



Ordinary Meeting of Council

Wednesday 27 July 2022

4.00pm

Council Chambers

209 Comur Street, Yass

**ATTACHMENTS TO REPORTS
ITEMS UNDER SEPARATE COVER**

Ordinary Meeting of Council

Attachments to Reports Items Under Separate Cover

Page No.

6.1	2022/23 Local Heritage Grant Program	
	Attachment A. Assessment Matrix - Local Heritage Grants 2022/2023. Error! Bookmark not defined.	
6.2	Victoria Park Crown Reserve Draft Plan of Management	
	Attachment A. Locality Plan.....	5
	Attachment B. Draft Plan of Management.....	6
6.3	Draft Planning Proposal: Discovery Drive, Yass	
	Attachment A. Locality Plan.....	73
	Attachment B. Draft Planning Proposal.....	74
6.4	Draft Yass, Bookham and Wee Jasper Main Street Masterplans	
	Attachment A. Draft Wee Jasper Main Street Masterplan	84
	Attachment B. Draft Bookham Main Street Masterplan.....	86
	Attachment C. Draft Yass Main Street Masterplan	88
	Attachment D. New Entry Sign Concepts	104
6.5	Development Application No. DA210298 - Installation of a Movable Dwelling, 29 Camden Street, Binalong	
	Attachment A. Locality Plan.....	116
	Attachment B. Plans of Proposed Development.....	117
	Attachment C. s4.15 Assessment	120
6.12	Policy Review - Road Naming Policy	
	Attachment A. Road Naming Policy.....	136
6.13	Rural Fire Service Assets	
	Attachment A. Auditor General Letter 23 June 2022	138
9.1	Minutes of the Sustainability Advisory Committee held on 16 June 2022 and 19 July 2022	
	Attachment A. Sustainability Advisory Committee Minutes 16 June 2022.....	141
	Attachment B. Sustainability Advisory Committee Minutes 19 July 2022	147
9.2	Minutes of the HumeLink Upper Lachlan Yass Community Consultative Group held on 7 April 2022	
	Attachment A. Humelink Upper Lachlan Yass Community Consultative Group Minutes 7 April 2022	151
9.3	Minutes of the Canberra Region Joint Organisation Board held on 1 July 2022	
	Attachment A. Canberra Region Joint Organisation Board Minutes 1 July 2022.....	163
	Attachment B. Canberra Region Joint Organisation Audit, Risk & Improvement Charter	173

9.4	Minutes of the Economic Development Advisory Committee held on 28 June 2022	
	Attachment A. Economic Development Committee Minutes 28 June 2022.....	185
9.5	Minutes of the Audit, Risk & Improvement Committee held on 13 July 2022	
	Attachment A. Audit, Risk & Improvement Committee Minutes 13 July 2022.....	189
9.6	Minutes of the Yass Soldiers Memorial Hall Advisory Committee held on 14 July 2022	
	Attachment A. 14 July 2022 - Minutes	193

6.1 2022/23 Local Heritage Grant Program Attachment A Assessment Matrix - Local Heritage Grants 2022/2023

Yam Valley Local Heritage Grants - 2022/23 Assessment

Applicant	Property	Project	total project cost (excl GST)	Funding sought	Current status of building	Heritage significance	Is the building a rare or unusual example of its type?	Is the building a rare or unusual example of its type?	Is the building a rare or unusual example of its type?	Is the building a rare or unusual example of its type?	Is the building a rare or unusual example of its type?	Is the building a rare or unusual example of its type?	Is the building a rare or unusual example of its type?	Is the building a rare or unusual example of its type?	Comments	Recommendation (Y/N)
Roberta Duncan	40 Crown Street, Yarram "Bennett"	Repairs to the building roof	\$4,675.00	\$2,947.00		012	N	N	Y	Y	Y	N	N	N	Property is highly significant. Quite urgent project to prevent further water damage of building	\$2,900
Don Stephenson and Melissa Fleming	21 Farning Street, Breamsburg The Old Post Office Store	Repointing, retitching and repair of roofed backwash	\$15,000.00	\$4,000.00		Y	N	N	Y	Y	Y	Extensive	D	N	Pre-owned building in Breamsburg. Needs extensive restoration work. We will support and encourage future stages of restoration	\$3,000
David Chapman and Melissa Fleming	12-14 Central Street, Yarram	Repair and paint the building	\$12,000.00	\$4,000.00		018	N	N	Y	Y	Y	Y	N	N	While this building is in the Yarram Main Street, there are aspects on the building in greater need of attention than the main entrance which is in a good state of repair	\$0
David Chapman	112-114 Corner Street, Yarram	Paint outside (Pavement) building	\$10,000.00	\$4,000.00		019	N	N	Y	Y	Y	Y	N	N	If any prominent building on the corner of the traffic lights, with prominent landscaping, having the project should be considered on the same footing as more substantial works with the Heritage Advisor to ensure any associated repainting of surfaces is identified, direct comparable work underway on the Yarram Main Street Masterplan	\$3,000
John Hoggart - Graham Gardner	47 Clark Street, Breamsburg (former Road House)	Paint the roof and underlay floor work to better than new, replace missing floorboards, replace chimney and secure top plates at roof	\$10,000.00 (excl GST) \$1,000.00 GST \$11,000.00	\$4,000.00		024	N	N	Y	Y	Y	Y	D	N	Highly significant building and visible prominent. The roof surface is in poor condition and to appearance and design and the appearance substantially through this project	\$3,000
Don Walker	11 Queen Street, Breamsburg (former Hotel)	Paint the roof to protect the structure and improve the aesthetics of the building	\$10,000.00	\$4,000.00	\$1,000.00 (excl GST) \$1,000.00 GST \$2,000.00	024	N	N	Y	Y	Y	Y	D	N	House situated in a prominent position. Funding for other projects is considered more appropriate than this	\$0
William Anderson Regina Property Pty Ltd	21 Duke Street, Yarram, Victoria Museum	Structural repair of the floor along Duke Street entrance	\$21,000.00	\$4,000.00		027	N	N	Y	Y	Y	Y	N	N	Highly significant property. There would be some minor improvement to the floor. Restoration of the floor building will be complex, and it is advised that a conservation strategy be developed to identify priority and timing of works before proceeding	\$0
Angela Goodall	Perthwood Methodist Church, Perthwood Road, Yarram	External painting, some internal and minor maintenance	\$10,000.00	\$1,700.00		028	N	N	Y	Y	Y	Y	N	N	This project has merit, but unfortunately no member of the congregation is currently active in the church. It is recommended that the church be sold and the building be repurposed for other uses	\$0
James Miller	18 Marks Church, Breamsburg	Repairs and maintenance to the roof	\$6,907.00	\$4,000.00	2021/2022 - roof not complete project	037	N	N	Y	Y	Y	Y	N	N	Consider whether the project will be completed due to the fact the applicant was unable to provide regular updates or evidence for the completion of the project. The project has merit, but the applicant has not been able to provide regular updates or evidence for the completion of the project	\$0
David Allen	Thames Hall, 3 Short Street, Breamsburg	Repair upper roof, kitchen and store room	\$1,000.00	\$700.00	last year \$1,000	038	N	N	Y	Y	Y	Extensive	N	D	This building is on a corner of the town and is a prominent building. The building is in a poor state of repair and the roof is in a poor state of repair. The building is in a poor state of repair and the roof is in a poor state of repair	\$700
Wendy Thomson Breamsburg Club	70 Corner Street, Yarram	Repair - replace and paint facade at the rear of the building	\$8,000.00	\$4,000.00		042	N	N	Y	Y	Y	Y	D	N	Applicant has merit, and suggest they seek advice from Heritage Advisor re paint condition on other, colour scheme & sort of type of work. Encourage to apply 2023/24	\$0
James Armour	600 (Oldbank) Road, Breamsburg	Restore the Old School House in particular replace the windows and door with new double glazed windows, glass	\$42,000.00	\$12,000.00		N	N	N	Y	Y	Y	Y	N	N	Not listed as a heritage item in the Yarram Main Street Masterplan (are not generally supported as a conservation project)	\$0
James Carter	124 Corner Street, Yarram, Victoria	Repairs and paint the rear facade, gutter and downpipes	\$10,000.00	\$4,000.00		076	N	N	Y	Y	Y	Y	N	N	Pre-owned building in Yarram Main Street. Paint facade currently in poor condition. Project complements work underway on the Yarram Main Street Masterplan	\$300
Wendy Turner - Frank Wendy Turner Theatre	The Liberty Theatre - 175 Corner Street, Yarram	External Liberty Theatre Sign Restoration	\$13,000.00	\$4,000.00		087	N	N	Y	Y	Y	Y	N	N	This project will hopefully encourage further work towards the restoration of the facade of the building. The sign is in a poor state of repair and the sign is in a poor state of repair	\$3,000
Yarram - Breamsburg Heritage High Committee	Breamsburg Memorial Hall, 34 Queen Street, Breamsburg	Repairs guttering, replace window and door frame and other woodwork	\$1,000.00 + in-kind contribution	\$4,000.00		090	N	N	Y	Y	Y	Y	N	N	Applicant has merit, and suggest they seek advice from Heritage Advisor re overall scope of work. Request 2023/24	\$0
Andrew Cursons	19-20 Corner Street, Yarram	Restoration of the building	\$10,000.00			091	N	N	Y	Y	Y	Y	N	N	Restoration does not provide specific details and there is no funding available	\$0



yass valley council
the country the people

Yass Valley Council
PO Box 6
209 Comur Street
YASS NSW 2582
Telephone: 02 6226 1677
Email: council@yass.nsw.gov.au

Important Notice!
This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground. This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Yass Valley Council nor the SS makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
© The State of New South Wales (Spatial Services), © Yass Valley Council.

Drawn By: LIZ MCKIN
Projection: GDA84 / MGA zone 55
Date: 11/07/2022 5:07 PM

Victoria Park - Locality Plan

Map Scale: 1:5434 at A4



P (02) 6226 1477

A 209 Comur Street, Yass

PO Box 6 YASS NSW 2582

E council@yass.nsw.gov.au

www.yassvalley.nsw.gov.au

PLAN OF MANAGEMENT

VICTORIA PARK, YASS

RESERVE: 530056



1. KEY INFORMATION

The Victoria Park Plan of Management has been prepared by Yass Valley Council and provides direction as to the management of the facilities which are situated on Crown Reserve 530056.

Plans of Management provide information about the reserve and its users, and state what, why, how and by whom the values of a reserve are to be managed. Plans of Management are statements about how a reserve is to be managed in line with its purpose of Public Recreation.

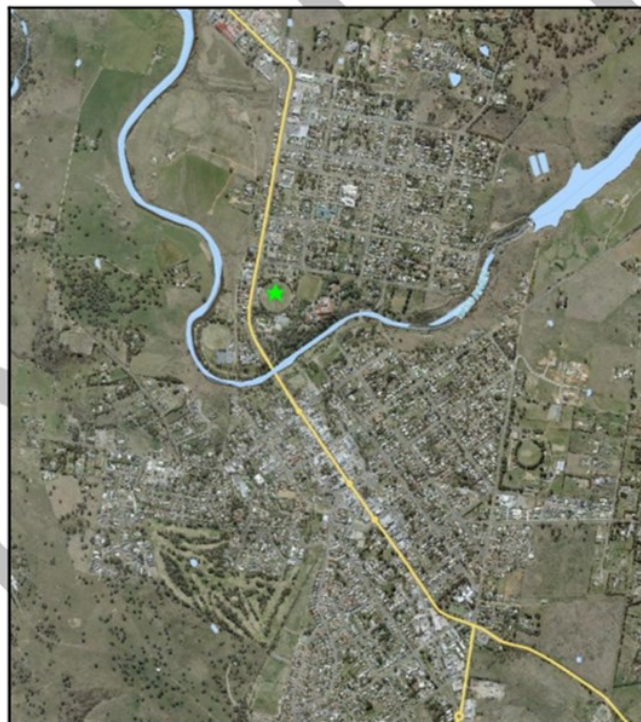
This Plan of Management has been prepared in accordance with the provisions of the *Crown Land Management Act 2016* and the *Local Government Act 1993* to provide a framework for Victoria Park, Yass for which the Yass Valley Council is the Crown Land Manager pursuant to the relevant provisions of the *Crown Land Management Act 2016*.

The date of adoption for the Victoria Park Plan of Management is < >.

2. INTRODUCTION

Yass Valley Council is responsible for the care and control of some parcels of community land and with the introduction of the *Crown Land Management Act 2016* on 1 July 2018, Crown Reserves, which Council is the Crown Land Manager will generally be managed under the provisions of the *Local Government Act 1993*.

Victoria Park is centrally located in Yass town, and was dedicated in 1875, making it one of the most established, formalised Public Recreation Reserves in the region.



2.1 Land to which this plan applies

Victoria Park Reserve 530056, Lot 1 DP 1134940. The Purpose of the Reserve is Public Recreation and has been categorised under the *Crown Land Management Act 2016* as:

Reserve	Location	Purpose	Categories
530056	Victoria Park, Yass	Public Recreation	Park , Sportsground and General Community Use as shown below on map.



2.2 Owner of the land

Lot 1 DP 1134940 is owned by the Crown and managed by the Yass Valley Council as Crown Land Manager under the *Crown Land Management Act 2016 and Local Government Act 1993*.

Where Council's responsibilities have been delegated through a lease or license, the provisions of this Plan of Management apply.

3. RELEVANT LEGISLATION, POLICIES AND PROCEDURES

3.1 Local Government Act 1993

Under section 36(1) of the *Local Government Act 1993*, Plans of Management must be prepared for all community land. Community land is land which is kept for use of the general public.

Clause 101(2) of the *Local Government General Regulation 2005* requires Council to have regard to the guidelines for categorisation of community land set out in Clauses 102 to 111 of that Regulation.

This Plan of Management has been prepared in accordance with the *Local Government Act 1993* using the land categories approved by the Minister administering the *Crown Land Management Act 2016*.

The minimum requirements for a Plan of Management are set out under section 36(3) of the *Local Government Act 1993*.

A Plan of Management must identify the categories of the land, the objectives and performance targets of the plan with respect to the land, the means by which council proposes to assess its performance. It also may require the approval of the Council for the carrying out of any specified activity on the land.

Section 36(3A) specifies that Plans of Management that are specific to one area of land, must also describe the condition of the land as at the adoption of the plan, describe the buildings on the land as at adoption, describe the use of the buildings and the land as at adoption and state the purposes for which the land will be allowed to be used, and the scale and intensity of that use.

Sections 36E – 36N of the *Local Government Act 1993* specifies the core objectives for the management of each category of community land.

3.2 Crown Land Management Act 2016

Division 3.6 of the *Crown Lands Management Act 2016* deals with the requirements that Council must meet in relation to the Plans of Management and other Plans.

Section 3.23(6) of the *Crown Land Management Act 2016* requires Council Crown Land Managers to adopt a Plan of Management for any Crown reserve for which it is appointed Crown Land Manager, and that is classified as community land under the *Local Government Act 1993*.

3.3 Categorisation of the reserve

Under s3.23(2) *Crown Land Management Act 2016* Council Crown Land Managers must assign to all Crown Land under their management one or more initial categories of community land referred to in s36 *Local Government Act 1993*.

The degree to which the reserve purpose relates to the assigned category of the land is important for ongoing management of the land as council must obtain Native Title Manager advice as to the validity of the activities that they wish to undertake on the land prior to dealing with the land.

Both the *Aboriginal Land Rights Act 1983* and the *Native Title Act 1993* recognises the intent of the original reserve purpose of the land so that complying activity can be considered lawful or validated, particularly under Section J of the *Native Title Act 1993*.

The categories **Park, Sportsground and General Community Use** were approved by the Minister on **## 2022** in administering the *Crown Land Management Act 2016* in relation to the reserve. Detailed information relating to the categories applicable to the reserve are presented in separate sections in this Plan of Management.

Activities on the land will need to reflect the intent of the public purpose and will be assessed for compliance with the relevant Local Government and Crown Lands legislation including assessment of the activity under the *Native Title Act 1993* and registered claims under the *Aboriginal Land Rights Act 1983*.

Use of the land for any activity is subject to application and approval. Assessment will consider compliance with the objectives and relationship to and impact upon the public purpose for the land. Other uses that do not comply with the plan of management or zoning of the land under the Yass Valley LEP 2013 would not be considered.

3.4 Other relevant legislation and strategies

3.4.1 Native Title Act 1993 (Commonwealth)

All activities on the land must address the issue of native title. Whilst a successful claim for native title will lead to official recognition of native title rights, native title rights are considered to pre-date such recognition.

Native title can therefore be relevant to activities carried out on the land even if no native title claim has been made or registered.

The native title process must be considered for each new activity on the land within this plan and a native title assessment must be undertaken. Almost all activities and public works carried out on the land will affect native title and require validation by Council's Native Title Manager.

Confirmation was provided by Council's Native Title Manager on # July 2022 that this Plan of Management complies with the requirements of the *Native Title Act 1993*.

3.4.2 Aboriginal Land Rights Act 1983

In New South Wales, Aboriginal Land Rights sit alongside native title and allows Aboriginal Land Council's to claim 'claimable' Crown Land.

Generally, the *Aboriginal Land Rights Act 1983* is directed at allowing Land Council's to claim Crown Land that is unlawfully used or occupied. If a claim is successful, the freehold estate of the land is transferred to the Land Council.

Council should be mindful that any activity on Crown land is lawful in relation to the reserve purpose of the land, and Council should ensure that Crown land under its control is at all times lawfully used and occupied.

When planning an activity of the land such as the issue of a lease or licence or any public works, Council should request a search to determine whether an Aboriginal Land Rights claim has been made in relation to the land. If a claim is registered the activity must be postponed under the claim is resolved.

At the time this POM was prepared, there are no claims on this reserve.

3.4.3 The Biodiversity Conservation Act 2016

The purpose of this Act is to support biodiversity conservation in the context of a changing climate, and to avoid, minimise and offset the impacts of proposed development and land use change on biodiversity.

3.4.4 Environment Planning and Assessment Act 1979

Under the *Yass Local Environmental Plan 2013* the land is zoned as:

Zone	Objectives
RE1 Public Recreation	<ul style="list-style-type: none">• To enable land to be used for public open space or recreational purposes• To provide a range of recreational settings and activities and compatible land uses.• To protect and enhance the natural environment for recreational purposes• To provide for the free passage or temporary storage of storm or floodwaters• To identify land that is suitable for future public recreation use and that can be brought into public ownership.• To ensure the provision of adequate open space to meet the needs of all residents

3.4.5 Council Plans, Strategies, Policies and Procedures

This Plan of Management is to be read in conjunction with the Council Community Strategic Plan, and any other policies or procedures that govern the use and management of community land and any facilities located on the land. This includes the:

- Victoria Park Masterplan
- Yass Valley Strategic Weeds Plan
- Draft Yass Valley Open Space Strategy
- Yass Valley Community Engagement Strategy

Additional Council policies, plans and strategies adopted after the date of this plan that have relevance to the planning, use and management of community land will apply as though they were in force at the date of adoption of the Plan of Management.

3.4.6 Legislation and Statutory Controls

This Plan of Management does not over-rule other existing or future legislation that also applies to the management of community land.

3.5 Review of this plan

The use and management of Victoria Park on Crown Land in the Yass Valley Council area is regulated by this Plan of Management.

Whilst the guidelines and principles outlined in the plan may be suitable as present, the plan should be reviewed from time to time, to confirm its relevance.

The review should take place within 5-10 years of adoption of this plan.

4. CULTURALLY SIGNIFICANT LAND

4.1 Indigenous Significance

Victoria Park is located on the ancestral land of the Ngunnawal people, and this POM recognises them as the traditional custodians of the land.

Victoria Park is not identified as having specific Aboriginal significance and is not declared under s84 of the *National Parks & Wildlife Act 1974*, however, any areas of Aboriginal significance that may be discovered are covered by this Plan of Management.

4.2 Non-indigenous Significance

There are two individual items of local heritage significance listed within the *Yass Valley Local Environmental Plan 2013*.

Trigg Memorial Gateway

The Gateway is a prominent memorial to the entrepreneur and pastoralist Arthur Bryant Triggs. Designed by H. C. Manfred, built of rubble stone, with three openings between large stone gate pier. Wrought steel gates are in each opening.

Memorial Obelisk

A Memorial Obelisk, erected in 1900 remembering the victims of a drowning event in the Murrumbidgee River.



While not specifically listed, many of the trees are large and established, with some large pine trees planted circa 1890s.

5. EXISTING USE AND DEVELOPMENT

This Plan of Management applies to Reserve 530056.

Refer to [Appendix A](#) Victoria Park Masterplan (Taylor Brammer Landscape Architects 2021) for the following:

Existing uses on the adoption of the plan

- Existing uses across the whole Reserve: pages 15-17

Condition of the land and structures on adoption of the plan

- Condition/constraints of the land across the whole reserve: page 24

Refer [Appendix B](#) for the layout of the Caravan Park.

- Caravan Park: 54 sites comprising 5 unpowered camping sites, 30 powered sites and 19 moveable dwellings (cabins).
- Three sites are occupied by permanent/long term residents.

Note Detailed condition assessments of buildings and infrastructure can be found:

- YVC Parks and Recreation Asset Management Plan (2022)
- YVC Swimming Pools & Caravan Park Asset Management Plan (2022)
(or any subsequent versions adopted by Council)

6. PERMITTED AND FUTURE USES

The reserve may be used as follows as per the following land use definitions within the Yass Valley LEP 2013 (as updated).

Caravan Park part of Reserve (General Public Use Category):

caravan park means land (including a camping ground) on which caravans (or caravans and other moveable dwellings) are, or are to be, installed or placed.

- Maximum length of stay by a visitor is 3 months
- As of June 2022, there are currently 3 long term/permanent residents. 2 of those reside in Cabins (Moveable Dwellings), and 1 in a caravan.

- No further long-term residents will be permitted in the future, and once these residents relocate, these sites will return to short-term visitor use. If the caravan is abandoned within the park following the relocation of that tenant, Council will facilitate its removal.
- There are no formal tenancy agreements in place with these residents. In the event of a dispute, this will be managed under the *Residential Tenancies Act 2010*.

Former Caretaker's House (General Public Use Category):

community facility means a building or place—

(a) owned or controlled by a public authority or non-profit community organisation, and

(b) used for the physical, social, cultural or intellectual development or welfare of the community,

but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation.

Swimming Pool Part of Reserve (Sportsground Category)

recreation facility (indoor) means a building or place used predominantly for indoor recreation, whether or not operated for the purposes of gain, including a squash court, indoor swimming pool, gymnasium, table tennis centre, health studio, bowling alley, ice rink or any other building or place of a like character used for indoor recreation, but does not include an entertainment facility, a recreation facility (major) or a registered club.

Café (subset of food and drink premises) means premises that are used for the preparation and retail sale of food or drink (or both) for immediate consumption on or off the premises

The whole of the reserve:

advertisement means a sign, notice, device or representation in the nature of an advertisement visible from any public place or public reserve or from any navigable water.

environmental facility means a building or place that provides for the recreational use or scientific study of natural systems, and includes walking tracks, seating, shelters, board walks, observation decks, bird hides or the like, and associated display structures.

environmental protection works means works associated with the rehabilitation of land towards its natural state or any work to protect land from environmental degradation, and includes bush regeneration works, wetland protection works, erosion protection works, dune restoration works and the like, but does not include coastal protection works.

emergency services facility means a building or place (including a helipad) used in connection with the provision of emergency services by an emergency services organisation.

filming means recording images (whether on film or video tape or electronically or by other means) for exhibition or broadcast (such as by cinema, television or the internet or by other means), but does not include—

(a) still photography, or

(b) recording images of a wedding ceremony or other private celebration or event principally for the purpose of making a record for the participants in the ceremony, celebration or event, or

(c) recording images as a visitor or tourist for non-commercial purposes, or

(d) recording for the immediate purposes of a television program that provides information by way of current affairs or daily news.

kiosk means premises that are used for the purposes of selling food, light refreshments and other small convenience items.

recreation area means a place used for outdoor recreation that is normally open to the public, and includes—

(a) a children's playground, or

(b) an area used for community sporting activities, or

(c) a public park, reserve or garden or the like,

and any ancillary buildings, but does not include a recreation facility (indoor), recreation facility (major) or recreation facility (outdoor).

recreation facility (major) means a building or place used for large-scale sporting or recreation activities that are attended by large numbers of people whether regularly or periodically, and includes theme parks, sports stadiums, showgrounds, racecourses and motor racing tracks.

recreation facility (outdoor) means a building or place (other than a recreation area) used predominantly for outdoor recreation, whether or not operated for the purposes of gain, including a golf course, golf driving range, mini-golf centre, tennis court, paint-ball centre, lawn bowling green, outdoor swimming pool, equestrian centre, skate board ramp, go-kart track, rifle range, water-ski centre or any other building or place of a like character used for outdoor recreation (including any ancillary buildings), but does not include an entertainment facility or a recreation facility (major).

This includes the following:

Active recreation use (e.g. Swimming, ball games, sports carnivals)	Performances (e.g. Music, Theatre, Comedy)	Emergency services use (e.g. training or evacuation)
Passive or informal recreation use (e.g. jogging, skateboarding, picnics)	Filming and photography	Outdoor cinema
Fitness training or coaching (e.g. personal and group)	Markets or Temporary food stalls	
Educational activities	Arts and craft exhibitions	Advertising (e.g. Limited to Sponsors of sporting clubs and events, regulatory, identification, interactive and directional signage relating to the uses on the reserve)

Note: Refer to Section 68 Activities for Community Land within this plan.

The following activities may be granted with written Council permission:

Recreational drones	Fireworks
---------------------	-----------

The following activities are **prohibited** on this reserve:

Motorbike or 4WD vehicle driving off formalised roads/accessways	Dumping of any waste materials
Archery	Fires

Note any proposed use that requires consent from Council will be subject to a Development Application or Section 68 Activity Approval with appropriate conditions imposed.

The scale and intensity of future uses permitted will be dependent on:

- The nature of future uses
- The carrying capacity of the open space and its facilities
- Physical impacts of activities and uses on the land and other users

7. FUTURE INFRASTRUCTURE AND FACILITIES

Subject to budget availability, Council may construct or approve construction by others of a variety of facilities on the land, provided that the provisions of the *Local Government Act 1993*, the *Crown Land Management Act 2016* and the *Native Title Act 1993* have been complied with.

The purpose of the facilities shall be to support activities and uses that are consistent with the core objectives of the land category, the reserve purpose and shall not materially harm the land for the purpose for which it was dedicated or reserved.

Proposed projects by sporting/community groups must be in line with the adopted Victoria Park Masterplan (Taylor Brammer Landscape Architects 2021).

Depending on the scope or the project, Council may request that a written proposal be submitted outlining a description the project, estimated costs, scaled plans, justification for the proposed works, future maintenance requirements and other elements relevant to the project.

All construction and alteration must have Council's Native Title Manager's written advice in relation to Native Title and Aboriginal Land Claims and must be approved by Council in writing on every occasion.

Infrastructure may be provided where consistent with the need to facilitate the use of the land, the provisions of the *Local Government Act 1993* and the *Crown Land Management Act 2016* have been complied with. Infrastructure such as buildings and amenities are to be maintained to the highest possible standard.

Services and utilities such as water supply, sewerage, electricity supply, gas and telecommunications may be constructed, maintained or repaired on the land.

Measures shall be taken to improve the energy and water efficiency of all buildings and activities carried out on the land. Measures shall include use of energy efficient lighting, periodic auditing of energy use, and appropriate orientation of any new buildings to incorporate passive solar design principles.

