



Ordinary Meeting of Council

Thursday 27 November 2025

4:00 PM

Yass High School

Grampian Street, Yass

ATTACHMENTS TO REPORTS

Ordinary Meeting of Council

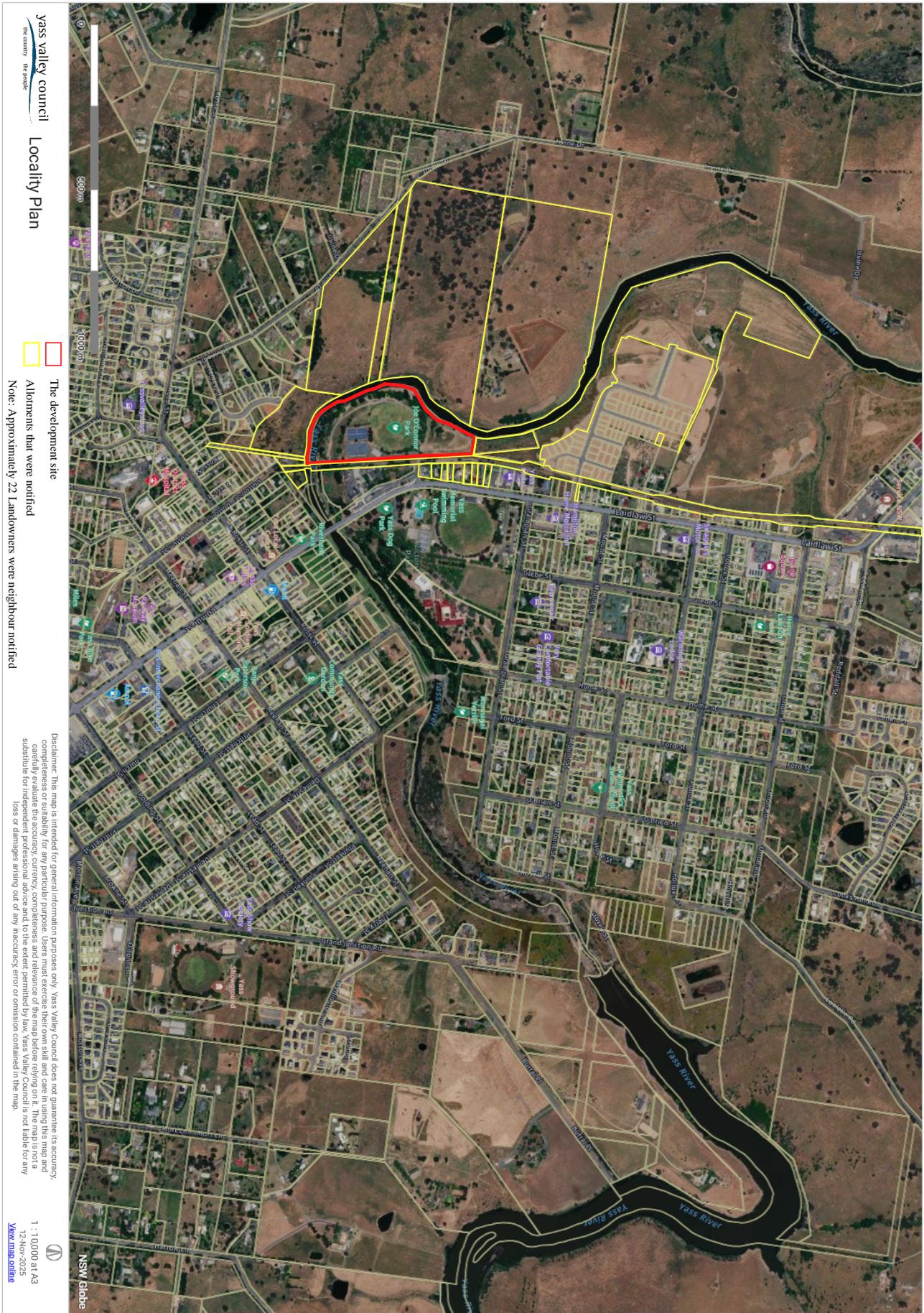
Attachments to Reports

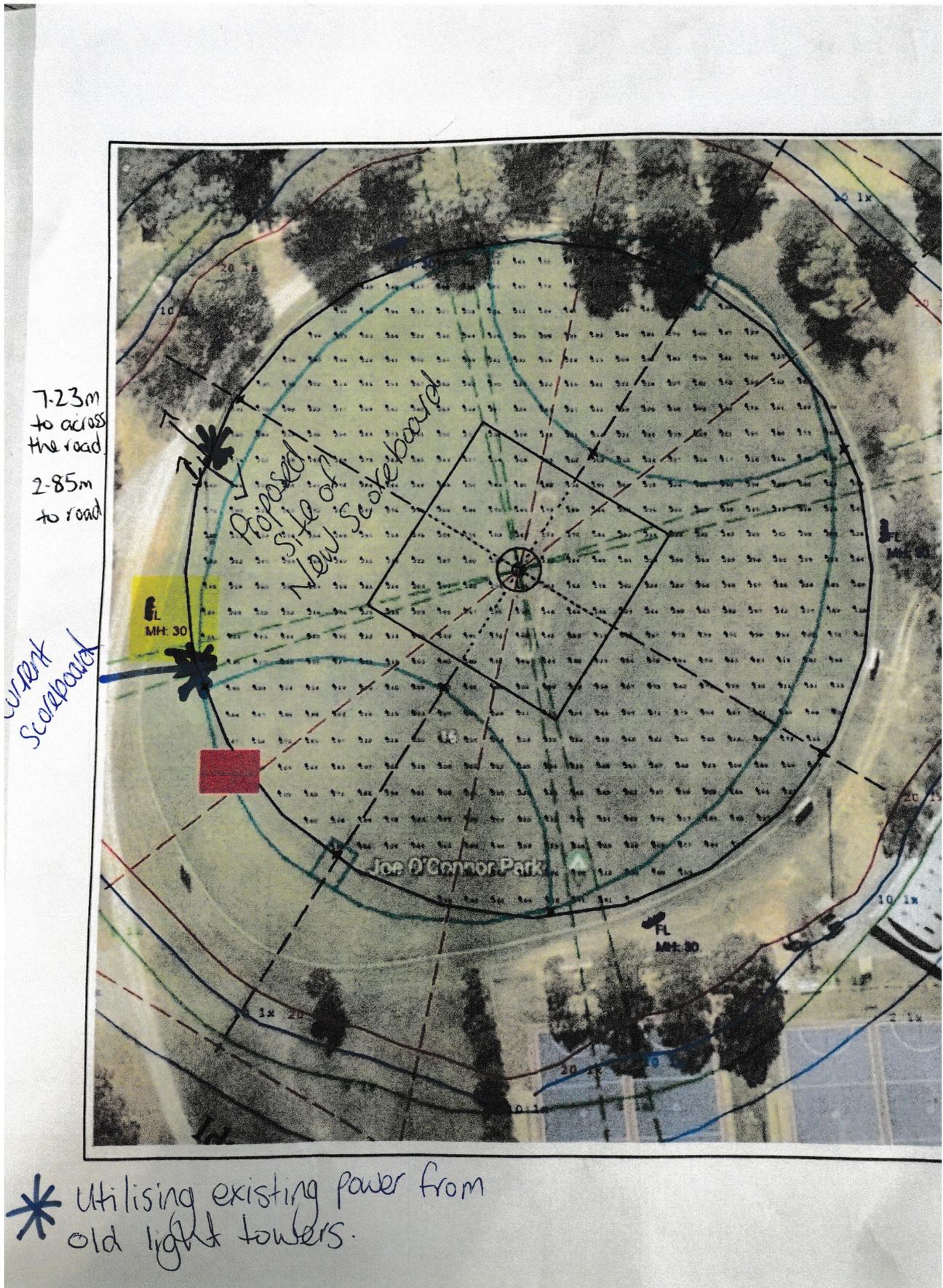
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6.1 DA250545 - Electronic Scoreboard - Joe O'Connor Park - 16 Laidlaw Street, Yass
Attachment A Locality Plan





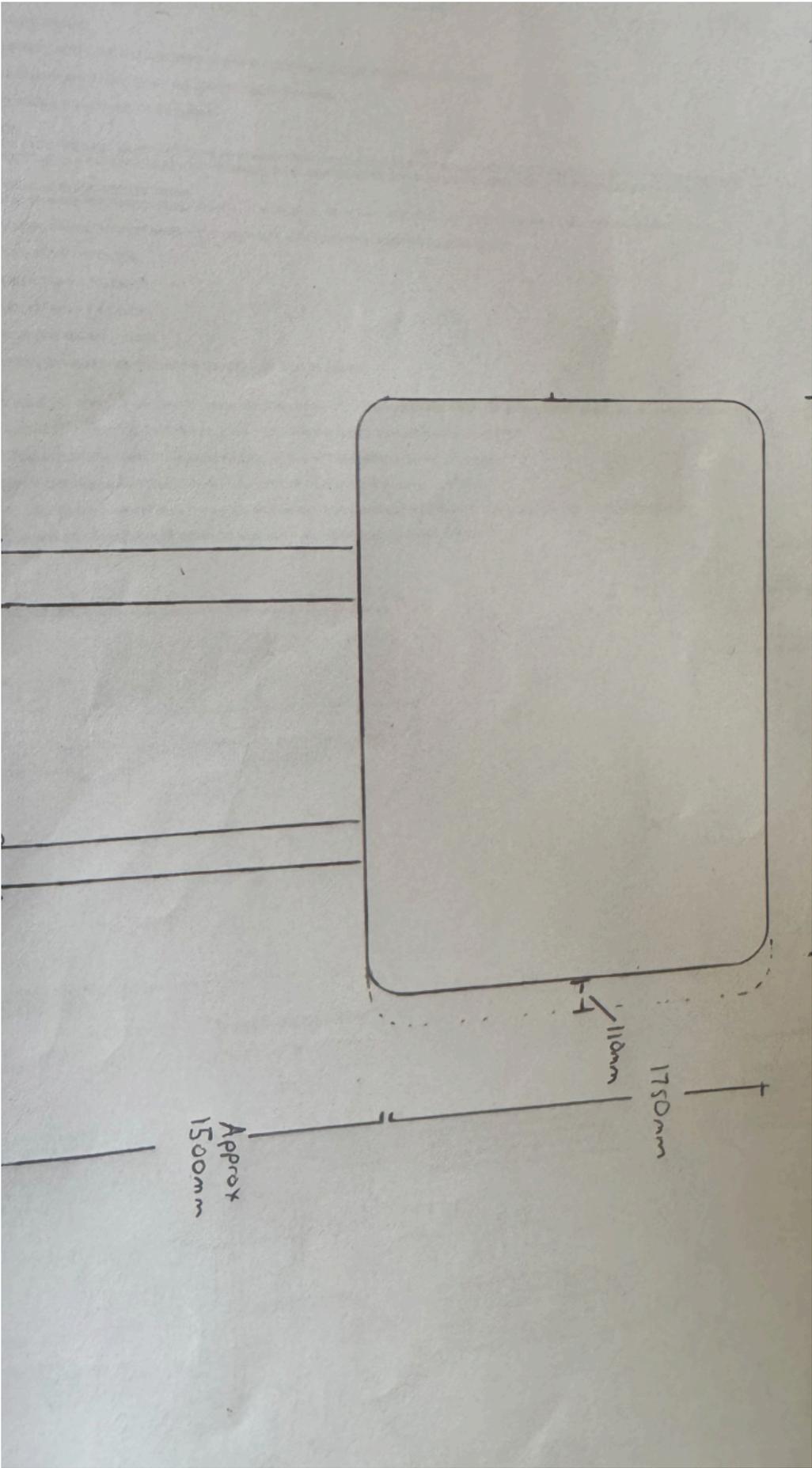


Figure 1: Proposed site and visual of new scoreboard



Figure 2: Side view of proposed scoreboard with clear sight through to houses on the opposite of river that the scoreboard has no impact on as it is facing in the opposite direction to the houses.



YASS ROOS AFL FOOTBALL CLUB – Cover Letter for proposed electronic scoreboard.

Attention – Yass Valley Council

Our club proposes to erect a metal electronic scoreboard for community sport which is conducted at Joe O'Connor Park Yass. This scoreboard will be the AFL premium Extra 300 Scoreboard. approximately 2.75m in height and 4.2 metres in width. The intention of this multiuse sports scoreboard is to replace an existing non illuminated scoreboard in a different location and upgrading to an improved electronic scoreboard facility. This scoreboard will be available for all sporting groups to use at Joe O'Coonor Park i.e. community cricket, junior sports. The Yass Roo's AFL club has currently received grant funding through the Telstra AFL community fund and will be seeking further funding through additional grants. It is anticipated to have this new scoreboard ready for the commencement of the 2026 AFL season.

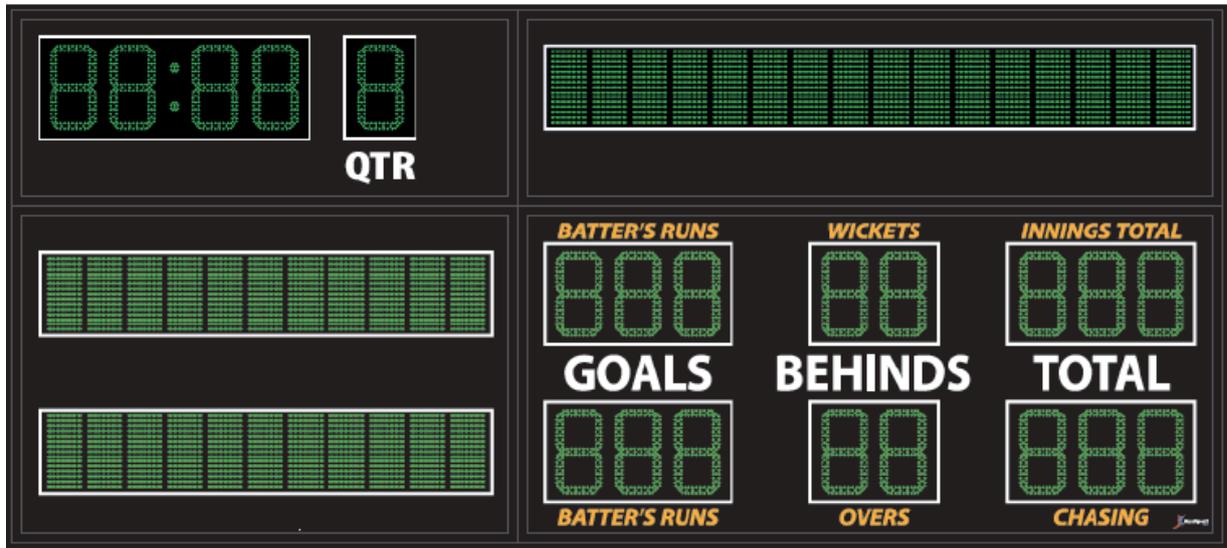
Operation hours:

The scoreboard will operate on Saturdays in AFL Season from 12.00 pm through to 1730 pm with the exception of 3-4 night games that will be played between 1700 and 2200, these times have already been approved timings of use for our lights. The AFL season commences in April and runs through to September.

Connection Details:

Engineering drawings related with concrete footing will be provided by Aussport which are used for same scoreboard at another club, just to provide some clarity with a short time frame to gather the relevant documentation for Joe O'Connor Park. We will also have a private certifier to arrange certification through independent engineer and compliance inspection to BCA.

MODEL: PREMIUM AFL EXTRA



PREMIUM EXTRA AFL 300 shown above with quarter digit and cricket scoring

This AFL scoreboard has all the features of ESSENTIAL plus electronic team names which provides for 8 to 10 characters of text and scrolling text.

Features software controlled siren and 4 digit game timer which can be set to count down, count up, or to show time of day. Goals, behinds and total scores for AFL. Runs, overs, wickets, innings total and chasing total for Cricket.

Comes standard with our easy to use wireless laptop controller and custom printing including club/sponsor logo.

Model	Digit Height	Frame Size (approx.)	Price
PREM EXTRA AFL 300	300mm	4200mm x 1750mm x 110mm	\$31,295 + GST



Includes Wireless laptop controller with 300m range (Valued at \$950)



Submission #1

Submission Type

I am making a personal submission

Title

████

First Name

██████

Family name

██████

Name withheld

Please tick this box if you do not want your name published in the list of submitters on the department's website

Email

██

Suburb/ Town

██████

I have made a reportable political donation

I agree to the Privacy statement

submission

The current application provides no comments or information about the proposal. At a minimum there should be at least a Description of works or cover letter describing the project and what the intention is.

Submission 2

29/09/2025

Memo to:- Yass Valley Council Yass Admin.

Formal Submission

Re:- DA 250545 Electronic Score Board

I, [REDACTED] living on [REDACTED] object
totally to this proposal.

We do see the notice board from our verandah and other internal parts of the house. It
will be blinking 4 metres long, 1.75 metres high, 3.25 metres from the ground,.

If the council must go ahead with this sign in the oval then place it onto the club house.
That would cost less.

The question is if this is really necessary. The fans know the score of the game, they
know who is winning and who is behind. It is a park, named Joe O'Connor Park. So
planting trees would be appropriate.

The notices {Both 8th and 12th of September} regarding this DA proposal did not say "Joe
O'Connor Park" which would have been better in informing the public as where the
exact location of this "object" would be.

Best Regards

[REDACTED]

Response to submission 1:

Dear resident,

Thank you for your submission in response to our most recent DA for the installation of an electronic scoreboard at Joe O'Connor Park.

In terms of work, there will be very minimal done to complete this project. Concrete footings will be used to erect the scoreboard close to the perimeter fence of the oval. Additionally, electric cables will be hooked in to the pre-existing junction for the lights. There will be no disruption to service roads or the oval itself to complete these works.

In response to your query on what the intention of the project is – Our club relies heavily on volunteers who year on year sit out in all weather conditions to manually update the score. We are seeking to upgrade to an electronic scoreboard to reduce burden on volunteers and create easier viewing for fans at our games. The scoreboard we are installing is also dual capacity, in that it can be used for cricket as well. So the scoreboard can be used year round for the community.

We hope that these have alleviated some of your concerns.

Kind regards,

Yass Roos AFC President

Response to submission 2:

Dear resident,

Thank you for your submission in response to our most recent DA for the installation of an electronic scoreboard at Joe O'Connor Park. I hope to address your concerns and provide reassurance there will be minimal impact to anyone in the community.

Firstly, as most of our games will be played during the day time the effect of any LED lighting will be minimal on your residence. In the event we play night games, once again the effect of the LED scoreboard will be minimal, especially considering the lights on the oval. The scoreboard will not be powered 24/7 as our football club does not have the financial capability nor requirement to have a scoreboard turned on when not in use.

Secondly, please note that this DA is for the Yass Roos Australian Football Club and the football club will be funding this proposal in total and council have no input into any cost and thus will not affect council budget or ratepayers. The positioning on the far side of the oval is due to being a fan friendly position, a scoreboard on the clubrooms makes it impossible for any supporter to see the score or time remaining in the game as all cars park on that side of the ground.

Thirdly, yes this scoreboard is completely necessary. Scores during a game are not always clear to tell who is winning and losing, particularly in a game that goes for 2 hours like ours. Additionally, when our scores increase by 6 and 1 points per score, it's an enormous expectation on our players and the supporters to have to keep score in their head. So for both players and spectators alike, the scoreboard is a required bit of infrastructure.

Fourthly, our football club is more than happy to work with council to upgrade local facilities for all users in a number of ways. This scoreboard is able to be used for both football and cricket, meaning it can be used year round for a large number of participants both seniors and juniors. Joe O'Connor Park is more than just a public space to walk your dog or sit by the river, it is a community sporting place and we are looking to upgrade facilities for sporting users, just as we did with the installation of lights in recent years. If the council wishes to incorporate more trees into the complex, we are more than happy to work with them but this is not a requirement of ours to use this facility in a training or competitive manner.

Lastly, please refer to the site map included in our proposal for the exact location within Joe O'Connor Park.

We hope that these have alleviated some of your concerns.

Kind regards,

Yass Roos AFC President

Section 4.15 Assessment

Summary of Application

Development Application No.	DA250545
Type of Development	Local
Development Site	Lot 7001 DP 94643 16 Laidlaw Street YASS NSW 2582
Description of Development	Installation of an electronic scoreboard

Integrated Development

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

Comments

The proposed development is not integrated development.

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>Comment</p> <p>State Environmental Planning Policy (Sustainable Buildings) 2022 The proposed development is a non-habitable structure and not a BASIX affected development.</p> <p>State Environmental Planning Policy (Resilience and Hazards) 2021 The land is not identified on council's contaminated land database or layers. There are no known contamination issues in relation to the proposed scoreboard. The site is considered suitable for the proposed development.</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>Comment</p> <p>The subject land is identified as 16 Laidlaw Street which is known as Joe, O'Connor Park. The land is zoned RE1 Public Recreation and owned by Crown Land with Yass Valley Council acting as the crown land manager (CLM). The proposed electronic scoreboard was lodged by Yass Roos AFL Club with the intention to support the existing sports activity regularly hosted at oval of Joe, O'Connor Park. The proposal is perceived as an ancillary structure supporting the existing recreational uses of the subject site and consistent with relevant provisions and development standards prescribed under the Yass Valley Local Environmental Plan 2013 (The LEP).</p>	
Clause 2.3 Zone and zone objectives	<p>The land is zoned RE1 Public Recreation under the LEP.</p> <p>Clause 2.3 of the LEP prescribes the objectives of different zones. Clause 2.3(2) states:</p> <p><i>"The consent authority must have regard to the objectives for development in a zone when determining a development application in respect of land within the zone."</i></p> <p>The objectives of RE1 Public Recreation are as follows:</p> <ul style="list-style-type: none"> • <i>To enable land to be used for public open space or recreational purposes.</i> • <i>To provide a range of recreational settings and activities and compatible land uses.</i> • <i>To protect and enhance the natural environment for recreational purposes.</i> • <i>To provide for the free passage or temporary storage of storm or floodwaters.</i>

	<ul style="list-style-type: none"> • 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. <p>In response to the abovementioned objectives, it is considered that the proposed electronic scoreboard has aligned the following:</p> <ul style="list-style-type: none"> • The proposed electronic scoreboard complements the outdoor recreational function. Particularly in support to the AFL games that have been regularly hosted at the oval of Joe O'Connor Park. It is therefore satisfied that the development is intended to be used for public recreational purpose, and it is compatible with the existing land use of the Joe O'Connor Park • The inspection indicates the surrounding development area is under managed land condition. As such, the proposed development will not adversely impact the existing natural environment given no native vegetation will be removed as part of this development application. • Council development standard engineer has confirmed that the proposal is not subject to any flood planning controls (Doc id: 849546) • The proposed development is not contrary to any other objectives of the zone.
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Clause 2.3 Land Use Table	The proposed development is ancillary to the existing recreational use of the site.
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	Council's development and standard engineer has confirmed that the proposed development is not subject to any flood planning controls (Doc id: 851049)
Clause 6.1 Earthworks	Earthworks may be necessary for the footing construction. The subject site is not identified as land containing "Saline Land" or "High soil erodibility" in accordance with Clause 6.6 & 6.7 of the LEP. Compliance with conditions of consent will ensure any earthworks have minimal impact on surrounding land. The requirements and objectives of the clause are satisfied.
Clause 6.2 (repealed)	Repealed
Clause 6.3 Terrestrial biodiversity	The subject site is identified as land containing "Terrestrial Biodiversity" in accordance with Clause 6.3 of the YVLEP 2013. However, the proposed electronic scoreboard is intended to be installed near the oval of Joe O'Connor Park, and it is not within the identified terrestrial biodiversity layer.
Clause 6.4 Groundwater vulnerability	N/A
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	Electricity supply for the LED display can be serviced via the connection to the existing electrical junction. Other utilities are not applicable to service the proposed electronic scoreboard. The requirements and objectives of the clause are satisfied.
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	NIL

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
Comment	
N/A	

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
Comment	
The Yass Valley Development Control Plan 2024 (The DCP) is applicable. The proposal generally complies with the provisions of the DCP as outlined in Appendix A .	

Contributions Plans	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?
<u>Comment</u> The cost of works will be below \$100,000 and as such s7.12 contributions are not applicable to the proposed development.	

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	Details of Agreement
<u>Comment</u> Nil.	

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.
<u>Comment</u> As confirmed by the applicant, the existing wooden scoreboard will not be replaced or demolished as part of this development application. The proposed development does not involve demolition works. The proposed electronic scoreboard does not have a building classification under the National Construction Code (NCC). However, the proposed concrete footings have the potential to comply with relevant Building Code of Australia (BCA) requirements. The proposed development is a non-habitable structure and not a BASIX affected development.	

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

Comment

The subject site is zoned RE1 Public Recreation and does not contain specific setback and building height requirement stipulated under the DCP. However, Figure 1 below indicates the proposed electronic scoreboard is approximately 179m setback to the entry of Joe O'Connor Park, of which complies with the most conservative setback requirement of 50m under the rural setback provisions under the DCP.

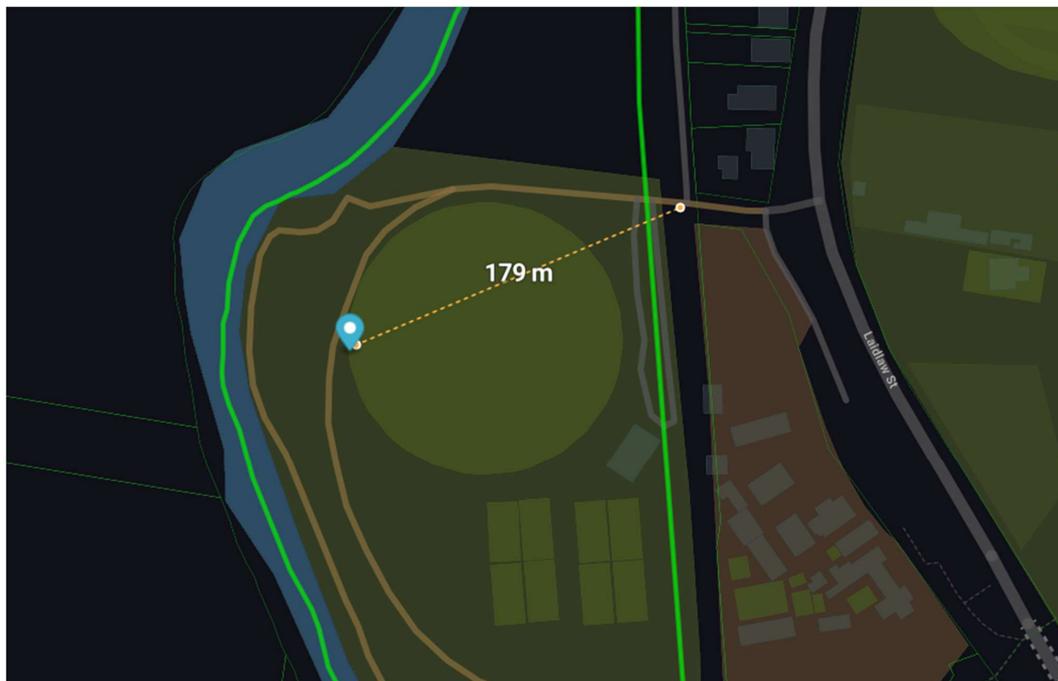


Figure 1 – Approximate setback from the proposed electronic scoreboard to the entry of the subject site

<p>Furthermore, the proposed electronic scoreboard (Model Premium Extra AFL 300) has an overall height of approximately 3.25 metres which complies with the most conservative building height requirement of 8.5 metres stipulated under Part D1.5 building height of the DCP.</p> <p>The proposal is an ancillary structure supporting the existing recreational uses carried out on Joe O'Connor Park and is deemed consistent with relevant provisions and development standards prescribed under the LEP.</p> <p>It is therefore considered that the development is generally compatible with existing context and setting and it is unlikely to have any adverse impact to the adjacent properties.</p>	
<p>Access, transport and traffic</p>	<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 subject site has existing legal and physical access achieved via Laidlaw Street. The proposed electronic scoreboard is a non-habitable structure, and will not generate unmanageable volume of traffic that exceeds the capacity of the local and arterial road network.</p>	
<p>Utilities</p>	<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>Electricity supply for the LED display will be serviced via connection to the existing electrical junction. Other utilities are not applicable to service the proposed electronic scoreboard. The requirements and objectives of the clause are satisfied.</p>	
<p>Heritage</p>	<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>N/A – The subject site is not identified as land containing a heritage item nor located within a heritage conservation area in accordance with Clause 5.10 of the LEP.</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>The development will not impact utilities in relation to existing water supply and on-site drainage.</p> <p>Council's development and standard engineer has confirmed that no flood planning controls are subject to this development application (Doc id: 849546).</p> <p>The subject site is not identified as land containing "ground water vulnerability" in accordance with Clause 6.4 of the LEP.</p>	
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>The subject site is not within an area identified as "salinity" in accordance with clause 6.6 of the LEP.</p> <p>The subject site is not identified as containing "highly erodible soils" in accordance with clause 6.7 of the LEP.</p> <p>The proposed development is considered unlikely to have an adverse impact on soil conservation.</p> <p>The land is not identified on council's contaminated land database or layers. There are no known contamination issues in relation to the proposed scoreboard. The site is considered suitable for the proposed development.</p>	
Air and Microclimate	<p>Impact of the development on air quality and microclimatic conditions in terms of emissions of dust, particulates, odours, fumes, gases and pollutants.</p>
<p><u>Comment</u></p> <p>Any emissions of dust, particulates, odours, fumes, gasses and pollutants will be primarily during construction works. These impacts can be managed through appropriate conditions of any consent that may be issued and in compliance with all other relevant legislation.</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

	<ul style="list-style-type: none"> where a BDAR is required, whether it is considered satisfactory
<p><u>Comment</u></p> <p>The proposed development area is not identified as land containing “terrestrial biodiversity” in accordance with Clause 6.3 of the LEP</p> <p>The proposed development does not trigger the Biodiversity Offset Scheme as:</p> <ul style="list-style-type: none"> The western portion of the development site that adjoins with the Yass River is identified on the NSW Biodiversity Values Map, of which the proposed electronic scoreboard is not within the area identified. Given the low scale of the development, it is considered unlikely that the development will have a <i>significant impact</i> on threatened species or ecological communities, or their habitats and The proposed development is an electronic scoreboard and will not involve in clearing of any nature vegetations. As a result, a Biodiversity Development Assessment Report (BDAR) is not required as part of this development application. 	
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>It is considered that suitable arrangements for waste can be made available.</p> <p>There is adequate opportunity for storage of bins.</p> <p>Construction waste can be stored in receptacles during construction and removed at regular intervals.</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>The proposed development is not a BASIX affected development.</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>The proposed development is not considered to generate any ongoing adverse impacts by way of noise. Any noise and vibration impacts will be associated with the construction works. These works can be managed through appropriate conditions of any consent that may be issued.</p>	
<p>Natural Hazards - Geological</p>	<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>Comment</p> <p>The site is not identified as land containing “salinity” in accordance with Clause 6.6 of the LEP.</p> <p>The site is not identified as land containing “high soil erodibility” in accordance with clause 6.7 of the LEP.</p> <p>There are no other matters that require discussion outside of those discussed elsewhere in this assessment.</p>	
<p>Natural Hazards - Flooding</p>	<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>Comment</p> <p>Council’s development and standard engineer has confirmed that the proposed development is not subject to any flood planning controls (Doc id: 851049)</p>	
<p>Natural Hazards - Bushfire</p>	<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>Comment</p> <p>The subject site is identified as bushfire prone land. However, the proposed development is non-habitable and does not contain any building classification under the NCC. It is further noted that the development is intended to improve recreational function of the existing sports oval, of which no buildings are located within close vicinity of the development area.</p>	
<p>Technological Hazards</p>	<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>The development site is not identified on Council’s contaminated land register.</p>	

<p>The proposed electronic scoreboard is intended to improve the recreational function of the existing sports oval. It is unlikely such development will involve industrial and technological hazards.</p>	
<p>Safety, Security and Crime Prevention</p>	<p>The assessment must determine whether adequate measures are included to address the potential for accident / injury and criminal activity.</p>
<p>Comment</p> <p>It is considered the development is to be low risk and not expected to create potential crime activities.</p>	
<p>Social impact in the locality</p>	<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>The proposed development is not considered to result in any negative social impacts.</p>	
<p>Economic impact in the locality</p>	<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>The proposed development is considered to have a positive economic impact through the generation of economic activity associated with construction works.</p>	
<p>Site and internal design</p>	<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 proposed development has demonstrated appropriate responsiveness to the site characteristics through the following:</p> <ul style="list-style-type: none"> • No 88B instrument are applicable to the development site 	

	<ul style="list-style-type: none"> The proposed development is zoned RE1 – Public Recreation. The DCP does not contain setback and building height requirement under RE1 zone. A comparative assessment of other provisions of the DCP indicates that the development has achieved compliance with the most conservative setback and building height requirements. The proposed electronic scoreboard is a minor development and will not adversely increase site coverage of the subject site. It is considered the proposed development is generally sensitive to environmental conditions and site attributes
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><u>Comment</u></p> <p>The proposed electronic scoreboard does not have a building classification under the NCC. However, the proposed concrete footings have the potential to comply with relevant BCA requirements.</p> <p>Standard conditions can be included in any consent that may be issued to manage impacts of construction works and are discussed elsewhere in this assessment report (e.g. noise and vibration, waste).</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><u>Comment</u></p> <p>It is considered the proposed development is compatible with the existing development in the locality for the reasons detailed in this assessment and accompanying council report.</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 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)

	<ul style="list-style-type: none"> • 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><u>Comment</u></p> <p>The development site is considered conducive to the proposed development for the reasons detailed in this assessment and the accompanying Council report.</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><u>Comment</u></p> <p>The land is owned by Crown Land with Yass Valley Council acting as the crown land manager (CLM). As per Council's Community Engagement Strategy, the development application has been neighbour notified for 28 days from 12 September 2025 until 10 October 2025. Notification letters were sent to the adjoining and nearby landowners. There were 2 submissions received in relation this application. The issues raised in those submissions are discussed in the accompanying council report.</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><u>Comment</u></p> <p>The proposed electronic scoreboard is not integrated development. Concurrence to any public authority is not required as part of this development application.</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><u>Comment</u></p> <p>The public interest is served by the consistent application of requirements of the relevant Environmental Planning Instruments and by the consent authority (in this case Council) ensuring that any adverse effects on the surrounding area and the environment are minimised. The proposal has been assessed against the relevant environmental planning instruments as detailed.</p>			
	Policy	Code	Applicable
Council Policies	Building Over Sewer Mains	SEW-POL-1	No
	Filling Policy	DA-CP-22	No
	Holiday Cabins – Micalong Creek Subdivision	DA-POL-3	No
	Kerb and Gutter Construction	ENG-POL-4	No
	Road Naming	RD-POL-6	No
	Road Standards	RD-POL-9	No
	Truck and Transport Depots in Rural Areas	DA-POL-11	No
	Water Supply in Rural Areas and Villages	WS-POL-2	No
<p><u>Comment</u></p> <p>N/A – No Council policies are applicable to this development application.</p>			

APPENDIX A - Yass Valley Development Control Plan 2024 (The DCP)
Assessment of DA250545 – 16 Laidlaw Street, Yass

Only those sections applicable to the development are included in the table below.

Clause	Comment
Part A – Introduction	
All parts	<p>The development is a Council related development application, where Yass Valley Council is acting as CLM of the subject site (Joe O'Connor Park)</p> <p>The development application (DA) has been neighbour notified from 12/09/2025 until 10/10/2025. There were 2 submissions received.</p> <p>The issues raised in the submissions have highlighted concerns regarding insufficient supporting documents and potential visual impact. Assessment of these concerns are detailed in the accompanying council report.</p>
Part B – Principles for All Development	
B1 Sustainability	Noted - The proposed development area is not identified as land containing "terrestrial biodiversity" in accordance with Clause 6.3 of the LEP.
B2 Site Suitability	The matters required have been considered in the assessment to determine whether the site is suitable for the proposed development.
B3 Site Analysis Plan	The information accompanying the application contains sufficient detail to assess the proposed development.
B4 Crime Prevention and Safety	The proposed electronic scoreboard is intended to improve the recreational function of the existing sports oval at Joe O'Connor Park. It is unlikely that such development will generate any means of crime.
B5 Neighbourhood Character	<p>The proposed development is to install an electronic scoreboard located on the side of the sports oval of Joe O'Connor Park. The existing oval has already erected a wooden scoreboard which has similar size, bulk and scale of the proposed development.</p> <p>It is further noted that despite RE1 zone does not contain any setback and building height requirement under the DCP. A comparative assessment indicates that the development has achieved compliance with the most conservative setback and building height requirements within the DCP controls.</p>
Part H – Development in Hazard Affected Areas	
H1 Flooding	Council's development and standard engineer has confirmed that the proposed development is not subject to any flood planning controls (Doc id: 851049)
H2 Bushfire Prone	<p>The subject site is identified as bushfire prone land. However, the proposed development is non-habitable and does not contain any building classifications under the NCC. It is further noted that the development is intended to improve recreational function of the existing sports oval, of which no buildings are located within close vicinity of the development area.</p> <p>It is satisfied that the development will not adversely generate building to building fire and the proposal does not have any bushfire protection measures stipulated under both the NCC and Australian Standard AS3959.2018.</p>

Part K – Natural Resources	
K2.2 Mapped biodiversity	<p>The proposed development area is not identified as land containing “terrestrial biodiversity” in accordance with Clause 6.3 of the LEP.</p> <p>The proposed development does not trigger the Biodiversity Offset Scheme as:</p> <ul style="list-style-type: none">• The western portion of the development site that adjoins with the Yass River is identified on the NSW Biodiversity Values Map, of which the proposed electronic scoreboard is not within the area identified.• Given the low scale of the development, it is considered unlikely that the development will have a <u>significant impact</u> on threatened species or ecological communities, or their habitats and• The proposed development is an electronic scoreboard and will not involve in clearing of any nature vegetations. As a result, a Biodiversity Development Assessment Report (BDAR) is not required as part of this development application.

CONDITIONS OF CONSENT

Terms and Reasons for Conditions

Under section 88(1)(c) of the *Environmental Planning and Assessment Regulation 2021* the consent authority must provide the terms of all conditions and reasons for imposing the conditions other than the conditions prescribed under section 4.17(11) of the EP&A Act. The terms of the conditions and reasons are set out below.

Part A General Conditions

1. Approved Plans and Documents

Development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise.

Approved Plans

Doc ID	Plan Title	Plan No.	Revision No.	Date of Plan	Drawn by
869048	Site Plan	N/A	N/A	N/A	N/A
848167	Elevations and Sections	N/A	N/A	N/A	N/A

Approved Documents

Doc ID	Document Title	Version No.	Revision No.	Date of Document	Prepared By
869007	Scoreboard Specification	N/A	N/A	20/10/2025	Yass Roos AFL CLub
869169	Scoreboard Brochure	N/A	N/A	N/A	AusSport

Reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.

2. Compliance with Building Code of Australia and insurance requirements under Home Building Act 1989

1. It is a condition of a development consent for development that involves building work that the work must be carried out in accordance with the requirements of the *Building Code of Australia*.
2. It is a condition of a development consent for development that involves residential building work for which a contract of insurance is required under the *Home Building Act 1989*, Part 6 that a contract of insurance is in force before building work authorised to be carried out by the consent commences.
3. It is a condition of a development consent for a temporary structure used as an entertainment venue that the temporary structure must comply with Part B1 and NSW Part H102 in Volume 1 of the *Building Code of Australia*.

4. In subsection (1), a reference to the *Building Code of Australia* is a reference to the Building Code of Australia as in force on the day on which the application for the construction certificate was made.
5. In subsection (3), a reference to the *Building Code of Australia* is a reference to the Building Code of Australia as in force on the day on which the application for development consent was made.
6. This section does not apply:
 - a. to the extent to which an exemption from a provision of the *Building Code of Australia* or a fire safety standard is in force under the *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*, or
 - b. to the erection of a temporary building, other than a temporary structure to which subsection (3) applies.

Reason: Prescribed condition under section 69 of the Environmental Planning and Assessment Regulation 2021.

3. Construction Certificate Required

Work must not commence until a Construction Certificate has been issued.

The conditions in Part B of this consent must be satisfied before a Construction Certificate can be issued.

The Construction Certificate certifies that work completed in accordance with approved plans, specifications and/or standards will comply with the relevant requirements of the following:

- *Environmental Planning and Assessment Act 1979* (EP&A Act)
- *Environmental Planning and Assessment Regulation 2021*
- *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*
- National Construction Code/Building Code of Australia (NCC/BCA)
- Council policies

Reason: To require approval to proceed with building work

4. Extent of Approval

This approval relates only to the development referred to in the Development Application and does not approve or accept any works or buildings already erected on the land, whether or not those works or buildings are the subject of a prior approval.

Reason: To ensure all parties are aware of the extent of the approval.

5. Runoff and Erosion Control Measures

The capacity and effectiveness of runoff and erosion control measures, including techniques to suppress dust and the tracking of sediment onto sealed roads, must be maintained at all times to the satisfaction of council.

Reason: To ensure appropriate runoff and erosion control measures are maintained during site work

6. Adjustments to Existing Utility Services

All adjustments to existing utility services, whether caused directly or indirectly by the approved development, must be undertaken at no cost to Council.

Reason: To ensure all parties are aware of the responsibility of utility services

7. Colours and External Materials

Colours and external materials must be compatible with those of existing development in the locality. Zincalume is not permitted to be used for roof or wall panels.

Reason: To protect the character of the area

Part B Before Issue of Construction Certificate

8. Construction Certificate Application Required

An Application for a Construction Certificate must be lodged with the Principal Certifier on the NSW Planning Portal.

Reason: To require the lodgement of a construction certificate application on the NSW Planning Portal

9. Contract for Certification Work

The assessment of a construction certificate must not commence until a contract for the work of has been entered into between the applicant and a registered certifier.

Reason: To require compliance with s.31 Building and Development Certifiers Act 2018 and Part 5 Building and Development Certifiers Regulation 2020

10. Cost of Works Required

Cost summary information detailing the total cost of labour and materials involved in the approved development must be submitted to Council:

- (i) Cost of works up to and including \$1,000,000 - a quote, invoice or cost summary report prepared by a suitably qualified builder, architect, building designer or registered quantity surveyor.
- (ii) Cost of works over \$1,000,000 – a quote or invoice prepared by a suitably qualified builder, or a cost summary report prepared by a registered quantity surveyor.

The cost of carrying out development is to be determined by adding up all the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following (as applicable to the development):

- Materials and labour required for the erection of building/s
- Materials and labour for the internal fit out of all buildings
- Demolition works
- Excavation and site preparation including earthworks for access construction
- Driveway construction/upgrade
- Water, sewer and stormwater infrastructure

If the total cost of works exceeds the amount specified in the Development Application, additional fees must be paid to Council.

Reason: To ensure the cost of works provided is accurate

11. License / Permit / Insurance Details Required

The following information is required to be submitted to the Principal Certifier:

- Cost of works up to and including \$10,000 - Licensed contractor's details or Owner builder declaration
- Cost of works up more than \$10,000 - Licensed contractor's details or Owner builder permit
- Cost of works More than \$20,000 - Certificate of Insurance under the Home Building Compensation Fund (organised with licensed contractor) or Owner Builder Permit

Reason: To ensure relevant documentation is provided to the certifier

12. Soil Classification Required

A report prepared by a suitably qualified professional, stating the soil classification of the site as required by AS 2870 Residential Slabs and Footings must be submitted to the Principal Certifier.

Reason: To ensure the structure is designed as per the soil classification of the site

13. Structural Drawings Required

Structural drawings, prepared by a suitably qualified and experienced structural engineer, must be submitted to the certifier.

The plans must detail (as applicable to the development):

- (a) All reinforced concrete floor slabs and/or beams or raft slab, having regard to the possible differential settlement of the cut and fill areas
- (b) Footings of the proposed structure/s
- (c) Structural steel wall frames, roof framing members, beams, columns, bearers, joists and wall/roof bracing and
- (d) Retaining walls greater than 600mm in height
- (e) If footings are located adjacent to an existing sewer main.

Reason: To require all structural elements to be designed and certified by a structural engineer

14. NCC/BCA compliance

Plans and details demonstrating compliance with the National Construction Code (NCC) must be submitted to the principal certifier.

Reason: To ensure the development is designed in accordance with the National Construction Code

Part C Before Building Work Commences

General

15. Principal certifier details and commencement date

No later than two days prior to works commencing council must be informed of:

- The name and details of the principal certifier and
- Intended commencement date

Reason: To ensure compliance with Environmental Planning and Assessment Act 1979, section 6.6

16. Erection of Signs

This section applies to a development consent for development involving building work, subdivision work or demolition work.

It is a condition of the development consent that a sign must be erected in a prominent position on a site on which building work, subdivision work or demolition work is being carried out—

- (a) showing the name, address and telephone number of the principal certifier for the work, and
- (b) showing the name of the principal contractor, if any, for the building work and a telephone number on which the principal contractor may be contacted outside working hours, and
- (c) stating that unauthorised entry to the work site is prohibited.

The sign must be—

- (d) maintained while the building work, subdivision work or demolition work is being carried out, and
- (e) removed when the work has been completed.

This section does not apply in relation to—

- (f) building work, subdivision work or demolition work carried out inside an existing building, if the work does not affect the external walls of the building, or

Crown building work certified to comply with the *Building Code of Australia* under the Act, Part 6.

Reason: Prescribed condition under section 70 of the Environmental Planning and Assessment Regulation 2021.

17. Garbage receptacle

A garbage receptacle must be provided at the work site before works commence and must be maintained until the works are completed.

The garbage receptacle must have a tight-fitting lid and be suitable for the reception of food scraps and papers.

Reason: To ensure facilities are readily available for the disposal of waste

18. Run-off and erosion control measures

Run-off and erosion control measures must be implemented to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land by:

- (a) diverting uncontaminated run-off around cleared or disturbed areas and

- (b) erecting a silt fence and providing any other necessary sediment control measures that will prevent debris escaping into drainage systems, waterways or adjoining properties and
- (c) preventing the tracking of sediment by vehicles onto roads and
- (d) stockpiling top soil, excavated materials, construction and landscaping supplies and debris within the lot.

Reason: To ensure sediment laden runoff and site debris do not impact local stormwater systems, waterways and adjoining land

19. Hoarding or temporary construction site fence

Hoarding or temporary construction site fence must be erected between the site and adjoining properties, if the works:

- (a) could cause a danger, obstruction or inconvenience to the public, pedestrian and/or vehicular traffic, or
- (b) could cause damage to adjoining lands by falling objects, or
- (c) involve the enclosure of a public place or part of a public place.

The hoarding or temporary construction site fence must be erected before works commence and be removed immediately after the work in relation to which it was erected has finished, if no safety issue will arise from its removal.

Reason: To protect the public and surrounding properties during construction

20. Toilet facilities

Toilet facilities must be available or provided at the work site before works commence and must be maintained until the works are completed.

The toilets must be provided in accordance with the following:

- (a) at a ratio of one toilet plus one additional toilet for every 20 persons employed at the site and
- (b) be a standard flushing toilet connected to a public sewer or
- (c) be connected to an on-site sewage management system approved under the *Local Government Act 1993* or
- (d) be a temporary chemical closet approved under the *Local Government Act 1993*.

Reason: To ensure compliance with the Work Health and Safety Regulation 2017

Part D During Building Work

Environmental Heritage

21. Discovery of relics and Aboriginal objects

While site work is being carried out, if a person reasonably suspects a relic or Aboriginal object is discovered:

- (a) The work in the area of the discovery must cease immediately
- (b) The following must be notified:
 - (i) For a relic – the Heritage Council or

- (ii) For an Aboriginal object – the person who is the authority for the protection of Aboriginal objects and Aboriginal places in NSW under the National Parks and Wildlife Act 1974, section 85.

Site work may recommence at a time confirmed in writing by:

- (a) For a relic – the Heritage Council or
- (b) For an Aboriginal object - the person who is the authority for the protection of Aboriginal objects and Aboriginal places in NSW under the National Parks and Wildlife Act 1974, section 85.

Reason: To ensure the protection of objects of potential significance during works

Earthworks, Internal Driveways and Importation of Material

22. Soil management

While site work is being carried out, the principal certifier must be satisfied all soil removed from or imported to the site is managed in accordance with the following requirements:

- (a) All excavated material removed from the site must be classified in accordance with the EPA's Waste Classification Guidelines before it is disposed of at an approved waste management system and the classification and the volume of material removed must be reported to the principal certifier
- (b) All fill material imported to the site must be:
 - (i) Virgin Excavated Natural Material as defined in Schedule 1 of the Protection of the Environment Operations Act 1997, or
 - (ii) a material identified as being subject to a resource recovery exemption by the NSW EPA, or
 - (iii) a combination of Virgin Excavated Natural Material as defined in Schedule 1 of the Protection of the Environment Operations Act 1997 and a material identified as being subject to a resource recovery exemption by the NSW EPA.

Reason: To ensure soil removed from the site is appropriately disposed of and soil imported to the site is not contaminated and is safe for future occupants

23. Extent of approved earthworks

Earthworks, internal driveways and the importation of associated material is restricted to that which can be undertaken as exempt development under the provisions of *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*, unless otherwise approved by a condition of this consent or the stamped approved plans.

Reason: To ensure all parties are aware of the extent of the approved earthworks

24. Impact of earthworks

Any earthworks, including any structural support or other related structure for the purposes of the development:

- (a) must not cause danger to life or property or damage to any adjoining building or structure on the lot or to any building or structure on any adjoining lot and
- (b) must not redirect the flow of any surface or ground water or cause sediment to be transported onto an adjoining property.

Reason: To require earthworks to be undertaken in a manner which does not impact the public or surrounding properties

25. Code of Practice for excavation work

Any excavation must be carried out in accordance with Safe Work Australia's Excavation Work: Code of Practice, published October 2018.

Reason: To manage risks associated with excavation work

Inspections

26. Procedure for critical stage inspections

While building work is being carried out, the work must not continue after each critical stage inspection unless the principal certifier is satisfied the work may proceed in accordance with this consent and the relevant construction certificate.

Reason: To require approval to proceed with building work following each critical stage inspection

27. Inspections – building work

Critical stage inspections must be carried out by the principal certifier, as required by the *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*, Part 8.

Reason: To ensure all parties are aware of the critical stage inspections applicable to the development and to require approval to proceed with building work following each critical stage inspection

28. Safety measures during construction

Upon inspection of each stage of construction, the principal certifier is required to ensure that adequate provisions are made for the following measures (as applicable):

- (a) Run-off and erosion control
- (b) Provision of perimeter fence, hoarding or temporary construction site fence for public safety and restricted access to building sites
- (c) Maintenance of the public place free from any unauthorised materials, waste containers or other obstructions.

Reason: To protect the public and surrounding properties

Construction

29. Hours of work

Site work must only be carried out between the following times:

- Monday to Friday, 7.00am to 5.00pm
- Saturday, 8.00am to 1.00pm
- Sunday or Public Holiday, no site work to be carried out

Site work is not to be carried out outside of these times except where there is an emergency, or for urgent work directed by a police officer or a public authority.

Reason: To protect the amenity of the surrounding area

30. Responsibility for changes to public infrastructure

While work is being carried out, any costs incurred as a result of the approved removal, relocation or reconstruction of infrastructure (including ramps, footpaths, kerb and gutter, light poles, kerb inlet pits, service provider pits, street trees or any other infrastructure in the street footpath area) must be paid as directed by the consent authority.

Reason: To ensure payment of approved changes to public infrastructure

31. Surveys by a registered surveyor

While building work is being carried out, the positions of the following must be measured and marked by a registered surveyor and provided to the principal certifier:

- (a) All footings / foundations in relation to the site boundaries and any registered and proposed easements
- (b) At other stages of construction – any marks that are required by the principal certifier.

Reason: To ensure buildings are sited and positioned in the approved location

32. Materials and equipment storage

All materials and equipment must be stored wholly within the work site unless otherwise approved.

Reason: To protect the public and the amenity of surrounding properties during construction

33. Waste material management

Waste materials (including those from excavation, demolition, and construction) must be managed wholly within the development site and disposed of at an approved waste management facility.

Copies of receipts relating to the disposal of waste at an approved waste management facility must be submitted to council upon request.

Reason: To ensure waste material is appropriately managed and disposed and to require records to be available, documenting the lawful disposal of waste

34. Vehicle loads and cleanliness

During construction:

- (a) all vehicles entering or leaving the site must have covered loads, and
- (b) all vehicles, before leaving the site, must be cleaned of dirt, sand and other materials, to avoid tracking materials onto public roads.

Reason: To protect the public and public infrastructure

35. Waste and debris

At the completion of works, the development site must be clear of waste and debris.

Reason: To protect the residential amenity of neighbouring and nearby properties

Renewable Energy Benefit-Sharing Policy

1. Introduction

This policy outlines Yass Valley Council's (Council) approach toward the provision of community benefit contributions by proponents of projects which contribute to and/or support the transition to renewable energy in NSW ('renewable energy projects') and which impact the Yass Valley local government area (LGA).

The policy aims to ensure that the Yass Valley community receives valuable, equitable and sustainable community benefit contributions from renewable energy projects and that those benefits align with Council's strategic objectives.

2. Application

This policy applies to renewable energy projects within, and those which impact, the Yass Valley LGA.

3. Objectives

- (i) Articulate Council's expectations for the provision of community benefit contributions in connection with renewable energy projects to which this policy applies.
- (ii) Ensure that community benefit contributions provided by proponents of renewable energy projects to which this policy applies align with Council's strategic objectives.
- (iii) Support the provision of community benefit contributions in connection with renewable energy projects to which this policy applies which are inter-generational.

4. Legislative and Policy Context

This policy is intended to supplement the *Benefit-Sharing Guideline, November 2024* published by the NSW Department of Planning, Housing and Infrastructure in so far as that document applies to renewable energy projects in and in areas surrounding the Yass Valley LGA.

This policy is intended to be read and applied in conjunction with Council's policy on planning agreements under section 7.4 of the *Environmental Planning and Assessment Act 1979* ('planning agreements') as required by the *Planning Agreements Practice Note 2025* published by the Planning Secretary for NSW.

This policy will be applied by Council for the purpose of:

- negotiating with proponents of renewable energy projects to which this policy applies for the provision of community benefits in connection with those projects,
- negotiating and entering into planning agreements with proponents of such projects for the provision of community benefits in connection with those projects,
- determining whether Council supports or objects to particular renewable energy projects to which this policy applies and the terms of any submissions Council makes to the Minister or the Independent Planning Commission in relation to any State Significant Development application seeking consent to carry out a renewable energy project to which this policy applies.

Where this policy conflicts with another Council policy, the provisions of this policy shall prevail.

5. Community Benefit Contributions

The minimum community benefit contributions Council will generally seek from renewable energy projects to which this policy applies are as follows (2025 dollars):

Development Type	Rate
Solar energy	\$1,062 per megawatt per annum of approved capacity
Wind energy	\$1,312 per megawatt per annum of approved capacity
Battery energy storage systems*	\$187 per megawatt hour per annum of approved capacity

*Stand-alone or co-located with other energy infrastructure.

These community benefit contributions:

- (i) will be payable annually for the life of the development,
- (ii) will be indexed annually in accordance with positive movements in the *Consumer Price Index (All Groups Sydney)*,
- (iii) are intended to deliver a net community benefit to the Yass Valley community and should be differentiated from measures required to mitigate any adverse impacts of renewable energy projects on adjoining landowners and the broader community.

6. Purpose of Funds

Funds collected under this policy can only be applied to public purposes which align with Council's strategic objectives. These include:

- (i) items identified in Council's Community Strategic Plan, Resourcing Strategy, Delivery Program and Operational Plan under Part 2 of Chapter 13 of the *Local Government Act 1993*
- (ii) items identified in a masterplan
- (iii) provision of community facilities and affordable housing
- (iv) biodiversity conservation and energy efficiency improvements
- (v) purposes which benefit present and future generations
- (vi) other public purpose which the governing body of the Council considers is in the broader public interest of the Yass Valley community.

The Council does not seek and will not support the provision of community benefit contributions in connection with renewable energy projects to which this policy applies which Council considers to be trivial or of limited community benefit such as but not limited to lawn mowers, storage sheds, sporting jerseys/equipment and name-plated public furniture.

7. Governance and Allocation

Council will establish a standing consultative committee of community representatives to advise Council on suitable purposes for which community benefit contributions can be made. The structure will ensure transparency, accountability, and alignment of community benefit contributions with the values and expectations of the community and the strategic priorities of the Yass Valley.

8. Costs

Council will seek that proponents of renewable energy projects to which this policy applies must meet the Council's costs associated with the negotiation, preparation and review of any voluntary planning agreements which make provision for community benefit contributions in connection with such projects.

9. Review

The policy will be reviewed annually or as required to respond to changes in the process, environment and technology related to the renewable energy transition.

10. Approval and Review

Responsible Business Unit:	Planning and Environment
Responsible Officer:	Director Planning and Environment
Date Adopted by Council:	TBC
Commencement Date:	TBC
Review Date:	TBC
Internal reference:	Doc ID

Submission 1

Public Consultations Officer

Yass Valley Council

Dear Madam/ Sir

Thank you for the opportunity to comment on the draft Renewable Energy Benefit Sharing Policy

In my opinion, a policy like this is important to provide a stronger social licence to renewable energy projects in the Yass Valley. We have missed opportunities to benefit from renewable energy projects in the past. I am pleased the Council is developing this policy at this time.

Graduate Diploma, Urban and Regional Planning, QUT, 1987

Master of City Planning, QUT, 1991

Graduate Diploma of Local Government Management, UTS, 2011

Associate Member, Planning Institute of Australia.



To: Yass Valley Council

Re: Draft Renewable Energy Benefit-Sharing Policy

[Submission on Yass Valley Council's Draft Renewable Energy Benefit-Sharing Policy](#)

Wind Prospect is pleased to provide a submission to Yass Valley Council on the *Draft Renewable Energy Benefit Sharing Policy*.

As the Proponent behind the early-stage proposed Bendenine Wind Farm, located within the Yass Valley Council Local Government Area (LGA), we see a clear opportunity to provide input into a policy that will contribute to supporting Council's approach to community-led benefit sharing initiatives.

We support Yass Valley Council's intent with this draft policy to ensure that renewable energy projects deliver tangible benefits to the region and, more specifically, provide equitable and sustainable outcomes for communities hosting renewable energy projects.

While Wind Prospect support the items outlined in the draft policy, we raise the following points for consideration:

- Limited flexibility to adapt to project and community-specific circumstances, such as community composition;
- The notion that all contributions will be absorbed and allocated by Council, which does not align with the NSW *Benefit-Sharing Guideline* (DPHI, 2024) and would reduce opportunities for local and direct neighbour benefits to be allocated where the impact is greatest;
- The proposed benefit sharing rates per MW for all listed renewable energy assets are not in line with the NSW Government's *Benefit-Sharing Guideline* for renewable energy projects;
- The inherent risks associated with aligning Council support for a project to financially negotiated agreements;
- Inclusion of the requirement for proponents to fund Council's internal administrative costs for Voluntary Planning Agreements (VPAs); and
- Limited references to providing direct funding and therefore, legacy benefits to host communities.

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1. Flexibility and Proportionality

The draft policy sets rigid minimum annual contribution rates that can only be administered by negotiated agreement with Council, without consideration of:

- The level of impact on the immediate host community and direct and near neighbours; or
- The capacity of the project to deliver alternative or in-kind local benefits (such as local programs, energy offsets, near neighbour benefits, or local infrastructure upgrades).

This lack of flexibility risks discouraging community-led and tailored benefit sharing programs that provide direct benefit to the community/communities most affected by a project.

2. Absorption of Funds by Council

The draft policy suggests that all contributions will be received by Council and then allocated according to Council's strategic objectives. This approach is inconsistent with the *NSW Benefit-Sharing Guideline*, which emphasises multiple benefit-sharing pathways, including:

- Direct neighbourhood benefit programs for households closest to infrastructure;
- Locally administered community benefit funds; and
- Council-led initiatives where appropriate.

By funnelling all contributions through Council, the draft policy risks diminishing the flexibility and local focus envisaged by the State guideline and may reduce trust in whether funds will reach the communities most directly impacted. This would reduce opportunities for local neighbourhood benefits and near neighbour benefit mechanisms, where impacts from the proposed projects is greatest.

3. Alignment with NSW Government Framework

The *NSW Benefit-Sharing Guideline* provides a clear and consistent framework across the State. By seeking significantly higher rates than those set out at the State government level, the draft policy risks creating:

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- **Investment uncertainty:** There may be difficulty reconciling inconsistent expectations between State and local policy, leading to community and investor uncertainty
- **Barrier to delivery:** Higher costs imposed at a local level may undermine project viability, particularly for smaller-scale or community-led renewable projects.

Consistency with the State guideline is essential to maintain investor confidence, avoid duplication of obligations, and ensure fair outcomes across all regions in NSW.

4. Link Between Contributions and Council's Support

Item 4 in the draft policy states that Council will use this policy when determining whether it supports or rejects renewable energy projects, including in its submissions to the Minister or Independent Planning Commission. This wording raises concern that:

- Council's stance on projects could be seen as contingent on the level of financial contribution;
- Negotiations may appear financially motivated, rather than based on planning merit or genuine community impact.

This undermines both the integrity of Council's decision-making processes and the confidence of the proponents and local community in the impartiality of Council assessments. It risks the perception that Council's position is financially motivated, undermining trust in the planning process.

5. Equity for Smaller Communities

We are concerned that the policy's emphasis on Council's "strategic objectives" may result in funds being applied primarily within the township of Yass. Many renewable energy projects in the LGA are located outside of the town, with impacts borne disproportionately by smaller rural villages and farming communities.

To ensure fairness and equity:

- A clear proportion of contributions should be directed toward directly impacted host communities;

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- Governance arrangements must include representation from villages and rural areas where the development is located, and
- Communities must retain the ability to identify benefits that are meaningful at their scale.

6. Legitimacy of Council Costs

Item 8 of the draft policy requires proponents to pay Council's costs associated with negotiating, preparing, and reviewing voluntary planning agreements (VPAs). This is problematic because:

- VPAs are intended to be voluntary and negotiated in good faith;
- It requires proponents to cover Council's administrative costs transforming the process into a mandatory fee rather than a negotiated agreement; and
- This requirement could discourage collaboration or innovation in the structuring of agreements.

We recommend that Council remove this requirement and instead manage its internal costs through normal budgetary processes, as is standard for other planning functions and the negotiation of other non-renewable VPAs.

7. Risk of Misalignment with Community Needs

By prescribing the types of contributions it considers appropriate and excluding others it deems "trivial", the draft policy risks dismissing investments that smaller communities value highly. Even modest initiatives — such as equipment for local halls, support for sporting clubs, or communications upgrades — can provide significant social cohesion and resilience benefits in small rural communities. By its very nature, a community-benefit scheme should be community-led, rather than be decided by others.

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Conclusion

We respectfully recommend that Yass Valley Council:

1. Retain flexibility to allow project-specific benefit-sharing models.
2. Align contribution expectations with the NSW *Benefit-Sharing Guideline (November 2024)*.
3. Ensure equitable distribution, with direct benefit for impacted villages and rural communities.
4. Reconsider Item 4 to ensure Council's project support or objection is based on planning merit, not financial contributions.
5. Remove the requirement for proponents to pay Council's administrative costs for VPAs.
6. Allow local communities themselves to help define what constitutes meaningful benefit.

We welcome the opportunity to collaborate with Council to ensure renewable energy projects deliver fair, transparent, and relevant benefits across the Yass Valley LGA and directly to the host community/communities.

Sincerely,

Managing Director
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Parks and Play Strategy 2025

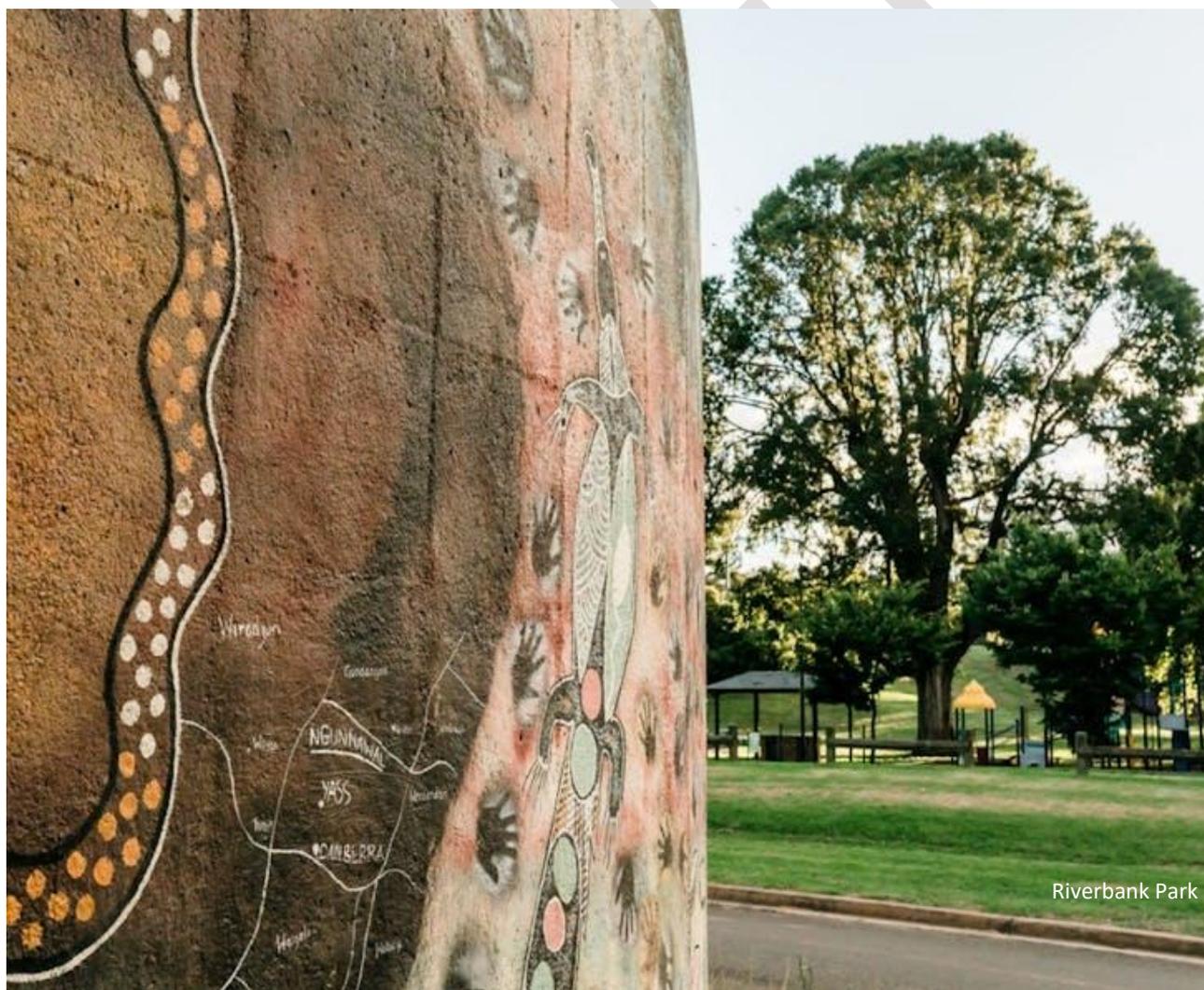
Adopted by Council XXX

Yass Valley Council

ACKNOWLEDGEMENT OF COUNTRY

Yass Valley Council wishes to acknowledge the Ngunnawal people on whose land the Local Government Area sits. Council acknowledges, recognises and respects the cultural heritage, beliefs and connection the traditional owners have to the land and water.

Council also acknowledges and recognises all Aboriginal and Torres Strait Islander people living within the Yass Valley and looks forward to working with these groups to advance reconciliation.



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DRAFT

1 STRATEGY OVERVIEW

The Parks and Play Strategy outlines Council’s vision for identifying, developing and maintaining parks, playgrounds and playspaces within the Yass Valley Local Government Area (LGA).

Yass Valley Council recognises parks and recreation as an integral part of the LGA and essential to the quality of life of its residents.

Parks, playgrounds and open space areas are more than just places for children to play. They are key community assets bringing everyone together, encouraging community interaction and providing children with opportunities for social and physical development.

Council aims to provide parks and playgrounds that are challenging, safe, fun and inclusive for everyone whilst promoting active and healthy lifestyles.

This strategy identifies a holistic approach to identifying the needs of a playspace. This includes the location of recreational facilities, play equipment and associated features that are part of high-quality play environments.



Riverbank Park

1.1 AREAS ADDRESSED UNDER THE STRATEGY

The Strategy covers parks and playspaces:



Parks

Parks are generally grassed areas with landscaping and/or trees which are used for active and passive recreation. These areas often have benches for sitting and may contain barbecues, picnic tables and other special features.

Parks and green spaces are managed and maintained by Council for the use and benefit of visitors and residents to enjoy physical activities, social gatherings and outdoor activities.

Council has several parks and reserves throughout the LGA area which are used for leisure activities.



Playspaces

A playspace is an area specifically developed for children's play. These areas provide a range of play experiences including play equipment, natural play elements and open active areas. Council aims to provide playspaces that are challenging, safe and fun for children of all ages.

Playspaces are often located within a park and can range from small local/village playspaces with a small amount of play equipment; through to regional playspaces which service the wider community.

Regional playspaces can provide a diverse range of play equipment for different ages, key elements such as destination playspaces, special features and a wider range of facilities including barbecues and picnic areas.

Yass Valley has multiple playspaces which are well distributed throughout the local government area providing a range of varying play experiences.

The Strategy does **NOT** cover:



1.2 STRATEGIC ALIGNMENT OF THE PARKS AND PLAY STRATEGY

Councils in New South Wales are required to plan and report in line with the Office of Local Government’s Integrated Planning and Reporting Framework.

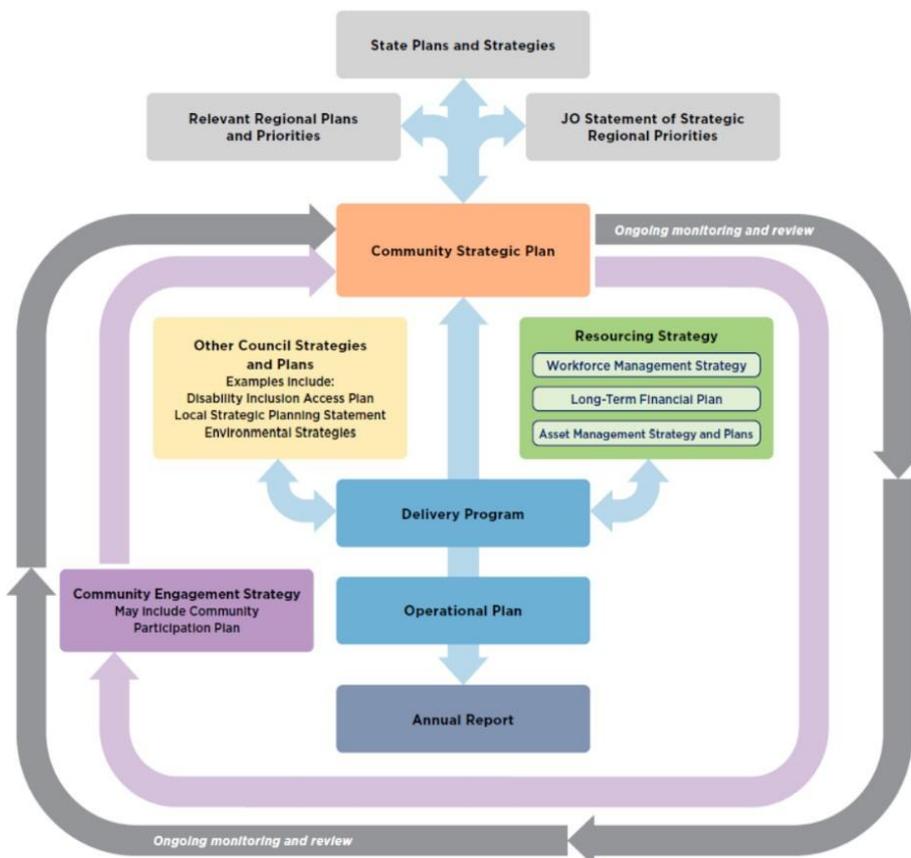
The framework ensures that Council’s plans and policies align with the community’s goals and are interconnected rather than operating in isolation. By integrating various plans, Council can maximise its efforts and plan holistically and sustainably for the future.

The Parks and Play Strategy placement is within the other Council strategies and plans section highlighted within the below graphic.

Other Council strategies and plans that relate to the Parks and Play Strategy include:

- Yass Valley Open Space Strategy
- Walker Park Strategic Plan
- Murrumbateman Recreation Grounds Strategic Plan
- Victoria Park Master Plan

Strategies and plans are available to view on Council’s website at www.yassvalley.nsw.gov.au.



2 ABOUT YASS VALLEY

Yass Valley is located in the Southern Tablelands of NSW, a regional area boasting a proud aboriginal, strong colonial and innovative agricultural history. Yass Valley is located 280km southwest of the Sydney CBD, 600km northeast of the Melbourne CBD and 60km north of the Canberra CBD.

The Ngunnawal people are the traditional custodians of the land. The Yass Valley was first visited by Europeans in the early 1820's, and by 1830 settlement had begun due in part to the agricultural potential of the area and its location between Sydney and Melbourne.

The population of Yass Valley LGA is expected to increase by 10,000 people (58% from 17,233 people in 2021) to reach 27,230 people by 2036.

This equates to approximately 3,745 additional dwellings, based on an assumed average 2.68 persons per dwelling between 2021 and 2036.



Villages in Yass Valley are at Binalong, Bookham, Bowning, Gundaroo, Sutton, Wee Jasper and Yass.

Distribution of the Yass Valley Council local government area is shown below.



3 PARKS AND PLAY VALUES

3.1 KEY VALUES FOR PARKS

Quality open spaces make for liveable, sustainable and healthy neighbourhoods. They provide us with places to exercise, play, rest, participate in social activities and contribute to healthy, happy and resilient communities.

Key values to assist in the ongoing management and supply of parks and include the following:

Equity	Ensures residents have equitable access to a range of open space settings and outdoor recreation opportunities
Sustainable provision	Parks and public open space that focuses on balancing environmental, social, financial and economic needs for current and future generations.
Diversity	Recognise the diversity of values inherent in public open space and the benefits of providing diverse landscape settings for outdoor recreation and play within Yass Valley.
Values	Recognition and protection of social, cultural and environmental values of different spaces and places, and providing opportunities to communicate these values.
Multiple Use	Planning multiple use spaces should consider size, slope and landscape constraints to ensure the open space can support recreation use. Encouraging multiple use outcomes in public open space that protect environmental values and provide recreation opportunities.
Community	Parks can be focal points for local communities, providing a “heart” to the community and a place of pride or sense of community belonging. Planning public parks should celebrate local character by incorporating community-driven placemaking and heritage, and should include transformational and aspirational projects like adventurous spaces and green infrastructure. Realising these projects requires strong partnerships between the community, local government, and other agencies, fostering a shared vision for creating vibrant, inclusive, and resilient public spaces.

