



## BUSINESS PAPER

### ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 27 March 2019  
2pm

at

Armidale Council Chambers

#### **Members**

Councillor Simon Murray (Mayor)  
Councillor Dorothy Robinson (Deputy Mayor)  
Councillor Peter Bailey  
Councillor Jon Galletly  
Councillor Diane Gray  
Councillor Libby Martin  
Councillor Andrew Murat  
Councillor Debra O'Brien  
Councillor Margaret O'Connor  
Councillor Ian Tiley  
Councillor Bradley Widders

AGENDA

INDEX

1	Civic Prayer and Recognition of Traditional Owners	
2	Statement in relation to live streaming of Council Meeting	
3	Apologies	
4	Disclosure and Declaration of Interests	
5	Have Your Say	
6	Confirmation of Minutes <i>Ordinary Council - 27 February 2019</i>	
7	Mayoral Minute	
8	Notices of Motion	
8.1	FOR DECISION: Water security.....	4
	Notices of Motion and Questions on Notice .....	5
9	Reports for Decision - Leadership for the Region	
9.1	FOR DECISION: Adoption of Model Code of Conduct and Administration Procedures 2018 .....	7
9.2	FOR DECISION: Public Exhibition of Model Code of Meeting Practice for Local Councils in NSW .....	10
9.3	FOR DECISION: Acquisition of Land at Guyra for the Purpose of Creating a Public Road.....	14
10	Reports for Decision - Growth, Prosperity and Economic Development	
11	Reports for Decision - Environment and Infrastructure	
11.1	FOR DECISION: Public Exhibition of Draft GreenPrint .....	16
11.2	FOR DECISION: On-Site Wastewater Management Policy.....	19
12	Reports for Decision - Our People and Community	
13	Reports for Information	
13.1	FOR INFORMATION: Cash & Investment Report for February 2019 .....	21
13.2	FOR INFORMATION: Monthly Financial Report February 2019.....	25
13.3	FOR INFORMATION: Status Report on Stronger Communities Fund and New Council Implementation Fund .....	27
13.4	FOR INFORMATION: Guyra Preschool and Long Day Care Centre Assessment and Rating Outcome .....	28
14	Requests for Leave of Absence	
15	Authority to Affix Council Seal	
16	Committee Reports	
16.1	FOR DECISION: Minutes - Traffic Advisory Committee Meeting - 5 March 2019.....	30
16.2	FOR DECISION: Minutes - Sports Council Advisory Committee - 6 March 2019.....	31

17 Matters of an Urgent Nature

18 Questions on Notice

19 Closed Session

19.1 FOR DECISION: Summary of Tender for Old Kolora

*As this report deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i) of the Local Government Act 1993). Council closes part of this meeting, in accordance with Council's Code of Meeting Practice, as consideration of this matter in open Council would be contrary to the public interest.*

20 Close of Ordinary Meeting

<b>Item:</b>	8.1	<b>Ref:</b> AINT/2019/05743
<b>Title:</b>	FOR DECISION: Water security	<b>Container:</b> ARC16/0025
<b>Author:</b>	Peter Bailey, Councillor	
<b>Attachments:</b>	Nil	

#### **MOTION**

**That Council receive a briefing on the draft 30 year Infrastructure Plan for Water and Waste Water which begins a program to significantly enhance the water storage capacity of the Armidale region.**

**Item:** **Ref:** AINT/2019/06128  
**Title:** Notices of Motion and Questions on Notice **Container:** ARC16/0025  
**Author:** Nathalie Heaton, Service Leader Governance, Risk and Corporate  
Planning  
**Attachments:** Nil

**Report to Council under Clause 242 of the Clause 242 of the Local Government (General) Regulation 2005**

This clause of the Local Government Regulation requires the Chief Executive Officer to reject Notices of Motion that are unlawful.

The Chief Executive Officer is the subject of at least one Notice of Motion and as such she has formally delegated her function to the Service Leader Governance, Risk and Corporate Planning.

**Legislation:**

In so far as relevant, the Council's Code of Meeting Practice incorporating Part 10 of the *Local Government (General) Regulation 2005* ('Meetings') and the Council's Code of Conduct incorporating the Model Code of Conduct, November 2015 apply to the Notices of Motion.

Clause 240(2) of the Regulation provides as follows:

*'The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is (or the implementation of the business would be) unlawful. The general manager must report (without giving details of the item of business) any such exclusion to the next meeting of the council.'*

Section 440(5) of the *Local Government Act 1993* requires that *'Councillors, members of staff and delegates of a council must comply with the applicable provisions of the council's adopted code, except to the extent of any inconsistency with the model code...'*

Additionally, clause 3.1 a) of the Code of Conduct requires that *'you must not act in a way that... contravenes the Act, associated regulations, council's relevant administrative requirements and policies'*.

Accordingly, if the submission of the Notice of Motion breaches the Code of Conduct or its implementation would breach the Code of Conduct, the Chief Executive Officer has a duty not to include it in the agenda for the relevant council meeting.

**Lawfulness of Notices of Motion:**

The Code of Meeting Practice states the following:

- *A motion should be very specific in its intention, and must be capable of being implemented.*
- *If possible, a motion should be qualified by referring to a timetable, financial implications, who is to take the necessary action, etc.*
- *The motion should be simple and easy to understand so that there is no doubt about its meaning. It should be well structured and if it involves a number of different aspects then there should be different parts to the motion.*

**Notice of Motion 1 submitted by Councillors Robinson and O'Connor:**

This Notice of Motion is unlawful as it deals with unknowns; unknowns cannot be implemented.

**Notice of Motion 2 submitted by Councillors Robinson and O'Connor:**

This Notice of Motion is unlawfully breaching a contractual arrangement and clauses 3.3, 6.6 6.7 and 8.12 of the Code of Conduct.

**Notice of Motion 4 submitted by Councillors Robinson and O'Connor:**

This Notice of Motion is redundant, and therefore unlawful as Council has already implemented the action.

**Question on Notice 2 submitted by Councillors Robinson and O'Connor:**

This Question on Notice is unlawful as it is not possible to be implemented.

**Timeframe:**

The following Motions and Question on Notice were not received in time for this meeting:

**Notice of Motion 3 submitted by Councillors Robinson and O'Connor.**

**Notice of Motion 5 submitted by Councillors O'Connor and Robinson.**

**Question on Notice 1 submitted by Councillors Robinson and O'Connor.**

Notices of Motion 1 to 4 were sent by email to the Executive Office on Monday 18 March 2019 at 12.23pm. Notice of Motion 5 was sent by email to the Executive Office on Monday 18 March 2019 at 12.14pm. Within the Code of Meeting Practice – Order of Business – Overview of Meetings and Protocols, the following is noted:

*...A Councillor is to submit a signed copy of the NOM, on the prescribed proforma [Attachment #3], by 10.00am 7 working days before the meeting... The protocol in relation to Notices of Motion is also applicable to Questions on Notice (QON).*

**Legal Advice:**

Legal advice was sought as to the lawfulness of the Notices of Motion.

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<b>Item:</b>	9.1	<b>Ref:</b> AINT/2019/05741
<b>Title:</b>	FOR DECISION: Adoption of Model Code of Conduct and Administration Procedures 2018	<b>Container:</b> ARC16/0617
<b>Author:</b>	Peter Wilson, Program Leader Governance, Risk and Legal	
<b>Attachments:</b>	1. Model Code of Conduct 2018⇒ 2. Model Code of Conduct Procedures 2018⇒	

#### **RECOMMENDATION:**

- a) That the Model Code of Conduct for Local Councils in NSW 2018 be adopted; and**
- b) That the Procedures for the Administration of the Model Code of Conduct be adopted.**

#### **Background**

The new 2018 Model Code of Conduct for Local Councils in NSW and Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW were prescribed under the Local Government (General) Regulation 2005 on 14 December 2018.

