

Armidale

Regional Council

ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 29 June 2016
9am

at

Guyra Council Chambers

Members

Dr Ian Tiley, Administrator

AGENDA

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Mr David Bearup

Mr Trevor Esplin

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10.1 Waterfall Way Intersection Tender

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.

Item:	7.1.1	Ref: INT/2016/06575
Title:	DA-86-2016, 62 Jessie St ARMIDALE, Street Tree Removal	Container: DA-86-2016
Author:	Director of Planning and Environmental Services	
Attachments:	1. DA-86-2016 - Development Application - Proposed Carport - 62 Jessie Street 2. Street Tree Valuation 62 Jessie St 3. DA-86-2016 - 62 Jessie Street ARMIDALE NSW 2350 - Section 79C Assessment Sheet ADC - Miss C F Durham	
Proposal:	To remove a street tree associated with DA-86-2016.	
Property/Address:	62 Jessie Street, Armidale (Lot G in DP 22875)	
Applicant:	C F Durham	
Owner:	Ms Christine Frances Durham	
Zoning:	R1 – General Residential Zone	

GENERAL MANAGER'S ADVISORY NOTE TO:

- Councillors
- Applicant
- Persons making public submissions (written or verbal)
- Members of the Public

Record (Division) of Voting

In accordance with Section 375A(3) of the Local Government Act 1993, a Division is required to be called whenever a motion for a planning decision is put at a meeting of the Council or a Council Committee.

Relevant Planning Application

In accordance with Section 147(4) of the Environmental Planning and Assessment Act 1979, a person who makes a relevant planning application to Council is required to disclose the following reportable political donations and gifts (if any) made by a person with a financial interest in the application within the period commencing 2 years before the application is made and ending when the application is determined:

- a) All reportable political donation made to any local councillor of the Council; and
- b) All gifts made to any local councillor or employee of the Council.

Relevant Public Submission

In accordance with Section 147(5) of the Environmental Planning and Assessment Act 1979, a person who makes a relevant public submission to Council in relation to a relevant planning application made to the Council is required to disclose the following reportable political donations and gifts (if any) made by the person making the submissions or any associate of that person within the period commencing two years before the submission is made and ending when the application is determined:

All reportable political donations made to any local councillor of the Council;

- a) All reportable political donations made to any local councillor of the Council;
- b) All gifts to any local councillor or employee of the Council.

Disclosure of Reportable Political Donations and Gifts

Planning Applications – Nil

Public Submission – Nil

RECOMMENDATION:

- (a) That Council approve the removal of one street tree to accommodate driveway access for an existing dwelling at 62 Jessie St**
- (b) That a compensation payment of \$233.00 being the value of the tree be applied in accordance with Council's Urban Streetscape Policy for additional new street trees in the urban area.**

Introduction:

Development Application No. 86-2016 was lodged with Council on 3 May 2016 and seeks consent to erect a carport (and subsequently) gain driveway access off Jessie Street as opposed to the current driveway available off Donnelly St.

A small existing street tree, commonly known as a Chinese Pistachio, is located in the proposed driveway on Jessie Street. As a result, the Applicant has requested that the existing tree is removed. This matter has been brought for Council's consideration only.

It is proposed that the application be determined under delegated authority following consideration of the proposed removal of the street tree by Council.

Report:

Development Application No. 86-2016 was lodged with Council on 3 May 2016 and seeks consent to erect a carport (and subsequently) gain driveway access off Jessie Street as opposed to the current driveway available off Donnelly St. The purpose of this carport and driveway location is for safer ingress/egress to/from the site. The current driveway located at the Donnelly St frontage is steep, does not have dimensions to accommodate a new carport and maintain a forward-direction vehicle exit manoeuvre, and occurs on a section of Donnelly St that has difficult sight distances due to its topography.

A small existing street tree, commonly known as a Chinese Pistachio, is located in the proposed driveway on Jessie Street. As a result, the Applicant has requested that the existing tree is removed.

The Application was notified to the southern neighbour, being 64 Jessie St, for a two (2) week statutory period from 6 May 2016 to 20 May 2016. No submission was received from said neighbour.

Council's Urban Streetscape Policy (POL120) requires that the street tree assets may be removed for developments subject to Council approval and subject to a compensation payment equal to a valuation of trees.

