



Ordinary Meeting of Council

Thursday 27 March 2025

4:00 PM

Yass High School

Grampian Street, Yass

PRAYER:

All Stand:

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

Join me in the prayer or take this moment to reflect:

Almighty God, we ask your blessing upon this Council.

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

FUTURE MEETINGS

April 2025

Thursday 24th

4:00 PM

Ordinary Meeting of Council

Ordinary Meeting of Council

A G E N D A

Open Forum

Page No.

Webcasting

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

Acknowledgement of Country

Yass Valley Council recognises the Ngunnawal people, the Traditional Custodians of the land, water, and sky. We pay our respect to their Elders past, present and future emerging leaders. We extend our respect to other Aboriginal and Torres Strait Islander people who live in the Yass Valley Local Government Area.

1. Prayer

2. Apologies

3. Declaration of Pecuniary Interests/Special Disclosures

4. Confirmation of Minutes

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The following matters are classified as CONFIDENTIAL and will be considered in the Closed Meeting of Council in accordance with Section 10A(2) as they deal with commercial, personnel and legal matters:

10.1 Tender Evaluation Report - NDRA Storm Damage Works Package 3 - YVC.IA.03.202580

10.2 Yass Valley Library Roof Replacement tender - YVC-PE-02-2025 80

Close of Meeting Time

Julie Costa
ACTING CHIEF EXECUTIVE OFFICER



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4:00 PM

Yass High School

Grampian Street, Yass

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Open Forum

Presentations to Council – Items on the Meeting Agenda

- **6.2 - Development Application No DA220142 - Two lot subdivision and highway service centre - Long Rail Gully Road and Barton Highway, Murrumbateman**
 - Craig McGaffin (via teams)
 - Felicity Prideaux
 - George Southwell
 - Stephanie McCall
 - Lee Tunks

- **1 - Prayer**
 - Alex Tewes

- **6.13 - Yass RSL Sub-Branch Support Request**
 - Casey Carr

- **6.19 - Springfield Rural Fire Services Sheds - Patemans Lane Murrumbateman and 1095 Spring Range Road, Springrange**
 - Jason Burgess

Council Meeting - The Mayor declared the meeting open at 4.46pm.

Present

Councillors Jasmin Jones, Mayor, in the chair, Cr Cecil Burgess, Cr Kristin Butler, Cr Adrian Cameron, Cr David Carter, Cr Alvaro Charry, Cr Fleur Flanery, Cr Allan McGrath and Cr David Rothwell

Also present were the Acting Chief Executive Officer – Julie Costa, Acting Manager Development Control Jeremy Knox, Director of Infrastructure & Assets – Nathan Cooke, Director of Corporate & Community – Peta Gardiner, Chief Financial Officer – Jason McGuire, Governance and Risk Officer – Tanya Whitmarsh, and Executive Support Officer – Katie Yeo.

Acknowledgement of Country

1. Prayer

2. Apologies

Nil

3. Declaration of Interest/Disclosures

Councillor Charry, declared a Non-Pecuniary – Significant Interest in *Item 6.13 Yass RSL Sub Branch - Support Request*.

Reason: Cr Charry declared an interest as he is a former Secretary of the Yass RSL Sub Branch.

Councillor Butler, declared a Non-Pecuniary-Less than Significant Interest and will leave the meeting in *Item 6.1 Development Applications No. DA240332, DA240352, DA240353 and DA240354 - Dual*

Minutes of the Ordinary Meeting of Council held on 27 February 2025

Occupancies and Two Lot Strata Title Subdivisions - 30 Hercules Street, 3 Oak Grove, 7 Oak Grove and 8 Oak Grove, Murrumbateman.

Reason: Cr Butler declared an interest as she is a close neighbour.

Councillor Carter, declared a Non-Pecuniary – Less than Significant Interest and will remain in the meeting in *Item 6.14 Golf NSW Event Support*.

Reason: Cr Carter is a member of the Binalong Golf Club in an ordinary playing capacity. I am not a member of the executive.

Councillor Rothwell, declared a Non-Pecuniary-Significant Interest for *Item 10.5 Tender Evaluation Report - Minor Works and Trade Services Panel Contract - SPT352425CRJO*.

Reason: Cr Rothwell declared an interest as he works for Reliance who is on the trade list.

4. Confirmation of Minutes

RESOLVED that the minutes of the Ordinary Council Meeting held on 19 December 2024 covered by resolution numbers 63-92 inclusive

(Burgess/Rothwell) 96

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

RESOLVED that the minutes of the Extraordinary Council Meeting held on 30 January 2025 covered by resolution numbers 93-95 inclusive, copies of which had been circulated to all Councillors, be taken as read and confirmed.

(McGrath/Carter) 97

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

5. Mayoral Minute

Nil

6. Reports to Council

At 4.51pm Councillor Butler left the room.

6.1 DEVELOPMENT APPLICATIONS NO. DA240332, DA240352, DA240353 AND DA240354 - DUAL OCCUPANCIES AND TWO LOT STRATA TITLE SUBDIVISIONS - 30 HERCULES STREET, 3 OAK GROVE, 7 OAK GROVE AND 8 OAK GROVE, MURRUMBATEMAN

SUMMARY

To present the assessment of development applications for dual occupancy and two lot strata title subdivision at 30 Hercules Street, 3 Oak Grove, 7 Oak Grove and 8 Oak Grove, Murrumbateman. The applications are presented collectively as they are all located in Murrumbateman, involve similar proposals, have the same applicant, and have the same planning issues for consideration. Each application has also requested exception to the 1,500m² minimum lot size development standard for strata title subdivision by between 43% and 49% through clause 4.6 of the Yass Valley Local Environmental Plan 2013. There were five submissions received across the applications. Approval of all four applications is recommended.

RESOLVED that :

- 1. Conditional development consent be issued for development application No. DA240332 for a dual occupancy and associated two lot strata title subdivision at 30 Hercules Street, Murrumbateman.**
- 2. Conditional development consent be issued for development application No. DA240352 for a dual occupancy and associated two lot strata title subdivision at 3 Oak Grove, Murrumbateman.**
- 3. Conditional development consent be issued for development application No. DA240353 for a dual occupancy and associated two lot strata title subdivision at 7 Oak Grove, Murrumbateman.**
- 4. Conditional development consent be issued for development application No. DA240354 for a dual occupancy and associated two lot strata title subdivision at 8 Oak Grove, Murrumbateman.**

(McGrath/Burgess) 98

FOR: Councillors C Burgess, J Jones, A McGrath and D Rothwell

AGAINST: Councillors A Cameron, D Carter, A Charry and F Flanery

At 5.04pm Councillor Butler returned to the room.

6.2 DEVELOPMENT APPLICATION NO 220142 - TWO LOT SUBDIVISION AND HIGHWAY SERVICE CENTRE - LONG RAIL GULLY ROAD AND BARTON HIGHWAY, MURRUMBATEMAN

SUMMARY

To present the assessment of Development Application No DA220142 for a two lot subdivision and construction of a highway service centre on the Barton Highway, Murrumbateman. The application attracted a total of 26 submissions over two periods of public exhibition. Relevant concerns can be addressed by conditions. Approval is recommended.

RESOLVED that determination of Development Application DA220142 be deferred subject to advice from Transport for NSW on the following:

- 1. Established safety principles as detailed within Austroads Guidelines for the Provision of Heavy Vehicle Rest Area Facilities and how they relate to this development application, and**
- 2. Impacts of fog upon this area in relation to potential traffic safety impacts and whether any additional design measures are required.**

(Carter/Cameron) 99

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.3 APPLICATIONS UPDATE - DECEMBER 2024 AND JANUARY 2025

SUMMARY

To present details of applications that have been lodged, determined and are under assessment for December 2024 and January 2025.

RESOLVED that the report on applications for December 2024 and January 2025 be noted.

(Burgess/Carter) 100

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.4 COMMITTEE REVIEW AND MURRUMBATEMAN RECREATION GROUND FOCUS GROUP

SUMMARY

The review of the Guidelines for Advisory Committees and Committees of Council be referred to the April 2025 Council workshop. To enable progression of the playground/bike track in Murrumbateman it is proposed to establish the Murrumbateman Recreation Ground Focus Group.

RESOLVED that :

- 1. The review of the Guidelines for Advisory Committees and Committees of Council be referred to the April 2025 Council workshop.**
- 2. That Council establish the Murrumbateman Recreation Ground Focus Group and make changes to the Guidelines for Advisory Committees and Committees of Council as detailed for this Focus Group in the report.**
- 3. That Councillors Charry and Butler be nominated for the Murrumbateman Recreation Ground Focus Group.**
- 4. That all members of the Murrumbateman Recreation Ground Focus Group be notified of its establishment and be notified of the proposed changes as detailed in the report.**

(Charry/Butler) 101

FOR: Councillors C Burgess, K Butler, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Councillor A Cameron

6.5 BINALONG RECREATION GROUND MASTERPLAN

SUMMARY

To present the outcomes of the consultation period for the draft Binalong Recreation Ground masterplan. It is recommended that the draft masterplan is adopted.

RESOLVED that the draft Binalong Recreation Ground Masterplan is adopted subject to the inclusion of a ramp providing access to the existing amenities building.

(McGrath/Rothwell) 102

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.6 CRAGO MILL PRECINCT - OFFICE OF LOCAL GOVERNMENT LETTER

SUMMARY

Council has been advised by the Office of Local Government that it has broadly addressed their Capital Expenditure Guidelines (2010) in relation to the Crago Mill Precinct and provided further advice around future capital projects and Council's financial position.

RESOLVED that the letter from the Office of Local Government dated 24 January 2025 and the Crago Mill Precinct Capital Expenditure Review be noted.

(Flanery/Carter) 103

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

Mayor, Cr Jasmin Jones commended the Acting CEO Julie Costa for the inclusion of this report in a timely manner and for all her efforts to up hire staff around governance and capital projects.

6.7 MONTHLY FINANCIAL REPORT

SUMMARY

Council was advised at the November 2024 Council Meeting that a monthly report would be developed to update Council and the Office of Local Government (OLG) on the Council's financial performance.

This report provides information about Council's financial position at the end of January 2025. The report also includes a variance analysis against the full-year budget and budget year to date (YTD).

Attached also is the Monthly Financial Report – December 2024 for information.

RESOLVED that the Monthly Financial Report for January 2025 be noted.

(Carter/Burgess) 104

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

Cr Carter commended the CFO, Acting CEO and staff for all their efforts in providing a much improved financial report.

Acting Manager Development Control Jeremy Knox left the meeting at 5.30pm.

6.8 2024/25 SECOND QUARTERLY BUDGET REVIEW STATEMENTS

SUMMARY

This report represents the 2024-25 Second Quarter Budget Review Statement (QBRS) for the period 1 October 2024 to 31 December 2024. This review demonstrates Council's projected year end Net Operating Result before Capital items remains negative and is predicted to be (\$2.3M), a decrease in the deficit by \$2.5M compared to the budgeted deficit of (\$4.8M) from the First Quarter Budget Review. Actuals as at 31 December 2024 show a surplus of \$7.6M due to rate and annual charges income recognised in July with expenses evenly spread across the year.

RESOLVED that :

- 1. Note the 2024-25 Second Quarter Budget Review Statement.**
- 2. Adjustments as detailed in the 2024-25 Second Quarter Budget Review Statement to be adopted.**
- 3. In accordance with the Local Government (General) Regulation (NSW) Clause 203 (2)(a), Council's financial position at 31 December 2024 be noted as being satisfactory, having regard to revised projected estimates of income and expenditure from this review, and the First Quarter budgeted income and expenditure.**
- 4. Note that the 2024-25 Second Quarter Budget Review Statement be provided to the Office of Local Government.**

(McGrath/Rothwell) 105

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.9 INVESTMENT AND BORROWING REPORT

SUMMARY

In accordance with clause 212 *Local Government (General) Regulation 2005*, this report provides a summary of Council's investments for the period 1 to 31 January 2025. In accordance with paragraph (1) (b), it can be certified that the investments listed have been made in accordance with the Act, the Regulations and Council's Investment Policy.

Attached also is the Investment and Borrowing Report – December 2024 for information.

RESOLVED that the Investment and Borrowings Reports, covering the period 1 to 31 January be noted.

(Rothwell/Carter) 106

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.10 IPART RATE PEG FOR 2025/26 FINANCIAL YEAR

SUMMARY

This report provides the 2025/26 financial year rate peg details, as set by the NSW Independent Pricing and Regulatory Tribunal (IPART).

RESOLVED that the 2025/26 financial year rate peg of 4.1% be noted.

(Burgess/Cameron) 107

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.11 DELIVERY PLAN PROGRESS REPORT AT 31 DECEMBER 2024

SUMMARY

In line with the Integrated Planning and Reporting (IP&R) Framework, Council is required to report on progress against the actions and activities identified in its Delivery Program. This report contains the status of actions and activities undertaken for the period 1 July 2024 to 31 December 2024.

RESOLVED that :

1. That the Progress Report for the 2022 – 2026 Delivery Program, for period 1 July to 31 December 2024 be noted.

(Butler/Rothwell) 108

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.12 DRAFT YASS VALLEY COMMUNITY STRATEGIC PLAN

SUMMARY

Council to endorse the attached Yass Valley Community Strategic Plan in accordance with the Local Government Act 1993.

RESOLVED that :

- 1. Council endorsed the Draft Yass Valley Community Strategic Plan 2042.**
- 2. The draft Community Strategic Plan 2042 be placed on public exhibition for 28 days, with copies of the plan available for inspection the Library, with electronic versions available on Council's website and via a link on Council's Facebook page.**

(McGrath/Flanery) 109

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

At 5.58pm Councillor Charry left the room.

6.13 YASS RSL SUB BRANCH - SUPPORT REQUEST

SUMMARY

Yass RSL sub-Branch have sought Council support to facilitate community events including ANZAC Day commemorations and monthly Yass Veterans Hub.

RESOLVED that :

- 1. Council formally commits to supporting ANZAC Day events led by the Yass RSL sub-Branch for the full term of this Council, until 2028.**
- 2. Council notes the identified costs in support of ANZAC Day community events, including in-kind assistance, to the approximate value of \$16,000.00 for 2025, with an ongoing commitment to providing equivalent support each year until 2028, subject to annual budget review.**
- 3. Council notes the identified costs for the provision of the Memorial Hall kitchen and annex area for four (4) hours per month from March 2025 to June 2026 for use to host the Veterans Hub, with in-kind assistance to the total value of \$1,536.00.**
- 4. The CEO (through Director of Corporate and Community) is to liaise annually with the Yass RSL sub-Branch to ensure the level of support remains appropriate and aligned with community needs and expectations**

(Rothwell/Carter) 110

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

At 6.04pm Councillor Charry returned to the room.

6.14 GOLF NSW EVENT SUPPORT

SUMMARY

The Binalong Community Club are hosting the 2025 World Sand Greens (Women's) Championship in March 2025. Golf NSW and the Binalong Golf Club have approached Council for sponsorship and in-kind assistance.

RESOLVED that :

- 1. Sponsorship be approved to the value of \$2,500.00 and in-kind assistance be provided to the value of \$6,500.00.**

(Charry/Rothwell) 111

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.15 REVIEW OF RISK MANAGEMENT FRAMEWORK AND RISK MANAGEMENT POLICY

SUMMARY

Existing *Risk Management Framework* and *Risk Management Policy* instruments of Council have been reviewed and refreshed for adoption by Council following public exhibition.

RESOLVED that draft revisions of the "Risk Management Framework" and "Risk Management Policy" be exhibited for a public consultation period of 28 days and the matter revert to Council for consideration of final adoption at the end of the exhibition period.

(Cameron/Carter) 112

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.16 DRAFT PUBLIC INTEREST DISCLOSURES POLICY

SUMMARY

Findings of assessment of proposed draft Public Interest Disclosures Policy previously presented to Council at its ordinary meeting of November 2024.

RESOLVED that the draft version of the Public Interest Disclosure Policy presented to the ordinary meeting of Council in November 2024 not be given further consideration, and that a draft policy based on the template issued by the NSW Ombudsman be prepared for the consideration of Council.

(Butler/Flanery) 113

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

Council moved into Committee of the Whole to discuss item 6.17 Council Committees.

(Carter/Butler) 114

Council moved out of the Committee of the Whole.

(Carter/Cameron) 115

6.17 PROPOSED CHANGES TO MODEL CODE OF MEETING PRACTICE

SUMMARY

The Model Code of Meeting Practice is currently under review by the NSW Minister of Local Government. The NSW Office of Local Government is seeking feedback on proposed changes to the Model Code.

RESOLVED that Council lodge a submission to the NSW Office of Local Government based on officer assessment of the proposed changes to the Model Code of Meeting Practice appearing as Attachment C to the report on this matter considered at the ordinary meeting of Council on 27 February 2025, with the exception of:

- ***15.19 - In person attendance at council meetings. (Disagree)***
- ***7.2 - Mr Mayor, Madam Mayor or Mayor (change so modes of address are inclusive)***

(Carter/Cameron) 116

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

Acting CEO Julie Costa left the room at 6.28pm.

Acting CEO Julie Costa returned to the room at 6.29pm.

At 6.35pm Councillor Carter left the room.

6.18 COUNCIL COMMITTEES

SUMMARY

Council has a number of advisory committees that requires Councillor representatives to be appointed.

RESOLVED that :

- 1. The Crago Mill Precinct Project Committee be remade as per the terms of reference.***

(McGrath/Butler) 117

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FOR: Councillors C Burgess, K Butler, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Councillor A Cameron

At 6.38pm Councillor Carter returned to the room.

6.19 SPRINGFIELD RURAL FIRE SERVICES SHEDS - PATEMANS LANE MURRUMBATEMAN AND 1095 SPRING RANGE ROAD, SPRINGRANGE

SUMMARY

Councils in NSW are responsible for providing the NSW Rural Fire Services (RFS) with suitable premises to operate from. Councils generally own the land and buildings from which RFS operate. This report is seeking council endorsement with respect to the arrangements for the land of the two (2) RFS sheds located in Patemans Lane Murrumbateman and 1096 Spring Range Road, Springrange.

RESOLVED that :

- 1. Council authorises the CEO to execute a deed of licence with the new owners of LOT:209 DP:754900 Patemans Lane (The Village Building Co (VBC) for the continued use of Springfield Rural Fires Brigade shed (North).**
- 2. Council undertakes an exempt subdivision of LOT 1 DP 1257562, 1095 Spring Range Road, Springrange and accept the dedication of the proposed new lot, to continue the use, management and maintenance of the existing fire shed for Springfield Rural Fire Brigade (South).**

(McGrath/Burgess) 118

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.20 SOUTH EAST AND TABLELANDS STRATEGIC REGIONAL INTEGRATED TRANSPORT PLAN - FINAL DRAFT - DEC 2024

SUMMARY

Transport for NSW (TfNSW) has prepared a final draft of the South East and Tablelands Strategic Regional Integrated Transport Plan (SRITP) and requested feedback from Council. Council can view the document and provide comments and feedback until 28 March 2025.