Future development Priorities as per Victoria Park Masterplan (Taylor Brammer 2021) Appendix A Pages 29-32	
Entry Gate Access	<ul style="list-style-type: none"> Formalise historic entry gate with pedestrian link across Laidlaw Street
Ovals	<ul style="list-style-type: none"> Formalise historic entry gate with pedestrian link across Laidlaw Street Increase main playing oval to incorporate two full size rugby fields with central turf cricket wicket and improved lighting Resurface John Allen Oval to provide fit for play surface for two junior rugby fields suitable for U6 – U9
Car Parking	<ul style="list-style-type: none"> Formalise carparking and improve traffic circulation around main oval
Lookout	<ul style="list-style-type: none"> Provide a lookout across main playing oval using existing site topography
Tennis Courts	<ul style="list-style-type: none"> Provide two additional tennis courts to facilitate tournaments
Swimming Pool	<ul style="list-style-type: none"> Swimming pool redevelopment as per approved concept design
Play Hub	<ul style="list-style-type: none"> Additional recreation facilities and amenities to the southern park entry area providing stronger sense of place
Caravan Park	<ul style="list-style-type: none"> Building and site improvements to maximise potential and provide connection to park
Laidlaw St Connection	<ul style="list-style-type: none"> Improved pedestrian network to western site of Laidlaw Street to improve connection to Joe O'Connor Oval and Yass Public School and connect into potential rail trail
Site Identity	<ul style="list-style-type: none"> Create appropriate visual identity that includes park signage
Boundary Fence	<ul style="list-style-type: none"> Replace existing masonry and wire fencing with more modern fencing sympathetic with the A.B. Triggs gates
Cricket Practise Nets	<ul style="list-style-type: none"> Realign existing cricket nets, remove trees which are overshadowing and provide a drinking fountain and general power outlet
Basketball Courts	<ul style="list-style-type: none"> Provide two basketball courts with terraced seating with surveillance from Laidlaw Street
Graffiti Wall	<ul style="list-style-type: none"> Designated wall for graffiti
Dog off Leash Area	<ul style="list-style-type: none"> Dog off leash area upgrades to include shade over existing seating, concrete to entry gates and erosion control measures, bins, drinking fountain and dog bubbler with screen planting to boundary
Skate Park	<ul style="list-style-type: none"> Existing skate park to remain with proposed extension tailoring for a greater range of abilities
Playground	<ul style="list-style-type: none"> Provide centralised playground with clear sight lines from main oval and tennis facilities
Picnic Shelter	<ul style="list-style-type: none"> Picnic Shelter provided for families and users to the southern end of Victoria Park. Shelter to include drinking fountain
Signage (Caravan Park)	<ul style="list-style-type: none"> Update signage throughout park. Create entry statement at the corner of Laidlaw and Grampian Streets
BBQ Facilities (Caravan Park)	<ul style="list-style-type: none"> Existing BBQ facilities to be improved with camp kitchen and new BBQs

Central Parking (Caravan Park)	<ul style="list-style-type: none">• Improve central parking area with reinforced turf and larger concrete pads. Assess trees and remove as necessary
Office Building (Caravan Park)	<ul style="list-style-type: none">• Provide 2 storey office /admin building
Amenities (Caravan Park)	<ul style="list-style-type: none">• Rebuild amenities building to make compliant
Playground (Caravan Park)	<ul style="list-style-type: none">• Replace playground equipment and provide greater safety mitigation, i.e. fencing
Victoria Park Connection (from Caravan Park)	<ul style="list-style-type: none">• Provide secure access pedestrian gate to Victoria Park for patrons. Improve secure fence line with hedging and new fencing
Expansion Area (Caravan Park)	<ul style="list-style-type: none">• Provide new cabins following consolidation of storage sheds into new office building

With the exception of the local heritage items on the Reserve (Triggs Gates and Memorial Obelisk), any other building or structure can be demolished or removed provided the required development approvals are obtained and consent is provided by Yass Valley Council.

Temporary structures can be erected (e.g. gazebos) provided that are installed safely and securely and are in good condition. Structures must be removed on completion of event/use without damaging infrastructure or surfaces within the Reserve.

8. VEGETATION MANAGEMENT

Management of vegetation within Victoria Park ranges from grassed playing fields, formal tree plantings to the riparian area adjacent to the Yass River. In addition to this Plan of Management, all vegetation management must be undertaken in accordance with Council's obligations under the *Biosecurity Act 2015* and the *Biodiversity Conservation Act 2016*.

Vegetation Management Priorities within Victoria Park	
Riverbank	<ul style="list-style-type: none"> • Environmental management plan and inclusion of nature walks, interpretive signage promoting connection to Country and potential learning synergy with adjacent Yass High school
Tree Planting and Removal	<ul style="list-style-type: none"> • Development of a tree planting strategy for Council Managed public land • Provide for the removal and planting of trees including succession plantings having regard to nearby uses and buildings on the reserve, planting and water requirements • Tree cover and quality is maintained or increased on the reserve
Priority Weed Management	<ul style="list-style-type: none"> • Apply preventative measures and active control measures (physical removal or slashing, accepted biological control techniques, bush regeneration, or chemical spraying) • Minimise actions that disturb the ground surface and discourage the conditions that encourage weeds • Ensure adequate drainage in high use areas of reserve to assist ground cover (e.g. Dog Park) • Prevent the dispersion of weeds by fill or the transport of seeds on machinery • Maximise native vegetation cover within riparian area to reduce potential incursions • Implementation of the <i>Biosecurity Act 2015</i>
Water supply/consumption	<ul style="list-style-type: none"> • Maximise the opportunity to use appropriate water supply systems of bore water, water reuse • Regular checks of water supply systems to minimise wastage • Drought tolerant plant varieties to be used where possible
Artificial Play surfaces	<ul style="list-style-type: none"> • Allow for the installation of artificial play surfaces where appropriate (e.g. Tennis courts) which are aesthetic, safe and easily maintained

9. CROWN RESERVES IMPROVEMENT FUND PROGRAM (CRIF)

The CRIF provides financial support for the development, maintenance and protection of Crown Reserves. As the Crown Land Manager for the Reserve, Council can apply for the CRIF or support user groups in their applications.

Council intends to progressively apply for CRIF funding for projects identified within the Victoria Park Masterplan (Taylor Brammer 2021) Implementation Plan- Preliminary to Stage 7, pages 35-42. This will complement funding secured from other grant funding sources as well as those funds allocated within the Operational Plan.

10. LEASES, LICENCES AND ESTATES

This plan of management expressly authorises the issue of Leases, Licences and other Estates of the facilities within Victoria Park categorised as Park, Sportsground and General Community Use, provided that:

- The purpose is consistent with the reserve purpose of the land.
- The purpose is consistent with the core objectives for the category of the land.
- The lease, licence or other estate is for a permitted purpose listed in the *Local Government Act 1993* or the *Local Government Regulations 2005*.
- The issue of the lease, licence or other estate and the provisions of the lease, licence of other estate can be validated by the provisions of the *Native Title Act 1993*.
- The land is not subject to a claim under the *Aboriginal Land Rights Act 1983*.
- The lease, licence or other estate is granted and notified in accordance with the provisions of the *Local Government Act 1993* or the *Local Government Regulations 2005*.
- The issue of the lease, licence or other estate will not materially harm the use of the land for any of the purposes for which it was dedicated or reserved.
- Occupation of the land other than by lease or licence or other estate or for a permitted purpose listed in the *Local Government Regulations 2005* is prohibited.
- The terms of the authorisation for the lease, licence or other estate should include Native Title assessment and validation under the *Native Title Act 1993*, a search to conclude that the land is not affected by a claim under the *Aboriginal Land Rights Act 1983* and should ensure the proper management and maintenance of the land and that the interests of Council and the public are protected.
- Areas held under lease, licence or regular occupancy shall be maintained by the user. The user will be responsible for maintenance and outgoings as defined in the lease or licence or agreement for use.

Victoria Park	No leases, licences and other estates exist on this site at the time of the adoption of this POM.
Reserve 530056	<p>Future Leases, Licenses or other Estates may be issued for:</p> <ul style="list-style-type: none"> • General Community Use Category: Lease for Exclusive Management/Operation of the Yass Caravan Park. Maximum Term 5 Years with an option for a maximum 5 year extension. • Sportsground Category: Lease for Exclusive Management/Operation of the redeveloped Yass Swimming Pool Complex for Business Purposes: Recreation Facility (indoor) and ancillary retail premises and café. Maximum Term 21 Years. • Sportsground & Park Categories: Lease or Licence for Management/Use of the Tennis Amenities Building and Tennis Courts. Maximum Term 5 Years. • Sportsground & General Community Use Categories: Lease for Exclusive Management/Use of JA Allen Oval and existing carpark adjacent to school during term operational hours (8am-5pm) by the Department of Education. Maximum Term 21 Years. • General Community Use Category: Lease or Licence for Use of the former Caretaker's House for the purpose of a community facility (until such time as demolition is scheduled). Maximum Term 5 Years. • License or an Estate for Infrastructure or Utilities to service Yass High School (including underground utilities)

11. SECTION 68 ACTIVITIES FOR COMMUNITY LAND

Approval for activities under Part D s68 *Local Government Act 1993*:

- Engage in a trade or business
- Direct or procure a theatrical, musical or other entertainment for the public
- Construct a temporary enclosure for the purpose of entertainment
- For fee or reward, play a musical instrument or sing
- Set up, operate or use a loudspeaker or sound amplifying device
- Deliver a public address or hold a religious service or public meeting is not required on this reserve, provided the following requirements are met:
 - ❖ The event has a maximum of 2000 patrons on site at any one time, and a duration of no more than three consecutive days
 - ❖ Written approval has been provided by Council's Traffic Committee or other alternative traffic approval at the discretion of Council's Director of Infrastructure and Assets
 - ❖ All waste must be disposed of at an authorised waste management facility
 - ❖ Adequate toilet facilities are to be provided for use at each even with at least one of the toilets being suitable for persons with a disability
 - ❖ Caterers, food stalls or mobile food vans comply with any requirements under the *Food Act 2003*
 - ❖ Any required approvals have been obtained from NSW Office of Liquor, Gaming and Racing for sale and/or service of alcohol at Event
 - ❖ Temporary structures are "Exempt or Complying Development" under the *SEPP (Exempt & Complying Development Codes) 2008*
 - ❖ *Protection of Environment Operations Act 1997* regulatory and compliance provisions must be observed
 - ❖ Details of the event, risk assessment, and proof of any required insurances are provided at the time of booking the facility

This is to be applied as a local approvals policy specific to Reserves under s158 *Local Government Act 1993*.

12. POM ADMINISTRATION AND MANAGEMENT

For the purposes of this plan, the management authority is Yass Valley Council, in accordance with the provisions of the *Crown Land Management Act 2016* and the *Local Government Act 1993*.

Where Council's responsibilities have been delegated, the provisions of this management plan continue to apply. Delegation is required to be formalised through a lease or license, noting that there are none in place at the time of adoption of this plan.

a. Staff Resources

Council shall plan for adequate staff and resources for the management of the land in accordance with this Plan of Management.

b. Environmental Assessment of Activities

The environmental impact of activities carried out on the land will be assessed having regard to the requirements under the *Environmental Planning and Assessment Act 1979*.

c. Role and activities carried out by other Authorities

Other government authorities may have responsibilities or involvement in the management of the land or of immediately adjacent land. This will be taken into account and, where appropriate, consultation will take place with relevant authorities. In the case of Victoria Park, the location of Yass High School centrally within the reserve requires co-ordination and agreement between Council and Department of Education.

d. Principles for the development on adjoining land

Council's development control practices recognise and endeavour to minimise the impacts upon adjoining land parcels. Council will consider the impacts of activities carried out on the reserve on adjoining land.

e. Contract and Volunteer Labour

In managing the land Council may use contract and volunteer labour but shall ensure that supervisors have appropriate qualifications and/or experience, as well as required public liability insurance, and are made aware of the requirements of this plan.

f. Delegation of Management Responsibilities

Where management responsibilities are delegated by the Council a requirement of the delegation shall be that the provisions of this Plan of Management are complied with.

g. Easements

The Council may grant easements for the provision of services over, or on the land provided that the land is not subject to Aboriginal Land claim under the *Aboriginal Land Rights Act 1983* and a Native Title assessment has

been carried out by council's Native Title Manager. The provisions of the *Local Government Act 1993* and the *Crown Land Management Act 2016* must be complied with.

h. Existing Assets

Existing assets on the land shall be identified and measures taken to maintain them in a satisfactory manner. Council may make arrangement for community groups and users to undertake maintenance for specific facilities on Council's behalf.

i. Public Liability

Council will maintain public liability insurance for the land. All users of the land will be required to take out public liability insurance for a sum of not less than \$20 million.

j. Commercial Activities

Commercial activities may be carried out on the land, provided that the activity is consistent with the purpose of the land or for a purpose authorised under this Plan of Management. Any commercial activity is subject to prior Council consent.

k. Emergencies

This Plan of Management authorises necessary activities to be carried out during declared emergencies as may be decided by the General Manager or delegate. Following carrying out of any activities, periodic monitoring will be undertaken, and rehabilitation works undertaken if necessary.

l. Land proposed for Future Development

Land proposed in any of Council's plans for future development for a specific purpose may be utilised for other purposes on an interim basis until required for that purpose.

m. Information Monitoring and Research

Management arrangements shall be implemented to regularly monitor the use of the land, environmental conditions including bushfire risk and weed infestation.

n. Community Monitoring

Surveys of visitation and/or satisfaction with the facilities may be undertaken to facilitate the management and use of the land.

13. MANAGEMENT OBJECTIVES AND PERFORMANCE TARGETS

The reserve has been categorised under the *Crown Land Management Act 2016* and is also consistent with the *Local Government Act 1993*. Detailed information including general and core objectives relating to categories assigned to Victoria Park are outlined below.

Reserve	Location	Purpose	Category
530056	Victoria Park, Yass	Public Recreation	Park Sportsground General Community Use

General Objectives- PLAN OF MANAGEMENT

OBJECTIVES (General POM Objectives)	PERFORMANCE TARGETS	MANNER IN WHICH COUNCIL PROPOSES TO ASSESS ITS PERFORMANCE WITH RESPECT TO THE PLAN'S OBJECTIVES
To ensure that relevant legislation is complied with in relation to preparation of Plans of Management	The plan is prepared in accordance with the Act. Native Title Manager advice is sought during the preparation of the plan	The plan is reviewed by Council's Native Title Manager and Department of Industry - Crown Lands, then exhibited and adopted by Council if there are no changes to the approved plan. If changes are made following exhibition the plan must again be approved by Department of Industry - Crown Lands
To inform Council staff and the community of the way the land will be managed	The plan is exhibited in accordance with the <i>Local Government Act 1993</i> and <i>Crown Land Management Act 2016</i>	The plan is exhibited and adopted by Council
To implement the specific policies, guidelines and works identified in the plan of management	Ensure that the plan is referenced to identify specific policies, guidelines and works	All works are carried out in accordance with the plan
To progressively improve the values of the land to minimise the long term cost of maintenance to the Council	Implement the recommendations of the Victoria Park Masterplan	All works are completed, and minimal maintenance of the improvements is required
To make provision for leases, licences and agreements in respect of the land	The Plan of Management authorises the provision of leases, licences and agreements where appropriate	Any leases are prepared, exhibited and adopted in accordance with the provisions of the <i>Local Government Act 1993</i> and the <i>Crown Land Management Act 2016</i> . Native Title Manager advice and a checks for claims under the <i>Aboriginal Land Rights Act 1983</i> is received for all proposed leases and licences
To identify and recognise existing uses and improvements on the land	The plan is exhibited and adopted by Council, and is consistent with the Victoria Park Masterplan and Asset Management Plans	Annual inspections of assets
To set in place an administrative structure to ensure the achievement of land management objectives	Ensure that all sections of Council are aware of the contents of the Plan	All future works are carried out in accordance with the Plan
To identify the major management issues applying to the land	Consultation and staff discussions	The Plan is exhibited and adopted by Council

Core objectives - PARK

OBJECTIVES <i>(Local Government Act 1993)</i>	PERFORMANCE TARGETS	MANNER IN WHICH COUNCIL PROPOSES TO ASSESS ITS PERFORMANCE WITH RESPECT TO THE PLAN'S OBJECTIVES
To encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities	Implement the recommendations of the Victoria Park Masterplan	<ul style="list-style-type: none"> • Projects are progressively completed, and minimal negative feedback is received • Whether infrastructure and facilities are designed to be accessible to the whole community
To provide for passive recreational activities and for the casual playing of games	<ul style="list-style-type: none"> • Design and construct structures identified in the Victoria Park Masterplan • Allow companion animals only under constant supervision/control of owner/handler • Dogs only to be off leash within fenced Dog park area 	<ul style="list-style-type: none"> • Continued/increased usage levels across a range of age groups and a range of weather conditions • Complaints about unsupervised and/or off leash animals
To improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management	<ul style="list-style-type: none"> • Implement the recommendations of the Victoria Park Masterplan • Restrict vehicle access to formed accessways and parking areas 	<ul style="list-style-type: none"> • Projects are completed and minimal negative feedback is received • Level of damage to Reserve

Core Objectives – GENERAL COMMUNITY USE		
OBJECTIVES (Local Government Act 1993)	PERFORMANCE TARGETS	MANNER IN WHICH COUNCIL PROPOSES TO ASSESS ITS PERFORMANCE WITH RESPECT TO THE PLAN'S OBJECTIVES
<p>To promote, encourage and provide for the use of the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public:</p> <ul style="list-style-type: none"> a. In relation to public recreation and the physical, cultural, social and intellectual members of the public; and b. In relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities). 	Implement the recommendations of the Victoria Park Masterplan	Projects are progressively completed, and minimal negative feedback is received

Core Objectives - SPORTSGROUND

OBJECTIVES OF THE PLAN IN RESPECT TO THE LAND <i>(Local Government Act 1993)</i>	PERFORMANCE TARGETS	MANNER IN WHICH COUNCIL PROPOSES TO ASSESS ITS PERFORMANCE WITH RESPECT TO THE PLAN'S OBJECTIVES
<p>To encourage, promote and facilitate recreational pursuits in the community involving organised and informal sporting activities and games</p>	<ul style="list-style-type: none"> • Implement the recommendations of the Victoria Park Masterplan • Provide an accessible online booking system to encourage maximum usage • Limit damage of playing surfaces due to wet/ very dry weather conditions • Minimise opportunities for, and prompt repair of any vandalism • Allow for installation of posts or practice nets • Allow for line marking on sportsgrounds areas of reserve 	<ul style="list-style-type: none"> • Projects in Victoria Park Masterplan are progressively completed, and minimal negative feedback is received. • Annual operational and maintenance costs • Usage levels/booking numbers • Number of injuries reported by users • Closure of sportsgrounds or event cancellation due to weather conditions • Whether posts and practice nets installed safely and maintained adequately • Adequacy of line marking for sporting events
<p>To ensure that such activities are managed having regard to any adverse impact on nearby residences</p>	<ul style="list-style-type: none"> • Upgrade carparking and access from Laidlaw Street to improve traffic safety as per Victoria Park Masterplan • Provide fencing or separation to ensure safety of users and minimise impact on neighbouring properties including Yass High School • Provide lighting for night-time usage which is designed and located to avoid excessive light spill into neighbouring properties • Regulate lighting times on sportsgrounds • Limit the frequency and times of use of Public Address systems • Ensure property of visitors to the caravan park is secure (i.e. fencing and surveillance) • 	<ul style="list-style-type: none"> • Number of complaints from neighbouring properties and caravan park residents (i.e. traffic, noise, light spill, trespassing, theft, balls)

APPENDIX A

DRAFT



TaylorBrammer

yass valley council
the country the people

Contents

1 Overview			3 Masterplan		
1.1 Introduction	4		3.1 Masterplan	29	
1.2 Regional Connections	5		3.2 Playing Field Upgrades	30	
1.3 Regional Setting	6		3.3 Play Hub	31	
1.4 Connection to Country	7		3.4 Caravan Park Actions	32	
1.5 Layered History	8		3.5 Proposed Character	33	
1.6 Regional Character	9				
1.7 Local Context	10		4 Implementation Plan		
1.8 Local Character	11		4.1 Preliminary Works	35	
1.9 The Site	12		4.2 Stage 1 Works	36	
1.10 Existing Site Character	13		4.3 Stage 2 Works	37	
2 Site Analysis			4.4 Stage 3 Works	38	
2.1 Existing uses	15		4.5 Stage 4 Works	39	
2.2 Access	16		4.6 Stage 5 Works	40	
2.3 Parking	17		4.7 Stage 6 Works	41	
2.4 Safety and Accessibility	18		4.8 Stage 7 Works	42	
2.5 Topography	19				
2.6 Existing Amenities / Storage	20				
2.7 Existing Amenities - Caravan Park	21				
2.8 Existing Amenities - Tennis	22				
2.9 Existing Amenities - Main Oval	23				
2.10 Constraints	24				
2.11 Constraints Summary	25				
2.12 Opportunities	26				
2.13 Opportunities Summary	27				

'In the spirit of reconciliation we acknowledge the Ngunnawal People, as the Traditional Custodians whose country where Victoria Park is located and their connections to land, river and community. We pay our respect to their elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.'

Prepared for Yass Valley Council

Amendment register

DOCUMENT TITLE	REVISION	DATE	STATUS	PREPARED	CHECKED
DRAFT FOR DISCUSSION	P1	17.06.2021	PRELIMINARY	BH	MT/AL
DRAFT	P2	12.07.2021	COORDINATION	BH	MT/AL
FOR REVIEW	P3	16.11.2021	FOR REVIEW	BH	MT/AL
COUNCIL ISSUE	A	18.11.2021	FINAL	BH	MT/AL



Overview

Introduction

Victoria Park is a district sporting park located to the north of the Yass River and Yass town centre. The site is located on crown land with Yass High School nestled harmoniously within the precinct. The park covers an area spanning approximately 16 ha.

Victoria Park caters to a range of local sporting clubs including rugby, cricket, tennis, athletics and swimming. Competitions including gala days, athletics and swimming carnivals and junior development tennis tournaments are held at the park.

The park also offers community facilities including an off leash dog park, skate park, walking trails and caravan park.

A Masterplan has been developed which provides a long term vision for the park to ensure that any future development will be appropriate to the site and the recreational, cultural and environmental values of the park will be retained.

This Masterplan has been developed incorporating ideas and feedback from the community and key user groups. It provides a future direction for the park which will provide greater recreational opportunities, enhance existing uses and improve the general amenity, functionality and capacity of the site. It envisions a quality facility that meets contemporary standards.



Existing heritage park gates.
Image by monumentaustralia.org.au 2021

Overview

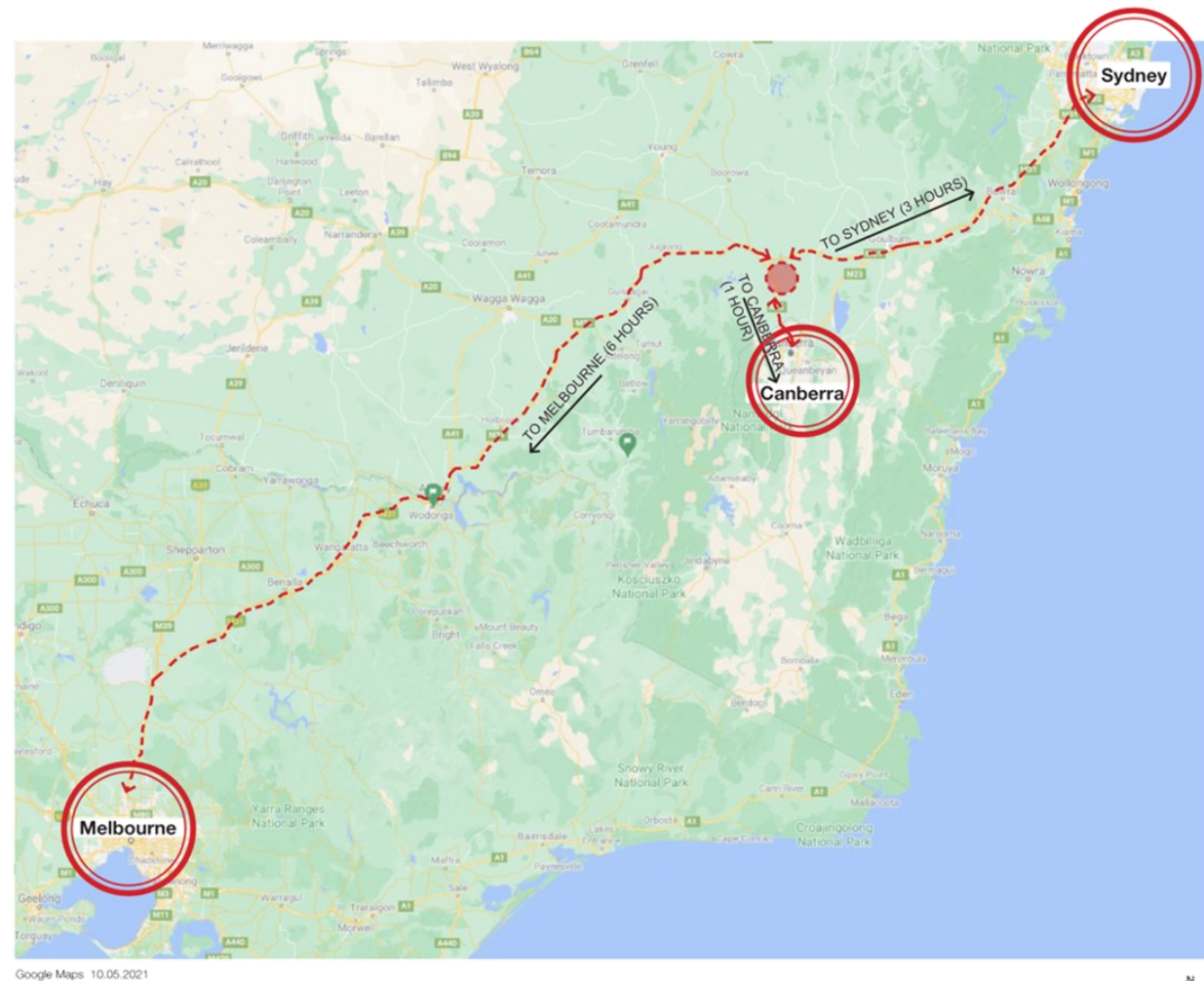
Regional Connections

Victoria Park is located within the regional town of Yass 270km south of Sydney and 60kms north of Canberra in Ngunnawal Country. A town of 6500 residents, Yass is situated within 4kms of the Hume Hwy, the main vehicular passageway connecting Sydney to Melbourne.

Yass is often visited as a transitional stop on a greater journey with travellers often stopping for a night or two or a meal when travelling through.

The proximity to Canberra results in 60% of residents commuting from Yass to Canberra for school or work.

The Yass River which meanders through the Yass valley is part of the eastern extent of the Murray Darling catchment, holding great significance to the Ngunnawal People.



Overview

Regional Setting

The Yass Valley is located within 4km of the main Sydney to Melbourne highway nestled against the meandering Yass River.

Yass is formed amongst a rolling topography with the banks of the river forming the lowest point of the town.

Moving back from the river banks, views open to the sprawling landscape surrounding the town exposing a rich agricultural region with early wealth built off the back of vast sheep grazing land.

Yass now is an established town with aspects of its rich agricultural past standing prominent through the built form of the main street.

Acknowledgement of both indigenous settlements and early settlers are identified throughout the greater region through place naming and varied memorial instalments.

Legend

-  Subject Site
-  Waterway
-  Open Space
-  Highway or Major Road
-  2KM/4KM radius (Shown White)
-  Sydney-Melbourne Rail Corridor
-  Yass Junction Train Station
-  Sydney to Melbourne Hwy



Six Maps 29.04.2021

Overview

Connection to Country

Centralised in the town of Yass, Victoria Park presents an opportunity to build on strong indigenous links which are present throughout the regional township.

Currently Yass holds a strong connection to country with indigenous mapping and acknowledgement scattered throughout the town in the form of memorials, signage, walking trails and art installations.

Munnagai Yeribi provides links to Yass Gorge, located east of Victoria Park, part of which is noted as a significant Aboriginal camping ground. This is signified through walking trails with signage and storytelling highlighting the area's history.

The Scar tree memorial at Oak Hill remembers the people of the Ngunnawal Country and their history of resettlement resulting from white settlement.

The Yass River which divides the town, is home to areas of great significance to the Ngunnawal People, including the remnant campgrounds surrounding the Yass Gorge, examples of indigenous art murals are applied to the built form are used to highlight the First Nation's history.

'In the spirit of reconciliation we acknowledge the Ngunnawal People, as the Traditional Custodians whose country where Victoria Park is located and their connections to land, river and community. We pay our respect to their elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.'



Aboriginal Language Map of NSW, published by www.curlanguages.org.au



Key Plan, sourced Google Maps, July 2021.



Indigenous art mural applied to the foundations of the Hume Bridge. Image by TBLA 2021



Yass Gorge, significant place to First Nations people. Image by TBLA 2021



Oak Hill, significant First Nations site with preserved scar tree memorial. Image by TBLA 2021

Overview

Layered History

The town of Yass has a layering of its history which builds the local character of Yass witnessed as you move through the town today. Remnants of its first European settlers are recognised through memorials, place names and buildings throughout the town. Acknowledgement of indigenous communities, places and strong connections to nature interweave the landscape to appreciate the rich history of Yass.



Hamilton Hume

Australian Explorer
(1797–1873)

- Led the first Europeans to the Yass plains in 1821
- Occupied the land grant of Yass in 1828.



Banjo Paterson

Australian Bush Poet, journalist & author
(1864–1941)

- Moved to Illalong near Yass aged 7
- Poetry inspired by his rural boyhood



AB Triggs

Prominent Australian Grazier and Businessman
(1868–1936)

- Involved in the development of the Yass Hospital and Soldiers Memorial Hall
- Contributed to many community groups and efforts in Yass over the 48 years he lived here.
- Gates at the Victoria Park were erected in his memory entry, paid for by the Yass community.



Uncle Eric Bell

Ngunnawal elder,
(1940–2015)

- Spent childhood in 'Hollywood' 'mission
- Identified champion for Yass' indigenous community
- Recognised with the Yass Citizen of the Year Award in 2011.

Regional Character



The Yass River showing the transition from town to working rural land. Image by Google 2021



Original Yass Town Station, now Yass Railway Museum. Image by TBLA 2021



Surrounding land use, a long history of sheep grazing land. Image from Google 2021



Yass town looking north to Victoria Park. Image from Google Maps 2021



East of Yass town looking down to Victoria Park. Image by TBLA 2021

Overview



Historic building character of Yass. Image by TBLA 2021



Yass's connection to local wineries, Image from Google 2021

Overview

Local Context

Victoria Park sits within 1km of the heart of Yass. Connected by Laidlaw Street, Yass' main street, the park holds a significant footprint within Yass.

Adding to Yass' strong history, with many historical remains highlighted through the town, Victoria Park is identified by its defining Trigg Gates to the Laidlaw street entry.

