



BUSINESS PAPER

ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 28 November 2018
1pm

at

Tingha

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

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19.2	FOR DECISION: Guyra Main Street Fuel Tanks Tender Evaluation <i>As this report deals with commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A (2)(d)(ii) of the Local Government Act 1993). Council closes 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.</i>	
20	Close of Ordinary Meeting	

Item: 8.1 **Ref:** AINT/2018/24056
Title: FOR DECISION: Establishment of Regional Marketing Fund **Container:**
ARC16/0025
Author: Peter Bailey, Councillor
Attachments: Nil

MOTION

- a) That Armidale Regional Council calls on the NSW Government for the immediate creation of a \$5 million per annum Regional Marketing Fund for 5 years to promote living, working and investing in regional NSW; and**
- b) That the Fund be administered by a representative body of Councils with membership to be made up of 2 from regional cities (population over 25,001), 2 from coastal cities (population over 25,001), 2 from provincial centres (population from 10,000 to 25,000) and 2 from smaller country communities (population up to 10,000).**

Background

Regional NSW is growing at approximately half the rate of Sydney, which is currently around 2%. Sydney commute times are getting slower and slower and housing affordability is at crisis point and there is an alternative move to regional NSW.

Regional cities on average are growing at approximately 1%, provincial centres at .04%, country communities at .01% and many are actually declining.

Our ongoing drought portrays an incredibly negative image and implies that there are no jobs, no opportunities, no water and that there is no balance. However we do have available jobs in health, accounting and truck driving to name a few.

The infrastructure costs to place 50,000 people into Sydney is \$4 billion, compared to \$1 billion in regional NSW, and with Sydney growing at such a rate, more and more resources are going into supporting the infrastructure challenges of Sydney.

Sydneyiders are ignorant of regional NSW especially inland NSW. Often younger people holiday overseas and not in the regions. They are not aware of where places are, the distances from Sydney and how big or sophisticated some centres are. The perception is that there are no jobs or opportunities in regional NSW, inland areas offer value for money real estate, a great lifestyle and 5 minute commute times.

Victoria ran a very successful regional marketing campaign for 10 years, where they devised a marketing campaign to promote provincial Victoria. The outcome was that growth in the regions doubled while the campaign was in place.

Item:	8.2	Ref: AINT/2018/24975
Title:	FOR DECISION: Petition to Re-introduce Passenger Trains on the Great Northern Line	Container: ARC16/0025
Author:	Deb O'Brien, Councillor	
Attachments:	Nil	

MOTION

That Council note that a petition to the Honourable Speaker and Members of the Legislative Assembly of New South Wales, to introduce passenger trains on the Great Northern Line between Armidale and Jennings/Wallangara, has reached 5,300 signatures and growing.

Background

Item:	8.3	Ref: AINT/2018/24976
Title:	FOR DECISION: 100th Anniversary of Womens Legal Status Act (NSW) 1918	Container: ARC16/0025
Author:	Deb O'Brien, Councillor	
Attachments:	Nil	

MOTION

- a) **That Council note**
- (i) **That November 2018 marks the 100th anniversary of the passing of the Women's Legal Status Act in NSW, which enabled women to stand for election to local government and the Legislative Assembly, and to practise as lawyers;**
 - (ii) **That ten years later, Elizabeth Lillian Fowler became the first woman elected to a NSW local council, when she was elected to the Newtown Municipal Council in 1928;**
 - (iii) **That Fowler went on to become the first female Mayor in Australia, when she was elected Mayor of this Council in 1938;**
 - (iv) **That women make an enormous contribution to local government in NSW, with about 330 women local councillors serving in this state;**
 - (v) **That despite this, women are under-represented as local councillors, and in 2012 made up only 27 per cent of councillors across NSW;**
 - (vi) **That the achievements of women in local government in the past and today should be uplifted and celebrated;**
 - (vii) **That a celebration of the centenary, organised by Armidale Regional Councillors, was held on Thursday 22 November 2018;**
- b) **That the CEO be requested that for future anniversaries, Council promote community events by or in conjunction with other organisations, to celebrate the achievements of women in local government, and where possible, provide appropriate support.**

Background

Item: 8.4 **Ref:** AINT/2018/24979
Title: FOR DECISION: Councillor Professional Development Program
Container: ARC16/0025
Author: Margaret O'Connor, Councillor
Attachments: Nil

MOTION

That the CEO report to the December 2018 Ordinary Council Meeting on Councillor training and education, particularly in relation to local government financial management.

Comment by Management

Amendments to the Local Government Act 1993 by the Local Government Amendment (Governance and Planning) Act 2016 in August 2016 saw the inclusion in the prescribed role of councillors under section 232 a responsibility “to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor”.

In support of this, regulations will soon be made for induction and other professional development for mayors and councillors.

The Office of Local Government (OLG) has prepared guidelines, in consultation with the sector, to assist councils to develop and deliver induction and ongoing professional development activities for their mayor and councillors in compliance with the proposed regulations.

The Minister for Local Government has released the guidelines so that councils can familiarise themselves with the new requirements before the regulations are made. OLG will provide more detailed guidance on the new requirements once the regulations are made.

Under the guidelines, councils' induction and professional development programs are to consist of three elements:

- 1. Pre-election candidate sessions** – these are to ensure prospective candidates are aware of what will be expected of them if elected (these are not mandatory but are encouraged)
- 2. Induction program** – this aims to equip mayors and councillors with the information they need to perform their role effectively over the first few months and has a particular focus on building positive, collaborative relationships between councillors and with staff
- 3. Professional development program** – this is to be developed in consultation with all councillors and delivered over the term of the council to build the skills, knowledge and personal attributes necessary to be an effective mayor or councillor.

Item:	9.1	Ref: AINT/2018/23601
Title:	FOR DECISION: Appointment of Native Title Manager ARC16/0262	Container:
Author:	Peter Wilson, Program Leader Governance, Risk and Legal	
Attachments:	Nil	

RECOMMENDATION:

- a) **That Council give notice to the Minister for Lands and Forestry of the name and contact details of any person the Council has employed or engaged as its Native Title Manager; and**
- b) **That Council provide such notices as required by the Crown Land Management Act 2016 in relation to its employed or engaged Native Title Manager;**

Background

Council is required to give notice to the Minister for Lands and Forestry of the name and contact details of Council's nominated Native Title Manager (NTM) as soon as practicable after 30 June (but not later than 31 October) of each year.

The Crown Land Management Act 2016 (CLM 2016) commenced from 1 July 2018. The practice of managing Crown Lands in the LGA will change significantly to comply with the requirements under the CLM 2016. One of the changes relates to the legislative requirement for each Council to nominate its qualified Native Title Manager.

Key Issues and Risks

Native title is the bundle of rights held by Indigenous people in relation to land and water which come from their traditional laws and customs (Mabo).

The advice and oversight of NTMs will be required for certain land management dealings including the issuing of leases, licences and permits and the approval or submission for approval of plans of management that authorise or permit certain dealings that may affect native title.

NTMs are not required to establish whether native title rights and interests have been extinguished in relation to Crown land.

To be qualified as a Native Title Manager, the person must attend a training session jointly provided by the Crown Solicitors Office and the Department of Industry (Crown Lands Office). The Acting Program Leader – Governance, Risk and Legal (Peter Wilson) attended this training on 24 November 2017 and attained the Native Title Manager qualification.

