



## **Ordinary Meeting of Council**

**Thursday 28 July 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**

**August 2022**

**Thursday 25th**

**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

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Nil

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Nil

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## **Close of Meeting Time**

**Chris Berry**  
**GENERAL MANAGER**





## **Minutes of the Ordinary Meeting of Council**

**Thursday 23 June 2022**

4.00pm

Council Chambers

209 Comur Street, Yass

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## Open Forum

### Presentations to Council – Items on the Meeting Agenda

#### Item 6.2 – Development Application DA210296 – Function Centre and Temporary Marquee – 196 Brooklands Road, Wallaroo

- Glenn Leembruggen
- Philip Williams - applicant

**Council Meeting - The Mayor declared the meeting open at 4.13pm.**

### Present

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

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

### Acknowledgement of Country

#### 1. Prayer

#### 2. Apologies

***RESOLVED that apologies be received from Councillors Abbey and Burgess and leave of absence be granted.***

***(Turner/Reid) 147***

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

AGAINST: Nil

#### 3. Declaration of Interest/Disclosures

Nil

#### 4. Confirmation of Minutes

***RESOLVED that the minutes of the Ordinary Council Meeting held on 26 May 2022 covered by resolution numbers 128-146 inclusive, copies of which had been circulated to all Councillors, be taken as read and confirmed.***

***(Jones/Pothan) 148***

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

AGAINST: Nil

**5. Mayoral Minute**

**6. Reports to Council**

**6.1 DEVELOPMENT APPLICATION DA210220 - HOLIDAY CABIN ADDITIONS (DECK) - 5 MICALONG CLOSE, WEE JASPER**

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**SUMMARY**

To present the assessment of Development Application No DA210220 for holiday cabin additions (new deck) at 5 Micalong Close, Wee Jasper. In April 2022 Council resolved to defer determination of the application to allow the Applicant the opportunity to revise the proposal. A revised proposal has been submitted and has attracted two objections.

***RESOLVED that conditional Development Consent be issued for Development Application No DA210220 for holiday cabin additions (new deck) at 5 Micalong Close, Wee Jasper.***

***(Reid/Pothan) 149***

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

AGAINST: Nil

**6.2 DEVELOPMENT APPLICATION NO. DA210296 - FUNCTION CENTRE AND TEMPORARY MARQUEE - 196 BROOKLANDS ROAD, WALLAROO**

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**SUMMARY**

To present the assessment of Development Application No. DA210196 for a function centre including a temporary marquee at 196 Brooklands Road, Wallaroo. The application attracted four submissions and relevant concerns have been addressed/can be addressed by conditions.

***RESOLVED that conditional Development Consent be issued for Development Application No. DA210196 for a function centre at 196 Brooklands Road, Wallaroo, subject to conditions which limit the number of events and duration of the Development Consent.***

***(Jones/Turner) 150***

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

AGAINST: Nil

### 6.3 CROWN LAND RESERVE PURPOSE - MURRUMBATEMAN RECREATION GROUND

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#### SUMMARY

The Reserve Purpose for Crown Reserve 76555- Murrumbateman Recreation Ground (part) is War Memorial. An additional purpose of Public Recreation is proposed to be added to allow effective management and avoid Native Title implications.

***RESOLVED that the Minister for Water, Property & Housing be requested to authorise that an additional reserve purpose of Public Recreation be added in addition to the current War Memorial purpose for Murrumbateman Recreation Ground (Crown Reserve 76555).***

***(Reid/Pothan) 151***

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

AGAINST: Nil

### 6.4 ELECTRIC VEHICLES

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#### SUMMARY

This report provides advice the state of the Electric Vehicle market, NSW Government initiatives and comparison on the purchase and cost of ownership and environmental impacts between Electric Vehicles (EV) and conventional Internal Combustion Engine Vehicles (ICE). This report can inform part of a future transition to EV fleet strategy to assist council reduce its carbon footprint and any future net-zero targets that may be adopted.

#### ***RESOLVED that :***

- 1. The domestic electric vehicle market, the range of vehicles offered, incentives, prices and infrastructure upgrades, continue to be closely monitored to ensure that future decisions made consider fit-for-purpose and providing value-for-money.***
- 2. Representations be made to the Federal Government for the Fringe Benefit Tax on Electric Vehicles to be removed as an incentive for Local Councils to move their light vehicle fleet away from petrol and diesel vehicles.***
- 3. A report be brought back to Council for the procurement of an electric vehicle to be added to the Council fleet.***

***(Turner/Jones) 152***

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

AGAINST: Nil

## 6.5 BRIDGE RENEWAL GRANTS 2022

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### SUMMARY

To present a report on the outcome of grant application under the Bridge Renewal Program 2022.

#### **RESOLVED that :**

1. ***The grants be accepted under the Bridge Renewal Program for the replacement of low level road crossings as follows:***
  - ***Back Creek Road over Back Creek - \$2,850,084***
  - ***Nanima Road over Jeir Creek -\$1,641,336***
  - ***Greenwood Road (2 of) over Yass River and Murrumbateman Creek - \$4,992,856***
2. ***The Development Contributions Reserve be used to fund Council's contribution to these projects***
3. ***The draft 2022/23 Operational Plan be modified to include:***
  - ***\$488,000 of additional capital expenditure***
  - ***\$390,400 additional grant income***
  - ***\$97,600 additional transfer from the Development Contributions Reserve***

**(Jones/Pothan) 153**

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

AGAINST: Nil

## 6.6 INVESTMENT AND BORROWINGS REPORT - MAY 2022

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### SUMMARY

In accordance with clause 212 *Local Government (General) Regulation 2005*, this report provides a summary of Council's investments as of 31 May 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.

#### **RESOLVED that the Investment Report be noted.**

**(Turner/Reid) 154**

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

AGAINST: Nil

## 6.11 SUPPLEMENTARY REPORT - INTEGRATED PLANNING & REPORTING DOCUMENTS

### SUMMARY

To present a supplementary report on several late and misplaced submissions relating to the Integrated Planning & Reporting Documents.

**RESOLVED that the additional submissions received on the Integrated Planning & Reporting Documents be considered with all other submissions.**

(Jones/Turner) 155

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

AGAINST: Nil

## 6.7 INTEGRATED PLANNING & REPORTING DOCUMENTS

### SUMMARY

Staff have prepared the Integrated Planning & Reporting (IP&R) suite of documents in accordance with the requirements of the *Local Government Act 1993* and the IP&R Guidelines & Handbook and placed on public exhibition. Following consideration of submissions a deficit of \$912,000 for the 2022/23 Financial Year is forecasted. This report outlines for Council with the final amendments and provides the amended documents for adoption.

**RESOLVED that :**

- The 2022-2040 Community Strategic Plan, 2022-23 Operational Plan, 2022-32 Long Term Financial Plan, 2022-26 Delivery Program, 2022-23 Revenue Statement, 2022-26 Workforce Management Plan, and 2022 Asset Management Plans be adopted as presented to this meeting.***
- The annual Ordinary Rates for 2022/23 be made as detailed in the following table and in accordance with the Statement of Revenue Policy within the 2022/23 Operational Plan.***

Category	Sub-Category	Ad Valorem	Minimum Charge	Base Charge	Total Yield
Farmland		0.00188651		\$716.50	\$4,541,452
Residential	Non Urban	0.00185715		\$467.50	\$3,901,592
Residential	Yass	0.00392924	\$710.50		\$2,048,974
Residential	Binalong	0.00343278	\$710.50		\$146,460
Residential	Bowning	0.00343278	\$710.50		\$81,335
Residential	Wee Jasper	0.00343278	\$710.50		\$31,928
Residential	Bookham	0.00343278	\$710.50		\$11,352
Residential	Murrumbateman	0.00259596	\$710.50		\$189,987
Residential	Gundaroo	0.00259596	\$710.50		\$182,117
Residential	Sutton	0.00259596	\$710.50		\$75,463
Business	Sutton and Gundaroo	0.00185715		\$467.50	\$18,388
Business	Yass and Villages	0.00924915	\$710.50		\$840,787
			ESTIMATED YIELD		\$12,069,834

3. *Each annual and consumption charge for water, sewer, liquid trade waste and waste for 2022/23 be made as detailed in the following table and in accordance with the Statement of Revenue Policy.*

<i>Description</i>	<i>Annual Charge</i>	<i>Consumption Charge (Per kilolitre)</i>
<b>WATER CHARGES</b>		
<i>Water Availability Charge 20mm-32mm</i>	<b>\$518.00</b>	
<i>Water Usage Charge for the first 5Kl per day</i>		<b>\$3.70</b>
<i>Water Usage Charge in excess of 5Kl per day</i>		<b>\$4.90</b>
<b>SEWER CHARGES</b>		
<i>Sewer Residential Charge</i>	<b>\$760.00</b>	
<i>Sewer Non-Residential Charge (based on previous years water consumption)</i>	<b>Minimum \$760.00</b>	
<i>Description</i>	<i>Annual Charge</i>	<i>Consumption Charge (Per kilolitre)</i>
<b>TRADE WASTE CHARGE</b>		
<i>Liquid Trade Waste charge with appropriate pre treatment</i>		<b>\$2.28</b>
<i>Liquid Trade Waste charge without appropriate pre-treatment</i>		<b>\$20.00</b>
<b>WASTE MANAGEMENT CHARGES</b>		
<i>Domestic Kerbside Collection</i>	<b>\$423.00</b>	
<i>Vacant Properties</i>	<b>\$30.00</b>	
<i>Business Waste Collection</i>	<b>\$423.00</b>	
<i>Waste Management Environmental Charge</i>	<b>\$133.00</b>	
<b>STORMWATER MANAGEMENT CHARGE</b>		
<i>Stormwater Management Charge</i>	<b>\$25.00</b>	
<b>ON SITE SEWAGE MANAGEMENT CHARGE</b>		
<i>On Site Sewer Management Charge</i>	<b>\$35.00</b>	

4. *The interest rate payable on overdue rates and charges to be adopted at the maximum rate specified by the Minister for Local Government at 6.0% pa.*
5. *The unallocated funds from the Local Roads & Community Infrastructure Program grant be allocated to:*
- Project 1 - Upgrade works at Memorial Hall (roof and electrical) - potential project cost \$714,454*
- Further Projects as remaining funding permits:*
- Refurbishment work at the Community Centre - Potential Project Cost \$250,000*
  - Amenities building at the Murrumbateman Recreation Grounds – Potential Project cost \$400,000*
  - Binalong Swimming Pool Building Refurbishment – Potential Project cost \$30,000*
  - Bowning Recreation Grounds Amenities Sewage System – Potential Project cost \$34,454*
6. *The suggested amendments by Destination Southern NSW be incorporated into the Delivery Program as matters for consideration.*



7. *Browne Street stormwater drainage be limited to an upgrade to the 20% AEP (1 in 5 year return period) event by an increased culvert diameter and relocation of the low spot in the road and included in year 4 of the Delivery Program (estimated cost \$100,000).*
8. *Continue with the progress of the EoI for the indoor swimming pool at Yass and consider funding the design using Infrastructure Reserve funds if the EoI process is unsuccessful.*
9. *The IPART approval of the Additional Special Rate Variation application be noted.*

(Jones/Turner) 156

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

AGAINST: Nil

## 6.8 2022/23 COMMUNITY FINANCIAL ASSISTANCE APPLICATIONS

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### SUMMARY

The report is to consider all applications for 2022/23 Community Financial Assistance by individual and community groups.

***RESOLVED that item is classified CONFIDENTIAL in accordance with Section 10A(2)(b and c) of the Local Government Act 1993, which permits the meeting to be closed to the public business relating to the personal hardship of a resident or ratepayer and information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.***

(Turner/Reid) 157

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

AGAINST: Nil

## 6.9 COUNCILLOR FEES 2022/23

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### SUMMARY

To detail the determination of the Local Government Remuneration Tribunal regarding Councillor fees for the 2022/23 year.

#### ***RESOLVED that :***

1. *The decision of the Local Government Remuneration Tribunal that there will be an increase of 2% on Councillor Fees and Mayoral Allowance for 2022/23 be adopted.*
2. *The annual payment for Councillors will be \$12,650 and \$27,600 for the Mayor, to be paid in arrears in equal monthly instalments.*
3. *In accordance with clause 4.1.2 Councillor Expenses & Facilities Policy, an amount of \$1,500 to be paid in arrears in equal monthly instalments to the Deputy Mayor from the Mayoral Allowance.*

(Jones/Pothan) 158

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

AGAINST: Nil

## 6.10 COPPABELLA WIND FARM COMMUNITY ENHANCEMENT FUND ADVISORY COMMITTEE

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### SUMMARY

In May 2022 Council appointed three community representatives to the Coppabella Wind Farm Community Enhancement Fund Advisory Committee. The terms of reference established in the Voluntary Planning Agreement for the fund the Advisory Committee membership provides for up to two community representatives.

***RESOLVED that 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).***

(Reid/Turner) 159

FOR: Councillors 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

### 10. 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:***

**10.1** ***Coppabella Wind Farm Community Enhancement Fund Advisory Committee***  
***Item 10.1 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.***

**10.2** ***2022/23 Community Financial Assistance Applications***  
***Item 10.2 is confidential in accordance with section s10(A)(2)(b) of the Local Government Act because it contains the personal hardship of a resident or ratepayer and section s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.***

(Turner/Pothan) 160

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

AGAINST: Nil

Closed Council commenced at 5.13 pm.

## 10.1 COPPABELLA WIND FARM COMMUNITY ENHANCEMENT FUND ADVISORY COMMITTEE

---

### SUMMARY

In May 2022 Council appointed three community representatives to the Coppabella Wind Farm Community Enhancement Fund Advisory Committee. The terms of reference established in the Voluntary Planning Agreement for the fund the Advisory Committee membership provides for up to two community representatives.

***RESOLVED that Libby Elliot (Binalong Progress Association) and Sheri Norton (Binalong resident) be confirmed as the community representatives on the Coppabella Wind Farm Community Enhancement Fund Advisory Committee with John McGrath being an alternate for Sheri Norton.***

***(Turner/Reid) 161***

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

AGAINST: Nil

## 10.2 2022/23 COMMUNITY FINANCIAL ASSISTANCE APPLICATIONS

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### SUMMARY

The report is to consider all applications for 2022/23 Community Financial Assistance by individual and community groups.

### RECOMMENDATION

*That:*

1. *A total of \$60,554 for 2022/23 Community Financial Assistance applications be approved as follows:*

<i>Binalong Brahmans RLFC (seating)</i>	<i>\$1,000</i>
<i>Binalong Brahmans RLFC (park visitor seating)</i>	<i>\$3,000</i>
<i>Binalong Mechanics Institute Land Manager</i>	<i>\$1,000</i>
<i>Binalong Mechanics Institute Land Manager</i>	<i>\$750</i>
<i>Binalong Progress Association Inc</i>	<i>\$1,000</i>
<i>Binalong VRA Rescue NSW</i>	<i>\$1,000</i>
<i>Bookham War Memorial Hall Inc</i>	<i>\$130</i>
<i>Bowning &amp; District Progress Association</i>	<i>\$1,434</i>
<i>Bowning Hall Association</i>	<i>\$3,120</i>
<i>Chantal Fleming</i>	<i>\$200</i>
<i>Country Women's Association Yass Branch</i>	<i>\$1,325</i>

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<i>Goulburn &amp; Southern Highlands Amateur Radio Society</i>	<i>\$1,000</i>
<i>Gundaroo Community Association</i>	<i>\$381</i>
<i>Gundaroo Literary Institute</i>	<i>\$710</i>
<i>Gundaroo Park Land Manager</i>	<i>\$1,000</i>
<i>Gundaroo Soldiers Memorial Hall Management Committee</i>	<i>\$1,000</i>
<i>Gundaroo Soldiers Memorial Hall Management Committee</i>	<i>\$1,000</i>
<i>Headspace Yass</i>	<i>\$2,000</i>
<i>Irish &amp; Celtic Music Festival Inc</i>	<i>\$1,000</i>
<i>Murrumbateman Progress Association</i>	<i>\$1,000</i>
<i>Vine Church Inc</i>	<i>\$1,500</i>
<i>Visual Arts Society of Yass Inc</i>	<i>\$380</i>
<i>Yass Apex Homes</i>	<i>\$2,000</i>
<i>Yass Bowling Club Ltd</i>	<i>\$1,000</i>
<i>Yass Golf Club Inc</i>	<i>\$1,000</i>
<i>Yass Lawn Tennis Club Inc</i>	<i>\$1,000</i>
<i>Yass Senior Citizens Club Inc</i>	<i>\$2,624</i>
<i>Yass Swimming Club</i>	<i>\$2,000</i>
<i>Yass Touch Association</i>	<i>\$2,000</i>
<i>Yass Valley Concert Band</i>	<i>\$2,000</i>
<i>Yass Valley Triathlon Club</i>	<i>\$2,000</i>
<i>2022/23 Village Improvement Funds for Bookham, Sutton, Murrumbateman, Wee Jasper (\$5,000 each)</i>	<i>\$20,000</i>
<b><i>Total</i></b>	<b><i>\$60,550</i></b>

AMENDMENT

**RESOLVED** that a total of \$81,438 for 2022/23 Community Financial Assistance applications be approved as follows:

<i>Binalong Brahmans RLFC (seating)</i>	<b>\$1,000</b>
<i>Binalong Brahmans RLFC (park visitor seating)</i>	<b>\$3,000</b>
<i>Binalong Mechanics Institute Land Manager (Windows)</i>	<b>\$2,000</b>
<i>Binalong Mechanics Institute Land Manager (Rates)</i>	<b>\$750</b>
<i>Binalong Progress Association Inc (Basketball System)</i>	<b>\$1,901</b>
<i>Bookham War Memorial Hall Inc (Rates)</i>	<b>\$130</b>
<i>Bowning &amp; District Progress Association (Rec Ground Fencing)</i>	<b>\$1,434</b>
<i>Bowning Hall Association (Rates)</i>	<b>\$1,120</b>
<i>Bowning Hall Association (Wheelchair Access)</i>	<b>\$2,710</b>
<i>Chantal Fleming (Beauty pageant)</i>	<b>\$200</b>
<i>Country Women's Association Yass Branch (rates)</i>	<b>\$1,325</b>
<i>Goulburn &amp; Southern Highlands Amateur Radio Society (UHF CB Repeater)</i>	<b>\$1,000</b>
<i>Gundaroo Community Association (Rates)</i>	<b>\$381</b>
<i>Gundaroo Literary Institute (Rates)</i>	<b>\$710</b>
<i>Gundaroo Park Land Manager (Amenities Block)</i>	<b>\$4,000</b>
<i>Gundaroo Soldiers Memorial Hall (Film &amp; Sound Projection)</i>	<b>\$1,000</b>
<i>Gundaroo Soldiers Memorial Hall (Dishwasher)</i>	<b>\$2,370</b>
<i>Gundaroo Soldiers Memorial Hall (Rates)</i>	<b>\$1,000</b>
<i>Headspace Yass (Youth Mental Health First Aid)</i>	<b>\$12,000</b>
<i>Irish &amp; Celtic Music Festival Inc</i>	<b>\$1,000</b>
<i>Murrumbateman Progress Association (Rural Talk Tent)</i>	<b>\$1,903</b>
<i>Vine Church Inc (Rates)</i>	<b>\$1,500</b>
<i>Visual Arts Society of Yass Inc (event signage)</i>	<b>\$380</b>
<i>Yass Apex Homes (Pergola)</i>	<b>\$2,000</b>
<i>Yass Bowling Club Ltd (Rates)</i>	<b>\$1,000</b>