Federation tree plantings accent the scale of the parkland and stand tall throughout the topographic changes across the park.

Remnants of the old Railway line and historic bridge tell the story of a strong history of the sheep and wool industry that built the town.

The park's proximity to the Yass River is an opportunity to reflect and build on the history of the Ngunnawal People adding to significant places including Oak Hill and Munnagai Yerribi.

Legend

- Subject Site
- Yass River
- Open Space
- Major Road
- 400m/600m radius (Shown White)
- Yass Town rail bridge over Yass River
- Yass Post Office
- Local School
- Local Sporting Facility
- Hume Bridge



Six Maps 29.04.2021

Local Character



Yass Gorge, including significant First Nations campground.



Historic building character remnant throughout 'Yass' main street. (photo: yassvalley.com.au)



Riverbank Park with reclaimed Old Hume Bridge archways and large trees consistent with Victoria Park.

Local context; Images by TBLA 2021



Heritage listed Yass Court House designed by James Barnett, built 1880.



Banjo Paterson Park recognises the much loved poet who grew up in the Yass Valley.



Hume Bridge over Yass River looking back towards Victoria Park.



Heritage listed Yass River railway bridge, built 1892.



Netball and basketball courts at neighbouring Joe O'Connor Park.

Overview

Overview

The Site

Victoria Park is home to a diverse selection of established community sporting groups.

Seen as a sporting hub within the local community, Victoria Park plays an integral role as home to the Yass Rams Rugby Club, Yass District Cricket Association and Hume Tennis Club. In addition, Yass Athletics Club, while not currently utilising the facility, also has a connection to the park.

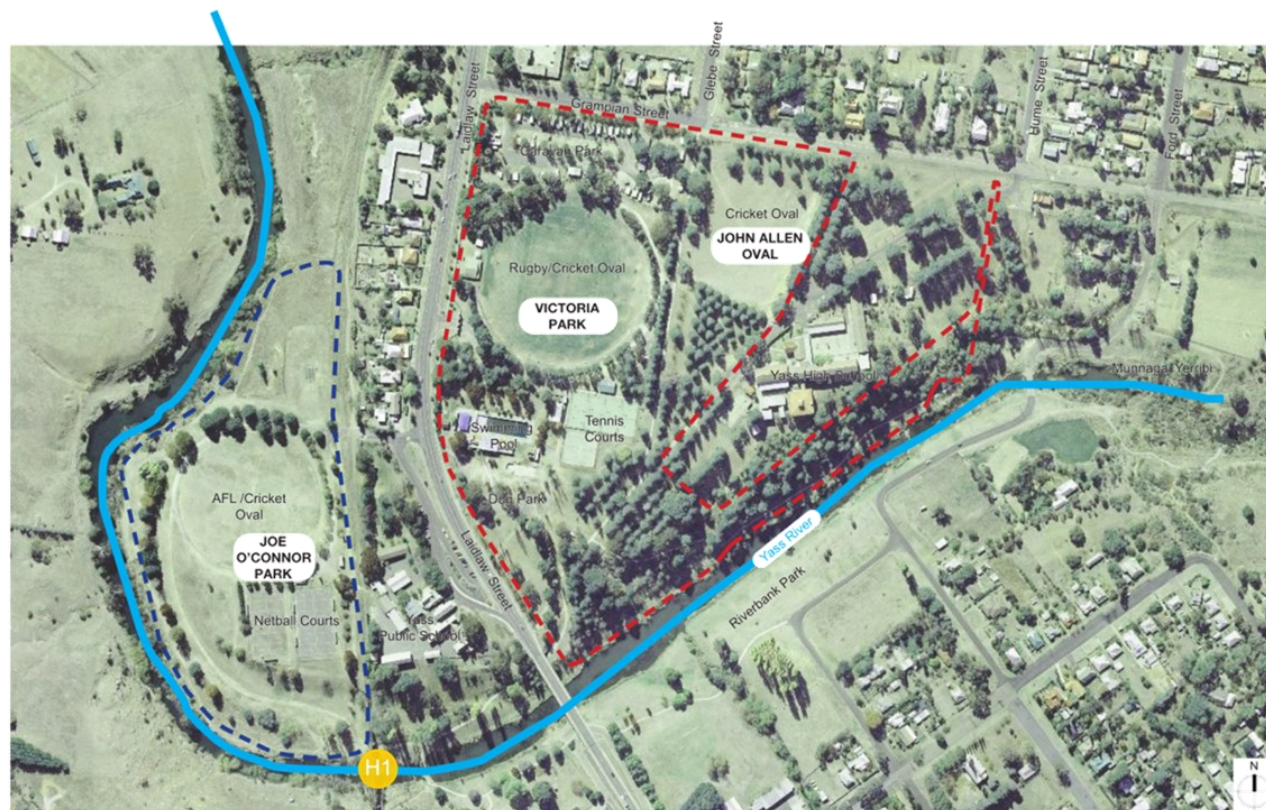
The Yass Memorial Olympic Swimming Pool is also a key element within the site. The pool is used by the community, school groups and swim club.

Local schools rely on Victoria Park for structured recreation, utilising park facilities for athletics carnivals and grade sport and other structured sporting events.

There is also a skate park and dog park which are open to community use.

Legend

- Subject Site Boundary
- Yass River
- H1 Yass Town rail bridge over Yass River
- Joe O'Connor Park



Six Maps 29.04.2021



Historic main entry to oval



Existing caravan park signage



Significant tree plantings throughout park



Existing memorial swimming pool entry

Existing Site Character



Memorial gates in memory of A. B. Triggs, opened 1939



Existing tennis courts, recently upgraded (2019)



Obelisk erected in 1900 remembering drowning victims of Murrumbidgee River.
Existing site condition; Images by TBLA 2021



Significant tree plantings and strong pedestrian links throughout park



Lower riverbank pedestrian path through park looking west.



John Allen Oval as viewed from Grampian Street.



Existing caravan park.



Existing Laidlaw street frontage



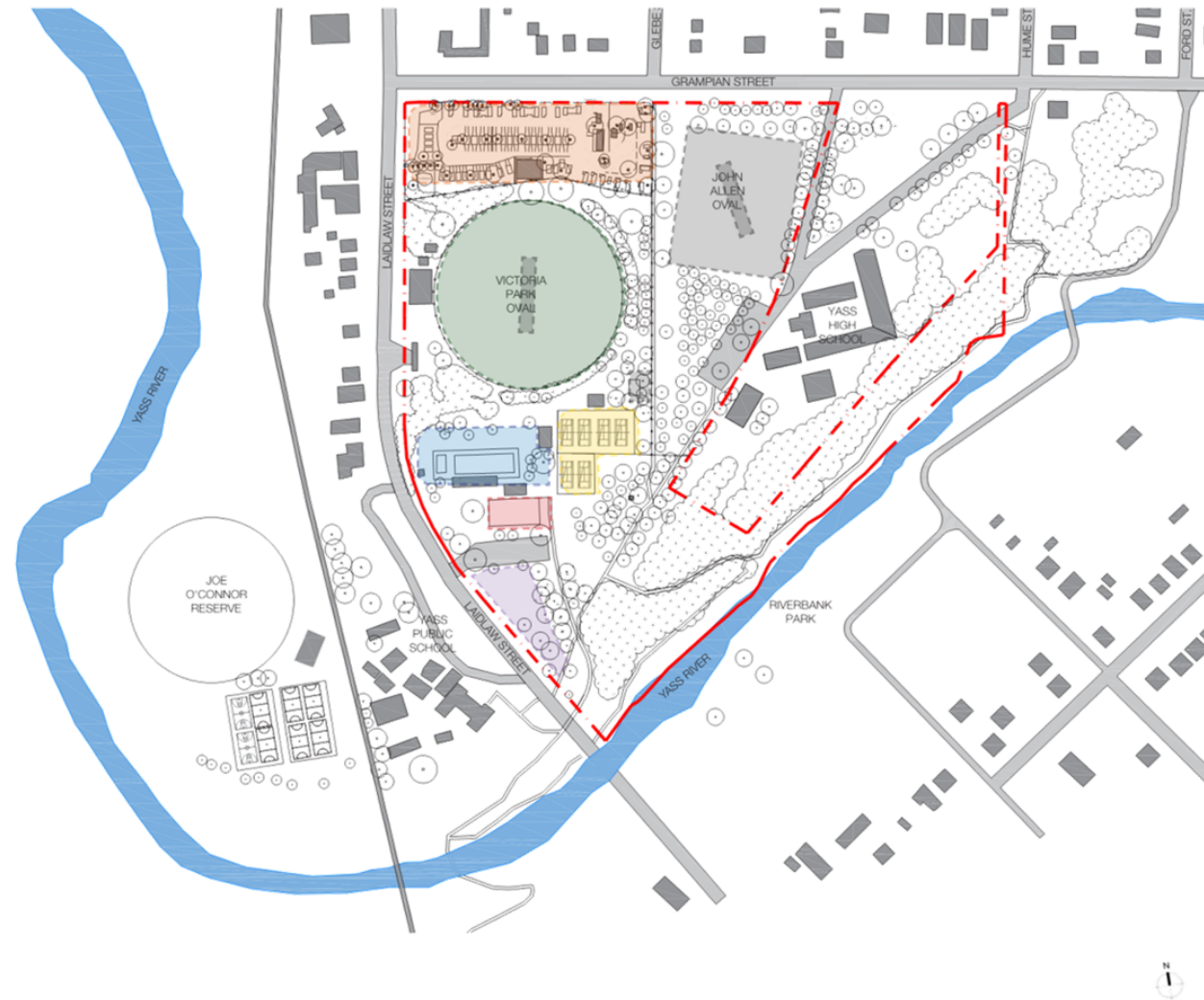
Existing lower carpark and skate park.

Overview

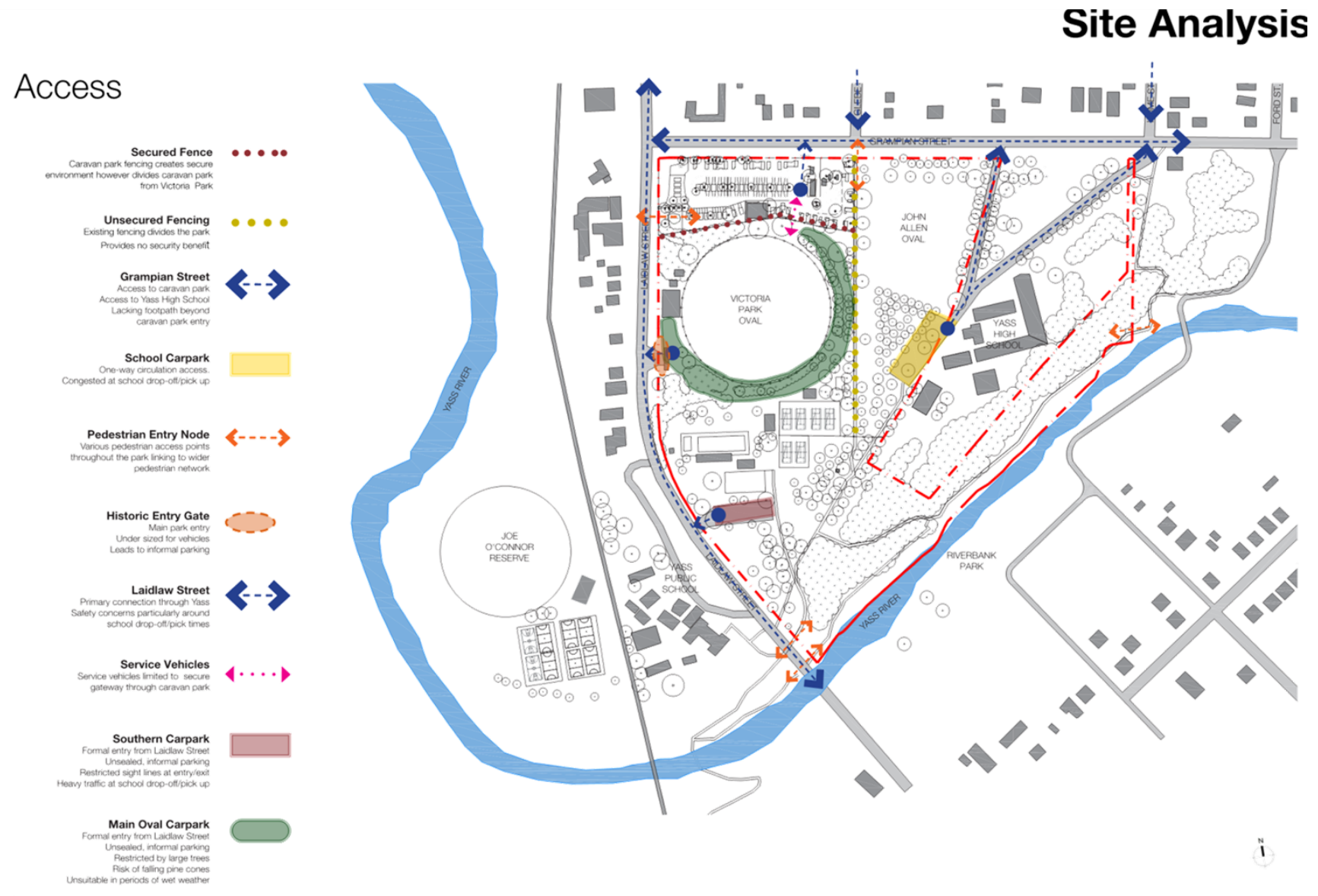


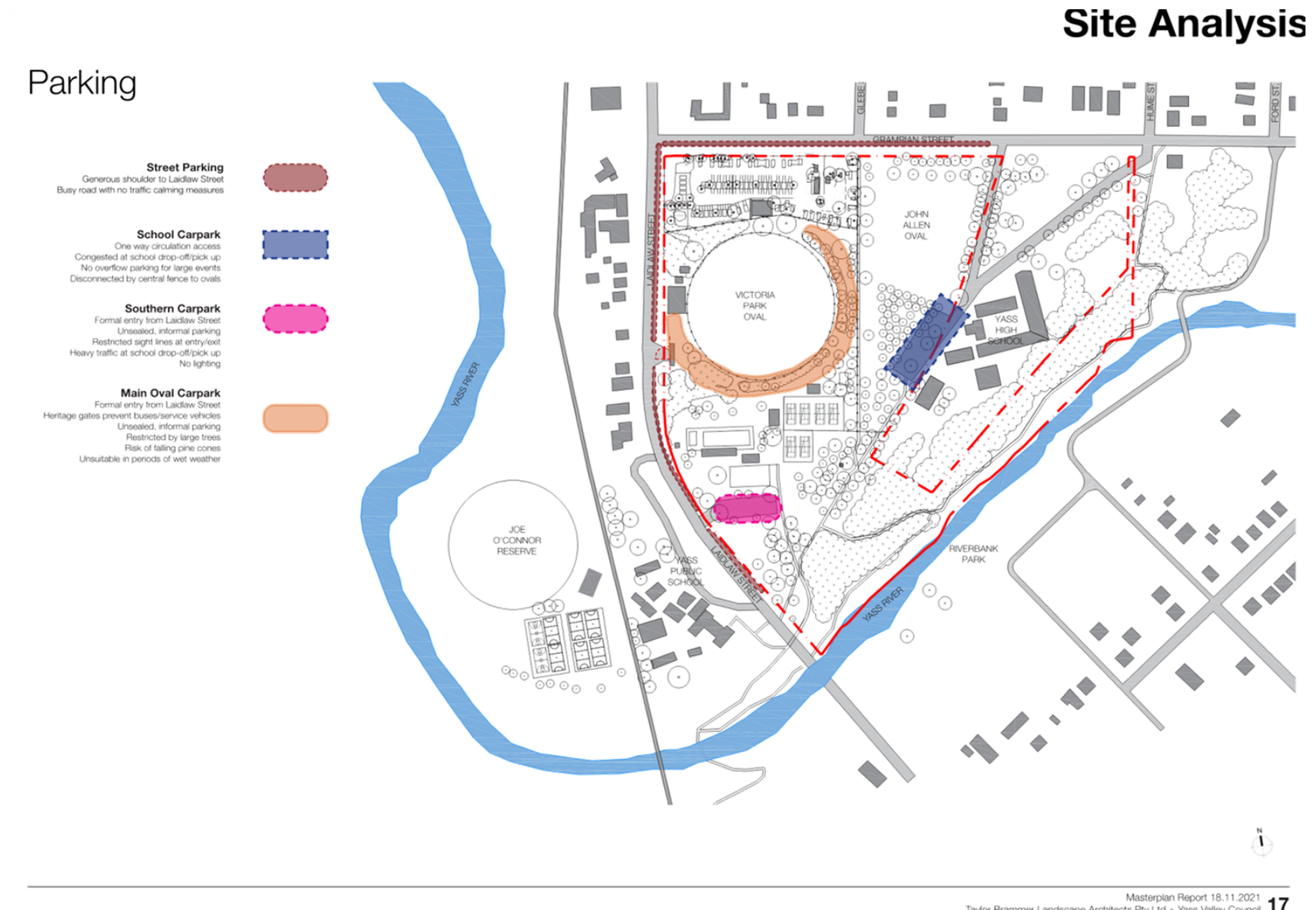
Existing Uses

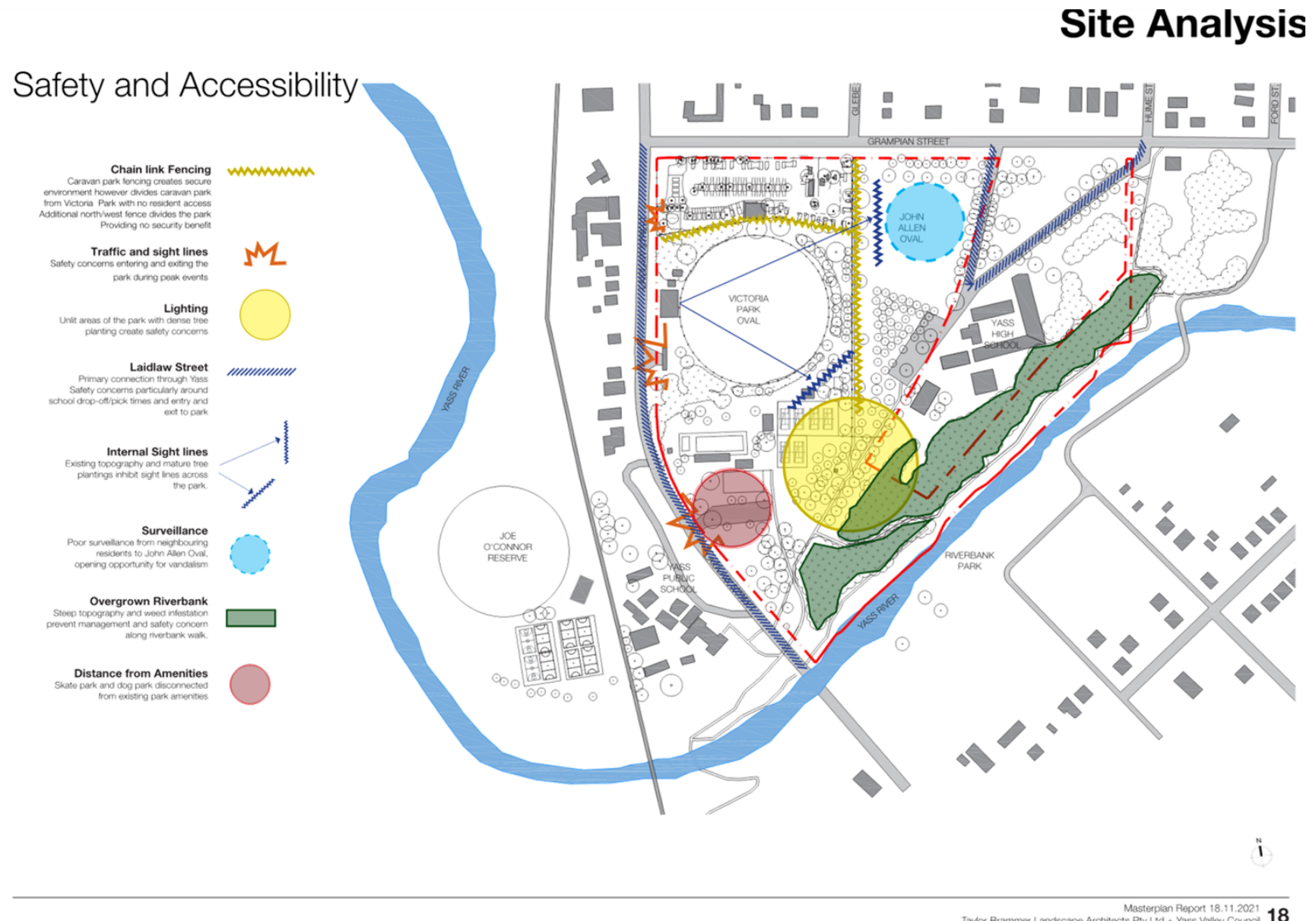
- Caravan Park** 
Caravan park with 51 sites
Children's playground
2x amenities building
1 of which is not fit for current use
- Dog Park** 
Existing fenced off leash dog park.
Community run via facebook
- Rugby Union Facilities** 
Senior playing field and a dedicated
amenities building. The playing area is
enclosed by 1.2m high perimeter
fencing with lighting
- Cricket** 
Natural turf wicket on main rugby oval
Synthetic wicket on John Allen Oval
Cricket practice nets adjacent to tennis
club house
- Tennis** 
6x synthetic turf tennis courts
with fencing and lighting.
1 x tennis amenities building
tennis club house
- Skate Park** 
Existing skate park
- Swimming Pool** 
Existing outdoor swimming pool and
amenities. The pool is open limited months
of the year (November-March). There is
currently an approved redevelopment to
include upgrades including a new indoor
swimming pool.



Site Analysis







Site Analysis

Topography

Victoria Park is a large park with significant level change across the site.

The Yass River forms the lowest part of the site. An active walking path meanders along the lower banks of the riverfront.

A steep batter, which is densely vegetated rises from the riverfront providing a physical barrier from regular flooding.

A gentle incline spans to the north of the site towards John Allen Oval where steep embankments have been formed to level provide an elevated playing surface.

Two significant viewing opportunities are identified within the site presenting views across the park and river below.

Legend

- Low Point
- High point
- Embankments
- Contours
- Prominent View Point



Site Analysis

Existing Amenities/Storage

1. Caravan Park Amenities
Dilapidated amenities building, no longer fit for purpose due to building defect. Laundry is still in use, however bathrooms are closed to patrons

2. Caravan Park Amenities
Caravan Park amenities building, currently functional and in use

3. Temporary Storage
Shipping container for Athletics equipment storage. Note that athletics club does not currently use Victoria Park

4. Storage Shed
Permanent storage shed provides adequate storage for both cricket and rugby clubs

5. Cricket/Rugby Club Amenities
Recently constructed club amenities. Canteen, change rooms, public toilets & storage. Noted that there is no female change rooms

6. Hume Tennis Club Amenities
Club amenities building, tennis club has identified building condition concerns

7. Swimming Pool Amenities
Existing swimming pool amenities building. Subject to new development as prepared in conceptual design report

8. Dog Park
No tap available for dog drinking water

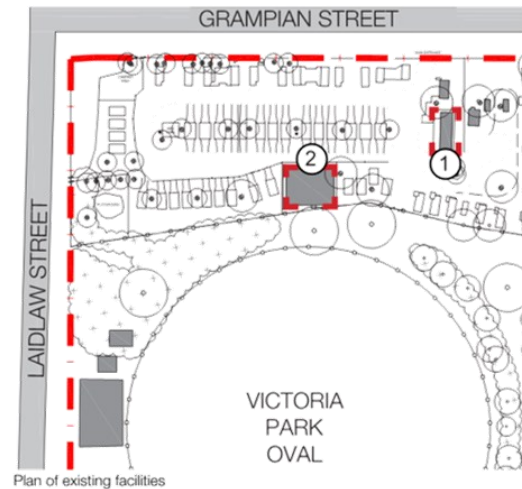
Legend

-  Shipping Container
-  Storage Shed
-  Amenities Building



Site Analysis

Existing Amenities - Caravan Park



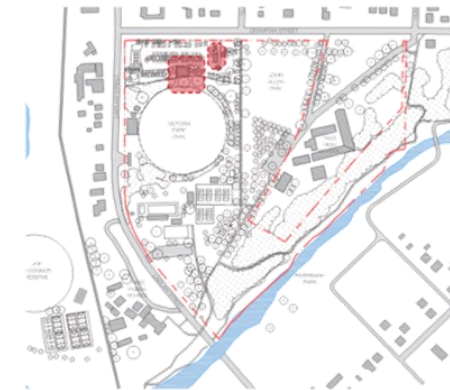
User:
Caravan Park

Size:
Amenities block 1 - Approximately 180m²
Amenities block 2 - Approximately 120m²

Condition:
Amenities block 1 - Bathrooms non compliant with current building code and no longer in use. Laundry is currently in use.
Amenities block 2 - Current patron amenities building, more recent than amenities block 1, deemed fit for purpose.

Aspect:
Amenities block 1 - Western
Amenities block 2 - Northern

General Assessment:
Amenities block 1 - Due to ongoing safety concerns and a poor internal layout the existing building is deemed unsuitable for continued use. It is understood that a grant for internal refurbishments is underway.
Amenities block 2 - Currently meets the needs of patrons.



Key Plan



Amenities block 1 - bathrooms not currently in use due to building condition



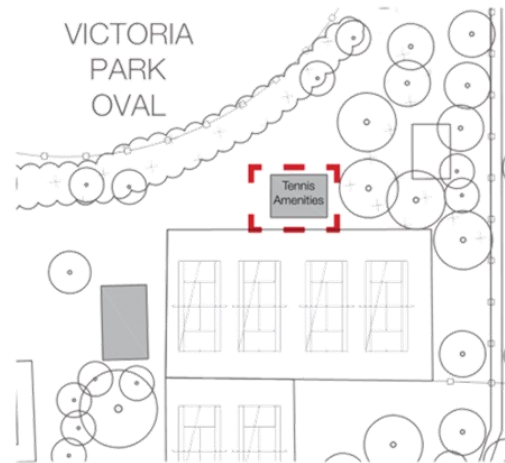
Amenities block 1 - laundry still active



Amenities block 2 - amenities building currently active

Site Analysis

Existing Amenities - Tennis



Plan of existing facilities

User:
Tennis club

Size:
Approximately 180m²

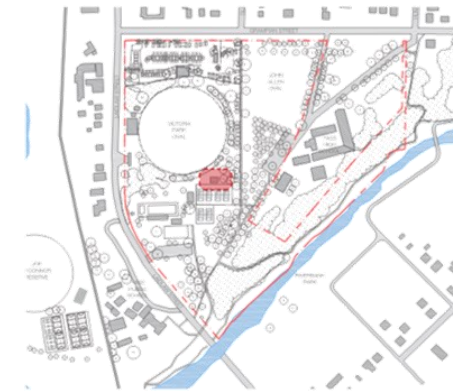
Condition:
External building is structurally sound however the hallway in the clubhouse has started dropping.

Aspect:
Southern

General Assessment:
The clubhouse venue is hired out 15-20 times per year to private groups. Lacks adequate storage for tennis club requirements.



Existing tennis facilities building in close proximity to vehicle access way



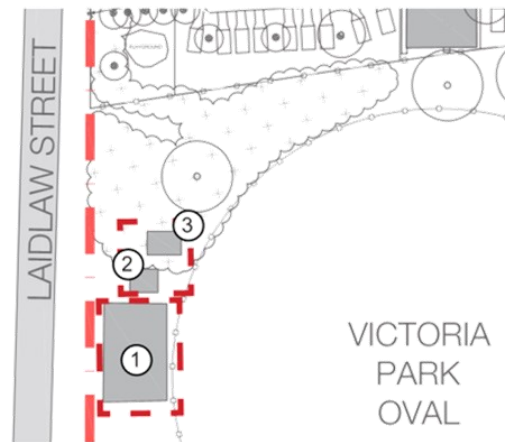
Key Plan



Image from Hume Tennis Club facebook, 2021

Site Analysis

Existing Amenities - Main Oval



Plan of existing facilities

User:
Rugby, Cricket and Athletics

Size:
1. Amenities building including toilet/change-room facilities with kiosk area and storage. Approximately 450m²

2. Storage shed for cricket and rugby club equipment. Approximately 50m²

3. Shipping container for athletics club equipment.

Condition:
1. Amenities Building was recently built to include toilet/change-room facilities with kiosk area and storage.