More training and practical experience will be required in this complicated area of law. However, the Acting Program Leader – Governance, Risk and Legal was considered the most suitable person to be engaged or employed as Council's interim Native Title Manager at the time. Once Council has appointed its Native Title Manager, a notice can be given to the Minister accordingly.

The OLG acknowledges that some councils may miss the 31 October deadline and therefore the notification is to be provided as soon as possible.

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.

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

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

Stakeholder Engagement

Section 8.8 of the Crown Land Management Act 2016 (CLM 2106) requires each Council to give notice to the Minister for Lands and Forestry of the name and contact details of any person the Council has engaged or employed as a native title manager. The notice must be given as soon as practicable after 30 June (but not later than 31 October) of each year.

Section 377(1) of the Local Government Act 1993 states that the giving of a notice to the Governor or Minister is a non-delegable function meaning a resolution of council is required for such purposes.

Financial Implications

The nomination is currently absorbed in the position of Program Leader Governance, Risk and Legal. No financial implications are expected at this stage.

Next Steps

Notice to be given to the Minister of council's current appointment and Council to review the engagement or employment of a native title manager.

Item:	9.2	Ref: AINT/2018/24903
Title:	FOR DECISION: Appointment of Councillor to CEO Performance Review Committee	Container: ARC18/2497
Author:	Kim Bryan, Service Leader People, Safety and Communications	
Attachments:	Nil	

RECOMMENDATION:

- a) **That a Councillor be appointed to the Performance Review Committee to September 2019 in line with the adopted Performance Review Charter.**
- b) **That the Councillor election to the committee be by open means (show of hands).**

Background

The Performance Review Committee has been established in accordance with the Office of Local Government (OLG) Guidelines for the Appointment and Oversight of General Managers and administered through the Performance Review Committee Charter.

Key Issues and Risks

The Performance Review Committee has full delegation for the process of performance management of the CEO in accordance with the OLG Standard Contract General Managers of Local Councils in New South Wales.

The Guidelines are silent on the term of appointment of the committee and therefore the appointment is for the term of the council. The intent of the inclusion of the CEO's appointment of a Councillor to the Committee is to ensure fairness and balance on the Committee. The CEO may exercise the option NOT to appoint a Councillor if they believe the Committee is already well balanced and is considered to be within the discretion of the CEO.

Committee members should be trained in the performance management of CEO's or be able to demonstrate that they hold positions and experience which can be recognised as recognition of prior learning.

Integrated Planning and Reporting Framework

Community Strategic Plan – Leadership for the Region

Delivery Program L3 – Organisational Health

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

L3.2 Workforce - Develop and implement a Workforce Management Plan which commits to building a skilled, motivated, inclusive and diverse workforce

Stakeholder Engagement

Guidelines issued under section 23A (3) of the Local Government Act 1993 state:

Councils must take any relevant guidelines issued under section 23A of the Local Government Act 1993 into consideration before exercising any of its functions.

In accordance with the Act, a Performance Review Charter was developed in line with the OLG Guidelines. The guidelines are provided to ensure fairness and balance of the Performance Review process.

The Charter was adopted by Council on 22 August 2018.

The term of appointment for the committee members is outlined in the following table:

Committee Members	Appointment
Mayor	Term of Office (two years)
Deputy Mayor	Term of Office (two years)
Councillor appointed by the Council	Term of Mayor
Councillor nominated by the CEO	Term of Mayor (optional)
External Facilitator	Term of Council (optional) by the CEO and Council (if there is a decision to appoint, the CEO and the Performance Review Committee will select the facilitator)

Financial Implications

The composition of the Committee will have budgetary implications, because of the involvement of McArthur Management Services as an external facilitator, to assist with the process of performance review and the development of new performance agreements.

The external facilitator will be an active participant on the Performance Review Committee.

Next Steps

The Performance Agreement and the Performance Review timelines will be developed by the committee, following the finalisation of the committee composition and submitted to the December Council Meeting for endorsement.

The CEO is to provide advice on the option of an extra Councillor and/or external facilitator.

A performance agreement setting out agreed performance criteria must be signed between the CEO and the Performance Review Committee.

A review of the Performance Review Committee will be undertaken within 12 months of a newly elected Council to ensure the purpose, membership and operation of the Committee is effective and to make appropriate changes.

Item: 10.1 **Ref:** AINT/2018/24128
Title: FOR DECISION: Rescinding of New England Regional Airport Business and Industrial Land Policy (POL241) **Container:** ARC17/1507
Author: Greg Lawrence, Service Leader Economic Development and Marketing
Attachments: 1. POL241 – Finance - New England Regional Airport Business and Industrial Land Pricing Amendment June 2017

RECOMMENDATION:

- a) **That Council rescind the Armidale Regional Airport Business and Industrial Land Pricing Policy (POL241);**
- b) **That all existing written agreements and contracts referencing the Policy be honoured;**
- c) **That a public notice be placed advising of Council’s decision to rescind the Policy; and**
- d) **That Economic Development brings back a report listing alternative options for consideration.**

Background:

The former Armidale Dumaresq Council adopted POL241 – Finance – New England Regional Airport Business and Industrial Land Pricing Policy on 9 November 2015.

At the 25 October 2017 Ordinary Council meeting, Council amended the Policy to remove from the fees and charges the pricing it had set, as per the following:

Armidale Airport and Environs

c) *That the pricing methodology based on a square metre price for the sale or lease to buy option of all Council owned industrial, business or aviation land adjacent to the Armidale Regional Airport be removed from the 2017/2018 fees and charges, with all land to be sold by public tender, public auction or direct marketing with Council establishing an undisclosed reserve price guided by the Valuation Assessment Report.*

*Moved Cr Gray Seconded Cr Galletly
(The motion was carried)*

However, the resolution left the following basis of purchase:

- Option 1 - Outright Purchase
- Option 2 – Fixed Purchase Price and Vendor Financing for up to 5 years with a minimum 10% deposit; and
- Option 3 – Fixed Purchase Price and Vendor Financing for up to 5 years.

A further review has now been undertaken and in light of the current economic climate, with interest rates at an all time low and loans easy to obtain, it is proposed to rescind the Policy. It should also be pointed out that at the time of the review in June 2017; we did not have the full implications of Council’s financial position.

All existing written agreements and contracts utilising the benefits of the Policy are to be

retained and honoured.

Options are to be considered that will provide encouragement to investing in the Armidale Region.

Key Issues and Risks

In order to offset any issues and manage adverse risks, it is proposed that other incentives be developed to support and encourage businesses and industry to purchase and develop council owned land on Council's airport subdivision.

Integrated Planning and Reporting Framework

This report is aligned to Community Outcome 4 - Economic development is supported through new initiatives, innovation and additional resources to assist growth of business and industry.

Stakeholder Engagement

This matter has been discussed internally however there has been no external stakeholder engagement with this report.

Financial Implications

The rescinding of the Policy and introducing alternative initiatives is unlikely to have a negative financial impact. Failure to rescind this policy will have impact on Councils ability to act as a bank as well as adding to our assets if we offer leases.

Next Steps

Develop alternative incentives to encourage the purchase and development of council owned land on Council's airport subdivision.

