Manager to notify the NSW Electoral Commissioner of the Council's decision within seven days of the decision.

(Turner/Cameron) 3

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, A McGrath, C Pothan, M Reid and K Turner

AGAINST: Nil

6.4 COUNCIL MEETING TIMES

SUMMARY

To consider Council meeting times.

RESOLVED that :

- 1. Ordinary Meetings of Council be held on the 4th Thursday of each month with the exception of December and January. The Ordinary meeting held in December will be the 3rd Thursday of the month.***
- 2. Open Forum to commence at 4.00pm prior to the commencement of a formal Council meeting.***

(Jones/Reid) 4

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, A McGrath, C Pothan, M Reid and K Turner

AGAINST: Nil

6.5 AUDIT, RISK & IMPROVEMENT COMMITTEE

SUMMARY

To appoint the Mayor and one Councillor to the Audit, Risk & Improvement Committee.

RESOLVED that Councillor Abbey be appointed to the Audit, Risk & Improvement Committee until 4 June 2022.

(Jones/Turner) 5

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, A McGrath, C Pothan, M Reid and K Turner

AGAINST: Nil

6.6 DELEGATIONS OF AUTHORITY TO THE MAYOR

SUMMARY

Delegations of Authority are made by Councils to ensure the effective day to day operations of Council and in accordance with the *Local Government Act 1993*.

RESOLVED that Delegations to the Mayor Policy (GM-CP-09) be adopted.

(Turner/Reid) 6

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, A McGrath, C Pothan, M Reid and K Turner

AGAINST: Nil

6.7 LGNSW SPECIAL CONFERENCE

SUMMARY

Local Government NSW (LGNSW) hold a Conference annually. Due to the postponement of the Local Government elections the annual event was split into two components. The LGNSW AGM was held in November 2021 and a Special Conference to debate motions is scheduled for 28 February-2 March 2022. Council need to elect two voting delegates for LGNSW Conferences.

RESOLVED that the voting delegates for Local Government NSW Conferences be the Mayor and Deputy Mayor.

(Turner/Reid) 7

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, A McGrath, C Pothan, M Reid and K Turner

AGAINST: Nil

7. Notice of Motion

Nil

8. Questions with Notice

Nil

9. Minutes and Recommendations of Council Committees

Nil

10. Confidential Matters

Nil

The meeting closed at 2.56 pm.



Minutes of the Extraordinary Meeting of Council

Thursday 27 January 2022

4.00pm

Council Chambers

209 Comur Street, Yass

Table of Contents

1.	Prayer	2
2.	Apologies	2
3.	Declaration of Interest/Disclosures	2
4.	Reports to Council	2
4.1	Procurement Evaluation Report - Request for Quotation - Financing of new Commercial Waste Collection Vehicle	2
4.2	Procurement Evaluation Report - Supply and Delivery of Truck Mounted Road Repair Unit.....	3
4.3	Procurement Evaluation Report - Supply and Delivery of Two Backhoe Loaders	3
4.4	Tender Evaluation - Yass Water Treatment Plant Stage 1 Upgrade: Electrical and Mechanical Works.....	4
4.5	Tender Evaluation - Yass Water Treatment Plant Stage 1 Upgrade: Civil and Building Works	4
5.	Confidential Matters.....	4
5.1	Procurement Evaluation Report - Request for Quotation - Financing of new Commercial Waste Collection Vehicle	5
5.2	Procurement Evaluation Report - Supply and Delivery of Truck Mounted Road Repair Unit.....	6
5.3	Procurement Evaluation Report - Supply and Delivery of Two Backhoe Loaders	6
5.4	Tender Evaluation - Yass Water Treatment Plant Stage 1 Upgrade: Electrical and Mechanical Works.....	7
5.5	Tender Evaluation - Yass Water Treatment Plant Stage 1 Upgrade: Civil and Building Works	7

Council Meeting - The Deputy Mayor declared the meeting open at 4.09 pm.

Present

Councillors Jasmin Jones, Deputy Mayor, in the chair, Jim Abbey, Cecil Burgess, Kristin Butler, Adrian Cameron, Cayla Pothan, Mike Reid and Kim Turner.

Also present were the General Manager – Chris Berry, Director Infrastructure & Assets – James Dugdell, Director Corporate & Community – Lynette Safranek and Corporate Planning & Executive Support Officer – Shirree Garland.

Acknowledgement of Country

1. Prayer

2. Apologies

Apology

RESOLVED that apologies be received from Councillor McGrath and leave of absence be granted.

(Reid/Pothan) 8

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

Note: Councillor Butler submitted a request that leave of absence be granted for the 24 February 2022 Council meeting.

3. Declaration of Interest/Disclosures

Nil

4. Reports to Council

4.1 PROCUREMENT EVALUATION REPORT - REQUEST FOR QUOTATION - FINANCING OF NEW COMMERCIAL WASTE COLLECTION VEHICLE

SUMMARY

This report seeks approval for the financing option for the purchase of the new Commercial Waste Collection vehicle.

RESOLVED that item be classified CONFIDENTIAL in accordance with Section 10A(2)(di) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

(Burgess/Reid) 9

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

4.2 PROCUREMENT EVALUATION REPORT - SUPPLY AND DELIVERY OF TRUCK MOUNTED ROAD REPAIR UNIT

SUMMARY

This report seeks approval for the recent Request for Quotation for Contract YVC - IA - 39 – 2021, Supply and Delivery of a Truck Mounted Road Repair Unit (Patching Truck).

RESOLVED that item be classified CONFIDENTIAL in accordance with Section 10A(2)(di) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

(Burgess/Reid) 10

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

4.3 PROCUREMENT EVALUATION REPORT - SUPPLY AND DELIVERY OF TWO BACKHOE LOADERS

SUMMARY

This report seeks approval for the recent Request for Quotation for Contract YVC - IA - 31 – 2021, Supply and Delivery of two Backhoe Loaders.

RESOLVED that item be classified CONFIDENTIAL in accordance with Section 10A(2)(di) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to a commercial nature that would, if disclosed prejudice the commercial position of the person who supplied it.

(Burgess/Reid) 11

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

4.4 TENDER EVALUATION - YASS WATER TREATMENT PLANT STAGE 1 UPGRADE: ELECTRICAL AND MECHANICAL WORKS

SUMMARY

This report seeks approval of tenders for the Yass Water Treatment Plant (WTP) Stage 1 Upgrade Package 1 Electrical and Mechanical Works (YVC-IA-43-2021).

RESOLVED that this item be classified as Confidential in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public relating to commercial information of a confidential nature that would, if disclosed, prejudice the position of the person who supplied it.

(Burgess/Reid) 12

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

4.5 TENDER EVALUATION - YASS WATER TREATMENT PLANT STAGE 1 UPGRADE: CIVIL AND BUILDING WORKS

SUMMARY

This report seeks approval for the tender for the Yass Water Treatment Plant Upgrade Stage 1 Package 2 Civil and Building Works.

RESOLVED that this item be classified as Confidential in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public relating to commercial information of a confidential nature that would, if disclosed, prejudice the position of the person who supplied it.

(Burgess/Reid) 13

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, Pothan, M Reid and K Turner

AGAINST: Nil

5. Confidential Matters

RESOLVED that pursuant to Section 10A of the Local Government Act, 1993 the following items on the agenda be classified as CONFIDENTIAL and considered in the Closed Meeting of Council in accordance with Section 10A(2) of the Local Government Act for the reasons as specified:

5.1 Procurement Evaluation Report - Request for Quotation - Financing of new Commercial Waste Collection Vehicle

Item 5.1 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act 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.

5.2 Procurement Evaluation Report - Supply and Delivery of Truck Mounted Road Repair Unit

Item 5.2 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act 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.

5.3 Procurement Evaluation Report - Supply and Delivery of Two Backhoe Loaders

Item 5.3 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act 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.

5.4 Tender Evaluation - Yass Water Treatment Plant Stage 1 Upgrade: Electrical and Mechanical Works

Item 5.4 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act 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.

5.5 Tender Evaluation - Yass Water Treatment Plant Stage 1 Upgrade: Civil and Building Works

Item 5.5 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act 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.

(Turner/Reid) 14

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, Pothan, M Reid and K Turner

AGAINST: Nil

Closed Council commenced at 4.11 pm.

5.1 PROCUREMENT EVALUATION REPORT - REQUEST FOR QUOTATION - FINANCING OF NEW COMMERCIAL WASTE COLLECTION VEHICLE

SUMMARY

This report seeks approval for the financing option for the purchase of the new Commercial Waste Collection vehicle.

RESOLVED that :

- 1. The Commercial Waste Collection vehicle be purchased by way of an internal loan from the Waste Reserve for the purchase price of \$267,360 ex GST.**
- 2. 1/5th of the purchase price be expensed annually in future budgets to repay the waste reserve the internal loan over five years.**

(Turner/Reid) 15

Minutes of the Extraordinary Meeting of Council held on 27 January 2022

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, A McGrath, C Pothan, M Reid and K Turner

AGAINST: Nil

5.2 PROCUREMENT EVALUATION REPORT - SUPPLY AND DELIVERY OF TRUCK MOUNTED ROAD REPAIR UNIT

SUMMARY

This report seeks approval for the recent Request for Quotation for Contract YVC - IA - 39 – 2021, Supply and Delivery of a Truck Mounted Road Repair Unit (Patching Truck).

RESOLVED that :

- 1. The quote submitted by Paveline International Pty Ltd under the Contract YVC – IA – 39 – 2021 be accepted for a total cost of \$467,417.20 ex GST.***
- 2. An additional allocation of \$77,417.00 from the plant reserve this financial year. (refer December 2022 quarterly budget adjustment).***

(Burgess/Reid) 16

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

5.3 PROCUREMENT EVALUATION REPORT - SUPPLY AND DELIVERY OF TWO BACKHOE LOADERS

SUMMARY

This report seeks approval of the Request for Quotation for Contract YVC - IA - 31 – 2021, Supply and Delivery of two (2) Backhoe Loaders.

