



## **Ordinary Meeting of Council**

**Wednesday 24 April 2024**

**5.00pm**

**Council Chambers**

**209 Comur Street, Yass**

**PRAYER:**

**All Stand:**

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

**All say together:**

*Almighty God, we ask your blessing upon this Council.*

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

**FUTURE MEETINGS**

**May 2024**

**Thursday 23rd**

**4.00pm**

**Ordinary Meeting of Council**

# Ordinary Meeting of Council

## A G E N D A

Open Forum

Page No.

### Webcasting

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

### Acknowledgement of Country

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

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Nil

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## Close of Meeting Time

**Chris Berry**  
**CHIEF EXECUTIVE OFFICER**



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

**Thursday 28 March 2024**

4.00pm

Council Chambers

209 Comur Street, Yass

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## **Citizenship Ceremony**

Mr Anthony Braczek  
Mrs Nancy Foster  
Mr Dirk Potgieter  
Ms Martha Potgieter

## **Open Forum**

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

- **6.3 – Partial Road Closure of Nottingham Road Near Swinging Bridge Reserve, Wee Jasper (via Teams)**  
Lisa Robinson
- **6.8 2024/25 Community Financial Assistance Grants**  
Keith Rosario
- **6.9 Bowring Hall Rate Exemption Request**  
Jo Zouwer
- **7.1 Notice of Motion – Yass FM – Lease Pool House Victoria Park**  
Geoff Frost

Police Presentation – Yass Local Area – Acting Inspector Vlad Mijok OIC Yass Police Station

### **Council Meeting - The Mayor declared the meeting open at 5.04 pm.**

#### **Present**

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

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

#### **Acknowledgement of Country**

##### **1. Prayer**

##### **2. Apologies**

Nil

##### **3. Declaration of Interest/Disclosures**

**Councillor Reid** declared a significant, non-pecuniary conflict of interest in Item 10.1 – 2024/25 Community Financial Assistance Applications and stated that he believed his interest would preclude him from voting.

**Reason:** Councillor Reid declared an interest as he is a member of a committee that has applied for funding.

**Councillor Turner** declared a significant, non-pecuniary conflict of interest in Item 10.2 – Minutes of the Bango Wind Farm Enhancement Fund Meeting held on 14 March 2024 and stated that he believed his interest would preclude him from voting.

**Reason:** Councillor Turner declared an interest as his wife is a member of a group that has applied for funding.

**Councillor Burgess** declared a pecuniary conflict of interest in Item 10.2 – minutes of the Bango Wind Farm Enhancement Fund Committee held on 14 March 2024 and stated that he believed his interest would preclude him from voting.

**Reason:** Councillor Burgess declared an interest as he is an adjoining landowner and has received financial gain.

**Chris Berry, Chief Executive Officer** declared a pecuniary conflict of interest in 10.5 – Minutes of the Chief Executive Officer's Performance Review Committee and stated that he believed his interest would preclude him from voting.

**Reason:** Chris Berry declared an interest as the report/minutes relate to his employment at Council.

#### **4. Confirmation of Minutes**

***RESOLVED that the minutes of the Ordinary Council Meeting held on 22 February 2024 covered by resolution numbers 1-44 inclusive, and Extraordinary Council Meeting held on 28 February 2024 covered by resolution numbers 45-46 inclusive, copies of which had been circulated to all Councillors, be taken as read and confirmed.***

**(Turner/Reid) 47**

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

AGAINST: Nil

#### **5. Mayoral Minute**

Nil

#### **Motion**

***RESOLVED that the Late Report – Items 9.5 and 10.5 Minutes of the Chief Executive Officer's Performance Review Committee held on 19 March 2024 be accepted into business of the meeting.***

**(Jones/Pothan) 48**

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

AGAINST: Nil

#### **6. Reports to Council**

##### **6.1 BINALONG AND BOWNING MASTERPLAN**

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#### **SUMMARY**

To present a report on the preparation of the draft Binalong and Bowning Masterplans and recommend the plans be placed on public exhibition.

***RESOLVED that the draft Binalong and Bowning Masterplans be placed on public exhibition for 28 days.***

**(Jones/Reid) 49**



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

AGAINST: Nil

**6.2 DEVELOPMENT APPLICATION DA230073 - DWELLING HOUSE (CREATING DUAL OCCUPANCY) WITH GARAGE/WORKSHOP, EARTHWORKS AND STORMWATER REALIGNMENT WORKS, AND IMPORTATION OF FILL MATERIAL - 6 DISCOVERY DRIVE, YASS**

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**SUMMARY**

To present the assessment of Development Application DA230073 for the construction of a building for use as a dwelling house (creating a dual occupancy) and garage/workshop, earthworks and stormwater drainage realignment works, and importation of approximately 980m<sup>3</sup> of fill material. The application attracted three submissions. Relevant concerns relating to the form and design of the building, especially by way of size and scale, and in relation the maximum building height, cannot be addressed by conditions. Refusal is recommended.

**RESOLVED that :**

1. *Development Application No 230073 for a dwelling house (creating a dual occupancy) and garage/workshop, earthworks, stormwater realignment works, and importation of approximately 980m<sup>3</sup> fill material at 6 Discovery Drive, Yass, be refused on the following grounds:*
  - *The form and the design of the proposed building, especially by way of size and scale, is inconsistent and incompatible with the surrounding development and character of the locality. The proposed development will therefore have an adverse and unacceptable impact on the streetscape and landscape of the locality.*
  - *There is insufficient information shown on the elevation drawings to conclusively determine the maximum building height above existing ground level for the purposes of clause 4.3 Yass Valley Local Environmental Plan 2013. Based on the information available from the elevation drawings and the bulk earthwork plans, it would suggest that the building exceeds the maximum permitted building height of 8m.*
2. *The 'Leighton Green' conifers/pines (Cupressocyparis leylandii) that have been planted within and in proximity to the easements for services be removed and relocated a minimum of 6m from the centre line of the easement in order to reduce potential damage to infrastructure and to ensure ongoing access for maintenance purposes.*

*(Jones/Turner)* 50

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

AGAINST: Nil

### 6.3 PARTIAL ROAD CLOSURE OF NOTTINGHAM ROAD NEAR SWINGING BRIDGE RESERVE, WEE JASPER

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#### SUMMARY

In February 2024 Council determined for the second time to defer consideration of a report on the partial road closure and land exchange to ensure the current alignment of Nottingham Road was placed within a Council road reserve. Council determined that Crown Lands representatives be invited to address Council on the issues relating to Swinging Bridge Reserve. Crown Land representatives addressed a Councillor Workshop on 12 March 2024.

#### RECOMMENDATION

*That:*

- 1. The partial road closure of Nottingham Road, Wee Jasper (adjacent to Lot 7008 DP96171) be approved.*
- 2. The road closure process be commenced and notification be undertaken in accordance with the Roads Act 1993.*
- 3. The closed road be dedicated as Operational Land under the Local Government Act 1993 and be transferred to Crown Lands at no cost.*
- 4. The Chief Executive Officer and Mayor be authorised to sign documentation associated with the partial road closure.*
- 5. Council acquire a portion of land from Crown Lands (part Lot 7008 DP 96171) at no cost and dedicate this land as public road.*

#### Alternate Motion

**RESOLVED that :**

- 1. The partial road closure of Nottingham Road, Wee Jasper (adjacent to Lot 7008 DP96171) be approved.***
- 2. The road closure process be commenced and notification be undertaken in accordance with the Roads Act 1993.***
- 3. The closed road be dedicated as Operational Land under the Local Government Act 1993 and be transferred to Crown Lands at no cost.***
- 4. The Chief Executive Officer and Mayor be authorised to sign documentation associated with the partial road closure.***
- 5. Council acquire a portion of land from Crown Lands (part Lot 7008 DP 96171) at no cost and dedicate this land as public road.***
- 6. The heritage assessment report submitted with the Planning Proposal for the heritage listing of the Swinging Bridge Shacks in the Yass Valley LEP 2013 be shared with Crown Lands once received.***

**(Jones/Pothan) 51**

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

AGAINST: Nil

## 6.4 WATER REBATE - YASS WATER SUPPLY NETWORK

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### SUMMARY

To consider the issue of water rebates for the Boil Water Alert between 14 February and 1 March 2024.

***RESOLVED that water rebates for the recent 16-day Boil Water Alert not be provided on the basis the amount per user is minimal (i.e. \$3.46) and residents had the opportunity to boil water for drinking water purposes, food preparation and brushing teeth.***

(Turner/Reid) 52

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

AGAINST: Councillor A Cameron

## 6.5 INVESTMENT REPORT - FEBRUARY 2024

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### SUMMARY

In accordance with clause 212 *Local Government (General) Regulation 2005*, this report provides a summary of Council's investments as of 29 February 2024. In accordance with paragraph (1) (b), it can be certified that the investments listed have been made in accordance with the Act, the Regulations and Council's Investment Policy.

***RESOLVED that the Investment & Borrowings Report for February 2024 be noted.***

(Reid/Pothan) 53

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

AGAINST: Nil

## 6.6 RURAL FIRE SERVICE ASSETS

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### SUMMARY

The Auditor General continues to request that all Councils include the rural firefighting equipment value in the Council's financial statements. This report is to confirm Council's current position is unchanged, to not include the Rural Fire Service (RFS) assets into Council's financials.