The Urban Streetscape Policy outlines the rationale and procedure for compensating the community for the removal of street tree assets, see extract below:

Councils are required to value assets in accordance with Australian Accounting Board Standard 27 (AAS27). In addition, the National Strategy for Ecological Sustainable Development principles requires that environmental factors are included in the valuation of assets and services. Living assets such as trees have environmental and aesthetic values that should therefore be considered in any valuation method. The implementation of a valuation methodology for tree assets in public spaces:

- *Ensures the community is adequately compensated for the loss of street trees*
- *Increases an awareness of the intrinsic value of trees in the landscape and for the value placed upon trees for cultural benefit and tourism*
- *Can foster a sense of ownership of the urban forest by the local community*
- *Council has adopted Draft Australian and New Zealand Standard DR99307 (1999), Amenity Trees – Guide to Valuation as a basis for developing a value and replacement cost for the removal of a tree.*

An evaluation of alternatives to the removal of the tree concluded that it would not be possible to re-align the driveway to avoid the street tree. A safe distance requirement between Donnelly-Jessie St requires 6m horizontal distance between any driveway and said intersection. If the proposed driveway crossover were moved north of the existing site tree, the driveway crossover would be within 6m of the intersection. If the driveway crossover were to be located south of the street tree, the crossover would be of an insufficient width to accommodate the proposed driveway width for the double carport, due to the proximity of the neighbouring property's boundary and existing above-ground electricity/telecommunications pole.

As a result, a valuation of the tree has been prepared by Council's Civic and Recreation Services. In this regard, and with reference to the Draft Australian Standard 'Amenity Trees – Guide to Valuation' adopted within the Council's Urban Streetscape Policy, the street tree is valued at \$233. The valuation matrix for the street tree is attached.

It should be noted that the applicant is prepared to pay the applicable compensation payment should Council approve the removal of the tree.

Financial Implications:

Armidale's street trees are an asset owned by the community. The removal of tree assets requires a financial compensation payment equal to the valuation of the tree. The applicant is required to pay the valuation payment and the cost of tree removal, stump grinding and reparation of the site. There is no cost to Council and the compensation payment will be used for the establishment of new street trees.

Environmental Implications:

Loss of shade, shelter and aesthetic continuity of the streetscape are matters for consideration in the removal of any street tree. The valuation quantifies the environmental, aesthetic and social services (including tourism) provided by mature trees to the community. Immature trees have a lower value and do not adequately compensate for the loss of mature trees until they have reached maturity in perhaps 30 years.

Policy Issues:

The provisions of Council's Urban Streetscape Policy (POL120) are of relevance to the subject proposal to remove the street tree.

Social Implications:

The proposed development will provide safer vehicular access to 62 Jessie St. The vehicle crossover currently in place at Donnelly St frontage is proposed to be removed to ensure one access only is available to the site.

There is a potential loss of streetscape amenity for the community with the removal of a street tree. However, the subject tree is not considered to be of sufficient height, scale and form to visually impact on the streetscape of Jessie Street. The impact of the removal of the tree will be ameliorated by compensation allowing for the establishment of new street trees elsewhere.

Integrated Planning and Reporting Issues:

This report has been prepared in line with the Principle of "care and custodianship of the physical environment" under the Our Environment Key Element.

Risk Management Issues:

Removal of the tree would be undertaken in conjunction with other approved works within the road reserve which requires Risk Management considerations for pedestrians and the travelling public.

Legal Issues:

This report is in accordance with the process and procedure outlined in POL120.

Item: 7.2.1 **Ref:** INT/2016/06744
Title: New England Regional Art Museum Loan Agreement **Container:**
A02/0017-11
Author: Chief Finance and Information Officer
Attachments: 1. Letter from NERAM - 10 June 2016

RECOMMENDATION:

- a) **That NERAM - Armidale Community Cultural Reserve Trust continues to make payments until the outstanding debt on this debtor account is reduced to \$100,000.**
- b) **If this condition is met by NERAM, Council agrees to waive the remaining balance of \$100,000.**

Introduction:

The Administrator requested that this report be prepared for consideration. In October and December 2014 Armidale Dumaresq Council considered requests from the board of NERAM to extend terms with reference to the long term debt it incurred with Council in 2006. Council entered into a new agreement with NERAM to pay down the debt.

In June 2016 Council received a letter from Mr Andrew Murray Chair of NERAM dated 10 June 2016 requesting Council consider waiving the remainder of the debt that they have with Council.

Report:

In the letter, NERAM advise the debt started at \$400,000 as the value of "voluntary contributions made to the Museum between 2005 and 2008". NERAM recognise that they have since paid off \$253,000 and have \$147,000 still to pay.

A review of the NERAM debtor account 50320.1, which is in the name of Armidale Community Cultural Reserve Trust, shows that the debt which was raised in July 2006 was \$454,651.97.

Additional invoices added to the account were:

- \$8,200 for repairs to the roof of NERAM was issued 9 March 2007.
- \$1,650 for the preparation of Valuation Report issued 9 May 2008. Paid 8 July 2008.
- \$16,500 for Repayment of Arts NSW Grant
- Between 1 July 2006 to 22 June 2016 the payments received from Armidale Community Cultural Reserve Trust total \$328,529.64. The current outstanding account is \$152,472.82.