2. Storage shed for cricket and rugby club equipment currently meets the needs of both clubs.

3. Shipping container for athletics club equipment not currently in use and is to be removed off site.

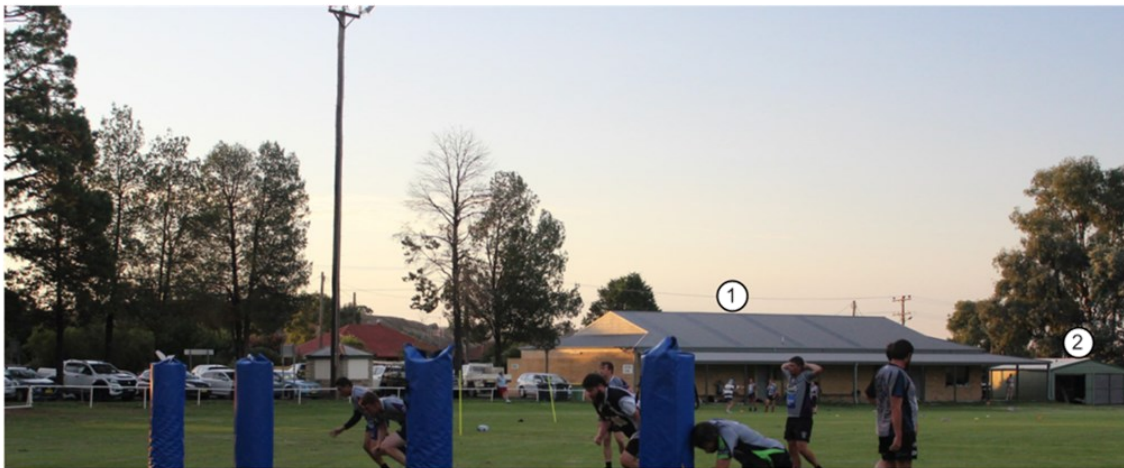
Aspect:
Eastern

General Assessment:
The current facilities building does not provide female change rooms. Yass Rugby Club is home to multiple women's teams whose needs are not currently met. The storage shed is considered suitable for both rugby and cricket clubs. Currently a shipping container is used for athletics storage, this club is not currently active and is to be removed off site due to safety concerns.

Yass Rugby Club has developed plans to construct a second amenities building in place of the storage shed. This will provide female change rooms and incorporated storage.



Key Plan











Existing amenities building and storage shed. Image from Yass Rams Rugby Facebook, 2021

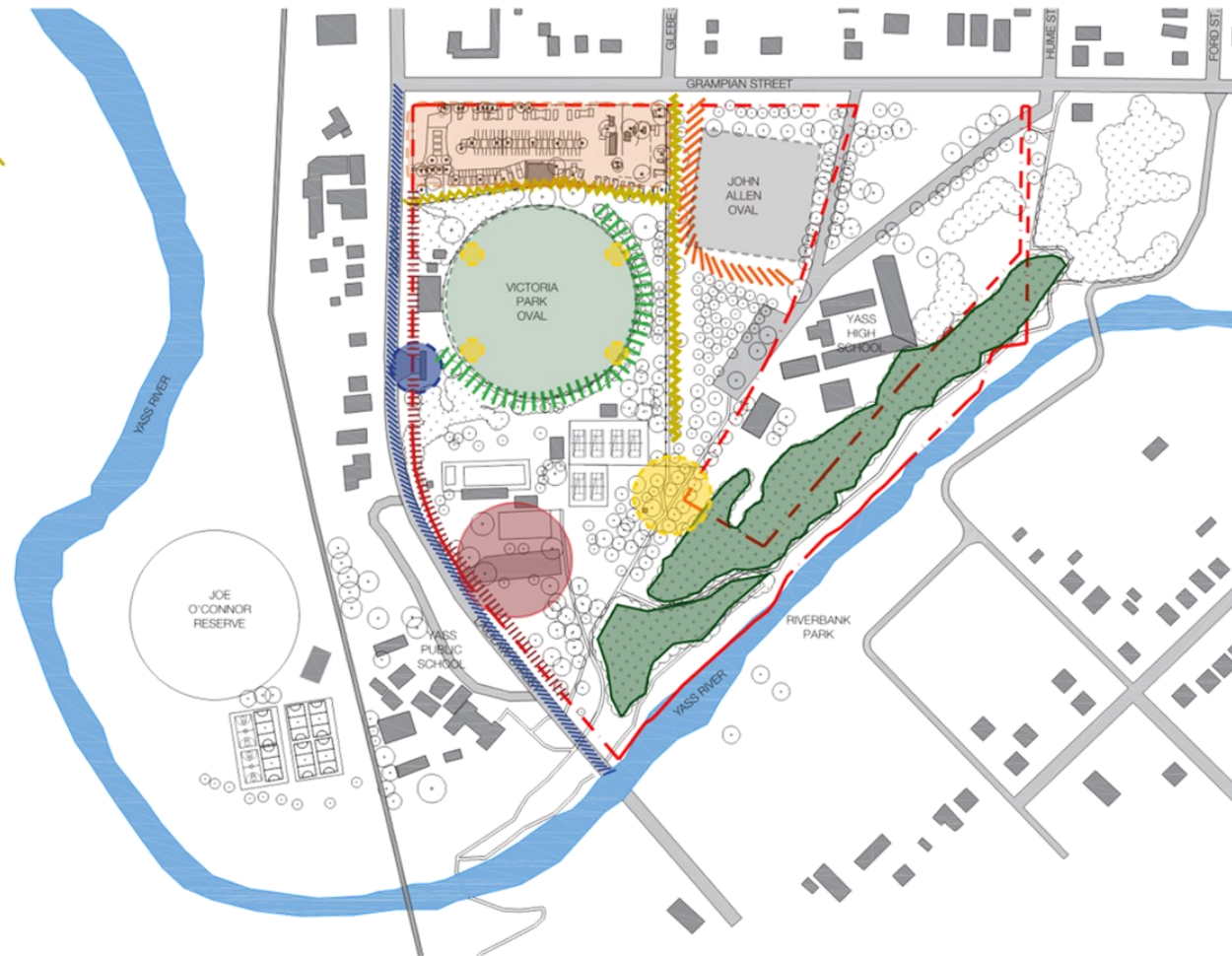


Existing shipping container

Site Analysis

Constraints

- Entry Gate Access** ① 
Main park entry
Under sized for large vehicles
- Chain link Fencing** ② 
Caravan park fencing divided caravan park
and John Allen Oval from Victoria Park
- Car parking** ③ 
Large trees and informal carpark create
safety and traffic concerns
- Field Lighting** ④ 
Lighting quality suitable for rugby training.
Unsuitable for night games or cricket
requirements.
- Laidlaw Street** ⑤ 
Primary connection through Yass
Presents disconnect to neighbouring Joe
O'Connor Park and Yass Primary School
- Conflicting Uses** ⑥ 
Joint use of both cricket and rugby clubs
present maintenance and surface quality
concerns
- Surface Condition** ⑦ 
Poor surfacing of John Allen Oval
prevents full use of space
- Lack of Lighting** ⑧ 
Safety concerns due to poor lighting and
surveillance along central path
- Existing Caravan Park** ⑨ 
Caravan park in need of building and site
improvements to maximise potential
- Overgrown Riverbank** ⑩ 
Steep topography and weed infestation
prevent management and safety concern
along Riverbank walk.
- Distance from Amenities** ⑪ 
Skate park and dog park disconnected
from existing park amenities
- Topography** ⑫ 
Steep embankment and elevated playing
surface creates disconnect from park
- Boundary Fencing** ⑬ 
Boundary fencing detracts visually along
Laidlaw Street and parts are in poor condition



Site Analysis

Constraints Summary



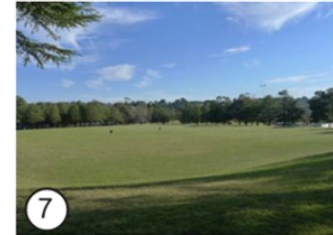
Entry Gate Access

Main park entry under sized for large vehicles



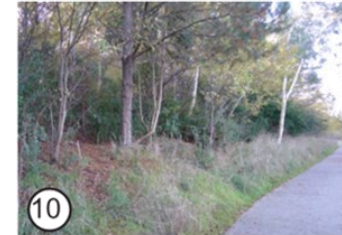
Field Lighting

Lighting quality suitable for rugby training, unsuitable for night games or cricket requirements.



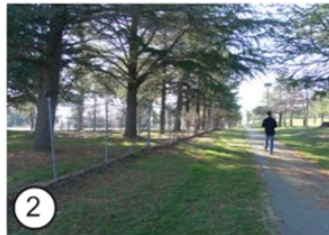
Surface Condition

Poor surfacing of John Allen Oval prevents full use of space



Overgrown Riverbank

Steep topography and weed infestation prevent management and safety concern along Riverbank walk.



Chain link Fencing

Caravan park fencing divided caravan park and John Allen Oval from Victoria Park



Laidlaw Street

Primary connection through Yass presents disconnect to neighbouring Joe O'Connor Park and Yass Primary School



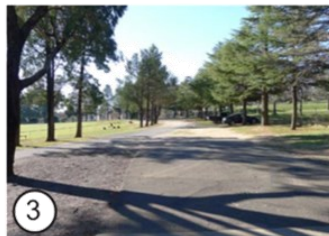
Lack of Lighting

Safety concerns due to poor lighting and surveillance along central path



Distance from Amenities

Skate park and dog park disconnected from existing park amenities



Car parking

Large trees and informal carpark create safety and traffic concerns



Conflicting Uses

Joint use of both cricket and rugby clubs present maintenance and surface quality concerns



Existing Caravan Park


Caravan park in need of building and site improvements to maximise potential

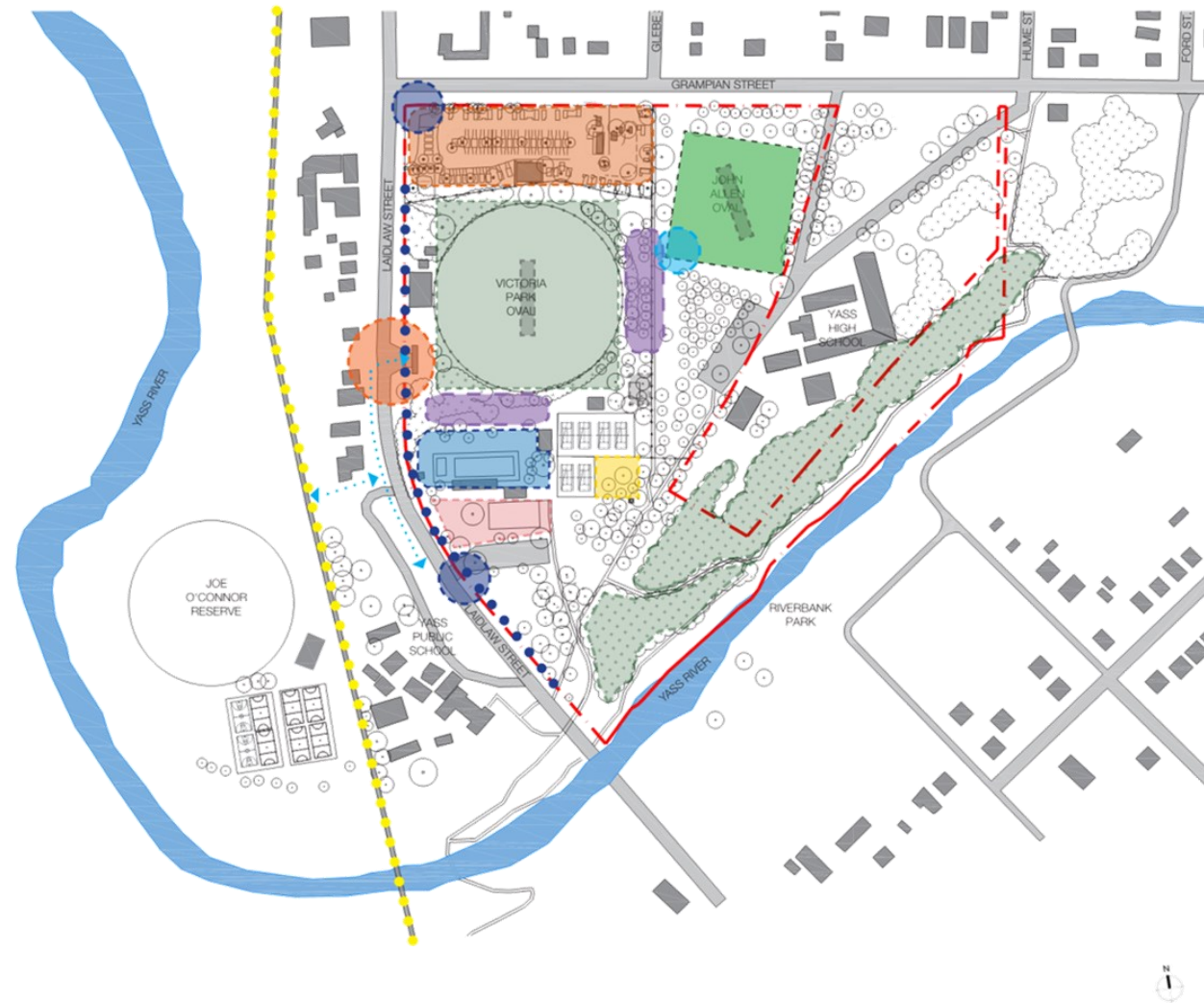


Topography

Steep embankment and elevated playing surface creates disconnect from park.

Opportunities

- Entry Gate Access** ① 
Formalise historic entry gate with pedestrian link across Laidlaw Street
- Main Oval** ② 
Increase main playing oval to incorporate 2 full size rugby fields with central cricket wicket and improved lighting
- John Allen Oval** ③ 
Resurface John Allen Oval to provide fit for play surface for junior rugby
- Car Parking** ④ 
Formalise car parking and improve traffic circulation around main oval
- Lookout** ⑤ 
Provide lookout across main playing oval using existing site topography
- Additional Tennis Courts** ⑥ 
Provide 2 additional tennis courts to facilitate tournaments and install trench and root barrier around tennis courts to reduce damage to court surface from existing trees
- Swimming Pool Expansion** ⑦ 
Swimming pool redevelopment as per approved concept design
- Teen Play Area** ⑧ 
Accommodate additional recreation facilities and amenities to southern park entry area. Currently only 1 basketball court in Yass located at Joe O'Connor Park.
- Caravan Park** ⑨ 
Building and site improvements to maximise potential and provide connection to park
- Riverbank** ⑩ 
Nature walks, education and connection to Country along riverbank.
- Boundary Fencing** ⑪ 
Replace boundary fencing along Laidlaw Street to formalise park frontage and tie into heritage gates
- Joe O'Connor Connection** ⑫ 
Improved pedestrian network to western site of Laidlaw Street to improve connection to Joe O'Connor oval and Yass Public School
- Site Identity** ⑬ 
Create appropriate visual identity that includes park signage
- Rail Trail** ⑭ 
Opportunity to engage disused rail track as cycle way to town centre.



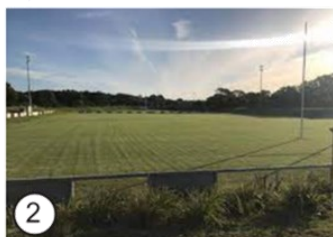
Site Analysis

Site Analysis

Opportunities Summary



1
Entry Gate Access
Formalise historic entry gate with pedestrian link across Laidlaw Street



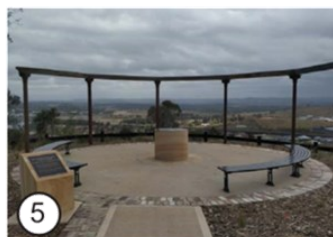
2
Main Oval
Increase main playing oval to incorporate 2 full size rugby fields with central cricket wicket and improved lighting



3
John Allen Oval
Resurface John Allen Oval to provide fit for play surface for junior rugby



4
Car Parking
Formalise car parking and improve traffic circulation around main oval



5
Lookout
Provide lookout across main playing oval towards Yass Primary School using existing site topography



6
Additional Tennis Courts
Provide 2 additional tennis courts to facilitate tournaments



7
Swimming Pool Expansion
Swimming pool redevelopment as per approved concept design



8
Teen Play Area
Accommodate additional recreation facilities and amenities to southern park entry area



9
Caravan Park
Building and site improvements to maximise potential and provide connection to park



10
Riverbank
Nature trails and interpretive signage connecting to Country through overgrown riverbank.



11
Boundary Fencing
Replace boundary fencing along Laidlaw Street to formalise park frontage and tie into heritage gates



13
Site Identity
Create appropriate visual identity that includes park signage



Masterplan

Masterplan

ACTIONS

Entry Gate Access

Formalise historic entry gate with pedestrian link across Laidlaw Street

Main Oval

Increase main playing oval to incorporate 2 full size rugby fields with central turf cricket wicket and improved lighting

John Allen Oval

Resurface John Allen Oval to provide fit for play surface for 2x junior rugby fields suitable for U16 - U19

Car Parking

Formalise car parking and improve traffic circulation around main oval

Lookout

Provide lookout across main playing oval using existing site topography

Additional Tennis Courts

Provide 2 additional tennis courts to facilitate tournaments

Swimming Pool Expansion

Swimming pool redevelopment as per approved concept design

Play Hub

Additional recreation facilities and amenities to southern park entry area providing stronger sense of place

Caravan Park

Building and site improvements to maximise potential and provide connection to park

Riverbank

Environmental management plan and inclusion of nature walks, interpretive signage promoting connection to Country and potential learning synergy with adjacent yass high school.

Laidlaw St Connection

Improved pedestrian network to western site of Laidlaw Street to improve connection to Joe O'Connor oval and Yass Public School and connect into potential rail trail

Site Identity

Create appropriate visual identity that includes park signage

Boundary Fence

Replace existing masonry and wire fencing with more modern fencing sympathetic with the A.B Triggs gates.



Masterplan

Playing Field Upgrades



Masterplan

Play Hub

ACTIONS

- Basketball Courts** ①
Provide 2 basketball courts with terraced seating with surveillance from Laidlaw St
- Graffiti Wall** ②
Designated wall for graffiti
- Picnic Shelter** ③
Picnic shelter provided for families and users to the southern end of Victoria Park. Shelter to include drinking fountain
- Dog Off Leash Area** ④
Dog off leash area upgrades to include shade over existing seating, concrete to entry gates and erosion control measures, bins, drinking fountain and dog bubbler with screen planting to boundary
- Car Parking** ⑤
Formalise car parking
- Additional Tennis Courts** ⑥
Provide 2 additional tennis courts to facilitate tournaments
- Playground** ⑦
Provide centralised playground with clear sight lines from main oval and tennis facilities
- Car Parking** ⑧
Formalise car parking and improve traffic circulation around main oval
- Swimming Pool Expansion** ⑨
Swimming pool redevelopment as per approved concept design
- Skate Park Upgrades** ⑩
Existing skate park to remain with proposed extension tailoring for a greater range of abilities



KEY PLAN



Masterplan

Caravan Park Actions

ACTIONS

Signage ①

Update signage throughout park. Create entry statement at the corner of Laidlaw and Grampian street

BBQ Facilities ②

Existing BBQ facilities to be improved with camp kitchen and new BBQs

Central Parking ③

Improve central parking area with reinforced turf and larger concrete pads, assess trees and remove as necessary.

Office Building ④

Provide 2 storey office / admin building.

Amenities ⑤

Rebuild amenities building to make compliant

Playground ⑥

Replace playground equipment and provide greater safety mitigation, i.e. fencing.

Victoria Park Connection ⑦

Provide secure access pedestrian gate to Victoria Park for patrons. Improve secure fence line with hedging and new fencing.

Expansion Area ⑧

Provide new cabins following consolidation of storage sheds into new office building.



Masterplan

Proposed Character



Site Identity



Entry Gate Access



Improve Main Oval



Lookout



Additional Tennis Courts



Riverbank Walking Trails



Engage John Allen Oval



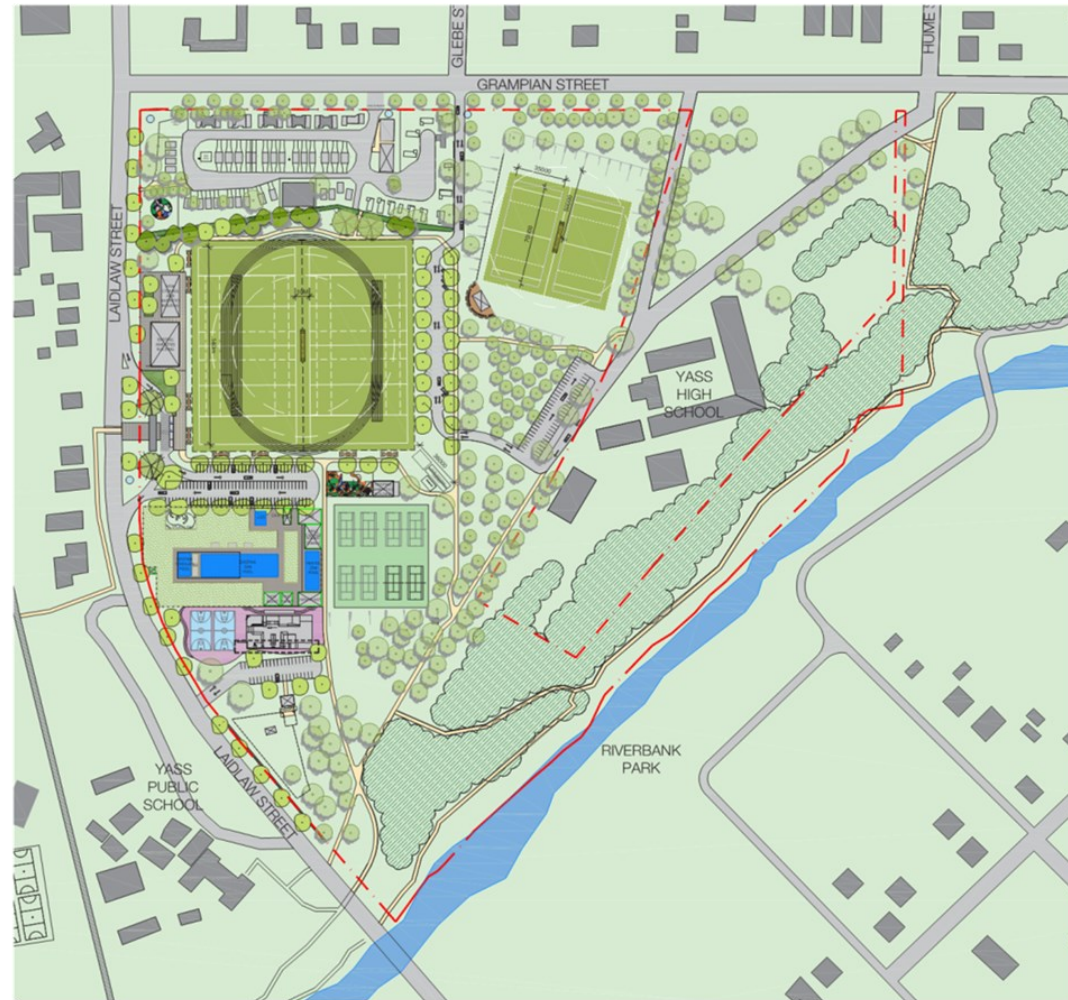
Caravan Park Improvements



Teen Play Area



Swimming Pool Expansion





Implementation Plan

Preliminary Works

Preliminary Works	
0.1	Full audit to assess all existing trees on site
0.2	Riverbank flora and fauna management plan
0.3	Selected tree removal
0.4	Replenishment tree planting
0.5	Action items as identified in Vegetation Management Plan for riverbank
0.6	Construction of nature trails
0.7	Interpretive signage promoting connection to country
0.8	Removal of Athletics club storage shipping container



Interpretive signage



Nature Trails



Protection of Fauna



Vegetation Management



Implementation Plan

Stage 1 Works

Swimming Pool	
1.1	New park signage
1.2	Refurbish/upgrade existing pool
1.3	Formalised carpark and slip lane
1.4	New crossing and connection to western side of Laidlaw Street
1.5	Pedestrian link through Trigg gates with acknowledgement of European history
1.6	New boundary fencing



Pedestrian plaza at Entry Gates



Site Signage



Traffic calming for Pedestrian Link



Further acknowledgment of European History



New Indoor Gym



New Splash Pool



Implementation Plan

Stage 2 Works

Main Oval	
2.1	New amenities building incorporating storage and additional change rooms
2.2	Resurface and expand playing field
2.3	New sports field lighting
2.4	New car parking and shared pathways to east of field
2.5	Realign cricket practice nets & install GPO and bubbler
2.6	New park furniture



Upgrade Main Playing Oval



Formalised Car Parking



Realign Cricket Practice Nets



Park Furniture



New Sports field Lighting



New Amenities



Implementation Plan

Stage 3 Works

Caravan Park	
3.1	Upgrade existing amenities and admin building
3.2	New signage
3.3	Secure pedestrian link to Victoria Park
3.4	Upgrade existing BBQ facilities
3.5	Upgrade existing caravan parking pads and reinforce central turfed area
3.6	Upgrade existing playground



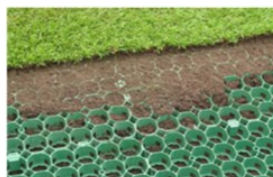
Victoria Park Connection



Updated Signage



Improve BBQ Facilities



Central Parking



Replace playground equipment



Upgrade Amenities



Implementation Plan

Stage 4 Works

Tennis/Playground	
4.1	New community playground
4.2	New drinking fountains
4.3	New tennis club storage
4.4	Additional tennis court



Drinking Fountains



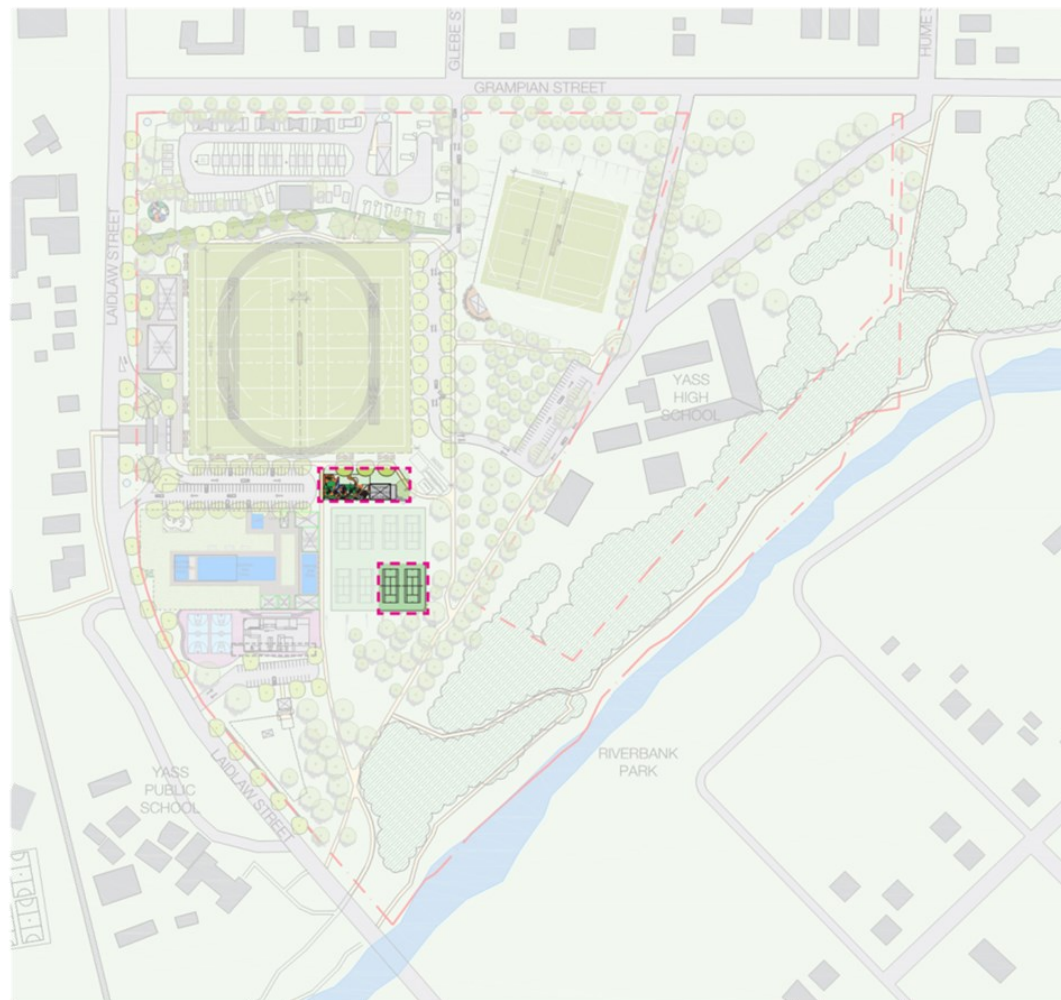
Tennis Club Storage



New Community Playground



New Tennis Court



Implementation Plan

Stage 5 Works

John Allen Oval	
5.1	Resurface playing field
5.2	1200mm High ball stop fencing
5.3	Lookout
5.4	New shelter over lookout with water fountain