Council's previous codes are saved until **14 June 2019**. After then, they will be of no effect to the extent they are inconsistent with the model codes.

#### **Key Issues and Risks**

Provisions governing the use of social media (clause 8.21) in the previously released version of the Model Code of Conduct issued on 5 September 2018 have been removed. However, it remains open to councils to adopt this provision as a supplementary provision of their code of conduct, should they choose to do so.

The provision has subsequently been included in the Code (clause 8.22) as it aligns with the principles of council's Media Policy.

Council has six months from the date of prescription, (**14 December 2018 – 14 June 2019**) to adopt a code of conduct and procedures based on the prescribed Model Code of Conduct and Procedures. The transitional arrangements for the new Model Code of Conduct and Procedures are set out below:

- (i) Councils' existing adopted codes of conduct and procedures will remain in force until such time as councils adopt a new code of conduct and procedures based on the Model Code of Conduct and Procedures prescribed under the Regulation.
- (ii) If a council fails to adopt a new code of conduct and procedures, based on the new Model Code of Conduct and Procedures, within six months (14 June 2019) of their prescription, the provisions of the new Model Code of Conduct and Procedures will automatically override any provisions of a council's adopted code of conduct and procedures that are inconsistent with those contained in the Model Code of Conduct and Procedures, through the operation of sections 440(4) and 440AA(4) of the Local Government Act 1993 (unless the inconsistent provisions of a council's adopted code of conduct are more onerous than those contained in the Model Code of Conduct).
- (iii) In adopting a new code of conduct and procedures, councils may include provisions that are supplementary to those contained in the Model Code of Conduct and Procedures. Councils may also impose more onerous requirements under their adopted codes of conduct than those prescribed under the Model Code of Conduct. However, councils must not dilute the standards prescribed under the Model Code of Conduct in their adopted codes of conduct.

- (iv) Code of conduct complaints must be assessed against the standards prescribed under the version of the council's code of conduct that was in force at the time the conduct the subject of the complaint is alleged to have occurred.
- (v) Code of conduct complaints must be dealt with in accordance with the version of the council's procedures that were in force at the time the complaint was made.

The new Code of Conduct introduces strict new requirements including:

- Banning councillors from accepting gifts valued at more than \$50.
- Mandatory reporting of all gifts regardless of value in the council.
- Councillors with a pecuniary interest cannot access council information about the matter.
- Suspensions for pecuniary interest breaches will count towards the "three strikes and you're out" scheme introduced in 2015 where councillors face automatic disqualification when they are suspended three times for misconduct.
- Amendments to Chapter 14 (Honesty and Disclosure of Interests) primarily directed at moving the pecuniary interest provisions in the LGA into the Model Code of Conduct.
- Councillors must declare new interests more regularly in official returns of interest lodged with their council.
- Councillors must declare in official returns of interest if they are a property developer.
- New standards relating to discrimination and harassment, bullying, work health and safety, behaviour at meetings, access to information and maintenance of council records.

In response to feedback, changes have been made to the Procedures to address the following issues:

- The role of the general manager in the receipt and initial management of code of conduct complaints about councillors, by giving general managers (and mayors in the case of complaints about the general manager) the flexibility to delegate their functions under the Procedures to another member of staff or a person external to the council. The new procedures also allow councils to centralise the management of complaints through a joint organisation or another shared arrangement. This could be done through a broader internal ombudsman function in a JO. In particular councils could establish regional panels or a staff member of a JO could be appointed as the complaints coordinator for all member councils.
- The ability of complainants, who are unhappy with decisions of the council, to misuse councils' codes of conduct by repackaging routine complaints as "code of conduct complaints". The definition of a "code of conduct complaint" has therefore been tightened up. (clauses 4.1 and 4.2)
- The lack of recourse against members of the public who inappropriately disclose information about complaints they have made under a council's code of conduct. Under the new Procedures, where members of the public publicly disclose information about a complaint they have made, general managers can determine, with OLG's consent, that the complainant is to receive no further information about their complaint and any future code of conduct complaints they make.

### **Integrated Planning and Reporting Framework**

Community Strategic Plan 2017-2027: Leadership for the Region

L3 – Council demonstrates sound organisational health and has a culture which promotes action, accountability and transparency.

Delivery Program 2018-2021



L3.4 – Ensure the organisation is well led and managed through implementation of the Good Governance Framework.

Operational Plan 2018-2019

L3.4.1 – Provide governance services to the organisation to ensure we are meeting our legislative requirements.

#### **Stakeholder Engagement**

A Councillor workshop was held on 16 January 2019 to brief councillors on the new Code.

#### **Financial Implications**

There are no financial implications associated with the adoption of the Code and Procedures.

#### **Next Steps**

Complaints coordinator will need to update the conduct reviewers on the legislative changes and also inform them when the council has adopted a new code of conduct and procedures and provide copies.

Council will also have to review our existing panel of conduct reviewers and determine to appoint a new panel, using the expression of interest process prescribed under the Procedures, as we have not done so in the past four years.

Council should also explore resource sharing opportunities with other councils, including through a joint organisation or another regional body associated with the councils.

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<b>Item:</b>	9.2	<b>Ref:</b> AINT/2019/05742
<b>Title:</b>	FOR DECISION: Public Exhibition of Model Code of Meeting Practice for Local Councils in NSW	<b>Container:</b> ARC16/0620
<b>Author:</b>	Peter Wilson, Program Leader Governance, Risk and Legal	
<b>Attachments:</b>	1. Draft Code of Meeting Practice <a href="#">⇒</a>	

**RECOMMENDATION:**

- a) That the Draft Model Code of Meeting Practice be endorsed;
- b) That the Draft Model Code of Meeting Practice go on public exhibition for a period of at least 28 days, from Friday 29 March 2019 to Monday 29 April 2019, and members of the community be given at least 42 days, to Monday 15 May 2019, in which to comment on the Draft Code;
- c) That a further report be provided to the 22 May 2019 Council meeting for consideration of any submissions received; and
- d) That if no submissions are made within the submission period, then the Model Code of Meeting Practice be adopted.

**Background**

A new Model Code of Meeting Practice was prescribed on 14 December 2018. The Code provides a uniform set of meeting rules for councils across the State to help ensure more accessible, orderly, effective and efficient meetings.

The new code adopts principles so that meetings are transparent, informed, inclusive and respectful. It will promote greater consistency between councils across the State in key areas of meeting practice while allowing flexibility to accommodate variations to meet local needs and expectations.

**Key Issues and Risks**

The Draft Model Code of Meeting Practice has the following elements:

1. It contains mandatory provisions that reflect the existing meeting provisions of the Act and adapt those currently contained in the Regulation. The existing meeting provisions of the Regulation have been updated and supplemented to reflect contemporary meeting practice by councils and to address ambiguities and areas of confusion in the existing provisions based on feedback from councils.
2. It contains non-mandatory provisions (shaded in grey) that cover areas of meeting practice that are common to most councils. The non-mandatory provisions will also operate to set a benchmark based on what OLG sees as being best practice for the relevant area of practice.

The new code has been designed to achieve a range of outcomes, namely:

- promoting, as the principal object of meetings, the making of decisions by the governing bodies of councils that are in the best interests of the council and the community as a whole;
- promoting more accessible, orderly, effective and efficient meetings and to provide councils with the tools to achieve these outcomes;

- prescribing principles to inform the way in which meetings are conducted and to prescribe meeting rules that are consistent with these principles;
- codifying areas of common practice across councils in a way that is clear, efficient, leads to better informed and more effective decision making and that is consistent with the requirements of the Act;
- promoting greater consistency between councils across the State in key areas of meetings practice without losing the ability to allow some variation in practice to meet local needs or expectations;
- allowing greater flexibility in the conduct of meetings to accommodate a range of potential scenarios that are not addressed by the current meeting rules;
- simplifying the language currently used to make the prescribed meeting rules more accessible and easier to understand; and
- modernising the rules to accommodate current and emerging technologies (e.g. electronic notice, electronic voting systems and webcasting).