Financial Implications:

Council will need to budget for this cost if the \$100,000 amount is triggered.

Environmental Implications:

Not applicable.

Policy Issues:

Not applicable.

Social Implications:

Not applicable.

Integrated Planning and Reporting Issues:

Not applicable.

Risk Management Issues:

Not applicable.

Legal Issues:

Not applicable.

Item:	7.2.2	Ref: INT/2016/06745
Title:	Armidale Regional Sports Council Funding	Container: A02/0139-5
Author:	Chief Finance and Information Officer	
Attachments:	Nil	

RECOMMENDATION:

That the new annual Sports Council funding methodology be fixed at 120% or \$65,000, the equivalent of the historical average combined spend in Armidale and Guyra for facilities administered by the Sports Council and that this amount is indexed with CPI for subsequent years.

Introduction:

The former Armidale Dumaresq and Guyra Shire Councils had in place an agreed methodology which was not consistent. With the recent merger to Armidale Regional Council a new method needs to be formulated to provide consistent and regular funding.

Report:

Based on the average funding to both Sports Councils for the past 5 years, and a factor for now being a 'regional' council, a fixed amount of \$65,000 per annum has been calculated for the 2016-17 financial year.

This amount will form Council's annual contribution on top of any levies or user charges. The amount of \$65,000 will be indexed to the CPI for subsequent years.

Financial Implications:

Sports Council contributions are currently funded. This methodology will apply greater certainty and control for all stakeholders.

Environmental Implications:

Not applicable.

Policy Issues:

Not applicable.

Social Implications:

Not applicable.

Integrated Planning and Reporting Issues:

Not applicable.

Risk Management Issues:

Not applicable.

Legal Issues:

Not applicable.

Item: 7.2.3 **Ref:** INT/2016/06580
Title: Adoption of Plans under the Integrated Planning and Reporting Framework and Making the Rates **Container:** ARC16/0006
Author: Chief Finance and Information Officer
Attachments: 1. Armidale Regional Council Draft Operational Plan
 2. Submissions to the Operational Plan 2016-17

RECOMMENDATION:

That in relation to the report "Adoption of Plans under the Integrated Planning and Reporting Framework and the making of Rates for 2016-2017" Council make the following determinations:

- (a) That the one year Operational Plan and Budget listed in the below table with an operating consolidated surplus of \$813,000 including an operating deficit in the General Fund of \$608,000, Operating Surplus in Water Fund of \$1.007m and Operating Surplus in Sewer Fund of \$414,000 be adopted. Additionally included in the General Fund result are the following amendments; \$100,000 debt waiver for NERAM and recurrent funding of \$65,000 per annum to the Sports Council for the purpose of improvements to sporting fields across Armidale Regional Council.

2016/17 Year	General Fund (,000)	Water Fund (,000)	Sewer Fund (,000)	Consolidated (,000)
Operating Income	61,463	9,967	6,321	77,749
Operating Expenditure	47,458	8,561	5,652	61,669
Operating Result before capital Movements	14,006	1,407	669	16,081
Less capital grants and Contributions	-	-	-	-
	14,613	400	255	15,268
Operating result after capital Movements (Surplus/Deficit)	-608	1,007	414	813
Capital Expenditure	39,902	6,163	3,386	49,450

- (b) That the 2016-2017 revenue policies for rates, fees and charges be adopted
- (c) In accordance with Division 5 Clause 211 (2) of the *Local Government (General) Regulation 2005*, Council approve expenditure and vote funds as detailed in the 2016-2017 Operational Plan.
- (d) That in relation to Ordinary rates, Council apply the 1.8 % rate increase as determined by IPART and pursuant to Section 494 of the *Local Government Act 1993*, Council make and levy the following ordinary rates for the year 1 July 2016 to 30 June 2017:

Rate Type and Category	Base Amount \$	Base Amount %	Ad Valorem Rate in \$	Estimated Yield PA \$
Ordinary Rates				
<u>Residential Category</u>				
Residential - Armidale	467.60	45	0.005121	8,328,510
Residential - Armidale Non Urban	485.00	46	0.002592	1,114,784
Residential - Wollomombi	200.00	41	0.013665	8,347
Residential - Ebor	200.00	40	0.009390	7,552
Residential - Hillgrove	200.00	36	0.014572	52,300
Residential - Guyra	238.00	49	0.004074	449,795
Residential - Tingha	242.50	49	0.060940	139,580
Residential - Village	182.00	49	0.005174	47,554
Residential - Guyra Non Urban	258.80	49	0.002444	99,302
<u>Business Category</u>				
Business - Armidale	791.00	20	0.011466	1,597,396
Industrial - Armidale	882.20	20	0.011466	708,096
Business - Armidale Non Urban	737.30	44	0.003830	40,209
Business - Guyra	409.80	49	0.007465	81,956
Business -Tingha	258.60	47	0.055189	16,504
Business - Village	106.70	44	0.003259	3,636
<u>Farmland Category</u>				
Farmland - Armidale	1,321.60	42	0.002522	2,664,660
Farmland -Armidale City	1,261.00	43	0.002522	20,461
Farmland - Guyra	468.00	20	0.002582	1,944,826
Farmland - Guyra Intensive	1,146.90	20	0.009499	11,470
<u>Mining Category</u>				
Mining - Armidale	995.30	19	0.029420	58,934
Mining - Guyra	252.30	41	0.013358	3,077