RESOLVED that the quote submitted by Westrac Equipment Pty Ltd under the Contract YVC – IA – 31 – 2021 be accepted for a total cost of \$373,986 ex GST.

(Reid/Pothan) 17

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

5.4 TENDER EVALUATION - YASS WATER TREATMENT PLANT STAGE 1 UPGRADE: ELECTRICAL AND MECHANICAL WORKS

SUMMARY

This report seeks approval of tenders for the Yass WTP Stage 1 Upgrade Package 1 Electrical and Mechanical Works (YVC-IA-43-2021).

RESOLVED that the tender submitted by Electrical Design & Construction Pty Ltd to undertake “Yass Water Treatment Plant Stage 1 Upgrade Package 1 Electrical and Mechanical Works” be accepted for a total cost of \$386,718.00 including GST.

(Turner/Burgess) 18

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

5.5 TENDER EVALUATION - YASS WATER TREATMENT PLANT STAGE 1 UPGRADE: CIVIL AND BUILDING WORKS

SUMMARY

This report seeks approval for the Yass Water Treatment Plant Upgrade Stage 1 Package 2 Civil and Building Works tender.

RESOLVED that the tender submitted by RCE Australia Pty Ltd to undertake “Yass Water Treatment Plant Stage 1 Upgrade Package 2 Civil and Building Works” be accepted for a total cost of \$664,340.77 including GST.

(Turner/Reid) 19

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

RESOLVED that the meeting move into Open Council.

(Pothan/Cameron) 20

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K Turner

AGAINST: Nil

Open Council resumed at 4.18 pm.

RESOLVED that the recommendations in Closed Council be adopted.

(Turner/Reid) 21

FOR: Councillors J Abbey, C Burgess, K Butler, A Cameron, J Jones, C Pothan, M Reid and K
Turner

AGAINST: Nil

The meeting closed at 4.19 p.m.

6.1 TENDER EVALUATION - WEE JASPER ROAD AND HILLVIEW DRIVE ROAD REHABILITATIONS - YVC/IA/51.2021

SUMMARY

This report provides advice and recommendations on the submission of tenders for the Wee Jasper Road/Hillview Drive Road Rehabilitations under contract YVC.IA.51.2021.

RECOMMENDATION

This item be classified CONFIDENTIAL in accordance with Section 10A(2)(di) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied

FINANCIAL IMPLICATIONS

The 2021/22 Operational Plan includes:

- \$460,000 for Wee Jasper Road which is funded 50/50 by the Regional Road Repair Program (RRRP) grant and Regional Road Block grant:
- \$460,000 (after the Qtr 2 review) for Hillview Drive, which is funded from the Infrastructure Reserve and the 2021/22 R2R program.

POLICY & LEGISLATION

- *Local Government Act 1993*

REPORT

1. Background

Council manages an extensive road network of over 1,200km throughout the Local Government Area (LGA). Council has received funding under the RRRP grant funding program and in conjunction with internal funding intends to rehabilitate sections of both Hillview Drive and Wee Jasper Road to provide an improved road surface, improve the serviceability of the roads, and improve safety.

2. Tender

Tenders were called on 22 December 2021 and closed on 28 January 2022. Two (2) tenders were received from the following organisations:

Organisation	Address
Downer EDI Works Pty Ltd	50 Eastern Creek Drive Eastern Creek NSW 2766
Lentro Earthworks Pty Ltd	342, Wallaroo Road NSW 2618

A report on the tender evaluation is included in the Closed Session of this meeting for consideration.

STRATEGIC DIRECTION

Key Pillar 4. Our Infrastructure

CSP Strategy IN3 - Maintain and improve road infrastructure and connectivity

Delivery Program Action IN3.1 - Deliver transport asset infrastructure, maintenance, renewal and enhancement programs for urban, rural and regional roads to maintain or improve overall condition

Operational Plan Activity IN3.1.1 - Deliver annual program for urban, rural and regional road renewal and construction, including bridges and stormwater

ATTACHMENTS: Nil

6.2 TENDER EVALUATION - YASS PUBLIC SCHOOL SAFETY UPGRADES - YVC/IA/52.2021

SUMMARY

This report provides advice and recommendations on the submission of tenders for the Yass Public School Safety Upgrades under contract YVC.IA.52.2021.

RECOMMENDATION

This item be classified CONFIDENTIAL in accordance with Section 10A(2)(di) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied

FINANCIAL IMPLICATIONS

The 2021/22 Operational Plan includes a budget of \$530,000 to deliver this project, which is funded by TfNSW under the Federal and State Governments Road Safety Program, School Zone Infrastructure Sub Program.

POLICY & LEGISLATION

- *Local Government Act 1993*

REPORT

1. Background

Council has recently received funding under the Federal and State Governments Road Safety Program, School Zone Infrastructure Sub Program, and intends to undertake safety improvements around Yass Public School. The works include various treatments to improve pedestrian and road user safety, which address numerous issues that have been raised by the school and the wider community for over 10 years.

2. Tender

Tenders were called on 22 December 2021 and closed on 28 January 2022. Two tenders were received from the following organisations:

Organisation	Address
Denrith Pty Ltd	17090 Hume Highway, Goulburn NSW 2580
Lentro Earthworks Pty Ltd	342, Wallaroo Road NSW 2618

A report on the tender evaluation is included in the Closed Session of this meeting for consideration.

STRATEGIC DIRECTION

Key Pillar 4. Our Infrastructure

CSP Strategy IN3 - Maintain and improve road infrastructure and connectivity

Delivery Program Action IN3.1 - Deliver transport asset infrastructure, maintenance, renewal and enhancement programs for urban, rural and regional roads to maintain or improve overall condition

Operational Plan Activity IN3.1.1 - Deliver annual program for urban, rural and regional road renewal and construction, including bridges and stormwater

ATTACHMENTS: Nil

6.3 YASS VALLEY OPEN SPACE COMMITTEE AND YASS MAIN STREET COMMITTEE NOMINATIONS

SUMMARY

To recommend nominations for the positions on the Yass Valley Open Space Project Committee and the Yass Main Street Project Committee.

RECOMMENDATION

That this item is classified CONFIDENTIAL in accordance with Section 10A(2)(a) of the Local Government Act 1993, which permits the meeting to be closed to the public for personnel matters concerning particular individuals (other than councillors)

FINANCIAL IMPLICATIONS

Nil. Both projects are budgeted for in the 2021/22 budget which includes consultation with the respective committees.

POLICY & LEGISLATION

- Committee Framework and Guidelines (February 2022)

REPORT

1. Open Space Strategy

Consultants Parkland Planners and Otium Planning- Sport and Leisure have been engaged to undertake the *Yass Valley Open Space Strategy*.

To ensure that the community has direct input into the strategy, Terms of Reference (TOR) for a project committee were adopted in October 2021. The input and advice from this committee will be in addition to feedback during the broader community consultation process.

Nine nominations were received for the five community committee member positions.

A report on the nominations is included in the Closed Session of this meeting for consideration.

2. Yass Main Street Masterplan

Consultants sala4D have been engaged to prepare the Yass Main Street Masterplan (along with Bookham Masterplan and Wee Jasper Masterplan).

The large number of stakeholders and the complexity of issues for the Yass Main Street Masterplan necessitated the development of TOR for the project committee to guide the development of the Masterplan.

The TOR require the seven community positions comprise the following:

- A representative of the Yass Valley Business Chamber
- A representative of the Yass and District Historical Society
- A Yass Valley resident who has a lived experience with a physical disability and who can provide advice on access issues
- Two small business owners
- Two residents

Thirteen nominations were received for the seven community committee member positions.

A report on the nominations is included in the Closed Session of this meeting for consideration.

STRATEGIC DIRECTION

Key Pillar 3. Our Community

CSP Strategy CO5 - Maintain our rural lifestyle

Delivery Program Action CO5.1 - Ensure the community is attractive and vibrant while maintaining our village atmosphere

Operational Plan Activity CO5.1.1 - Commence the Yass CBD Masterplan

ATTACHMENTS: Nil

6.4 YASS BUSINESS FIBRE ZONE

SUMMARY

NBN announced the Business Fibre Initiative and created more than 200 Business Fibre Zones across the country. The Business Fibre Zones were selected based on a variety of factors, including the density of businesses and current NBN infrastructure available within the zone. Yass has been selected as one of the Business Fibre Zones.

RECOMMENDATION

This item be classified CONFIDENTIAL in accordance with Section 10A(2)(di) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied.

FINANCIAL IMPLICATIONS

Discussed in Closed Session report.

REPORT

In September 2020, NBN announced the Business Fibre Initiative and created more than 200 Business Fibre Zones across the country. The Business Fibre Zones were selected based on a variety of factors, including the density of businesses and current NBN infrastructure available within the zone.

Business Fibre Zones level the playing field between metropolitan and regional businesses, allowing businesses to experience broadband internet at the same speeds and cost as metro cities with the same reliability. This forms part of the economic “toolkit” Councils can use to attract new businesses from metro areas, allowing the same high standard of broadband speeds.

A report on the proposal is included in the Closed Session of this meeting for consideration.

STRATEGIC DIRECTION

Key Pillar	4. Our Infrastructure
CSP Strategy	IN7 - Secure improvements for, and future proof, telecommunications infrastructure
Delivery Program Action	IN7.2 - Advocate for a more stable communication network
Operational Plan Activity	IN7.2.1 - Advocate for a more stable communication

ATTACHMENTS: Nil

6.5 DEVELOPMENT CONSENT DA190157B - SUBDIVISION, 141B ROSSI STREET, YASS

SUMMARY

To present the assessment of a request to modify Development Consent DA190157B for a three lot rural residential subdivision at 141B Rossi Street, Yass. The application proposes to stage the subdivision and seeks a variation to Council policy, requesting that a grid electricity connection not be required to be supplied to proposed Lot 2. It is recommended that the proposed staging be approved, but the variation for the grid electricity connection be refused.