***RESOLVED that Council:***

- 1. Continue to exclude the Rural Fire Service assets in its financial statements, and***
- 2. Continue to support LGNSW in their campaign on the financial accounting treatment of Rural Fire Service (RFS) assets.***

(Abbey/Reid) 54

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

AGAINST: Nil

## 6.7 2024 SUMMER SCHOOL HOLIDAY OVERVIEW

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### SUMMARY

This report provides a summary of the 2024 Summer School Holiday activities around the Yass Valley. It was a resounding success, with a diverse range of activities and events that catered to various interests and age groups from 6 to 18 years of age.

***RESOLVED that the 2024 Summer School Holiday report be noted.***

***(Cameron/Jones) 55***

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

AGAINST: Nil

## 6.8 2024/25 COMMUNITY FINANCIAL ASSISTANCE APPLICATIONS

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### SUMMARY

This report is to consider all applications for 2024/25FY Community Section 356 Financial Assistance by community groups and organisations, or individuals.

***RESOLVED that this item be classified CONFIDENTIAL in accordance with Section 10(A)(2)(b) of the Local Government Act because it contains the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.***

***(Turner/Butler) 56***

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

AGAINST: Councillor A Cameron

## 6.9 BOWNING HALL ASSOCIATION RATE EXEMPTION REQUEST

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### SUMMARY

This report considers and provides advice in relation to the request for Rate Exemption by the Bowning Hall Association.

***RESOLVED that this item be classified CONFIDENTIAL in accordance with Section 10(A)(2)(b) of the Local Government Act because it contains the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.***

***(Turner/Butler) 57***

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

AGAINST: Councillor A Cameron

## 6.10 CRAGO MILL BUSINESS CASE

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### SUMMARY

This report is to provide Councillors with an update on the Crago Mill Business Case.

***RESOLVED that this item be classified CONFIDENTIAL in accordance with Section 10A(2)(dii) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council.***

(Turner/Butler) 58

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

AGAINST: Councillor A Cameron

## 7. Notice of Motion

### 7.1 NOTICE OF MOTION - YASSFM - LEASE POOL HOUSE VICTORIA PARK

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### SUMMARY

Councillor Kim Turner has given notice that at the Ordinary Council Meeting on 28 March 2024, he will move the following motion.

#### Motion

*That:*

- Noting the site specific advantages of the Victoria Park area for the location of a studio complex, Yass Valley Council reaffirm its support for the provision of local community radio in Yass Valley by way of a long-term lease for the Pool House building at Victoria Park.*
- The lease to be on similar terms to the current lease but requiring the radio station to make improvements to the current building that will allow:*
  - Access to building from the eastern side*
  - Improvements to the building to make it more suitable as a radio studio complex whilst not curtailing any future development planned for the pool.*
- In the event of Council not being in a position to offer such a lease, Council agree to Yass FM erecting a purpose built radio studio building on land adjacent to the existing site, under similar conditions to the previous proposal for the abandoned building project at the Community Centre.*

(Turner/Cameron)

#### Amendment

#### **RESOLVED that**

- YassFM be permitted to continue leasing the Pool House on a 12 monthly basis with 6 monthly extensions until such time any construction for an Indoor Pool and upgrade of the Yass Memorial Pool has been scheduled.***
- YassFM be supported (subject to obtaining appropriate approvals) to make improvements to the current Pool House building with the grant funding they have received that will allow:***

- *Access to building from the eastern side*
  - *Improvements to the building to make it more suitable as a radio studio complex whilst not curtailing any future development planned for the pool.*
3. *Discussions be held with YassFM over alternate sites including the possibility of the Victoria Park precinct prior to the commencement of the Expression of Interest process for the pool construction.*

(Jones/Butler) 59

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

AGAINST: Nil

Amendment Becomes Motion

### **Motion**

#### **RESOLVED that:**

1. *YassFM be permitted to continue leasing the Pool House on a 12 monthly basis with 6 monthly extensions until such time any construction for an Indoor Pool and upgrade of the Yass Memorial Pool has been scheduled.*
2. *YassFM be supported (subject to obtaining appropriate approvals) to make improvements to the current Pool House building with the grant funding they have received that will allow:*
  - *Access to building from the eastern side*
  - *Improvements to the building to make it more suitable as a radio studio complex whilst not curtailing any future development planned for the pool.*
3. *Discussions be held with YassFM over alternate sites including the possibility of the Victoria Park precinct prior to the commencement of the Expression of Interest process for the pool construction.*

(Jones/Butler) 60

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

AGAINST: Nil

### **8. Questions with Notice**

Nil

**9. Minutes and Recommendations of Council Committees**

**9.1 MINUTES OF THE BANGO WIND FARM ENHANCEMENT COMMITTEE MEETING  
HELD ON 14 MARCH 2024**

---

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

*(Jones/Pothan) 61*

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

AGAINST: Nil

**9.2 MINUTES OF THE RESCUE AND LOCAL EMERGENCY MANAGEMENT COMMITTEE  
MEETINGS HELD ON 8 FEBRUARY 2024**

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*RESOLVED that the minutes of the Rescue and Local Emergency Management Committee meetings held on 8 February 2024 be noted.*

*Reid/Pothan) 62*

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

AGAINST: Nil

**9.3 MINUTES OF THE ABORIGINAL CONSULTATIVE ADVISORY COMMITTEE HELD ON 21  
FEBRUARY 2024**

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*RESOLVED that the minutes of the Aboriginal Consultative Advisory Committee meeting held on 21 February 2024 be noted and the following recommendation be adopted:*

**Item 4.3 - National Road Safety Action Plan Grant Funding**

*That Council staff make an application for a DLAP program as part of the grant funding on offer.*

*(Turner/Reid) 63*

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

AGAINST: Nil

**9.4 MINUTES OF THE CANBERRA REGION JOINT ORGANISATION BOARD MEETING  
HELD ON FRIDAY 1 MARCH 2024**

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*RESOLVED that the minutes of the Canberra Region Joint Organisation Board meeting held on 1 March 2024 be noted.*

*(Reid/Pothan) 64*

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

AGAINST: Nil

## **9.5 MINUTES OF THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW COMMITTEE HELD ON 19 MARCH 2024**

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

**(Turner/Butler) 65**

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

AGAINST: Councillor A Cameron

## **10. Confidential Matters**

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

### **10.1 2024/25 Community Financial Assistance Applications**

***Item 10.1 is confidential in accordance with section s10(A)(2)(b) of the Local Government Act because it contains the personal hardship of a resident or ratepayer and section s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.***

### **10.2 Minutes of the Bango Wind Farm Enhancement Fund Committee held on 14 March 2024**

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

### **10.3 Bowning Hall Rates Exemption Request**

***Item 10.3 is confidential in accordance with section s10(A)(2)(b) of the Local Government Act because it contains the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.***

### **10.4 Crago Mill Business Case**

***Item 10.4 is confidential in accordance with section s10(A)(2)(dii) of the Local Government Act because it contains commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.***

### **10.5 Minutes of the Chief Executive Officer's Performance Review Committee held on 19 March 2024**



*Item 10.5 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.*

**(Turner/Butler) 66**

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

AGAINST: Nil

Closed Council commenced at 5.49 pm.

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

**(Abbey/Reid) 67**

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

AGAINST: Nil

Open Council resumed at 7.50 pm.

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

**(Burgess/Pothan) 68**

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

AGAINST: Nil

At 05:49 pm Councillor Reid left the Chambers.

## **10.1 2024/25 COMMUNITY FINANCIAL ASSISTANCE APPLICATIONS**

---

### **SUMMARY**

This report is to consider all applications for 2024/25FY Community Financial Assistance by community groups, organisations, and individuals.

**RESOLVED that :**

- 1. A total of \$83,526 approved for 2024/25 Community Financial Assistance in the 2024/25FY Operational Plan.**
- 2. All successful applicants be placed on public exhibition as part of the draft 2024/25FY Operational Plan.**

Community Group/Organisation	Approved
Yass Netball Association	5,000
Yass Landcare Group Inc.	2,500
Yass Senior Citizens	1,300

Gundaroo Park	9,000
Bowling Hall Assoc.	4,111
Yass Valley Triathlon Club	2,000
Combined Churches Yass Community Christmas Carols	5,000
YassFM	1,140
Yass Valley Concert Band	2,500
Yass Picnic Race Club Committee	2,500
Yass Swimming Club	2,500
Springfield Brigade NSW RFS	2,025
The Kids for Kids Project (Ride for Babies)	2,500
Yass Music Club	2,500
Yass Region Rodeo Assoc.	2,500
Irish & Celtic Music Festival Inc. Committee	10,000
Buena Vibra: Alive in the Street	15,000
Yass High School	3,000
Binalong Rescue Squad (VRA)	1,450
Berinba School	2,000
Murrumbateman Primary School	2,500
Gundaroo Expo	2,500
<b>Section 356 Total</b>	<b>\$83,526</b>
Mayor Discretionary Fund	\$2,000
<b>Grant Total</b>	<b>\$85,526</b>

*(Cameron/Burgess)*      69

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

AGAINST:    Nil

At 06:14 pm Councillor Burgess left the Chambers.