Item:	11.1	Ref: AINT/2018/24689
Title:	FOR DECISION: Endorsement of Draft EcoARC (Greenprint) for Public Exhibition	Container: ARC17/2304
Author:	Ambrose Hallman, Service Leader Sustainability and Development	
Attachments:	<ol style="list-style-type: none">1. LivingARC2. ResilientARC3. AirARC4. WasteARC5. BiodiversityARC6. TransportARC7. FutureARC8. WaterARC9. GlobalARC	

RECOMMENDATION:

- a) That the Draft EcoARC (GreenPrint) be endorsed;**
- b) That the Draft EcoARC (GreenPrint) be placed on public exhibition from Wednesday 5 December 2018 to Friday 8 February 2019;**
- c) That a further report be provided to the February 2019 Council meeting for consideration of any submissions received; and**
- d) That if no submissions are made within the submission period, then the Draft EcoARC (GreenPrint) be adopted retrospectively.**

Background

Council's Community Strategic Plan 2017-2027 and its 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 EcoARC (GreenPrint).

The development of the EcoARC (GreenPrint) was initiated with a Thinktank with interested Council staff on 7 September 2017. In December 2017, a presentation involving the Program Leaders identified the nine key focus topics which contribute to the development of a more sustainable region, and their scope. It included the UN Sustainable Development Goals which aim to improve the lives of people everywhere, in order to recognise this ongoing global commitment within our community.

Biodiversity, Air and Water were developed initially, followed by workshops in April attended by relevant staff and members of the Environmental Sustainability Advisory Committee (ESAC) for Waste, Transport and Global. At its meeting on 20 June 2018, ESAC agreed the remaining three topics would be developed, and in September 2018, a final workshop was held for the Living and Future topics and ideas from this were fed into the last topic, Resilience. Staff have developed each topic, with input and feedback from ESAC.

The Armidale Regional Council Sustainability Strategy and Implementation Action Plan 2017-2027 was developed by ARUP in 2017, however this was not adopted by Council. The scope of the ARUP strategy was originally to cover only Council's internal operations. Consequently, the

EcoARC (GreenPrint) was initiated to develop a overall sustainability strategy for the community not just Council. Information from the ARUP Strategy, in particular information relating to sustainable practices within Council's operations, has been included in relevant parts of the EcoARC (GreenPrint) or will be included in future in other plans and actions arising from the goals and objectives of the EcoARC (GreenPrint).

A draft EcoARC (GreenPrint) incorporating all of the topics was submitted to the ESAC meeting in November 2018. The Committee recommended that the draft EcoARC (GreenPrint) be presented to Council with a recommendation that it be placed on public exhibition for 60 days.

Key Issues and Risks

The EcoARC (GreenPrint) will provide an overarching approach to 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 Council in focussing on its 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 EcoARC (GreenPrint) for the ARC region.

Stakeholder Engagement

Development of the EcoARC topics for Council's EcoARC (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 Council will subsequently consider any submissions received.

Once the content of the EcoARC (GreenPrint) is determined, it is hoped that the topics can be branded in order to make them more visually engaging and recognisable with our community. Engagement and participation will be essential to achieve good sustainability outcomes and continuing to have an agreed approach to using, conserving and enhancing natural resources. A brand is in development and will be discussed further with ESAC for presentation to Council.

Financial Implications

The EcoARC (GreenPrint) strategies will inform potential projects or actions during preparation of operational plan including draft budgets with the financial implications being considered during the budgetary process. The EcoARC (GreenPrint) has no budget allocation to implement actions. Budget allocation for actions is through the yearly operational plan and budget development.

Next Steps

- 1) Once the exhibition period is completed a further report will be presented to Council for adoption.
- 2) It is important that once the EcoARC (GreenPrint) has been adopted, priorities and actions are developed immediately to begin its implementation in conjunction with available budgets and operational plan development.

- 3) It is proposed the Environmental Sustainability Advisory Committee (ESAC) be consulted in this process and that a work plan is developed for the next financial year.
- 4) Implementing a brand which aligns with the Council brand (ie. EcoARC), also in consultation with ESAC, will contribute to launching the EcoARC (GreenPrint) and making Council's sustainability actions more visible in our community as part of the four Strategic Directions of the CSP.
- 5) It is hoped that the EcoARC (GreenPrint) is broad enough that it can be a living program and that details will grow and change with the community's expectations and evolving environmental threats and opportunities.

Item: 12.1 **Ref:** AINT/2018/23964
Title: FOR DECISION: Community Small Grants Round One Applications 2018-2019 **Container:** ARC16/0443-3
Author: Aimee Hutton, Interim Program Leader Community Services
Attachments: Nil

RECOMMENDATION:

That Council approve funding of \$11,119 under the 2018-2019 Community Assistance Small Grants Program for the following organisations:

Grant Recipient	Program Delivery	Grant \$ (Max \$1000)
Armidale Crafty Quilters	Funding towards cost of room rental for quilting group.	\$1000
Armidale Women's Homelessness Support Service	Funding towards Reclaim the Night event. This is a rally against all forms of violence in our society.	\$1000
Armidale RSL Sub-Branch	Contribution towards the cost of chair rental for 2019 ANZAC Day Service.	\$1000
Blah, Blah, Blah Coffee for Blokes	Funding towards the cost of room rental for a group that provides support to men struggling with drug, alcohol and mental health issues.	\$1000
Armidale Family Support Service	Technology to support teaching and training delivered in the community.	\$765
Guyra Central School P&C Canteen Sub-Committee	Purchase and installation of a commercial dishwasher to comply with current food safety standards.	\$1000
Armidale Aboriginal Community Garden	Production and installation of educational signage in Anaiwan, Gunmbaynggirr, Dunghutti and Kamilaroi language throughout the garden.	\$1000
Armidale Tree Group	Contribution to Black Gully Festival 2018	\$1000
United Hospital Auxiliaries of NSW Inc. – Armidale Branch	Purchase of a new, larger fridge for the Armidale Hospital Kiosk to assist in the delivery of a new Healthy Choices project.	\$557
Armidale Men's Shed	Purchase of an Exercise Bike to be used in exercise programs at the Men's Shed.	\$797
Armidale Athletic Club Inc.	Assistance to deliver Athletics NSW training in Armidale for members to become trained recreational running coaches.	\$1000
Bangladesh Cultural Society of New England	Contribution to Victory Day Celebration (Bijoy Dibosh) on 16 December 2018.	\$1000
TOTAL		\$11,119

Background

Armidale Regional Council advertised and accepted applications for Round One – 2018-2019 Community Small Grants Program.

Key Issues and Risks

The Grants Program closed on Friday 5 October 2018. Twelve (12) applications were received and assessed by a panel to allocate funding. The applications received all demonstrated value to the community through the project outcomes that each applicant proposed.

Integrated Planning and Reporting Framework

Community Strategic Plan 2017-2027: Our People & Community
Delivery Program 2018-2021

P2 – Events and cultural activities provide the community with an opportunity to celebrate the unique culture and lifestyle of the region

P2.4 – Support and empower the community to deliver community initiatives that improve the lives of residents and visitors to the region

Operational Plan 2018-2019

P2.4.2 Community Assistance Grants s356

Stakeholder Engagement

A media release was issued and information provided on the council website. The assessment panel included one Councillor and two Council Staff. Applicants were advised of the assessment panel meeting and a report to go to the Council meeting.

Financial Implications

\$30,000 has been allocated for the Community Small Grants Program in the 2018-2019 annual budget. No funds have been expended from this allocation to date. A second round of Community Small Grants will be opened early in 2019 for allocation of the remaining funds. The recommended projects in this First Round total \$11,119, leaving a balance of \$18,881 for allocation in Round Two.

Next Steps

Applicants will be advised of the outcome.