The key changes are:

- new meeting principles (Section 2)
- optional rules for pre-meeting councillor briefings (Clauses 3.31-3.36)
- optional rules for public forums (Section 4)
- a new requirement for meetings to be webcast (Clauses 5.18-5.21)
- new rules limiting the use of mayoral minutes without notice to cases of urgency (Clause 9.9)
- optional rules requiring a staff report for motions seeking decisions that do not align with councils' integrated planning and reporting (IP&R) objectives (Clauses 3.11, 3.12, 9.10 and 10.9)
- optional rules allowing multiple items to be adopted in block (Section 13)
- optional rules allowing rescission motions to be dealt with at the same meeting in cases of urgency and allowing matters to be recommitted to correct an error (Clauses 17.12-17.20)
- optional rules placing time limits on meetings (Section 18)

The rules for public forums (Section 4) have not been made mandatory in recognition of the fact that there will be a need for some variation in practice to suit local needs. The Draft Code therefore reflects the existing practice of council to allow the public to address council on a specific agenda item in the "Have Your Say" section.

Public forums should operate as an input into council decision making at meetings and this means that they should be focussed on the matters under consideration at a council meeting and not permit free ranging discussion of other matters that are not being dealt with at the meeting.

Council should have a comprehensive community engagement strategy in place to ensure that the views of affected persons and the community as a whole are considered in council decision making. This will soon be a statutory requirement. Other public forums at council meetings are not an appropriate substitute for effective community consultation and council needs to be mindful that the views expressed at public forums will not necessarily be representative of the views of other affected parties or the broader community.

In response to the views expressed at the Councillor Workshop, on the proposed removal of the Civic Prayer from the Council Meeting Order of Business (Section 8) and the feedback received

from Councillors subsequent to the workshop, it is proposed to replace the current Civic Prayer with the following *Declaration of Council* statement:

*“We, the Councillors of the Armidale Region declare that we will undertake the duties of the office of Councillor, in the best interests of our community, and faithfully, and impartially, carry out the functions, powers, authorities and discretions vested in us, to the best of our skill and judgement.”*

The proposed declaration aligns with the recognition that the Council represents a region that is both multicultural and multi faith. A commitment from Councillors to uphold the principles of good governance and to undertake duties in the best interests of the community is provided.

It is also proposed to amend the *Acknowledgement of Country* to read:

*“We acknowledge the traditional custodians of this land and pay our respects to elders past, present and emerging. The Armidale Regional Community pays tribute to their love of land, love of people, and love of culture.”*

Advice and concurrence from Council’s Aboriginal Advisor has been received in the drafting of the Acknowledgement of Country.

The cut off time for giving notice of business to be considered at council meetings (ie notice of motions), has been increased from 7 business days to 10 business days, to take into account the new rules requiring a staff report for motions seeking decisions that do not align with councils’ integrated planning and reporting (IP&R) objectives (Clauses 3.11, 3.12, 9.10 and 10.9).

A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than 4pm on the day after the meeting at which the resolution was adopted (Clause 17.10). Otherwise a resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given under Clause 3.9.

The following non-mandatory clauses in the OLG Model Code have not been incorporated into the draft Code:

Clause 11.10 – All voting at council meetings (including meetings that are closed to the public), must be recorded in the minutes of the meeting with the names of councillors who voted for or against a motion or amendment, (including the use of the casting vote), being recorded.

Clause 20.23 – All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of the meeting with the names of councillors who voted for or against a motion or amendment, (including the use of the casting vote), being recorded.

The justification for this is that unanimous decisions are minuted, councillor’s can request that their dissenting vote be recorded in the minutes and a division can be called on any motion.

### **Integrated Planning and Reporting Framework**

Community Strategic Plan 2017-2027: Leadership for the Region

L3 – Council demonstrates sound organisational health and has a culture which promotes action, accountability and transparency.

Delivery Program 2018-2021

L3.4 – Ensure the organisation is well led and managed through implementation of the Good Governance Framework.

Operational Plan 2018-2019

L3.4.1 – Provide governance services to the organisation to ensure we are meeting our legislative requirements.

### **Stakeholder Engagement**

Amendments made to the Local Government Act 1993 in August 2016 by the Local Government Amendment (Governance and Planning) Act 2016 provide for a model code of meeting practice to be prescribed by regulation.

Following extensive consultation with the sector, the new Model Code of Meeting Practice for Local Councils in NSW has been prescribed with the insertion of a new Part 10 Meetings into the Local Government (General) Regulation 2005.

Before adopting the new model code of meeting practice, councils are required to publicly exhibit the draft code for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

### **Financial Implications**

There are no financial implications associated with the public exhibition of the new code.

### **Next Steps**

There is a 'phasing-in period' for the Model Code, which ends on the earlier of 14 June 2019 or the date on which a council adopts a code of meeting practice under s360 of the Act (as amended).

During the phasing-in period:

- Part 10 of the Regulation (Meetings), as it was before 14 December 2018, continues to apply to meetings of council, and
- clause 117(2) of Schedule 8 to the Act, which states that a code of meeting practice inconsistent with the mandatory provisions of the Model Meeting Practice Code is of no effect, does not apply to the council, and
- any code of meeting practice adopted by a council under section 360(2) of the Act, as it was before 14 December 2018:
  - (i) continues to apply to the conduct of meetings of that council, and
  - (ii) is taken to have been adopted under section 360 of the Act (as substituted).

Although the amended s360 of the Act provides 12 months from an ordinary election of councillors for a code of meeting practice to be adopted, that incorporates the mandatory provisions of the Model Meeting Practice Code, if a council has not adopted such a code of meeting practice by 14 June 2019, s117(2) of Schedule 8 to the Act will operate and make any existing code of no effect, to the extent that it is inconsistent with the mandatory provisions of the Model Meeting Practice Code.

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<b>Item:</b>	9.3	<b>Ref:</b> AINT/2019/04058
<b>Title:</b>	FOR DECISION: Acquisition of Land at Guyra for the Purpose of Creating a Public Road	
		<b>Container:</b> DA-155-2016
<b>Author:</b>	Nathalie Heaton, Service Leader Governance, Risk and Corporate Planning	
<b>Attachments:</b>	1. Plan of proposed subdivision⇒ 2. Development Consent⇒	

**RECOMMENDATION:**

- (a) That Lot 7309 of Travelling Stock Reserve 11091 in Guyra be compulsorily acquired pursuant to section 29 of the *Land Acquisition (Just Terms Compensation) Act 1991*.**
- (b) That the Chief Executive Officer and Mayor be authorised to Sign and Seal any required documents to complete the acquisition and sale.**
- (c) That costs relating to the acquisition of the land be borne by the developer.**

**Background:**

This 29 Lot rural residential subdivision at Green Street was approved by Guyra Shire Council. The deferred commencement was approved due to native title issues with acquiring a public road across the adjoining Travelling Stock Route (at the end of Green Street). Crown lands advised the developer that there is layer of native title over the site, and that this can only be overcome through a compulsory acquisition of the road. This can only be completed by an authority, i.e. Armidale Regional Council.

Lot 7309 is part of a Travelling Stock Reserve (11091) in Guyra and is subject to two undetermined Aboriginal Land Claims filed under the *Aboriginal Land Rights Act 1983*.