- (e) During the 2016/2017 financial year that a review of the rating categories be conducted using a modified process and that a new Revenue Policy be formulated in consultation with stakeholders.
- (f) That in relation to water supply charges and pursuant to Sections 501 and 502 of the *Local Government Act 1993*, Council make and levy the following charges for Water Supply Services for the year 1 July 2016 to 30 June 2017:

Charge Type and Category	Standing Charge \$	Unit Charge \$	Estimated Yield PA \$
Water Service Charges			
Armidale Service Charge	220.00		1,988,140
Guyra Service Charge	320.00		335,680
Tingha Service Charge	320.00		97,920
Water Consumption Charges			
Armidale Residential Consumption		0-100kl @ \$2.47 101-250kl @ \$3.28 >250kl @ \$3.73	4,459,279
Armidale Commercial Consumption		0-100kl @ \$2.47 101-250kl @ \$3.28 >250kl @ \$3.73	801,975
Armidale Non-Rateable Consumption		\$3.43/kl	1,363,229
Armidale Non-Profit Sporting		\$2.52/kl	114,257
Armidale Untreated Water Consumption		0-100kl @ \$1.20 101-250kl @ \$2.14 >250kl @ \$2.63	139,992
Armidale Dialysis Users Consumption		0-25kl -No Charge 26-100kl @ 2.29 101-250kl @ \$3.07 >250kl @ \$3.72	196
Guyra Consumption Charge (6 monthly basis)		0-200kl @ \$1.65 201-500kl @ \$1.97 >500kl @ \$2.08	723,566
Tingha Consumption Charge (quarterly basis)		0-100kl @ \$1.65 101-250kl @ \$1.97 >250kl @ \$2.08	70,510
Guyra Dialysis Users Consumption (6 monthly basis)		0-50kl - No Charge 51-200kl @ \$1.60 201-250kl @ 1.90 >250kl @ 2.00	250
Tingha Dialysis Users Consumption (quarterly basis)		0-25kl - No Charge 26-100kl @ \$1.60 101-400kl @ 1.90 >400kl @ 2.00	-

**** Note for water:**

Average % increase for ADC – 2.33%

Average % increase for GSC – 4.14%

Average % increase for ARC 3.21%

(The NSW Office of Water Best Practice Pricing Guideline requires Council to adopt appropriate water consumption charges that reflect the user pays principle. Best practice water supply

pricing requires utilities to provide strong pricing signals to encourage efficient water use, with a target that 75% of income is generated from consumption charges. Guyra water consumption charges have increased by a larger percentage this financial year to move closer to the NSW best practice target. Comment taken from original GSC Revenue policy.)

(g) That in relation to sewerage service charges pursuant to Section 501,502 and 551 of the Local Government Act 1993, Council make and levy the following rates and charges for sewerage services for the year 1 July 2016 to 30 June 2017:

Charge Type and Category	Standing Charge \$	Unit Charge \$	Estimated Yield PA \$
Sewerage Charges			
Armidale - Occupied	388.00		3,032,996
Armidale - Unconnected	194.00		1,164
Guyra - Occupied	615.00		506,145
Guyra - Unconnected	400.00		28,400
Tingha - Occupied	430.00		97,180
Tingha - Unconnected	132.00		2,508
Armidale Multiple Sewerage Charges			
Flats/Units		346.00	352,574
WC's - Hotels, Motels		127.00	70,866
WC's - Colleges, etc		127.00	127,889
WC's - Hospital		57.00	6,612
WC's - Schools, Churches		57.00	41,553
WC's - Non-Rateable		114.00	40,014
Urinals - Rateable		54.00	2,484
Urinals - Non-Rateable		54.00	16,200
Guyra Multiple Sewerage Charges			
Commercial/Flats & Units 1 st WC/Urinal		615.00	Included in above Guyra Service Charge
2-6 WC/Urinals		259.00	27,713
Each additional WC/Urinal		135.00	9,450
WC's Non-Rateable		135.00	18,225
Tingha Multiple Sewerage Charges			
Commercial Single		430.00	Included above Tingha Service Charge
Commercial Duplex		860.00	-

Rate Type and Category	Minimum Rate \$	Ad Valorem Rate in \$	Estimated Yield PA \$
Armidale Commercial Sewerage	388.00	0.0045	676,357