Item: 12.2 **Ref:** AINT/2018/23659
Title: FOR DECISION: Amendment to 2018/2018 fees and charges, Guyra
Preschool and Long Day Care Centre and Guyra OSHC. **Container:**
ARC17/2469
Author: Amanda Campbell, Preschool Nominated Supervisor
Attachments: Nil

RECOMMENDATION:

- a) That Council endorse the proposed amendments in it's 2018/19 Fees and Charges proposed to take effect from 1 January 2019, for public exhibition in accordance with the Local Government Act.
- b) That a further report addressing the matters raised though the public exhibition period be brought back to Council for consideration prior to finalising the proposed amended fees. Should no submissions be received, the proposed and advertised amendments be adopted and implemented from 1 January 2019 without a further report to Council.
- c) That Council increase the daily attendance fee for each of the 3 age groups at the Guyra Pre School and Long Day Care Centre by \$1 per day in each group and Council increases the daily attendance fee for Guyra OSHC Vacation Care by \$4 per day. The proposed fees from 1 January 2019 are:

Date	Daily fee Increase	3-6 year old daily fee	2-3 year old daily fee	0-2 year old daily fee
1/1/19	\$1.00	\$74.00	\$77.00	\$80.00

Date	Daily fee Increase	Vacation Care daily fee		
1/1/19	\$4.00	\$60.00		

Background:

Guyra Preschool and Long Day Care Centre and the Guyra OSHC – Vacation Care reviews enrolment fee charges every 12 months. This enables a consistent approach to steadily increasing fees to help cover centre expenses.

The Centre provides care in the following areas:

- 3 – 6 Year olds;
- 2 – 3 year olds;
- 0 – 2 Year olds;
- 6 – 12 Year olds; vacation care.

Following the centres recent financial review, it is recommended that an increase in the current 2018/19 adopted fees and charges for attendance at the Guyra Preschool and Long Day Care Centre and the Guyra OSHC – Vacation Care, be applied from 1 January 2019 as outlined below:

Preschool and Long Day Care

Date	Daily fee Increase	3-6 year old daily fee	2-3 year old daily fee	0-2 year old daily fee
1/1/19	\$1.00	\$74.00	\$77.00	\$80.00

Vacation Care

Date	Daily fee Increase	Vacation Care daily fee		
1/1/19	\$4.00	\$60.00		

Last financial year the average daily cost to provide Preschool and Long Day Care and Vacation Care services is calculated to be \$102.80 per child. The average daily income for these services is calculated to be \$83.50 per child.

Key Issues and Risks

Council undertakes a review of its annual Fees and Charges during February and March each year for the following financial year. However, throughout the year circumstances arise which warrants an immediate review, whether this is through operational needs or the need to establish a new or amend a fee or charge as the case may be.

The Guyra Preschool and Long Day Care Centre and Guyra OSHC reviews its fees and charges annually. A recent review has been undertaken and it is recommended that a small increase be applied across the centre’s operation. These increases have been checked against other Centres in the area and the proposed increases are generally inline with the average fees and charges. Historically both services have increased the fees and chargers by the same or similar increments in the past.

To ensure the new or amended fees are lawful Council must follow the public consultation process as prescribed before it may finally adopt the new or amended fees.

It is proposed that the commencement date of the amended fees will be 1 January 2019, to align with the start of the new school year.

The modest increase is not likely to cause any undue concern within the community for the provision of excellent child care services.

Integrated Planning and Reporting Framework

Within the “Our People and Community” Strategic Plan, the Outcomes identify the meetings of our communities needs, provision of services and facilities.

This report supports this Strategic Direction.

Our People and Community	
Community Outcome 1	Community services and facilities meet the needs of the community
Community Outcome 2	Events and cultural activities provide the community with an opportunity to celebrate the unique culture and lifestyle of the region
Community Outcome 3	Services are provided to ensure inclusiveness and support the vulnerable members of our community
Community Outcome 4	Services and activities are provided for all ages and segments of our community to promote life-long learning, healthy living and community well-being

Stakeholder Engagement

As required by the Local Government Act, the proposed amended fees must be publicly advertised which provides the mechanism for community engagement and feedback.

Once Council endorses the proposed amendments a public exhibition process must be followed. Following the exhibition Council must consider all submissions received before adopting the new and amended fees and charges.

Financial Implications

The revenue streams of Council are achieved through numerous avenues. Fees and Charges are an important income stream and it is essential that Council monitor such fees to support financial sustainability of our services.

Over the last financial year the total cost to run the Guyra Preschool and Long Day Care Centre, including Guyra OSHC, was \$930,541. The income raised from providing this service was only \$605,286. This equates to an overall loss of \$325,255, which must be subsidised by ratepayers.

The instances identified in this report propose that these adjustments are made to the fees for attendance at the Guyra Preschool and Long Day Care Centre including Guyra OSHC to reduce the need for significant increases in the future.

While the changes to fees provide a minor increase to the overall income and will not cover the total shortfall, it is anticipated that the small increase to fees will be more for manageable families to accommodate.

Next Steps

Once Council endorses the proposed new and amended fees and charges, a public exhibition process must be followed. A further report will be prepared should submissions be received during the exhibition period and presented to a future Council meeting.

Item:	12.3	Ref: AINT/2018/24693
Title:	FOR DECISION: Adoption of Armidale Regional Aboriginal Advisory Committee Terms of Reference	Container: ARC16/0605
Author:	Aimee Hutton, Interim Program Leader Community Services	
Attachments:	1. Armidale Regional Council Aboriginal Advisory Committee - Terms of Reference - November 2018	

RECOMMENDATION:

- a) **That the Armidale Region (Gayinyaga) Aboriginal Advisory Committee be renamed the Armidale Regional Aboriginal Advisory Committee; and**
- b) **That the Terms of Reference for the Armidale Regional Aboriginal Advisory Committee be adopted.**

Background:

At the Ordinary Council meeting held on 25 October 2017, Council resolved the following (Minute No 270/17):

"...That the Gayinyaga Aboriginal Advisory Committee be retained and the following items be workshopped: a) That the Armidale Region Aboriginal Advisory Committee be established".

At the Ordinary Council meeting held 22 November 2017, Council further resolved the following (Minute No 309/17):

*".....b) That Councillors be appointed to each of the following committees: - Gayinyaga Aboriginal Advisory Committee (One Councillor)
.....d) That the Gayinyaga Aboriginal Advisory Committee be renamed the Armidale Region Gayinyaga Aboriginal Advisory Committee, and that a discussion paper be developed to enable consultation with the ATSIC people of Armidale, Guyra and Tingha, on the preferred governance and engagement model for the future."*

Council further resolved that Councillor O'Brien be appointed to the Gayinyaga Aboriginal Advisory Committee.

Key Issues and Risks

The Terms of Reference are designed to set the rules of engagement for the Committee. They are written to provide guidelines and support to assist the Committee members.

Following feedback from the community it is also recommended the name of the regional committee be changed to the Armidale Regional Aboriginal Advisory Committee. Each sub-committee may elect to adopt a traditional name relevant to their respective area.

Integrated Planning and Reporting Framework

Community Strategic Plan – Leadership for the Region

L4 Strategic Capacity – Council has the strategic capacity to understand the key issues for the region both now and in the future.

L4.1 Government Partnerships - Council initiates and fosters strong partnerships with all levels of government, peak bodies and agencies and the community

Stakeholder Engagement

The Aboriginal Advisory Committee Community Engagement Report was compiled after the first round of community meetings in Armidale, Tingha and Guyra earlier this year.