Nox Supa Fund (the Developer) lodged a development application with Council for a proposed 29 Lot subdivision of Lot 2 DP1217293, Lot 3 DP 1217293, Lot 22 DP755824 and Lot 116 DP 755824 and was granted deferred commencement consent on 12 April 2017.

The development anticipated construction of road access into the site across Lot 7309, marked 'Road 1' on pages 2 and 6 of the plan of proposed subdivision. The proposed road will be an extension of Green Street and will directly link the site to the New England Highway and to the Guyra township to the west.

In order for the proposed road to be acquired, Council will need to first obtain the consent to its acquisition from the New South Wales Aboriginal Land Council.

**Key Issues and Risks**

Section 177 of the *Roads Act 1993* allows a Council as a Roads Authority to acquire land for any of the purposes of that Act.

Acquisition of the land for the purpose of a public road does not automatically result in that land becoming a public road. In order for this to happen the registration of a plan of subdivision bearing a statement of intention to dedicate the specified land as public road and a notice in the Government Gazette dedicating it as a public road also needs to be made.

As Lot 7309 is Crown Land and is not already reserved for public road purposes it will be necessary for Council to compulsorily acquire the proposed road pursuant to section 29 of the *Land Acquisition (Just Terms Compensation) Act 1991*.

The Department of Industry requires that Council submit a *Compulsory Acquisition Consent to Acquire Crown Land Application*. This application must include a copy of Council's resolution to acquire the land for the purpose of dedicating it as a public road.

#### **Integrated Planning and Reporting Framework**

- Delivery Program 2015-2019:

Strategic Objective – Ensure efficiency and innovation in all practices undertaken by Council.

Strategy 1 – Strive for productivity improvement and efficiencies

Action – Encourage continuous improvement of Council's operations

- Operational Plan 2016/17:

Strategy – Develop internal processes for efficient services

Action – Integrate business processes with the Integrated Planning and Reporting Framework

Activities – Administer Council's Policies (Property Management)

#### **Stakeholder Engagement**

Consent from the New South Wales Aboriginal Land Council to be obtained.

#### **Financial Implications**

Submission of the *Compulsory Acquisition Consent to Acquire Crown Land Application* costs \$487.70.

Compulsory acquisition of the land, as yet the cost has not been identified and should be borne by the developer.

#### **Next Steps**

Completion of plan of subdivision to be lodged with the Land Registry Services.

Copy of the resolution to be lodged with the Compulsory Acquisition application.

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**Item:** 11.1 **Ref:** AINT/2019/00586  
**Title:** FOR DECISION: Public Exhibition of Draft GreenPrint **Container:**  
ARC17/2304  
**Author:** Sally Thorsteinsson, Sustainability Officer  
**Attachments:** 1. Draft GreenPrint [↗](#)

**RECOMMENDATION:**

- a) **That the Draft GreenPrint be placed on public exhibition for a period of at least 40 days for members of the community to provide comment;**
- b) **That a further report be provided to Council following the public exhibition period for consideration of any submissions received; and**
- c) **That if no submissions are made within the submission period, then the GreenPrint be adopted retrospectively.**

**Background:**

Council's Community Strategic Plan 2017-2027 and Delivery Program 2017-2021 include a range of outcomes and strategies related to environmental, community, governance and economic sustainability. The overarching approach to guide and achieve Council's environmental sustainability goals in the Community Strategic Plan (CSP) will be through development and implementation of its GreenPrint. The GreenPrint comprises a set of EcoArc topics covering areas of environmental sustainability relevant to our local government area (LGA).

A Draft GreenPrint was submitted to the Environmental Sustainability Advisory Committee meeting in November 2018. The Committee recommended that the Draft GreenPrint be presented to Council with a recommendation that it be placed on public exhibition.

At its meeting on 12 December 2018, Council considered the recommendation of the ESAC and resolved (Minute No: 299/18):

- c) *That the following recommendation not be adopted as it is being further considered at Councillors Workshops:*
  - i. *That the draft GreenPrint be placed on public exhibition seeking feedback from the community to identify the priorities and define the targets.*

At that meeting, Council recommended that staff meet with UNE, to discuss the possibility of a joint partnership with regard to UNE's proposed Carbon Neutral project. Council staff has attended two meetings with UNE and it has become apparent that the ARC GreenPrint has different objectives to the UNE carbon neutral project, although actions may overlap in the future. The GreenPrint is a broader document that provides a framework for various sustainability actions across council operations and the community, inclusive but not restricted to, reducing our carbon footprint.

The Draft GreenPrint was presented at a Councillors' Briefing on Wednesday, 13 March 2019. A copy of the Draft GreenPrint is in Attachment 1.



### **Development of the GreenPrint**

The development of the GreenPrint commenced with a Thinktank involving the CEO and relevant Council staff on 7 September 2017. Between September and December 2017 this group met and identified the nine key focus topics (EcoArc topics) which contribute to the development of a more sustainable region. The process also referenced the UN Sustainable Development Goals, which aim to improve the lives of people everywhere, in order to recognise our community's contribution towards this ongoing global commitment.

The Biodiversity, Air and Water topics were developed initially, followed by workshops attended by relevant staff and members of ESAC where the Transport, Waste, Living, Future, Resilience and Global topics were developed.

The Armidale Regional Council Sustainability Strategy and Implementation Action Plan 2017-2027 was developed by ARUP in 2017. Information from the Strategy, in particular information relating to sustainable practices within Council's operations, has been included in relevant topics of the Draft GreenPrint or will be considered when preparing other plans, priorities and actions arising from the goals and objectives of the GreenPrint.

It is intended that the GreenPrint is broad enough to be a living program by providing the principal goals and strategies that will inform and guide more detailed actions and programs. Many of Council's current activities already align with the goals in the GreenPrint. The means of achieving the GreenPrint's goals are likely to grow and change over time with the community's expectations, evolving environmental conditions and opportunities (such as State Government Programs), and community interest.

### **Key Issues and Risks**

There is a range of environmental issues that are impacting on communities, including climate change, biodiversity and habitat loss, and the quality of our air and water. The decade from 2008 to 2017 was the hottest on record around the globe, while 2018 was the hottest year in NSW. Climate change will increasingly affect communities and the environment in every part of NSW, including the Armidale region. There is a plethora of ways in which we can address climate change and other environmental issues, and the GreenPrint attempts to provide an overarching framework for implementing sustainable goals and practices within Council's operations as well as ways in which Council can assist its community to achieve greater sustainability. The framework will assist in focussing on goals and priorities within the expansive area of sustainability and inform preparation of detailed work plans and timelines for Council's operations.

### **Integrated Planning and Reporting Framework**

Community Strategic Plan 2017-2027: Community Outcome E2 - The community can participate in initiatives which contribute to a sustainable lifestyle

- Delivery Plan 2018-2021: Strategy E2.4 – Develop a Sustainability Strategy which includes objectives for the region as a whole as well as Council operations.
  - Operational Plan 2018-2019 Action E2.4.4 – Continue to work on developing the GreenPrint for the ARC region.

### **Stakeholder Engagement**

Development of the EcoARC topics for the Draft GreenPrint has involved input from members of ESAC and relevant Council staff.

It is now proposed that feedback from the wider community is sought through public exhibition and that specific organisations and groups, such as the University of New England, TAFE and schools in the LGA, be advised of the exhibition period and invited to provide input.

The EcoArc topics have been branded in order to make them more visually engaging and recognisable with our community. Engagement and participation will be essential to achieving good sustainability outcomes and continuing to have an agreed approach to using, conserving and enhancing natural resources.

### **Financial Implications**

The GreenPrint strategies will inform potential projects or actions during preparation of draft budgets for Council's annual Operational Plans, with the financial implications being considered during the budgetary process.