RECOMMENDATION

That:

1. *Development Consent DA190157B be modified to stage the three lot subdivision at 141B Rossi Street, Yass*
2. *The request to vary Council's Electricity Supply and Telecommunication Service for Subdivision Policy to not require a grid electricity connection to proposed Lot 2 is refused on the following grounds:*
 - *The policy requires the supply of grid electricity to new lots in subdivisions which are zoned R5 Large Lot Residential*
 - *The circumstances of the proposal are not unique and supporting the variation would currently set an undesirable precedent for subdivisions in the R5 Large Lot Residential*

FINANCIAL IMPLICATIONS

Resources for development assessment are provided for in the current Operational Plan.

POLICY & LEGISLATION

- *Environmental Planning & Assessment Act 1979*
- *Environmental Planning & Assessment Regulation 2000*
- *Yass Valley Local Environmental Plan 2013*
- *Yass Valley Community Engagement Strategy*
- *Electricity Supply and Telecommunication Service for Subdivision Policy*
- *Application Assessment and Decision Making Policy*

REPORT

1. Application Details

Date Received	-	2 November 2021
Land	-	141B Rossi Street, Yass
Area	-	10.5ha
Zoning	-	R5 Large Lot Residential

2. Site Description and Locality

The site is located at the western end of Rossi Street and adjoins a Yass River public reserve. The area is characterised by generally large lot residential development at the urban interface. The subject land contains a dwelling house and outbuildings, with all proposed lots gaining access via the existing right of way from Rossi Street which is currently unsealed.

A Locality Plan is included in **Attachment A**.

3. Proposal

The submitted modification application involves:

- Staging the proposed subdivision as follows:
 - Stage 1 – Lot 3 + residue
 - Stage 2 – Lots 1 & 2
- A variation to the *Electricity Supply and Telecommunications Service for Subdivision Policy* (or for the policy to be amended), seeking to not supply Proposed Lot 2 with a grid electricity connection

Details of the proposal are included in **Attachment B**.

4. Public Exhibition

Public exhibition was not required due to the nature of the proposed modification and variation not having any adverse impacts on neighbouring properties.

6. Assessment

The proposed development has been assessed against the requirements of s4.55 of the *Environmental Planning and Assessment Act 1979* including the relevant planning controls, policies and guidelines. It is considered that the proposed development can be partly supported and partly refused for the reasons outlined in the Assessment Report (refer **Attachment C**).

There have been no planning issues identified with the proposed staging of the subdivision and this can be supported with corresponding amendments to the Development Consent conditions.

The key issue with the modification relates to the request to vary the *Electricity Supply and Telecommunication Service for Subdivision Policy* which seeks not to supply with a grid electricity connection to proposed Lot 2.

The submitted documentation requests that the policy be amended across the R5 Large Lot Residential zone for lots above 2ha in size. A request by the Applicant to modify a policy is beyond the scope of a modification application and as such, the request is being treated as a variation to the policy for this particular subdivision.

The supporting documentation requests the variation on the following basis:

- Green/sustainable electricity alternatives are becoming increasingly desired
- To connect power to proposed Lot 2 it would have to go above or below ground through proposed Lot 1 which has the existing dwelling, affecting the amenity of the proponent who lives there
- Compliance with the policy is unreasonable and unrealistic and stifles development, which is against the public interest

Under the *Yass Valley Local Environmental Plan 2013* satisfactory arrangements for essential services must be in place for any subdivision of land. The policy then stipulates that in the R5 Large Lot Residential zone the accepted arrangement is for new lots to be provided with a grid electricity connection. The policy does however recognise that alternative electricity arrangements are becoming increasingly desired and allows for these arrangements in subdivision which are in rural or environmental zones (e.g. RU1 Primary Production and C4 Environmental Living).

The policy was last updated in 2018/19. The required arrangements were considered to reflect the technological advancements in off grid systems and were consistent with current practices and expectations for where no grid connection is acceptable. It was specifically intended to require subdivision in residential zones, including R5 Large Lot Residential, to supply lots with a grid electricity connection, rather than allowing for alternative arrangements as provided for in the rural or environmental living zones. This was considered to ensure that electricity (as essential infrastructure) is provided by developers at time of subdivision, consistent with the general community expectation and preventing associated costs being deferred to the future purchaser.

The circumstances of the subdivision at 141B Rossi Street are not unique. The supporting documentation does not provide any strong justification for why the circumstances of this development are different to warrant a variation to the policy nor does it demonstrate how an electricity supply running through proposed Lot 1 would have a detrimental impact on the amenity of the existing dwelling (especially given that the electricity can be run underground).

It should also be noted that supplying the grid connection to the lot does not prohibit a future purchaser from deciding to run their dwelling house entirely off grid.

Due to the absence of unique circumstances, supporting the variation would effectively mean that a precedent is set to allow other similar subdivisions in the R5 Large Lot Residential zone to proceed without supplying grid electricity to lots. Even adopting a position of only allowing this for lots of 2ha and above as suggested by the Applicant, could mean that several significant subdivisions in the pipeline may not need to supply a grid electricity connection.

It is recognised that alternative electricity supply arrangements are becoming increasingly desirable with technology improving to facilitate this, and that there are potential environmental benefits to off-grid arrangements. This has been reflected in the current policy which allows rural and environmental living subdivisions to be off-grid. It is not yet considered that this approach is suitable for subdivision in the large lot or residential zones.

7. Conclusion

From the assessment of the proposal it is recommended that a modified Development Consent be issued for the staging of the subdivision. However, it is recommended that the request to vary the *Electricity Supply and Telecommunication Service for Subdivision Policy* seeking to not supply a grid electricity connection be refused as:

- The policy requires the supply of grid electricity for subdivision in areas zoned R5 Large Lot Residential.
- The circumstances to support a variation are not unique and if approved would create an undesirable precedent.

Draft modified conditions for the staging are included in **Attachment D**.

STRATEGIC DIRECTION

Theme	1. –	Our Environment
Long Term Goal	EN4 –	Maintain a balance between growth, development and environmental protection through sensible planning
Strategy	EN4.2 –	Ensure development application assessment is thorough and efficient
Strategic Action	EN4.2.1 –	Implement the development process and implement changes aligning with the NSW Government’s best practice guidelines.

- ATTACHMENTS:**
- A. Locality Plan (*Under Separate Cover*) ⇨
 - B. Stage Plan of Subdivision and Supporting Letter (*Under Separate Cover*) ⇨
 - C. S4.55 Assessment (*Under Separate Cover*) ⇨
 - D. Draft Conditions (*Under Separate Cover*) ⇨

6.6 VARIATIONS TO DEVELOPMENT STANDARDS QUARTERLY REPORT

SUMMARY

Reporting on development standard variations approved in the fourth quarter (October – December) of 2021.

RECOMMENDATION

That the report on approved development variations for the fourth quarter of 2021 be noted

FINANCIAL IMPLICATIONS

Resources for development assessment are provided for in the current Operational Plan.

POLICY & LEGISLATION

- *Environmental Planning & Assessment Act 1979*
- *Environmental Planning & Assessment Regulation 2000*
- *Yass Valley Local Environmental Plan 2013*
- *Yass Valley Local Environmental Plan (Parkwood) 2020*
- *Planning Circular PS-20-002 Variations to Development Standards (5 May 2020)*

REPORT

Development Applications involving variations to development standards may be made under clause 4.6 *Yass Valley Local Environmental Plan 2013* and *Yass Valley Local Environmental Plan (Parkwood) 2020*. Variations to development standards must be accompanied by a written submission and the Secretary's concurrence cannot be assumed by a Council delegate if the development contravenes a numerical standard by greater than 10% or the variation is to a non-numerical standard.

Clause 4.6 of the Local Environmental Plans have requirements for the assessment of variations to the development standards and *Planning Circular PS 20-002 Variations to Development Standard* details the assumed concurrence, governance and reporting requirements for Council. Any variations approved are reported quarterly to the Department of Planning, Industry & Environment (DPIE), detailed in a publicly available online register on Council's website and must be presented to Council on a quarterly basis. Monitoring of these variations enables the DPIE and Council to determine whether development standards are appropriate, or whether changes are required.

The variations to development standards approved by Council or its delegate during fourth quarter (October – December 2021) are included in **Attachment A**.

ATTACHMENTS: A. Development Standard Variations Data Report Fourth Quarter 2021 (*Under Separate Cover*) [⇒](#)

6.7 YASS VALLEY DEVELOPMENT CONTRIBUTIONS PLAN 2018 - REVIEW OF OPERATION

SUMMARY

To report to Council the outcome of the public exhibition of the *Yass Valley Development Contributions Plan 2018* as updated with administrative changes and recommended the updated plan be adopted.

RECOMMENDATION

That Council adopted the Yass Valley Development Contributions Plan 2018 - updated October 2021

FINANCIAL IMPLICATIONS

The administrative changes will not change the amount of funds collected by the plan and have a no impact on the 2021/22 Operational Plan and budget.

However, the administrative changes will improve accountability within the plan by:

- Allow for review of projects cost over time
- Increasing the value of projects identified that can be funded under the Plan to allow for the multiplier effect of grant funding (up to 8: 1)
- Improve the accountability of expenditure under the plan by identifying how and when projects are delivered and how the Plan assisted with funding the delivery of an allowable project.

POLICY & LEGISLATION

- *Environmental Planning & Assessment Act 1979*

REPORT

The *Yass Valley Development Contributions Plan 2018* has now been in operation since 27 March 2019.

Council staff from the Strategic Planning and Infrastructure & Assets Directorates have recent completed a review of the Plan in relations to it operations.