RESOLVED that :

- 1. The final draft South East and Tablelands Strategic Regional Integrated Transport Plan not be supported in its current form.**
- 2. TfNSW be provided with the concerns identified in this report by 28 March 2025.**

3. *State and Federal government representatives be lobbied to not allow the final draft South East and Tablelands Strategic Regional Integrated Transport Plan be adopted until the concerns identified have been addressed.*
4. *Council work with the CRJO to establish common concerns with the final draft South East and Tablelands Strategic Regional Integrated Transport Plan to assist with lobbying for changes.*
5. *Council work with the relevant parliamentary representatives, applicable stakeholders and peak bodies to assist with lobbying for changes.*

(Flanery/Carter) 119

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

Mayor, Councillor Jasmin Jones thanked the Manager Engineering Services Terry Cooper and other relevant staff for all their efforts on this report.

6.21 MURRUMBATEMAN BMX/PUMP TRACK FOCUS GROUP - NOMINATIONS

SUMMARY

To recommend nominations for positions on the Murrumbateman BMX/Pump Track focus group.

RESOLVED that :

1. *Three (3) councillors were elected as representatives for the group being Cr Charry, Cr Rothwell and Cr Butler.*

(Carter/Cameron) 120

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6.22 TENDER EVALUATION REPORT - GRAVEL SUPPLY AND DELIVERY 2025-2028 - YVC.1A.40.2024

SUMMARY

This report provides advice on the submission of tenders received for Council's 3 year Service Contract - Gravel Supply and Delivery 2025 - 2028 (YVC.1A.40.2024).

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

(Butler/Carter) 121

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

**6.23 TENDER EVALUATION REPORT - MURRUMBATEMAN ROAD SAFETY UPGRADES -
YVC.IA.42.2024**

SUMMARY

This report provides advice and recommendations on the submissions received for the Murrumbateman Road Safety Upgrades, YVC-IA-42-2024 tender.

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

(Butler/Carter) 122

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

**6.24 TENDER EVALUATION REPORT - YASS WATER TREATMENT PLANT UPGRADE -
PREPARATION OF REFERENCE DESIGN AND TENDER DOCUMENTS - YVC-IA-32-2024**

SUMMARY

This report provides advice on the tender evaluation for the Yass Water Treatment Plant Upgrade – Preparation of Reference Design and Tender Documents (YVC-IA-32-2024) for Council determination.

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

(Butler/Carter) 123

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

**6.25 TENDER EVALUATION REPORT - MINOR WORKS AND TRADE SERVICES PANEL
CONTRACT - SPT352425CRJO**

SUMMARY

Council engaged Regional Procurement to establish a panel of contracts for Minor Works and Trade Services for a period of 3 years commencing 1 April 2025, with an option to extend the contract for two additional periods of 12 months each. Council tailored the tender proposal and documentation to ensure local suppliers were easily able to complete and respond to the tender documents.

The Panel Tender requested each submitter to outline a fixed hourly rate for each category that was submitted. The contract terms and associated rates will be fixed for the term of the contract being 3 years with two 1-year options.

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

(Butler/Carter) 124

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

6. Notice of Motion

Nil

7. Questions with Notice

8.1 BIN AUDIT - IMPLEMENTATION OF A FOOD AND ORGANICS PROGRAM

Question

Councillor Adrian Cameron submitted the following Question with Notice:

At its meeting In February 2024, YVC decided that it should be working with CRJO to do a bin audit as forerunner to implementation of a Food and Organics program as required by the NSW Government by 2030 so could YVC report on progress with this over the last twelve months?

Response

CRJO undertook a procurement process through LGP Professional Consulting Services contract LGP1208-04, to undertake bin audits in the CRJO region. Through that process, CRJO identified MRA Consulting Group (MRA) as the best value for money option.

Yass Valley Council has entered into an agreement with MRA to undertake a detailed audit of kerbside residual waste and co-mingled recycling. The audit methodology shall generally conform to the Guidelines for Conducting Household Kerbside Residual Waste, Recycling and Garden Organics Audits in NSW Local Government Areas (DECC, 2008) and Addendum 2010.

Councils engagement with MRA will include:

- a) In consultation with Council, determine a statistically valid sampling regime.
- b) Prior to undertaking the work, prepare and submit to Council all required safe work method statements and risk assessments.
- c) Conduct a kerbside waste audit of bins from across the Council area in accordance with the NSW

Guidelines.

d) Prepare a report detailing the methodology and findings of the waste audit.

e) Determine the volume of eligible containers covered by the NSW CDS within all waste streams.

MRA propose to undertake the bin audit in March/April this year. Once completed, a report on their findings will be brought to Council for information.

BLOCK RESOLVE items 8.1, 8.2 and 8.3

(Butler/Flanery) 125

FOR: Councillors C Burgess, K Butler, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

ABSTAINED: Councillor A Cameron

8.2 IMPACT ON LANDOWNERS FOR THE PROPOSED SERVICE CENTRE AT MURRUMBATEMAN

Question

Councillor Adrian Cameron submitted the following Question with Notice:

It is clear that the proposed service centre at the corner Long Gully Rd/Barton Highway will have not only have a major impact on the adjacent landowners but also on the broader Murrumbateman community. What steps has Yass Valley Council undertaken to ensure an effective and broad consultation with the Murrumbateman community, and are there any outstanding requests for information regarding this DA that remain unanswered?

Response

The development application for the highway service centre was notified on two occasions.

During the first round, letters were sent to 15 landowners (adjoining and in close proximity to the site) and the second notification was sent to 13 landowners and the submitters from the first round of notification.

Council's Community Engagement Strategy states:

"For the purpose of Development Applications, the following stakeholders will be notified directly by mail or email:

- Landowners adjoining the site (which is the subject of the application) which share a common side or rear property boundary, and
- Landowners directly opposite the site (which is the subject of the application).

The stakeholder notification may be extended having regard to the particular application and its locality."

As seen in the Attachment A accompanying the Council report, the first round of notification was extended from the adjoining and opposite landowners to include other landowners in the vicinity of the site. It is considered that notification of the development application was notified in accordance with Council's Community Engagement Strategy.

A planning forum was held in November 2024. All members of the community that provided a submission were informed of the planning forum and were invited to speak directly to Councillors in relation to their concerns about the development application. All submitters have also been informed of the upcoming Council meeting.

The proposal for a potential highway service centre on the site pre-dates the development application noting that there was also the planning proposal to include it as an 'additional permitted use' for this site in the Local Environmental Plan. This was subject to a separate community consultation process at the time and is detailed in the background included in the Council report. With the timeline from the planning proposal through to now, it is considered that there has been a level of awareness within the community of the proposal for a highway service centre at the site.

DAs are publicly exhibited on Council's website during the public exhibition period and any interested person is able to make a submission.

There are no outstanding requests for additional information and the complete assessment is presented to Council for consideration.

BLOCK RESOLVE items 8.1, 8.2 and 8.3

(Butler/Flanery) 126

FOR: Councillors C Burgess, K Butler, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

ABSTAINED: Councillor A Cameron

8.3 IMPACTS OF RUNOFFS OR SPILLAGES ENTERING MURRUMBATEMAN CREEK AND YASS RIVER

Question

Councillor Adrian Cameron submitted the following Question with Notice:

Have investigations been done to consider any possible impacts of any possible runoffs or spillages from this service centre entering the Murrumbateman Creek and the Yass River from which our water supply is drawn?

Response

The potential for impacts on any possible runoffs or spillages from the service centre have been considered in the assessment, including by Council's Environmental Health Officers.

Draft conditions of consent presented for Council's consideration also include for the management of chemicals, fuels and oils, i.e.:

- Suitable oil and fuel spill kit(s) shall be provided on site at all times.
- The design, construction and management of the forecourt of the proposed highway service centre shall comply with the NSW Environmental Protection Authority (EPA) Practice Note: Managing run-off from service station forecourts.
- Equipment integrity testing
- Groundwater monitoring wells

A Land Capability Assessment and Effluent System Design Report has been provided for the design of the onsite effluent disposal system and is considered suitable, as detailed in the Council report.

BLOCK RESOLVE items 8.1, 8.2 and 8.3

(Butler/Flanery) 127

FOR: Councillors C Burgess, K Butler, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

ABSTAINED: Councillor A Cameron

8. Minutes and Recommendations of Council Committees

9.1 MINUTES OF THE CANBERRA REGION JOINT ORGANISATION HELD ON 6 DECEMBER 2024

REPORT

The minutes of the Canberra Region Joint Organisation meeting held on 6 December 2024 are included in **Attachment A**.

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

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

Accordingly, the minutes are presented for information.

RESOLVED that the minutes of the Canberra Region Joint Organisation meeting held on 6 December 2024 be noted.

(Flanery/Burgess) 128

FOR: Councillors C Burgess, K Butler, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Councillor A Cameron

9.2 MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD ON 4 FEBRUARY 2025

REPORT

The minutes of the Local Traffic Committee meeting held on 4th February 2025 are included in **Attachment A**.

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

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

Accordingly the minutes are presented for information.

RESOLVED that the minutes of the Local Traffic Committee meeting held on 4th February 2025 be noted and adopt the following recommendations:

1. Road Closures Anzac Day 2025 – Yass

That:

- ***the Yass 2025 Anzac Day Road closures and associated traffic management be supported;***
- ***Council arrange all traffic management, public notification of the road closures and advise the NSW Ambulance Service and NSW Fire and Rescue.***

2. Road Closures Anzac Day 2025 – Binalong

That:

- **the Binalong 2025 Anzac Day Road closures and associated traffic management be supported;**
- **Council arrange all traffic management, public notification of the road closures and advise the NSW Ambulance Service and NSW Fire and Rescue.**

3. Road Closures Anzac Day 2025 – Sutton

That:

- **the Sutton 2025 Anzac Day Road closures and associated traffic management be supported;**
- **Council arrange all traffic management, public notification of the road closures and advise the NSW Ambulance Service and NSW Fire and Rescue.**

4. Road Closures Anzac Day 2025 – Gundaroo

That:

- **the Gundaroo 2025 Anzac Day Road closures and associated traffic management be supported;**
- **Council arrange all traffic management, public notification of the road closures and advise the NSW Ambulance Service and NSW Fire and Rescue.**

5. Safety Concerns Mont Street Area Yass

That:

- **The signs controlling traffic leaving Worth Street and Olden Crescent at the intersection with Mont Street be changed from Give-way to Stop signs;**
- **The police be requested to increase their patrols in the area.**

(Rothwell/Butler) 129

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

9.3 YASS POOL REDEVELOPMENT PROJECT COMMITTEE - MINUTES - 3 FEBRUARY 2025

REPORT

The minutes of the Yass Pool Redevelopment Project Committee meeting held on 3 February 2025 are included in **Attachment A**.

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

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

Accordingly, the minutes are presented for information.

FINANCIAL IMPLICATIONS

1. The \$50,000 budget allocated to this project is proposed to be reduced to \$20,000 in the 2024/25 2nd quarter budget review.
2. The project will require the allocation of budget for the 2025/26 financial year.

RESOLVED that the minutes of the Yass Pool Redevelopment Project Committee meeting held on 3 February 2025 be noted and adopt the following recommendations:

1. **Council to obtain quotes to engage a pool consultant to assess and report on the works required to renovate the Yass 50m pool and its associated infrastructure. Inspection and**

reports to be financed by a portion of the \$50,000 allocated to the Yass Pool Redevelopment Project Committee.

2. *Committee to determine a short-term plan to address issues identified from the investigation report with the addition of disabled access to be addressed and also what portion of the budgeted funds are to be allocated to these remediations.*
3. *Investigate the process and cost to amend the existing design options to include a 6-lane heated swimming pool.*

(Charry/Carter) 130

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

9. Confidential Matters

RECOMMENDATION

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

10.1 Murrumbateman BMX/Pump Track Focus Group - Nominations

Item 10.1 is confidential in accordance with section s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance contrary to the public interest and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

10.2 Tender Evaluation Report - Gravel Supply and Delivery 2025-2028

Item 10.2 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance contrary to the public interest and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

10.3 Tender Evaluation Report - Murrumbateman Road Safety Upgrades - YVC.IA.42.2024

Item 10.3 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance contrary to the public interest and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

10.4 Tender Evaluation Report - Yass Water Treatment Plant Upgrade - Preparation of Reference Design and Tender Documents - YVC-IA-32-2024

Item 10.4 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance contrary to the public interest and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

10.5 Tender Evaluation Report - Minor Works and Trade Services Panel Contract - SPT352425CRJO

Item 10.5 is confidential in accordance with section s10(A)(2)(di) of the Local

Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance contrary to the public interest and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Closed Council commenced at 7.09pm

(Carter/Butler) 131

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

Procedural Motion

RESOLVED that the council meeting extends until such time as business is concluded tonight.

(Butler/McGrath) 132

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

10.1 MURRUMBATEMAN BMX/PUMP TRACK FOCUS GROUP - NOMINATIONS

SUMMARY

To recommend nominations for positions on the Murrumbateman BMX/Pump Track focus group.

RESOLVED that :

- 1. *The following Murrumbateman Recreation Ground focus group nomination to the Murrumbateman BMX/Pump Track focus group be accepted:***
 - ***Kim Williams***

- 2. *The following community nominations to the Murrumbateman BMX/Pump Track focus group be accepted:***
 - ***Tom Patton***
 - ***Graham Scarth***
 - ***Darren Symons***

- 3. *If a community member declines a position, the focus group proceeds with a minimum of three community members comprising:***
 - ***1 x Murrumbateman Recreation Ground focus group representative***
 - ***2 x Murrumbateman community representatives***

- 4. *Three (3) councillors were elected as representatives for the group being:***
 - ***Cr Charry, Cr Rothwell and Cr Butler.***

(Butler/Rothwell) 133

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

10.2 TENDER EVALUATION REPORT - GRAVEL SUPPLY AND DELIVERY 2025-2028

SUMMARY

This report provides advice on the submission of tenders for Council's 3-year Contract - Gravel Supply and Delivery 2025 - 2028 (YVC.IA.40.2024).

RESOLVED that the tender submitted by Bald Hill Quarry Pty Ltd for Gravel Supply and Delivery 2025-2028 (YVC.IA.40.2024) be accepted for a total cost of \$1,017,000 (ex GST).

(Butler/Rothwell) 134

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

10.3 TENDER EVALUATION REPORT - MURRUMBATEMAN ROAD SAFETY UPGRADES - YVC.IA.42.2024

SUMMARY

This report provides advice and recommendations on the submissions received for the Murrumbateman Road Safety Upgrades, YVC-IA-42-2024 tender.

RESOLVED that the tender submitted by Denrith Pty Ltd under the Contract YVC/IA/42.2024, Murrumbateman Road Safety Works, be accepted for a total cost of \$799,776.02.

(Butler/McGrath) 135

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

10.4 TENDER EVALUATION REPORT - YASS WATER TREATMENT PLANT UPGRADE - PREPARATION OF REFERENCE DESIGN AND TENDER DOCUMENTS - YVC-IA-32-2024

SUMMARY

This report provides advice on the tender evaluation for the Yass Water Treatment Plant Upgrade - Preparation of Reference Design and Tender Documents (YVC-IA-32-2024) for Council determination.

RESOLVED that :

- a) the tender from Beca HunterH2O for \$969,240.79 (Ex GST) be accepted for the Yass Water Treatment Plant Upgrade - Preparation of Reference Design and Tender Documents for contract YVC-IA-32-2024.***
- b) a Provisional Sum of \$86,925.24 (Ex GST) be allocated to this project.***

(McGrath/Butler) 136

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

Cr Rothwell left the room at 7.43pm and declared a non-pecuniary-significant interest in item 10.5.

Cr Rothwell returned to the room at 7.45pm.

10.5 TENDER EVALUATION REPORT - MINOR WORKS AND TRADE SERVICES PANEL CONTRACT - SPT352425CRJO

SUMMARY

Council engaged Regional Procurement to establish a panel of contracts for Minor Works and Trade Services for a period of 3 years commencing 1 April 2025, with an option to extend the contract for two additional periods of 12 months each. Council tailored the tender proposal and documentation to ensure local suppliers were easily able to complete and respond to the tender documents.

The Panel Tender requested each submitter to outline a fixed hourly rate for each category that was submitted. The contract terms and associated rates will be fixed for the term of the contract being 3 years with two 1-year options.