3.2 KEY VALUES FOR PLAY

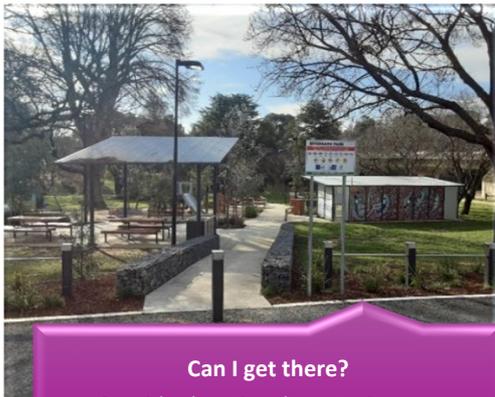
A variety of values are suggested to assist in the ongoing management and supply of playspaces across Yass Valley and include the following:

Understanding Play	<p>Council will provide opportunities for children of all ages and abilities to develop cognitive, social and physical skills and abilities. It also acknowledges the various stages of development and will refer to age groups and their needs as:</p> <ul style="list-style-type: none"> - Infants 1-3 years of age - Toddlers 3-6 years of age - Juniors 6-12 years of age - Youth 12+
Access to Play	<p>The whole community should have access to playspaces regardless of demographic profiling and location. The principle is based on the notion that where possible, practical and feasible, a playspace will be accessible within walking distance of homes in major residential areas.</p>
Classifying Play	<p>Playspaces will be classified according to their intended catchment with higher classification including more components of the Playspace Development Model of:</p> <ul style="list-style-type: none"> - Local: Toddlers and Juniors (1-6) and their carers - District: All ages plus unstructured open space - Regional: All ages plus unstructured open space and special features
Designing Play	<p>Design of playspaces will be in line with their intended classification and standards that guide their construction and installation.</p> <p>Risk management will be considered and whilst mitigated, will be balanced alongside learning, development, and fun.</p>
Monitoring and Managing Play	<p>The ongoing management of playspaces will focus on maintaining safety, quality, and accessibility. Existing spaces will be regularly assessed to ensure they meet community needs, with improvements guided by evidence and feedback. Priority will be given to inclusive, sustainable, and adaptable spaces that support long-term use and reflect the principles of quality play.</p>
Partnerships and Stakeholder Relationships	<p>Council will identify and work with partners and stakeholders to ensure a full range of accessible playspaces are provided in the community. This may include but not limited to, developers, government agencies and education departments.</p>

3.3 INCLUSIVITY – EVERYONE CAN PLAY

In 2019 the NSW State Government, along with a variety of advocacy groups, launched the [Everyone Can Play Guidelines](#). These guidelines assist councils, community leaders and landscape architects when creating playspaces for future generations.

The three principles of ‘Everyone Can Play’ encourage thinking about creating more inclusive playspaces across NSW and are as follows:



Can I get there?
Consider location, layout, signage, wayfinding and accessibility to ensure everyone can find their way to, in and around the playspace.



Can I play?
The play experience, including the equipment and surfacing, should allow everyone to experience a variety of challenging and engaging play opportunities in a way that suits them.



Can I stay?
Consider safety, facilities, landscape and the wider environment to ensure everyone can stay at the playspace for as long as they would like. This Strategy seeks to incorporate the principles of the Everyone Can Play Guidelines consistent with the Levels of Service of each playspace, in line with the projected cost.

What is an inclusive playspace?

Inclusive playspaces invite people of all ages, abilities and cultures to come together. Inclusive playspaces are easy to access, easy to move around, provide a range of play options, challenges, and appropriate facilities in a comfortable environment.

Inclusive playspaces encourage everyone to stay for as long as they choose. A playspace is more than just equipment. It is the entire setting used and enjoyed as part of the play experience. An inclusive playspace utilises principles of inclusive design and accessibility, creating spaces people of all ages and abilities can enjoy.

Accessibility vs Inclusivity

Accessibility is commonly associated with mobility standards and safety compliance and generally refers to the physical ability of people to access a place or thing. Accessible design addresses the movement needs of people with disabilities. When applied, conforming to accessibility standards in key aspects include equipment, surfacing and facilities, creates an all abilities playspace.

Inclusive playspaces consider as many needs as possible. They provide a welcoming place where people feel comfortable yet challenged and remove obstacles and/or barriers that prevent people of all ages, cultural backgrounds and abilities (both physical and mental) from playing. Inclusive playspaces provide access to a variety of play experiences people enjoy together.

The Everyone Can Play Guidelines encourage users to think beyond accessibility needs, so everyone can experience the joys of play. The creation of inclusive playspaces requires a new way of thinking about the way playspaces are planned, designed and managed.

4 PLANNING CONSIDERATIONS

This strategy outlines a long-term policy and direction for the development and enhancement of playspaces, with a focus on the following key areas:

- **Play Equipment and Facilities:** Ensuring the provision of safe, engaging, and developmentally appropriate play equipment that meets the diverse needs of children.
- **Supportive Amenities for Parents and Carers:** Providing adequate seating, shade, pathways, and other amenities to support those supervising children at play.
- **Aesthetic and Environmental Quality:** Enhancing the visual appeal and overall ambiance of play areas through thoughtful design, landscaping, and maintenance.
- **Inclusive Play Environments:** Promoting accessible and inclusive spaces where children of all abilities and backgrounds can play, interact, and learn together.

4.1 PLAY EQUIPMENT

Yass Valley Council has made significant progress in upgrading outdated playgrounds, redeveloping open spaces, and installing new facilities that comply with current safety standards.

The Council is recognised for maintaining high-quality recreational facilities and is committed to continuing this standard.

To ensure these spaces remain safe, accessible, and relevant, it is essential to plan proactively for the replacement of aging playgrounds, respond to the evolving needs of children, and accommodate future population growth through the development of new open space and play facilities.

4.2 ASSOCIATED FEATURES

To maximise the use of open space and address diverse community needs, the inclusion of supporting and special features is essential. These features include:

Seating and Picnic Shelter:	Seating is essential for resting, enjoying the park, and for adults supervising children at play. Shelter nearby offers important protection and respite from sun and adverse weather. Both seating and picnic shelters are top priorities to be located close to playgrounds for convenience and comfort.
Shade:	Council will consider the availability and provision of shade within each site, recognising its importance in enhancing user comfort, protecting against UV exposure, and increasing the usability of playspaces throughout the year.
Soft fall:	Playground surfacing is installed in accordance with Australian Standards. The standards relate to impact attenuation and fall zones and require that soft fall is placed underneath and around all play equipment from which a child may fall, reducing impact. The preference is for playground bark, which provides a soft landing and is economical to install and maintain. However, alternatives may be used in higher wearing areas or in any other scenario deemed suitable.
Fencing:	Playgrounds in the Yass Valley LGA are generally not fenced off as they are considered part of the whole park space. Exceptions are made when specific hazards are identified which can be addressed by the installation of fencing.
Toilets:	Toilet amenities have a high level of maintenance and are only provided in regional parks or village recreation grounds. They are serviced to an acceptable standard and will be accessible to roadways, pathway and not obscured by any vegetation.
Landscaping:	Landscaping is a key element of playspace design, providing shade, visual appeal, and sensory experiences through fragrance, colour, texture, and seasonal changes. The use of native or exotic plants will depend on the surrounding environment and community preferences.
Lighting:	Council will provide lighting for regional playgrounds. Other sites will be assessed under the criminal prevention through environmental design principles (CPTED).
Pathways:	Pathways provide linkage within parks, play equipment and openspace areas. They are mostly provided within Council's high usage park areas. Accessible pathways are required within all regional park areas to provide connective links to facilities such as toilets, car parking, fitness tracks and playground equipment.
Ancillary Services:	Ancillary services such as, water, bike racks and car parking may all be considered important in destinations where people travel further to and tend to stay longer. These facilities will generally be warranted in Township/District and Regional playspaces and open spaces.

4.3 LOCATIONS OF PLAYSPACES AND EQUIPMENT

The layout of playgrounds and other equipment within parks is to be considered when existing facilities are upgraded or new facilities developed. Council playground areas are custom designed to suit the site.

Refurbishment is an opportunity to carry out a thorough site evaluation to ensure that the playground or equipment is positioned correctly within the park. Council in its evaluation of a playspace will utilise the Everyone Can Play - Playspace Evaluation

Inspections are carried out to assess each location to see where improvements can be made, in line with available budget and playspace size.

Consideration should be given to:



4.4 ASSET MISUSE

While incidents of damage and antisocial behaviour in parks and playgrounds are not widespread, they do occur from time to time. To help prevent and reduce these issues, Council will implement a range of proactive strategies, including:

- Promoting community awareness and encouraging the reporting of asset misuse
- Designing and locating playgrounds and equipment to maximise visibility and natural surveillance, in line with Crime Prevention Through Environmental Design (CPTED) principles
- Encouraging a sense of community ownership and pride in public spaces
- Installing lighting in areas identified as being at higher risk of damage or misuse
- Responding quickly to graffiti and other forms of visual damage
- Using durable, vandal-resistant design features and materials in park infrastructure

4.5 MASTERPLANS FOR VILLAGES

Provisions for playspaces, parks and open space within each village in the Yass Valley will be taken into consideration when the development of the village masterplan is undertaken.

Adopted masterplans are available to view on Council's website at www.yassvalley.nsw.gov.au.

4.6 COMMUNITY AND STAKEHOLDER ENGAGEMENT

Public consultation is a critical component of strategic planning, ensuring that decisions are guided by the perspectives and needs of the community. Yass Valley Council recognises the importance of engaging with the community and stakeholders throughout the process to ensure the Strategy effectively responds to local needs, considers infrastructure impacts, and delivers long-term value for the region. This collaborative approach promotes transparency, inclusivity, and shared ownership of outcomes, while incorporating diverse insights that help identify opportunities, anticipate challenges, and develop practical, broadly supported strategies. In doing so, Council strengthens accountability, builds trust, and enhances the overall effectiveness and sustainability of the Strategic Plan.

To inform the development and delivery of new or upgraded playspaces and open space facilities, engagement will include (but is not limited to):

- **Direct engagement** with developers, community groups and individual community members
- **Consultation with YVC senior staff** and operational teams to ensure alignment with Council priorities and technical requirements.
- **Engagement with key stakeholders and utility providers** (e.g. Essential Energy and other relevant authorities).
- **Workshops and drop-in sessions** to provide accessible opportunities for community input.
- **Community Consultation Evaluation Report** to document feedback and key themes.
- **Site inspections** to assess local context and inform design considerations.

4.7 INCLUSIVE PLAYSPACE EXPERIENCES

Whilst the highest participation rates within parks and playgrounds are in the 0-12 years old range, it is acknowledged that parks and playgrounds are areas where community members meet and socialise.

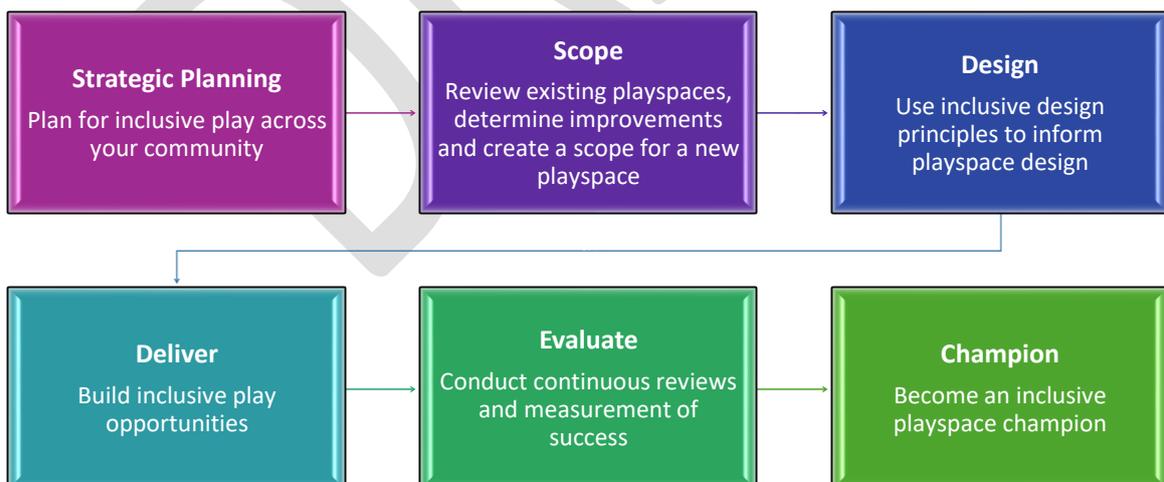
They are hubs to engage in not only play experiences for children but interactions for parents, adults and carers. They accommodate and engage older children and provide opportunities to improve health and wellbeing.

When designing a playground, activities to include an inclusive environment are considered. Activities can comprise some of the following elements:

- Board games i.e. permanent large chess board which large chess pieces
- Flying foxes
- Concrete ping pong table
- Handball court, incorporating netball/basketball ring
- Climbing structures
- Skating/BMX facility
- Large open spaces dedicated to formalised games
- Party areas
- Circular seating enclaves for discussions
- Static or active fitness equipment

The Everyone Can Play Guidelines also outlines a six-step inclusive play process to be considered when planning, designing and managing inclusive playspaces.

The six steps to be considered are as follows:



4.8 PLAYGROUND STYLE AND THEMES

Council has identified a community desire for a mix of modern and traditional equipment and facilities within parks and playgrounds. When designing playspaces, Council will consider the specific characteristics of each site, including the surrounding built and natural environment, while actively engaging with the local community.

Playground equipment may incorporate themes that relate either directly to the play experience (such as pirate or space adventures) or reflect the local environment (such as native plants or wildlife). Murals and artwork may be used to tell the story of the site or the broader village or town. Themes will be selected based on community input, with consideration given to ensuring they are safe, low-maintenance, and appropriate for all user groups.

4.9 EDUCATION & SENSORY ELEMENTS

Educational and sensory play experiences support both cognitive and physical development while fostering an inclusive play environment.

Educational play activities can be enjoyed individually or within group settings and may include puzzles, dynamic equipment, abacus frames, and balancing beams.

Sensory play engages multiple senses such as touch, sight, and hearing, offering diverse ways for children to interact with their environment:

- **Sight:** Vibrant, colourful equipment in various shapes stimulates visual engagement.
- **Hearing:** Musical playground instruments, like Bongo Panels, encourage children to create sounds, while features such as Talk Tubes enable communication across the playground, enhancing listening and social skills.
- **Touch:** Textured panels, including those with grooves or braille, provide tactile experiences that support sensory exploration and accessibility see for sight-impaired users.

4.10 VILLAGE RECREATION GROUNDS

Village recreation grounds offer an array of recreation activities which include:

Sports oval for active recreation

Community buildings which may include halls, sheds or other building infrastructure

Toilets

BBQ's

Playgrounds

Some grounds may have tennis courts, cricket nets or bike paths

These facilities are complex and require dedicated strategic plans that align with the overarching Parks and Play Strategy. Given their large size—typically exceeding 2 hectares—there are opportunities to incorporate a variety of play and recreational elements. Some sites should offer diverse recreational activities to meet the needs of both the local community and the broader region.

These activities may include:

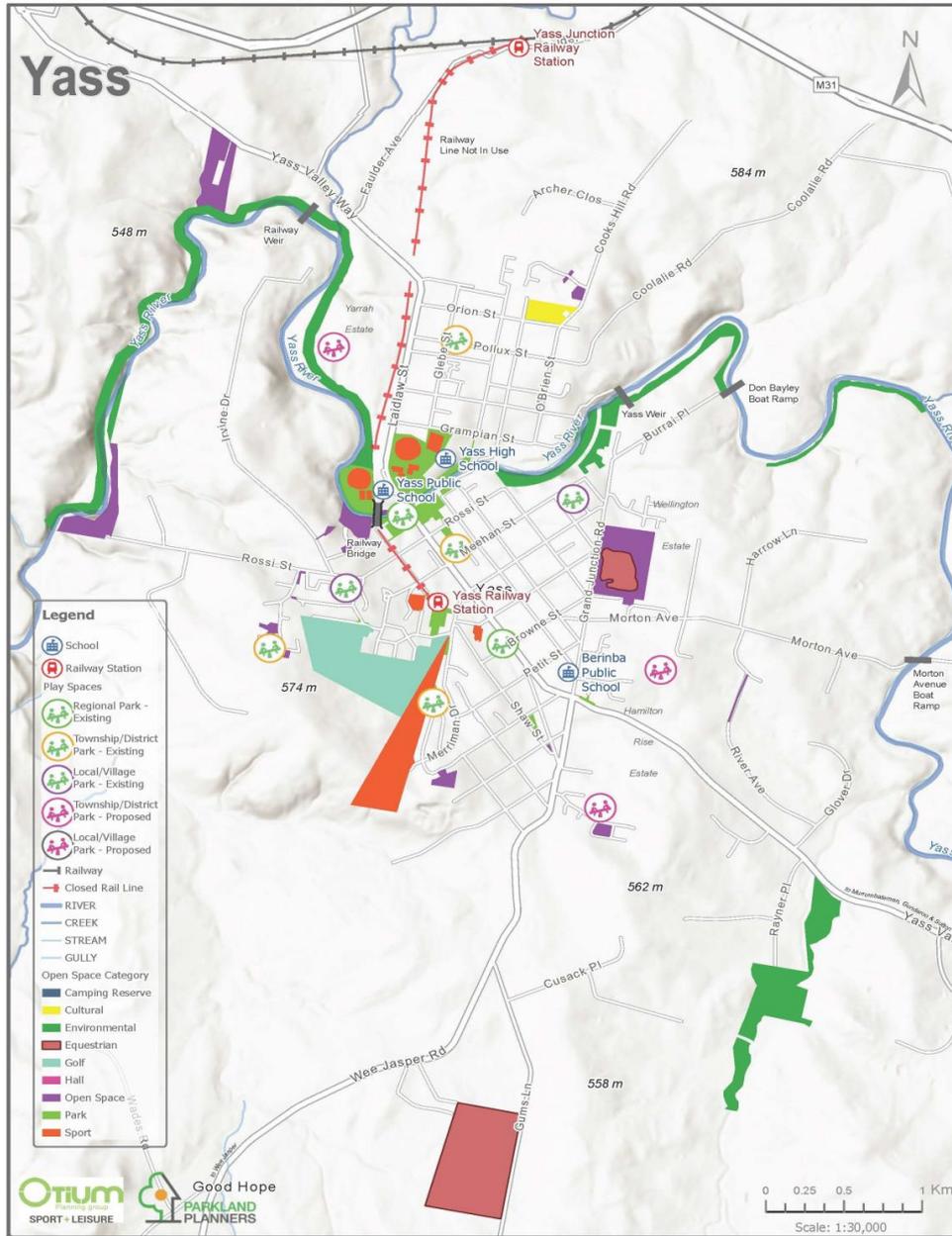
- Fitness equipment
- Skating, BMX or other 'extreme' sports equipment
- Netball/basketball courts
- Tennis practice wall
- Combination sports posts for rugby, soccer etc.
- Off leash dog parks



4.11 PARK LOCATIONS

As identified in the 2024 Council adopted Yass Valley Open Space Strategy 2024-2036, the approximate location and the relevant hierarchy category of each park is shown in Figures 1 to 7 below:

Figure 1 – Yass



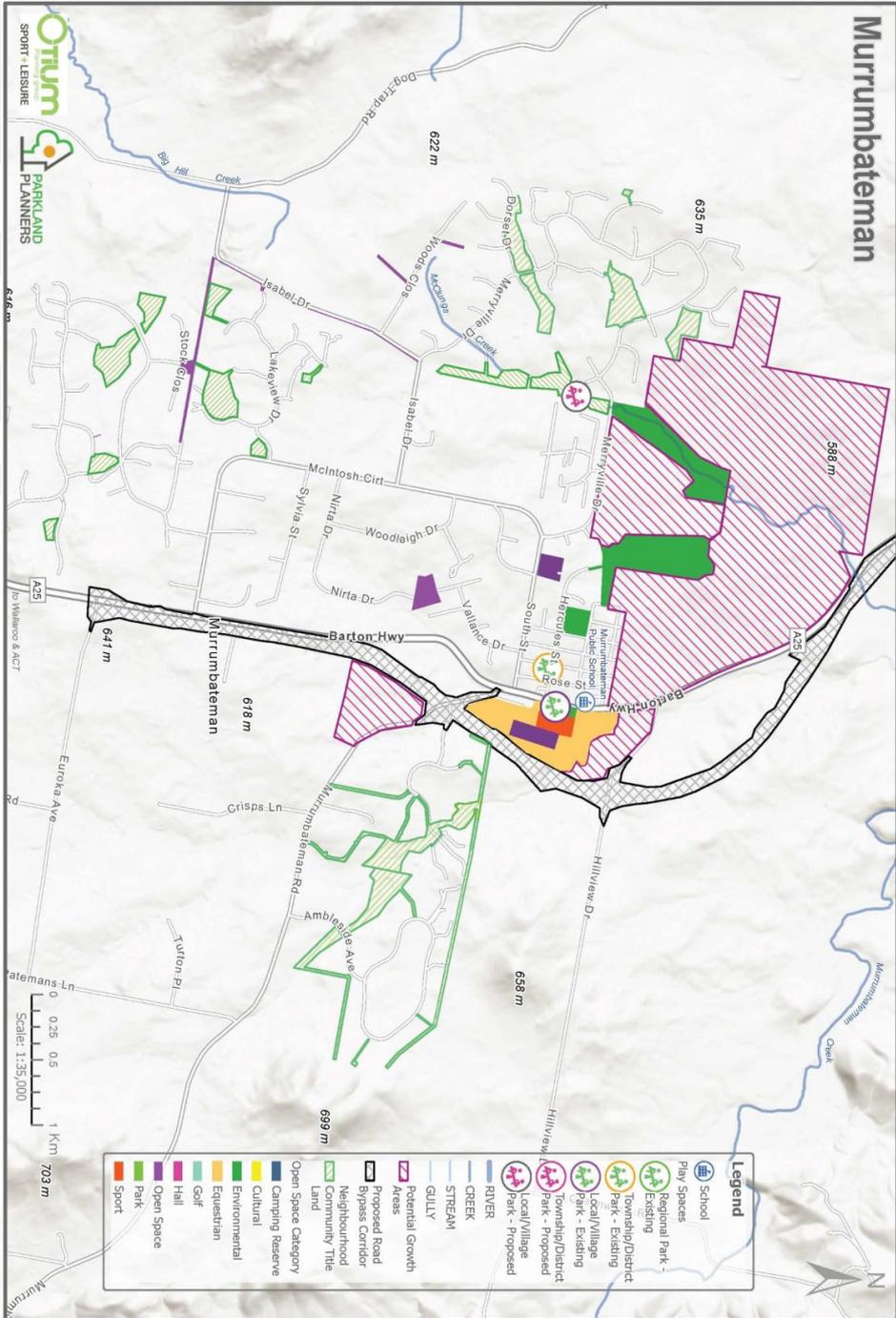
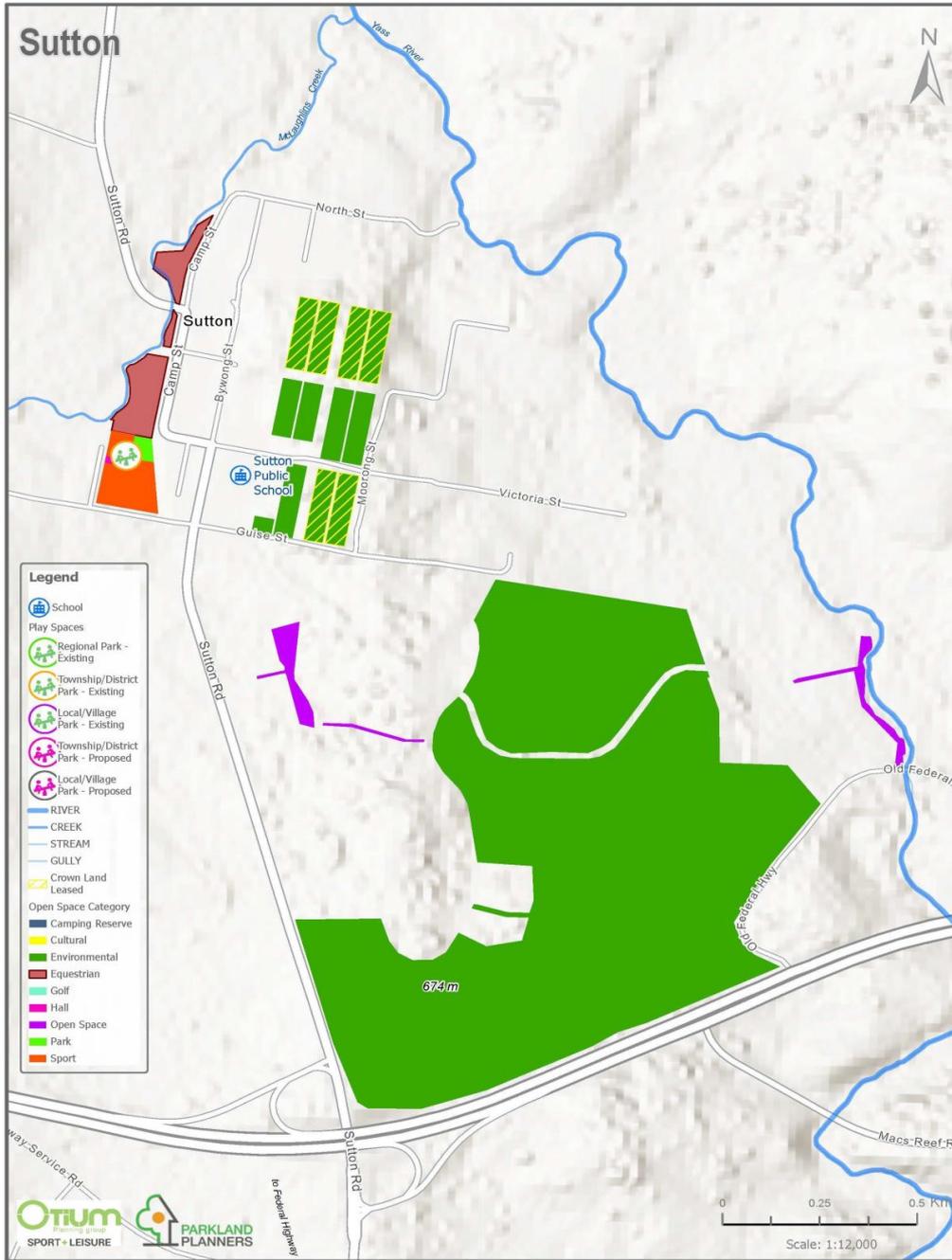


Figure 2 – Murrumbateman

Figure 3 – Sutton



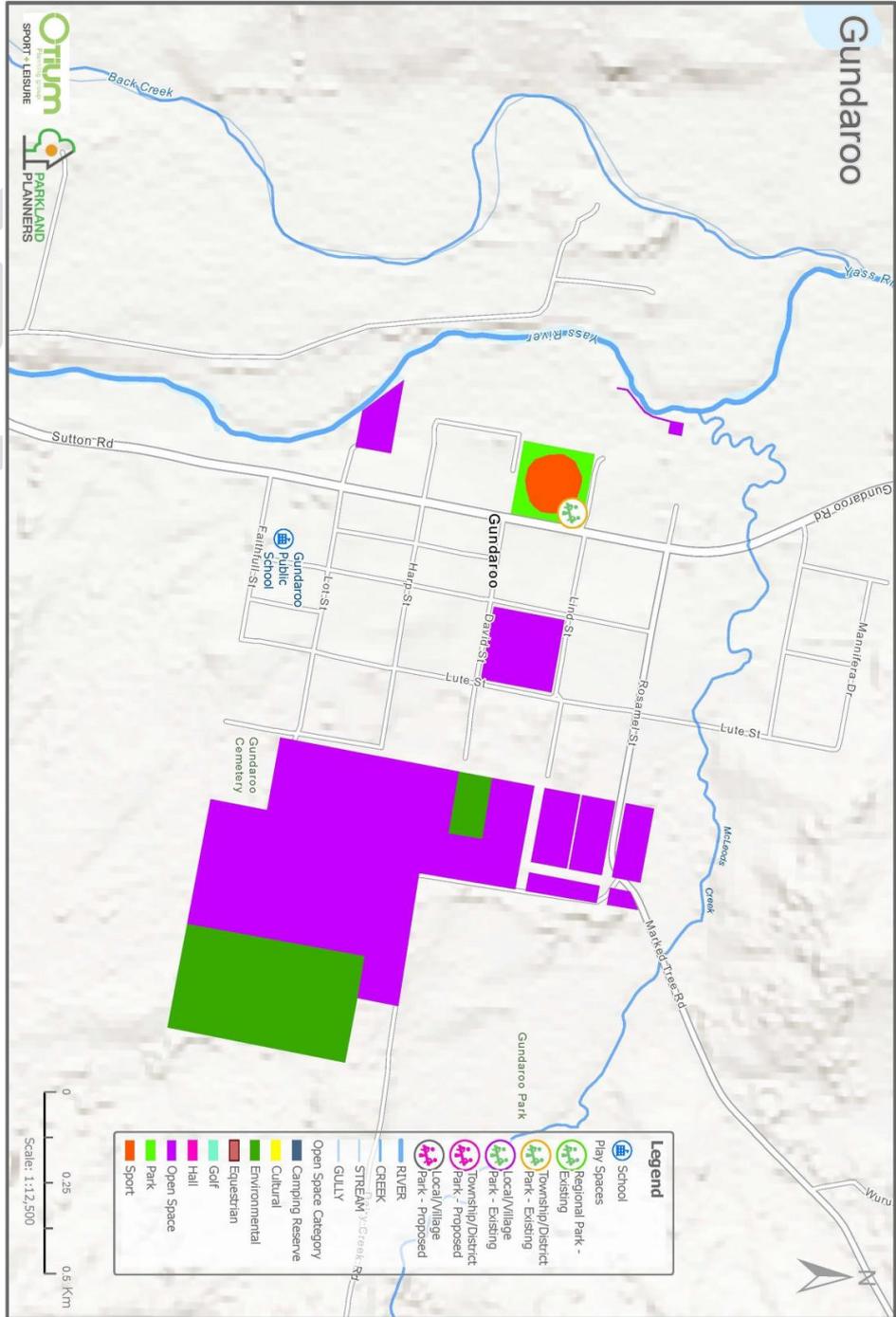


Figure 6 – Gundaroo

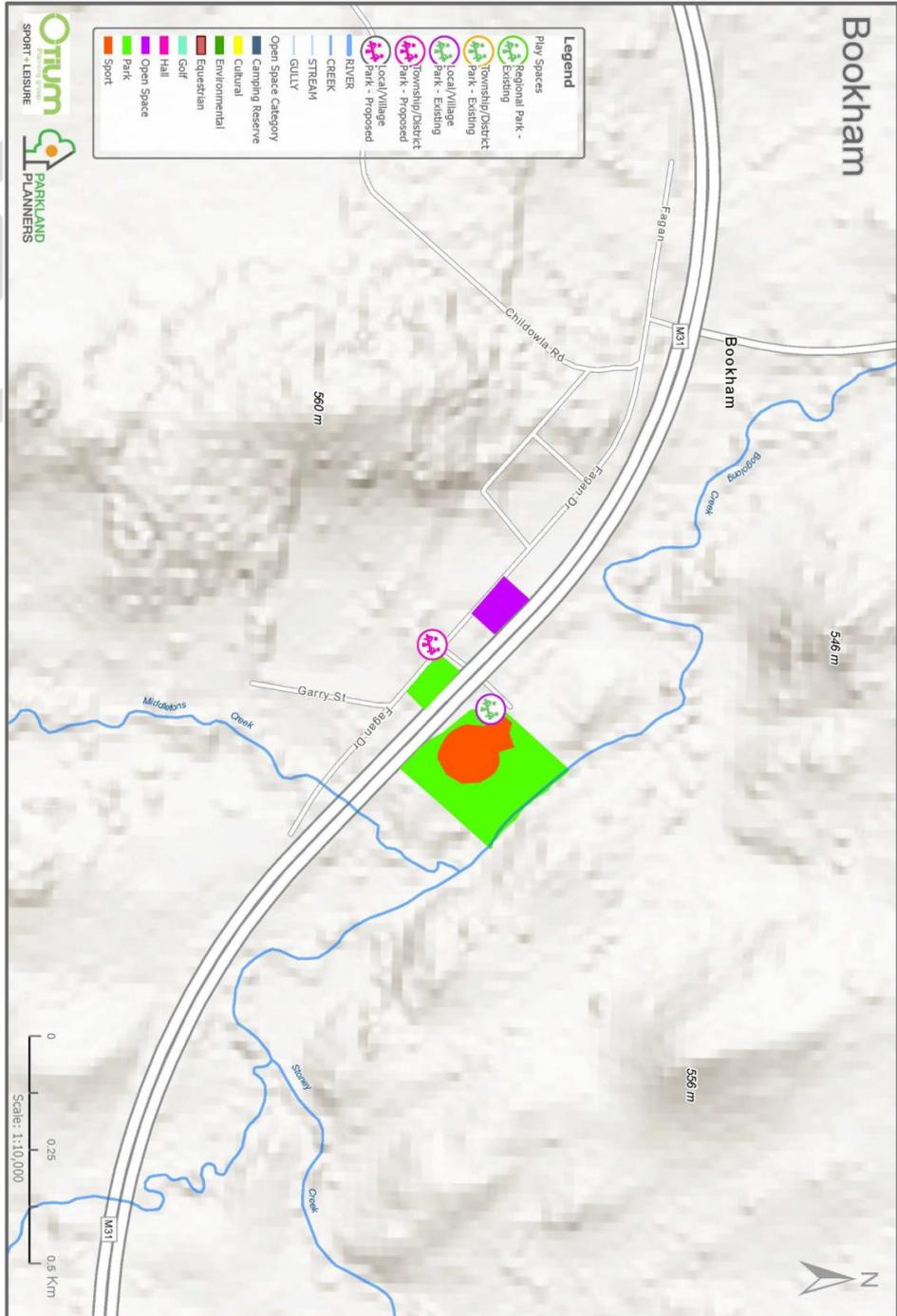


Figure 7 – Bookham

5 A PARKS AND PLAYSPACE APPROACH FOR YASS VALLEY

Council has developed a hierarchy of playspaces that serve different residential catchments and have different usage capacity. This ensures playspace facilities meet the diverse needs of the community.

The playspace hierarchy sets out a consistent approach to the management, development, and maintenance of playspace areas which are similar in scale, scope, and function.

The framework enables Council to plan for a suite of facilities providing diversity for the community and distribution throughout the LGA.



Local/Village Park

A small park which services an immediate neighbourhood within a walking catchment. These parks are intended for short stays Population less than 1,500.

Typical Playground Standard: Set of swings, singular piece of equipment i.e. spring rocker. Softfall attenuation area to 100sqm.

Typical Park Equipment: Seating, signage, tree planting, bin

Inclusive design where possible



Township/District Park

Medium to large park servicing a larger catchment such as a suburb, small township, or large village. Within walking or driving distance these parks may offer a diverse range of activities, varied equipment, ancillary services and intended for longer stays. Population 1,500-5,000 and village population >100.

Typical Playground Standard: Small playground unit, set of swings, singular piece of equipment i.e. spring rocker. Softfall attenuation area to 150 sqm.

Typical Park Equipment: Table, seating, bin, signage, tree planting, lighting where applicable

Inclusive design and may include accessible play components



Regional Park

A destination or larger park that services the wider community. These parks provide for longer stays, large groups and usually have key elements such as destination playspaces and special features. Population over 5,000.

Typical Playground Standard: Large playground unit, multiple pieces of equipment catering to diverse age ranges. Softfall attenuation area to 250 sqm.

Typical Park Equipment: Table, seating, lighting, formalised gardens, toilets, tree plantings, bins, formalised pathways, irrigation, bubbler, BBQ facilities.

Fully inclusive design and accessible play components

Local/Village Park

<ul style="list-style-type: none"> • Population under 1,500 people • Local Park with limited play equipment • Small playspace within walking distance • Open space area for recreation/play • Good road frontage and visibility • Primarily caters for smaller children 	<p>May include:</p> <ul style="list-style-type: none"> • Seating and picnic tables • Trees and landscaped area • Natural shade • Rubbish bins
---	--

Township/District Park

<ul style="list-style-type: none"> • Population of 1,500 to 5,000 people or village population >100 • Neighbourhood Park with varied equipment • Within 20 min walk of most residents • inclusive design and may include accessible play components • Caters for stays for up to half a day • Large open space area for recreation and play • Some off-street car parking if possible 	<p>May include <i>In addition to Local/Village Park items</i></p> <ul style="list-style-type: none"> • Public amenities • BBQ and picnic facilities/shelters • Fencing (if required) • Lighting of key features • Skate park, BMX or pump track
---	---

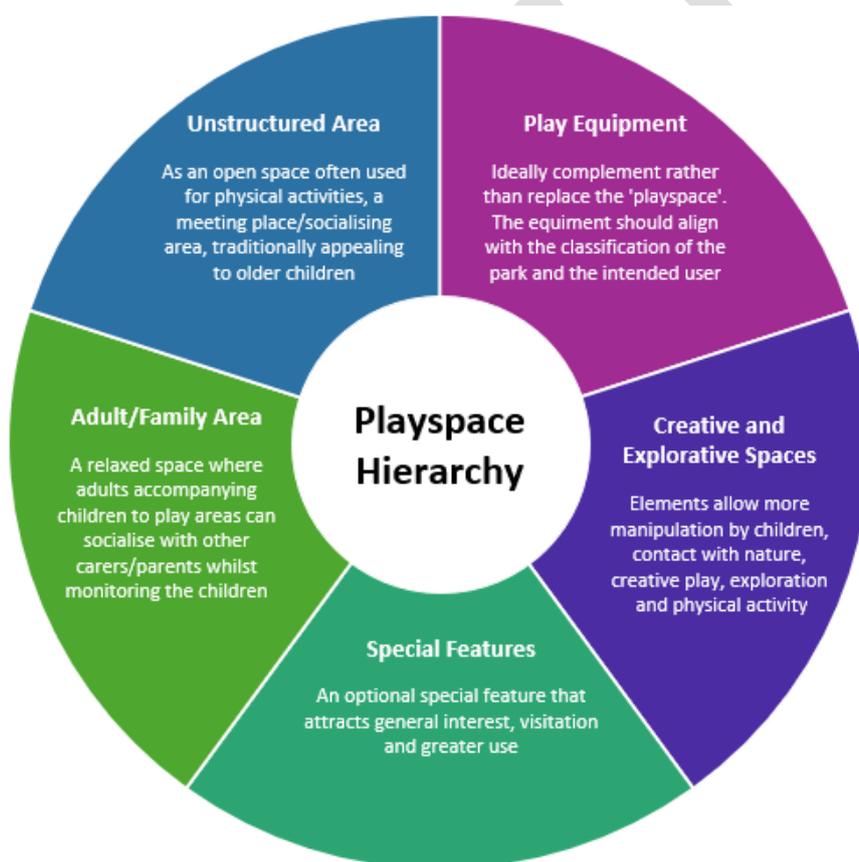
Regional Park

<ul style="list-style-type: none"> • Population over 5,000 people • Centralised Park with diverse major play equipment • Caters for stays up to a whole day • Large open space area for recreation and play • Accessible with shared pathways throughout • Off-street car parking 	<p>May include <i>In addition to Local and District Park items</i></p> <ul style="list-style-type: none"> • Multiple public amenities • Significant trees and landscaped areas • Special features • Lighting • Multiple BBQ and picnic facilities
---	---

Playspace Design Approach

Council will consider the following design approach when planning and building playspaces. This approach shows the basic elements needed to create a play area:

- **Play equipment:** Traditional playspace equipment, all age categories, all skill levels and abilities.
- **Unstructured areas:** Hard court areas for ball games, open grassed areas for unstructured play and informal activity.
- **Creative and explorative spaces:** Exploration opportunities, use of natural environment, creek lines and trees and nature play.
- **Adult/family area:** Fenced areas, BBQ and picnic areas, shaded and shelter, car parking/bike racks, water and toilets.
- **Special features:** Optional feature such as games (chess pavers/ping pong), artwork and sculptures, pirate ships, mazes etc.



6 COUNCILS COMMITMENT

Yass Valley Council will commit to:



7 INSPECTIONS, MAINTENANCE AND UPGRADE PROGRAM

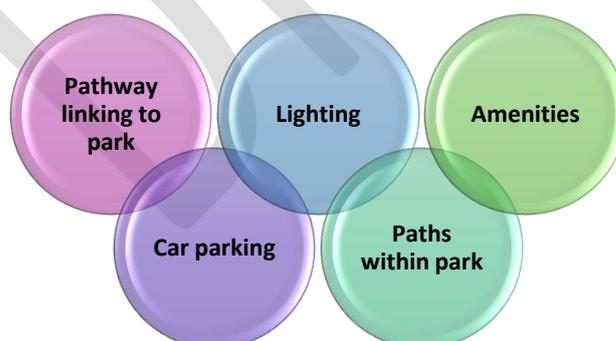
7.1 INSPECTIONS AND MAINTENANCE

Under the Australian Standards (AS/NZS4685) for playgrounds and playground equipment it is a requirement for Council to document an inspection and maintenance program. There are four different types of inspection as detailed in the table below.

For each of these inspections, the scope, complexity and frequency of the inspection vary. The frequency of each inspection is dependent on the type of park category. Council will ensure all playground inspections are undertaken by competent inspectors who are suitably trained and experienced.

Inspection Type	Frequency	Scope
Routine	Weekly Monthly	This level of inspection identifies general maintenance issues associated with normal wear and tear, cleanliness, vandalism, or other routine maintenance requirements.
Operational	Quarterly Biannually Annually	This inspection checks the operation, stability and wear of equipment.
Comprehensive	Annually	This inspection checks the compliance of equipment with safety standards and overall safety of the equipment, foundations and surfaces. This inspection also assesses the compliance of any repairs, added or replaced components and any new playground installations.
Reactive	As required	Reactive inspections are conducted when issues are reported by the general public or Council staff.

Audit of accessibility may also be considered in conjunction with the comprehensive inspection. This would consider factors such as:



Maintenance of playgrounds and public safety is a high priority for Council. Inspections of parks and playgrounds will be undertaken in accordance with the identified inspection frequency and will be recorded into Council’s electronic maintenance management system, “Reflect”. Maintenance will be programmed based on the assessed risk of specific issues identified during an inspection and recorded in the Reflect system.

Levels of Service

Council's parks and playgrounds are inspected and maintained as outlined in the tables below. The frequency of which these tasks are undertaken is dependent on available resources.

Maintenance Service Levels

Type of maintenance activity	Regional Park	Township/District Park	Local/Village Park
Mowing	Weekly	Monthly	Monthly
Edging/whipper snipping of hard landscaping	Weekly	Monthly	Monthly
Irrigation in summer	Weekly	N/A	N/A
Weed spraying	Monthly	Quarterly	Quarterly
Fertilizing	Quarterly	As required	As required
Garden maintenance	Weekly	As required	As required
Sweeping/blowing hard pavement	Weekly	N/A	N/A
Rubbish removal	Weekly	Fortnightly	As required
Topping up softfall	As required	As required	As required
Cleaning of equipment	Weekly	Quarterly	Quarterly

Inspection Service Levels

Type of Inspection	Regional Park	Township/District Park	Local/Village Park
Routine	Weekly	Monthly	Monthly
Operational	Quarterly	Biannually	Annually
Comprehensive	Annually	Annually	Annually
Reactive	As required	As required	As required

7.2 UPGRADE PROGRAM

The playground upgrade program is separated into two separate components as follows:

- Existing playground facilities; and
- New playground facilities.

The priority for upgrading existing playground facilities is reassessed annually, and takes into consideration a variety of factors including:

- The age of the playground
- Inspection condition reports
- The level of use
- Community interest in the facility.

New playground installations relate to new development areas and are required to be provided/funded by developers. The location and category of any playgrounds in new development areas will be determined based on the likely number of properties in the development, and the proximity to existing playgrounds. Ideally Council aims to provide a playground within walking distance of each residential property where achievable.

Lifecycle asset management principals are utilised for park and playground equipment. This means that playgrounds that are installed are appropriately funded for maintenance and replacement over their 15-year lifespan.

Asset Management strategies are available to view on Council's website at www.yassvalley.nsw.gov.au

In some cases, playgrounds that are in good serviceable condition after 15 years may be retained if no deterioration or safety concerns are recorded. Due to the significant lifecycle costs of park and playground equipment they can only be installed where specified. These include within a 1km radius of most residents within Yass and village areas.

Existing Playspace Facilities

The following outlines the current equipment located in Yass Valley Councils parks as of March 2025.

REGIONAL PARKS

Banjo Paterson Park, Yass

Category: Regional Park

Equipment type: Forpark modular unit and swing

Year Installed: 2016



Coronation Park, Yass

Category: Regional Park

Equipment type: Moduplay modular unit, swings, carousel climber, stepping route and sensory equipment

Year Installed: 2019



Riverbank Park, Yass

Category: Regional Park

Equipment type: Proludic sky tower with climbing nets and giant spiral slide, climbing slope with ropes and nets, flying fox, spinning net and climber, infant activity tower, double swing, basket swing, springer, cubby house, steeping logs, sensory bush garden and fitness area

Year Installed: 2023



TOWNSHIP/DISTRICT PARKS

Binalong Recreation Ground Playground, Binalong

Category: Township/District Park

Equipment type: Moduplay modular unit, swing set, rocker and stepping pads

Year Installed: 2021



Bowling Hall Playground, Bowling

Category: Township/District Park

Equipment type: Forpark modular unit, swing set and rocker

Year Installed: 2007



Caravan Park Playground, Yass

Category: Township/District Park

Equipment type: Forpark modular unit

Year Installed: 2004



Gundaroo Recreation Ground Playground, Gundaroo

Category: Township/District Park

Equipment type: Forpark modular unit, rocker, sound tubes and swings

Year Installed: 2016



TOWNSHIP/DISTRICT PARKS

Hatton Park, Yass

Category: Township/District Park

Equipment type: Forpark modular unit and swing set

Year Installed: 2016



Henry Lawson Park, Yass

Category: Township/District Park

Equipment type: Moduplay themed unit, spring rocker and swing set

Year Installed: 2014



Hercules Street Playground, Murrumbateman

Category: Township/District Park

Equipment type: Forpark modular unit, swing set and spinner

Year Installed: 2009



Sutton Recreation Ground Playground, Sutton

Category: Township/District Park

Equipment type: Playspace unit, swing set, spin pole and rocker

Year Installed: 2011



LOCAL/VILLAGE PARKS

Bookham Recreation Ground Playground, Bookham

Category: Local/Village Park

Equipment type: Playspace swing set

Year Installed: 2005



Boree Log Park, Yass

Category: Local/Village Park

Equipment type: Playspace spring rockers x 2

Year Installed: 2017



John O'Brien Park, Yass

Category: Local/Village Park

Equipment type: Forpark swing set and rocker

Year Installed: 2009



Jones Park, Murrumbateman

Category: Local/Village Park

Equipment type: Swing set

Year Installed: 2017



Townsend Place Park, Yass

Category: Local/Village Park

Equipment type: Forpark stand-alone slide, swings and carousel (climber)

Year Installed: 2013/2018



8 IMPLEMENTATION AND REVIEW

Implementation of the Parks and Play Strategy will be undertaken on a priority basis and reviewed annually as part of the Operational Plan process and updating of asset management plans. This review will take into consideration the condition of existing equipment, demands from new development and community input.

Priority Rating

Projects will be assigned a priority rating based on:

High: Critical to strategy implementation. Should be commenced within the first three years

Medium: Important in responding to a future need. Requires pre-requisite work to be undertaken. Should be commenced within three to eight years.

Low: An identified future need that will improve parks and playspace provision. Should be commenced within eight to twelve years.

Ongoing partnerships and collaboration with a variety of internal and external stakeholders will be crucial to ensuring implementation of the Strategy.

Upgrades to existing playspaces and new playspaces will be integrated into Council's capital works program.



[REDACTED]

From: [REDACTED]
Sent: Tuesday, 2 September 2025 4:31 PM
To: Parks and Recreation Assets
Subject: Re: Review of 2026/2027 Sports User Group Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Good afternoon,

The [REDACTED] position on fee options for 2026/2027 is Option 1 - Annualised Fee - Percentage of Use fee.

Please let me know should there be anything further you require.

Thank you,

[REDACTED]
[REDACTED]

From: Parks and Recreation Assets
Sent: Wednesday, August 27, 2025 4:09 pm
To: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Cc: Parks and Recreation Assets
Subject: Review of 2026/2027 Sports User Group Fees
Good afternoon,

Please find attached the review of fee options for sports user groups 2026/2027 for your information and review prior to the meetings scheduled to be held with Council.

Kind regards,

[REDACTED]
Parks and Recreation Assets | Yass Valley Council
P: +61 (0)2 6226 1477
E: parks.assets@yass.nsw.gov.au | W: www.yassvalley.nsw.gov.au

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[REDACTED]

From: [REDACTED]
Sent: Tuesday, 30 September 2025 12:33 PM
To: Parks and Recreation Assets
Subject: Re: [REDACTED] Meeting - Review of Proposed 2026/2027 Sports User Group Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Hi [REDACTED],

Thank you for giving the [REDACTED] an opportunity to comment on the proposed fee changes for sporting groups. We welcome Council's decision to review the current outdated, and inequitable fee structure and appreciate all the hard work staff have put into these various options.

After a discussion with our committee, our club is most supportive of option 1 (annualised fee - percentage of use). If this is not supported by the majority of local sporting clubs, we would also support option 2 (categorised annualised fee). We do not support either of the hourly rate options.

Kind Regards,

[REDACTED]
[REDACTED]
[REDACTED]

From: Parks and Recreation Assets
Sent: Monday, September 22, 2025 8:40 AM
To: [REDACTED]
Subject: Fw: [REDACTED] Meeting - Review of Proposed 2026/2027 Sports User Group Fees

Hi [REDACTED]

Thank you for taking the time to meet to discuss the review of 2026/2027 sports user group fees and charges.

As discussed, please email through your submission to parks.assets@yass.nsw.gov.au by 5pm Tuesday 30th September.

You can request an additional meeting to discuss the review further with Council between the 7-24 October 2025 if required. To arrange an additional meeting, email through your preferred date and time to parks.assets@yass.nsw.gov.au.

Kind regards,

[REDACTED]

Parks and Recreation Assets | Yass Valley Council
P: +61 (0)2 6226 1477

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 30 September 2025 9:05 AM
To: Parks and Recreation Assets
Subject: Re: [REDACTED] Meeting - Review of Proposed 2026/2027 Sports User Group Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Good Morning, [REDACTED]

[REDACTED] would be happy to go with option 1 first - percentage of use - but option 2 - Categorised fee would work for us also.

Regards

[REDACTED]
[REDACTED]
[REDACTED]

From: Parks and Recreation Assets
Sent: Tuesday, 16 September 2025 8:39 AM
To: President
Subject: Re: [REDACTED] Meeting - Review of Proposed 2026/2027 Sports User Group Fees
Hi [REDACTED]

Thank you for taking the time to meet to discuss the review of 2026/2027 sports user group fees and charges.

As discussed during the meeting, please email through your submission to parks.assets@yass.nsw.gov.au by 5pm Tuesday 30th September.

You can request an additional meeting to discuss the review further with Council between the 7-24 October 2025 if required. To arrange an additional meeting, email through your preferred date and time to parks.assets@yass.nsw.gov.au.

Kind regards,

[REDACTED]

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[REDACTED]

From: [REDACTED]
Sent: Tuesday, 30 September 2025 1:36 PM
To: [REDACTED]
Subject: FW: [REDACTED] - User Fees

Hi [REDACTED]

Can you please include in the feedback from the user groups.

Thanks [REDACTED]

[REDACTED]

M: [REDACTED] | P: +61 (0)2 6226 1477
E: [REDACTED] | W: www.yassvalley.nsw.gov.au

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From: [REDACTED]
Sent: Tuesday, 30 September 2025 1:18 PM
To: [REDACTED]
Subject: [REDACTED] - User Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Hi [REDACTED],

As requested, this is an official reply to [REDACTED] response deadline for User Fees consulting.

1. [REDACTED] first option is to request a one-year waiver of the User Fee , based on the tiny membership of the club. This will give the club one year of breathing space to increase its membership.
2. [REDACTED] prefers Option 1 of those presented.

Thank you!

[REDACTED]
President
[REDACTED]

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[REDACTED]

From: [REDACTED]
Sent: Monday, 13 October 2025 8:30 AM
To: Parks and Recreation Assets
Subject: Re: Review of Proposed 2026/2027 Sports User Group Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Dear Yass Valley Council,

On behalf of the [REDACTED], I write to formally submit our position regarding the proposed changes to the sporting facility fee structure for the 2026/27 financial year.

Following consultation with our member clubs and discussion at our General Meeting on 8 October 2025, [REDACTED] unanimously endorses **Option 1 – Annualised Fee Based on Percentage of Use** as the preferred model for ground fees.

Why Option 1 Is Supported

Option 1 provides a fair, transparent, and predictable fee structure that reflects actual usage and includes a reasonable CPI-based increase. The proposed fee of [REDACTED] aligns with our growing footprint across junior and senior competitions, including expanded [REDACTED] formats and increased turf usage.

This model:

- Reflects the true operational cost of our usage.
- Allows clubs to plan and budget effectively.
- Encourages continued participation and growth across all age groups.
- Is administratively simple for both Council and volunteer-run clubs.

Concerns with Options 2, 3 and 4

Option 2 – Categorized Annualised Fee

This model would require [REDACTED] to pay **multiple annual fees** across both **district** and **local** categories due to our use of grounds such as [REDACTED]. This would result in a **significantly higher total cost** than Option 1, without any increase in service level or access.

The categorisation also introduces complexity and ambiguity around which grounds fall into which tier, creating administrative challenges for clubs and Council alike.

Option 3 – Flat Hourly Rate (\$19/hour)

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 14 October 2025 8:57 AM
To: Parks and Recreation Assets
Subject: RE: Review of Proposed 2026/2027 Sports User Group Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

[REDACTED]

Our options are in the following order –

Option 4 then 3 followed by option 1 and option 2 last.

Was this all you need from us or was there more we needed to provide to you?

Regards

[REDACTED]

[REDACTED]

To: Yass Valley Council
Subject: Submission Regarding Fees and Charges – [REDACTED]

Dear Yass Valley Council,

On behalf of the [REDACTED] I wish to make a submission regarding the proposed **2026/27 fees and charges** for the use of the [REDACTED]

After reviewing the various fee options, the most financially viable option for our club is to go with Option 3 – Hourly Rate – Flat Hourly Rate. We are still wanting some of the associated costs with using the facilities reviewed though.

As a local, volunteer-run community sporting club, we are more than willing to contribute a reasonable fee towards the ongoing maintenance and operational costs of the facility. However, we believe that certain costs—particularly those associated with the **cleaning of the public toilets**—should not be attributed to our club.

The public toilets at the [REDACTED] are available for use by all members of the community throughout the year. While our club does utilise the amenities during the football season, this is only for a portion of the year. In addition, we take full responsibility for cleaning and maintaining the areas we directly use within the amenities block, including the **kitchen, storage room, dressing rooms, and referee room**.

Given that the toilets are a **public facility** used year-round by various groups and individuals, we feel it is unreasonable for the [REDACTED] to bear the cleaning costs for this area. We respectfully request that Council reconsider how these costs are allocated and exclude public toilet cleaning from the club's cost recovery amount.

Below is the breakdown of annual operational costs provided by Council, which outlines a **15% cost recovery** of **\$2,411** based on total annual operational costs of **\$16,072**. We are not disputing the overall operational costs but are seeking a fairer and more accurate reflection of the services the club directly benefits from.

Site	Service Level	Annual Operational Costs	Proposed 15% Cost Recovery
[REDACTED]	Mowing – quarterly Utility fees Cleaning fees Waste Service General maintenance Line marking paint – Council supplied	\$16,072	\$2,411

As a club we do an enormous amount of work at [REDACTED] to keep it looking good, and safe for the general public, not just those associated with the [REDACTED]. Please find attached our previous submission which outlines the work the [REDACTED] has done over the years at the [REDACTED]. As stated before, we are happy to pay fees but want those fees to reflect the work done by council and our club.

We greatly value the partnership between Council and our local sporting club and appreciate the support Council provides to community sport and recreation in the Yass Valley area. We hope this submission will be considered in the spirit of fairness and community collaboration.

Kind regards,

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Wednesday, 15 October 2025 2:14 PM
To: Parks and Recreation Assets
Cc: [REDACTED]
Subject: Re: Review of Proposed 2026/2027 Sports User Group Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Good Afternoon [REDACTED],

The [REDACTED] prefers Option 1:

Option 1	Total Annual Fee
Annualised Fee - Percentage of use (including community use)	[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Thursday, 16 October 2025 4:44 PM
To: Parks and Recreation Assets
Cc: [REDACTED]
Subject: Re: Fw: Review of Proposed 2026/2027 Sports User Group Fees - [REDACTED]

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Hi [REDACTED],

Apologies for the late submission.

Please find below [REDACTED] feedback regarding the 2026/2027 Sports User Group Fees.

Our preferred option is **Option 2** – \$5,235 per annum for Walker Park usage.

Kind regards,

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 21 October 2025 10:56 AM
To: Parks and Recreation Assets
Subject: Re: [REDACTED] - Review of Proposed 2026/2027 Sports User Group Fees - [REDACTED]

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Yes sorry for the late reply as discussed in the meeting option 1 works for [REDACTED].

Regards,
[REDACTED]
[REDACTED]

On Mon, 20 Oct 2025 at 10:18 am, Parks and Recreation Assets <parks.assets@yass.nsw.gov.au> wrote:

Hi [REDACTED]

I am touching base as we don't seem to have received a written submission from [REDACTED] as yet.

From the meeting held [REDACTED] I have noted that [REDACTED] preferred sports user group fee review method was - **Option 1 - Annualised Fee - Percentage of use (including community use)**.

Grateful if you could reply via email by tomorrow afternoon (Tuesday 21 October) if this is [REDACTED] preferred option from the review of proposed 2026/2027 sports user group fees. Or alternatively if a different option is preferred.

If written confirmation is not received by tomorrow afternoon, your preference stated verbally during the review meeting (option 1) will be accepted and combined with all other submissions received for the report to be put forward to Council.

Kind regards,
[REDACTED]

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[REDACTED]

From: [REDACTED]
Sent: Friday, 26 September 2025 1:03 PM
To: [REDACTED]
Subject: Re: Review of Proposed 2026/2027 User Group Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Good afternoon,

Thank you for meeting with us on Monday. As per our discussions on Monday please find our submission to the proposed user fees below.

We submit that for the 2026-2027 year the proposed 15% cost recovery rate be applied (ie.\$665). We believe this is a fair calculation and provides consistency amongst user groups.

I confirm that at present we have an annual cap on fees of \$936. We reach this cap annually and on our calculations believe we will reach that cap annually for the foreseeable future. Thus, our user fees will likely remain unchanged regardless of the method of calculation and we will see no real decrease in user fees.

Kind regards,

[REDACTED]

President

[REDACTED]

From: [REDACTED]
Sent: Tuesday, September 9, 2025 8:26 am
To: [REDACTED]
Subject: Review of Proposed 2026/2027 User Group Fees

Good morning,

Please find attached the review of fee options for equestrian user groups 2026/2027 for your information and review prior to the meetings scheduled to be held with Council.

Kind regards,

[REDACTED]

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From: [REDACTED]
Sent: Tuesday, 30 September 2025 12:45 PM
To: Parks and Recreation Assets
Subject: Re: Review of Proposed 2026/2027 User Group Fees

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Hi [REDACTED]
[REDACTED] would prefer to be charged an annualised fee for the year. We would prefer the 15% cost recovery rate if that is available.
Thank you
[REDACTED]

On Tue, 9 Sept 2025 at 08:26, Parks and Recreation Assets <parks.assets@yass.nsw.gov.au> wrote:
Good morning,

Please find attached the review of fee options for equestrian user groups 2026/2027 for your information and review prior to the meetings scheduled to be held with Council.

Kind regards,
[REDACTED]

Parks and Recreation Assets | Yass Valley Council
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2025 Strategic Plan Sutton Recreation Ground

This strategy guides the future development of Sutton Recreation Ground within the Yass Valley

Adopted by Council XXXXX

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1. BACKGROUND

The Yass Valley local government area is home for multiple recreational facilities which each host a range of various passive and dynamic activities.

The facilities are:

- Binalong Recreation Ground
- Bookham Recreation Ground
- Bowling Recreation Ground
- Gundaroo Recreation Ground
- Murrumbateman Recreation Ground
- Sutton Recreation Ground
- Wee Jasper Recreation Ground
- Joe O'Connor Park, Yass
- Victoria Park, Yass
- Walker Park, Yass

Each facility is uniquely identified by its own features (including but not limited to) playgrounds, sporting fields, community halls, swimming pools, skate parks and passive open spaces.

It is important that Council owned/managed facilities are well managed, maintained and developed to meet the growing needs and expectations of both community members and visitors to Yass Valley.

To provide a methodical approach Council will develop site specific strategic plans to assist with development activities.



2. PURPOSE

The strategic plan will provide direction and support delivery of planning, development, and management of the Sutton Recreation Ground.

Sutton Recreation Ground is a multi-use facility located on West Street within the town of Sutton. The facility includes a sporting field, tennis courts, playground, equestrian area, community hall, amenities building, water wise gardens and passive open space areas. The strategic plan seeks to:

- Provide quality sporting and recreational space for the community
- Provide a management approach that delineates and integrates activities within the site and surrounding recreational areas
- Provide a priority program for the development of the site
- Enhance the aesthetics for the natural environment of the Sutton Recreation Ground.

3. CONSULTATION

Public consultation is a critical component of strategic planning, ensuring that decisions are informed by the perspectives and needs of the community. Engaging stakeholders throughout the process promotes transparency, inclusivity, and shared ownership of outcomes. By incorporating diverse insights and feedback, the organisation can identify opportunities, anticipate challenges, and develop strategies that are both practical and broadly supported. This collaborative approach enhances accountability, builds trust, and strengthens the overall effectiveness and sustainability of the strategic plan.

Yass Valley Council will consult with internal and external stakeholders to understand and develop assets that are identified within the strategic plan.

Council has worked extensively with the community and local sporting bodies to gain an understanding of the requirements for the Sutton Recreation Grounds. This is reflected in the actions list within this strategic plan.

Yass Valley Council acknowledges, encourages and supports the initiatives from community/sporting groups in delivering community-led projects that provides long-lasting positive benefits for the area.

4. CURRENT FACILITIES

Sutton Recreation Ground is a multiuse facility comprising of the following infrastructure:

- Community Hall
- Amenities building
- Sporting oval
- Tennis courts
- 24/7 Recycling facility
- Township/district category playground
- Waterwise gardens
- Equestrian area
- Seating/table setting

Sutton Recreation Ground is a facility that is used for active and passive recreation. The key local activities undertaken include:



The recreation ground has a designated passive recreation area which includes local waterwise gardens and granite pathways, a township/district park category playground and significant open space area.

5. STRATEGIC MAPPING



Figure 1 – Aerial Overview

6. PLAN OF MANAGEMENT

Under Section 36 of the Local Government Act 1993, Council must prepare Plans of Management for community land.

Management actions relating to Council owned/managed facilities will be identified under a Plan of Management which will include:

- Identify the category of the land
- The condition of the land, and of any buildings or other improvements on the land, as at the date of adoption of the plan of management
- A current description of the natural and cultural resources
- Planning considerations relevant to the land
- A statement of the long-term objectives for the reserve and the associated management targets for the specified period
- Method of assessment of organised objectives and targets
- Authorises leases, licences and other estates



7. COUNCIL POLICIES, STRATEGIES AND PLANS

Yass Valley Council has implemented the following documents to assist with its management and operation of recreational facilities.

These are:

Policies

- Community Sports Facility Booking Policy
- Sports Facility Closure Policy
- Access Through Parks Policy
- Waste Management Policy

Policies are located on Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Policies>

Strategies

- Yass Valley Open Space Strategy 2024-2036
- Park and Playground Strategy 2017

Strategies are located on Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Strategies-and-Plans>

Plans

- Parks and Recreation Asset Management Plan
- Sutton Village Master Plan

Plans may be accessed from Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Strategies-and-Plans>

Documents under development

- 2025 Parks and Play Strategy
- Tree Management Strategy

8. MANAGEMENT ZONES

Sporting and Active Zones

These areas can be used for both sporting and active recreation and includes a playing field, tennis courts and an equestrian arena.



SUTTON RECREATION GROUND

2025 Strategic Plan

Passive Recreational Zone

This zone includes a township/district park category playground, which was installed in 2012. There is also a large passive recreational open space area and local waterwise gardens with granite pathways.

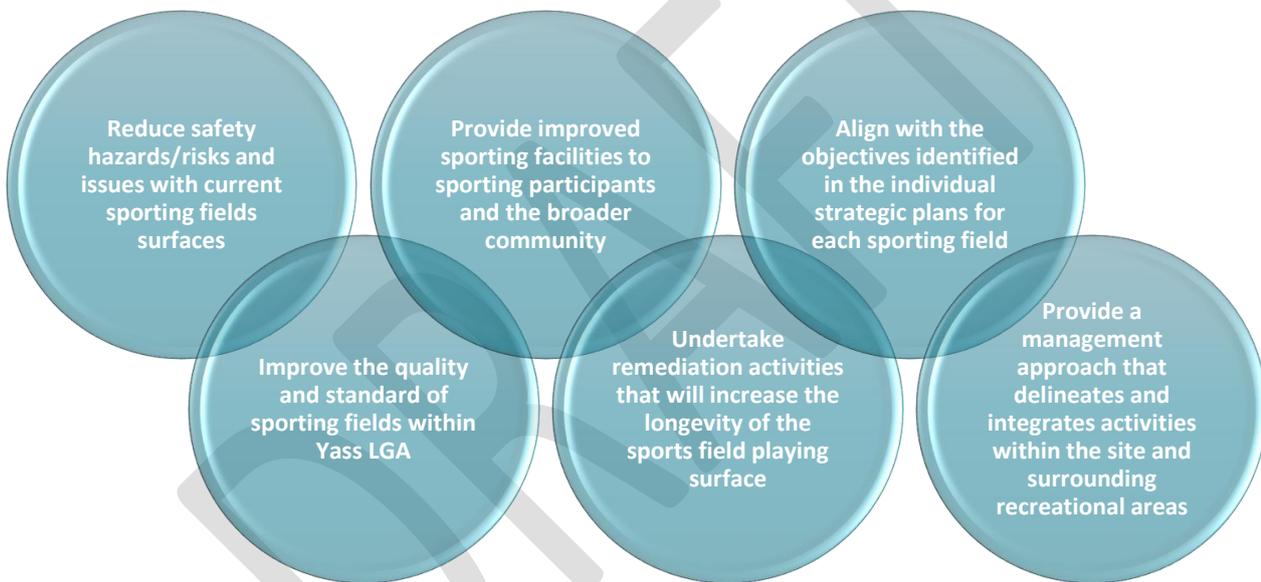


9. SPORTS FIELD REMEDIATION PROGRAM

Council has implemented a Sports Field Remediation Program which outlines Council’s vision for maintaining sports fields within the Yass Valley Local Government Area (LGA).

Yass Valley Council has multiple established sporting fields that form an integral part of the LGA and essential to the quality of life of its residents. They are a key community asset bringing everyone together, encouraging social interaction and providing the community with opportunities for social and physical development.

The program aims to:



The program provides long-term cost efficiencies and long-lasting benefits for Council, sporting participants and the broader community.

The program will contribute to the reduction of Council’s maintenance costs by undertaking a methodical approach to turf renovations and improvements.

10. VEGETATION AND TREE MANAGEMENT

We as a Council value our vegetation and trees as they improve our urban environment, provide shade, habitat and assist in air purification.

Development of a Tree Management Strategy is identified in Councils 2025/26 Operational Plan.

The Tree Management Strategy will outline how Yass Valley Council plans to manage and maintain trees located on council owned/managed land including road reserves, open space and recreation facilities.

Currently council proactively and reactively manages trees and vegetation with routine maintenance tasks carried out by qualified Council staff and/or a Council appointed contractor.



11. ACTION PLAN

It is important to develop Sutton Recreation Ground in a sequential and detailed approach. This allows the proposed activities to be identified, resourced and programmed as appropriate. Priority projects will be considered annually by Council through its Operational Plan Process and identified for grant funding where applicable.

The proposed actions as outlined below will provide guidelines for the enhancement and development of Sutton Recreation Ground and its immediate surrounds.

Item	Activity	Priority	Project Owner
Sporting Precinct:			
1	Upgrade playing surface of sports field (including cricket pitch	HIGH	SDCA
2	Install irrigation to playing field	HIGH	SDCA
3	Install LED lighting to playing field and tennis courts	MEDIUM	YVC/User Groups
4	Renovation of tennis courts	MEDIUM	YVC/SDCA
5	Install cricket nets	LOW	YVC/User Groups
6	Install multipurpose hard court	LOW	YVC/User Groups
7	Installation of rabbit resistant oval fencing	LOW	YVC/SDCA
8	Install portable grandstands	LOW	YVC/User Groups
9	Install portable soccer goals	LOW	User Groups
10	Install AFL and Rugby League goal posts	LOW	YVC/User Groups
General Purpose:			
1	Upgrade bore	HIGH	SDCA
2	Develop open space areas (i.e. BBQ)	MEDIUM	YVC/SDCA
3	Installation of shade cover over playground	MEDIUM	YVC/SDCA
4	Upgrade recycling facilities	MEDIUM	YVC
5	Install outdoor fitness equipment	LOW	YVC/SDCA

NB: priorities and funding will be subject to consideration annually by Council in its Operational Plan Process.

Action Plan revised October 2025.

SUTTON RECREATION GROUND

2025 Strategic Plan

Approval History

Review Date	Report to Council	Minute No.	Exhibition Period	Adoption
October 2025				

DRAFT

Parks and Recreation Assets Section | Yass Valley Council

DRAFT SUTTON RECREATION GROUNDS STRATEGIC PLAN 2025

Dear [REDACTED]

Thank you for the opportunity to comment on the draft Strategic Plan.

Firstly it is gratifying to see that YVC is working on this subject.

My main comments relate to the table at Section 10 Action Plan. It is hard to judge which items are considered strategic rather than detailed (tactical), so I leave that distinction to you. Also hard to know if the Sutton Village Hall is counted as part of the recreation grounds - I assume it is separate.

Already-listed items such as LED lighting (for the tennis courts in particular), community BBQ, multi-purpose hard court (basketball hoop/s and playing area at least) and cricket nets are welcome items.

Items that might be added to the Action Plan, in no particular order:

- . community playground cover (SDCA continues to chase grants)
- . rabbit-resistant Oval fence
- . moveable grandstands
- . static exercise equipment
- . fitout of the amenities building kitchen
- . upgrade the recycling facilities to match that of other YV villages (include cardboard and general waste bins)
- . robust moveable soccer goals
- . AFL and RL goal posts to increase the versatility of the Sutton Oval
- . support for maintaining the water wise gardens (metal edging, mulch)

I hope that the [REDACTED] has submitted a response. Likely that they would be interested in a club house and moveable grandstands.

A few items which may be too detailed for this plan but still need attention:

- . a published mowing schedule for the rec grounds – the [REDACTED] has a community mower but it is difficult to know when to use it. This has been a long standing coordination problem.
- . key access to all the rooms in the amenities building (including the shuttered window in the kitchen)
- . clearing away the huge collection of green waste at the far end of West Street (which is adjacent to the rec grounds).

It is a shame that the community did not have a bit more time to consider the draft Plan – our next [REDACTED] meeting is on tomorrow evening – which is also the last day (5pm) for comments on the draft Plan.

Regards

[REDACTED]
[REDACTED]
[REDACTED]

5 August 2025

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 5 August 2025 3:56 PM
To: Parks and Recreation Assets
Subject: Fw: draft Strategic Plan for the Sutton Recreation Ground - comments due by 6 August 2025

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Message forwarded 5 Aug 2025

From: [REDACTED]
Sent: Tuesday, August 5, 2025 11:34 AM
To: Council@yass.nsw.gov.au
Cc: [REDACTED]
Subject: draft Strategic Plan for the Sutton Recreation Ground - comments due by 6 August 2025
Hello. This comment is addressed to whomever is managing the draft Strategic Plan for the Sutton Recreation Ground.

I would like to see, as a matter of urgency, a shade sail installed over the playground please. This cannot be that expensive and I feel it really is part of the Council's responsibility to provide basic cover over a playground, not for the community to have to keep on submitting grant applications for a shade sail. I understand that this may not have been a requirement when the playground was first installed in 2012, but certainly the science has moved on in terms of the danger of sun exposure, and nearly all recent installations of playgrounds have shade sail protection. I know I avoid taking my grandchildren there in the warmer weather - not only because of sun exposure, but the slippery slide gets burning hot. I am not the only one who avoids it in warmer weather, meaning that the playground would have greater use if there were a shade sail.

I appreciate the opportunity to make comment.

Regards
[REDACTED]

Message protected by MailGuard: e-mail anti-virus, anti-spam and content filtering.

<https://www.mailguard.com.au/mg>

[Report this message as spam](#)

[REDACTED]

From: [REDACTED]
Sent: Sunday, 17 August 2025 10:22 AM
To: Parks and Recreation Assets
Cc: [REDACTED]
Subject: YVC Recreation Ground Strategic Plan

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Hi [REDACTED]

Your team may have completed the draft Sutton Recreation Ground Strategic Plan by now, but here's an additional thought. Does YVC have an overall strategic plan for all its recreation grounds?

You would know that there are a lot of subdivision proposals in train or in prospect around Sutton Village at present and these would impact on Council's long term plans for its rec grounds.

For Sutton Village, the starting point is probably 100 house lots (I've tried to count them) and one rec ground with one community playground etc.

In near time prospect are an additional 150 new house lots around the village perimeter (in line with the 2017 Sutton District Master Plan), with approximately 120 of these 150 lots already spoken for. Thus a doubling at least of the Sutton Village population without any hint of an increase in public recreation space.

Is there scope for addressing this shortfall in the pending Sutton Recreation Ground Strategic Plan? It is out of context but an obviously-related issue.

Likely that the whole situation of not enough public recreation spaces will become glaringly obvious in the near-ish future when details of the proposed 319 ha subdivision immediately west of the current village are announced. This could equate to at least an extra 300 house lots, trebling the size of the current village.

Perhaps a big ask, but developers could be required by Council to provide adequate spaces for public recreation as part of the approval process. There must be a set ratio somewhere.

There is a precedent - the Woodbury Ridge Estate immediately south of Sutton Village includes a small public playground as part of the Council-approved design.

For the existing Sutton Village, there is one piece of level crown land that could be developed into a public recreation space - land right next to the Sutton Road culvert and Camp Street, with McLaughlins Creek on one side. This space could conveniently service the (potentially) 100 residents living in the "The Fields" subdivision, currently under construction.

I hope this is all useful.

Regards, [REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Saturday, 2 August 2025 11:54 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Urgent Attention: Department managing the draft Strategic Plan for the Sutton Recreation Ground

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Attention to: The Department managing the draft Strategic Plan for the Sutton Recreation Ground

To whom it may concern,

We commend Yass Valley Council for the development of the 2025 Sutton Recreation Ground Strategic Plan and recognise the value that the proposed upgrades will bring to the broader community. However, as concerned locals and organisers of the monthly [REDACTED] held at the recreation grounds, we wish to raise concerns regarding the potential impacts these works may have on our events.

Specifically, we seek clarification on when and how construction activities, such as the installation of lighting, cricket nets, multipurpose hardcourt, upgraded playing surfaces, development of open space areas, etc, may affect the availability and configuration of the market area, vendor access, and overall event operations.

In addition, we request further information on the proposed locations for these new facilities, as any changes to open spaces could significantly influence the layout and viability of our markets.

Some items Council might also consider in the planning process include:

- Installation of a sun cover over the community playground.
- A rabbit-resistant fence around the oval.
- Improved access to the kitchen and shutters in the pavilion.
- White goods fit-out for the pavilion kitchen.
- Remodelling of the Sutton recycling facilities to align with those in other Yass Valley villages.
- Installation of a general rubbish bin near the pavilion.
- Publication of a regular grass mowing schedule.

We respectfully request that market organisers be engaged in the planning and implementation stages of these works to ensure that the markets can continue to operate effectively throughout the redevelopment process.

Your sincerely



2025 Strategic Plan Murrumbateman Recreation Ground

**This strategy guides the future development and maintenance of
Murrumbateman Recreation Ground within Yass Valley local government area**

Adopted by Council XXXXX

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1. BACKGROUND

The Yass Valley local government area is home for multiple recreational facilities which each host a range of various passive and dynamic activities.

The facilities are:

- Binalong Recreation Ground
- Bookham Recreation Ground
- Bowning Recreation Ground
- Gundaroo Recreation Ground
- Murrumbateman Recreation Ground
- Sutton Recreation Ground
- Wee Jasper Recreation Ground
- Joe O'Connor Park, Yass
- Victoria Park, Yass
- Walker Park, Yass

Each facility is uniquely identified by its own features (including but not limited to) playgrounds, sporting fields, community halls, swimming pools, skate parks and passive open spaces.

It is important that Council owned/managed facilities are well managed, maintained and developed to meet the growing needs and expectations of both community members and visitors to Yass Valley.

To provide a methodical approach Council will develop site specific strategic plans to assist with the development activities.



2. PURPOSE

The strategic plan will provide direction and support delivery of planning, development, and management of the Murrumbateman Recreation Ground.