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<i>Yass Golf Club Inc (Rates)</i>	<b>\$1,000</b>
<i>Yass Lawn Tennis Club Inc (Rates)</i>	<b>\$1,000</b>
<i>Yass Senior Citizens Club Inc (Tile work)</i>	<b>\$2,624</b>
<i>Yass Swimming Club (Equipment improvements)</i>	<b>\$4,000</b>
<i>Yass Touch Association (Megaphone and Line Marker)</i>	<b>\$3,000</b>
<i>Yass Valley Concert Band (New music, instruments, banners)</i>	<b>\$4,000</b>
<i>Yass Valley Triathlon Club (Equipment)</i>	<b>\$5,000</b>
<i>2022/23 Village Improvement Funds for Bookham, Sutton, Wee Jasper (\$5,000 each – other villages are included in applications above)</i>	<b>\$15,000</b>
<b>Total</b>	<b>\$81,438</b>

**(Jones/Cameron) 162**

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

AGAINST: Nil

AMENDMENT BECOMES THE MOTION

**RESOLVED that a total of \$81,438 for 2022/23 Community Financial Assistance applications be approved as follows:**

<i>Binalong Brahmans RLFC (seating)</i>	<b>\$1,000</b>
<i>Binalong Brahmans RLFC (park visitor seating)</i>	<b>\$3,000</b>
<i>Binalong Mechanics Institute Land Manager (Windows)</i>	<b>\$2,000</b>
<i>Binalong Mechanics Institute Land Manager (Rates)</i>	<b>\$750</b>
<i>Binalong Progress Association Inc (Basketball System)</i>	<b>\$1,901</b>
<i>Bookham War Memorial Hall Inc (Rates)</i>	<b>\$130</b>
<i>Bowning &amp; District Progress Association (Rec Ground Fencing)</i>	<b>\$1,434</b>
<i>Bowning Hall Association (Rates)</i>	<b>\$1,120</b>
<i>Bowning Hall Association (Wheelchair Access)</i>	<b>\$2,710</b>
<i>Chantal Fleming (Beauty pageant)</i>	<b>\$200</b>
<i>Country Women's Association Yass Branch (rates)</i>	<b>\$1,325</b>
<i>Goulburn &amp; Southern Highlands Amateur Radio Society (UHF CB Repeater)</i>	<b>\$1,000</b>

<i>Gundaroo Community Association (Rates)</i>	<b>\$381</b>
<i>Gundaroo Literary Institute (Rates)</i>	<b>\$710</b>
<i>Gundaroo Park Land Manager (Amenities Block)</i>	<b>\$4,000</b>
<i>Gundaroo Soldiers Memorial Hall (Film &amp; Sound Projection)</i>	<b>\$1,000</b>
<i>Gundaroo Soldiers Memorial Hall (Dishwasher)</i>	<b>\$2,370</b>
<i>Gundaroo Soldiers Memorial Hall (Rates)</i>	<b>\$1,000</b>
<i>Headspace Yass (Youth Mental Health First Aid)</i>	<b>\$12,000</b>
<i>Irish &amp; Celtic Music Festival Inc</i>	<b>\$1,000</b>
<i>Murrumbateman Progress Association (Rural Talk Tent)</i>	<b>\$1,903</b>
<i>Vine Church Inc (Rates)</i>	<b>\$1,500</b>
<i>Visual Arts Society of Yass Inc (event signage)</i>	<b>\$380</b>
<i>Yass Apex Homes (Pergola)</i>	<b>\$2,000</b>
<i>Yass Bowling Club Ltd (Rates)</i>	<b>\$1,000</b>
<i>Yass Golf Club Inc (Rates)</i>	<b>\$1,000</b>
<i>Yass Lawn Tennis Club Inc (Rates)</i>	<b>\$1,000</b>
<i>Yass Senior Citizens Club Inc (Tile work)</i>	<b>\$2,624</b>
<i>Yass Swimming Club (Equipment improvements)</i>	<b>\$4,000</b>
<i>Yass Touch Association (Megaphone and Line Marker)</i>	<b>\$3,000</b>
<i>Yass Valley Concert Band (New music, instruments, banners)</i>	<b>\$4,000</b>
<i>Yass Valley Triathlon Club (Equipment)</i>	<b>\$5,000</b>
<i>2022/23 Village Improvement Funds for Bookham, Sutton, Wee Jasper (\$5,000 each – other villages are included in applications above)</i>	<b>\$15,000</b>
<b>Total</b>	<b>\$81,438</b>

**(Jones/Cameron) 163**

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

AGAINST: Nil

**RESOLVED that the meeting move into Open Council.**

**(Turner/Jones) 164**

## Minutes of the Ordinary Meeting of Council held on 23 June 2022

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

AGAINST: Nil

Open Council resumed at 5.54 pm.

***RESOLVED that the recommendations in Closed Council be adopted.***

***(Jones/Cameron) 165***

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

AGAINST: Nil

The meeting closed at 5.55 pm.

Ilan McGrath

**Mayor**



## **5.1 MAYORAL MINUTE - PERMANENT FLYING OF THE ABORIGINAL FLAG AT MEMORIAL HALL, YASS**

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### **SUMMARY**

Presenting a proposal to fly the Aboriginal Flag permanently at Memorial Hall, Yass in recognition of our first Australians.

### **RECOMMENDATION**

*That the Aboriginal flag be permanently flown together with the National flag at the front of the Memorial Hall.*

### **REPORT**

The State Government has recently made an historic decision to remove the State flag and fly the Aboriginal flag on the Sydney Harbour Bridge in its stead. The NSW Flag dates from 1876 when New South Wales was still a British colony.

I have been requested to put this proposal to Council and I support it. I regard it as a due recognition of the first Australians which in my view. is well overdue.

**ATTACHMENTS:**    Nil

## 6.1 2022/23 LOCAL HERITAGE GRANT PROGRAM

### SUMMARY

To present a report on the completion of the 2021/22 Local Heritage Grants and the recommendations from the 2022/23 Local Heritage Grants Assessment Panel.

### RECOMMENDATION

That:

1. *The expenditure and reimbursement for the 2021/22 Local Heritage Grants Program be noted.*
2. *The following funding be provided in the 2022/23 Local Heritage Grant Program:*

<i>"Benochy" 46 Orion Street Yass</i>	<i>\$2,900</i>
<i>25 Fitzroy Street Binalong (The Old Produce Store)</i>	<i>\$3,000</i>
<i>112-114 Comur Street Yass (Capital Chemist Pharmacy)</i>	<i>\$3,000</i>
<i>Bowning Hall, 3 Short St, Bowning</i>	<i>\$750</i>
<i>124 Comur Street Yass (DJ's Butcher)</i>	<i>\$3,000</i>
<i>42 Cork Street Gundaroo (Grazings- Former Royal Hotel)</i>	<i>\$3,000</i>
<i>172 Comur Street Yass (Liberty Theatre)</i>	<i>\$3,350</i>

### FINANCIAL IMPLICATIONS

In May 2021, Council accepted a two year funding offer from Heritage NSW for 2021/22 and 2022/23 of 1:1 up to \$5,500 (ex GST) per year. In 2022/23 Council is contributing \$13,500 towards a total budget of \$19,000.

### POLICY & LEGISLATION

- Yass Valley Local Environment Plan 2013
- Financial Assistance, Grants and Donations Policy

### REPORT

Each year Council with the assistance from Heritage NSW facilitates an annual Local Heritage Grants Program. The aim of the Program is to promote conservation of heritage items identified in the *Yass Valley Local Environmental Plan 2013* and can assist property owners to carry out restoration works.

#### 2021/2022 Local Heritage Grant Program

Nine grants were awarded in the 2021 Program with eight projects successfully completed. The types of work undertaken included roof repairs, floor repairs and painting.

A total of \$16,600 was awarded to eight applicants that successfully completed the program as follows.

Heritage Item Address	Project Description	Project cost	Applicant's contribution	Local Heritage Funding
Binalong Mechanics Institute, 15 Wellington Street, Binalong	New timber flooring on the stage area including fine sand and coat	\$5,445.00	\$2,945.00	\$2,500.00
Cooma Cottage, Yass Valley Way, Yass	Provide new post and wire fencing between internal grounds and paddocks	\$4,280.00	\$2,780.00	\$1,500.00
The Caledonia Store, 32 Cork Street, Gundaroo	Restore balustrade with bespoke 3-rail timber dowell slat balustrade	\$6,300.00	\$4,225.00	\$2,075.00
28 Fitzroy Street, Binalong (General Store)	Replace leading roof with a like for like replacement	\$13,959.80	\$10,959.80	\$3,000.00
"Darcyville", 18 Pritchett Street, Yass	Clean, repair and paint roof	\$3,200.00	\$1,600.00	\$1,600.00
Bowning Hall	Repair water damaged floor in the hall supper room	\$7,837.70	\$4,537.70	\$3,300.00
St James' Church, Bowning	Seal the roof and external wall at the western end of Church to prevent bird access	\$1,934.20	\$1,309.20	\$625.00
120 Rossi Street, Yass	Replace the verandah	\$14,420.00	\$12,420.00	\$2,000.00
	<b>Total</b>	<b>\$57,376.70</b>	<b>\$40,776.70</b>	<b>\$16,600.00</b>

St Mark's Church Gundaroo was offered \$2,000 towards repairs and maintenance to the roof area of the Church, however they did not complete the Agreement for Financial Assistance 2021/2022, nor the project.

#### 2022/23 Local Heritage Grants Program

This year's Program received 16 applications and were assessed by a Council Panel against the Financial Assistance, Grants and Donations Policy. No pecuniary or non-pecuniary interests were declared prior to assessment by Panel Members.

A summary of the Panel's Assessment is included in **Attachment A** and it recommends that the following applications be offered funding under the 2022/23 Program:

Heritage Item Address	Project Description	Proposed Project Cost	Requested Funding	Recommended Funding
"Benochy" 46 Orion Street Yass	Repairs to leaking roof to prevent further water damage of the building	\$5,875.00	\$2937.50	\$2,900.00
25 Fitzroy Street Binalong (The Old Produce Store)	Repointing, stitching and repair of cracked brickwork	\$10,100.00	\$4,000.00	\$3,000.00
112-114 Comur Street Yass (Capital Chemist Pharmacy)	Prepare and paint the outside of the building	\$18,150.00	\$4,000.00	\$3,000.00 (conditional on the owner discussing a more detailed scope of works with the Heritage Advisor to ensure any associated repairs/preparation of surfaces are identified)
Bowning Hall, 3 Short Street Bowning	Prepare and paint the supper room, kitchen and storeroom	\$1,500.00	\$770.00	\$750.00
124 Comur Street Yass (DJs Butcher)	Prepare and paint top floor fascia, gutter and downpipes	\$19,800.00	\$4,000.00	\$3,000.00
42 Cork Street Gundaroo (Grazing, Former Royal Hotel)	Paint roof and undertake minor work to timber fascia boards, replace missing flashing, repoint chimneys and secure loose sheets of iron	\$34,530.00 and \$12,800.00	\$4,000.00	\$3,000.00
172 Comur Street Yass (Liberty Theatre)	Restoration of external sign	\$13,530.00	\$4,000.00	\$3,350.00
<b>Total</b>			<b>\$23,707.50</b>	<b>\$19,000</b>

There were nine applications that the Panel determined should not be eligible for funding in 2022/23:

- **52-54 Comur Street, Yass- Repairs and repainting of balcony**

While this building is in the Yass main street, there are projects on buildings in greater need of attention in the 2022/23 grant round. The owners are encouraged to re-apply in the next round.

- **11 Queen Street, Binalong - Repainting balcony**

The applicant has received funding in two recent rounds. Funding for other applications is considered more appropriate in the 2022/23 grant round.

- **Linton Manor, 22 Glebe Street, Yass - Structural repair of the fence along Glebe Street entrance**

Restoration of the buildings on this site will be complex and it is advised that a conservation strategy be prepared to identify priorities and staging of works before proceeding with restorations.

- **Parkwood Chapel, Parkwood Road, Wallaroo – External and Internal Painting**

This project has merit but unfortunately there is no mention of addressing the cause of the cracking. Once filled and painted the cracking is likely to re-occur.

- **St Marks Church, Gundaroo - Repairs and maintenance to the roof**

It is unclear if this project will be completed in the 2022/23 grant round as the applicant was unable to provide regular updates or reasons for not commencing the project in the last round. The application has also been made for repairs to buildings not in Church ownership without that owner's written consent.

- **Allambee Club, 76 Comur Street, Yass - Repair, restore and paint façade at the front of the building**

The application has merit however it is suggested that they seek advice from the Heritage Advisor with regards to the paint condition on pillars, colour scheme and overall scope of works. They are encouraged to reapply in the 2023/24 grant round.

- **Old School House, 848 Childowla Road, Bookham- Replacement Aluminium Windows**

This item is not listed as a heritage item in the LEP and aluminium windows are not generally supported as a conservation product.

- **Bookham Memorial Hall, 24 Fagan Drive, Bookham**

Application has merit and suggest they seek advice from Council's Heritage Advisor re overall scope of works. Encourage to re-apply 2023/24, and/or encourage to apply through NSW Community War Memorials Fund.

- **77-79 Comur Street, Yass – Verandah Reconstruction**

Project requires a Development Application, which has not yet been lodged. No quote submitted with application. Encourage to re- apply in 2023/24 round.

## STRATEGIC DIRECTION

Key Pillar		Our Environment
CSP Strategy	EN1 -	Our natural environment is maintained, protected and enhanced in line with community expectations
Delivery Program Action	EN1.4 -	Advocate for and deliver on the protection of our built-form environment and heritage
Operational Plan Activity		Provide funding for heritage projects through the Local Heritage Fund

**ATTACHMENTS:** A. Assessment Matrix - Local Heritage Grants 2022/2023 (*Under Separate Cover*) [⇒](#)

## 6.2 VICTORIA PARK CROWN RESERVE DRAFT PLAN OF MANAGEMENT

### SUMMARY

The draft Victoria Park Plan of Management (POM) is being presented to Council for consideration and it is recommended that it be forwarded to the Minister for Water, Property and Housing to enable public exhibition.

### RECOMMENDATION

*That:*

1. *The draft Plan of Management for Victoria Park, Yass be forwarded to the Minister for Water, Property & Housing as owner of the land and to confirm categorisation.*
2. *The draft Plan of Management for Victoria Park, Yass be placed on public exhibition under the Local Government Act 1993 and the Plan of Management be adopted if no substantial objections are received.*
3. *The Plan of Management be forwarded to the Minister for Water, Property & Housing for adoption and publishing on the Department's website.*

### FINANCIAL IMPLICATIONS

Funding was provided by NSW Crown Lands to support Council's preparation of Plans of Management (POM). The funding was used to prepare the Victoria Park Masterplan to inform the POM.

### POLICY & LEGISLATION

- *Crown Lands Management Act 2016*
- *Local Government Act 1993*

### REPORT

#### 1. Background

The Victoria Park Masterplan was prepared with input from internal stakeholders, the Caravan Park Managers, and key user groups including Yass Rams Rugby (Seniors and Juniors), Yass Cricket (Seniors and Juniors), Hume Tennis, Spinifex Tennis, Yass High School and Yass Little Athletics. Council adopted the Masterplan at its December 2021 meeting and resolved that it form the basis of a POM under the *Crown Land Management Act 2016* and *Local Government Act 1993*.

The location of Victoria Park is identified in **Attachment A**.

#### 2. Report

The *Crown Land Management Act 2016* came into force on 1 July 2018. As the appointed land manager, Council is required to prepare a POM for these reserves as if they were community land under the *Local Government Act 1993*. A POM outlines how the land can be used, developed and managed, how leases and licences or other interests are granted on community land and determines the scale and intensity of current and future use and development on the land.

A draft POM has been prepared for Victoria Park, Yass. It should be noted that Council is awaiting confirmation on the assigned categories for this Reserve, as Crown Lands have not finalised their policy position on caravan parks with permanent residents. However, Council has been advised to submit the draft POM assuming the General Community Use Category will be appropriate for the Caravan Park.

The projects and works identified within the plan will support grant applications under the Crown Reserves Improvement Fund. The draft POM also includes provision for Council to enter into a future long term lease for the proposed redevelopment of Yass Pool.

The draft POM at **Attachment B** is considered suitable for public exhibition to seek feedback from the community and is consistent with the adopted Victoria Park Masterplan.

## STRATEGIC DIRECTION

Key Pillar		Our Infrastructure
CSP Strategy	IN3 -	Our existing community infrastructure is maintained, and we plan for and support the development of infrastructure that meets community need
Delivery Program Action	IN3.2 -	Our community infrastructure is accessible, adaptable and suitable for multiple user groups and fosters inclusive, healthy, and active recreation opportunities
Operational Plan Activity		Complete the Victoria Park Plan of Management

- ATTACHMENTS:**
- A. Locality Plan (*Under Separate Cover*) [⇒](#)
  - B. Draft Plan of Management (*Under Separate Cover*) [⇒](#)

## 6.3 DRAFT PLANNING PROPOSAL: DISCOVERY DRIVE, YASS

### SUMMARY

Council purchased land in Discovery Drive in 2014 for the purpose of future development. It is currently classified as Community Land under the *Local Government Act 1993*. To facilitate its development and/or sale, it is required to be reclassified to Operational Land.

### RECOMMENDATION

*That:*

1. *The draft Planning Proposal to reclassify land at Discovery Drive, Yass (PP.2022.02) be endorsed.*
2. *The draft Planning Proposal be forwarded to the Minister for Planning to request a Gateway determination pursuant to s3.34 Environmental Planning & Assessment Act 1979.*
3. *Provide public notice of the proposed reclassification of Lot 63 DP1079585 as required under s34 Local Government Act 1993.*

### FINANCIAL IMPLICATIONS

Nil, however a public hearing chaired by a person independent of Council will be required.