From this engagement round it was ascertained that the best supported structure for the Aboriginal Advisory Committee would be a two-tiered structure. The structure would be that Sub-committees meet in Armidale, Guyra and Tingha bi-monthly and one or two representatives from each of these sub-committees would attend bi-monthly regional meetings in the alternating months. These regional meetings would rotate between Armidale, Guyra and Tingha and the advisory committee would report to Council bi-monthly, the collective feedback from across the region.

This proposed structure was communicated to residents in Armidale, Guyra and Tingha as part of Round 2 of the engagement strategy during September, and this structure was agreed.

Staff have been involved in the drafting of the Terms of Reference. Feedback from the community consultation meetings have been taken into consideration, particularly in relation to cultural sensitivity.

Financial Implications

There are no financial implications identified at this stage.

Next Steps

Invitations to be extended to community members for membership of the sub-committees and Sub-committee meetings and advisory committee meeting dates to be set.

Item: 13.1 **Ref:** AINT/2018/24218
Title: FOR INFORMATION: Cash & Investment Report For October 2018
Container: ARC18/2774
Author: Deborah Walls, Accountant
Attachments: 1. Cash & Investment Dashboard - October 2018

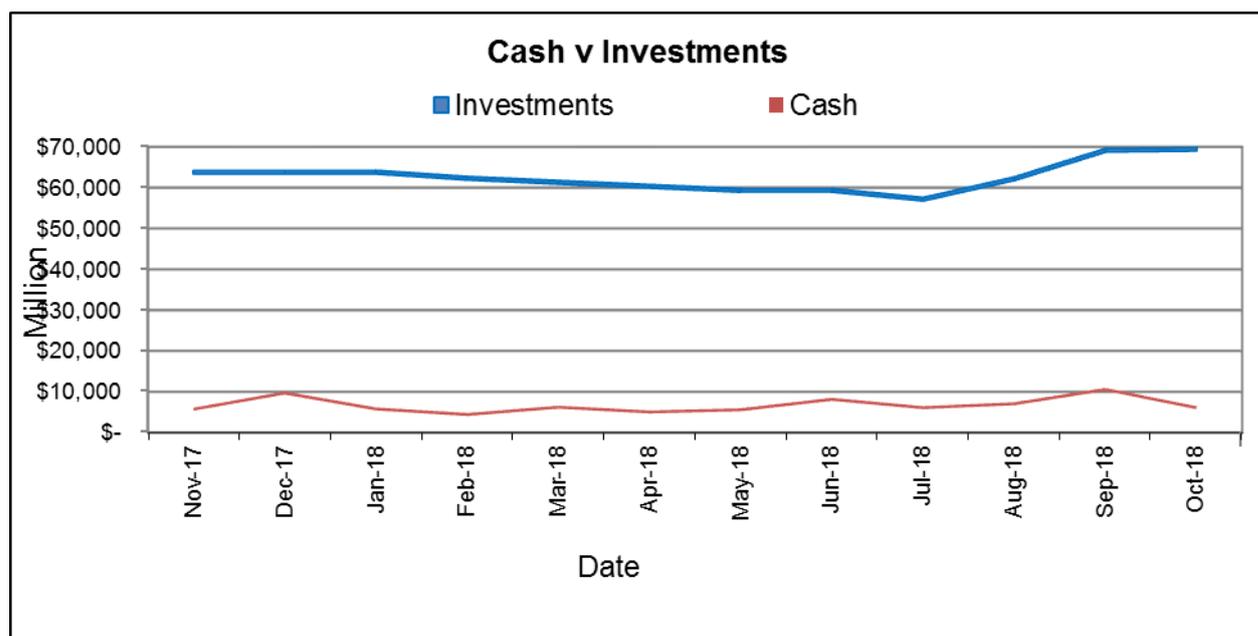
RECOMMENDATION:

That Council note the Cash and Investment Report, as at 31 October 2018, reporting investments held of \$69,649,488 and a consolidated Bank Account balance of \$982,666, excluding the Trust Fund.

Background

Cash and Investments for the month of October 2018.

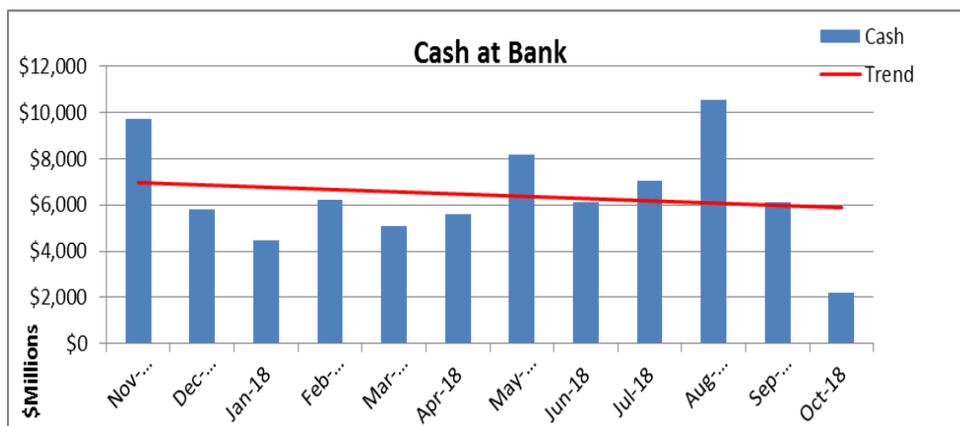
The following is the cash and investment particulars for the period 1 October 2018 to 31 October 2018. At the end of the August period, Council held **\$69,649,488** in investments and a consolidated bank account balance of **\$982,666**, excluding the Trust Fund.



Cash

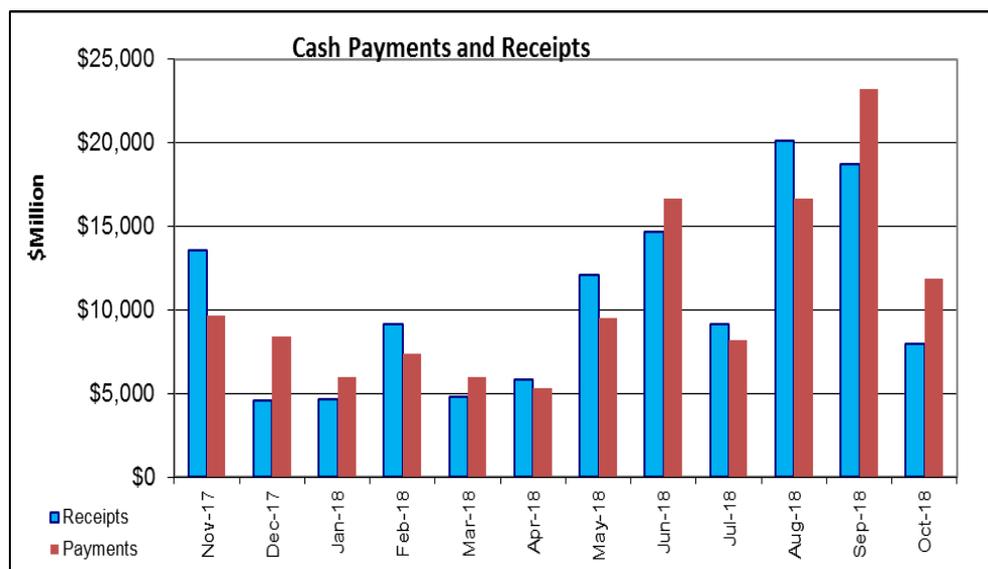
Council's bank account balance as per bank statements at the end of the period 31 October 2018 are as follows:

Bank Accounts	October 2018	September 2018 comparative	Movement
General Fund	\$982,665.97	\$4,875,652.32	(\$3,892,986.35)
Trust Fund	\$1,232,069.33	\$1,230,017.55	\$2,051.78
Total Bank Balance	\$2,214,735.30	\$6,105,669.86	(\$3,890,934.56)



During the month the following cash flows occurred.