****Note for sewerage:**

Average % increase for ADC – 2.28%

Average % increase for GSC – 2.80%

Average % increase for ARC – 2.51%

- (h) That in relation to waste management charges pursuant to Sections 496, 501 and 502 of the *Local Government Act 1993*, Council make and levy the following annual charges for waste management services for the year 1 July 2016 to 30 June 2017:

Charge Type and Category	Standing Charge \$	Unit Charge \$	Estimated Yield PA \$
Armidale Waste Charges			
Domestic Waste Management		321.00	2,987,868
Additional Red Lid Service		109.00	19,620
Additional Green Lid Service		53.00	6,731
Vacant Waste Management	109.00		39,894
Commercial Waste Management		310.00	253,890
Comm. Organic Fortnightly Service		121.00	968
Comm. Weekly Organic		173.00	1,038
Comm. 2 x Weekly Organic		277.00	-
Comm. 3 x Weekly Organic		381.00	1,905
Additional Comm. Organic		52.00	-
Commercial Recycling		121.00	363
Rural Waste Management	107.00		110,103
New Landfill Charge	147.00		1,577,751
Guyra Waste Charges			
Domestic Waste (240lt) & Recycling Service		440.00	175,560
Domestic Waste (140lt) & Recycling Service		267.00	224,280
Vacant Waste Management	62.50		10,500
Commercial Waste (240lt) & Recycling Service		504.00	63,504
Commercial Waste (140lt) & Recycling Service		310.00	6,200
Commercial Waste & Recycling Unoccupied	63.50		-

- (i) That in relation to stormwater management services (Drainage Charges) pursuant to Section 496 of the *Local Government Act 1993*, Council make and levy the following annual charge for stormwater management services for the year 1 July 2016 to 30 June 2017:

Charge Type and Category	Standing Charge \$	Unit Charge \$	Estimated Yield PA \$
Armidale Drainage Charge	50.00		431,600
Guyra Stormwater Management Charge	25.00		21,700

- (j) That in relation to interest on overdue rates and charges, Council make and impose the maximum charge for interest of 8% on overdue rates and charges as determined by the

Minister for Local Government pursuant to Section 566(3) of the *Local Government Act 1993*;

- (k) **That in relation to fees and charges for services provided by Council as described in the Revenue Policy 2016-2017 and Fees and Charges 2016-2017 be adopted pursuant to Section 502 of the Local Government Act 1993.**
- (l) **That Council staff be required to eliminate the projected \$608k General fund deficit by June 2017.**

Introduction:

Council called for submissions to its plans under the Integrated Planning and Reporting Framework.

Council is now able to consider the submissions received and the various planning documents and set the budget for the 2016/2017 year.

Report:

The Operational Plan is consistent with the requirements of the *Local Government Act 1993* and the *Local Government Regulations 2005*. The plan relates to the themes and objectives set out in Armidale Dumaresq and Guyra Shire's Community Strategic Plan, and in doing this, the principal activities have been identified for the year.

The Operational Plan has been prepared as a sub-plan of the Delivery Programs. It directly addresses the actions outlined in the Delivery Program. This year, however the structure and colours have changed following amalgamation.

The Operational Plan has financial information including the forecast budget results for each fund.

High level responsibilities have not been allocated at this stage as the organisational structure remains under consideration.

The IPR documents include a statement of Council's Revenue Policy which includes the following;

- A statement detailing income estimates
- Council's ordinary Rate Policy
- Council's Charges Policy
- Council's fee for services
- Council's pricing methodology; and
- Proposed borrowings.

There is a Rate Policy for 2016/17 included in the Revenue Policy and it meets the legislative requirements and best practice guidelines.

Rates

The final calculations for the 2016-2017 Rates Levy have been completed. In accordance with S 494 *Local Government Act 1993*, Council must declare the rate or charge for the year in which it is to apply.

Statement of Ordinary Rate for 2016-2017

Rate Type and Category	Base Amount \$	Base Amount %	Ad Valorem Rate in \$	Estimated Yield PA \$
Ordinary Rates				
<u>Residential Category</u>				
Residential - Armidale	467.60	45	0.005121	8,328,510
Residential - Armidale Non Urban	485.00	46	0.002592	1,114,784
Residential - Wollomombi	200.00	41	0.013665	8,347
Residential - Ebor	200.00	40	0.009390	7,552
Residential - Hillgrove	200.00	36	0.014572	52,300
Residential - Guyra	238.00	49	0.004074	449,795
Residential - Tingha	242.50	49	0.060940	139,580
Residential - Village	182.00	49	0.005174	47,554
Residential - Guyra Non Urban	258.80	49	0.002444	99,302
<u>Business Category</u>				
Business - Armidale	791.00	20	0.011466	1,597,396
Industrial - Armidale	882.20	20	0.011466	708,096
Business - Armidale Non Urban	737.30	44	0.003830	40,209
Business - Guyra	409.80	49	0.007465	81,956
Business - Tingha	258.60	47	0.055189	16,504
Business - Village	106.70	44	0.003259	3,636
<u>Farmland Category</u>				
Farmland - Armidale	1,321.60	42	0.002522	2,664,660
Farmland - Armidale City	1,261.00	43	0.002522	20,461
Farmland - Guyra	468.00	20	0.002582	1,944,826
Farmland - Guyra Intensive	1,146.90	20	0.009499	11,470
<u>Mining Category</u>				
Mining - Armidale	995.30	19	0.029420	58,934
Mining - Guyra	252.30	41	0.013358	3,077