Ball Stop Fencing



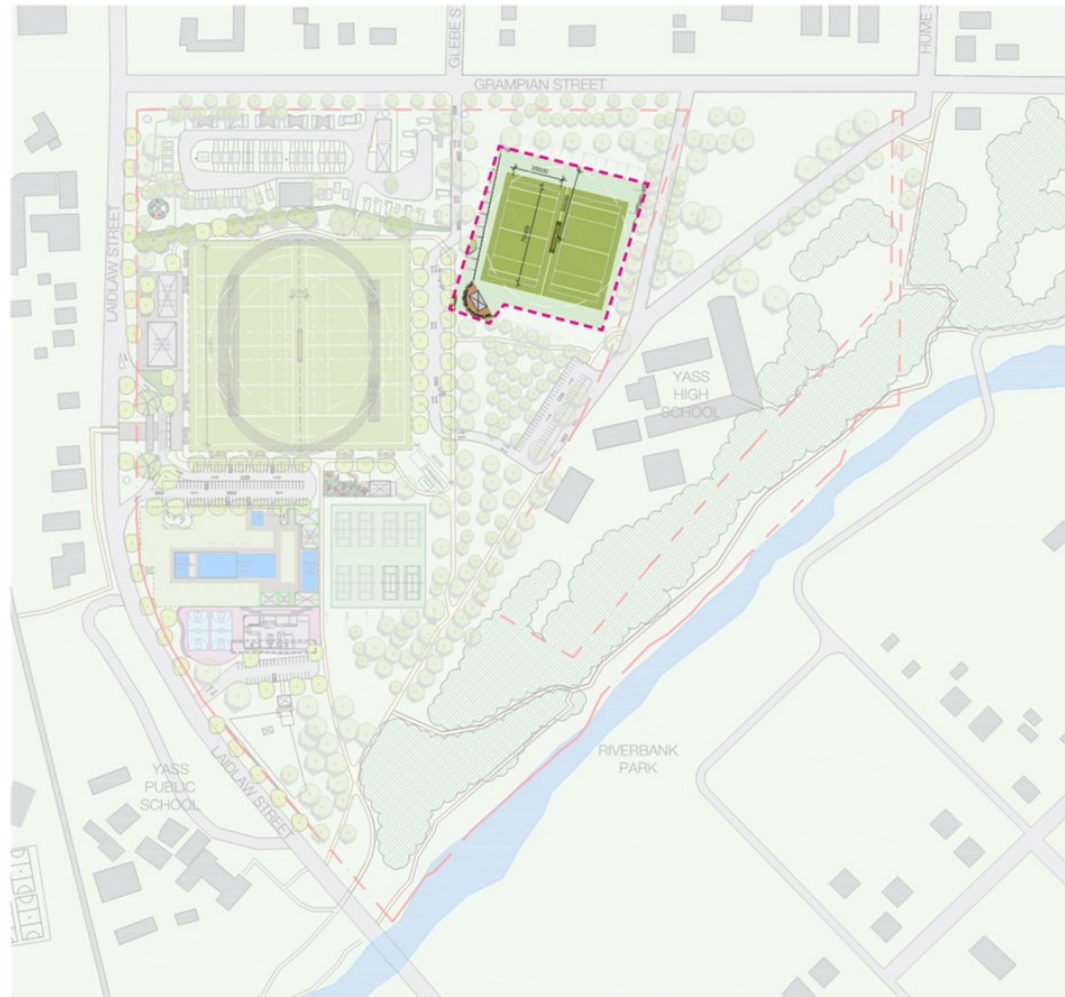
Lookout



Resurface oval



Shelter



Implementation Plan

Stage 6 Works

Play Hub	
6.1	Skate park extension
6.2	2x New Basketball courts
6.3	Formalised car park
6.4	Graffiti Wall



Skate Park Extension



Formalised Carpark



Basketball Courts



Graffiti Wall



Implementation Plan

Stage 7 Works

Dog Park	
7.1	Concrete entries to dog park
7.2	Drinking fountains, Dog bubblers and bins
7.3	Solar lighting
7.4	Picnic Shelter
7.5	Shelters over existing seating
7.6	Erosion control measures



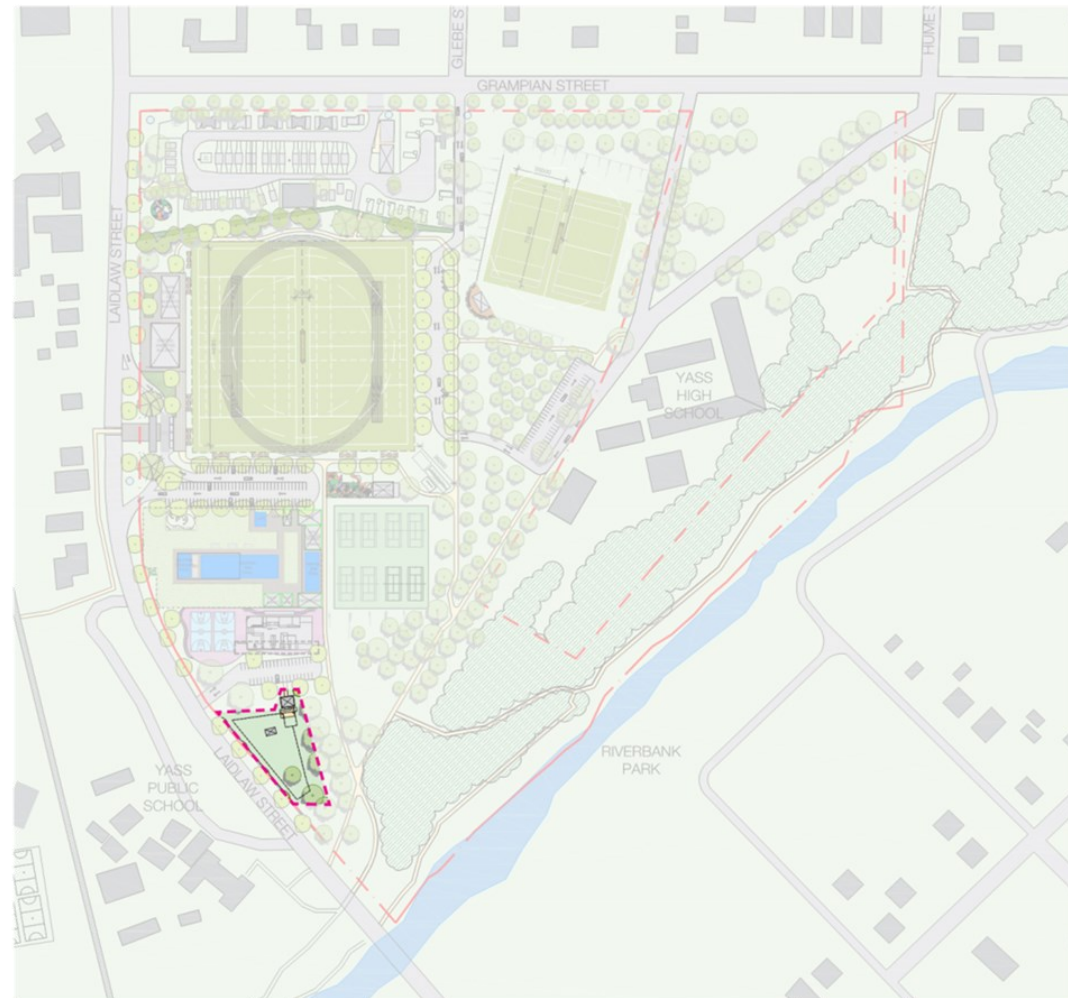
Drinking Fountain



Erosion Control



Picnic Shelter





TaylorBrammer

Taylor Brammer Landscape Architects
Sydney Studio
218 Oxford Street
Woollahra NSW 2025
Australia
tel: 61 2 9387 8855
Sydney@taylorbrammer.com.au

yass valley council
the country the people

Yass Valley Council
PO Box 6
Yass NSW 2582
Australia
tel: 61 2 6226 1477
council@yass.nsw.gov.au

APPENDIX B

DRAFT

Welcome to the Yass Valley Caravan Park





yass valley council
the country the people

Yass Valley Council
PO Box 6
209 Conar Street
YASS NSW 2582
Telephone: 02 6226 1477
Email: info@yassvalley.nsw.gov.au

Important Notice!

This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground. This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Yass Valley Council nor the SS makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
© The State of New South Wales (Spatial Services), © Yass Valley Council.



Drawn By: LIZ MATHIN

Projection: GDA94 / MGA zone 55

Date: 11/07/2022 4:44 PM

Locality Plan

Map Scale: 1:2782 at A4



P (02) 6226 1477

A 209 Comur Street, Yass

PO Box 6 YASS NSW 2582

E council@yass.nsw.gov.au

www.yassvalley.nsw.gov.au

PLANNING PROPOSAL

Yass Valley LEP 2013

Reclassification of Land

Lot 63 DP 1079585

Discovery Drive, Yass

July 2022



CONTENTS
Part 1 - Objectives/ intended outcomes
Part 2 - Explanation of provisions
Part 3 – Justification of strategic and site specific merit
<u>Section A - Need for the planning proposal</u>
Q1. Is the planning proposal a result of an endorsed LSPS, strategic study or report?
Q2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?
<u>Section B - Relationship to strategic planning framework.</u>
Q3. Will the planning proposal give effect to the objectives and actions of the applicable regional or district plan or strategy (including any exhibited draft plans or strategies)?
Q4. Is the planning proposal consistent with a council LSPS that has been endorsed by the Planning Secretary or another endorsed local strategy or strategic plan?
Q5. Is the planning proposal consistent with any other applicable State and regional studies or strategies?
Q6. Is the planning proposal consistent with applicable State Environmental Planning Policies?
Q7. Is the planning proposal consistent with applicable Ministerial Directions (s.9.1 directions)?
<u>Section C - Environmental, social and economic impact</u>
Q8. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?
Q9. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?
Q10. Has the planning proposal adequately addressed any social and economic effects?
<u>Section D - State and Commonwealth interests</u>
Q11. Is there adequate public infrastructure for the planning proposal?
Q12. What are the views of state and Commonwealth public authorities consulted in accordance with the Gateway determination?
Part 4 - Maps
Part 5 - Community consultation
Part 6 - Project timeline

PART 1 - OBJECTIVES / INTENDED OUTCOMES

The objective of the planning proposal is to reclassify the subject land from Community to Operational to enable its future development.

PART 2 - EXPLANATION OF PROVISIONS

The planning proposal seeks to reclassify land identified as Lot 63 DP 1079585 owned by Yass Valley Council from Community to Operational, by amending Schedule 4 (Part 1), of the Yass Valley LEP 2013



Figure 1: Aerial Image of Lot 63 DP 1079585

Section 27(1) of the *Local Government Act 1993* states that reclassification of public land may be made through a local environmental plan. As the land was not classified Operational by a resolution of Council within three months after the land was acquired, it is unable to be reclassified under section 31, 32 or 33 of the Act.

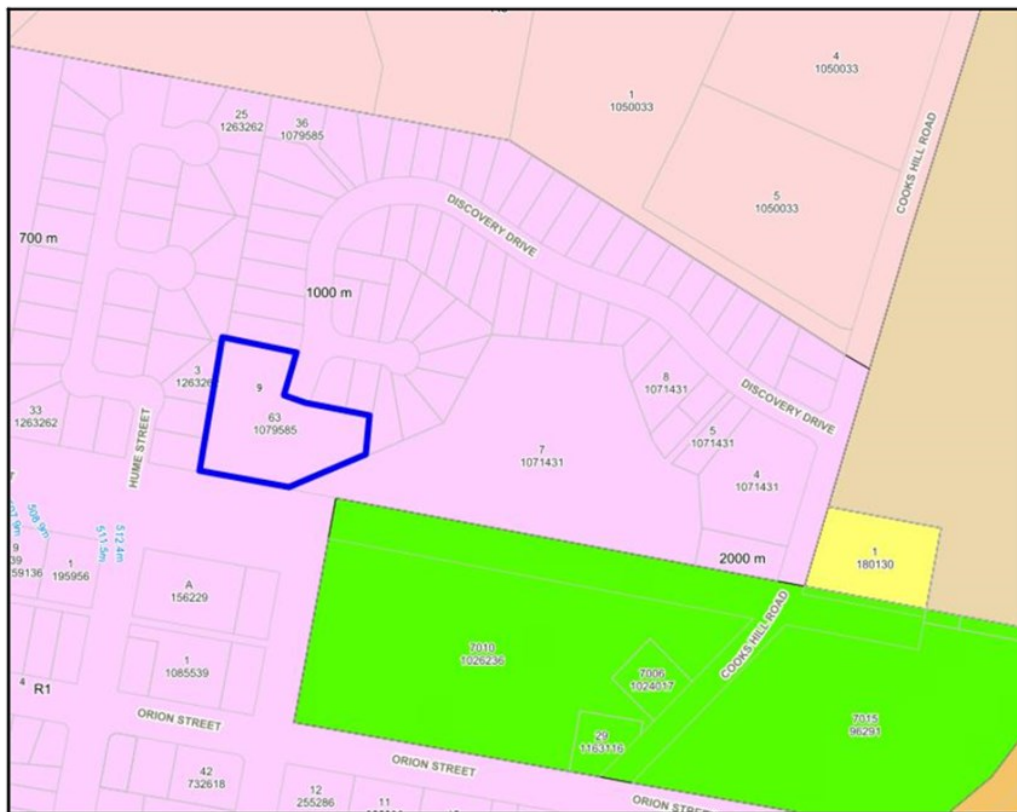


Figure 2: Land Use Zoning: -Yass Valley LEP 2013 (Subject Site outlined in Blue)

PART 3 - JUSTIFICATION

Section A - Need for the planning proposal

Q1. Is the planning proposal a result of any strategic study or report?

No, it only relates to an action that was not taken when it was purchased by Council.

The land was purchased in 2014 as a long term strategic purchase given its R1 General Residential zoning and valid development consent for the final stage of the Discovery Drive development. The report to Council and subsequent resolution on 25 June 2014 omitted to make any reference to any proposed classification under the *Local Government Act 1993*. Pursuant to section 31(2A) any land that is not classified at the end of the 3 month period following, is taken to be classified as community land.

Q2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

Pursuant to section 27(1) of the *Local Government Act 1993*, the classification of public land may be made by a local environmental plan, and the only way to do this is through the planning proposal process.

Section B - Relationship to strategic planning framework.

Q3. Will the planning proposal give effect to the objectives and actions of the applicable regional or district plan or strategy (including any exhibited draft plans or strategies)?

South East and Tablelands Regional Plan 2036, Direction 25: Focus housing growth in locations that maximise infrastructure and services. The planning proposal to reclassify the land from community to operational will enable the land to be developed for housing as originally intended. All services are available for connection within the Discovery Drive development.

Q4. Is the planning proposal consistent with a council LSPS that has been endorsed by the Planning Secretary or another endorsed local strategy or strategic plan?

The proposed amendment to the YVLEP 2013 is not inconsistent with the LSPS and Yass Valley Settlement Strategy, particularly as the land is already zoned R1 General Residential and a valid development consent applies to the land.

Q5. Is the planning proposal consistent with any other applicable State and regional studies or strategies?

No other state or regional studies are relevant to this planning proposal.

Q6. Is the planning proposal consistent with applicable State Environmental Planning Policies?

The table below outlines the applicability and consistency of the planning proposal with all State Environmental Planning Policies (SEPPs) applicable within the Yass Valley.

Title	Description	Consistency
SEPP Biodiversity and Conservation 2021	This policy includes provisions relating to: <ul style="list-style-type: none"> Koala Habitat Protection that encourages identification of core koala habitat and requires the preparation of plans of management within those areas. Vegetation in Non-Rural Areas that preserves the amenity and protects the biodiversity values of trees and other vegetation in non-rural areas 	Not applicable.
SEPP Building Sustainability Index: BASIX 2004	This policy ensures state-wide consistency in the implementation of the BASIX scheme to encourage sustainable residential development.	Not applicable.
SEPP Exempt and Complying Development Codes 2008	This policy sets out exempt and complying development codes for development that is of minimal environmental impact that may either be carried out without the need for development consent or may be carried out in accordance with a complying development certificate.	Not applicable.

SEPP Housing 2021	Facilitates the development of affordable and diverse housing including Co-living housing, independent living units, Boarding houses, Build-to-rent housing, Secondary dwellings, Seniors housing and Social housing.	Not applicable.
SEPP Industry and Employment 2021	This policy includes provisions relating to: <ul style="list-style-type: none"> ▪ Advertising & Signage to provide for time limits on the display of certain advertisements and regulate display of signage in transport corridors 	Not applicable.
SEPP Planning Systems 2021	This policy includes provisions relating to: <ul style="list-style-type: none"> ▪ State & Regional Development ▪ Concurrences & Consents 	Not applicable.
SEPP Primary Production 2021	This policy includes provisions relating to: <ul style="list-style-type: none"> ▪ Primary Production and Rural Development to reduce rural land use conflict 	Not applicable.
SEPP Resilience & Hazards 2021	This policy includes provisions relating to: <ul style="list-style-type: none"> ▪ Remediation of Land which is contaminated to reduce the risk to human health or the environment ▪ Hazardous & Offensive Development to ensure measures are employed to reduce any adverse impact 	Not applicable.
SEPP Resources & Energy 2021	This policy includes provisions relating to: <ul style="list-style-type: none"> ▪ Mining, Petroleum Production & Extractive Industries to provide for the proper management and development of resources 	Not applicable.
SEPP Transport & Infrastructure 2021	This policy includes provisions relating to: <ul style="list-style-type: none"> ▪ Infrastructure to provide greater flexibility in the location of infrastructure and development which is minimal impact as exempt development. ▪ Educational Establishments & Childcare Facilities to identify development which is minimal impact as exempt development as well as establishing assessment requirements and design considerations 	Not applicable.
SEPP No. 65 Design Quality of Residential Flat Development	This policy aims to improve the design quality of residential flat development to achieve better built form and aesthetics of buildings and streetscapes. It also aims to maximise amenity, safety and security and minimise consumption of energy.	Not applicable.

Q7. Is the planning proposal consistent with applicable Ministerial Directions (s.9.1 directions)?

The following table documents the relevance and consistency of relevant Ministerial Directions

issued under section 9.1 of the *Environmental Planning & Assessment Act 1979*.

Ministerial Directions under Section 9.1 of the EP&A Act	
1.3 Approval and Referral Requirements	<ul style="list-style-type: none"> A planning proposal to which this direction applies must: <ul style="list-style-type: none"> (a) minimise the inclusion of provisions that require the concurrence, consultation or referral of development applications to a Minister or public authority, and (b) not contain provisions requiring concurrence, consultation or referral of a Minister or public authority unless the relevant planning authority has obtained the approval of: i. the appropriate Minister or public authority, and ii. the Planning Secretary (or an officer of the Department nominated by the Secretary), prior to undertaking community consultation in satisfaction of Schedule 1 to the EP&A Act, and (c) not identify development as designated development unless the relevant planning authority: i. can satisfy the Planning Secretary (or an officer of the Department nominated by the Secretary) that the class of development is likely to have a significant impact on the environment, and ii. has obtained the approval of the Planning Secretary (or an officer of the Department nominated by the Secretary) prior to undertaking community consultation in satisfaction of Schedule 1 to the EP&A Act. <p><i>Consistent.</i></p>
1.4 Site Specific Provisions	<ul style="list-style-type: none"> A planning proposal that will amend another environmental planning instrument in order to allow particular development to be carried out must either: <ul style="list-style-type: none"> (a) allow that land use to be carried out in the zone the land is situated on, or (b) rezone the site to an existing zone already in the environmental planning instrument that allows that land use without imposing any development standards or requirements in addition to those already contained in that zone, or (c) allow that land use on the relevant land without imposing any development standards or requirements in addition to those already contained in the principal environmental planning instrument being amended. (2) A planning proposal must not contain or refer to drawings that show details of the proposed development. <p><i>Consistent.</i></p>
4.3 Planning for Bushfire Protection	<ul style="list-style-type: none"> In the preparation of a planning proposal the relevant planning authority must consult with the Commissioner of the NSW Rural Fire Service following receipt of a gateway determination under section 3.34 of the Act, and prior to undertaking community consultation in satisfaction of clause 4, Schedule 1 to the EP&A Act, and take into account any comments so made. A planning proposal must: <ul style="list-style-type: none"> (a) have regard to Planning for Bushfire Protection 2019,

	<p>(b) introduce controls that avoid placing inappropriate developments in hazardous areas, and</p> <p>(c) ensure that bushfire hazard reduction is not prohibited within the Asset Protection Zone (APZ).</p> <ul style="list-style-type: none"> ▪ A planning proposal must, where development is proposed, comply with the following provisions, as appropriate: <ul style="list-style-type: none"> (a) provide an Asset Protection Zone (APZ) incorporating at a minimum: i. an Inner Protection Area bounded by a perimeter road or reserve which circumscribes the hazard side of the land intended for development and has a building line consistent with the incorporation of an APZ, within the property, and ii. an Outer Protection Area managed for hazard reduction and located on the bushland side of the perimeter road, (b) for infill development (that is development within an already subdivided area), where an appropriate APZ cannot be achieved, provide for an appropriate performance standard, in consultation with the NSW Rural Fire Service. If the provisions of the planning proposal permit Special Fire Protection Purposes (as defined under section 100B of the Rural Fires Act 1997), the APZ provisions must be complied with, (c) contain provisions for two-way access roads which links to perimeter roads and/or to fire trail networks, (d) contain provisions for adequate water supply for firefighting purposes, (e) minimise the perimeter of the area of land interfacing the hazard which may be developed, (f) introduce controls on the placement of combustible materials in the Inner Protection Area. <p><i>These considerations will be addressed within the development applications prepared for the land. Note there is an existing valid development consent for the subdivision of stage 3 (7 lots).</i></p>
<p>5.2 Reserving Land for Public Purposes</p>	<ul style="list-style-type: none"> ▪ A planning proposal must not create, alter or reduce existing zonings or reservations of land for public purposes without the approval of the relevant public authority and the Planning Secretary (or an officer of the Department nominated by the Secretary). ▪ When a Minister or public authority requests a relevant planning authority to reserve land for a public purpose in a planning proposal and the land would be required to be acquired under Division 3 of Part 2 of the Land Acquisition (Just Terms Compensation) Act 1991, the relevant planning authority must: (a) reserve the land in accordance with the request, and (b) include the land in a zone appropriate to its intended future use or a zone advised by the Planning Secretary (or an officer of the Department nominated by the Secretary), and (c) identify the relevant acquiring authority for the land. ▪ When a Minister or public authority requests a relevant planning authority to include provisions in a planning proposal relating to the use of any land reserved for a public purpose before that land is acquired, the relevant planning authority must: (a) include the requested provisions, or (b) take such other action as advised by the

	<p>Planning Secretary (or an officer of the Department nominated by the Secretary) with respect to the use of the land before it is acquired.</p> <ul style="list-style-type: none"> When a Minister or public authority requests a relevant planning authority to include provisions in a planning proposal to rezone and/or remove a reservation of any land that is reserved for public purposes because the land is no longer designated by that public authority for acquisition, the relevant planning authority must rezone and/or remove the relevant reservation in accordance with the request. <p><i>Consistent. Although the land is currently classified community, it was done so through omission. There was never any intent to set this land aside as a public reserve.</i></p>
6.1 Residential Zones	<ul style="list-style-type: none"> A planning proposal must include provisions that encourage the provision of housing that will: (a) broaden the choice of building types and locations available in the housing market, and (b) make more efficient use of existing infrastructure and services, and (c) reduce the consumption of land for housing and associated urban development on the urban fringe, and (d) be of good design. A planning proposal must, in relation to land to which this direction applies: (a) contain a requirement that residential development is not permitted until land is adequately serviced (or arrangements satisfactory to the council, or other appropriate authority, have been made to service it), and (b) not contain provisions which will reduce the permissible residential density of land. <p><i>Consistent. The land is already zoned R1 General Residential, with a development consent in place. Services are able to be connected/augmented from Discovery Drive.</i></p>

Section C - Environmental, social and economic impact

Q8. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?

No. This proposal applies to land dominated by exotic groundcover and weeds, and there are no existing trees on the subject site

Q9. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?

No.

Q10. Has the planning proposal adequately addressed any social and economic effects?

The proposal relates to land which already has a development consent in place, and it not expected that there will be any adverse social or economic effects.

Section D - State and Commonwealth interests

Q11. Is there adequate public infrastructure for the planning proposal?

Infrastructure requirements were considered prior to the issue of development consent over this lot, and there does not appear to be any change to these.

Q12. What are the views of state and Commonwealth public authorities consulted in accordance with the Gateway determination?

Council has not consulted any state or commonwealth public authority regarding the planning proposal, but will do so if required post the issue of a Gateway Determination.

PART 4 – MAPPING

No maps are required to be prepared.

PART 5 - COMMUNITY CONSULTATION

In considering a planning proposal, community consultation is required under section 3.34(2)(c) of the *Environmental Planning and Assessment Act 1979*. It is envisaged that the planning proposal would be exhibited for a minimum period of **28 days** under the Department's 'Local Environmental Plan Making Guideline' (December 2021).

A Public Hearing will be held as land is proposed to be reclassified, as required under section 29 of the *Local Government Act 1993*.

It should be noted that Council is seeking authorisation to exercise its delegation of local plan-making authority under section 3.36 of the *Environmental Planning and Assessment Act 1979*, as this planning proposal is considered to be a local, minor matter.

PART 6 - PROJECT TIMELINE

The following timeline is indicative and is provided to assist the Department in preparing the Gateway determination. It is acknowledged that the timeline will be influenced by a range of external factors, and is also subject to amendments by the Department through the Gateway process.

Stage	Estimated timeframe
Anticipated commencement date (date of Gateway determination)	August 2022
Completion of any additional required technical information	N/A
Government Agency Consultation	September-October 2022
Public Exhibition (28 days)	September-October 2022
Consideration of submissions by staff	End October 2022
Public Hearing	November 2022
Anticipated date RPA will forward the plan to the department to be made, if not delegated	November-December 2022

6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans

Attachment A Draft Wee Jasper Main Street Masterplan



6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans Attachment A Draft Wee Jasper Main Street Masterplan



WEE JASPER ROAD AND ROADSIDE PULL-IN PARKING AREAS INSET PLAN
SCALE - 1:1000



POETRY SPOT PULL-IN PARKING AREA INSET PLAN
SCALE - 1:1000

6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans

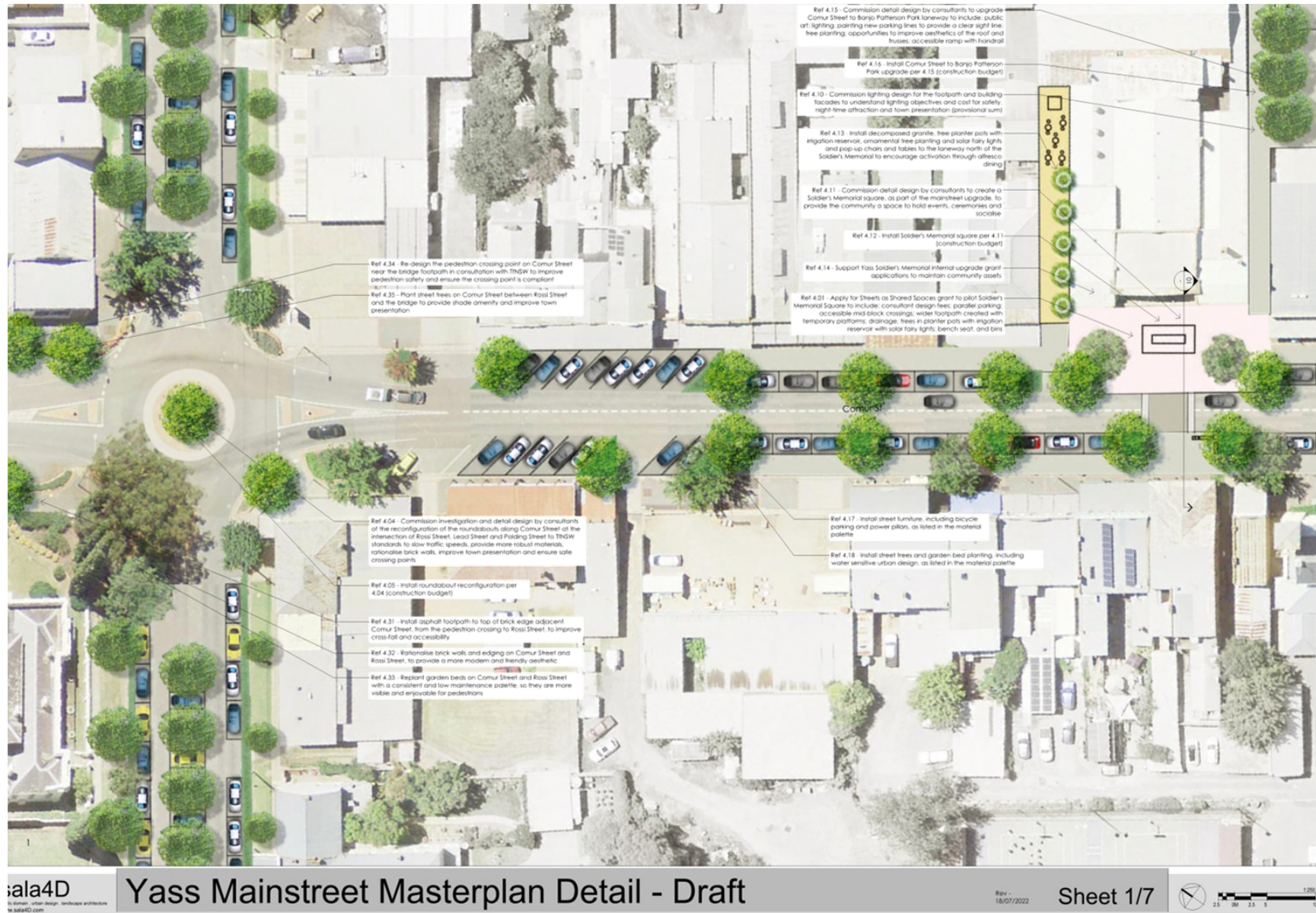
Attachment B Draft Bookham Main Street Masterplan