	October 2018 (\$million)	September 2018 Comparative (\$million)
Receipts	\$7,976.25	\$18,693.34
Payments	\$11,867.19	\$23,164.99



During October a meeting was held with NAB Business representatives to ensure that NAB is providing services which the Council requires. After these discussions with NAB, the set up and function of the NAB accounts will slightly change. This will ensure that the most amount of funds is held in the highest interest rate account. This allows the General account to hold only the required amount of funds for daily cash flow purposes. This is reflected in the "Cash at Bank" chart above, which shows that the balance of Cash at Bank is lower. The excess cash has now also been invested.

Another minor change to the bank account structure saw the Guyra Trust Account rolled into the Armidale Trust account and Guyra closed. This will allow efficiency by only running a single Trust registry and to ease year end reporting requirements. In the coming month, it is anticipated that the Guyra General Bank Account will also be closed.

Investments

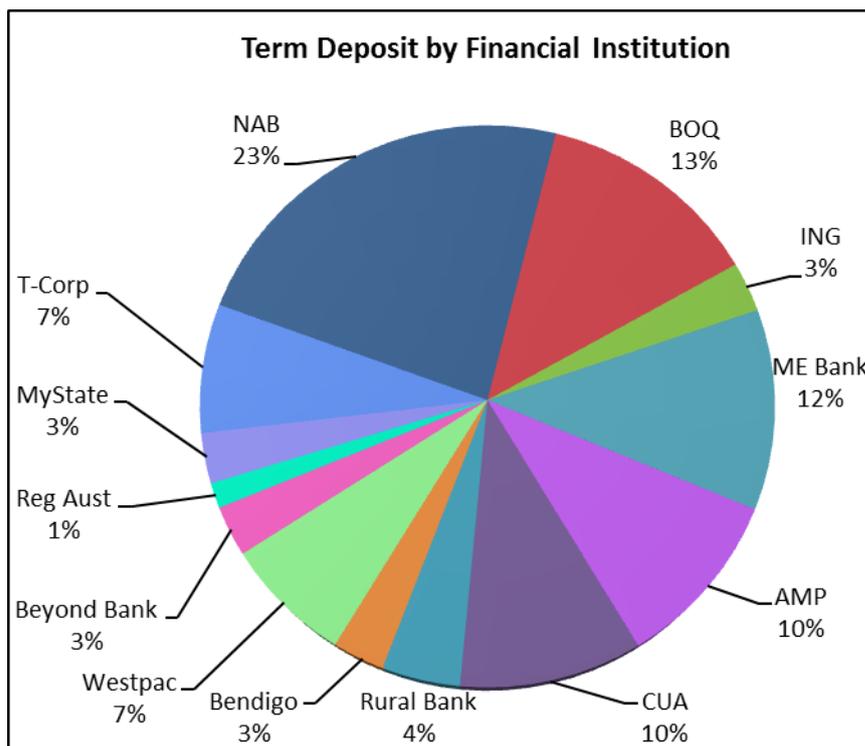
At the end of October 2018 Council held \$69,349,488.47 in investments. This is an increase of \$216,488.47 from the end of September 2018. Investments remained relatively stable during October. An additional \$1 Million was invested with Credit Union Australia from the excess cash at bank

Opening Balance at the beginning of the Period	\$69,133,477.04
Additional funds transferred from General Account	\$ 865,075.90
Funds transferred to General Account	(\$1,081,546.37)
Closing balance at the end of the Period	\$69,649,488.47

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 27th July 2016). It should be noted that the investment Policy is currently under review.

Investment Register

Institution	Market Value	% of Portfolio	Average Interest Rate
<u>Term Deposits</u>			
	\$7,000,000.00	10.09%	2.77%
AMP			
Bendigo Bank	\$2,000,000.00	2.88%	2.60%
Beyond Bank	\$2,000,000.00	2.88%	2.80%
Bank of Queensland	\$9,000,000.00	12.98%	2.69%
Credit Union Australia	\$7,000,000.00	10.09%	2.74%
ING	\$2,000,000.00	2.88%	2.56%
ME Bank	\$8,000,000.00	11.54%	2.67%
MyState	\$2,000,000.00	2.88%	2.68%
NAB	\$13,565,824.00	19.56%	2.63%
Regional Australia Bank	\$1,000,000.00	1.44%	2.65%
Rural Bank	\$3,000,000.00	4.33%	2.68%
Westpac	\$5,000,000.00	7.21%	2.55%
Total Term Deposits	\$60,565,824.00	88.78%	2.68%
<u>High Interest Savings Accounts</u>			
T-Corp Hour Glass Account	\$5,156,882.12	7.44%	
High Interest Savings Account	\$2,626,782.35	3.79%	
Total High Interest Savings Accounts	\$7,783,664.47	11.22%	
Total Investment Portfolio	\$69,349,488.47	100%	



Rating	Amount	% of Portfolio	Inside Investment Policy Range
A1+	\$18,565,824	30.16%	Yes
A1	\$9,000,000	14.62%	Yes
A2/BBB+	\$14,000,000	22.74%	Yes
A2/BBB/BBB-	\$19,000,000	30.86%	Yes
Unrated	\$1,000,000	1.62%	Yes

Key Issues and Risks

An Investment Report is required by legislation to be tabled at the monthly Ordinary Meeting of Council. Council's financial position is a key component in its economic sustainability in the future.

The Investment Policy covers aspects of risk associated with interest rates and bank security.

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 October 2018 – 31 October 2018

All of Council's investments for the period ending 30 October 2018 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

That 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.

Item: 13.2 **Ref:** AINT/2018/22834
Title: FOR INFORMATION: Procurement - Acceptance of Tenders Under CEO Delegated Authority as at 30 September 2018 **Container:** ARC17/2016
Author: Peter Wilson, Program Leader Governance, Risk and Legal
Attachments: Nil

RECOMMENDATION:

That Council note the report on the acceptance of tenders, under the CEO delegated authority to accept tenders with a contract value of up to \$500,000, up to 30 September 2018.

Background:

The introduction of the Local Government Amendment (Governance and Planning) Bill 2016, resulted in changes to Section 377 of the Local Government Act 1993 (the Act) regarding the general power of the council to delegate. The Act now provides the Council with the ability to delegate acceptance of most types of tenders to the CEO.

Council subsequently resolved that the CEO be delegated the acceptance of tenders, up to the value of \$500,000, where all other tender requirements of the Act and Local Government (General) Regulation 2005 (the Regulation) are met.

Key Issues and Risks

Section 55 of the Act and Part 7 of the Regulation sets out all of the statutory requirements for a Council to procure goods and services through Tendering. Previously Section 377 of the Act expressly denied delegation of acceptance of tenders:

General power of the council to delegate

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:

- (i) the acceptance of tenders which are required under this Act to be invited by the council.*

The changes to the Act that were introduced through the Local Government Amendment (Governance and Planning) Bill 2016 have resulted in the following replacement Section:

General power of the council to delegate

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:

- (i) the acceptance of tenders to provide services currently provided by members of staff of the council.*

It should be noted that the delegation excludes acceptance of tenders for services currently provided by members of staff of the council (which could therefore result in a reduction of staff positions, or increase operational resourcing), and the Regulation still requires a Council resolution where tenders for a proposed contract are not accepted and an alternate option is required, as per Regulation 178.