RESOLVED that :

1. Council award SPT352425CRJO Minor Works and Trade Services Panel Contract to the tenderers provided in the table:

Tenderer ID	Category Awarded: Minor Works
3	Category 3: Fire Equipment Services and Maintenance
1	Category 1: Industrial Electrician Category 11: Generator – Service, Inspection & Maintenance Category 26: Solar System Installation and Maintenance
2	Category 1: Industrial Electrician Category 14: Water/Wastewater Telemetry Systems
4	Category 1: Industrial Electrician Category 7: Automatic Door – Service and Repairs Category 13: Cranes – Service, Inspection & Maintenance
5	Category 10: Water/Wastewater Mechanical & Hydraulic Engineering Service
7	Category 14: Water/Wastewater Telemetry Systems
8	Category 1: Industrial Electrician Category 13: Cranes – Service, Inspection & Maintenance Category 18: Height Safety Systems
9	Category 16: Vehicle & Plant Mechanics

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10	Category 14: Water/Wastewater Telemetry Systems
12	Category 3: Fire Equipment Services and Maintenance Category 19: Mechanical Services (HVAC)
13	Category 22: Planning Consultants - Development Assessment, Building Certification and Strategic Planning
15	Category 2: Concreters Category 5: Sullage Services
17	Category 15: Service Locators
18	Category 6: Laboratory Testing – Geotechnical & Water/Wastewater
19	Category 1: Industrial Electrician Category 2: Concreters Category 4: Auto Electrical Services Category 5: Sullage Services Category 6: Laboratory Testing – Geotechnical & Water/Wastewater Category 7: Automatic Door – Service and Repairs Category 8: Roadside Spraying & Slashing Category 10: Water/Wastewater Mechanical & Hydraulic Engineering Services
20	Category 1: Industrial Electrician
21	Category 22: Planning Consultants - Development Assessment, Building Certification and Strategic Planning
22	Category 2: Concreters
24	Category 1: Industrial Electrician
25	Category 6: Laboratory Testing – Geotechnical & Water/Wastewater Category 12: Asbestos Assessor/Consultancy Services
27	Category 25: Aquatic Centre Services
29	Category 1: Industrial Electrician Category 26: Solar System Installation and Maintenance
14	Category 12: Asbestos Assessor/Consultancy Services
43	Category 8: Roadside Spraying & Slashing
30	Category 1: Industrial Electrician Category 14: Water/Wastewater Telemetry Systems
31	Category 12: Asbestos Assessor/Consultancy Services
28	Category 1: Industrial Electrician Category 19: Mechanical Services (HVAC)
59	Category 10: Water/Wastewater Mechanical & Hydraulic Engineering Services
35	Category 2: Concreters
51	Category 5: Sullage Services
38	Category 7: Automatic Door – Service and Repairs
39	Category 10: Water/Wastewater Mechanical & Hydraulic Engineering Services
40	Category 8: Roadside Spraying & Slashing Category 22: Planning Consultants - Development Assessment, Building Certification and Strategic Planning
41	Category 24: Structural Engineers
46	Category 1: Industrial Electrician Category 14: Water/Wastewater Telemetry Systems
47	Category 14: Water/Wastewater Telemetry Systems
48	Category 5: Sullage Services Category 21: Waste Contractors
49	Category 22: Planning Consultants - Development Assessment, Building Certification and Strategic Planning

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50	Category 12: Asbestos Assessor/Consultancy Services Category 21: Waste Contractors
52	Category 22: Planning Consultants - Development Assessment, Building Certification and Strategic Planning
54	Category 10: Water/Wastewater Mechanical & Hydraulic Engineering Services Category 25: Aquatic Centre Services
55	Category 10: Water/Wastewater Mechanical & Hydraulic Engineering Services Category 14: Water/Wastewater Telemetry Systems Category 25: Aquatic Centre Services
56	Category 1: Industrial Electrician Category 2: Concreters Category 8: Roadside Spraying & Slashing Category 24: Structural Engineers
57	Category 20: Security Services
Tenderer ID	Category Awarded: Trades Services
1	Category 1: Electrician
2	Category 1: Electrician
4	Category 1: Electrician
45	Category 14: Pest Control
6	Category 8: Steel Fabricators
11	Category 12: Asbestos Removal
15	Category 2: Plumbing/Drainage/Gas Fitter Category 15: Roof & Gutter Cleaner
16	Category 4: Locksmiths
19	Category 1: Electrician Category 2: Plumbing/Drainage/Gas Fitter Category 5: Carpentry/Joinery Category 6: Fencing Category 7: Painting Category 8: Steel Fabricators Category 9: Sheet Metal Roofing Category 10: Glazing Category 11: Flooring (Vinyl, Carpet, etc.) Category 13: Sign Writing Category 14: Pest Control Category 15: Roof & Gutter Cleaner Category 16: Builder
20	Category 1: Electrician
23	Category 13: Sign Writing
29	Category 1: Electrician
43	Category 17: Arborist and Tree Maintenance Services
30	Category 1: Electrician
32	Category 5: Carpentry/Joinery Category 9: Sheet Metal Roofing Category 16: Builder
28	Category 1: Electrician
59	Category 8: Steel Fabricators
36	Category 17: Arborist and Tree Maintenance Services
37	Category 2: Plumbing/Drainage/Gas Fitter

40	Category 17: Arborist and Tree Maintenance Services
42	Category 14: Pest Control
44	Category 12: Asbestos Removal
50	Category 12: Asbestos Removal
33	Category 2: Plumbing/Drainage/Gas Fitter Category 15: Roof & Gutter Cleaner
53	Category 17: Arborist and Tree Maintenance Services
56	Category 1: Electrician Category 2: Plumbing/Drainage/Gas Fitter Category 5: Carpentry/Joinery Category 6: Fencing Category 8: Steel Fabricators Category 15: Roof & Gutter Cleaner
34	Category 14: Pest Control
58	Category 2: Plumbing/Drainage/Gas Fitter Category 15: Roof & Gutter Cleaner

2. *a provision be allowed for 2 x 12-month extensions based on satisfactory supplier performance, which may take this contract through to 31 March 2029.*

(Butler/Flanery) 137

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones and A McGrath

AGAINST: Nil

All council employees were asked to leave the room for a Confidential Mayor Minute at 8.00pm.

10.6 – RECRUITMENT OF CHIEF EXECUTIVE OFFICER AND APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

RESOLVED that Council:

1. *Receive and note this confidential Mayoral Minute.*
2. *Receive and note the selection report from Capstone Recruitment.*
3. *Appoint, subject to the successful completion of relevant background, medical and eligibility checks, the preferred candidate to the Chief Executive Officer role on a five-year fixed term performance based contract.*
4. *Delegate to the Mayor to negotiate and finalise the contract provisions including the Total Remuneration Package with the preferred candidate and any other matters relevant to the onboarding of the Chief Executive Officer.*
5. *Note the confidentiality of the information including documentation and consideration of this item in respect of the Chief Executive Officer recruitment and selection process, and ensure it is maintained.*
6. *On completion of the recruitment process the Mayor, Councillor Jasmin Jones advise the name and relevant details of the Chief Executive Officer.*
7. *Appoint the Director Planning and Environment to continue to act in the position of Chief Executive Officer until the commencement of the new Chief Executive Officer, or until further resolution of Council, and delegate to the Acting Chief Executive Officer all the functions, delegations and sub-delegations given to the Chief Executive Officer by the Council.*
8. *Thanks the Acting Chief Executive Officer for her continued efforts and dedication in leading the organisation since late November 2024.*

- 9. Thanks all candidates for their time and effort in being part of the recruitment process, in particular, those shortlisted candidates who spent significant effort on their presentations.**
- 10. Thanks the selection panel for their concerted efforts and undertaking the process in an expeditious manner.**

(Jones/Carter) 138

FOR: Councillors C Burgess, K Butler, A Cameron, D Carter, A Charry, F Flanery, J Jones, A McGrath and D Rothwell

AGAINST: Nil

Open Council resumed at 8.11pm.

Mayor, Councillor Jasmin Jones read out the recommendations of closed council.

The meeting closed at 8.17pm.

5.1 MAYORAL MINUTE - PROPOSED SAFETY IMPROVEMENTS INTERSECTION STEPHENS AND FITZROY STREETS, BINALONG

SUMMARY

Following a public meeting with the Binalong community on 17 March 2025 it is proposed that Council write to and seeks a meeting with the Minister for Roads and Minister for Regional Transport, the Hon. Jenny Aitchison addressing concerns and alternative traffic safety measures as proposed by the Binalong community in response to the unsupported TfNSW proposal to close Richmond Street.

RECOMMENDATION

That Council write to and seeks a meeting with the Minister for Roads and Minister for Regional Transport, the Hon. Jenny Aitchison addressing concerns and alternative traffic safety measures as proposed by the Binalong community in response to the unsupported TfNSW proposal to close Richmond Street.

REPORT

Council was provided an update on the proposed Transport for NSW (TfNSW) safety improvements at the intersection of Stephens and Fitzroy Streets, Binalong at its meeting on 24 October 2024.

I attended a public meeting on Monday, 17 March 2025 with the Binalong community to discuss the proposed works. An invitation was extended to TfNSW to attend but unfortunately was declined. Council's Acting Chief Executive Officer and Director Infrastructure and Asset were in attendance.

From this meeting, I am proposing that Council writes to and seeks a meeting with the Minister for Roads and Minister for Regional Transport, the Hon. Jenny Aitchison addressing concerns and alternative traffic safety measures as proposed by the Binalong community in response to the unsupported TfNSW proposal to close Richmond Street.

Following is the proposed letter content:

Yass Valley Council has resolved to fully support the Binalong community's rejection of Transport for NSW's (TfNSW) proposal to close Richmond Street. This proposal was suggested as a solution to speed-related crashes off the Stephens Street-Fitzroy Street intersection into Richmond Street. Instead, the community is advocating for a permanent speed camera, signage and lighting, which they believe is the most effective way to modify driver behaviour and enhance resident safety. Ultimately, the NSW Government should commit to constructing a bypass of Binalong.

I would also like to bring to your attention Yass Valley Council's rejection of the TfNSW South East & Tablelands Strategic Integrated Transport draft plan. This plan fails to address safety improvements, particularly regarding the inclusion of PBS3 vehicles on the Hume Highway. The increased tonnage and power of these haulage vehicles through Binalong will only heighten the risks to our residents. Given NSW's recent media attention for lagging in vehicle speed checks, this location presents a viable opportunity to address this issue, considering the documented speed-related crashes.

I cordially invite you to visit the site with councillors to gain a deeper understanding of the issue. Yass Valley Council understands that the project is currently on hold while TfNSW considers further community consultation.

Yass Valley Council extended an invitation to TfNSW representatives involved with the project to attend a town hall meeting on Monday, March 17, 2025. This meeting was requested by myself as Mayor and hosted by the Binalong Progress Association. Unfortunately, this invitation was declined.

The Binalong community has been advocating for a sensible solution to improve the safety of residents, homes, and road users at the intersection of residential traffic and Stephens Street, which becomes Burley Griffin Way and connects heavy haulage vehicles to the Hume Highway. The current over-engineered solution creates unacceptable risks elsewhere in the village and hidden costs for the Council.

Key community and Council concerns include:

- *A bypass is the safest long-term solution, especially with PBS3 vehicles flagged for the Hume Highway in the TfNSW Strategic Integrated Transport draft plan.*
- *A 24-hour speed camera, lighting and signage are the preferred immediate solution to target traffic leaving the carriageway due to high speed, poor lighting, inadequate signage, and often dark and wet conditions.*
- *The TfNSW solution negatively impacts bushfire escape routes for residents. Concerns exist about evacuating residents on Richmond Street during a bushfire, given the densely covered crown land nearby. Closing Richmond Street could trap residents or force them to drive into the fire to escape.*
- *Closing Richmond or Fitzroy Street will jeopardize emergency response services that rely on these routes.*
- *The plan shifts traffic hazards to less suitable intersections. Richmond and Fitzroy Streets are the safest routes from B94 to Binalong, offering good visibility in all weather conditions. Widening B94 to include a right-hand turning lane for vehicles turning onto Fitzroy and Richmond Streets would benefit all road users.*
- *There are concerns that extended Armco railing will ricochet vehicles into oncoming traffic, including PBS2 and potential PBS3 trucks. A westbound vehicle colliding with the guard rail could endanger eastbound vehicles due to a crest at 74 Stephens St.*
- *The objective of the proposed guard rail can be achieved if it is simply placed around the parcel of land from Richmond Street to Fitzroy Street.*
- *Beckham St is unsuitable as the primary alternative route, as it is narrower and has unsealed sections.*
- *The plan results in a cost shift of approximately \$300,000 to the Council for necessary upgrades to Beckham St, plus ongoing maintenance costs.*
- *The proposed cul-de-sac turning bay for Council garbage trucks on Richmond Street will not meet Australian standards due to space limitations and potential bogging in wet conditions.*
- *The island in the plan presents a barrier to safety manoeuvres to avoid collisions.*

Closing Fitzroy Street is also rejected due to its significant impact on local businesses, as it is the main road into the village off the highway. Preventing trucks and school buses from using Fitzroy Street leaves unsuitable options for trucks needing to access the village and Hughstonia Road to Boorowa. The intersection at Queen Street and B94 is dangerous for trucks to turn, with an unsuitable slope causing loss of traction in wet weather, as is the case at Wellington, Monteagle, Twynam, and Woolrych Streets. Reinstating a load limit would prevent large B-Double trucks from using this route as an alternative to the Lachlan Valley Way. Larger vehicles also risk bottoming out in the low-level crossing near Richmond and Wellington Streets, making Fitzroy Street the only suitable option.

Yass Valley Council is deeply appreciative of your time Minister Aitchison to assist our residents as we seek TfNSW's due consideration of alternative solutions as suggested by our community, primarily a 24-hour speed camera, no closure of Richmond St, and future bypass.

ATTACHMENTS: Nil

5.2 MAYORAL MINUTE - ADVOCACY FOR COVID VACCINE INJURED

SUMMARY

Council has been requested to write to our local Federal and State members seeking a meeting with both to assist facilitate representation for two residents who have declared they are Covid vaccine injured.

RECOMMENDATION

That Council writes to our local Federal and State members seeking a meeting with both to assist facilitate representation for Mr and Mrs Armour-Lushmoor, who have declared they are Covid vaccine injured.

REPORT

The COVID-19 pandemic and subsequent government responses have had a significant social, health, and economic impact. For those who have experienced the rare but not unanticipated vaccine-related injuries, the closure of the National Covid Vaccine Injury Claim scheme in September 2024 may have added further challenges.

Two Yass Valley residents, Mr and Mrs Armour-Lushmoor, are seeking representation from Council to help them access representation from State and Federal representatives. They hope this will help them eventually access support funding and raise awareness for those impacted by serious health conditions resulting from vaccine injuries. The Armours have also expressed that sharing their experiences as citizens who participated in the national vaccine scheme (mandated for some occupations) is an important step in coming to terms with their current situation.

The Armours have stated that they have been unable to secure a face-to-face meeting with local members to date, although they acknowledge that correspondence has been exchanged. They are asking for our assistance.

ATTACHMENTS: Nil

6.1 DEVELOPMENT APPLICATION NO. DA240276 - 29 LOT SUBDIVISION - 2402 SUTTON ROAD, SUTTON

SUMMARY

To present the assessment of Development Application No. DA240276 for the 29 lot subdivision of 2402 Sutton Road, Sutton. The application attracted 10 submissions and relevant concerns can be addressed. A voluntary planning agreement is also proposed in relation to dedication of open space and trails to council, as well as for the construction of a pedestrian bridge over McLaughlins Creek. Approval is recommended.

RECOMMENDATION

That conditional Development Consent be issued for development application no. DA240276 for the 29 lot subdivision of 2402 Sutton Road, Sutton, including conditions for the proposed voluntary planning agreement (VPA) for:

- *Dedication of trails and open space to Council*
- *Construction of a pedestrian link over McLaughlins Creek to be completed within 12 months from the date of registration of a subdivision certificate*

FINANCIAL IMPLICATIONS

- Resources for development assessment are provided for in the current Operational Plan.
- The ongoing financial implications associated with the open space and trails proposed to be dedicated to Council as part of a voluntary planning agreement are estimated to be approximately:
 - \$5,000 per annum for maintenance of the trail surface.
 - \$25,000 per annum for the maintenance of the open space.
- Additional financial liabilities to council will result from the dedication of other assets including new roads, stormwater infrastructure and the pedestrian bridge.
- There will be an increase in the rates generated post-subdivision with the new lots being rated as residential rather than farmland.

POLICY & LEGISLATION

Acts and Regulations

- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation 2021
- Biodiversity Conservation Act 2016
- Biodiversity Conservation Regulation 2017
- Local Government Act 1993
- Roads Act 1993
- Water Management Act 2000

State Environmental Planning Policies

- State Environmental Planning Policy (Resilience and Hazards) 2021
- State Environmental Planning Policy (Transport and Infrastructure) 2021
- State Environmental Planning Policy (Biodiversity and Conservation) 2021
- State Environmental Planning Policy (Exempt and Complying Codes) 2008

Local Controls

- Yass Valley Local Environmental Plan 2013
- Yass Valley Development Control Plan 2024
- Yass Valley Development Contributions Plan 2018
- Yass Valley Community Engagement Strategy
- Yass Valley Settlement Strategy

- Sutton Masterplan 2017
- Roadside Grass Mowing Policy RD-POL-4
- Road Standards Policy RD-POL-9

Guidelines

- NSW Government Practice Note on Planning Agreements

REPORT

1. Application Details

Date Received	-	5 September 2024
Land	-	Lot 1 DP 119459
Area	-	30.12ha
Zoning	-	R2 Low Density Residential and C3 Environmental Management

2. Site Description and Locality

The site is located to the northwest of the Sutton village on the opposite side (western side) of McLaughlins Creek. This is an area which is characterised by the interface between the residential/commercial land uses of the village and rural/rural lifestyle land uses to the north, east and west.

The site is approximately 30ha in size and is bound by Sutton Road to the west and McLaughlins Creek to the east. The zoning under the Yass Valley Local Environmental Plan 2013 (the LEP) is split and includes R2 Low Density Residential and C3 Environmental Management, with the latter generally the riparian area near the creek. There are existing buildings located on the site which are approved for demolition. The land has been subject to agricultural land uses and is generally devoid of any native vegetation as confirmed through assessment that was undertaken at the time of the rezoning.

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

3. Background and Proposal

In May 2019 a planning proposal was lodged seeking to change the zoning and minimum lot size requirements of the LEP from what was originally RU1 Primary Production. There were a number of issues that were worked through during the planning proposal assessment, including flood considerations and ensuring the appropriate land use zone was implemented for the riparian area along the creek. In October 2021 the planning proposal was adopted by council and the amendment to the LEP gazetted in December 2021. The support of the planning proposal has broadly determined that the site is suitable for a low density residential use and subdivision potential, but subject to a detailed development application (DA) and assessment of the exact proposal submitted.

The submitted application involves:

- 29 low density residential lot subdivision
- One open space lot primarily fronting McLaughlins Creek proposed to be dedicated to council as open space through a voluntary planning agreement (VPA)
- Fire trails for emergency access which are intended to double as a path network
- Construction of new roads and intersection with Sutton Road
- Other subdivision works including earthworks

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

The proposed plan of subdivision is generally consistent with the concept plan submitted with the planning proposal although has been refined based on a more detailed design work.

It is also noted that a separate DA was lodged around the same time for the demolition of existing buildings including the dwellings and farm buildings. Development consent was issued for the demolition works under delegation in December 2024.

4. Public Exhibition

Public exhibition of the DA included notice to approximately 43 adjoining and nearby landowners, the Sutton and District Community Association (SDCA), and the Local Aboriginal Land Council. There were ten submissions received (refer **Attachment C**).

A planning forum was held on 4 March 2025 at the Sutton Hall to provide an opportunity for submission authors and the applicant to address councillors prior to completion of assessment and determination of the DA. Five presentations were made including four by community members and one on behalf of the applicant. A site inspection was also undertaken by attending councillors prior to the planning forum. A further submission post-planning forum was received from the SDCA (refer **Attachment C**).

5. Referrals

The proposal was referred to Transport for NSW and the NSW Rural Fire Service with their responses included as **Attachment D**.

Transport for NSW (TfNSW)

The application was referred to TfNSW as Sutton Road is a classified regional road.