## **10.2 MINUTES OF THE BANGO WIND FARM ENHANCEMENT FUND COMMITTEE HELD ON 14 MARCH 2024**

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***RESOLVED that the minutes of the Bango Wind Farm Enhancement Fund Committee meeting held on 14 March 2024 be noted and the following recommendation adopted:***

***Item 5.1 - Bango Windfarm Enhancement Fund Applications***

***That \$55,311 be provided to 12 Bango Windfarm Enhancement Fund applications:***

## Minutes of the Ordinary Meeting of Council held on 28 March 2024

Applicant	Detail	Request	Recommended
VRA Binalong	Winch and Storage for VRA Rescue Vehicle	2,678.00	2,678.00
Bango Rural Fire Brigade	Catering Trailer	10,000.00	10,000.00
Bowning Hall	Electronic Projector Screen	3,550.11	3,550.11
Binalong Swimming Club	Slimline Time Clock	4,160.00	4,160.00
Binalong Progress Ass.	Equipment for Tennis & Netball	2,576.35	2,576.35
Yass (Bowning/Bookham) Landcare	Nursery Pots	4,224.55	4,224.55
Tangimangaroo Anglican Church	Security at All Saints Tangimangaroo	4,000.00	4,000.00
Binalong Brahams Rugby League Football Club	Park settings and marquees	7,707.96	7,707.96
Binalong Mechanics Institute	Paint Supper Room	2,790.00	2,790.00
Murrumbateman Mens Shed	Restoration and Art Work at Jones Park	11,000.00	5,330.00
YassFM	Replacement of main YassFM Transmitter Antenna	4,269.62	4,269.62
Yass Junior Rugby Club	April School Holiday Camp	4,000.00	4,000.00
		<b>94,254.58</b>	<b>55,310.59</b>

(Pothan/Butler) 70

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

AGAINST: Nil

At 06:17 pm Councillors Burgess and Reid returned to the Chambers.

### 10.3 BOWNING HALL RATES EXEMPTION REQUEST

#### SUMMARY

Following an unfavourable result for a request of rate exemption under Council's Hardship Policy, the Bowning Hall Association has written to all Councillors requesting an exemption from Council Rates.

#### RECOMMENDATION

*That the Bowning Hall Association is not exempt from paying Council Rates.*

#### Alternate Motion

#### **RESOLVED that :**

- The Bowning Hall Association is not exempt from paying Council Rates.***
- Discussions be held with the Bowning Hall Association Inc in relation to negotiating an agreement regarding any public use and maintenance of their assets at 3-5 Short Street, Bowning (other than uses of the hall).***

(Jones/Butler) 71

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

AGAINST: Nil

## 10.4 CRAGO MILL BUSINESS CASE

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### SUMMARY

This report is to provide Councillors with an update on the Crago Mill Business Case.

#### **RESOLVED that :**

- 1. The Crago Mill Business Case be noted.**
- 2. A copy of the Business Case without the 'commercial in confidence' section be placed on Council's website.**

**(Turner/Abbey) 72**

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

AGAINST: Councillor A Cameron

All staff left the Chambers at 6.50pm

## 10.5 MINUTES OF THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW COMMITTEE HELD ON 19 MARCH 2024

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**RESOLVED that the minutes of the Chief Executive Officer's Performance Review Committee meeting held on 19 March 2024 be noted and the following recommendation be adopted:**

#### **Item 1 Chief Executive Officer's Mid-Term Performance Review**

**That the Chief Executive Officer's Mid-Term Performance Review be noted as meets expectations.**

**(Butler/Pothan) 73**

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

AGAINST: Nil

#### **MOTION**

#### **Item 2 Chief Executive Officer's Contract Renewal**

**That the Chief Executive Officer's contract be renewed for a further term of two years.**

**(McGrath/Reid)**

Following discussion the motion was amended by consensus to be for a further three years.

#### **RESOLVED that :**

#### **Item 2 Chief Executive Officer's Contract Renewal**

- 1. The Chief Executive Officer's contract be renewed for a further three years.**
- 2. The Mayor be authorised to sign and affix the Council Seal to Chief Executive Officer's contract.**

**(McGrath/Reid) 74**

## **Minutes of the Ordinary Meeting of Council held on 28 March 2024**

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FOR: Councillors J Abbey, C Burgess, A McGrath, C Pothan and M Reid

AGAINST: Councillors K Butler, A Cameron, J Jones and K Turner

The meeting closed at 7.50 pm.

## 5.1 MAYORAL MINUTE - CHIEF EXECUTIVE OFFICER'S REQUEST FOR CONTRACT RENEWAL

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### SUMMARY

To provide an update in relation to the Chief Executive Officer's request for a contract renewal.

### RECOMMENDATION

*That the new 3 year contract for the Chief Executive Officer with a \$300,000 per year salary package (comprising of salary and superannuation) be noted.*

### REPORT

At its meeting on the 28 March 2024 Council considered a mid-term performance review of the CEO and a request from the CEO for a contract renewal. Council resolved:

*That the Chief Executive Officer's Mid-Term Performance Review be noted as meets expectations.*

*That:*

- 1. The Chief Executive Officer's contract be renewed for a further three years.*
- 2. The Mayor be authorised to sign and affix the Council Seal to Chief Executive Officer's contract.*

As Mayor, and acting on behalf of Council, I undertook negotiations with the CEO on a 3 year contract subject to satisfactory terms. In my view the modest increase in remuneration (\$300,000 per year) and the commencement of the contract being at the expiration of the current contract, formed part of the satisfactory terms for the contract renewal. The CEO accepted the offer on this basis.

The OLG Guidelines for the *Appointment and Oversight of General Managers (2022)* indicates that the details of the decision to offer a new contract and a salary package should be reported to an open Council meeting. This report is presented now that satisfactory terms have been agreed and the new contract accepted.

**ATTACHMENTS:**    Nil

## 6.1 OPEN SPACE STRATEGY - CONSIDERATION OF SUBMISSIONS

### SUMMARY

To present the outcomes of the exhibition of the draft Yass Valley Open Space Strategy. It is recommended that the Strategy be adopted subject to minor amendments.

### RECOMMENDATION

*That:*

1. *The Yass Valley Open Space Strategy be adopted subject to the following:*
  - *Reference to Sutton Common should be amended to Sutton Reserve*
  - *Include reference to Sutton District Community Association and Sutton Landcare as providing maintenance services in the Open Space Strategy*
  - *Include BBQ areas for Sutton Recreation Ground in item ACTP7*
  - *The strategy note the informal use of areas for equestrian trails throughout Yass Valley under "Equestrian"*
  - *The Strategy be corrected to indicate that the fitness stations at Murrumbateman are not yet complete and there is no dedicated space for fitness and exercise activities at Murrumbateman*
  - *Recommendation MD26 be split into two separate actions being:*
    - (1) *Establish a dedicated sporting precinct on new greenfield site in Hawthorn land owned by Council of at least double rectangular equivalent sporting field and full size oval; and*
    - (2) *Plan and construct new sporting fields and ovals, potentially co-located near future schools.*
  - *Include the words 'or near ' the two public open space areas in recommendation MD27 relating to the location of pedestrian and cycleways*
  - *The recommendations as they related to Murrumbateman be renumbered*
  - *The ratios of open space that are currently undersupplied and will be undersupplied in the future should both be highlighted*
  - *Include a general recommendation that the culture of the Aboriginal Community is important in the Yass Valley and the continued engagement of the Local Aboriginal Land Council and the local Aboriginal Community is necessary in implementing the actions and recommendations of the Strategy*
  - *Open Space shall be located, designed and constructed to withstand extreme weather events*
  - *The vision of the Strategy be amended to recognise that open space has multi faceted benefits*
  - *Wherever possible biodiversity considerations should be taken into account in the management and maintenance of open space*
  - *Amend MD34 to include cultural themes and include an overall guiding principle at the beginning of the Strategy in regard to the preservation of open space around cultural and heritage items and areas.*
2. *Staff commence the investigation to obtain approval for camping at the Bowning Recreation Ground*
3. *Council investigates the feasibility of establishing a walking trail near Reddall Street and establishing habitat links between the rail trail and Cooks Hill as well as in Hovell Street between Pollux and Castor Streets*

4. *A request for an assessment of traffic safety, particularly the intersection of Barton Highway and Wallaroo Road be made to the Traffic Committee*
5. *A request for consideration of a pedestrian crossing at Sutton Road/Camp Street/Victoria Street be made to the Traffic Committee*
6. *The final report be prepared incorporating the amendments and be considered to be adopted once the amendments are made in accordance with the recommendations in item 1.*

## FINANCIAL IMPLICATIONS

The Yass Valley Open Space Strategy is funded within the 2023-24 Council budget. The recommendations contained within the report however do not have a budget allocation in the current financial year. Consideration should be given in future budgets to the allocation of funds to undertake the recommendations as appropriate.

## POLICY & LEGISLATION

- *Local Government Act 1993*
- *Environmental Planning and Assessment Act, 1979*
- *Yass Valley Local Environmental Plan 2013*
- *Community Engagement Strategy*

## REPORT

### Introduction

Council's *Delivery Program 2022-2026* includes the completion of the *Yass Valley Open Space Strategy* (refer Item EN3.5).

### Public Exhibition

Public exhibition of the strategy concluded on 17 March 2024 with 10 submissions received. The Open Space Committee met on 25 March 2024 to discuss the matters raised in the submissions. The notes of the Committee meeting are contained in **Attachment A**, however it should be noted that there were insufficient Committee members present to form a quorum. Accordingly, the notes of the meeting and the recommended changes are as a consensus result of those in attendance at the meeting.

Overall, the feedback received on the strategy was positive with the specific issues raised being outlined below. A copy of the redacted submissions is included in **Attachment B**.

### 1. Bowning

#### Issue

*The community has a desire for the playground to remain in its current location at the hall and for it to be embellished in that location. The Open Space Strategy recommends relocating to, and embellishing the playground equipment, at the Recreation Ground. The distance from the Recreation Ground to the village is a barrier to families accessing the Recreation Ground.*

#### Response

Council provides and maintains the playground equipment, however, does not own, nor have control of, the land upon which the hall and playground equipment is currently situated. The Bowning Masterplan, currently on exhibition, is consistent with the recommendations of the Open Space Strategy in relocating the playground to the Recreation Ground. The Strategy recommends connections from the Recreation Ground into the village to facilitate ease of access. Similarly, the Bowning Masterplan also recommends improving connections between the recreation ground and the village.