6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans

Attachment B Draft Bookham Main Street Masterplan





6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans

Attachment C Draft Yass Main Street Masterplan

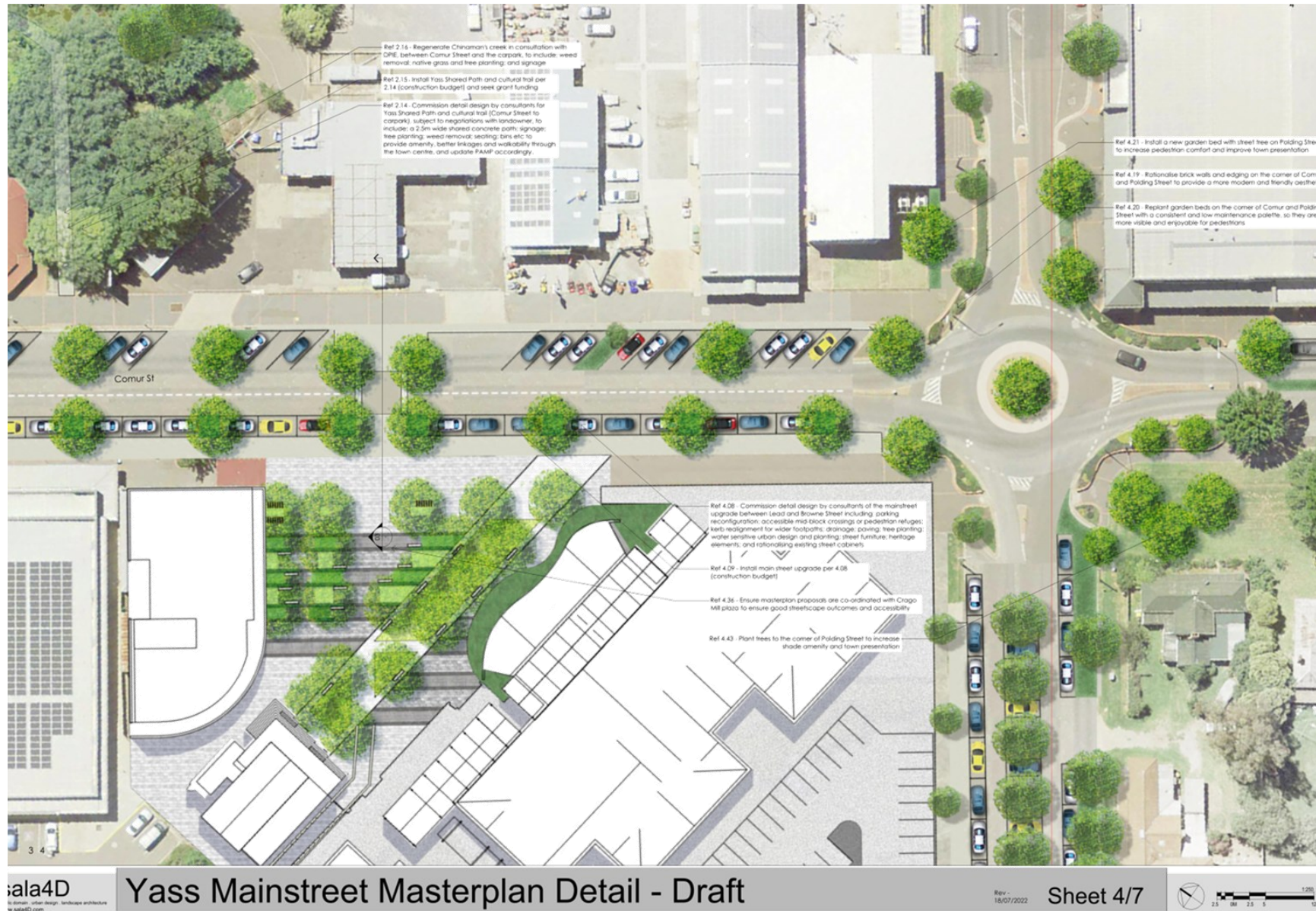


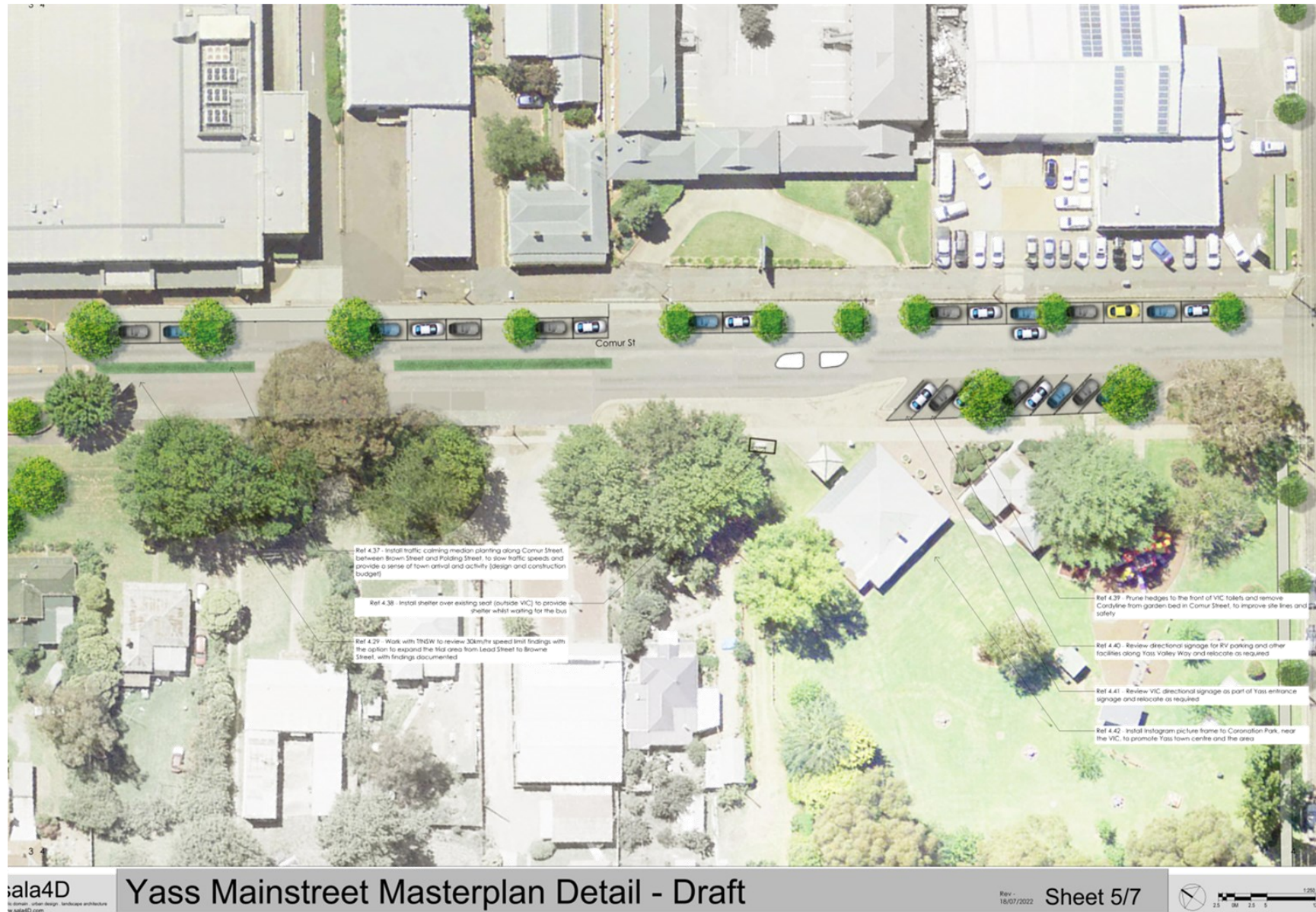
6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans
Attachment C Draft Yass Main Street Masterplan



6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans

Attachment C Draft Yass Main Street Masterplan







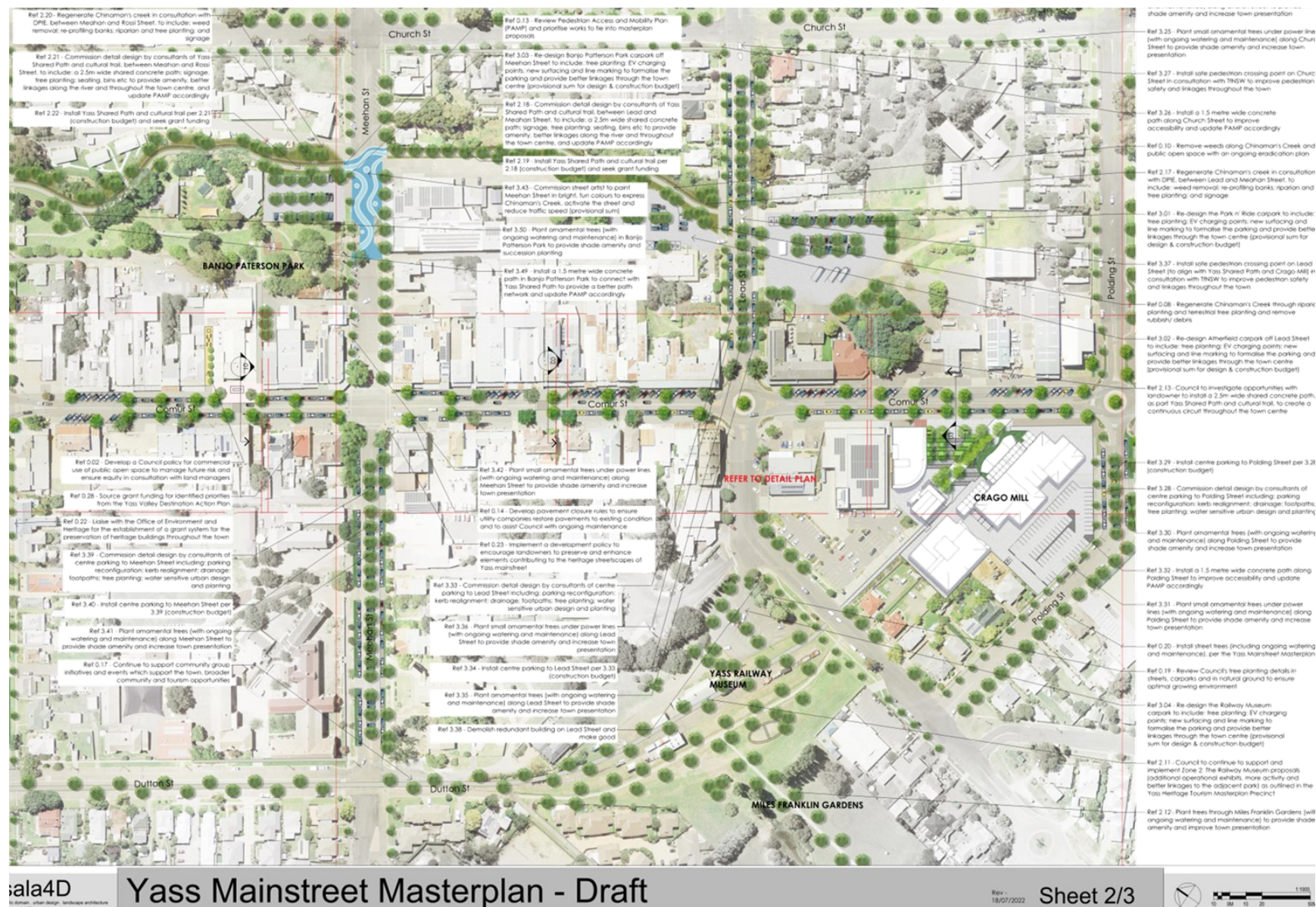


6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans

Attachment C Draft Yass Main Street Masterplan



6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans Attachment C Draft Yass Main Street Masterplan







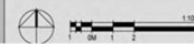


sala4D
urban design, urban design, landscape architecture

Yass Mainstreet Masterplan - Draft

Rev -
14/07/2022

SECTION B-B
COMUR STREET TO WESTPAC BANK





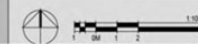


sala4D
landscape architecture

Yass Mainstreet Masterplan - Draft

Rev 1
14/07/2022

SECTION D-D TYPICAL CENTER AISLE
PARALLEL PARKING TO SIDE STREETS



6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans
Attachment C Draft Yass Main Street Masterplan



Existing conditions



Artist impression

- | | |
|--|--|
| Ref 4.10: Commission lighting design for the footpath and building facades to understand lighting objectives and call for safety, night-time attraction and town presentation (provisional sum) | Ref 4.26: Work with TfWV to trial a 30km/h speed limit along Camus Street, between Ross and Lead Street, with findings documented |
| Ref 4.02: Apply for Streets as Shared Spaces grant to pilot outdoor dining co-ops outside Westpac Bank to include: consultant design fees; parallel parking; accessible mid-block crossings; wider footpath created with temporary platforms; drainage; trees in planter pots with irrigation reservoir with solar fairy lights, bench seats, and bins | Ref 4.27: Work with TfWV to conduct pedestrian counts to establish if Camus Street is a high Pedestrian Action Area |
| Ref 4.17: Install street furniture, including bicycle parking and power pillars, as listed in the material palette | Ref 4.28: Commission design trial consultants of the mainstreet upgrade between Ross Street and Lead Street including: parking reconfiguration; accessible mid-block crossings; kerb realignment for water footpaths; drainage paving; tree planting; water sensitive urban design and planting; street furniture; heritage elements; and rationalising existing street cabinets |
| | Ref 4.29: Install main street upgrade per 4.06 (construction budget) |
| | Ref 4.18: Install treeless trees and garden bed planting, including water sensitive urban design, as listed in the material palette |

6.4 Draft Yass, Bookham and Wee Jasper Main Street Masterplans

Attachment C Draft Yass Main Street Masterplan



Existing conditions



Artist impression

- Ref 4.17 - Install street furniture, including bicycle parking and power pillars, as listed in the material palette
- Ref 4.29 - Work with TfNSW to review 30km/h speed limit findings with the option to expand the trial area from Lead Street to Browne Street, with findings documented
- Ref 4.43 - Plant trees to the corner of Folding Street to increase shade amenity and town presentation
- Ref 4.20 - Replant garden beds on the corner of Comur and Folding Street with a consistent and low maintenance palette, so they are more visible and enjoyable for pedestrians
- Ref 4.37 - Install traffic calming median planting along Comur Street between Brown Street and Folding Street, to slow traffic speeds and provide a sense of town arrival and activity (design and construction budget)
- Ref 4.19 - Rationalise brick walls and edging on the corner of Comur and Folding Street to provide a more modern and friendly aesthetic
- Ref 4.09 - Install main street upgrade per 4.08 (construction budget)
- Ref 4.08 - Commission detail design by consultants of the mainstreet upgrade between Lead and Browne Street including: parking reconfiguration; accessible mid block crossings or pedestrian refuges; kerb realignment for wider footpaths; drainage; paving; tree planting; water sensitive urban design and planting; street furniture; heritage elements; and rationalising existing street cabinets
- Ref 4.10 - Commission lighting design for the footpath and building facades to understand lighting objectives and cost for safety, night-time attraction and town presentation (provisional sum)
- Ref 4.18 - Install street trees and garden bed planting, including water sensitive urban design, as listed in the material palette



ENTRY SIGNAGE CONCEPT One.

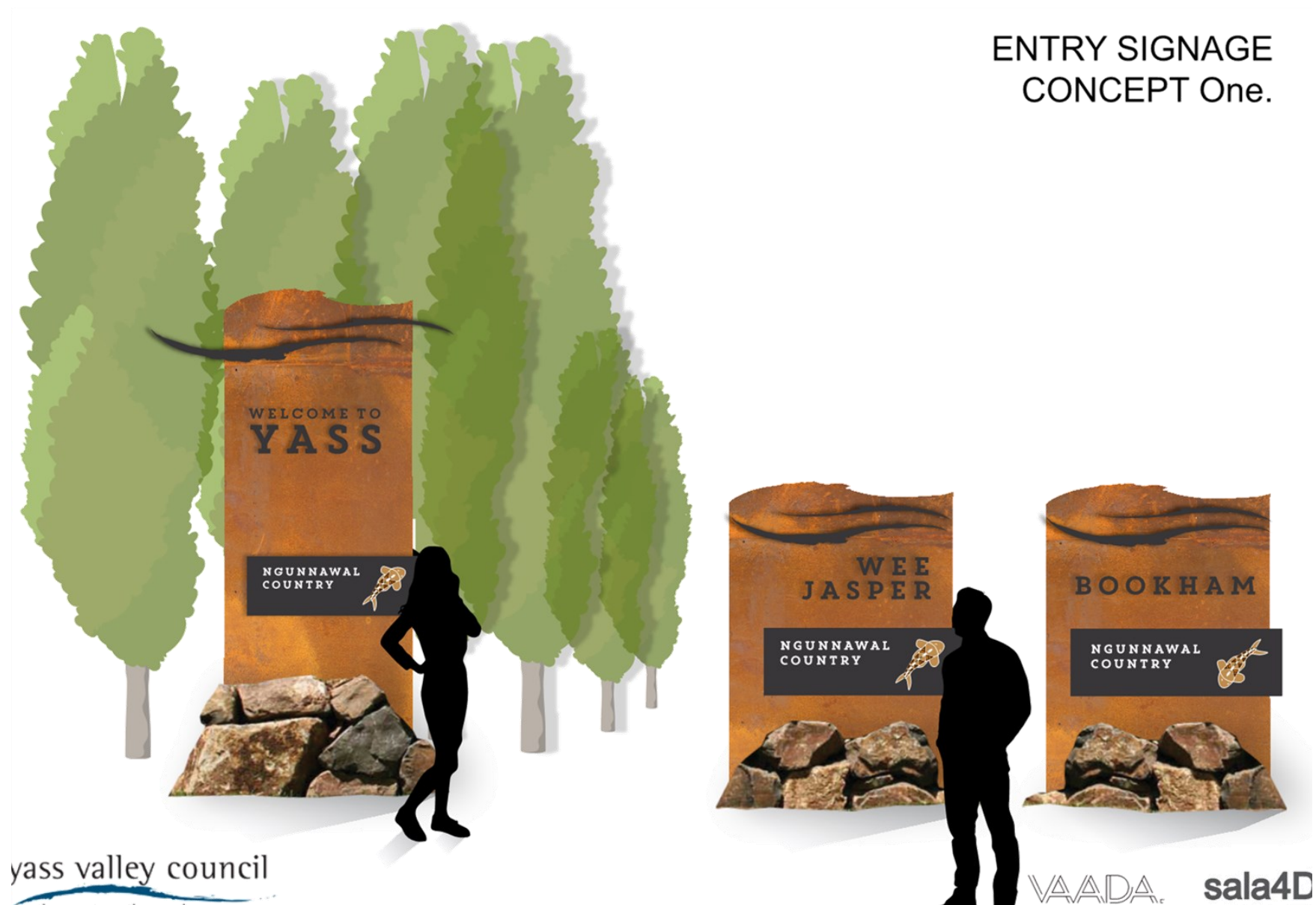
In reference to the concept put forward by Public Art Committee member Kim Nelson. The top of the sign represents the valleys and hills and reflects the Council logo as do the two black shapes that also represent the river/ancient sea bed and limestone belt.

The font is sourced from the Yass Valley tourism website to create a linkage with the tourism touch points.

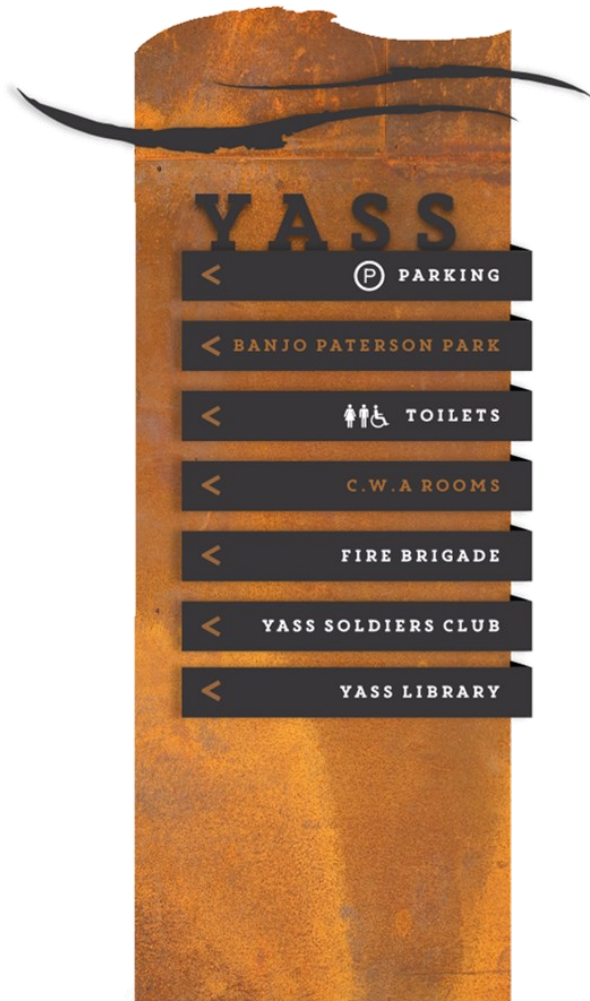
Input from the Aboriginal Advisory Committee to come. The icons included are concept visuals only.

VAADA. sala4D

ENTRY SIGNAGE CONCEPT One.



DIRECTIONAL SIGNAGE CONCEPT One.



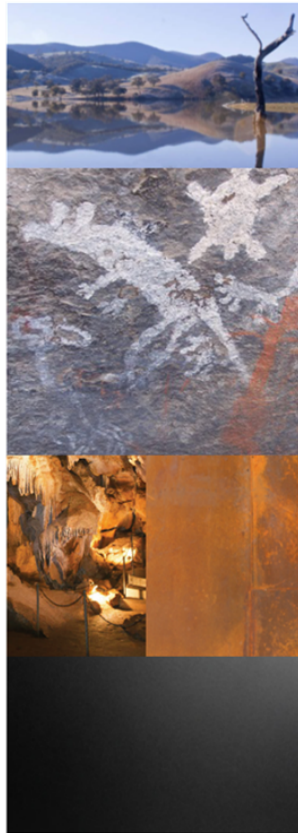
yass valley council



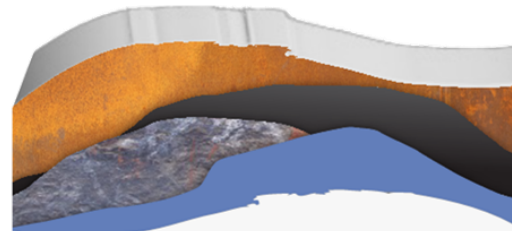
VAADA. sala4D



yass valley council
the country the people



yass valley council



Welcome to
YASS
Ngunnawal Country



ENTRY SIGNAGE CONCEPT Two.

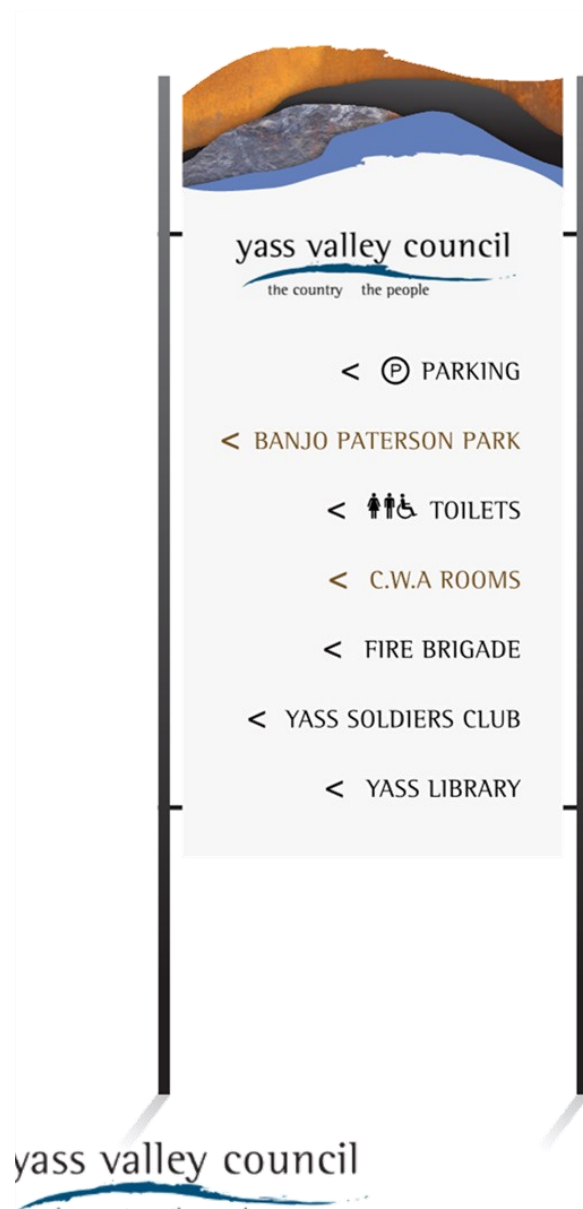
Inspired by the valleys
and waterways of the
region as well as the
colours and textures.
The overlapping shapes
reflect the Yass Valley
Council logo.

Input from the Aboriginal
Advisory Committee
to come. The icons
included are concept
visuals only.

VAADA. sala4D

ENTRY SIGNAGE CONCEPT Two.



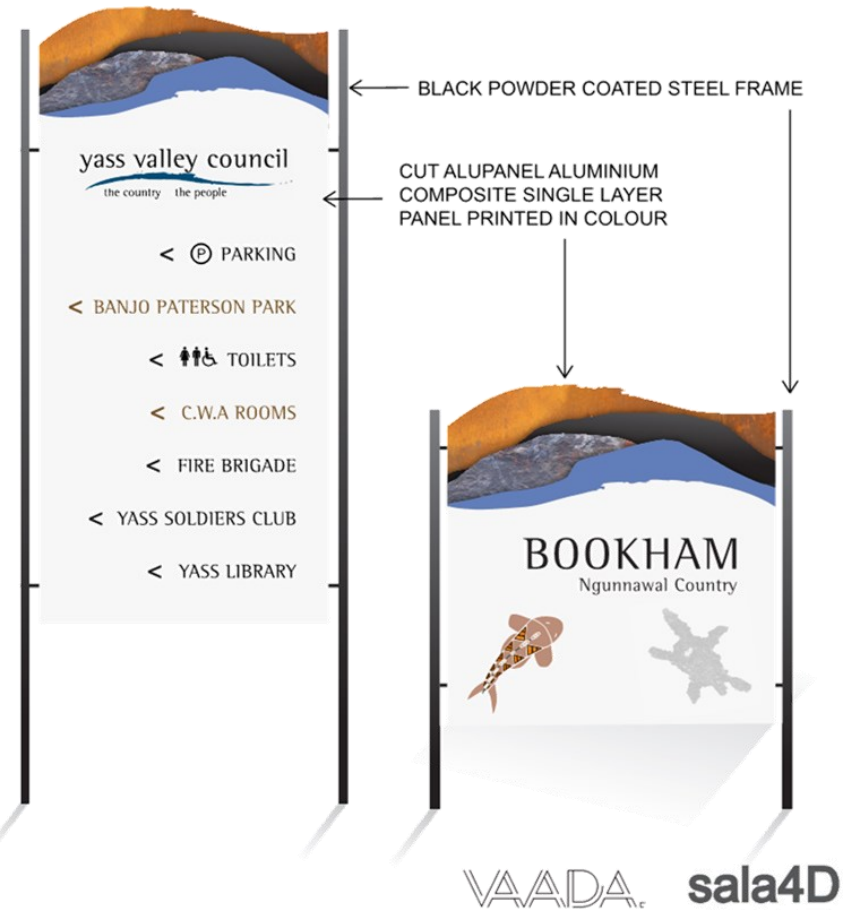
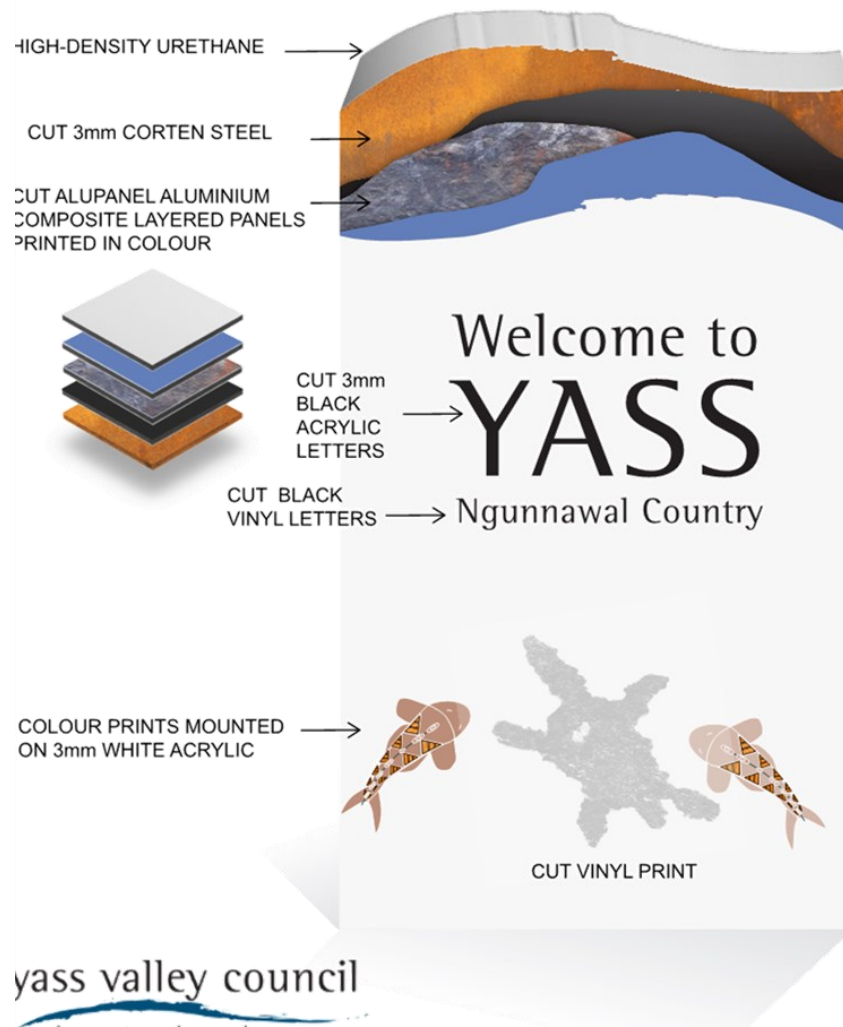


DIRECTIONAL SIGNAGE CONCEPT Two.