TfNSW provided no objection to the proposal, but it is noted they advised:

- The development should not rely on the outcome of a speed limit review on Sutton Road.
- Council should consider requiring the development to connect the southern end of the development to any existing active transport infrastructure (i.e. paths) within the Sutton village.
- Measures need to be implemented to deny non-authorized vehicle use of the emergency fire trail accesses.

These issues are addressed within the assessment and TfNSW recommended conditions can be included in any development consent that may be issued.

NSW Rural Fire Service (RFS)

The application was referred to the RFS for concurrence under s100B Rural Fires Act 1997 as the proposal involves subdivision on bushfire prone land. The RFS have issued General Terms of Approval which can be included in any development consent that may be issued.

The RFS have advised that locked gates on the emergency fire trails are acceptable subject to a lock which meets the specification of the Southern Tablelands Fire Control Centre.

6. Assessment

The proposed development has been assessed against the requirements of section 4.15 of the Environmental Planning and Assessment Act 1979. It is considered that the proposed development can be supported for the reasons outlined in the assessment report (refer **Attachment E**).

The following planning issues have been identified including the response to the issues raised in submissions.

6.1. Consistency with Settlement Strategy and Sutton Masterplan

The Yass Valley Settlement Strategy and the Sutton Masterplan outlines a vision for limited future growth of Sutton to approximately 150 lots. Within the Settlement Strategy and Masterplan there are areas identified for this growth, which includes the subject land and several other sites.

It is highlighted within the submissions received that the envisaged 150 lots are now being approached and this needs to be considered in relation to other future subdivision proposals (including potential rezonings) and how the remaining lots will be distributed. The main subdivisions in Sutton since 2017/2018 are:

DA	Development	Lots (approx.)	Status
DA200273	“Woodbury Ridge” 2090 Sutton Road	63	Consent issued and subdivision complete

DA210293	2155 Sutton Road	17	Consent issued but no substantial commencement
DA240276	2402 Sutton Road	29	The subject DA

Total: 109

The proposed subdivision remains consistent with the Settlement Strategy and the Sutton Masterplan and therefore the DA can be supported.

A submission received suggests that the consideration of the DA is currently premature and should be deferred until such time as council knows how the remaining lots within the 150 are to be distributed amongst future development. As the development proposed by this DA is consistent with the Settlement Strategy and also the earlier planning proposal, there would be no basis within the planning framework to use this as a reason to defer consideration or determination. However, council will need to consider this if further planning proposals seeking rezoning are lodged.

6.2. Consistency with LEP

A submission received suggests that the lot sizes are too small. The lot sizes are consistent with the minimum lot size of 5,000m² for where reticulated sewer is not available. This is consistent with the change that was made to the LEP for the land as part of the earlier planning proposal.

A submission received suggests that the proposed development is inconsistent with the aims of the LEP. The aims of the LEP are not called up as a direct consideration for an individual DA, rather are relevant in making of the LEP (refer clause 1.2(1) of the LEP). This would have been subject to consideration at time of the planning proposal to rezone the land. However, in relation to the subdivision, the proposal is not inconsistent with the aims of the LEP when having regard to the current zoning of the land.

The objectives of the land use zones however are directly called up for consideration for an individual DA. In this instance the proposed development is consistent with the objectives of both the R2 Low Density Residential and C3 Environmental Management zones. It is particularly noted that the development provides for the housing needs to the community with a low-density residential environment.

6.3. Pedestrian and Trail Connections

The most common matter raised within the submissions received relate to the provision of pedestrian and trail connections, including within the subdivision and across McLaughlins Creek to the village.

The DA proposes a series of fire trails for emergency access which are intended to double as a path network. The trails and associated open space area are then proposed to be dedicated to council through a voluntary planning agreement as discussed below. The provision of the trails as part of a potential future network of paths within Sutton is broadly supported in the submissions.

However, the submissions and assessment have identified concern with the trail terminating at Sutton Road on the opposite side McLaughlins Creek to the village. Concerns with this centred around how pedestrian safety would be managed on Sutton Road in the absence of a pedestrian crossing of the creek at this time. The assessment identified that constructing the trail now without a pedestrian link connecting the development to the village side of the creek may encourage pedestrians to attempt to use the existing low-level vehicle crossing on Sutton Road (i.e. within the vehicle travel lanes). The submissions and representations made at the planning forum also included suggestion that the developer should be required to provide a pedestrian connection to service the development.

It should be noted that there is no existing infrastructure by way of footpaths or the link on Sutton Road/Camp Street in the northern part of the village. Reference is made within the submissions received to the recent Woodbury Ridge subdivision in Sutton where the developer extended a footpath connection beyond their development site to the existing footpath on Victoria Street/Bywong Street intersection. This was beyond the requirements of the development

consent, however, this clearly provided benefit to the development (as well as external benefits) and was able to be constructed with limited constraints (i.e. there was no creek crossing).

Given the above issues, the applicant was requested to provide information on options they could or had considered to facilitate pedestrian safety, including either through a safe pedestrian link across McLaughlin's Creek or other design measures that would discourage pedestrian movements onto Sutton Road.

Following recent negotiations with the applicant, they have now proposed to amend the VPA to include the construction of a new pedestrian bridge over McLaughlins Creek. Due to the additional design works and approval processes for the pedestrian bridge required for construction (such as obtaining a controlled activity approval under the Water Management Act 2000), as well as the additional costs, the applicant has proposed the timing for completion of the pedestrian bridge to be within 12 months of the date of registration of the subdivision certificate (i.e. 12 months from the creation of the new lots). This timing would generally correspond with the likely timing of completion of the first dwellings within the subdivision, which is the point where the demand or need for the pedestrian link becomes necessary (i.e. when the occupants of the new dwellings move in) and would therefore be considered acceptable.

The pedestrian bridge will be separate to the existing crossing and located towards the southern end of the open space lot (i.e. near Sutton Road). This will connect from the trail and then provide a path terminating at the intersection of Camp Street and Sutton Road. Although there are no existing paths on Camp Street, the applicant's proposal is appropriate in addressing the needs generated by the development. The applicant could not be reasonably expected or required to extend a path further than this as part of this development.

Council's Development Control Plan (DCP) requires footpaths to be provided on new roads within subdivisions for land zoned R2 Low Density Residential. In this instance, to supplement the trail, footpaths are only considered to be necessary for the section of road linking between the access connections to the trails (i.e. fronting lots 10-16). Further footpaths are not considered to be necessary due to the provision of the trail, the low-speed environment which does not contain through roads, and the desire to avoid footpaths terminating at Sutton Road.

6.4. Voluntary Planning Agreement

The DA is accompanied by an offer of a VPA for the trails and the open space adjoining McLaughlins Creek to be dedicated to Council. The letter of offer was amended (refer **Attachment F**) during the DA assessment to now include the construction of the pedestrian bridge over McLaughlins Creek as discussed above.

The applicant has proposed a two-year maintenance period (from time subdivision is finalised) before handing over to Council.

The public submissions received generally support the provision of the trail network and land being dedicated as open space.

The land on the opposite side of McLaughlins Creek (i.e. between the creek and Camp Street) is currently Crown land under council control. There is benefit in council acquiring the land on the western side so that there is then public land on both sides of the creek. This will provide opportunity for recreational use and potential for environmental outcomes over time.

Council will need to consider the financial implications of the trails and open space. The ongoing financial implications per annum are estimated to be approximately:

- \$5,000 for maintenance of the trail surface.
- \$25,000 for the maintenance of the open space.

If council are satisfied by the offer proposed, a condition of any consent will need to require the planning agreement to be entered into in accordance with the offer. A draft VPA will need to be prepared and will be presented back to council and then placed on public exhibition, with any comments needing to be considered prior to the VPA being entered into. Details will also need to be provided in relation to a level of embellishment works to the open space area/riparian area to

ensure the open space being dedicated is at a suitable standard from an environmental and asset management perspective before handover. This can be through preparation of a riparian management plan to accompany the draft VPA.

6.5. Traffic and Roads

6.5.1. New Road Intersection with Sutton Road

A new intersection is proposed between the new road servicing the subdivision and Sutton Road. This will have a channelised right hand turn lane (short) from Sutton Road turning right into the subdivision, and a basic ancillary left turn treatment from Sutton Road turning left into the subdivision. This intersection treatment is suitable and is supported by TfNSW.

6.5.2. Speed Limit Review on Sutton Road

Within the documentation supporting the DA it is suggested that the speed on Sutton Road should be reduced to 80km/h from 100km/h. TfNSW in their response indicated that the development should not rely on the outcome of the speed limit review (i.e. for the design of the intersection treatment).

The speed limit review on this section of Sutton Road had already commenced prior to the lodgement of the DA. TfNSW have now since advised that the review is complete, and the proposed new speed limit will be 80km/h. It is understood that this is going through final internal processes at TfNSW and then signage will be replaced soon.

6.5.3. Sutton Road McLaughlins Creek Crossing

The condition and adequacy of the Sutton Road McLaughlins Creek crossing is raised as a consistent theme within the submissions received. The need for upgrade/replacement of the existing crossing is a matter beyond just the subject development and an issue council is aware of. The traffic generation as a result of this development results in a relatively small increase to the traffic volume already using the crossing. In this regard, the applicant could not be required to upgrade the creek crossing as part of this development.

6.5.4. Age of Traffic Count Data

Within the submissions received the age of the traffic count data used in the traffic impact assessment has been questioned. The traffic impact assessment had primarily utilised existing traffic count data from between 2015-2016 at the relevant location (on Sutton Road near the intersection with East Tallagandra Lane) and extrapolated this to determine a current estimated average daily traffic (ADT). Council has undertaken a more recent traffic count in July 2024 but near the McLaughlins Creek crossing on the village side. The extrapolated data in the report had ADT of 2,780 on Sutton Road near the intersection of East Tallagandra Lane, whilst the 2024 traffic count collected by Council was slightly less at ADT 2,662. These figures are noted as being very similar. The applicant has now since updated the traffic impact assessment to include consideration of the 2024 traffic count data. There are no changes to the conclusions or recommendations, such as for the design of the new road intersection treatment.

6.5.5. Errors and Anomalies in Traffic Impact Assessment

It was noted within submissions and in representations at the planning forum that there were some errors in the supporting documents, specifically in the engineering/traffic impact assessment. These included incorrect descriptions of the development site. The assessment conclusions have been reviewed by council's development engineer and are accurate and acceptable. It is also noted that an updated traffic impact assessment has now been provided addressing these errors and anomalies.

6.6. Onsite Effluent Disposal

The subject land is located adjacent to McLaughlins Creek which is a tributary to the Yass River. Concern has been raised in the submissions received in relation to the opportunity for onsite effluent disposal and the potential for adverse impacts on the watercourses.

A land capability assessment report has been submitted as part of the DA and considers the constraints of the land and opportunity for onsite effluent disposal on each lot based on an assumed single dwelling house. The land capability assessment has demonstrated that there is adequate area of suitable site and soil conditions located at the building envelopes on all proposed lots to enable onsite effluent disposal. It further recommends that the lots should be serviced by advanced secondary treatment systems (which are an aerated wastewater management system which is capable of achieving advanced secondary treatment and includes disinfection) and that dispersal be through surface spray or drip irrigations measures. Primary treatment systems (e.g. septic) and subsoil disposal are not recommended due to the density of the development combined with ground water vulnerability and proximity to the watercourses.

The land capability assessment has been reviewed by council's environmental health officer. It has been found to be consistent with accepted guidelines, including that effluent disposal must not be within 100m of McLaughlins Creek, and is acceptable. The proposed development is therefore not considered to present any significant risks to McLaughlins Creek or the Yass River as a result of onsite effluent disposal. Appropriate conditions for restrictions to onsite effluent disposal as outlined above can be included in any development consent issued.

6.7. Dual Occupancies

Within the submissions received it is questioned whether dual occupancies will be permitted, noting that the development of lots with two dwellings appears to be the trend at the Woodbury Ridge subdivision in Sutton. The submission then further highlights considerations of onsite effluent disposal and traffic generation as a result of two dwellings on each lot.

Dual occupancies are usually permitted by the LEP in the R2 Low Density Residential zone, however, clause 6.12 of the LEP applies to the subject land. Clause 6.12(3) states:

“(3) Development consent may be granted to development for the purposes of a dual occupancy on land to which this clause applies, where the land is not connected to a reticulated sewerage scheme, only if the size of the lot on which the development is to be carried out is at least 10,000 square metres.”

This however does not prohibit the erection of a secondary dwelling used in conjunction with a principal dwelling, with a secondary dwelling permitted subject to a DA/development consent.

As identified above, the land capability assessment demonstrates that there is adequate opportunity for onsite effluent disposal on each lot for one dwelling house (which is the standard consideration at time of a subdivision).

If a secondary dwelling is proposed on a lot, the applicant would need to have a further detailed investigation and design completed to demonstrate that suitable arrangements for onsite effluent disposal can be made to service the development (as required by clause 6.8 of the LEP).

The design of the road network within the subdivision and the intersection treatment is sufficient to accommodate traffic generation of a secondary dwelling being erected on each lot. The final design of the intersection will need to demonstrate service level (A) which therefore normally has large capacity to handle much more traffic generation within an acceptable level of service range.

6.8. Street Lighting

Within the submissions it is suggested that there should be limited street lighting, similar to the level at Woodbury Ridge in Sutton. Council's DCP requires (adopted from the Sutton Masterplan) that street lighting must not be installed along new streets for subdivisions in Sutton. It is anticipated that any street lighting would therefore be limited to the entry of the subdivision only. The need and location of this is generally determined by the relevant Australian Standard based on the design of the intersection (i.e. so may not even be necessary) and would be subject to the final design considerations prior to subdivision works certificate. Any required street lights at the intersection can be designed to minimise level of light spill.

6.9. Electricity Lines

Within the submissions it is questioned whether electricity will be located underground. The new electricity lines servicing the development will be located underground in accordance with the requirements of the DCP, Essential Energy, and Planning for Bushfire Protection.

6.10. Quality of the Development/Development Aesthetics

A submission received suggests that Woodbury Ridge has set a high benchmark for the quality of the development, noting the underground services, black-painted rural-style wooden fences fronting each lot, electric gates etc. It then questions what this development will provide to ensure a quality product that Sutton residents will be proud of. Whilst this is a subjective matter, it is noted that the following will assist with overall presentation of the development:

- Landscape buffer to be provided to Sutton Road in accordance with the requirements of the DCP.
- Fencing to Sutton Road to be completed at time of subdivision. Final design of fencing to be submitted for approval prior to subdivision works certificate.
- Landscape plan to be submitted for approval prior to subdivision works certificate in accordance with requirements of the DCP.
- Appropriate restrictions to be imposed on lots within the development to prohibit the erection of solid fencing to lot boundaries.

6.11. Mowing of Verges

A submission received questions whether council will mow the verges in the subdivision and notes that in the case of Woodbury Ridge their community association does this. The subject subdivision is proposed to be torrens title whereas Woodbury Ridge is community title with a community association. In accordance with council’s Roadside Grass Mowing Policy RD-POL-4, the mowing of the verges within the subdivision would be the responsibility of the adjoining landowner. This is consistent with similar subdivision of The Fields in Murrumbateman and other urban/low density residential subdivisions.

6.12. Estimate of Development Contributions

At the planning forum held on 4 March 2025 there was question and discussion in relation to development contributions generated by the proposed development.

Council’s Yass Valley Development Contribution Plan 2018 is made under s7.12 of the Environmental Planning and Assessment Act (EP&A Act) where a fixed rate levy is based on the cost of undertaking the development. Development contributions are the developer’s financial contribution to council which are then used to fund identified infrastructure and community works (detailed in the plan). Council’s s7.12 development contributions are levied as follows:

- (i) Cost of works is up to and including \$100,000 – Nil
- (ii) Cost of works is more than \$100,000 and up to and including \$200,000 - 0.5% of that cost
- (iii) Cost of works is more than \$200,000 - 1% of that cost

In this regard, across the subdivision and future residential development, it is estimated that the following development contributions will be collected:

Development	Estimated Cost of Works	Development Contribution
Subdivision	\$4,108,500 (supplied)	\$4,108,500 x 1% = \$41,085
Dwellings	\$800,000 per dwelling (approx..) x 29 lots	(\$800,000 x 29) x 1% = \$232,000
		Total: \$273,085 (indicative)

The development contributions for dwellings will be determined based on the exact cost of each at the time of construction.

Council generally has no ability to require additional development contributions (either monetary or works in kind) beyond the framework of the plan and EP&A Act, unless it is something has been negotiated through a VPA. The framework around this ensures developers cannot 'buy' approvals and councils cannot try to leverage extra development contributions by withholding approval. The developer does however need to provide suitable infrastructure to service the needs of the development.

7. Conclusion

From the assessment of the proposal and consideration of issues raised in submissions, it is recommended that a Development Consent be issued. Draft conditions are included in **Attachment G**.

STRATEGIC DIRECTION

CSP Theme	Our Environment
CSP Strategy Objective	EN3: We have a robust planning framework that considers our rural character and natural landscapes
Strategies	EN3.4 - Future development, particularly at the residential/agricultural and the residential/industrial interfaces, should be planned for the managed to minimise potential conflict between adjacent land uses
Delivery Program Action	Include information in the Development Control Plan

- ATTACHMENTS:**
- A. Locality Plan
 - B. Plans and Supporting Documentation
 - C. Submissions
 - D. TfNSW & RFS Responses
 - E. s.4.15 Assessment
 - F. Voluntary Planning Agreement - Letter of Offer
 - G. Draft Conditions

6.2 MODIFICATION DEVELOPMENT CONSENT DA230374 - 34 LOT RURAL SUBDIVISION - 75 ISABEL DRIVE, MURRUMBATEMAN

SUMMARY

To present the assessment of a request to modify development consent DA230374 for the 34 lot subdivision of 75 Isabel Drive, Murrumbateman ("The Fields" stage 4). The request seeks to remove the requirement to construct a section of path connecting to Isabel Drive to the west of the site (required by council resolution), instead seeking to only dedicate the land for the path corridor as originally proposed. The request attracted 16 submissions. It is recommended that the path connection to Isabel Drive to the west not be required to be constructed at this time but that the land still be dedicated as proposed by the applicant, and for a modified consent to be issued.

RECOMMENDATION

That:

1. *The path connection to Isabel Drive to the west of the site is not required to be constructed at this time but that the land still be dedicated to Council (road reserve) as proposed by the applicant.*
2. *Development Consent No. DA230374 be modified for the 34 lot subdivision at 75 Isabel Drive, Murrumbateman.*

FINANCIAL IMPLICATIONS

- Resources for development assessment are provided for in the current Operational Plan.
- If ongoing maintenance liability associated with the path, if constructed.