### POLICY & LEGISLATION

- *Environmental Planning & Assessment Act 1979*
- *Local Government Act 1993*
- *Yass Valley LEP 2013*

### REPORT

#### 1. Background

The subject land is described as Lot 63 DP1079585, with an area of 8,428m<sup>2</sup> and is zoned R1 General Residential. **Attachment A** shows the location of the subject site. The land forms stage 3 of the Discovery Drive development and the 2004 Development Consent for this stage (7 lots) remains valid. Council resolved to purchase the land after the (then) Mortgagee in Possession was unable to attract another buyer.

#### 2. Report

Under the *Local Government Act 1993*, Council may before or within three months of acquisition resolve to classify the land as Community or Operational Land. Under s31(2A) of the Act any land that is not classified at the end of the three months following acquisition is taken to be Community Land.

The report regarding the purchase of the subject land was considered by Council in June 2014. Neither the report nor subsequent resolution of Council made any reference to the proposed classification of the land under the Act. It was clearly intended for future development, and it appears that this was an oversight not to classify the site as Operational Land at the time. The report stated

*This land is currently on the market for sale and it is considered unlikely that it will be developed in the near future due to the development costs associated with the current development consent on the land. To ensure a suitable long-term outcome for the community it is concluded that the land in question would be best held in Council ownership. It could also be considered a long-term investment by Council if it proved feasible to close part of Reddall Street and develop additional residential blocks as part of the development of Lot 63.*



Since that time, the property market in Yass has increased significantly in value. Council has also finalised the Yass Flood Risk Management Study and Plan which identifies a major overland flowpath over the adjacent section of Reddall Street, removing any potential for conversion of part of this road reserve for additional residential development as suggested at the time of purchase. Once the land is reclassified Council can then determine its intention for the future of this land.

As the land was not classified as Operational Land by Council s27(1) of the Act states that reclassification of public land can occur by amending the *Yass Valley LEP 2013* via a Planning Proposal under the *Environmental Planning & Assessment Act 1979*. A draft Planning Proposal has been prepared and included as **Attachment B**. It is recommended that the draft be endorsed and forwarded to the Minister for Planning to request a Gateway determination. Public notice and a public hearing under the Act will be required.

## STRATEGIC DIRECTION

Key Pillar		Our Environment
CSP Strategy	EN3 -	We have a robust planning framework that considers our rural character and natural landscapes
Delivery Program Action	EN3.1 -	Develop sustainably, integrates environmental, social and economic factors which are in the best interests of the community and the region
Operational Plan Activity		Complete a planning proposal to insert planning controls from the Yass Floodplain Risk Management Study and Plan into the Yass Valley Local Environmental Plan 2013

**ATTACHMENTS:**

- A. Locality Plan (*Under Separate Cover*) ➡
- B. Draft Planning Proposal (*Under Separate Cover*) ➡

## 6.4 DRAFT YASS, BOOKHAM AND WEE JASPER MAIN STREET MASTERPLANS

### SUMMARY

To present a report on the preparation of the draft Yass, Bookham and Wee Jasper Main Street Masterplans and recommend the plans be placed on public exhibition.

### RECOMMENDATION

*That:*

1. *The draft Yass, Bookham and Wee Jasper Main Street Masterplans be placed on public exhibition for 28 days.*
2. *The consideration of the draft entry and directional sign options be deferred to 2023/24 as part of the proposed wayfinding project.*

### FINANCIAL IMPLICATIONS

The 2021/22 budget included \$80,000 for the Yass Main Street Masterplan, and \$12,000 for Bookham and Wee Jasper Masterplans. Any unspent funds will be revoted to 2022/23 budget to allow project completion.

### POLICY & LEGISLATION

- *Local Government Act 1993*
- *Roads Act 1993*
- *AS 1428 Australian Standard – Design for Access and Mobility*
- *Yass Valley Local Environmental Plan 2013*
- *Community Engagement Strategy*

### REPORT

#### 1. Background

The 2021/22 Operational Plan included the following three projects to be undertaken:

- Yass Main Street Masterplan
- Bookham Main Street Masterplan
- Wee Jasper Main Street Masterplan

These also include the development of three new entry sign design options for Yass and the Villages to be used as the template across the Yass Valley.

#### 2. Masterplans and Community Engagement

Consultants were engaged to undertake this project. This has included site visits, desktop review of current and past plans and strategies and meetings with key internal stakeholders and Transport for NSW.

There has been several organised community consultation and design workshops, with both the community associations/Yass project committee and the wider community on these dates:

- Yass: Wednesday 9 March, Wednesday 6 April, Saturday 30 April, 13 June 2022
- Bookham: Thursday 10 March, Thursday 7 April 2022
- Wee Jasper: Thursday 10 March, Saturday 30 April 2022

The input from the community received to date has informed the development of the draft Masterplans.

The Masterplans are included in **Attachments A, B and C**.

### 3. Entry Signs

Part of the brief was the development of three new entry sign design options for Yass and the villages which would be the basis of new entry signs across Yass Valley. Options for new entry sign designs have been based on preliminary design feedback from the community, as well as concepts within a design prepared by the late prominent local artist Kim Nelson put forward by Council's Public Art Committee in 2017. The draft designs are in **Attachment D**.

It is recommended to Council that consideration of these designs be deferred. Given that they are proposed as a template for entry signs across the Yass Valley it is preferable that this work be done as a separate project with the designs being developed with all the Yass Valley communities. The 2022-2026 Delivery Program identifies a wayfinding strategy to be commenced in 2023/24 which could include the entry signs and sign hierarchy for all of Yass Valley.

### 4. Public Exhibition

The project has sought to engage the community through the stages of the project to maximise input from various user and community groups as well as local businesses and landowners. A successful drop-in session was held on Friday, 15 July 2022 in Yass.

It is proposed to place the plans on exhibition for a period of 28 days and as part of the public exhibition the following is proposed:

- Draft plans be placed on Council's website
- Promotion of the draft plans on Council's Facebook page
- Draft plans will be displayed at Council's Administration Building Foyer, Yass Library, Barney's of Bookham and through the Wee Jasper Community Association
- Draft plans be emailed directly to those who have provided their contact details through previous consultation stages
- Letters be sent to all affected property owners within the study areas notifying them of the exhibition
- A letter drop to all businesses within the Yass study area notifying them of the exhibition
- Notify stakeholder groups such as the Yass Valley Business Chamber, Yass Historical Society etc of the exhibition.

### STRATEGIC DIRECTION

Key Pillar		Our Infrastructure
CSP Strategy	IN2 -	We are proud of our liveable and accessible local places and spaces
Delivery Program Action	IN2.1 -	Our streetscapes are well designed and maintained
Operational Plan Activity		Complete the Yass Mainstreet Masterplan

<b>ATTACHMENTS:</b>	A. Draft Wee Jasper Main Street Masterplan ( <i>Under Separate Cover</i> ) ➡
	B. Draft Bookham Main Street Masterplan ( <i>Under Separate Cover</i> ) ➡
	C. Draft Yass Main Street Masterplan ( <i>Under Separate Cover</i> ) ➡
	D. New Entry Sign Concepts ( <i>Under Separate Cover</i> ) ➡

## 6.5 DEVELOPMENT APPLICATION NO. DA210298 - INSTALLATION OF A MOVABLE DWELLING, 29 CAMDEN STREET, BINALONG

### SUMMARY

To present the assessment of Development Application No DA210298 which seeks to regularise the installation of a moveable dwelling at 29 Camden Street, Binalong. The application was notified and attracted no submissions. Refusal is recommended.

### RECOMMENDATION

*That Development Application No DA210298 for the installation of a moveable dwelling at 29 Camden Street, Binalong, be refused on the following grounds:*

- *The proposed development is non-conforming with the objectives and numerical standards of Yass Valley Council Policy Building Line - Urban*
- *The installation of a moveable dwelling will have an adverse and unacceptable impact on the character of the locality*
- *The Development Application is not in the approved form as required by the EP&A Regulation 2021. Specifically, the documentation submitted with the Development Application are insufficient for the purpose of Council's assessment*
- *The proposed development will result in adverse impacts to the surrounding built environment in accordance with s4.15(b) of the Environmental Planning & Assessment Act 1979 (EP&A Act 1979)*
- *The proposed development is not considered to be in the public interest in accordance with s4.15(e) EP&A Act 1979*

### 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 2021*
- *Local Government Act 1993*
- *State Environmental Planning Policy (Resilience and Hazards) 2021*
- *Yass Valley Local Environmental Plan 2013*
- *Yass Valley Community Engagement Strategy*
- *Application Assessment and Decision Making Policy*
- *Building Line – Urban Policy*

### REPORT

#### 1. Application Details

Date Received	-	1 <sup>st</sup> December 2021
Land	-	29 Camden Street, Binalong
Area	-	1569m <sup>2</sup>
Zoning	-	RU5 Rural Village

## 2. Site Description and Locality

The site is located in an area characterised primarily by large lots within Binalong. Development within the locality is largely comprised of single dwelling houses constructed from lightweight materials. The lot is regular in shape with an area of 1,569m<sup>2</sup>. The site contains an approved shipping container to the rear of the site and a moveable dwelling with associated deck, for which consent is sought.

The site is a corner lot with its primary frontage to Camden Street and secondary frontage to Woolrych Street. There is also an unformed lane to the rear of the site. The site adjoins residential properties with a public reserve located to the east of the site.

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

## 3. Proposal

The application seeks Consent to regularise the installation of a moveable dwelling with an associated deck (see **Figures 1 & 2** below).

The moveable dwelling is currently on wheels however the applicant has outlined in their Statement of Environmental Effects that they would remove the wheels and install the dwelling on piers with a tie-down system if approved by Council. It is also proposed to install an on-site effluent system.

The moveable dwelling measures 33m<sup>2</sup> comprising 1 bedroom, combined bathroom and laundry and open plan living room. A moveable dwelling is defined under the *Local Government Act 1993* as follows:

- (a) any tent, or any caravan or other van or other portable device (whether on wheels or not), used for human habitation, or*
- (b) a manufactured home, or*
- (c) any conveyance, structure or thing of a class or description prescribed by the regulations for the purposes of this definition.*

An attached deck is detailed on the site plan however there are no details regarding its dimensions.



**Figure 1 – Moveable Dwelling viewed from Camden St (Facing South)**





**Figure 2 – Moveable Dwelling viewed from Woolrych St (Facing North)**

Details of the proposal are included in [Attachment B](#).

#### **4. Public Exhibition**

Public exhibition included notice to the adjoining and nearby landowners for a period of 14 days, from 27 June 2022 until 11 July 2022. No submissions have been received.

#### **5. Referrals**

The proposal was referred internally for environmental health, building and bushfire comment. No objections have been raised subject to the inclusion of requirements in any approval that maybe issued.

#### **6. Assessment**

The proposed development has been assessed against the requirements of s4.15 *Environmental Planning & Assessment Act 1979*. It is considered that the proposed development cannot be supported for the reasons outlined in the Assessment Report (refer [Attachment C](#)).

The following planning issues have been identified during the assessment.

##### **6.1 Character of the Locality and Setbacks**

Setbacks for the proposed moveable dwelling are not in accordance with *Building Line – Urban Policy*. Section 4.1.3 of the Policy requires Class 1(a) Buildings on a corner lot to have a 6m front setback and minimum 6m secondary setback where no established building line exists.

The moveable dwelling proposes a 3m secondary setback which does not comply with Council's Policy and no request for variation of the setback has been provided. Furthermore, the dwelling has been designed and oriented such that there are large expanses of blank walls addressing the streetscape resulting in a poor streetscape outcome on a prominent corner site within the village; a lack of passive surveillance opportunities; and no sense of address. For these reasons the development is incompatible with the desired character of the locality.

## 6.2 Adequacy of Information Submitted

The Development Application is not in the approved form as required by the *EP&A Regulation 2021*. Specifically, the documentation submitted with the Development Application is insufficient for the purpose of Council's assessment as:

- The elevation plan does not accurately depict the moveable dwelling including the location of windows and doors. It is also unclear from the plans submitted how the dwelling orients to the primary and secondary frontages; and
- The plans do not accurately detail the deck area.

## 6.3 Access and Car Parking

The moveable dwelling does not provide for any formalised vehicular access or car parking. While Council's *Off-Street Carparking Policy* does not specifically set car parking rates for a dwelling house it is considered appropriate in this instance to provide formal access at a minimum. It is considered this further contributes towards the incompatibility of the development with the character of the area.

## 7. Conclusion

From the assessment of the proposal and consideration of issues raised it is recommended that the application be refused.

In the event that the application is refused, a compliance and enforcement process will be commenced in relation to the moveable dwelling and onsite sewage management facility currently on the site.

## 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.

<b>ATTACHMENTS:</b>	A. Locality Plan ( <i>Under Separate Cover</i> ) ➡
	B. Plans of Proposed Development ( <i>Under Separate Cover</i> ) ➡
	C. s4.15 Assessment ( <i>Under Separate Cover</i> ) ➡

## 6.6 YASS HISTORICAL SOCIETY - REQUEST TO RELOCATE

### SUMMARY

A written request has been received from the Yass Historical Society to relocate to office space located at the front northern side of the Yass Soldiers Memorial Hall with main street access.

### RECOMMENDATION

*That:*

1. *Expressions of interest be called for the use of northern 3 room section and the southern room at the front of the Yass Soldiers Memorial Hall.*
2. *A further report be brought back to Council to consider any Expressions of Interest.*

### FINANCIAL IMPLICATIONS

Nil.

### POLICY & LEGISLATION

- *Local Government Act 1993*
- *Leasing of Council Property Policy*

### REPORT

The Yass Historical Society currently occupies parts of the upstairs rooms within the Soldiers' Memorial Hall and has done so for some 40 years. The Society houses a large collection of local memorabilia and historical records.

A recent building dilapidation report identified high priority works for the preservation of the Hall as being replacement of the roof and electrical upgrade works. Council will tender the schedule of works for the roof and electrical replacement as soon as possible. Prior to any work commencing the archives collection housed in the upstairs rooms would need to be relocated.

A number of community and not-for profit groups along with commercial lease requests for use/hire for both areas have been received in the last 12 months, which Council has not considered previously due to the potential of obtaining grant funding for the full upgrade of the Hall. Council has since been advised that its application was not accepted into the next round, subsequently funding has been allocated in the 2022/23 capital works budget to undertake priority works.

In February 2021, the Yass Soldiers Memorial Hall Committee considered a request from the Yass RSL Sub-branch for use of these rooms. At the time the Yass RSL Sub-branch were advised that pending a grant application for upgrades to the hall that Expressions of Interest would be advertised with a further report to Council for consideration.

Council is currently in a position to consider applications now that work is restricted to the roof replacement and electrical upgrades being undertaken in 2022/23 financial year.

Due to limited commercial space availability in the main street of Yass, both spaces may be highly sort after.

The area contained within the northern rooms requires new floor covering and painting throughout to bring it up to a suitable standard for use. Currently both front areas have independent electricity meters, and any future tenant would be responsible for connection and payment of services.

Considering this advice has already been provided to a local community group, it may be considered to be fair and consistent that Council seek a new round of Expressions of Interest for the 3-room area on the northern side of the Hall and also for the single room on the southern side at the front of the Hall.



**STRATEGIC DIRECTION**

Key Pillar		Our Infrastructure
CSP Strategy	IN3:	Our existing community infrastructure is maintained, and we plan for and support the development of infrastructure that meets community need
Delivery Program Action	IN3.5 -	Management of community infrastructure is supported by strong relationships between Council and community groups
Operational Plan Activity		Review of all agreements for use of community infrastructure managed by Council

**ATTACHMENTS:** Nil

## 6.7 INVESTMENT AND BORROWINGS REPORT - JUNE 2022

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### SUMMARY

In accordance with clause 212 *Local Government (General) Regulation 2005*, this report provides a summary of Council's investments as of 30 June 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 Council note this Investment Report.*

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### 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: June 2022

##### ***The Australian economy***

Economic conditions in Australia continued to appear sound, though there is a slower tone coming through in the data. The strength of the job market continued to surprise in the May report, with the economy adding 60.6k new jobs in the month, and the participation rate climbing, from 66.3% to 66.7%. Consumer confidence slowed in its June reading, as did business sentiment. Home loans slumped in May and auction clearance rates, especially in Sydney, continued to decline.

The Reserve Bank of Australia delivered a hawkish surprise with a 50bps hike in June, taking Australia's cash rate to 0.85%. Market pricing suggests that the cash rate could reach 3.75% this cycle. This is a very aggressive outlook, likely also reflecting uncertainty on the RBA's expected reaction to forthcoming growth and inflation data.

*It is worth noting that on 5 July 2022 the RBA board decided to increase cash rate by 50 points to 1.35%.*

##### ***The global economy***

In the US, the ISM manufacturing survey surprised by increasing in May, up from 55.4 to 56.1. Durable goods orders also remained sound in their latest print. Private payrolls growth also held up well, at 333k in May, though are drifting lower overall. Housing activity indicators, including building permits and housing starts, softened noticeably.

Economic conditions in China continued to look weak, with protracted COVID lockdowns hurting activity. The government recently announced a broad-based economic stimulus package, which could start to stem the decline. While the overall growth picture is slowing, inflation data remained very strong. US headline CPI growth hit 8.6% year-on-year in May, up from 8.3% for April. The core CPI also remained very quick, at 6.0% year-on-year. The Euro area CPI jumped to 8.1% year-on-year, from 7.4% for May. In June, the US Federal Reserve lifted the funds rate another 75bps in its June meeting, taking the benchmark rate from 1.00% to 1.75%.

Source: TCorp Monthly Economic commentary – June 2022

## 2. Summary of Movements in Council Investments

No investments matured and no new investments were entered into during the month of June.

Opening Balance 1 June 2022		\$23,200,000
Closing Balance 30 June 2022		\$23,200,000

Information on Council's investments are detailed in **Attachment A**.