#### Issue

*The recommendation that camping be permitted at the Recreation Ground is welcomed.*



**Response**

Camping at the Recreation Ground requires Development Consent. Staff will commence the investigation to obtain approval.

**2. Hall**

**Issue**

*An overall safety assessment is required of the Hall area including bushfire, traffic and intersections. Of particular concern is the intersection of Barton Highway and Wallaroo Road. Furthermore the park beside the Barton Highway should be reconsidered due to proximity to the highway.*

**Response**

For the most part the issues of traffic, intersection, bushfire and safety audit assessment are outside the scope of the Open Space Strategy and are better dealt with by the Traffic Committee. It was determined by the Open Space Committee that the location of the park beside the Barton Highway was appropriate.

**3. Sutton**

**Issue**

*The Open Space Strategy makes reference to Sutton Common, this should amended to Sutton Reserve. Reference should also be made in the document to Sutton District Community Association and Sutton Landcare as providers of maintenance for open space areas around Sutton. The Strategy mentions two ovals at Sutton, where there is only one.*

**Response**

It is recommended that the references as requested are amended and included and that the reference to two ovals be corrected.

**Issue**

*The BBQ areas are desired for the Sutton Recreation Ground and sun protection is desired at the community playground.*

**Response**

It is recommended that BBQ areas be included in item ACTP7 for consideration of future provision. Council does not provide shade structures to play equipment.

**Issue**

*Equestrian trails around Sutton should be mentioned and a pedestrian crossing is required at Sutton Road/Camp Street/Victoria Street. Connections such as the Sutton bypass should be mentioned in the Strategy.*

**Response**

There are informal equestrian trails throughout the Yass Valley, including Sutton. It is recommended that the Strategy be amended to include this under the "Equestrian" heading. The provision of a pedestrian crossing as mentioned, whilst contained within the Strategy, should be referred to the Traffic Committee for consideration. Connections currently exist and as relevant to the Strategy have been mentioned, with the bypass connection being outside the scope of the Strategy.

**Issue**

*The reserve off Brooklands Road, Wallaroo is not considered suitable for expanded activities and river access due to the topography and access difficulties.*

## Response

This area provides an opportunity for council to explore additional areas to access the river outside of Yass township. The river is recognised as an important asset for recreational opportunities and the reserve represents one of the few areas outside of Yass where access may be obtained and warrants further investigation.

## 4. Murrumbateman

### Issue

*The strategy notes that Council has spent \$50,000 to complete fitness stations and that there is space dedicated to fitness and exercise in Murrumbateman - both statements are incorrect.*

### Response

It is recommended that the Strategy be corrected to indicate that the fitness stations at Murrumbateman are not yet complete and there is no dedicated space for fitness and exercise activities at Murrumbateman.

### Issue

*It is suggested that MD26 be split into two separate actions being, **Establish a dedicated sporting precinct on new greenfield site in Hawthorn land owned by Council of at least double rectangular equivalent sporting field and full size oval and Plan and construct new sporting fields and ovals, potentially co-located near future schools** and include 'or near' the two public open space areas in recommendation MD27 relating to the location of pedestrian and cycleways.*

### Response

This suggestion is supported as it makes the document easier to read and allows flexibility in where the pedestrian and cycleways could be located in the Hawthorn development precinct.

### Issue

*There are two items numbered MD27.*

### Response

A renumbering of the recommendations for Murrumbateman be undertaken to include the new recommendations indicated above to amend the existing numbering anomaly.

### Issue

*The ratios of open space that are currently undersupplied and will be undersupplied in the future should both be highlighted.*

### Response

This recommendation is supported as it clearly shows where open space is currently undersupplied and given the population growth, where it is likely to be undersized in the future.

## 5. Yass

### Issue

*Consider creating a public-private partnership to create a wild area along the Yass River and establish a recreation and conservation area around the Council Works Depot.*

### Response

These suggestions, while welcome, are not currently a viable option for Council. Landcare currently undertake some rehabilitation and maintenance works along the Yass River. The area around the Council Works Depot is not a viable option for public access for open space.

### Issue

*Establish a walking trail near Reddall Street and establish habitat links between the rail trail and Cooks Hill as well as in Hovell Street between Pollux and Castor Streets.*

**Response**

These suggestions require further investigation by Council to determine feasibility.

**Issue**

*The sale of Lot 1 DP16390 and Lot 2 DP813992 is supported and Council should take this opportunity to integrate residential development of these areas in conjunction with adjoining land.*

**Response**

A budget proposal has been made to the 2024-25 Operational Plan to begin the process necessary to facilitate the sale of these lots.

**Issue**

*Enhance the Namana Goldfield Reserve for flora and fauna restoration.*

**Response**

The Committee were not aware of the location of this reserve with additional information being sought from the submission author. At the time of writing this report, that information had not been received.

**Issue**

*The strategy recommends that the riverfront land, particularly in Yass, be used as a connective pathway connecting all riverfront land and to the residential and CBD areas. However there is no recognition within the strategy, or other document, that Council is intending to acquire land for such purposes, such provision should be made a rezoning stage.*

**Response**

Riverfront land is optimal land for connecting pathways due to its flood liability which limits development opportunities, aesthetically pleasing outlook and potential for increasing connectivity and passive recreation. This submission suggests that Council should acquire land along the riverfront to facilitate the recommendations of the strategy. However, *Yass Valley Local Environmental Plan 2013* (Yass Valley LEP 2013) has not identified any land, including riverfront land, for acquisition, although the *Yass Valley LEP 2013* does provide a RE1 Public Recreation Zone for a considerable portion of riverfront land within the Yass Township. Council has not allocated any funds in the current budget to acquire riverfront or other land, nor to undertake recommendations as outlined in the Open Space Strategy. Nonetheless, Clause 5.1 *Yass Valley LEP 2013* provides that Council is the authority of the State to acquire RE1 Public Recreation zoned land and outlines the provisions under an owner initiated acquisition may occur; this is an option that the submitter may wish to explore.

**6. General**

**Issue**

*Some submission makers were disappointed with the lack of engagement with youth and some geographic locations of our community. It was also expressed that there is a need to include recognition of Aboriginal culture and to have ongoing engagement with the Aboriginal community.*

**Response**

It is recognised that there is a need for ongoing engagement with the Aboriginal Community and it is proposed to include a general recommendation to this effect.

**Issue**

*The vision of the strategy should include the role that open space plays in the health and wellbeing of humans, plants and animals; that open space has multi-faceted benefits including ecological, environmental, health (physical and mental), social, economic, biodiversity and climate change mitigation.*

**Response**

The vision of the Strategy be amended to recognise that open space has multi-faceted benefits.

**Issue**

*The Strategy should include all publicly owned land including Crown Land, roadside, riverine and reserves.*

**Response**

The inclusion of all publicly owned land is outside the scope of the Strategy.

**Issue**

*The design of open space and the facilities contained within need to be able to withstand the changing climate and the extreme weather that is associated with that change.*

**Response**

The changing climate will make the provision and maintenance of much infrastructure challenging. To be able to withstand extreme weather, the design and construction of open space and the provision of the facilities should be a consideration during the planning phase.

**Issue**

*Open Space should be managed to enhance biodiversity.*

**Response**

Wherever possible this should occur, however it is not possible for all open space areas such as playing fields.

**Issue**

*The Strategy seems to have a disconnect between the documented results of the survey and the program of works wherein the survey results indicate a preference for individual activities and the program being predominantly aimed at group activities.*

**Response**

The facilities for individual activities and connections will be explored through the Active Transport Strategy that is earmarked to commence in the latter part of this year.

**Issue**

*More community title subdivisions in rural areas would result in more open space available for the community.*

**Response**

This is a planning matter and outside the scope of the Strategy.

**Issue**

*Wetlands should be used to enhance water quality.*

**Response**

There are a number of measures that are available to decrease water runoff and enhance the quality of water entering watercourses, however these are outside the scope of this Strategy and more appropriately included in Engineering Standards and development controls.

**Issue**

*Open space around heritage and cultural items and areas adds to the value of the area and become part of the passive network of open space. In particular MD34 could include wording around cultural themes.*

**Response**

The curtilage of heritage and cultural items is often, but not always, contributory to the significance of the item or area. Recognition of cultural and heritage items have a role to play in the provision of open space and should be included in the Strategy.

## 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	EN3.5 - Open spaces are planned for and preserved to balance development and liveability
Delivery Program Action	Completion of Yass Valley Open Space Strategy

- ATTACHMENTS:**
- A. Open Space Committee Consideration of Submissions to Yass Valley Open Space Strategy [⇒](#)
  - B. Submissions [⇒](#)

## 6.2 WEE JASPER FISHERMEN'S SHACKS - HERITAGE LISTING IN THE YASS VALLEY LOCAL ENVIRONMENTAL PLAN 2013

### SUMMARY

Council has received an applicant-initiated Planning Proposal to include 9 cabins located on Lot 7008 DP 96171 and adjacent Nottingham Road reserve, in Schedule 5, Items of Environmental Heritage of *Yass Valley LEP 2013*. A Heritage Statement supports the application to include the cabins and assesses their significance to the local, regional and national heritage values.