This review has identified administrative changes that will improve the operations and accountability built into the Plan. These are:

1. All references to the former *Heavy Haulage Section 94 Plan 2006* and *draft Heavy Haulage Plan 2018* be replaced by *Yass Valley Heavy Haulage Development Contributions Plan 2021*
2. Section 3.1 be amended to show the correct names of the surrounding LGA's e.g. Gundagai changed to Cootamundra-Gundagai Regional Council
3. Section 1.2 be amended by including the following wording:
 - Appendix A is to be administratively reviewed and updated:
 - Annually (after adoption of the Operational Plan) for projects funded by the Plan
 - Bi-annually (after adoption of the Operation Plan) for changes in projects, alternate/contributing funding sources, estimated cost of project cost etc

4. Table 1.1 - Works Schedule to be replaced with the following table, which allows for additional projects that are likely to satisfy State and Federal grant criteria and the impact of the grant multiplier effect (up to 8:1):

Public Facilities	Estimated Cost	Amount to be funded by the Plan	
		100%	Supported by Grants
Pathways	\$3,865,000	\$3,865,000	\$1,682,500
Community Facilities	\$3,100,000	\$3,100,000	\$1,550,000
Open Space & Recreation	\$2,630,000	\$2,630,00	\$1,515,000
Roads	\$53,803,000	\$53,803,000	\$6,689,750
Totals	\$63,398,000	\$63,113,000	\$11,437,250

5. An updated Appendix A
 6. Appendix B be deleted
 7. Appendix C be renamed Appendix B

In October 2021 Council determined that the updated plan be placed on public exhibition

The updated *Yass Valley Development Contributions Plan 2018* was placed on exhibition in November 2021 and closed on the 28 January 2022.

One submission was received, which endorse the use of funds to upgrade rural roads plus raised a specific service issue unrelated to the plan.

It is recommended that the updated *Yass Valley Development Contributions Plan 2018* be adopted (refer **Attachment A**).

STRATEGIC DIRECTION

Key Pillar 4. Our Infrastructure

CSP Strategy IN3 - Maintain and improve road infrastructure and connectivity

Delivery Program Action IN3.1 - Deliver transport asset infrastructure, maintenance, renewal and enhancement programs for urban, rural and regional roads to maintain or improve overall condition

Operational Plan Activity IN3.1.1 - Deliver annual program for urban, rural and regional road renewal and construction, including bridges and stormwater

ATTACHMENTS: A. *Yass Valley Development Contributions Plan 2018 - updated October 2021 (Under Separate Cover)* [↗](#)

6.8 SAFETY AROUND SCHOOLS UPDATE - GUNDAROO PUBLIC SCHOOL AND ROSSI STREET YASS

SUMMARY

To present a report on the outcome from reviewing the scope and new procurement process for safety around school works for Gundaroo Public School and Rossi Street Yass.

RECOMMENDATION

That:

- 1. An additional up to \$130,000 be allocated to the 2021/22 Operational Plan from the Infrastructure Reserve, which will cover the funding shortfall for the construction and project management expenses*
- 2. Council continue to work with TfNSW to fund the project shortfall or part thereof from the Road Safety grant programs*
- 3. The 2021/22 Operational Plan be adjust to reflect any additional grant funding received*

FINANCIAL IMPLICATIONS

The 2021/22 Operational Plan includes budget funding for:

- Gundaroo Public School project– \$64,000
- Rossi Street Yass projects - \$64,000

Both projects are funded by TfNSW under the Federal and State Governments Road Safety Program, School Zone Infrastructure Sub Program.

Revised prices to undertake these projects indicate \$130,000 of additional funding is required.

- Gundaroo Public School project– \$65,000
- Rossi Street Yass projects - \$65,000

Council has submitted a variation for additional funding to TfNSW for 100% of the project shortfalls, however it is unclear when Council will be advised of the outcome of this variation request.

Since this project is currently scheduled to be completed by 30 June 2022 with some of the work to commence at the start of the 1st term 2022 school holidays a commitment to funding is required for the project to proceed. A recommendation has been included for a commitment from Council to fund the shortfall (\$130,000) from the Infrastructure Reserve, which has a current estimated balance, as at 30 June 2022, of \$2M (less any funds approved in other reports being considered).

POLICY & LEGISLATION

- *Local Government Act 1993*

REPORT

1. Background

Council has received funding under the Federal and State Governments Road Safety Program, School Zone Infrastructure Sub Program, and intends to undertake several school safety projects in the LGA. The following safety upgrades have previously been subject to a procurement process and the project costs has been above the available budget. This matter was reported to Council at it October 12021 meeting and it was resolved to review the scope of works and to undertake a new procurement process.

Project	Location	Details
Gundaroo School parking upgrades	Lot Street, Gundaroo	Install pedestrian refuge, upgrade existing carpark including adding a disabled carpark , construct a shared pathway and create a kiss and drop zone
Mt Carmel School Crossing upgrade	Rossi Street, Yass	Upgrade the existing school crossing

2. Action Taken

Council staff have reviewed the original scope of works and made minor changes. Quotations have been received to undertake these work and the best value offer including project management leaves a \$65,000 shortfall for each project.

Council has submitted a grant variation into TfNSW and are awaiting advice of the outcome. However, it is not expected that this will be known until late March 2022.

Under the grant conditions both of these projects are due for completion by 30 June 2022 and part of the work had been scheduled to commence at the start of the end of 1st term's school holidays.

To achieve these requirements work must commence on these projects in the near future.

It is recommended Council commit to fund the shortfall or part thereof depending on the outcome from the variation request. This commitment is proposed to be funded by the Infrastructure Reserve.

STRATEGIC DIRECTION

- Key Pillar 4. Our Infrastructure
- CSP Strategy IN3 - Maintain and improve road infrastructure and connectivity
- Delivery Program Action IN3.1 - Deliver transport asset infrastructure, maintenance, renewal and enhancement programs for urban, rural and regional roads to maintain or improve overall condition
- Operational Plan Activity IN3.1.1 - Deliver annual program for urban, rural and regional road renewal and construction, including bridges and stormwater

ATTACHMENTS: Nil

6.9 CHANGE OF LOCATION FOR WATER TREATMENT PLANT SOLAR POWER INSTALLATION

SUMMARY

In the 2021/2022 Operational Plan, Council approved the installation of Solar Power on the Yass Water Treatment Plant. This report seeks Council's approval to change the location of the Solar Power from the Yass Water Treatment Plant to the Morton Street Pump Station.

RECOMMENDATION

That:

1. *The installation of the Solar Power system initially planned for the Yass Water Treatment Plant be relocated to the Morton Street Pump Station*
2. *Options for the installation of Solar Power be included in the Yass Water Treatment Plant Upgrade Stage 2 and 3*

FINANCIAL IMPLICATIONS

No change will be required to the financial allocation for Solar Power for Water Fund assets in the Operational Plan. Any savings due to the smaller roof space and newer technology at the Morton Street Pump Station will be returned to the Water Reserve.

POLICY & LEGISLATION

Nil.

REPORT

In the 2021/22 Operational Plan and Budget, Council committed to the installation of Solar Power at the Yass Water Treatment Plant, Yass Sewage Treatment Plant and the Works Depot. Funding was allocated for all three projects. Council staff have progressed the projects and have appointed a Contractor to complete the installation. A detailed review of the Water Treatment Plant has raised concerns due to the aging electrical infrastructure and the potential for the site to be decommissioned in the short to medium term due to the Yass Water Treatment Plant Upgrade Project.

Council staff sought alternate options for the deployment of Solar Power technology within the Water network. The Morton Street Pump Station was identified as a suitable location. It is new infrastructure built to support the Yass to Murrumbateman Pipeline and has a high daily power usage that can be programmed to work on solar technology.

The installations at the Sewage Treatment Plant and the Works Depot are not impacted by this change.

STRATEGIC DIRECTION

Key Pillar	1.	Our Environment
CSP Strategy	EN5 -	To investigate and implement approaches to reduce our carbon footprint
Delivery Program Action	EN5.4 -	Investigate low carbon technologies when Council assets are developed or due for replacement
Operational Plan Activity	EN5.4.1 -	Install solar technology on the Water Treatment Plant and the Sewage Treatment Plant

ATTACHMENTS: Nil

6.10 YASS WATER TREATMENT PLANT UPGRADE PROJECT UPDATE

SUMMARY

The Yass Water Treatment Plant Upgrade Project is an important and challenging project for the Yass Valley Council. Council requested bimonthly update reports be provided on the project.

RECOMMENDATION

That the update report and work completed on the Water Treatment Plant Upgrade Project be noted

FINANCIAL IMPLICATIONS

Final approval of the Stage 1 Grant for \$2.543m is still awaiting final sign off from Treasury.

POLICY & LEGISLATION

- *Local Government Act 1993*

REPORT 1. Background

The upgrade of the Yass Water Treatment Plant is being progressed in three stages:

1. Early Works package includes installation of bubble plume aeration at Yass Dam, upgrade of Raw Water Pump Station, and urgent works at Yass Water Treatment Plant
2. Major treatment plant upgrades
3. Rehabilitation of selected treatment process units in the existing WTP.

2. Progress to date

2.1 Stage 1 – Early Works

- Long lead time items including the compressor, dosing skids, electrical switchboards, and water quality instrumentation have all been ordered.
- Tendering, evaluation and approvals of the work packages were completed by the end of January 2022.
- Contracts were issued in early February for three works packages listed below:
 - Electrical and mechanical works
 - Civil and Building Works
 - Integration Works (control systems)
- Works at sites are scheduled to commence in late-February and mainly involves the followings.
 - Yass Dam (construction of pipeline and underwater installation of diffuser pipes in the floor of the dam)
 - Raw Water Pump Station (new electrical switch board, control system, refurbishing of pumps and a compressor for bubble plume aeration)
 - Yass WTP (installation of dosing equipment for alum, potassium permanganate, water quality monitoring equipment, control system)
- Final sign-off of the Deed by NSW Treasury is also expected by mid-February.