## 3. Council Loans

Council has four loans with a balance of \$15.46m owing at 30 June 2021. 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	Balance as at 30 June 2022	Interest Rate	Comment	Principal 2021/22	Interest 2021/22
General Loan	\$0	\$0			\$0	\$0
Sewer: CBA Sewer Infrastructure	\$3,778,024	\$3,693,096	4.82% Fixed	20 years, repaid in 2035/36	\$184,928	\$178,809
Water: NAB Dam Wall	\$8,611,093	\$8,275,818	6.96% Fixed	30 years, fixed rate 10 years to Aug 2022	\$335,274	\$607,414
Water: Yass to M'bateman	\$1,988,019	\$1,761,055	2.55% Fixed	10 years, fully repaid in 2029	\$226,964	\$48,536
Water main and pump station upgrades	\$1,086,237	\$962,226	2.55%	10 years, fully repaid in 2029	\$124,011	\$26,519
<b>Total loans</b>	<b>\$15,463,373</b>	<b>\$14,592,195</b>			<b>\$871,177</b>	<b>\$861,278</b>

## STRATEGIC DIRECTION

Key Pillar		Our Civic Leadership
CSP Strategy	CL2 -	Council is a financially sustainable organisation that can meet community needs
Delivery Program Action	CL2.1 -	Manage resources in a responsible manner that supports the ongoing viability of Council
Operational Plan Activity	Actively manage investments	

**ATTACHMENTS:** A. Jun 22 Investments report attachment [↓](#)

6.7 Investment and Borrowings Report - June 2022  
Attachment A Jun 22 Investments report attachment

a) Council Investments as at 30 Jun 2022

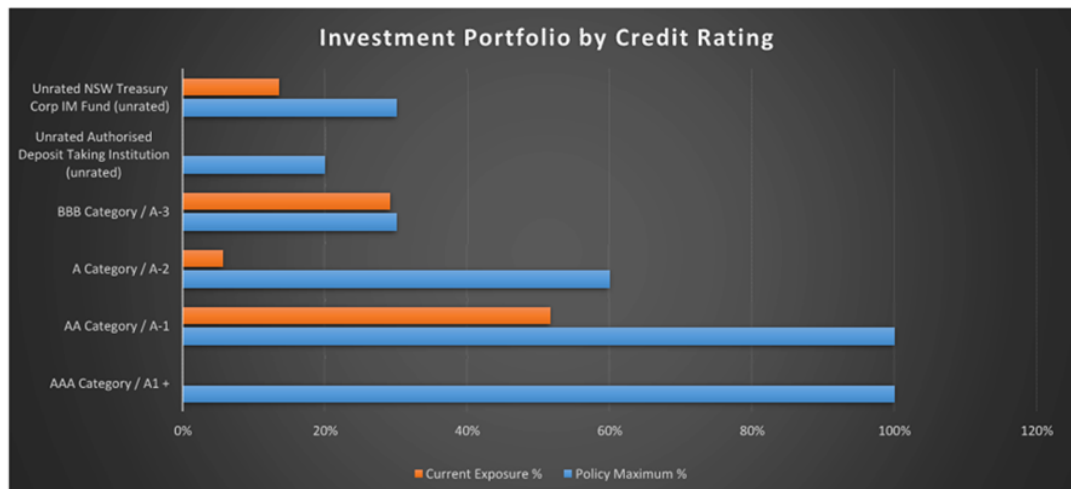
Investment Type	Market Value \$	Credit rating	Date Lodged	Maturity date	Term (Days)	Rate
<b>Cash Working Accounts</b>						
NAB Working Account <sup>1</sup>	7,644,734.31	AA- / A-1+	n/a	n/a	at call	0.85%
Tcorp Strategic Cash Facility <sup>2</sup>	4,832,652.40	Unrated	n/a	n/a	at call	-0.10%
	<b>12,477,386.71</b>					
<b>Term Deposits &lt; 12 Months</b>						
NAB	2,700,000.00	AA- / A-1+	25/04/22	23/08/22	120	1.00%
NAB	2,000,000.00	AA- / A-1+	28/04/22	27/07/22	90	1.05%
NAB	1,000,000.00	AA- / A-1+	08/03/22	05/09/22	181	0.65%
BOQ	1,400,000.00	BBB / A2	31/03/22	24/02/23	330	1.25%
AMP	2,000,000.00	Baa3 / -	05/08/21	05/07/22	334	0.75%
AMP	2,000,000.00	Baa3 / -	01/12/21	31/10/22	334	1.00%
AMP	1,000,000.00	Baa3 / -	11/01/22	12/12/22	335	1.10%
AMP	1,000,000.00	Baa3 / -	28/01/22	29/07/22	182	1.00%
JUDO Bank	1,500,000.00	BBB- / -	06/09/21	06/09/22	365	0.80%
Macquarie	1,000,000.00	A+ / A-1	03/11/21	03/11/22	365	0.50%
Macquarie	1,000,000.00	A+ / A-1	08/03/22	06/09/22	182	0.65%
CBA	2,100,000.00	AA- / A-1	26/04/22	27/01/23	276	2.12%
CBA	2,000,000.00	AA- / A-1	07/02/22	07/02/23	365	0.76%
CBA	1,000,000.00	AA- / A-1	07/02/22	05/10/22	240	0.50%
MyState	1,500,000.00	BBB+ / -	10/03/22	10/03/23	365	1.05%
	<b>23,200,000.00</b>					
<b>Total Short Term</b>	<b>35,677,386.71</b>					
<b>Investment Property</b>						
Hawthorn - Current Fair Value	4,350,000.00	Revalued March 2020				

1. The NAB account balance shown above includes deposits at month end not processed to Council's financial system and excludes cheques that have not been presented.

2. Tcorp Strategic Cash Facility is an allowable investment under the Ministerial Order.

b) Investment Exposure by Credit Rating Type

S&P Long Term / Short Term Credit Rating	Policy Maximum %	Current Exposure %	Current Investment \$
AAA Category / A1 +	100%	0.00%	-
AA Category / A-1	100%	51.70%	18,444,734.31
A Category / A-2	60%	5.61%	2,000,000.00
BBB Category / A-3	30%	29.15%	10,400,000.00
Unrated Authorised Deposit Taking Institution (unrated)	20%		-
Unrated NSW Treasury Corp IM Fund (unrated)	30%	13.55%	4,832,652.40
		<b>100.00%</b>	<b>35,677,386.71</b>



c) Exposure to a Single Institution

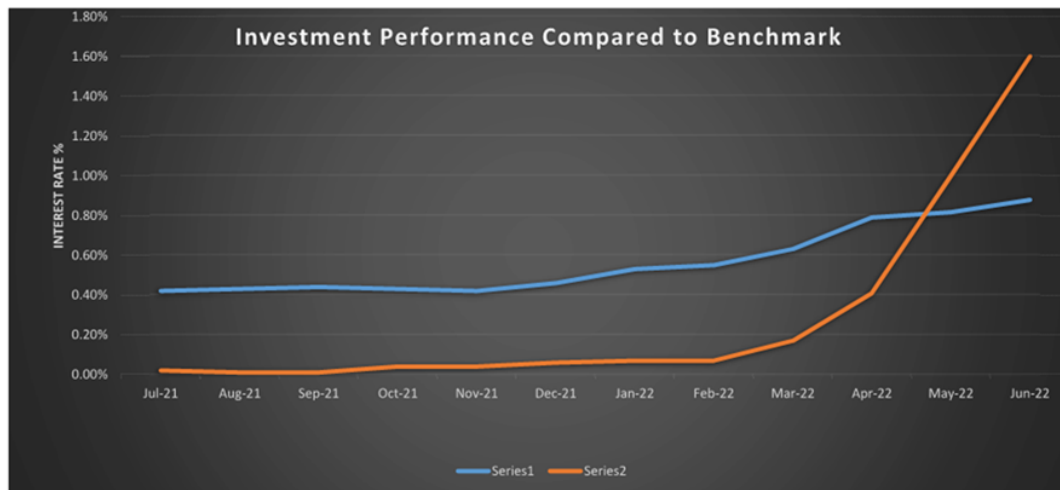
Institution	S&P Rating	Policy Maximum %	Current Exposure %	Current Investment \$
NAB	AA- / A-1+	50%	37.40%	13,344,734.31
AMP	Baa3 / -	30%	16.82%	6,000,000.00
CBA	AA- / A-1	50%	14.29%	5,100,000.00
BOQ	BBB / A2	30%	3.92%	1,400,000.00
Macquarie	A+ / A-1	30%	5.61%	2,000,000.00
Judo Bank	BBB-/-	30%	4.20%	1,500,000.00
MyState	BBB+ / -	30%	4.20%	1,500,000.00
TCorp	Unrated	30%	13.55%	4,832,652.40
			<b>100.00%</b>	<b>35,677,386.71</b>

d) Investment Portfolio Performance

UBS 90 day bank bill index

Investment Performance vs Benchmark

	Investment Portfolio return (%pa)	Benchmark: BBSW 90 day Bank Bill Index (source RBA)
1 month average	0.88%	1.60%
3 month average	0.83%	1.00%
6 month average	0.70%	0.55%
12 month average	0.53%	0.16%



## 6.8 RATES ARREARS

### SUMMARY

The report provides an update on rate arrears, charges, and interest for the fourth quarter of the 2021/22 financial year.

### RECOMMENDATION

*That the report on Rates Arrears be noted.*

### FINANCIAL IMPLICATIONS

Outstanding rates, charges and interest reduce Council's cash flow.

### POLICY & LEGISLATION

- Yass Valley Council Debt Recovery Policy

### REPORT Arrears as of 30 June 2022

Rate arrears for the 2020/21FY totalled \$1,241,261.36 which was reduced by 70% to \$370,698 by 30 June 2022 (as shown in the table below).

	Rates and Charges Levied (inc. interest)	\$ Paid 1 Jul to 30 Jun	Balance Outstanding	% Paid 1 Jul to 30 Jun
Arrears at 30/6/2021	\$1,241,261.36	\$870,563.53	\$370,697.83	70.14%
2021/22 Rates, Charges and Interest	\$19,124,583.49	\$18,338,597.28	\$785,986.21	95.89%
<b>Total</b>	<b>\$20,365,844.85</b>	<b>\$19,209,160.81</b>	<b>\$1,156,684.04</b>	<b>94.32%</b>

Council deals with hardship requests on a case-by-case basis in accordance with Council's *Debt Recovery Policy*. For the last quarter of 2021/22, Council received only one hardship request.

### STRATEGIC DIRECTION

Key Pillar	Our Civic Leadership
CSP Strategy	CL2 - Council is a financially sustainable organisation that can meet community needs
Delivery Program Action	CL2.1 - Manage resources in a responsible manner that supports the ongoing viability of Council
Operational Plan Activity	Abide by Accounting Standards and OLG accounts regulations

**ATTACHMENTS:** Nil

## 6.9 AMENDED 2022/23 RATE AD VALOREM, MINIMUM CHARGES, AND BASE CHARGES

### SUMMARY

During the preparation for the running of the rates that the Ad Valorem, Minimum Charge, and Base Charge figures were identified as being incorrect in the June 2022 Council report. This report corrects that reporting error. There is no change to Council's financial position.

### RECOMMENDATION

*That the amended Ad Valorem, Minimum Charges, and Base Charge figures as indicated be adopted, and that the 2022/23 Statement of Revenue be amended accordingly.*

Category	Sub-Category	Ad Valorem	Minimum Charge	Base Charge
Farmland		0.00188428		\$715.50
Residential	Non Urban	0.00185571		\$466.50
Residential	Yass	0.00392446	\$709.50	
Residential	Binalong	0.00342835	\$709.50	
Residential	Bowning	0.00342835	\$709.50	
Residential	Wee Jasper	0.00342835	\$709.50	
Residential	Bookham	0.00342835	\$709.50	
Residential	Murrumbateman	0.00259263	\$709.50	
Residential	Gundaroo	0.00259263	\$709.50	
Residential	Sutton	0.00259263	\$709.50	
Business	Sutton and Gundaroo	0.00185571		\$466.50
Business	Yass and Villages	0.00923734	\$709.50	

### FINANCIAL IMPLICATIONS

There are no financial implications from this reporting error.

### POLICY & LEGISLATION

- Local Government Act 1993
- Local Government Regulations 2005
- Local Government Amendment (Governance & Planning) Act 2016
- Integrated Planning and Reporting Framework

### REPORT

During the preparation for the running of the rates that the Ad Valorem, Minimum Charge, and Base Charge figures were identified as being incorrect in the June 2022 Council report. Staff had several scenarios when preparing the 2022/23 Operational Plan, and unfortunately, the incorrect data was used in the report.

The table below provides a comparison of the reported Ad Valorem, Minimum Charge, and Base Charge figures and the amended figures. There are no financial effects and all other figures stated in the June 2022 Council report are correct.

Category	Sub-category	Ad Valorem	Amended Ad Valorem	Min. Charge	Amended Min. Charge	Base Charge	Amended Base Charge
Farmland		0.00188651	0.00188428			\$716.50	\$715.50
Residential	Non Urban	0.00185715	0.00185571			\$467.50	\$466.50
Residential	Yass	0.00392924	0.00392446	\$710.50	\$709.50		
Residential	Binalong	0.00343278	0.00342835	\$710.50	\$709.50		
Residential	Bowning	0.00343278	0.00342835	\$710.50	\$709.50		

Residential	Wee Jasper	0.00343278	0.00342835	\$710.50	\$709.50		
Residential	Bookham	0.00343278	0.00342835	\$710.50	\$709.50		
Residential	Murrumbateman	0.00259596	0.00259263	\$710.50	\$709.50		
Residential	Gundaroo	0.00259596	0.00259263	\$710.50	\$709.50		
Residential	Sutton	0.00259596	0.00259263	\$710.50	\$709.50		
Business	Sutton and Gundaroo	0.00185715	0.00185571			\$467.50	\$466.50
Business	Yass and Villages	0.00924915	0.00923734	\$710.50	\$709.50		

The estimated yield \$12,069,834 remains the same, as does the deficit remain at \$912,000 for 2022/23FY, unchanged from the June 2022 Council Report.

As a result of this anomaly, a full audit and root cause analysis is being conducted of the Fees & Charges and Delivery Program to ensure accuracy of data provided to Council and the community, and to ensure that this type of error does not happen again.

## STRATEGIC DIRECTION

Key Pillar		Our Civic Leadership
CSP Strategy	CL2:	Council is a financially sustainable organisation that can meet community needs
Delivery Program Action	CL2.1 -	Manage resources in a responsible manner that supports the ongoing viability of Council
Operational Plan Activity		Abide by Accounting Standards and OLG accounts regulations

**ATTACHMENTS:** Nil



## 6.10 VINE CHURCH REQUEST FOR RATES EXEMPTION

### SUMMARY

The Vine Church was granted 'recurrent donations' in December 2017 as part of Council's Grant policy at the time, due to their rating category being 'Business'. As a result of recent changes to Council's *Financial Assistance, Grants and Donations Policy* in February 2022, the Yass Vine Church is no longer eligible for this type of Council funding. This report is to address the prior resolution.

### RECOMMENDATION

*That the Vine Church be required to apply for Council Rate and Fees & Charges assistance in accordance with Council's Hardship Policy.*

### FINANCIAL IMPLICATIONS

Approximately \$3,540 Rates and Fees & Charges income

### POLICY & LEGISLATION

- Financial Assistance, Grants and Donations Policy

### REPORT

In December 2017 Council resolved that the Vine Church receive an annual donation to the value of the rates at 11472 Wee Jasper Road, and the difference in fees and charges above that which would apply if 11472 Wee Jasper was owned by the church.

Under the *Local Government Act 1993*, land owned by churches or building used as places of worship are entitled to rates exemption. However, Council was advised at its meeting on 22 November 2017 that the Office of Local Government (OLG) on behalf of the Minister, that the assessment for the Vine Church be categorised as business for rating purposes.

In February 2022, Council reviewed, exhibited, and approved a new Financial Assistance, Grants, and Donations Policy. As a result of this update, the Vine Church is no longer eligible for this donation (in accordance with all removal of rating assistance) and are asked to submit a request for Rates and Fees & Charges assistance through Council's Hardship Policy.

The Vine Food Care Store, a component of the Vine Church provides support to the vulnerable community and received grant funding during the 2021/22 financial year from Council (on behalf of NSW State Government) to the value of \$29,500. Council staff continue to look for appropriate funding to further assist the Vine Church as its operations.

### STRATEGIC DIRECTION

Key Pillar	Our Community
CSP Strategy	CO1 - Our health and wellbeing are supported by equitable access services
Delivery Program Action	CO1.1 - Our community is able to access information, health and services that support physical health and mental wellbeing
Operational Plan Activity	Support given to organisations who assist vulnerable members of our community

**ATTACHMENTS:** Nil

## 6.11 ALIVE IN THE PARK EVENT BRIEFING

### SUMMARY

This report provides a brief on the Alive in the Park event held at the Riverbank Park Yass on Saturday 21 May 2022. This event was a combined effort by Council and YASSArts.

### RECOMMENDATION

*That the report on the Alive in the Park event be noted.*

### FINANCIAL IMPLICATIONS

Council contributed \$2,513 from the 2022 Youth Week grant and approx. \$7,000 of in-kind support from the Community Services budget.

### REPORT

#### 1. Background

Council was successful in applying for a \$3,313 NSW Youth Week 2022 grant. Due to COVID, the planned activities were cancelled. YASSArts approached Council to see if we could assist with a youth, music, and arts event called Alive in the Park. The funding provider was approached and approved the use of the NSW Youth Week funding for this event and Council was able to provide in-kind community assistance.

Alive in the Park aim was to provide an accessible event celebrating live music and art in the Yass Valley, and an opportunity for young locals to perform, up-skill, and be entertained in a safe environment.

Despite Council having not been involved with NSW Youth Week for some time, we were able to create an event that attracted approximately 1,000 young people and their families. For context, Yass Valley is home to 5,101 people aged 0-29 (2016 Census).

Alive in the Park included local live music, roaming performers, markets, food trucks, emergency service vehicle displays (NSW Police, Rural Fire Service, Fire and Rescue, and State Emergency Services, headspace Yass hangout tent, Rotary jumping castle, outdoor cinema, and a colouring in tent.

#### 2. Council in-kind and financial assistance

Council was able to assist YassArts with:

- Development Application
- First aid
- Portable toilets
- Lighting towers
- Waste collection
- Volunteers
- Outdoor movie
- Media

#### 3. Key outcomes for local young people

- Alive in the Park provided nine emerging bands from the region a platform to showcase their skills and talents to the community. Four of the musical acts were young Yass Valley locals. All were paid market rates for their time and skill.
- Three Yass High School students worked alongside experienced sound and lighting technicians.
- Eleven young people volunteered before, after and at the event, taking part in safety briefs, logistics, marketing, planning, and coordination.
- Two young people ran the social media accounts before and during the event.

- A young person took on the role of event spokesperson, gaining experience speaking to the media.
- Of the 16 market stallholders on the day, 12 were from Yass Valley, with the remainder from Wagga Wagga and Goulburn, and were aged under 30.
- NSW Police, RFS, Fire and Rescue, SES and headspace Yass were able to raise awareness of their services among local young people.