### RECOMMENDATION

*That:*

1. *The Planning Proposal to include 9 cabins at Swinging Bridge Reserve, Nottingham Road, Wee Jasper in Schedule 5 of the Yass Valley Local Environmental Plan 2013 be referred to the Department of Planning, Housing & Infrastructure (DPHI) for a gateway determination.*
2. *The Department of Planning, Housing & Infrastructure be advised that Council does not wish to utilise delegations as the Local Plan Making Authority (LPMA) for the Planning Proposal.*

### FINANCIAL IMPLICATIONS

The applicant has paid appropriate fees to progress the planning proposal to gateway determination stage.

### POLICY & LEGISLATION

- *Environmental Planning & Assessment Act, 1979*
- *Yass Valley Local Environmental Plan 2013*

### REPORT

A Planning Proposal (**Attachment B**) to include nine cabins (or locally termed as 'shacks') at Swinging Bridge Reserve, Nottingham Road, Wee Jasper in Schedule 5 *Yass Valley Local Environmental Plan 2013* (*Yass Valley LEP 2013*) was submitted via the NSW Planning portal on 27 February 2024. The initiation of a Planning Proposal to amend the Heritage Items Schedule of the *Yass Valley LEP 2013* was triggered by a Council resolution of 28 September 2023 which resolved that:

1. *The NSW Heritage be advised that Council will consider adding Lot 7008 DP96171 as an item of local significance to Schedule 5 of Yass Valley Local Environmental Plan 2013.*
2. *An Interim Heritage Order not be made by Council on the item located in the Nottingham Road road reserve as the item is not being or likely to be harmed.*
3. *The proponent be advised that an Applicant Initiated Planning Proposal is required to progress the assessment of Lot 7008 DP96171 and part of the Nottingham Road road reserve as an item of local significance under Schedule 5 of Yass Valley Local Environmental Plan 2013.*

Six of the subject cabins are located on Lot 7008 DP96171, owned by Crown Lands NSW (Crown Lands) and the remaining three are located on part of the unformed Nottingham Road reserve owned by Council (refer **Attachment A**).

The significance of these cabins includes representative and rare examples of development of the era, there being few others evident in the *Yass Shire Rural Areas Heritage Study 2002* authored by Council's Heritage Advisor at the time. Whilst the study recommended their inclusion, a report to Council in July 2011 recommended they not be included for a variety of reasons including their inability to meet the requirements of the Building Code of Australia, having been constructed without any form of approval, being located on

land not owned by the occupants. Council resolved not to include the shacks in Schedule 5 of the Draft Heritage Items for the *Draft Yass Valley Local Environmental Plan*.

The following excerpt from the Special Planning Meeting on 13 July 2011 reads:

*Swinging Bridge Reserve, Nottingham Road, Wee Jasper*

*This item has been further reviewed. While the site is important in demonstrating the establishment and continuation of the local fishing community at Wee Jasper, it does raise issues in terms of any future development. The structures are located on land owned by Crown Lands, with 5 year leases issued for each 'hut'. They appear to date back to the 1950's and are very rudimentary in construction, probably never intending to be permanent.*

*If the Fishing Huts were to be included on the schedule, they would be required to be assessed individually as habitable structures under the Building Code of Australia, and there is a high level of doubt as to whether they would meet these requirements.*

*There are also clear safety issues with the Swinging Bridge even if it is conserved, and access restricted. Rather than including the huts and bridge on the schedule, it should be archivally recorded and there should be on-site interpretation before demolition.*

The proponent has submitted a Heritage Form document encompassing the historical values of the reserve, the swinging bridge, patrons that developed these cabins, inspirations to poets, artists and writers, the families that have been a part of these establishments and community sentiments.

Council's Heritage Advisor, Pip Giovanelli has stated that:

*In my view the collection of places have a range of values that would meet the threshold for local heritage significance. At the same time I can see that listing the group of places could present a range of management issues, including their continued occupation in an environmentally sensitive area.*

At its meeting in March 2024 Council resolved that:

1. *The partial road closure of Nottingham Road, Wee Jasper (adjacent to Lot 7008 DP96171) be approved.*
2. *The road closure process be commenced and notification be undertaken in accordance with the Roads Act 1993.*
3. *The closed road be dedicated as Operational Land under the Local Government Act 1993 and be transferred to Crown Lands at no cost.*
4. *The Chief Executive Officer and Mayor be authorised to sign documentation associated with the partial road closure.*
5. *Council acquire a portion of land from Crown Lands (part Lot 7008 DP 96171) at no cost and dedicate this land as public road.*
6. *The heritage assessment report submitted with the Planning Proposal for the heritage listing of the Swinging Bridge Shacks in the Yass Valley LEP 2013 be shared with Crown Lands once received.*

This renders the three cabins (numbered 308, 310, and 312) located on the Nottingham Road reserve to be transferred to Crown Lands and be subject to requirements of Crown Lands.

Following the March 2024 Council meeting comments were sought from Council's Heritage Advisor in relation to the Planning Proposal and supporting documentation.

Comments received from Council's Heritage Advisor indicate that the assessment of the significance of the shacks as included in the documentation supporting the Planning Proposal provides useful information for a comprehensive heritage assessment, however requires more rigor and attention to the NSW Heritage Assessment Guidelines. The comparative analysis cites examples of local heritage significance, but there is insufficient evidence against criteria such as strong association with a person or group of persons, aesthetic

characteristics, association with a particular community, or potential to yield information that contributes to an understanding of the area's cultural history.

Nonetheless the Fishing Cottages do meet several of the criteria for local heritage listing, but a more detailed assessment is required. Technical and statutory issues, such as lease validity, construction adequacy and building code compliance may affect the listing. Should these issues be unable to be resolved, a formal archival record of the place and structures could be made for posterity rather than the listing the site as a local heritage item in Schedule 5 of the *Yass Valley LEP 2013*.

Notwithstanding the above comments, a gateway determination can be sought from Department of Planning, Housing & Infrastructure which will allow for formal consultation with Crown Lands and community consultation.

The initial evaluation of the Planning Proposal has checked that:

- The scope of the proposal is clearly articulated
- The proposal has addressed studies and comments sought by Council
- The supporting documentation is included with the planning proposal
- All s9.1 Directions and SEPPs have been satisfactorily addressed
- Relevant regional plans and LSPS has been satisfactorily addressed

Accordingly, it is recommended that a gateway determination be sought, acknowledging that Council will be required to consult with Crown Lands as the owner of the site and the future owner of the current road reserve. It is also recommended that the Minister be the Local Plan Making Authority for this planning proposal.

#### STRATEGIC DIRECTION

CSP Theme	Our Environment
CSP Strategy Objective	EN1: Our natural environment is maintained, protected and enhanced in line with community expectations
Strategies	EN1.4 - Advocate for and deliver on the protection of our built-form environment and heritage
Delivery Program Action	Provide a heritage advisory service to the community

**ATTACHMENTS:** A. Partial Identification Survey April 2022 - Wee Jasper [🔗](#)  
B. Planning Proposal;



## 6.3 APPLICATIONS UPDATE - FEBRUARY & MARCH 2024

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### SUMMARY

A list of applications that have been lodged, determined and under assessment for February and March 2024.

### RECOMMENDATION

*That the report on applications for February and March 2024 be noted.*

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### FINANCIAL IMPLICATIONS

Nil.

### POLICY & LEGISLATION

- *Environmental Planning & Assessment Act 1979*
- *Environmental Planning & Assessment Regulation 2021*

### REPORT

A list of Applications that have been lodged, determined and under assessment for February and March 2024 is included in **Attachment A**.

### 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. Applications Update - February & March 2024 [➡](#)

## 6.4 PUBLIC EXHIBITION - INTEGRATED PLANNING & REPORTING DOCUMENTS

### SUMMARY

This report provides an overview of the draft 2024-25 Operational Plan, draft 2024-2034 Long Term Financial Plan, draft 2024-25 Revenue Statement, reviewed 2022-26 Delivery Program, draft Workforce Management Plan, and reviewed Asset Management Strategy, for placement on public exhibition for at least 28 days. During public exhibition Council will receive feedback in the form of written submissions no later than 4.00pm on Monday 27 May 2024. The documents will be reviewed in line with submissions and presented to Council for adoption at the June Council Meeting.

### RECOMMENDATION

*That the draft 2024-25 Operational Plan, draft 2024-2034 Long Term Financial Plan, draft 2024-25 Revenue Statement, reviewed 2022-26 Delivery Program, draft Workforce Management Plan, and reviewed Asset Management Strategy be placed on public exhibition until 27 May 2024 for public feedback.*

### FINANCIAL IMPLICATIONS

The financial implications are contained within the documents attached to this report.

### POLICY & LEGISLATION

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

### REPORT

#### 1. Introduction

The draft Integrated Planning & Reporting (IP&R) suite of documents have been produced in accordance with the requirements of the *Local Government Act 1993* and the IP&R Guidelines & Handbook. The Guidelines require the draft IP&R documents to be prepared and placed on public exhibition for a minimum of 28 days. Submissions must be received and considered by Council prior to adoption at its June 2024 meeting.

This year's preparation of the Operational Plan was a team effort by Council's Leadership and finance consultants who completed a thorough review of not only the Operational Plan for 2024/25FY but the Long Term Financial Plan. Once the information was finalised, we held two Councillor Workshops (one with the Leadership Team) to work through.

Councillors and the Executive Team are presenting the community with a draft 2024/25 Operational Plan (and IP&R documents) that supports Council's plans to achieve financial sustainability.