### **Next Steps**

Following public exhibition, a report will be presented to Council that considers the submissions received during the exhibition period and seeks adoption of the final GreenPrint.

Once the GreenPrint has been adopted, priorities and actions will be developed. This will involve identifying current activities being carried out by council as well as identifying new actions that align with the GreenPrint. It is proposed that ESAC is consulted in this process and a work plan is developed for the 2019-2020 financial year, subject to budgetary considerations.

**Item:** 11.2 **Ref:** AINT/2019/05713  
**Title:** FOR DECISION: On-Site Wastewater Management Policy **Container:**  
ARC17/1883  
**Author:** Christopher Bonning, Environmental Health Officer  
**Attachments:** 1. Submission by Lanfax Laboratories⇒  
2. Draft Local Approvals Policy Onsite Sewage Management Policy Pol  
225 2018⇒

**RECOMMENDATION:**

- a) That the one (1) written submission received by the public in relation to the exhibition of the “Local Approvals Policy – On-Site Wastewater Management” be noted and acknowledged by Council.
- b) Council adopts the amended draft local policy under *Section 161 of the Local Government Act 1993*.

**Background:**

The Local Approvals Policy –On-Site Wastewater Management was placed on exhibition in accordance with *Section 160 of the Local Government Act 1993*, and subsequently one (1) submission were received in relation to the draft policy, the Policy has amended to generally reflect the nature and content of the submission.

In this regard, minor changes have been made to the policy in the following areas;

- Less onerous requirements in relation to the servicing of dual occupancy developments in un-sewered areas. (Allowing dual occupancy developments to connect to a single onsite sewage management system when hydraulic overloading is not an issue of concern.)
- Removing the “case by case” applicability requirement of adherence to the Australian Standard AS/NZS 1547:2012 during an Onsite Sewage Management System’s assessment process.

Please see the attached submission by Lanfax Laboratories for detailed information.

A Local Approvals Policy can be adopted under S161 of the Local Government Act 1993 to provide the framework for determining approvals that relate to the installations of Onsite Sewage Management Systems.

A Local Approvals Policy is revoked within 12 months of a newly elected Council unless it is re-adopted during the intervening period. The Local Approvals Policy acts as a guidance document which sets out the framework and criteria for installing an Onsite Sewage Management System in the Armidale Regional Council Local Government Area.

On-site wastewater is produced when dwellings that are not connected to a Council (piped) sewer produce blackwater (toilet and kitchen) and greywater (bathroom and laundry). There may be other types of commercial wastewaters that also meet this definition.

An on-site wastewater system is a physical collection of pipes, chamber(s), and dedicated areas of land that treat any domestic wastewater. Such systems may vary considerably in their components, often with successive modules of treatment systems, *e.g.* wetland systems or ultraviolet disinfection systems.

This Local Approval Policy (LAP) has been prepared to facilitate the management of on-site wastewater systems within the Armidale Regional Council area. The LAP observes Council's obligations within current State legislation. This LAP represents a revision of Council's previous On-site Wastewater Management Policy adopted in 2013 to cater for the newly amalgamated Armidale Regional Council Local Government Area.

The Policy provides the guidance framework and outlines the minimum standard requirements for the installation of Onsite Sewage Management Systems such as septic tanks and absorption trenches within the Local Government Area. The Policy also outlines the process for ongoing licensing and inspection of existing onsite sewage management systems based upon a risk based assessment to ensure compliance with The Local Government Act 1993.

#### **Key Issues and Risks**

The adoption of any Local Approvals Policy must be conducted in accordance with the requirements of the Local Government Act 1993. The exhibition and submissions period as conducted and required under s160 of the Act have allowed for transparent engagement with the community. The adoption of any Policy must be conducted after consideration of the submissions received as part of the exhibition period. The Policy has been amended to reflect the matter outlined in the single submission. It is noted that these amendments has resulted in minor technical changes being made to the document.

#### **Integrated Planning and Reporting Framework**

Community Strategic Plan – Leadership for the Region

L2 – Council exceeds community expectations when managing its budget and operations

L2.2 – Council implements a business excellence program across its operations

L2.2.2 – Implement a Good Governance Framework

#### **Stakeholder Engagement**

The exhibition and submissions period was conducted during September and October 2018 with one submission being received by Council and has been reviewed accordingly and are attached to the Ordinary Attachments. Public Notice was provided within the Armidale Express and at Armidale Regional Council Offices. All exhibition and public notice requirements as stipulated by the Local Government Act 1993 and Local Government Regulation 2005 have been met in entirety.

#### **Financial Implications**

N.A

#### **Next Steps**

The Policy if adopted by Council will be used as a basis for the approval of On-Site Wastewater Management Systems and will be made available to the public on Council's website.

**Item:** 13.1 **Ref:** AINT/2019/05572  
**Title:** FOR INFORMATION: Cash & Investment Report for February 2019  
**Container:** ARC16/0001-3  
**Author:** Deborah Walls, Accountant  
**Attachments:** 1. Cash & Investment Dashboard - February 2019⇒

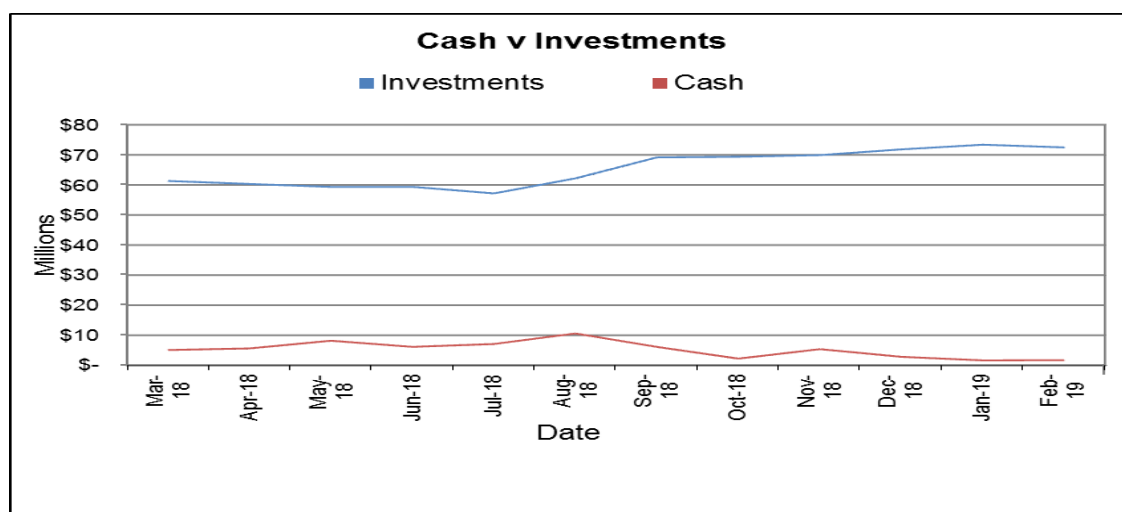
**RECOMMENDATION:**

The Council note the Cash and Investment Report, as at 28 February 2019, reporting investments held of **\$72,449,888** and a consolidated Bank Account of **\$7.93**, excluding the Trust Fund.

**Background**

Cash and Investments for the month of February 2019.

Cash and Investments particulars for the period 1 February 2019 to 28 February 2019. At the end of the February period, Council held \$72,449,888 in investments and a consolidated account balance of \$7.93, excluding the Trust Fund. It should be noted that from 31 January a daily sweep occurs to clear the balance of the General bank account to a \$nil balance, with all excess funds to be deposited into a High Interest Earning account. This account is included in the calculations for the total of the Investments. The amount of \$7.93 relates to the interest received for the Preschool bank account after the manual sweep occurred. An automatic sweep of the Preschool bank account will also be set up in the coming weeks to prevent a balance occurring at month end.