Integrated Planning and Reporting Framework

Community Strategic Plan – Leadership for the Region

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

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

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

Stakeholder Engagement

The Executive Leadership Team (ELT) considers all tenders and minutes the CEO determinations and all tenders approved under delegation will be reported to council quarterly.

This report was deferred from the April Council Meeting and is resubmitted for information.

Financial Implications

The delegated authority has reduced the amount of tendering reports that are required to go to Council for a resolution, and has also resulted in a faster procurement process. This assists service providers and operational activities, by ensuring a more efficient process, where appropriate.

Tenders approved under delegated authority up to March 2018 are:

- Upgrade Pivot Irrigation & Telemetry Control at Armidale Effluent Reuse Farm – Pivot Irrigation & Pumping - \$285,933
 - Water Service Line Replacement – Dundalk - \$70,620
 - Provision for Legal Services – Legal Panel - \$ Schedule of Rates
 - Design & Install Solar Voltaic Arrays at various Council sites – Epho Pty Ltd - \$363,866
 - Cluny Road Upgrade – Ducats Earthmoving - \$221,133
 - CCTV Inspection of Sewer & Stormwater Mains – Flowpro - \$280,159
 - Design of internal water & sewer reticulation at Airport – Coastal Works (Coffs Harbour City Council) - \$433,921
- [Note that Section 55 Local Government Act – What Are The Requirements For Tendering? does not apply to a contract entered into by a council with another council s55(3)(c)]

Tenders approved under delegated authority up to June 2018 are:

- Main Road 76 Guard Rail Upgrade and Repair Program - \$166,397
- Culvert on Regional Road – relining of existing twin cell corrugated steel culvert with new structural lining according to RMS request - \$341,004
- Electrical Installation New England Highway Roundabout Armidale Airport - \$292,905

There were no Tenders approved under delegated authority in the quarter July - September 2018.

Next Steps

The quarterly report for December 2018 will be submitted to the February 2019 Council meeting for information.

Item: 13.3 **Ref:** AINT/2018/23514
Title: FOR INFORMATION: Disclosure of Interest by Councillors and Designated Persons 2018 **Container:** ARC16/0662
Author: Peter Wilson, Program Leader Governance, Risk and Legal
Attachments: Nil

RECOMMENDATION:

That Council note the Register of Disclosures by Councillors and designated persons for the period July 2017 – June 2018, as tabled.

Background

The purpose of this report is to table Declaration of Interest Returns, in compliance with the provisions of Section 450A of the NSW Local Government Act 1993 (Act), in relation to the keeping of a register of, and the tabling of, pecuniary interest forms by Councillors and designated persons.

Key Issues and Risks

Section 449(3) of the Local Government Act 1993 requires Councillors (and designated persons), who hold that position on 30 June in each year, to lodge a "Disclosures by Councillors and Designated Persons Return". All Councillors who held office at 30 June and designated persons should have lodged such a return with the CEO by 30 September 2018.

The purpose of these provisions is to ensure transparency and accountability in local government decision making. The obligations upon Councillors, CEO, Senior Staff and other designated persons are as much a protection for them as it is for the community, in the review of Council's decisions, and one of the important mechanisms in enhancing public confidence in local administration.

Designated persons identified by Council include the CEO, Group Leaders (Senior Staff), all Service Leaders; staff authorised to order goods over \$55,000 (inclusive GST), staff involved in strategic planning, staff involved in assessing/issuing consents to development applications and staff involved in compliance/regulatory activities.

Integrated Planning and Reporting Framework

Community Strategic Plan 2017-2027 – Leadership for the Region
Delivery Program 2018-2021

L3 Organisational Health - Council demonstrates sound organisation health and has a culture which promotes action, accountability and transparency.

L3.4 Good Governance - 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

Sections 449 and 450A of the Local Government Act 1993 cover the compulsory lodgement of pecuniary interest annual returns. The Act details specific responsibilities of the CEO in relation to the collection, reporting, tabling and public accessibility of the returns.

Financial Implications

This is not applicable to this report.

Next Steps

Under the Act, the returns are to be tabled at the first Council meeting following the last day for lodgement.

Item: 13.4 **Ref:** AINT/2018/24124
Title: FOR INFORMATION: Monthly Financial Report October 2018
Container: ARC17/2209
Author: Kelly Stidworthy, Service Leader - Finance
Attachments: 1. Council Financial Report October 2018

RECOMMENDATION:

That Council note the Monthly Financial Report for October 2018.

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 is provided in the form of a summary report "Financial Results" and more detailed report "Income Statement" in the following formats:

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

General Fund

The General Fund is forecast to make an operating deficit of \$3.5 million at 30 June 2019. As at 31 October 2018, Council had an operating surplus of \$13.4 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 an operating deficit.

The net budget position represents the forecast cash impact of Council's operating and capital results for the year. Council has budgeted for a neutral cash impact in 2018-19 but this will only be achieved provided that expenditure remains within budget and that forecast revenues are achieved. It is important that Council remains within budget parameters in 2018-19.

Water Supply Fund

The Water Supply Fund is forecast to make an operating deficit of \$208k at 30 June 2019. As at 31 October 2018, Council had an operating surplus of \$1.7 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.

Council has budgeted for a negative cash impact in 2018-19 of \$5.5 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 \$162k at 30 June 2019. As at 31 October 2018, Council had an operating surplus of \$4.2 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.

Council has budgeted for a negative cash impact in 2018-19 of \$1.8 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 \$3.8 million at 30 June 2019. As at 31 October 2018, Council had an operating surplus of \$19.3 million 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 an operating deficit.

Council has budgeted for a negative cash impact in 2018-19 of \$7.3 million due to the requirement to undertake capital works for water and sewer. These works will be funded from the water and sewer supply reserve funds.

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.

Item: 13.5 **Ref:** AINT/2018/24161
Title: FOR INFORMATION: Home Support Services Strategic Plan 2016-2018
Container: ARC17/2273
Author: Aimee Hutton, Interim Program Leader Community Services
Attachments: 1. Home Support Services Completed Strategic Plan 2016-2018

RECOMMENDATION:

That Council note the completed 2016-2018 Home Support Services Strategic Plan.

Background:

While auspiced by Guyra Shire Council, Home Support Services (previously referred to as HACC) required a HACC Services Advisory Committee. An essential task of this Committee was to develop a Strategic Plan, and Home Support Services has been operating under this Strategic Plan since 2016.

The expiration date of this plan was 30 June 2018 and all action items have now been reviewed and action notes completed.

To comply with funding guidelines, Home Support Services now requires Council to note the completed report before it can be finalised in our quality review records.

Key Issues and Risks

It is a requirement to have this Strategic Plan noted by Council to ensure we remain compliant with funding guidelines and quality standards.

Integrated Planning and Reporting Framework

P3 - Services are provided to ensure inclusiveness and support the vulnerable members of our community

P3.1- Provide services and access to support home-based elderly residents and operate an aged care facility in Guyra for residents who can no longer remain in their own home

P3.1.2 - Provide Home Support Services (HSS) in Guyra

Stakeholder Engagement

Community, volunteer and client consultation is currently underway to assist in the completion of a new Strategic Plan for 2018-2020.

Financial Implications

Failure to remain compliant with funding guidelines and quality standards could jeopardise remaining funding.