#### 4. What locals said about the event (based on survey results)

- *Lots of great things for kids... Great opportunity for the community to connect after years of COVID" (local mother of two teens)*
- *[I enjoyed] being with my friends and all the beautiful people (aged 12)*
- *Thank you for creating a safe space in which I felt comfortable allowing my daughter to have free time with her friends. They had a wonderful afternoon/evening dancing to the beats and watching the movie (local mother).*

#### 5. What locals liked about the event (based on survey results)

- Live music
- Casual/community feel
- Family-friendly
- Great location
- Number of families and children
- Emergency service displays
- Food
- Markets
- Professional look and feel

#### 6. Future events

Council often hears there is nothing for young people to do in Yass Valley and yet we know young people's quality of life significantly improves when they feel connected to their community. Council has a responsibility to encourage and facilitate active and creative participation in community life for all residents, including young people.

Alive in the Park allowed young people to connect with each other after COVID-19. The event also provided a safe space for young people to grow and their ideas to flourish.

Furthermore, Alive in the Park provided Council with a positive image in the community.

As a result, Council is planning to support Alive in the Park in 2023 through various grants and community 2022/23FY budget. Additional funding would ensure the following services/activities can be provided at future events:

- Free buses to/from villages
- More creative arts, tents for making, short workshops, opportunities to create and learn from a range of artists
- More Ngunnawal involvement: a dedicated tent of activities, story, art, smoking ceremony, and dance
- Complete work at Memorial Hall to provide an alternate location in the case of wet weather

#### STRATEGIC DIRECTION

Key Pillar		Our Community
CSP Strategy	CO2 -	We have a vibrant, inclusive, and creative community life
Delivery Program Action	CO2.1 -	Events celebrate the identity of our towns and villages, heritage and culture
Operational Plan Activity		Assist community with events or activities that celebrate identity, heritage and culture

**ATTACHMENTS:** Nil

## 6.12 POLICY REVIEW - ROAD NAMING POLICY

### SUMMARY

Good governance underpins the effective delivery of Council services to our community. Council policies are a key component of our governance framework and support the outcomes sought in the *Our Civic Leadership* strategic pillar within the *Tablelands Regional Community Strategic Plan 2016-2036*.

Council policies are reviewed to ensure they remain fit for purpose. To that end, the *Road Naming Policy* has been reviewed and determined to be unnecessary.

### RECOMMENDATION

*That Road Naming Policy be rescinded.*

### FINANCIAL IMPLICATIONS

The maintenance of Council policies is a recurrent labour expense in Council's annual budget. Changes to the *Road Naming Policy* are unlikely to have material impact on Council's budget.

### POLICY & LEGISLATION

- *Local Government Act 1993*
- Geographical Names Board

### REPORT

The current *Road Naming Policy* (refer **Attachment A**) has been reviewed and determined to be unnecessary. The content of the policy is simply a restatement of NSW State Government Guidelines and legislation (i.e. Geographical Names Board, s7 Roads Regulation 2018). Rescission of the policy is recommended.

### STRATEGIC DIRECTION

Key Pillar	Our Civic Leadership
CSP Strategy	CL1: Council is an effective, responsible and innovative organisation
Delivery Program Action	CL1.4 - Governance provides a sound basis for decision making
Operational Plan Activity	Decisions made in accordance with LG Act and Regulations

**ATTACHMENTS:** A. Road Naming Policy [📄](#)

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<b>Title:</b>	<b>ROAD NAMING</b>	<b>RD-POL-6</b>
<b>Service:</b>	<b>Roads</b>	
<b>Responsible Officer:</b>	<b>Engineering Services Manager</b>	

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**Objective**

To provide guidelines on the selection and process for road naming.

**Policy**

**1. Name Selection**

When considering the naming/renaming of roads and streets Council use:

- 1.1. Names of citizens who have made a significant contribution to the community. The names of living persons generally should not be assigned, this honour being reserved for persons of great eminence;
- 1.2. Thematic names such as flora and fauna species/breeds;
- 1.3. Names of historical, geographical or cultural significance;
- 1.4. Names derived from Aboriginal culture;
- 1.5. That duplication and phonetically similar sounding names are to be avoided.

**2. Procedure for naming/renaming existing roads:**

Existing roads shall be determined by Council resolution and follow the procedure as set out in 2.1. to 2.4:

- 2.1. Adoption of the name in principle by Council;
- 2.2. Seeking public comment via advertisements in the Yass Tribune and letter to property holders located on the road (including those in neighbouring Shires where necessary), giving twenty eight (28) days notice to respond;
- 2.3. Serve notice of the proposed name to the following:
  - Registrar-General
  - Surveyor-General
  - Geographical Names Board
  - In the case of a classified road, the RTA
- 2.4. Council considering the submissions and making a determination;
- 2.5. Publish the new name in the NSW Government Gazette and the Yass Tribune.
- 2.6. Provide notice of new name to:
  - Australia Post
  - Land and Property Management, Bathurst

- Chief Executive of the Ambulance Service of NSW
- NSW Fire Brigade
- NSW Rural Fire Service
- NSW Police Force
- State Emergency Service
- NSW Volunteer Rescue Association
- Utility Authorities (Telstra, Country Energy, AGL)
- Local Emergency Management Committee
- in the case of a classified road - RTA

### 3. Subdivisions

- 3.1 For roads to be created as part of new subdivisions, proposed road names are to be submitted prior to Council issuing a Construction Certificate.
- 3.2 Road names are to be authorised by the General Manager in accordance with 1 above.
- 3.3 Road names will be advertised in the relevant newspaper along with the proposed subdivision in accordance with 2.2 above. The required authorities will also be notified of new name in accordance with 2.3 above, while the development application is being advertised.
- 3.4 The new road names must be indicated on the Deposited Plan before submission to the Register General.

### 4. Hatton Park Estate

- 4.1 To continue with the existing theme of naming roads in this area after significant local women, the following names shall be used for any roads created in future stages within or in close proximity to the Hatton Park Estate in Yass:
- Martin
  - Crocker

### 5. Other Relevant Policies/Procedures

Previously known as Policy R.4.  
Guidelines for Naming of Roads – NSW Geographical Names Board.  
Roads Act 1993 – Section 162.  
Roads (General) Regulation 2008 – Section 7/10.

### 6. History

<i>Minute No</i>	<i>Date of Issue</i>	<i>Action</i>	<i>Author</i>	<i>Checked By</i>
	11 July 2001			William Luchetti
	27 March 2008	Reviewed	David Rowe	EMT
147	9 April 2008	Amended		PP&R Meeting
	11 June 2009	Reviewed	Simon Cassidy	EMT
233	24 June 2009	Adopted		Council Meeting
	17 Nov 2010	Amended	Luka Kovacevic	
27	23 February 2011	Adopted		Council Meeting

Document No:RD-POL-06	Created/Revised:02/2011	Review date 02/2015
Version No:5	Author: Manager Engineering Services	Doc Type: 30

## 6.13 RURAL FIRE SERVICE ASSETS

### SUMMARY

Local Government NSW are seeking Council support for a campaign on the financial accounting treatment of Rural Fire Service (RFS) mobile assets. The Auditor General has advised all Councils to undertake a stocktake of the rural firefighting equipment vested to Councils and record the value in the Council's financial statement. The Auditor General's management letter to Council highlighted this issue and the response was that Council would not include the rural firefighting equipment in its financial statements as Council does not control the assets. It is recommended that the campaign be supported.

### RECOMMENDATION

*That:*

1. *A letter be sent to the local State Member, the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP:*
  - a. *Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service assets*
  - b. *Advising of the impact of the Government's position on Council finances of this accounting treatment*
  - c. *Informing that Council will not carry out RFS assets stocktakes on behalf of the NSW Government and will not record RFS assets in Council's financial statements*
  - d. *Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS*
  - e. *Amending s119 Rural Fires Act 1997 so that the effect is to make it clear that RFS assets are not the property of Councils*
2. *A letter be sent to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers & Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:*
  - a. *Advising Members of Council's position, including providing copies of correspondence to NSW Government Ministers*
  - b. *Seeking Members' commitments to support NSW Councils' call to amend the Rural Fires Act 1997 as set out in correspondence*
3. *The Auditor General be advised that notwithstanding any overtures of future qualified audits, Council will not carry out RFS stocktakes on behalf of the NSW Government and will not record RFS assets in Council's financial statements, noting that the State Government's own Local Government Accounting Code of Practice and Financial Reporting provides for Councils to determine whether or not they record the RFS assets as council assets.*
4. *Re-affirms its complete support of and commitment to local RFS brigades noting that Council's action is entirely directed towards the NSW Government's nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by Councils, which Councils consider to be a cynical financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities.*
5. *Council affirms its support to Local Government NSW (LGNSW) and requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets.*

## FINANCIAL IMPLICATIONS

Including the rural firefighting equipment in Council's financial statements will have a negative impact on Council's financial position by increasing depreciation

## POLICY & LEGISLATION

- *Local Government Accounting Code of Accounting Practice and Financial Reporting*

## REPORT

Local Government NSW are seeking support the Local Government campaign on the financial accounting treatment of Rural Fire Service (RFS) mobile assets known as the 'Red Fleet'.

A long-standing dispute over the accounting treatment of the Red Fleet has come to a head with the Auditor-General's 2021 Report on Local Government on 22 June 2022. The Audit Report reemphasises the State Government determination that RFS assets are the "property" of Councils and must be recorded in Council's financial statements with Council required to therefore absorb all depreciation costs.

The *Audit Office Local Government Report* has reinforced the notion that RFS mobile and other fire-fighting assets can somehow be deemed to be Council assets and applies more pressure on Councils and the Office of Local Government (OLG) to conform with this determination, even though Councils do not have effective management or control of these assets.

The letter from the Auditor General directing Council to include RFS equipment is included in **Attachment A**.

Councils across the State and Local Government NSW (LGNSW) refute this determination. Councils do not have any say in the acquisition, deployment, or disposal of these assets. Comparable assets held by Fire & Rescue NSW (FRNSW) and the State Emergency Service (SES) are not vested anywhere other than with the organisations that purchase, use, maintain and dispose of them.

Councils and LGNSW have also raised concerns that the requirement breaches Australian Accounting Standards. The State Government's own *Local Government Accounting Code of Accounting Practice and Financial Reporting* provides for Councils to determine whether to record RFS assets on their books as council assets. This position has been confirmed by the Secretary of the Department of Planning & Environment in his letter to the Auditor-General dated 7 June 2022, presented in Appendix1 on page 47 of the 2021 Local Government Audit Report.

Council notes advice from LGNSW that many Councils are refusing to comply with the Auditor General's instructions. Councils remained firm in 2021, resisting pressure to record RFS assets with the majority (68), choosing not to record the RFS mobile assets in accordance with the *Local Government Accounting Code*. This was the same number of Councils as in 2020. LGNSW is encouraging Councils to continue resisting pressure from the Audit Office and make their own determinations notwithstanding overtures that ongoing non-compliance with the Auditor General's instructions may result in future qualified financial reports.

The latest Audit Report has made further impositions on Council by:

- Recommending Council undertakes a stocktake of RFS assets and records the value in Council's financial statements
- Warning that if Council does not recognise the assets, it will be found non-compliant and will have a high risk finding reported
- Calling on the Department of Planning & Environment (OLG) to intervene where Councils do not recognise rural firefighting equipment

The Government's blanket determination is not only nonsensical, but also inconsistent with the treatment of the comparable assets of other emergency service agencies such as Fire & Rescue NSW (FRNSW) and the State Emergency Service (SES). There is no rational reason for maintaining this anomaly.

LGNSW has been advocating this position on Councils' behalf and has written to the NSW Treasurer the Hon. Matt Kean MP, Minister for Emergency Services, the Hon. Steph Cooke MP, Minister for Local Government



the Hon. Wendy Tuckerman MP and the Auditor-General, Ms Margaret Crawford to express the Local Government sector's strong objection to the NSW Government's determination, applied by the Auditor General, that RFS assets are the property of Councils for accounting purposes and amend the *Rural Fires Act 1997*.

LGNSW has advised it will continue its advocacy efforts on Councils' behalf and is asking all affected Councils in NSW to consider adopting a resolution advising the Audit Office that Council will not carry out the RFS stocktakes on behalf of the NSW Government and will not record RFS assets on Council's financial statements.

It should be noted that the Canberra Region Joint Organisation Board at its meeting on 1 July 2022 determined to advise the Auditor General that RFS assets should not be included in Councils' financial statements.

## STRATEGIC DIRECTION

Key Pillar		Our Civic Leadership
CSP Strategy	CL2 -	Council is a financially sustainable organisation that can meet community needs
Delivery Program Action	CL2.1 -	Manage resources in a responsible manner that supports the ongoing viability of Council
Operational Plan Activity Abide by Accounting Standards and OLG accounts regulations		

**ATTACHMENTS:** A. Auditor General Letter 23 June 2022 [↓](#)



Mr Chris Berry  
General Manager  
Yass Valley Council

Contact: Aaron Green  
Phone no: 02 9275 7209  
Our ref: D2210985/FA1813

By email only

23 June 2022

Dear Mr Berry

### **Rural Firefighting Equipment**

I am writing to let you know that our Report to Parliament, 'Local Government 2021' was recently tabled and is available on our [website](#). This report brings together findings and recommendations from our 2020–21 financial audits of local councils and comments on financial reporting and performance, internal controls and governance, and areas of interest that are in focus during the conduct of our audits.

The intent of this letter is to draw your attention to the specific findings and recommendations reported to Parliament about rural firefighting equipment vested to councils. Please refer to the Appendix for the relevant extract from the Report.

Our management letters issued to councils on the 2020–21 financial audits included recommendations to undertake a stocktake of the rural firefighting equipment vested to councils and record the value in the council's financial statement. I trust these recommendations are being actioned. Please share this letter with relevant staff within your council to ensure they consider recommendations when preparing your financial statements for the 2021–22 financial year.

If you wish to discuss this matter further, please contact Aaron Green on 02 9275 7209.

Yours sincerely

Margaret Crawford  
Auditor-General for New South Wales

## APPENDIX

### **Sixty-one per cent of the total value of uncorrected errors was due to unrecorded rural firefighting equipment**

In 2017, we recommended that OLG should address the different practices across the local government sector in accounting for rural firefighting equipment.

In 2020–21, 68 (2019–20: 68) councils did not record rural firefighting equipment in their financial statements estimated to be \$145 million (2019–20: \$119 million). Forty-one councils recognise this equipment in their financial statements with a total value of \$162.8 million, highlighting the inconsistent recognition practices across the local government sector.

The financial statements of the NSW Total State Sector and the NSW Rural Fire Service do not include these assets, as the State is of the view that rural firefighting equipment that has been vested to councils under section 119(2) of the *Rural Fires Act 1997* is not controlled by the State. In reaching this conclusion, the State argued that on balance it would appear the councils control the rural firefighting equipment that has been vested to them. It is important to note that there are only two parties to the agreements that govern the use of vested rural firefighting equipment, leaving only two parties who would be considered to control this equipment- the NSW Rural Fire Service in the State sector, or councils in the Local Government sector.

The Department of Planning and Environment (inclusive of the Office of Local Government) (the Department) confirmed in the 'Report on Local Government 2020' (tabled in Parliament on 27 May 2021) their view that rural firefighting equipment is not controlled by the NSW Rural Fire Service.

The Local Government Code of Accounting Practice and Financial Reporting confirms the State's view that it does not control these assets but provides that 'Councils need to assess whether they control any rural firefighting equipment in accordance with Australian Accounting Standards'. It would seem however, given the State's view that it does not control these assets, that these assets can only be controlled and therefore recognised by councils in the local government sector.

Despite this, many councils do not report these critical assets in their financial statements.

The continued non-recording of rural firefighting equipment in financial management systems of some councils increases the risk that these assets are not properly maintained and managed. Councils who have rural firefighting equipment vested from the NSW Rural Fire Service should recognise these assets in their financial management systems and consider their condition and useful life.

### **Recommendation to councils**

**Councils should perform a full asset stocktake of rural firefighting equipment, including a condition assessment for 30 June 2022 financial reporting purposes.**

**Consistent with the requirements of the Australian Accounting Standards, councils should recognise this equipment as assets in their 30 June 2022 financial statements.**

### **The Department should intervene where councils do not recognise rural firefighting equipment**

The Department, through the Office of Local Government, requires each council to prepare financial statements in accordance with Australian Accounting Standards (accounting standards), as required by the LG Act. The State Government, through NSW Treasury (and in agreement with the Department), has concluded that under accounting standards rural firefighting equipment vested to councils is not controlled by the State, and further on balance that councils in the local government sector control this rural firefighting equipment.

The Department's role includes assessing whether intervention is appropriate with respect to council's compliance with and performance against legislative responsibilities, standards or guidelines. Given the State's clear position, it would appear that any council not recognising this equipment is non-compliant with the relevant accounting standards.

Having considered the accounting position papers prepared by the respective stakeholders, the Audit Office has advised councils and the Department that any council not recognising this equipment is not complying with the requirements of the Australian Accounting Standards.

The Department should now intervene to address this matter as a priority.

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### **Recommendation to the Department**

**Consistent with the Department's role to assess council's compliance with legislative responsibilities, standards or guidelines, the Department should intervene where councils do not recognise rural firefighting equipment.**

We acknowledge that the Department has committed to working closely with NSW Treasury to educate, guide and assist councils to understand the State's view regarding ownership and recognition of rural firefighting equipment in their financial statements.

Non-recognition of this equipment may impact the financial statements audit opinions of those councils. The NSW Rural Fire Service (NSW RFS), a state government entity, has spent in excess of \$1.1 billion over the past ten years on rural firefighting activities and equipment. While confirming the State Government's position that it does not control this equipment, the NSW RFS advised it has a complete listing of the rural firefighting equipment vested to councils under section 119(2) of the *Rural Fires Act 1997*, and has provided this to the Department. The NSW RFS also confirmed that as it does not control the equipment, it is unable to confirm its value or condition.

This raises two general questions: whether these assets are being properly managed as in some instances they are purportedly not controlled by any government sector and are not recorded in either the State or the local government sector financial records, and whether in these instances there is non-compliance with accounting standards if this equipment is not recorded in the financial statements of councils. This may impact audit opinions on the financial statements of councils.

The Audit Office is conducting performance audits of the NSW Rural Fire Service (Planning and managing bushfire equipment) and the Office of Local Government (the effectiveness of local government regulation and support).

## 6.14 LEASING/LICENCING OF COUNCIL MANAGED LAND

### SUMMARY

A review has been undertaken of users of Council Community Land in Council's ownership or which Council is the appointed Crown Land Manager with priority over current users. This report is to provide information of current and future user groups utilising Council managed Crown Land or Council owned Community Land that will require either a user licence, lease or hire agreement moving forward.

### RECOMMENDATION

*That this item be classified as Confidential in accordance with Section 10A(2)(dii) 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.*

### FINANCIAL IMPLICATIONS

Charges for legal fees would be covered within the 2022/23 Legal Fees budget.