Where the path is not constructed by the developer as part of this subdivision, this may then rest with council to construct if the trail network is intended to be pursued in the future. However, this is a matter outside the scope of consideration in determining the modification application under the Environmental Planning and Assessment Act 1979 as detailed in this report.

POLICY & LEGISLATION

Acts and Regulations

- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation 2021
- Biodiversity Conservation Act 2016
- Biodiversity Conservation Regulation 2017
- Local Government Act 1993
- Roads Act 1993

State Environmental Planning Policies

- State Environmental Planning Policy (Resilience and Hazards) 2021
- State Environmental Planning Policy (Biodiversity and Conservation) 2021

Local Controls

- Yass Valley Local Environmental Plan 2013
- Yass Valley Development Control Plan 2024
- Yass Valley Development Contributions Plan 2018
- Yass Valley Community Engagement Strategy
- Yass Valley Settlement Strategy
- Yass Valley Bike Plan and Pedestrian Access Mobility Plan (PAMP) 2017
- Road Standards Policy RD-POL-9

REPORT

1. Application Details

Date Received	-	21 February 2025
Land	-	Lot 2 DP 1273257, 75 Isabel Drive, Murrumbateman
Area	-	75.66ha
Zoning	-	R5 Large Lot Residential

2. Site Description and Locality

The site is located in an area characterised by large lot residential development. The Shaw Cellar Door is located on the opposite side of Isabel Drive to the north.

The site is approximately 75ha in area and is bordered by Isabel Drive to the north and west, McIntosh Circuit to the east, and Merryville Park subdivision to the south. The subdivision works at the site are now nearing completion.

A locality plan is included in [Attachment A](#).

3. Background and Proposed Modification

At its meeting in December 2023 council granted development consent for the 34 lot subdivision of the site ("The Fields" stage 4). The resolution included for an additional condition to be included beyond the recommendation in the assessment report presented requiring the construction of a path on the land that was proposed to be dedicated to council adjoining proposed lot 34 (i.e. extending from the new road to Isabel Drive to the west of the site). A modification application has been lodged seeking not to construct the path to Isabel Drive to the west, instead for the dedication of the land only per the applicant's original proposal and original assessment report recommendation.

A copy of the approved plan of subdivision is included in [Attachment B](#) and details of the modification request are included in [Attachment C](#).

4. Public Exhibition

Public exhibition included notice to the nine persons who had previously made a submission to the original development application, as well as to the Murrumbateman Community Association. There were 16 submissions received (refer [Attachment D](#)).

The applicant's response to submissions is included as [Attachment E](#).

5. Assessment

The proposed development has been assessed against the requirements of section 4.55 and 4.15 of the Environmental Planning and Assessment Act 1979 (EP&A Act). It is considered that the proposed modification can be supported for the reasons outlined in this report and the attached assessment report (refer [Attachment F](#)).

The planning issues associated with the modification application relate to the provision of suitable path infrastructure as a result of the development, as well as the potential validity of conditions of consent requiring additional works where they were not proposed as part of the development.

The submissions received to the original development application had a common theme relating to the provision of paths within the development and how these connect and support a network within Murrumbateman. It was noted within these submissions and the assessment report that the Murrumbateman Structure Plan (the Structure Plan) (which is adopted in the Yass Valley Settlement Strategy) envisages a 'greenway, pedestrian, equestrian, and cycleway' (i.e. path) network'. The Structure Plan indicatively shows it running along Isabel Drive on the western side of the subject land, potentially running along the length of Isabel Drive (past Woods Close and the Murrumbateman Transfer Station) to Scrubby Lane to the south

Council owns a 5m wide strip of land (Lot 1 DP 834176) to the south along the western boundary of Merryville Park running parallel to the Isabel Drive road reserve. This land was dedicated to Council as part of the Merryville Park subdivision in the early 1990s for the purposes of road widening. Whilst the Isabel Drive road reserve is significantly constrained by vegetation, it was noted that this piece of land could facilitate the corridor for the future path envisaged by the Structure Plan.

During the original DA assessment this resulted in a number of changes being made to the subdivision proposal by the applicant in conjunction with council staff to improve path connections both now and opportunity into the future. This had included (refer **Attachment B**):

- Continuation of a path on new Road MC01 through to the existing path/winery trail on McIntosh Circuit to the east.
- Dedication to Council of a 10m wide corridor of land along the south boundary of proposed lot 34 in order to provide a future connection from the path on new Road MC01 to Isabel Drive to the west.

The plan showing the path network that was presented in the December 2023 report is included as **Attachment G**. This was considered to achieve the intention of the Structure Plan in context of the proposed development. The area that was subject to the additional condition imposed for the path to be constructed is shown in pink on the south boundary of proposed lot 34 to Isabel Drive to the west.

The applicant had not proposed to construct the additional path as it would terminate where there were no further path connections available. The applicant had proposed to dedicate this land only to allow for future planning if council wished to pursue further connections (i.e. further to south along Isabel Drive) in the future aligning with the vision of the Structure Plan. The applicant and the assessment report presented in December 2023 had suggested that the path not be constructed as part of this development as the road and speed environment on Isabel Drive to the west was not conducive to encouraging pedestrian without any other nearby safe links or connections.

A modification application has now been lodged seeking to not construct the path to Isabel Drive to the west, instead for the dedication of the land only per their original proposal. The applicant has requested this change for the following reasons outlined in their supporting documentation (refer **Attachment C**):

- The proposal is consistent with the assessment report presented to council in December 2023 prepared by staff.
- There is no evidence to support the need for the additional link to Isabel Drive to the west as a reasonable impact of the proposed development.
- There are no plans by council to increase density of development to the southwest of the site.
- There are no plans by council to construct further paths on the western side of Isabel Drive.
- The requirement to construct the additional path is unreasonable and unnecessary in relation to the proposed development.
- The proposal without the construction of the path complies with all controls of the Yass Valley Local Environmental Plan 2013 (the LEP).

It is noted the resolution of council in December 2023 did not include specific reasons for the imposition of the additional condition for the path construction. However, the meeting debate indicates council were likely responding to community representations and to facilitate the vision of the Structure Plan.

Since the original determination in December 2023, council has adopted the Yass Valley Development Control Plan 2024 (the DCP). There are no specific controls in the DCP which relate to providing paths within the R5 Large Lot Residential zone. The controls for other residential zones do state for path connections to be provided within the subdivision, and that these should link into and augment existing infrastructure and facilities. However, these controls of the DCP do not apply to subdivision of land in land zoned R5 Large Lot Residential as is the case here.

For a condition of development consent to be valid, it must be imposed for a planning purpose and fairly and reasonably relate to the development that is the subject of the application. Whilst the comments

raised in the submissions received indicate there remains strong desire within the Murrumbateman community to have an improved network of paths, there is difficulty in concluding that the construction of this path now (which terminates at Isabel Drive) is reasonably related to a need which is generated by the proposed development (i.e. the responsibilities of the applicant or developer). Whilst the construction of the footpath may have broader benefit for future realisation of the path network in the structure plan over the long term, the path construction now does not provide the lots within the subdivision any connection to anywhere else or any other existing infrastructure. In this regard, it may be determined that council has imposed the condition for a purpose that is beyond the proposed development.

A number of the submissions received suggest that the path should be constructed by the developer now in order to ensure council does not have the financial responsibility of constructing it if the network envisaged by the Structure Plan is pursued in the future. This is a matter outside the scope of consideration in determining the modification application under the EP&A Act and cannot be used as a basis for imposing a condition of development consent. It is noted that development contributions are the developer’s financial contribution to council which are then used to fund identified infrastructure and community works.

There also remains concern with the safety of the path terminating at Isabel Drive to the west in the medium to long term with this potentially encouraging the use of the road by pedestrians where the physical and speed environment is not conducive to encouraging pedestrian activity (refer **Attachment H**).

It is considered that the original recommendation presented to council in December 2023 remains appropriate with regard to:

- The comments raised in submissions
- Limitations for where/how conditions of consent can be imposed under the EP&A Act
- The reasonableness of the applicant’s proposal for land dedication only in the context of their development as opportunity to facilitate long term realisation Structure Plan vision
- Pedestrian safety

It is recommended that the path connection to Isabel Drive to the west not be constructed at this time but that the land be dedicated as proposed by the applicant.

6. Conclusion

It is recommended that the path connection to Isabel Drive to the west not be required to be constructed at this time but that the land be dedicated as proposed by the applicant per the original recommendation presented to council in December 2023. It is recommended that a modified development consent be issued with draft modified conditions included in **Attachment I**.

If Council are of the view to refuse the modification application and require the construction of the path, clear reasons for doing so with a nexus to the subject development must be included in any resolution for the purposes of issuing a determination in accordance with the requirements of the EP&A Act.

STRATEGIC DIRECTION

CSP Theme	Our Environment
CSP Strategy Objective	EN3: We have a robust planning framework that considers our rural character and natural landscapes
Strategies	EN3.1 - Develop sustainably, integrates environmental, social and economic factors which are in the best interests of the community and the region
Delivery Program Action	Complete the comprehensive development control plan

STRATEGIC DIRECTION

CSP Theme	Our Environment
CSP Strategy Objective	EN3: We have a robust planning framework that considers our rural character and natural landscapes
Strategies	EN3.1 - Develop sustainably, integrates environmental, social and economic factors which are in the best interests of the community and the region
Delivery Program Action	Complete the comprehensive development control plan

- ATTACHMENTS:**
- A. Locality Plan
 - B. Approved Plan of Subdivision
 - C. Modification Supporting Documentation
 - D. Modification Submissions
 - E. Applicant Response to Submissions
 - F. s.4.55 Modification Assessment
 - G. Sketch of Path Links
 - H. Isabel Drive Images
 - I. Draft Modified Conditions

6.3 YASS WATER TREATMENT PLANT UPGRADE - IMPLEMENTATION

SUMMARY

The Yass Water Treatment Plant Upgrade Project is a challenging and very high priority project for Council. This report provides an update on the progress of implementation.

RECOMMENDATION

That the updated report on the Yass Water Treatment Plant Upgrade Project be noted.

FINANCIAL IMPLICATIONS

A budget has been allocated for pre-design and tender management for the Yass Water Treatment Plant (WTP) Upgrade in the Operational Plan 2024-25 and for upgrades to the Yass water reticulation network funded by the ad-hoc election commitment fund.

Funding commitments to date are as follows:

Fund	Amount	Notes
Housing Infrastructure Fund (HIF)	\$6,600,000	<ul style="list-style-type: none"> Administered through Department of Planning, Housing and Infrastructure (DPHI)/NSW Treasury. The Deed was executed on 2 October 2024.
NSW Ad-Hoc Election Fund	\$13,550,000	<ul style="list-style-type: none"> Administered through Department Climate Change, Energy, the Environment and Water (DCCEEW). The Deed was executed on 3 December 2024. Includes funding component for Yass water reticulation upgrade (\$1.7M). The allocation of funds between WTP Upgrade and water reticulation upgrade is subject to change.
National Water Grid Fund (NWGF)	\$18,100,000	<ul style="list-style-type: none"> Funding committed on 13 December 2024. To be administered through DCCEEW as a variation to the existing Ad-hoc Election Funding Deed.
NSW Health Fluoridation Grant	TBA	<ul style="list-style-type: none"> Liaison with NSW Health is in progress and \$972,000 is nominated in the Business Case.
Total Funding	\$38,250,000	Funding total includes Yass water reticulation upgrade component.

POLICY & LEGISLATION

- *Local Government Act 1993*
- *Australian Drinking Water Guidelines (ADWG) 2011*
- *Council Procurement Policy (CA-CP-04)*

REPORT

1. Background

The project to prepare a Design and Business Case for the upgrade of the Yass WTP commenced in November 2019. The Housing Acceleration Fund (HAF) funded this project at a cost of \$1.2M with a total commitment of \$10M for the WTP Upgrade. During this project, stakeholders required that

Stage 1 - Early Works be carried-out in advance in December 2020. Stage 1 Works included the installation of a bubble plume aeration system at the Yass Dam, upgrade of the Raw Water Pump Station (RWPS), and urgent works at the Yass WTP. Stage 1 Works were completed at a cost of \$2.2M funded by HAF at the end of February 2023. The Final Business Case was endorsed by Council at its extraordinary Council Meeting on 9 May 2024.

An upgrade of the reticulation system is also required to ensure treated water can reach customers without being impacted by the accumulated mineral deposits in the water mains.

2. Implementation

Engage Owner’s Engineer: Council resolved to accept the tender from Beca HunterH2O (136/2025). The contract is expected to be signed by the end of March with works commencing by the second week of April 2025. This contract is to prepare the Reference Design and Tender documents. Prior to tendering for the Design and Construct (D&C) contract, an Owner’s Engineer will be engaged to subsequently manage tendering, tender evaluation, construction supervision, commissioning and training.

The following table identifies the major project milestones and key dates, which are subject to change:

Activity	Date
a) Funding Deed Executed	Nov/ Dec 2024
b) Engage Owner’s Engineer	Mar/Apr 2025
c) Reference Design and Section 60 Approvals	Oct 2025
d) Expression of Interest (EOI) & Early Tendering Involvement (ETI) Process	Jun 2025 – Mar 2026
e) D&C Tender Open	Apr 2026
f) D&C Contract Award	Oct 2026
g) Construction Commencement	Nov 2026
h) Commissioning of Main WTP	May 2028
i) Completion of Construction	Nov 2028
j) Project Completion	Nov 2028

3. Water Reticulation Improvement Project

Council engaged Public Works for the investigations, design and preparation of tender packages for the Yass Water Reticulation Upgrade project funded by the Ad-hoc Election Fund.

Field work commenced on 4 February 2025 and is on-going. Priority components were identified based on the *Network Criticality Analysis – Yass Reticulation Network, January 2024* and will be refined following the completion of the site investigations and analysis. Investigations include survey, locating of utility services, geotechnical investigations and preparation of Review of Environmental Factors (REF) where required.

Council will implement minor improvement works to install valves and hydrants and continue to trial various pipe cleaning methods available in the market, other than direct flushing.

4. Stakeholders

A Steering Committee meeting with the funding agency representatives for the implementation of the project was held on 26 February 2025. Representatives from NSW DCCEEW (Grants, technical and federal liaison branches), DPPI/HIF and Council staff attended the meeting. Meetings will be held monthly to oversee funding arrangements and progress.

A technical committee will also be established by the DCCEEW during the preparation of reference design and tender documents. Representatives from DCCEEW, NSW Health and NSW Environment Protection Authority (EPA) will be invited to participate and to provide advice on technical matters.

5. Next Steps

The following activities are scheduled:

- Engage Owners Engineer.
- Commence Reference Design and preparation of tender documents.
- Continue survey and investigation for reticulation upgrades.
- Continue liaison with DCCEEW, funding agencies and technical advisories.
- Inform and engage with the community.

STRATEGIC DIRECTION

CSP Theme	Our Infrastructure
CSP Strategy Objective	IN4: Water, waste and sewerage services meet the needs of our community
Strategies	IN4.1 - Ensure high quality water supply options for the towns in region
Delivery Program Action	Upgrade of Yass Water Treatment Plant

ATTACHMENTS: Nil

6.4 WORKPLACE CULTURE REVIEW

SUMMARY

This report provides an update with respect to the resolution made on 28 November 2024 to undertake a Workplace Culture Review.

RECOMMENDATION

That Council notes the proposed timeframes with respect to the delivery of the Workplace Culture Review.

FINANCIAL IMPLICATIONS

The 2024/25 Operational Plan has been updated to include the Workplace Culture Review with an allocated budget of \$40,000.

POLICY & LEGISLATION

Council Workforce Management Plan

Work Health and Safety Act 2011

REPORT

1. Background

At its meeting on 28 November 2024 Council resolved:

1. *That Council notes the WHS Report.*
2. *That in response to the SafeWork NSW Improvement Order issued to Yass Valley Council in Sept 2024, Acting CEO Yass Valley Council engages an independent organisation to conduct a comprehensive review of workplace culture across all directorates of Yass Valley Council. This review is to:*
 - a. *Identify areas of council's staff positive culture.*
 - b. *Identify patterns of misconduct, including psychosocial hazards.*
 - c. *Evaluate the effectiveness of current policies, procedures, and systems for managing psychosocial risks.*
 - d. *Address the non-compliance gaps identified in Appendix A to the Psychosocial Gap Analysis dated 12 November 2024.*
 - e. *Provide actionable recommendations to align council practices with legislative and best practice standards, including but not limited to SafeWork NSW's Code of Practice: Managing Psychosocial Hazards at Work and other pertinent Legislation stated within Psychosocial Risk Gap Analysis.*
3. *That the independent workplace review commences as soon as possible following procurement in accordance with Council's policies. The preliminary report be presented for council consideration with a briefing on the project for Council, inclusive of a comprehensive action plan, be delivered at the March 2025 ordinary meeting and a final report to Council at its meeting in April 2025, subject to Council being able to procure a suitable consultant to undertake the proposed works.*

This report details the progress on this matter.

2. Progress to Date

After undertaking a compliant procurement process, Council identified seven suitable providers from the Canberra Region Joint Organisation (CRJO) area – suitability based on feedback/recommendations from CRJO Human Resources colleagues who had undertaken similar projects.

The Request for Quote (RFQ) was sent to providers on 23 January 2025.

Six of the providers submitted a response to the RFQ by due date of 20 February 2025. One provider declined to submit.

An assessment process was undertaken by a three-member assessment panel in accordance with Council's Procurement Policy and finalised on 14 March 2025.

A startup meeting is proposed for the week commencing 24 March 2025.

The proposed timeframes for activities and reporting to be determined with preferred provider, indicative dates for reporting to Council are as follows (NB: these are proposed not confirmed):

- Preliminary report to Council on 29 May 2025
- Final report to Council on 26 June 2025

STRATEGIC DIRECTION

CSP Theme	Our Civic Leadership
CSP Strategy Objective	CL3: Our community is informed and engaged in decision making
Strategies	CL3.4 - We value the voice of our community, and their input informs our decisions
Delivery Program Action	Increased promotion of community input when items are put out for public comment and submissions

ATTACHMENTS: Nil

6.5 INVESTMENT AND BORROWING REPORT

SUMMARY

In accordance with clause 212 *Local Government (General) Regulation 2005*, this report provides a summary of Council's investments for the period 1 to 28 February 2025. In accordance with paragraph (1) (b), it can be certified that the investments listed have been made in accordance with the Act, the Regulations and Council's Investment Policy.