Rate Type and Category	Minimum Rate \$	Ad Valorem Rate in \$	Estimated Yield PA \$
Commercial Sewerage	388.00	0.0045	676,357

Consultation

Council held two public meetings on the 2016/17 Operational Plan and Budget. These were held in Guyra at 4pm on Tuesday 14 June 2016 and Armidale on the same day at 6pm. These meetings provided the community with information on projects and budgets to be included in the 2016/17 financial year and allowed the community to ask questions of the Administrator and staff.

Submissions

At the close of submissions on 21 June 2016, nine submissions were received. The submissions are attached to this report. The Administrator, Interim General Manager and Chief Financial Officer considered each submission received. The following table lists each of the submissions and consideration.

Submitter	Issue	Management Comment
Armidale Dumaresq Ratepayers Association (dated 29 April 2016, including petition)	Rates	That a review of the Categories and rating Systems are to be undertaken across ARC and to model options and fairness across categories
Armidale Dumaresq Ratepayers Association (19 May 2016)	Rates	That Council hold workshops with the public across Armidale Regional Council area
Margaret Gunter (dated 16 June 2016)	Base rates policy	Refer to above comments
Margaret Gunter (dated 16 June 2016)	Rating categorisations policy	Refer to above comments
Margaret Gunter (dated 16 June 2016)	Transparency of rates notices	Considered reporting SRV as a separate line on rate notice but it is not considered appropriate
P.J Sewell & Co Pty Ltd	Rates	Refer to comment 1
DJ & AJ Courtney / Vipala Pty Ltd (dated 4 May 2016)	Rates	Refer to comment 1
DJ & AJ Courtney / Vipala Pty Ltd (dated 29 May 2016)	Rates	Refer to comment 1
Dr Arthur Beresford (dated 30 May 2016)	Rates	Refer to comment 1

NERAM:

Council received a letter from Andrew Murray Chair of NERAM dated 10 June 2016 requesting Council consider waiving the remainder of the debt that they have with Council. In the letter NERAM advise the debt started at \$400,000 as the value of "voluntary contributions made to the Museum between 2005 and 2008". NERAM recognise that they have since paid of \$253,000 and have \$147,000 still to pay. To meet the finalisation of this debt, the NERAM board has advised that they would need to sell significant artworks. They have requested that the Administrator consider reducing this debt if possible.

A review of the NERAM debtor account 50320.1, which is in the name of Armidale Community Cultural Reserve Trust, shows that the original debt which was journaled to Pathway 1 July 2006 was \$454,651.97. Between 1 July 2006 and 22 June 2016 the payments received from NERAM - Armidale Community Cultural Reserve Trust leaves a current outstanding amount of \$152,472.82.

It is proposed in the budget allocations that NERAM - Armidale Community Cultural Reserve Trust continues to make payments until the outstanding debt on this debtor account is reduced

to \$100,000. If this condition is met by NERAM Council agrees to waive the remaining balance of \$100,000.

Environmental Implications:

Not applicable.

Policy Issues:

Nil.

Community Strategic Plan, Delivery Program and Operational Plan Issues:

Adoption of relevant Integrated Planning and Reporting documents.

Social Implications:

Adoption of plans.

Risk Management Issues:

Clause 201 of the Local Government Regulations requires the Operational Plan to include provisions relating to the content of the council's annual statement of revenue policy.

This includes details of:

- Estimated income and expenditure
- Ordinary rates
- Proposed fees and charges
- The council's proposed pricing methodology
- Proposed borrowings.

If Sections 402 – 406 of the Local Government Act are not complied with then the Administration of Council has no authority to raise income or incur expenditure from 1 July 2016.

Legal Issues:

Compliance with Sections 402-406 of the *Local Government Act 1993*.

Section 405 specifically requires a council must have an "operational plan" that is adopted before the beginning of each year and details the activities to be engaged in by the Council during the year as part of the Delivery Program covering that year.