- There are latent risks associated with the effects of pandemic on the supply chain for equipment and construction materials.

2.2 Stage 2 – New Water Treatment Facilities

Design and business case development for Stage 2 works based on the recommendations of the Peer Reviewer is progressing. Currently awaiting final proposal from Hunter H2O for the completion of the design and business case. Meeting with DPIE is required for overall design development and tender requirements. Existing Deed expires in June 2022 and will require to be renegotiated with RestartNSW.

2.3 Stage 3 – Rehabilitation of Existing Treatment Process Units

The Stage 3 design and business case tasks have not yet commenced and will recommence based on the recommendations of the Peer Reviewer once Stage 2 works have been consolidated.

2.4 Consultation with DPIE (Water)

- Council continues to consult with DPIE on Stage 1 designs and the Stage 2 development process. DPIE have provided additional design guidance on the bubble plume aeration system

3. Next Steps

- Commence and complete Stage 1 Construction
- Progress with Stage 2 and 3 Concept Design, Detailed Design and Business Case
- Liaison and procurement for additional land for expanding the WTP site

STRATEGIC DIRECTION

Key Pillar	4.	Our Infrastructure
CSP Strategy	IN5 -	Ensure high quality water supply options for the towns in the region
Delivery Program Action	IN5.1 -	Council to supply quality water, cater for growth and quality enhancements that addresses the community needs
Operational Plan Activity	IN5.1.4 -	Carry-out 'urgent' works at Yass Water Treatment Plant (WTP) to reduce the risks to water quality and supply (Stage 1)

ATTACHMENTS: Nil

6.11 INVESTMENT AND BORROWINGS REPORT - NOVEMBER 2021, DECEMBER 2021 AND JANUARY 2022

SUMMARY

In accordance with clause 212 *Local Government (General) Regulation 2005*, this report provides a summary of Council's investments as of 30 November 2021, 31 December 2021 and 31 January 2022. In accordance with paragraph (1)(b), it can be certified that the investments listed have been made in accordance with the Act, the Regulations and Council's Investment Policy.

RECOMMENDATION

That the November 2021, December 2021 and January 2022 Investment Reports be noted

FINANCIAL IMPLICATIONS

The investment portfolio assists with Council's cash flow and funding of projects identified in the Operational Plan.

POLICY & LEGISLATION

- s625 *Local Government Act 1993*
- Clause 212 *Local Government (General) Regulation 2005*
- Investment Policy

REPORT

1. Comments on Economic Climate – November 2021

The RBA continues to hold the cash rate at 0.10%.

Global economic activity steadied in November, with data releases suggesting an overall solid pace of global growth, after the deceleration seen in October 2021. But while economic activity remains healthy in developed economies, Chinese data pointed to weaker growth. Coal, gas and iron ore imports also fell from September to October 2021, consistent with a further slowing in property construction.

Inflation continued to accelerate in many economies. Supply chain disruptions and high energy prices continue to boost prices. It is expected that much of the recent rise in inflation will prove transitory.

In Australia, the data was also positive. Credit card spending data suggests that activity rapidly recovered losses sustained during the lockdowns.

The RBA flagged it will be mid-2023 before inflation sustainably reaches the mid-point of its 2-3% target band, indicating that rate hikes should not then commence until early 2024. RBA Governor Lowe pushed back on market expectations for hiking to commence as early as 2022 and reiterated that recent acute inflationary pressures are transitory.

Source: TCorp Economic commentary – November 2021

2. Comments on Economic Climate – December 2021

The RBA continues to hold the cash rate at 0.10%.

Global economic activity remained sound in December 2021, as data releases suggested the economy was on a good footing when the Omicron COVID-19 variant began to surge worldwide. In Europe, industrial production rose a brisk 1.1%, with production now almost completely recovered to its pre-COVID levels.

Australian economic data released in December 2021 pointed to ongoing, solid rebound in activity in the final quarter. Business and consumer confidence readings, employment and weekly job adverts were sound in the lead up to Christmas. There were, however, signs that the housing market is certainly cooling with housing finance dropping in its October release and weekly auction clearance rates coming off in the final weeks of 2021.

The RBA reiterated that sufficient inflation for the bank to hike rates will likely “take some time”.

Source: TCorp Economic commentary – December 2021

3. Comments on Economic Climate – January 2022

The RBA continues to hold the cash rates at 0.10%.

Global economic data was solid overall in January 2022, indicating resilient activity in the face of renewed growth in the number of COVID-19 infections. US manufacturing remained firm while payroll growth was unexpectedly slow as retail sales weakened.

In Europe, manufacturing and retail spending remained stable. China showed signs of activity turning down significantly.

Recent inflation data points to ongoing, elevated price pressures in many major economies which has fanned fears high inflation is now entrenched. The impact of supply chain disruptions and high household energy costs on prices continues to be a major driver of higher inflation.

Australian economic data released in January 2022 reflected an impressive resilience in the economy before, and during, the Omicron wave of COVID-19 infections. The national unemployment rate fell and the Westpac consumer confidence survey showed sentiment held firm in January.

Higher construction costs and petrol prices are the key drivers behind consumer prices increasing. Market rate hike expectations have been brought forward to as early as May 2022.

Source: TCorp Economic commentary – January 2022.

4. Summary of Movements in Council Investments for the Month of November 2021

Opening Balance 1 November 2021		\$25,700,000
Less Investments redeemed:		\$5,000,000
NAB	\$2,000,000	
Macquarie	\$1,000,000	
CBA	\$2,000,000	
Plus Investments placed:		\$5,000,000
NAB	\$2,000,000	
Macquarie	\$1,000,000	
CBA	\$2,000,000	
Closing Balance 30 November 2021		\$25,700,000

Valuations of Council investments are detailed in [Attachment A](#).

Summary of Movements in Council Investments for the Month of December 2021

Opening Balance 1 December 2021		\$25,700,000
Less Investments redeemed:		\$2,000,000
AMP	2,000,000	
Plus Investments placed:		\$3,500,000
AMP	2,000,000	

Illawarra Credit Union	1,500,000	
Closing Balance 31 December 2021		\$27,200,000

Valuations of Council investments are detailed in **Attachment B.**

Summary of Movements in Council Investments for the Month of January 2022

Opening Balance 1 January 2022		\$27,200,000
Less Investments redeemed:		\$3,500,000
ME Bank	1,000,000	
AMP	1,000,000	
CBA	1,500,000	
Plus Investments placed:		\$2,000,000
AMP	1,000,000	
AMP	1,000,000	
Closing Balance 31 January 2022		\$25,700,000

Valuations of Council investments are detailed in **Attachment C.**

5. Council Loans

Council has four loans with balance owing as of 30 June 2021 of \$15.46m. The table below provides loan details. Indicative repayments for 2021/22 are shown for both principal and interest, for all current loans. Balances will not change monthly as the most frequent repayment cycle is quarterly.

	Balance as at 30 June 2021	Projected Balance as at 30 June 2022	Interest rate	Comment	Principal 2021/22	Interest 2021/22
General Loan	\$ -	\$ -	-	-	\$ -	\$ -
Sewer - CBA Loan for Sewer Infrastructure	\$ 3,778,024	\$ 3,593,096	4.82% Fixed	Payable over 20 years, fully repaid in 2035/36	\$ 184,928	\$ 178,809
Water - NAB Dam wall	\$ 8,611,093	\$ 8,275,818	6.96% Fixed	Total loan over 30 years. Fixed rate period of 10 years to Aug 2022, to be renegotiated at that time	\$ 335,274	\$ 607,414
Water - Yass to Murrumbateman water supply (Tcorp)	\$ 1,988,019	\$ 1,761,055	2.55% Fixed	Payable over 10 years, fully repaid in 2029	\$ 226,964	\$ 48,536
Water main and pump station upgrades (Tcorp)	\$ 1,086,237	\$ 962,226	2.55% fixed	Payable over 10 years, fully repaid in 2029	\$ 124,011	\$ 26,519
TOTAL LOANS	\$ 15,463,373	\$ 14,592,195			\$ 871,177	\$ 861,278

STRATEGIC DIRECTION

- Key Pillar 5. Our Civic Leadership
- CSP Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community
- Delivery Program Action CL1.6 - Maximise Council’s ability to generate income
- Operational Plan Activity CL1.6.2 - Review returns on commercial activities and investment instruments

- ATTACHMENTS:**
- A. November 2021 Investment Report (*Under Separate Cover*) ⇨
 - B. December 2021 Investment Report (*Under Separate Cover*) ⇨
 - C. January 2022 Investment Report (*Under Separate Cover*) ⇨

6.12 RATES ARREARS

SUMMARY

This report is to provide Council an update on rate arrears for the second quarter of 2021/22 financial year. Rate arrears totalled \$1,241,261 at 30 June 2021 and has now been reduced to \$837,346 at 31 December 2021. This represents an improvement of \$403,915 or 32.54 %.

RECOMMENDATION

That the report on Rates Arrears be noted

FINANCIAL IMPLICATIONS

Nil

POLICY & LEGISLATION

- Debt Recovery Policy

REPORT The table below shows the details of the levied rates and charges arrears as of 31 December 2021:

	Rates and Charges Levied (incl. interest)	Amount Paid (1 Jul to 31Dec 2021)	Balance Outstanding 2021	Percent Paid (1 Jul to 31 Dec 2021)
Arrears to 30 June 2021	\$1,241,261.36	\$403,915.13	\$837,346.23	32.54%
Current FY Rates, Charges and Interest billed since 1 July 2021	\$19,042,898.00	\$10,160,151.54	\$8,882,746.46	53.35%
TOTAL	\$20,284,159.36	\$10,564,066.67	\$9,720,092.69	52.08%

Council deals with hardship requests on a case-by-case basis. For the second quarter of 2021/22 Council has not received any hardship requests.