RECOMMENDATION

That the Investment and Borrowings Reports, covering the period 1 to 28 February 2025 be noted.

FINANCIAL IMPLICATIONS

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

POLICY & LEGISLATION

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

REPORT

1. Council Loans

Council has five loans with a balance of \$27.39M owing on 28 February 2025. Council commenced drawing down funds for the Crago Mill project during October 2024. Refer to Table A details.

Table A – Council Loans

General Loan	Principal as at	Interest rate	Comment
*Sewer - CBA Loan for Sewer Infrastructure	3,037,425.35	4.82%	20 years, repaid in 2035/36
*Water - NAB Westpac Dam Wall	7,691,621.13	5.36%	20 years amortisation, 10 years term Aug 2032
*Water - Yass to Murrumbateman water supply (Tcorp)	1,106,321.67	2.55%	10 years, full repaid in 2029
*Water main and pump station upgrades (Tcorp)	604,485.04	2.55%	10 years, full repaid in 2029
Crago Mill funding facility (Westpac)	15,100,000.00	6.52%	20 years, full repaid 2043 - Variable rate (2.17%+BBSR)
Total balance as at 28/02/2025	27,539,853.19		

*Interest rates are fixed.

2. Summary of movements in Council Investments

Council Cash, Cash Equivalent, and Term Deposit Investments at 28 February 2025 are detailed in Table B.

Table B – Council Investments

Investment Type	Acc/Deal	Market Value \$	Credit rating	Date Lodged	Maturity date	Term (Days)	Rate
Cash Working Accounts	Ref.						
NAB Working Account1	082-939 51	7,011,784.53	A1+/AA-	n/a	n/a	at call	
Tcorp Strategic Cash Facility	778	5,475,940.92	AAA	n/a	n/a	3 day call	
		12,487,725.45					
Term Deposits < 12 Months							
Investment Type	Acc/Deal	Market Value	Credit rating	Date Lodged	Maturity date	Term (Day)	Rate
NAB	10919400	1,200,000.00	A1+/AA-	05/09/24	04/03/25	180	4.90%
Great Southern Bank	CN079004	1,000,000.00	A2/BBB+	04/09/24	05/03/25	182	4.90%
MyState Bank	CN079048	1,500,000.00	F2/BBB+	05/09/24	06/03/25	182	5.40%
Great Southern Bank	CN079199	1,000,000.00	A2/BBB+	11/09/24	11/03/25	181	5.30%
Bank of Queensland	CN079198	1,000,000.00	A2/A-	11/09/24	11/03/25	193	4.95%
Great Southern Bank	CN079336	1,000,000.00	A2/BBB+	18/09/24	17/03/25	180	5.00%
NAB	10906669	1,000,000.00	A1+/AA-	03/07/24	31/03/25	271	5.45%
AMP	CN081152	1,000,000.00	F2/BBB+	03/01/25	04/04/25	91	4.90%
AMP	CN079200	1,500,000.00	F2/BBB+	11/09/24	09/04/25	210	5.10%
NAB	10937537	1,000,000.00	A1+/AA-	11/12/24	10/04/25	120	5.05%
Bank of Queensland	CN068868	1,000,000.00	A2/A-	09/10/24	16/04/25	189	4.95%
Bendigo	CN078929	1,000,000.00	A2/A-	29/01/25	30/04/25	91	4.75%
AMP	CN080143	1,500,000.00	F2/BBB+	06/11/24	05/05/25	180	4.80%
NAB	10939895	1,000,000.00	A1+/AA-	02/01/25	07/05/25	125	5.00%
Bank of Queensland	CN081279	1,000,000.00	A2/A-	16/01/25	16/05/25	120	4.70%
NAB	10944715	1,500,000.00	A1+/AA-	03/02/25	21/05/25	107	4.90%
MyState Bank	CN080661	1,000,000.00	F2/BBB+	05/12/24	03/06/25	180	5.00%
MyState Bank	CN080785	1,000,000.00	F2/BBB+	11/12/24	10/06/25	181	5.00%
MyState Bank	CN081025	1,000,000.00	F2/BBB+	20/12/24	18/06/25	180	5.00%
NAB	10906670	1,000,000.00	A1+/AA-	03/07/24	03/07/25	365	5.00%
Judo Bank	CN076032	1,000,000.00	A2/BBB	03/07/24	03/07/25	365	5.10%
MyState Bank	CN079005	1,000,000.00	F2/BBB+	04/09/24	04/09/25	365	5.10%
NAB	10946302	1,000,000.00	A1+/AA-	17/02/25	19/05/25	91	4.85%
Judo Bank	CN081982	1,000,000.00	A2/BBB	26/02/25	28/05/25	91	4.65%
NAB	10948953	1,000,000.00	A1+/AA-	24/02/25	26/05/25	91	4.75%
NAB	10948951	1,000,000.00	A1+/AA-	24/02/25	26/05/25	91	4.75%
NAB	10948951	1,000,000.00	A1+/AA-	24/02/25	26/05/25	91	4.75%
		29,200,000.00					
Total Short Term		41,687,725.45					

*The interest rate for the NAB is based on the RBA Cash Rate.

** The current interest rate for the Tcorp Strategic Cash facility is 3.62%.

STRATEGIC DIRECTION

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

ATTACHMENTS: Nil

6.6 MONTHLY FINANCIAL REPORT

SUMMARY

Council was advised at the November 2024 Council Meeting that a monthly report would be developed to update Council and the Office of Local Government (OLG) on the Council's financial performance. This report provides information about Council's financial position at the end of February 2025. The report also includes a variance analysis against the full-year budget and budget year to date (YTD). The Investment and Borrowing Report is a separate report.

RECOMMENDATION

That the Monthly Financial Report for February 2025 be noted.

FINANCIAL IMPLICATIONS

This report shows the Council's year-to-date financial position as at the end of the reporting month.

POLICY & LEGISLATION

Local Government Act 1993.

REPORT

1. Consolidated Income Statement

Operating Result from Continuing Operations:

This result includes capital grants and contributions. The Actual Year to Date (YTD) result is \$6.8M surplus and is \$7.1M less (unfavourable) compared to the YTD budget.

Net Operating Result Before Capital Grants and Contributions:

This result does not include capital grants and contributions. The Actual YTD result is a \$2.9M surplus and is \$0.7M less (unfavourable) compared to the YTD budget.

Surplus results are shown due to the recognition of Rates and Annual Charges revenue for the full year. Calculating this revenue on a pro-rata basis to the end of February, the results would show a Net Operating Result Before Grants and Contributions as deficit of \$4.7M.

February 2025 Report - Consolidated

Income Statement	QBR2 24-25			QBR2 YTD x Actuals		QBR2 Full Year x Actuals	
	QBR2 24-25 Full Year	QBR2 24-25 YTD	Actual 24-25	\$	%	\$	%
Consolidated							
Income from continuing operations	-56,375,787	-42,644,849	-33,405,507	9,239,342	-21.7%	22,970,280	-40.7%
Rates and Annual charges	-22,929,352	-22,934,552	-22,974,796	-40,244	0.2%	-45,444	0.2%
User charges and fees	-6,229,611	-4,361,169	-3,256,818	1,104,351	-25.3%	2,972,793	-47.7%
Other revenues	-311,296	-157,896	-522,981	-365,085	231.2%	-211,685	68.0%
Grants and contributions provided for operating purposes	-8,779,552	-3,759,850	-1,117,880	2,641,970	-70.3%	7,661,672	-87.3%
Grants and contributions provided for capital purposes	-16,670,512	-10,394,072	-3,905,438	6,488,634	-62.4%	12,765,074	-76.6%
Interest and investment income	-1,003,505	-736,005	-1,211,572	-475,568	64.6%	-208,068	20.7%
Other income	-351,960	-234,640	-269,789	-35,149	15.0%	82,171	-23.3%
Net gain/loss from the disposal of assets	-100,000	-66,667	-146,234	-79,567	119.4%	-46,234	46.2%
Expenses from continuing operations	42,032,345	28,600,057	26,551,648	-2,048,410	-7.2%	-15,480,698	-36.8%
Employee benefits and on-costs	13,526,649	9,253,368	9,107,886	-145,482	-1.6%	-4,418,763	-32.7%
Materials and services	15,786,710	10,953,474	9,263,491	-1,689,983	-15.4%	-6,523,219	-41.3%
Borrowing costs	1,559,796	1,039,864	876,668	-163,196	-15.7%	-683,128	-43.8%
Depreciation, amortisation and impairment of non-financial asset	10,095,538	6,730,358	6,730,358	0	0.0%	-3,365,179	-33.3%
Other Expenses	1,063,653	622,993	573,244	-49,749	-8.0%	-490,409	-46.1%
Operating result from continuing operations	-14,343,442	-14,044,792	-6,853,860	7,190,933	-51.2%	7,489,582	-52.2%
Net Operating Result Before Capital Grants and Contributions	2,327,070	-3,650,720	-2,948,422	702,298	-19.2%	-5,275,492	-226.7%

All figures in this table are shown as they appear in the council's management accounting system. **Income is shown as negative**, and **expenses are shown as positive** numbers. The green figures indicate a favourable variance against the budget, while the red figures indicate an unfavourable variance against the budget. Note that favourable and unfavourable variances do not mean a change to the budget is required at this stage.

2. Income and Statement Variance Analysis

2.1 Income

User Charges are \$1.1m below the expected YTD budget. This is made up of Town Planning Fees (\$284k) and Water supply services being (\$909k) below the YTD budget.

Operating Grants and Contributions is \$2.6M below the YTD budget primarily due to \$1.0M transport grants budgeted but not yet received, and \$1.2M estimated to be received in emergency Disaster Recovery Funding (DRFA) funding for prior financial year works undertaken (identified during the Second Quarter Budget Review) not yet received. The DRFA claim has been provided to Transport for NSW and is currently going through their due diligence processes with funds expected in April or May. It should be noted that the claim will only amount to between \$800k to \$900k. This variation will be factored into the Third Quarter Budget Review.

Capital Grants and Contributions is \$6.5M below the YTD budget due to \$6.0M in transport grants and \$483k in Water and Sewer grants that were budgeted but not received.

Interest and Investment Income is \$475k above the YTD budget.

Other Income is \$49k above the YTD budget from lease income of council properties.

Net gain/loss from disposal of assets is \$79k above the YTD budget. However, the actuals only include the proceeds from the sale of the council's vehicles; the calculation for the actual gain/loss will be updated in the coming months.

2.2 Expenses

Employee benefits and on-costs are \$145k below the YTD budget due to vacant positions that have not been filled. However, contractors' expenses in Materials and Services have offset these savings.

Materials and Services are \$1.7M below YTD budget. Comprising \$1.7M that, whilst budgeted, has not yet been incurred or invoiced as per below:

- \$324k for Raw Materials
- \$343k for Repairs and Maintenance
- \$237k for Consultancy Costs
- \$175k for Election Expenses

Borrowing Costs are \$163k below the YTD budget due to the timing of drawdowns of loans compared to the budgeted expectations. It is expected that the full budget will be required for the year.

Depreciation, amortisation, and impairment have been adjusted in QBR1 to match the actuals in the 2023-24 financial statements, plus forecast additional depreciation for new assets in the 2024-25 FY. The figures in the actual column are the same as the adjusted budget. The 2024-25 actual expenditure will be calculated when the council completes the 2024-25 financial statements.

Other expenses are \$50k below the YTD budget due to the timing of donations and grants to community groups (\$68k) but partially offset by a bad debt write-off of \$36k for unrecoverable debts from 2018 and earlier.

3. Income Statement by Fund

The following income statements are for each Council Fund.

3.1 General Fund



February 2025 Report - General Fund

Income Statement	QBR2 24-25			QBR2 YTD x Actuals		QBR2 Full Year x Actuals	
	Full Year	YTD	Actual 24-25	\$	%	\$	%
General Fund							
Income from continuing operations	-43,504,666	-31,016,793	-23,477,285	7,539,508	-24.3%	20,027,382	-46.0%
Rates and Annual charges	-15,522,941	-15,522,941	-15,693,891	-170,949	1.1%	-170,949	1.1%
User charges and fees	-3,432,811	-2,454,633	-2,258,397	196,235	-8.0%	1,174,414	-34.2%
Other revenues	-311,096	-157,696	-522,864	-365,168	231.6%	-211,768	68.1%
Grants and contributions provided for operating purposes	-8,779,552	-3,759,850	-1,117,880	2,641,970	-70.3%	7,661,672	-87.3%
Grants and contributions provided for capital purposes	-14,195,302	-8,252,862	-2,256,434	5,996,428	-72.7%	11,938,868	-84.1%
Interest and investment income	-823,005	-575,505	-1,211,572	-636,068	110.5%	-388,568	47.2%
Other income	-339,960	-226,640	-270,014	-43,374	19.1%	69,946	-20.6%
Net gain/loss from the disposal of assets	-100,000	-66,667	-146,234	-79,567	119.4%	-46,234	46.2%
Expenses from continuing operations	31,500,700	21,773,575	20,150,978	-1,622,596	-7.5%	-11,349,721	-36.0%
Employee benefits and on-costs	10,974,430	7,549,521	7,328,990	-220,531	-2.9%	-3,645,440	-33.2%
Materials and services	11,364,906	8,202,587	6,962,746	-1,239,841	-15.1%	-4,402,160	-38.7%
Borrowing costs	948,518	632,345	519,870	-112,475	-17.8%	-428,648	-45.2%
Depreciation, amortisation and impairment of non-financial assets	7,149,193	4,766,129	4,766,129	0	0.0%	-2,383,064	-33.3%
Other Expenses	1,063,653	622,993	573,244	-49,749	-8.0%	-490,409	-46.1%
Operating result from continuing operations	-12,003,967	-9,243,218	-3,326,306	5,916,911	-64.0%	8,677,660	-72.3%
Net Operating Result Before Capital Grants and Contributions	2,191,335	-990,356	-1,069,873	-79,517	8.0%	-3,261,208	-148.8%

3.2 Sewer Fund



February 2025 Report - Sewer

Income Statement	QBR2 24-25			QBR2 YTD x Actuals		QBR2 Full Year x Actuals	
	Full Year	YTD	Actual 24-25	\$	%	\$	%
Sewer							
Income from continuing operations	-3,712,448	-3,645,048	-3,494,540	150,508	-4.1%	217,908	-5.9%
Rates and Annual charges	-2,753,353	-2,758,553	-2,753,302	5,251	-0.2%	51	0.0%
User charges and fees	-141,800	-93,200	-94,953	-1,753	1.9%	46,847	-33.0%
Other revenues	0	0	0				
Grants and contributions provided for operating purposes	0	0	0				
Grants and contributions provided for capital purposes	-757,295	-753,295	-646,285	107,010	-14.2%	111,010	-14.7%
Interest and investment income	-60,000	-40,000	0	40,000	-100.0%	60,000	-100.0%
Other income	0	0	0				
Net gain/loss from the disposal of assets	0	0	0				
Expenses from continuing operations	2,557,604	1,679,041	1,442,047	-236,993	-14.1%	-1,115,557	-43.6%
Employee benefits and on-costs	663,143	434,939	257,799	-177,140	-40.7%	-405,344	-61.1%
Materials and services	851,134	548,550	499,416	-49,134	-9.0%	-351,718	-41.3%
Borrowing costs	154,882	103,255	92,536	-10,719	-10.4%	-62,346	-40.3%
Depreciation, amortisation and impairment of non-financial assets	888,445	592,296	592,296	0	0.0%	-296,148	-33.3%
Other Expenses	0	0	0				
Operating result from continuing operations	-1,154,844	-1,966,007	-2,052,493	-86,485	4.4%	-897,649	77.7%
Net Operating Result Before Capital Grants and Contributions	-397,549	-1,212,713	-1,406,208	-193,495	16.0%	-1,008,659	253.7%

3.3 Water Fund



February 2025 Report - Water

Income Statement	QBR2 24-25			QBR2 YTD x Actuals		QBR2 Full Year x Actuals	
	Full Year	YTD	Actual 24-25	\$	%	\$	%
Water							
Income from continuing operations	-6,698,673	-5,523,009	-4,133,676	1,389,333	-25.2%	2,564,997	-38.3%
Rates and Annual charges	-2,193,057	-2,193,057	-2,227,597	-34,540	1.6%	-34,540	1.6%
User charges and fees	-2,655,000	-1,813,336	-903,467	909,869	-50.2%	1,751,533	-66.0%
Other revenues	-200	-200	-117	83	-41.5%	83	-41.5%
Grants and contributions provided for operating purposes	0	0	0				
Grants and contributions provided for capital purposes	-1,717,916	-1,387,916	-1,002,720	385,196	-27.8%	715,196	-41.6%
Interest and investment income	-120,500	-120,500	0	120,500	-100.0%	120,500	-100.0%
Other income	-12,000	-8,000	224	8,224	-102.8%	12,224	-101.9%
Net gain/loss from the disposal of assets	0	0	0				
Expenses from continuing operations	4,786,987	3,105,590	3,096,214	-9,376	-0.3%	-1,690,773	-35.3%
Employee benefits and on-costs	837,562	567,245	708,083	140,838	24.8%	-129,478	-15.5%
Materials and services	1,821,732	1,119,883	1,009,670	-110,213	-9.8%	-812,062	-44.6%
Borrowing costs	456,396	304,264	264,262	-40,002	-13.1%	-192,134	-42.1%
Depreciation, amortisation and impairment of non-financial assets	1,671,298	1,114,198	1,114,198	0	0.0%	-557,099	-33.3%
Other Expenses	0	0	0				
Operating result from continuing operations	-1,911,686	-2,417,419	-1,037,462	1,379,957	-57.1%	874,223	-45.7%
Net Operating Result Before Capital Grants and Contributions	-193,770	-1,029,503	-34,743	994,760	-96.6%	159,027	-82.1%

3.4 Stormwater Management Fund



February 2025 Report - Stormwater Management

Income Statement	QBR2 24-25			QBR2 YTD x Actuals		QBR2 Full Year x Actuals	
	Full Year	YTD	Actual 24-25	\$	%	\$	%
Stormwater Management							
Income from continuing operations	-60,000	-60,000	-59,408	592	-1.0%	592	-1.0%
Rates and Annual charges	-60,000	-60,000	-59,408	592	-1.0%	592	-1.0%
User charges and fees	0	0	0				
Other revenues	0	0	0				
Grants and contributions provided for operating purposes	0	0	0				
Grants and contributions provided for capital purposes	0	0	0				
Interest and investment income	0	0	0				
Other income	0	0	0				
Net gain/loss from the disposal of assets	0	0	0				
Expenses from continuing operations	454,302	312,320	153,572	-158,748	-50.8%	-300,730	-66.2%
Employee benefits and on-costs	170,761	111,651	1,161	-110,490	-99.0%	-169,599	-99.3%
Materials and services	54,925	48,258	0	-48,258	-100.0%	-54,925	-100.0%
Borrowing costs	0	0	0				
Depreciation, amortisation and impairment of non-financial assets	228,616	152,411	152,411		0.0%	-76,205	-33.3%
Other Expenses	0	0	0				
Operating result from continuing operations	394,302	252,320	94,164	-158,156	-62.7%	-300,138	-76.1%
Net Operating Result Before Capital Grants and Contributions	394,302	252,320	94,164	-158,156	-62.7%	-300,138	-76.1%

3.5 Domestic Waste Management Fund



February 2025 Report - Domestic waste management

Income Statement	Domestic waste management			QBR2 YTD x Actuals		QBR2 Full Year x Actuals	
	QBR2 24-25 Full Year	QBR2 24-25 YTD	Actual 24-25	\$	%	\$	%
Income from continuing operations	-2,400,000	-2,400,000	-2,240,598	159,402	-6.6%	159,402	-6.6%
Rates and Annual charges	-2,400,000	-2,400,000	-2,240,598	159,402	-6.6%	159,402	-6.6%
User charges and fees	0	0	0				
Other revenues	0	0	0				
Grants and contributions provided for operating purposes	0	0	0				
Grants and contributions provided for capital purposes	0	0	0				
Interest and investment income	0	0	0				
Other income	0	0	0				
Net gain/loss from the disposal of assets	0	0	0				
Expenses from continuing operations	2,732,752	1,729,531	1,708,836	-20,695	-1.2%	-1,023,916	-37.5%
Employee benefits and on-costs	880,754	590,012	811,853	221,841	37.6%	-68,901	-7.8%
Materials and services	1,694,012	1,034,195	791,659	-242,536	-23.5%	-902,354	-53.3%
Borrowing costs	0	0	0				
Depreciation, amortisation and impairment of non-financial assets	157,986	105,324	105,324	0	0.0%	-52,662	-33.3%
Other Expenses	0	0	0				
Operating result from continuing operations	332,752	-670,469	-531,763	138,706	-20.7%	-864,515	-259.8%
Net Operating Result Before Capital Grants and Contributions	332,752	-670,469	-531,763	138,706	-20.7%	-864,515	-259.8%

4. Statement of Financial Position

The council's consolidated statement of financial position as at 28 February 2025 shows the following;

- total cash and cash equivalents of \$12.4M,
- investments of \$29.2M
- and total borrowings of \$27.6M, which includes the \$15.1M loan for the Crago Mill.