**Cash**

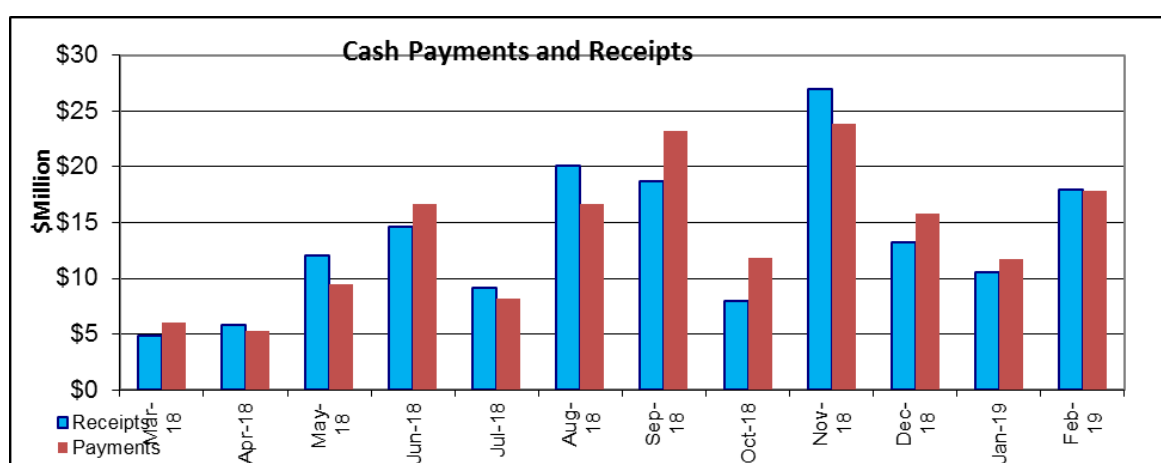
Council's bank account balance as per bank statements at the end of the period 28 February 2019 are as follows:

Bank Account	February 2019	January 2019 comparative	Movement
<b>General Fund</b>	\$7.93	\$180.79	-\$172.86
<b>Trust Fund</b>	\$1,696,777.60	\$1,617,366.81	\$79,410.79
<b>Total Cash</b>	<b>\$1,696,785.53</b>	<b>\$1,617,547.60</b>	<b>\$79,237.93</b>
<b>High Interest Account</b>	\$6,252,683.52	\$8,172,532.74	-\$1,919,849.22
<b>Total</b>	<b>\$7,949,469.05</b>	<b>\$9,790,080.34</b>	<b>-\$1,840,611.29</b>

During the month the following cash flows occurred.

	February 2019	January 2019 Comparative
<b>Receipts</b>	\$17,950,669.88	\$10,544,045.11
<b>Payments</b>	\$17,871,431.95	\$11,729,409.39
<b>Net</b>	<b>\$79,237.93</b>	<b>-\$1,185,364.28</b>

The Net result for February 2019 **\$79,237.93**. This is expected as rates income was received. However, there was also a significant increase in payments during the month. This was mostly due to the first major payment for the Malpas to Guyra pipeline falling due.



The daily sweep for the general account commenced from 31 January 2019. This allows all excess funds to be redirected to a higher earning interest account, whilst still allowing immediate access to the cash if/when required. This also eliminates the need for manually transferring funds between these accounts and reduces the risk of the accounts being in deficient and occurring additional bank fees.

### Investments

At the end of February 2019 Council held **\$72,449,888** in investments. This is a decrease of **\$906,930.40** from the end of January 2019. This decrease was a result of first major payment falling due for the Malpas to Guyra Pipeline. \$1 Million of the received Grant funding which had previously been held in an investment, matured and was used to make the first major payment for this project.

Opening Balance 01.02.2019	\$ 73,356,818.48
Redemptions of Investments	(\$ 5,000,000.00)
Reinvestments of funds	\$ 6,000,000.00
Net transfer from High Interest Account	(\$ 1,943,371.61)
Increased principle due to maturities	\$ 6,778.79
<b>Closing Balance</b>	<b>\$72,449,888.08</b>

As per the below investment Register, the investments are diversified across a range of institutions, with no one institution exceeding 45% of average annual funds invested to ensure the portfolio is in line with the Council's Investment Policy (adopted 27<sup>th</sup> July 2016). It should be noted that the investment Policy is

currently on public exhibition until 28<sup>th</sup> March.

### Investment Register

Institution	Rating	Market Value	% of Portfolio	Average Interest Rate
<b>Term Deposits – fixed</b>				
AMP	A1	\$7,000,000.00	9.66%	2.78%
Bendigo Bank	BBB+	\$2,000,000.00	2.76%	2.60%
Beyond Bank	A2	\$5,000,000.00	8.28%	2.76%
BOQ	BBB+	\$9,000,000.00	12.42%	2.69%
CUA	A2	\$7,000,000.00	9.66%	2.75%
ING	A1	\$0,000,000.00	0.00	0.00
ME Bank	A2	\$6,000,000.00	8.28%	2.70%
MyState	A2	\$6,000,000.00	8.28%	2.77%
NAB	A1+	\$13,000,000.00	17.94%	2.70%
Regional Aust	Unrated	\$1,000,000.00	1.38%	2.65%
Rural Bank	BBB+	\$1,000,000.00	1.38%	2.60%
Westpac	A1+	\$4,000,000.00	4.14%	2.63%
<b>Total Term Deposits</b>		<b>\$61,000,000.00</b>	<b>84.20%</b>	<b>2.72%</b>
<b>High Interest Savings Accounts - variable</b>				
T-Corp Hour Glass Account		\$5,197,204.56	7.17%	3.00%
NAB High Interest Savings Account		\$6,252,683.52	8.63%	1.90%
<b>Total High Interest Accounts</b>		<b>\$11,449,888.08</b>	<b>15.80%</b>	<b>2.45%</b>
<b>Total Investment Portfolio</b>		<b>\$72,449,888.08</b>	<b>100%</b>	<b>2.58%</b>

### Institution Rating Split

Rating	Amount	% of Portfolio	Inside Investment Policy Range
A1+	\$16,000,000.00	26.33%	Yes
A1	\$7,000,000.00	11.48%	Yes
A2/BBB+	\$12,000,000.00	19.67%	Yes
A2/BBB/BBB-	\$25,000,000.00	40.98%	Yes
Unrated	\$1,000,000.00	1.64%	Yes
<b>Total</b>	<b>\$61,000,000.00</b>	<b>100%</b>	

### Investment Yield

The Council has invested in Term Deposits which have rates of return higher than the 30 Day BBSW Index. By investing in High Interest Savings Accounts this reduces the average yield across the entire portfolio to be more in line with the 30 day BBSW index.

30 Day BBSW Index	1.96%
Average Interest Rate on Term Deposits	2.72%
Average Interest Rate across Portfolio	2.58%

With the release of the results from the Banking Royal Commission and an overall slow down in the market, investments yields have been slightly declining over the month of February. The RBA left the cash rate on hold again in March at 1.50%. At the end of 2018, Governor Lowe explained that the RBA view has shifted from “the next move in the cash rate is likely to be up” to the outlook of the cash rate being “evenly balanced”. This means that it is just as likely that the next move of the cash

rate is just as likely to be up as it is down.

### **Key Issues and Risks**

As per the attached dashboard, Council has approximately \$71.3million in restricted funds. 46% of this is restricted for Water Fund usage. This restriction has decreased due to the first major payment for the Malpas Pipeline project. The unrestricted funds have remained relatively stable, slightly decreasing to under \$3 million.

Currently the Total Investment Portfolio is sufficient to cover the Restricted Funds.