During the exhibition period, Councillors and the Executive Management Team will provide an overview of the suite of documents to community groups and businesses throughout the Yass Valley. At the time of writing this report, the following dates and locations have been confirmed:

- 3 May 2024: Yass Valley Business Chamber Breakfast Meeting - Yass
- 6 May 2024: Binalong Progress Association - Binalong

## 2. Overview

### 2.1 Draft 2024/25 Operational and 2024-34 Long Term Financial Plan

The draft 2024-25 Operational Plan (OP) is Council's budget for achieving the community priorities outlined in the Community Strategic Plan (CSP) and the actions in the 2022-26 Delivery Program. The OP directly addresses the Delivery Program and identifies the projects, programs, or actions that Council will undertake throughout the financial year.

Council is forecasting a \$3,950K surplus *Net Operating Result for the Year*, with **\$10,431K deficit** *Net Operating Result for the Year Before Grants & Contributions for Capital Purposes*.

The 10-year Long Term Financial Plan demonstrates that Council is working to ensure it is financially sustainable into the future, while being able to provide a level of service to the community.

The plan highlights that Council will be required to limit capital expenditure (except if grant funded) for the 2024/25FY, investigate options to raise additional income from the 2026/27 financial year, and reduce the cost of materials & contracts during the 2025/26 and 2026/27 financial years. This will enable Council to increase the capital expenditure from 2028/29 to catch up with underspending from previous years.

The Operational Plan and Long Term Financial Plan are placed on public exhibition and adopted by Council, after considering all submissions received, at the June 2024 Council Meeting.

Refer to **Attachment A**.

### 2.2 2022-26 Delivery Program

The Operational Plan and 10-year Long Term Financial Plan are linked to the actions outlined in the 2022-26 Delivery Program (DP).

The integration and clarity within these three documents enable Council to understand the long-term financial requirements, particularly those that relate to the maintenance and renewal of Council's assets, and the staff required to undertake the actions and activities.

Staff report the progress against the Delivery Program six-monthly to Council. The 2022-26 Delivery Program is reviewed by Council annually. The Delivery Program has been updated with the 2024/25 financials for each of the Themes.

The Delivery Program is placed on public exhibition and adopted by Council, after considering all submissions received, at the June 2024 Council Meeting.

Refer to **Attachment B**.

### 2.3 2024-25 Revenue Statement

The Revenue Statement outlines Council's rating structure, valuations, pension rebates, interest on overdue rates and charges, exemptions, annual charges for Water, Waste, Stormwater and Sewer, statement of borrowings, and fees and charges.

The rating structure has not changed. All rates have increased by the 4.5% rate peg set by the State Government.

Staff have reviewed the Fees & Charges thoroughly during this process. They have removed fees that are redundant, included new fees that are appropriate, and revalued some fees according to the cost to provide services.

The legislative basis for these fees may be found in s608 *Local Government Act 1993* which provides that Council may charge and recover an approved fee for any service it provides, including supplying a service, product, or commodity; giving information; providing a service in connection with the exercise of the Council's regulatory functions; and receiving an application for approval, granting an approval, making an inspection, and issuing a certificate.

Refer to **Attachment C**.

## 2.4 2024-28 Workforce Management Plan

The Workforce Management Plan (WMP) assists Council to develop solutions to issues such as attraction and retention of staff, skill shortages, an ageing workforce, succession planning, and managing work/life balance.

It is a four-year plan that shapes the capacity and capability of the workforce to achieve Council's strategic goals and objectives.

Refer to **Attachment D**.

## 2.5 Asset Management Strategy

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

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

The Asset Management Strategy has been reviewed for this process and it will be updated as part of the 2025/26FY suite of documents, along with the asset management plans that accompany the strategy.

Refer to **Attachment E**.

## 2.6 Disability Inclusion Action Plan

This Disability Inclusion Action Plan (DIAP) 2024-26 addresses the ongoing needs for our local community by:

- advocating equal rights for all,
- progressing positive community attitudes and behaviours,
- creating liveable communities by providing a range of facilities, services and events that make our council a great place for people to live, work and play,
- supporting access to meaningful employment, education, and professional development opportunities,
- improving access to mainstream services through better systems and processes,
- collaborating with business partners, service providers and community groups,
- strategic planning to meet the changing needs and expectations of the growing community, and
- monitoring compliance to legislation.

Refer to **Attachment F**.

## 3. Conclusion

As mentioned earlier in this report, staff and councillors have spent a lot of time and effort to ensure we have set a draft Operational Plan, Long Term Financial Plan, and accompanying suit of documents to enable council to be sustainable into the future.

We are forecasting \$3,950K surplus *Net Operating Result for the Year*, and a **\$10,431K deficit** *Net Operating Result for the Year Before Grants & Contributions for Capital Purposes*.

The draft 2024-25 Operational Plan, draft 2024-2034 Long Term Financial Plan, draft 2024-25 Revenue Statement, reviewed 2022-26 Delivery Program, draft Workforce Management Plan, and reviewed Asset Management Strategy are presented for placement on public exhibition until 27 May 2024 for community feedback.

**STRATEGIC DIRECTION**

CSP Theme	Our Civic Leadership
CSP Strategy Objective	CL1: Council is an effective, responsible and innovate organisation
Strategies	CL1.4 - Governance provides a sound basis for decision making
Delivery Program Action	Decisions made in accordance with Local Government Act and Regulations

- ATTACHMENTS:**
- A. Draft 2024/25 Operational Plan and 2024-34 Long Term Financial Plan [⇒](#)
  - B. Draft 2022-26 Delivery Program [⇒](#)
  - C. Draft 2024/25 Revenue Statement [⇒](#)
  - D. Draft 2022-26 Workforce Management Plan [⇒](#)
  - E. 2022-32 Asset Management Strategy [⇒](#)
  - F. Draft 2024-26 Disability Inclusion Action Plan [⇒](#)

## 6.5 INVESTMENT REPORT - MARCH 2024

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### SUMMARY

In accordance with clause 212 *Local Government (General) Regulation 2005*, this report provides a summary of Council's investments as of 31 March 2024. 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 & Borrowings Report for March 2024 be noted.*

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### FINANCIAL IMPLICATIONS

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

### POLICY & LEGISLATION

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

### REPORT

#### 1. RBA Comments on Economic Climate

At its March meeting, the RBA Board decided to leave the cash rate target unchanged at 4.35 per cent and the interest rate paid on Exchange Settlement balances unchanged at 4.25 per cent.

Recent information suggests that inflation continues to moderate, in line with the RBA's latest forecasts. The headline monthly CPI indicator was steady at 3.4 per cent over the year to January, with momentum easing over recent months, driven by moderating goods inflation. Services inflation remains elevated, and is moderating at a more gradual pace. The data are consistent with continuing excess demand in the economy and strong domestic cost pressures, both for labour and non-labour inputs.

Higher interest rates are working to establish a more sustainable balance between aggregate demand and supply in the economy. Accordingly, conditions in the labour market continue to ease gradually, although they remain tighter than is consistent with sustained full employment and inflation at target. Wages growth picked up a little further in the December quarter, but appears to have peaked with indications it will moderate over the year ahead. Nevertheless, this level of wages growth remains consistent with the inflation target only on the assumption that productivity growth increases to around its long-run average. Inflation is still weighing on people's real incomes and household consumption growth is weak, as is dwelling investment.

#### 2. S&P Rating Review

S&P released a number of credit rating upgrades for ADIs. This includes Judo Bank moving up to A- to BBB, BOQ and Bendigo now A-. This presents an opportunity to capitalise on investments. Refer to **Attachment A** for the full S&P report.

#### 3. Summary of movements in Council Investments

One investments totalling \$1M matured during March 2024. There has been no new term deposits during the month of March. Council used the net proceeds to fund council's operations.

#### 4. Council Cash, Cash Equivalent, and Term Deposit Investments at 31 March 2024

Investment Type	Acc/Deal	Market Value \$	Credit rating	Date Lodged	Maturity date	Term (Days)	Rate
<b>Cash Working Accounts</b>	<b>Ref.</b>						
NAB Working Account1	082-939 51	2,026,831.40	A1+/AA-	n/a	n/a	at call	
Tcorp Strategic Cash Facility	778	5,221,084.67	AAA	n/a	n/a	3 day call	
		<b>7,247,916.07</b>					
<b>Term Deposits &lt; 12 Months</b>							
Bank of Queensland	CN065877	1,000,000.00	A2	30/06/23	24/04/24	299	5.50%
Great Southern Bank	CN065879	1,000,000.00	A2	06/07/23	24/05/24	323	5.63%
My State	CN070447	1,000,000.00	XX	29/02/24	29/05/24	90	5.05%
Bank of Queensland	CN068866	1,000,000.00	A2	01/12/23	11/06/24	193	5.35%
AMP	CN069228	1,000,000.00	A2	20/12/23	19/06/24	182	5.10%
AMP	CN065875	1,000,000.00	A2	30/06/23	26/06/24	362	5.70%
AMP	CN069404	1,000,000.00	A2	03/01/24	03/07/24	182	5.00%
Judo Bank	CN069780	1,000,000.00	XX	29/01/24	24/07/24	177	5.10%
Judo Bank	CN069781	1,000,000.00	XX	24/01/24	07/08/24	196	5.10%
NAB	10886903	1,000,000.00	A1+	26/02/24	26/08/24	182	5.10%
Judo Bank	CN069782	1,000,000.00	XX	24/01/24	28/08/24	217	5.10%
Great Southern Bank	CN067016	1,000,000.00	A2	04/09/23	04/09/24	366	5.22%
My State Bank	CN068865	1,000,000.00	XX	01/12/23	04/09/24	278	5.35%
MyState Bank	CN067069	1,500,000.00	XX	06/09/23	05/09/24	365	5.15%
NAB	10860338	1,200,000.00	A1+	06/09/23	05/09/24	365	5.20%
NAB	10860337	1,500,000.00	A1+	06/09/23	05/09/24	365	5.20%
Great Southern Bank	CN067017	1,000,000.00	A2	04/09/23	11/09/24	373	5.22%
AMP	CN069038	1,500,000.00	A2	11/12/23	11/09/24	275	5.30%
NAB	10861610	1,000,000.00	A1+	13/09/23	12/09/24	365	5.20%
Great Southern Bank	CN067018	1,000,000.00	A2	04/09/23	17/09/24	379	5.22%
NAB	10862901	1,000,000.00	A1+	20/09/23	19/09/24	365	5.25%
Bank of Queensland	CN068867	1,000,000.00	A2	01/12/23	02/10/24	306	5.35%
Bank of Queensland	CN068868	1,000,000.00	A2	01/12/23	09/10/24	313	5.35%
AMP	CN069039	1,500,000.00	A2	11/12/23	06/11/24	331	5.30%
NAB	10886904	1,000,000.00	A1+	26/02/24	25/11/24	273	5.10%
MyState Bank	CN068869	1,000,000.00	XX	01/12/23	04/12/24	369	5.40%
MyState Bank	CN068870	1,000,000.00	XX	01/12/23	11/12/24	376	5.40%
		<b>29,200,000.00</b>					
<b>Total Short Term</b>		<b>36,447,916.07</b>					