February 2025 Report - Consolidated	
Statement of Financial Position	Consolidated
Asset	661,162,179
Current assets	57,193,799
Cash and cash equivalents	12,440,107
Investments	29,200,000
Receivables	11,253,570
Contract assets and Contract cost assets	4,192,320
Inventories	107,801
Non-current assets	603,968,380
Infrastructure, property, plant and equipmen	596,949,421
<i>Capital work in progress</i>	<i>31,893,406</i>
<i>Plant and equipment</i>	<i>4,038,535</i>
<i>Land</i>	<i>72,646,256</i>
<i>Infrastructure</i>	<i>486,709,066</i>
<i>Other assets</i>	<i>1,662,158</i>
<i>Reinstatement, rehabilitation and restoratic</i>	<i>0</i>
Right of use assets	18,959
Investment properties	7,000,000
Liabilities	-43,697,365
Current liabilities	-13,706,639
Payables	-1,476,246
Borrowings	-242,612
Contract Liabilities	-9,202,349
Employee benefit provisions	-2,723,467
Provisions	0
Lease liabilities	-61,966
Non-current liabilities	-29,990,726
Borrowings	-27,291,949
Employee benefit provisions	-129,521
Provisions	-2,569,256
Lease liabilities	0
Net Assets	617,464,814
Equity	-617,464,814
Accumulated surplus	-320,710,429
IPPE revaluation reserve	-296,754,385

5. Reserves Balances

The reserves balance report shows the current balance for each of the council’s reserves based on the best available information at the time of reporting. Some end-of-year adjustments might impact the final balance for the financial year.

Externally restricted reserves are those that are only available for specific use by the Council due to a restriction placed by legislation or third-party contractual agreement. Internally restricted reserves are internally allocated by the resolution or policy of the elected Council.

Total cash and investments decreased to \$41.6M in February from \$42.5M in the previous month. The total restricted reserves decreased from \$34.6M to \$33.9M. The Crago Mill reserve decreased from \$5.9M to \$4.5M. However, externally restricted, Crago Mill Reserve and internally restricted funds total more than the cash on hand.

Reserve	\$M
Externally restricted funds	\$33.8
Crago Mill Reserve	\$ 4.5
Internally Restricted funds	\$ 5.7
Total	\$44.0

The Crago Mill reserve was established to hold excess funds drawdown from the loan.

February 2025 Report - Consolidated		
Reserves balance report	Balance	
	Jun-24	Feb-25
External restrictions	27,611,240	33,857,734
Domestic waste management	2,143,857	2,742,598
S64 Developer contributions – sewer fund	2,448,198	3,115,983
S64 Developer contributions – water fund	5,751,027	6,753,746
S7.11 Developer contributions – general	1,298,345	1,318,998
S7.12 Developer contributions – general	5,011,848	2,683,615
Sewer fund	4,282,897	5,248,183
Specific purpose unexpended grants – general fund	4,430,009	9,202,349
Stormwater Management	34,267	92,514
Water Fund	2,210,792	2,699,748
Crago Mill Reserve	0	4,530,042
Internal restrictions	9,350,104	5,818,125
Binalong pool	21,475	21,475
Carry over works	652,833	652,833
Comur street rehabilitation	20,362	20,362
Council elections	188,304	188,304
Electricity Savings Reserve	96,720	96,720
Employees leave entitlement	993,000	730,472
Land and assets	1,452,451	1,452,451
Murrumbateman Library School Ground	123,179	123,179
Plant and vehicle replacement	1,125,000	1,303,746
Quarry rehabilitation	689,729	689,729
Roads	44,818	44,818
Victoria Park	320,232	494,035
Financial Assistance Grant (received in advance)	3,622,000	0
External + Internal restriction + Crago Mill	36,961,344	44,205,901
Total cash, cash equivalents and investments	37,017,000	41,640,107
Unrestricted and unallocated cash, cash equivalents and investments	55,656	-2,565,793
External restriction + Crago Mill Reserve	27,611,240	38,387,775
Total cash, cash equivalents and investments less External restriction + Crago Mill Reserve	9,405,760	3,252,332

Total cash decreased less than the decrease in the total reserves balance, as a result the council decreased the use of its internally restricted funds for operations from \$3.7M at the end of January to \$2.5M at the close of February. Noting however, council should review its internally restricted funds going forward to assist in balancing operational requirements between restricted and unrestricted funds.

6. Capital Expenditure

The total capital expenditure (CAPEX) budgeted for the year is \$51.6M. The year-to-date (YTD) budget for February 2025 was \$28.3M, and the actual expenditure was \$17.8M, which is \$10.5M less than the YTD budget. This includes the Crago Mill project, with a total budget of \$28.0M for the year, a \$14.9M YTD budget and a \$10.3M actual expenditure.

The capital works are distributed over 87 projects; 57 have already started, and 30 are still to commence.

February 2025 Report - Consolidated

Capital Expenditure (CAPEX)	QBR2 24-25			QBR2 YTD x Actuals		QBR2 Full Year x Actuals	
	Full Year	YTD	Actual 24-25	\$	%	\$	%
Capital work in progress	51,600,581	28,349,887	17,819,085	-10,530,802	-37.1%	-33,781,496	-65.5%
- Land & Buildings	29,433,058	16,037,156	10,370,366	-5,666,790	-35.3%	-19,062,692	-64.8%
1101007 - Crago Mill Precinct	28,007,928	14,928,895	10,285,879	-4,643,016	-31.1%	-17,722,049	-63.3%
5014006 - Sports Stadium	19,401	19,401	0	-19,401	-100.0%	-19,401	-100.0%
5014024 - Old sale yard remediation	250,000	250,000	0	-250,000	-100.0%	-250,000	-100.0%
5014028 - Yass Valley Community Centre Upgrade SCCF5 0232 Buildings	277,841	200,508	0	-200,508	-100.0%	-277,841	-100.0%
5014029 - Buildings Roof Resheeting Yass memorial LRCIP3	83,057	83,057	81,851	-1,206	-1.5%	-1,206	-1.5%
5014032 - Cemeteries strategic plan	0	0	0	0	0.0%	0	0.0%
5014033 - Buildings Roof Resheeting Yass Liabary LRCIP4	560,000	390,000	0	-390,000	-100.0%	-560,000	-100.0%
6310003 - Goodradigbee Centre Subdivision	0	0	0	0	0.0%	0	0.0%
6310005 - Solar Panel Installation	14,055	14,055	2,636	-11,419	-81.2%	-11,419	-81.2%
6310016 - Discovery Drive Subdivision	72,000	55,333	0	-55,333	-100.0%	-72,000	-100.0%
6310017 - Old Gas Works EPA monitoring as per VMP & 2 extra wells	98,776	62,574	0	-62,574	-100.0%	-98,776	-100.0%
6310018 - Annual Fire Safety Statements	50,000	33,333	0	-33,333	-100.0%	-50,000	-100.0%
- Roads, Bridges, Footpaths	13,113,655	6,555,863	4,880,256	-1,675,607	-25.6%	-8,233,399	-62.8%
4910008 - Yass Valley Rail Trail Detailed Design	698,323	698,323	189,752	-508,571	-72.8%	-508,571	-72.8%
4910009 - Bowning Village Active Circuit	650,000	650,000	23,462	-626,538	-96.4%	-626,538	-96.4%
4910012 - Pett/Shaw Street pathways	0	0	10,000	10,000	100.0%	10,000	100.0%
5010013 - Yass River Bridge Replacement	2,976,146	74,576	1,697,751	1,623,175	2176.5%	-1,278,395	-43.0%
5010014 - Murrumbateman Creek Bridge Replacement	1,490,020	124,769	78,090	-46,679	-37.4%	-1,411,930	-94.8%
5010015 - Back Creek Road Bridge Replacement	439,829	439,829	422,015	-17,814	-4.1%	-17,814	-4.1%
5020104 - Back Creek Road Sealing - stage 2 Local Roads	2,255,894	2,255,894	2,046,560	-209,334	-9.3%	-209,334	-9.3%
5020116 - Detailed Design - Pedestrian \$125K Cycling \$40K	7,415	7,415	0	-7,415	-100.0%	-7,415	-100.0%
5020117 - Bus Shelter upgrades	13,275	13,275	13,275	0	0.0%	0	0.0%
5020118 - RERPF Local Road Programme	873,880	582,587	0	-582,587	-100.0%	-873,880	-100.0%
5020119 - 2024-25 - Block Grant - Traffic Island - Yass	0	0	1,100	1,100	100.0%	1,100	100.0%
5020540 - Bus shelter Upgrades - \$4.5K	13,388	13,388	13,388	0	0.0%	0	0.0%
5021024 - RERPF Regional Road Program	312,120	208,080	0	-208,080	-100.0%	-312,120	-100.0%
5021029 - 2024-25 - Block Grant - Resealing Program - Regional Roads	0	0	10,250	10,250	100.0%	10,250	100.0%
5021030 - LGRG (Roads Delivery component)	380,000	253,333	0	-253,333	-100.0%	-380,000	-100.0%
5021031 - BLOCK Grant Capital Works FY24-25	500,000	333,333	0	-333,333	-100.0%	-500,000	-100.0%
5021542 - Regional Roads - Block Grant - Sutton Rd Design Project	300,000	180,000	71,188	-108,812	-60.5%	-228,812	-76.3%
5021544 - Murrumbateman Safety Works	0	0	27,016	27,016	100.0%	27,016	100.0%
6012002 - Flood event Oct 22 Emergency Task or Special Events	0	0	13,198	13,198	100.0%	13,198	100.0%
6012003 - DM01005 Burrinjuck Rd S24 Embankment erosion/slip	0	0	6,560	6,560	100.0%	6,560	100.0%
6012004 - DM01326 Cavan Rd S10 Undermined large gabion wingwall 1700dia	138,167	138,167	5,945	-132,222	-95.7%	-132,222	-95.7%
6012005 - DM01327 Cavan Rd S8 Erosion under me structure out/inlet block	154,791	154,791	5,740	-149,051	-96.3%	-149,051	-96.3%
6012006 - DM01328 Cavan Rd S8 Outlets scour inlet debris erosion/slip	118,637	7,985	5,740	-2,245	-28.1%	-112,897	-95.2%
6012007 - DM01132 Dicks Creek Road S2 Shoulder & embankment washout	122,175	7,005	6,150	-855	-12.2%	-116,025	-95.0%
6012008 - DM01112 Fifeshire Rd S2 Land slip lost culvert concrete prot	271,557	0	23,340	23,340	100.0%	-248,217	-91.4%
6012009 - DM01358 Henderson Ln S1 Bridge Damage - scour of approaches	313,552	10,000	923	-9,078	-90.8%	-312,630	-99.7%
6012011 - DM01023 Illalong Road Seg 5 washed out	84,886	84,886	23,274	-61,612	-72.6%	-61,612	-72.6%
6012012 - DM00980 Mc Carthy Rd Seg 2 land slip Council - Emergency Task	185,241	6,209	13,439	7,230	116.5%	-171,802	-92.7%
6012014 - DM01324 Wee Jasper Road Seg 11 Landslip Emergency task	415,115	10,000	52,615	42,615	426.1%	-362,500	-87.3%
6012015 - DM01313 Wee Jasper Rd Seg 51 Landslip - Emergency	77,508	77,508	55,774	-21,734	-28.0%	-21,734	-28.0%
6012016 - DM01312 Wee Jasper Road Seg 53 Erosion of batter	38,081	38,081	24,543	-13,539	-35.6%	-13,539	-35.6%
6012019 - DM01004 - Burrinjuck Road - Seg 18	107,226	10,000	0	-10,000	-100.0%	-107,226	-100.0%
6012046 - AGRN 1034 - Fifeshire Road - Seg 4,5	168,507	168,507	14,520	-153,987	-91.4%	-153,987	-91.4%
6012076 - AGRN 1034 - DM01377 - Shingle Hill Way	7,922	7,922	0	-7,922	-100.0%	-7,922	-100.0%
No project Number	0	0	24,649	24,649	100.0%	24,649	100.0%
- Other Assets	36,000	32,000	185,714	153,714	480.4%	149,714	415.9%
4910008 - Yass Valley Rail Trail Detailed Design	0	0	485	485	100.0%	485	100.0%
4910009 - Bowning Village Active Circuit	0	0	168	168	100.0%	168	100.0%
5010014 - Murrumbateman Creek Bridge Replacement	0	0	185,061	185,061	100.0%	185,061	100.0%
5015013 - Yass Lawn Cemetery Improvement and Expansion works	36,000	32,000	0	-32,000	-100.0%	-36,000	-100.0%
5015014 - Murrumbateman Cemetery Improvement and Expansion works	0	0	0	0	0.0%	0	0.0%
5015015 - Villages Cemetery Improvement works	0	0	0	0	0.0%	0	0.0%