Murrumbateman Recreation Ground is a multi-use facility located along the Barton Highway within the town of Murrumbateman. The facility is approximately 45 hectares in size and includes an equestrian precinct, sporting field, tennis courts, playground, dog park, community hall, public toilets and passive open space areas. The strategic plan seeks to:

- Provide quality sporting and recreational space for the community
- Provide a management approach that delineates and integrates activities within the site and surrounding recreational areas
- Provide a priority program for the development of the site
- Enhance the aesthetics for the natural environment of the Murrumbateman Recreation Ground.

3. CONSULTATION

Public consultation is a critical component of strategic planning, ensuring that decisions are informed by the perspectives and needs of the community. Engaging stakeholders throughout the process promotes transparency, inclusivity, and shared ownership of outcomes. By incorporating diverse insights and feedback, the organisation can identify opportunities, anticipate challenges, and develop strategies that are both practical and broadly supported. This collaborative approach enhances accountability, builds trust, and strengthens the overall effectiveness and sustainability of the strategic plan.

Yass Valley Council will consult with internal and external stakeholders to understand and develop assets that are identified within the strategic plan.

To assist with community consultation council has established the Murrumbateman Recreation Grounds Focus Group. The purpose of the focus group is to identify maintenance priorities and standards and identify priorities for new or upgraded facilities. Membership is represented by current and prospective user groups.

Agendas and minutes from focus group meetings can be found on councils website [here](#).

Council has worked extensively with the focus group and local sporting bodies to gain an understanding of the requirements for the Murrumbateman Recreation Grounds. This is reflected in the actions list within this strategic plan.

Yass Valley Council acknowledges, encourages and supports the initiatives from community/sporting groups in delivering community-led projects that provides long-lasting positive benefits for the area.

4. CURRENT FACILITIES

Murrumbateman Recreation Ground is a multiuse facility comprising of the following infrastructure:

- Community Hall
- Men's Shed
- Public toilets
- Sports amenities building
- 5 bay storage shed
- Scout Hall
- Sporting oval (with lighting and irrigation/water tank)
- Pavillion
- Stage
- Equestrian clubhouse/storage
- Equestrian precinct (sand arenas, round yard, cross country course, horse yards, bridleway access – Dundoos estate)
- Moon shed
- Tennis courts
- Community Gardens
- Cricket net
- Local/village category playground
- War Memorial
- Enclosed dog park
- BBQs/seating/table settings
- Winery trail
- Village green
- Long jump pit

Murrumbateman Recreation Ground is a facility that is utilised for active and passive recreation. The local activities undertaken include:

- Tennis
- Cricket
- Equestrian activities
- AFL
- Little Athletics
- Scouts
- Dog shows
- Dancing
- Karate
- Community gathering and events
- Men's Shed
- Yoga
- Parent & Children's Playgroups
- Village Markets
- Film Evenings
- Christmas Carols
- Field Days
- Cycling
- Dog walking
- Community meetings
- MCA office
- Professional and educational courses
- Running groups
- Memorial events
- Public rest stop
- Winery trail
- Rural Fire Brigade training
- Commercial events (e.g. Rodeos, singers)

The recreation ground has designated passive recreation areas. This includes Jones Park (local/village park), the Village Green and significant open space areas. Service levels for Jones Park are identified in Council's adopted [2017 Parks and Playground Strategy](#).

The recreation ground also includes an off-leash dog exercise area, details of which can be found on Council's website [here](#).

5. STRATEGIC MAPPING

Figure 1 – Aerial Overview

Note: Cross country course indicative only



Figure 2 – Aerial Facility Overview



Figure 3 – Lot Description Overview

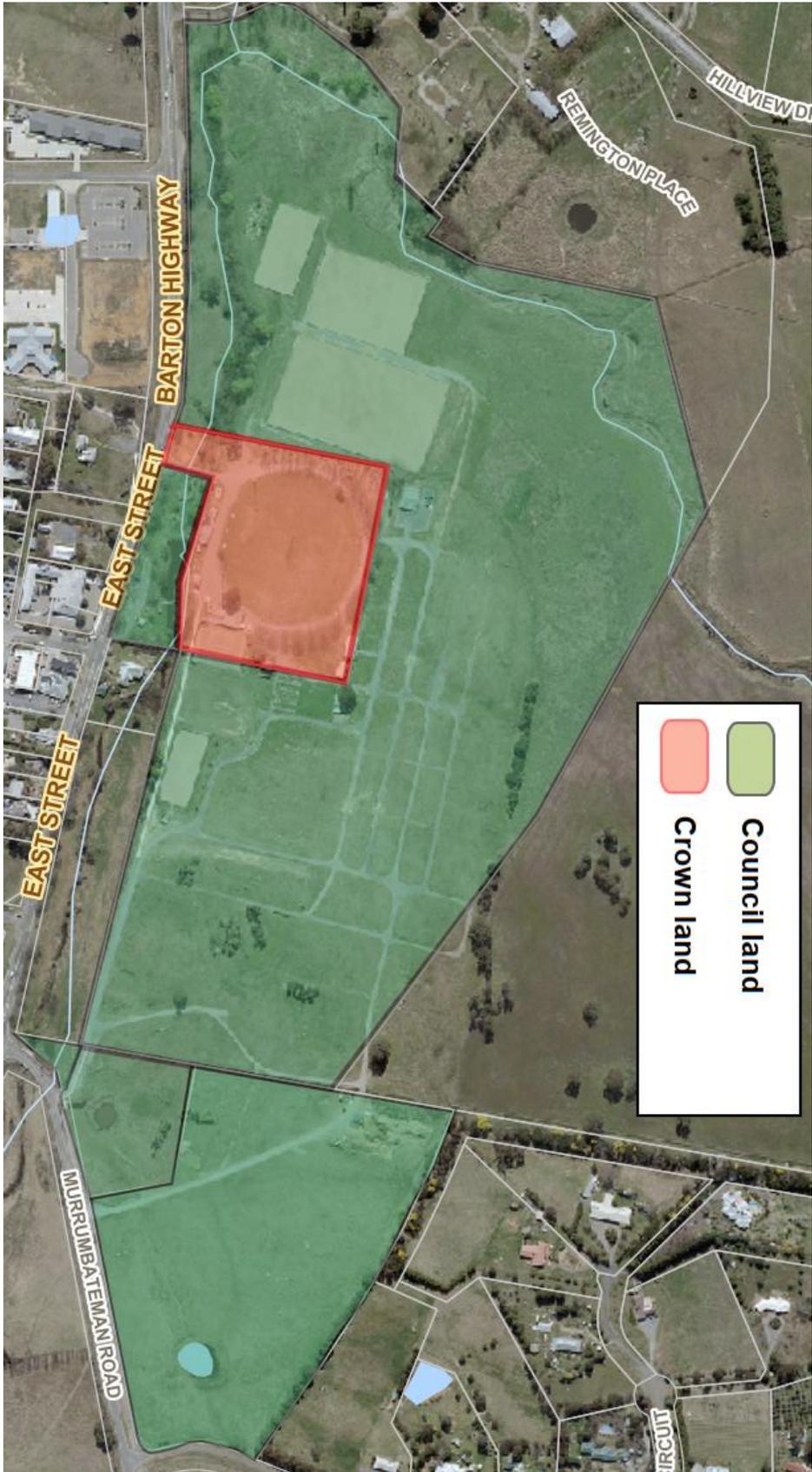


Figure 4 – Proposed Barton Highway Bypass

Note: Proposed Barton Highway bypass indicative only – for more information visit the [Barton Highway / Transport for NSW](#) website.



6. PLAN OF MANAGEMENT

Under Section 36 of the *Local Government Act 1993*, Council must prepare Plans of Management for community land.

The Murrumbateman Recreation Ground Plan of Management is currently in a draft format. This plan of management will incorporate the following attributes:

- The plan of management will identify the category of the land
- The condition of the land, and of any buildings or other improvements on the land, as at the date of adoption of the plan of management
- A current description of the natural and cultural resources
- Planning considerations relevant to the land
- A statement of the long-term objectives for the reserve and the associated management targets for the specified period
- Method of assessment of organised objectives and targets
- Authorises leases, licences and other estates



7. COUNCIL POLICIES, STRATEGIES AND PLANS

Yass Valley Council has implemented the following documents to assist with its management and operation of recreational facilities.

These are:

Policies

- Community Sports Facility Booking Policy
- Sports Facility Closure Policy
- Access Through Parks Policy

Policies are located on Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Policies>

Strategies

- Yass Valley Open Space Strategy 2024-2036
- Park and Playground Strategy 2017

Strategies are located on Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Strategies-and-Plans>

Plans

- Parks and Recreation Asset Management Plan

Plans may be accessed from Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Strategies-and-Plans>

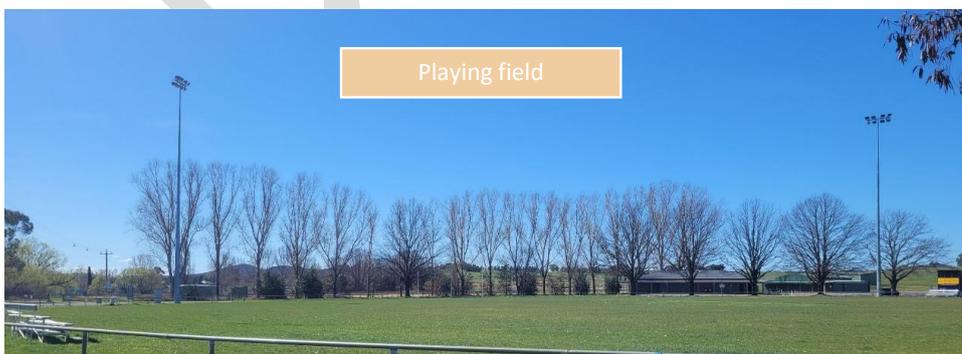
Documents under development

- Plan of Management – Murrumbateman Recreation Ground (including Jones Park)
- North Murrumbateman Masterplan
- Tree Management Strategy
- Parks and Play Strategy 2025

8. MANAGEMENT ZONES

Sporting and Active Zones

These areas can be used for both sporting and active recreation and includes the playing field, cricket net, tennis courts, multiple equestrian arenas and the cross country equestrian course.



MURRUMBATEMAN RECREATION GROUND

2025 Strategic Plan

Passive Recreational Zone

This zone includes Jones Park and the large passive open space areas including the village green, the cross country area, the war memorial site and the enclosed dog park.



Jones Park



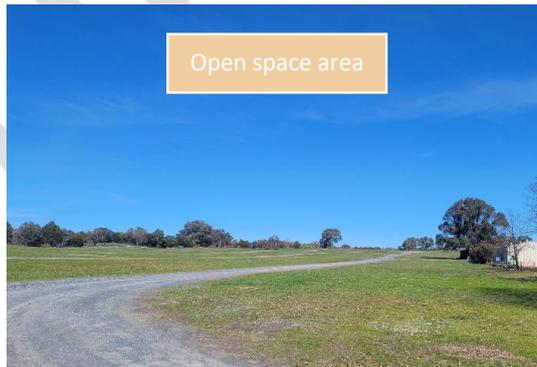
Village Green



War Memorial



Dog park



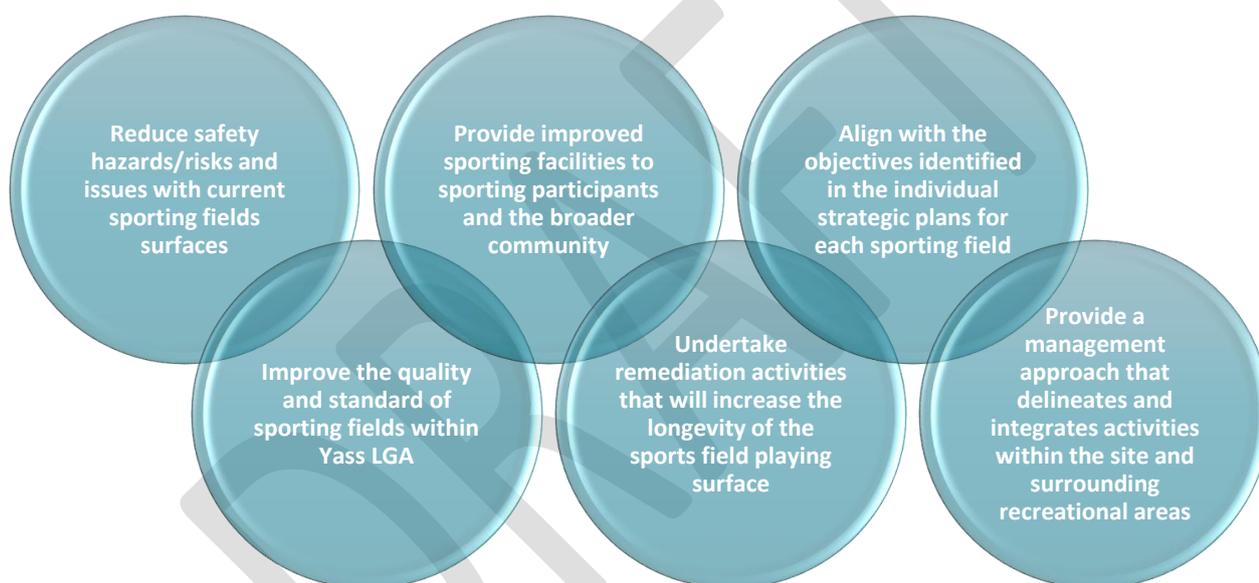
Open space area

9. SPORTS FIELD REMEDIATION PROGRAM

Council has implemented a Sports Field Remediation Program which outlines Council’s vision for maintaining sports fields within the Yass Valley Local Government Area (LGA).

Yass Valley Council has multiple established sporting fields that form an integral part of the LGA and essential to the quality of life of its residents. They are a key community asset bringing everyone together, encouraging social interaction and providing the community with opportunities for social and physical development.

The program aims to:



The program provides long-term cost efficiencies and long-lasting benefits for Council, sporting participants and the broader community.

The sports field within the Murrumbateman Recreation Ground was recently renovated in 2024 in partnership with the Murrumbateman Football Club from grant funding under the Australian Football Facilities Fund. Future renovations will be actioned through Councils Sports Field Remediation Program.

10. VEGETATION AND TREE MANAGEMENT

We as a Council value our vegetation and trees as they improve our urban environment, provide shade, habitat and assist in air purification.

Development of a Tree Management Strategy is identified in Councils 2025/26 Operational Plan.

The Tree Management Strategy will outline how Yass Valley Council plans to manage and maintain trees located on council owned/managed land including road reserves, open space and recreation facilities.

Currently council proactively and reactively manages trees and vegetation with routine maintenance tasks carried out by qualified Council staff and/or a Council appointed contractor.



11. ACTION PLAN

It is important to develop Murrumbateman Recreation Ground in a sequential and detailed approach. This allows the proposed activities to be identified, resourced and programmed as appropriate. Priority projects will be considered annually by Council through its Operational Plan Process and identified for grant funding where applicable.

The priority action plan has been developed in consultation with members of the Murrumbateman Recreation Ground Focus Group.

The proposed actions as outlined below will provide the guidelines for the enhancement and development of Murrumbateman Recreation Ground and its immediate surrounds.

SPORTING PRECINCT				
Item	Activity	Priority	Project Owner	Completed items
1	Install new cricket nets (demolish old nets)	HIGH	YVC/Sporting Groups	
2	Undertake feasibility study to construct new enclosed all weather multipurpose sports courts and clubhouse	MEDIUM	Murrumbateman Tennis Club	
3	Relocate internal fencing to increase parking around sporting field	LOW	YVC	
4	Upgrade sporting field boundary fence	LOW	YVC/Sporting Groups	
5	Repurpose existing cricket net area	LOW	YVC/User groups	
EQUESTRIAN PRECINCT				
Item	Activity	Priority	Project Owner	Completed items
1	Remediate sand within equestrian arenas	MEDIUM	YVC/Equestrian User Groups	
2	Install power to Storage Shed/Clubhouse	MEDIUM	Equestrian User Groups	

MURRUMBATEMAN RECREATION GROUND

2025 Strategic Plan

3	Development of southern sand arena in accordance with broader community consultation and subject to Council endorsement	MEDIUM	YVC/Murrumbateman Community Members	
4	Upgrade open space area (dedicated training area left side of arena 3)	LOW	Equestrian User Groups	
5	Install horse manure waste collection site	LOW	Equestrian User Groups	
6	Additional horse yards/car parking – equestrian precinct	LOW	Equestrian user groups	
7	Develop a Horse Manure Waste Management Plan	LOW	Equestrian user groups	
GENERAL PURPOSE				
Item	Activity	Priority	Project Owner	Completed items
1	Prepare a Traffic and Parking Plan	HIGH	YVC	
2	Investigate power upgrade to recreation grounds	HIGH	YVC	
3	Construct improvements to Barton Highway entrance into recreation ground (including culvert crossing of watercourse)	HIGH	YVC	
4	Community Hall – maintenance improvements	HIGH	YVC	
5	Completion of Scout Hall – internal fit out	HIGH	1 st Scouts Murrumbateman	
6	Install directional signs for facilities & reduced speed signs around sporting field	MEDIUM	YVC	
7	Install remote supervision signs throughout the recreation grounds	MEDIUM	YVC	
8	Construct new Community Hall (old hall to be demolished to accommodate additional parking)	MEDIUM	YVC/MCA	

MURRUMBATEMAN RECREATION GROUND

2025 Strategic Plan

9	Install new playground at Jones Park - <i>To be revisited if required once all-abilities playground completed</i>	MEDIUM	YVC	
10	Install power to moon shed	MEDIUM	MCA/Murrumbateman Field Days	
11	Upgrade existing PA system	MEDIUM	User groups	
12	Install water tap in dog park	MEDIUM	YVC	
13	Construct linked pathway to dog park / winery trail	LOW	YVC	
14	Relocate shipping container located next to moon shed to equestrian precinct	LOW	Equestrian user groups	
15	Install drinking fountains around the recreation grounds.	LOW	YVC	
16	Install Outdoor Fitness Equipment	LOW	User Groups	

NB: Action Plan revised June 2025.

Approval History

Review Date	Report to Council	Minute No.	Exhibition Period	Adoption
	23 September 2020	147	28 days	28 July 2021
10 September 2025				



2025 Strategic Plan

Murrumbateman Recreation Ground

This strategy guides the future development and maintenance of Murrumbateman Recreation Ground within Yass Valley local government area

Adopted by Council XXXXX

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1. BACKGROUND

The Yass Valley local government area is home for multiple recreational facilities which each host a range of various passive and dynamic activities.

The facilities are:

- Binalong Recreation Ground
- Bookham Recreation Ground
- Bowning Recreation Ground
- Gundaroo Recreation Ground
- Murrumbateman Recreation Ground
- Sutton Recreation Ground
- Wee Jasper Recreation Ground
- Joe O'Connor Park, Yass
- Victoria Park, Yass
- Walker Park, Yass

Each facility is uniquely identified by its own features (including but not limited to) playgrounds, sporting fields, community halls, swimming pools, skate parks and passive open spaces.

It is important that Council owned/managed facilities are well managed, maintained and developed to meet the growing needs and expectations of both community members and visitors to Yass Valley.

To provide a methodical approach Council will develop site specific strategic plans to assist with the development activities.



2. PURPOSE

The strategic plan will provide direction and support delivery of planning, development, and management of the Murrumbateman Recreation Ground.

Murrumbateman Recreation Ground is a multi-use facility located along the Barton Highway within the town of Murrumbateman. The facility is approximately 45 hectares in size and includes an equestrian precinct, sporting field, tennis courts, playground, dog park, community hall, public toilets and passive open space areas. The strategic plan seeks to:

- Provide quality sporting and recreational space for the community
- Provide a management approach that delineates and integrates activities within the site and surrounding recreational areas
- Provide a priority program for the development of the site
- Enhance the aesthetics for the natural environment of the Murrumbateman Recreation Ground.

3. CONSULTATION

Public consultation is a critical component of strategic planning, ensuring that decisions are informed by the perspectives and needs of the community. Engaging stakeholders throughout the process promotes transparency, inclusivity, and shared ownership of outcomes. By incorporating diverse insights and feedback, the organisation can identify opportunities, anticipate challenges, and develop strategies that are both practical and broadly supported. This collaborative approach enhances accountability, builds trust, and strengthens the overall effectiveness and sustainability of the strategic plan.

Yass Valley Council will consult with internal and external stakeholders to understand and develop assets that are identified within the strategic plan.

To assist with community consultation council has established the Murrumbateman Recreation Grounds Focus Group. The purpose of the focus group is to identify maintenance priorities and standards and identify priorities for new or upgraded facilities. Membership is represented by current and prospective user groups.

Agendas and minutes from focus group meetings can be found on councils website [here](#).

Council has worked extensively with the focus group and local sporting bodies to gain an understanding of the requirements for the Murrumbateman Recreation Grounds. This is reflected in the actions list within this strategic plan.

Yass Valley Council acknowledges, encourages and supports the initiatives from community/sporting groups in delivering community-led projects that provides long-lasting positive benefits for the area.

4. CURRENT FACILITIES

Murrumbateman Recreation Ground is a multiuse facility comprising of the following infrastructure:

- Community Hall
- Men's Shed
- Public toilets
- Sports amenities building
- 5 bay storage shed
- Scout Hall
- Sporting oval (with lighting and irrigation/water tank)
- Pavillion
- Stage
- Equestrian clubhouse/storage
- Equestrian precinct (sand arenas, round yard, cross country course, horse yards, **bridleway access – Dundoos estate**)
- Moon shed
- Tennis courts
- **Community Gardens**
- Cricket net
- Local/village category playground
- **War Memorial**
- Enclosed dog park
- BBQs/seating/table settings
- Winery trail
- Village green
- Long jump pit

Murrumbateman Recreation Ground is a facility that is utilised for active and passive recreation. The local activities undertaken include:

- Tennis
- Cricket
- Equestrian activities
- AFL
- Little Athletics
- Scouts
- Dog shows
- Dancing
- Karate
- Community gathering and events
- Men's Shed
- Yoga
- Parent & Children's Playgroups
- Village Markets
- Film Evenings
- Christmas Carols
- Field Days
- Cycling
- Dog walking
- Community meetings
- MCA office
- Professional and educational courses
- Running groups
- Memorial events
- Public rest stop
- Winery trail
- Rural Fire Brigade training
- Commercial events (e.g. Rodeos, singers)

The recreation ground has designated passive recreation areas. This includes Jones Park (local/village park), the Village Green and significant open space areas. Service levels for Jones Park are identified in Council's adopted [2017 Parks and Playground Strategy](#).

The recreation ground also includes an off-leash dog exercise area, details of which can be found on Council's website [here](#).

5. STRATEGIC MAPPING

Figure 1 – Aerial Overview

Note: Cross country course indicative only

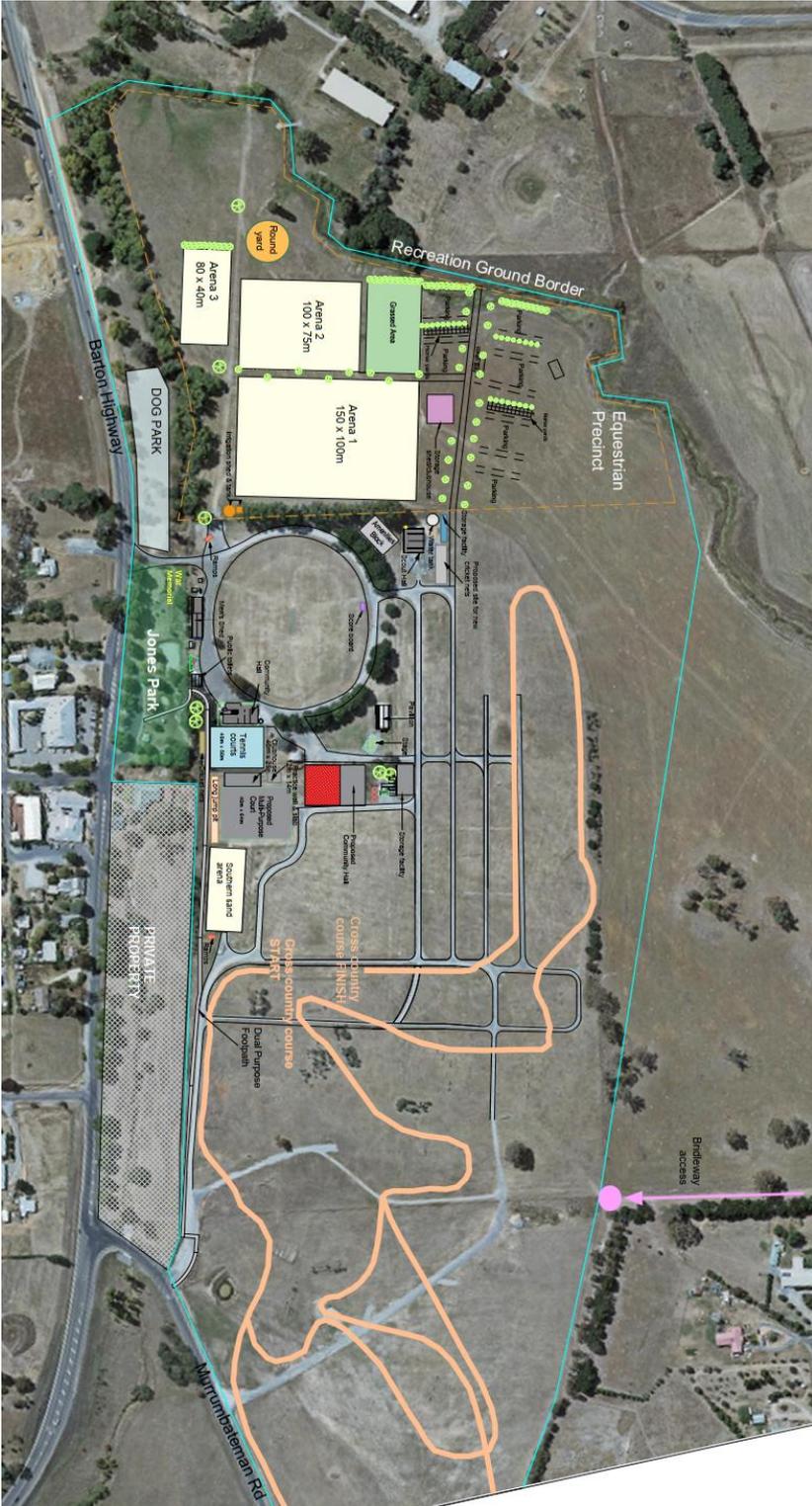


Figure 2 – Aerial Facility Overview



Figure 3 – Lot Description Overview

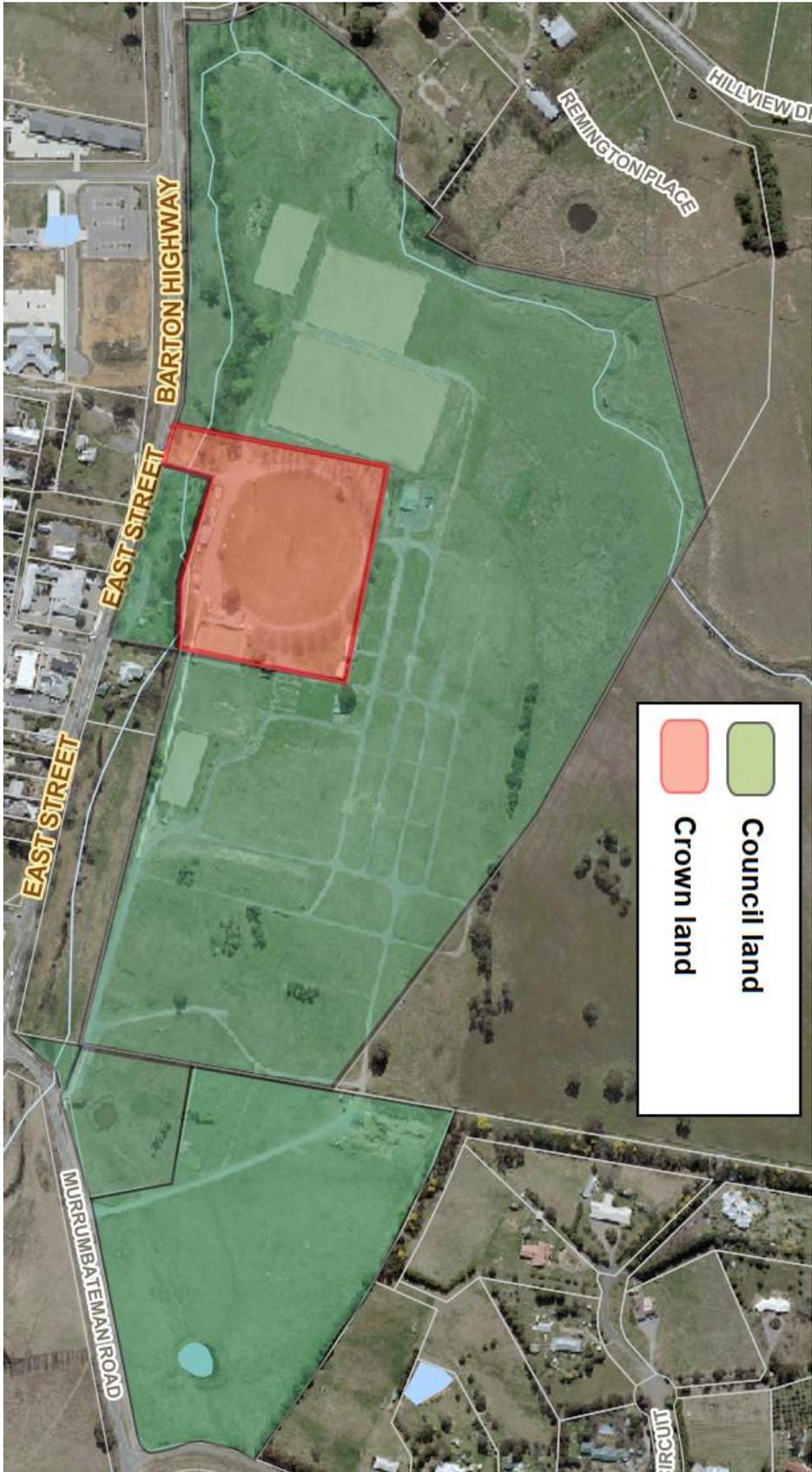


Figure 4 – Proposed Barton Highway Bypass

Note: Proposed Barton Highway bypass indicative only – for more information visit the [Barton Highway | Transport for NSW](#) website.



6. PLAN OF MANAGEMENT

Under Section 36 of the *Local Government Act 1993*, Council must prepare Plans of Management for community land.

The Murrumbateman Recreation Ground Plan of Management is currently in a draft format. This plan of management will incorporate the following attributes:

- The plan of management will identify the category of the land
- The condition of the land, and of any buildings or other improvements on the land, as at the date of adoption of the plan of management
- A current description of the natural and cultural resources
- Planning considerations relevant to the land
- A statement of the long-term objectives for the reserve and the associated management targets for the specified period
- Method of assessment of organised objectives and targets
- Authorises leases, licences and other estates



7. COUNCIL POLICIES, STRATEGIES AND PLANS

Yass Valley Council has implemented the following documents to assist with its management and operation of recreational facilities.

These are:

Policies

- Community Sports Facility Booking Policy
- Sports Facility Closure Policy
- Access Through Parks Policy

Policies are located on Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Policies>

Strategies

- Yass Valley Open Space Strategy 2024-2036
- Park and Playground Strategy 2017

Strategies are located on Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Strategies-and-Plans>

Plans

- Parks and Recreation Asset Management Plan

Plans may be accessed from Councils website:

<https://www.yassvalley.nsw.gov.au/Our-Council/Policies-Plans-and-Reports/Council-Strategies-and-Plans>

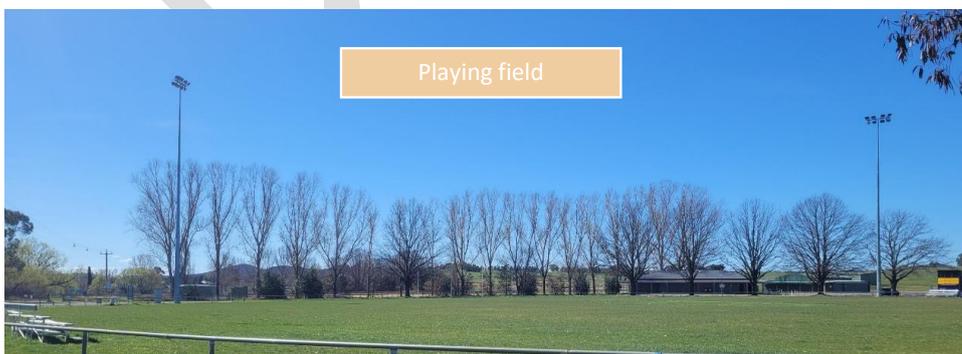
Documents under development

- Plan of Management – Murrumbateman Recreation Ground (including Jones Park)
- North Murrumbateman Masterplan
- Tree Management Strategy
- Parks and Play Strategy 2025

8. MANAGEMENT ZONES

Sporting and Active Zones

These areas can be used for both sporting and active recreation and includes the playing field, cricket net, tennis courts, multiple equestrian arenas and the cross country equestrian course.

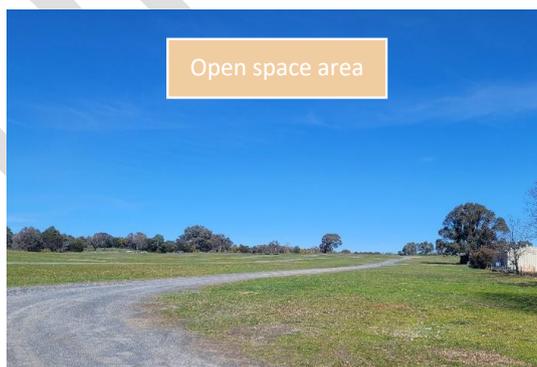


MURRUMBATEMAN RECREATION GROUND

2025 Strategic Plan

Passive Recreational Zone

This zone includes Jones Park and the large passive open space areas including the village green, the cross country area, the war memorial site and the enclosed dog park.

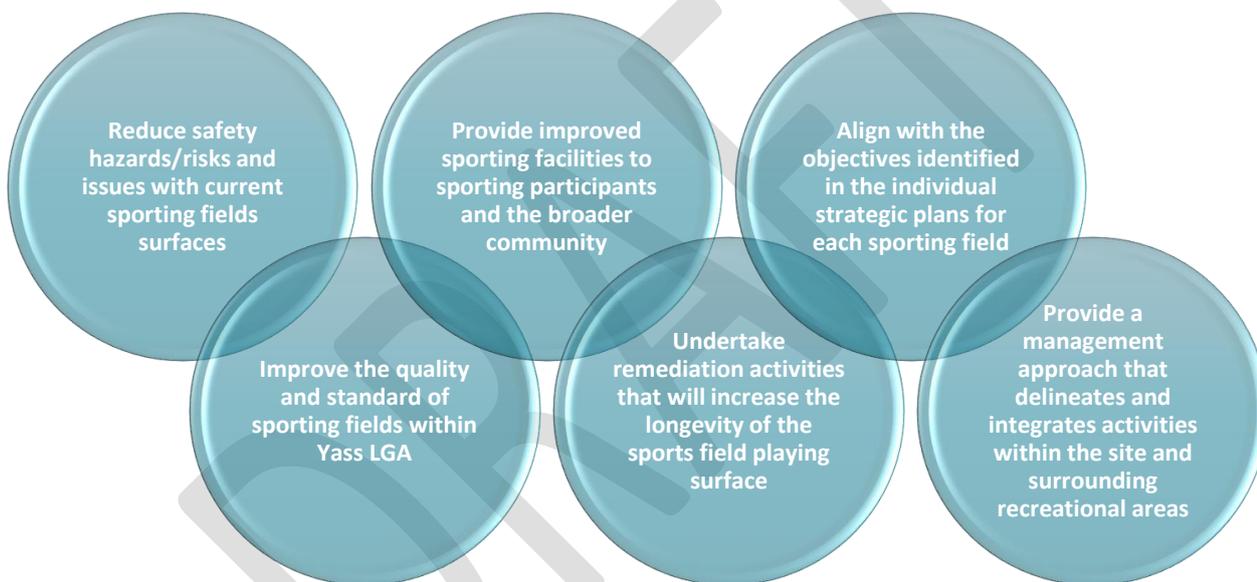


9. SPORTS FIELD REMEDIATION PROGRAM

Council has implemented a Sports Field Remediation Program which outlines Council’s vision for maintaining sports fields within the Yass Valley Local Government Area (LGA).

Yass Valley Council has multiple established sporting fields that form an integral part of the LGA and essential to the quality of life of its residents. They are a key community asset bringing everyone together, encouraging social interaction and providing the community with opportunities for social and physical development.

The program aims to:



The program provides long-term cost efficiencies and long-lasting benefits for Council, sporting participants and the broader community.

The sports field within the Murrumbateman Recreation Ground was recently renovated in 2024 in partnership with the Murrumbateman Football Club from grant funding under the Australian Football Facilities Fund. Future renovations will be actioned through Councils Sports Field Remediation Program.

10. VEGETATION AND TREE MANAGEMENT

We as a Council value our vegetation and trees as they improve our urban environment, provide shade, habitat and assist in air purification.

Development of a Tree Management Strategy is identified in Councils 2025/26 Operational Plan.

The Tree Management Strategy will outline how Yass Valley Council plans to manage and maintain trees located on council owned/managed land including road reserves, open space and recreation facilities.

Currently council proactively and reactively manages trees and vegetation with routine maintenance tasks carried out by qualified Council staff and/or a Council appointed contractor.



11. ACTION PLAN

It is important to develop Murrumbateman Recreation Ground in a sequential and detailed approach. This allows the proposed activities to be identified, resourced and programmed as appropriate. Priority projects will be considered annually by Council through its Operational Plan Process and identified for grant funding where applicable.

The priority action plan has been developed in consultation with members of the Murrumbateman Recreation Ground Focus Group.

The proposed actions as outlined below will provide the guidelines for the enhancement and development of Murrumbateman Recreation Ground and its immediate surrounds.

SPORTING PRECINCT				
Item	Activity	Priority	Project Owner	Completed items
1	Install new cricket nets (demolish old nets)	HIGH	YVC/Sporting Groups	
2	Undertake feasibility study to construct new enclosed all weather multipurpose sports courts and clubhouse	MEDIUM	Murrumbateman Tennis Club	
3	Relocate internal fencing to increase parking around sporting field	LOW	YVC	
4	Upgrade sporting field boundary fence	LOW	YVC/Sporting Groups	
5	Repurpose existing cricket net area	LOW	YVC/User groups	
EQUESTRIAN PRECINCT				
Item	Activity	Priority	Project Owner	Completed items
1	Remediate sand within equestrian arenas	MEDIUM	YVC/Equestrian User Groups	
2	Install power to Storage Shed/Clubhouse	MEDIUM	Equestrian User Groups	

MURRUMBATEMAN RECREATION GROUND

2025 Strategic Plan

3	Development of southern sand arena in accordance with broader community consultation and subject to Council endorsement	MEDIUM	YVC/Murrumbateman Community Members	
34	Upgrade open space area left side of the second sand arena (dedicated training area)	LOW	Equestrian User Groups	
56	Install horse manure waste collection site	LOW	Equestrian User Groups	
67	Additional horse yards/car parking – equestrian precinct	LOW	Equestrian user groups	
78	Develop a Horse Manure Waste Management Plan	LOW	Equestrian user groups	
GENERAL PURPOSE				
Item	Activity	Priority	Project Owner	Completed items
1	Prepare a Traffic and Parking Plan	HIGH	YVC	
2	Investigate power upgrade to recreation grounds	HIGH	YVC	
3	Construct improvements to Barton Highway entrance into recreation ground (including culvert crossing of watercourse)	HIGH	YVC	
4	Community Hall – maintenance improvements	HIGH	YVC	
5	Completion of Scout Hall – internal fit out	HIGH	1 st Scouts Murrumbateman	
6	Development of southern sand arena in accordance with broader community consultation and subject to Council endorsement	MEDIUM	YVC/Murrumbateman Community Members	
6	Install directional signs for facilities & reduced speed signs around sporting field	MEDIUM	YVC	
7	Install remote supervision signs throughout the recreation grounds	MEDIUM	YVC	

MURRUMBATEMAN RECREATION GROUND

2025 Strategic Plan

8	Construct new Community Hall (old hall to be demolished to accommodate additional parking)	MEDIUM	YVC/MCA	
9	Install new playground at Jones Park - <i>To be revisited if required once all-abilities playground completed</i>	MEDIUM	YVC	
10	Install power to moon shed	MEDIUM	MCA/Murrumbateman Field Days	
11	Upgrade existing PA system	MEDIUM	User groups	
12	Install water tap in dog park	MEDIUM	YVC	
13	Construct linked pathway to dog park / winery trail	LOW	YVC	
14	Relocate shipping container located next to moon shed to equestrian precinct	LOW	Equestrian user groups	
15	Install drinking fountains around the recreation grounds.	LOW	YVC	
16	Install Outdoor Fitness Equipment	LOW	User Groups	

NB: Action Plan revised June 2025.

Approval History

Review Date	Report to Council	Minute No.	Exhibition Period	Adoption
	23 September 2020	147	28 days	28 July 2021
10 September 2025				

[REDACTED]

From: [REDACTED]
Sent: Sunday, 26 October 2025 12:40 PM
To: [REDACTED]
Subject: Submission 2025 Murrumbateman recreation ground strategic plan

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

I live in Canberra but have agistment for my horses not far from the Murrumbateman recreation ground. I hope to move to Murrumbateman soon.

I mainly use the small southern arena and cross country course and often meet rider friends. On average I go there twice weekly.

I am concerned about the general purpose action no 6 in the strategic plan. The southern arena is used daily by many horse riders being a small safe area, free for public use, a safe training area for young riders, young horses and liberty work. It is the only free public area for recreational horse riding in Yass Valley. It has permanent water troughs and water taps for horses to drink and wash-down. There is no water to access in the north arenas unless a club event is held.

The southern arena was built and paid for by the community, and a practical, regularly used facility that should not be pulled down, removed or repurposed. The cross-country course originally was built and paid for by the community, and later rebuilt with a NSW government grant. It would be a considerable waste of resources if this facility was no longer available.

The cross country course outlined on the map is not correct. It misses the warm up area near the southern sand arena which is also used by novice riders, and the last loop in Dundoos paddock. Council Council please correct the plan.

It is also becoming difficult to ride my horse in a safe space as some people do not control their dogs around horses and some other people are driving cars in the grounds and do not slow down. There are also more people riding bikes and Ebikes

who wander all over the grounds in random unpredicted directions being another safety risk for horse riders and other people.

Yass Council needs to allocate more land for recreation and sport and not reduce the current usable facilities. The Barton Highway bypass will eliminate a lot of recreation land currently used and everyone will be severely limited on where they can go. There is not enough land for recreation or sport in Murrumbateman.

Thankyou for the opportunity to make a submission.

This submission is confidential, do not publish my name or contact details.

██████████

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[REDACTED]

From: [REDACTED]
Sent: Sunday, 26 October 2025 4:42 PM
To: [REDACTED]
Subject: 2025 Strategic Plan Murrumbateman Recreation Ground - Feedback from [REDACTED]

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Good afternoon Yass Council,

I am the lead of [REDACTED], currently held inside the Murrumbateman Public School Hall. I wanted to provide feedback on the document, specifically page 5, which mentions "Parents and Children's playgroups." I noticed that the document doesn't seem to outline how this can be supported. To be effective, we'd need a spacious indoor area that includes facilities for breastfeeding, changing, and heating bottles, as well as ample space for display and storage of toys and equipment.

If such a space is indeed planned, I'd love to know more about it and look forward to seeing it become a reality. Our current setup at the public school hall meets some requirements, but we're limited by storage space and the inability to accommodate certain activities. Additionally, scheduling conflicts with school events sometimes force us to cancel our playgroup sessions.

As far as I'm aware, [REDACTED] is the only community playgroup in the Murrumbateman area that is registered with [REDACTED]. If you'd like more information or would like me to expand on my feedback, please let me know.

Thank you for considering my feedback. I look forward to hearing from you.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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Dear Yass Valley Council,

On behalf of [REDACTED] I would like to commend the aims and values outlined in the draft 2025 Strategic Plan for the Murrumbateman Recreation Grounds. We appreciate the effort that has gone into developing this plan and the improvements made to the recreation ground to date, particularly in the equestrian precinct and the new amenities block.

As we review the draft strategic plan, we would like to express our concerns regarding the anticipated loss of land due to the Barton Highway bypass. This loss is poised to significantly affect our current cross-country course, which serves as an essential facility for [REDACTED] and the broader equestrian community. It is vital that the council, in its future decision-making, ensures that a minimum distance of 2 km of winding track is maintained for the cross-country course. Additionally, this area is heavily frequented by walkers and dog owners, further emphasising its importance as a valuable community asset.

We would also like to highlight the significance of the southern sand arena, even though [REDACTED] no longer uses this arena. Casual use of this facility by the wider equestrian community fosters inclusivity and accessibility within the equestrian sport and strengthens community engagement. It is important to us that if this site was to be redeveloped that this does not impact the cross-country course.

We hope that future decisions will prioritise the functionality, inclusive accessibility, and continued enhancement of this multi-functional site. We look forward to ongoing collaboration and mutual support as we strive to improve our community's recreational opportunities.

Thank you for considering our feedback.

Yours Sincerely

[REDACTED]
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Monday, 27 October 2025 3:37 PM
To: [REDACTED]
Subject: Murrumbateman recreation ground strategic plan

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Dear Yass Valley Council,

I am writing to provide feedback on the Draft 2025 Strategic Plan for the Murrumbateman Recreation Ground, particularly regarding the proposed location of the Barton Highway duplication and its implications for the equestrian, environmental, and broader community values of the area. As a resident of Murrumbateman village for over 25 years, I have seen significant change in this period, and I have some concerns I would like to raise.

The proposed Barton Highway alignment, as shown in the plan, will cut directly between the existing equestrian facilities (including the yards, arenas, float parking, and cross-country course) and the bridleway network to the north and east. This effectively severs access for riders wishing to use the trails from the recreation ground.

It is essential that a safe, designated horse crossing or underpass be included in the design, allowing equestrian users to access the bridleways without having to cross active highway lanes. Without this, both rider and horse safety would be severely compromised, and the recreation ground's equestrian value would be significantly diminished.

I have attached a copy of the map from the plan and marked with a star the location of the gate between the rec grounds and the bridleway, the arrow shows the direction of the riding path. This path loops all around Dundoos and Ambleside estate and is regularly used by both the local and wider equestrian communities due to being both a safe and beautiful riding area. These bridle ways are hugely popular among trail riders of the regions.

The proposed highway location will also reduce connectivity for local residents, including those in the Dundoos and Ambleside estates, who currently have direct and safe access to the recreation ground. Once the new highway is constructed, these residents will need to cross a major dual carriageway to reach the facilities, discouraging community use and increasing traffic risks.

Given the community's long-standing concerns about the highway dividing Murrumbateman village, this plan risks reinforcing, rather than resolving, that division. If duplication proceeds, it should be designed to enhance connectivity rather than further fragment the village.

The current proposal shifts the highway alignment only marginally from its existing route. It is unclear what meaningful benefit will be achieved by such a minimal relocation, given the considerable disruption, cost, and environmental and social impact of construction. If duplication is necessary, a more substantial relocation—one that genuinely improves traffic flow and community integration—should be considered instead.

As a zoologist, I must heavily suggest that the environmental impacts must also be more carefully assessed in relation to this proposal. The Murrumbateman area is already experiencing extensive subdivision and construction, including in areas known to support critically endangered species such as the Golden Sun Moth.

Each development may seem small in isolation, but collectively, their effects on wildlife habitat and movement corridors are becoming increasingly significant. The highway duplication risks further fragmenting these remaining habitats and disrupting connectivity between local ecosystems. I have noted a significant reduction in some native species populations in the last 5-10 years (particularly the Superb Parrot and Golden Sun Moth) and seen an increase in invasive pests such as Indian Myna birds.

Council should ensure that comprehensive environmental studies are undertaken and that mitigation measures—such as wildlife corridors, underpasses/mitigation measures wildlife-vehicle collisions, and retention of vegetated buffer zones—are prioritised. Greater weight must be given to ecological considerations to protect the biodiversity that remains in and around Murrumbateman.

I also wish to express concern about suggestions to remove or repurpose the southern sand arena. This arena serves a unique and important role as the only space suitable for green or nervous horses, and for less experienced riders. It provides a manageable size and correct footing, unlike the newer arenas, which are overly large and have ongoing footing issues that make them unsafe or unsuitable for some horses. This arena is also heavily utilised during the Murrumbateman Field Days (eg with the brumby demonstrations the last few years) and has a much better viewing vantage point for spectators than the newer arenas.

Rather than removal, the southern arena should be retained and maintained, ensuring that the facility continues to cater to all skill levels and horse types, especially given it was constructed through equestrian community efforts.

In summary, I urge Council to:

- Ensure a safe, separated crossing for horses between the recreation ground and bridledways, should the duplication go ahead in this proposed location.

- Reconsider the proposed highway alignment to maintain community connectivity.
- Conduct a thorough environmental assessment and include measures to protect local wildlife and habitats.
- Retain the southern sand arena as a vital training and safety space.

Thank you for the opportunity to comment on the draft plan, and for taking the time to read this. I would welcome any updates or opportunities for community consultation on these specific concerns.

Kind regards,

██████████

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[REDACTED]

From: [REDACTED]
Sent: Monday, 27 October 2025 4:02 PM
To: [REDACTED]
Subject: Murrumbateman Recreation Ground Strategic Plan

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Submission to Yass Valley Council regarding the development of Murrumbateman Recreation Ground
Strategic Plan

As residents of Murrumbateman for over 25 years, and horse owners/riders, we feel strongly that the existing Murrumbateman Recreation Ground should be maintained primarily as an equestrian precinct, including the original sand arena which was community funded for this purpose.

The old sand arena provides a secure, smaller enclosed area suitable for young, beginner or nervous riders and horses. It can be used by individual riders in the community when the new sand arenas are being used by groups such as Pony Club or Adult Riding Club for either their monthly meetings or for events/competitions.

Murrumbateman Recreation Ground is the only public venue with a Cross Country Course within the Yass Valley and so provides a training course for other pony clubs without access to such a facility, e.g. Sutton and Yass Pony Clubs.

The existing open space/ cross country area is widely used not just by horse riders but also by dog walkers, walkers and joggers. Preserving as much open space as possible will become increasingly important in the future with population growth in the area and the planned Barton Highway Bypass.

We support the MCA proposal for any future Recreational Development to take place on the Hawthorn site and for the existing Recreation Ground to remain primarily an equestrian precinct and passive open space area.

[REDACTED]

Residents of Murrumbateman.

[REDACTED]

From: [REDACTED]
Sent: Monday, 27 October 2025 1:20 PM
To: [REDACTED]
Subject: Murrumbateman Recreation Ground Strategic Plan - public submission

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Good afternoon

I am writing as a members of the public and user of the recreation grounds, mainly the equestrian facilities, as both a casual user and as part of of events held by clubs (eg: Murrumbateman Adult Riding Club).

I see that the proposed highway bypass cuts off access to the trail that runs along the back of the houses on Davis Cct. This trail is a wonderful public facility and being able to access it from the rec grounds adds immensely to the safety of equestrian users as we can safely park and tack up using the facilities such as the yards, before heading out onto the trail. it also means that we can ride away from the roads, which is especially important for less experienced or confident riders and horses.

Cutting that access from the rec grounds would mean that riders who want to use that trail would have to park and unload somewhere on Davis Cct, if at all possible, which would increase the risk of car collision by a large factor, increase traffic on Davis Cct, and probably cut many users off from that trail completely.

I suggest that access to this trail be added as a purpose of the rec grounds under the strategic plan, so that it can be considered in any development of the bypass. Perhaps an underpass could be built to maintain the access.

In an increasingly urbanised and closed-off world, these small connections are important to maintain, to allow people to move around freely without having to rely on cars.

Kind regards

[REDACTED]

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Confidential submission from the [REDACTED]

SUBMISSION - Public Consultation draft 2025 Murrumbateman Recreation Ground Strategic Plan

Thanks for providing the opportunity to make a submission for public consultation upon the latest draft 2025 Murrumbateman Recreation Ground Strategic Plan.

General comments and background:

The Murrumbateman Recreation Ground is currently the only public recreation area with facilities to cater for combined passive/active activities in Murrumbateman.

The Grounds are impacted by population growth and demands for new uses. Current uses of the Grounds are at capacity and community calls for additional facilities or uses will considerably impact existing uses and potentially lead to community conflict. These demands are increasing as recreation and sporting activities held in Murrumbateman are not only for local residents but for a broader region catchment serviced by existing facilities.

The draft strategic plan does not detail the impacts of future loss of land due to the Barton highway duplication and a fenced off pathway being built in the north equestrian precinct connecting the grounds to the Sunningdale development. Recreation activities cater for whole of community, but this site cannot continue to accommodate additional general or specific single uses without major impact upon current uses or proposed embellishments.

There is still a strong negative aspect and significant safety risk for pedestrians and children crossing the Barton Highway as the heavy traffic flows increase. Yass Valley Settlement Strategy recognises the Barton duplication will impact the cross country course.

The only solution is for Council to deliver a new site for recreation and sporting activities guided by recommendations in the YVC Open Space Strategy 2024 - sooner than later.

Yass Valley Council had the foresight in 2010 to acquire land- 286 ha Hawthorn – on the north and west side of Murrumbateman. This is a key strategy to increase the capacity of public open space to accommodate demand for sport, outdoor recreation and other uses, and environmental values, and for future housing. Having a diversity of recreation settings will help meet the needs of the current and future growth of this community and the Yass Valley region to provide:

- sporting areas large enough and of suitable quality to enable adaption to changing needs and reconfiguring to accommodate emerging sport needs
- land capacity with enough opportunities and spaces to meet the range of needs
- new land rather than repurposing a facility that is currently used
- a masterplan for Murrumbateman to deliver the recreation and community needs for this community.

It should be noted that in 2016 Yass Valley Council proposed a new purpose-built equestrian facility at the Murrumbateman Recreation Ground to be developed into a regional/national facility. The new arenas in the north of the Ground opened in March 2018, made possible by a \$500,000 grant from State government and Yass Council committing \$100,000 in Section 94 developer contributions and \$410,000 for land acquisition. These new equestrian facilities were developed specifically to remove equestrian facilities from the main sporting oval and were not proposed to be a replacement of the southern sand arena or the cross country course.

Following the moving of horses using the oval, Council also undertook to bring the main oval surface to a suitable playing standard and provide opportunity for new sporting events like AFL Soccer Rugby, cricket, Little athletics. Unfortunately, in 2025 sand remediation and other works still need to be done to the equestrian precinct to bring it up to the standard required for all types of equestrian sports.

Suggested amendments to draft 2025 strategic plan:

1. The draft plan does not contain a maintenance schedule or plan? Is this to be developed separately and will it be part of this strategic plan or elsewhere?

2. Section 3 CONSULTATION:

- a. Insert a short sentence to recognise the current open space and capacity issue for Murrumbateman. This reflects the inability of the MRG site to deliver more recreation uses. This reflects the 2024 Open Space Strategy assessment of Murrumbateman’s as being below recommended standards for parks and sport, recognising an urgent need for additional opportunities.

Current open space supply and capacity to provide for projected 2036 population	Parks: 0.25 ha/1,000 people BELOW RECOMMENDED Sport: 0.84 ha/1,000 people BELOW RECOMMENDED Other open space: 10.41 ha/1,000 people
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- b. A previous Council paper states the Murrumbateman Recreation Ground is one of Council’s highest used sporting facilities utilised for a large variety of events. This further reflects that uses of the Murrumbateman Recreation Ground is at capacity.
- c. It is suggested text be inserted to include information and recognition of substantial works or grants obtained by community groups to deliver projects on the Grounds since the previous strategic plan - information obtained from websites and FB is suggested below:

2020	<ul style="list-style-type: none"> • LED lighting for Tennis Courts- Grant of \$80,000 grant obtained by Murrumbateman Tennis Club from the NSW Governments Stronger Country Communities Fund
2022	<ul style="list-style-type: none"> • Resurfacing of Murrumbateman Tennis Courts – Grant \$130,000 obtained by Murrumbateman Tennis Club from NSW Government Regional Sports Facility Fund
2023	<ul style="list-style-type: none"> • Five bench seats installed in the Village Green - Grant of \$5000 obtained by Murrumbateman Community Association from Transgrid with additional funds from MCA and volunteer inkind works.
2024	<ul style="list-style-type: none"> • Removal of old horse yards next to village green – Arranged by Murrumbateman Community Association volunteers in-kind works at no cost to Council – estimated value saved \$15,000
2025	<ul style="list-style-type: none"> • Two new double-grill electric BBQs under shelters and two new table settings installed on Village Green – Grant of \$58,000 obtained by Murrumbateman Community Association from NSW Government Clubgrants, Category 3 Community Infrastructure (Office of Gaming and Racing) with co-contribution from MCA and volunteer inkind works. • Tractor and equipment for slashing & maintaining areas of the Ground- Grant \$77,600 obtained by Murrumbateman Community Association from NSW Governments Community Building Partnerships 2025 program with co-contribution from MCA

3. Section 4 CURRENT FACILITIES please insert additional text and clarifications

- a. Scout Hall **(not completed yet)**
- b. Separate out of Equestrian precinct, **cross country course as a single infrastructure** and **southern sand arena** – both are outside the north Equestrian precinct

4. Section 5 STRATEGIC MAPPING

- a. Figure 1 – Insert a legend for the maps. Missing the north end and south end of the cross country course. Tree symbols are not needed on the north part of the ring road as there are already trees planted there.

- b. Figure 2 – same as comments in previous. Noted that the tennis clubhouse & undercover multi-courts is now a much larger area. Ensure that the internal road next to the moonshed/village green remain a no vehicles area.
 - c. Figure 3 – clarify why the triangular area of land in green appears to be omitted from the Council land. Also the north end along the creek appears to show the Recreation Ground crosses the ephemeral creek – please clarify and amend as necessary.
- 5. **Section 7 COUNCIL POLICIES, STRATEGIES AND PLANS** - should the Council assets plan be included here?
- 6. **Section 9 SPORT FIELD REMEDIATION PROGRAM** – is there a program for the cricket pitch that needs to be mentioned here?
- 7. **Section 10 VEGETATION AND TREE MANAGEMENT** – please mention that there are three gardens in Jones Park maintained by community groups (with some help from Council): Murrumbateman Landcare Group maintains ‘Jenny Langridge Native Garden’ and Murrumbateman Lions maintain the rose garden next to path and the War Memorial gardens.
- 8. **Section 11 ACTION PLAN** - The long list in the action plan needs a statement upfront to *‘clearly imply that funding is not readily available to deliver all the actions and the list may change over time under different/changing circumstances’*.
 - a. No 1 Install new cricket nets, note there will be 2 nets not 1. Depending on what embellishments may occur in the area of the existing cricket net, they may not need to be demolished. Further discussion is needed once funds for the new nets are available.
 - b. Equestrian Precinct - No 3. Change text to read: Upgrade open space area on north side of Arena 3 (grassed training area)

[REDACTED]

From: [REDACTED]
Sent: Monday, 27 October 2025 4:48 PM
To: [REDACTED]
Subject: Murrumbateman Rec Grounds Draft Strategic Plan

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Dear Yass Valley Council,

As a long-standing Murrumbateman resident and regular user of the Recreation Grounds, I wish to strongly support the protection and preservation of this vital shared space. Please treat this feedback as confidential and for Council staff only.

The Recreation Grounds are the heart of our community — used daily by families, dog walkers, riders, and clubs alike. It is one of few remaining open green spaces freely accessible to all, and its community-built facilities must be preserved.

1. Representation of Independent Users

Independent users and families remain excluded from formal consultation despite repeated requests to Council. These individuals make up a significant portion of users and deserve recognised representation.

Request: That Council formally supports the creation of an Independent Users Group for inclusion in all future consultations and planning decisions.

2. Transparency and Consultation Process

Concerns remain regarding:

- Missing and inaccurate meeting minutes (notably from 30 July).
- Conflicting and unclear public consultation documents.
- Inconsistent project priorities between versions of the draft Strategic Plan.

Request: Council to upload accurate meeting minutes, clarify which plan version is current, and ensure transparency in all future materials.

3. Protection of Existing Facilities

- Southern Sand Arena: Built and maintained by volunteers; must remain accessible to equestrians and the public until genuine consultation occurs.
- Northern Arenas: Require remediation to meet promised safety and usability standards; the lack of accountability and documentation for this million-dollar project is unacceptable.

4. All-Abilities Playground

The community was promised a Level 1 All-Abilities Playground in 2022. This commitment remains unfulfilled, with unclear reasoning for repeated relocations and delays. Council must honour its original commitment and deliver this long-overdue project transparently and without further diversion of purpose-built sites.

5. Future Growth & Planning

As Murrumbateman expands, new sports facilities should be developed on new sites such as Hawthorns — not by reducing existing green space. Council must also clearly document the impact of the Barton Highway duplication on the Recreation Grounds.

6. Maintenance & Revenue Management

Facility upkeep is a Council responsibility, not that of volunteers. Revenue from hall or arena hire (e.g., Dazzle Dance) should be transparently reinvested into maintenance. Current booking processes lack clarity and fairness and require reform to improve access and transparency.

Summary of Requests

Council is asked to:

1. Recognise and include independent users in all planning.
2. Ensure accurate, transparent records and consultation materials.
3. Preserve the Southern Sand Arena and remediate the Northern Arenas.
4. Deliver the long-promised All-Abilities Playground.
5. Develop new facilities on alternative sites (e.g. Hawthorns) rather than replacing existing ones.
6. Maintain and manage community assets to a professional standard with transparent reinvestment of revenue.
7. Clearly disclose the impact of the Barton Highway on available green space.

The Murrumbateman Recreation Grounds belong to the whole community. Council's actions now will determine whether this much-loved open space remains accessible, safe, and genuinely representative of all users.

Kind regards,

Murrumbateman Resident & or Recreation Grounds User

Sent from my iPhone

[REDACTED]

From: [REDACTED]
Sent: Monday, 27 October 2025 3:53 PM
To: [REDACTED]
Subject: Submission on Murrumbateman Recreation Grounds Strategic Draft Plan.

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Dear Yass Valley Council

As an active member of the Murrumbateman community and regular user of the Murrumbateman Recreation Grounds with my children, local and interstate friends, plus our dogs and horses, I am writing to express strong support for the protection and preservation of this important shared space. Please note these are my personal views and feedback is to be treated in confidence for council staff's eyes only.

The Murrumbateman Recreation Grounds are at the heart of our community — a place where families gather, children play, dog walkers stroll, equestrians ride, and clubs train. It's one of the few large open green spaces available for the public to enjoy freely. The green, open character of this area is what makes Murrumbateman unique, and it is an asset that, once lost, cannot be replaced. It is used daily by independent users, not just the clubs and organizations.

Representation and the lack of a recognised Independent user Group.

It's deeply concerning that independent users and families who use the Recreation Grounds informally are not currently represented in discussions or planning decisions around the Murrumbateman Recreation Grounds Strategic Plan. These community members form a significant portion of local users, and their voices must be included before any decisions are finalised. This has been raised many times directly with Yass Valley Council and yet years later, you still do not include a representative of our community which is unacceptable.

True community consultation means engaging with all users — not just organised clubs — to ensure fair, balanced outcomes that reflect the shared nature of the space. I would therefore put in a formal request now that **Independent Users** of the rec grounds are allowed to form a recognised body supported by Yass Valley Council and included in all further consultation.

Please let me know how your organisation proposes to support the independent users of the Murrumbateman Recreation Grounds?

Observations on Process, Fair Behaviour and Representation — Yass Valley Council

I wish to raise concerns regarding the transparency and fairness of the consultation process and the accuracy of materials released for public comment in relation to the Murrumbateman Recreation Grounds (BMX/Pump Track and All Abilities Playground projects).

1. Transparency of Records:

The Council website refers to meeting minutes under Section 3 'Consultation', yet the minutes from the 30 July meeting have not been uploaded. I attended that meeting, where Cr Butler (Chair) sought confirmation from a rec group user that the Southern Sand Arena could be reallocated for the BMX/Pump Track. The rec group user clearly stated this was not agreed. Nevertheless, minutes were released that misrepresented that exchange. These minutes were later withdrawn but have not been replaced or acknowledged in the consultation papers.

2. Lack of Response:

I previously raised this matter with Council but have received no response.

3. Inaccurate and Confusing Public Documents:

The papers currently released for consultation do not accurately reflect the most recent decisions or process regarding the BMX/Pump Track consultation.

- In March 2025, the Murrumbateman Recreation Group voted to locate the All Abilities Playground on the Southern Sand Arena.
- The draft papers now released contain two differing versions without clarity on which is current or valid, creating potential confusion and misrepresentation for the community. It is not noted that the playground has been withdrawn.

In summary, there remains a lack of transparency, accountability, and fair representation in the published materials and consultation process. I request that Council:

- Upload the accurate and complete minutes from the 30th July meeting.
- Clarify which consultation draft is the official version.
- Ensure future consultation materials reflect verified and current decisions of the relevant community and focus groups. i.e one of your draft documents notes the BMX Pump track is high priority, in another it's noted as medium and in another it notes the southern sand arena is to be repurposed.

Protect Existing club users

Long outstanding works and sign offs for our existing clubs must be actioned instead of continued perceived procrastination i.e The Scouts Hall, The cricket club nets, Remediation of the Northern Arenas. It is noted in one draft document that the BMX/Pump track is of MEDIUM importance where other long serving groups needs are pushed back down to low level which is again unacceptable as works could be completed as a priority to show support for these existing clubs. I see no reason at all why a councillor-led project should suddenly supersede our community groups and this must be pushed back to a low priority given that there are no financial resources for it.

Protect Existing Community Assets

We strongly urge Council to protect and maintain existing community facilities rather than reassigning or repurposing areas that already serve current users well.

Southern Sand Arena and Northern Arenas

Southern Sand Arena

The Southern Sand Arena stands as a vital community asset that must remain accessible to independent riders and local equestrian clubs. Built and maintained through volunteer effort and grant funding, the arena represents countless hours of unpaid community labour and dedication.

To remove or repurpose this facility without genuine consultation would send a deeply concerning message about the value the Council places on community-built and volunteer-supported infrastructure. Any proposed change to its use must only occur following transparent, inclusive consultation with all affected users — a process that, to date, has not occurred.

While some community members may be reluctant to engage due to local politics, the Southern Sand Arena should be preserved until full and fair consultation has taken place. Should any changes be proposed, an appropriate and equivalent alternative must be provided.

As a regular user, this arena has provided my family with a safe and secure environment to work with our horses. Its location is ideal, allowing riders to safely utilise surrounding areas, including the hill and adjoining recreation grounds. This makes it a critical space for families and riders seeking a safe, community-oriented environment.

Outstanding Northern Arenas Issues

The Northern Arenas remain un-remediated since 2019, despite repeated efforts by independent users and clubs to collaborate with Council on resolving these issues. The lack of progress has been both disappointing and distressing for many within the equestrian community.

The ongoing Freedom of Information (FOI) requests—submitted to clarify the events and decisions surrounding this YVC-led project—highlight serious concerns about transparency and accountability. The absence of adequate support for affected community members further compounds this distress. The absence of any substantive minutes/reconciliation of accounts for a \$million dollar project is concerning. What must be noted is that YVC staff chose to do this project, not the community as often by local councillors.

It is unacceptable for a government organisation to condone poor communication, limited consultation, or pressure on ratepayers to accept substandard outcomes that fail to meet safety or usability standards for equestrian activity.

While some users find limited value in the current facilities, many clubs—including ACT Showjumping, carriage driving groups, and campdrafting associations—are unable to use them due to unsuitable materials (road base and sand) and unsafe fencing designs (posts positioned inside rather than outside the panels).

This project was presented to the community by YVC as a “state-of-the-art facility” funded through grants. As such, it must deliver on that promise—both in safety and functionality—without further burden or vilification of community users who seek accountability.

Summary

Both the Southern Sand Arena and the Northern Arenas represent significant community investment and engagement. Council must:

1. Preserve the Southern Sand Arena until genuine consultation and appropriate alternatives are established.
2. Rectify ongoing Northern Arenas issues to meet the promised standards for equestrian safety and usability.
3. Respect and support volunteer-driven contributions and uphold transparency in all community projects.

Only through genuine collaboration can Council rebuild trust and ensure these valuable equestrian spaces continue to serve the community as intended.

All-Abilities Playground and Consultation Concerns

In April, all Recreation Group users were asked to vote on the proposal for the long-promised (since 2022) All-Abilities Playground to be built on this site. Many community members supported this initiative, viewing it as an inclusive and accessible facility for all residents of Murrumbateman.

However, in June, Recreation Group users were subsequently asked to vote on allowing a new club to take over the Southern Sand Arena — again without due process, a proper cost–benefit analysis, or comprehensive consultation with other Rec Ground users. This approach was unsatisfactory and lacked transparency.

To then see this community opportunity withdrawn in favour of a councillor-led pump track proposal was, frankly, disappointing. Not only would this project reduce the availability of open, shared space, but there is also a growing perception of disingenuous representation of the new club’s intentions.

There are well-founded community concerns that future plans may include:

- Construction of a clubhouse and competition-level facilities
- Expanded car parking and camping areas
- Restricted access from Murrumbateman Road

Given these potential impacts, no vote should take place until full and transparent disclosure of all facts and intentions has been provide

The Murrumbateman All Abilities Playground - Level 1 - Unfulfilled Commitment

Even though this is now not noted on the strategic plan, I believe it must be included in this submission and noted for the records. The Murrumbateman community was promised a Level 1 All Abilities Playground in 2022. As of today, this commitment remains unfulfilled. Despite extensive consultation and community input, the project has gone full circle and returned to its original location on private church land in Hercules Street — the very site initially deemed unsuitable due to ownership, size constraints.

It is concerning that this essential, inclusive community facility has been delayed by shifting positions, unclear decision-making, and a lack of transparency within Yass Valley Council. The Recreation Grounds were previously identified through community consultation and independent advice as the most appropriate site. However, the then-CEO dismissed this option, citing maintenance costs and expressing a preference for the old school site, despite unresolved issues with the Plan of Management and Crown Land consultation. Councillors were cautioned about these

deficiencies by community volunteers but proceeded regardless, resulting in further delays and the eventual abandonment of that site.

The process was further compromised when the community was asked to participate in yet another survey, seemingly designed to steer support toward the Hercules Street location to accommodate other recreational interests to the southern sand arena - a process supported by the Mayor, the Deputy Mayor and some councillors. This approach undermined genuine community engagement and disregarded earlier, transparent consultation outcomes.

In summary, the failure to deliver the promised playground reflects poor project governance and inconsistent leadership. The Murrumbateman community continues to be without the inclusive play space it was assured in 2022, despite repeated advocacy and demonstrated local support. Council must now act decisively to restore confidence, honour its original commitment, and deliver the All Abilities Playground without further delay.

Growth and the Hawthorns Site

As Murrumbateman grows, it is natural that new recreational needs will arise. However, the answer is not to reduce or compromise the limited green space we already have. Council should instead look to the Hawthorns site and other suitable areas for the development of new sporting facilities, ensuring a fair balance between emerging sports and existing community activities.

Environmental and Planning Considerations

The upcoming Barton Highway duplication is noted on your draft but does not provide detail of the space that it will take away from the community rec grounds and I would like to see that you note this on your documents for transparency. This highway will reduce available community land and green space around Murrumbateman. We cannot afford to lose more of our limited recreation area through poor planning or short-term decisions. Maintaining our existing open spaces is crucial not only for recreation but also for preserving local biodiversity, environmental health, and the rural charm that makes Murrumbateman so special. As housing plots reduce in size, it is important to leave open green spaces for the community to enjoy as it has been proven it contributes to mental well being and engagement with the broader community,

Maintenance and Council Responsibility

We also urge YVC to commit to proper maintenance and upkeep of existing facilities, adhering to their own maintenance schedules and responsibilities rather than continuing to rely heavily on volunteers.

Our volunteers already contribute enormously — but long-term management of public assets must remain a Council responsibility and as of to date the organisation still fails to deliver. A prime example of this is the Rec Hall which has had an active use from [REDACTED] for many years. Monies received have not, as confirmed by the previous Director of Planning, been reinvested in the management or maintenance of this building. To the point of Yass Council not ensuring that the flooring was remediated/repared by either [REDACTED] excessive usage or by the organisation for future community use. According to the previous director of planning, this was not a council priority and that attitude was and remains disappointing. It is also not down to volunteers to paint and maintain the building and yet it befalls on them to do so. The rec hall is an asset to the community and to YVC and must be maintained for all of us.

Revenue Options

While revenue generation offers valuable opportunities for reinvestment, it appears that the booking fees received from [REDACTED] have not been allocated toward the maintenance of the hall. This raises concerns about how funds are being managed and reinvested into community facilities.

Another significant issue lies with the arena booking system, which continues to be difficult to navigate and lacks flexibility. For example, when one rec group club attempted to hold a Mother's Day event, they were informed it was not possible because an equestrian event was scheduled at the same time. The rationale for why this prevented one event over another was unclear, and it appears that the YVC booking system itself restricted this possibility. Compounding this issue is the unusual confidentiality protocol that YVC applies to arena bookings, which further limits transparency and community access.

In contrast, in regions such as Far North Queensland (FNQ), booking equestrian facilities is a straightforward process that generates meaningful revenue for reinvestment into maintenance and improvements. By comparison, YVC's current system does not appear to achieve these outcomes.

To ensure fairness and transparency, YVC should review and reform its booking processes and allocate revenue from facility hire back into community benefit and infrastructure maintenance. At present, there is no visible evidence that such management or reinvestment is taking place.

In Summary

We call on Yass Valley Council to:

1. Ensure full and fair consultation with all users of the Murrumbateman Recreation Grounds before any changes are made.
2. Protect and preserve the southern sand arena as an independent and club riding space, in recognition of its volunteer-built and funded origins. Remediate the northern arenas as promised.
3. Develop new sporting facilities at Hawthorns and other appropriate sites, rather than reducing what already exists.
4. Maintain and care for current facilities to a consistent and professional standard.
5. Safeguard the open, green character of the Rec Grounds for the enjoyment of current and future generations.
6. Be transparent in detailing the impact of the Barton Highway on the grounds - to date this is never mentioned and belies the truth about what is actually available.

The Murrumbateman Recreation Grounds belong to the whole community. Let's make sure every voice — from families, walkers, and riders to local clubs and volunteers — is heard and respected in shaping its future.

Kind regards

[REDACTED]

#Independent Rec Ground user #Murrumbateman resident #YVC Customer and ratepayer.

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<https://www.mailguard.com.au/mg>

[Report this message as spam](#)

[REDACTED]

From: [REDACTED]
Sent: Monday, 27 October 2025 5:00 PM
To: [REDACTED]
Subject: Submission on the Murrumbateman Recreation Grounds – Draft Strategic Plan

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Dear Yass Valley Council,

As a user of the Recreation Grounds, I wish to strongly support the protection and preservation of this vital shared space. Please treat this feedback as confidential and for Council staff only.

The Recreation Grounds are the heart of our community — used daily by families, dog walkers, riders, and clubs alike. It is one of few remaining open green spaces freely accessible to all, and its community-built facilities must be preserved.

1. Representation of Independent Users

Independent users and families remain excluded from formal consultation despite repeated requests to Council. These individuals make up a significant portion of users and deserve recognised representation.

Request: That Council formally supports the creation of an Independent Users Group for inclusion in all future consultations and planning decisions.

2. Transparency and Consultation Process

Concerns remain regarding:

- Missing and inaccurate meeting minutes (notably from 30 July).
- Conflicting and unclear public consultation documents.
- Inconsistent project priorities between versions of the draft Strategic Plan.

Request: Council to upload accurate meeting minutes, clarify which plan version is current, and ensure transparency in all future materials.

3. Protection of Existing Facilities

- Southern Sand Arena: Built and maintained by volunteers; must remain accessible to equestrians and the public until genuine consultation occurs.

- Northern Arenas: Require remediation to meet promised safety and usability standards; the lack of accountability and documentation for this million-dollar project is unacceptable.

4. All-Abilities Playground

The community was promised a Level 1 All-Abilities Playground in 2022. This commitment remains unfulfilled, with unclear reasoning for repeated relocations and delays. Even though it is no longer on the strategic plan, it still forms part of recreational facilities for Murrumbateman. Council must honour its original commitment and deliver this long-overdue project transparently and without further diversion of purpose-built sites.