### POLICY & LEGISLATION

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Crown Land Management Act 2016
- Crown Land Management Regulation 2018
- Leasing /Licensing of Council Land & Buildings

REPORT Due to the introduction of the *Crown Land Management Act 2016*, Council is required to development Plans of Management (PoM) for Crown Land under Council management. Several PoM's have either been approved or are in draft form pending finalisation for approval by the relevant Minister.

To support the preparation of the PoM's, Council staff have also undertaken a review of user groups utilising both land and facilities located on Crown Land and Council owned land to determine user group activities in order to consider and recommend the type of lease/licence required. All proposed agreements will need to be compliant with current Crown Land legislation and Community Land usage for the activity being undertaken. The aim is to align each user groups to a lease, licence for hire agreement depending on their usage and infrastructure needs.

A separate report is included in the Closed Session for consideration.

### STRATEGIC DIRECTION

Key Pillar		Our Infrastructure
CSP Strategy	IN3 -	Our existing community infrastructure is maintained, and we plan for and support the development of infrastructure that meets community need
Delivery Program Action	IN3.5 -	Management of community infrastructure is supported by strong relationships between Council and community groups
Operational Plan Activity		Review of all agreements for use of community infrastructure managed by Council

ATTACHMENTS: Nil

## 6.15 BINALONG BANJO CENTRE

### SUMMARY

This report is a brief from the Binalong Progress Association for Council to consider if they would be prepared to support the development of a Binalong Banjo Centre.

### RECOMMENDATION

*This item is classified CONFIDENTIAL in accordance with Section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

### FINANCIAL IMPLICATIONS

Staff resourcing is requested.

### POLICY & LEGISLATION

- Community Strategic Plan 2042
- Delivery Program 2022/26
- Operational Plan 2022/3

### REPORT

The Binalong Progress Association is looking for financial assistance from Council to develop a Binalong Banjo Centre. The proposal contains confidential information.

A separate report is included in the Closed Session for consideration.

### STRATEGIC DIRECTION

Key Pillar		Our Community
CSP Strategy	CO2:	We have a vibrant, inclusive, and creative community life
Delivery Program Action	CO2.1 -	Events celebrate the identity of our towns and villages, heritage and culture
Operational Plan Activity		Assist community with events or activities that celebrate identity, heritage and culture

**ATTACHMENTS:** Nil



## 6.16 TENDER EVALUATION - RIVERBANK PARK OPENSOURCE PRECINCT (ADVENTURE PLAYGROUND) CONSTRUCTION - YVC.IA.04.2022

### SUMMARY

This report provides advice and recommendations on the submission of tenders for the Riverbank Park Adventure Playground project, funded by the NSW Public Spaces Legacy Program, under contract YVC.IA.04.2022.

### RECOMMENDATION

*This item be classified CONFIDENTIAL in accordance with Section 10A(2)(d) 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

Council received funding of \$1,784,700 under the NSW Public Spaces Legacy Program which has already been included in the 2022/23 Operational Plan and budget.

### POLICY & LEGISLATION

- Local Government Act 1993
- Clause 178 Local Government (General) Regulation 2021

### REPORT

#### 1. Background

Council received funding of \$1,784,700 under the NSW Public Spaces Legacy Program to construct a new adventure playground at Riverbank Park, Yass. Council engaged an architect to design the new adventure playground named 'Where the Wild Things Are' which includes a flying fox, customised skytower, hamster wheel, picnic shelters, bbq and a new amenity building. The design was endorsed by Council in December 2021.

#### 2. Tender

Tenders were called on 10 May 2022 and closed on 4 July 2022. Tenders were received from the following organisations:

Organisation	Address
Canberra Contractors Pty Ltd	4/98 Vicars Street, Mitchell, ACT 2911
Guideline ACT Pty Ltd	16B Bass Street, Queanbeyan, NSW 2620
Monarch Building Solutions Pty Ltd	24 Lithgow Street, Fyshwick, ACT 2609

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

### STRATEGIC DIRECTION

Key Pillar	Our Infrastructure
CSP Strategy	IN3 - Our existing community infrastructure is maintained, and we plan for and support the development of infrastructure that meets community need
Delivery Program Action	IN3.2 - Our community infrastructure is accessible, adaptable and suitable for multiple user groups and fosters inclusive, healthy, and active recreation opportunities

Operational Plan Activity Construction of Riverbank Park Adventure Playground

**ATTACHMENTS:** Nil

## 9.1 MINUTES OF THE SUSTAINABILITY ADVISORY COMMITTEE HELD ON 16 JUNE 2022 AND 19 JULY 2022

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### REPORT

The minutes of the Sustainability Advisory Committee meeting held on 16 June 2022 and 19 July 2022 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 Sustainability Advisory Committee meeting held on 16 June 2022 and 19 July 2022 be noted.*

- ATTACHMENTS:**
- A. Sustainability Advisory Committee Minutes 16 June 2022 (*Under Separate Cover*)  
[⇒](#)
  - B. Sustainability Advisory Committee Minutes 19 July 2022 (*Under Separate Cover*) [⇒](#)



## 9.2 MINUTES OF THE HUMELINK UPPER LACHLAN YASS COMMUNITY CONSULTATIVE GROUP HELD ON 7 APRIL 2022

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### REPORT

The minutes of the HumeLink Upper Lachlan Yass Community Consultative Group meeting held on 7 April 2022 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 HumeLink Community Consultative Group meetings held on 7 April 2022 be noted*

**ATTACHMENTS:** A. Humelink Upper Lachlan Yass Community Consultative Group Minutes 7 April 2022  
[!\[\]\(faf942dc3e59ce8eb64b4ac481eca7e0\_img.jpg\)](#)

### 1.1 HumeLink Upper Lachlan Yass Valley Community Consultative Group: 4<sup>th</sup> Meeting 7 April 2022

<b>Time</b>	11:30 – 1pm
<b>Date</b>	07/04/2022
<b>Attendees</b>	<p>Chair: Brian Elton</p> <p>Secretariat: Ella Burgess</p> <p>Transgrid CCG members: Elli Baker, Tim Edwards, Naomi Rowe</p> <p>Transgrid presenters: Daniel Burn, Sumaya Osman</p> <p>Community members: Cr Adrian Cameron, Cr Pam Kensit, Russ Erwin, David Banham, Andrea Strong (via telephone)</p> <p>Landowner and Community Advocate (Observer): Rod Stowe</p> <p>Deputy Landowner and Community Advocate (Observer): Barbara El-Gamal</p> <p>Observers: Samantha Willoughby (Transgrid), Darryl White (Transgrid), Sherrie Anderson (Transgrid), Heather Wagland (Transgrid)</p>
<b>Apologies</b>	Ian Robson
<b>Meeting location</b>	Yass Soldiers Club
<b>Meeting materials</b>	Presentation
<b>Purpose of meeting</b>	Meeting 4

Item	Discussion Summary	To note
Welcome and Acknowledgement of Country	<ul style="list-style-type: none"> <li>- The meeting commenced at 11:30am.</li> <li>- The Chair welcomed all and gave an Acknowledgement to Country.</li> <li>- The Chair particularly welcomed the new community members of the CCG and reminded everyone of the protocols for Observer attendance.</li> <li>- Introductions, background from community, landowner and organisation Community Consultative Group (CCG) members.</li> <li>- Introductions and involvement in the project from the representatives of the Transgrid HumeLink project team.</li> <li>- The Chair acknowledged comments about the inability to members to dial in remotely and allowed a community CCG member to dial in via telephone.</li> </ul>	

#### Minutes and Matters Arising

- No comments made on the previous minutes.

*The minutes of the previous meeting have been endorsed by the Chair and posted to the Transgrid website.*

- Matters arising were noted as being discussed in the agenda for the meeting.

- Transgrid to circulate the link to the SEARs to the CCG.

- [getContent \(nsw.gov.au\)](https://getcontent.nsw.gov.au)

#### HumeLink Project Update

Elli gave an update on the project milestones and timeline.

- See slide 5 for the timeline of the HumeLink project.
- Transgrid has now received the Secretary's Environmental Assessment Requirements (SEARs) that will inform the EIS.
- The 200m corridor refinement has recently been announced, however small areas along the route still remain under analysis. Over the next few weeks conversations are commencing with landowners.

Elli gave an update on GHD's Options Assessment Report.

- Transgrid received the results from the report a few weeks ago but did not disclose the results as they wanted to contact all landowners before the report was made public. The GHD report was made public on Friday 1 April 2022.
- The scope of the report was to independently compare the routes at Tumut North, Blowering and Kosciuszko (Option 2F).

The Chair called for questions.

- A community CCG member commented that the figures in the report were derived from multi-level analysis. Concern was expressed that the GHD report rated the Tumut North route as having the least social impact, however aspects such as visual aesthetics etc were not taken into consideration.
- Community CCG members noted their confusion associated with the social impact heads of consideration, the values and weighting placed on and about various aspects within the report. For example, prime agricultural land was labelled as a medium constraint while federal or state-owned land was labelled as a significant constraint.

- The link to the GHD Options Assessment report can be found [here](#)

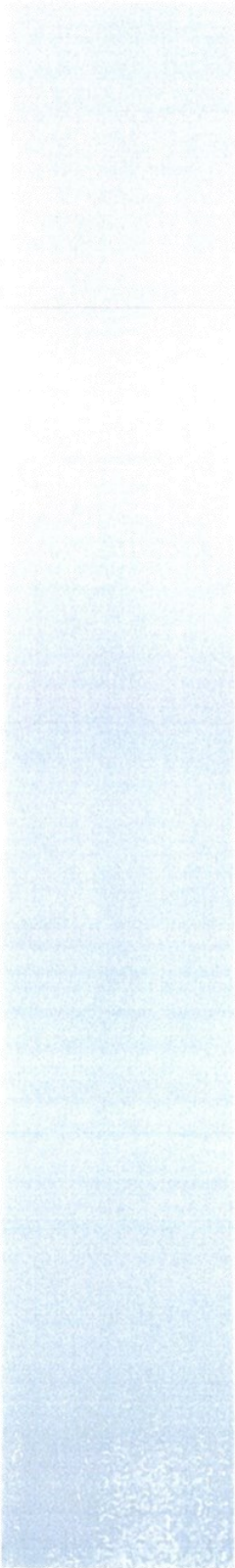
- The link to the fact sheets on each route refinement decision can be found [here](#)  
[Tumut](#), [Bannaby](#), [Green Hills](#) and [Pejar Dam](#).

- ACTION: Transgrid to follow up with GHD for more insight into the social and environmental matters included in its model InDeGO (Infrastructure Development Geospatial Options), how they are weighted and the scoring methodology.
- An organisational CCG member commented that one concern that comes up repeatedly amongst landowners is that this project will impact many generations of landowners, not just the current ones. The federal government's desire to give people cheaper electricity is going to impact generational farmers for a very long time. The comment was made that the analysis of costs will not have taken into account multi-generational farmers.
- A community CCG member commented that Transgrid are not considering the community properly and attempts at engagement are more of a PR exercise.
- The Chair confirmed that from his perspective, the CCGs and the role of the Steering Committee in the undergrounding process has been open and transparent. The result of the Steering Committee led to a rigorous brief and scope for the undergrounding study and if the results of the undergrounding study provide a better option Transgrid will consider the other option.
- A community member asked why Transgrid are then moving forward with their current planning process whilst the undergrounding study is going on.
- Tim explained that the Undergrounding Study is still progressing and moving forward, however due to project delivery timeframes (energisation by 2026), the current preferred route needs to continue to be progressed while the Undergrounding Study is being explored. This does not prejudice the outcomes of the Undergrounding Study should it be found in whole or part feasible. The findings of the Undergrounding Study will be fed into the project development process and future project deliverables.

**Route refinement decision – Tumut**

- See slide 9 for an overview of the Tumut route refinement decision.



- 
- Transgrid has determined that the Tumut North option is the preferred route. Landowners now not included in the preferred route as well as those now included in the preferred route have been contacted.
  - Broadly, Transgrid took three categories into consideration; social license, network resilience and cost.
  - Transgrid have analysed the number of residences within 500m of the corridor as well as chosen a route that would have a lesser bushfire risk.
  - Elli explained the concept behind network resilience and explained that there is greater risk when all lines are paralleled instead of including some differentiation between the lines to lessen the risk.
  - Elli noted that at this stage the costs that Transgrid has determined for the route options are estimates. The costs across the three options have been completed on the same basis so all options can be compared.

**Route refinement decision – Bannaby**

- See slide 10 of the presentation for an overview of the Bannaby route refinement decision.
- Similar to the decision made regarding Tumut, an option was requested by locals and landowners to be explored that went through more national park. Taking this route would result in moving away from a particular group of residences, however would impact a similar number of residences elsewhere. The alternate route also had higher environmental and bushfire risk. The costs for the two routes were the same.

**Route refinement decision – Pejar Dam**

- See slide 11 for an overview of the Pejar Dam route refinement decision.
- Transgrid made the decision to move the transmission line north instead of traversing through the middle of the dam. Working with Goulburn Council, this has benefited the local recreation users of the dam and well as local residences. The cost of this decision was higher but Transgrid noted the significant benefit the decision would have for the community.

#### **Route refinement decision – Green Hills**

- See slide 12 for an overview of the Green Hills route refinement.
- The decision to alter the route through the State Forest has resulted in 0 residences being impacted instead of 5. Again, the decision will cost Transgrid more, but they see greater value in impacting 0 residences rather than 5.

The Chair called for questions.

- A community CCG member commented that a fact sheet is not sufficient information to give the community. A detailed methodology needs to be supplied on both the analysis and engagement processes. Frustration with the engagement process was expressed as it was noted landowners have been engaged for so long and yet the criteria such as visual aesthetics and land care have been ignored.
- An organisational CCG member commented that Pejar Dam is located in the Upper Lachlan Shire and questioned why Transgrid was consulting with the Goulburn Council.
- Naomi responded that Goulburn Council manage the dam, hence that was why Transgrid consulted with them to move the transmission line. Transgrid understands the main use of the dam is for recreational purposes, hence they approached the managers of the dam. Crossing the middle of the dam was have significant impacts on a number of different stakeholders who all use the dam.
- An organisational CCG member noted that the Pejar Dam is the gateway to the Upper Lachlan Shire and the Upper Lachlan Shire Council requested to be engaged next time the Transgrid consult on Pejar Dam.
- ACTION: provide a briefing to ULSC on Pejar Dam
- An organisational CCG member asked if the study of Option 2F actually deciphered if the residences were occupied or not, they could be shearing sheds etc. It looks to be a large number of residences in a sparse space.
- Naomi confirmed that Transgrid have had a lot of feedbacking and information about

Update on  
Planning and  
Approvals

the various dwellings in the area and confirmed Transgrid's analysis is accurate.

- Elli confirmed the additional 26 residences impacted from Option 2F are a result of the route exiting the park into Yass which is a more populous area.
- Sumaya noted that Transgrid investigated going through a larger proportion of the State Forest, however if you did so you would still be impacting landowners only in a different area.
- A community CCG member commented that given the size of the transmission lines, the impact is going to be further than 500m of the lines.
- Sumaya responded that within the EIS, a visual impact assessment will need to be carried out that is not constrained to the 500m corridor. The corridor includes space 500m either side of the transmission lines.

Sumaya gave an update on the planning and approvals process and timeline.

- See slide 16 for an update on the approvals process and timeline.
- Transgrid is currently preparing the EIS, taking into account the guidelines of the SEARs which have just been received.
- The SEARs were noted as being fairly standard, with some details from various governmental agencies including Heritage NSW etc.
- The EIS will be a large and complicated document and Transgrid is interested to hear what the CCG would like to hear about within the EIS report and the technical studies that will inform the report.
- The EIS is an open process in which the public can provide comments on at any stage. Feedback can be given through place managers, the HumeLink hotline 1800 317 367, humelink@transgrid.com.au as well as a formal process that occurs when the EIS goes on public exhibition for six weeks. The feedback received during this time goes directly to the Department and Transgrid must prepare a report of responses.
- The key general aspects of the SEARs are outlined on slide 17 of the presentation.

- [HumeLink | Planning Portal - Department of Planning and Environment \(nsw.gov.au\)](https://www.humelink.nsw.gov.au/planning-portal)

- Naomi noted that leading up to the formal EIS process, Transgrid's goal is to incorporate the informal commentary as well. Transgrid would appreciate the CCG's advice about which briefings would be pertinent on certain technical studies to inform the local community as best as possible.
- An organisational CCG member asked if studies have been done and will be done to test the transmission lines in particularly windy areas such as within the Upper Lachlan Shire.
- Dan replied that is encompassed within the Australian Technical Standards. Transgrid have 500km of the same structures across Australia that they are planning to use for HumeLink.
- ACTION: Transgrid to provide the CCG with technical information explaining how the structural integrity of the transmission lines is maintained in windy conditions.
- Tim explained that the towers are tested all the way up to cyclone rated conditions to confirm their strength. The design process will take into consideration the wind loading required for the geography where the towers will be installed.
- A community CCG member noted that surely that should be a cost incorporated into the comparison between undergrounding and overhead.
- A community member asked if any of the 500kv lines between Bannaby and Bayswater have come down?
- ACTION – Transgrid to confirm with the CCG if any of the transmission 500kv lines between Bannaby and Bayswater have come down.
- An organisational CCG member asked if the EIS will look at biosecurity issues as feral pests using the lines to travel are a major concern for farmers.
- Sumaya confirmed that the biodiversity studies will cover weed and pest management that includes both terrestrial and aquatic. Biosecurity matters will also be covered in ecological and heritage surveys.



Update on the  
Undergrounding  
Feasibility Report

Dan gave an update on the Undergrounding Feasibility Report.

- See slide 14 of the presentation for an update on the Undergrounding Feasibility Report.
- GHD presented their technical findings to both Dan and Amplitude on the morning of the 6<sup>th</sup> of April 2022 ahead of the meeting with the wider Steering Committee on 12 April 2022.
- Dan noted there are several technical items that GHD need to address. The meeting between GHD, Dan and Amplitude was aimed at ensuring the solution will be what the community wants for them to then work through the costs and impacts.
- The route options in the Undergrounding Report are similar to those outlined in the route refinement slides.
- The final report is due on 10 May 2022.
- The Chair reminded the CCG of comments made at the CCG in February the undergrounding study is running in parallel to the project as it advances. If the outcomes of the undergrounding study produce a better option than the current option, Transgrid will be obliged to consider it.
- Dan noted that the process of the Steering Committee has led to what the group has felt as a balanced input, so whatever the outcome is, we trust that it will be balanced. Amplitude Consultants worked hard to revise the scope and rewrite it ahead of it going to market.
- A community CCG member, also on the Steering Committee, noted that having Amplitude as advisors has helped the community members on the Steering Committee enormously and helped them engage in the discussions.
- A community CCG member, also on the Steering Committee expressed concern with GHD's approach to focussing on finding the best available route.
- The Chair noted that this concern can be voiced to GHD and Stantec at the upcoming options workshop.