In comparing the same period in 2020, the balance outstanding at December 2020 was 53.41% or \$9,080,398 of total rates and charges.

STRATEGIC DIRECTION

Key Pillar 5. Our Civic Leadership

CSP Strategy CL4 - Actively investigate and communicate funding sources and collaboration opportunities

Delivery Program Action CL4.1 - Monitor and distribute information from government agencies relating to funding opportunities

Operational Plan Activity CL4.1.1 - Distribute grant opportunities to community groups

ATTACHMENTS: Nil

6.13 2ND QUARTER BUDGET REVIEW 2021/22

SUMMARY

This report provides the 2021-22 Second Quarterly Budget Review Statements (QBRs) for the period 1 July to 31 December 2021. Council's projected year end net operating result before capital is expected to improve from a budgeted surplus of \$32k to a budgeted surplus of \$447k for 2021/22 financial year. These adjustments will result in Operating Performance ratio move from original projection at -1.36% to -0.03%.

RECOMMENDATION

That:

1. *The Quarterly Budget Review Statements adjustments be adopted and the relevant income and expenditure budget adjustments be approved.*
2. *In accordance with the Local Government (General) Regulation (NSW) Clause 203 (2)(a), Council's financial position as at 31 December 2021 is satisfactory, having regard to revised projected estimates of income and expenditure, and the original budgeted income and expenditure.*

FINANCIAL IMPLICATIONS

The details of Council's projected year end net operating result before capital changes for the 2021/22 financial year are contained within the following report and attachments.

POLICY & LEGISLATION

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Office of Local Government 2010 QBRs Guidelines*

REPORT

1. Background

In accordance with Clause 203 (Budget Review Statements and Revision of Estimates) *Local Government (General) Regulations 2005*:

- (1) Not later than two months after the end of each quarter, the responsible accounting officer of a Council must prepare and submit to the Council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the Council's Revenue Policy included in the Operational Plan for the relevant year, a revised estimate of the income and expenditure for that year.
- (2) A budget review statement must include or be accompanied by:
 - (a) A report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure; and
 - (b) If that position is unsatisfactory, recommendation for remedial action.

In accordance with Clause 211 (Authorisation of expenditure) *Local Government (General) Regulations 2005*:

- (1) A council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:

- (a) has approved the expenditure, and
- (b) has voted the money necessary to meet the expenditure.

2. Budget Review

This Quarterly Budget Review Statements (QBRs) is a summary of Council's financial position at the end of the second quarter for the financial year ended 30 June 2022.

The quarterly budget review process is the mechanism through which Council and the community are informed of Council's progress against the Operational Plan (annual budget), together with recommendations for changes and reasons for any budget variations.

The QBRs details appear as **Attachment A** and produced in accordance with the guidelines and standards issued by the Office of Local Government.

Council is provided with a breakdown of the budget and actuals by functional/service unit and key performance indicators (financial ratios).

2.1 Summary

Council's original budgeted operational revenue was \$43.429M. After the second quarter budget review, and a number of budget adjustments outside of the QBRs process, Council is now expecting operational revenue of \$51.489M. The majority of this is due to additional operational and capital grant funding opportunities secured.

Council's original operational expenditure budget of \$31.727M has increased slightly to \$31.984M. Works that were carried forward as they were not completed during the 2020-21FY contributed \$299K additional expenditure. During the second quarter budget review a number of cost savings have been identified, including savings from staff positions that have been budgeted for but not yet filled.

Council's capital budget had also increased from \$17.779M to \$36.916M due to additional grant funds secured for additional works, along with capital works being carried forward into this financial year of approximately \$12M.

2.2 Operational Budget Result

As a result of this budget review, Council's projected year end net operating result before capital is expected to increase from a budgeted surplus of \$32K to a budgeted surplus of \$447K for 2021/22FY. The primary driver of this result is due to savings being identified from staff positions that have not yet been filled and a significant reduction to the Emergency Services Contribution Levy.

Council has been successful in obtaining a number of grants which will allow additional projects and programs to be undertaken. Some of these grants include:

- Crown Reserve Improvement Fund
- Community War Memorials Fund
- COVID-19 Community Grant Program: \$90,000

Council also received final cash payments this quarter from grant projects that were completed in the previous financial year.

The progress of specifically identified Operational projects is included in **Attachment B**.

2.3 Capital Budget Result

As a result of this second quarter budget review, Council's anticipated expenditure on capital items is expected to increase by \$538K for 2021/22. This will bring the total capital works program to approximately \$36M (excluding loan payments which are capital in nature). This is primarily due to Council's purchase of land that was for sale for unpaid rates and additional works to be carried out as grant funding has been secured.

The progress of Council's Capital works program is included in **Attachment C**.

STRATEGIC DIRECTION

Key Pillar 5. Our Civic Leadership

CSP Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community

Delivery Program Action CL1.5 - Improve Council's operating performance (operating performance ratio)

Operational Plan Activity CL1.5.1 - Report to the Operating Performance Ratio to Council in the quarterly budget reviews

- ATTACHMENTS:**
- A. Second Quarter Budget Review Statement (*Under Separate Cover*) [⇒](#)
 - B. Operational Projects as at 31 December 2021 (*Under Separate Cover*) [⇒](#)
 - C. Capital Projects as at 31 December 2021 (*Under Separate Cover*) [⇒](#)

6.14 SIX MONTHLY PROGRESS REPORTING ON THE 2017/18 - 2020/21 DELIVERY PROGRAM

SUMMARY

In line with the Integrated Planning and Reporting Framework, Council is required to report on progress against the actions and activities identified in its Delivery Program. This report contains the status of actions and activities undertaken for the period 1 July 2021 to 31 December 2021.

RECOMMENDATION

That the six monthly Progress Report for the 2017/18 – 2020/21 Delivery Program for period 1 July 2021 to 31 December 2021 be noted

FINANCIAL IMPLICATIONS

Reports progress against Council's adopted Key Performance Indicators for the Delivery Program and Operational Plan and has no direct financial impact.

POLICY & LEGISLATION

- *Local Government Act 1993*
- *Local Government Regulations 2005*
- Integrated Planning and Reporting Framework

REPORT

The report provided at **Attachment A** tracks progress against the actions and activities adopted by Council in its 2017/18 – 2020/21 Delivery Program and across the period 1 July 2021 to 31 December 2021.

The report highlights significant achievements against the Community Strategic Plan for all the actions and activities that have been completed and summarises actions that have not been completed.

STRATEGIC DIRECTION

Key Pillar	5.	Our Civic Leadership
CSP Strategy	CL1 -	Effect resourceful and respectful leadership and attentive representation of the community
Delivery Program Action	CL1.4 -	Be compliant, more efficient and effective
Operational Plan Activity	CL1.4.2 -	All regulated compliance is adhered to

ATTACHMENTS: A. Six Monthly Progress Reportin - June-December 2021 (*Under Separate Cover*) [↗](#)

6.15 DRAFT COMMUNITY STRATEGIC PLAN - PUBLIC EXHIBITION

SUMMARY

The *Draft Yass Valley Council Community Strategic Plan (CSP)* has been prepared. This report is to present the draft and recommend that the document on public exhibition for 28 days.

RECOMMENDATION

That in accordance with paragraph 1.6 of the Integrated Planning and Reporting Guidelines for Local Government in NSW, place the draft Community Strategic Plan on public exhibition, commencing 28 February 2022 and concluding 28 March 2022.

FINANCIAL IMPLICATIONS

Minor costs associated with placing the Draft CSP on public exhibition will be covered by existing budgets.

POLICY & LEGISLATION

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- *Integrated Planning and Reporting Guidelines for Local Government in NSW September 2021*

REPORT

The *Draft Community Strategic Plan* (refer **Attachment A**) has been prepared in accordance with the requirements of s402 *Local Government Act 1993* and the *Integrated Planning and Reporting Guidelines for Local Government in NSW September 2021*. Pursuant to s196A *Local Government (General) Regulation 2021* Council must comply with the guidelines.

Section 402 *Local Government Act 1993* requires that Council endorse a Community Strategic Plan by 30 June 2022.

The Guidelines require the *Draft Community Strategic Plan* be placed on public exhibition for a period of at least 28 days and comments from the community must be accepted and considered prior to the endorsement of the final *Community Strategic Plan*.

Copies of the *Draft Community Strategic Plan* will be available for download from Council's website, or for viewing at Council's Administration Office and the Yass Library.

The endorsed final *Community Strategic Plan* will form part of the *Regional Community Strategic Plan*.

STRATEGIC DIRECTION

Key Pillar 5. Our Civic Leadership

CSP Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community

Delivery Program Action CL1.4 - Be compliant, more efficient and effective

Operational Plan Activity CL1.4.11 - Complete the 2021-2024 Community Strategic Plan

ATTACHMENTS: A. Draft Yass Valley Council Community Strategic Plan 2042 (*Under Separate Cover*) [⇒](#)

6.16 LEASING/LICENCING OF COUNCIL LAND & BUILDINGS POLICY

SUMMARY

The *Leasing of Council Property Policy* has been updated, renamed, and reviewed to better reflect the leasing and licencing options available throughout the Yass Valley area.

RECOMMENDATION

That the Leasing/Licencing of Council Land & Buildings Policy be placed on public exhibition for a period of 28 days and adopted if no significant submissions are received

FINANCIAL IMPLICATIONS

There are no financial implications for Council in the preparation and adoption of the Leasing/Licencing of Council Land and Buildings Policy.

POLICY & LEGISLATION

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- *Roads Act 1993 and Road Regulation 2018*
- *Crown Land Management Act 2016*

REPORT

Council's existing *Leasing of Council Property Policy* (refer **Attachment A**) has been reviewed and updated to ensure it remains fit for purpose. The revised policy has been renamed *Leasing/Licencing of Council Land & Buildings Policy* (refer **Attachment B**) and is suitable to be placed on public exhibition.