5. Future Growth & Planning

As Murrumbateman expands, new sports facilities should be developed on new sites such as Hawthorns — not by reducing existing green space. Council must also clearly document the impact of the Barton Highway duplication on the Recreation Grounds.

6. Maintenance & Revenue Management

Facility upkeep is a Council responsibility, not that of volunteers. Revenue from hall or arena hire should be transparently reinvested into maintenance which it does not appear to be. Current booking processes lack clarity and fairness and require reform to improve access and transparency.

7. Transparency of the Barton Highway

Council must provide full details of the impact of the highway and how much space will it take away from the Murrumbateman Rec Grounds. Please provide full disclosure of this.

Summary of Requests

Council is asked to:

1. Recognise and include independent users in all planning.
2. Ensure accurate, transparent records and consultation materials.
3. Preserve the Southern Sand Arena and remediate the Northern Arenas.
4. Deliver the long-promised All-Abilities Playground.
5. Develop new facilities on alternative sites (e.g. Hawthorns) rather than replacing existing ones.
6. Maintain and manage community assets to a professional standard with transparent reinvestment of revenue.
7. Clearly disclose the impact of the Barton Highway on available green space.

The Murrumbateman Recreation Grounds belong to the whole community. Council's actions now will determine whether this much-loved open space remains accessible, safe, and genuinely representative of all users.

Kind regards

Recreation Grounds User

[REDACTED]

From: [REDACTED]
Sent: Monday, 27 October 2025 6:02 PM
To: [REDACTED]
Subject: Submission regarding the Murrumbateman Recreation Grounds Strategic Plan

[EXTERNAL] Please exercise caution when clicking on links or attachments from external sources.

Submission regarding the Murrumbateman Recreation Grounds Strategic Plan

The Murrumbateman Recreation Ground (MRG) is a critically important facility in the Murrumbateman Community. It has been at the heart of community leisure, sport, fund raising and our democratic choices for many decades.

While the grounds are used regularly by a number of clubs and organisations, there is a large cohort of independent individuals who use it possibly even more regularly than the clubs.

Yass Valley Council (YVC) has dictated many of the changes of use at the grounds over a long time. While some of these changes may have been because of community opinion, there has been patchy, at best, efforts by YVC to elicit the views of the entire community and not just interested “ginger groups”. Individual and casual users of the grounds have rarely been included in surveys seeking community opinion, nor are they represented in planning discussions relating to the MRG. YVC has never, to my knowledge, attempted to garner the views and attitudes of these independent users, only taking note of the views of organized clubs that call the MRG home.

Some of the most consistent and long-term users of the MRG have been the equestrian clubs. There has been steady growth in the need for a quality public recreation facility as evidenced by the fact that the equestrian arenas and yards have had three separate locations over the past 30 years. These moves have been forced on the equestrian clubs who have put considerable resources of both money and volunteer time into their development.

Other clubs that find themselves in similar situations at the Scouts, and Cricket Club. Both these organizations have been at the mercy of YVC and its decision-making (or lack thereof) regarding facilities on which they have expended time and money – and lots of it. -The situation the Scouts find themselves in is, in fact, a disgrace.

I believe YVC should protect and maintain existing community facilities rather than reassigning or repurposing areas that already serve current users well.

Equestrian arenas – southern and northern

The southern equestrian arena is currently a regularly used community asset. YVC may be under the impression that is not well used by equestrians from across the Yass Valley, but a survey taken daily after school, and throughout the weekend will disabuse YVC of that idea. It is valued for its secure environment and good access and it provides riders and horse owners with space to ride out onto the wider space of the grounds (which contain cross country obstacles paid for by the clubs and which provide a training ground unobtainable anywhere else in the Yass Valley.)

There has been no consultation with the users of this facility, which is largely utilised by riders who are NOT members of the local clubs. Thus far, there has been no attempt by YVC to do this.

One of the principle reasons why the southern arena should be maintained for equestrian use is that there is no comparable facility in the northern equestrian complex.

The arenas in this complex have remained in an unsafe and unsatisfactory state since their opening. Being built across a major drain line, furnished with too much and too deep wrong sand, and the now legendary fencing debacle has caused damage to the clubs' event schedule since the clubs were forced off the oval. Other equestrian clubs, such as the Capital Country Driving Club, ACT Showjumping, and campdrafting groups feel they are unable to use the facility because of the unsuitable footing.

The lack of progress in fixing these issues has been both disappointing and distressing for many within the equestrian community. If these issues were to be addressed adequately, the southern arena could be repurposed.

At its launch, the northern equestrian precinct was labelled "state of the art".

It is anything but.

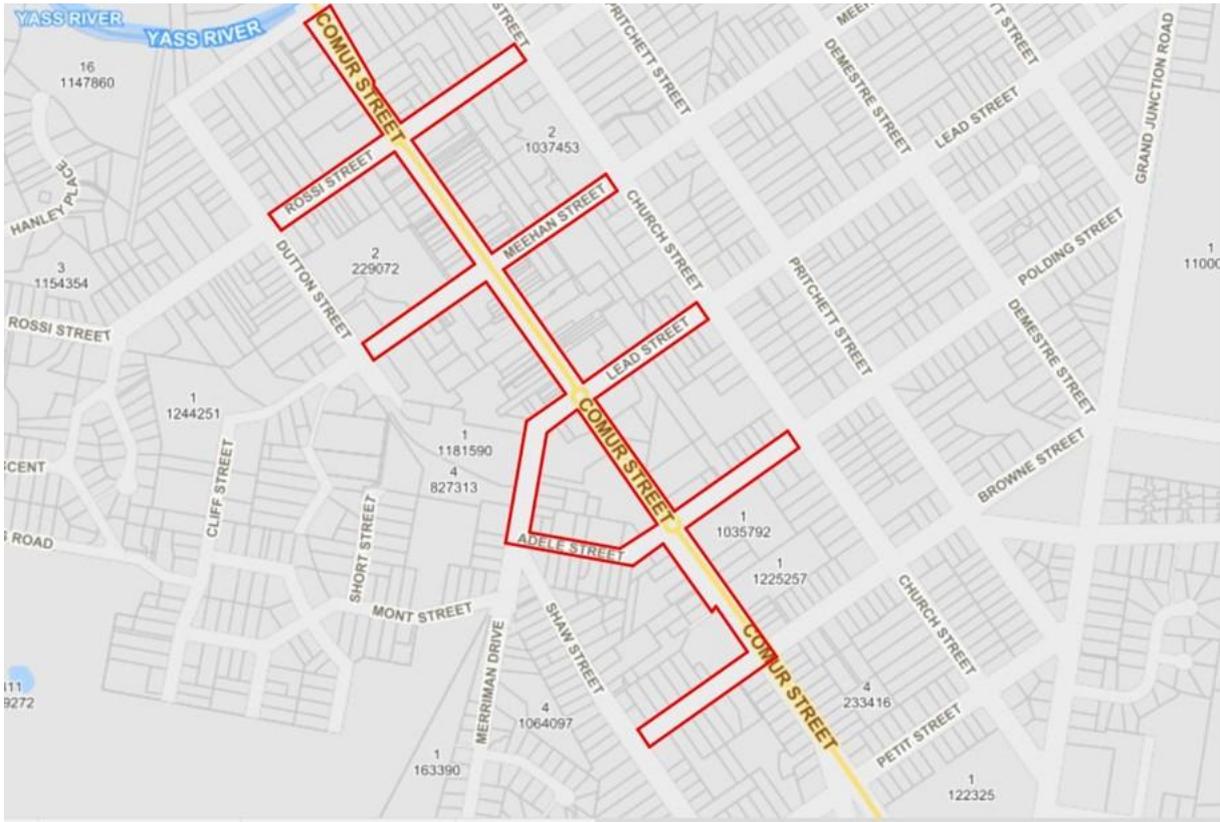
Signed

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6.8 Alcohol Free Zone - Yass Main Street
Attachment A Location of Alcohol Free Zone



Model Code of Conduct Complaints Statistics 2023-24
Yass Valley Council

Number of Complaints

1	The total number of complaints received in the reporting period about councillors and the General Manager (GM) under the code of conduct from the following sources:	
i	Community	18
ii	Other Councillors	0
iii	General Manager	0
iv	Other Council Staff	0
2	The total number of complaints finalised about councillors and the GM under the code of conduct in the following periods:	
i	3 Months	17
ii	6 Months	0
iii	9 Months	0
iv	12 Months	0
v	Over 12 months	0

Overview of Complaints and Cost

3	a The number of complaints finalised at the outset by alternative means by the GM or Mayor	11
	b The number of complaints referred to the Office of Local Government (OLG) under a special complaints management arrangement	0
	c The number of code of conduct complaints referred to a conduct reviewer	7
	d The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	6
	e The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
	f The number of finalised code of conduct complaints investigated by a conduct reviewer	6
	g Cost of dealing with code of conduct complaints via preliminary assesment	32,100
	h Progressed to full investigation by a conduct reviewer	0
	i The number of finalised complaints investigated where there was found to be no breach	17
	j The number of finalised complaints investigated where there was found to be a breach	0
	k The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police	
i	ICAC	0
ii	NSW Ombudsman	0
iii	OLG	0
iv	Police	0
v	Other Agency (please specify)	0

l	The number of complaints being investigated that are not yet finalised	1
m	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	83,940

Preliminary Assessment Statistics		
4	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a	To take no action (clause 6.13(a) of the 2020 Procedures)	16
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures)	1
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures)	0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2020 Procedures)	0
e	To investigate the matter (clause 6.13(e) of the 2020 Procedures)	0
f	Other action (please specify)	0
	<input type="text"/>	
Investigation Statistics		
5	The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made:	
a	That the council revise its policies or procedures	0
b	That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures)	0
6	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:	
a	That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures)	0
b	In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.37(a) of the 2020 Procedures)	0
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures)	0
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.37(c) of the 2020 Procedures)	0
7	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures)	0

Categories of misconduct		
8	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a	General conduct (Part 3)	<input type="text" value="0"/>
b	Non-pecuniary conflict of interest (Part 5)	<input type="text" value="0"/>
c	Personal benefit (Part 6)	<input type="text" value="0"/>
d	Relationship between council officials (Part 7)	<input type="text" value="0"/>
e	Access to information and resources (Part 8)	<input type="text" value="0"/>
Outcome of determinations		
9	The number of investigated complaints resulting in a determination that there was a breach in which the council:	
a	Adopted the independent conduct reviewers recommendation	<input type="text" value="0"/>
b	Failed to adopt the independent conduct reviewers recommendation	<input type="text" value="0"/>
10	The number of investigated complaints resulting in a determination where:	
a	The external conduct reviewers decision was overturned by OLG	<input type="text" value="0"/>
b	Council's response to the external conduct reviewers recommendation was overturned by OLG	<input type="text" value="0"/>
11	Date Code of Conduct data was presented to council	<input type="text" value="27-Nov-25"/>

6.10 Code of Conduct - Complaint Statistics Report for 2023-24 and 2024-25
 Attachment B Code of Conduct Statistical Return for year ended 31 August 2025

Model Code of Conduct Complaints Statistics 2024-25
 Yass Valley Council

Number of Complaints

1	The total number of complaints received in the reporting period about councillors and the General Manager (GM) under the code of conduct from the following sources:	
i	Community	4
ii	Other Councillors	0
iii	General Manager	0
iv	Other Council Staff	0
2	The total number of complaints finalised about councillors and the GM under the code of conduct in the following periods:	
i	3 Months	1
ii	6 Months	4
iii	9 Months	0
iv	12 Months	0
v	Over 12 months	0

Overview of Complaints and Cost

3	a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	4
	b	The number of complaints referred to the Office of Local Government (OLG) under a special complaints management arrangement	0
	c	The number of code of conduct complaints referred to a conduct reviewer	1
	d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	0
	e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	1
	f	The number of finalised code of conduct complaints investigated by a conduct reviewer	0
	g	Cost of dealing with code of conduct complaints via preliminary assesment	15,500
	h	Progressed to full investigation by a conduct reviewer	0
	i	The number of finalised complaints investigated where there was found to be no breach	4
	j	The number of finalised complaints investigated where there was found to be a breach	0
	k	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police	
	i	ICAC	0
	ii	NSW Ombudsman	0
	iii	OLG	0
	iv	Police	0
	v	Other Agency (please specify)	0
	l	The number of complaints being investigated that are not yet finalised	1
	m	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	28,460

Preliminary Assessment Statistics		
4	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a	To take no action (clause 6.13(a) of the 2020 Procedures)	4
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures)	0
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures)	1
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2020 Procedures)	0
e	To investigate the matter (clause 6.13(e) of the 2020 Procedures)	0
f	Other action (please specify)	0
	<input type="text"/>	
Investigation Statistics		
5	The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made:	
a	That the council revise its policies or procedures	1
b	That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures)	1
6	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:	
a	That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures)	0
b	In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.37(a) of the 2020 Procedures)	0
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures)	0
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.37(c) of the 2020 Procedures)	0
7	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures)	0

Categories of misconduct	
8	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:
a	General conduct (Part 3) <input type="text" value="0"/>
b	Non-pecuniary conflict of interest (Part 5) <input type="text" value="0"/>
c	Personal benefit (Part 6) <input type="text" value="0"/>
d	Relationship between council officials (Part 7) <input type="text" value="0"/>
e	Access to information and resources (Part 8) <input type="text" value="0"/>
Outcome of determinations	
9	The number of investigated complaints resulting in a determination that there was a breach in which the council:
a	Adopted the independent conduct reviewers recommendation <input type="text" value="0"/>
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10	The number of investigated complaints resulting in a determination where:
a	The external conduct reviewers decision was overturned by OLG <input type="text" value="0"/>
b	Council's response to the external conduct reviewers recommendation was overturned by OLG <input type="text" value="0"/>
11	Date Code of Conduct data was presented to council <input type="text" value="27-Nov-25"/>

Managing Unreasonable Conduct towards YVC and its Employees Policy

PURPOSE

The purpose of this policy is to provide people and our employees of Yass Valley Council (YVC) with the framework for managing unreasonable conduct towards YVC and/or its employees.

Council is committed to being accessible and responsive to all persons regardless of ethnic identity, national origin, religion, linguistic background, sex, age, gender expression, sexual orientation, physical ability or other cultural or personal factors.

At the same time, the success of our organisation depends on:

- Our ability to do our work and perform our functions in the most effective and efficient ways possible;
- The health, safety, and security of our employees; and
- Our ability to allocate our resources fairly across all requests we receive.

When people behave unreasonably in their dealings with us, their conduct can significantly affect our success. As a result, YVC will proactively and decisively manage conduct that negatively and unreasonably affects us and will support our staff to do the same in accordance with this policy.

SCOPE

This policy applies to the management of unreasonable conduct towards YVC and its employees.

DEFINITIONS

- **Contractors** – A company or person engaged by YVC to manage or deliver services
- **People/Person** – Residents, visitors, patrons and businesses who engage with YVC and its services.
- **Employees** – For the purposes of this policy, “employees” refers to all YVC staff including permanent (whether full-time or part-time), temporary, casual staff, apprentices together with agency contractors (labour hire), work experience students and volunteers.
- **Workers** – All employees, contractors, work experience students and volunteers.

RELEVANT LEGISLATION

- Government Information (Public Access) Act 2009 (NSW)
- Health Records and Information Privacy Act 2002 (NSW)
- Local Government Act 1993 (NSW)
- Ombudsman Act 1974 (NSW)
- Privacy and Personal Information Protection Act 2998 (NSW)
- Public Interest Disclosures Act 2002 (NSW)

POLICY STATEMENT

Most people act reasonably and respectfully in their interaction with us, even when they are experiencing high levels of distress, frustration and anger about their request or complaint.

Managing Unreasonable Conduct towards YVC and its Employees Policy

Approved: TBA

However, despite our best efforts to help them, in a very small number of cases some people display inappropriate and unacceptable behaviour. They can be aggressive and verbally abusive towards our employees, threaten harm and violence or bombard our offices with unnecessary and excessive phone calls, texts and emails. They make inappropriate demands on our time and resources or refuse to accept our decisions and recommendations in relation to their requests or complaints. When people behave in these ways, we consider their conduct to be 'unreasonable.'

Communications which do not adhere to, or meaningfully engage with, the values, standards and goals to which YVC has committed, and in particular communications which include racist, discriminatory or offensive language, may not be responded to and may be reported to external agencies where appropriate.

Defining unreasonable conduct toward YVC and its employees

Any behaviours by a person which, because of its nature or frequency, raises substantial health, safety, resource or equity issues for YVC, our employees, other service users or the person themselves.

Unreasonable behaviour can be divided into five categories of conduct:

1. Unreasonable persistence
2. Unreasonable demands
3. Unreasonable lack of cooperation
4. Unreasonable arguments
5. Unreasonable behaviours

Unreasonable Persistence

Unreasonable persistence is conduct by a person that has a disproportionate and unreasonable impact on YVC's employees, services, time and/or resources.

Some examples of unreasonably persistent behaviour include:

- An unwillingness to accept reasonable and logical explanations including final decisions made by YVC;
- Persistently contacting YVC about the same matter when it has been comprehensively considered and dealt with;
- Targeting YVC with multiple request about a range of issues, whether related or not, which separately or together require an unreasonable or unfair allocation of YVC resources.
- Refusing to accept YVC's position when told that further action cannot or will not be taken on their requests or complaints;
- Reframing a request or a complaint with the same information to get it reconsidered.
- Persistently demanding a review simply because it is available, and without arguing or presenting a case;
- Multiple and repeated phone calls, visits, letters and emails (including cc'd correspondence) after repeatedly being asked not to do so;
- Getting other members of the public to raise the same issue on the complainants behalf;
- Contacting different people within our organisation and/or externally to get a different outcome or more sympathetic response to their request or complaint – this is known as internally and externally forum shopping.

Unreasonable Demands

Unreasonable demands are demands (express or implied) that are made by a person that have a disproportionate or unreasonable impact on our organisation, staff, services, time and/or resources. Some examples of unreasonable demands include:

- Issuing instructions and making demands about how we have/should handle their request or complaint, the priority it was/should be given, or the outcome that was/should be achieved.
- Insisting on talking to a senior manager, Director or the CEO personally when the reasons for a decision have been carefully explained to the complainant.
- Emotional blackmail and manipulation resulting in intimidation, harassment, shaming or portraying themselves as being victimised – when this is not the case.
- Insisting on outcomes that are not possible or appropriate in the circumstances – eg: for someone to be fired or prosecuted, or for an apology and/or compensation when there is no reasonable basis for expecting this.
- Demanding services that are of a nature or scale that we cannot provide when this has been explained to them repeatedly.
- Expecting responses to requests which separately or together require an unreasonable or unfair allocation of YVC resources.

Unreasonable Lack of Cooperation

Unreasonable lack of cooperation is an unwillingness and/or inability by a person to cooperate with YVC's employee's or request and complaints system processes – resulting in a disproportionate and unreasonable use of our services, time and/or resources.

Some examples of unreasonable lack of cooperation include:

- Sending a constant stream of comprehensive and/or disorganised information without clearly defining any issues of complaint or explaining how they relate to the core issues being complained about – only where the person is clearly capable of doing this.
- Providing little or no detail with a request or complaint or presenting information in an ad hoc manner.
- Refusing to follow or accept our instructions, suggestions, or advice without a clear or justifiable reason for doing so.
- Arguing frequently and/or with extreme intensity that a particular solution is the correct one in the face of valid contrary arguments and explanations.
- Displaying unhelpful behaviour – such as withholding information, acting dishonestly, mis-quoting others, and so forth.

Unreasonable Arguments

Unreasonable arguments include arguments that are not based on reason or logic, that are incomprehensible, false or inflammatory, trivial, or incoherent and disproportionately and unreasonably impact upon our organisation, employees, services, time or resources. Arguments are unreasonable when they:

- Follow an illogical sequence
- Are not supported by any evidence and/or are based on theories or speculation.
- Lead a person to reject all other valid and contrary arguments

- Are trivial when compared to the amount of time, resources and attention that the person demands
- Are false, inflammatory or defamatory.

Unreasonable Behaviour

Unreasonable behaviour is conduct that is unreasonable in any circumstance – regardless of how stressed, angry or frustrated a person is – because it unreasonably compromises the health, safety and security of our staff, other service users or the person themselves. Some examples of unreasonable behaviours include:

- Acts of aggression, verbal abuse or derogatory, racist or grossly defamatory remarks.
- Harassment, intimidation or physical violence
- Rude, confronting and/or threatening face to face or phone contact or correspondence
- Threats of harm to self or third parties, threats with a weapon or threats to damage property including bomb threats
- Stalking (in person or online)
- Emotional manipulation

YVC has a zero-tolerance policy towards any harm, abuse or threats directed towards employees.

MANAGING UNREASONABLE CONDUCT TOWARDS YVC AND ITS EMPLOYEES

Changing or restricting a person's access to YVC

Unreasonable conduct incidents will generally be managed by limiting or adapting the ways we interact with and/or deliver services to people by restricting:

- **Who they have contact with** – for example, limiting a person to a sole contact person/staff member in our organisation
- **What they can raise with us** – for example, restricting the subject matter of communications that we will consider and respond to.
- **When they can have contact** – limiting a person's contact with our organisation to, for example, a particular time, day or length of time, or curbing the frequency of their contact with us.
- **How they can make contact** – for example, limiting or modifying the forms of contact that the person can have with us. This can include modifying or limiting face to face interviews, telephone and written communications, prohibiting access to our premises, contact through a representative only, taking no further action or terminating our services altogether.

When using the restrictions provided in this section, we recognise that discretion will need to be used to adapt them to suit a person's personal circumstances. In this regard, we also recognise that more than one strategy may need to be used in individual cases to ensure their appropriateness and efficacy.

Who – limiting the person to a sole point of contact

Where a person tries to forum shop internally within our organisation, changes their issues or request or complaint repeatedly, reframes their request to complaint, or raises an excessive number of requests or complaints, it may be appropriate to restrict their access to a single staff member (a sole contact point) who will exclusively manage their complaint(s) and interactions with YVC. This may ensure they are dealt with consistently and may minimise the chances for misunderstandings, contradictions and manipulation.

People who are restricted to a sole contact person will be given the contact details of one additional staff member who they can contact if their primary contact is unavailable due to taking leave or is otherwise unavailable for an unextended period of time.

What – restricting the subject matter of communications that YVC will consider

Where a person repeatedly requests information that has already been provided, YVC may refuse to respond to further requests, unless required to do so under the GIPA Act. The person will be advised that future correspondence requesting information that has already been provided will be read and filed without acknowledgement.

How – applying the *Government Information (Public Access) Act 2009* (GIPA Act)

Under the GIPA Act:

- A person requesting information from YVC cannot be prohibited from contacting YVC.
- YVC is not required to consider an informal request, or to provide information in response to such a request.
- YVC must consider all section 41 access applications (Formal GIPA) it receives.

Where a request for information causes concern for an employee because the person demonstrates unreasonable conduct, the employee should refer the request to the Governance and Risk team. If the Governance and Risk team decide not to deal with the information request, it will advise the person that they have the option of lodging a Formal GIPA. Access applications are managed by the Governance and Risk team in accordance with the GIPA Act. The GIPA Act (section 60) allows for refusal to deal with a Formal Access Application on the following grounds:

- Unreasonable and substantial diversion of resources
- Applicant has previously been provided with the information
- Applicant has previously applied for the same information, and the earlier application has been decided, and there are no reasonable grounds to believe revisiting the matter would result in a different decision.

It is preferable for the Governance and Risk team, rather than the business units, to provide advice to persons regarding access applications to ensure consistency and correct application.

ALTERNATE DISPUTE RESOLUTION

Using alternate dispute resolution strategies to manage conflicts with people

If YVC determines that services to a person cannot be terminated in a particular case or that we bear some responsibility for causing or exacerbating their conduct, YVC may consider using alternative dispute resolution strategies (ADRs) such as mediation and conciliation to resolve the conflict with the person and attempt to rebuild our relationship with them. If an ADR is considered to be an appropriate option in a particular case, it will be conducted by an independent third party to ensure transparency and impartiality.

A decision as to whether or not to participate in ADR is entirely at the discretion of YVC and on a case-by-case basis.

PROCEDURE WHEN CHANGING A PERSON'S ACCESS TO YVC

Consulting with relevant employees

When determining if a person's access should be changed, we will consult with relevant employees on the following:

- The circumstances that gave rise to the incident(s) including the person's situation and perspective.
- The impact of the person's conduct on our organisation, relevant staff, our time, resources etc.
- The person's response to the staff member's warning or requests to stop the unreasonable behaviour
- The actions relevant employees have taken to manage the person's conduct, if any.
- Any suggestions made by relevant employees on ways that the situation could be managed.

Criteria to be considered

The following criteria will be considered:

- Whether the conduct in question involved overt anger, aggression, violence or assault (which is unacceptable in any circumstances).
- Whether the person's case or complaint has merit
- The likelihood that the person will modify their unreasonable conduct if they are given a formal warning about their conduct.
- Whether changing or restricting access to our services will be effective in managing the person's behaviour.
- Whether changing or restricting access to our services will affect the person's ability to meet their obligations, such as reporting obligations.
- Whether changing or restricting access to our services will have an undue impact on the person's welfare, livelihood or dependants etc.
- Whether the person's personal circumstances have contributed to the behaviour? For example, the person is a vulnerable person who is under significant stress as a result of one of more of the following:
 - Homelessness
 - Physical disability
 - Illiteracy or other language or communication barrier
 - Mental or other illness
 - Personal crises
 - Substance or alcohol abuse
- Whether the person's response or conduct was moderately disproportionate, grossly disproportionate or not at all disproportionate in the circumstances.
- Whether there are any statutory provisions that would limit the types of limitations that can be put on the person's contact or access to our services.

Once YVC has considered these factors a decision will be made on the appropriate course of action.

Providing a Warning Letter

Unless a person's conduct poses a substantial risk to the health and safety of staff or other third parties, they will be provided with a written warning about their conduct in the first instance. If the person is unable to read the letter, it will be accompanied by a telephone call, unless an interpreter is necessary.

The warning letter will:

- Specify the date(s), time(s), and locations of the incident(s).
- Explain why the person's conduct/incident is problematic

- List the types of access changes and/or restrictions that may be imposed if the behaviour continues. (Note: not every possible restriction should be listed but only those that are most relevant).
- Provide clear and full reasons for the warning being given.
- Include an attachment of the Individual Right and Mutual Responsibilities of Parties to a Complaint document.
- Provide the name and contact details of the staff member who they can contact about the letter
- Be signed by the Manager Governance and Risk, Director or CEO.

Providing a Notification Letter

If a person's conduct continues, after they have been given a written warning or in extreme cases of overt aggression, violence, assault or other unlawful/unacceptable conduct, the CEO has the discretion to send a notification letter immediately restricting the complainant's access to our services (without prior or further written warning).

If the person is unable to read the letter (due to literacy issues, non-English speaking, etc) the letter will be followed or accompanied by a telephone call using an interpreter if necessary.

This notification letter will:

- Specify the date, time and location of the incident(s)
- Explain why the person's conduct is problematic
- Identify the change and/or restriction that will be imposed and what it means for the complainant
- Provide clear and full reasons for this restriction
- Specify the duration of the change or restriction imposed, which will not exceed 12 months.
- Indicate a time period for review
- Provide the name and contact details of the senior officer who they can contact about the letter and/or request a review of the decision
- Be signed by a Director or CEO.

Where necessary, Police will be notified.

Continued monitoring/oversight responsibilities

Once a person has been issued a warning letter and/or notification letter, YVC will review the person's record/restriction every 6 months, on request by a staff member, or following any further incidents that involve the particular person to ensure that they are complying with the restrictions and the arrangement is working. If YVC determines that the restrictions have been ineffective in managing the person's conduct or are otherwise inappropriate, it may decide to either modify the restrictions, impose further restrictions or terminate the person's access to our services altogether.

REVIEWING A DECISION TO CHANGE OR RESTRICT ACCESS TO YVC

Right of Review

People are entitled to one review of a decision to change or restrict their access to our services. This review will be undertaken by an appropriately delegated Manager, Director or CEO who was not involved in the original decision to change or restrict a person's access. This person will consider the person's arguments along with all relevant records regarding the person's past conduct. The person will be advised of the outcome of their review by letter.

Managing Unreasonable Conduct towards YVC and its Employees Policy

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If a person continues to be dissatisfied after the review process, they may seek an external review from an oversight agency such as the NSW Ombudsman. The NSW Ombudsman may accept the review (in accordance with its administrative jurisdiction) to ensure that we have acted fairly, reasonably and consistently and have observed the principles of good administrative practice, including procedural fairness.

Note: People making Formal GIPA applications under the GIPA Act have review rights under that Act. The rights of review described in this section do not apply to people making Formal Access Applications under the GIPA Act.

PERIODIC REVIEW OF ALL CASES WHERE A CHANGE OR RESTRICTION TO ACCESS IS APPLIED

Period for review

All cases where this policy is applied will be reviewed every 6 months and not more than 12 months after the service change or restriction was initially imposed or continued/upheld.

Notifying the person of an upcoming review

YVC will invite all people who have received a Notification Letter to participate in the review process unless they determine that:

- The invitation is reasonably likely to provoke a negative response from the person (ie further incidents)
- The original issue or concern is resolved.

The invitation will be given, and the review will be conducted in accordance with the person's access restrictions (eg: if contact has been restricted to writing only then the invitation to participate will be done in writing).

Criteria to be considered during a review

When conducting a review, YVC will consider:

- Whether the person has had any contact with the organisation during the restriction period
- The person's conduct during the restriction period
- Any information/arguments put forward by the person
- Any other information that may be relevant in the circumstances

Note: Sometimes a person may not have a reason to contact our office during their restriction period. As a result, a review decision that is based primarily on the fact that the person has not contacted our organisation during their restriction period (apparent compliance without restriction) may not be an accurate representation of their level of compliance/reformed behaviour. This should be taken into consideration, in relevant situations.

NOTIFYING A PERSON OF THE OUTCOME OF A REVIEW

YVC will notify the person of the outcome of their review using the appropriate/relevant method of communication as well as a written letter explaining the outcome, as applicable.

RESPONSIBILITIES

To effectively administer this policy, there is a reliance on employees within this process to review and analyse a person's contact with YVC. To enable this process staff are responsible for recording all contacts or incidents that they have with a person, regardless of the person being designated an unreasonable complainant. To facilitate the recording of a person's contacts, staff members are to use YVC's enterprise system.

Employees will:

- Familiarise themselves with the policy as well as the *Individual Rights and Mutual Responsibilities for the Parties to a Complaint*.
- Speak with their Manager about how this policy relates to any business units specific procedures regarding managing person's behaviours.
- Explain the contents of this document to all people particularly those who engage in unreasonable behaviour or who exhibit the early warning signs of falling within the scope of this policy.
- Report the incident(s) of people exhibiting unreasonable behaviours to their Manager and Director.
- Record and report all incidents they experience or witness (as appropriate) to their Manager within 24 hours of the incident occurring and ensuring details of contacts are recorded.
- Maintain accurate records of contacts with people using YVC's record keeping systems.

While effective application of this policy relies on all staff identifying and reporting incidents, it must be emphasised that any strategies that effectively change or restrict a person's access to our services must be considered at Director level or higher as provided in this policy.

All Managers will:

- Provide access to their Director or CEO on changing or restricting a person's access to YVC in the circumstances identified in this policy.
- Ensure that all relevant staff members are trained to deal with unreasonable complainants.
- Support employees to apply the strategies in this policy and are responsible for ensuring compliance
- Record, monitor and review all cases where a restriction is applied within their business area to ensure consistency, transparency and accountability for the application of this policy.
- Will manage and keep a record of all cases where these procedures are applied
- Is responsible for arranging support for staff impacted by unreasonable behaviours.

Governance and Risk team will:

- Act as a central point of escalation and will be notified by business unit managers of any proposed changes or restrictions to a person's access.
- Prepare any correspondence that effectively changes or restricts a person's access to YVC on behalf of Directors and the CEO.
- Is responsible for maintaining current and accurate information held centrally about incidents and changes to a person's access to our services
- Ensure that requests for information are dealt with in accordance with the GIPA Act.
- Liaise with the NSW Ombudsman over any review requests or ongoing management of unreasonable complainants.

Directors will:

- Support employees to apply strategies in this policy

The CEO will:

- Approve any decision to completely terminate a person's contact/access to YVC.

Approval History

<i>Review Date</i>	<i>Report to Council</i>	<i>Minute No.</i>	<i>Exhibition Period</i>	<i>Adoption</i>	<i>Rescission Date</i>
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Ownership and Approval

Responsibility	Role
Author	
Owner	
Endorser	
Approver	Council

DRAFT

APPENDIX A

INDIVIDUAL RIGHTS AND MUTUAL RESPONSIBILITIES OF THE PARTIES TO A COMPLAINT

In order for Yass Valley Council (Council) to ensure that all complaints are dealt with fairly, efficiently and effectively and that work health and safety standards and duty of care obligations are adhered to, the following rights and responsibilities must be observed and respected by all of the parties to the complaint process.

Individual rights

Complainants have the right:

- to make a complaint and to express their opinions in ways that are reasonable, lawful and appropriate
- to a reasonable explanation of Council's complaints policy, including details of the confidentiality, secrecy and/or privacy rights or obligations that may apply
- to a fair and impartial assessment and, where appropriate, investigation of their complaint based on the merits of the case
- to a fair hearing
- to a timely response
- to be informed in at least general terms about the actions taken and outcome of their complaint
- to be given reasons that explain decisions affecting them
- to at least one right of review of the decision on the complaint
- to be treated with courtesy and respect
- to communicate valid concerns and views without fear of reprisal or other unreasonable response.

Staff have the right:

- to determine whether, and if so how, a complaint will be dealt with
- to finalise matters on the basis of outcomes they consider to be satisfactory in the circumstances
- to expect honesty, cooperation and reasonable assistance from complainants
- to expect honesty, cooperation and reasonable assistance from organisations and people within jurisdiction who are the subject of a complaint
- to be treated with courtesy and respect
- to a safe and healthy working environment
- to modify, curtail or decline service (if appropriate) in response to unacceptable behaviour by a complainant.

Subjects of a complaint have the right:

- to a fair and impartial assessment and, where appropriate, investigation of the allegations made against them
- to be treated with courtesy and respect
- to be informed (at an appropriate time) about the substance of the allegations made against them that are being investigated
- to be informed about the substance of any proposed adverse comment or decision
- to be given a reasonable opportunity to put their case during the course of any investigation and before any final decision is made
- to be told the outcome of any investigation into allegations about their conduct, including the reasons for any decision or recommendation that may be detrimental to them
- to be protected from harassment by disgruntled complainants acting unreasonably.

Mutual responsibilities

Complainants are responsible for:

- treating staff of Council with courtesy and respect
- clearly identifying to the best of their ability the issues of complaint, or asking for help from the staff of Council to assist them in doing so
- providing to the best of their ability Council with all the relevant information available to them at the time of making the complaint
- being honest in all communications with Council
- informing Council of any other action they have taken in relation to their complaint
- cooperating with the staff who are assigned to assess/ investigate/resolve/determine or otherwise deal with their complaint.

If complainants do not meet their responsibilities, Council may consider placing limitations or conditions on their ability to communicate with staff or access certain services.

Council has a zero tolerance policy in relation to any harm, abuse or threats directed towards its staff. Any conduct of this kind may result in a refusal to take any further action on a complaint or to have further dealings with the complainant. Any such conduct of a criminal nature will be reported to police and in certain cases legal action may also be considered.

Staff are responsible for:

- providing reasonable assistance to complainants who need help to make a complaint and, where appropriate, during the complaint process
- dealing with all complaints, complainants and people or organisations the subject of complaint professionally, fairly and impartially
- giving complainants or their advocates a reasonable opportunity to explain their complaint, subject to the circumstances of the case and the conduct of the complainant
- giving people or organisations the subject of complaint a reasonable opportunity to put their case during the course of any investigation and before any final decision is made
- informing people or organisations the subject of investigation, at an appropriate time, about the substance of the allegations made against them and the substance of any proposed adverse comment or decision that they may need to answer or address
- keeping complainants informed of the actions taken and the outcome of their complaints
- giving complainants reasons that are clear and appropriate to their circumstances and adequately explaining the basis of any decisions that affect them
- treating complainants and any people the subject of complaint with courtesy and respect at all times and in all circumstances
- taking all reasonable and practical steps to ensure that complainants are not subjected to any detrimental action in reprisal for making their complaint
- giving adequate warning of the consequences of unacceptable behaviour.

If Council or its staff fail to comply with these responsibilities, complainants may complain to the CEO via Council's Complaints Coordinator.

Subjects of a complaint are responsible for:

- cooperating with the staff of Council who are assigned to handle the complaint, particularly where they are exercising a lawful power in relation to a person or body within their jurisdiction

Managing Unreasonable Conduct towards YVC and its Employees Policy

Approved: TBA

- providing all relevant information in their possession to Council or its authorised staff when required to do so by a properly authorised direction or notice
- being honest in all communications with Council and its staff
- treating the staff of Council with courtesy and respect at all times and in all circumstances
- refraining from taking any detrimental action against the complainant in reprisal for them making the complaint.

If subjects of a complaint fail to comply with these responsibilities, action may be taken under relevant laws and/or codes of conduct.

Council is responsible for:

- having an appropriate and effective complaint handling system in place for receiving, assessing, handling, recording and reviewing complaints
- decisions about how all complaints will be dealt with
- ensuring that all complaints are dealt with professionally, fairly and impartially
- ensuring that staff treat all parties to a complaint with courtesy and respect
- ensuring that the assessment and any inquiry into the investigation of a complaint is based on sound reasoning and logically probative information and evidence
- finalising complaints on the basis of outcomes that the organisation, or its responsible staff, consider to be satisfactory in the circumstances
- implementing reasonable and appropriate policies/procedures/practices to ensure that complainants are not subjected to any detrimental action in reprisal for making a complaint, including maintaining separate complaint files and other operational files relating to the issues raised by individuals who make complaints
- giving adequate consideration to any confidentiality, secrecy and/or privacy obligations or responsibilities that may arise in the handling of complaints and the conduct of investigations.

If Council fails to comply with these responsibilities, complainants may complain to the CEO via Council's Complaints Coordinator or to the NSW Ombudsman.

Hardship and Financial Assistance Policy

Policy Purpose

To facilitate financial assistance to ratepayers experiencing genuine financial hardship and to provide a decision-making framework for assessment of hardship applications.

Policy Statement

Council acknowledges there are cases of genuine financial hardship requiring respect and compassion in special circumstances.

A ratepayer may be eligible for consideration for hardship assistance in the payment of overdue rates, annual charges, interest and fees, where:

- the person is unable to pay amounts when due for reasons beyond the person's control; or
- payment, when due, would cause the person hardship.

This policy establishes the circumstances for the assessment of hardship or payment assistance applications applying the principles of social justice, fairness, integrity, confidentiality, and compliance with relevant statutory requirements.

Privacy will be maintained in accordance with the *Privacy and Personal Information Protection Act 1998* (NSW). Hardship applications will only be considered in Closed Council, if necessary.

Scope of this Policy

This policy applies to all applications for waiving, deferment, and alternative payment arrangements, or writing off of rates, fees, annual charges, and interest accrued on such debts.

Definitions

Hardship – Any situation where an individual is having difficulty paying legally owed debt. This can result from life changes (EG: because of illness, unemployment, or changed financial circumstances) restricting the short-term capacity to pay.

Legislative References and Relevant Standards

- *Local Government Act 1993* (NSW) - particularly Sections 356, 564, 566, 567, 568, 570, 575, 577, 582, 585, 595-601, 610.
- *Local Government (General) Regulation 2021* (NSW) - particularly Sections 130, 131, 133, 144 and 213.
- Office of Local Government – *Debt Management and Hardship Guidelines* 2018
- *Valuation of Land Act 1916* (NSW)
- *Privacy and Personal Information Protection Act 1998* (NSW)

Policy Provisions

1. Hardship Assistance

- 1.1. Council will assess hardship applications on the merit of the individual case against the eligibility conditions within this policy. Council will consider all of the options for financial hardship assistance allowed by the Act:
 - a) Periodic payment agreements for overdue rates and charges
 - b) Writing off or reducing interest accrued on rates or charges for a set period of time
 - c) Waiving, reducing or deferring the increase in rates payable because of substantial hardship resulting from a general land revaluation
 - d) Extending pensioner rebates on rates where owners are not equally eligible under the Social Security Act 1991.
 - e) Postponing rates for properties that are used differently from how they are zoned.
- 1.2. Council will assess applications for the waiver or reduction of user charges and fees where the circumstances fall within one of the following categories:
 - a) Water usage allowance for medical conditions
 - b) Emergency pet boarding at the animal management facility in instances where incapacity, death, or domestic violence exists.

2. Hardship Application Decisions and Appeals

- 2.1. The considerations set out in this paragraph generally apply to all hardship applications unless different provisions for specific hardship situations are stated later in this policy.
- 2.2. Applications for hardship must be made in writing and submitted to Council via council@yass.nsw.gov.au, in person at Council's Administration Office, or by post (PO Box 6 Yass NSW 2582). Alternatively, a *Financial Hardship Relief Application Form* can be found on Council's website.
 - The applicant must be the person who is liable for the rates, annual charges, fees or interest.
 - The property to which the hardship application applies must be the principal place of residence of the applicant/s.
 - The property for which the hardship applies must not be a rental property or otherwise income-producing.
 - The property for which the hardship applies must not be categorised as Business or Mining for rating purposes.
- 2.3. Supporting documentation should be lodged with the application to assist Council to assess eligibility and make a determination. The type of documentary evidence lodged with a hardship application will depend on the circumstances of the claim, and may include:
 - a) Statement of reasons why the person was unable to pay the rates and charges when they became due and payable; and
 - b) Letter from a medical professional confirming medical conditions causing hardship
 - c) Letter from a recognised financial counsellor or financial advisor confirming financial hardship and containing the following
 - i) Copy of recent bank statements (previous 3 months) for all accounts; and
 - ii) Details of assets, income, and expenditure
 - d) Copy of Pensioner Concession Card

- e) Copies of letters from other utilities or mortgage provider confirming financial hardship assistance agreement with them.
- 2.4. Council may require the provision of any additional information which, in its opinion, it requires to make an assessment of the application or to assist a later review of an existing hardship arrangement.
- 2.5. Council may waive the application documents if ratepayers enter a maximum 12-month payment arrangement.
- 2.6. Council will not provide any financial advice and recommends the following external support services and financial counsellors to assist applicants.
- Financial advice, including financial counsellor search function (www.moneysmart.gov.au/managing-your-money-managing-debts)
 - Legal Aid service (Legal Advisers) (www.legalaid.nsw.gov.au/get-legal-help/find-a-service)
 - Community Legal Centres in different local government areas (www.clcnsw.org.au/find_legal_help)
 - Government funded Financial Rights Legal Centre who can be contacted on either 1800 007 001 or www.financialrights.org.au
- 2.7. Financial hardship cases will remain strictly confidential. Personal information collected as a consequence of this policy will only be used for the purpose of assessing eligibility under the policy and will not be used for any other purpose or disclosed to any other person unless required by law to do so or authorised to do so by the person to whom the personal information relates.
- 2.8. All hardship applications shall be determined by a Panel consisting of the Chief Financial Officer, Director Corporate & Community Services and an independent Manager or above level staff member at the discretion of the CEO.
- 2.9. All hardship applicants shall be advised in writing of Council's decision within 30 days of receipt of the application.
- 2.10. If the applicant is not satisfied with the outcome, they may write to Council and appeal the decision. The review will be conducted by the CEO.
- 2.11. If, after the outcome of the review, the applicant is not satisfied with the process, they may write to the elected Council for a final decision in the form of a Council Resolution.

3. Periodic Payment Arrangement

- 3.1. Section 564 of the Local Government Act provides that Council may enter into a formal agreement with a ratepayer eligible for alternative periodic payments for due and payable rates and charges.
- 3.2. The following considerations can be applied for hardship relief:
- a) Interest on outstanding amounts may be suspended for any period a periodic payment arrangement is in place and the ratepayer meets the agreed scheduled payments
 - b) Maximum term can be extended up to 24 months
 - c) Where repayment amounts will not pay the debt within 12 months, repayment schedules will be reviewed at the end of the 3-month period and upon the raising of further rates and charges for discussion with the ratepayer.
 - d) Upon receipt of a Hardship and Financial Assistance Application.

4. Hardship Assistance by Writing Off Accrued Interest and Costs

- 4.1. Council may write off accrued interest and costs on charges payable by a person under Section 567 of the Act or charge 0% interest on overdue amounts for a set period of time where:

- a) The person was unable to pay the rates or charges when they become due for reasons beyond the person's control
 - b) The person is unable to pay accrued interest for reasons beyond the person's control
 - c) Payment of the accrued interest would cause the person hardship.
- 4.2. The following circumstances will be taken into consideration in addition to the hardship assessment before any decision to write-off interest and costs:
- a) The ratepayer is a first-time defaulter, has previously had a good payment record and there are mitigating circumstances
 - b) The ratepayer has met their obligations under any periodic payment agreement with Council
 - c) Council is satisfied that the circumstances giving rise to the default are temporary
 - d) Alternatives to recover the entire debt are unavailable.

5. Hardship Assistance due to certain Valuation Changes

- 5.1. Under Section 6.1 of the Act, any ratepayer who incurs a rate increase following a new valuation of land values may apply to Council for rate relief in the first year the valuation is used for rating purposes, if the new rate payable causes the ratepayer to suffer substantial hardship.
- 5.2. Council will not consider hardship applications under this provision as valuations are determined independently by the NSW Valuer-General. Council will encourage ratepayers to make an appropriate application under the appeal provisions of the Valuation of Land Act.
- 5.3. Council has maximised its scope under the Act to adopt a rating structure that cushions the impact of any change in valuations on rates.

6. Extend Pensioner Concession to avoid Hardship

- 6.1. Section 577 of the Act enables Council to make an order deeming certain persons who are jointly liable with an eligible pensioner or solely liable, but who are not themselves eligible, to be eligible pensioners for the purpose of a mandatory reduction in rates and charges to avoid hardship.
- 6.2. Section 582 of the Act enables council to waive or reduce rates, charges and accrued interest due by any person prescribed by the regulations who is in receipt of a pension, benefit or allowance under the Social Security Act 1991. Thus, Council may, in its absolute discretion, further reduce on a voluntary basis (with no subsidy from the state government) rates and charges otherwise payable by an eligible pensioner.
- 6.3. Council may agree to allow the remainder of a pensioners rates, after concessions have been deducted, to accrue against the future estate or sale of the land in appropriate cases.

7. Hardship Assistance for Postponed Rates

- 7.1. A rateable property may apply for postponed rates as per Section 585 of the Act.
- 7.2. Interest on postponed rates accrues as if the rates were overdue rates as per Section 592 of the Act.
- 7.3. If 5 years have lapsed since the commencement of a rating year for which part of the rates levied on land have been postponed, the part postponed and any interest accrued on that part may be written off by the Council per Section 595 of the Act.
- 7.4. Only ratepayers who are owner occupiers who would face hardship will be eligible to apply for postponed rates to be written off.
- 7.5. Any application for hardship assistance in relation to postponed rates will be assessed in accordance with the same criteria used to assess hardship in respect of rates and annual charges.

8. Natural Disaster

- 8.1. This provision applies for any period the Yass Valley Council Local Government Area remains:
- Drought declared
 - Bushfire impacted (including bushfire recovery period)
 - Recovery from any other natural disaster
 - Economically locked down as a consequence of a pandemic, as nominated by a government order or declaration.
- 8.2. A ratepayer may be eligible for extended hardship assistance arrangements for the payment of rates, annual charges or interest as follows:
- A maximum period for approved payment arrangements extended to 2 years
 - Interest charges to be waived on all approved payment arrangements
 - Recovery action to be deferred upon application.
- 8.3. Drought assistance specifically applies to:
- Farmland ratepayers owning any parcel of land which is liable for the payment of Local Land Services rates
 - Business ratepayers that directly supply the agriculture sector in the local government area.
- 8.4. Bushfire Assistance specifically applies to:
- Ratepayers owning any parcel of land in the local government area listed on the Bushfire Impact Assessment schedule
 - Waste disposal fees will be waived for waste transfer stations in the local government area for general building waste not being contaminated with any form of asbestos matter and where the costs are not otherwise recoverable by the owner through insurance or external funding sources
 - (c)Development Application and/or inspection fees will be considered for subsidy for rebuilding of destroyed homes, structures and infrastructure by way of Council Resolution.

9. Water allowance for Haemodialysis and other medical conditions

- 9.1. The allowance will apply to home haemodialysis patients whose premises are connected to the Yass Valley Council water network.
- 9.2. Claims for other medical conditions will require a declaration from the Area Health Service as to the extent of water usage required for the therapy of any such medical condition.
- 9.3. At the end of the financial year, the Area Health Service will be asked to supply Council with a list of all home haemodialysis patients in the council area and their principal place of residence.
- 9.4. The allowance will be equivalent to 40 kilolitres of water used in any billing period, as recorded by the water meter connected to the premise.
- 9.5. The allowance will commence in the water billing period in which Council is notified of the haemodialysis machine being installed at the premise.
- 9.6. The allowance will cease in the water billing period following notification of the machine no longer being in use the nominated patient, or the sale of the property.

10. Emergency pet boarding at the animal management facility

- 10.1. Council will consider applications for special circumstance boarding to assist residents who are experiencing hardship due to, but not limited to, the following situations:
- Short-term homelessness
 - Domestic violence

- Victim of crime
 - Hospitalisation
- 10.2. the number of occasions an individual can access special circumstances boarding per year, and the length of time the animal is housed at the Facility, will be determined at the discretion of Council.
- 10.3. A reduced per-day fee will be applied for special circumstances boarding applications to cover the cost of food and direct costs.
- 10.4. An animal considered for special circumstances must be vaccinated. If the animal is not vaccinated, the owner will be charged for vaccination.

1. Approval History

<i>Review Date</i>	<i>Report to Council</i>	<i>Minute No.</i>	<i>Exhibition Period</i>	<i>Adoption</i>	<i>Rescission Date</i>
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2. Ownership and Approval

Responsibility	Role
Author	
Owner	
Endorser	
Approver	Council

strengthening local government

Office of Local Government
**DEBT MANAGEMENT
AND HARDSHIP
GUIDELINES**

—
November 2018



GUIDELINES UNDER SECTION 23A OF THE
LOCAL GOVERNMENT ACT 1993

DEBT MANAGEMENT AND HARDSHIP GUIDELINES

NOVEMBER 2018

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Foreword

Council rates and charges fund a vast array of services, infrastructure and facilities that local communities rely on. It is therefore vital that councils have good policies and processes in place to ensure rates and charges are collected promptly, fairly and efficiently, while minimising the risk of debt from overdue payments.

Local communities expect governments, including councils, to have modern payment processes in place that best suit current day needs, including electronic payments of rates and charges and options to smooth out payments across the year for more substantial bills.

It is important for councils to recover debt from unpaid rates and charges fairly and equitably. Councils are encouraged to give special consideration for people facing hardship to limit unnecessary fees, interest and legal costs that can cause additional financial stress in difficult times.

To support NSW councils to develop and apply modern, fair and effective debt recovery and hardship policies and practices in line with the requirements of the *Local Government Act 1993*, the NSW Office of Local Government, in conjunction with the NSW Department of Justice, has published these section 23A Debt Management and Hardship Guidelines.

The Guidelines set out information that councils must take into account when developing and implementing debt management and hardship policies, as well as best practice examples of easy-to-follow communication, hardship assessment, early mediation and dispute resolution.

They should be implemented alongside appropriate financial management practices to enable councils to maintain financial sustainability and achieve financial performance benchmarks.

Tim Hurst
Chief Executive
Office of Local Government



Part 1:
Debt Management
and Hardship for
Local Government



1.1 Introduction

NSW councils collect rates and charges each year in line with the *Local Government Act 1993*. Councils receiving funds on time are in a better position to be financially sustainable and continue to deliver the services and facilities local communities need and expect.

Each council should adopt robust, fair and transparent policies and procedures outlining how they will communicate with ratepayers, collect monies owing, assess hardship claims and, where necessary, recover overdue payments to manage debt.

Good debt management by councils generally flows from having good rates and charges collection processes in place.

The Office of Local Government has worked with the NSW Department of Justice to prepare these *Debt Management and Hardship Guidelines*.

The Guidelines support councils to review and update existing debt management policies and practices to collect rates and waste charges, water and sewerage charges, and align them to best practice across the sector. They provide guidance on proactive measures councils can take to ensure prompt payment and minimise default, as well as how to follow up ratepayers and recover any debts incurred fairly and effectively.

When recovering debt, and at other times, councils must consider whether a ratepayer is facing hardship and the best way to support a person in hardship to pay their bills. Guidance on developing relevant hardship policies and procedures is also included.

Councils must take these section 23A Guidelines into account when exercising debt management and hardship functions or making relevant decisions. Debt Management and Hardship policies may be prepared separately or as a comprehensive article but must be integrated in their application.

Some helpful definitions for key terms in these Guidelines are set out at **Appendix A**.

1.2 Status and scope of Guidelines

The Guidelines are issued under section 23A of the *Local Government Act*. Councils must therefore take the Guidelines into account when implementing local debt management and hardship policies and/or procedures. They apply to all NSW councils, whether or not debt recovery functions are outsourced.

While the Guidelines have been developed with particular reference to collecting debts from individual ratepayers, much of the information will also be relevant to the collection of other debts, such as from businesses or other organisations.

Councils must always seek and be guided by their own independent legal advice on these matters.

The Guidelines have drawn on best practice material in a number of NSW council policies and the *Debt collection guideline: for collectors and creditors (Commonwealth, 2015)* and the *Debt Recovery Guidelines – Responsible collection of State debts: Guidelines for Revenue NSW to collect State debt* (Revenue NSW). Valuable and timely feedback from the Revenue Professionals and a number of its member council practitioners is also acknowledged.

1.3 Objectives

The Guidelines assist councils to develop policies and procedures that provide for:

- efficient and effective collection of council rates, charges and outstanding debt
- contemporary and flexible options to collect money from ratepayers
- fair and equitable treatment of ratepayers, including those facing hardship
- how to identify and work with ratepayers in hardship when collecting money
- reduced use of expensive court processes to recover debts
- improved financial sustainability of councils, including performance in managing outstanding rates and charges, and
- compliance with legislative requirements, including the *Local Government Act* and privacy laws.

1.4 Legal framework

The Local Government Act provides the legal framework for how councils set and levy rates and charges each year and recover debt from overdue rates and charges, including for waiving or reducing rates in cases of hardship. A best practice debt recovery summary flowchart is set out at **Appendix B**.

Rates and charges are set in a council's Revenue Policy as part of their Integrated Planning and Reporting requirements. Rates and charges are made by 1 August each year. Notices state rates owing, any arrears and interest, any postponed rates, amount due and date to pay. Notices also advise that interest accrues after the due date, at a daily rate set by council up to a cap set yearly under the *Local Government Act*.

Councils are permitted to agree to periodic payments of rates and charges, write off accrued interest and postpone rates payments. In extreme cases, councils may also sell land to recover unpaid rates and charges. Councils may also provide discount incentives for prompt payment in full, if desired.

Hardship provisions are stipulated to encourage councils to have fair and equitable policies in place to assess hardship claims, particularly for pensioners, and procedures that make it as easy as possible for ratepayers in hardship to pay.

The NSW Government encourages councils to incorporate modern and flexible periodic and electronic payment systems and other incentives to make it as easy as possible for ratepayers to pay promptly and to minimise the risk of debt.

Relevant legislative excerpts from the *Local Government Act* and a list of other relevant laws are at **Appendix C**.

1.5 Principles

The advice and options in this Guideline are based on best practice from across the local government sector, with reference to a set of guiding principles.

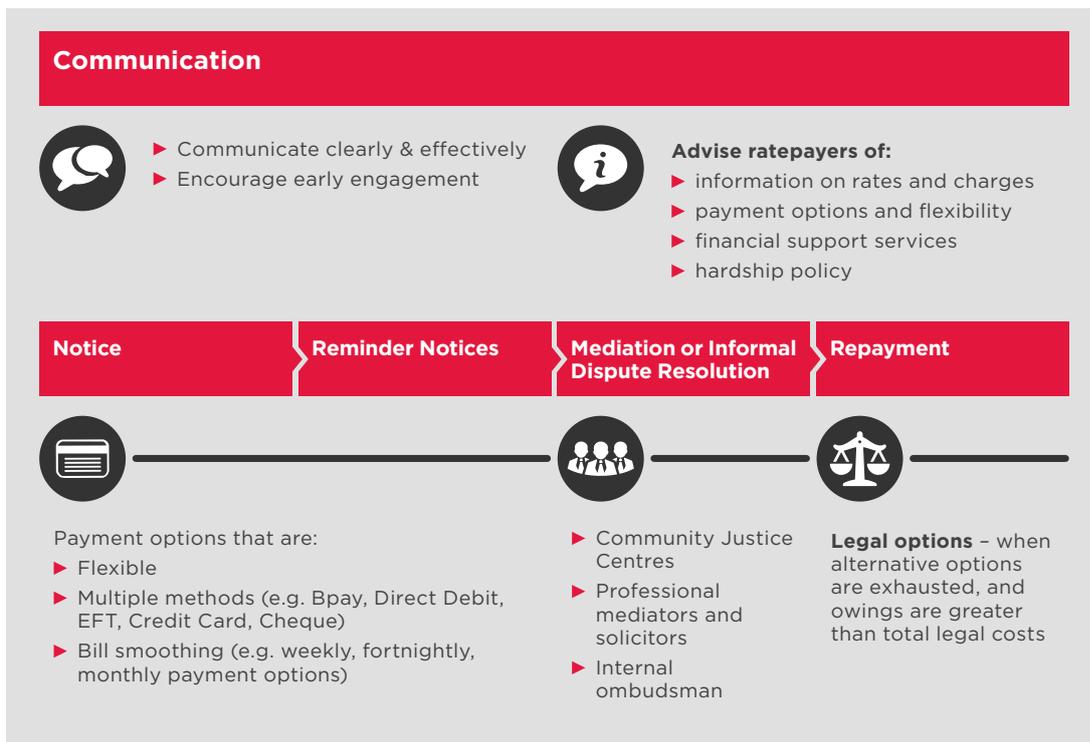
Councils should consider the following guiding principles in establishing or reviewing their own policies and practices to support effective debt management:

- **clear and accessible communication** – easy-to-understand information about rates and charges, how to pay, hardship, who to contact and the council’s approach to overdue rates and dealing with hardship claims
- **local flexibility** – providing payment options and processes that meet local needs and the special circumstances of those facing hardship

- **fair, equitable and respectful treatment** – of all ratepayers, including respectful communication with those facing hardship
- **a ‘stop the clock’ approach** – to suspend debt recovery, legal action and interest accrual while a ratepayer’s hardship application is awaiting determination, or while they are complying with an approved payment arrangement
- **informal action first** – timely action to prompt payments and communicate relevant information when following-up overdue amounts prior to taking formal action
- **minimise costs** – try to achieve payment without increasing ratepayer debts
- **maintain confidentiality and privacy** – information provided by applicants is treated confidentially and only used for appropriate purposes, such as to assess a hardship application
- **regular review of policies and procedures** – to identify good practice and areas for improvement, and
- **consistent debt management and hardship approaches and policies.**

1.6 Good practice summary flowchart

Figure 1 below summarises the good practice approaches to debt recovery and hardship taken by a number of NSW councils. These are further expanded on and explained in the following sections of the Guidelines.





Part 2:

Ensuring prompt payment

When ratepayers act and pay promptly, and when councils are fair and realistic, the need for debt management is reduced. Below are some practical ways that councils can assist ratepayers to act promptly to meet their financial commitments.

2.1 Information for ratepayers

Most ratepayers act responsibly if they are given enough information about the rates and charges they owe, as well as reasonable opportunity and flexibility to pay in an easy and timely way that takes their needs into account.

Councils should support this approach by ensuring that their policies and procedures:

- allow for alternative payment options including flexible payment arrangements before rates are due – for example, periodic payments (i.e. weekly, fortnightly, monthly or quarterly), and electronic payment options
- authorise council staff to make suitable payment arrangements with ratepayers that have not paid on time, such as a Time to Pay agreement
- include helpful information on rates notices to encourage ratepayers to contact council early if they may have difficulty paying, and
- encourage staff to refer ratepayers making enquiries to financial counsellors and other low cost support services.

Councils can take proactive steps to reduce overdue payments and support ratepayers experiencing hardship such as:

- promoting debt recovery and hardship policies
- developing clear, simple information, such as ‘fact sheets’ about rates and charges and options available to make sure they are paid on time

- translating material into other languages commonly used in their local area or including a list of local language services
- promoting flexible payment options in other communication materials, and
- improving access to policies, e.g. having key search terms to find them online (i.e. “debt recovery”, “local government”, “rates”, “hardship”).

Councils may also consider offering a discount on rates for ratepayers that promptly pay their rates in full under section 563 of the *Local Government Act*.

2.2 Rates and charges notices

Councils recover rates and charges owed by issuing a notice under section 546 of the *Local Government Act*. Information that must be included on rates and charges notices is listed in clause 127 of the *Local Government (General) Regulation 2005*.

Some ratepayers have difficulty navigating and understanding the complex and detailed information in rates notices. To support understanding and timely payments, councils should include in their policies and procedures how they will ensure notices have accurate, easy to understand and accessible information.

For example, while formatting is not prescribed, councils should design rates notices to be accessible and easy to understand. Councils with diverse communities should consider translating key information on rates notices into relevant languages.

Some important information to highlight prominently on, or with, notices includes:

- name of rateable person – every effort should be made to identify this
- the rate or charge amount due
- any outstanding rate or charge overdue and any interest charges
- when each payment is due
- payment options
- how to contact the council with any questions about the notice
- where to go for further information, such as a link to the council website, on:
 - a council's financial hardship policy
 - any English as a Second Language (ESL) services, and
 - local financial counselling services.

Good Practice Case Study

A number of councils are sending out a flyer with their rates notices to provide advice to ratepayers about what to do if they cannot pay on time.

2.3 Modern and flexible payment options

Ongoing advances in technology are making it easier than ever for councils to create easy payment options for ratepayers. Communities expect councils to provide modern and flexible options that support easy payment and take into account different needs and circumstances.

Electronic billing and payments

Electronic billing and payments help to make sure that bills are received and payments are made on time, including for ratepayers living or travelling outside the local government area, and allow ratepayers to schedule payments and avoid going in person to a council during regular work hours.

NSW council policies should enable ratepayers the opportunity to make payments electronically and enable ratepayers to enter into an agreement to receive their rates notices electronically (via email).

Periodic payments and payment smoothing

Most people need to budget in advance for significant annual expenses, such as rates, waste, water and sewerage charges, as well as other utilities and insurances.

Councils should provide flexible options to enable periodic payment as do most modern businesses and governments. This may include 'payment smoothing' to reduce the impact of large bills by spreading payments evenly out across the year.

Allowing ratepayers to make small, consistent payments helps councils obtain rates and charges on time and helps ratepayers manage their budget more easily. Councils should consider combining this with a direct debit option, potentially with a discount incentive, to create seamless, automatic payments.

Council should enable periodic payment options, including payment smoothing, to help ratepayers pay on time. This may be as frequently as monthly, fortnightly or weekly to balance convenience to ratepayers with what is practical for councils.

Section 564 of the *Local Government Act* enables councils to enter into agreements with ratepayers that allow periodic payments to be made, at the council's discretion.

Councils should consider preparing a template agreement to make it easier to provide this option to all ratepayers.

Centrepay

Centrepay is a voluntary way for people to pay bills directly from their Centrelink payments through regular automatic deductions.

Councils should consider using and promoting Centrepay to ratepayers as an easy way to pay rates and charges through regular deductions from Centrelink payments. There is no cost to the ratepayer and councils pay a small transaction fee based on an agreement negotiated with the Commonwealth Department of Human Services.

Benefits to councils include reduced administrative costs, a secure option that helps ratepayers on lower fixed incomes to automatically pay bills on time, and a reduced risk of overdue rates and charges and recovery costs. Further information is at: www.humanservices.gov.au/individuals/services/centrelink/centrepay

2.4 Contacting ratepayers, currency of contact details and privacy laws

Councils should include information in their policies and procedures about their approach to proactively contacting ratepayers to collect rates and charges and recover debt beyond the legal requirements to serve rates and charges notices under section 127 of the *Local Government (General) Regulation* (see **Appendix C**).

Policies and procedures should include information about:

- **reasonable and appropriate contact** – for the council to contact a ratepayer about rates and charges payments and any outstanding debt
- **ensuring contact details are current** – for what a council will do in this case, for example, if a rates notice is returned to the council
- **reasonable and appropriate follow-up** – to again contact a ratepayer
- **conduct towards a ratepayer** – in line with the law and the council's Code of Conduct and including respect and courtesy as well as protection from misleading, humiliating, intimidating, demeaning or abusive conduct
- **how information will be used and confidentiality and privacy will be maintained**, and
- **strategies for dealing with inappropriate behaviour from ratepayers** – potentially including training, escalation of matters to be handled by senior staff and ceasing contact in extreme situations.

Councils, or their debt recovery agent if this function is outsourced, should proactively update contact details and contact ratepayers about rates and charges owed, and outstanding debts while maintaining confidentiality and meeting privacy protection laws.

Councils should consider reviewing their Privacy Management Plans and Privacy Notification/Consent Forms to ensure they have resident and ratepayer permission to share personal information between internal business units of the council for general administrative purposes, including the collection of rates and charges.

Taking a proactive contact approach will help resolve payment issues and outstanding debt quickly and cheaply with little adverse impact on finances and ratepayers.

Appendix D to this Guideline provides further detail about best practice on contacting people to recover debt based on other relevant debt recovery guidelines.

2.5 Payments by pensioners

Under the *Local Government Act* eligible pensioners are currently entitled to a \$250 discount on their annual rates and domestic waste management service charges, as well as an \$87.50 discount on each of their annual water and sewerage charges in NSW, with the subsidy cost shared between the NSW Government (55%) and councils (45%).

Councils can choose to provide and meet further pensioner discounts on these rates and charges for hardship or in certain circumstances (s575).

The Local Government Act outlines separate requirements and flexibility for pensioners in relation to overdue rates and charges which councils must consider when adopting local debt management and hardship policies. Councils should balance the need to ensure financial sustainability with factors such as local socio-economic conditions and social justice principles.

Strategies councils should consider for pensioners include:

- working to achieve payment through informal means
- actively promoting flexible payment options, such as time to pay (s564)
- mandatory review before commencing legal action to recover debts
- deferring rates payments
- writing off debts (s582 and 583), and
- considering individual circumstances of pensioners.

These strategies are also relevant for other ratepayers.

Further information about pensioners is under **section 3.4** and **section 4** of these Guidelines.

2.6 Measuring council performance

Councils should monitor and report on their financial performance to ensure they are financially sustainable. This reporting provides each council with a means to check how they are going over time and identify areas where further attention is needed.

A key indicator of council financial performance is outstanding rates and charges. For this purpose, these payments are outstanding if they have been overdue for at least 30 days.

The local government performance indicator for outstanding rates and charges is presented as a ratio. This ratio reflects the impact of uncollected rates and charges on liquidity and the efficiency of council's debt recovery practices by comparing outstanding amounts to the total amount of rates and charges levied by each council.

The Office of Local Government has set councils a performance benchmark of:

- less than 5% for councils in city and coastal areas, and
- less than 10% for other regional and rural areas.

In 2016-17, outstanding rates and charges for NSW councils ranged from 1.1% to 35.7%, with outstanding amounts owed ranging from \$140,000 to \$25.98 million. The figures clearly show that, while some councils are meeting their performance benchmark, others are not.

Councils should regularly check the total value of outstanding rates and charges as well as their performance against the State-wide performance indicator.

Part 3:

Recovering debts fairly and effectively

Councils and communities rely on rates and charges to fund vital local services and facilities. Councils need effective debt recovery policies in place to recover rates and charges in a timely way to ensure they remain financially sustainable and able to continue to deliver quality services.

However, from time to time some ratepayers will face difficulties, such as loss of employment or illness, and councils need to take a fair and flexible approach to managing their debts.

To balance these considerations, councils should have policies that first seek to recover outstanding payments using a fair and effective process that promptly determines how each debt will be paid outside a formal court process. This minimises overall costs to the individual ratepayer, who may already be facing difficulties, and cost to the community.

Council Activity in the NSW Local Courts

In 2013 NSW councils filed 34,098 actions in the Local Court. Of these claims, around 95% were for unpaid rates and charges. The average claim was \$1,600 and over 80% were for less than \$2,000. Almost 70% of these matters settled, were paid or written off by councils prior to judgement.

In around 27% of these matters the ratepayer did not file a notice of defence in the court action. This means that these ratepayers were either not aware of the proceedings, did not understand the court process, were not willing to make a response to the claims, or were unable to seek representation.

3.1 Debt management options

Each council should determine how best to resource their debt collection and recovery role based on local circumstances and need.

While some councils undertake this role in-house, others engage professional businesses or debt recovery agents.

Agents acting on behalf of councils do so under express or implied authority. The council is ultimately liable for the agent's actions in recovering debt and the debt management process, as for any in-house debt recovery process.

Where councils choose to outsource debt collection and recovery, they should have appropriate contracts and operations in place that take into account **sections 2.4** and **3.2** of these Guidelines and the following principles:

- **contacting ratepayers** – this should require clear, fair and efficient processes to identify, locate and contact ratepayers to recover debt
- **provision of information and documents** – this should facilitate prompt and efficient processes for agents relaying requests to the council, and for councils to respond to those requests, and for collection activity to be suspended at times when it is arranged for the council to respond directly about account information or documents

- **conflicts of interest** – this should require any conflicts to be identified, declared and managed, including circumstances where the same business is performing other work for the council and/or is representing council in any subsequent legal action
- **personal conduct** – this should require agents to approach ratepayers with respect, courtesy and discretion
- **pensioners and others facing hardship** – this should set out special requirements for how these ratepayers are to be assessed and managed to meet council's legal obligations and policies
- **use of alternative resolution options** – this should set out the council's requirements around attempting to resolve matters informally before filing in court and/or to follow certain dispute resolution guidelines or procedures, and
- **confidentiality and privacy** – this should set out how personal information must be managed, including limiting provision and use of information.

3.2 Reminder notices and payment arrangements

Even councils that proactively use best practice to support ratepayers to pay rates and charges on time will have some outstanding payments to manage each year.

Councils are required to issue an annual rates and charges notice and reminders of each quarterly instalment one month prior to the relevant due date.

If a rates instalment is overdue, councils should issue ratepayers with a reminder notice, advising that full payment is required by a stipulated due date, unless a payment agreement has been made or a deferred payment has been approved.

Where contact details are out of date or rates notices are returned to the council, there is little advantage in issuing multiple reminder notices. In this case, councils should make attempts to obtain current ratepayer contact details. See **Appendix D** for information about how some councils achieve this.

Payment arrangements and repayment negotiations

Generally, if a ratepayer fails to meet two payment arrangements, councils issue a reminder notice advising that full payment is required within the date specified, after which debt recovery action will commence.

Councils are encouraged to work with ratepayers by taking a flexible and realistic approach, such as by:

- making reasonable allowances for ongoing living expenses
- considering if the ratepayer is on a fixed low income (for example a disability pension or other welfare payments) and prospects of future income, and
- any other debts owing to different creditors.

Under no circumstances should councils provide ratepayers with financial advice. Any repayment arrangement reached should be fully and accurately documented and a copy provided to the ratepayer.

Where this prompts a ratepayer to reveal financial or other difficulties preventing payment, councils should follow special policies and procedures to assess and deal with hardship, as discussed in **Section 4**.

Council policies and procedures should include information about how best to deal with non-payment.

*Councils should consider checking currency of contact details at the reminder notice stage, if they appear out of date, and how best to bring the notice to the ratepayer's attention (see also **section 2.4 and Appendix D**).*

Some councils offer prominent 'Change of Name' and 'Change of Address' services online for ratepayers and regularly undertake electronic ratepayer contact detail updates.

Councils should develop a template reminder notice for overdue payments including:

- amount owing and date on which payment was due
- any interest charges that apply, or will apply, under the Act
- advice that the ratepayer should contact council immediately to discuss an alternative payment arrangement if unable to pay in full
- contact details to discuss the debt
- advice that the council officer will be respectful, courteous and discreet when working with the ratepayer to resolve the matter
- notification that, if payment is not made, council will first seek resolution through internal dispute resolution but may need to resort to legal proceedings
- notification that all legal costs and expenses incurred in recovering rates will be charged against the property under the Act
- advice where to find further information about local support services, including free legal advice or financial counselling
- confirmation that council may agree to a payment arrangement before or after legal action has commenced but may continue legal action if the ratepayer does not comply with their arrangement with council, and
- notification, if relevant, that the ratepayer will be listed on the Credit Reference listing by credit bodies if payment is not made by a certain date.

If a ratepayer does not pay by the date on the reminder notice, council should consider issuing a final notice or letter of demand before taking legal action. Council should again try to find current contact details prior to sending the notice.

The final notice should repeat the reminder notice information, refer to the previous reminder notice and confirm that council will take further action without notice unless payment is made or the ratepayer negotiates an alternative arrangement with council.

3.3 Counselling, mediation and informal dispute resolution (IDR)

Local court data shows that councils file many claims for small debts at a much greater rate than State and Commonwealth governments, electricity and water providers combined. This results in unnecessary time, cost, use of court resources and stress on ratepayers. It can also indicate poor debt management practices.

Council should let ratepayers know about legal and financial counselling options, as well as any mediation or dispute resolution processes in place to help resolve issues.

Importantly, if a ratepayer is actively participating in a dispute resolution process, has made an application for financial hardship that has not yet been determined, or is complying with a payment arrangement made with a council in good faith, any action to sell the debt, retrieve the debt or start legal proceedings should be suspended (and then only be commenced if liability is confirmed).

Any business or agent acting on the council's behalf must also be aware of the council's policy in relation to mediation and dispute resolution. Further detail about different levels of mediation and dispute resolution is below.

Referring ratepayers to legal and financial advice

Councils can outline options for ratepayers to access support services to help resolve legal or financial issues and/or negotiate arrangements to manage debt. This will be mutually beneficial as it may result in an early agreement about payment arrangements.

Community legal centres and financial counsellors assist people resolve debt issues by providing free, tailored expert advice. Solicitors from these centres or Legal Aid can provide legal advice and assistance to ratepayers.

Financial counsellors provide a mix of social, financial and paralegal advice and advocacy on debt issues. Assistance can include:

- assessing whether or not the debt is legally owed
- advice around protected income and assets (in broad terms, where a ratepayer's sole income is social security and they have only basic household assets, a creditor may be unable to enforce a debt against them), and
- advice about budgets, options for reducing expenses and possible debt repayment strategies, and
- negotiating with other creditors to free up income that can assist people to pay rates and other essential charges.

Support services councils should refer ratepayers to

*www.moneysmart.gov.au/managing-your-money/managing-debts
Financial Advice, including financial counsellor search function*

*www.legalaid.nsw.gov.au/get-legal-help/find-a-service
Legal Aid service (Legal Advisers)*

*Community Legal Centres in different local government areas:
www.clcnsw.org.au/find_legal_help*

Mediation, negotiation and informal dispute resolution (IDR)

Mediation or informal dispute resolution is a quick, cheap, flexible and confidential process. It can help preserve business or personal relationships.

Mediation or informal dispute resolution is a key option to support councils to reach a payment arrangement with a ratepayer and many councils report high success rates using this. This should occur before any legal action is commenced. It may also occur during resolution of a legal claim or after a court has made a judgement.

Council policies should include Informal Dispute Resolution options. Timely mediation to resolve debt informally, prior to filing in court, benefits both councils and the ratepayers. It is effective and efficient best practice.

Options for mediation and informal dispute resolution differ across NSW and include:

- **Community Justice Centres** - these centres provide free, community mediation services and can assist with many disputes, including debts
- **Professional mediators and solicitors** - a list of people able to assist at cost is available through the Law Society of NSW and District Court of NSW - this is usually only appropriate for larger outstanding debts, and
- **Internal Ombudsmen.**

3.4 Specific considerations for pensioners

Where a ratepayer that owes council a debt for rates and charges is a pensioner, additional options for support and flexibility may exist.

Councils should bring these options to the attention of ratepayers as soon as possible to minimise further costs accruing to those ratepayers and should set out in their policies and procedures how pensioner matters will be handled and relevant factors to consider in assessing applications.