Update on the  
HumeLink  
Engagement  
Strategy

Naomi gave an update on updated engagement collateral.

- It was noted that the engagement strategy workshop following the CCG meeting would be where the majority of the conversation about engagement would occur.
- The Transgrid team have heard from landowners and community members around bushfires, easement compensation and electric and magnetic fields.
- This information has informed new factsheets on each subject available on the Transgrid website.
- Bushfires – [LINK](#)
- Easement compensation
- Electric and magnetic fields – [LINK](#)
- A community CCG member commented that it looks as though cost is the sole aspect that Transgrid is considering to determine the route.
- Elli responded that as stated at previous CCG meetings, Transgrid is not a commercial enterprise and they cannot decide what their revenue is, unlike a windfarm who is a private entity making a commercial decision. Transgrid is in a different regulated environment to those that supply windfarms. The external regulator sets Transgrid's process, and they only allow Transgrid enough revenue to cover what they deem Transgrid's costs to be. The Australian Energy Regulator determines what prices Transgrid can charge their consumers and in what context, Transgrid are forced to follow what is set as a compensation regime.
- Naomi gave an update on the upcoming community engagement activities which are outlined on slide 22 of the presentation.

Agenda setting for  
subsequent meetings

**Next meetings**

June

- Wednesday 29

October

- Wednesday 12

December

- Wednesday 7

The Chair noted that the current CCG membership guidelines state that if a member's property comes out of the refined

corridor they must resign from the CCG. The Chair would like to ask that members have a conversation with him before resigning from the CCG as those members are still impacted by the corridor in some way or can contribute meaningfully to the CCG. This was agreed.

**Meeting close**      The meeting closed at 12:45pm.

Meeting minutes endorsed by HumeLink CCG Chair, Brian Elton on 16/05/22.

Action	Status or comment
Secretariat is to follow up with members on administrative details including signed Code of Conduct Agreements and sharing of contact details.	Ongoing
Transgrid to institute the \$50 reimbursement for eligible members	Ongoing
Transgrid to provide CCG members with a diagram presenting how planning and regulatory processes relate	Underway
Transgrid to provide a timeline/diagram of HumeLink progress as it currently stands and a timeline of HumeLink progress if undergrounding or Option 2F are deemed feasible	Underway
HumeLink EIS and SEARs to be circulated to CCG members	Underway
Transgrid to follow up with GHD for more insight into their value scoring methodology and reasoning, including the difference in value between agricultural land compared to State Forest.	Underway
Transgrid to follow up with GHD for more insight into the social and environmental matters included in its model InDeGo (Infrastructure Development Geospatial Options), how they are weighted and the scoring methodology.	Underway
Transgrid to request the value of the multiplier from used in their report.	Underway
Transgrid to provide the CCG with technical information explaining how the structural integrity of the transmission lines is maintained in windy conditions.	Underway
Transgrid to confirm with the CCG if any of the transmission 500kv lines between Bannaby and Bayswater have come down.	Underway
Transgrid to confirm with the CCG if any of the transmission 500kv lines between Bannaby and Bayswater have come down.	Underway

### 9.3 MINUTES OF THE CANBERRA REGION JOINT ORGANISATION BOARD HELD ON 1 JULY 2022

#### REPORT

The minutes of the Canberra Region Joint Organisation Board meeting held on 1 July 2022 are included in **Attachment A**.

From these minutes there are two 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

The CRJO adopted a panel of Code of Conduct Reviewers following a joint procurement process. The Panel is suitable for endorsement by Council.

In addition the CRJO adopted the Terms of Reference for the Audit Risk & Improvement Committee Charter for a shared service arrangement (refer **Attachment B**). Council has previously agreed to participate in the shared service.

It should be noted that:

- Annual membership fees for the CRJO are to be increased by 2.5%. Provision has been included in the Operational Plan for this increase
- The Board supported a commitment to accepting the recommendations from the NSW Health outcomes and access to health and hospital services in rural, regional and remote NSW
- The Board will write to the Auditor General noting the inappropriate expectation that local government include Rural Fire Service assets in Council's asset listing

#### RECOMMENDATION

*That the minutes of the Canberra Region Joint Organisation Board meeting held on 1 July 2022 be noted and the following recommendations be adopted:*

##### **Item 8.6 Shared Audit and Risk Services Update**

That the CRJO Board adopt the Audit Risk and Improvement Committee Charter, as presented, for the CRJO

##### **Item 8.7 Update Code of Conduct Reviewer Panel**

*That the CRJO Board adopt the recommended companies to the Code of Conduct Reviewers Panel:*

1. *Australian Workplace Training & Investigation*
2. *BAL Lawyers Canberra ACT*
3. *BDO Services Pty Ltd*
4. *Centium Pty Ltd Sydney NSW*
5. *Local Government Legal*
6. *Maddocks Sydney*
7. *Mccullough Robertson Lawyers*
8. *Mediate Today Pty Ltd Sydney*
9. *Nemesis Consultancy Group*
10. *O'Connor Marsden and Associates Pty Ltd*
11. *Pendlebury Work Place Solutions*
12. *RSM Melbourne*

13. *SINC Solutions Pty Ltd*
14. *Train Reaction Pty Limited*
15. *Weir Consulting (National)*
16. *Winton Consulting Pty Ltd*
17. *WISE Workplace*
18. *Workdynamic Australia*

**ATTACHMENTS:**     A. Canberra Region Joint Organisation Board Minutes 1 July 2022 [↓](#)  
                              B. Canberra Region Joint Organisation Audit, Risk & Improvement Charter [↓](#)



**CANBERRA REGION**  
JOINT ORGANISATION

## CRJO Board Meeting Minutes

Friday, 1 July 2022

09:00am – 12:30pm

JFK & CDG Rooms, The Vibe Hotel Canberra

Our Region...

Dynamic

Innovative

Connected

...Compelling!

ATTENDANCE	
Bega Valley Shire Council	Mayor Cr Russell Fitzpatrick - Chair Mr Anthony McMahon
Eurobodalla Shire Council	Dr Catherine Dale
Goulburn Mulwaree Council	Mayor Peter Walker Mr Matt O'Rourke
Hilltops Council	Mayor Margaret Roles Online Ms Bileen Nel Online
Queanbeyan-Palerang Regional Council	Mayor Kenrick Winchester Ms Rebecca Ryan
Snowy Valleys Council	Mayor Ian Chaffey online
Upper Lachlan Shire Council	Ms Colleen Worthy Online
Wingecarribee Shire Council	Mr Viv May Ms Lisa Miscamble
Yass Valley Council	Mayor Allan McGrath Mr Chris Berry online
ACT Government	Dr David Clapham online
Canberra Region Joint Organisation	Ms Leanne Barnes OAM PSM
ATTENDEES	
Resilience NSW	Ms Heidi Stratford
NSW Cross Border Commissioner	Ms Emma Watts Mr Alex Morreau
Southern NSW Local Health District CEO	Ms Margaret Bennett
Destination Southern NSW	Mr Sean Haylan
Jennifer Lang Australia	Ms Jennifer Lang



### 1. Opening Meeting

The Chairperson opened the meeting.

### 2. Welcome & Acknowledgement of Country

The Chairperson welcomes members and guests and make an acknowledgment of country.

### 3. Apologies

*That apologies from the following Mayors, Officers and attendees be accepted:*

- Mayor Hatcher
- Mayor Davies
- Mayor Kensit
- A. O’Rielly
- P. Bascomb
- P. Thompson
- M. Cleary

*Moved: Wingecarribee*

*Seconded: Goulburn Mulwaree*

*Unanimous*

### 4. Suspension of Standing Orders

*That Standing Orders be Sus[ended to allow for presentations from external parties – Southern NSW Local Health District and the NSW Cross Border Commission.*

*Moved: Wingecarribee*

*Seconded: QPRC*

*Unanimous*

Southern NSW Local Health District Update Margaret Bennett

- Update on the Parliamentary Inquiry, Rural Health Plan, Rural Workforce, Staff Accommodation
- Opportunity to establish a local working group with the CRJO
- Keen to have further opportunities to present at this forum on matters such as Virtual Care, Service Planning priorities....and the updates as the PI action plan and Rural Health plan take shape.

NSW Cross Border Commissioner Emma Watts Alex Morreau

- Presented on the early results from surveys and targeted discussions relating to cross border experiences during Covid and the actions to be taken in this area.

### 5. Urgent Business

The Chairperson called for Additional Business pursuant to Clause 9.3 of the Code of Meeting Practice. Any additional business to be discussed requires a Board resolution or a ruling by the Chairperson that the matter is of great urgency.

*The Chair accepted an item of urgent business discussion relating to external parties to be referred to Closed session.*

*Moved: Bega*

*Seconded: QPRC*

*Unanimous.*

## 6. Network Updates

### 6.1. ACT Government

- The ACT Budget to be handed down in August
  - *CBR Switched On: ACT's Economic Development Priorities 2022-2025*
    - gives you back time
    - Towards net zero and beyond
    - Knowledge based economic growth
    - Freight hub as transformative project
  - Federal Government change
  - Canberra Region Economic Development Strategy
    - With NSW for endorsement
  - CRJO-ACT MoU is due for review and renewal in 2022 and will be worked through with the Board

### 6.2. Resilience NSW

#### 6.3. Regional NSW – provided by the Interim CEO with notes from Megan Cleary

- **New Director** – South East , Anna Wyllie, commences 4 July. Anna is joining Regional Development from Parkes Shire Council where she was the Chief Strategy Officer until relocating to Braidwood. Anna has made a significant contribution to strategy and major project development in Parkes and will be a great addition to our team.
- **NSW Budget** - headline announcements for Regional NSW:
  - an additional \$1.3b for the Regional Growth Fund over 3 years including:
    - an additional \$14m for the Regional Aboriginal Partnership Program; and
    - \$59m for Regional Youth initiatives
- Thank you to all councils for their valuable contributions to the **Regional Economic Development Strategy Update** consultations. The updated REDS will be provide a refreshed evidence base for investment by Regional NSW in projects across the six Functional Economic Regions that cover the South East footprint, under the Regional Growth Fund
- Work underway in each of the local government areas of the South East by Regional Development:
- Upper Lachlan & Hilltops – working with councils and the CRJO to deliver the Regional Drought Resilience project

- Goulburn Mulwaree – finalising the Economic Opportunities Report subsequent to the recent workshop with council
- Wingecarribee – next steps for the Southern Highlands Innovation Precinct
- Yass Valley – working with council on the Community Events program
- Bega Valley & Eurobodalla – this week hosted a fam to Coffs Harbour for five south coast Aboriginal organisations that we are supporting to deliver tourism infrastructure to look at high quality tourism operations
- Queanbeyan Palerang – progressing the South Jerrabomberra Regional Jobs Precinct
- Snowy Monaro – progressing the Snowy Special Activation Precinct
- ACT and CRJO, finalising the Canberra Region Economic Development Strategy through endorsement by the Deputy Premier.

The **\$24 million Regional NSW - Business Case and Strategy Development Fund** supports local councils, joint organisations of councils, not-for-profit, industry and Aboriginal community groups with funding to develop business cases or strategies for regionally significant projects and initiatives that will deliver economic or social benefits to regional communities, with a focus on infrastructure. Applications opened: 29 June 2022 Applications close: 24 August 2022. The South East team will be in touch with your councils to talk about the program.

**RESOLVED**

*The Board recognized the considerable support and commitment by Megan in her acting role and requested that the Chair formally write to thank her for her past and continuing support.*

*Moved: Wingecarribee*

*Seconded: QPRC*

*Unanimous*

#### 6.4. Destination Southern NSW Slides to be circulated

### 7. Confirmation of Minutes

**RESOLVED**

*That the CRJO Board Meeting minutes from 25 February 2022 be accepted.*

*That the out of session item relating to the appointment of the CEO be noted with the new CEO commencing duties on 11 July 2022.*

*Moved: Goulburn Mulwaree*

*Seconded: QPRC*

*Unanimous*

## 8. Reports to the Board

### 8.1. Membership East Gippsland Shire Council

#### RESOLVED

*That the CRJO Board note and endorse the request from East Gippsland Shire Council to discontinue associate membership of the CRJO and that membership outlined in the CJO Charter be appropriately amended to formally bring effect of the change.*

*Moved: QPRC*

*Seconded: Yass Valley*

*Unanimous*

### 8.2. CRJO Financial Report

#### RESOLVED

*That the CRJO Board receive the CRJO Finance Report and note the financial position of the Organisation as at 31 May 2022.*

*Moved: Wingecarribee*

*Seconded: Yass Valley*

*Unanimous*

### 8.3. Update to Bank Signatories and Delegations to CEO

#### RESOLVED

*That the Board:*

- 1. note the report and agree that Rebecca Ryan and Anthony McMahon be included as additional approved signatories for the CRJO bank account and Peter Tegart and Kalina Koloff be removed.*
- 2. approve the CEO delegations as per the adopted CRJO staff policies and delegations manual.*
- 3. request the CEO to review the register of delegations for updating and report to the next Board Meeting.*

*Moved: QPRC*

*Seconded: Wingecarribee*

*Unanimous*

### 8.4. CRJO Membership Fees 2022/23

#### RESOLVED

*That:*

- The Board note that General Managers Advisory Group resolved to present a report to the 1 July 2022 Board meeting that membership fees be increased by 2.5%.*
- The CEO will develop a membership fee proposal for the next three year period commencing 2023-2024 workshoping with GMAG at its meeting on 16 September 2022 for consideration at the 30 September Board Meeting.*

*Moved: Yass Valley*

*Seconded: QPRC*

*Unanimous*

### 8.5. Budget 2022/23

#### RESOLVED

*That the CRJO Board*

1. *Note the proposed fee increase in line with the OLG special levy amount of 2.5%*
2. *Note that the CRJO is budgeted to achieve an operating surplus of \$148k with total income of \$5,037k and expenses of \$4,889k for the 2022-2023 Financial Year.*
3. *Adopt the CRJO Draft Budget 2022-2023*
4. *Note potential additional income from funding applications lodged will be amended at the next Board meeting if successful.*

*Moved: QPRC*

*Seconded: Hilltops*

*Unanimous*

### 8.6 Shared Audit and Risk Services Update

#### RESOLVED

*That the CRJO Board*

1. *Note the update on the progression of establishment of a shared audit risk service for the Councils that have opted in.*
2. *Note that the scope of the ARIC established also include provision of services to the CRJO.*
3. *Adopt the Audit Risk and Improvement Committee Charter, as presented, for the CRJO.*

*Moved: QPRC*

*Seconded: Yass Valley*

*For Bega Valley, Goulburn Mulwaree, Hilltops, QPRC, Snowy Valleys, Yass Valley*

*Against Wingecarribee*

### 8.7 Updated Code of Conduct Reviewer Panel

#### RESOLVED

*That the CRJO Board:*

*Appoint the recommended companies to the Code of Conduct Reviewers Panel.*

1. *Australian Workplace Training & Investigation*
2. *BAL Lawyers Canberra ACT*
3. *BDO Services Pty Ltd*
4. *Centium Pty Ltd Sydney NSW*
5. *Local Government Legal*
6. *MADDOCKS Sydney*
7. *MCCULLOUGH ROBERTSON LAWYERS*
8. *Mediate Today Pty Ltd Sydney*
9. *Nemesis Consultancy Group*
10. *O'Connor Marsden and Associates Pty Ltd*

11. PENDLEBURY WORK PLACE SOLUTIONS
12. RSM Melbourne
13. SINC Solutions Pty Ltd
14. TRAIN REACTION PTY LIMITED
15. Weir Consulting (National)
16. WINTON CONSULTING PTY LTD
17. WISE Workplace
18. WORKDYNAMIC AUSTRALIA

*Formally resolve to thank Bega Valley Shire Council for taking on the role of coordinating the EOI and assessment.*

*Formally resolve to thank the staff from Bega Valley (Jason Lewington Acting Procurement and Contracts Coordinator), Yass (Kevin Gaddes, Manager Governance) and Wingecarribe )Danielle Lidgard Group Manager Corporate and Community) Councils who participated in the evaluation panel.*

*Moved: Wingecarribee*

*Seconded: QPRC*

*Unanimous*

## 8.8 CRJO Operational Report

### RESOLVED:

*That the CRJO Board receive the CRJO operational report.*

*Moved: Goulburn Mulwaree*

*Seconded: QPRC*

*Unanimous*

## 8.9 Submissions and Representations

### RESOLVED

*That the Board:*

1. *Resolve to forward a letter to Minister for Regional Health, Premier, Leader of Opposition in NSW, Federal Minister for Health and Ministers for Regional Development, Local Government and Territories requesting bipartisan support to commit to accepting the recommendations from the NSW Health outcomes and access to health and hospital services in rural, regional and remote NSW.*
2. *Formally resolve to write to the Auditor General noting the inappropriate expectation that local government include Rural Fire Service assets in Council's asset listing.*
3. *Support the proposal to recommence meetings held at Parliament House Sydney and APH Canberra and agree the Ministerial invite list and issues to be considered for a meeting in Sydney later in 2022 and that the Chair be authorized to progress approaching the Ministers to support this meeting progressing*



- *Minister for Planning The Hon Anthony Roberts– regional housing programs / opportunities; – Planning Portal (lack of help desk support by DPE); SE & Tablelands Regional Strategy Review; consistency on renewal energy project contributions to community enhancement funds.*
- *Minister Faraway – regional roads update– increased funding particularly with the recent floods/ storm events and the ability to build the roads back better; also if appropriate timing for a decision around the transfer of roads to the state*
- *Minister for Health Brad Hazzard and Minister for Regional Health Bronnie Taylor– seek support from the Government to support findings for rural, regional and remote inquiry; long term health infrastructure planning for Southern NSW LHD; clinical reviews for SNSWLHD*
- *Minister Emergency Services Steph Cooke – to raises RFS assets; what is being done to influence DRFA framework including resources that can be used and how; and genuine build back better – potential for somehow leveraging another pool of state funds; and what support and resources may be available going forward to support implementation of Resilience Blueprint.*
- *Minister for Crown Lands and Water re- how crown lands might generally be activated more and how/when issues around land claims and native title might be worked through.*

*and to commence planning for a similar meeting in Canberra in 2023.*

4. *Note the submissions and representations made.*

*Moved: Yass Valley*

*Seconded: QPRC*

*Unanimous*

## 8.10 Update from the JO Chairs Forum and Network

### RESOLVED

*That the CRJO Board note the updates from the JO Chairs Forum and Network.*

*Moved: Bega Valley*

*Seconded: QPRC*

*Unanimous*

## 9 Presentations

Destination Southern NSW

CRJO SimTable

## 10 Disclosure of Interest

With reference to Chapter 14 of the Local Government Act 1993, and CRJO's Code of Conduct, Councillors are required to declare any conflicts of interest in the matters under consideration by CRJO at this meeting.