A more thorough and comprehensive description of the types of Council Land with the applicable legislation more appropriately defined to correctly implement any lease or licence agreement.

A procedure will be created to explain the process of completing each individual type of lease agreement.

STRATEGIC DIRECTION

Key Pillar	5.	Our Civic Leadership
CSP Strategy	CL1 -	Effect resourceful and respectful leadership and attentive representation of the community
Delivery Program Action	CL1.4 -	Be compliant, more efficient and effective
Operational Plan Activity	CL1.4.7 -	Complete the Councillor induction program

- ATTACHMENTS:**
- A. Existing Leasing of Council Property Policy (*Under Separate Cover*) ⇒
 - B. Draft Leasing/Licencing of Council Land & Buildings Policy (*Under Separate Cover*) ⇒

6.17 DRAFT FINANCIAL ASSISTANCE, GRANTS & DONATIONS POLICY

SUMMARY

Council is committed to providing consistent, open and equitable financial assistance to the community with the Yass Valley Local Government Area. Council is looking to manage funding opportunities to support community organisations and individuals to conduct activities, build capacity, host events, and build strong partnerships.

RECOMMENDATION

That the draft Financial Assistance, Grants & Donations Policy be placed on public exhibition for a period of 28 days and adopted if no significant submissions are received

FINANCIAL IMPLICATIONS

Council currently provides community support of approx. \$185,000 through financial assistance, grants, donations, and in-kind assistance. Council needs to slightly reduce this level of support over the next 10 years to continue to be sustainable.

POLICY & LEGISLATION

- Sections 8 and 356, *Local Government Act 1993*
- Yass Valley Heritage Strategy 2017-2020

REPORT

Council currently provides the community with approximately \$100,000 in financial assistance as part of the existing Mayoral Discretionary Donations, Rates and Charges Donations; \$35,000 of Local Heritage Grants; and more than \$50,000 through in-kind assistance (such as free access by the community to Council facilities and parks, staff assistance with community programs, and unbudgeted programs).

Council looks to continue to support its local community through economic development and community events/programs. To enable this, Council is unable to continue to provide financial assistance at such a high level moving forward.

Council staff have reviewed other rural Council funding policies and have come up with new *Financial Assistance, Grants & Donations Policy* (refer **Attachment A**) to ensure continued support at an acceptable financial level.

The new policy is a compilation of three policies i.e. *Mayoral Discretionary Donations* (refer **Attachment B**), *Rates and Charges Donations* (refer **Attachment C**) and *Local Heritage Grants* (refer **Attachment D**) into one. Community groups or individuals will be required to apply for assistance on an annual basis. The application will need to outline what the funds will be spent on, how this will benefit the Yass Valley community, and provide a reconciliation by the end of the financial year.

The new policy outlines the Community Grants (including in-kind assistance), Local Heritage Grants, and Mayoral donations. There will be no change to the amount of Local Heritage Grants, we are looking to streamline the financial assistance, grants, donations, and in-kind assistance to the community.

Applications will only be considered once per year (except Mayoral Discretionary Fund). Applications will be assessed on how they contribute and achieve one or more of the *Community Strategic Plan 2016-2036* strategies. The Director Corporate & Community will review the applications and provide comment for the elected Council to make a final determination on which applications will be approved for funding and what amount is allocated. The decision will be published in local and social media, included in Council's annual

Operational Plan (budget), and reported in the Annual Report under s356 *Local Government Act 1993*. Once the Operational Plan is approved, applicants will be notified in writing if their application was successful.

STRATEGIC DIRECTION

Key Pillar 5. Our Civic Leadership

CSP Strategy CL1 - Effect resourceful and respectful leadership and attentive representation of the community

Delivery Program Action CL1.4 - Be compliant, more efficient and effective

Operational Plan Activity CL1.4.10 -Review the project management framework

- ATTACHMENTS:**
- A. Draft Financial Assistance Grants and Donations Policy (*Under Separate Cover*)
 - B. Redundant Mayoral Discretionary Donations Policy (*Under Separate Cover*)
 - C. Redundant Rates and Charges Donations Policy (*Under Separate Cover*)
 - D. Redundant Local Heritage Grants (*Under Separate Cover*)

6.18 DRAFT ASSET MANAGEMENT POLICY

SUMMARY

The purpose of Asset Management is to ensure that Council has an appropriate range of equipment, facilities and infrastructure for current and future needs provided in a sustainable manner through consistent and strategic management of assets ensuring appropriate and affordable levels of service to residents, visitors and the environment.

RECOMMENDATION

That the draft Asset Management Policy be placed on public exhibition for a period of 28 days and adopted if no significant submissions are received

FINANCIAL IMPLICATIONS

The management of community assets and Council assets places a significant financial burden on Council. The costs are met from a variety of sources such as General Revenue, the Water, Waste Water and Waste Funds, and State and Federal Grants. Sound asset management is required to ensure that Council can manage assets over the long term.

POLICY & LEGISLATION

- *Local Government Act 1993*
- Integrated Planning and Reporting Framework

REPORT

Council, on behalf of the Yass Valley community, manages approximately \$600 million of community assets required to deliver a wide range of services to the community. These assets represent a large part of the Council budget and require close management to ensure they are maintained, renewed, and upgraded in an affordable manner that delivers the agreed level of service to the community.

Council's assets include roads, drains, water, sewerage, parks and recreation areas, and public buildings. Their lifecycle and condition can be difficult to determine and are subject to the impacts of adverse climatic conditions and natural disasters. The lifecycle costs of these assets can be large and difficult to determine and often the financing of works goes through peaks and troughs as grants become available.

Council's responsibility for the operation, maintenance, renewal, and upgrading of community assets places a significant burden on its budget. To ensure that Council maintains a sustainable asset base, detailed analysis and difficult decision making are required. The *Asset Management Policy* provides the foundation of the Asset Management within Council. The Policy was last reviewed in 2010 and as a result of significant change in the Asset Management Structure within Council in late 2020 the new policy at **Attachment A** has been developed. This policy will be used to develop the *Asset Management Strategy* and *Asset Management Plans* for all assets to meet the requirements of the Integrated Planning and Reporting Framework.

STRATEGIC DIRECTION

Key Pillar	5.	Our Civic Leadership
CSP Strategy	CL1 -	Effect resourceful and respectful leadership and attentive representation of the community
Delivery Program Action	CL1.7-	Ensure that Council's assets are being renewed faster than they are deteriorating
Operational Plan Activity	CL1.7.1 -	Finalise asset management plans for all asset classes

ATTACHMENTS: A. Draft Asset Management Policy (*Under Separate Cover*) [⇒](#)

6.19 COUNCIL COMMITTEES

SUMMARY

To assist with various Council functions and projects there are a variety of Committees that Council could use. A Committee Framework was adopted in July 2021. Council representatives to Committees of Council, Advisory Committees, Focus Groups, Project Working Parties/Steering Committees and external Committees need to be determined.

RECOMMENDATION

That:

1. *The revised Committee Framework and Guidelines (February 2022) be endorsed*
2. *The negotiations continue with community organisations interested in operating Council facilities in accordance with an appropriate Memorandum of Understanding, lease or licence*
3. *The following appointments to the Committees be determined:*

Committee	Council Representative	Frequency of Meeting
Committees of Council		
<i>General Manager Performance Review Committee</i>	<i>All Councillors</i>	<i>Annually</i>
<i>Audit, Risk & Improvement Committee</i>	<i>Cr Jim Abbey</i>	<i>3 meetings per annum</i>
Advisory Committees		
<i>Economic Development Advisory Committee</i>	<i>2 Councillors</i>	<i>4 meetings per annum</i>
<i>Aboriginal Consultative Committee</i>	<i>2 Councillors</i>	<i>4 meetings per annum</i>
<i>Youth Council</i>	<i>1 Councillor</i>	<i>4 meetings per annum</i>
<i>Coppabella Wind Farm Community Enhancement Fund Advisory Committee</i>	<i>Mayor or Councillor delegate General Manager or delegate</i>	<i>2 meetings per annum</i>
<i>Rye Park Community Enhancement Fund Advisory Committee</i>	<i>Mayor or Councillor delegate General Manager or delegate</i>	<i>2 meetings per annum</i>
<i>Bango Wind Farm Community Enhancement Fund Advisory Committee</i>	<i>Mayor or Councillor delegate General Manager or delegate</i>	<i>2 meetings per annum</i>
<i>Springdale Solar Farm Community Enhancement Fund Advisory Committee</i>	<i>Mayor or Councillor delegate General Manager or delegate</i>	<i>2 meetings per annum</i>
Focus Groups		
<i>Public Arts Focus Group</i>	<i>2 Councillors</i>	<i>As required</i>
<i>Murrumbateman Recreation Grounds Focus Group</i>	<i>2 Councillors</i>	<i>Annually</i>
<i>Sports Council</i>	<i>1 Councillor</i>	<i>2 meetings per annum</i>

Memorial Hall Focus Group	2 Councillors	Annually
Project Working Parties / Steering Committees		
Open Space Strategy Project Committee	2 Councillors	As per project brief
Yass Main Street Project Committee	2 Councillors	As per project brief
External Committees		
Canberra Region Joint Organisation	Mayor	4 meetings per annum
Regional Planning Panel (see note below)	Skills and experienced based nominee	As required
Local Emergency Management Committee	Director Assets & Infrastructure and LEMO	4 meetings per annum
Local Rescue Committee	Director Assets & Infrastructure	4 meetings per annum
Regional Emergency Management Committee	Director Assets & Infrastructure	As required
Local Traffic Committee	Councillor/Officer	4 meetings per annum
Ginninderry Conservation Trust	Cr Jasmin Jones	
ACT & Region Catchment Management Coordination Group	General Manager Alternate - Director Planning & Environment	4 meetings per annum
South East Australia Transport Strategy Inc	Director Assets & Infrastructure	4 meetings per annum
Southern Tablelands Regional Arts	1 Councillor Director Corporate & Community	2 meetings per annum
South East Weights of Loads Group	Manager Engineering Services	
South West Regional Waste Management	Manager Facilities & Waste Assets	
Coppabella Wind Farm Community Consultative Committee	1 Councillor	
Rye Park Community Consultative Committee	1 Councillor	
Bango Wind Farm Community Consultative Committee	1 Councillor	
HumeLink Community Consultative Group	1 Councillor	To be reviewed in 2022

FINANCIAL IMPLICATIONS

Nil

POLICY & LEGISLATION

- Council Committee Framework (July 2021)

REPORT

In July 2021 Council endorsed a framework for new Committees based on the recommendations from the Audit, Risk & Improvement Committee (refer **Attachment A**).