#### 5. Council Loans

Council has five loans with a balance of \$13.2M owing on 31 March 2024. The table below provides loan details. During the month of March 2024 Council has not drawn down the Crago Mill funding facility from Westpac to fund the Crago Mill Project.

General Loan	Principal as at	Interest rate	Comment
Sewer - CBA Loan for Sewer Infrastructure	3,196,484.95	4.82%	20 years, repaid in 2035/36
Water - NAB Westpac Dam Wall	7,930,580.87	5.36%	20 years amortisation, 10 years term Aug 2032
Water - Yass to Murrumbateman water supply (Tcorp)	1,289,447.98	2.55%	10 years, full repaid in 2029
Water main and pump station upgrades (Tcorp)	737,474.99	2.55%	10 years, full repaid in 2029
Crago Mill funding facility (Westpac)	100,000.00	6.52%	20 years, full repaid 2043 - Variable rate (2.17%+BBSR)
<b>Total balance as at 31/03/2024</b>	<b>13,253,988.79</b>		

**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:** A. S&P Rating Review [🔗](#)



## 6.6 YASS VALLEY BUSINESS CHAMBER AWARDS 2024

### SUMMARY

Member for Goulburn, Wendy Tuckerman MP officially declared the Awards open at the Yass Valley Business Chamber Breakfast on Friday 5 April 2024, urging the community to “get on board and celebrate the amazing businesses in the Yass Valley”. This report is for Council to consider a sponsorship to support the Awards.

### RECOMMENDATION

*That a Gold Award Sponsor for the Yass Valley Business Chamber Awards 2024 be purchased.*

### FINANCIAL IMPLICATIONS

The gold sponsorship will be included in Councils Economic Development budget.

### POLICY & LEGISLATION

Nil

### REPORT

The Yass Valley Business Chamber 2024 Business Awards (Awards) are a means of recognising the innovation, resilience and dedication of businesses across the Yass Valley, and celebrates the hard work and dedication of businesses of all sizes and industries within the Yass Valley. The winning businesses from the local Awards will continue on to compete in the NSW State Business Awards.

Participation in the Awards, will provide Council will an opportunity to support businesses. A gold sponsorship costs \$1,000 and includes:

- Council logo on Awards sponsorship banner
- Councils name and logo on the Awards webpage
- Logo on all promotional posts announcing sponsorships on social media feeds
- Mention at the Awards Ceremony
- Two tickets to the event
- Sponsor one of the Awards categories (10 to choose from)
- Council name engraved on the winning trophy for the Award that it sponsors
- Logo on the main press wall at the event.

Involvement helps to build a stronger, more resilient economy for the Yass Valley.

Refer to **Attachments A** and **B** for the sponsorship options provided for the Yass Valley Business Chamber.

### STRATEGIC DIRECTION

CSP Theme	Our Economy
CSP Strategy Objective	EC3: Our local established and emerging business are supported to thrive
Strategies	EC3.2 - Support small and home-based businesses to develop by streamlined process and business support
Delivery Program Action	Develop and promote Yass Valley's economic and employment opportunities for small businesses

**ATTACHMENTS:** A. Yass Valley Business Chamber Sponsorship Options [⇒](#)  
B. Yass Valley Business Chamber Platinum Sponsorship Option [⇒](#)

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## 6.7 ADDITIONAL 2024/25 COMMUNITY FINANCIAL ASSISTANCE APPLICATIONS

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### SUMMARY

At the March 2024 Council Meeting, applications for 2024/25FY Community s356 Financial Assistance by community groups and organisations, or individuals were considered. Unfortunately, there were three applications that were overlooked and are presented to this meeting for consideration.

### RECOMMENDATION

*This item is classified CONFIDENTIAL in accordance with Section 10A(2)(b) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the personal hardship of a resident or ratepayer.*

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### FINANCIAL IMPLICATIONS

If approved, this may raise the budget allocation to \$89,025 in the draft 2024/25FY Operational Plan.

### POLICY & LEGISLATION

- Community Financial Assistance, Donations, and Heritage Grants Policy

### REPORT

Two community applications were missed in the presentation for these grants at the March 2024 meeting. They are presented for Council consideration for inclusion in the 2024/25FY Operational Plan.

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

### STRATEGIC DIRECTION

Key Pillar                      Our Community

CSP Strategy                CO1 - Our health and wellbeing are supported by equitable access services

Delivery Program Action CO1.1 - Our community is able to access information, health and services that support physical health and mental wellbeing

Operational Plan Activity Support community groups with mental health wellbeing events and activities

**ATTACHMENTS:**      Nil

## 6.8 MURRUMBATEMAN STP IRRIGATION SUPPLY AND INSTALLATION

### SUMMARY

This report provides advice on the submission of tenders for the Murrumbateman STP Irrigation System Supply and Installation.

### RECOMMENDATION

*That this item is classified CONFIDENTIAL in accordance with Section 10A(2)(c, di and dii) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council*

### FINANCIAL IMPLICATIONS

Budget is allocated for the Murrumbateman Sewage Treatment Irrigation System in the 2023-24 Operational Plan.

### POLICY & LEGISLATION

- Local Government Act 1991
- Protection of the Environment Legislation Amendment Act 2011
- EPA Licence 20844 Murrumbateman Sewerage System
- Council Procurement Policy (CA-CP-04)

### REPORT

#### 1. Background

Council owns and operates the Murrumbateman Sewerage System under the NSW EPA Licence 20844 and Sewerage System services for Murrumbateman Village. It is a requirement of the EPA Licence to install an irrigation system at the Murrumbateman Sewage Treatment Plant (STP) to minimise potential of treated effluent overflowing to the Murrumbateman Creek. Treated effluent is stored in an existing Effluent Storage Pond (ESP) with a capacity of 70 ML.

A new irrigation system is to be supplied and installed for an area of approximately ten (10) hectares. The work will include the supply and installation of all valves, pipelines, sprinklers, sprinkler risers/support and irrigation control system, including enclosures and all connections. Commissioning and training of Council staff is also included.

#### 2. Tender

Tenders were called on 19 December 2023 through Council's Tenderlink portal. A mandatory pre-tender meeting was held on 16 January 2024 and followed by another on 31 January 2024. Tenders closed on 19 February 2024. Three tenders were received from the following organisations:

Organisation	Address	ABN
Waterland Pty Ltd	1 Sleigh Place Hume Act 2620	88 067 610 477
Gunning Ag & Water Solutions (Gunning Rural Supplies)	63-67 Yass St Gunning NSW 2581	68 093 255 808
LM Landscaping and Irrigation	6 Crane St, Thurgoona NSW 2640	51 661 770 896

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	IN4: Water, waste and sewerage services meet the needs of our community
Strategies	IN4.2 - Provide safe and efficient sewerage services across the region
Delivery Program Action	Upgrade of sewer network

**ATTACHMENTS:** Nil

## 6.9 YASS WATER TREATMENT PLANT UPGRADE PROJECT UPDATE

### SUMMARY

The Yass Water Treatment Plant Upgrade Project is an important and challenging project for Council. Bimonthly update reports are a requirement of Council.

### RECOMMENDATION

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

### FINANCIAL IMPLICATIONS

Budgets are allocated for Design and Business Case development in the Operational Plan FY2023/24.

### POLICY & LEGISLATION

- *Local Government Act 1993*

### REPORT

#### 1. Background

The project to prepare a Design and Business Case for the upgrade of the Yass Water Treatment Plant commenced in November 2019. The Housing Acceleration Fund (HAF) funded this project at a cost of \$1.2million. During the course of this project, stakeholders required that Stage 1 - Early Works be carried-out in advance in December 2020. Stage 1 Works included installation of bubble plume aeration at the Yass Dam, upgrade of the Raw Water Pump Station (RWPS), and urgent works at Yass Water Treatment Plant. Stage 1 Works were completed at the end of February 2023.

A roadmap to prepare a business case to inform the investment to upgrade the WTP based on a high-level concept design was agreed in March 2023 and on a revised Scope of Works.