For further information about pensioners refer to **Section 4** of these Guidelines.

3.5 Water and sewerage charges

Like rates and waste charges, councils levy ratepayers for water and sewerage services council provides. To the extent possible, the overall debt collection and recovery process should be consistent with the recovery of rates and charges.

Also like for rates and waste charges, pensioners are eligible for a discount on their water and sewerage charges.

While some special considerations apply to collecting these charges and responding to overdue payments, councils should also ensure they have appropriate policies and procedures in place to manage non-payment for water and sewerage charges.

Notifying ratepayers and occupiers

Particular considerations that should be included as part of these policies will apply where council may consider restricting water supply due to non-payment.

Councils should be aware that:

- a decision to restrict water supply must be consistent with the *Local Government (General) Regulation* and allow sufficient water use to maintain personal hygiene
- if payment is not made after a reminder notice is issued, council may choose to issue a notice of Intention to Restrict Water Supply
- notices should advise what action will be taken and a time period set by council, together with other matters usually set out on a reminder notice for rates
- notices should be sent to the legal owner of the property affected at his or her last known address and a copy sent to the 'Occupier' at the property address
- if council receives no response to a Notice of Intention to Restrict, a further Water Restriction Notice should be served on the occupier, and, the property owner at their last known address. This further notice should state when service will be restricted, at least 7 days from the date of the notice
- arrangements for payment should not be entered into directly with tenants
- if payment is not received and a restrictor is installed, a notice should be given to the occupier advising that water supply has been restricted or, if that is not possible, left at the property address, and
- the final notice should state that water supply will not be restored until payment is made, including a reconnection fee.

3.6 Writing off debt

If a debt cannot be recovered, or a council chooses not to take any further action, outstanding debts should be settled, where legally allowable.

One option is to reduce or write-off an outstanding debt. This can happen before, during or after any legal action is commenced, and may include:

- rates and charges in certain circumstances – clause 131 *Local Government (General) Regulation*
- accrued interest – s.567 *Local Government Act*
- pensioners' rates and charges – s.582 and 583 *Local Government Act*, and
- sundry fees and charges – s.610E, *Local Government Act* (after public notice).

Further information about the procedures for these actions is set out in the [Council Revenue and Rating Manual](#).

Bad debts may be written off by a General Manager with delegated authority. For example, an elected council may resolve that the General Manager can write off debts below a certain amount or in specific circumstances without council resolution in accordance with the *Local Government Act*, such as in cases where it is believed that an attempt to recover the amount would not be cost effective.

3.7 External Dispute Resolution options

Businesses in many industries belong to an external dispute resolution (EDR) scheme. Specialist collection and debt purchasing agencies may also decide to join a scheme. At times, these schemes can help to resolve disputes that are unable to be resolved through the council's internal or informal dispute resolution processes.

Some councils are members of the Energy and Water Ombudsman scheme (EWON). Councils may wish to consider joining such a scheme for water charges. Further information is available at: www.ewon.com.au/.

The benefits of external review are that it provides an independent and transparent process to present a case, explain decisions and often resolve issues before the need for court action. It can also inform continual improvement in council policies and procedures.

Council policies should specify any circumstances in which outstanding payment issues are to be elevated to more formal dispute resolution processes.

3.8 Legal options

While there are a number of local government court claims for unpaid rates in NSW each year, only 0.1% go to a final hearing. Almost all disputes are resolved through negotiation or other informal dispute resolution processes prior to judgement, and this is often required before a claim can be heard.

Court claims dealing with unpaid rates and charges can waste time, resources and cause unnecessary stress to ratepayers. Excessive court claims by councils can be a sign of poor debt recovery practices.

Councils should take legal action in court as a last resort rather than a matter of practice. This should only occur if an informal payment arrangement with a ratepayer is not successful, a ratepayer breaches an existing payment arrangement or a ratepayer has a long history of not paying rates and charges.

In considering whether to commence legal proceedings, councils should also consider the amount of a debt, how overdue it is and action taken to date. Special considerations may apply if the ratepayer is a pensioner, has a mental illness, is in hardship or otherwise requires assistance to defend a legal claim.

Councils should develop and apply a set of principles or criteria as part of their policies to assist in their decision about whether to proceed with legal action. This could include whether the ratepayer has:

- attempted to contact council or make instalments
- previously failed to pay their rates
- complied with any alternative arrangements to make payments
- more than one rates instalment outstanding, and
- participated willingly in mediation or other attempts to settle the debt.

Filing in court

Only when other options are exhausted – and a council determines the next best option is to file in court – councils may use the NSW Department of Justice Online Registry to file forms including Statements of Claim and applications for default judgement. This may reduce the need to engage agents to file matters for councils. Further information is at: onlineregistry.lawlink.nsw.gov.au/content/.

NSW Government Civil Justice Strategy

The Department of Justice is developing a new Civil Justice Strategy that places a strong emphasis on dispute resolution prior to filing in court, particularly by State agencies and councils. This strategy recognises that more than 95% of court matters settle before final judgements and that the formal justice system should be involved in civil matters such as outstanding debts only where necessary.

Statements of Claim

Councils can recover debts in the Local Court for up to \$100,000. A flowchart of the debt recovery process is at **Appendix B**. The Small Claims Division handles debts up to \$10,000. This provides a lower cost process with less formality, less technicality in proceedings and fewer rules of evidence. Costs that can be awarded are therefore capped to a fixed amount. Most matters are usually dealt with by court assessors rather than magistrates.

Court orders and recovery action

The court may order that a ratepayer owes a council a debt. If not paid, the council or agent may take recovery action. This should only be authorised by a council officer with appropriate delegation. Council policies that contemplate legal action should provide guidance about how to choose an appropriate course of action such as an examination summons or garnishee order. Councils should only ever choose options that are commensurate with the nature of the debt owed.

Sale of land for unpaid rates

Under Chapter 17, Division 6 of the *Local Government Act*, councils are able to sell land to recover rates and charges in certain circumstances where the debts have been outstanding for more than five years. Councils should only resort to this option as a last resort, particularly where a ratepayer lives on the property and the debt owing is a small amount. Councils should be guided by sound policies and procedures if taking this action.

If a property is sold and the amount received by council is less than the outstanding rates and charges, the council should consider the debt paid in full as per Section 719 of the *Local Government Act*.

If the amount received is more than the amount outstanding, the council will hold the money for persons having estates or interests in the land immediately before the sale according to their respective estates and interests.

Section 720 of the *Local Government Act* provides for councils to pay the balance of the purchase money or any part of the balance to or among the persons who are, in its opinion, clearly entitled to it. Receipt by the person of any payment made under this section is an effectual discharge of the council's liability.

Part 4:

Ensuring hardship is fairly and effectively assessed

Councils should act proactively, fairly, realistically and flexibly when they think a ratepayer may be experiencing hardship. They should also take into account the individual circumstances causing hardship. This will better ensure that the ratepayer is supported to meet their financial commitments.

Councils should ensure hardship information is easily accessible and understandable to ratepayers.

Councils should ensure that their hardship and debt management policies and procedures are integrated well, even if they are written as separate policies.

Many of the principles, policies and processes that apply to debt management, as outlined in the earlier sections of these Guidelines, also apply to hardship. Below is additional information that councils should take into account when preparing and implementing hardship policies and procedures.

4.1 Understanding hardship

Hardship is difficulty in paying debts when repayment is due. Any person who cannot pay their rates or charges due to hardship can apply to council for assistance at any time. Ratepayers should be encouraged to seek assistance from the council as soon as practical. The council should then consider each case on its merits.

Short term hardship can arise from a temporary change in circumstances:

- Loss or change in income
- Illness
- Loss arising from an accident
- Natural disaster or emergency situation
- Death in the family
- Separation, divorce or other family crisis
- Family violence, and/or
- Some other temporary financial difficulty due to loss of income or increase in essential expenditure.

Long term hardship can arise from any of the reasons listed above, or it can relate to the problem of managing living costs with a low or fixed income such as a pension or superannuation payment.

4.2 Clear and upfront communication with ratepayers about hardship

As for debt management generally, councils should adopt and widely communicate local hardship policies and procedures in an easy to understand and accessible format. This should include having fact sheets, forms and other information on the council's website.

Where possible, councils should include information about language services to support the hardship claim process.

Councils should additionally define and clearly communicate financial support contacts, or information about where contacts can be found, as part of their debt management and hardship communication strategies. Key contacts could include:

- Financial Counsellors Association
- Financial Rights Legal Centre
- Mortgage Hardship Service
- National Debt Helpline, and/or
- any other relevant services in the local area.

Councils should clearly communicate key sections of their debt management and hardship policy to ratepayers, including alternative payment options available to ratepayers (**section 2.3**), privacy provisions for ratepayers engaging with council (**section 2.4**), and arrangements for pensioners (**section 2.5** of this Guideline).

4.3 Assessing applications for hardship assistance

Councils should have information in their policies and procedures about how they will consistently assess hardship applications.

Resources, such as hardship factsheets and application forms, should be easily accessible on the council website to allow ratepayers to make an application. Information should include a contact point in the council for any queries a ratepayer has. Applications should be able to be submitted by the ratepayer or by another person on their behalf.

How applications may be assessed

As each local community is different, councils should develop a methodology for assessing hardship based on local circumstances.

Applications may be assessed by the council or a delegate (e.g. a Hardship Committee or council employee). Factors to be considered may include, but are not limited to, whether the ratepayer:

- has provided appropriate evidence of financial and/or other hardship
- receives Centrelink benefits
- receives other benefits (e.g. emergency relief funding)
- whether the applicant could be considered in acute financial hardship, for example, if an individual earns below 75% of the minimum weekly wage
- is experiencing domestic or family violence involving financial abuse
- has been referred by an accredited financial counsellor, welfare agency or legal assistance service, or
- has a payment history that indicates they have difficulty in meeting payments in the past.
- has appropriately completed a hardship application form (if required).

Councils may wish to consider best practice hardship processes of peer councils and/or talk to Legal Aid NSW or local financial support agencies when developing their hardship assessment processes.

Capacity to pay

An individual's capacity to pay should be assessed as part of this process. The payment amount and/or payment plan should take into account and reflect a ratepayer's personal circumstances including, but not limited to:

- the ratepayers total disposable income and current financial commitments
- the number of children and/or dependents of the ratepayer, and/or
- advice from an accredited financial counsellor.

Financial hardship and council assistance

There are several ways the council may help a ratepayer who is experiencing financial hardship including, but not limited to:

- a payment plan or agreement (s564 of the *Local Government Act*) so that rates and charges (whether overdue or not) are paid on a weekly, fortnightly or monthly basis
- interest may be waived or reduced for a set period of time
- a pensioner rebate (additional to the legislated rebate) may be given
- interest, rates or charges may be written off, waived, reduced, or deferred for eligible applicants (s564, s577, s601 *Local Government Act*).

When a payment plan is being arranged, the delegated council officer should work with the applicant to ensure the plan is realistic in terms of the applicant's capacity to pay.

When a payment plan is agreed the applicant should be given written notice of:

- how long the plan will last
- the amount of each instalment payable under the plan
- the due date of each instalment
- what action the council will take if the applicant misses a payment
- who to contact if the applicant's circumstances change, and
- details of any payment deferral options (e.g. s601, *Local Government Act*).

Penalty interest charges may normally be written off or reduced if:

- if the applicant complies with their payment plan, or
- if the applicant is a 'first time' defaulter with a good payment history and there are mitigating circumstances.

Hardship application decisions and appeals

The council, or delegate deciding hardship applications, should generally make a recommendation to the General Manager about whether or not to grant hardship. The General Manager would then make a decision.

The applicant should be informed of the General Manager's decision in writing within a reasonable timeframe after making the application (say 14 days) and should be given reasons for the decision.

If not satisfied with the outcome, the applicant should be able to appeal the decision, potentially to the elected council. Any hardship request considered by the elected council should be done at a closed meeting.

Length of payment arrangements

Any form of assistance provided under a local debt management and hardship policy may be for 6 months, 12 months, or a period agreed to between both parties. A further application for hardship consideration may be made after this period.

Cancelling hardship arrangements

A hardship arrangement may be cancelled if the ratepayer:

- fails to comply with their payment plan
- no longer owns the land
- advises the council that financial hardship no longer applies, or
- provides false or misleading evidence of financial hardship to council.

Where a ratepayer fails to comply with their payment plan or contact the council about failing to pay, council should send a reminder to make a payment or contact the council.

If the ratepayer does not respond within an appropriate timeframe, say ten business days, and the council determines the payment plan is unlikely to be met, the payment plan may be cancelled and this decision communicated to the ratepayer in writing. The ratepayer's debt would then become subject to the normal debt recovery processes of the council.

Relevant checklists are in **Appendices E** and **F**.



Appendices



Appendix A

Definitions

Term	Definition
Agent	A person who has the express or implied authority to undertake collection activity on behalf of a council in circumstances where a debt has not been sold or assigned
Authorised representative	A person such as a financial counsellor, solicitor, financial advisor, carer, trustee or guardian who has been authorised by a ratepayer to act on their behalf
Capacity to pay	A payment amount or plan that takes account a ratepayer's personal circumstances including, but not limited to: <ul style="list-style-type: none"> a) total disposable income and current financial commitments b) number of children and/or other dependents of the ratepayer, or c) advice from an accredited financial counsellor
Costs	Amounts incurred by a council in recovering overdue debts (e.g. Court, interest and professional costs) which can be legally recovered from the ratepayer
The Council	The elected representatives, or councillors, who form the governing body of a local council.
Council policy	Policy created and approved by the General Manager of a council and/or the elected body
Credit listing	The listing of an unpaid debt on a person's credit report
Credit report	Any record or information that: <ul style="list-style-type: none"> • is being or has been prepared by a credit reporting agency • has any bearing on an individual's <ul style="list-style-type: none"> - eligibility to be provided with credit - history in relation to credit, or - capacity to repay credit, or • is used or has the capacity to be used as a factor in establishing an individual's eligibility for credit.
Debt collector	A person collecting a debt in the course of a business, including councils, agencies collecting a debt on a council's behalf and independent collection agencies
Debt Recovery Procedure	A council procedure that defines the processes to implement to meet the objectives of a council's debt recovery policy
Default Judgment	In cases where the ratepayer does not respond to a Summons issued to them, the Court may make a default judgment whereby it will make a decision without having the matter heard in Court
Financial counsellor	A person who provides information, support and advocacy to assist people in financial difficulty

Term	Definition
Garnishee	Legal document issued by the court ordering third parties who hold funds on behalf of the defendant (eg. an employer) to pay funds to a council. Garnishees can be issued against a defendant's wages, bank accounts or other third party holding funds on behalf of the defendant.
Hardship	Hardship is any situation where an individual is having difficulty paying legally owed debt. This can result from life changes (for example, because of illness, unemployment or changed financial circumstances) restricting the short-term capacity to pay
Judgment debt	A debt confirmed by an order or judgment of a court
Notice of Demand	Demand letter from a council or a council's legal recovery representative issued in accordance with the Australian Competition and Consumer Commission and the Australian Securities and Investments Commission guidelines
Penalty interest	Interest raised in accordance with the <i>Local Government Act</i> and as adopted by a council in its Revenue Policy
Pensioner	An eligible pensioner as defined in clause 134 of the <i>Local Government (General) Regulations 2005</i>
Rateable valuation	Land value used for rating purposes i.e. net of allowances allowed by the <i>Valuation of Land Act 1916</i> and s.585 <i>Local Government Act</i>
Reasonableness	Assessed according to an objective standard, taking into account all relevant circumstances
Rent for rates	Section 569 of the <i>Local Government Act</i> allows a council to order tenants of properties with overdue rates to pay rent to a council in lieu of unpaid rates, under specific circumstances
Sale of Land	In accordance with s713 of the <i>Local Government Act</i> , a council has the authority to sell land which has any unpaid rates or charges for more than 5 years, or 1 year for vacant land, where the owing debt exceeds the land valuation
Write off	The accounting procedure for cancelling a debt that is no longer collectable resulting in its removal from the ratepayer's balance sheet account

Appendix B

Debt recovery process flowchart

	Debt recovery process	Council / delegated authority	Debtor
1	Rate and charges notice s562 1 August 31 days	<ul style="list-style-type: none"> Flexible payment options Financial hardship policy Debt recovery policy Debt communication 	<ul style="list-style-type: none"> Contact Council Ensure contact details are correct Payment of Council debt <ul style="list-style-type: none"> Fixed Flexible Apply for hardship arrangements
2	Rate and charges instalment notice s562 30 days		
3	Notification of outstanding debt 14 days	<ul style="list-style-type: none"> Confirm debtor contact details are correct Debt review Early dispute Resolution (EDR) Financial Counsellors 	<ul style="list-style-type: none"> As above Payment of council debt, via agreement
4	"Notice of Demand" Final reminder notification 14 days	<ul style="list-style-type: none"> As above Develop payment agreement s564 Defer payment requirements, s607 Write off interest, debt, s564, s567, s607, c1131 Refer for legal action if not paid Sale of land, s713 	<ul style="list-style-type: none"> As above
5	Statement of claim 28 days	<ul style="list-style-type: none"> Debt review File claim Process claim Report 	<ul style="list-style-type: none"> As above
6	Notice of motion default judgment		Quarterly payment by: <ul style="list-style-type: none"> 31 August 30 November 28 February 31 May
7	Recovery action Weeks, months, years		

Note: Red indicates action referred to the NSW Local Courts, whereby rates, charges and fees remain unpaid after a final reminder notification.

Appendix C

Local Government Act and regulations - excerpts

The *Local Government Act 1993* (the Act) provides the legal framework for how councils in NSW may set and levy rates and charges and recover debt from overdue rates and charges. This is supported in provisions in the *Local Government (General) Regulation 2005*. Some relevant excerpts are set out in the tables below.

Councils must take a range of other laws into account when undertaking these activities. This Guideline does not capture all other legislation, in relation to which councils should take their own advice.

Local Government Act 1993

Section 546 How is a rate or charge levied?

- (1) A rate or charge is levied on the land specified in a rates and charges notice by the service of the notice.
- (2) The notice may be served at any time after 1 July in the year for which the rate or charge is made or in a subsequent year.
- (3) A notice that is required to effect an adjustment of rates or charges may be served in the year for which the rate or charge is made or a subsequent year.
- (4) The notice may include more than one rate, more than one charge and more than one parcel of land.
- (5) It is not necessary to specify the name of the rateable person or the person liable to pay the charge in the notice if the council does not know the person's name.

Section 562 Payment of rates and annual charges

- (1) Annual rates and charges may be paid in a single instalment or by quarterly instalments.
- (2) If payment is made by quarterly instalments, each instalment is to be a quarter of the rates or charges, disregarding any remainder, together, in the case of the first instalment, with the remainder. However, if the amount of an instalment, other than the first instalment, is not a multiple of 10 cents, the amount of each instalment in excess of a multiple of 10 cents is to be subtracted from that instalment and added to the first instalment.
- (3) Except as provided by subsection (4):
 - (a) if payment is made in a single instalment, the instalment is payable by 31 August, and
 - (b) if payment is made by quarterly instalments, the instalments are payable by 31 August, 30 November, 28 February and 31 May.
- (4) If the rates and charges notice is not served by 1 August:
 - (a) the single instalment (if payment is made in a single instalment), or
 - (b) the first 2 instalments (if payment is made by quarterly instalments),
is or are payable by 30 November, or by the day that is 30 days after service of the notice, whichever is the later.
- (5) On or before 31 October, 31 January and 30 April, a council must send reminder notices (to be sent separately from the rates and charges notice) to each person whose rates and charges are being paid by quarterly instalments.

Section 563 Discount for prompt payment in full

A council may discount the amount of a rate or charge to such extent as it determines if the whole of the discounted amount of the rate or charge is paid by a date nominated by the council

Section 564 Agreement as to periodical payment of rates and charges

- (1) A council may accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person.
- (2) The council may write off or reduce interest accrued on rates or charges if the person complies with the agreement.

Section 566 Accrual of interest on overdue rates and charges

- (1) Interest accrues on rates and charges that remain unpaid after they become due and payable.
- (2) Interest accrues on a daily basis.
- (3) The rate of interest is that set by the council but must not exceed the rate specified for the time being by the Minister by notice published in the Gazette.
- (4) Accrued interest is, for the purpose of its recovery, taken to be a rate or charge which is due and payable.
- (5) Interest continues to accrue on unpaid rates or charges even though judgment for payment of the rates or charges may have been obtained in a court. Interest is not payable on the judgment debt, despite any other Act.

Section 567 Writing off of accrued interest

The council may write off accrued interest on rates or charges payable by a person if, in its opinion:

- (a) the person was unable to pay the rates or charges when they became due and payable for reasons beyond the person's control, or
- (b) the person is unable to pay the accrued interest for reasons beyond the person's control, or
- (c) payment of the accrued interest would cause the person hardship.

Section 570 Transfer of land in payment of rates or charges

A council may accept a transfer of the land in respect of which rates or charges are or accrued interest is due and payable in full satisfaction of the rates, charges or accrued interest.

Section 577 Extension of concession to avoid hardship

(1) If a council considers it proper to do so to avoid hardship, the council may, by order, direct that:

(a) a person specified in the order:

- (i) who occupies a dwelling as his or her sole or principal place of living, which dwelling is the sole or principal place of living of an eligible pensioner, and
- (ii) who is jointly liable with that eligible pensioner or with that eligible pensioner and one or more other persons in respect of the land on which that dwelling is situated, and
- (iii) in respect of whom a reduction of rates or charges would not, if that person were solely liable in respect of that land, be required to be made under this Division, or

(b) any person belonging to a class of persons specified in the order, being persons referred to in paragraph (a),

is, on and from the effective date of the order, taken, for the purposes of this Division, to be or to have been an eligible pensioner.

(2) If a council considers it proper to do so to avoid hardship, the council may, by order, direct that:

(a) an eligible pensioner specified in the order who, although not liable, or although liable jointly with one or more other persons, to do so, has, for such period as, in the opinion of the council, warrants the making of an order under this section in respect of that person, paid the whole of the rates or charges for the land on which that dwelling is situated or is, in the opinion of the council, likely to pay the whole of the rates or charges in circumstances that in the opinion of the council warrant the making of an order under this subsection, or

(b) any person belonging to a class of persons specified in the order being persons referred to in paragraph (a),

is, on and from the effective date of the order, taken, for the purposes of this Division, to be or to have been the person solely liable in respect of the land on which the dwelling is situated.

(3) An order under this section has effect according to its tenor.

Section 578 When does an order under sec 577 take effect?

(1) An order under section 577 takes effect (or is taken to take effect) on such date as is specified in the order (the effective date), being a date in the year commencing on 1 July during which the order is made, whether or not that date is before or after the date on which the order is made.

(2) If a council makes an order under section 577 that is taken to take effect on a date that is before the date of the making of the order, the council may, in that order or in a subsequent order, give such directions as to refunding any rates or charges that have been paid and the charging of interest on overdue rates or charges and as to such other matters as the council thinks fit.

(3) An order under subsection (2) has effect according to its tenor.

Section 579 When and how is an application made for the purposes of this Division?

- (1) An application under this Division is to be made within the time and in the manner prescribed by the regulations.
- (2) If no such regulations are in force, the application is to be made within the time and in the manner fixed by resolution of the council and, if an application is made for an order referred to in section 577, as the council may require.
- (3) If, pursuant to an application made under this Division, a reduced rate or charge applies, the council may, if the eligibility of the applicant for a reduction in a subsequent rate or charge is verified by the council as prescribed by the regulations, reduce the subsequent rate or charge without requiring a further application under this Division.

Section 580 Variation by regulation of amounts of reductions

The amount by which a rate or charge is to be reduced in accordance with this Division may be varied from time to time by the regulations.

Section 582 Abandonment of pensioners rates and charges

A council may waive or reduce rates, charges and interest due by any person prescribed by the regulations who is in receipt of a pension, benefit or allowance under the Social Security Act 1991 of the Commonwealth.

Section 583 Writing off of pensioners rates and charges

- (1) A council is to write off amounts of rates, charges and interest which are reduced or waived under this Division.
- (2) A council may not take proceedings to recover an amount so written off unless the amount has been written off because of a wilfully false statement in an application under this Division or except as provided by section 584.

Section 585 Who may apply for postponement of rates?

The rateable person for land described in any of the following paragraphs may apply to the council for a postponement of rates payable for the land in the current or following rating year (or in both years):

- (a) a parcel of land on which there is a single dwelling-house used or occupied as such and which is zoned or otherwise designated for use under an environmental planning instrument for the purposes of industry, commerce or the erection of residential flat buildings, not being land referred to in paragraph (b) or (c),
- (b) a parcel of land (which may comprise one or more lots or portions in a current plan) on which there is a single dwelling-house used or occupied as such and which is zoned or otherwise designated under an environmental planning instrument so as to permit its subdivision for residential purposes, not being land referred to in paragraph (c),
- (c) a parcel of rural land (which may comprise one or more lots or portions in a current plan) which is zoned or otherwise designated under an environmental planning instrument so as to permit its use otherwise than as rural land, or its subdivision into two or more lots or portions, one or more of which has an area of less than 40 hectares.

Section 595 Rates to be written off after 5 years

- (1) If 5 years have elapsed since the commencement of a rating year for which part of the rates levied on land have been postponed under this Division, the part postponed and any interest accrued on that part must be written off by the council.
 - (2) Nothing in this section affects the right of the council to recover rates and interest, even though they have been written off under this section, if it subsequently appears to the council that they should not have been written off.
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Section 601 Hardship resulting from certain valuation changes

- (1) A ratepayer who, as a consequence of the making and levying of a rate on a valuation having a later base date than any valuation previously used by a council for the making and levying of a rate, suffers substantial hardship, may apply to the council for relief under this section.
- (2) The council has a discretion to waive, reduce or defer the payment of the whole or any part of the increase in the amount of the rate payable by the ratepayer in such circumstances, for such period and subject to such conditions as it thinks fit.
- (3) An applicant who is dissatisfied with a council's decision under this section may request the council to review its decision and the council, at its discretion, may do so.

Section 710 Service of notices on persons

- (1) A notice required by or under this Act to be served on a person may be served as provided by this section.
 - (2) The service may be:
 - (a) personal, or
 - (b) by delivering the notice at or on the premises at which the person to be served lives or carries on business, and leaving it with any person apparently above the age of 14 years resident or employed at the premises, or
 - (c) by posting the notice by prepaid letter addressed to the last known place of residence or business or post office box of the person to be served, or
 - (d) by transmitting the notice by facsimile transmission to a number specified by the person (on correspondence or otherwise) as a number to which facsimile transmissions to that person may be sent, or
 - (d1) by transmitting the notice by electronic mail to an email address specified by the person (on correspondence or otherwise) as an address to which electronic mail to that person may be transmitted, or
 - (e) by fixing the notice on any conspicuous part of the land, building or premises owned or occupied by the person, or
 - (f) in the case of an offence involving a vehicle, by attaching the notice to the vehicle, or
 - (g) if the person to be served maintains a box at a document exchange established in New South Wales, by depositing the notice in that box or leaving it at another such exchange for transmission to the first mentioned exchange for deposit in that box.
 - (2A) Subsection (2) (d1) does not authorise a notice to be transmitted to a person by electronic mail unless the person has requested the council, in writing, that notices of that kind be transmitted to the person by electronic mail, and has not subsequently withdrawn the request.
 - (2B) A person's request under subsection (2A) is taken to have been withdrawn in relation to a particular kind of notice only if the person has informed the council, in writing, that notices of that kind are no longer to be transmitted to the person by electronic mail.
 - (2C) While a person's request under subsection (2A) has effect in relation to a particular kind of notice, the address to which notices of that kind are to be transmitted is:
 - (a) the email address indicated in the request, or
 - (b) if the person subsequently directs the council, in writing, to transmit notices of that kind to a different email address, that different address.
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- (3) If a notice is deposited in a box, or left at a document exchange, service of the notice is, until the contrary is proved, taken to be effected 2 days after the day on which the notice is so deposited or left.
- (4) In addition to the means of service prescribed by subsection (2):
- (a) in any case where the person to be served is, or after inquiry appears to be, absent from New South Wales, the service may be on the agent of that person by any of the means prescribed by subsection (2) (a), (b), (c) or (d), and
 - (b) in any case where the land, building or premises are unoccupied and the owner or the owner's address or place of residence is not known to the council, service by the council may be by advertisement in the approved form published in:
 - (i) a newspaper circulating in the area or part of the area in which the land, building or premises are situated that is published in print form at intervals not exceeding 26 days, or
 - (ii) a manner determined by the council having regard to the object of bringing notices to the attention of owners in cases of that kind, and
 - (c) in the case of the service of a rates and charges notice, the service may be effected by delivering the notice to the premises at which the person to be served lives or carries on business and depositing it in a box or receptacle at, on or in the proximity of those premises that is provided, used or designed for the reception of letters addressed to that person.
- (5) The notice may be addressed by the description of "rateable person" or "owner" or "occupier" of the land, building or premises (naming or otherwise sufficiently indicating the same) in respect of which the notice is served, and without further name or description.
- (6) The notice may be wholly printed, wholly written or partly printed and partly written.
- (7) If a notice has been served by any of the means prescribed by this section, all inquiries required under this section are taken to have been made, and the service is conclusive evidence of them.
- (8) Proof by affidavit or orally that a notice has been posted, or its transmission by electronic mail has been initiated, in accordance with this section is conclusive evidence of service.
- (9) For the purposes of this section, a justice of the peace is authorised to take and receive an affidavit, whether any matter to which the affidavit relates is or is not pending in any court.
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Section 713 Sale of land for unpaid rates and charges

- (1) For the purposes of this Division, a rate or charge is overdue if:
- (a) in the case of vacant land, it has remained unpaid for more than one year, or
 - (b) in the case of any other land, it has remained unpaid for more than 5 years, from the date on which it became payable.
- (2) A council may, in accordance with this Division:
- (a) sell any land (including vacant land) on which any rate or charge has remained unpaid for more than 5 years from the date on which it became payable, and
 - (b) sell any vacant land on which any rate or charge has remained unpaid for more than one year but not more than 5 years from the date on which it became payable, but only if:
 - (i) the council obtains a valuation of the land from the Valuer-General, and
 - (ii) the total amount of unpaid rates or charges on the land exceeds the valuation, and
 - (iii) the council sells the land within 6 months after the date when the council received the valuation.
- (3) The council must not sell any such land unless the general manager or the public officer certifies in writing:
- (a) what rates and charges (including overdue rates and charges) are payable on the land, and
 - (b) when each of those rates and charges was made and how it was levied, and
 - (c) when each of those rates and charges became payable, and
 - (d) what amounts are payable by way of overdue rates and charges on the land, and
 - (e) what amounts are payable by way of rates and charges (other than overdue rates and charges) on the land.
- (4) The council may, in the case of adjoining parcels of land (whether in the same or different ownerships) each of which may be sold under this Division:
- (a) sell them separately or as a single parcel and under whatever conditions of sale it considers proper, and
 - (b) do such things as it considers appropriate for the purpose of selling the land at its full value.

Local Government (General) Regulation 2005

cl.127 Rates and charges notices

(1) A rates and charges notice must contain the following information:

- (a) the land to which it relates,
- (b) the land value of the land to which it relates and the base date of the general valuation from which the land value is derived,
- (c) particulars of each rate or charge levied on the land by the notice,
- (d) if the rate consists of a base amount to which an ad valorem amount is added, particulars of the base amount,
- (e) the date the notice is taken to have effect,
- (f) particulars of any outstanding arrears of rates and charges levied on the land and of any interest payable on those amounts,
- (g) the total amount due and the dates for payment of the rates or charges concerned,
- (h) the amounts payable for, and the due dates for payment of, instalments of rates or charges,
- (i) particulars of any waiver of an amount of special rate in consideration of payment of a lump sum,
- (j) a statement that concessions are available to eligible pensioners for any quarter in which they are eligible pensioners,
- (k) particulars of any concession extended in respect of payment of the rates,
- (l) particulars of any discount for prompt payment in full of a rate or charge,
- (m) particulars of any postponement of rates or postponed rates,
- (n) particulars of any option to pay a lump sum towards the capital cost of any works, services or facilities instead of a special rate in the notice,
- (o) a statement that if payment is not made on or before the due date or dates interest accrues on the overdue amount,
- (p) a statement as to how to make inquiries about the notice,
- (q) the text, or a summary, of the following provisions of the Act (if applicable):
 - (i) section 524 (Notice of change of category),
 - (ii) section 525 (Application for change of category),
 - (iii) section 526 (Appeal against declaration of category),
 - (iv) section 555 (What land is exempt from all rates?),
 - (v) section 556 (What land is exempt from all rates, other than water supply special rates and sewerage special rates?),
 - (vi) section 557 (What land is exempt from water supply special rates and sewerage special rates?),
 - (vii) section 562 (Payment of rates and annual charges),
 - (viii) section 563 (Discount for prompt payment in full),
 - (ix) section 564 (Agreement as to periodical payment of rates and charges),
 - (x) section 566 (Accrual of interest on overdue rates and charges) (xi) section 567 (Writing off of accrued interest), (xii) section 574 (Appeal on question of whether land is rateable or subject to a charge),

Appendix D

Best practice procedures for contacting ratepayers

Councils should contact ratepayers if they have not paid their rates after a reminder notice is issued, and potentially in other circumstances in which rates and charges are owed.

Council officers can contact local residents and ratepayers without breaching their obligation to protect their privacy.

The following is an overview of some issues and practical considerations when contacting ratepayers about outstanding debt. If there is any doubt, councils should seek and be guided by their own legal advice.

When can a ratepayer be contacted?

1. When you have a reasonable purpose for contacting a ratepayer

You must only contact a ratepayer for a *reasonable purpose* and only to the extent necessary. It may be necessary and reasonable if your purpose is to:

- make a demand for payment
- offer to work with the ratepayer to reach a flexible repayment arrangement
- accurately explain the consequences of non-payment, including any legal remedies available to the collector/creditor, and any service restrictions that may apply in the case of utilities
- make arrangements for repayment of a debt
- put a settlement proposal or alternative payment arrangement to the ratepayer
- review existing arrangements after an agreed period
- ascertain why earlier attempts to contact the ratepayer have not been responded to within a reasonable period, if this is the case
- ascertain why an agreed repayment arrangement has not been complied with, if this is the case

- investigate whether the ratepayer has changed their residential location without informing you, when there are grounds for believing this has occurred, or
- other similar purposes.

You may also contact a person at their request.

Whether or not a purpose is reasonable may depend on the personal circumstances of each ratepayer – e.g., if you know a person cannot make repayments (for example, because they are in jail) then continuing to contact them to demand payment is not reasonable or appropriate unless you know, or have good reason to think it is likely, that the ratepayer's financial situation has improved.

There may be circumstances where contact is made for a reasonable purpose, or contact is made initially for a reasonable purpose, and yet other relevant considerations mean the contact becomes unreasonable or unacceptable. Relevant considerations may include the ratepayer's mental illness or intellectual disability, or the ratepayer's incarceration.

If you make contact with a ratepayer in order to convey a demand for payment it may be contact for a reasonable purpose. However, if the ratepayer disputes liability and requests proof of a debt, and you continue to pursue that person without properly investigating the claims, then this will not be contact for a reasonable purpose.

2. It is necessary and reasonable to contact the ratepayer (again)

It is not acceptable to harass a ratepayer. Make a written record of all contact with ratepayers and check these records before contacting a ratepayer. For this purpose *contact* is interpreted widely and includes:

- telephone calls and text messages – whether or not the person receives the call if you leave a message;
- all written correspondence – for example, this includes letters, emails, text messages, faxes, social media, instant chats and other private messages; and
- face to face contact – including contact at their work, home or elsewhere.

Importantly, if you phone a ratepayer and leave a message on their voice mail, and you also send the ratepayer an email, and a text message, then you will have made three separate contacts with that person.

Once you have made contact, leave a reasonable interval before next contacting the ratepayer. Give the ratepayer time to respond to your previous communications, and/or to organise payments if this has been agreed.

If you have spoken to the ratepayer and it is understood that the ratepayer requires a few days to speak to third parties or consider options, then contacting the ratepayer on the following day may be considered unreasonable, even though it is within the recommended limits.

3. It is a reasonable time to contact the ratepayer, given their circumstances and reasonable wishes

The following table sets out general guidance on what may be a reasonable time to contact a ratepayer.

Type of contact	Day	Reasonable contact times
Contact by telephone	Monday to Friday	7:30am - 9pm
	Weekends	9am - 9pm
	National public holidays	No contact recommended
Face to face contact	Monday to Friday	9am - 9pm
	Weekends	9am - 9pm
	National public holidays	No contact recommended
All contact at the ratepayer's workplace	Ratepayer's normal working hours if known, or 9 am to 5 pm on weekdays	

There may be reasons why contact during the above times is unreasonable, or contact outside these times is reasonable. For example, a ratepayer may ask that contact be made at other or more restricted times for various reasons, such as, because he or she is a shift worker, is responsible for children, or caring for a family member. He or she may also not wish to be contacted when other family members are present. In these and other such cases, the reasonable wishes of the ratepayers should be respected, and contact limited to the times requested.

However, you may alter the time of contact if, after reasonable efforts over a reasonable period of time to contact the ratepayer during normal hours or at the times requested, you have not been able to do so.

Generally, you should not contact a ratepayer more than three times per week, or 10 times per month at most (when contact is actually made, as distinct from attempted contact) and only when it is necessary to do so. This does not apply to face-to-face contact - you should not make more than one face-to-face contact with a ratepayer per month.

Think carefully about where to contact a ratepayer. In general, face to face visits should be an option of last resort after less intrusive means have failed. Particular care should be taken in visiting a person's home or workplace.

Ensure the person is the correct ratepayer before discussing their debt

Before discussing the reason for making contact or any other confidential information, make sure you are speaking to the correct ratepayer. It is important that you do not reveal directly or indirectly that the ratepayer has a debt to another person. Particular care should be taken when calling a ratepayer's workplace.

If the ratepayer has requested contact by a particular means (such as email) or specifically asked not to be contacted a certain way, adopt that preference and avoid contacting them by other channels as far as possible.

Rate payers have the right to have an authorised representative (such as a financial counsellor, financial advisor, community worker, solicitor, guardian or carer) represent them or advocate on their behalf. Where possible, it is helpful if this advice is provided formally to council, such as in writing, to ensure council does not inadvertently discuss private information with unauthorised individuals.

If you know, or should know, a ratepayer has chosen to have another person represent them, you should not contact the ratepayer directly unless:

- the ratepayer specifically requests direct communication with you
- the representative does not consent to represent the ratepayer or tells you he or she does not have instructions from the ratepayer about their debt
- the representative does not respond to your communications within a reasonable time (normally seven days) and you advise the representative in writing after the reasonable time has passed that if they do not respond within the next seven days, you will make direct contact with the ratepayer; and
- you advised the ratepayer you require a written authority which states that you are only to communicate through his or her representative, and you do not receive this in a reasonable time (normally seven days).
Note: that this does not apply where the ratepayer's representative is a solicitor.

Further exceptions may apply where the representative is not a qualified legal practitioner, qualified accountant or a financial counsellor.

Provide the ratepayer with current information about their debt

Make sure the ratepayer is told what they owe, when it was due, any payments they have made and what the payment was for. He or she may then request further information or documents.

It is also important to make sure that the ratepayer has contact details for the person or team managing their debt for council, such as contact phone number, postal address and email address, and that this information is included in all written correspondence to them.

Conduct towards ratepayer must be respectful and appropriate at all times

A ratepayer approached about an outstanding debt is entitled to respect and courtesy at all times by a council, debt collector or any of their agents or representative.

Inappropriate conduct, as outlined below, is likely to breach the law and the council's Code of Conduct. Ratepayers should never be subjected to

- **abusive, offensive, obscene, discriminatory language or disrespectful or demeaning remarks** – about character, situation in life, financial position, physical appearance, intelligence or other characteristics or circumstances
- **embarrassment or humiliation** – for example, by sending open correspondence to the ratepayer via a shared post-box, posting messages in a public online forum, making employers or co-workers aware that the ratepayer is being pursued for a debt, or creating an impression that the ratepayer is under surveillance
- **aggressive, threatening or intimidating behaviour** – for example, by shouting at or continually interrupting the ratepayer, or by refusing to listen to what they say
- use, or threat of violence or physical force, or

- **misleading information** – about the nature or extent of a debt, consequences of non-payment, identity (for example, falsely stating you work for a solicitor, court or government agency), or action not legally permitted to take (for example, to seize goods).

Strategies for dealing with inappropriate behaviour by a ratepayer

Inappropriate behaviour by a ratepayer does not justify unprofessional conduct by the collector and council staff and agents should deal with this using strategies such as:

- ensuring appropriate training of staff
- attempting to defuse inappropriate behaviour and refocus discussion on the outstanding debt and arrangements for its repayment
- escalating the matter to a senior staff member who has authority and training to manage such situations
- attempts to propose a viable and achievable repayment arrangement, and
- in the event of violence or other extreme conduct, cease contact immediately and refer the matter to the police.

Ensuring contact details are up to date

Currency of contact details is a huge issue for collecting rates and charges. Many councils feel that there is little advantage in sending additional correspondence or notices requesting payment when the address is not current.

Council policies and procedures may specify what the council will do to keep contact details current. When rates and charges notices are returned to the council, some councils proactively check other business areas of the council for more recent contact details, send information to both postal and physical addresses (where known), use internet searches and databases to ascertain more recent contact details, contact real estate agencies, keep a return mail register and undertake other searches.

Keep accurate, up to date records and protect the ratepayer's privacy

You should ensure you maintain accurate, complete and up-to-date records of all communication with ratepayers, including the time, date and nature of calls, records of any face to face contact, all correspondence sent and all payments made.

Councils and other organisations acting on their behalf should always treat a ratepayer's personal information with respect and ensure that they meet the requirements of the *Privacy and Personal Information Protection Act 1998* (the PPIPA) and their Privacy Management Plan prepared under the Act. Personal information means information or an opinion, whether it is true or not, about an individual that can reasonably allow the individual to be identified.

Particular care should be taken in collecting information about the ratepayer and their financial circumstances as well as disclosing that information, whether directly or inadvertently, to other people. For example, telling a ratepayer's neighbour the reason for trying to find the ratepayer would inappropriately disclose personal information about the ratepayer, as would leaving messages with inappropriate detail that may be seen or accessed by other people.

Councils use *Privacy Notification/Consent Forms* to enable the collection and use of personal information from ratepayers. The information collected cannot be used or disclosed for a purpose other than that for which it was collected, unless the ratepayer has consented or another exception applies.

Councils may consider reviewing their Privacy Notification/Consent Forms to request consent from residents and ratepayers for their personal information to be shared between internal business units of the council for purposes specified in the consent form, including for general administrative purposes including the collection rates and charges.

Appendix E

Hardship checklist for local government staff

No	Proposed action by a council	Progress
1	Has the council undertaken a risk assessment of likely defaulting ratepayers to proactively manage financial hardship?	
2	Has the council publically advertised or contacted applicable ratepayer(s) to identify payment options of rates?	
3	Has the council identified if interpretative services are required for the ratepayer?	
4	Has the council referred the rate payer to a financial Counsellor?	
5	Has the council entered into mediation or Informal Dispute Resolution (IDR)?	
6	Has the council deferred payment of additional charges while the hardship application is being assessed?	
7	Has the council developed a payment schedule?	
8	Has the council exhausted all possible options to managed hardship and recover debt prior to referring to the local courts?	
9	Has council reviewed the progress of payment against the signed payment plan?	
10	Are there other options to recover the debt?	

Appendix F

Hardship assistance application checklist for ratepayers

No	Proposed action by ratepayer	Y / N
1	Have you read your council's debt management and/or hardship policies?	
2	Have you compiled the required information noted in the application form?	
3	Have you contacted the nominated council officer to discuss options for the payment of rates or charges?	
4	Have you contacted a financial advisor?	
5	Have you identified an acceptable payment plan?	
6	Have you discussed your options with your local council?	

Further information

Relevant agencies

NSW Office of Local Government

Physical Address 5 O'Keefe Avenue NOWRA NSW 2541
Telephone 02 4428 4100
Fax 02 4428 4199
TTY 02 4428 4209
Email olg@olg.nsw.gov.au
Postal Address Locked Bag 3015, NOWRA NSW 2541.
Website www.justice.nsw.gov.au

NSW Department of Justice

Physical Address Parramatta Justice Precinct, 160 Marsden Street
Telephone 02 8688 7777
Fax 02 8688 7980
Postal Address Locked Bag 5111, Parramatta NSW 2124.
Website www.justice.nsw.gov.au

NSW Online Registry

Telephone 1300 679 272 (Call Monday – Friday 8:30am – 4.30pm)
Website www.onlineregistry.lawlink.nsw.gov.au

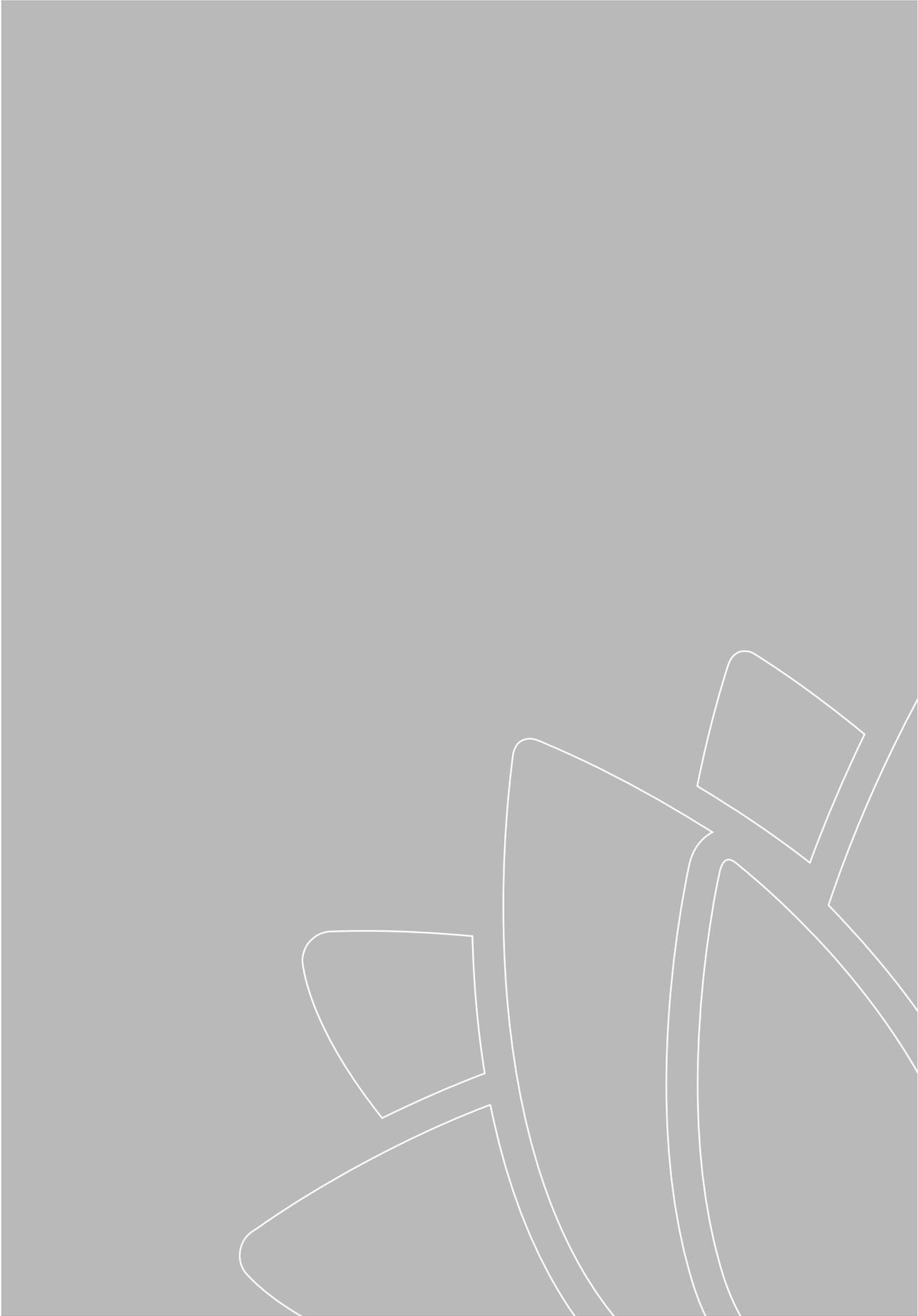
Energy and Water Ombudsman

Physical Address Level 11, 133 Castlereagh Street, Sydney (please make an appointment)
Telephone 1800 246 545
Postal Address Reply Paid 86550, Sydney South NSW 1234.
Website www.ewon.com.au

Further guidance

Commonwealth of Australia (2007), *A guide for business: Debt Collection Guideline for collectors and creditors*, Australian Competition and Consumer Commission and Australian Securities and Investment Commission.

Revenue NSW, *Debt Recovery Guidelines – Responsible collection of State debts: Guidelines for Revenue NSW to collect State debt*





CAPITAL EXPENDITURE – OCTOBER 2025



October 2025 Report

Capital Expenditure (CAPEX)	Budget 25-26		Actual 25-26	Budget YTD x Actuals		Budget Full Year x Actuals	
	Full Year	YTD		\$	%	\$	%
Capital work in progress	38,582,704	13,837,183	10,495,405	-3,341,778	-24.2%	-28,087,299	-72.8%
- Land & Buildings	22,826,582	10,185,227	5,998,969	-4,186,258	-41.1%	-16,827,613	-73.7%
1101007 - Crago Mill Precinct	22,098,741	9,750,000	5,812,534	-3,937,466	-40.4%	-16,286,206	-73.7%
1101018 - Yass Library part of Crago Mill precinct	0	0	35,399	35,399		35,399	
5014024 - Old sale yard remediation	250,000	50,000	0	-50,000	-100.0%	-250,000	-100.0%
5014028 - Yass Valley Community Centre Upgrade SCCF5 0232 Buildings	277,841	185,227	74,970	-110,257	-59.5%	-202,871	-73.0%
5014029 - Buildings Roof Resheeting Yass memorial LRCI P3	0	0	-30,295	-30,295		-30,295	
5014033 - Buildings Roof Resheeting Yass Liabary LRCI P4	0	0	84,464	84,464		84,464	
6310016 - Discovery Drive Subdivision	0	0	21,896	21,896		21,896	
6310017 - Old Gas Works EPA monitoring as per VMP & 2 extra wells	150,000	150,000	0	-150,000	-100.0%	-150,000	-100.0%
6310018 - Annual Fire Safety Statements	50,000	50,000	0	-50,000	-100.0%	-50,000	-100.0%
- Roads, Bridges, Footpaths	6,348,562	1,459,748	2,275,245	815,497	55.9%	-4,073,317	-64.2%
4910008 - Yass Valley Rail Trail Detailed Design	0	0	73,620	73,620		73,620	
4910012 - Pettit/Shaw Street pathways	843,000	84,300	51,232	-33,068	-39.2%	-791,768	-93.9%
5010014 - Murrumbateman Creek Bridge Replacement	0	0	2,109,036	2,109,036		2,109,036	
5020116 - Detailed Design – Pedestrian \$125K Cycling \$40K	0	0	895	895		895	
5020118 - RERFF Local Road Programme	726,528	0	0	0		-726,528	-100.0%
5020122 - 2025-26 - NSW LG Recovery Grant (Project Management)	410,000	100,000	3,485	-96,515	-96.5%	-406,515	-99.2%
5020126 - 2025-26 RTR Grant Program	999,063	333,021	0	-333,021	-100.0%	-999,063	-100.0%
5021024 - RERFF Regional Road Program	542,691	0	0	0		-542,691	-100.0%
5021032 - 2025-26 RTR Grant Program	591,568	197,189	0	-197,189	-100.0%	-591,568	-100.0%
5021035 - BLOCK Grant Capital Works FY 25-26	632,810	210,937	0	-210,937	-100.0%	-632,810	-100.0%
5021542 - Regional Roads - Block Grant - Sutton Rd Design Project	0	0	6,220	6,220		6,220	
5021543 - Sutton Road Safety Works	0	0	-54,287	-54,287		-54,287	
6012002 - Flood event Oct 22 Emergency Task or Special Events	1,602,902	534,301	0	-534,301	-100.0%	-1,602,902	-100.0%
6012003 - DM01005 Burrinjuck Rd S24 Embankment erosion/slip	0	0	2,963	2,963		2,963	
6012004 - DM01326 Cavan Rd S10 Undermined Irge gabion wingwall 1700dia	0	0	-7,656	-7,656		-7,656	
6012005 - DM01327 Cavan R S8 Erosion underme structure out/inlet blk	0	0	1,221	1,221		1,221	
6012006 - DM01328 Cavan Rd S8 Outlets scour inlet/debris us erosion/slip	0	0	-17,748	-17,748		-17,748	
6012007 - DM01132 Dicks Creek Road S2 Shoulder & embankment washout	0	0	-540	-540		-540	
6012008 - DM01112 Fifeshire Rd S2 Landslip lost culvert concrete prot	0	0	-178,638	-178,638		-178,638	
6012009 - DM01358 Henderson Ln S1 Bridge Damage - scour of approaches	0	0	-44,627	-44,627		-44,627	
6012011 - DM01023 Illalong Road Seg 5 washed out	0	0	-22,473	-22,473		-22,473	
6012014 - DM01324 Wee Jasper Road Seg 11 Landslip Emergency task	0	0	256,896	256,896		256,896	
6012018 - DM00938 - Scanes Road - Seg 3	0	0	1,613	1,613		1,613	
6012020 - AGRN 1034 - DM00925 - Bushes Lane	0	0	36,020	36,020		36,020	
6012022 - Dairy Creek Road	0	0	931	931		931	
6012023 - AGRN 1034 - DM01380 - Marked Tree Road	0	0	1,554	1,554		1,554	
6012024 - AGRN 1034 - DM00986 - Woolgarlo Road	0	0	93	93		93	
6012026 - AGRN 1034 - DM00984 - Sutton Grange Road	0	0	280	280		280	
6012030 - AGRN 1034 - DM01368 - Boutchers Drive - Seg 3	0	0	640	640		640	
6012031 - AGRN 1034 - DM01139 - Boutchers Drive - Seg 7	0	0	387	387		387	
6012032 - AGRN 1034 - DM01006 - Burrinjuck Road	0	0	360	360		360	
6012034 - AGRN 1034 - DM01371 - Caves Road - Ch 5.4 - Galvanised Culve	0	0	1,267	1,267		1,267	
6012036 - AGRN 1034 - DM01375 - Paynes Road - Culvert Scour Protection	0	0	5,827	5,827		5,827	
6012039 - Cookes Hill Road	0	0	1,350	1,350		1,350	
6012043 - Fifeshire Road	0	0	115,569	115,569		115,569	
6012046 - AGRN 1034 - Fifeshire Road - Seg 4,5	0	0	-144,019	-144,019		-144,019	
6012052 - Good Hope Road	0	0	307	307		307	
6012054 - AGRN 1034 - DM01258 - Greenwood Road - Seg 2 Shoulder	0	0	40	40		40	
6012055 - AGRN 1034 - DM01185 - Greenwood Road - Seg 6 Drainage	0	0	2,535	2,535		2,535	
6012056 - AGRN 1034 - DM01084 - Lucernevale Road	0	0	80	80		80	
6012058 - AGRN 1034 - DM01078 - Hardwick Lane - Neville Dowling Bridge	0	0	358	358		358	
6012059 - Dicks Creek Road	0	0	39,109	39,109		39,109	
6012063 - AGRN 1034 - DM01039 - Hughstonia Road	0	0	1,489	1,489		1,489	
6012064 - Illalong Road	0	0	1,323	1,323		1,323	
6012070 - Majura Lane	0	0	956	956		956	
6012071 - AGRN 1034 - DM01269 - Mulligans Flat Road	0	0	1,594	1,594		1,594	
6012072 - AGRN 1034 - DM01075 - Morton Avenue	0	0	67	67		67	
6012074 - AGRN 1034 - DM01381 - Murrumbateman Road - Shoulder	0	0	1,240	1,240		1,240	
6012076 - AGRN 1034 - DM01377 - Shingle Hill Way	0	0	3,215	3,215		3,215	
6012079 - Walls Junction Road	0	0	1,243	1,243		1,243	
6012080 - Wargella Road	0	0	1,957	1,957		1,957	
6012083 - AGRN 1034 - DM01346 - Longleys Road	0	0	133	133		133	
6012086 - Yass River Road	0	0	1,390	1,390		1,390	
6012088 - AGRN 1034 - DM01169 - Yass River Road - Buckmasters Bridge	0	0	3,464	3,464		3,464	
6012089 - AGRN 1034 - DM01140 - Yass River Road - Shoulder Repairs	0	0	11,453	11,453		11,453	
6012091 - AGRN 1034 - DM01367 - Scanes Road - Resheeting	0	0	1,821	1,821		1,821	

CAPITAL EXPENDITURE – OCTOBER 2025



October 2025 Report

Capital Expenditure (CAPEX)	Budget 25-26		Actual 25-26	Budget YTD x Actuals		Budget Full Year x Actuals	
	Full Year	YTD		\$	%	\$	%
- Other Assets	65,000	65,000	18,022	-46,978	-72.3%	-46,978	-72.3%
4910009 - Bowning Village Active Circuit	0	0	18,022	18,022		18,022	
5015013 - Yass Lawn Cemetery Improvement and Expansion works	65,000	65,000	0	-65,000	-100.0%	-65,000	-100.0%
- Other Open Space/Recreational Assets	971,056	232,704	63,363	-169,341	-72.8%	-907,693	-93.5%
4920015 - Wee Jasper Reserve Carpark Upgrade Recreational Assets	131,556	87,704	9,969	-77,735	-88.6%	-121,587	-92.4%
5012006 - 4 Cabin Replacements (32,34,3,4)	30,000	30,000	1,785	-28,215	-94.1%	-28,215	-94.1%
5013020 - 2025/26 - CRIF - Yass Pool Power Upgrades	0	0	6,268	6,268		6,268	
5014033 - Buildings Roof Resheeting Yass Liabary LRCI P4	0	0	267	267		267	
5019018 - Signage Replacement - Sporting Facilities & Park Reserves	5,000	5,000	1,190	-3,810	-76.2%	-3,810	-76.2%
5019025 - Murrumbateman Adventure Playground	594,500	0	43,834	43,834		-550,666	-92.6%
5019031 - Stage 1 'Signage as remote Supervision'	10,000	10,000	0	-10,000	-100.0%	-10,000	-100.0%
NCP30801 - Sporting Facilities Internal Road Network Upgrades	200,000	100,000	0	-100,000	-100.0%	-200,000	-100.0%
No Project Number	0	0	50	50		50	
- Plant & Equipment	1,500,000	500,000	811,254	311,254	62.3%	-688,746	-45.9%
PACQNEW - Plant Acquisition - New & Upgrade Assets	0	0	115,054	115,054		115,054	
PACQRENEW - Plant Acquisition - Renew & Replace Assets	1,500,000	500,000	696,200	196,200	39.2%	-803,800	-53.6%
- Sewerage Network	1,065,000	270,000	433,152	163,152	60.4%	-631,848	-59.3%
5022001 - Yass STP	0	0	39,342	39,342		39,342	
5022013 - Sewer Main Upgrade Program (Capital)	150,000	0	0	0		-150,000	-100.0%
5022021 - Integrated Water Cycle Management Plan - Sewer (Capital)	10,000	0	0	0		-10,000	-100.0%
5022026 - Wastewater Treatment Plant Upgrade Program (Capital)	100,000	0	9,175	9,175		-90,825	-90.8%
5022027 - Wastewater Pump Station Upgrade Program (Capital)	100,000	60,000	340,635	280,635	467.7%	240,635	240.6%
5022028 - Telemetry Upgrade Sewer (Capital)	145,000	100,000	0	-100,000	-100.0%	-145,000	-100.0%
5022029 - Laidlaw Street SPS - decommissioning	310,000	110,000	0	-110,000	-100.0%	-310,000	-100.0%
5022030 - Yass STP Augmentation (Capital)	250,000	0	44,000	44,000		-206,000	-82.4%
- Stormwater	0	0	33,837	33,837		33,837	
5023520 - Yass Flood Warning System Stage 2 - install infrastructure	0	0	33,837	33,837		33,837	
- Waste	304,504	174,504	2,000	-172,504	-98.9%	-302,504	-99.3%
5025126 - Murrumbateman Landfill Closure Stage 2	104,504	104,504	2,000	-102,504	-98.1%	-102,504	-98.1%
5026013 - Landfill Closure	50,000	50,000	0	-50,000	-100.0%	-50,000	-100.0%
5026018 - Transfer Station Improvements Yass and Murrumbateman	150,000	20,000	0	-20,000	-100.0%	-150,000	-100.0%
- Water Supply Network	5,502,000	950,000	859,564	-90,436	-9.5%	-4,642,436	-84.4%
5027015 - Village Water Main Extensions (Capital)	2,000	0	0	0		-2,000	-100.0%
5027017 - Water Pump Station Upgrade Program (Capital)	210,000	80,000	142,710	62,710	78.4%	-67,290	-32.0%
5027018 - WTP Improvement (Capital)	100,000	0	0	0		-100,000	-100.0%
5027025 - Developer Servicing Plan (DSP) (Capital)	30,000	15,000	0	-15,000	-100.0%	-30,000	-100.0%
5027026 - Telemetry System Upgrade Upgrade - Water (Capital)	140,000	100,000	0	-100,000	-100.0%	-140,000	-100.0%
5027028 - Water Reservoir Upgrade Program (Capital)	60,000	50,000	5,473	-44,527	-89.1%	-54,527	-90.9%
5027029 - Water Reticulation Upgrade Program (Capital)	1,000,000	355,000	392,709	37,709	10.6%	-607,291	-60.7%
5027033 - Morton Low Level Reservoir Repair	2,180,000	50,000	42,647	-7,353	-14.7%	-2,137,353	-98.0%
5027035 - WTP Upgrade Pre-Design and Tender Management	930,000	200,000	276,025	76,025	38.0%	-653,975	-70.3%
5027036 - Water Reticulation Upgrade -Election Fund (capital)	850,000	100,000	0	-100,000	-100.0%	-850,000	-100.0%
Total Capital Expenditure	38,582,704	13,837,183	10,495,405	-3,341,778	-24.2%	-28,087,299	-72.8%

Yass Valley Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2025

the Country *the people*



Yass Valley Council

General Purpose Financial Statements

for the year ended 30 June 2025

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Overview

Yass Valley Council is constituted under the *Local Government Act 1993 (NSW)* and has its principal place of business at:

209 Comur Street
YASS NSW 2582

Council's guiding principles are detailed in Chapter 3 of the *Local Government Act 1993 (NSW)* (the Act) and includes:

- principles applying to the exercise of functions generally by Council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.yassvalley.nsw.gov.au.

Yass Valley Council

General Purpose Financial Statements

for the year ended 30 June 2025

Understanding Council's Financial Statements

Introduction

Each year NSW local governments are required to present audited financial statements to their council and community.

What you will find in the Statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2025.

The format of the financial statements is standard across all NSW Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by the Office of Local Government.

About the Councillor/Management Statement

The financial statements must be certified by senior staff as 'presenting fairly' Council's financial results for the year and are required to be adopted by Council – ensuring both responsibility for and ownership of the financial statements.

About the Primary Financial Statements

The financial statements incorporate five "primary" financial statements:

1. The Income Statement

Summarises Council's financial performance for the year, listing all income and expenses. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income

Primarily records changes in the fair value of Council's Infrastructure, property, plant and equipment.

3. The Statement of Financial Position

A 30 June snapshot of Council's financial position indicating its assets, liabilities and "net wealth".

4. The Statement of Changes in Equity

The overall change for the year (in dollars) of Council's "net wealth".

5. The Statement of Cash Flows

Indicates where Council's cash came from and where it was spent. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

About the Notes to the Financial Statements

The Notes to the Financial Statements provide greater detail and additional information on the five primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by the NSW Audit Office.

In NSW the auditor provides 2 audit reports:

1. an opinion on whether the financial statements present fairly Council's financial performance and position, and
2. their observations on the conduct of the audit, including commentary on Council's financial performance and financial position.

Who uses the Financial Statements?

The financial statements are publicly available documents and must be presented at a Council meeting between seven days and five weeks after the date of the audit report.

The public can make submissions to Council up to seven days subsequent to the public presentation of the financial statements.

Council is required to forward an audited set of financial statements to the Office of Local Government.

Yass Valley Council

General Purpose Financial Statements

for the year ended 30 June 2025

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993* (NSW)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards issued by the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

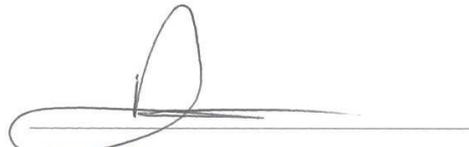
- present fairly Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 25 September 2025.



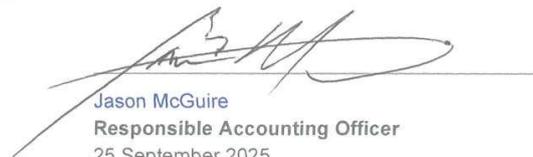
Jasmin Jones
Mayor
25 September 2025



Kristin Butler
Deputy Mayor
25 September 2025



Gayleen Burley
Chief Executive Officer
25 September 2025



Jason McGuire
Responsible Accounting Officer
25 September 2025

Yass Valley Council

Income Statement

for the year ended 30 June 2025

Original unaudited budget 2025	\$ '000	Notes	Actual 2025	Actual 2024
Income from continuing operations				
22,512	Rates and annual charges	B2-1	23,156	22,098
6,214	User charges and fees	B2-2	6,180	5,900
330	Other revenues	B2-3	680	613
10,799	Grants and contributions provided for operating purposes	B2-4	8,648	8,601
13,955	Grants and contributions provided for capital purposes	B2-4	20,421	23,150
1,004	Interest and investment income	B2-5	2,310	2,010
352	Other income	B2-6	418	757
1,100	Net gain from the disposal of assets	B4-1	–	–
<u>56,266</u>	Total income from continuing operations		61,813	<u>63,129</u>
Expenses from continuing operations				
14,711	Employee benefits and on-costs	B3-1	13,295	13,891
20,013	Materials and services	B3-2	13,023	15,913
1,560	Borrowing costs	B3-3	717	720
972	Other expenses	B3-5	1,137	2,448
–	Net loss from the disposal of assets	B4-1	1,223	1,607
<u>37,256</u>	Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets		29,395	<u>34,579</u>
<u>19,010</u>	Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets		32,418	<u>28,550</u>
9,816	Depreciation, amortisation and impairment of non-financial assets	B3-4	10,059	9,869
<u>9,194</u>	Operating result from continuing operations		22,359	<u>18,681</u>
<u>9,194</u>	Net operating result for the year attributable to Council		22,359	<u>18,681</u>
<u>(4,761)</u>	Net operating result for the year before grants and contributions provided for capital purposes		1,938	<u>(4,469)</u>

The above Income Statement should be read in conjunction with the accompanying notes.

Yass Valley Council | Statement of Comprehensive Income | for the year ended 30 June 2025

Yass Valley Council

Statement of Comprehensive Income for the year ended 30 June 2025

\$ '000	Notes	2025	2024
Net operating result for the year – from Income Statement		22,359	18,681
Other comprehensive income:			
Amounts which will not be reclassified subsequent to operating result			
- Gain on revaluation of infrastructure, property, plant and equipment	C1-5	<u>61,817</u>	<u>29,069</u>
Total items which will not be reclassified subsequent to operating result		61,817	29,069
Total comprehensive income for the year attributable to Council		84,176	47,750

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Yass Valley Council

Statement of Financial Position

as at 30 June 2025

\$ '000	Notes	2025	2024
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	21,681	12,817
Investments	C1-2	16,200	20,200
Receivables	C1-4	7,343	5,976
Inventories		123	125
Contract assets		5,055	4,192
Other		454	488
Total current assets		50,856	43,798
Non-current assets			
Investments	C1-2	–	4,000
Infrastructure, property, plant and equipment (IPPE)	C1-5	683,860	585,823
Investment property	C1-6	7,000	7,000
Right of use assets	C2-1	–	57
Total non-current assets		690,860	596,880
Total assets		741,716	640,678
LIABILITIES			
Current liabilities			
Payables	C3-1	9,588	6,739
Contract liabilities	C3-2	2,156	4,430
Lease liabilities	C2-1	–	62
Borrowings	C3-3	895	859
Employee benefit provisions	C3-4	2,615	2,986
Total current liabilities		15,254	15,076
Non-current liabilities			
Borrowings	C3-3	29,131	12,292
Employee benefit provisions	C3-4	124	130
Other provisions	C3-5	2,420	2,569
Total non-current liabilities		31,675	14,991
Total liabilities		46,929	30,067
Net assets		694,787	610,611
EQUITY			
Accumulated surplus		336,216	313,857
IPPE revaluation surplus	C4-1	358,571	296,754
Total equity		694,787	610,611

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Yass Valley Council | Statement of Changes in Equity | for the year ended 30 June 2025

Yass Valley Council

Statement of Changes in Equity for the year ended 30 June 2025

\$ '000	Notes	2025			2024		
		Accumulated surplus	IPPE revaluation surplus	Total equity	Accumulated surplus	IPPE revaluation surplus	Total equity
Opening balance at 1 July		313,857	296,754	610,611	295,176	267,685	562,861
Net operating result for the year		22,359	–	22,359	18,681	–	18,681
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment (IPPE)	C1-5	–	61,817	61,817	–	29,069	29,069
Total comprehensive income		22,359	61,817	84,176	18,681	29,069	47,750
Closing balance at 30 June		336,216	358,571	694,787	313,857	296,754	610,611

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Yass Valley Council

Statement of Cash Flows

for the year ended 30 June 2025

Original unaudited budget 2025	\$ '000	Notes	Actual 2025	Actual 2024
Cash flows from operating activities				
<i>Receipts:</i>				
22,387	Rates and annual charges		21,942	21,434
5,933	User charges and fees		6,392	6,479
987	Interest received		2,636	1,546
25,058	Grants and contributions		19,099	22,218
561	Other		5,074	4,707
<i>Payments:</i>				
(14,710)	Payments to employees		(13,532)	(14,083)
(19,263)	Payments for materials and services		(15,909)	(17,439)
(1,529)	Borrowing costs		(621)	(753)
–	Bonds, deposits and retentions refunded		(87)	(477)
(840)	Other		(331)	(1,656)
18,584	Net cash flows from operating activities	G1-1	24,663	21,976
Cash flows from investing activities				
<i>Receipts:</i>				
553	Redemption of term deposits		63,600	35,610
1,615	Proceeds from sale of IPPE	B4-1	251	106
<i>Payments:</i>				
–	Acquisition of term deposits		(55,600)	(34,710)
(51,241)	Payments for IPPE		(40,863)	(20,682)
(49,073)	Net cash flows (used in) investing activities		(32,612)	(19,676)
Cash flows from financing activities				
<i>Receipts:</i>				
28,601	Proceeds from borrowings	C3-3	17,727	100
<i>Payments:</i>				
(859)	Repayment of borrowings	C3-3	(852)	(797)
(62)	Principal component of lease payments	C2-1	(62)	(119)
27,680	Net cash flows from/(used in) financing activities		16,813	(816)
(2,809)	Net change in cash and cash equivalents		8,864	1,484
5,260	Cash and cash equivalents at end of year	C1-1	21,681	12,817

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

Yass Valley Council

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Yass Valley Council

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A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 25 September 2025. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the NSW Office of Local Government (OLG) directs Council to amend the financial statements.

The material accounting policy information related to these financial statements are set out below. Accounting policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993 (Act)* and *Local Government (General) Regulation 2021 (Regulation)*, and the Local Government Code of Accounting Practice and Financial Reporting. Council is a not-for-profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

Historical cost convention

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain infrastructure, property, plant and equipment and investment property.

Significant accounting estimates and judgements

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying Council's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- i. fair values of investment property – refer Note C1-6
- ii. fair values of infrastructure, property, plant and equipment – refer Note C1-5
- iii. tip remediation provisions – refer Note C3-5
- iv. employee benefit provisions – refer Note C3-4.

Significant judgements in applying Council's accounting policies

- i. Impairment of receivables – refer Note C1-4.
- ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 to B2-4.

Monies and other assets received by Council

The Consolidated Fund

In accordance with the provisions of Section 409(1) of the Local Government Act 1993 (NSW), all money and property received by Council is held in Council's Consolidated Fund unless it is required to be held in Council's Trust Fund.

Cash and other assets of the following entities have been included as part of the Consolidated Fund:

- General purpose operations
- Water service
- Sewerage service

Volunteer services

Council receives volunteer services from the community advisory committees for a number of purposes, which unquestionably provide value to Council. However, the value of volunteer services has not been recognised within Council's financial statements. This is because the value of the services provided often cannot be reliably measured in order to meet the recognition requirements within Australian Accounting Standards. Where the volunteer services could be reliably measured, Council has assessed those services in accordance with the relevant Australian Accounting Standards and has determined that the services would not be purchased if they were not donated. As such, recognition in Council's financial statements is not required.

A1-1 Basis of preparation (continued)

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations (ie. pronouncements) have been published by the Australian Accounting Standards Board that are not mandatory for the 30 June 2025 reporting period. Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2024.

Council's assessment of these new standards and interpretations (where they have been deemed as having a material impact on Council's future financial performance, financial position and cash flows) are set out below:

AASB 18 Presentation and Disclosure in Financial Position

This standard replaces AASB 101 Presentation of Financial Statements and sets out the requirements for the structure of the financial statements, including the application of fundamental concepts such as materiality. AASB 18 introduces additional subtotals into the Statement of Profit or Loss as well as restructuring the statement into operating, investing and financing elements. Management performance measures are also required to be disclosed.

The presentation of Council primary statements will be changed along with some additional disclosures, however there will be no effect on Council reported position or performance.

This standard has an effective date for the 30 June 2029 reporting period.

AASB 2024-2 Amendments to Australian Accounting Standards – Classification and Measurement of Financial Instruments [AASB 7 and AASB 9]

This Standard amends AASB 7 and AASB 9 in response to feedback from the 2022 Postimplementation Review of the classification and measurement requirements in AASB 9 and related requirements in AASB 7 and the subsequent 2023 Exposure Draft.

This Standard amends requirements related to:

- (a) settling financial liabilities using an electronic payment system; and
- (b) assessing contractual cash flow characteristics of financial assets with environmental, social and corporate governance (ESG) and similar features.

This Standard also amends disclosure requirements relating to investments in equity instruments designated at fair value through other comprehensive income and adds disclosure requirements for financial instruments with contingent features that do not relate directly to basic lending risks and costs.

Council does not expect any material impact from the above amendments due to these instruments being rare for Council.

This standard has an effective date for the 30 June 2027 reporting period.

AASB 2024-3 Amendments to Australian Accounting Standards – Annual Improvements Volume 11 [AASB 1, AASB 9, AASB 10 and AASB 107]

This Standard amends:

- a. AASB 1 to improve consistency between paragraphs B5–B6 of AASB 1 and the requirements for hedge accounting in AASB 9 and improve the understandability of AASB 1;
- b. AASB 7 to (i) replace a cross-reference in paragraph B38 of AASB 7 to a deleted AASB 7 paragraph with a reference to AASB 13 Fair Value Measurement; and (ii) improve consistency in the language used in AASB 7 with the language used in AASB 13;
- c. AASB 9 to: (i) clarify how a lessee accounts for the derecognition of a lease liability when it is extinguished; and (ii) address an inconsistency between paragraph 5.1.3 of AASB 9 and the requirements in AASB 15 Revenue from Contracts with Customers in relation to the term 'transaction price';
- d. AASB 10 to amend paragraph B74 in relation to determining de facto agents of an entity; and
- e. AASB 107 to replace the term 'cost method' with 'at cost' as the term is no longer defined in Australian Accounting Standards.

There is unlikely to be any significant impact to Council's financial position, however Council is to review the change in accounting policy to ensure that it is in accordance with the guidance included in AASB 2024-3.

This standard has an effective date for the 30 June 2027 reporting period.

AASB2014-10 Sale or Contribution of Assets between an Investor and its Associate or Joint Venture. AASB2015-10 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128. AASB 2017-5 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

A1-1 Basis of preparation (continued)

The amendments address an acknowledged inconsistency between the requirements in AASB10, and those in AASB128 (2011) in dealing with the sale or contribution of assets between an investor and its associate or joint venture.