VAADA. sala4D

MATERIAL SPECIFICATION CONCEPT Two.





ENTRY SIGNAGE CONCEPT Three.

Inspired by the hills and valleys of the region, as represented by the pointed totems, staggered apart from each other so visitors can walk among them.

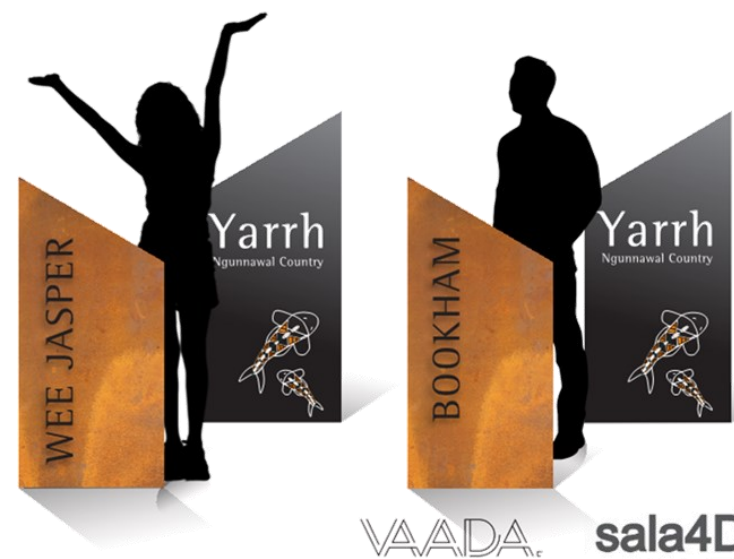
The shapes emerged from the shape of a Y to reflect the landscape, a wine glass, and to encourage photos of arms outstretched in a victorious type fun pose.

Input from Aboriginal Advisory Committee to come. The icons included are concept visuals only.

VAADA. sala4D

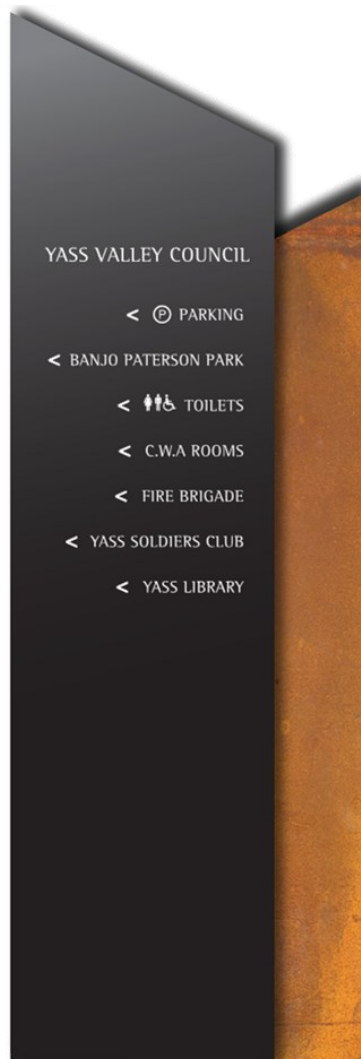


ENTRY SIGNAGE CONCEPT Three.



VAADA. sala4D

DIRECTIONAL SIGNAGE CONCEPT Three.



yass valley council

VAADA. sala4D



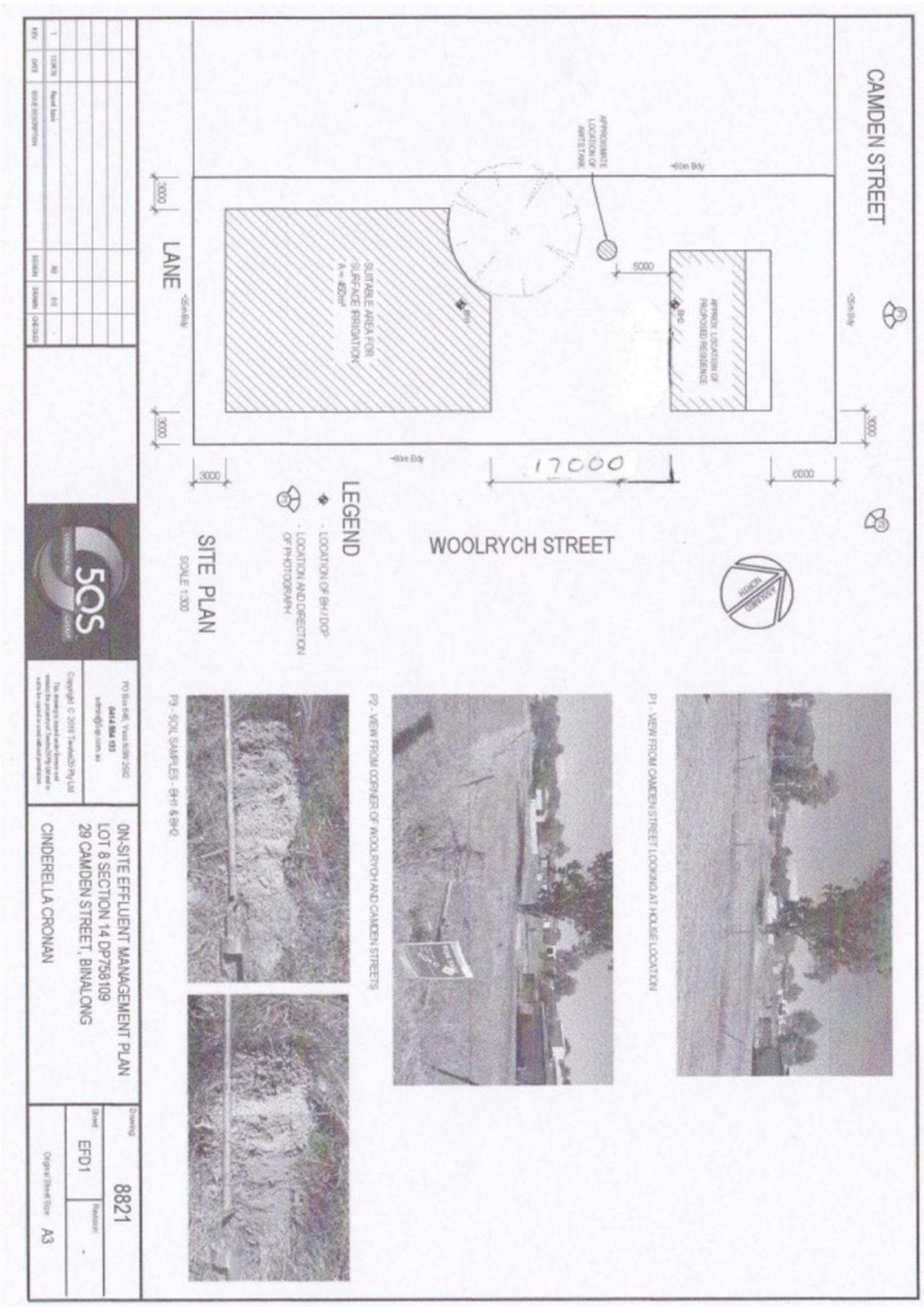
yass valley council


MATERIAL SPECIFICATION CONCEPT Three.

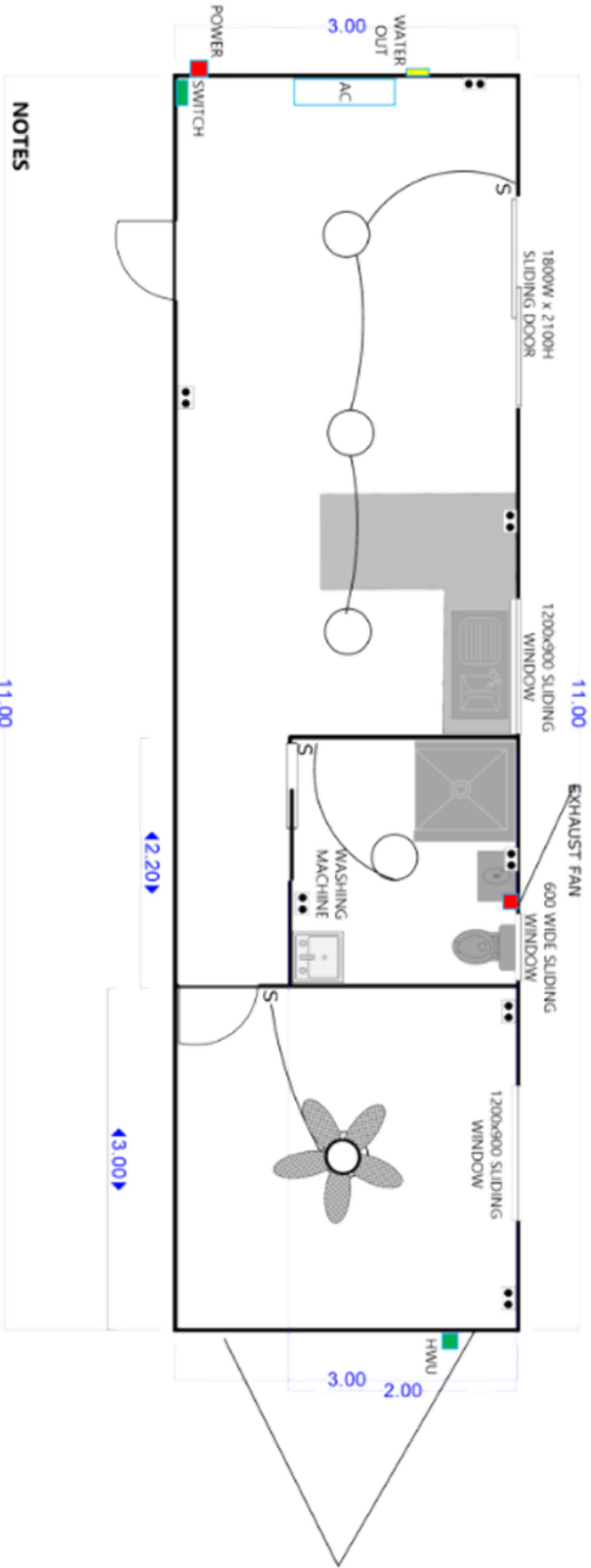


VAADA. sala4D

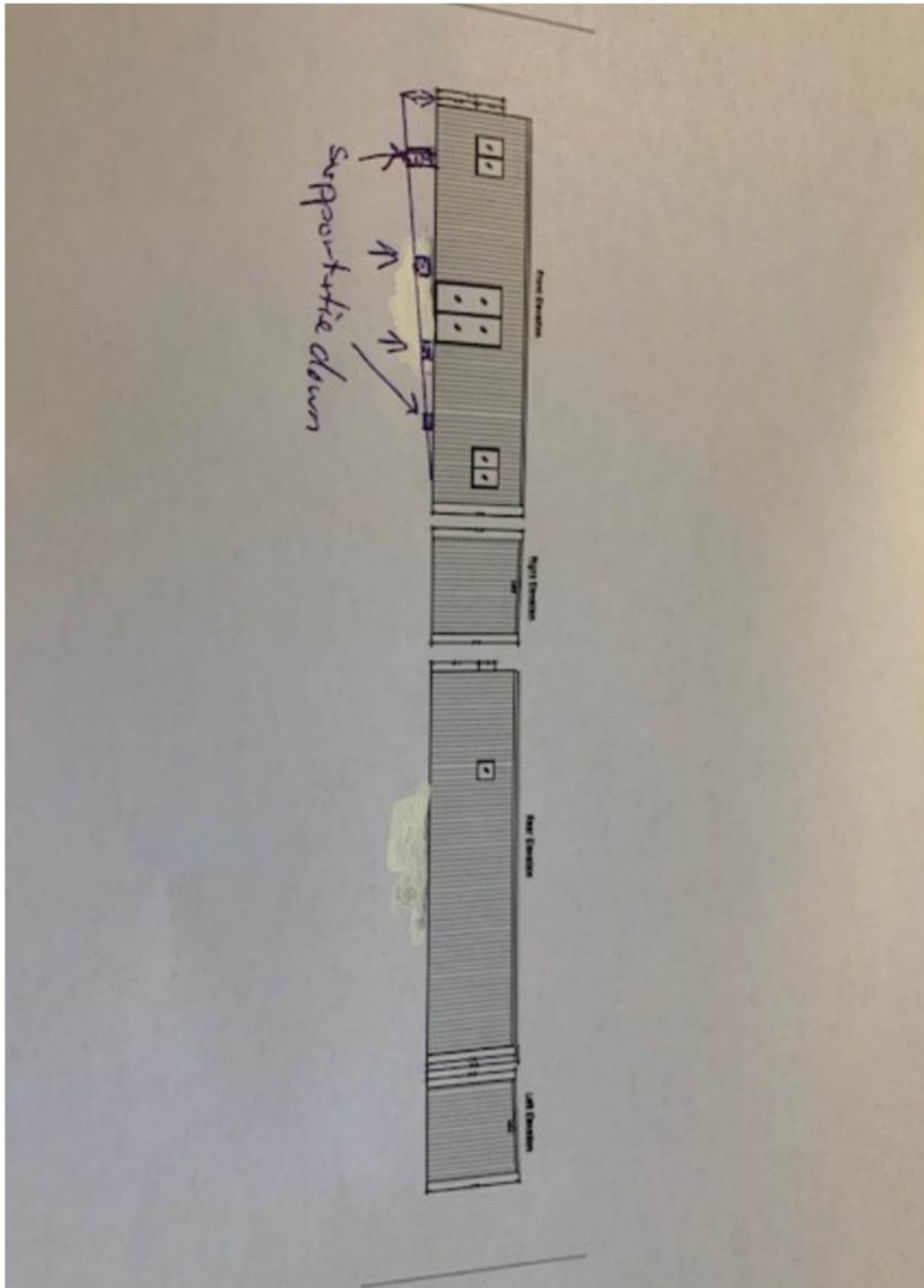
[illegible]



		Job No:		9157QW		Customer Signature - Plan Approval	
Customer:		Cindy Cronan					
External Cladding		TBA		Windows / Flashing		Cupboards	
						Benchtop	
						Kitchen Colours	



- NOTES**
- 1 x LPG Gas Hot Water Unit - Supplied and Fitted
 - All plumbing plumbed to one access point at low side of building
 - Chemical Toilet
 - Power 15amp Caravan plug x 2
 - 1 x Ceiling Fan w/ Light



Section 4.15 Assessment

Summary of Application

Development Application No.	DA210298
Type of Development	Local Development
Development Site	Lot 8 Sec 14 DP758109 29 Camden Street, Binalong
Description of Development	The development seeks consent for the installation of a 'moveable dwelling', which has been installed on site. The works comprise the removal of the wheels and construction of piers for the dwelling and installation of an on-site effluent disposal system

Integrated Development

Legislation	Yes	N/A
<i>Coal Mine Subsidence Compensation Act 2017</i> s 22	<input type="checkbox"/>	✓
<i>Fisheries Management Act 1994</i> s 144, S201 S205. S219,	<input type="checkbox"/>	✓
<i>Heritage Act 1977</i> s 58	<input type="checkbox"/>	✓
<i>Mining Act 1992</i> ss 63, 64	<input type="checkbox"/>	✓
<i>National Parks and Wildlife Act 1974</i> s 90	<input type="checkbox"/>	✓
<i>Petroleum (Onshore) Act 1991</i> s 16	<input type="checkbox"/>	✓
<i>Protection of the Environment Operations Act 1997</i> ss 43(a), 47 and 55, ss 43(b), 48 and 55, ss 43(d), 55 and 122	<input type="checkbox"/>	✓
<i>Roads Act 1993</i> s 138	<input type="checkbox"/>	✓
<i>Rural Fires Act 1997</i> s 100B	<input type="checkbox"/>	✓
<i>Water Management Act 2000</i> ss 89, 90, 91	<input type="checkbox"/>	✓

Comments

-

Section 4.15 – Matters for Consideration

Provisions of any environmental planning instrument

State Environmental Planning Policy (SEPP)	<p>Where a SEPP is applicable to the proposed development, is the development:</p> <ul style="list-style-type: none"> • Consistent with the aims and objectives of the instrument • Complies with development standards contained in the instrument • Satisfies the requirements of the instrument • Meets the relevant concurrence, consultation and/or referral requirements.
<p><u>Comment</u></p> <p>State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004 It is noted that development consent is being sought for a moveable dwelling pursuant to section 68 of the Local Government Act 1993. That a moveable dwelling is not 'BASIX affected development' pursuant to the SEPP and EP&A Regulation 2021.</p> <p>State Environmental Planning Policy (Resilience and Hazards) 2021 Chapter 4 of this Policy is to provide for a State-wide planning approach to the remediation of contaminated land.</p> <p>The site is not listed on Council's contaminated land register, nor does the site support any contaminating land uses or activities. Accordingly, the current state of the site is suitable to support the development and no remediation is required.</p>	
Local Environmental Plan (LEP)	<p>In considering the provisions of the Yass Valley Local Environmental Plan 2013 (YVLEP), is the proposed development:</p> <ul style="list-style-type: none"> • Consistent with the aims and objectives of the plan • Consistent with the aims and objectives of the land use zone • Permissible in the land use zone • Consistent with all relevant clauses within the LEP • Complies with development standards in the LEP.
<p><u>Comment</u></p> <p>Below is an assessment of the application pursuant to the relevant clauses of the Yass Valley Local Environmental Plan 2013.</p>	
<p>Clause 2.3 Zone and zone objectives</p>	<p>The land is zoned RUS Village under the YVLEP. The following are the objectives of the zone:</p> <ul style="list-style-type: none"> • <i>To provide for a range of land uses, services and facilities that are associated with a rural village.</i> • <i>To ensure that development is compatible with village character and amenity.</i> • <i>To ensure that development is provided with an adequate water supply and the disposal of sewage.</i> <p>The proposed development is not considered to be consistent with one of the zone objectives in that the development is not 'compatible with village character and amenity'.</p>
<p>Clause 2.3 Land Use Table</p>	<p>A 'dwelling house' development is permitted with consent in the zone.</p>

Clause 2.6 Subdivision consent requirements	N/A
Clause 2.8 Temporary use of land	N/A
Clause 4.1 Minimum subdivision lot size	N/A
Clause 4.1B Subdivision using average lot sizes	N/A
Clause 4.1C Additional requirements for subdivision in certain rural zones	N/A
Clause 4.1D Minimum site areas for dual occupancies and multi dwelling housing in Zones R1, R2, R3 and RU5	N/A
Clause 4.2B Erection of dwelling houses and dual occupancies on land in certain rural and environment protection zones	N/A
Clause 4.3 Height of buildings	N/A
Clause 4.4 Floor space ratio	N/A
Clause 4.6 Exceptions to development standards	N/A
Clause 5.4 Controls relating to miscellaneous permissible uses	N/A
Clause 5.10 Heritage conservation	N/A
Clause 5.16 Subdivision of, or dwellings on, land in certain rural, residential or conservation zones	N/A
Clause 5.21 Flood planning	The site is mapped as flood affected and subject to the Murrumbateman, Bowning, Bookham and Binalong Flood Study (Four Villages Flood Study) (Lyll & Associates, 2020). A large portion of the site is mapped as Flood Planning Constraint Category 4 and is therefore not subject to flood related development controls.

Clause 6.1 Earthworks	Minor earthworks are required to establish a suitable building site. Compliance with conditions of consent would ensure the earthworks have minimal impact on surrounding land.
Clause 6.2 (repealed)	N/A
Clause 6.3 Terrestrial biodiversity	Negligible impact is anticipated from the proposed development. The proposed works are generally located outside of the mapped area. A portion of the effluent disposal area may encroach into the mapped area however a site inspection did not reveal any obvious environmental values. It is considered that the development has been designed, sited and is able to be managed to avoid any significant adverse environmental impact.
Clause 6.4 Groundwater vulnerability	Negligible impact is anticipated from the proposed development. In support of the application is an on-site effluent management assessment which has satisfied the matters listed in the clause. The application has been reviewed by Council's Environmental Health Officer who has raised no concerns with the application subject to the imposition of appropriate conditions of consent.
Clause 6.5 Riparian land and watercourses	N/A
Clause 6.6 Salinity	N/A
Clause 6.7 Highly erodible soils	N/A
Clause 6.8 Essential services	Essential services are available to the site, satisfying the provisions of this clause.
Clause 6.9 Development within a designated buffer area	N/A
Clause 6.10 Development on land intended to be acquired for Barton Highway duplication	N/A
Clause 6.12 Development on certain land in Gundaroo and Sutton in R2 Low Density Residential	N/A
Other relevant clause	N/A

Proposed environmental planning instrument that is or has been subject of public consultation and has been notified to the consent authority

Primary Matters	Specific Consideration
Draft Environmental Planning Instrument	<p>Where a draft environmental planning instrument is applicable to the proposed development, is the development:</p> <ul style="list-style-type: none"> • Consistent with the aims and objectives of the draft instrument • Complies with development standards contained in the draft instrument • Satisfies the requirements of the draft instrument • Meets the relevant concurrence, consultation or referral requirements to address the provisions of the draft instrument
<p><u>Comment</u></p> <p>Not applicable.</p>	

Any development control plan

Primary Matters	Specific Consideration
Development Control Plan (DCP)	<p>Where a DCP is applicable to the proposed development, is the development:</p> <ul style="list-style-type: none"> • Consistent with the aims and objectives of the plan • Satisfies the requirements of the DCP
<p><u>Comment</u></p> <p>Nil applicable to the proposal.</p>	
Contributions Plans	<p>Are contributions under the Yass Valley Developer Contribution Plan 2018 and/or the Yass Valley Heavy Haulage Contribution Plan 2021 applicable to the proposed development?</p>
<p><u>Comment</u></p> <p>It is noted that s7.11 contributions were not paid at the time of subdivision. However, given the cost of work (\$60,000 shown on the DA form) does not exceed the threshold of \$100,000, no contributions are payable.</p>	

Planning agreement entered into or a developer has offered to enter into under s7.4 of the Act

Primary Matters	Specific Consideration
Planning Agreement or Draft Planning Agreement	<p>Details of Agreement</p> <p>-</p>
<p><u>Comment</u></p> <p>Nil.</p>	

Prescribed Matters – Environmental Planning and Assessment Regulation

Primary Matters	Specific Consideration
Environmental Planning and Assessment Regulation 2021	<p>The following matters under the <i>Environmental Planning and Assessment Regulation 2021</i> have been considered:</p> <ul style="list-style-type: none"> • complies with AS 2601 when demolition is involved • complies with the Category 1 fire safety provisions if a change of building use is involved • has provision for compliance with the Building Code of Australia as amended if an building upgrade required • has been accompanied by a compliant BASIX certificate where the development is BASIX affected.
<p>Comment</p> <p>Not applicable.</p>	

Likely impacts of the development including environmental impacts on both the natural and built environments, and social and economic impacts in the locality

Primary Matters	Specific Consideration
Context and setting	<p>Context</p> <p>Compatibility of the development with:</p> <ul style="list-style-type: none"> • scenic qualities and features of the landscape • character and amenity of the locality and streetscape • scale (bulk, height, mass) form, character, density and design of development in the locality • previous existing land uses and activities in the locality <p>Setting</p> <p>Impact of the development on adjacent properties in terms of:</p> <ul style="list-style-type: none"> • the relationship and compatibility of adjacent land uses • sunlight access (overshadowing) • visual and acoustic privacy • views and vistas • edge conditions such as boundary treatments and fencing
<p>Comment</p> <p>It is proposed to regularise the installation of a moveable dwelling on the site. The site plan indicates that the dwelling will be setback 3m from the secondary frontage which does not comply with Council's policy <i>DA-POL-4 Building Line – Urban</i>, which requires a minimum 6m setback where there is no established building line.</p> <p>The siting and orientation of the moveable dwelling does not have sufficient address to either street frontage with blank walls presenting to the streetscape resulting in a poor streetscape outcome. Furthermore, the plans provided are not clear regarding the siting of the development and the elevations are not consistent with the moveable dwelling as currently located on the site (i.e. insofar as the arrangement of the doors and windows are concerned).</p>	

Access, transport and traffic	<p>Consideration of access, transport and traffic and the proposed development:</p> <ul style="list-style-type: none"> • The existing road network is capable of supporting the proposed development • The proposed development complies with Council's Roads Standards Policy • The volume of traffic generated as a result of the proposed development is unlikely to exceed the capacity of the local and arterial road network • Public transport is available • A traffic management study was either not required to support the proposed development or was submitted and was considered satisfactory • An adequate number of vehicle parking spaces have been provided • On site car parking has provisions for compliance with relevant standards • The proposed or existing location of vehicular access to the site is considered satisfactory
<p><u>Comment</u></p> <p>The proposed transportable dwelling does not provide any formal onsite car parking. While Council policy <i>Pol-8 – Off-Street Carparking</i> does not specifically set car parking rates for a dwelling house it is considered appropriate in this instance to provide for a formal access point. The plans submitted do not indicate access or car parking for the site.</p>	
Utilities	<p>Consideration of utilities and the proposed development:</p> <ul style="list-style-type: none"> • Utilities are either existing and capable of supporting the proposed development or capable of being extended to service the site • Where onsite sewage management is proposed it has been accompanied by a report prepared by an appropriate consultant demonstrating the suitability of the site for on-site effluent disposal
<p><u>Comment</u></p> <p>In support of the application is an On-site Effluent Management Assessment assessing the suitability of the site for the on-site dispersal of AWTs treated effluent and to determine the required dispersal area and preferred method of dispersal. Council's Environmental Health Officer has reviewed and raised no concerns subject to the imposition of appropriate conditions of consent.</p>	
Heritage	<p>Impact of the proposed development on heritage significance of the site, adjacent properties and/or a heritage conservation area:</p> <ul style="list-style-type: none"> • Consideration of impact on items, landscapes, areas, places, relics and practices • Consideration of the historic, scientific, social, aesthetic, cultural, archaeological (both Aboriginal and non-Aboriginal) values of the site
<p><u>Comment</u></p> <p>Not applicable.</p>	
Water	<p>Impact of the proposed development on conservation of water:</p> <ul style="list-style-type: none"> • water supply sources • treatment, reuse and disposal of waste water and runoff • drainage, flow regimes, flooding on-site, up and downstream and in the catchment flood plain • groundwater tables
<p><u>Comment</u></p> <p>This could be achieved via appropriate conditions of consent including those required regarding the effluent disposal and treatment system. The applicant has not provided information of the required rainwater tanks</p>	

for potable water supply pursuant to <i>WS-Pol-2 Water Supply for Rural Areas & Villages</i> which requires a minimum rainwater tank size of 45,000l for a dwelling less than 150sqm. This could however be resolved by way of condition of consent.	
Soils	<p>Impact of the development on soils:</p> <ul style="list-style-type: none"> • soil qualities - erodibility, permeability, expansion/contraction, fertility/productivity, salinity, sodicity, acidity, contaminants • instability - subsidence, slip, mass movement • the movement, formation, use and management of soils • soil erosion and degradation • remediation of contaminated soils
<p><u>Comment</u></p> <p>Not applicable.</p>	
Air and Microclimate	Impact of the development on air quality and microclimatic conditions in terms of emissions of dust, particulates, odours, fumes, gases and pollutants.
<p><u>Comment</u></p> <p>Not applicable.</p>	
Flora and Fauna	<p>Impact of the proposed development on:</p> <ul style="list-style-type: none"> • wilderness areas and national parks • wildlife corridors and remnant vegetation • the relationship of vegetation to soil erosion/stability and the water cycle • weeds, feral animal activity, vermin and disease <p>Outcomes of an assessment under the <i>Biodiversity Conservation Act 2016</i> considers:</p> <ul style="list-style-type: none"> • whether the development will result in serious and irreversible impacts • whether a BDAR is required • where a BDAR is required, whether it is considered satisfactory
<p><u>Comment</u></p> <p>The provisions of the Biodiversity Conservation Act apply to this application. In this instance the submission of a BDAR was not required as:</p> <ul style="list-style-type: none"> • Development does not involve clearing of 0.25ha or more of native vegetation. • Does not involve clearing of native vegetation on land identified on the Biodiversity Values Map. • Will not have an impact on threatened species or ecosystems which exceeds the test of significance. 	
Waste	<p>Impact of the proposed development on waste:</p> <ul style="list-style-type: none"> • solid, liquid and gaseous wastes and litter • the generation, collection, storage and disposal of waste
<p><u>Comment</u></p> <p>Not applicable.</p>	