## 11 Notice of Rescission

Nil

## 12 Notice of Motions

Nil

## 13 Chair's Minute

Nil

## 14 Confidential Matters

That the meeting move into Closed Session to deal with any items under s10A(2) Local Government Act 1993 as the matter pertains to an item affecting the security of CRJO property.

*Moved: Yass Valley*

*Seconded: QPRC*

*Unanimous*

*That the update on potential fraud opportunity be noted.*

*That the steps being taken to improve improving procedures be noted.*

*Moved: Yass Valley*

*Seconded: QPRC*

*Unanimous*

## 15 General Business

- Goulburn Mulwaree raised items relating to:
  - Scholarships for planning students which was taken on notice to be raised at the Country Mayors Skills Forum
  - Rail trails impact if leased to Councils and a grant for works is delivered with the impact on the Councils depreciation
  - Opportunity to raise rebates to provide Councils/community members with provision of solar hot water (for example) when State significant developments such as solar farms are being approved this was taken on notice with potential to raise with Ministers at upcoming meeting.

## 16 Close Next Meeting

The Chairperson closed the meeting noting the next meeting will be held in the Bega Valley on Friday 30 September with potential tour and briefings on 29 September.



# Audit Risk and Improvement Committee Draft Charter

## Canberra Region Joint Organisation

Council Logo

Record	Author	System ID	Endorsed by	Date	Approved by	Res No:	Date	Review Date	Status

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## **1. Objective**

The objective of the Audit Risk and Improvement Committee is to provide independent advisory and assurance services to Canberra Region Joint Organisation (CRJO) internal audit, external audit, risk management, compliance, fraud control, financial management and external accountability, governance, strategic planning, service delivery, collection of performance measurement data by the CRJO and opt in Councils and any other matters prescribed by the regulation.

## **2. Authority**

CRJO authorises the Committee, within the scope of its role and responsibilities, to:

1. Obtain any information it needs from any employee or external party (subject to their legal obligations to protect information).
2. Discuss any matters with the external auditor or other external parties (subject to confidentiality considerations).
3. Request that the Chief Executive Officer (CEO) organise the attendance of any employee at Committee meetings.
4. Obtain external legal or other professional advice considered necessary to meet its responsibilities. Prior discussion with the CEO must be undertaken who will determine the appropriateness of any reimbursement if any by the CRJO.

## **3. Composition and Tenure**

The Audit, Risk and Improvement Committee will consist of:

### **3.1 Members (voting)**

The Audit, Risk and Improvement Committee is to comprise of three (3) independent voting members, one of whom is recruited as chair, who are prequalified via the NSW Government's Prequalification Scheme: Audit and Risk Committee Independent Chairs and Members.

Councils and the CRJO will look favourably towards accepting suitably qualified committee members from each of the 3 Council's LGAs.

### **3.2 Observers (non-voting)**

3.2.1 Observers to attend each meeting except where excluded by the Committee

- CEO (for JO)
- Financial Services provider

### 3.2.2 Observers may attend by invitation as requested by the Committee

- NSW Auditor General (open invitation)
- Opt in Council's senior management
- Risk Management Coordinator
- Council and CRJO staff/contractors
- External experts
- Councillors
- Mayors of opt in Councils
- CRJO Board Chair

Audit, Risk and Improvement Committee members and the Chair are to serve a three to five-year term. A member's term cannot exceed eight years and the Chair's term cannot exceed five years.

Individuals who have served eight consecutive years (either as a member or Chair) must have a three-year break from serving on the committee before being appointed again.

When approving the reappointment or extension of a membership term on the Audit, Risk and Improvement Committee, the governing body of the councils is to consider a formal assessment by the Mayors/Board Chair (in consultation with the General Managers/CEO) of the members or Chair's performance on the committee.

The Councils/CRJO may engage an external reviewer to undertake this assessment if they choose.

When selecting individuals Audit, Risk and Improvement Committee members, the governing body of the Councils and the Canberra Regional Joint Organisation (CRJO) will be required to ensure that the committee as a collective body has the appropriate mix of skills, knowledge and experience to successfully implement its Charter and add value to the Councils and CRJO.

At least one member of the Audit, Risk and Improvement Committee should have accounting or financial management experience with an understanding of accounting and auditing standards in a local government and/or public sector context.

Each individual should also have sufficient time to devote to their responsibilities as an Audit, Risk and Improvement Committee member.

## 4. Role and Responsibilities

The Committee will act as an advisory committee to Council/CRJO and has no executive powers, except those expressly provided by the Council. In carrying out its responsibilities, the Committee must always recognise that primary responsibility for the management of Councils/CRJO rests with the individual Councils, the CRJO and the General Manager and CEO as defined by the Local Government Act 1993, and associated Regulations.

The Committee will keep under review the opt in Council's and CRJO's operations

in accordance with Section 428A of the Local Government Act 1993. The responsibilities of the Committee may be revised or expanded by the Council or the CRJO from time to time.

The Committee's responsibilities are to assist the opt in Councils and the CRJO to discharge their responsibilities with due care and diligence in relation to the following items:-

#### 4.1 Internal Audit

1. Provide overall strategic and executive direction for internal audit activities
2. Assess the adequacy and effectiveness of council's internal audit activities
3. Act as a forum for communication between the governing body, general manager, senior management, the internal audit function and external audit
4. Oversee the coordination of audit programs conducted by internal and audits and other service review functions
5. Ensuring council achieves maximum value from its internal audit activities
6. Review the appropriateness of council's Internal Audit Charter, internal audit policies and procedures
7. Review audit/risk methodologies used
8. Review findings/recommendations of internal audit activities, particularly recommendations that have been assessed as the most significant according to the risk to the council if they are not implemented
9. Review the effectiveness of corrective actions implemented
10. Review the performance of the Chief Audit Executive and the internal audit function as part of the council's internal audit quality improvement program
11. Review findings of any external reviews of the internal audit function
12. Endorse the council's Internal Audit Charter, internal audit strategic four-year plan and annual work plan, and
13. Endorse the appointment of the Chief Audit Executive.

#### 4.2 External Audit

1. Act as a forum for communication between the Council, CRJO, General Manager, CEO CRJO, senior management, internal audit and external audit.
2. Advise on the findings of external audits and monitor the implementation by the Council or CRJO of any external audit issue recommendations for corrective action.

#### 4.3 Risk Management (note Council risk management function resourcing is mandatory from July 2024)

1. Advise whether each Council and the CRJO has provided sufficient resources for risk management and staff are able to carry out their risk

- management responsibilities.
2. Advise whether the CRJO and opt in Council's risk management framework complies with current Australian risk management standards.
  3. Advise whether the CRJO and opt in Council's risk management framework operates effectively and supports the achievement of council's strategic goals and objectives.
  4. Advise whether risk management is fully integrated into all aspects of the CRJO and opt in Councils, including decision making processes and operations.
  5. Advise whether risks are formally considered when developing and implementing all CRJO and opt in Council policies, programs, projects and other activities, including procurement.
  6. Advise whether major risks have been identified and assessed by the CRJO and opt in Councils and appropriate risk treatments have been implemented that reflect CRJO and opt in Council's risk criteria.
  7. Advise whether risk information is captured and communicated in a timely manner across the CRJO and opt in Councils, enabling management and staff to carry out their responsibilities.
  8. Advise whether the CRJO and opt in Council's risk management policies, procedures and plans are being complied with.
  9. Review the appropriateness and effectiveness of the CRJO and opt in Council's internal control framework.
  10. Review the appropriateness and effectiveness of the CRJO and opt in Council's risk register and risk profile.
  11. Review the appropriateness and effectiveness of the CRJO and opt in Council's risk reports.
  12. Review the appropriateness and effectiveness of the CRJO and opt in Council's risk management framework in relation to its insurance arrangements.
  13. Review the appropriateness and effectiveness of the CRJO and opt in Council's business continuity plans and natural disaster plans (including periodic testing).
  14. Endorse the CRJO and opt in Council's risk management policy, risk management plan and risk criteria prior to their approval by the governing body of the CRJO and opt in Council, and
  15. Endorse the CRJO and opt in Council's risk profile and risk register/s prior to their approval by the general manager.

#### 4.4 Compliance

1. Advise whether management has embedded a culture which is committed to lawful and ethical behaviour.
2. Advise whether the CRJO and opt in Councils have in place necessary policies and procedures and that these are periodically reviewed and updated.
3. Advise whether the CRJO and opt in Councils are complying with all necessary legislation, regulations, policies and procedures.
4. Advise whether management has appropriately considered all legal and compliance risks as part of the CRJO and opt in Council's risk assessment and management arrangements.

5. Advise whether delegations are properly managed and exercised.
6. Advise whether the CRJO and opt in Council's system for monitoring compliance is effective.
7. Review compliance with statutory requirements.

#### 4.5 Fraud control

1. Advise whether the CRJO and opt in Council's fraud and corruption prevention policy, plan and activities are adequate and effective, and
2. Advise whether CRJO and opt in Council has appropriate processes and systems in place to capture and effectively investigate fraud-related information.

#### 4.6 Financial management and external accountability

1. Advise whether the CRJO and opt in Council's financial management processes are adequate.
2. Assess the policies and procedures for CRJO and opt in Council management's review and consideration of the CRJO and opt in Council's current and future financial position and performance and the nature of that review (including the approach taken to address variances and budget risks)
3. Review CRJO and opt in Council's financial statements, including:
  - Provide feedback on CRJO and opt in Council's financial statements.
  - Advise whether appropriate action has been taken in response to audit recommendations.
  - Satisfy itself that the financial statements are supported by appropriate management signoff.

#### 4.7 Governance

1. Advise on the adequacy and robustness of the processes and systems that the CRJO and opt in Councils have put in place to govern day-to-day activities and decision-making,
2. Advise on the adequacy of CRJO and opt in Councils policies, probity and governance framework and
3. Review whether controls over external parties such as contractors and advisors are sound and effective.

#### 4.8 Implementation of Strategic Plan and strategies

1. Advise whether CRJO and opt in Councils are achieving the objectives and goals it set out in its Community Strategic Plan/CRJO Plan and has successfully implemented its delivery program, operational plan and other resourcing strategies under IPR legislation.

#### 4.9 Service Reviews

1. Advise on how the CRJO and opt in Council are delivering local services

- and how it could improve its service delivery performance.
2. Oversee the coordination of service review programs conducted on as needs basis by contractors.

#### 4.10 Performance data and measurement

1. Assess the adequacy of the performance indicators and data the CRJO and opt in Councils use to measure performance.
2. Satisfy itself that the CRJO and opt in Councils have a performance management framework that is linked to the organisational objectives and outcomes.

#### 4.11 Responsibilities of Members

Members of the Committee are expected to:-

1. Understand the relevant legislative and regulatory requirements appropriate to Council and CRJO.
2. Contribute the time needed to study and understand the papers provided.
3. Apply good analytical skills, objectivity and good judgement.
4. Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry.

### **5. Reporting**

The Audit, Risk and Improvement Committee is to be advised at each quarterly meeting of the internal audits undertaken and progress made implementing corrective action.

The governing body of the opt in Councils and CRJO Board are to be advised after each quarterly meeting of the Audit, Risk and Improvement Committee of the internal audits undertaken and the progress made in implementing corrective action through a formal monitoring report from the Committee – this report would be for information only and a decision at the council meeting would not be required

The Audit, Risk and Improvement Committee can raise any concerns with the governing body of the opt in Councils and CRJO Board at any time through the Chair.

The Audit, Risk and Improvement Committee is to provide an annual self-assessment (Assurance Report) to the governing body of council and be assessed by an external party at least once each council term as part of the CRJO and opt in Council's quality assurance and improvement program.

### **6. Administrative Arrangements**

#### 6.1 Meetings

The Audit, Risk and Improvement Committee for the CRJO and opt in



Councils is to meet at least quarterly over the course of each year. A special meeting may be held, if needed, to review the CRJO and opt in Council's financial statements. The meeting will cover items for each of participating Councils and the CRJO.

The Audit, Risk and Improvement Committee will also be able to hold additional meetings when significant unexpected issues arise, or the Chair is asked to hold an additional meeting by the majority of Committee members, the General Manager, CEO of the CRJO or the governing body of the Council (by resolution) or CRJO Board. The Chair will be responsible for deciding if an additional meeting will be held.

Any individual Audit, Risk and Improvement Committee member who wishes to meet with the General Manager, CRJO CEO or governing body of the opt in Council or Board of the CRJO to discuss internal audit issues or any committee roles and responsibilities is to do so through the Chair of the Committee, and vice versa.

#### 6.2 Attendance at Meetings and Quorums

A quorum is to consist of a majority of Audit, Risk and Improvement Committee members. Where the vote is tied, the Chair is to have the casting vote.

Meetings can be held in person, by telephone or by video conference and one meeting annually is to be conducted in person by attendance of all members to the committee.

#### 6.3 Secretariat

The Committee, through the CRJO office, appoint an Officer to provide secretariat support to the Committee. The Secretariat will ensure the agenda for each meeting and supporting papers are circulated, at least seven days before the meeting, and ensure minutes of the meetings are prepared and tabled at Ordinary Council meetings and CRJO Board Meetings.

#### 6.4 Conflicts of Interest

Committee members must declare any conflicts of interest at the start of each meeting or before the discussion of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted. Members are to adhere to Section 180 of the Local Government (General) Regulation 2021.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. The final arbiter of such a decision is the Chairperson of the Committee.

#### 6.5 Access to Council /CRJO staff resources and information

The Audit, Risk and Improvement Committee is to have direct access to the

General Manager, CEO CRJO, senior management and staff and contractors of the CRJO and opt in Councils/CRJO in order to perform its role.

The Audit, Risk and Improvement Committee is also to have direct and unrestricted access to the council resources and information it needs to perform its role.

The Audit, Risk and Improvement Committee may only release Council/CRJO information to external parties with the approval of the General Manager, CEO CRJO. The General Manager/CEO's approval is not required where the information is being provided to an external investigative, audit or oversight agency such as, but not limited to, the Office of Local Government, the NSW Audit Office, the Independent Commission Against Corruption or the NSW Ombudsman for the purpose of informing that agency of a matter that may warrant its attention.

#### 6.6 Disputes

Members of the Audit, Risk and Improvement Committee should maintain an effective working relationship and try to resolve any differences they may have via open negotiation.

However, in the event of a disagreement between the council management and the Chief Audit Executive (for example, about findings or recommendations of audits), it is to be resolved by the Audit, Risk and Improvement Committee.

#### 6.7 Induction

The General Managers of opt in Councils and CEO of the CRJO is to ensure that each member of the Audit, Risk and Improvement Committee, including new appointments, are provided with a copy of the Charter and a formal induction.

#### 6.8 Dismissal of Committee members and the Chair

The governing body of Councils and Board of the CRJO may terminate the engagement of the Chair or a member of the Audit, Risk and Improvement Committee where the Chair or member has:

- Breached the conditions of the prequalification scheme
- Breached the council's and CRJO Code of Conduct
- Performed unsatisfactorily, or
- Declared, or is found to be in, a position of a conflict of interest which is unresolvable.

Termination can only occur with the approval of the Chief Executive of the Office of Local Government.

#### 6.9 Fees paid to members and the Chair

Fees paid to Audit, Risk and Improvement Committee members and the Chair are to be the same as those currently paid under the NSW Government's

prequalification scheme. Members will be able to serve on Audit, Risk and Improvement Committees on a voluntary basis.

## **7. Code of Conduct**

Under s440 *Local Government Act 1993*, Independent Audit, Risk and Improvement Committee members are subject to and required to comply with the Council's Code of Conduct.

In addition, independent chairs and members are subject to and required to comply with the *Code of Conduct Guidelines: Audit, Risk and Improvement Committee Independent Chairs and Members* established in accordance with the requirements of the *NSW Government's Prequalification Scheme: Audit and Risk Committee Independent Chairs and Members*.

Complaints or breaches of Council's Code of Conduct will be dealt with in accordance with the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW.

## **8. Review of Audit, Risk and Improvement Committee Charter**

Audit, Risk and Improvement Committee's Charter is to be reviewed as necessary by the Audit, Risk and Improvement Committee once each council term (i.e. four years) by an external party.

Any change to the Audit Risk and Improvement Committee Charter is by endorsement of the Audit, Risk and Improvement Committee. The Audit Risk and Improvement Committee Charter is presented to CRJO and opt in Council for resolution.

## **9. Approval of the Charter**

### **Endorsed:**

Audit Risk and Improvement Committee

*Date:*

### **Approved:**

General Manager/CEO

*Date:*

#### 9.4 MINUTES OF THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE HELD ON 28 JUNE 2022

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##### REPORT

The minutes of the Economic Development Advisory Committee meeting held on 28 June 2022 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

The minutes are presented to Council for information.

##### RECOMMENDATION

*That the minutes of the Economic Development Advisory Committee meeting held on 28 June 2022 be noted.*

**ATTACHMENTS:**     A. Economic Development Committee Minutes 28 June 2022 (*Under Separate Cover*)  
[!\[\]\(aa53ad6fea213b8b2226d3077e30533a\_img.jpg\)](#)

## 9.5 MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE HELD ON 13 JULY 2022

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### REPORT

The minutes of the Audit, Risk & Improvement Committee meeting held on 13 July 2022 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 Audit, Risk & Improvement Committee meeting held on 13 July 2022 be noted.*

**ATTACHMENTS:** A. Audit, Risk & Improvement Committee Minutes 13 July 2022 (*Under Separate Cover*) [⇒](#)

**9.6 MINUTES OF THE YASS SOLDIERS MEMORIAL HALL ADVISORY COMMITTEE HELD ON 14 JULY 2022**

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**REPORT**

The minutes of the Yass Soldiers Memorial Hall Advisory Committee meeting held on 14 July 2022 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 Yass Soldiers Memorial Hall Advisory Committee meeting held on 14 July 2022 be noted*

**ATTACHMENTS:** A. 14 July 2022 - Minutes (*Under Separate Cover*) [↗](#)

**10 CONFIDENTIAL MATTERS**

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**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 Leasing/Licencing of Council Managed Land**

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 Binalong Banjo Centre**

Item 10.2 is confidential in accordance with section s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**10.3 Tender Evaluation - Riverbank Park Openspace Precinct (Adventure Playground) Construction - YVC.IA.04.2022**

Item 10.3 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.