Next Steps

Complete 2018-2020 Strategic Plan. Carry forward ongoing actions from 2016-2018 Strategic Plan and include new action items in consultation with staff, community, volunteers, clients and funding body.

Item: 16.1 **Ref:** AINT/2018/23515
Title: FOR DECISION: Minutes - Armidale Regional Sports Council - 8 May 2018 and 28 August 2018 **Container:** ARC16/0330
Author: Alex Piddington, Sports Coordinator
Attachments: 1. Minutes - Sports Council - 28 August 2018
2. Minutes - Sports Council - 08 May 2018

RECOMMENDATION:

- a) That the Minutes of the Armidale Regional Sports Council Committee meeting held on 08 May 2018 be noted;
- b) That the Minutes of the Armidale Regional Sports Council Committee meeting held on 28 August 2018 be noted;
- c) That Council note the funding applications to Tyler McCann, Chelsea Thornton, Katrina Reknow, Mia Emanuel, Lily Neilson and Tara Jane;
- d) That the following recommendation be adopted:
- i. That the amended Terms of Reference for the Armidale Regional Sports Council Committee be endorsed and that Council endorse the changes to the structure of the Armidale Regional Sports Council Committee, to disburse the two local Sub Committees and continue as the one functional Armidale Regional Sports Council Committee; and
- e) That the following Committee recommendation not be adopted and that Council work with the Committee to develop criteria to prioritise the grants in line with the annual Operational Plan:
- i. That in future Council staff, when putting forward projects for special funding i.e. Stronger Communities Grants, give first preference to those projects listed on the Armidale Regional Council Sports Council Priority List as the Sports Council is a 355 Committee of Council and one that reports to Council on such issues and as such should be given the support of Council when allocating funding, and this priority list has been put together on the recommendation of all the sporting bodies who use Council facilities.

Management Comment in respect to d)

The Armidale Regional Sports Council (Advisory Committee) membership was made up of two Councillors, two executives from the Guyra Sports Council and two executives from the Armidale Sports Council. Council staff have engaged with members of the former Guyra and Armidale Subcommittees.

Both the Armidale and Guyra Sports Councils (Sporting User Groups) have now been disbanded and the composition of the Advisory Committee has been increased from six to 12 members, including the 2 councillors.

The Armidale Regional Sports Council committee composition will now be made up of Councillors Widders (Chairperson) and Galletly, former Sports User Groups executive position holders – Steve McMillan, Mike Porter, Jess Sisson and Jason Campbell and six (6) community representatives, including a minimum of two youth representatives. The additional 6 community members will be appointed following the calling of Expressions of Interest.

The Terms of Reference have been amended to reflect the proposed changes to the Committee Structure.

Item: 16.2 **Ref:** AINT/2018/23516
Title: FOR DECISION: Minutes - Audit and Risk Committee - 18 September
2018 and 23 October 2018
Container: ARC16/0522-2
Author: Peter Wilson, Program Leader Governance, Risk and Legal
Attachments: 1. Minutes - Audit and Risk Committee - 18 September 2018
2. Minutes - Audit and Risk Committee - 23 October 2018

RECOMMENDATION:

- a) That Council note the Minutes of the Audit and Risk Committee meeting held on 18 September 2018, as there was no committee recommendations that require a council decision; and
- b) That Council note the Minutes of the Audit and Risk Committee meeting held on 23 October 2018 as there was no committee recommendations that require a council decision.

Item: 16.3 **Ref:** AINT/2018/24150
Title: FOR INFORMATION: Minutes - Community Wellbeing Advisory
Committee - 27 September 2018 and 25 October 2018 **Container:**
ARC16/1052
Author: Aimee Hutton, Interim Program Leader Community Services
Attachments: 1. Minutes - Community Wellbeing Advisory Committee - 27
September 2018
2. Minutes - Community Wellbeing Advisory Committee - 25 October
2018
3. Community Wellbeing Advisory Committee - Draft Action Plan
Priority List

RECOMMENDATION:

- a) That the Minutes of the Community Wellbeing Advisory Committee meetings held on 27 September 2018 and 25 October 2018 be noted;
- b) That the Draft Action Plan Priority List be noted; and
- c) That the following recommendation be adopted:
 - i. That Council provide information about sources of possible assistance to all residents along with notices for rates arrears; and
 - ii. That Council consider a potential role of a Drought Co-ordinator for the New England Joint Organisation of Councils.
- d) That the following recommendation not be adopted and that the matter be referred back to the Committee for clarification:
 - i. That Council contact Rotary and other organisations raising funds for drought relief, to offer assistance and a one stop shop for distributing funds and providing community assistance and information;

Item: 16.4 **Ref:** AINT/2018/24682
Title: FOR DECISION: Minutes - Traffic Advisory Committee meeting - 14th November 2018 **Container:** ARC16/0168
Author: Belinda Ackling, Personal Assistant
Attachments: 1. Minutes - Traffic Advisory Committee - 13 November 2018

RECOMMENDATION:

- a) That the Minutes of the Traffic Advisory Committee meeting held on Wednesday 4th November 2018 be noted; and
- b) That the following recommendations from the Traffic Advisory Committee Meeting be adopted:
- (i) That the Special Event Transport Management Plan for the Armidale Cycling Club's 2018 Weekly Races and Criterium be endorsed.
 - (ii) That the Armidale Cycling Club's notify residents along the proposed cycling routes, advising of the upcoming activities and the dates cyclists are expected to be on route.
 - (iii) That the Special Event Transport Management and the temporary road closure of Ruby Street Tingha, for the Tingha Tin Festival Parade on the 17 November 2018 be endorsed.
 - (iv) That the Special Event Transport Management Plan Guyra Christmas Party 2018 and associated road closures of Bradley Street between Mackenzie Street and Ollera Street between 12pm and 10pm on Friday 7th December 2018 be endorsed.
 - (v) That the temporary road closure requested for the Annual Armidale Campdraft 2019 of Canambe Street between Dumaresq and Kirkwood Street for the 25, 26 & 27 January 2019, be endorsed.
 - (vi) That the temporary road closures of Dangar Street between Rusden and Moore Street for the 'Christmas in the Mall 2018', Thursday, 29 November from 12noon until 10pm be endorsed.
 - (vii) That the temporary road closures requested for the Special Event Transport Management - New England Festival Event to be held 16 March 2019 be endorsed.
 - (viii) That the temporary road closure of Bradley St between Nincola and Moore Street for the Guyra Lamb and Potato Festival to be held on Saturday 19 January between 6.30am and 3.30pm be endorsed.
 - (ix) That the temporary road closure of Bradley St between Ollera and Mackenzie Street for the Guyra Lamb and Potato Festival to be held on Saturday 26 January between 6.30am and 3.30pm be endorsed.
 - (x) That it be noted that the Guyra Lamb and Potato Festival to be held at the Rotary

Park, Guyra located on the New England Highway a Road Occupancy Licence (ROL) has been approved by the RMS and a 40kph zone will be place for the section of New England Highway in Guyra between Wednesday 16 Jan – Sunday 27 January 2019.

- (xi) That the RMS investigate the traffic concerns for the Armidale Saleyards Precinct and report back to the December meeting.**
- (xii) That the Local Area Command be provided the traffic data and be requested to patrol Gordon Street.**
- (xiii) That the Loading Zone adjacent to the Westpac Bank in Faulkner Street be designated as a timed Loading Zone in keeping with Council standards of 8.30am – 6.30pm Monday to Friday and 8.30am -12.30pm Saturday.**