The main consequence of the amendments is that a full gain or loss is recognised when a transaction involves a business (whether it is housed in a subsidiary or not). A partial gain or loss is recognised when a transaction involves assets that do not constitute a business, even if these assets are housed in a subsidiary.

AASB2015-10 has delayed the effective date of this standard.
AASB 2017-5 defers the effective date of AASB 2014-10 to 1 January 2022.
AASB 2021-7 defers the effective date of AASB 2014-10 to 1 January 2025.
AASB 2024-4 defers the effective date of AASB 2014-10 to 1 January 2028.

Council does not expect any impact from the above amendments due to there is no associate or joint venture for Council.

This standard has an effective date for the 30 June 2029 reporting period.

New accounting standards adopted during the year

During the year, Council adopted all accounting standards and interpretations (as issued by the Australian Accounting Standards Board) which were mandatorily effective from the first time at 30 June 2025, including the following new standards:

AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current

AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date

AASB 2022-6 Amendments to Australian Accounting Standards – Non-current Liabilities with Covenants

These Standards amend AASB 101 Presentation of Financial Statements to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current.

For example the amendments clarify that a liability is classified as non-current if Council has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period. The meaning of settlement of a liability is also clarified.

Council has assessed the new standards and has assessed that there is no material impact from the above amendments to its classification of liabilities as current or non-current.

AASB 2022-5 Amendments to Australian Accounting Standards – Lease Liability in a Sale and Leaseback

This Standard amends AASB 16 to add subsequent measurement requirements for sale and leaseback transactions that satisfy the requirements in AASB 15 from Contracts with Customers to be accounted for as a sale.

AASB 16 already requires a seller-lessee to recognise only the amount of any gain or loss that relates to the rights transferred to the buyer-lessor. The amendments made by this Standard ensure that a similar approach is applied by also requiring a seller-lessee to subsequently measure lease liabilities arising from a leaseback in a way that does not recognise any amount of the gain or loss related to the right of use it retains.

Council has assessed the new standards where there is no material impact from the above amendments since there is no lease liability in a sale and leaseback business activity.

AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities.

This Standard amends AASB 13, including adding authoritative implementation guidance and providing related illustrative examples, for application by not-for-profit public sector entities.

In particular, this standard provides guidance on: (a) highest and best use, (b) financially feasible uses, (c) use of assumptions, (d) nature of costs to include in the replacement cost of a reference asset and on the identification of economic obsolescence when using the cost approach.

There is no significant impact on Councils' reported financial position. Council has reviewed the fair value methodology to ensure that it is in accordance with the guidance included in AASB 2022-10 using the information and resources in Appendix L of the Code.

B Financial Performance

B1 Functions or activities

B1-1 Functions or activities – income, expenses and assets

Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.

\$ '000	Income		Expenses		Operating result		Grants and contributions		Carrying amount of assets	
	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024
Functions/activities										
Our Civic Leadership	17,515	16,375	5,964	6,558	11,551	9,817	1,690	2,299	47,087	43,317
Our Community	470	627	1,751	2,128	(1,281)	(1,501)	228	388	2,037	1,995
Our Economy	1,646	1,373	2,411	2,329	(765)	(956)	–	10	7,037	7,037
Our Environment	1,745	2,359	1,973	3,289	(228)	(930)	1,568	2,093	79,043	67,981
Our Infrastructure	40,437	42,395	27,355	30,144	13,082	12,251	25,583	26,961	606,512	520,348
Total	61,813	63,129	39,454	44,448	22,359	18,681	29,069	31,751	741,716	640,678

B1-2 Components of functions or activities

Details relating to Council's functions or activities as reported in B1-1 are as follows:

Our Civic Leadership (Systems of Government or Management)

Our leaders operate ethically and implement good governance. We empower our residents with the tools to participate actively in the development of our communities. Civic leadership includes:

- Continuous Improvements
- Accountability and Compliance
- Participation and Communication
- Resourcing and Support

Our Infrastructure (Facilities, Transport and Systems serving the area)

Our community is well serviced and connected to built, social and communications infrastructure. Providing infrastructure includes:

- Quality built environment and places
- Efficient Transport and access
- Effective essential services

Our Community (Life and Welfare in the community)

We are a network of vibrant, inclusive and diverse communities that value our cooperative spirit, self sufficiency, and rural lifestyle. Working for our community includes:

- Community health and wellbeing
- Creative culture and recreation
- Good community relations
- Community resilience

Our Environment (Conditions and influences in the area and sustainability)

We appreciate our range of rural landscapes and habitats, and act as custodians of the natural environment for future generations. Working for our environment includes:

- Protecting the land
- Maintaining healthy waterways
- Protecting Biodiversity

Our Economy (Generation, Distribution, Use of Income and Business development)

We have a strong regional economy experiencing sustainable growth, which provides for a diverse range of employment opportunities. Providing for our economy includes:

- Efficient and careful resource use
- Healthy economic activity
- Meaningful work and employment

B2 Sources of income

B2-1 Rates and annual charges

\$ '000	2025	2024
Ordinary rates		
Residential	7,574	7,081
Farmland	4,895	4,710
Business	1,044	984
Less: pensioner rebates	(133)	(136)
Rates levied to ratepayers	13,380	12,639
Pensioner rate subsidies received	72	71
Total ordinary rates	13,452	12,710
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	2,267	2,219
Water supply services	2,252	2,154
Sewerage services	2,773	2,733
Drainage	59	60
Onsite wastewater/sewage management services	158	139
Waste management services (non-domestic)	2,255	2,136
Less: pensioner rebates	(134)	(132)
Annual charges levied	9,630	9,309
Pensioner annual charges subsidies received:		
– Water	25	27
– Sewerage	21	22
– Domestic waste management	28	30
Total annual charges	9,704	9,388
Total rates and annual charges	23,156	22,098

Council has used 2022 year valuations provided by the NSW Valuer General in calculating its rates.

Material accounting policy information

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.

B2-2 User charges and fees

\$ '000	2025	2024
User charges		
Water supply services	2,992	2,381
Sewerage services	142	147
Waste management services (non-domestic)	621	740
Total specific user charges	3,755	3,268
Fees		
Planning and building regulation	726	644
Private works – section 67	–	33
Section 10.7 certificates (EP&A Act)	124	114
Section 603 certificates	42	35
Caravan park	578	535
Cemeteries	153	123
Companion animals	32	39
Emergency services reimbursements	229	224
Engineering Services	89	171
Public health and environmental protection	50	26
Library and art gallery	13	17
Quarry revenue	76	108
Sporting grounds	46	38
Swimming centres	145	123
Visitors centre sales	109	83
Other	13	319
Total fees	2,425	2,632
Total user charges and fees	6,180	5,900
Timing of revenue recognition for user charges and fees		
User charges and fees recognised at a point in time	6,180	5,900
Total user charges and fees	6,180	5,900

Material accounting policy information

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as caravan parks, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged such as joining fees for the leisure centre the fee is recognised on a straight-line basis over the expected life of the membership.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than over the term of the licence.

B2-3 Other revenues

\$ '000	2025	2024
Diesel rebate	65	84
Fines	40	52
Insurance claims recoveries	213	61
Legal fees recovery – other	2	1
Recycling income (non-domestic)	272	295
Sale of abandoned vehicles	2	–
Workers compensation incentive	42	38
Other	44	82
Total other revenue	680	613
Timing of revenue recognition for other revenue		
Other revenue recognised at a point in time	680	613
Total other revenue	680	613

Material accounting policy information for other revenue

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

B2-4 Grants and contributions

\$ '000	Notes	Operating 2025	Operating 2024	Capital 2025	Capital 2024
General purpose grants and non-developer contributions (untied)					
Financial Assistance Grant					
- Relating to current year		672	216	-	-
- Payment received in advance for subsequent year ¹		2,249	3,622	-	-
Amount recognised as income during current year		2,921	3,838	-	-
Special purpose grants and non-developer contributions (tied)					
Cash contributions					
Community events		41	41	-	-
Community enhancement contribution		86	57	-	-
Economic development and tourism		-	10	-	-
Employment and training programs		148	178	-	-
Heritage and cultural		-	25	-	-
Library		108	107	-	-
Emergency Services Levy		-	155	-	-
Noxious weeds		104	106	-	-
Recreation and culture		43	-	466	2,666
Roads to recovery (RTR)		895	857	-	-
Transport for NSW (regional roads, block grant)		1,353	322	822	877
Local roads and community infrastructure (LRCI)		-	-	79	185
Road safety and black spot program		67	-	-	-
Bridge renewal		-	-	5,940	-
Fixing local roads		-	-	-	348
Emergency road repairs (storm/flood damage)		2,440	2,603	-	-
Transport (other roads and bridges funding)		383	-	953	7,880
Water supplies		-	212	201	370
Sewerage services		59	-	64	169
Other specific grants		-	90	-	-
Total special purpose grants and non-developer contributions – cash		5,727	4,763	8,525	12,495
Non-cash contributions (subdivision dedications)					
Infrastructure (roads, LUR, footpath, bulk earthwork, bridges)		-	-	1,989	4,643
Stormwater drainage		-	-	3,173	1,900
Water supplies (excl. section 64 contributions)		-	-	767	759
Sewerage (excl. section 64 contributions)		-	-	904	2,201
Total other contributions – non-cash	G1-1	-	-	6,833	9,503
Total special purpose grants and non-developer contributions (tied)		5,727	4,763	15,358	21,998
Total grants and non-developer contributions		8,648	8,601	15,358	21,998
Comprising:					
- Commonwealth funding		3,816	4,695	3,943	829
- State funding		4,738	3,849	4,582	11,666
- Other funding		94	57	6,833	9,503
		8,648	8,601	15,358	21,998

(1) \$2,249k (2024: \$3,622k) of the 2025/26 Financial Assistance Grant from Commonwealth Government was received by Council in June 2025 and hence is reported as 2025 income although it relates to 2025/26 financial year.

B2-4 Grants and contributions (continued)

Developer contributions

\$ '000	Notes	Operating 2025	Operating 2024	Capital 2025	Capital 2024
Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the LGA):					
Total developer contributions - cash	G4-1	-	-	5,063	1,152
Total grants and contributions	B1-1	8,648	8,601	20,421	23,150
Timing of revenue recognition					
Grants and contributions recognised at a point in time		5,536	5,998	11,896	10,655
Grants and contributions recognised over time		3,112	2,603	8,525	12,495
Total grants and contributions		8,648	8,601	20,421	23,150

Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

\$ '000	Notes	Operating 2025	Operating 2024	Capital 2025	Capital 2024
Unspent funds at 1 July		-	2,163	18,940	17,184
Add: Funds received and not recognised as revenue in the current year	C3-2	4	-	2,152	4,430
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	G4-1	-	-	5,619	1,755
Less: Funds recognised as revenue in previous years that have been spent during the reporting year	G4-1	-	(520)	(1,826)	(1,799)
Less: Funds received in prior year but revenue recognised and funds spent in current year		-	(1,643)	(4,430)	(2,630)
Unspent funds at 30 June	C1-3a	4	-	20,455	18,940

Material accounting policy information

Grants and contributions – enforceable agreement with sufficiently specific performance obligations

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations vary according to the agreement but include the successful completion of milestone progress for the projects being funded. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

B2-4 Grants and contributions (continued)

Capital grants

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by Council.

Developer contributions

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but Council may apply contributions according to the priorities established in work schedules for the contribution plan.

Other grants and contributions

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

B2-5 Interest and investment income

\$ '000	2025	2024
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	283	182
– Cash and investments	2,027	1,828
Total interest and investment income	2,310	2,010

B2-6 Other income

\$ '000	Notes	2025	2024
Fair value increment on investment properties	G1-1	–	312
Investment property lease income		74	82
Leaseback fees - council vehicles		194	212
Other		150	151
Total other income		418	757

B3 Costs of providing services

B3-1 Employee benefits and on-costs

\$ '000	2025	2024
Salaries and wages	10,824	10,841
Employee leave entitlements	1,024	1,278
Superannuation	1,343	1,236
Workers' compensation insurance	221	573
Fringe benefit tax	5	52
Total employee costs	13,417	13,980
Less: capitalised costs	(122)	(89)
Total employee costs expensed	13,295	13,891

Material accounting policy information

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.

B3-2 Materials and services

\$ '000	Notes	2025	2024
Raw materials and consumables		653	1,177
Consultancy costs		222	361
Contractor costs		5,596	6,713
Audit Fees	F2-1	271	162
Councillor and Mayoral fees and associated expenses	F1-2	269	222
Advertising, promotion and celebrations		28	102
Bank charges		56	98
Chemicals		318	369
Cleaning		216	218
Computer related charges		732	819
Election expenses		163	–
Electricity and heating		844	802
Fire control and emergency services		327	460
Heritage expenses		20	40
Insurance		445	478
Legal fees		202	266
Licencing		69	65
Postage, printing and stationery		85	115
Property, plant and equipment hire		14	140
Recruitment and employment		139	125
Repairs and maintenance		333	428
Street lighting		147	112
Subscriptions and publications		175	237
Telephone and communications		53	82
Training and education (other than salaries and wages)		137	416
Valuation fees		77	72
Vehicle and plant operation expenses		1,236	1,704
Uniform		47	38
Other expenses		149	92
Total materials and services		13,023	15,913

B3-3 Borrowing costs

\$ '000	Notes	2025	2024
Interest on loans		1,457	798
Interest on leases	C2-1d	4	22
Less: capitalised costs		(840)	(100)
Amortisation of discounts and premiums:			
– Remediation of landfills provision	C3-5	96	–
Total borrowing costs expensed		717	720

Material accounting policy information

Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale. Other borrowing costs are expensed as incurred.

B3-4 Depreciation, amortisation and impairment of non-financial assets

\$ '000	Notes	2025	2024
Depreciation and amortisation			
Plant and equipment		1,113	1,108
Infrastructure:	C1-5		
– Buildings		896	872
– Roads		3,929	3,719
– Bridges		605	529
– Footpaths		173	160
– Other structures		25	24
– Stormwater drainage		250	222
– Water supply network		1,432	1,623
– Sewerage network		911	863
– Swimming pools		57	55
– Other open space/recreational assets		510	473
Other Assets – Waste services	C1-5	101	98
Right of use assets	C2-1a	57	123
Total depreciation, amortisation and impairment for non-financial assets	G1-1	10,059	9,869

Material accounting policy information

Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives.

Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are not tested for impairment since these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired.

Other non-financial assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units).

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

B3-5 Other expenses

\$ '000	Notes	2025	2024
Impairment of receivables			
User charges and fees doubtful debt provision	C1-4,G1-1	95	348
User charges and fees written off		36	–
Total impairment of receivables		131	348
Contributions/levies to other levels of government			
– Emergency services levy (includes FRNSW, SES, and RFS levies)		839	871
– Other contributions/levies		37	25
Donations, contributions and assistance to other organisations (s356)		130	177
Landfill remediation and restoration provision	C3-5	–	1,027
Total other expenses		1,137	2,448

B4 Gains or losses

B4-1 Gain or loss from the disposal, replacement and de-recognition of assets

\$ '000	Notes	2025	2024
Gain (or loss) on disposal of other property (excl. investment property)			
Proceeds from disposal – other property		–	–
Less: carrying amount of other property assets sold/written off	C1-5	–	(103)
Gain (or loss) on disposal		–	(103)
Gain (or loss) on disposal of plant and equipment			
Proceeds from disposal – plant and equipment		251	105
Less: carrying amount of plant and equipment assets sold/written off	C1-5	(34)	(135)
Gain (or loss) on disposal		217	(30)
Gain (or loss) on disposal of infrastructure			
Proceeds from disposal – infrastructure		–	1
Less: carrying amount of infrastructure assets sold/written off	C1-5	(1,440)	(1,475)
Gain (or loss) on disposal		(1,440)	(1,474)
Net gain (or loss) from disposal of assets	G1-1	(1,223)	(1,607)

B5 Performance against budget

B5-1 Material budget variations

Council's original budget was adopted by the Council on 27 June 2024 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the LG Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

Material variations of more than 10% between original budget and actual results or where the variance is considered material by nature are explained below.

Variation Key: **F** = Favourable budget variation, **U** = Unfavourable budget variation.

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----	
Revenues				
Rates and annual charges	22,512	23,156	644	3% F
The rates and annual charges for the year increased primarily due to the increase in ordinary rates from the application of the IPART determination of a 4.5% rate peg for 2024-25 and an increase in annual charges for waste management, water supply and sewerage services.				
User charges and fees	6,214	6,180	(34)	(1)% U
The user charges and fees for the year were in line with the original budget estimate.				
Other revenues	330	680	350	106% F
Other revenues are 106% above the original budget mainly attributable to workers compensation premium insurance recovery and premium adjustment totalling \$213k and \$272k of the recycling and sundry sales for the year.				
Operating grants and contributions	10,799	8,648	(2,151)	(20)% U
Operating grants and contributions are 20% below the original budget mainly attributable to the advance payment of the Financial Assistance Grant (FAG) being 50% of the estimated FAG grant, \$2,249k, for 2025-26 compared to the advance payment of the FAG grant for 2024-25 being 85% of the estimated FAG grant, \$3,622k.				
Capital grants and contributions	13,955	20,421	6,466	46% F
Capital grants and contributions is 46% above the original budget mainly attributable to the recognition of \$6,833k non-cash contributions to gifted assets resulting from the subdivision dedications.				
Interest and investment revenue	1,004	2,310	1,306	130% F
Interest and investment revenue is 130% above the original budget mainly attributable to the Reserve Bank of Australia (RBA) retained the cash rate for 4.35% to 3.85% during the year whereas the budget estimated a 2.0% interest yield.				
Other income	352	418	66	19% F
Other income is 19% above the original budget mainly attributable to the additional rental revenue from the lease of Council properties during the year.				
Net gains from disposal of assets	1,100	-	(1,100)	(100)% U
The original budget was developed due to planned property disposals during 2024-25. These did not occur and have been deferred to the following financial year.				

continued on next page ...

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B5-1 Material budget variations (continued)

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----	
Expenses				
Employee benefits and on-costs	14,711	13,295	1,416	10% F
Employee benefits and on-costs is 10% below the original budget mainly attributable to the level of staff turnover and vacancies during the year offset by the 3.5% increase in salaries and wages from 1 July 2024 based on the Local Government (State) Award 2023.				
Materials and services	20,013	13,023	6,990	35% F
Materials and services is 35% below the original budget mainly attributable to reduced expenditure of: \$1,004k from raw materials and consumable, \$1,094k from consultancy costs, and \$4,160k from contractor costs, together with savings from other Council operating activities during the year.				
Borrowing costs	1,560	717	843	54% F
Borrowing costs is 54% below the original budget mainly attributable to the timing of construction activity for the Crago Mill Precinct project development, resulting in a lower level of borrowings than anticipated with these borrowings being deferred to next year as construction progresses.				
Depreciation, amortisation and impairment of non-financial assets	9,816	10,059	(243)	(2)% U
The depreciation and amortisation results for the year were in line with the original budget estimate.				
Other expenses	972	1,137	(165)	(17)% U
Other expenses is 17% above the original budget mainly attributable to a \$131k provision for impairment of water and user charges and fees receivables for the year.				
Net losses from disposal of assets	-	1,223	(1,223)	∞ U
Council did not estimate the net loss from the disposal of IPPE assets as part of the annual budget development, instead estimates were based on the expected sales proceeds being equal to the value of disposed IPPE assets.				
Statement of cash flows				
Cash flows from operating activities	18,584	24,663	6,079	33% F
Cash flows from operating activities increased by \$6,079k or 33% as compared with the original budget mainly attributable to GST receipts gross up together with the budget variations of income and expenses from continuing operations identified above.				
Cash flows from investing activities	(49,073)	(32,612)	16,461	(34)% F
Cash flows from investing activities were lower than estimated, by \$16,461k or 34% as compared with the original budget mainly attributable to the progress and timing of the Crago Mill Precinct Development and the carry forward of activities to the next year.				
Cash flows from financing activities	27,680	16,813	(10,867)	(39)% U
Cash flows from financing activities reduced by \$10,867k or 39% as compared with the original budget mainly due to the deferral of the bank loan drawn down for the Crago Mill Precinct development to the next year.				

C Financial position

C1 Assets we manage

C1-1 Cash and cash equivalents

\$ '000	2025	2024
Cash assets		
Cash on hand and at bank	9,624	7,532
Cash equivalent assets		
– Managed funds	5,557	5,285
– Short-term deposits	6,500	–
Total cash and cash equivalents	21,681	12,817

Reconciliation of cash and cash equivalents

Total cash and cash equivalents per Statement of Financial Position	21,681	12,817
Balance as per the Statement of Cash Flows	21,681	12,817

C1-2 Financial investments

\$ '000	2025 Current	2025 Non-current	2024 Current	2024 Non-current
Debt securities at amortised cost				
Term deposits	16,200	–	20,200	4,000
Total financial investments	16,200	–	20,200	4,000
Total cash assets, cash equivalents and investments	37,881	–	33,017	4,000

Material accounting policy information

Financial instruments are recognised initially on the date that Council becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, Council classifies its financial assets into the following categories – those measured at amortised cost.

Financial assets are not reclassified subsequent to their initial recognition.

Amortised cost

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the Statement of Financial Position. Term deposits with an initial term of more than 3 months are classified as investments rather than cash and cash equivalents.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

C1-3 Restricted and allocated cash, cash equivalents and investments

\$ '000	Notes	2025	2024
(a) Externally restricted cash, cash equivalents and investments			
Total cash, cash equivalents and investments		37,881	37,017
Less: Externally restricted cash, cash equivalents and investments		<u>(30,000)</u>	<u>(27,612)</u>
Cash, cash equivalents and investments not subject to external restrictions		7,881	9,405
External restrictions			
External restrictions included in cash, cash equivalents and investments above comprise:			
Specific purpose unexpended grants – general fund	B2-4,C3-2	779	4,430
Specific purpose unexpended grants – water fund	B2-4,C3-2	1,377	–
Water fund	D1-2	2,797	2,211
Sewerage fund	D1-2	4,793	4,283
s7.11 & s7.12 Developer contributions – general	G4-1	6,291	6,311
s64 Developer contributions – water fund	D1-2,G4-1	8,496	5,751
s64 Developer contributions – sewerage fund	D1-2,G4-1	3,516	2,448
Domestic waste management		1,932	2,144
Stormwater management		19	34
Total external restrictions		30,000	27,612

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

(b) Internal allocations

Internal allocations

At 30 June, Council has internally allocated funds to the following:

Plant and vehicle replacement		1,174	1,125
Employees leave entitlement		1,035	993
Binalong pool		22	22
Carry over works - operating projects		–	653
Comur street rehabilitation		20	20
Council elections		58	188
Electricity savings reserve		97	97
Land and assets		1,452	1,452
Murrumbateman library school ground		123	123
Quarry rehabilitation		766	690
Roads		45	45
Victoria park		202	320
Wind farm community enhancement fund		86	–
Financial Assistance Grant (received in advance for next year)		<u>2,249</u>	<u>3,622</u>
Total internal allocations		7,329	9,350

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

C1-4 Receivables

\$ '000	Notes	2025 Current	2024 Current
Rates and annual charges	E1-1	3,693	2,457
Interest and extra charges		201	11
User charges and fees		1,977	1,920
Accrued revenues			
– Interest on investments		276	792
Net GST receivable		1,752	1,257
Total		7,899	6,437
Less: provision for impairment			
User charges and fees	E1-1	(556)	(461)
Total provision for impairment – receivables		(556)	(461)
Total net receivables		7,343	5,976

Material accounting policy information

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Impairment

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When estimating ECL, Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

When considering the ECL for rates and annual charges debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

Credit losses are measured at the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

Council writes off a receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings.

None of the receivables that have been written off are subject to enforcement activity.

Where Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

C1-5 Infrastructure, property, plant and equipment

By aggregated asset class	Asset movements during the reporting period										At 30 June 2025	
	At 1 July 2024		Additions		Disposals		Depreciation		Adjustments		At 30 June 2025	
\$ '000	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals (refer Note B4-1)	Depreciation expense (refer Note B3-4)	WIP transfers	Revaluations / increments / decrements	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
Capital work in progress	14,074	-	14,074	30,415	10,694	-	-	(17,505)	-	37,433	-	37,433
Plant and equipment	9,023	(4,224)	4,799	-	-	(34)	(1,113)	965	-	9,755	(5,138)	4,617
Land:												
- Operational land	29,819	-	29,819	-	-	-	-	-	269	30,088	-	30,088
- Community land	33,985	-	33,985	-	-	-	-	-	306	34,291	-	34,291
- Land under roads	8,842	-	8,842	7	7	-	-	-	(97)	8,752	-	8,752
Infrastructure:												
- Buildings	52,618	(22,182)	30,436	-	-	-	(896)	1,991	1,370	56,977	(24,076)	32,901
- Roads	268,990	(74,551)	194,439	-	1,255	(1,350)	(3,929)	9,414	26,885	356,770	(130,056)	226,714
- Bridges	52,958	(25,695)	27,263	-	-	-	(605)	632	20,564	60,767	(12,913)	47,854
- Footpaths	11,252	(1,982)	9,270	-	480	-	(173)	-	387	13,240	(3,276)	9,964
- Bulk earthworks (non-depreciable)	92,989	-	92,989	-	170	-	-	1,373	(411)	94,121	-	94,121
- Other structures	1,766	(1,115)	651	-	-	-	(25)	13	29	1,858	(1,190)	668
- Stormwater drainage	24,564	(6,187)	18,377	-	3,173	-	(250)	54	9,193	42,359	(11,812)	30,547
- Water supply network	114,269	(43,796)	70,473	-	766	(69)	(1,432)	520	1,762	118,276	(46,256)	72,020
- Sewerage network	57,754	(22,393)	35,361	-	904	(21)	(911)	1,367	883	61,369	(23,786)	37,583
- Swimming pools	3,696	(1,701)	1,995	-	-	-	(57)	8	90	3,870	(1,834)	2,036
- Other open space/recreational assets	15,876	(4,555)	11,321	-	77	-	(510)	1,168	509	17,836	(5,271)	12,565
Other assets:												
- Waste	2,774	(1,045)	1,729	-	-	-	(101)	-	78	2,900	(1,194)	1,706
Reinstatement, rehabilitation and restoration assets:												
- Tip and quarry assets	-	-	-	-	-	-	-	-	-	-	-	-
Total infrastructure, property, plant and equipment²	795,249	(209,426)	585,823	30,415	17,526	(1,474)	(10,002)	-	61,817	950,662	(266,802)	683,860

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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C1-5 Infrastructure, property, plant and equipment (continued)

By aggregated asset class	At 1 July 2023					Asset movements during the reporting period					At 30 June 2024		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals (refer Note B4-1)	Depreciation expense (refer Note B3-4)	WIP transfers	Adjustments and transfers	Revaluation increments / decrements	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	9,601	-	9,601	7,282	13,399	(10)	-	(16,198)	-	-	14,074	-	14,074
Plant and equipment	7,691	(3,256)	4,435	-	-	(135)	(1,108)	1,607	-	-	9,023	(4,224)	4,799
Land:													
- Operational land	29,730	-	29,730	-	-	-	-	-	-	89	29,819	-	29,819
- Community land	26,445	-	26,445	-	-	-	-	-	-	7,540	33,985	-	33,985
- Land under roads	7,566	-	7,566	-	31	-	-	-	-	1,245	8,842	-	8,842
Infrastructure:													
- Buildings	49,887	(20,638)	29,249	-	-	(42)	(872)	872	-	1,229	52,618	(22,182)	30,436
- Other structures	1,694	(1,047)	647	-	-	(24)	(24)	-	-	28	1,766	(1,115)	651
- Roads	251,034	(69,713)	181,321	-	3,451	(1,407)	(3,719)	7,178	-	7,615	268,990	(74,551)	194,439
- Bridges	46,282	(24,176)	22,106	-	-	(38)	(529)	4,796	-	928	52,958	(25,695)	27,263
- Footpaths	10,411	(1,748)	8,663	-	403	-	(160)	-	-	364	11,252	(1,982)	9,270
- Bulk earthworks (non-depreciable)	88,442	-	88,442	-	758	-	-	74	-	3,715	92,989	-	92,989
- Stormwater drainage	21,750	(5,725)	16,025	-	1,901	-	(222)	-	-	673	24,564	(6,187)	18,377
- Water supply network	107,872	(40,157)	67,715	-	759	(2)	(1,623)	191	-	3,433	114,269	(43,796)	70,473
- Sewerage network	52,487	(20,553)	31,934	-	2,201	(18)	(863)	488	-	1,619	57,754	(22,393)	35,361
- Swimming pools	3,547	(1,579)	1,968	-	-	-	(55)	-	-	82	3,696	(1,701)	1,995
- Other open space/recreational assets	14,284	(3,917)	10,367	-	-	-	(473)	992	-	435	15,876	(4,555)	11,321
Other assets:													
- Waste	2,663	(910)	1,753	-	-	-	(98)	-	-	74	2,774	(1,045)	1,729
Reinstatement, rehabilitation and restoration assets:													
Tip and quarry assets	1,338	(1,278)	60	-	-	(60)	-	-	-	-	-	-	-
Total infrastructure, property, plant and equipment ²	732,724	(194,697)	538,027	7,282	22,903	(1,712)	(9,746)	-	-	29,069	795,249	(209,426)	585,823

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

continued on next page ...

C1-5 Infrastructure, property, plant and equipment (continued)

Material accounting policy information

Initial recognition of infrastructure, property, plant and equipment (IPPE)

IPPE is measured initially at cost. Cost includes the fair value of the consideration given to acquire the asset (net of discounts and rebates) and any directly attributable cost of bringing the asset to working condition for its intended use (inclusive of import duties and taxes).

When infrastructure, property, plant and equipment is acquired by Council at significantly below fair value, the assets are initially recognised at their fair value at acquisition date.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

Useful lives of IPPE

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Plant and equipment	Years	Other equipment	Years
Office equipment	5 to 10	Playground equipment	5 to 15
Office furniture	10 to 20	Benches, seats etc.	10 to 35
Computer equipment	4		
Vehicles	5 to 8	Buildings	Years
Heavy plant/road making equipment	5 to 8	Buildings: masonry	50 to 100
Other plant and equipment	5 to 15	Buildings: other	20 to 40
Water and sewer assets	Years	Stormwater assets	Years
Dams and reservoirs	80 to 100	Drains	80 to 100
Bores	20 to 40	Culverts	50 to 80
Reticulation pipes: PVC	70 to 80	Flood control structures	80 to 100
Reticulation pipes: other	25 to 75		
Pumps and telemetry	15 to 20		
Transportation assets	Years	Other infrastructure assets	Years
Sealed roads: surface	20	Bulk earthworks	infinite
Sealed roads: structure	50	Swimming pools	50
Unsealed roads	20	Other open space/recreational assets	35
Bridge: concrete	100	Other infrastructure	20
Bridge: other	50		
Road pavements	60		
Kerb, gutter and footpaths	40		

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

Revaluation model

Infrastructure, property, plant and equipment are held at fair value. Comprehensive valuations are performed at least every 5 years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Climate Change, Energy, the Environment and Water (DCCEEW).

Increases in the carrying amounts arising on revaluation are credited to the IPPE revaluation reserve. To the extent that the increase reverses a decrease previously recognised in profit or loss relating to that asset class, the increase is first recognised in the income statement. Decreases that reverse previous increases of assets in the same class are first charged against IPPE revaluation reserve to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

C1-5 Infrastructure, property, plant and equipment (continued)

Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051 Land Under Roads.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 Property, Plant and Equipment.

Crown reserves

Crown reserves under Council's care and control are recognised as assets of Council. While ownership of the reserves remains with Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

C1-6 Investment properties

\$ '000	Notes	2025	2024
Owned investment property			
Investment property on hand at fair value	E2-1	7,000	7,000
Total owned investment property		7,000	7,000
Owned investment property			
At fair value			
Opening balance at 1 July		7,000	6,688
Net gain from fair value adjustments	B2-6	-	312
Closing balance at 30 June		7,000	7,000

Material accounting policy information

Investment property, principally comprising of a property and farm land in Murrumbateman, is held for long-term rental yields and is not occupied by Council.

C2 Leasing activities

C2-1 Council as a lessee

Council has leases over a range of assets including land and buildings, vehicles, machinery and IT equipment. Information relating to the leases in place and associated balances and transactions is provided below.

Terms and conditions of leases

Plant and Equipment

Council leases plant and equipment with lease terms varying from 3 to 8 years; the lease payments are fixed during the lease term and there is generally no renewal option.

Office and IT equipment

Leases for office and IT equipment are generally for low value assets, except for significant items such as photocopiers. The leases are for between 2 and 3 years with no renewal option, the payments are fixed.

Extension options

At commencement date and each subsequent reporting date, Council assesses where it is reasonably certain that the extension options will be exercised.

C2-1 Council as a lessee (continued)

(a) Right of use assets

\$ '000	Notes	Plant & Equipment	Total
2025			
Opening balance at 1 July		57	57
Depreciation charge	B3-4	(57)	(57)
Balance at 30 June		—	—
2024			
Opening balance at 1 July		181	181
Depreciation charge	B3-4	(123)	(123)
Other movement		(1)	(1)
Balance at 30 June		57	57

(b) Lease liabilities

\$ '000	Notes	2025 Current	2024 Current
Lease liabilities		—	62
Total lease liabilities	C3-3a	—	62

(c) (i) The maturity analysis

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

\$ '000	< 1 year	1 – 5 years	> 5 years	Total	Total per Statement of Financial Position
2024					
Cash flows	62	—	—	62	62

(d) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

\$ '000	Notes	2025	2024
Interest on lease liabilities	B3-3	4	22
Depreciation of right of use assets	B3-4	57	123
Expenses relating to short-term leases	B3-2	14	111
		75	256

(e) Statement of Cash Flows

Total cash outflow for leases	C3-3a	62	119
		62	119

continued on next page ...

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C2-1 Council as a lessee (continued)

(f) Leases at significantly below market value – concessionary / peppercorn leases

Council has a lease at significantly below market for land and buildings which is used for:

- Community Centre

The use of the right-to-use asset is restricted by the lessors to specified community services which Council must provide. These services are detailed in the lease.

Council does not believe that any of the leases in place are individually material from a statement of financial position or performance perspective.

Material accounting policy information

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right-of-use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Leases at significantly below market value / Concessionary leases

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

C2-2 Council as a lessor

Operating leases

Council leases out a number of properties and /or plant and equipment to community groups; these leases have been classified as operating leases for financial reporting purposes and the assets are included in the Statement of Financial Position as:

- investment property: where the asset is held predominantly for rental or capital growth purposes (refer Note C1-6)
- property, plant and equipment: where the rental is incidental, or the asset is held to meet Council's service delivery objective (refer Note C1-5).

The amounts recognised in the Income Statement relating to operating leases where Council is a lessor are shown below:

\$ '000	Notes	2025	2024
(i) Assets held as investment property			
The amounts recognised in the Income Statement relating to operating leases where Council is a lessor are shown below			
Lease income (excluding variable lease payments not dependent on an index or rate)	B2-6	74	82
Direct operating expenses that generated rental income		(6)	(3)
Net income relating to operating leases for investment property assets		68	79
(ii) Assets held as property, plant and equipment			
Lease income (excluding variable lease payments not dependent on an index or rate)	B2-6	344	363
Other leased assets expenses		(41)	(42)

continued on next page ...

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C2-2 Council as a lessor (continued)

\$ '000	2025	2024
(iii) Maturity analysis of undiscounted lease payments to be received after reporting date for all operating leases:		
Maturity analysis of future lease income receivable showing the undiscounted lease payments to be received after reporting date for all operating leases:		
< 1 year	170	96
1–2 years	30	99
2–3 years	16	25
3–4 years	2	11
Total undiscounted lease payments to be received	218	231

C3 Liabilities of Council

C3-1 Payables

\$ '000	Notes	2025 Current	2024 Current
Goods and services		5,754	3,861
Accrued wages and salaries		522	360
Accrued expenses		1,816	930
Security bonds, deposits and retentions		690	777
Prepaid rates		565	543
Prepaid user charges and fees		241	268
Total payables	E1-1c	9,588	6,739

Current payables not anticipated to be settled within the next twelve months

\$ '000	2025	2024
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Security bonds, deposits and retentions	552	631
Total payables	552	631

Payables

Payables represent liabilities for goods and services provided to Council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

C3-2 Contract Liabilities

\$ '000	Notes	2025 Current	2024 Current
Grants and contributions received in advance:			
Unexpended capital grants (to construct Council controlled assets)	(i)	2,156	4,430
Total contract liabilities	B2-4,C1-3	2,156	4,430

Notes

(i) Council has received funding to construct assets including sporting facilities, bridges, library and other infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

C3-2 Contract Liabilities (continued)

Revenue recognised that was included in the contract liability balance at the beginning of the period

\$ '000	Notes	2025	2024
Grants and contributions received in advance:			
Capital grants (to construct Council controlled assets)		4,430	2,630
Operating grants (received prior to performance obligation being satisfied)		–	1,643
Total revenue recognised that was included in the contract liability balance at the beginning of the period	B2-4	4,430	4,273

C3-3 Borrowings

\$ '000	Notes	2025 Current	2025 Non-current	2024 Current	2024 Non-current
Loans – secured ¹		895	29,131	859	12,292
Total borrowings	E1-1c	895	29,131	859	12,292

(1) Loans are secured over the general rating income of Council.
Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in Note E1-1.
Loan funds were used to undertake Water and Sewer upgrade works and Crago Mill Precinct development.

(a) Changes in liabilities arising from financing activities

\$ '000	Notes	2024 Opening Balance	Cash flows	2025 Closing balance
Loans – secured		13,151	16,875	30,026
Lease liability	C2-1b	62	(62)	–
Total liabilities from financing activities		13,213	16,813	30,026

\$ '000	2023		Non-cash movements		2024
	Opening Balance	Cash flows	Acquisition	Other non-cash movement	Closing balance
Loans – secured	13,848	(797)	100	–	13,151
Lease liability (Note C2-1)	181	(119)	–	–	62
Total liabilities from financing activities	14,029	(916)	100	–	13,213

(b) Financing arrangements

\$ '000	2025	2024
Total facilities		
Total financing facilities available to Council at the reporting date are:		
Bank loan facility	50,000	50,000
Credit cards/purchase cards	55	55
Total financing arrangements	50,055	50,055
Drawn facilities		
Financing facilities drawn down at the reporting date are:		
– Bank loan facility	17,727	100
– Credit cards/purchase cards	16	19
Total drawn financing arrangements	17,743	119

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C3-3 Borrowings (continued)

\$ '000	2025	2024
Undrawn facilities		
Undrawn financing facilities available to Council at the reporting date are:		
– Bank loan facility	32,273	49,900
– Credit cards/purchase cards	39	36
Total undrawn financing arrangements	32,312	49,936

Additional financing arrangements information

Breaches and defaults

During the current and prior year, there were no defaults or breaches on any of the loans and the covenants of borrowings.

Security over loans

Loans are secured over future cash flows and leased liabilities are secured by the underlying leased assets.

Covenants

Council is subject to NSW Treasury Corporation (TCorp) financial covenants under the borrowing agreements it has with TCorp, which require that the annual general purpose financial statements and long term financial plan to confirm that Council's financial position meets or exceeds the following benchmarks:

- Cash expense ratio - to be equal to or greater than two months,
- Debt service cover ratio - to be equal to or greater than 1.5 times,
- Interest cover ratio - to be equal to or greater than 3.0 times.

As at the reporting date, Council was in compliance with all TCorp covenant requirements.

Council also has borrowings from the Commonwealth Bank Australia and Westpac with the default conditions. As at the reporting date, Council was in compliance with all borrowing requirements of these financial institutions.

C3-4 Employee benefit provisions

\$ '000	2025	2025	2024	2024
	Current	Non-current	Current	Non-current
Annual leave	837	–	1,066	–
Long service leave	1,548	117	1,567	118
ELE on-costs	201	7	317	12
Other leave (RDOs/VDOs and TILs)	29	–	36	–
Total employee benefit provisions	2,615	124	2,986	130

Current employee benefit provisions not anticipated to be settled within the next twelve months

\$ '000	2025	2024
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	2,188	2,492
	2,188	2,492

Material accounting policy information

Long-term employee benefit obligations

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

C3-5 Other Provisions

\$ '000	2025 Non-Current	2024 Non-Current
Asset remediation/restoration:		
Asset remediation/restoration for tips and quarries landfill (future works)	2,420	2,569
Total provisions	2,420	2,569

Description of and movements in provisions

\$ '000	Asset remediation	Total
At beginning of year	2,569	2,569
Unwinding of discount (refer Note B3-3)	96	96
Amounts used (refer Note C1-5)	(245)	(245)
Total other provisions at end of year	2,420	2,420

Nature and purpose of provisions

Asset remediation

The asset remediation provision represents the present value estimate of future costs Council will incur to restore, rehabilitate and reinstate Council tips and quarries as a result of past operations.

Material accounting policy information

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as a borrowing cost.

Asset remediation – tips and quarries

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs. Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

The ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within infrastructure, property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

C4 Reserves

C4-1 Nature and purpose of reserves

IPPE Revaluation Surplus

The infrastructure, property, plant and equipment (IPPE) revaluation surplus is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

D Council structure

D1 Results by fund

General fund refers to all Council activities other than water and sewer. All amounts disclosed in this note are gross i.e. inclusive of internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

D1-1 Income Statement by fund

\$ '000	General 2025	Water 2025	Sewer 2025
Income from continuing operations			
Rates and annual charges	18,173	2,229	2,754
User charges and fees	2,832	3,206	142
Other revenues	667	12	1
Grants and contributions provided for operating purposes	8,648	–	–
Grants and contributions provided for capital purposes	14,676	3,503	2,242
Interest and investment income	1,746	306	258
Other income	418	–	–
Total income from continuing operations	47,160	9,256	5,397
Expenses from continuing operations			
Employee benefits and on-costs	11,898	1,176	221
Materials and services	10,566	1,633	824
Borrowing costs	103	461	153
Other expenses	1,070	67	–
Net losses from the disposal of assets	1,133	69	21
Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets	24,770	3,406	1,219
Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets	22,390	5,850	4,178
Depreciation, amortisation and impairment of non-financial assets	7,716	1,432	911
Net operating result for the year	14,674	4,418	3,267
Net operating result attributable to each council fund	14,674	4,418	3,267
Net operating result for the year before grants and contributions provided for capital purposes	(2)	915	1,025

D1-2 Statement of Financial Position by fund

\$ '000	Notes	General 2025	Water 2025	Sewer 2025
ASSETS				
Current assets				
Cash and cash equivalents	C1-3a	14,091	2,797	4,793
Investments	C1-3a	4,188	8,496	3,516
Receivables		5,684	1,204	455
Inventories		123	–	–
Contract assets		4,992	–	63
Prepayments		454	–	–
Total current assets		29,532	12,497	8,827
Non-current assets				
Infrastructure, property, plant and equipment		564,517	78,591	40,752
Investment property		7,000	–	–
Total non-current assets		571,517	78,591	40,752
Total assets		601,049	91,088	49,579
LIABILITIES				
Current liabilities				
Payables		9,397	159	32
Contract liabilities		779	1,377	–
Borrowings		–	630	265
Employee benefit provision		2,252	227	136
Total current liabilities		12,428	2,393	433
Non-current liabilities				
Borrowings		17,828	8,414	2,889
Employee benefit provision		124	–	–
Provisions		2,420	–	–
Total non-current liabilities		20,372	8,414	2,889
Total liabilities		32,800	10,807	3,322
Net assets		568,249	80,281	46,257
EQUITY				
Accumulated surplus		258,198	48,089	29,929
IPPE Revaluation reserves		310,051	32,192	16,328
Total equity		568,249	80,281	46,257

E Risks and accounting uncertainties

E1-1 Risks relating to financial instruments held

Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of Council.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance team manages the cash and Investments portfolio with the assistance of independent advisors. Council has an investment policy which complies with the s 625 of the LG Act and the Ministerial Investment Order. The policy is regularly reviewed by Council and a monthly investment report is provided to Council setting out the make-up performance of the portfolio as required by local government regulations.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance team under policies approved by the Councillors.

The fair value of Council's financial assets and financial liabilities approximates their carrying amount.

The risks associated with the financial instruments held are:

- interest rate risk – the risk that movements in interest rates could affect returns.
- liquidity risk – the risk that Council will not be able to pay its debts as and when they fall due.
- credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument, resulting in a financial loss to Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees. Council also seeks advice from independent advisers before placing any cash and investments.

(a) Market risk – interest rate and price risk

\$ '000	2025	2024
The impact on the result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	379	370
Impact of a 10% movement in price of investments		
– Equity / Income Statement	2,270	2,420

(b) Credit risk

Council's major receivables comprise rates, annual charges, user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk other than Council has significant credit risk exposures in its local area given the nature of Council activities.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance. The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

The maximum exposure to credit risk at the reporting date is the carrying amount of each class of receivable in the financial statements.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

E1-1 Risks relating to financial instruments held (continued)

Credit risk profile

Receivables – rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land; that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages payment.

\$ '000	Notes	Not yet overdue rates and annual charges			Total
		overdue	< 5 years	≥ 5 years	
2025					
Gross carrying amount	C1-4	1,130	2,531	32	3,693
2024					
Gross carrying amount	C1-4	–	2,433	24	2,457

Receivables - non-rates and annual charges and contract assets

Council applies the simplified approach for non-rates and annual charges debtors and contract assets to provide for expected credit losses, which permits the use of the lifetime expected loss provision at inception. To measure the expected credit losses, non-rates and annual charges debtors and contract assets have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision is determined as follows. The expected credit losses incorporate forward-looking information.

\$ '000	Notes	Not yet overdue	Overdue debts				Total
			0 - 30 days	31 - 60 days	61 - 90 days	> 91 days	
2025							
Gross carrying amount	C1-4	5,842	1,878	296	340	905	9,261
Expected loss rate (%)		0.00%	0.00%	0.00%	16.35%	55.27%	6.00%
ECL provision	C1-4	–	–	–	56	500	556
2024							
Gross carrying amount	C1-4	6,696	518	195	183	580	8,172
Expected loss rate (%)		0.00%	0.00%	0.00%	28.40%	70.50%	5.64%
ECL provision	C1-4	–	–	–	52	409	461

(c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk; that is, the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels, and by maintaining an adequate cash buffer. Payment terms can be extended, and overdraft facilities drawn upon in extenuating circumstances.

Borrowings are also subject to interest rate risk: the risk that movements in interest rates could adversely affect funding costs. Council manages this risk through diversification of borrowing types, maturities and interest rate structures.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities (refer to Note C2-1(b) for lease liabilities) and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

E1-1 Risks relating to financial instruments held (continued)

\$ '000	Notes	Weighted average interest rate	Subject to no maturity	payable in:			Total cash outflows	Actual carrying values
				≤ 1 Year	1 - 5 Years	> 5 Years		
2025								
Payables	C3-1	0.00%	690	8,092	–	–	8,782	9,588
Borrowings	C3-3	4.85%	–	2,540	11,849	26,539	40,928	30,026
Total financial liabilities			690	10,632	11,849	26,539	49,710	39,614
2024								
Payables	C3-1	0.00%	777	5,151	–	–	5,928	6,739
Borrowings	C3-3	4.95%	–	1,566	6,918	8,652	17,136	13,151
Total financial liabilities			777	6,717	6,918	8,652	23,064	19,890

E2-1 Fair value measurement

Council measures the following asset and liability classes at fair value on a recurring basis:

- Investment property;
- Infrastructure, property, plant and equipment.

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes. AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

\$ '000	Notes	Fair value measurement hierarchy					
		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2025	2024	2025	2024	2025	2024
Recurring fair value measurements							
Investment property							
Investment property	C1-6	7,000	7,000	–	–	7,000	7,000
Total investment property		7,000	7,000	–	–	7,000	7,000
Infrastructure, property, plant and equipment							
Plant and equipment		–	–	4,617	4,799	4,617	4,799
Operational land		30,088	29,819	–	–	30,088	29,819
Community land		–	–	34,291	33,985	34,291	33,985
Land under roads		–	–	8,752	8,842	8,752	8,842
Buildings		–	–	32,901	30,436	32,901	30,436
Roads		–	–	226,714	194,439	226,714	194,439
Bridges		–	–	47,854	27,263	47,854	27,263
Footpaths		–	–	9,964	9,270	9,964	9,270
Bulk earthworks		–	–	94,121	92,989	94,121	92,989
Other structures		–	–	668	651	668	651
Stormwater drainage		–	–	30,547	18,377	30,547	18,377
Water supply network		–	–	72,020	70,473	72,020	70,473
Sewerage network		–	–	37,583	35,361	37,583	35,361
Swimming pools		–	–	2,037	1,995	2,037	1,995
Open space/recreation		–	–	12,565	11,320	12,565	11,320
Waste		–	–	1,705	1,729	1,705	1,729
Total IPPE	C1-5	30,088	29,819	616,339	541,929	646,427	571,748

continued on next page ...

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E2-1 Fair value measurement (continued)

Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

Investment property

Investment property is subject to the external valuation based on market approach.

Infrastructure, property, plant and equipment (IPPE)

Most infrastructure is subject to external valuation or externally validated methodology applied by Council.

Fair value measurements using significant unobservable inputs (level 3)

Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.

	Valuation technique/s	Unobservable inputs
Infrastructure, property, plant and equipment		
Plant and equipment	Cost approach	Current replacement cost of modern equivalent asset, asset condition, useful life and residual value.
Operational land	Market approach	Price per square metre.
Community land	NSW Valuer-General land value	Land value, land area, level of restriction.
Land under roads	Englobo valuation basis	Extent and impact of use, market cost of land per square metre, restrictions.
Buildings (including other structures)	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition, remaining life, residual value.
Roads (including bridges, footpaths, bulk earthworks)	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per square metre or length.
Stormwater drainage	Cost approach	Asset condition, remaining lives at unit rates per square metre or length.
Water supply and sewerage network	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per square metre or length.
Swimming pools and open space / recreational assets	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per square metre.
Waste assets	Cost approach	Asset condition, remaining lives and residual value.
Tips and quarry assets	Cost approach	Environmental legislation, timing of expected cash outflows, asset condition.

continued on next page ...

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E2-1 Fair value measurement (continued)

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy by class of assets is provided below:

\$ '000	Notes	IPP&E	
		2025	2024
Opening balance		541,929	498,696
Purchases (GBV)	C1-5	24,336	25,701
Disposals (WDV)	C1-5	(1,472)	(1,702)
Depreciation and impairment	C1-5	(10,002)	(9,746)
Revaluations through equity	C1-5	61,548	28,980
Closing balance		616,339	541,929

Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

Council has scheduled the comprehensive revaluation of IPPE assets in the next few years as follows:

2025 - Infrastructure assets - roads, bridges, footpaths, bulk earthworks, stormwater (performed)

2026 - Open space and recreational assets

2027 - Water and sewerage networks

E3-1 Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

LIABILITIES NOT RECOGNISED

1. Guarantees

(i) Defined benefit superannuation contribution plans

Council is party to an Industry Defined Benefit Plan under the Active Super Defined Benefit Division of Vision Super (the "Fund"), previously known as Local Government Superannuation Scheme-Pool B (Active Super), which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB119 Employee Benefits for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

a) Description of the funding arrangements, including the method used to determine Council's rate of contributions and any minimum funding requirements.

Pooled employers are required to pay standard employer contributions and additional lump sum contributions to the Fund.

The future employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current standard employer contribution rates are:

Division B	1.9 times member contributions for non-180 point members and nil for 180 point members
Division C	2.5% salaries
Division D	1.64 times employee contributions

*For 180 Point Members, Employers are required to contribute 9.5% (2024: 8.5%) from 1 July 2025 of salaries to these members' accumulation accounts in line with current level of Superannuation Guarantee contributions, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$20 million per annum (2024: \$20.0 million) for 1 January 2022 to 31 December 2024, apportioned according to each employer's share of the accrued liabilities as at 30 June. Given the funding position of the Fund as at 30 June 2024, it was recommended to cease these post service contributions effective 1 January 2025.

The adequacy of contributions is assessed at each actuarial investigation which will be conducted annually, the next of which is due effective 30 June 2025.

b) Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding additional contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

E3-1 Contingencies (continued)

The amount of Council employer contributions to defined benefit section of the Fund and recognised as an expense for the year ended 30 June 2025 was \$61,258 (2024: \$42,225). The last valuation of the Fund was performed by the fund actuary, Richard Boyfield, FIAA as at 30 June 2024.

Council's expected contributions to the Fund for the next annual reporting period is \$5,359 (2024: \$30,020). This includes the regular contributions credit of \$164.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2025 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,197.6 (2024: \$2,237.5)	
Past Service Liabilities	2,092.0 (2024: \$2,141.9)	105.0% (2024: 104.5%)
Vested Benefits	2,130.4 (2024: \$2,159.8)	103.2% (2024: 103.6%)

* excluding other accumulation accounts and reserves in both assets and liabilities.

The share of any funding surplus or deficit that can be attributed to Council is 0.24% (2024: 0.23%).

Council's share of that deficiency cannot be accurately calculated as the Fund is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Fund require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	6.0% per annum (2024: 6.0%)
Salary inflation *	3.5% per annum (2024: 3.5%)
Increase in CPI	2.5% per annum (2024: 3.5%)

* Plus promotional increases

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

The estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review, which will be a triennial actuarial investigation will be completed by December 2025.

(ii) Statewide Limited

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to local government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30 June 2025 may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

(iii) StateCover Limited

Council is a member of StateCover Mutual and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

E3-1 Contingencies (continued)

2. Other liabilities

(i) Third party claims

Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

ASSETS NOT RECOGNISED

(i) Rural Fire Services assets

Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all firefighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the firefighting equipment has been purchased or constructed."

Council has assessed during 2024/25 that it does not have control over the NSW Rural Fire Service (RFS) red fleet assets, and as such Council has not performed the asset stocktake or recognised the assets value in the financial statements. According to the information provided by the RFS, the estimated total replacement costs of the RFS red fleet assets in the Yass Valley District acquired in the last 5 years since 2020 to the reporting date was \$5,461k (2024: \$3,136k revised).

Council does have a level of control over NSW Rural Fire Service land and buildings and continues to recognise these in the financial statements.

Until such time as discussions on this matter have concluded and the legislation changed, Council will recognise rural fire assets including land and buildings and exclude plant and vehicles.

F People and relationships

F1 Related party disclosures

F1-1 Key management personnel (KMP)

Key management personnel (KMP) of Council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly. KMP personnel of Council include 9 Councillors (refer Note F1-2), Chief Executive Officer and 3 Directors.

The aggregate amount of KMP compensation included in the Income Statement is:

\$ '000	2025	2024
Compensation:		
Short-term benefits	1,222	816
Termination benefits	197	–
Total	1,419	816

Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of Council delivering a public service objective (e.g. access to library or Council swimming pool by KMP) will not be disclosed.

As at the reporting date, there is no other identified transactions with KMP and their related parties identified (2024: nil).

F1-2 Councillor and Mayoral fees and associated expenses

\$ '000	Notes	2025	2024
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:			
Mayoral fee		41	34
Councillors' fees		167	159
Other Councillors' expenses (including Mayor)		61	29
Total	B3-2	269	222

F2 Other relationships

F2-1 Audit fees

\$ '000	Notes	2025	2024
During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms			
Auditors of the Council - NSW Auditor-General:			
(i) Audit and other assurance services			
Audit and review of financial statements for current year		167	37
Additional audit and review of financial statements for prior year		104	125
Total audit fees	B3-2	271	162

G Other matters

G1-1 Statement of Cash Flows information

(a) Reconciliation of Operating Result

\$ '000	Notes	2025	2024
Net operating result from Income Statement		22,359	18,681
Add / (less) non-cash items:			
Depreciation and amortisation	B3-4	10,059	9,869
(Gain) / loss on disposal of assets	B4-1	1,223	1,607
Non-cash capital grants and contributions	B2-4	(6,833)	(9,503)
Landfill remediation and restoration	B3-5	–	1,027
Losses/(gains) recognised on fair value re-measurements through the P&L:			
– Investment property	B2-6	–	(312)
– Unwinding of discount rates on landfill restoration provision	B3-3	96	–
Movements in operating assets and liabilities and other cash items:			
(Increase) / decrease of receivables		(1,462)	1,534
Increase / (decrease) in provision for impairment of receivables	B3-5,C1-4	95	349
(Increase) / decrease of inventories		2	(6)
(Increase) / decrease of other current assets		34	156
(Increase) / decrease of contract asset		(863)	(1,588)
Increase / (decrease) in payables		1,893	669
Increase / (decrease) in accrued interest payable		–	(33)
Increase / (decrease) in other accrued expenses payable		1,048	(335)
Increase / (decrease) in other liabilities		(92)	(293)
Increase / (decrease) in contract liabilities		(2,274)	157
Increase / (decrease) in employee benefit provision		(377)	(3)
Increase / (decrease) in other provisions	C3-5	(245)	–
Net cash flows from operating activities		24,663	21,976

(b) Non-cash investing and financing activities

Contributed assets	B2-4	6,832	9,503
Total non-cash investing and financing activities		6,832	9,503

G2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2025	2024
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Property, plant and equipment		
Plant and equipment	–	233
Sewerage and water infrastructure	1,755	1,717
Road infrastructure	2,944	1,377
Parks and recreational assets	–	1,303
Property management	4,919	513
Waste management and landfill rehabilitation	–	476
Total commitments	9,618	5,619

Details of capital commitments

Purchase of heavy plant and equipment, projects for roads, water, sewer, waste and stormwater infrastructure, building and lighting upgrades and recreation ground upgrades.

G3-1 Events occurring after the reporting date

In the Ordinary Meeting of Council held on 25 September 2025, Council has resolved to discontinue the full completion of Stage 2 of the Crago Mill Precinct Project as currently endorsed, primarily not to proceed with redevelopment of the historic Crago Mill building and building of new commercial premises, due to the impact on the Council's financial position and ongoing sustainability in the short and long term.

Other than above, Council is unaware of any material or significant adjusting events and non-adjusting events occurring after the reporting date that should be disclosed.

G4 Statement of developer contributions

G4-1 Summary of developer contributions by a Plan

\$ '000	Notes	Opening balance at 1 July 2024	Contributions received during the year - Cash (refer B2-4)	Interest and investment income earned	Amounts expended	Held as restricted asset at 30 June 2025 (refer C1-3)
Heavy Haulage		1,298	7	50	(52)	1,303
S7.11 contributions – under a plan		1,298	7	50	(52)	1,303
S7.12 levies – under a plan		5,013	1,183	192	(1,400)	4,988
Total S7.11 and S7.12 revenue under plans	C1-3a	6,311	1,190	242	(1,452)	6,291
S64 contributions - water	C1-3a	5,751	2,525	220	–	8,496
S64 contributions - sewer	C1-3a	2,448	1,348	94	(374)	3,516
Total contributions	B2-4	14,510	5,063	556	(1,826)	18,303

Under the *Environmental Planning and Assessment Act 1979*, local infrastructure contributions, also known as developer contributions, are charged by councils when new development occurs. They help fund infrastructure like parks, community facilities, local roads, footpaths, stormwater drainage and traffic management. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

G4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2024	Contributions received during the year - Cash (refer B2-4)	Interest and investment income earned	Amounts expended	Held as restricted asset at 30 June 2025 (refer C1-3)
S7.11 contributions – under a plan					
Heavy Haulage	1,298	7	50	(52)	1,303
Total	1,298	7	50	(52)	1,303

S7.12 Levies – under a plan

Yass Valley Area	5,013	1,183	192	(1,400)	4,988
Total	5,013	1,183	192	(1,400)	4,988

G4-3 S64 contributions

\$ '000	Notes	Opening balance at 1 July 2024	Contributions received during the year - Cash (refer B2-4)	Interest and investment income earned	Amounts expended	Held as restricted asset at 30 June 2025 (refer C1-3)
S64 contributions - water		5,751	2,525	220	-	8,496
S64 contributions - sewer		2,448	1,348	94	(374)	3,516
Total		8,199	3,873	314	(374)	12,012

End of the audited financial statements

H Additional Council disclosures (unaudited)

H1-1 Council information and contact details

Principal place of business:

209 Comur Street
YASS NSW 2582

Contact details

Mailing Address:

PO Box 6
209 Comur Street
YASS NSW 2582

Opening hours:

Office hours: 9:00am to 4:30pm (Monday to Friday)
Cashier hours: 9:00am to 4:30pm (Monday to Friday)

Telephone: 02 6226 1477 or 1300 553 652

Facsimile: 02 6226 2598

Website: www.yassvalley.nsw.gov.au

Email: council@yass.nsw.gov.au

Officers

CHIEF EXECUTIVE OFFICER

Gayleen Burley

CHIEF FINANCIAL OFFICER

Jason McGuire

Elected members

Mayor

Jasmin Jones

Councillors

Kristin Butler
Cecil Burgess OAM
Adrian Cameron
Allan McGrath
David Carter
Alvaro Charry
Fleur Flanery
David Rothwell

Other information

ABN: 50 119 744 650



INDEPENDENT AUDITOR'S REPORT

Report on the general purpose financial statements

Yass Valley Council

To the Councillors of the Yass Valley Council

Opinion

I have audited the accompanying financial statements of the Yass Valley Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2025, the Statement of Financial Position as at 30 June 2025, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and notes to the financial statements, including material accounting policy information and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been prepared, in all material respects, in accordance with the requirements of the Division
 - are, in all material respects, consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2025, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2025 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the special purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

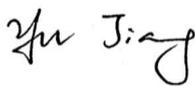
- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note B5-1 'Material budget variations'
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Reiky Jiang
Delegate of the Auditor-General for New South Wales

31 October 2025
SYDNEY



Madam Jasmine Jones
Mayor
Yass Valley Council
209 Comur Street
YASS NSW 2582

Contact: Reiky Jiang
Phone no: 02 9275 7281
Our ref: R008-1981756498-7706

31 October 2025

Dear Mayor

**Report on the Conduct of the Audit
for the year ended 30 June 2025
Yass Valley Council**

I have audited the general-purpose financial statements (GPFS) of the Yass Valley Council (the Council) for the year ended 30 June 2025 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

My audit procedures did not identify any instances of material non-compliance with the financial reporting requirements in Chapter 13, Part 3, Division 2 of the Act and the associated regulation or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2025 is issued in accordance with section 417 of the Act. The Report:

- must address the specific matters outlined in the Local Government Code of Accounting Practice and Financial Reporting 2024-25
- may include statements, comments and recommendations that I consider to be appropriate based on the conduct of the audit of the GPFS.

This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Financial performance

	2025	2024	Variance
	\$m	\$m	%
Rates and annual charges revenue	23.2	22.1	↑ 5.0
Grants and contributions provided for operating purposes revenue	8.6	8.6	--
Grants and contributions provided for capital purposes revenue	20.4	23.2	↓ 12.1
Operating result from continuing operations	22.4	18.7	↑ 19.8
Net Operating result for the year before grants and contributions provided for capital purposes	1.9	(4.5)	↑ 142.2

Operating result from continuing operations

This graph shows the operating result from continuing operations for the current and prior two financial years.

Council's operating result from continuing operations for the year (\$22.4 million) was \$3.7 million higher than the 2023–24 result.

In 2024-25:

- materials and services (\$13.0 million) decreased by \$2.9 million (18.2 per cent) due to a reduction in operating costs for goods and services resulting from a decline in local road repairs and maintenance following storm and flood events and a significant decrease in contractor costs, driven by reduced infrastructure maintenance activity and fewer staff vacancies requiring external support
- rates and annual charges (\$23.2 million) increased by \$1.1 million (4.8 per cent) due to increase in rateable land values and rate peg percentage



- other expenses (\$1.1 million) decreased by \$1.3 million (53.6 per cent) due to decrease in the landfill asset remediation provision resulting from the comprehensive revaluation undertaken in FY2024 and decrease in the provision for impairment of water charges and fees receivables
- grants and contributions provided for capital purposes (\$20.4 million) decreased by \$2.7 million (11.8 per cent) due to decrease in transport contributions.

The net operating result for the year before grants and contributions provided for capital purposes (\$1.9 million) was \$6.4 million higher than the 2023-24 result (which was a deficit of \$4.5 million). Refer to 'Grants and contributions revenue' below for details.

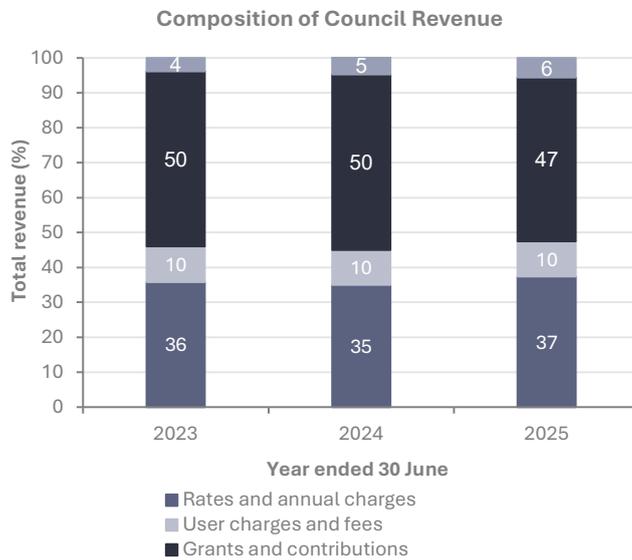
Income

Council revenue

This graph shows the composition of Council's revenue recognised for the current and prior two financial years.

Council revenue (\$61.8 million) decreased by \$1.3 million (2.1 per cent) in 2024-25 primarily due to:

- grants and contributions revenue (\$29.1 million) which decreased by \$2.7 million (8.4 per cent) – see additional details below
- rates and annual charges revenue (\$23.2 million) which increased by \$1.1 million (4.8 per cent) due to rate peg increase of 4.5 per cent.

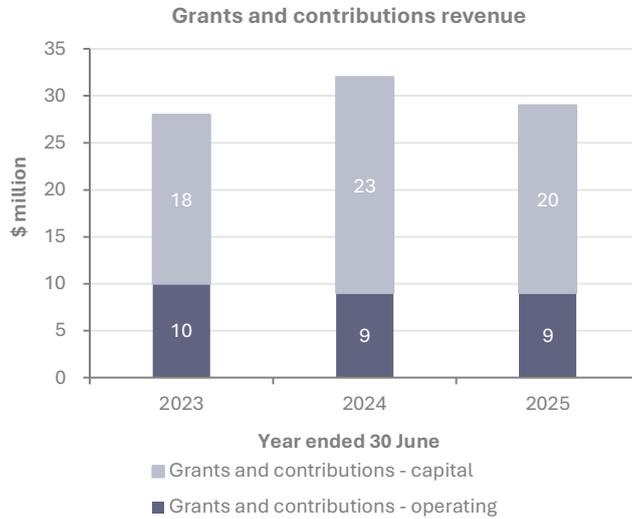


Grants and contributions revenue

This graph shows the amount of grants and contributions revenue recognised for the current and prior two financial years.

Grants and contributions revenue (\$29.1 million) decreased by \$2.7 million (8.4 per cent) in 2024–25 mainly due to:

- decrease of \$1.0 million in bridge renewal and other transport related grants mainly attributable to the Back Creek Bridge renewal program, which was substantially completed in the prior year
- decrease of \$2.2 million in recreation and culture grants as the Multi-Sport Community Facility grant for the Murrumbateman Recreation Ground was largely recognised in the prior year when the project was substantially completed
- decrease of \$0.9 million in financial assistance grants due to receiving 50 per cent of the financial assistance grants for 2025-26 in advance (85 per cent for 2024-25)



CASH FLOWS

Statement of cash flows

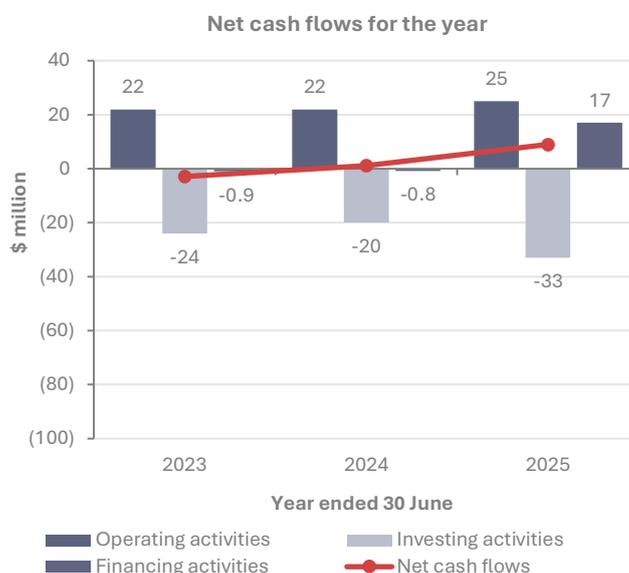
The Statement of Cash Flows details the Council’s inflows and outflows of cash over a specific period. It helps in assessing the Council's ability to generate cash to fund its operations, pay off debts, and support future projects. It also aids in identifying any pressures or issues in the Council operating in a financially sustainable manner.

This graph shows the net cash flows for the current and prior two financial years.

The net cash flows for the year were positive \$8.9 million (positive \$1.5 million in 2023-24).

In 2024-25 the net cashflows:

- from operating activities increased by \$2.7 million, mainly due to decrease in materials and services payments
- used in investing activities increased by \$12.9 million, mainly due to the increased payments for acquisition of IPPE
- from financing activities increased by \$17.6 million, mainly due to proceeds from borrowings attributable to the Crago Mill Precinct Project Development.



FINANCIAL POSITION

Cash, cash equivalents and investments

This section of the Report provides details of the amount of cash, cash equivalents and investments recorded by the Council at 30 June 2025.

Externally restricted funds are the cash, cash equivalents and investments that can only be used for specific purposes due to legal or contractual restrictions.

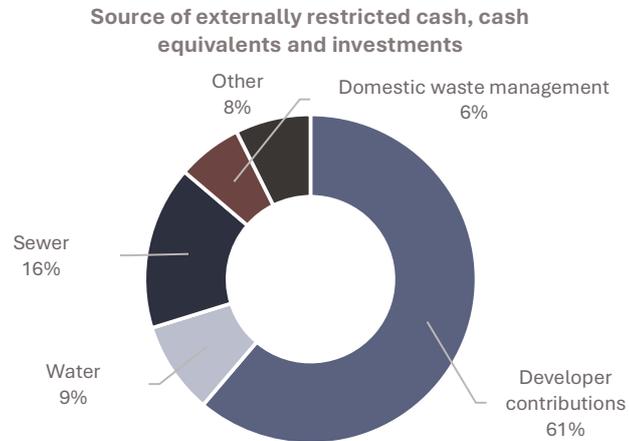
Cash, cash equivalents, and investments without external restrictions can be allocated internally by the elected Council's resolution or policy. These allocations are matters of Council policy and can be changed or removed by a Council resolution.

Cash, cash equivalents and investments	2025	2024	Percentage of total cash and investments 2025	Commentary
	\$m	\$m		
Total cash, cash equivalents and investments	37.9	37.0		Externally restricted balances are those which are only available for specific use due to a restriction placed by legislation or third-party contract. A breakdown of the sources of externally restricted balances is included in the graph below.
Restricted and allocated cash, cash equivalents and investments:				Internal allocations are determined by council policies or decisions, which are subject to change.
• External restrictions	30.0	27.6	79.2	The increase in externally restricted cash, cash equivalents and investments is mainly attributed to the increase in developer contributions for the water fund of \$2.7 million.
• Internal allocations	7.3	9.4	19.3	

This graph shows the sources of externally restricted cash, cash equivalents and investments.

In 2024-25 the Council's main sources of externally restricted cash, cash equivalents and investments include:

- developer contributions of \$18.3 million which increased by \$3.8 million (26.1 per cent) due to an increase in the water and sewerage fund of \$3.8 million (46.5 per cent) due to higher annual charges.



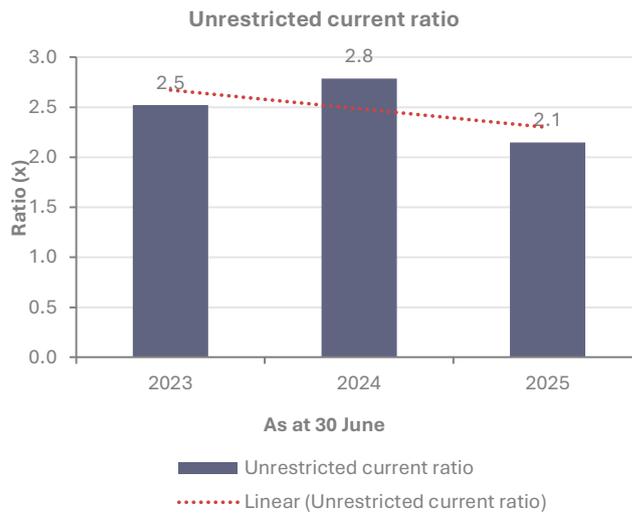
Council liquidity

This graph shows the Council's unrestricted current ratio for the current and prior two financial years.

The unrestricted current ratio is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The ratio measures the ratio of unrestricted current assets to specific purpose liabilities.

In 2023-24, the average unrestricted current ratio was an average of 3.1x for regional councils.

Decrease in the trend is mainly the result of a decrease in specific purpose liabilities.

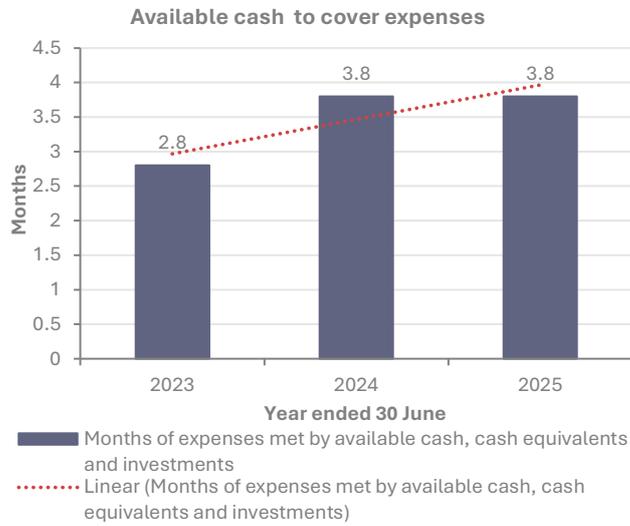


This graph shows the number of months of general fund expenses (excluding depreciation and borrowing costs) Council can fund from its available cash, cash equivalents and investments (not subject to external restrictions).

Further details on cash, cash equivalents and investments including the sources of external restrictions are included in the section above.

In 2023–24, the available cash to cover expenses was an average of 7 months for regional councils.

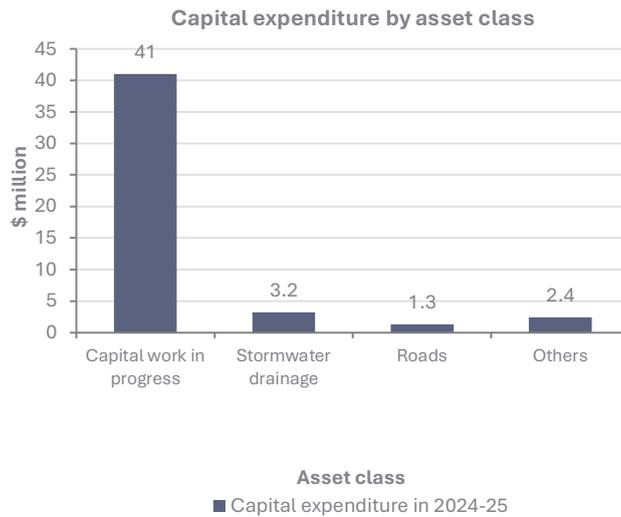
Council has maintained a consistent ratio of available cash to cover expenses for the past two years.



Infrastructure, property, plant and equipment

This graph shows how much the Council spent on renewing and purchasing assets in 2024-25.

Council renewed and expended \$47.9 million of infrastructure, property, plant and equipment during the 2024-25 financial year. This was mainly spent on capital work in progress of \$41.1 million primarily relating to the Crago Mill Precinct and the Yass Bridge replacement project. Furthermore, \$3.2 million was spent on new stormwater drainage assets and \$1.3 million on new roads.



Debt

The table below provides an overview of the Council’s loans and committed borrowing facilities. Committed borrowing facilities are an element of liquidity management and include bank overdrafts, and credit cards.