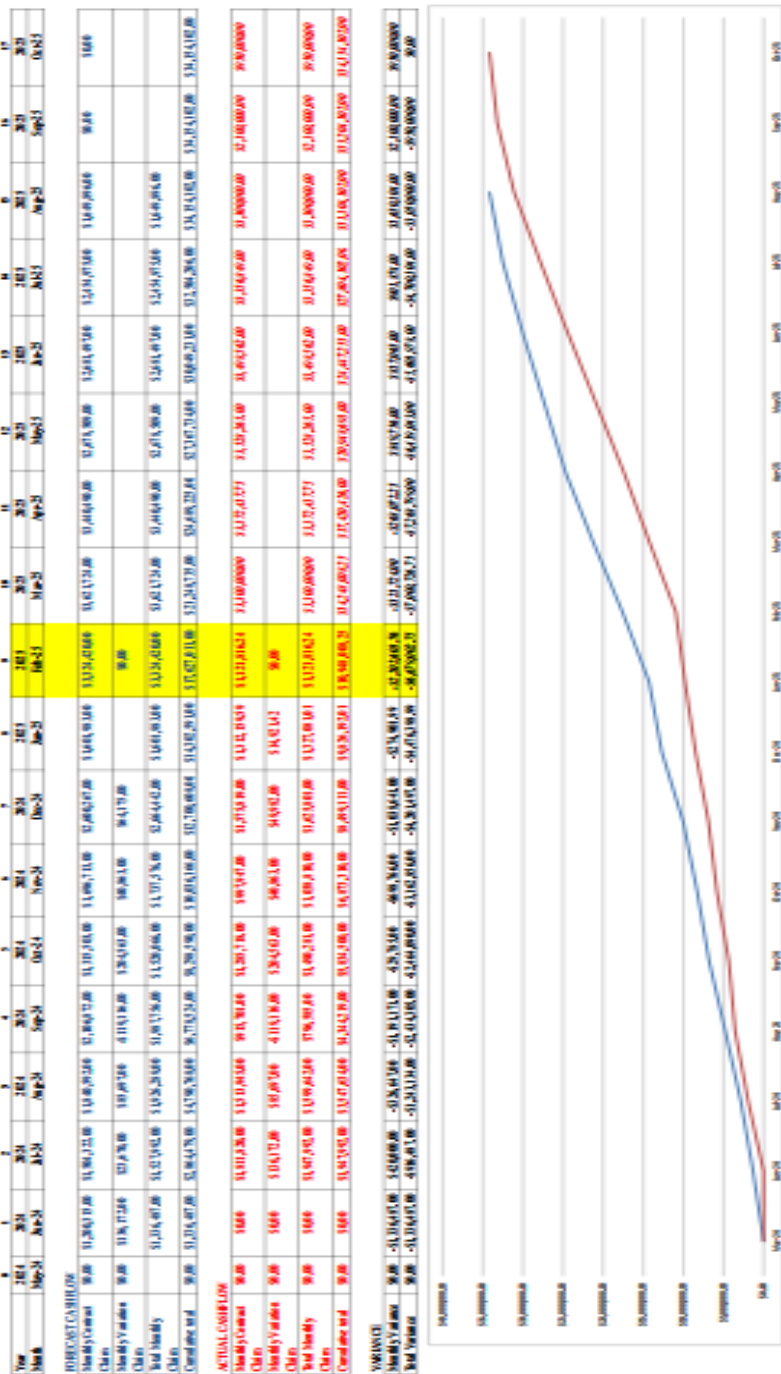


February 2025 Report - Consolidated

Capital Expenditure (CAPEX)	QBR2 24-25		Actual 24-25	QBR2 YTD x Actuals		QBR2 Full Year x Actuals	
	Full Year	YTD		\$	%	\$	%
- Other Open Space/Recreational Assets	2,264,427	1,953,177	599,846	-1,353,331	-69.3%	-1,664,581	-73.5%
4920001 - 20-21 Murrumbateman Sand Arena Stabilisation	0	0	2,300	2,300		2,300	
4920002 - Murrumbateman Rec grounds Dog park	10,038	10,038	10,038	0	0.0%	0	0.0%
4920006 - 20-21 Murrumbateman Rec Ground Amenities	1,361,485	1,280,235	237,955	-1,042,280	-81.4%	-1,123,530	-82.5%
4920015 - Wee Jasper Reserve Carpark Upgrade Recreational Assets	185,654	185,654	54,098	-131,556	-70.9%	-131,556	-70.9%
4920018 - Murrumbateman Sports Field Irrigation Installation SCCF 0232	0	0	0				
4920019 - Victoria Park Field Lighting Upgrade Recreational Assets	237,761	237,761	220,964	-16,797	-7.1%	-16,797	-7.1%
5012006 - 4 Cabin Replacements (32,34,3,4)	30,000	30,000	0	-30,000	-100.0%	-30,000	-100.0%
5012007 - Caravan Park Masterplan	0	0	0				
5013018 - Yass Pool Relocatable Shade/Seating	9,000	9,000	8,775	-225	-2.5%	-225	-2.5%
5016019 - Public Amenities - Gundaroo Amenities Building Construction	0	0	825	825		825	
5019010 - Village Ovals - Bore Water Investigations	0	0	0				
5019018 - Signage Replacement - Sporting Facilities & Park Reserves	0	0	2,310	2,310		2,310	
5019025 - Murrumbateman Adventure Playground	390,313	165,313	32,405	-132,908	-80.4%	-357,908	-91.7%
5019027 - 2024-25 - CRIF - Cricket Pitch & Covers	30,176	30,176	30,176	0	0.0%	0	0.0%
5019031 - Stage 1 Signage as remote Supervision'	10,000	5,000	0	-5,000	-100.0%	-10,000	-100.0%
- Plant & Equipment	1,824,499	1,091,166	727,981	-363,185	-33.3%	-1,096,519	-60.1%
PACQNEW - Plant Acquisition - New & Upgrade Assets	24,499	24,499	24,499	0	0.0%	0	0.0%
PACQRENEW - Plant Acquisition - Renew & Replace Assets	1,800,000	1,066,667	703,482	-363,185	-34.0%	-1,096,519	-60.9%
- Sewerage Network	2,025,000	1,255,000	752,378	-502,622	-40.0%	-1,272,622	-62.8%
5022001 - Yass STP	0	0	20,631	20,631		20,631	
5022013 - Sewer Main Upgrade Program (Capital)	75,000	0	26,977	26,977		-48,023	-64.0%
5022021 - Integrated Water Cycle Management Plan - Sewer (Capital)	60,000	60,000	10,000	-50,000	-83.3%	-50,000	-83.3%
5022026 - Wastewater Treatment Plant Upgrade Program (Capital)	75,000	25,000	23,643	-1,357	-5.4%	-51,357	-68.5%
5022027 - Wastewater Pump Station Upgrade Program (Capital)	1,015,000	510,000	63,525	-446,475	-87.5%	-951,475	-93.7%
5022028 - Telemetry Upgrade Sewer (Capital)	100,000	40,000	54,758	14,758	36.9%	-45,242	-45.2%
5022029 - Laidlaw Street SPS - decommissioning	50,000	20,000	32,211	12,211	61.1%	-17,789	-35.6%
5022030 - Yass STP Augmentation (Capital)	100,000	50,000	0	-50,000	-100.0%	-100,000	-100.0%
5022031 - Murrumbateman STP Irrigation System (Capital)	550,000	550,000	520,633	-29,367	-5.3%	-29,367	-5.3%
- Stormwater	560,000	0	0			-560,000	-100.0%
5023520 - Yass Flood Warning System Stage 2 - install infrastructure	560,000	0	0			-560,000	-100.0%
- Waste	304,504	242,087	0	-242,087	-100.0%	-304,504	-100.0%
5025126 - Murrumbateman Landfill Closure Stage 2	104,504	87,087	0	-87,087	-100.0%	-104,504	-100.0%
5026013 - Landfill Closure	50,000	41,667	0	-41,667	-100.0%	-50,000	-100.0%
5026014 - Murrumbateman Landfill Closure	0	0	0	0	-100.0%	0	-100.0%
5026018 - Transfer Station Improvements Yass and Murrumbateman	150,000	113,333	0	-113,333	-100.0%	-150,000	-100.0%
- Water Supply Network	2,039,439	1,183,439	302,544	-880,894	-74.4%	-1,736,894	-85.2%
5022028 - Telemetry Upgrade Sewer (Capital)	0	0	12,090	12,090		12,090	
5027013 - Integrated Water Cycle Management Plan - Water (Capital)	149,439	149,439	10,540	-138,899	-92.9%	-138,899	-92.9%
5027015 - Village Water Main Extensions (Capital)	1,000	0	0			-1,000	-100.0%
5027017 - Water Pump Station Upgrade Program (Capital)	700,000	350,000	147,421	-202,579	-57.9%	-552,579	-78.9%
5027018 - WTP Improvement (Capital)	100,000	50,000	55,828	5,828	11.7%	-44,172	-44.2%
5027025 - Developer Servicing Plan (DSP) (Capital)	1,000	1,000	0	-1,000	-100.0%	-1,000	-100.0%
5027026 - Telemetry System Upgrade Upgrade - Water (Capital)	108,000	48,000	62,973	14,974	31.2%	-45,027	-41.7%
5027028 - Water Reservoir Upgrade Program (Capital)	100,000	0	3,583	3,583		-96,417	-96.4%
5027029 - Water Reticulation Upgrade Program (Capital)	200,000	75,000	1,545	-73,455	-97.9%	-198,455	-99.2%
5027032 - Smart Water Meter	0	0	0				
5027033 - Morton Low Level Reservoir Repair	180,000	180,000	4,299	-175,701	-97.6%	-175,701	-97.6%
5027035 - WTP Upgrade Pre-Design and Tender Management	500,000	330,000	4,265	-325,735	-98.7%	-495,735	-99.1%
Total Capital Expenditure	51,600,581	28,349,887	17,819,085	-10,530,802	-37.1%	-33,781,496	-65.5%

7. Crago Mill Progress Report

Project Name: Crago Mill - 7m
 Supplied Period: 1 - 01/20/2024
 PROJECT COMPLETION - Progress Chart - 2024-2025



STRATEGIC DIRECTION

CSP Theme	Our Civic Leadership
CSP Strategy Objective	CL2: Council is a financially sustainable organisation that can meet community needs
Strategies	CL2.1 - Manage resources in a responsible manner that supports the ongoing viability of Council
Delivery Program Action	Abide by Accounting Standards and Office of Local Government accounts regulations

ATTACHMENTS: Nil

6.7 TENDER EVALUATION REPORT - NDRA STORM DAMAGE WORKS PACKAGE 3 - YVC.IA.03.2025

SUMMARY

This report provides advice and recommendations on the submissions received for the Natural Disaster Relief Assistance Storm Damage Works, YVC-IA-03-2025 tender.

RECOMMENDATION

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

FINANCIAL IMPLICATIONS

These works have been included in the adopted 2024/25 Operational Plan and are fully funded under the Natural Disaster Relief Assistance (NDRA) Program and requires no additional contribution from Council.

POLICY & LEGISLATION

- Local Government Act 1993

REPORT

1. Background

Council manages an extensive road network of over 1,200km throughout the Local Government Area (LGA), including numerous bridges and causeways.

In November 2022 a significant rainfall event led to widespread flooding and subsequent damage to Council’s Road network. Council has received funding under the NSW Government NDRA Program to reinstate damaged areas to their pre-existing condition. This tender forms Package 3 of the disaster recovery works and includes the four following sites:

Burrinjuck Road – Segment 24
Fifeshire Road – Segment 1
Fifeshire Road – Segment 3
Wee Jasper Road - Segment 11

2. Tender

Tenders were called via Tenderlink on 18 February 2025 and closed on 12 March 2025. Four conforming tenders were received from the following organisations:

Organisation	Address
Finn Valley Plant Civil Pty Ltd	11 Motto Lane, Heatherbrae NSW 2324
Lentro Earthworks Pty Ltd	342, Wallaroo Road NSW 2618
Rcon Civil Pty Ltd	881 Nanima Road, Springrange NSW 2618
Unicivil (NSW) Pty Ltd	12-16 Princes Highway, Fairy Meadow NSW 2519

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

STRATEGIC DIRECTION

CSP Theme	Our Infrastructure
CSP Strategy Objective	IN1: We have transport links that connect towns within the region and increase access to significant centres
Strategies	IN1.3 - Renew, upgrade and create new road assets to meet community needs
Delivery Program Action	Sealed road upgrade program (grant funding only)

ATTACHMENTS: Nil

6.8 YASS VALLEY LIBRARY ROOF REPLACEMENT TENDER - YVC-PE-02-2025

SUMMARY

This report provides advice and recommendations on the submissions received for the Yass Valley Library Roof Replacement tender - YVC.PE.02.2025.

RECOMMENDATION

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

FINANCIAL IMPLICATIONS

These works have been included in the adopted 2024/25 Operational Plan and are fully funded under the Local Roads Community Infrastructure and requires no contribution from Council.

POLICY & LEGISLATION

- Local Government Act 1993
- CA-CP-04 Procurement and Disposal Policy

REPORT

1. Background

Council will be engaging a contractor to remove and dispose of the existing roof, gutters and downpipes and replace with new Colourbond roof sheeting, gutters and downpipes to match the adjoining roof of the Yass Soldier’s Memorial Hall. The existing library roof is due for replacement and preventative maintenance is needed for the extension of the asset’s life.

2. Tender

Tenders were called via Tenderlink on 19 February 2025 and closed on 13 March 2025. Two tenders were received from the following organisations:

Organisation	Address
Murphy’s Remedial Builders Pty Ltd.	902 Botany Road, Mascot NSW 2020
Rice Construction Pty Ltd.	21/2 Yallourn Street Fyshwick ACT 2609

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

STRATEGIC DIRECTION

CSP Theme	Our Infrastructure
CSP Strategy Objective	IN3: Our existing community infrastructure is maintained, and we plan for and support the development of infrastructure that meets community need
Strategies	IN3.4 - Our current community infrastructure is maintained to an acceptable level and used to the maximum practical extent
Delivery Program Action	Annual facilities operation and planned and reactive maintenance

ATTACHMENTS: Nil

8.1 CRAGO MILL PROJECT LOAN

Question

Councillor Cameron submitted the following Question with Notice:

What avenues have been explored to potentially refinance the \$50 million loan for the Crago Mill Project, and what have been the outcomes?

Response

Council entered into a Bank Bill Business Loan Agreement with the Westpac Banking Corporation (Westpac) with a Facility Limit of \$50 million and a Facility Term of 20 years, dated 27 June 2023. Entering into this agreement was agreed by a resolution of Council on 27 April 2023 (*Min No 84*).

In the first eight weeks working with Council, the Chief Finance Officer (CFO) has sought to gain an understanding of the Crago Mill Project as well as liaising with Westpac to gain an understanding of the loan agreement.

Whilst there have been discussions around exploring options to potentially refinance the \$50 million loan for the Crago Mill project, the CFO is of the view that at this stage of the Crago Mill Project, due for final completion in mid-2026, and that Council is in the process of improving its financial sustainability, it would be better placed to explore any re-financing options at the completion of the project, once the new asset is established.

The following provides further context around the Crago Mill Project and the loan agreement.

Summary of Crago Mill Project

The estimated total cost of the Crago Mill Project is \$51 million (GST exclusive) including design phase costs of \$2.1 million funded separately by council with the project delivery phase estimated to cost approximately \$49 million funded by the business loan. Please refer to table below:

Project Cost Breakdown

Item	Business Case	Current	Difference	Commentary
Design Phase	\$2,145,502.73	\$2,145,502.73	\$-	
Delivery Phase			\$-	
Works Contractor	\$43,495,222.19	\$43,495,222.19	\$-	
Works Variations Forecast		\$1,837,453.80	\$-	Approved and forecasted variations.
Consultants/Other		\$1,269,688.97	\$-	Project Management and specialist consultants
Contingencies	\$3,045,000.00	\$1,264,899.95	-\$1,780,100.05	Drawdown on contingencies resultant of contractor and consultant variations. - Latent conditions - Design finalisation changes - Provisional sum adjustments
YVC internal costs – allocated contingency	\$900,000.00	\$450,000.00	-\$450,000.00	Restructure of budgets to better reflect known expenditure for project – e.g. Consultants/Other.
Authorities and Permits – allocated contingency	\$1,500,000.00	\$622,957.28	-\$877,042.72	Restructure of budgets to better reflect known expenditure for project – e.g. Consultants/Other.
Total ex. GST	\$51,085,724.92	\$51,085,724.92	\$-	
Total inc. GST	\$56,194,297.41	\$56,194,297.41	\$	

(Project cost breakdown is from Crago Mill Precinct Project – Project Community Update February 2025)

The current target completion dates for the Crago Mill Project follow:

- September 2025 - Completion of Stage 1 – Administration and Library Buildings
- April 2026 – Completion of Stage 2 – The Crago Mill and commercial building
- April 2026 – Project completion.

Bank Bill Business Loan Agreement

The Facility limit is \$50 million with the facility term of 20 years to June 2043.

At establishment the total indicative interest rate was 6.105 per cent, variable, made up of two components, a Base rate (3.935 per cent) and a Business loan margin of (2.17 per cent).

Repayment arrangements:

- Interest only and fees for the first two years
- Principal and Interest for the remaining term of the loan

Loan balances

- The current balance of loan facility is \$15.1 million as at the end of February 2025.
- Based on the current Project Cashflow, it is estimated that further funds will need to be drawn from the loan facility during April 2025.
- The loan facility is established to enable draw down the amount required at the time.
- Council will progressively draw down from the facility up until project completion.

Annual Review

Westpac is due to complete an annual review of the Loan Facility by 15 May 2025. The CFO is working with Westpac to enable completion of this review.

ATTACHMENTS: Nil

8.2 WORKERS ACCOMMODATION FOR HUMELINK EAST

Question

Councillor Cameron submitted the following Question with Notice:

- 1 Has there been discussions about workers accommodation for HumeLink East being potentially placed on land owned by Yass Valley Council, with the long-term view that this accommodation could later be passed onto Yass Valley Council to be used as emergency or social housing?
- 2 Has there been further consideration and advocacy for this and what decisions have now been made on the location of this accommodation and why?

Response

Question 1

With the changes in key personnel in Council, it is difficult to ascertain the extent of the discussions with HumeLink locating their workers accommodation on Council owned land. It appears that there was a conversation at some point with HumeLink but HumeLink had already determined to use a site on Faulder Avenue.

There have been internal discussions about this accommodation being a legacy project to assist with housing shortages within Yass Valley. However, with the changes in key personnel in Council, what discussions were had with the proponent on this matter cannot be confirmed.

Question 2

There has been no further consideration or advocacy that can be confirmed on this matter.

In terms of what decisions have now been made on the location of this accommodation and why, Council is not the approval authority for HumeLink. An Infrastructure Approval under section 5.19 of the Environmental Planning and Assessment Act was issued by the Minister for Planning and Public Spaces on 13 November 2024. You can view the assessment of this project [here](#) which provides information in relation to this matter.

Appendix 1 of the [Infrastructure Approval](#) (p.32) shows the location of the Yass accommodation facility and compound in Faulder Avenue. However, Council recently provided advice to the proponent on the relocation of the worker accommodation to the Yass Industrial Park (located opposite the Yass Service Centre). It is a matter for the approval authority to determine this matter.

HumeLink have issued a [factsheet](#) on the Yass accommodation facility and compound (November 2024) which provides additional information on this matter.

ATTACHMENTS: Nil

9.1 MINUTES OF THE CRJO JOINT AUDIT, RISK AND IMPROVEMENT COMMITTEE HELD ON 27 NOVEMBER 2024

REPORT

The minutes of the Canberra Region Joint Organisation (CRJO) Audit Risk and Improvement Committee meeting held on 27 November 2024 are included in **Attachment A**.

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

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

Accordingly, the minutes are presented for information.

RECOMMENDATION

That the minutes of the Canberra Region Joint Organisation Audit Risk and Improvement Committee meeting held on 27 November 2024 be noted.

ATTACHMENTS: A. CRJO Audit, Risk and Improvement Committee Meeting Minutes - 27 November 2024

9.2 MINUTES OF THE RESCUE AND LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETINGS HELD ON 14 NOVEMBER 2024

REPORT

The minutes of the Rescue and Local Emergency Operation Committee meeting held on 14 November 2024 are included in **Attachments A and B**.

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

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

Accordingly, the minutes are presented for information.

RECOMMENDATION

That the minutes of the Rescue and Local Emergency Management Committee meetings held on 14 November 2024 be noted.

ATTACHMENTS: A. LEMC Committee Minutes - 14 November 2024
 B. Rescue Committee Minutes - 14 November 2024

9.3 MINUTES OF THE CRAGO MILL PRECINCT PROJECT COMMITTEE HELD ON 13 MARCH 2025

REPORT

The minutes of the Crago Mill Precinct Project Committee meeting held on 13 March 2025 are included in **Attachment A**.

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

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

Accordingly, the minutes are presented for information.

RECOMMENDATION

That the minutes of the Crago Mill Precinct Project Committee meeting held on 13 March 2025 and adopt the following recommendation:

That the Crago Mill Precinct Project Progress - Project Community Update February 2025 be noted.

- ATTACHMENTS:**
- A. Crago Mill Precinct Project Committee Minutes - 13 March 2025
 - B. Crago Mill Precinct Project – Project Community Update February 2025

10 Confidential Matters

RECOMMENDATION

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

- 10.1 Tender Evaluation Report - NDRA Storm Damage Works Package 3 - YVC.IA.03.2025**
Item 10.1 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance contrary to the public interest and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
- 10.2 Yass Valley Library Roof Replacement tender - YVC-PE-02-2025**
Item 10.2 is confidential in accordance with section s10(A)(2)(di) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance contrary to the public interest and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.