Item:	7.2.4	Ref: INT/2016/06517
Title:	Cash & Investments Report May 2016	Container: ARC16/0041
Author:	Chief Finance and Information Officer	
Attachments:	Nil	

RECOMMENDATION:

That the Cash & Investments report for Armidale Regional Council as at 31 May 2016 be received and noted.

Introduction:

Cash and Investments for the month of May 2016.

Report:

The following is the cash and investments particulars for the period 1 May 2016 to 31 May 2016.

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

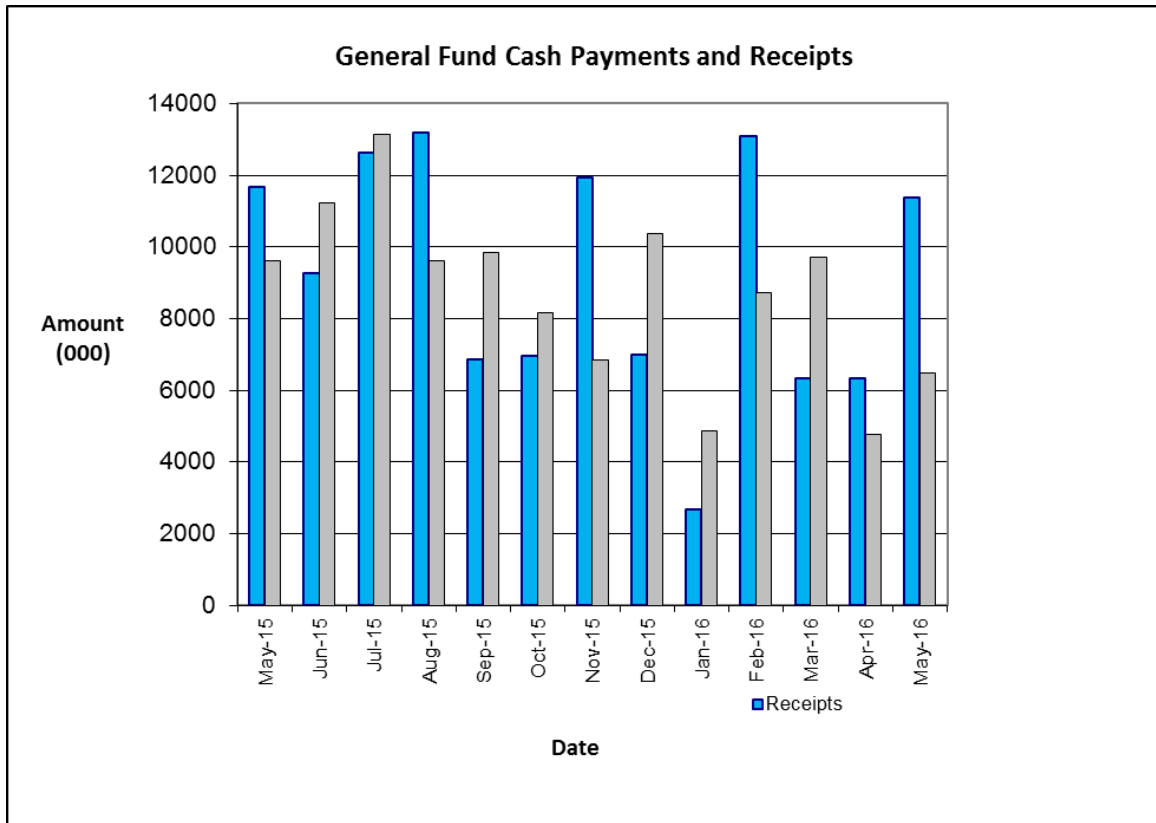
- Council Investment Policy POL152
- Local Government Act 1993 – Section 625
- Local Government Act 1993 – Order of the Minister dated 12 January 2011
- The Local Government General Regulation 2005 Reg 212

At the end of the May period, Council held \$58,272,184.42 in investments and a consolidated bank account balance of \$10,073,898.22 excluding the Trust Fund.

During the month of May, total payments and receipts were \$6.476 million and \$11.371 million respectively.

Council's bank account balance as per bank statements at the end of the period 31 May 2016 are as follows:

General Fund	10,073,898.22
Trust Fund	1,244,357.05
Total Bank Balances	11,318,255.27



Investments

	%
30 day BBSW Index	1.85
Average Interest Rate on Term Deposit Investments	2.97

The following are the details of Council's investments as at the beginning of the period