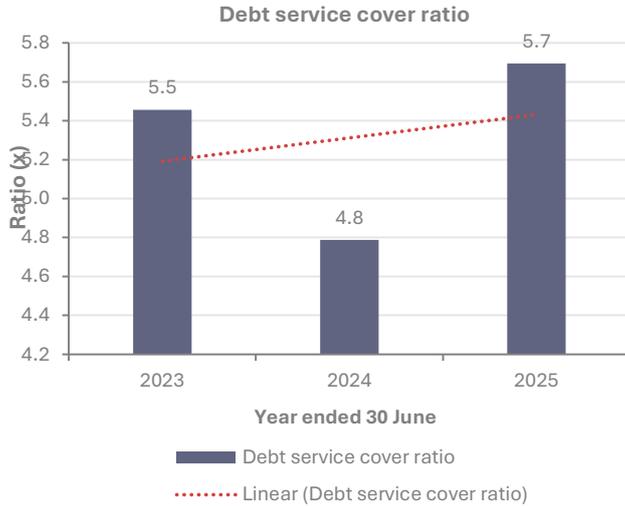
Debt	2025	2024	Commentary
	\$'000	\$'000	
Loans	30,026	13,151	• Loan balance increased by \$16.9 million mainly due to loan taken for Crago Mill Precinct Project development.
Credit card facility	55	55	• No significant movement between years.
Amount drawn down	16	19	

Debt service cover

This graph shows the Council’s debt service cover ratio for the current and prior two financial years.

The debt service cover ratio measures the operating cash to service debt including interest, principal and lease payments.

Increase in debt service cover ratio is due to decrease in repayment of borrowings.



Reiky Jiang
 Director, Financial Audit

Delegate of the Auditor-General for New South Wales

Yass Valley Council

SPECIAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2025

the Country *the people*



Yass Valley Council

Special Purpose Financial Statements

for the year ended 30 June 2025

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Yass Valley Council

Special Purpose Financial Statements

for the year ended 30 June 2025

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached special purpose financial statements have been prepared in accordance with:

- NSW Government Policy Statement, *Application of National Competition Policy to Local Government*
- Division of Local Government Guidelines, *Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality*
- The Local Government Code of Accounting Practice and Financial Reporting
- Sections 3 and 4 of the NSW Department of Climate Change, Energy, the Environment and Water's (DCCEEW) *Regulatory and assurance framework for local water utilities, July 2022*

To the best of our knowledge and belief, these statements:

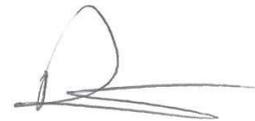
- present fairly the operating result and financial position for each of Council's declared business activities for the year,
- accord with Council's accounting and other records; and
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 25 September 2025.



Jasmin Jones
Mayor
30 October 2025



Kristin Butler
Deputy Mayor
30 October 2025



Gayleen Burley
Chief Executive Officer
30 October 2025



Jason McGuire
Responsible Accounting Officer
30 October 2025

Yass Valley Council | Income Statement of Water Supply Business Activity | for the year ended 30 June 2025

Yass Valley Council

Income Statement of Water Supply Business Activity for the year ended 30 June 2025

\$ '000	2025	2024 Restated
Income from continuing operations		
Access charges	2,229	2,134
User charges	3,206	2,629
Fees	–	17
Interest and investment income	306	353
Grants and contributions provided for operating purposes	–	212
Other income	12	12
Total income from continuing operations	5,753	5,357
Expenses from continuing operations		
Employee benefits and on-costs	1,176	702
Borrowing costs	461	491
Materials and services	1,633	1,631
Depreciation, amortisation and impairment	1,432	1,623
Other expenses	67	329
Calculated taxation equivalents	45	45
Debt guarantee fee (if applicable)	60	77
Net loss from the disposal of assets	69	2
Total expenses from continuing operations	4,943	4,900
Surplus from continuing operations before capital amounts	810	457
Grants and contributions provided for capital purposes	3,503	1,281
Surplus from continuing operations after capital amounts	4,313	1,738
Surplus from all operations before tax	4,313	1,738
Less: corporate taxation equivalent (25%) [based on result before capital]	(203)	(114)
Surplus after tax	4,110	1,624
Plus accumulated surplus	45,107	44,552
Plus/less: other adjustments (transfer to/from general fund)	(1,436)	(1,305)
Plus adjustments for amounts unpaid:		
– Taxation equivalent payments	45	45
– Debt guarantee fees	60	77
– Corporate taxation equivalent	203	114
Closing accumulated surplus	48,089	45,107
Return on capital %	1.6%	1.2%
Subsidy from Council	1,998	2,336
Calculation of dividend payable:		
Surplus after tax	4,110	1,624
Less: capital grants and contributions (excluding developer contributions)	(3,503)	(1,281)
Surplus for dividend calculation purposes	608	343
Potential dividend calculated from surplus	304	171

Yass Valley Council | Income Statement of Sewerage Services Business Activity | for the year ended 30 June 2025

Yass Valley Council

Income Statement of Sewerage Services Business Activity for the year ended 30 June 2025

\$ '000	2025	2024 Restated
Income from continuing operations		
Access charges	2,754	2,717
User charges	142	147
Fees	–	1
Interest and investment income	258	298
Other income	1	–
Total income from continuing operations	3,155	3,163
Expenses from continuing operations		
Employee benefits and on-costs	221	660
Materials and services	824	870
Borrowing costs	153	193
Depreciation, amortisation and impairment	911	863
Net loss from the disposal of assets	21	–
Calculated taxation equivalents	26	26
Debt guarantee fee (if applicable)	7	9
Total expenses from continuing operations	2,163	2,621
Surplus from continuing operations before capital amounts	992	542
Grants and contributions provided for capital purposes	2,242	2,437
Surplus from continuing operations after capital amounts	3,234	2,979
Surplus from all operations before tax	3,234	2,979
Less: corporate taxation equivalent (25%) [based on result before capital]	(248)	(136)
Surplus after tax	2,986	2,843
Plus accumulated surplus	26,784	24,466
Plus/less: other adjustments (transfer to/from general fund)	(122)	(696)
Plus adjustments for amounts unpaid:		
– Taxation equivalent payments	26	26
– Debt guarantee fees	7	9
– Corporate taxation equivalent	248	136
Closing accumulated surplus	29,929	26,784
Return on capital %	2.8%	1.9%
Subsidy from Council	550	934
Calculation of dividend payable:		
Surplus after tax	2,986	2,843
Less: capital grants and contributions (excluding developer contributions)	(2,242)	(2,437)
Surplus for dividend calculation purposes	744	406
Potential dividend calculated from surplus	372	203

Yass Valley Council | Income Statement of Waste Services Business Activity | for the year ended 30 June 2025

Yass Valley Council

Income Statement of Waste Services Business Activity for the year ended 30 June 2025

\$ '000	2025 Category 1	2024 Category 1 Restated
Income from continuing operations		
Annual charges	4,476	4,308
User charges	181	203
Fees	1	1
Interest and investment income	82	126
Grants and contributions provided for operating purposes	28	30
Other income	273	295
Total income from continuing operations	5,041	4,963
Expenses from continuing operations		
Employee benefits and on-costs	1,247	1,225
Borrowing costs	100	23
Materials and services	1,754	1,903
Depreciation, amortisation and impairment	159	221
Other expenses ¹	–	1,026
Net loss from the disposal of assets	–	61
Calculated taxation equivalents	2	–
Total expenses from continuing operations	3,262	4,459
Surplus from continuing operations before capital amounts	1,779	504
Surplus from continuing operations after capital amounts	1,779	504
Surplus from all operations before tax	1,779	504
Less: corporate taxation equivalent (25%) [based on result before capital]	(445)	(126)
Surplus after tax	1,334	378
Plus accumulated surplus	2,496	3,280
Plus/less: other adjustments (transfer to/from general fund)	(2,072)	(1,288)
Plus adjustments for amounts unpaid:		
– Taxation equivalent payments	2	–
– Corporate taxation equivalent	445	126
Closing accumulated surplus	2,205	2,496
Return on capital %	110.1%	89.8%
Subsidy from Council	–	–
Calculation of dividend payable:		
Surplus after tax	1,334	378
Surplus for dividend calculation purposes	1,333	378
Potential dividend calculated from surplus	667	189

(1) In 2024, the borrowing costs included a \$1,026k for the landfill remediation and restoration provision which is split to "Other expenses" for better reflect the nature of the expense.

Yass Valley Council | Income Statement of Caravan Park Business Activity | for the year ended 30 June 2025

Yass Valley Council

Income Statement of Caravan Park Business Activity for the year ended 30 June 2025

\$ '000	2025 Category 2	2024 Category 2
Income from continuing operations		
Fees	577	535
Other income	–	1
Total income from continuing operations	577	536
Expenses from continuing operations		
Employee benefits and on-costs	–	1
Materials and services	429	460
Depreciation, amortisation and impairment	42	39
Total expenses from continuing operations	471	500
Surplus from continuing operations before capital amounts	106	36
Surplus from continuing operations after capital amounts	106	36
Surplus from all operations before tax	106	36
Less: corporate taxation equivalent (25%) [based on result before capital]	(27)	(9)
Surplus after tax	79	27
Plus accumulated surplus	1,550	1,514
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	27	9
Closing accumulated surplus	1,656	1,550
Return on capital %	7.2%	2.9%
Subsidy from Council	–	18
Calculation of dividend payable:		
Surplus after tax	79	27
Surplus for dividend calculation purposes	79	27
Potential dividend calculated from surplus	40	14

Yass Valley Council | Statement of Financial Position of Water Supply Business Activity | as at 30 June 2025

Yass Valley Council

Statement of Financial Position of Water Supply Business Activity

as at 30 June 2025

\$ '000	2025	2024 Restated
ASSETS		
Current assets		
Cash and cash equivalents	2,797	2,211
Investments	8,496	5,751
Receivables	1,204	1,014
Contract assets	–	30
Prepayments	–	69
Total current assets	12,497	9,075
Non-current assets		
Infrastructure, property, plant and equipment	78,591	76,371
Total non-current assets	78,591	76,371
Total assets	91,088	85,446
LIABILITIES		
Current liabilities		
Payables	159	177
Contract liabilities	1,377	–
Borrowings	630	605
Employee benefit provisions	227	124
Total current liabilities	2,393	906
Non-current liabilities		
Borrowings	8,414	9,037
Total non-current liabilities	8,414	9,037
Total liabilities	10,807	9,943
Net assets	80,281	75,503
EQUITY		
Accumulated surplus	48,089	45,107
IPPE revaluation surplus	32,192	30,396
Total equity	80,281	75,503

Yass Valley Council | Statement of Financial Position of Sewerage Services Business Activity | as at 30 June 2025

Yass Valley Council

Statement of Financial Position of Sewerage Services Business Activity as at 30 June 2025

\$ '000	2025	2024 Restated
ASSETS		
Current assets		
Cash and cash equivalents	4,793	4,283
Investments	3,516	2,448
Receivables	455	327
Contract assets	63	–
Prepayments	–	38
Total current assets	8,827	7,096
Non-current assets		
Infrastructure, property, plant and equipment	40,752	38,818
Total non-current assets	40,752	38,818
Total assets	49,579	45,914
LIABILITIES		
Current liabilities		
Payables	32	34
Borrowings	265	254
Employee benefit provisions	136	268
Total current liabilities	433	556
Non-current liabilities		
Borrowings	2,889	3,155
Total non-current liabilities	2,889	3,155
Total liabilities	3,322	3,711
Net assets	46,257	42,203
EQUITY		
Accumulated surplus	29,929	26,784
IPPE revaluation surplus	16,328	15,419
Total equity	46,257	42,203

Yass Valley Council | Statement of Financial Position of Waste Services Business Activity | as at 30 June 2025

Yass Valley Council

Statement of Financial Position of Waste Services Business Activity

as at 30 June 2025

\$ '000	2025 Category 1	2024 Category 1 Restated
ASSETS		
Current assets		
Cash and cash equivalents	4,161	4,479
Receivables	1,045	816
Total current assets	5,206	5,295
Non-current assets		
Infrastructure, property, plant and equipment	1,706	1,729
Right of use assets	-	57
Total non-current assets	1,706	1,786
Total assets	6,912	7,081
LIABILITIES		
Current liabilities		
Lease liabilities	-	62
Provisions	256	-
Total current liabilities	256	62
Non-current liabilities		
Provisions	2,420	2,569
Total non-current liabilities	2,420	2,569
Total liabilities	2,676	2,631
Net assets	4,236	4,450
EQUITY		
Accumulated surplus	2,205	2,496
Revaluation reserves	2,031	1,954
Total equity	4,236	4,450

Yass Valley Council | Statement of Financial Position of Caravan Park Business Activity | as at 30 June 2025

Yass Valley Council

Statement of Financial Position of Caravan Park Business Activity as at 30 June 2025

\$ '000	2025 Category 2	2024 Category 2
ASSETS		
Current assets		
Cash and cash equivalents	202	320
Total current assets	202	320
Non-current assets		
Infrastructure, property, plant and equipment	1,473	1,249
Total non-current assets	1,473	1,249
Total assets	1,675	1,569
Net assets	1,675	1,569
EQUITY		
Accumulated surplus	1,656	1,550
Revaluation reserves	19	19
Total equity	1,675	1,569

Note – Material accounting policy information

A statement summarising the supplemental accounting policies adopted in the preparation of the special purpose financial statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the NSW Office of Local Government. For the purposes of these statements, Council is a non-reporting not-for-profit entity. The figures presented in these special purpose financial statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with the *Local Government Act 1993* (Act), the *Local Government (General) Regulation 2021* (Regulation) and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, fair value of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 NSW Government Policy statement titled 'Application of National Competition Policy to Local Government'. *The Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, and returns on investments (rate of return and dividends paid).

Declared business activities

In accordance with Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality, Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over \$2 million)

a. Yass Valley Council Water Supplies

Comprising the operations, and net assets of Council's water supply activities, servicing the towns of Yass, Bowning, Binalong and Murrumbateman.

b. Yass Valley Council Sewerage Services

Comprising the operations, and net assets, of Council's sewerage reticulation and treatment activities servicing the town of Yass and most recently expanded to include the town of Murrumbateman.

c. Yass Valley Council Waste Services

Comprising the operations, and net assets of Council's Domestic Waste, and Other Waste activities, servicing the local government area.

Category 2

(where gross operating turnover is less than \$2 million)

a. Yass Valley Council Caravan Park

Comprising the operations and net assets of Council's Caravan Park, servicing the town of Yass.

Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs. However, where Council does not pay some taxes, which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in special purpose financial statements. For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

continued on next page ...

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Note – Material accounting policy information (continued)

Notional rate applied (%)

Corporate income tax rate – **25%** (2024: 25%)

Land tax – the first \$1,075,000 (2024: \$1,075k) of combined land values attracts **0%**. For the combined land values in excess of \$1,075,000 up to \$6,571,000 the rate is **\$100 + 1.6%**. For the remaining combined land value that exceeds \$6,571,000 (2024: \$6,571k) a premium marginal rate of **2.0%** applies.

Payroll tax – **5.45%** (2024: 5.45%) on the value of taxable salaries and wages in excess of \$1,200,000.

In accordance with Department of Climate Change, Energy, the Environment and Water (DCCEEW)'s regulatory and assurance framework, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities. The payment of taxation equivalent charges, referred to in the regulatory and assurance framework as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act. Achievement of substantial compliance to DCCEEW's regulatory and assurance framework is not a prerequisite for the payment of the tax equivalent charges; however the payment must not exceed \$3 per assessment.

Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested. Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the relevant corporate income tax rate, currently 25.0% (2024: 25.0%).

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved. Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 25.0% is the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

A calculation of the equivalent rates and charges for all Category 1 businesses has been applied to all assets owned, or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that Council business activities face 'true' commercial borrowing costs in line with private sector competitors. In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

(i) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed. Subsidies occur where Council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations. The overall effect of subsidies is contained within the Income Statements of business activities.

(ii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Funds are subsequently available for meeting commitments or financing future investment strategies. The rate of return is disclosed for each of Council's business activities on the Income Statement.

The rate of return is calculated as follows:

Operating result before capital income + interest expense

Written down value of I,PP&E as at 30 June

Note – Material accounting policy information (continued)

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 4.16% at 30/6/2024 (2024: 4.30%).

(iii) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

A local government water supply and sewerage business is permitted to pay annual dividends from their water supply or sewerage business surpluses. Each dividend must be calculated and approved in accordance with DCCEEW's regulatory and assurance framework and must not exceed 50% of the relevant surplus in any one year, or the number of water supply or sewerage assessments at 30 June 2025 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with DCCEEW's regulatory and assurance framework, statement of compliance and statement of dividend payment, dividend payment form and unqualified independent financial audit report are submitted to DCCEEW.

(iv) Other adjustments (transfer to/from general fund)

Council's business activities form part of in the general purpose financial statements. Unless the specific account codes are set up for the business activities, the financial transactions are recorded through the general ledger accounts, including receivables. Separate bank accounts and receivable accounts are not maintained.

The outcome from the income statement for the Council's business activities (surplus/deficit after tax) is used along with a balancing item to transfer to/from the general fund, adjusting the equity balance, to balance the net asset value presented in the Statement of Financial Position for the business activity.

Correction of errors

Nature of prior period error

At the reporting date, Council has applied the methodology to apportion the receivables of the business activities (water, sewerage and waste) based on the result of annual charges to total rates and annual charges for the financial year (refer GPFS Note B2-1). In addition, the waste receivables also apply an apportionment of the total receivables excluding rates and annual charges based on the result of waste management services (non domestic) user charges to total user charges and fees for the financial year (refer GPFS Note B2-2). In this regard, 2024 comparative figures are revised to conform to current year's presentation.

The respective changes are also shown through the "other adjustments (transfer to/from general fund)" line in the income statement, as per information in the tables below.

Water Supply Services	2024 (\$'000)
Receivables (change of calculation method)	(1,305)
Accumulated surplus (restatement of equity to the net asset balance)	(1,305)
Sewerage Services	
Receivables (change of calculation method)	(696)
Accumulated surplus (restatement of equity to the net asset balance)	(696)
Waste Services	
Receivables (change of calculation method)	(1,288)
Accumulated surplus (restatement of equity to the net asset balance)	(1,288)

Correction of errors (continued)

Net Impact to Income Statement - result for the year (surplus after tax) **nil**

The correcting adjustments outlined in the table above reflect adjustments to the Equity and Receivables balances in the Statement of Financial Position for each Fund.

As outlined there is a **Nil** impact on the Income Statement result for the year (surplus after tax).

The correcting entries did not impact the Income and Expense figures as reported. The corrected figures are reported in the Accumulated Surplus section of the Income Statement, below the line, Surplus after tax.

The errors identified above are considered to be material and therefore have been corrected by restating the closing equity balances of 30 June 2024 and taking the adjustment through to accumulated surplus at that date. Comparatives have been changed to reflect the correction of errors. The impact on each line item is shown in the tables below.

Adjustments to the comparative figures for the year ended 30 June 2024

Statement of Financial Position - Water Supply Business Activity

\$ '000	Original Balance 30 June 2024	Impact Increase/ (decrease)	Restated Balance 30 June 2024
Receivables	2,319	(1,305)	1,014
Total current assets	10,380	(1,305)	9,075
Total assets	86,751	(1,305)	85,446
Net assets	76,808	(1,305)	75,503
Accumulated surplus	46,412	(1,305)	45,107
Total equity	76,808	(1,305)	75,503

Statement of Financial Position - Sewerage Services Business Activity

Receivables	1,023	(696)	327
Total current assets	7,792	(696)	7,096
Total assets	46,610	(696)	45,914
Net assets	42,899	(696)	42,203
Accumulated surplus	27,480	(696)	26,784
Total equity	42,899	(696)	42,203

Statement of Financial Position - Waste Services Business Activity

Receivables	2,104	(1,288)	816
Total current assets	6,583	(1,288)	5,295
Total assets	8,369	(1,288)	7,081
Net assets	5,738	(1,288)	4,450
Accumulated surplus	3,784	(1,288)	2,496
Total equity	5,738	(1,288)	4,450



INDEPENDENT AUDITOR'S REPORT

Report on the special purpose financial statements

Yass Valley Council

To the Councillors of the Yass Valley Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of the Yass Valley Council's (the Council) Declared Business Activities, which comprise the Statement by Councillors and Management, the Income Statement of each Declared Business Activity for the year ended 30 June 2025, the Statement of Financial Position of each Declared Business Activity as at 30 June 2025 and the Material accounting policy information note.

The Declared Business Activities of the Council are:

- water supply
- sewerage
- waste services
- caravan park.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2025, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in the Material accounting policy information note and the Local Government Code of Accounting Practice and Financial Reporting 2024–25 (LG Code).

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as the auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the Material accounting policy information note to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2025 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in the Material accounting policy information note to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

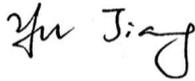
Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements.

Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Reiky Jiang
Delegate of the Auditor-General for New South Wales

31 October 2025
SYDNEY

Yass Valley Council

SPECIAL SCHEDULES
for the year ended 30 June 2025

the Country the people



Yass Valley Council

Special Schedules

for the year ended 30 June 2025

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Permissible income for general rates	3
Report on infrastructure assets as at 30 June 2025	7

Yass Valley Council

Permissible income for general rates

\$ '000	Notes	Calculation 2024/25	Calculation 2025/26
Notional general income calculation ¹			
Last year notional general income yield	a	12,753	13,603
Plus or minus adjustments ²	b	330	96
Notional general income	c = a + b	13,083	13,699
Permissible income calculation			
Rate peg percentage	d	4.50%	4.10%
Plus rate peg amount ³	f = d x (c + e)	589	562
Sub-total	g = (c + e + f)	13,672	14,261
Plus (or minus) last year's carry forward total	h	(11)	63
Less valuation objections claimed in the previous year	i	–	(6)
Sub-total	j = (h + i)	(11)	57
Total permissible income	k = g + j	13,661	14,318
Less notional general income yield	l	13,603	14,264
Catch-up or (excess) result	m = k – l	57	54
Plus income lost due to valuation objections claimed ⁴	n	6	–
Carry forward to next year ⁶	p = m + n + o	63	54

Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916 (NSW)*.
- (3) The 'percentage increase' is inclusive of the rate-peg percentage, and/or special variation and/or Crown land adjustment (where applicable).
- (4) Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer General. Councils can claim the value of the income lost due to valuation objections in any single year.
- (6) Carry-forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

Yass Valley Council | Permissible income for general rates | for the year ended 30 June 2025



INDEPENDENT AUDITOR'S REPORT

Special Schedule – Permissible income for general rates

Yass Valley Council

To the Councillors of the Yass Valley Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of the Yass Valley Council (the Council) for the year ending 30 June 2026.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting 2024–25 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2025 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements, special purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2025'.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

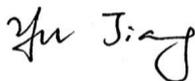
Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

Yass Valley Council | Permissible income for general rates | for the year ended 30 June 2025

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Reiky Jiang
Delegate of the Auditor-General for New South Wales

31 October 2025
SYDNEY

Yass Valley Council | Report on infrastructure assets as at 30 June 2025

Yass Valley Council
Report on infrastructure assets as at 30 June 2025

Asset Class	Asset Category	Estimated cost to bring assets agreed level of to satisfactory service set by Council maintenance ^a		2024/25 Actual maintenance \$ '000	Net carrying amount \$ '000	Gross replacement cost (GRC) \$ '000	Assets in condition as a percentage of gross replacement cost				
		Estimated cost to bring to the standard \$ '000	2024/25 Required maintenance ^a \$ '000				1	2	3	4	5
Buildings	Buildings	2,697	15,409	597	32,901	56,977	13.8%	23.4%	35.7%	27.0%	0.1%
	Sub-total	2,697	15,409	597	32,901	56,977	13.8%	23.4%	35.7%	27.0%	0.1%
Other structures	Other structures	542	948	28	668	1,858	15.3%	16.9%	16.8%	0.4%	50.6%
	Sub-total	542	948	28	668	1,858	15.3%	16.9%	16.8%	0.4%	50.6%
Roads	Sealed roads	3,145	10,589	3,121	184,183	275,106	21.5%	50.7%	23.9%	2.7%	1.2%
	Unsealed roads	8,440	15,581	346	11,870	30,499	10.8%	28.8%	9.3%	4.3%	46.8%
	Bridges	82	471	175	47,854	60,767	48.2%	41.2%	9.8%	0.8%	0.0%
	Footpaths	209	475	94	9,964	13,240	42.5%	41.5%	12.4%	1.2%	2.4%
	Other road assets (incl. bulk earth works)	469	2,144	580	124,782	145,286	70.0%	14.5%	14.0%	1.3%	0.2%
	Sub-total	12,345	29,260	4,316	378,653	524,898	37.9%	38.1%	18.4%	2.1%	3.5%
Water supply network	Water supply network	12,778	32,109	1,759	72,020	118,276	46.2%	8.3%	18.4%	12.0%	15.1%
	Sub-total	12,778	32,109	1,759	72,020	118,276	46.2%	8.3%	18.4%	12.0%	15.1%
Sewerage network	Sewerage network	7,844	14,757	732	37,583	61,369	40.1%	17.3%	18.6%	2.6%	21.4%
	Sub-total	7,844	14,757	732	37,583	61,369	40.1%	17.3%	18.6%	2.6%	21.4%
Stormwater drainage	Stormwater drainage	622	2,805	295	30,547	42,359	40.0%	34.6%	18.8%	5.8%	0.8%
	Sub-total	622	2,805	295	30,547	42,359	40.0%	34.6%	18.8%	5.8%	0.8%

continued on next page ...

Yass Valley Council | Report on infrastructure assets as at 30 June 2025

Yass Valley Council

Report on infrastructure assets as at 30 June 2025 (continued)

Asset Class	Asset Category	Estimated cost		2024/25 Required maintenance ^a	2024/25 Actual maintenance	Net carrying amount \$ '000	Gross replacement cost (GRC) \$ '000	Assets in condition as a percentage of gross replacement cost				
		Estimated cost to bring assets to satisfactory standard \$ '000	to bring assets agreed level of service set by Council \$ '000					1	2	3	4	5
Open space / recreational assets	Swimming pools	190	367	98	51	2,037	3,871	0.2%	35.9%	54.4%	1.4%	8.1%
	Parks and Gardens	648	2,564	520	831	12,564	17,836	44.7%	24.6%	16.3%	11.6%	2.8%
	Sub-total	838	2,931	618	882	14,601	21,707	36.8%	26.6%	23.1%	9.8%	3.7%
Total – all assets		37,666	98,219	8,345	5,628	566,973	827,444	37.6%	30.7%	19.7%	5.7%	6.3%

(a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

#	Condition	Integrated planning and reporting (IP&R) description
1	Excellent/very good	No work required (normal maintenance)
2	Good	Only minor maintenance work required
3	Satisfactory	Maintenance work required
4	Poor	Renewal required
5	Very poor	Urgent renewal/upgrading required

Yass Valley Council

Report on infrastructure assets as at 30 June 2025

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts 2025	Indicator 2025	Indicators		Benchmark
			2024	2023	
Buildings and infrastructure renewals ratio					
Asset renewals ¹	9,859	112.19%	85.27%	230.76%	> 100.00%
Depreciation, amortisation and impairment	8,788				
Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	37,666	6.23%	3.91%	1.89%	< 2.00%
Net carrying amount of infrastructure assets	604,406				
Asset maintenance ratio					
Actual asset maintenance	5,628	67.44%	75.28%	100.00%	> 100.00%
Required asset maintenance	8,345				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	98,219	11.87%	2.87%	1.44%	
Gross replacement cost	827,444				

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Yass Valley Council
Report on infrastructure assets as at 30 June 2025

Infrastructure asset performance indicators (by fund)

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2025	2024	2025	2024	2025	2024	
Buildings and infrastructure renewals ratio							
Asset renewals ¹	136.25%	113.13%	51.19%	6.65%	37.87%	37.66%	> 100.00%
Depreciation, amortisation and impairment							
Infrastructure backlog ratio							
Estimated cost to bring assets to a satisfactory standard	3.44%	4.95%	17.74%	0.00%	20.87%	0.00%	< 2.00%
Net carrying amount of infrastructure assets							
Asset maintenance ratio							
Actual asset maintenance	55.33%	64.67%	106.31%	100.00%	70.90%	100.00%	> 100.00%
Required asset maintenance							
Cost to bring assets to agreed service level							
Estimated cost to bring assets to an agreed service level set by Council	7.93%	3.82%	27.15%	0.00%	24.05%	0.00%	
Gross replacement cost							

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

2024-25 Annual Financial Statements

The draft Financial Statements for the year ended 30 June 2025 were reported to Council on the 25 September 2025. The Financial Statements have since been confirmed with the finalisation of the audit. The principal features of the Financial Statements for 2024/25 (with the prior year comparison) outlined in accordance with the prescribed form to be provided pursuant to section 418 (3)(b) of the *Local Government Act 1993*, are as follows.

	2025	2024
	\$,000	\$,000
Income Statement		
Total Income from continuing operations	61,813	63,129
Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets	29,395	34,579
Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets	32,418	28,550
Depreciation, amortisation and impairment of non-financial assets	10,059	9,869
Net operating result for the year	22,359	18,861
Net operating result before grants and contributions provided for capital purposes	1,938	(4,469)

	2025	2024
	\$,000	\$,000
Statement of Financial Position		
Total current assets	50,856	73,798
Total current liabilities	(15,254)	(15,076)
Total non-current assets	690,860	596,880
Total non-current liabilities	(31,675)	(14,991)
Total equity	694,787	610,611

Yass Valley Council

QBR1 Report

30/09/2025

Responsible Accounting Officer Statement

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2021.

It is my opinion that the Quarterly Budget Review Statement for Yass Valley Council for the quarter ended 30/09/2025 indicates that Council's projected financial position at 30/06/2026 will be satisfactory at year's end, having regard to the projected estimates of income and expenditure.

Signed: __



Date: 18/11/2025

Jason McGuire

Responsible Accounting Officer, Yass Valley Council

QBR Overview

QBRs FINANCIAL OVERVIEW Yass Valley Council

Budget review for the quarter ended 30/09/25

DESCRIPTION	Previous Year	Current Year	Approved	Approved	Approved	Revised	Recommended	Projected	VARIANCE	ACTUAL
	Actual 2024/25 \$000's	Budget 2025/26 \$000's	Q 1 \$000's	Q 2 \$000's	Q 3 \$000's	Budget \$000's	for council resolution \$000's	Year End (P/E) 2025/26 \$000's	ORIGINAL budget v p/e 2025/26 \$000's	2025/26 \$000's
General Fund	-2	-2,000	0	0	0	-2,000	349	-1,651	349	13,035
Water Fund	915	-33	0	0	0	-33	-43	-76	-43	1,408
Sewer Fund	1,025	267	0	0	0	267	-22	245	-22	2,605
Consolidated	1,938	-1,766	0	0	0	-1,766	284	-1,482	284	17,048
Consolidated	32,418	13,942	0	0	0	13,942	4,540	18,482	4,540	21,545
Total borrowings	30,026	61,303						46,762	-14,541	38,478
External restrictions	30,000	30,342	0	0	0	30,342	0	30,342	0	35,992
Internal Allocations	7,329	9,350	0	0	0	9,350	0	9,350	0	5,118
Unallocated	552	-6,297	0	0	0	-6,297	0	-6,297	0	-3,554
Total Cash, Cash Equivalents and time	37,881	33,395	0	0	0	33,395	0	33,395	0	37,556
Capital Funding	40,863	38,582	0	0	0	38,582	-30	38,552	-30	10,707
Capital Expenditure	40,863	38,582	0	0	0	38,582	-30	38,552	-30	7,460
Net Capital	0	0	0	0	0	0	0	0	0	3,247
Developer contribution	Total Developer Contributions	18,303	1,139	0	1,287	0	18,155	0	0	0

Opening Balance As at 1 July 2025 \$000's	Total Cash Contributions Received As at this Q \$000's	Total Interest Earned As at this Q \$000's	Total Expended As at this Q \$000's	Total Internal Borrowings (to)/from As at this Q \$000's	Hold as Restricted Asset As at this Q \$000's	Cumulative balance of Internal Borrowings (to)/from As at this Q \$000's
18,303	1,139	0	1,287	0	18,155	0

Summary of key changes

- **Operating Income:**
 - User charges and fees decreased by \$85k primarily due to a downward revision of Visitor and Information Centre sales of \$75k due to this revenue estimate being duplicated when the original budget for 2025-26 was developed.
 - Capital grants and contributions increased by \$4.2 million, comprising approximately \$3.3 million carryover from 2024-25 and Water and Sewer s64 contribution adjustment to actual income of \$0.9 million.
- **Operating Expenses**
 - Employee benefits and on-costs decrease of \$386k due to an underspend in salary and wages due to the timing of recruitment and filling of positions, partially offset by an anticipated increase in workers' compensation insurance.
 - Materials and services increased by \$877k, mainly due to an increase of \$717k in contractors and consultant costs to backfill some vacant positions and to undertake identified business improvement initiative activities, an increase of \$65k for elected members' expenses for training and other expenses (\$45k and \$20k to accrue for future election costs), \$31k in raw materials, \$14k in media & communications advertising expenses and \$11k in other expenses.
 - Borrowing costs are estimated to decrease by approximately \$850k following the decision to discontinue with Stage 2 of the Crago Mill Precinct project, reducing the level of borrowing required for the project.
- **Capital Expenditure**
 - The capital expenditure budget had a marginal decrease of around \$30k due to:
 - an increase of \$9.7 million (including \$4.6 million for Crago Mill) due to carry-forwards for capital projects from 2024-25 to 2025-26 adopted by Council at its August 2025 ordinary council meeting;
 - an estimated reduction of \$10 Million for the Crago Mill Precinct project due to Council's decision to discontinue the full completion of Stage 2 of the Mill Precinct project, noting some works will be required to be undertaken such as demolishing the existing administration building, landscaping and appropriate fencing.
 - Additional capital expenditure of:
 - \$120,000 for project 50227017 - Water Pump Station Upgrade Program
 - \$25,000 for project 50227026 - Telemetry System Upgrade - Water
 - \$18,022 for project 4910009 - Bowling Village Active Circuit
 - \$11,100 for project 5013020 - 2025/26-CRIF - Yass Pool Power Upgrades
 - \$6,220 for project 5021542 - Regional Roads - Block Grant - Sutton Rd Design Project
 - \$5,785 for project 5020118 - RERRF Local Road Programme

- **Borrowings**

- A net reduction of approximately \$5.4 million in borrowings in 2025-26 due to a reduction in borrowings of around \$10 million due Council's decision to discontinue the full completion of Stage 2 of the Crago Mill Precinct project offset by approximately \$4.6 million carry forward from 2024-25 for the Crago Mill Precinct Project to 2025-26.

Income and Expenses Budget Review Statement - Consolidated Fund

Income and Expenses Budget Review Statement

Yass Valley Council

Budget review for the quarter ended 30/09/2025

Consolidated Fund

Description	Previous Year	Current Year	Approved	Approved	Approved	Revised	Recommended	Projected	VARIANCE	ACTUAL
	Actual 2024/25 \$'000's	Budget Original 2025/26 \$'000's	Changes Q 1 Review \$'000's	Changes Q 2 Review \$'000's	Changes Q 3 Review \$'000's		Budget \$'000's	for council changes resolution \$'000's	Year End Result (PYE) 2025/26 \$'000's	ORIGINAL budget v PYE 2025/26 \$'000's
INCOME										
Rates and Annual Charges	23,156	24,038				24,038		24,038	0	24,091
User Charges and Fees	6,180	6,418				6,418	-85	6,333	-85	1,142
Other Revenue	680	464				464	0	464	0	49
Grants and Contributions - Operating	8,648	12,853				12,853	-35	12,818	-35	687
Grants and Contributions - Capital	20,421	4,896				4,896	4,256	9,152	4,256	1,794
Interest and Investment Income	2,310	1,319				1,319	0	1,319	0	270
Other Income	418	751				751	0	751	0	96
Net gain from disposal of assets	0	1,000				1,000	0	1,000	0	108
Total Income from continuing operations	61,813	51,739	0	0	0	51,739	4,136	55,875	4,136	28,237
EXPENSES										
Employee benefits and on-costs	13,295	15,926				15,926	-386	15,540	-386	3,091
Materials & Services	13,023	17,579				17,579	877	18,456	877	3,309
Borrowing Costs	717	3,225				3,225	-850	2,375	-850	282
Other Expenses	1,137	1,067				1,067	-45	1,022	-45	10
Net Loss from Disposal of Assets	1,223					0	0	0	0	0
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	29,395	37,797	0	0	0	37,797	-404	37,393	-404	6,692
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	32,418	13,942	0	0	0	13,942	4,540	18,482	4,540	21,545
Depreciation, amortisation and impairment of non financial assets	10,059	10,812				10,812		10,812	0	2,703
Operating result from continuing Operations	22,359	3,130	0	0	0	3,130	4,540	7,670	4,540	18,842
Net Operating Result before grants and contributions provided for capital purposes	1,938	-1,766	0	0	0	-1,766	284	-1,482	284	17,048

Income and Expenses Budget Review Statement – General Fund

Income and Expenses Budget Review Statement Yass Valley Council Budget review for the quarter ended 30/09/2025 General Fund

Description	Previous Year	Current Year	Approved	Approved	Approved	Revised	Recommended	Projected	VARIANCE	ACTUAL
	Actual 2024/25 \$000's	Budget 2025/26 \$000's	Changes 0 1 \$000's	Changes 0 2 \$000's	Changes 0 3 \$000's	Budget \$000's	for council resolution \$000's	Year End (PYE) Result 2025/26 \$000's	ORIGINAL budget v PYE 2025/26 \$000's	2025/26 YTD \$000's
INCOME										
Rates and Annual Charges	18,173	18,889				18,889		18,889	0	18,710
User Charges and Fees	2,832	3,536				3,536	-85	3,451	-85	1,028
Other Revenue	667	464				464		464	0	49
Grants and Contributions - Operating	8,648	12,853				12,853	-35	12,818	-35	687
Grants and Contributions - Capital	14,676	2,575				2,575	2,394	4,969	2,394	834
Interest and Investment Income	1,746	885				885		885	0	270
Other Income	418	740				740		740	0	96
Net gain from disposal of assets		1,000				1,000		1,000	0	108
Total income from continuing operations	47,160	40,942	0	0	0	40,942	2,274	43,216	2,274	21,782
EXPENSES										
Employee benefits and on-costs	11,898	14,394				14,394	-445	13,949	-445	2,815
Materials & Services	10,566	14,087				14,087	871	14,958	871	2,844
Borrowing Costs	103	2,650				2,650	-850	1,800	-850	202
Other Expenses	1,070	1,067				1,067	-45	1,022	-45	10
Net Loss from Disposal of Assets	1,133					0		0	0	
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	24,770	32,198	0	0	0	32,198	-469	31,729	-469	5,871
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	22,390	8,744	0	0	0	8,744	2,743	11,487	2,743	15,911
Depreciation, amortisation and impairment of non financial assets	7,716	8,169				8,169		8,169	0	2,042
Operating result from continuing Operations	14,674	575	0	0	0	575	2,743	3,318	2,743	13,869
Net Operating Result before grants and contributions provided for capital purposes	-2	-2,000	0	0	0	-2,000	349	-1,651	349	13,035

Income and Expenses Budget Review Statement – Water Fund

Income and Expenses Budget Review Statement Yass Valley Council Budget review for the quarter ended 30/09/2025 Water Fund

Description	Previous Year Actual 2024/25 \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Review Q 1 \$000's	Approved Changes Review Q 2 \$000's	Approved Changes Review Q 3 \$000's	Revised Budget \$000's	Recommended changes for council resolution \$000's	Projected Year End (PYE) Result 2025/26 \$000's	VARIANCE ORIGINAL budget v PYE 2025/26 \$000's	ACTUAL YTD 2025/26 \$000's
INCOME										
Access Charges	2,229	2,273				2,273		2,273	0	2,387
User Charges	3,206	2,737				2,737		2,737	0	23
Fees	12					0		0	0	
Grants & Contributions - Operating		235				235		235	0	
Interest and Investment Income	306	12				12		12	0	
Other Income						0		0	0	
Net gain from disposal of assets						0		0	0	
Total income from continuing operations	5,753	5,257	0	0	0	5,257	0	5,257	0	2,410
EXPENSES										
Employee benefits and on-costs	1,176	884				884	43	927	43	235
Materials & Services	1,633	2,259				2,259		2,259	0	231
Borrowing Costs	461	431				431		431	0	107
Water purchase charges						0		0	0	
Calculated taxation equivalents						0		0	0	
Debt guarantee fee						0		0	0	
Other Expenses	67					0		0	0	
Net Loss from Disposal of Assets	69					0		0	0	
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	3,406	3,574	0	0	0	3,574	43	3,617	43	573
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	2,347	1,683	0	0	0	1,683	-43	1,640	-43	1,837
Depreciation, amortisation and impairment of non financial assets	1,432	1,716				1,716		1,716	0	429
Surplus / (Deficit) from continuing operations before capital amounts	915	-33	0	0	0	-33	-43	-76	-43	1,408
Grants and Contributions - Capital	3,503	2,063				2,063	1,558	3,621	1,558	654
Surplus / (Deficit) from continuing operations after capital amounts	4,418	2,030	0	0	0	2,030	1,515	3,545	1,515	2,062

Income and Expenses Budget Review Statement – Sewer Fund

Income and Expenses Budget Review Statement
Yass Valley Council
Budget review for the quarter ended 30/09/2025
Sewer Fund

Description	Previous Year 2024/25 Actual \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Q 1 \$000's	Approved Changes Q 2 \$000's	Approved Changes Q 3 \$000's	Revised Budget \$000's	Recommended Changes for council resolution \$000's	Projected Year End Result (PYE) 2025/26 \$000's	VARIANCE ORIGINAL budget v PYE 2025/26 \$000's	ACTUAL YTD 2025/26 \$000's
INCOME										
Access charges	2,754	2,876				2,876		2,876	0	2,994
User charges	142	144				144		144	0	91
Liquid trade-waste charges	1					0		0	0	
Fees						0		0	0	
Grants and contributions - Operating						0		0	0	
Interest and Investment Income	258	199				199		199	0	
Other Income						0		0	0	
Net gain from disposal of assets						0		0	0	
Total Income from continuing operations	3,155	3,219	0	0	0	3,219	0	3,219	0	3,085
EXPENSES										
Employee benefits and on-costs	221	648				648	16	664	16	41
Materials & Services	824	1,232				1,232	6	1,238	6	234
Borrowing Costs	153	144				144		144	0	-27
Calculated taxation equivalents						0		0	0	
Debt Guarantee fee						0		0	0	
Other Expenses	0					0		0	0	
Net Loss from Disposal of Assets	21					0		0	0	
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	1,219	2,024	0	0	0	2,024	22	2,046	22	248
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	1,936	1,195	0	0	0	1,195	-22	1,173	-22	2,837
Depreciation, amortisation and impairment of non financial assets	911	928				928		928	0	232
Surplus/ (Deficit) from continuing operations before capital amounts	1,025	267	0	0	0	267	-22	245	-22	2,605
Grants and Contributions - Capital	2,242	258				258	304	562	304	306
Surplus/ (Deficit) from continuing operations after capital amounts	3,267	525	0	0	0	525	282	807	282	2,911

Capital Budget Review Statement

Capital Budget Review Statement Yass Valley Council

Budget review for the quarter ended 30/09/2025

Description	Previous Year Actual 2024/25 \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Review Q 1 \$000's	Approved Changes Review Q 2 \$000's	Approved Changes Review Q 3 \$000's	Revised Budget \$000's	Recommended changes for council resolution \$000's	Projected Year End Result (P/E) 2025/26 \$000's	VARIANCE ORIGINAL budget v P/E 2025/26 \$000's	ACTUAL YTD 2025/26 \$000's
CAPITAL FUNDING										
Rates & other unutilised funding		5,096				5,096	1,100	6,196	1,100	
Capital Grants & Contributions	13,588	4,896				4,896	3,305	8,201	3,305	1,794
Reserves - External Restrictions		3,270				3,270	973	4,243	973	
Reserves - Internally Allocated		1,500				1,500		1,500	0	
New Loans	17,727	22,099				22,099	-5,408	16,691	-5,408	8,805
Proceeds from sale of assets	251					0		0	0	108
Other	9,297	1,721				1,721		1,721	0	
Total Capital Funding	40,863	38,582	0	0	0	38,582	-30	38,552	-30	10,707
CAPITAL EXPENDITURE										
WIP						0		0	0	
New Assets	10,448					0		0	0	
Asset Renewal	30,415					0		0	0	
Other		38,582				38,582	-30	38,552	-30	7,460
Total Capital Expenditure	40,863	38,582	0	0	0	38,582	-30	38,552	-30	7,460
Net Capital Funding - Surplus/(Deficit)	0	0	0	0	0	0	0	0	0	3,247

Cash and Investments Budget Review Statement

Cash and Investments Budget Review Statement Yass Valley Council

Budget review for the quarter ended 30/09/2025

Description	Previous Year	Current Year	Approved	Approved	Approved	Revised	Recommended	Projected	VARIANCE	ACRUAL
	Actual 2024/25 \$000's	Budget 2025/26 \$000's	Changes Q 1 \$000's	Changes Q 2 \$000's	Changes Q 3 \$000's	Budget \$000's	for council resolution Q1 \$000's	Year End (PYE) 2025/26 \$000's	ORIGINAL budget v PYE 2025/26 \$000's	YTD 2025/26 \$000's
Total Cash, Cash Equivalents & Inves	37,881	33,395				33,395		33,395	0	37,556
EXTERNALLY RESTRICTED										
Water Fund	2,797	3,083				3,083		3,083	0	3,185
Sewer Fund	4,793	5,697				5,697		5,697	0	6,948
Developer contributions - General	6,291	11,321				11,321		11,321	0	5,184
Developer contributions - Water	8,496	6,119				6,119		6,119	0	9,150
Developer contributions - Sewer	3,516	2,534				2,534		2,534	0	3,801
Transport for NSW Contributions						0		0	0	0
Domestic waste management	1,932					0		0	0	3,837
Stormwater management	19					0		0	0	78
Other	2,156	1,588				1,588		1,588	0	3,809
Total Externally Restricted	30,000	30,342	0	0	0	30,342	0	30,342	0	35,992
Cash, cash equivalents & investments not subject to external restrictions	7,881	3,053	0	0	0	3,053	0	3,053	0	1,564
INTERNAL ALLOCATIONS										
Employee entitlements	1,035					0		0	0	1,044
Financial Assistance Grant (received in advance)	2,249					0		0	0	0
Land Assets	1,452					0		0	0	1,452
Plant and vehicle replacement	1,174					0		0	0	763
Quarry rehabilitation	766					0		0	0	766
Victoria park	202					0		0	0	132
Other	451	9,350				9,350		9,350	0	961
Total Internally Allocated	7,329	9,350	0	0	0	9,350	0	9,350	0	5,118
Unallocated	552	-6,297	0	0	0	-6,297	0	-6,297	0	-3,554



Yass Valley Council

**Financial Sustainability Roadmap – Action Plan
2025-2029**

November 2025 Update

Strategic Objective 1: Provide the Right Level of Services Efficiently						
Outcome: Value for money services delivered to the community						
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	
Service Review Program	Develop and implement a rolling schedule of service reviews.	✓	✓	✓	✓	November 2025 Update Scheduled review in 2025-26 of <ul style="list-style-type: none"> - Library – Service review commences 20 Nov 25 - Waste – RFQ to be issued Nov 2025, - Roadside Slashing -review undertaken, implementation commenced. - VIC – Report to Council early 2026 - Out of hours call centre to commence in Q3 2025-26. Contained within Service Reviews outlined.
		✓	✓	✓	✓	
		✓	✓	✓	✓	
		✓	✓	✓	✓	
		✓	✓	✓	✓	
Pricing Review	Review fees and charges to ensure cost recovery and fairness.	✓	✓	✓	✓	Undertaken as part of IP&R process in 2025-26. 26/27 review of Fees and Charges commenced. Council report will be supplied in April. Scheduled 2026-27
		✓	✓	✓	✓	
		✓	✓	✓	✓	
	Develop an action plan based on 2024 Customer Satisfaction Survey.	✓	✓	✓	✓	Completed - Report to Council in November 2025 Scheduled 2026-27
		✓	✓	✓	✓	
		✓	✓	✓	✓	
		✓	✓	✓	✓	
	Conduct 2026 Customer Satisfaction Survey.	✓	✓	✓	✓	To be undertaken in Q3 of 2025/26
		✓	✓	✓	✓	
	Review of operating hours at Council facilities.	✓	✓	✓	✓	Contained within Service Reviews outlined.
		✓	✓	✓	✓	
	Develop an action plan based on 2024 Customer Satisfaction Survey.	✓	✓	✓	✓	Completed - Report to Council in November 2025
		✓	✓	✓	✓	
	Conduct 2026 Customer Satisfaction Survey.	✓	✓	✓	✓	To be undertaken in Q3 of 2025/26
		✓	✓	✓	✓	
	Review fees and charges to ensure cost recovery and fairness.	✓	✓	✓	✓	Undertaken as part of IP&R process in 2025-26. 26/27 review of Fees and Charges commenced. Council report will be supplied in April.
		✓	✓	✓	✓	
	Create and implement a Revenue Diversification Strategy.	✓	✓	✓	✓	Scheduled 2026-27
		✓	✓	✓	✓	

6.18 Financial Sustainability Roadmap - Quarterly Update
Attachment A Financial Sustainability Roadmap - Qtr 1 Update

Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	
Align Resources to Service Delivery	Assess efficiency and effectiveness of HR, IT, Finance, and Governance functions.	✓	✓	✓	✓	To be conducted post implementation of the new Structure
	Organisational Structure Review.	✓	✓			Commenced September 2025 with final structure to be determined December 2025. Implementation to occur from January 2026.
	Develop an Economic Development Strategy	✓	✓			Quotations being obtained – November 2025.
Implement a culture of Business Improvement.	Create a Business Improvement Team to drive and support Service Reviews.	✓				Interviews held in October/November 2025.
	Assess if any administrative or other processes are being duplicated.	✓	✓			To be undertaken post implementation of new Structure.
	Improved financial reporting and community engagement.	✓	✓	✓	✓	<ul style="list-style-type: none"> - IP&R Roadshows Completed in June 2025 - Consistent financial reporting monthly - New Engagement platform implemented - SRY Modelling completed, with report going to the November extraordinary Council meeting
	Consider shared service arrangements through CRJO or neighbouring Councils.		✓		✓	Scheduled 2026-27

Strategic Objective 2: Achieve a Positive Operating Position in the Short and Long Term						
Outcome: Council's financial position improved						
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update
Improve Financial Management	Align with roadmap priorities and financial capacity.	✓	✓			Ongoing
	Monthly Line-by-Line Budget Management.	✓	✓	✓	✓	Budgets are continually managed on a monthly basis with oversight of the Executive
	Departmental accountability for budget performance.	✓	✓	✓	✓	Budgets are continually managed on a monthly basis with oversight of the Executive
	Develop dashboards and reports; bring budget planning forward in first 6 months.		✓			Scheduled 2026-27
MAGIQ Finance System Enhancements	Import Budget into system to enable improved budget management and expense and revenue tracking.	✓				To commence Q3 of 2025-26
	Import Fees and Charges into system to enhance use and tracking of income.	✓				Commence investigations in Q3
Review Internal and External Restrictions	Employee Liabilities - Risk Assessment completed.	✓				Completed
	Appropriate allocation across funds.	✓	✓	✓	✓	Implement leave management with associated reporting. Commenced with Morrison Low
Cost Attribution Review	Improve cost centre allocations across infrastructure and waste services.	✓	✓			Commenced with Morrison Low
						Further work to occur with Plant and Capital allocation.

6.18 Financial Sustainability Roadmap - Quarterly Update
Attachment A Financial Sustainability Roadmap - Qtr 1 Update

Strategic Objective 3: Invest in Assets Responsibly Now and Into the Future						
Outcome: Well planned and future-ready asset base						
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update
Capital Program Review	Prioritise based on risk, community need, and financial capacity.	✓	✓	✓	✓	- Undertaken when developing the 2025-26 Budget
	Implement road condition tracking and lifecycle costing.	✓	✓	✓	✓	- Roads capital works program adopted by Council in June 2025. - Maintenance Program to be updated by December 2025. - Asset AI - has been purchased to be implemented Q3. - SRV modelling
	Asset Management System Improvements.	✓	✓	✓	✓	- Asset management system upgraded to the Cloud. - Implementation of Asset AI - with Assetic Asset Management System.
	Deferred Maintenance Quantification.	✓				- Identified as part of developing report on Infrastructure Assets special schedule for 2024-25 Financial Statements. - SRV Modelling
	Identify backlog and work toward industry benchmarks.		✓	✓	✓	- Identified as part of developing report on Infrastructure Assets special schedule for 2024-25 Financial Statements. - SRV Modelling
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update

6.18 Financial Sustainability Roadmap - Quarterly Update
Attachment A Financial Sustainability Roadmap - Qtr 1 Update

Grant Management	Develop and adopt an approach to Grant submission and acceptance which ensures prudent decisions around grant application and asset creation for Council and Community. This needs to include consideration for grants awarded to Community organisations, which have an impact on Council and its resources.	✓	✓	✓	✓	<ul style="list-style-type: none"> - Position Paper on Grants Management completed. - Further implement to be undertaken post finalisation of the Structure.
Procurement Management	Develop and adopt an approach to Procurement and Contract management which ensures prudent decisions around purchasing and value creation for Council and Community.	✓	✓			To Commence in Quarter 3 2025-26
Depreciation Methodology	Asset management strategy and policy updated.		✓	✓		Scheduled 2026-27
Property Portfolio Review	Identify underutilised assets and commercial opportunities – Create property strategy. Commercial Property Review	✓	✓			<ul style="list-style-type: none"> - Recruitment commenced. - Interviews held in November 2025
			✓			<ul style="list-style-type: none"> - Recruitment commenced. - Interviews held in November 2025
	Maximise use of rentable and commercial spaces.		✓	✓		Valuations for commercial leases being undertaken
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update <ul style="list-style-type: none"> - Completed. - Negative Variation to contract being negotiated.
Crago Mill	Review of Crago Mill Stage 2 Operating Model to assess whether to proceed with Stage 2 of the Project	✓				
Crago Mill Sustainability Plan	Documented plan to ensure sustainability of the development					To Commence in Quarter 3 2025-26

	encompassing environmental, social, and economic aspects.					
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Strategic Objective 4: Manage and Reduce the Level of Debt						
Outcome: Financially stable and credible Council						
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update
	Assess current and future borrowing needs.	✓				Undertaken as part of Stage 2 Crago Mill assessment and SRV modelling
	Debt Servicing Ratio Monitoring.	✓	✓	✓	✓	As part of QBR and annual reporting. Working to bring in as part of monthly reporting
Debt Review	Ensure compliance with OLG benchmarks.		✓	✓	✓	To commence in further detail in 2026-27 and as part of implementation of FSR and Sustainability Roadmap. Monitoring does occur as part of QBR and annual financial statements
Investment Review	Develop an investment strategy.	✓				To commence Q3 along with updated Investment Policy
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update
Borrowing Strategy	Align with capital investment priorities and financial capacity.	✓	✓	✓	✓	To commence Q3 along with updated Investment Policy

Revenue/Debtors	Manage outstanding debts to be within outstanding benchmarks	✓	✓	✓	✓	To commence Q3 along with updated Investment Policy
Reserves	Manage inputs into reserves to ensure they are appropriately funded.	✓	✓	✓	✓	As part of SRV modelling
	A review of existing internal and external cash reserves.	✓	✓			As part of SRV modelling

Strategic Objective 5: Build Agility to Respond to Unplanned Events						
Outcome: A resilient and response organisation						
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update
Emergency Reserve Fund	Emergency reserve target of \$2M.					
Scenario Planning and Climate Risk Integration	Scenario planning embedded in LTFP in 2027/28.	Post 2029				
	Include in Long-Term Financial Plan and asset planning.					
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update
Fleet Review	Review policy for operational and leaseback vehicles.	✓				To commence Q3

	Implement internal hire and allocation framework.	✓					To commence Q3
--	---	---	--	--	--	--	----------------

Strategic Objective 6: Achieve OLG Financial Sustainability Benchmarks							
Outcome: Improve long-term viability and responsible governance.							
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29		
Finance Sustainability Committee	Oversee roadmap implementation and performance.	✓	✓	✓	✓	Internal Committee formed	
	Quarterly Reporting (Ongoing).	✓	✓	✓	✓	First report to November Council Meeting	
	Report on roadmap progress and OLG benchmarks.	✓	✓	✓	✓	Will be included in Qtr 2 Report to Council	
	Council's position against OLG benchmarks improved significantly by FY2029.				✓		
Activity to achieve objective	Sub-Activity	Target date 2025-26	Target date 2026-27	Target date 2027-28	Target date 2028-29	November 2025 Update	

6.18 Financial Sustainability Roadmap - Quarterly Update
 Attachment A Financial Sustainability Roadmap - Qtr 1 Update

Investigate Special Rate Variation	Prepare and present Special Rate Variation proposal.	SRV Council Report submitted by 15 November 2025.					Completed - Report to 12 November Meeting
	Improve recognition, reporting, and assessment.	✓	✓			To commence Q3	
	Design and implement Internal Manager capability building program with a focus on Governance and Financial Management	✓	✓	✓	✓	To commence Q3	
Project Management Framework	Establishment of a project management function to include tools and templates with continued reporting on projects updates to EMT.	✓	✓	✓	✓	To commence Q3	

ANNUAL REPORT

2024 - 2025



yass valley council
the country the people

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Acknowledgement of Country

Yass Valley Council recognises the traditional custodians of the land, the Ngunnawal and Wiradjuri people, and acknowledges the Elders of the community and their descendants.

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OUR VISION

4



To build and maintain sustainable communities while recognising and respecting the environment and First Nations people of the country.

Sustainable Communities

Refers to social, environmental and economic sustainability, social connections, civic leadership, environmental health and economic prosperity which can be maintained to meet current and future needs.

Environment

Considers both the local natural and atmospheric environment and the broader global environment considering issues such as resource use and climate change.

First Nation People

Traditional Custodians of the country within the Yass Valley Council local government area include the Ngunnawal and Wiradjuri people. The majority of Yass Valley is Ngunnawal Country, the Wiradjuri have a connection with western edge of the Yass Valley.



Recognising and Respecting

Respect refers to the way an individual or group treats another individual or group.

Recognising and respecting the First Nations people aligns with Reconciliation Australia's 5 dimensions: historical acceptance, race relations; equality and equity; institutional integrity and unity.

When applied to the environment, recognition and respect refers to the employment of sustainable practices, with the goal to minimise negative environmental impact and preserve the natural environment where possible and practical.

MEET THE TEAM

5

Yass Valley Council is managed by the Chief Executive Officer and three Directors. Council is one of the largest single employers in the Yass Valley local government area with just under 180 employees working across three Directorates.



GAYLEEN BURLEY

Chief Executive Officer

During this reporting period, the Chief Executive Officer role was filled by:

- Mr Chris Berry (Jul 24 - Nov 24)
- Ms Julia Costa, Acting CEO (Nov 24 - Apr 25)
- Ms Gayleen Burley (appointed Apr 25)



JULIE COSTA

Director
Planning & Environment

- Strategic Planning
- Development Control
- Compliance and Public Health
- Animal Control
- Recreational Assets



NATHAN COOK

Director
Infrastructure & Assets

- Parks and Gardens
- Water and Sewer
- Road Infrastructure
- Waste and Recycling
- Facilities and Building Management
- Cemeteries
- Road Safety



PETA GARDINER

commenced Feb 25

Director
Corporate & Community

- Finance
- Information Technology
- Customer Service
- Organisational Development
- Governance & Risk
- Media and Communications
- Library Services
- Community and Economic Development

MEET THE COUNCILLORS

6

Yass Valley held local councillor elections on 14 September, 2024, which resulted in a change of Mayor, Deputy Mayor and the election of four new councillors.

COUNCILLORS 14 SEPT 2024 - 30 JUNE 2025



Back Row: Cr David Carter, Cr David Rothwell, Cr Fleur Flanery, Cr Cecil Burgess, Cr Alvaro Charry
Front Row: Cr Adrian Cameron, Deputy Mayor Kristin Butler, Mayor Jasmin Jones, Cr Allan McGrath

COUNCILLORS 1 JULY 2024 - 14 SEPT 2024



Back Row: Cr Kim Turner, Mayor Allan McGrath, Cr Kristin Butler, Cr Cecil Burgess, Cr Mike Reid
Front Row: Cr Jasmin Jones, Cr Jim Abbey, Deputy Mayor Cayla Pothan, Cr Adrian Cameron

MESSAGE FROM THE MAYOR AND CEO

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IT IS WITH APPRECIATION AND RESPECT FOR OUR TEAM'S DILIGENT EFFORTS THAT WE CONFIDENTLY PRESENT YASS VALLEY COUNCIL'S 2024-25 ANNUAL REPORT.

The overarching theme of this year has been review and improvement - in the way we do business, in our systems and structure, in how we make decisions, and in our approach to governance, finance, community engagement and service delivery.

Staffing and leadership renewal became a major focus throughout the year.

A new Council was elected, ready to lead change, alongside the appointment of a new CEO and a Chief Financial Officer, both tasked with overhauling Council's financial systems and implementing the Office of Local Government's directive to "pull all the levers" towards financial sustainability. An Acting Director of Corporate and Community also joined the organisation, working closely with the experienced Directors of Planning & Environment and Infrastructure & Assets to form a strong, forward-focused leadership team.

With Stage 1 of the Crago Mill Precinct nearing completion and the new Administration Building and Library due to open in late 2025, this has been a year of preparation and consolidation.

It has been about getting our "house in order" - ensuring Yass Valley Council is financially sustainable, well-organised, and ready to deliver the community's needs in the most efficient and cost-effective way.

Several major strategic pieces of work were undertaken during the year, including the development of a Financial Sustainability Roadmap, the review and renewal of key Integrated Planning and Reporting (IP&R) documents, and a comprehensive Organisational Culture and Engagement Initiative.

At the same time, teams continued the delivery two of the most significant capital projects in Council's recent history - the construction of the Crago Mill Precinct (CMP) and the planning works for the Yass Water Treatment Plant (WTP) upgrade.



MESSAGE FROM THE MAYOR AND CEO

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Continued...

While these large-scale initiatives were underway, Council staff continued to deliver essential 'business as usual' services with professionalism and dedication - maintaining roads, managing waste and water services, and delivering projects that improve the daily lives of our Yass Valley residents.

Communication and strengthening partnerships have also been a deliberate and vital focus of our work this year, with both councillors and staff working together with community groups to achieve this.

Together, these achievements reflect a year of significant transformation and progress, and we thank all the staff who have worked over and above to deliver some very significant bodies of work to lay the foundations for a stronger, more sustainable future for the Yass Valley.

Jasmin Jones
Mayor Yass Valley Council
Elected September 2024

Gayleen Burley
Chief Executive Officer
Appointed April 2025

In this reporting period, we celebrated the completion of several important community infrastructure projects, including upgrades to the Murrumbateman Recreation Grounds (new amenities building, roads and public toilets), the Bowring Active Circuit, oval repairs, and the Binalong Tip remediation works, all of which contribute to improved community facilities and services.

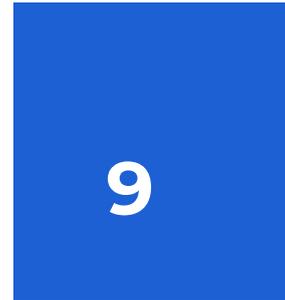
This year also unfolded against the backdrop of major regional infrastructure developments - including the Barton Highway upgrades, the expansion of renewable energy projects within our Local Government Area, the arrival of HumeLink East, and the acceleration of the Parkwood cross-border development.

These changes highlighted the growing need for strong regional collaboration and advocacy, and Yass Valley Council has continued to work closely with neighbouring councils to ensure our community's voice is heard at both State and Federal levels.



Jasmin Jones and Gayleen Burley

ABOUT THIS REPORT



Yass Valley's Annual Report 2024/25 summarises our performance against the initiatives in our Delivery Program 2022/23 - 2024/25, and the 2024/25 Operational Plan, which was part of our 2024-2034 Long Term Financial Plan. This report also presents our financial results for the past year. It provides open, accurate and transparent information for community stakeholders.

DELIVERY PROGRAM 2022/23 - 2024/25, AND OPERATIONAL PLAN 2024/25

The Delivery Program 2022-25 outlines the services and projects we provided in the current council term. Our Operational Plan 2024-25 supports the Delivery Program. It details the activities we undertook from 1 July 2024 to 30 June 2025 and their funding sources.

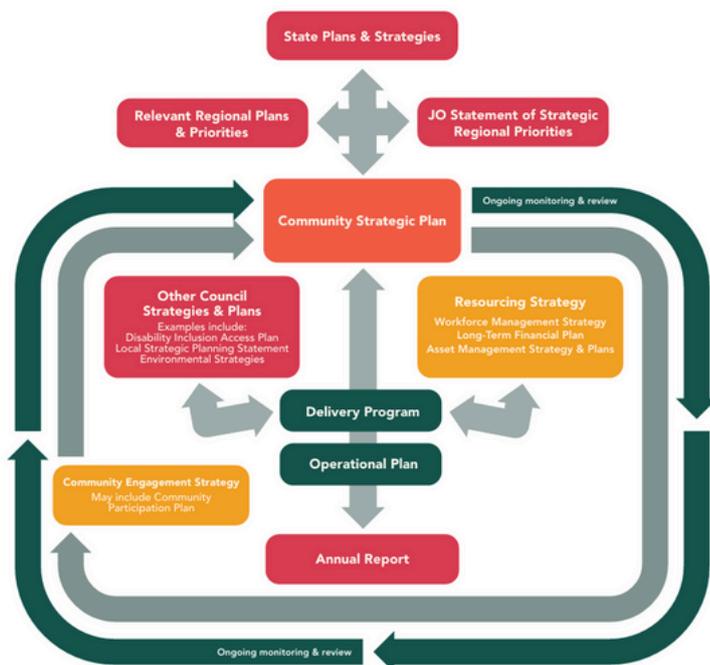
WHERE TO GET COPIES OF OUR PLANS AND REPORTS

You can find all these plans and reports at www.yassvalley.nsw.gov.au. This includes our annual reports, community strategic plans, delivery programs and operational plans.

INTEGRATED PLANNING & REPORTING FRAMEWORK

An integrated approach to planning and reporting is a requirement for every NSW council under the Integrated Planning and Reporting Framework set out in the Local Government Act 1993 and the Local Government General Regulation 2021.

This framework requires that the Council develop a series of plans, strategies, and reporting linked to the community vision and priorities set out in the Community Strategic Plan 2025-42. Each of these must be based on the social justice principles of equity, access and participation.



Our Yass Valley

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Yass Valley is a thriving rural region, much-loved for its strong sense of community, spectacular natural scenery, innovative local producers, and simple country lifestyle. Popular with tourists for its rich history, heritage, thriving arts and fantastic food and wine.

Nature lovers enjoy the range of outdoor experiences on offer in– from exploring caves and bushwalking, to strolling through the parks and gardens, camping and water sports on the lake.

Total population
17,477

SEIFA index*
1065

Top industries of employment

- 1 Public Administration and Safety
- 2 Construction
- 3 Health Care and Social Assistance
- 4 Education and Training
- 5 Professional, Scientific and Technical Services

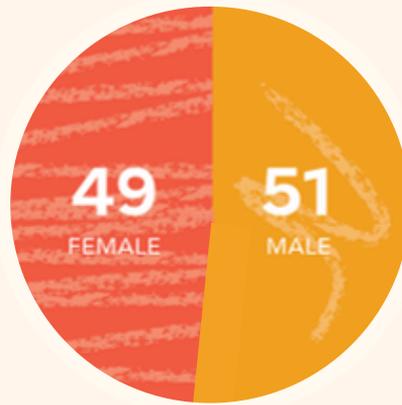
Source: Profile ID 2023, ABS Census 2021

*Socio-Economic Indexes for Areas (SEIFA) is score that ranks areas in Australia according to relative socio-economic advantage and disadvantage in terms of people's access to material and social resources, and their ability to participate in society.



11

If the Yass Valley Council region consisted of 100 people, there would be:



3
Aboriginal and Torres Strait Islanders

11
born overseas

4
speaking languages other than English at home



20
with an individual income less than \$400 per week

26: 0 – 19 years 51: 20 – 59 years
25: 60+ years



22
living by themselves

78
living in families



14
care for someone with a disability

5
have a disability



81
who own, or pay a mortgage on a house

16
live in medium and high density housing



59
that completed higher education



1
unemployed and looking for work

22
who volunteer



67
who drove to work

37
that did not complete year 12

30
working part time

61
working full time

3
who walked to work

HIGHLIGHTS

12



COUNCIL ELECTIONS

A new Council was elected in September 2024, ready to lead change, with Clr Jasmin Jones elected as Mayor and Clr Kirsten Butler as Deputy Mayor. In April 2025, Ms Gayleen Burley was appointed as the new Chief Executive Officer.

FUNDING FOR WATER TREATMENT PLANT

In December 2024, the National Water Grid Fund (NWGF) committed \$18.1 million to the \$35.9 million project, joining the commitments from the Housing Infrastructure Fund (\$6.6 million) and the NSW Ad-Hoc Election Fund (\$13.55 million).



CHRISTMAS ON COMUR STREET

Council's signature event once again brought the Yass Valley community together with over 70 community groups supporting the parade, live music, market stalls, children's entertainment, magical Santa's Grotto, late night shopping, and free Christmas trees for the community - all helping to thank our communities for their support to the Yass Valley over the year.

IP&R COMMUNITY CONSULTATIONS

Council's strategic plans for the next four years were approved following extensive community consultation. We delivered five roadshows and received over 52 community submissions covering financial sustainability, strategic planning and village masterplans, road/footpath upgrades, equitable service delivery across villages and council support for community assets.



STATE OF YASS VALLEY 2022-24

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OVERVIEW

This report is provided to the incoming Councillors in the year an ordinary election of councillors is held. Council must report on Council's achievements in implementing the Community Strategic Plan over the previous four years.

The State of Yass Valley Report for the 2022-2024 Term of Office provides a detailed overview of Council's overview of implementing our Community Strategic Plan.

This Report is available [on our website](#).

This Report is produced in accordance with the Integrated Planning and Reporting framework, a Council requirement under the NSW Local Government Act, 1993.

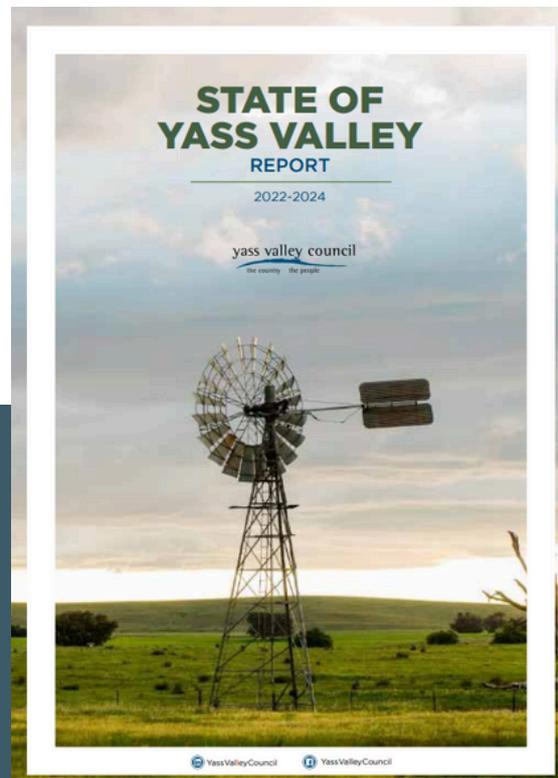
The purpose of this report is to provide a record of the achievements made and challenges faced by Council and our community, and also detail the progress towards our vision statement set out in our draft version of the Community Strategic Plan 2042.

OUR VISION FOR YASS VALLEY

The State of Yass Valley Report was previously known as the End of Term Report and summarises Council's achievements over the period December 2021 to September 2024, prior to the September 2024 Local Government Elections.

To read the report, visit our website or click the link below:

[State of Yass Valley 2022 -2024](#)



OUR PROGRESS AGAINST THE DELIVERY PLAN



Murrumbateman Recreation Ground Amenities Block

DELIVERY PROGRAM 2022-25

Our Delivery Program 2022-25 outlines a series of actions that progressed our strategy contained within the Community Strategic Plan.

Each action is assigned to a Council Officer, who is primarily responsible for achieving the action and reporting its progress. This report covers activity up to June 2025.

SUMMARY

Of the 215 actions listed, a combined total of 176 (81.9%) have commenced, of which 147 (68.4%) are complete, and the 29 (13.5%) are ongoing. A total of 39 (18.1%) actions have been stopped or are delayed.

Yass Valley Council Strategic Outcome		Year-to-Date Progress					
		Complete		Ongoing		Stopped/Delayed	
		#	%	#	%	#	%
CO	Our Community	33	15.3%	0	0.0%	6	2.8%
EC	Our Economy	33	15.3%	1	0.5%	8	3.7%
EN	Our Environment	19	8.8%	5	2.3%	15	7.0%
IN	Our Infrastructure	43	20.0%	20	9.3%	4	1.9%
CL	Our Civic Leadership	19	8.8%	3	1.4%	6	2.8%
Total		147	68.4%	29	13.5%	39	18.1%

A detailed progress report for each action item is provided on [in our Delivery Program Report 2022-25 available on our website.](#)

FINANCIAL REPORT

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OVERVIEW

Our Annual Report reflects a year of resilience, adaptability and change as Council navigated the challenges that impacted every aspect of our operations.

Council planning documents - including the Community Strategic Plan and the Integrated Planning and Reporting suite of documents (including updating the Long-Term Financial Plan, 2025-26 Budget, Operational Plan and Delivery Program) - identified that Financial Sustainability was a key risk for Council.

Financial Sustainability Roadmap

Council found themselves at a critical financial crossroad, and this led to the development of a **Financial Sustainability Roadmap (FSR)**. The draft was presented to Council in June 2025, and went on a period of Public Exhibition (the FSR was formally adopted by Council at the August 2025 public Council meeting).

Many factors contributed to making Council's financial position unsustainable, including, but not limited to:

- Inflation and construction cost escalation
- Cost shifting from other levels of Government
- Natural disasters and climate events
- Rate Peg limitations
- Declining grant funding
- Community expectations - especially around the level of maintenance and replacement of assets i.e. roads and community facilities should be improved above the current levels, requiring greater investment.

FORECASTED DEFICIT

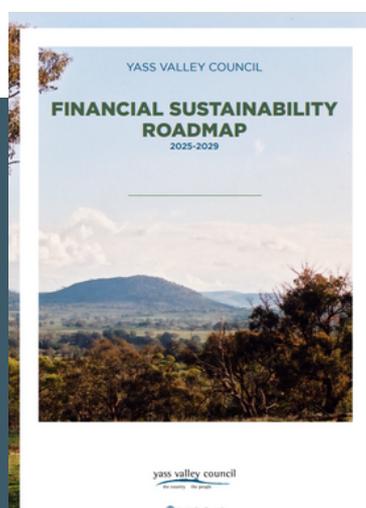
In 2023-24, Council reported a consolidated operating deficit of \$4.5 million and an unrestricted cash balance of just \$55,000.

In 2024-25, Council developed the 2025-35 Long Term Financial Plan (LTFP), adopted in June 2025 by Council.

Whilst this showed an improvement on the 2024-34 LTFP, the updated plan forecasted these deficits to grow over the next ten years, with an anticipated peak of a \$6 million operating deficit in 2027-28 and a \$22 million negative unrestricted cash balance by the end of the ten-year forecast period.

The FSR demonstrated Council's strong commitment to responsible financial management, focussed on ensuring the organisation is equipped to meet both current and future community needs.

[The FSR is available on our website.](#)



2024-25 FINANCIAL RESULTS

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OVERVIEW

Noting Council's financial sustainability challenge, Council Officers worked throughout the year to implement efficiencies across the business.

Consolidated Operating Results

Council reported a modest surplus for the Consolidated Operating Results (before Capital Grants and Contributions) of \$1.9 million in the 2024-25 financial year. This result was due to savings of \$7 million, attributable to the high number of staff vacancies and the associated reduction in funds spent on materials and services.

Unrestricted Funds

Unrestricted Cash - Council's unrestricted cash at end of 2024-25 was around \$550,000 – an increase compared to the unrestricted cash balance in 2023-24 of \$55,000. Although these are positive balances, Council's unrestricted cash balance needs to be significantly higher.