The Investment Policy is currently on Public Exhibition until 28<sup>th</sup> March 2019. If the proposed Investment Strategy goes through without any changes, the current Institution Rating split will require additional attention as the investments fall due. This is due to, the amount invested with any one Institution, based on their S&P rating, has been reduced to restrict single exposure. This will impact the return on investments, as typically the lower credit rating investments have a higher return. It should also be noted that some high term credit rating investments (such as AMP) have set limits on how much we can invest with them. This adds an additional hurdle when investing.

### **Integrated Planning and Reporting Framework**

Community Strategic Plan – Leadership for the Region

L2 – Council exceeds community expectations when managing its budget and operations.

L2.1 – Financial sustainability is maintained through effective short and long term financial management

L2.1.3 – Develop effective financial management systems

### **Stakeholder Engagement**

The monthly report provides the community with a snapshot of Council's cash and investment particulars for the period 1 February 2019 – 28 February 2019

All of Council's investments for the period ending 28 February 2019 are in accordance with:

- Council Investment Policy
- Local Government Act 1993 – Section 625.
- Local Government Act 1993 – Order of the Minister dated 12 January 2011.
- The Local Government (General) Regulation 2005 – Reg 212.

### **Financial Implications**

The investment of surplus funds must remain in line with Council's Investment Policy (adopted 27 July 2016). This will ensure sufficient working capital is retained and restrictions are supported by Cash. Cash management complies with the NSW Local Government (General) Regulation 2005.

### **Next Steps**

Continue to monitor the financial position of Armidale Regional Council cash and investments and ensure sufficient working capital is retained and restrictions are supported by cash.



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**Item:** 13.2 **Ref:** AINT/2019/05720  
**Title:** FOR INFORMATION: Monthly Financial Report February 2019  
**Container:** ARC16/0488  
**Author:** Kelly Stidworthy, Service Leader - Finance  
**Attachments:** 1. Monthly Financial Report February 2019 [⇒](#)

**RECOMMENDATION:**

**That Council note the Monthly Financial Report for February 2019.**

**Background:**

Council has requested the provision of a monthly financial report so that regular review can occur of actual expenditure to budget.

The monthly financial report has been revised based on Councillor feedback and an “Income Statement” report is provided for the following funds:

- General Fund
- Water Supply Fund
- Sewer Supply Fund
- Consolidated

More detailed operating and capital budget reports are also provided.

General Fund

The General Fund is forecast to make an operating deficit of \$874k at 30 June 2019. The revised forecast is an improvement to the original budget, which had forecast an operating deficit of \$3.5 million. As at 28 February 2019, Council had an operating surplus of \$6.1 million but this is due to rates and annual charges revenue being raised and recognised in July for the full year. As regular expenditure will occur for the remainder of the year, the operating surplus will reduce and eventually revert to a position closer to the forecast operating deficit.

The net budget position represents the forecast cash impact of Council’s operating and capital results for the year. Council’s revised budget contains a forecast for a positive cash impact in 2018/19 to assist with reducing cashflow risk and improving the level of unrestricted cash, which was at a minimal level at 30 June 2018. The forecast net budget position will only be achieved provided that expenditure remains within budget and forecast revenues are achieved. It is important that Council remains within budget parameters in 2018/19 as this provides the opening position for the 2019/20 budget, which is being developed now.

Water Supply Fund

The Water Supply Fund is forecast to make an operating surplus of \$400k at 30 June 2019. This forecast is an improvement to the original budget, which had forecast an operating deficit of \$208k. As at 28 February 2019, Council had an operating surplus of \$941k but this is due to annual charges being raised and recognised in July for the full year. As regular expenditure will occur for the remainder of the year, the operating surplus will reduce and eventually revert to a position closer to the forecast operating surplus.

Council has budgeted for a negative cash impact in 2018-19 of \$2.2 million due to the requirement to undertake capital works. These works will be funded from the water supply reserve fund.

### Sewer Supply Fund

The Sewer Supply Fund is forecast to make an operating deficit of \$8k at 30 June 2019. This forecast is an improvement to the original budget, which had forecast an operating deficit of \$162k. As at 28 February 2019, Council had an operating surplus of \$2.4 million but this is due to annual charges being raised and recognised in July for the full year. As regular expenditure will occur for the remainder of the year, the operating surplus will reduce and eventually revert to a position closer to the forecast operating deficit.

Council has budgeted for a negative cash impact in 2018-19 of \$1.7 million due to the requirement to undertake capital works. These works will be funded from the sewer supply reserve fund.

### Consolidated

The Consolidated forecast is to make an operating deficit of \$482k at 30 June 2019. This forecast is a significant improvement to the original budget, which had forecast an operating deficit of \$3.8m. As at 28 February 2019, Council had an operating surplus of \$9.4m but this is due to rates and annual charges being raised and recognised in July for the full year. As regular expenditure will occur for the remainder of the year, the operating surplus will reduce and eventually revert to a position closer to the forecast operating deficit.

Council's revised budget is for a negative cash impact of \$314k in 2018/19. This is a significant improvement to the original budget, which had forecast a negative cash impact of \$7.3 million.

### **Key Issues and Risks**

Monitoring of YTD actual performance to budget is important to ensure that expenditure remains within available financial resources.

### **Integrated Planning and Reporting Framework**

Community Strategic Plan – Leadership for the Region

L2 – Council exceeds community expectations when managing its budget and operations.

L2.1 – Financial sustainability is maintained through effective short and long term financial management

L2.1.3 – Develop effective financial management systems

### **Stakeholder Engagement**

The monthly financial report provides information on Council's actual to budget performance.

### **Financial Implications**

The adopted budget does not have provision for overspends or for initiatives not included in the original budget and, as a result, must be closely monitored to ensure that actual expenditure remains within available financial resources. Introduction of any new initiatives requiring expenditure or overspends will require us to make adjustments to either the quantum or quality of projects and services to accommodate. Any overspends or new initiatives identified outside of the original budget must have an accompanying funding source.

### **Next Steps**

Continue to monitor the financial position of Armidale Regional Council and ensure that sound financial management practices are employed to ensure expenditure remains within available financial resources.

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<b>Item:</b>	13.3	<b>Ref:</b> AINT/2019/05794
<b>Title:</b>	FOR INFORMATION: Status Report on Stronger Communities Fund and New Council Implementation Fund	<b>Container:</b> ARC16/1152
<b>Author:</b>	Kelly Stidworthy, Service Leader - Finance	
<b>Attachments:</b>	1. Stronger Communities Fund and New Council Implementation Fund - Status Update 28 February 2018⇒	

#### **RECOMMENDATION:**

**That Council note the current status of projects funded by the Stronger Communities Fund and New Council Implementation Fund.**

#### **Background:**

On 12 May 2016 Armidale Dumaresq Council and Guyra Shire Council merged to become the Armidale Regional Council. As part of the merger, the newly formed council received \$15 million grant funding broken up as follows:

Stronger Communities Fund (SCF)

- \$1 million community grants component
- \$9 million major capital projects component

New Council Implementation Fund (NCIF)

- \$5 million administration component

A status report is provided to the Office of Local Government every 6 months with the latest report submitted 28 February 2018. The funding guidelines require that a quarterly report on progress in implementing projects is required to be tabled at an ordinary meeting of the council.

The attached report outlines the project completion status of the SCF and NCIF.

#### **Key Issues and Risks**

Some projects under the Stronger Communities Fund will not meet the funding commitment deadline of 30 June 2019 and extensions are being sought where this is evident. If not approved, unexpended funding must be returned to the Office of Local Government.