All the Committees in the former Council's term of office ended at the December 2021 Local Government Elections. The recently elected Council has the opportunity to review the Committee arrangements.

At a Councillor Workshop on 31 January 2022 the Committee Framework, previous Council Committees (and their status) and Committee options for the current Council were discussed.

The new framework for Committees provides a sound basis for the formulation of appropriate Committees for the current term of Council.

Guidelines on the operation of Committee have been revised (refer **Attachment B**). The Guidelines are based on:

- Establishing clear terms of reference
- Reinforcing the advisory role of the Committees
- Conducting meetings more informally than Council meetings including:
 - Membership based on skills and experience
 - Options for participation in meetings remotely via an on line meeting platform
 - Maintaining meeting notes rather than minutes
 - Recording of key decision and any recommendations to Council

Based on the Councillor Workshop discussions the following Committees to assist and support Council decision making were suggested:

1. Committees of Council

- General Manager Performance Review Committee
- Audit, Risk & Improvement Committee (until July 2022)

2. Advisory Committees

- Economic Development Advisory Committee
- Aboriginal Consultative Committee
- Youth Council
- Coppabella Wind Farm Community Enhancement Fund Advisory Committee
- Rye Park Community Enhancement Fund Advisory Committee
- Bango Wind Farm Community Enhancement Fund Advisory Committee
- Springdale Solar Farm Community Enhancement Fund Advisory Committee

3. Focus Groups

- Public Arts Focus Group
- Memorial Hall Focus Group
- Murrumbateman Recreation Grounds Focus Group

- Sports Council

4. Project Working Parties/Steering Committees

- Open Space Strategy Project Committee
- Yass Main Street Project Committee

5. External Committees

- Canberra Region Joint Organisation
- Regional Planning Panel
- Local Emergency Management Committee
- Local Rescue Committee
- Regional Emergency Management Committee
- Bushfire Management Committee
- Bushfire Zone Liaison Committee
- Local Traffic Committee
- Ginninderry Conservation Trust
- ACT & Region Catchment Management Coordination Group
- Southern Tablelands Regional Arts
- South East Weights of Loads Group
- South West Regional Waste Management
- Coppabella Wind Farm Community Consultative Committee
- Rye Park Community Consultative Committee
- Bango Wind Farm Community Consultative Committee
- Humelink Community Consultative Group

Council representative need to be appointed to each of these Committees.

planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism. In selecting members, Councils should have regard to any conflict of duties that would be created for a person nominated to the Planning Panel if they are in any way responsible or involved in the assessment of matters to be determined by the Panel or involved in voting or deliberating on matters that come before the Panel.

STRATEGIC DIRECTION

Key Pillar	3.	Our Community
CSP Strategy	CO3 -	Foster and encourage positive social behaviours to maintain our safe, healthy, and connected community
Delivery Program Action	CO3.2 -	Connecting the community to Yass Valley Council through a range of Advisory Committees

Operational Plan Activity CO3.2.1 - Implementation of the Committees framework as detailed in the review

- ATTACHMENTS:**
- A. Committee Framework (*Under Separate Cover*) [⇒](#)
 - B. Revised Council Committee Guidelines (Feb 2022) (*Under Separate Cover*) [⇒](#)

7.1 GRANT INFORMATION 2016-2021

To assist Councillors in developing the 2022/3 budget and ensuring its alignment with adopted strategic priorities, Councillor Adrian Cameron has given notice given notice that at the Ordinary Council Meeting on 24 February 2022 he will move the following motion.

MOTION

That a report to Council be prepared that provides the following information for the last five years (2016-2021):

1. *Details, and an analysis, of non-road related grant revenues Council has received, including dollar values and their percentage of total Council revenue*
2. *Details of road-related grants received, where Council has actively sought the funding (and not part of ongoing agreements with Roads and Maritime Services, for example).*
3. *A comparative analysis of non-roads related grants income data from equivalent and adjoining Councils, including (but not limited to Goulburn Mulwaree, Queanbeyan-Palerang, Snowy Monaro, Upper Lachlan and Hilltops Councils)*
4. *Details of major, available non-road related grant sources, from Commonwealth and State Government, including recurrent and one-off opportunities*
5. *Details of the grants Yass Valley Council applied for in each of the years which were successful*
6. *Details of the grants Yass Valley Council applied for in each of the years which were not successful and the reasons why the application was not successful*

Councillor: Adrian Cameron
14 February 2022

General Manager Comments

Council finance staff are currently busy preparing the 2022/23 budget, as well as day to day responsibilities. There would be a considerable effort to collate all of the requested information, which would take staff away from their day-to-day priorities. It is estimated that the compiling of this information could take up to three months.

An alternative would be to source an appropriate consultant to provide a report on the requested information. The estimated cost could be in excess of \$60,000 and under Council's *Procurement & Disposal Policy*, this would require three written quotations. No funds in the current budget have been allocated to this project.

While we are improving Council's Information Management Enterprise reporting capability, we would be unable to provide the requested information in a timely manner to assist Councillors adopt the 2022/23 budget.

Council does not currently have a register of unsuccessful grants indicating why they were unsuccessful. A grants register will be developed with the appointment of a Grants Officer. This report will be presented to Council each quarter, therefore allowing tracking of all grant applications moving forward.

The second Quarterly Budget Review Statements report, which includes Operational and Capital Grants projects, should provide Councillors will some of the information in regard to the current financial year. The financial reports for the previous years are available on Council's website and would have some of the information included.

ATTACHMENTS: Nil

9.1 MINUTES OF THE HUMELINK COMMUNITY CONSULTATIVE GROUP HELD ON 27 OCTOBER 2021 AND 17 NOVEMBER 2021

REPORT

The minutes of the HumeLink Community Consultative Group meetings held on 27 October 2021 and 17 November 2021 are included in **Attachments A** and **B**.

From these minutes there are no items which covers a matter that:

- Requires expenditure not provided for in the current Operational Plan
- Involves a variation to a Council policy
- Is contrary to a previous decision or position of Council
- Relates to a matter which requires Council to form a view or adopt a position
- Deals with a matter of specific interest

Accordingly, the minutes are presented for information.

RECOMMENDATION

That the minutes of the HumeLink Community Consultative Group meetings held on 27 October 2021 and 17 November 2021 be noted

- ATTACHMENTS:**
- A. HumeLink Community Consultative Committee Minutes 27 October 2021 (*Under Separate Cover*) [⇒](#)
 - B. HumeLink Community Consultative Committee Minutes 17 November 2021 (*Under Separate Cover*) [⇒](#)

9.2 MINUTES OF THE BANGO WIND FARM CONSULTATIVE COMMITTEE HELD ON 15 NOVEMBER 2021

REPORT

The minutes of the Bango Wind Farm Consultative Committee meeting held on 15 November 2021 are included in **Attachment A**.

From these minutes there are no items which covers a matter that:

- Requires expenditure not provided for in the current Operational Plan
- Involves a variation to a Council policy
- Is contrary to a previous decision or position of Council
- Relates to a matter which requires Council to form a view or adopt a position
- Deals with a matter of specific interest

Accordingly, the minutes are presented for information.

RECOMMENDATION

That the minutes of the Bango Wind Farm Consultative Committee meeting held on 15 November 2021 be noted

ATTACHMENTS: A. Bango Wind Farm Consultative Committee Minutes 15 November 2021 (*Under Separate Cover*) [⇒](#)

9.3 MINUTES OF THE LOCAL RESCUE COMMITTEE AND LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON 30 NOVEMBER 2021

REPORT

The minutes of the Local Rescue Committee and Local Emergency Management Committee meetings held on 30 November 2021 are included in **Attachments A** and **B**.

From these minutes there are no items which covers a matter that:

- Requires expenditure not provided for in the current Operational Plan
- Involves a variation to a Council policy
- Is contrary to a previous decision or position of Council
- Relates to a matter which requires Council to form a view or adopt a position
- Deals with a matter of specific interest

Accordingly, the minutes are presented for information.

RECOMMENDATION

That the minutes of the Local Rescue Committee and Local Emergency Management Committee meetings held on 30 November 2021 be noted

- ATTACHMENTS:**
- A. Local Rescue Committee Minutes 30 November 2021 (*Under Separate Cover*) [⇒](#)
 - B. Local Emergency Management Committee Minutes 30 November 2021 (*Under Separate Cover*) [⇒](#)

10 CONFIDENTIAL MATTERS

RECOMMENDATION

THAT pursuant to Section 10A of the Local Government Act, 1993 the following items on the agenda be classified as CONFIDENTIAL and considered in the Closed Meeting of Council in accordance with Section 10A(2) of the Local Government Act for the reasons as specified:

10.1 Tender Evaluation - Wee Jasper Road and Hillview Drive Road Rehabilitations - YVC/IA/51.2021

Item 10.1 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act 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.

10.2 Tender Evaluation - Yass Public School Safety Upgrades - YVC/IA/52.2021

Item 10.2 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act 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.

10.3 Yass Open Space Committee and Yass Main Street Project Committee - Nominations

Item 10.3 is confidential in accordance with section s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

10.4 Yass Business Fibre Zone

Item 10.4 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act 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.