[Council's audited Financial Statements 2024-25 are available on our website.](#)

Delivery Program Outcomes

Lower expenditure in certain areas can also be related to a number of Delivery Outcomes being stopped or delayed (see the 'Report on the 2022-2025 Delivery Program').

Of the 215 actions to be completed:

- 176 (81.9%) commenced, of which:
 - 147 (68.4%) are complete
 - 29 (13.5%) are ongoing
- 41 actions (18.1%) were stopped or delayed.

Forecast

Whilst the results for 2024-25 show positive signs, the current Long Term Financial Plan identifies significant financial challenges for Yass Valley Council across the 10-year horizon. It forecasts a deficit of \$5 million on average each year, and an unrestricted cash balance of negative \$22 million by 2034-35.



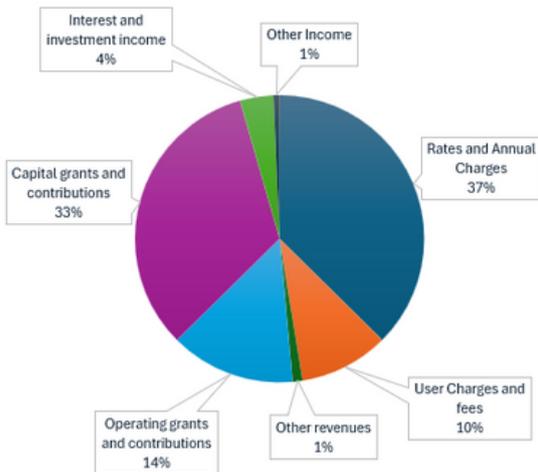
OPERATING RESULTS



OVERVIEW

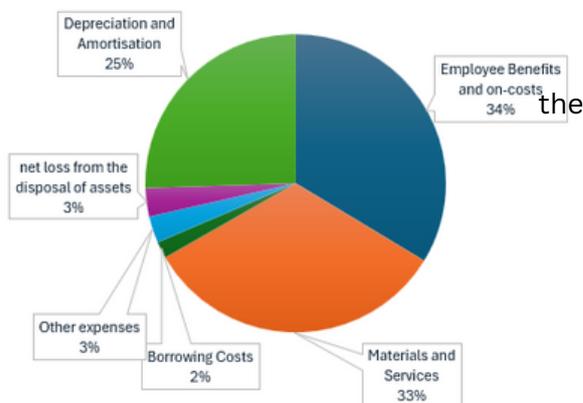
Council's operating result for 2024/25 is presented in the tables below. For more detail, please refer to Council's audited Financial Statements 2024-25 ([available on our website](#)).

INCOME: WHERE OUR MONEY CAME FROM



TOTAL INCOME	\$000'S
Rates and Annual Charges	23,156
User Charges and fees	6,180
Other revenues	680
Operating grants and contributions	8,648
Capital Grants and Contributions	20,421
Interest and investment income	2,310
Other Income	418
TOTAL	61,813

EXPENSES: WHERE OUR MONEY WENT



TOTAL EXPENSES	\$000'S
Employee Benefits and on-costs	13,295
Materials and Services	13,023
Borrowing Costs	717
Other expenses	1,137
Net loss from the disposal of assets	1,223
Depreciation and Amortisation	10,059
TOTAL	39,454

Council reported a modest surplus for the Consolidated Operating Results (not including the above \$20 million for Capital Grants and Contributions) of \$1.9 million in the 2024-25 financial year



OUR COMMUNITY

WE ARE A NETWORK OF
VIBRANT, INCLUSIVE, AND
DIVERSE COMMUNITIES THAT
VALUE OUR RURAL
LIFESTYLE

YASS VALLEY LIBRARY

Yass Valley Library
yass valley council



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ACTIVITIES

Yass Valley Library hosted a variety of activities catering to all age groups. Popular programs such as Storytime, Wriggle and Rhyme for preschoolers, and the Lego Club during school terms remain community favourites. We also introduced sensory toys and inclusive techniques to support neurodiverse children, enhancing the accessibility and enjoyment of our early childhood offerings.

We proudly hosted several acclaimed authors for engaging talks and book launches.

- **Peter FitzSimons “The Legend of Albert Jacka”**
- **Tom W. Clarke “Shoulda Been Higher”**
- **Linda Peek “Malta: A Childhood Under Siege”**
- **Nicole Alexander “The Limestone Road”**

COMMUNITY OUTREACH

Yass Valley Library participated in the Cooma Cottage bicentennial celebrations of the Hume and Hovell expedition by setting up a mobile library, bringing books and resources directly to attendees. The Lego Club enjoyed a special excursion to the Yass Fire and Rescue Station, where a guided tour inspired their creative builds.

As part of National Simultaneous Storytime, we featured *The Truck Cat* by Deborah Frenkel, a heartfelt story exploring themes of belonging, home, immigration, and family. The reading was hosted at the Soldier’s Memorial Hall by Daniel and Toni Neuhaus, representing Yass for Refugees, and was attended by children from local primary schools and preschools.



School Holiday Program at Yass Valley Library

SOUTHERN TABLELANDS ART

Yass Valley Council continued its partnership with Southern Tablelands Arts, showcasing regional talent through the Gallery Box exhibition. Featured artists included Tracy Luff, Cathy Hutton, J.A. Cornish, and Bill Dorman, whose works brought vibrancy and creativity to the library space.



*School Holiday Program at
Yass Valley Library*

COMMUNITY EVENTS

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Several key programs were delivered with the support of grant funding, allowing Council to provide activities for all ages.

- **Seasonal school holiday programs** - Delivered over 50 events aimed at providing creative, active, and accessible opportunities for children and young people.
- **NAIDOC Week celebrations** - Brought communities together in recognition of Aboriginal and Torres Strait Islander culture.
- **NSW Seniors Festival** - Offered a range of social, recreational, and wellbeing activities for older residents.

- **The Youth Council** - Remained active, leading programs and events that reflect the interests and priorities of young people and contributed to the success of the 2024 Youth Forum held at Yass High School.
- **Community Information and Services Hub (Interagency)** - Council played a key role in promoting access to support services and community networks. Local events such as the **Red Cross 110 Years of Service** celebration and the **Anti-Domestic Violence Awareness March and Day** received Council backing, reinforcing its commitment to building a safe, respectful and connected community.
- **EmPOWERing Regional Women program** - Together with TransGrid and ACCIONA, we provided opportunities to engage and uplift women across the region.
- **Southern Tablelands Arts** - Collaboration enabled creative initiatives, such as the **Waste to Art** program, to take place.
- **Grants** - Council successfully applied for 10 community grants throughout the year to enhance local opportunities and ensure sustainable support for grassroots initiatives.



Australia Day Awards - Celebrating Nominees at Yass Railway Museum



Seniors Week - Canberra Symphony Orchestra at Highclere Farm



Australia Day Awards Nominee Event - Bimbi Turner, Senior Citizen of the Year, and Jo Mulligan, Liberty Theatre

COMPANION ANIMAL MANAGEMENT

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MICROCHIPPING

- **Cats** - Council collaborated with the Yass Valley Cat Rescue to microchip a total of 27 cats. Rangers also hosted a microchipping day in Yass, in collaboration with the Office of Local Government and the RSPCA, to promote pet registration.
- **Dogs** - Two free working dog microchipping programs were held in conjunction with local trade events to promote registration of working dogs.
- **Pet registrations** - New signs were installed at the fenced off leash dog parks in Yass and Murrumbateman to promote pet registrations, which include QR codes on signs that direct owners to the pet registry website.

RANGER PATROLS

Daily activities are undertaken by Council to promote compliance with the Companion Animals Act 1998 including patrols of parks and public areas. **Council received \$17,288 in companion animal registration fees, and \$24,235 from companion animal infringements notices.**

COMPLIANCE

Over the 2024/25 reporting period there were:

- 66 reported alleged incidents involving dogs. These were predominately on stock and animals.
- 8 orders were issued for 'Dangerous, Menacing and Nuisance Dogs'.
- 57 advisory and educational letters sent to owners of companion animals.
- 46 dogs were impounded.
- 146 companion animals registered - 136 dogs and 10 cats.

OFF-LEASH DOG AREAS

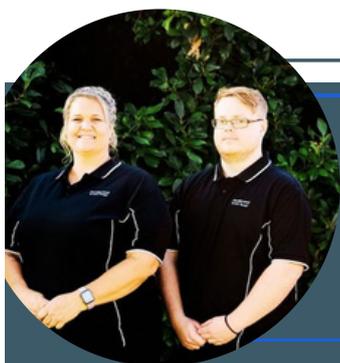
- Lower Walker Park, Yass
- Below Joe O'Connor Park (along the riverbank), Yass
- Bowning Recreation Ground, Bowning
- Binalong Recreation Ground, Binalong
- Nirta Drive Common, Murrumbateman
- Murrumbateman Recreation Area, Murrumbateman.

Two '**fenced**' off-leash parks are provided in Yass, Laidlaw Street (by Yass Pool) and at the Murrumbateman Recreation Ground, Murrumbateman.



CUSTOMER SERVICE

24



Our front-line staff play a vital role as the first point of contact for the community, helping residents with enquiries, service requests, bookings and payments. Whether in person or over the phone, the team has received many letters of thanks from customers for their friendly, efficient, and knowledgeable support.

NEW REPORTING STATISTICS

From March 2025, Council started a new system of collating data and statistics. Highlights from March - June 2025 include:

- **3,759 calls received** - showing a strong level of community engagement.
- Almost **3,000 service requests** were handled.
- **Online bookings remained steady** - community members continued to book local facilities online, with consistent usage across the five months and 204 bookings made.
- Community members were provided with digital copies of Council-owned files (mainly property files) with **343 back scans completed** - a tender is in the process for an offsite scanning capability.

**Snap
Send
Solve**

- **250 Snap Send Solve** reports submitted - these quick reports helped us identify and respond to local issues. The month of May had the best resolution rate (78%).

CUSTOMER SATISFACTION SURVEY

We released the results of our 2024 Community Satisfaction Survey - conducted by independent firm Taverner Research Group with feedback from 400 residents across the region. The report highlights **strong community satisfaction with parks, playgrounds, sporting facilities, and waste services, as well as professional and courteous customer service.**

Residents identified key areas for improvement - particularly road maintenance, water quality, weed control, disability access, and communication.

In response, Council developed an Action Plan that includes a multi-year Roads Improvement Program, water infrastructure upgrades, improved accessibility and inclusion initiatives, enhanced customer service training, and greater use of digital communication channels.



MEDIA & COMMS



Yass Valley Council found itself at the centre of numerous news stories and increased media interest across the region. Media attention was focused on the arrival of the CFO, the change of CEO, the visit from the Office of Local Government and the Financial Sustainability Review.



Media and communications support was bolstered through the engagement of a Media Contractor with strategic government communications experience.

The new management team adopted a committed approach to transparency, along with improvements in the frequency and quality of communications. As a result, there was a significant uplift in both the quality of information available and the level of community engagement across social media platforms, local newsletters and newspapers, as well as radio and television.

 <p>NEWS TV, Print & Radio</p>	 <p>DIGITAL Social Media & Website</p>	 <p>PRINT Newsletter & Advertising</p>
<ul style="list-style-type: none"> • News Articles - Yass Valley Times, About Regional • TV - WIN News, ABC, 7 News • Radio - ABC Canberra, 2CC/2CA • Yass FM - regular Council Update 	<ul style="list-style-type: none"> • YVC Website • Facebook • Instagram • LinkedIn - recruitment • Yass Animal Shelter Facebook • Yass Valley Library Facebook 	<ul style="list-style-type: none"> • Gunderoo Gazette • Murrumbateman Services and Trades Directory • Sutton Chatter • Yass Valley Times • Information Boards - Posters

OUR ECONOMY

WE HAVE A STRONG
REGIONAL ECONOMY
EXPERIENCING SUSTAINABLE
GROWTH, WHICH PROVIDES
FOR A DIVERSE RANGE OF
EMPLOYMENT
OPPORTUNITIES



ECONOMIC DEVELOPMENT

27

Council supported sustainable economic development programs across the region, with a focus on collaboration, resilience, innovation and local business engagement.



- **Regional Drought Resilience Plan** - In partnership with Queanbeyan-Palerang and Snowy Monaro Regional Councils, Yass Valley Council played a key role in the development of the Regional Drought Resilience Plan. Through a series of community consultations and research activities, the project - co-funded by the Australian Government's Future Drought Fund and the NSW Government - ensured that local voices shaped long-term, practical strategies to build resilience against future climate-related challenges.

- **Shop Yass Valley** - Council supported the circular economy by encouraging residents to shop locally, with a 5% increase in participating businesses and over \$17,000 loaded onto gift cards this financial year - directly reinvesting back into the local economy.

- **2025 Yass Valley Business Awards** - Council sponsored the Excellence in Small Business category to recognise business excellence and celebrate our regional economy (pictured below).

- **Bango Wind Farm Community Benefit Enhancement Fund** - Delivered 20 local initiatives funded under the 2024-2025 round. These projects contribute to long-term social, environmental, and economic benefits for the region.
- **Yass Valley STEM Program** - Delivered in partnership with Yass High School and CSIRO, Council championed skills development and future workforce readiness providing young people with exposure to science and technology, but also strengthening connections between students and local industry.



Mayor Jasmin Jones with Yass Valley Business Chamber award winners Tallagandra Hill Winery



————— SUPPORT LOCAL —————
SHOP YASS VALLEY



GIFT CARDS

WWW.YASSVALLEY.COM.AU/SHOPYASSVALLEYGIFTCARD/



DESTINATION

Council's Destination team plays a vital role in promoting the region as a destination of choice for visitors, while also supporting local producers and tourism operators.

- **2024 Visit Yass Valley Destination Guide** - A major highlight of the year was the development and release of this 52-page publication showcasing the unique offerings of the region's ten towns, destination highlights and detailed listings for nearly 100 local businesses. 7,500 copies were distributed to Visitor Information Centers across New South Wales, increasing the visibility of Yass Valley as a premier regional destination.
- **The Yass Valley Accredited Visitor Information Centre** - Remained a key touchpoint for travellers, welcoming approximately 11,500 visitors through its doors over the year. The team handled 1,355 phone enquiries and responded to around 5,500 tourism-related emails, providing valuable support and information to visitors planning their stay in the region. Remains
- **Local Products Sales** - The shop at the Information Centre generated over \$90,500 in revenue from goods supplied by Yass Valley producers.
- **Digital Engagement** - Remained a strong pillar of the Destination Marketing Strategy. The Visit Yass Valley social media channels reached nearly 40,000 people throughout the year. The Instagram account achieved 11,000 post engagements, while Facebook recorded over 21,700 - reflecting ongoing community interest and growing awareness of the region's experiences, events and attractions.





OUR ENVIRONMENT

WE APPRECIATE OUR RANGE
OF RURAL LANDSCAPES AND
HABITATS AND ARE
STEWARDS OF THE NATURAL
ENVIRONMENT FOR FUTURE
GENERATIONS

ENVIRONMENTAL HEALTH

COMPLETED

- 107 food premises inspections
- 30 inspections of regulated premises under the Public Health Act 2012 (Public swimming pools and skin penetration premises)

- Environmental health team hosted a **Retail Information Session** in conjunction with the NSW Food Authority. A total of 45 participants from local food businesses and community groups attended the event.
- Completion of **45 onsite-sewage management system inspections**.
- Participation in the **NSW Health Arbovirus Mosquito Trapping Program** in Yass.

WEEDS

- **Completion of 461 inspections** of private properties for new and emerging weeds.
- Biosecurity officers detected a new plant incursion of **sticky nightshade**. An eradication program has been put in place to prevent establishment of the weed in the area. This plant is marked as a Priority Weed under the Southeast Regional Strategic Weed Management Plan.



OUR INFRASTRUCTURE

OUR COMMUNITY IS WELL
SERVICED AND CONNECTED
TO BUILD, SOCIAL, AND
COMMUNICATIONS
INFRASTRUCTURE



CRAGO MILL PRECINCT

33

CONSTRUCTION OF ADMINISTRATION BUILDING AND LIBRARY

Stage One of the Crago Mill Precinct project is well underway with the new Council Administration Building under construction, complete with a Customer Service Centre and modern fit-for-purpose Council Chambers, and a modern Library with civic spaces.

Stage Two of the development involved plans for a refurbished Crago Mill, demolition of the old council building and potential new space for local businesses.

Throughout 2024-25, the project moved from design to full construction. The site was cleared, hazardous materials safely removed, and underground fuel tanks near Chinaman's Drain were excavated. Foundations and slabs for the Library and Administration Building were poured and from early 2025 the steel structures rose quickly.

As at the end of June 2025, the Library roof was close to completion, and internal framing was well underway.

The Onerwal Aboriginal Land Council helped to guide cultural elements including artwork, landscaping and a yarning circle.

As the current Council building is not fit-for-purpose, staff wait in anticipation for the move to their new offices - with new workspace trials, decanting preparations and plans being developed for new ways of working underway.

The project has delivered many local benefits. Contractor reports from February 2025 state that 15% of labour spend has so far gone to Indigenous businesses, and local suppliers within 200km of the site are providing more than 80% of materials and services.

HISTORIC BUILDING

Design work has progressed on the Crago Mill Historic Building, with heritage engineers developing plans ready to bring this historic building back to life.



Crago Mill Precinct - steel roof up

MODERN AND FIT FOR PURPOSE

Stage One of the project remains on track to deliver a modern, culturally inclusive and functional site that will serve both the Council and community long into the future.



STRONGER WATER NETWORK

35

YASS WATER TREATMENT PLANT (WTP)

The Yass Water Treatment Plant (WTP) Upgrade Project is an ongoing, challenging, and very high priority project for Council to deliver a safer, more reliable water supply for the community.

In December 2024, the National Water Grid Fund (NWGF) committed \$18.1 million to the \$35.9 million project, joining the commitments from the Housing Infrastructure Fund (\$6.6 million) and the NSW Ad-Hoc Election Fund (\$13.55 million). Of the latter, \$1.7 million was directed to reticulation works to replace ageing water mains. Council also funded further improvements through its asset management program.



WATER RETICULATION IMPROVEMENT PROJECT

These upgrades formed part of a long-term plan to modernise the Yass water infrastructure, ensuring a reliable supply for homes, businesses, and future generations.

Council engaged NSW Public Works Advisory to prepare tender packages for the Yass Water Reticulation Improvement Project and field investigations began in February 2025.

NSW Government funding will enable key upgrades across Yass - including the replacement of century-old mains in the Cooks Hill area, improved supply for the growing South Yass population, and adding bypass interconnectors to the main industrial supply serving the Service Centre, Binalong, and Bowning to reduce disruption during maintenance.

Council-funded upgrades will replace the 1927 Meehan Street water main to better support Comur Street businesses, install larger pipes to improve supply for Grand Junction Road and Wellington Estate residents, and decommission ageing asbestos cement pipes by connecting residents to newer water mains.

Following the field work and technical investigations, draft design drawings and reports for the reticulation upgrades will be presented late-2025.

YASS WATER TREATMENT PLANT UPGRADE PROJECT

With initial Stage 1 works completed - including installation of a bubble plume aeration system at Yass Dam, upgrades to the Raw Water Pump Station (RWPS), and urgent works at the existing WTP - the Final Business Case for a new water treatment plant was endorsed by Council in May 2024.

In April 2025, Council engaged BECA HunterH2O to prepare the Reference Design and Tender Documents for the Design and Construct (D&C) contract for the new plant. The tender process for the design contract is scheduled to open mid-2026.

ROADS & FOOTPATHS

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ROAD SAFETY UPGRADES

- **Murrumbateman Road** - Road safety upgrades were completed from Broken Dam Creek to Dick Creek Road, including road widening, guard rail and line marking.
- **Sutton Road** - Traffic safety upgrades were completed from Sutton village to Back Creek Road, including the installation of lines, audible tactile markings, and raised reflective pavement marks.
- **Sutton Road** - Detailed rehabilitation designs were completed for Sutton Road (Segment 36) to Gundaroo village, for use in future grant applications.

NATURAL DISASTER ROAD PROJECT

- **Culvert works** - on Fifeshire, Cavan, Dick Creek, McCarthy and Burrinjuck Roads.
- **Embankment Stabilisation** - on Wee Jasper Road (Segment 11), south of Wee Jasper village.
- **Road Bridge Repairs** - at Illalong Road (Segment 5) and Henderson Lane.



GRAVEL RESHEETING PROGRAM

The following unsealed roads, as part of the Roads To Recovery (RTR) grant fund, have been resealed:

- Dog Trap Road - 8.50 kms of unsealed road, from Connells Lane to Kaveney's Road

BITUMEN RESEALING PROGRAM

The following bitumen roads have been resealed, with thanks to the Roads To Recovery (RTR), Regional Emergency Road Repair Fund (RERRF) and BLOCK Grants:

- **Gundaroo:** Hadlow Drive, McKeahnie Lane
- **Sutton:** Bywong St, Moorong St, Victoria St
- **Yass:** Irvine Dve, Lead St, McDonald St, Weemilah St, Yeo Cres

**135,000 M²
EQUIVALENT
OF BITUMEN
ROADS**



Hume and Hovell Long Distance Path

ROADS & FOOTPATHS

38

FOOTPATHS



- **Bowning** – The Bowning Activity Circuit was completed, connecting Bowning Public School to Bowning Recreation Ground, including a new pedestrian bridge on Montem Street.
- **Yass** - A grant was successfully received for new and upgraded footpaths from Walker Park to Berinba Public School, and the procurement process commenced to appoint a contractor.
- **Yass Rail Trail** - The initial design of the Yass Rail Trail, which will link Yass Junction Railway Station to Yass Railway Museum, went on public display at the Soldier's Memorial Hall. This project will be completed once suitable grant funding becomes available and authorisation from Transport for NSW is offered.

ROAD SAFETY AWARENESS

Council carried out a 'Caravan and Towed Trailer Weigh and Safety Program' to assist drivers check towed vehicle weights. We also ran a highly successful 'Log Book Run' for learner drivers and their supervising adults, delivered in conjunction with Yass Police.



BRIDGES & LOW-LEVEL CROSSINGS

A safety audit was prepared for Buckmaster Bridge on Yass River Road and a grant application was submitted to fund proposed safety works. The replacement of the low-level crossing on Greenwood Road was completed, allowing more reliable connections to Murrumbateman over the Yass River.

HEAVY PATCHING PROGRAM

The following bitumen roads, with thanks to the Roads To Recovery (RTR), Regional Emergency Road Repair Fund (RERRF) and BLOCK Grants, have been heavy patched in certain areas to increase the overall life of the road pavement:

- Yass Valley Way, Wee Jasper Road, Old Federal Hwy, Black Range Road, Cadell Place, Wallaroo Road, Sutton Rd, Murrumbateman Rd.

**27,800 M²
EQUIVALENT
OF AREA HEAVY
PATCHED**



Bowing Active Circuit during construction

RECREATIONAL ASSETS

40

Murrumbateman Recreation Ground

The new Multipurpose Amenities Facility at Murrumbateman Recreation Ground has been completed with a formal opening in July 2025. The completion marked a major milestone to provide Murrumbateman and Yass Valley with a modern and accessible facility that will support local events and sporting activity for many years to come.

The project was made possible through a \$1.4 million grant from the NSW Government's Multi-Sport Community Facility Fund 2022-23, with an additional \$700,000 co-contribution from Yass Valley Council. The upgrade also included enhancements to the internal access road and the construction of new accessible public toilets near the Jones Park rest stop - improvements that have been warmly received by the community.

Community Recreational Asset Projects

- **Walker Park Fields Renovation** – the ovals were much improved as part of the cyclical program of works identified in the Sports Field Remediation Program. The remediation works de-compacted the hard ground, making the playing surfaces much more suitable for youth sports.
- **Joe O'Connor Park and Bowling Recreation Ground Cricket Pitch and Covers** – work was completed to replace the old cricket pitches with multi-purpose synthetic pitches, funded by the Crown Reserve Improvement Fund (CRIF).
- **Wee Jasper Carpark** – identified as critical work in the Wee Jasper Masterplan, a brand-new car park was provided for the community, funded by the Stronger Country Communities Fund.
- **Binalong Recreation Ground Master Plan** – was agreed and adopted.
- **Sports Policies** – updated Sports Facility Closure and Community Sports Facility Booking Policies were agreed and adopted.

Murrumbateman All-Abilities Playground

The \$1 million Murrumbateman All-Abilities Playground will provide an inclusive, all-ages space.

Funded through the Federal Government's Investing in Our Communities Program, Council's Development Contributions Reserve and the Local Roads and Community Infrastructure Grant, the project design by Complete Urban was endorsed in August 2024, with 10 Hercules Street confirmed as the site in May 2025.

The design is now being refined, with construction tenders expected in December 2025.



STRATEGIC PLANNING

41

The Yass Valley Council Development Control Plan 2024 commenced operation in August 2024.

HERITAGE

Four heritage grants were approved under the Local Heritage Grants Program, jointly funded by Council and Heritage NSW, totalling \$12,000 for restoration works including:

- Replacing a damaged brick fence and tree removal
- Exterior painting
- Replacing timber windows at the Bowring Hall
- Repairs to a roof

REPLACING THE ROOF ON THE LIBRARY

Council has received funding under the NSW Government Local Roads and Community Infrastructure Fund to replace the old roof sheeting and gutters of Yass Valley Public Library (located at 88 Comur Street). The objective of the project was to undertake major building improvements to reduce the maintenance costs and extend the life of the heritage-listed building once the Library has relocated to the Crago Mill Precinct.

COUNCIL SUPPORTED FOUR PLANNING PROPOSALS:

- Rezoning land in Yass to R1 General Residential allowing the creation of approximately 250 – 300 residential lots.
- Reducing the minimum lot size applicable to land in Murrumbateman to create thirty 1 hectare lots, zoned R5 Large Lot Residential.
- Creating an additional permitted use for land in Murrumbateman allowing the development of tourist accommodation.
- Rezoning land in Wallaroo to C3 Environmental Management for the purposes of biodiversity offsets and the creation of an additional permitted use allowing the development of an electricity substation.

DETAILS ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979

Council has not entered into any planning agreements in accordance with the Environmental Planning and Assessment Act 1979.





ANZAC Day Dawn Service, Yass

DISABILITY & INCLUSIVITY

43

Council adopted the Disability Inclusion Action Plan for 2024-2026 ([available online](#)) which guides council in meeting its requirements under the NSW Disability Inclusion Act 2014.

CONTINUE TO IMPROVE THE ACCESS AND INCLUSION OF OUR LIBRARIES:

- Magnifier technology installed at Yass Library
- Recommendations for lighting have been actioned
- Earmuffs/ear buds available at service desk
- Development of Crago Mill Precinct buildings has considered actions within the DIAP and accessibility

ENHANCE COUNCIL FACILITIES TO IMPROVE ACCESS INCLUSION:

Upgrade of Brennan St, Yass, bus shelter to disability access standards



In 2024-25, Council completed the below actions of the plan:

CREATE AND CONTRIBUTE TO LIVEABLE AND ACCESSIBLE PUBLIC PLACES:

- Secured grant funding towards the Bowring activity circuit
- Completed pathway in Yass between Petit and Shaw Street
- Audit of disability carparks completed, and action plan is being developed



DEVELOPMENT ASSESSMENTS

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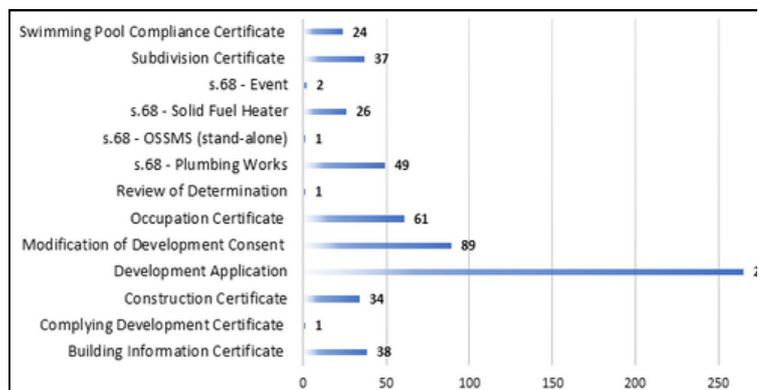
74 DAYS Council's Development Assessment Team achieved a reduction in average assessment days of development applications by 74 days.

628 Total number of applications determined.

\$163,328,975 Total value of Development Applications

APPLICATIONS

The 628 applications were determined as below:



DEVELOPMENT CONTRIBUTIONS AND DEVELOPMENT LEVIES

This is how development contributions and development levies have been allocated over the financial year for Sport and Recreation Projects.

Project	Total Project Cost	Monetary contributions/ levies used or expended on the project	Date Completed	Percentage of the cost of project funded by contributions/ levies
Murrumbateman Recreation Ground - Public Toilets	\$328,280	\$328,280	Completed May 2025	100%
Murrumbateman Recreation Ground - Ring Road Reseal	\$361,771	\$361,771	Completed May 2025	100%
Murrumbateman All Abilities Playground	\$950,000	\$200,000	Ongoing - due December 2026	20%

OUR LEADERSHIP

OUR LEADERS OPERATE
ETHICALLY AND IMPLEMENT
GOOD GOVERNANCE



Mayor Jasmin Jones (L) and the Executive Management Team (as at April 2025)

WORKFORCE PLANNING

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UPDATED ORGANISATION STRUCTURE

Council endorsed the organisation structure to be implemented from 1 July 2025 that includes the three existing directorates - Corporate & Community, Infrastructure & Assets and Planning & Environment - and a proposed new temporary directorate, Executive Services.

The Executive Services directorate will include a Commercial Property Development Manager, Senior Business Improvement Officer and Business Improvement Officer. Their focus will be on delivering a reduction of operating deficit in the short term and financial sustainability in the long term.

ORGANISATIONAL CULTURE AND ENGAGEMENT INITIATIVE

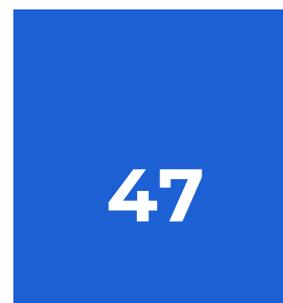
The Organisational Culture and Engagement Initiative was launched in May 2025 aimed at enhancing our workplace environment and fostering a more inclusive, collaborative, and positive culture across Yass Valley Council.

Due to report in Spring 2025, this initiative will play a key role in identifying areas for improvement and shaping the future of the organisation. To ensure a comprehensive and unbiased process, the review will be conducted by an independent external provider.



Mayor Jasmin Jones and Jason McGuire, Chief Financial Officer at the Visitor Information Centre

WORKFORCE MANAGEMENT



DECLARATIONS OF INTEREST

- No external bodies exercised any delegated functions of Council during the reporting period.
- Council has not undertaken any work on Private Land during 2024/25FY.



REMUNERATION

The value of the Chief Executive Officer's Total Remuneration Package (TRP) as of 30 June 2025 was \$320,000.

The value of the TRP for all senior staff as of 30 June 2025 was \$990,590. The value is expressed as the combined total TRP of the senior staff members.

COMPLIANCE WITH THE NSW CARERS (RECOGNITION) ACT 2010

As no staff identified themselves as carers in accordance with the Act, no follow-up consultation was required. Council was not required to adopt new policies or make any amendments to existing policies.

RISK MANAGEMENT

The Internal audit and risk management attestation statement for the 2024/25 financial year [is available on our website.](#)

STATEMENT OF TOTAL NUMBER OF PERSONS WHO PERFORMED PAID WORK ON WEDNESDAY 4 DECEMBER 2024

Persons employed by the council on a permanent full-time, permanent part-time or casual basis or under a fixed-term contract	170
Persons employed by the council as senior staff members	0
Persons engaged by the council, under a contract or other arrangement with the person's employer, wholly or principally for the labour of the person	5
Persons supplied to the council, under a contract or other arrangement with the person's employer, as an apprentice or trainee	0

COUNCILLOR SUPPORT

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COUNCILLORS TRAINING

With the formation of a new Council in September 2024, the Mayor and all Councillors participated in induction and information sessions throughout October and November 2024. These sessions were designed to ensure Councillors were well equipped with the knowledge, skills, and understanding required to effectively undertake their roles and responsibilities.

An initial Councillor Induction Session was held on 18 October 2024, delivered by Sinc Solutions, followed by a second session on 7 November 2024, facilitated by Morrison Low Advisory. A dedicated Mayoral Induction session was also conducted for the Mayor and Deputy Mayor.

In addition, a Planning Induction Workshop was held on 21 November 2024, led by Strategic Perception, providing Councillors with insights into the strategic and statutory planning framework that guides decision-making within the Yass Valley.

To support ongoing learning, each Councillor received comprehensive information containing key governance, planning and policy documents. Reference materials such as the OLG Councillor Handbook, Hit the Ground Running webinars, and ICAC guidance on lobbying were also included.

The Mayor also completed the OLG 'Hit the Ground Running' and ICAC Joint Organisations webinars, as well as the 'Chairing Effective Meetings' training module.

PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS

<p>There were no overseas visits by Councillors, Council Staff or other representatives.</p> <p>There were no interstate visits undertaken by Councillors, other than regional meetings in the ACT.</p>	<i>Mayoral and Councilor Fees and related expenses</i>	
	Mayoral Allowance	\$49,237
	Councillor Fees	\$173,892
	Councillor Expenses	\$18,476
	<i>Other Expenses</i>	
	Telephone calls/dedicated office equipment, induction training/professional development, and Mayoral Car (travel expenses)	\$24,112
	Conference/meeting attendance	\$3,662
	Total Elected Members expenditure	\$269,380

CAPITAL WORKS PROJECTS

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REPORT ON CAPITAL WORKS PROJECTS

List of capital works projects undertaken July 2024 - June 2025

Project	Total Cost	Date Completed	Notes
Murrumbateman Recreation Ground Public Toilets	\$328,280	May 2025	100% supported by contributions/levies
Murrumbateman Recreation Ground Ring Road Reseal	\$361,771	May 2025	100% supported by contributions/levies
Joe O'Connor Park and Bowning Recreation Ground Cricket Pitch and Covers	\$30,176	May 2025	None
Wee Jasper Carpark and Public Toilet	\$200,000	August 2024 (toilet construction ongoing)	Carpark completed August 2024. Completion of public toilet due December 2025.
Murrumbateman All Abilities Playground	\$30,000 spent in 2024/25 (total cost \$950,000)	Ongoing	Initial design work completed in 2024/25. Completion due December 2026. 20% supported by contributions/levies



New Wee Jasper Public Toilet



Ngunnawal Elders visit the new Library at the Crago Mill Precinct

CONTRACTS

51

REPORT ON CONTRACTS OVER \$150,000 FOR 2024-25

Project	Contractor	Amount (AUD)
Greenwood Road - Replacement of low-level road crossing over Yass River	Murrays Construction P/L	2,755,412
Murrumbateman Recreation Ground -Amenities Upgrade	ASCO Group (Aust) Pty Ltd	270,000
Electrical and Telemetry Upgrade of Five Water and Wastewater Sites	Saunders Automation P/L	1,091,662
Yass Rail Trail - Detailed Design	Burchills Construction Solutions	683,000
Heavy Patching - 3 year contract	Denrith Pty Ltd	1,143,000
Bitumen Resealing - 3 year contract	Norman McMahon Patches	1,200,000
Natural Disaster Works - Package 2	Denrith P/L	513,796
Murrumbateman Recreation Ground -Ring Road Reseal	R Con Civil Pty Ltd	275,423
Yass Valley Flood Warning System – Stage 2	GRC Hydro	535,000
Bowling Activity Circuit	Jasique Building and Earthmoving	1,138,927
Greenwood Road - Replacement of low-level road crossing over Murrumbateman Creek	Murrays Construction P/L	3,260,200
Natural Disaster Works - Package 3	R Con Civil P/L	759,195
Gravel Supply and Delivery	Bald Hill Quarry	1,118,700
Yass Valley Library - Roof Replacement	Murphy's Remedial Builders	310,234
Murrumbateman Road – Safety Improvements Broken Dam Creek to Dicks Creek Road	Divalls	826,536
Yass WTP Upgrade - Preparation of Reference Design and Tender Documents	Beca HunterH2O	1,161,783
Sutton Road - Safety Improvements Sutton Village to Back Creek Road	ACT Line Marking	306,571



New bridge on Back Creek Road, Gundaroo

GRANTS & DONATIONS

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GRANTS AND DONATIONS UNDER SECTION 356

These grants are as approved and reported in the 2024-25 Operational Plan. Actual spend for the Financial Year 2024-25 was \$80,441.34.

Section 356 Financial Assistance Grants - 2024/25	Approved	Actual Payment
Berinda School	\$2,000.00	\$2,000.00
Binalong Mechanics Institute	\$999.00	\$999.00
Binalong Rescue Squad (VRA)	\$1,450.00	\$1,450.00
Bowling Hall	\$4,111.00	\$4,111.00
Bowling Hall Association - 50% rates returned for 2024	-	\$1,817.26
Buena Vibra: Alive in the Street	\$15,000.00	\$15,000.00
Combined Churches Yass Community Christmas Carols	\$5,000.00	\$4,600.00
Gundaroo Expo	\$2,500.00	\$2,500.00
Gundaroo Park	\$9,000.00	\$9,000.00
Gundaroo Soldiers Hall Committee - no payment FY2025	\$2,500.00	\$0.00
Irish & Celtic Music Festival Inc. Committee	\$10,000.00	\$7,915.80
Murrumbateman Primary School	\$2,500.00	\$2,500.00
Springfield Brigade NSW RFS	\$2,025.00	\$2,025.00
The Kids for Kids Project (Ride for Babies)	\$2,500.00	\$2,500.00
Yass High School - plus award sponsor \$100	\$3,000.00	\$3,100.00
Yass Landcare Group Inc.	\$2,500.00	\$2,500.00
Yass Music Club	\$2,500.00	\$2,500.00
Yass Netball Association	\$5,000.00	\$5,000.00

GRANTS & DONATIONS

54

Section 356 Financial Assistance Grants - 2024/25	Approved	Actual Payment
Yass Picnic Race Club Committee	\$2,500.00	\$2,500.00
Yass Public School	-	\$5,000.00
Yass Region Rodeo Assoc	\$2,500.00	\$2,500.00
Yass Senior Citizens - no payment in FY2025	\$1,300.00	\$0.00
Yass Swimming Club	\$2,500.00	\$2,500.00
Yass Valley Concert Band	\$2,500.00	\$2,500.00
Yass Valley Triathlon Club	\$2,000.00	\$2,000.00
YassFM	\$1,140.00	\$1,140.00
Section 356 Total	\$87,025.00	\$87,658.06
Mayor Discretionary Fund	\$2,000.00	-
Grant Total	\$89,025.00	\$87,658.06



Santa joins in the fun at Christmas on Comur Street

LEGAL PROCEEDINGS

55

REPORT ON AMOUNTS INCURRED IN RELATION TO LEGAL PROCEEDINGS 2024-25

PLANNING & ENVIRONMENT	Value
Building Certifier Services	\$2,584.00
Appeal - Fence - Rose Street, Murrumbateman	\$393.70
Class 1 LEC Appeal	\$20,656.30
Court Advice - Ambleside Ave	\$6,442.30
Parkwood Deed of Agreement	\$1,583.34
Review DCP Application	\$653.90
DA Class Appeal - Client AS	\$24,633.40
Preparation and Facilitation of Trade Services	\$8,600.00
Contracting Services	\$3,798.00
Historical Search	\$45.82
Deposited Plan - Tallagandra Lane	\$46.36
Sub Total	\$69,437.12
GOVERNANCE MANAGEMENT	Value
Legal Services - Client F - NCAT/GIPA	\$69,181.10
Legal Services - Client K - NCAT/GIPA	\$9,104.10
Legal Fees - General	\$18,383.00
WHS Investigation - August 2024	\$32,260.29
Sub Total	\$128,928.49
SUMMARY	Value
Other	\$4,020.39
2024-25 Financial Year Total Costs	\$202,368.00

ADVOCACY

56

Council participated in and worked with a number of key co-ordination groups, partners and government organisations to achieve outcomes for the Yass Valley:

- ACT and Region Catchment Management Coordination Group Community Associations and Businesses
- Canberra Region Joint Organisation (CRJO)
- CSIRO – Generation STEM
- Community Groups and Sports Clubs
- Companion animal rehoming organisations
- Country Mayors Association
- Crown Lands & Public Spaces
- Destination Southern NSW
- Department of Health
- Department of Planning, Industry and Environment
- Department of Regional NSW
- Headspace Yass
- Local Land Services (Funding for the Weed Action Plan)
- National Australia Day Council
- NAIDOC
- NSW Farmers Federation
- NSW Food Authority
- NSW Health
- NSW OLG
- Office of Youth
- Police & Emergency Services
- Regional Development Australia Southern NSW & ACT
- Regional Australia Mental Health Program
- Service NSW

This year also unfolded against the backdrop of major regional infrastructure developments - including the Barton Highway upgrades, the expansion of renewable energy projects within our Local Government Area, the arrival of Humelink East, and the acceleration of the Parkwood cross-border development.

These changes highlighted the growing need for strong regional collaboration and advocacy, and Yass Valley Council has continued to work closely with neighbouring councils to ensure our community's voice is heard at both State and Federal levels.

- Southern Tablelands Steering Committee
- Service NSW
- Southern Tablelands Steering Committee
- South East Australia Transport Strategy Inc (SEATS)
- South East Weight of Loads Group
- Southern Tablelands Arts (STARTS) Inc
- Southern NSW Local Health District
- South West Regional Waste Management Committee
- State Library of NSW and Public Libraries Australia
- Telecommunications Industry
- Tourism Group
- Transport for NSW
- WorkForce Australia
- Yass High School
- Yass Valley Interagency Group



NSW Roads minister Jenny Aitchison visits Sutton/Gundaroo



Mayor Jasmin Jones' regular catch-up with Micheal McCormack, Federal MP for Riverina

ANTI-SLAVERY STATEMENT

58

The following steps were taken to ensure that goods and services procured by and for Yass Valley Council during 24-25 were not the product of modern slavery within the meaning of the Modern Slavery Act 2018.

- Yass Valley Council is aware of modern slavery e-learning modules developed by the NSW Government and Australian Government and will develop an internal modern slavery training module to raise awareness across all staff who procure goods over the coming 12 months.
- No suppliers were engaged from high modern slavery risk geographies. No international suppliers have been engaged over the reporting period.
- Modern Slavery has been considered specifically in the construction and procurement relating to the Crago Mill Office Redevelopment Project.

Yass Valley Council recognises that addressing modern slavery risk is an ongoing process that must be constantly reviewed and refined. Accordingly, we will continue to develop frameworks and processes to ensure we can review the effectiveness of our actions to assess and address modern slavery risks in our procurement and supply chains moving forward, including taking steps to:

- Review Yass Valley Council policies and procedures;
- Work with suppliers to assess their progress in addressing modern slavery risks;
- Conduct and evaluate our risk assessment processes; and
- Conduct supplier questionnaires to identify modern slavery risks.

The results of these processes will enable us to adopt and strengthen our actions to continually improve our response to modern slavery.



EQUAL EMPLOYMENT OPPORTUNITIES

59

Activities to Implement Council's Equal Employment Opportunity (EEO) Management Plan

- **Recruitment** – Yass Valley Council provides Equal Employment Opportunities, welcoming applicants from all backgrounds and communities. The Council website was updated to promote the benefits of working in Local Government, opportunities for Veteran's Employment and Defence Reserve Service Leave. During the job application process, employees can voluntarily indicate if they require Disability and Accessibility adjustments.
- **Inductions** – Upon commencement, new employees are assigned mandatory online courses with an assessment activity for Code of Conduct, Discrimination and EEO, Bullying Harassment & Discrimination, and Mental Health Awareness.
- **Onboarding** – During the onboarding process, new employees could voluntarily complete EEO questions.
- **Learning and Development** – A variety of training courses are regularly released for all staff to voluntarily attend. All staff were required to attend Respect in the Workplace training.
- **Internal Career Development Opportunities** – Higher Duties arrangements and temporary transfers are regularly available to all staff via expressions of interest.
- **Flexible Work Arrangements** – Applications for flexible working arrangements have been considered and reviewed, taking into account individual circumstances and contexts, in conjunction with operational/business requirements.



STATUARY DECLARATIONS

60

Additional Information that we must include in our Annual Report

Public Interest Disclosures

Council did not have an adopted Public Interest Disclosure Policy in the reporting period, and therefore no statistics are available on reports made in accordance with NSW legislation or a respective policy.

Government Information (Public Access) Act 2009 and Regulation

[The 2024/2025 GIPA Statements are available on our website.](#)

Stormwater Management Services

Minor stormwater maintenance activities occurred and there were no major projects

Special Rate Variation (SRV)

No special rate variation for 2024/25FY

Fisheries Management Act 1994

Not Applicable

Rates and Charges Written Off

	Rates	Annual Charges	Total
Pensioner Concessions Granted	\$133,026.92	\$134,464.08	\$267,491.00
Postponed Rates	-	-	-
Rates and Charges (including interest)	\$7,286.91	\$578.74	\$7,865.65
Total	\$140,313.83	\$135,042.82	\$275,356.65

Inspection of private Swimming Pools - Swimming Pools Act & Regulation

Swimming Pool Inspections	No. Inspections	No. Certificates of Compliance	No. Certificates of Non-Compliance
Tourist and Visitor Accommodation	0	0	0
Premises which there are more than 2 dwellings	0	0	0
Inspections that resulted in issuance a Certificate of Compliance under s.22D SP Act	16	16	N/A
Inspections that resulted in issuance a certificate of non-compliance under cl.21 SP Regulation	8	N/A	8



**THANK
YOU!**

2024-25

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02 6226 1477

ADDRESS:

209 Comur St, Yass, Nsw, 2582

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yass valley council



the country the people

Yass Valley Council Community Satisfaction Action Plan (2025–2026)

This action plan aims to address the key issues identified in the 2024 Yass Valley Council Community Satisfaction Survey report.

The plan is structured around the main areas of concern: infrastructure, service delivery, customer service, and communication.

1. Infrastructure and Maintenance		25/26	26/27
Priority Issues	Actions		
Sealed roads and unsealed roads	Roads Improvement Program	Qtr 3	Qtr 3
	Conduct a full audit of sealed and unsealed roads	Qtr 4	Qtr 4
	Prioritize repairs based on usage, safety, and community feedback	Qtr 4	Qtr 4
	Allocate budget for phased upgrades over 3 years	Qtr 3	Qtr 3
	Publish a transparent roadworks schedule online	Qtr 3	Qtr 3
Weed control	Increase frequency of weed control in high-visibility and high-traffic areas	Ongoing	Ongoing
	Weed awareness posts on social media	Ongoing	Ongoing
	Participate in Field Days/markets etc, providing education on priority weed identification and management	Ongoing	Ongoing
	Launch public education campaign on invasive species and community roles	Ongoing	Ongoing
2. Water Quality and Waste Management			
Priority Issues	Actions		
Poor Water Quality	Provide consistent updates about the upgrade to water treatment facility	Ongoing	Ongoing
	Improve transparency by publishing water quality reports quarterly	Qtrly	Qtrly
	Explore state/federal grants for infrastructure investment	Ongoing	Ongoing
	Deliver Morton Avenue Low Level Reservoir	Qtr 4	
	Work with ACT and NSW governments to finalise cross border agreement for water supply	Ongoing	Ongoing
	Implement Reservoirs and Pump Stations Upgrade Program	Qtr 4	
	Upgrade Telemetry System (water)	Qtr 4	

2. Water Quality and Waste Management			
Priority Issues	Actions		
Waste and Recycling	Commence waste and recycling education program	Qtr 4	Ongoing
	Advocate for funding for Food Organics and Garden Organics implementation as per EPA requirements	Ongoing	Ongoing
	Review waste transfer stations and conduct waste audit	Underway	
	Complete transfer station safety upgrades at Yass and Murrumbateman	Commenced	
3. Community Services and Accessibility			
Priority Issues	Actions		
Disability Services, Youth, and Senior Facilities	Revise Accessibility and Inclusion Plan	Qtr 3	
	Conduct an accessibility audit of public spaces and footpaths	Qtr 4	
	Re-establish Advisory Committee	Qtr 3	
	Develop targeted programs in partnership with schools and aged care providers	Qtr 3	
	Support implementation of intergenerational community events	Ongoing	Ongoing
	Engage with government and telecommunications peak bodies to address the issue of blackspots	Ongoing	Ongoing
Connectivity	Advocate for improvements to connectivity with government and telecommunications peak bodies	Ongoing	Ongoing
4. Customer Service Improvement			
Priority Issues	Actions		
Customer Service Satisfaction Key issues: timeliness, clear expectations, and consistency of information	Customer Service Improvement Program	Qtr 3	Ongoing
	Train staff in communication, empathy, and service standards	Qtr 4	Ongoing
	Implement a CRM system to track and follow up on enquiries	Qtr 4	Ongoing
	Set and publish service response time benchmarks	Qtr 4	Ongoing
	Enhance Feedback Loops	Qtr 4	
	Use feedback to inform staff training and process improvements	Ongoing	Ongoing

5. Communication and Engagement			
Priority Issues	Actions		
Provide more "Transparent and Timely Communication	Digital Communication Strategy	Qtr 4	
	Increase use of social media for real-time updates	Ongoing	
	Launch a monthly e-newsletter with project updates and community news		Qtr 1
	Improve website usability	Qtr 4	
Community Engagement	Host regular town hall meetings	Qtr 3	Ongoing
	Improve the "Have Your Say" portal for feedback on projects	Complete	
6. Governance and Transparency	Revise Community Engagement Strategy	Complete	
	Priority Issues		
	Actions		
	Ensure the community is able to be involved in early stages of major projects	Ongoing	Ongoing
	Improve community engagement for deep consultation on key decisions	Qtr 2	
	Increase transparency with Council budget	Ongoing	Ongoing
	Publish simplified versions of the annual budget	Qtr 4	
Develop a "Where Your Rates Go" infographic	Qtr 4		
Provide education opportunities to key position holders to build internal capacity and capability with respect to governance and the associated frameworks	Qtr 3		

Monitoring and Evaluation

- Progress Reports to Council and Community along with Delivery Program and Operational Plan
- Community Satisfaction Survey 2026 to track improvements

6.22 Rye Park Wind Farm Community Enhancement Fund 2025/2026
 Attachment A 2025/2026 Rye Park Wind Farm Community Fund - Recommendation

2025/2026 Rye Park Wind Farm Community Fund - Yass Valley

Education	Applicant	Project Title	Requested Funding Amount (Inc GST)	Recommendation Funding Amount (Inc GST)	Funding Details & Recommendation
Yes	Yass Railway Museum	Signage Upgrades to the Yass Railway Heritage Centre Site	\$4,739.51	\$4,739.51	Full Funding
Yes	Yass Public School P&C Association Incorporated	Yass Public School P&C Association Learning Space	\$6,000.00	\$6,000.00	Full Funding
Yes	Yass Valley Concert Band	Purchase of 2 Paid Electronic Music Station and accessories for the Yass Valley Concert Band	\$3,460.00	\$3,460.00	Full Funding - Education
Yes	Yass Golf Club Limited	Supply and install a water pressure sustaining valve	\$3,696.00	\$3,696.00	Full Funding - Education
Yes	PSL LifeCare Ltd	Purchase 2 x 3D printers for use by students to develop STEM skills	\$3,996.00	\$3,996.00	Full Funding - Education
Yes	Yass Show Society	Resurface Stable Yards	\$2,700.00	\$2,700.00	Full Funding
Yes	Yass Landcare Group	Sowing and growing in trays of 90	\$2,714.50	\$2,714.50	Full Funding
Yes	Yass NSW Yass Branch	Gwyn Warrington Lodge Fruit Bin	\$1,000.00	\$1,000.00	Partial Funding
Yes	Combined Churches Yass Community Centre	New Combined Churches Community Christmas Carols 2025	\$4,995.00	\$3,100.00	Partial Funding - Payment for the new microphones
Yes	Yass FC	New Microphones for Yass FC Studios	\$4,100.00	\$1,500.00	Partial Funding - Payment for 1 Gita Cricket Coaching Camp Day
Yes	Murrumbidgee Blues Cricket Club & Yass Junior Cricket Association	Gita Cricket Coaching Camp	\$3,000.00	\$1,500.00	Partial Funding - Payment for 1 Yass Holiday Game Day
Yes	Yass Junior Rugby Club	Yass Holiday Camp	\$3,500.00	\$1,982.50	Partial Funding - Payment for PS System, Camera & Stand, and a Tripod
Yes	Yass Valley Business Chamber	Yass Valley Business Chamber 3 Monthly Breakfast Meetings - 1 Year Term Entertainment	\$8,900.00	\$4,100.00	No funding provided - Food, Repairs, Seating and Smiling
Yes	Yass Valley Football Club	Yass Valley Football Club	\$2,683.52	\$0.00	No funding provided
Yes	Bowring Public School P and C Association	Lighting Upgrade	\$6,000.00	\$0.00	No funding provided
Yes	Yass Public School P&C Association Incorporated	Future Ready Classrooms	\$15,462.22	\$0.00	No funding provided
Yes	Building Volunteer Rescue Association	Cascade Rescue Team Dinner When & Rescue Park	\$4,090.91	\$0.00	No funding provided
Yes	Good Hope Bomboold Builders Brigade (FRS)	Industrial Latex Brewer	\$4,991.80	\$0.00	No funding provided
Yes	Christmas on Cornub Street	Christmas on Cornub Street 2025	\$1,281.55	\$0.00	No funding provided
			Withdrawn	Withdrawn	
			Total Funding Allocated	\$55,413.39	
			Total Funding Allocated to Education	\$36,999.39	
			Administration as per the VFA	\$18,424.00	
			Balance	\$5,990.00	
				\$5,990.00	
				\$5,990.00	
				\$0.00	

Education After the VFA, 20% of available funds must be allocated to education. 2025/2026 this is \$10,082.68

24%



**Minutes of the
Rye Park Wind Farm Community Enhancement Fund
Advisory Committee**

Monday 10 November 2025
2:00 PM
Yass Council Office - Foyer Room,
209 Comur Street, Yass

- 9.1 Minutes of the Rye Park Wind Farm Community Enhancement Fund Committee held on 10 November 2025
Attachment A Rye Park Wind Farm Community Enhancement Fund Advisory Committee Minutes - 10 November 2025
-

Minutes of the Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on 10 November 2025

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This is page 1 of 7 of the minutes of a meeting of
Yass Valley Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on the above date

9.1 Minutes of the Rye Park Wind Farm Community Enhancement Fund Committee held on 10 November 2025
Attachment A Rye Park Wind Farm Community Enhancement Fund Advisory Committee Minutes - 10 November 2025

Minutes of the Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on 10 November 2025

Present

Councillor Allan McGrath, Geoff Frost, Mary-Clare Walker, Federica Frew (TILT Renewables), Peta Gardiner (Director of Corporate & Community)

Also Present

Georgia Morris (Manager Community & Economic Development)

Councillor McGrath declared the meeting open at 2:10 pm.

1. Apologies

Nil

2. Confirmation of Minutes

RECOMMENDATION

That the minutes of the Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on 25 August 2025 which had been circulated to all Committee Members, be taken as read and confirmed. Minutes were confirmed and presented to the October Council Meeting.

COMMITTEE DECISION

That minutes of the meeting be confirmed and resolution of the October Council Meeting noted as information.

Consensus

3. Declaration of Interest/Disclosures

3.1 DECLARATION OF INTEREST/DISCLOSURE

SUMMARY

Committee members are required to complete a Conflict of Interest form for any applicable applications and submit to the Chair for approval. Members with a declared conflict of will withdraw from the assessment of the application, which will be reviewed by the remaining committee.

COMMITTEE DECISION

That the confirm of interest forms are completed and attached to the minutes.

Consensus

This is page 2 of 7 of the minutes of a meeting of
Yass Valley Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on the above date

Minutes of the Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on 10 November 2025

4. Staff Reports

4.1 APPLICATION SUMMARY

SUMMARY

This report is an information update for the Rye Park Wind Farm Community Enhancement Fund Committee of the engagement and application summary of the 2025 funding round.

RECOMMENDATION

That:

1. *The Rye Park Wind Farm Community Enhancement Fund Advisory Committee notes this report as information.*

COMMITTEE DECISION

That the committee notes this report as information.

Consensus

4.2 ROUND 1 - APPLICATION REVIEWS

SUMMARY

This report is for the Rye Park Wind Farm Community Enhancement Funds Advisory Committee to review the applications and supply recommendation to Council on the delegation of the funding for round 1 community enhancement funds.

RECOMMENDATION

That:

1. *The committee reviews the applications following the evaluation forms and delegate the funding available with the recommendation to Council to approve.*

COMMITTEE DECISION

That the below recommendation be made to the November Council Meeting for the allocation of available funding according to the funding guidelines, VPA and committees evaluation of application.

9.1 Minutes of the Rye Park Wind Farm Community Enhancement Fund Committee held on 10 November 2025

Attachment A Rye Park Wind Farm Community Enhancement Fund Advisory Committee Minutes - 10 November 2025

Minutes of the Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on 10 November 2025

Fully Funded Applications:

<u>Organisation Application</u>	<u>Title – Brief</u>	<u>Requested Amount Including GST</u>	<u>Allocated Amount Including GST</u>
Yass Railway Museum	Safety Upgrades to the Yass Railway Heritage Centre Site	\$4,739.51	\$4,739.51
Yass Montessori Pre-School	Kickstart Yass Montessori Pre-School's Outdoor Learning Space	\$4,850.00	\$4,850.00
Yass Public School P&C Association Incorporated	Yass Public School - School Spectacular 2025	\$6,000.00	\$6,000.00
Yass Valley Concert Band	Purchase of a Pearl Electronic Mallet Station and accessories for the Yass Valley Concert Band	\$3,456.00	\$3,456.00
Yass Golf Club Limited	Supply and install a water pressure sustaining valve	\$3,696.00	\$3,696.00
Yass High School P&C	Purchase 2 x 3D printers for use by students to develop STEM skills	\$3,998.00	\$3,998.00
RSL LifeCare Linton Village	Linton Village Smart TV	\$1,995.00	\$1,995.00
Yass Show Society	Resurface Stable Yards	\$2,700.00	\$2,700.00
Yass Landcare Group	Sowing and growing in trays of 50	\$2,714.50	\$2,714.50
CWA NSW Yass Branch	Gwen Warmington Lodge Fruit Run	\$1,000.00	\$1,000.00
		TOTAL	\$35,149.01

Partially Funded Applications:

<u>Organisation Application</u>	<u>Title – Brief</u>	<u>Requested Amount Including GST</u>	<u>Allocated Amount Including GST</u>

This is page 4 of 7 of the minutes of a meeting of
Yass Valley Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on the above date

9.1 Minutes of the Rye Park Wind Farm Community Enhancement Fund Committee held on 10 November 2025

Attachment A Rye Park Wind Farm Community Enhancement Fund Advisory Committee Minutes - 10 November 2025

Minutes of the Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on 10 November 2025

Combined Churches Yass Community Carols	Yass Combined Churches Community Christmas Carols 2025	\$4,995.00	\$3,100.00
YassFM	New Microphones for Yass FM Studios	\$3,727.00	\$3,140.00
Murrumbateman Blues Cricket Club & Yass Junior Cricket Association	Girls Cricket Coaching Camp	\$3,000.00	\$1,500.00
Yass Junior Rugby Club	Yass Holiday Camp(s)	\$4,500.00	\$1,500.00
Yass Valley Business Chamber	Yass Valley Business Chamber's Monthly Breakfast Meetings - Livestream Enhancement	\$3,900.00	\$1,921.00
Vine Community FoodCare	Roofing Repairs	\$8,650.00	\$4,103.38
		TOTAL	\$15,264.38

Details:

Combined Churches Yass Community Carols - Partial Funding – for Audio Visual Contractor

YassFM - Partial Funding - for the New Microphones

Murrumbateman Blues Cricket Club - Partial Funding - for 1 Girls Cricket Coaching Camp Day

Yass Junior Rugby Club - Partial Funding - for 1 Yass Holiday Camp Day

Yass Valley Business Chamber - Partial Funding - for PA System, Camera & Stand, and a Tripod

Vine Community FoodCare - Partial Funding - for roof repairs, sanding & setting

Unsuccessful Applications:

<u>Organisation Application</u>	<u>Title – Brief</u>	<u>Requested Amount Including GST</u>	<u>Allocated Amount Including GST</u>
Bowning Hall Association Inc	Bowning Hall, Annex Building Floor Replacement Project	\$2,693.52	\$0.00
Bowning Public School P and C Association	Digital Futures for Little Learners: K-2 Classroom Upgrade	\$5,000.00	\$0.00
Vine Community FoodCare	Lighting Upgrade	\$6,462.36	\$0.00
Yass Public School P&C Association Incorporated	Future Ready Classrooms	\$15,452.72	\$0.00
Yass Public School P&C Association Incorporated	Sustainable cooling for classrooms	\$4,090.91	\$0.00
Binalong Volunteer Rescue Association	Cascade Rescue Terra Tamer Wheel & Rescue Pack	\$4,991.80	\$0.00

This is page 5 of 7 of the minutes of a meeting of Yass Valley Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on the above date

9.1 Minutes of the Rye Park Wind Farm Community Enhancement Fund Committee held on 10 November 2025

Attachment A Rye Park Wind Farm Community Enhancement Fund Advisory Committee Minutes - 10 November 2025

Minutes of the Rye Park Wind Farm Community Enhancement Fund Advisory Committee held on 10 November 2025

Good Hope-Boambolo Bushfire Brigade (RFS)	Industrial Leaf Blower	\$1,281.55	\$0.00
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Feedback and alternative recommendations for funding will be given to these applicants.

Withdrawn Applications:

<u>Organisation Application</u>	<u>Title – Brief</u>	<u>Status</u>
Christmas on Comur Street	Christmas on Comur Street 2025	Withdrawn

Total Allocations:

Applications Fully Funded – Total	\$35,149.01
Applications Partially Funded – Total	\$15,264.38
Administration as per the VPA	\$5,000.00
Total Funding Allocated	\$55,413.39

Consensus

The meeting closed at 3:58 p.m.



Rye Park Wind Farm Community Enhancement Fund – Conflict of Interest

I Geoff Frost declare the following interest:

Meeting	Date
Committee:	<u>Rye Park Community Enhancement Ctee.</u>

Item Number: 4.2 - Application 24

Subject: Yass FM

Application: _____

- Pecuniary Interest:** Take no part in the consideration and voting and be out of sight of the meeting.
- Non-Pecuniary – Significant Interest:** Take no part in the consideration and voting and be out of sight of the meeting.
- Non-Pecuniary - Less than Significant Interest:** May participate in consideration and voting
 - Remain in the meeting
 - Leave the meeting

Tick whichever Interest is applicable

Reason for Disclosure: I am President of Yass FM.

[Signature]
 Signature

10/11/25
 Date

[Signature]
 Signature of Chairperson



CONFLICT OF INTEREST

A conflict of interests exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your public duty.

You must avoid or appropriately manage any conflict of interests. The onus is on you to identify a conflict of interests and take the appropriate action to manage the conflict in favour of your public duty.

Any conflict of interests must be managed to uphold the probity of council decision-making. When considering whether or not you have a conflict of interests, it is always important to think about how others would view the situation.

Interests can be of two types: pecuniary or non-pecuniary.

What is a pecuniary interest?

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. (*sect 442*)

An official will also be taken to have a pecuniary interest in a matter if that person's spouse or de facto partner or a relative of the person or a partner or employer of the person, or a company or other body of which the person, or a nominee, partner or employer of the person is a member, has a pecuniary interest in the matter.

The official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. The official must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the committee is voting on any question in relation to the matter.

What are non-pecuniary interests?

A non-pecuniary interest is an interest that is private or personal that the official has that do not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

Non-Pecuniary – Significant Interest

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- a. A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- b. Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c. An affiliation between a Council official an organization, sporting body, club, corporation or association that is particularly strong.

If a Council official has declared a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another council official
2. Have no involvement in the matter, by absenting yourself from and not taking part in any debate or voting on the issue as it the provisions in *sect 451(2)* of the Act apply.

If a non-pecuniary significant interest is declared the Council official must have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting.

Non-Pecuniary – Less than Significant Interest

If you determine that a non-pecuniary conflict of interests is less than significant and does not require further action, you must provide an explanation of why you consider the conflict does not require further action in the circumstances.



Rye Park Wind Farm Community Enhancement Fund – Conflict of Interest

I Mary-Clare Walker declare the following interest:

Meeting	Date 10-Nov-2025
Committee:	Rye Park Wind Farm Community Enhancement

Item Number: 4.2
 Subject: Yass Business Chamber
 Application: 22

- Pecuniary Interest:** Take no part in the consideration and voting and be out of sight of the meeting.
- Non-Pecuniary – Significant Interest:** Take no part in the consideration and voting and be out of sight of the meeting.
- Non-Pecuniary - Less than Significant Interest:** May participate in consideration and voting
 - Remain in the meeting
 - Leave the meeting

Tick whichever Interest is applicable

Reason for Disclosure:

On the ~~committee~~ committees of the Yass Valley Business Chamber

Mary-Clare Walker
 Signature

10-11-25
 Date

[Signature]
 Signature of Chairperson



CONFLICT OF INTEREST

A conflict of interests exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your public duty.

You must avoid or appropriately manage any conflict of interests. The onus is on you to identify a conflict of interests and take the appropriate action to manage the conflict in favour of your public duty.

Any conflict of interests must be managed to uphold the probity of council decision-making. When considering whether or not you have a conflict of interests, it is always important to think about how others would view the situation.

Interests can be of two types: pecuniary or non-pecuniary.

What is a pecuniary interest?

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. (*sect 442*)

An official will also be taken to have a pecuniary interest in a matter if that person's spouse or de facto partner or a relative of the person or a partner or employer of the person, or a company or other body of which the person, or a nominee, partner or employer of the person is a member, has a pecuniary interest in the matter.

The official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. The official must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the committee is voting on any question in relation to the matter.

What are non-pecuniary interests?

A non-pecuniary interest is an interest that is private or personal that the official has that do not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

Non-Pecuniary – Significant Interest

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- a. A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- b. Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c. An affiliation between a Council official an organization, sporting body, club, corporation or association that is particularly strong.

If a Council official has declared a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another council official
2. Have no involvement in the matter, by absenting yourself from and not taking part in any debate or voting on the issue as it the provisions in *sect 451(2)* of the Act apply.

If a non-pecuniary significant interest is declared the Council official must have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting.

Non-Pecuniary – Less than Significant Interest

If you determine that a non-pecuniary conflict of interests is less than significant and does not require further action, you must provide an explanation of why you consider the conflict does not require further action in the circumstances.



Rye Park Wind Farm Community Enhancement Fund – Conflict of Interest

I Peta Gardiner declare the following interest:

Meeting	Date
Committee:	10 November 2025

Item Number: 4.2 – 4.
 Subject: Yass Valley Council
 Application: Christmas on Commur

- Pecuniary Interest:** Take no part in the consideration and voting and be out of sight of the meeting.
- Non-Pecuniary – Significant Interest:** Take no part in the consideration and voting and be out of sight of the meeting.
- Non-Pecuniary - Less than Significant Interest:** May participate in consideration and voting
 - Remain in the meeting
 - Leave the meeting

Tick whichever Interest is applicable

Reason for Disclosure:

Work for YVC

Signature

10.11.25
 Date

Signature of Chairperson



CONFLICT OF INTEREST

A conflict of interests exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your public duty.

You must avoid or appropriately manage any conflict of interests. The onus is on you to identify a conflict of interests and take the appropriate action to manage the conflict in favour of your public duty.

Any conflict of interests must be managed to uphold the probity of council decision-making. When considering whether or not you have a conflict of interests, it is always important to think about how others would view the situation.

Interests can be of two types: pecuniary or non-pecuniary.

What is a pecuniary interest?

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. (*sect 442*)

An official will also be taken to have a pecuniary interest in a matter if that person's spouse or de facto partner or a relative of the person or a partner or employer of the person, or a company or other body of which the person, or a nominee, partner or employer of the person is a member, has a pecuniary interest in the matter.

The official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. The official must not be present at, or in sight of, the meeting at any time during which the matter is being considered or discussed, or at any time during which the committee is voting on any question in relation to the matter.

What are non-pecuniary interests?

A non-pecuniary interest is an interest that is private or personal that the official has that do not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

Non-Pecuniary – Significant Interest

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- a. A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- b. Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c. An affiliation between a Council official an organization, sporting body, club, corporation or association that is particularly strong.

If a Council official has declared a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another council official
2. Have no involvement in the matter, by absenting yourself from and not taking part in any debate or voting on the issue as it the provisions in *sect 451(2)* of the Act apply.

If a non-pecuniary significant interest is declared the Council official must have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting.

Non-Pecuniary – Less than Significant Interest

If you determine that a non-pecuniary conflict of interests is less than significant and does not require further action, you must provide an explanation of why you consider the conflict does not require further action in the circumstances.

**Yass Valley Local Transport Forum Meeting Minutes - Tuesday 4th November 2025 held at the
Foyer Room Yass Council Civic Centre at 10.30am**



Yass Valley Local Transport Forum Meeting Minutes

**Tuesday 4th November 2025
Meeting commenced 10.30am
Foyer Room
Yass Council Civic Centre**

Yass Valley Local Transport Forum Meeting Minutes - Tuesday 4th November 2025 held at the
Foyer Room Yass Council Civic Centre at 10.30am

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Yass Valley Local Transport Forum Meeting Minutes - Tuesday 4th November 2025 held at the Foyer Room Yass Council Civic Centre at 10.30am

1.0 Present

Cr David Rothwell (Chair), Mark Burgess (Local Member rep.), Kim Schultz (TfNSW), Sgt Matt Carroll (Yass Police), Terry Cooper (YVC), Meryl Hinge (YVC) and Teniell Robinson (YVC).

2.0 Apologies

Nil

3.0 Declaration of Interest

Nil

4.0 Public Participation

Nil

5.0 Confirmation of Minutes

That the minutes of the Local Traffic Committee meeting held on 19th August 2025 be endorsed.

6.0 Matters Arising from Minutes

6.1 Update on Outstanding Items Raised at Previous Forum Meetings

PURPOSE OF REPORT

To report to the committee details of matters raised at previous Local Traffic Committee or Local Transport Forum meetings that remain outstanding.

OPERATIONAL PLAN AND BUDGET IMPLICATIONS

Nil as result of this report.

FORUM DECISION

That the information and updates be noted.

7.0 Matters for Information

Nil

8.0 Matters Considered between Meetings

8.1 Capital Regional Masters Cycling Club Events 2025

PURPOSE OF REPORT

To advise the Forum of an event approval provided between meetings for a proposed event being held by the Capital Regional Masters Cycling Club in November and December 2025.

OPERATIONAL PLAN AND BUDGET IMPLICATIONS

Nil cost to Council

Yass Valley Local Transport Forum Meeting Minutes - Tuesday 4th November 2025 held at the Foyer Room Yass Council Civic Centre at 10.30am

FORUM DECISION

That the information be noted.

9.0 Items Delegated to Council

9.1 2025 Christmas on Comur Street Event

PURPOSE OF REPORT

To consider a request to hold the 2025 Christmas on Comur Street event.

OPERATIONAL PLAN AND BUDGET IMPLICATIONS

Nil - All costs associated with this report will be funded by existing operational budgets.

FORUM RECOMMENDATION TO COUNCIL

That the 2025 Christmas on Comur Street event and associated road closures (Crago Street carpark from 7.00am to 9.00pm and Comur Street from 4.00pm to 8.30pm) to be held on Thursday 11th December 2025 be approved subject to the following conditions:

1. The organiser is to supply Council with a copy of the current Public Liability Insurance for the event with a minimum \$20,000,000 indemnity. Transport for NSW, NSW Police and Yass Valley Council are to be identified on the insurance document as "interested parties" or equivalent;
2. The event organiser develop and implement a Traffic Management Plan (TMP) and associated Traffic Guidance Scheme (TSG); (Council to arrange)
3. The event organiser provide Council with a Risk Management Plan for the event;
4. The event organiser is responsible for directly notifying all residents that may be affected by the approved events as soon as possible;
5. The event organiser is responsible for placing signs in the Crago Street carpark advising of the closure of the carpark; (Council to arrange)
6. The event organiser is responsible for directly notifying all commercial premises in Comur Street from Polding Street to the Yass River advising of the road closure of Comur Street;
7. The event organiser is responsible for directly notifying all school bus operators of the road closure of Comur Street as soon as possible;
8. That the event organiser is responsible for public notification of the road closure; (Council to arrange)
9. Event marshals and event participants will at all times obey the provisions of NSW Transport Legislation;
10. The event organiser is to arrange the supply and installation/removal of appropriate signs identified in the TMP and associated TGS. All personnel involved must be appropriate accredited; (Council to arrange)
11. The event organiser is to ensure any local traffic and emergency services vehicles can safely and efficiently access/egress any property impacted by the TMP and associated TGS;
12. Event organisers, event marshals, volunteers and event participants are to take all possible actions to minimise the effect of the event on the non-event community, throughout the event;
13. The event organiser is to determine if any hostile vehicle defences are required and arrange for these to be implemented if appropriate;
14. Event organisers shall comply with the above conditions and the undertakings in its submission. Failure to comply will immediately void this approval.

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9.2 Traffic Safety Concerns on Mont Street, Cliff Street, Link Road and Weemilah Street Yass

PURPOSE OF REPORT

To report to the forum the intention of Council to request Transport for New South Wales to review the speed limit in Mont Street, part of Cliff Street, part of Links Road and Weemilah Street and provide advice on suitable calming speed calming devices on these roads.

OPERATIONAL PLAN AND BUDGET IMPLICATIONS

Nil cost to Council as a result of this report although any recommendations may require additional budget in the future and will be subject to a separate report to Council.

FORUM RECOMMENDATION TO COUNCIL

That:

1. Council not support the request for establishing a High Pedestrian Activity Area on Mont Street, part of Cliff Street, part of Links Road and Weemilah Street.
2. Council not support the current nor any future request to install traffic calming devices on Mont Street, part of Cliff Street, part of Links Road and Weemilah Street.
3. The request to establish a High Pedestrian Activity Area on Polding Street from the intersection of Comur Street to Church Street be referred to the review of establishing a High Pedestrian Activity Area on Comur Street.
4. Council modify the parallel street parking arrangements on Polding Street, adjacent to the northwest side of Woolworth carpark exits, so no vehicle can park closer than 10m from the exit driveways to improve sight distance

10. Forum Member Updates

PURPOSE OF REPORT

To provide each Committee member an opportunity to provide the Committee with an update on traffic matters as it relates to their area of responsibility.

OPERATIONAL PLAN AND BUDGET IMPLICATIONS

Nil as a result of this report.

FORUM DECISION

That:

1. the following Local Transport Forum member updates be noted.
 - NSW Police:
 - Noted that approximately 5,000 visitors attended the 2025 Dragon Dreaming event. The NSW Police issued 41 drug driving infringements.
 - Noted that some of the new parking signs installed adjacent to Mount Carmel Public School do not match what was agreed.
 - Noted that the recent Murrumbateman Field Days event was very well managed and the traffic and parking arrangements were very effective.

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- TfNSW:
 - Noted that Get NSW Active grants are about to open and close in mid-December 2025.
 - Noted that TfNSW has specific funding to implement safety improvements should a road fatality occur.
 - TfNSW are currently reviewing a request to extend the 50km/h zone on Gundaroo Road from the village boundary to past Kyeema Drive. It may be possible to do this as a minor administrative change rather than waiting for a full speed review.
 - Noted that all speed review requests are now referred to the NSW Centre for Road Safety to be prioritised before actioning.

 - Council:
 - Noted that Council is in the process of developing an Active Transport Strategy and Plan.

 - Office of the Local Member
 - Raised concern about the lack of overtaking lanes on Burley Griffin Way between the Hume Highway and Binalong and Binalong to Harden.
 - Raised concern about the number of B-doubles using Sutton Road.
 - Noted that the Sutton community will be holding a meeting on 5/11/2025 to discuss local road condition and volumes of heavy vehicles.
2. The organisers of the 2025 Murrumbateman Field Days be congratulated for the quality and professionalism of the event.

11. 2026 Local Transport Forum Meeting Dates

PURPOSE OF REPORT

To set the Local Transport Forum (LTF) meeting dates for 2026.

OPERATIONAL PLAN AND BUDGET IMPLICATIONS

Nil as a result of this report.

FORUM DECISION

That the 2026 Local Transport Forum meeting dates be set as:

- 3rd February
- 5th May
- 4th August
- 3rd November

Meeting Closed: 11.35am

NEXT MEETING-

3rd February 2026