Purchase of land for extension of the WTP was concluded on 4 April 2023. Council owns Lot 1 DP1290121 (formerly part of 32 Cooks Hill Road).

#### 2. Business Case for Yass WTP Augmentation

INSW/Treasury approved a review of the deed reflecting the revised Scope of Works based on the high-level concept design and business case.

Work to develop a Business Case (BC) to confirm the preferred option for additional investment at the Yass Water Treatment Plant (WTP) commenced in April 2023 and consists of:

- High-level concept design and options assessment
- Business Case conforming to NSW Government Business Case Guidelines (TPP18-06)

Timeline for major deliverables are as follows:

- |  |            |
|--|------------|
| 1) Options Selection Briefing Paper          | - Aug 2023 |
| 2) High-level Concept Design and Site Layout | - Sep 2023 |
| 3) Draft Business Case                       | - Oct 2023 |
| 4) Final Business Case                       | - Dec 2023 |

The Final Business Case is required to go through a HAF Assurance process prior to the funding being made available to Council.

### 3. Progress: April - September 2023

Work on the Business Case commenced on 12 April 2023. The following tasks were completed:

- Performance review of WTP until May 2023
- Mechanical and Electrical Condition Assessment Report
- Location of additional clear water storage
- The Options Identification Memorandum was discussed on 9 June 2023 and process components of each option were agreed.
- Three options assessed are as follows:

#### **Option 1 - Base Case**

Minimal improvements (filter media and backwashing and soda ash dosing)

#### **Option 2 - Risk Mitigation Upgrade**

(New chemical storage, handling and dosing assets, replacement of ageing electrical assets and power supply and standby generator, inlet outlet modification of existing reservoirs and additional clear water storage that requires demolition of old WTP, UV treatment to address *cryptosporidium* risk from the catchment, filter improvements, and amenities).

#### **Option 3 - WTP Augmentation**

New treatment processes including inclined plate settling tanks, DAF/Filters, and softening.

- Benefits realisation framework for each option was discussed at a workshop on 7 August 2023 and agreed.
- Options were developed further with high-level concept design, site layout, and cost estimation for the Options Assessment Workshop.
- Options Assessment Workshop: This workshop was conducted on 14 September 2023. At this workshop, DPE Water required that Option 2 be modified to achieve the same benefits as Option 3 and assessed. Council staff and consultants were working on it.
- Customer Survey: A customer survey was posted and emailed to those connected to Council's water supply. The last day for survey responses was on 1 September 2023 and all responses received until 11 September 2023 are being analysed. A total of 3,435 surveys were sent out and the responses received was 491 (14.5%). Analysis on the survey responses is presented in a separate report to November Council meeting. Regular and improved surveys are planned in the future as part of the customer engagement.
- Financial Analysis: This analysis is being carried-out to understand the impact of different investment options on customer bills and affordability. It is assessed as Typical Residential Bill (TRB) for water.

### 4. Progress: September 2023 – February 2024

- Option 4 – WTP Optimisation: This option was developed to respond to DPE Water comments on 14 September 2023.

Option 4 is an augmentation of the existing WTP utilising the existing flocculation, dissolved air flotation and filtration assets. Option 4 includes new process units to manage treatment challenges during floods, provides units for operational redundancy and to comply with future environmental protection licence requirements. Provisions are made for future water softening to reduce treated water hardness and for additional filters. Softening is deferred until a sustainable residuals (concentrated water and chemicals) disposal strategy is developed.

While it will be challenging to incorporate new process units to existing infrastructure, utilisation of existing infrastructure reduces the overall cost of the upgrade and improves the environmental performance. Option 4 earned the support of DPE Water, NSW Health and HAF.

- Final Business Case:

The Draft Business Case was submitted to stakeholders on 7 November 2023 for review and their comments were incorporated and the Final Business case was submitted to HAF on 20 December 2023.

HAF organised an independent consultant for project assurance of the Business Case as required by Infrastructure NSW. An inception meeting was held on 25 January 2024 and interviews with project stakeholders were completed in February 2024. Council staff, DCCEE Water staff (formerly DPE Water), NSW Health and DPHI staff will be interviewed. A Draft Report on Project Assurance is scheduled to be submitted to HAF by mid-March 2024. Council will need to address any issues raised in that report. Final Business Case after project assurance will provide a sound basis for seeking funding.

Council made an application to National Water Grid Fund and it was not successful. A briefing session with the funding body was held on 28 February 2024.

## 5. **Progress: February to 15 April 2024**

Council received the Final Report from the independent review (project assurance) on 15 April 2024 and is in the process of addressing the recommendations and incorporating into the business case. This activity is expected to be completed by early May 2024. The updated business case is scheduled to be submitted to the May 2024 Council meeting for endorsement. The endorsed business case will need to be submitted to HAF. It is necessary for Council to have the endorsed business case for reapplying to the National Water Grid Fund which is set to open for applications in April 2024 and to access the NSW Government election commitment.

## 6. **Consultation with DPE (Water) and NSW Health**

Council continues to consult with HAF, DPE Water and NSW Health on WTP Upgrade works and extensive inputs were obtained to develop the Scope of Works for the Business Case and through subsequent workshops. HAF, DPE Water and NSW Health are part of Project Steering Group that meets monthly with Council staff and consultants (BecaHunterH2O). An Infrastructure NSW (INSW) representative also joined the Steering Committee from September 2023. DPE Water and NSW Health officials inspected facilities in Yass WTP and bubble plume aeration at Yass Dam during 21-22 August 2023. They also provided guidance to the development of Option 4 and participated in the interviews for project assurance process.

## 7. **Next Steps**

Following activities are scheduled:

- Update the business case based on the recommendations of independent review.
- Submit for endorsement at the May 2024 Council meeting.
- Utilise the business case to secure grant funding to reduce the impact on customer bills especially for next round of NWGF application.

## **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

## 7.1 NOTICE OF MOTION - YASS WATER TREATMENT PLANT

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Councillor Adrian Cameron has given notice that at the Ordinary Council Meeting on 24 April 2024, he will move the following motion.

### MOTION

*That Yass Valley Councillors and Yass Valley CEO and other staff as needed make the fixing of the Yass Valley Water Treatment Plant to meet the best standard and meeting community expectations for our water supply their top priority until it's fixed.*

Councillor:                      Adrian Cameron, Councillor  
15 April 2024

### Chief Executive Officer Comments

The Yass Water Treatment Plant (WTP) is specifically identified in the current Delivery Program 2022-26 as a priority project.

Council has allocated resources in its Operational Plan for this project to be undertaken.

The project is a priority for the Chief Executive Office as part of his Annual Performance Plan.

The Manager Water & Wastewater has carriage of the project under the supervision of the Director Infrastructure & Assets.

There is a bi-monthly progress report presented to Council as part of the Business Papers on the progress being made. In addition, progress of the project is included as part of the monthly Councillor Briefing Report.

This project is one of the key priorities for the organisation as a whole.

**ATTACHMENTS:**      Nil



**9.1 MINUTES OF THE CRJO JOINT AUDIT RISK & IMPROVEMENT COMMITTEE HELD ON  
12 MARCH 2024**

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**REPORT**

The minutes of the CRJO Joint Audit Risk & Improvement Committee meeting held on 12 March 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 CRJO Joint Audit Risk & Improvement Committee meeting held on 12 March 2024 be noted.*

**ATTACHMENTS:**    A. CRJO Joint Audit Risk & Improvement Committee Meeting Minutes 12 March 2024  
[!\[\]\(faf942dc3e59ce8eb64b4ac481eca7e0\_img.jpg\)](#)

## 9.2 MEETING NOTES OF THE YASS VALLEY OPEN SPACE STRATEGY PROJECT COMMITTEE HELD ON 25 MARCH 2024

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### REPORT

The Meeting Notes of the Yass Valley Open Space Strategy Project meeting held on 25 March 2024 are included in **Attachment A**.

There was no quorum present at this meeting, therefore the notes are presented for information.

### RECOMMENDATION

*That the Meeting Notes of the Yass Valley Open Space Strategy Project Committee meeting held on 25 March 2024 be noted.*

**ATTACHMENTS:** A. Yass Valley Open Space Strategy Project Committee Meeting Notes 25 March 2024  
[!\[\]\(de95854c7ee024cfadc48187bbb781b2\_img.jpg\)](#)

### 9.3 MINUTES OF THE EXTRAORDINARY MEETING OF SOUTH WEST REGIONAL WASTE MANAGEMENT GROUP HELD ON 28 MARCH 2024

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#### REPORT

The minutes of the Extraordinary Meeting of South West Regional Waste Management Group meeting held on 28 March 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 South West Regional Waste Management Group Extraordinary Meeting held on 28 March 2024 be noted.*

**ATTACHMENTS:** A. South West Regional Waste Management Group Extraordinary Meeting Minutes 28 March 2024 [↗](#)

## 9.4 MINUTES OF THE SOUTH WEST REGIONAL WASTE MANAGEMENT GROUP HELD ON 3 APRIL 2024

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### REPORT

The minutes of the South West Regional Waste Management Group meeting held on 3 April 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 South West Regional Waste Management Group meeting held on 3 April 2024 be noted.*

**ATTACHMENTS:** A. South West Regional Waste Management Group Minutes 3 April 2024 [⇒](#)

## 10 Confidential Matters

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### RECOMMENDATION

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

**10.1 Additional 2024/25 Community Financial Assistance Applications**

Item 10.1 is confidential in accordance with section s10(A)(2)(b) of the Local Government Act because it contains the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**10.2 Murrumbateman STP Irrigation System Supply and Installation**

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