Energy	<p>Impact of the proposed development on energy:</p> <ul style="list-style-type: none"> the overall energy needs of the development the measures employed to save energy - passive design, solar lighting and heating, natural ventilation, shading elements, insulation, high thermal mass building materials, energy efficient appliances and machinery the use of renewable and non-polluting energy sources? energy needs in producing building/structural materials? energy use by-products and waste <p>Where relevant the development also complies with the Building Sustainability Index (BASIX).</p>
<p><u>Comment</u></p> <p>Not applicable.</p>	
Noise and Vibration	<p>Whether the development has potential to generate noise pollution or vibration including during construction and potential impacts.</p>
<p><u>Comment</u></p> <p>Not applicable.</p>	
Natural Hazards - Geological	<p>Risks to people, property and the physical environment as a result of geologic/soil instability - subsidence, slip, mass movement has been considered.</p>
<p><u>Comment</u></p> <p>Not applicable.</p>	
Natural Hazards - Flooding	<p>Where the development is located on land identified as flood affected:</p> <ul style="list-style-type: none"> Compliance with the relevant Flood Risk Management Plan in accordance with the information submitted with the application or The addition of conditions which require compliance with the relevant Flood Risk Management Plan or the Building Code of Australia.
<p><u>Comment</u></p> <p>The site is mapped as flood affected and subject to the Murrumbateman, Bowning, Bookham and Binalong Flood Study (Four Villages Flood Study) (Lyall & Associates, 2020). A large portion of the site is mapped as Flood Planning Constraint Category 4 and is therefore not subject to flood related development controls.</p>	
Natural Hazards - Bushfire	<p>Where the development is located on land identified as bushfire prone:</p> <ul style="list-style-type: none"> Compliance with Planning for Bushfire Protection 2019 (however in accordance with s.8.3.2 of <i>Planning for Bushfire Protection 2019</i> there are no bushfire protection requirements for <u>class 10a buildings located more than 6 metres from a dwelling</u> in bushfire prone areas); or If it is integrated development it has been referred to the RFS in accordance with s100B Rural Fires Act 1997.
<p><u>Comment</u></p>	

The north-eastern part of the site is identified as bush fire prone land within the 'Vegetation Buffer'. No assessment was submitted as part of the application. The application as discussed with Council's Building Surveyor who confirmed that the development would be BAL Low.	
Technological Hazards	<p>Does the development present risks from:</p> <ul style="list-style-type: none"> • industrial and technological hazards • land contamination and remediation <p>Where potential land contamination has been identified an assessment must be provided determining whether the:</p> <ul style="list-style-type: none"> • The contamination is likely to be low and does not warrant remediation as the proposed land use is not sensitive, or • The land is not contaminated, or • The land is contaminated and remediation is proposed prior to the proposed use
<p>Comment</p> <p>Not applicable.</p>	
Safety, Security and Crime Prevention	The assessment must determine whether adequate measures are included to address the potential for accident / injury and criminal activity.
<p>Comment</p> <p>Not applicable.</p>	
Social impact in the locality	<p>Whether the development is likely to have social benefits in the locality in terms of:</p> <ul style="list-style-type: none"> • community facilities and links • the interaction between the new development and the community
<p>Comment</p> <p>Not applicable.</p>	
Economic impact in the locality	<p>Whether the development is likely to have economic benefits in terms of:</p> <ul style="list-style-type: none"> • employment generation • economic income • generating benefits for existing and future businesses
<p>Comment</p> <p>Not applicable.</p>	
Site and internal design	<p>The development is generally sensitive to environmental conditions and site attributes including:</p> <ul style="list-style-type: none"> • the size, shape and design of allotments, easements and roads • the proportion of the site covered by buildings • the positioning of buildings • the size (bulk, height, mass), form, appearance and design of buildings • the amount, location, design, use and management of private and communal open space • landscaping

	<p>The development is unlikely to affect the health and safety of the occupants in terms of:</p> <ul style="list-style-type: none"> • inadequate lighting, ventilation and insulation • inadequate building fire risk prevention and suppression • inappropriate building materials and finishes • inappropriate common wall structure and design • lack of access and facilities for the disabled
<p>Comment</p> <p>The site plan indicates that the dwelling will be setback 3m from the secondary frontage which does not comply with Council's policy <i>DA-POL-4 Building Line – Urban</i>, which requires a minimum 6m setback where there is no established building line. The siting and orientation of the moveable dwelling does not have sufficient address to either street frontage with blank walls presenting to the streetscape resulting in a poor streetscape outcome.</p>	
Construction	<ul style="list-style-type: none"> • The proposed development has provision for compliance with the Building Code of Australia (as amended) and relevant Australian standards • The impacts of construction activities can be managed and suitable conditions have been included in the development consent.
<p>Comment</p> <p>Not applicable.</p>	

The suitability of the site for the development

Primary Matters	Specific Consideration
Compatibility with existing development in the locality	<p>The proposal is compatible with existing development in the locality as:</p> <ul style="list-style-type: none"> • Utilities and services available to the site are adequate for the development • The development will not lead to unmanageable transport demands • Transport facilities are adequate in the area • The locality contains adequate recreational opportunities and public spaces to meet the needs of the development • The air quality and microclimate are appropriate for the development • No hazardous land uses or activities nearby • Ambient noise levels are suitable for the development • The site is not critical to the water cycle in the catchment • The proposal is compatible with the existing built environment
<p>Comment</p> <p>The moveable dwelling is not considered to be compatible with the character of the area. The orientation of the dwelling presents a blank façade to the public domain resulting in a poor streetscape outcome. The absence of any substantive windows or doors facing the primary frontage, or the secondary frontage for that matter, results in a lack of passive surveillance and sense of address. The development presents as a rather informal development and detracts from the character of the area.</p>	
Site conduciveness to the development	<p>The subject site is conducive with the proposed development as :</p> <ul style="list-style-type: none"> • The site is suitable for the proposed development

	<ul style="list-style-type: none"> • The site is either not subject to natural hazards including flooding, tidal inundation, subsidence, slip, mass movement, and bushfires or where it is these risks have been adequately managed • The slope of the land is suitable for the proposed development • The proposal is compatible with conserving the heritage significance of the site • The soil characteristics on the site is appropriate for development (Saline / Sodic / Acidic) • The development is compatible with protecting any critical habitats or threatened species, populations, ecological communities on the site • The site is not prime agricultural land and the development will not unduly prejudice future agricultural production • The development will not unduly prejudice the future use of the site • Cut and fill is a suitable development option for the site
<p>Comment</p> <p>Not applicable.</p>	

Any submissions made in accordance with this Act of the regulations

Primary Matters	Specific Consideration
Public Submissions	Community consultation was undertaken in accordance with Council's Community Engagement Strategy. Where submissions have been received, the issues raised have been considered and are summarised in the comments below.
<p>Comment</p> <p>Public exhibition included notice to the adjoining and nearby landowners for a period of 14 days and no submissions were received.</p>	
Submissions from Public Authorities	Where relevant submissions received from Government or Public Authorities have been considered with any issues raised being resolved, addressed by conditions of consent/general terms of approval or are considered not relevant to the development
<p>Comment</p> <p>Not applicable.</p>	

The public interest

Primary Matters	Specific Consideration
Government (Federal, State and Local) and Community Interests	<p>Government and community interests have been considered and are satisfied as:</p> <ul style="list-style-type: none"> • The proposed development complies with the Council Policies identified as applicable in the <u>schedule below</u>. Where a variation to this policy has been supported details have been included in the comments. • The proposed development is generally consistent with any relevant planning studies and strategies • Covenants not imposed by council have been set aside for the purpose of this assessment

<ul style="list-style-type: none"> The proposal generally complies with all other covenants, easements, restrictions and agreements that have an bearing on the proposal Issues raised in public meetings and inquiries have been considered. Where relevant more detail has been provided under the heading public submissions. It is unlikely that the development will have a detrimental effect on the health and safety of the public 			
<p>Comment</p> <p>The moveable dwelling is not considered to satisfy the public interest. The orientation of the dwelling results in a blank façade addressing the public domain resulting in a poor streetscape outcome. There are no substantive windows or doors facing the primary frontage resulting in a lack of passive surveillance and sense of address. The development presents as a rather informal development and detracts from the character of the area.</p> <p>Furthermore, the development does not comply with Council Policy which requires a minimum setback from the secondary street frontage of 6m where this is no established building line, whereas only 3m is proposed in this instance.</p>			
Council Policies	Policy	Code	Applicable
	Building Line – Rural and Residential Land	DA-POL-8	No
	Building Line – Urban	DA-POL-4	Yes
	Building Over Sewer Mains	SEW-POL-1	No
	Development Assessment and Decision Making	DA-POL-18	Yes
	Filling Policy	DA-CP-22	No
	Holiday Cabins – Micalong Creek Subdivision	DA-POL-3	No
	Kerb and Gutter Construction	ENG-POL-4	No
	Non-Urban Fencing	DA-POL-12	No
	Off-Street Car Parking	ENG-POL-8	Yes
	Provision of Electricity Supply and Telecommunications Service for Subdivisions	DA-POL-17	No
	Road Naming	RD-POL-6	No
	Road Standards	RD-POL-9	No
	Temporary Accommodation	DA-POL-2	No
	Truck and Transport Depots in Rural Areas	DA-POL-11	No
	Water Supply in Rural Areas and Villages	WS-POL-2	Yes
<p>Comment</p> <p>Building Line – Urban</p>			

Setbacks do not comply with the minimum required by Council policy *Building Line – Rural and Residential Land DA-POL-4*. A minimum setback from the secondary frontage of 6m is required whereas only 3m is achieved in this instance. It is noted that the development otherwise complies with the required setback to the primary frontage. For the reasons outlined in this report regarding the design and siting of the development the variation to Council Policy is not considered supportable.

Development Assessment and Decision Making DA-POL-18

The application has been referred to Council for determination as the proposal involves a significant policy variation.

Title:	ROAD NAMING	RD-POL-6
Service:	Roads	
Responsible Officer:	Engineering Services Manager	

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



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.

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).



Minutes of the Sustainability Advisory Committee

Thursday 16 June 2022

6.00pm

Council Chambers

209 Comur Street, Yass

Minutes of the Sustainability Advisory Committee held on 16 June 2022

Table of Contents

1. Apologies	2
2. Declaration of Conflict of Interest.....	2
3. Confirmation of Minutes	2
4. Staff Reports.....	2
5.1 Election of a Chair	2
5.2 Code of Conduct, Committee Guidelines & Media Policies.....	2
5.3 Meeting Dates & Times.....	3
5.4 Strategic Projects & Priorities	3
6. Next Meeting.....	5

Minutes of the Sustainability Advisory Committee held on 16 June 2022

Present

Cr A Cameron (Chair), J Connelly, P Davidson, A Wardle, A Elvin, N Elliott (via Teams), L McAlary (via Teams), C Nelson, S Ecker, A Tewes (via Teams)

Also Present

C Berry - General Manager, L Safranek – Director Corporate & Community, Julie Rogers – Director Planning & Environment, James Dugdell – Director Infrastructure & Assets

1. Apologies

Nil

2. Declaration of Conflict of Interest

Nil

3. Confirmation of Minutes

Nil

4. Staff Reports

4.1 ELECTION OF A CHAIR

SUMMARY

To provide a framework for the election of the Committee Executive. Under Council's *Guidelines for Advisory Committees and Committees of Council (May 2022)* a Councillor is the Chair of the Committee. For the Sustainability Advisory Committee Council has only made one Councillor appointment i.e. Cr Adrian Cameron. Cr Cameron is therefore the Chair.

COMMITTEE DECISION

That the Committee note Cr Adrian Cameron is the Chair of the Sustainability Advisory Committee.

Ecker/Davidson

4.2 CODE OF CONDUCT, COMMITTEE GUIDELINES & MEDIA POLICIES

SUMMARY

A presentation will be given to Committee Members on:

- Council's Code of Conduct
- Guidelines for Advisory Committees & Committees of Council
- Communication with the Media Policy
- Social Media Policy

COMMITTEE DECISION

That the presentation on Code of Conduct, Committee Guidelines and Media Policies be noted.

McAlary/Wardle

Minutes of the Sustainability Advisory Committee held on 16 June 2022

5.3 MEETING DATES & TIMES

SUMMARY

To suggest meeting times and dates for future meetings.

COMMITTEE DECISION

That:

1. *An extraordinary meeting of the Committee be held on Tuesday 19 July 2022 at 6pm.*
2. *The Sustainability Advisory Committee be held on the third Thursday in the first month of each quarter commencing at 6pm.*

Elliot/Nelson

5.4 STRATEGIC PROJECTS & PRIORITIES

SUMMARY

To facilitate a discussion on the priorities for the Committee having regard to the Community Strategic Plan, Delivery Program and Operational Plan and other key documents.

COMMITTEE DECISION

That further consideration be given to the strategic projects and priorities at the extraordinary meeting on 19 July 2022.

Elvin/Connelly

Notes:

Potential Projects & Priorities

Luke:

What can the Committee do to assist Council moving forward?

- **Chris:**

- *Add value to activities/projects in Operational Plan*
- *Electric vehicles*
- *Green Waste Collection*

- **Lynette:**

- *Members to review Delivery Program*

- **James:**

- *Water cycle*
- *Settlement Strategy*
- *Crago Mill*
- *Pool*
- *Environment & heritage policies*
- *UNSTG implementation into Council across the board*

Minutes of the Sustainability Advisory Committee held on 16 June 2022

• **Julie:**

- Biodiversity & Sustainability – staff member accredited in biodiversity certification
- Stewardship sites of land owned by Council to generate funds to assist with maintenance of that land
- Small programs on education for 2023/24
- Strategic work projects - active transport strategy and link to open space strategy
- Settlement Strategy (in about 18 months)

Alex:

- Electric vehicles

Nicole:

- Water use
- Collecting data for metrics to show improvement or benchmark to set targets

Caitlin:

- Data and set measurable objectives and goals
- ToR research regarding biggest emissions and focus efforts on biggest emission reductions
- Mainstreet
- FOGO, recycling and waste

Ania:

- Bring diversity to the group, incorporating traditional knowledge
- Making sure adapting and bring along

Peter:

- Waste management
- Community changed approach and views to make an impact
- Water, soil, air, trees - what bits are recognised by Council within systems and what tasks are being done or need to be done to make a difference in those areas
- Get some things done with our assistance that produce visible results in the community. Smaller steps are better to start with rather than saying that never produce a result

Alison:

- Agree with everything
- Small scale/individual to education from strategy plan to individuals who live in Yass region about water, biodiversity, how they can do it in their own lives, get them on board with Council
- Indigenous knowledge important to include and indigenous participation
- Other people in Yass Valley community to contacts and be part of recommendations to Council as very diverse community

John:

- No current human activity which is sustainable
- Constant population growth

Saan:

- Social science research and understanding attitudes - what people are prepared to do, gather more data, attitudinal surveys without a lot of expense
- Emphasis involvement of indigenous people honouring the original caretakers and overlap with Aboriginal Consultative Committee that we take leadership on caretaking for the environment
- Biodiversity and stewardship framework and extending across roadside managements (eg WA project when they do roads, they restore roadsides)
- Mental health and wellbeing and dealing with hopelessness, role Council can take but everyone has to be working towards
- Can we do work on wellbeing research?

Minutes of the Sustainability Advisory Committee held on 16 June 2022

Luke:

- *Have a framework were we can figure out in terms of sustainability, social, environment, etc and use framework so we can think about where gap are the greatest and where greatest opportunity is*

6. Next Meeting

Tuesday 19 July 2022, at 6pm in the Council Chambers

The meeting closed at 7.06pm



Minutes of the Sustainability Advisory Committee

Tuesday 19 July 2022
6.00pm
Council Chambers
209 Comur Street, Yass

Minutes of the Sustainability Advisory Committee held on 19 July 2022

Table of Contents

1. Apologies 2

2. Declaration of Conflict of Interest..... 2

3. Confirmation of Minutes 2

4. Staff Reports..... 2

4.1 Strategic Projects & Priorities2

4.2 Electric Vehicles3

5. Next Meeting..... 3

Minutes of the Sustainability Advisory Committee held on 19 July 2022

Present

Cr Adrian Cameron (Chair), Alex Tewes, John Connelly, Peter Davidson, Ana Wardle, Alison Elvin, Nicole Elliott, Luke McAlary (via Teams), Caitlin Nelson (via Teams), Saan Ecker

Also Present

Chris Berry (General Manager), Shirree Garland (Corporate Planning & Executive Support Officer)

1. Apologies

Nil

2. Declaration of Conflict of Interest

Nil

3. Confirmation of Minutes

COMMITTEE DECISION

That the minutes of the Sustainability Advisory Committee held on 16 June 2022 be taken as read and confirmed.

Tewes/Davidson

4. Staff Reports

4.1 STRATEGIC PROJECTS & PRIORITIES

SUMMARY

To continue the discussion on the priorities for the Committee having regard to the Community Strategic Plan, Delivery Program and Operational Plan and other key documents.

COMMITTEE DECISION

That the draft Sustainability Framework be endorsed as a working document for focusing the activities of the Committee

Davidson/Elliott

For each of the elements in the Strategic Framework the following members have registered their interest:

Element	Member
Economic	Nicole Elliot
Social	Saan Eckers and Alison Elvin
Environmental 1	Ana Wardale and Peter Davidson
Cultural	John Connelly
Financial	Luke McAlary
Environment 2	Caitlin Nelson and Adrian Cameron
Governance (Social/Cultural)	Alex Tewes

This is page 2 of 4 of the minutes of a meeting of
Yass Valley Sustainability Advisory Committee held on the above date

Minutes of the Sustainability Advisory Committee held on 19 July 2022

Action: A members list with contact details be distributed

Action: Any further feedback on the framework be provided to Luke McAlary

4.2 ELECTRIC VEHICLES

SUMMARY

In June 2022 Council considered a report on 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). The 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.

COMMITTEE DECISION

That:

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

Wardale/Tewes

5. Next Meeting

Tuesday 27 September 2022, at 6.00pm in Council Chambers, 209 Comur Street, Yass

The meeting closed at 7:18pm

1.1 HumeLink Upper Lachlan Yass Valley Community Consultative Group: 4th Meeting 7 April 2022

Time	11:30 – 1pm
Date	07/04/2022
Attendees	<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>
Apologies	Ian Robson
Meeting location	Yass Soldiers Club
Meeting materials	Presentation
Purpose of meeting	Meeting 4

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

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.

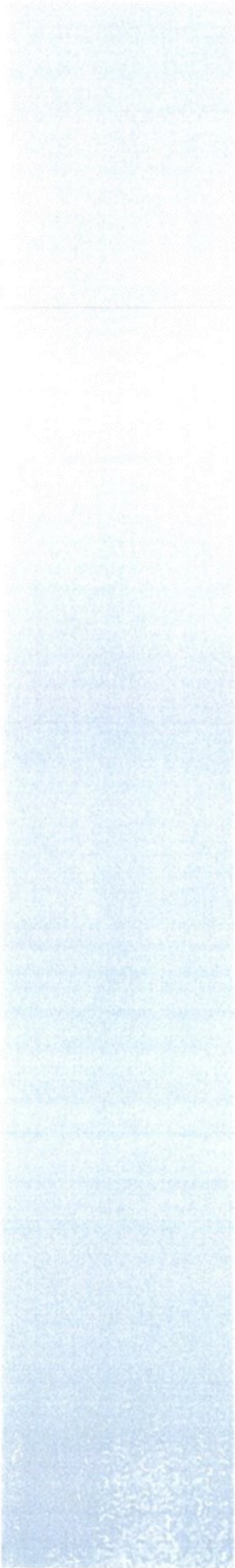
- The link to the GHD Options Assessment report can be found [here](#)

- 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 6th 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



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 workshopping 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 Wingecarribee (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

Contents

1.	Objective	3
2.	Authority	3
3.	Composition and Tenure	3
4.	Role and Responsibilities	4
5.	Reporting	8
6.	Administrative Arrangements	8
7.	Code of conduct	11
8.	Review of Audit, Risk and Improvement Committee Charter	11
9.	Approval of the charter	11

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:

Signature:



Minutes of the Economic Development Committee

Tuesday 28 June 2022

5.00pm

Council Chambers

209 Comur Street, Yass

Minutes of the Economic Development Committee held on 28 June 2022

Table of Contents

1. Apologies 2

2. Declaration of Conflict of Interest..... 2

3. Confirmation of Minutes 2

5. Staff Reports..... 2

5.1 Election of a Chair2

5.2 Code of Conduct, Committee Guidelines & Media Policies.....3

5.3 Meeting Dates & Times.....3

5.4 Strategic Projects & Priorities3

6. Next Meeting..... 3

Minutes of the Economic Development Committee held on 28 June 2022

Present

Crs J Jones and M Reid, Y Coe (via Teams), K Denny, A Hennell (via Teams), M Pearce, J Runko, R Tanton (via Teams), J Walker

Also Present

Chris Berry – General Manager, Lynette Safranek – Director Corporate & Community

1. Apologies

A Mead

2. Declaration of Conflict of Interest

Nil

3. Confirmation of Minutes

COMMITTEE DECISION

That the minutes of the Economic Development Committee held on 17 May 2021 be taken as read and confirmed.

Walker/Reid

5. Staff Reports

5.1 ELECTION OF A CHAIR

SUMMARY

To provide a framework for the election of the Committee Executive. Under Council's *Guidelines for Advisory Committees and Committees of Council (May 2022)* a Councillor is the Chair of the Committee.

COMMITTEE DECISION

That Councillor Jones be elected as Chair of the Economic Development Advisory Committee.

Reid/Coe

Minutes of the Economic Development Committee held on 28 June 2022

5.2 CODE OF CONDUCT, COMMITTEE GUIDELINES & MEDIA POLICIES

SUMMARY

A presentation will be given to Committee Members on:

- Council's Code of Conduct
- Guidelines for Advisory Committees & Committees of Council
- Communication with the Media Policy
- Social Media Policy

COMMITTEE DECISION

That the presentation on Code of Conduct, Committee Guidelines and Media Policies be noted.

Pearce/Denny

5.3 MEETING DATES & TIMES

SUMMARY

To suggest meeting times and dates for future meetings.

COMMITTEE DECISION

That the Economic Development Advisory Committee be held on the fourth Tuesday of the last month of the quarter commencing at 4.30pm.

Tanton/Coe

5.4 STRATEGIC PROJECTS & PRIORITIES

SUMMARY

To facilitate a discussion on the priorities for the Committee having regard to the Community Strategic Plan, Delivery Program and Operational Plan and other key documents.

COMMITTEE DECISION

That a strategic direction and priority projects be discussed at the next meeting.

Reid/Jones

6. Next Meeting

Tuesday 27 September 2022, at 4.00pm in Council Chambers, 209 Comur Street, Yass

The meeting closed at 5:50pm



Minutes of the Audit, Risk and Improvement Committee Meeting

Wednesday 13 July 2022

5.30pm

Council Chambers

209 Comur Street, Yass

Minutes of the Audit, Risk and Improvement Committee Meeting held on 13 July 2022

Table of Contents

1. Apologies	2
2. Declarations of Interest.....	2
3. Confirmation of Minutes.....	2
4. Status Reports	2
4.1 Risk Management Framework 2022 - 2024	2
4.2 Integrated Planning & Reporting Documents.....	2
4.3 CRJO ARIC Review	3
4.4 ICT Business Continuity Review	3
5. Confidential Matters.....	3
6. Next Meeting.....	3

Minutes of the Audit, Risk and Improvement Committee Meeting held on 13 July 2022

Present

Andrew Hannan – Chair, Natasha Bourke, Mitchell Fleming (via Teams), Cr Allan McGrath – Mayor, Cr Jim Abbey

Also Present

Chris Berry – General Manager, Lynette Safranek – Director Corporate & Community, Franc Rombola – Acting Chief Financial Officer, Lloyd Davidson – Coordinator Risk Management, Chaitanya Mawji – Deloitte, Dave Salmon – Deloitte and Aubrey Perez – Audit NSW

1. Apologies

Nil

2. Declarations of Interest

Nil

3. Confirmation of Minutes

COMMITTEE DECISION

That the minutes of the Audit, Risk and Improvement Committee Meeting held on 13 April 2022 be taken as read and confirmed.

(Abbey/McGrath)

4. Status Reports

4.1 RISK MANAGEMENT FRAMEWORK 2022 - 2024

SUMMARY

Review of Council's Risk Management Framework.

COMMITTEE DECISION

The review of Council's Risk Management Framework be noted.

(Bourke/Hannan)

4.2 INTEGRATED PLANNING & REPORTING DOCUMENTS

SUMMARY

Presenting a copy of the Integrated Planning & Reporting (IP&R) report presented to the June 2022 Council Ordinary meeting.

COMMITTEE DECISION

That the Council report be noted as presented.

(McGrath/Abbey)

Minutes of the Audit, Risk and Improvement Committee Meeting held on 13 July 2022

4.3 CRJO ARIC REVIEW

SUMMARY

As part of the Canberra Region Joint Organisation (CRJO), Yass Council, in conjunction with Goulburn Mulwaree and Upper Lachlan Councils, undertook a program to review and align the Audit, Risk and Improvement Committee (ARIC) processes to enable a joint ARIC to proceed.

RECOMMENDATION

That the report on the CRJO ARIC Review be noted.

(Hannan/Bourke)

4.4 ICT BUSINESS CONTINUITY REVIEW

SUMMARY

Council's Business Continuity Plan was developed in 2020 and is reviewed every two years. Council's ICT section are in the process of reviewing and updating this Plan, in conjunction with the Disaster Recovery Plan.

RECOMMENDATION

That the report on the ICT Business Continuity Review be noted.

(McGrath/Abbey)

5. Confidential Matters

Nil

6. Next Meeting

To be confirmed - dependent on CRJO joint ARIC.

The meeting closed at 6.20 p.m.



Minutes of the Yass Soldiers Memorial Hall Committee Meeting

Thursday 14 July 2022

3.00pm

Council Chambers

209 Comur Street, Yass

Minutes of the Yass Soldiers Memorial Hall Committee Meeting held on 14 July 2022

Table of Contents

1. Apologies 2

2. Declarations of Interest..... 2

3. Confirmation of Minutes..... 2

4. Staff Reports..... 2

4.1 Election of a Chair2

4.2 Code of Conduct, Committee Guidelines & Media Policies.....2

4.3 Meeting Dates & Times.....3

4.4 Strategic Projects & Priorities3

5. Next Meeting..... 3

Minutes of the Yass Soldiers Memorial Hall Committee Meeting held on 14 July 2022

Present

Cr Pothan (arrived 3.20pm) J Davidson, S Jitts, S Neuhaus (via Teams), A Hennell (via Teams) and A McCarthy (via Teams),

1. Apologies

Cr Abbey, Cr Turner and J Scanes

2. Declarations of Interest

Nil

3. Confirmation of Minutes

COMMITTEE DECISION

That the minutes of the Yass Soldiers Memorial Hall Committee Meeting held on 07 October 2021, be taken as read and confirmed.

McCarthy/Neuhaus

4. Staff Reports

4.1 ELECTION OF A CHAIR

SUMMARY

To provide a framework for the election of the Committee Executive. Under Council's *Guidelines for Advisory Committees and Committees of Council (May 2022)* a Councillor is the Chair of the Committee.

COMMITTEE DECISION

That the election of a chair be deferred until the next meeting

Jitts/Hennell

4.2 CODE OF CONDUCT, COMMITTEE GUIDELINES & MEDIA POLICIES

SUMMARY

A presentation will be given to Committee Members on:

- Council's Code of Conduct
- Guidelines for Advisory Committees & Committees of Council
- Communication with the Media Policy
- Social Media Policy

COMMITTEE DECISION

This is page 2 of 4 of the minutes of a meeting of
Yass Valley Yass Soldiers Memorial Hall Advisory Committee held on the above date

Minutes of the Yass Soldiers Memorial Hall Committee Meeting held on 14 July 2022

That the presentation on Code of Conduct, Committee Guidelines and Media Policies be noted.

Pothan/Davidson

4.3 MEETING DATES & TIMES

SUMMARY

To suggest meeting times and dates for future meetings.

COMMITTEE DECISION

That the Yass Soldiers Memorial Hall Committee be held on the second Thursday in the first month of each quarter commencing at 3pm.

Davidson/Neuhaus

4.4 STRATEGIC PROJECTS & PRIORITIES

SUMMARY

To facilitate a discussion on the priorities for the Committee having regard to the Community Strategic Plan, Delivery Program and Operational Plan and other key documents.

COMMITTEE DECISION

That a meeting be held within a month to discuss the development of a strategic direction and priority projects for the Memorial Hall.

Hennell/Pothan

5. Next Meeting

Thursday 11 August 2022, at 3.00pm in Council Chambers
209 Comur Street, Yass

The meeting closed at 4.07pm