#### **Integrated Planning and Reporting Framework**

Community Strategic Plan – Leadership for the Region

L2 – Council exceeds community expectations when managing its budget and operations

L2.2 – Council implements a business excellence program across its operations

L2.2.1 – Report on the transition to a Stronger Council

#### **Stakeholder Engagement**

The Stronger Communities Fund (SCF) and New Council Implementation Fund (NCIF) Funding Agreement requires Council to submit six-monthly reports to the Office of Local Government.

#### **Financial Implications**

With the allocated funding to the projects, the budget for the merger projects will be balanced.

#### **Next Steps**

Monitor and regularly review the progress and expenditure of each project to ensure the project is on track and on budget, as unspent funds will need to be reallocated.

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<b>Item:</b>	13.4	<b>Ref:</b> AINT/2019/05685
<b>Title:</b>	FOR INFORMATION: Guyra Preschool and Long Day Care Centre Assessment and Rating Outcome	<b>Container:</b> ARC17/2469
<b>Author:</b>	Amanda Campbell, Preschool Nominated Supervisor	
<b>Attachments:</b>	Nil	

#### **RECOMMENDATION:**

- a) **That Council note that the Guyra Preschool and Long Day Care Centre has been officially rated as Meeting the National Early Childhood Quality Standards after undertaking Assessment and Rating Process (Accreditation).**

#### **Background:**

To operate a Childcare Centre in Australia, the Centre must meet and comply with a raft of regulations relating to the property and its condition. As well, the operator must be able to demonstrate that it meets the high standards for the education and care of the children and delivers measureable learning outcomes within a safe and healthy environment.

This is managed through a very challenging and arduous 3-5 year Assessment and Rating process framework which includes a very detailed review of all operational Policies and Procedures, education/face to face programs, staffing qualifications and professional development as well as onsite inspections of the Centre's facilities and outdoor areas along with observations within each of the activity room which generally occurs over one or two full days.

Guyra Preschool and Long Day Care Centre recently went through its Assessment and Rating (accreditation) process and achieved a very positive outcome with the Centre achieving a high standard rating overall and in fact exceeding Industry Standards in the Collaborative partnerships enhance children's inclusion, learning and wellbeing area.

As Council is aware the Centre operates within an aging facility with a relatively high building maintenance demand. However, credit must be extended to all of the Centre Staff and associated managers who have and continue to work very hard to deliver a caring and learning environment for the benefit of the Guyra community.

#### **Key Issues and Risks**

It is now very important to ensure that the levels of service are continued for both the children and the Centre to ensure that the Assessment and Rating standards are maintained.

#### **Integrated Planning and Reporting Framework**

Community Strategic Plan 2017-2027: Our People and Community

P4 -Education Services and activities are provided for all ages and segments of our community to promote life-long learning, healthy living and community well-being

P4.1 - Facilitate and support the delivery of high quality early childhood and out of school hours services across the region

#### **Stakeholder Engagement**

The parents, carers and educators at the Centre engage through regular newsletters, meetings, display boards and surveys to ensure the needs of the children and parents/carers are addressed.

**Financial Implications**

Council adopts an annual operating budget for the Centre and improvement programs. The Centre generally operates within the allocated budget

**Next Steps**

Promotion of the successful Assessment and Rating outcome and ensuring the Centre continues to operate within the very strict guidelines.

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**Item:** 16.1 **Ref:** AINT/2019/05290  
**Title:** FOR DECISION: Minutes - Traffic Advisory Committee Meeting - 5  
March 2019 **Container:** ARC16/0168  
**Author:** Belinda Ackling, Personal Assistant  
**Attachments:** 1. Minutes - Traffic Advisory Committee - 05 March 2019 [⇒](#)

**RECOMMENDATION:**

- a) That the Minutes of the Traffic Advisory Committee meeting held on 5<sup>th</sup> March 2019 be noted and endorsed.
- i. That the requested for the temporary road closure of Faulkner Street between Dumaresq and Kirkwood Street for the Special Event BMW Central Special Safari Ride from 7am 11<sup>th</sup> April 2019 until 10am 12<sup>th</sup> April be endorsed.
  - ii. That a “No Stopping” signs be installed for the no stopping zone in Niagara Street.
  - iii. That the PLC Bus Zone be extended by 58m on the northern side of the existing bus zone in Crest road.
  - iv. That to formalise the Kelly's Plains Public School Carpark Entry and Exit Point, Entry and Exit signs be approved for installation.
  - v. That request for existing “Give Way” signs in Miller Street at the intersection with Waterfall Way, be replaced by “Stop” signs be denied, Council will seek funding for the construction of a roundabout.
  - vi. That the installation of double barrier lines at the following locations be endorsed.
    - Murray Ave on the western side of the intersection with Markham Street.
    - The curve section of road at the Douglas and Jeffrey Street.
    - Elm Avenue at the Dumaresq Creek Bridge
  - vii. That the Bus Zone at Armidale High School be removed.
  - viii. That a “No Stopping” signs and barriers be installed at the intersection of Harden and Scholes Street.
  - ix. That the bus zone at Martins Gully School on Bona Vista Road Street be removed.
  - x. That reinforcement “No Stopping” yellow line markings be installed on the corner of Kurrawatha Avenue and Bona Vista Road.
  - xi. That approval be granted for the request to extend the New England Festival Road Closure times for Beardy Street to Dangar Street, into Moore St until 5pm to hold the massed Pipe Band, Burns Highland Dancers and Quintet Competition and the display of Classic Cars on the road junction.
  - xii. That the Special Event Transport Management Plan for the Armidale Athletic Club Campus City Canter as part of the 2018 Armidale Autumn Festival on Saturday 16th March 2018 at 8am to 9.30am in accordance with the submitted Traffic Management Plans.”

**Item:** 16.2 **Ref:** AINT/2019/05556  
**Title:** FOR DECISION: Minutes - Sports Council Advisory Committee - 6 March 2019 **Container:** ARC16/0330  
**Author:** Amy Biggs, Sports Coordinator  
**Attachments:** 1. Minutes - Sports Council - 06 March 2019⇒

**RECOMMENDATION:**

- a) **That the Minutes of the Sports Council Advisory Committee meeting held on Wednesday 6 March 2019 be noted and endorsed; and**
- i. **That Council note the amendment to the priority list and endorse the new projects selected as follows:**
    - **Guyra Recreation ground canteen refurbishment**
    - **Wicklow 3 irrigation installation**
  - ii) **That Council endorse the Sports Council Small Grant as approved by Sports Council.**
    - **Lily Neilson – Under 18s Athlete Acceleration program – NSW Hockey - \$250**
    - **Darby Chalmers – Under 21s Australian Hockey Team – Fiji Tour - \$500**
    - **Cooper Heagney – 2018 National School Futsal Championships - \$250**
    - **Angus Towie – 2018 National School Futsal Championships - \$250**
    - **Charlise Deiderick – National Physical Culture Championships - \$250**
    - **Sophie Parsons – National School Sports Australia Cricket Championships - \$250**
    - **Latoya Foote – Indigenous Schoolgirl Netball Championships - \$250**
    - **Kevisha Smith - Indigenous Schoolgirl Netball Championships - \$250**
    - **Nicholas Jackson – FNNSW Futsal National Club Championships - \$250**
    - **Fletcher Richardson – NSW Junior down the line clay target shooting championships - \$250.**
  - iii) **That Council endorse the changes to the Sports Council Advisory Committee Terms of Reference so that the community representatives increase from four (4) to six (6), increasing the total from 10 members to 12 members.**
  - iv) **That Council endorse the change to the Sports Development Levy Terms and Conditions to eliminate the 3 year waiting period for Sports Council members to access funding through the Sports Council priority list.**
  - v) **That Council endorse the recommendation that the oval within the Guyra Recreation ground be named the Ted Mulligan Oval.**