Institution	Investment at Market Value	Interest Rate %	% of Portfolio
Term Deposits			
Bank of Queensland	1,000,000.00	2.80%	1.66%
Rural Bank	1,000,000.00	2.85%	1.66%
ING	1,500,000.00	2.90%	2.49%
ME Bank	1,000,000.00	2.70%	1.66%
AMP	2,000,000.00	2.90%	3.32%
People Choice Credit Union	2,000,000.00	2.95%	3.32%
ING	1,000,000.00	3.00%	1.66%
Bank of Queensland	1,000,000.00	2.80%	1.66%
IMB	2,000,000.00	2.80%	3.32%
AMP	2,000,000.00	2.90%	3.32%
NAB	504,709.59	3.02%	0.84%
Bank of Queensland	1,000,000.00	3.05%	1.66%
Rural Bank	2,000,000.00	2.95%	3.32%
NAB	7,565,824.00	3.11%	12.55%
Bendigo Bank	1,000,000.00	2.70%	1.66%
AMP	1,000,000.00	3.00%	1.66%
Bank of Queensland	1,000,000.00	3.10%	1.66%
Credit Union Australia	1,000,000.00	2.75%	1.66%
Bank of Queensland	2,000,000.00	3.05%	3.32%
ING	2,000,000.00	3.00%	3.32%
Rural Bank	1,000,000.00	2.90%	1.66%
Credit Union Australia	2,000,000.00	2.90%	3.32%
ME Bank	1,000,000.00	3.00%	1.66%
ME Bank	1,000,000.00	3.05%	1.66%
ME Bank	2,000,000.00	3.05%	3.32%
ING Bank	500,000.00	3.10%	0.83%
Credit Union Australia	1,500,000.00	3.10%	2.49%
AMP	1,000,000.00	2.90%	1.66%
Peoples Choice Credit Union	1,000,000.00	2.95%	1.66%
Peoples Choice Credit Union	1,200,000.00	3.00%	1.99%
Bank of Queensland	2,000,000.00	3.05%	3.32%
NAB	1,034,887.53	3.02%	1.72%
NAB	513,719.15	3.02%	0.85%
ME Bank	1,000,000.00	2.95%	1.66%
AMP	1,000,000.00	3.00%	1.66%
AMP	1,000,000.00	3.00%	1.66%
ME Bank	1,000,000.00	3.05%	1.66%

Institution	Investment at Market Value	Interest Rate %	% of Portfolio
Credit Union Australia	1,000,000.00	3.10%	1.66%
ME Bank	1,000,000.00	3.07%	1.66%
Sub Total	55,319,140.27		
High Interest At Call Savings Account	4,943,989.21		8.20%
Total	60,263,129.48		

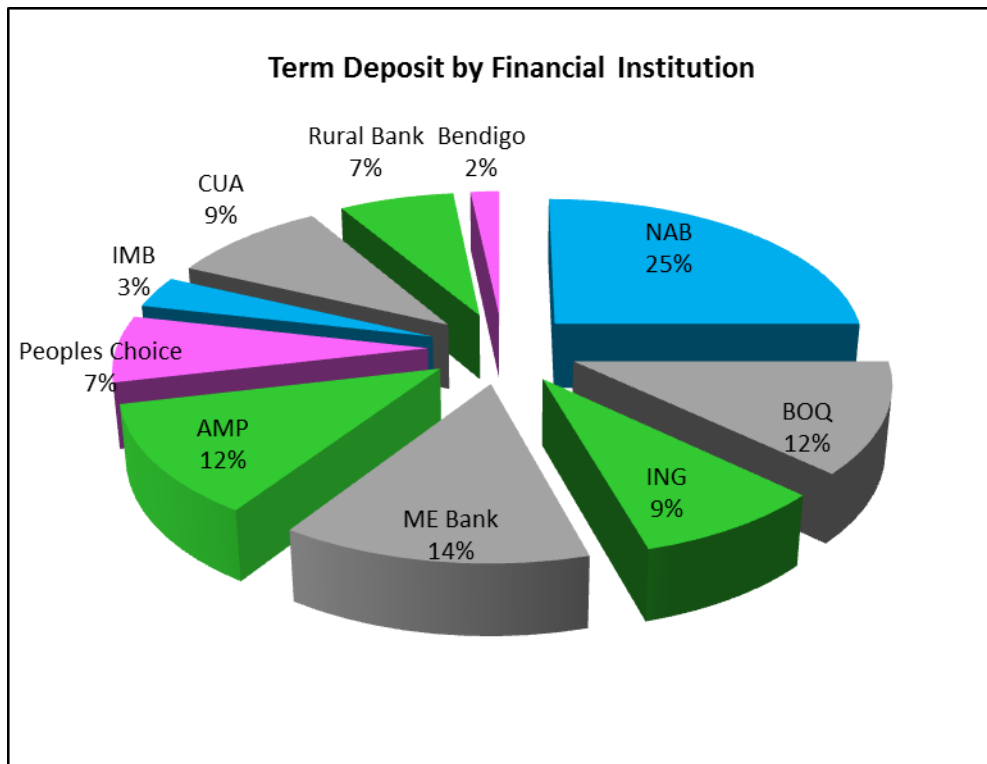
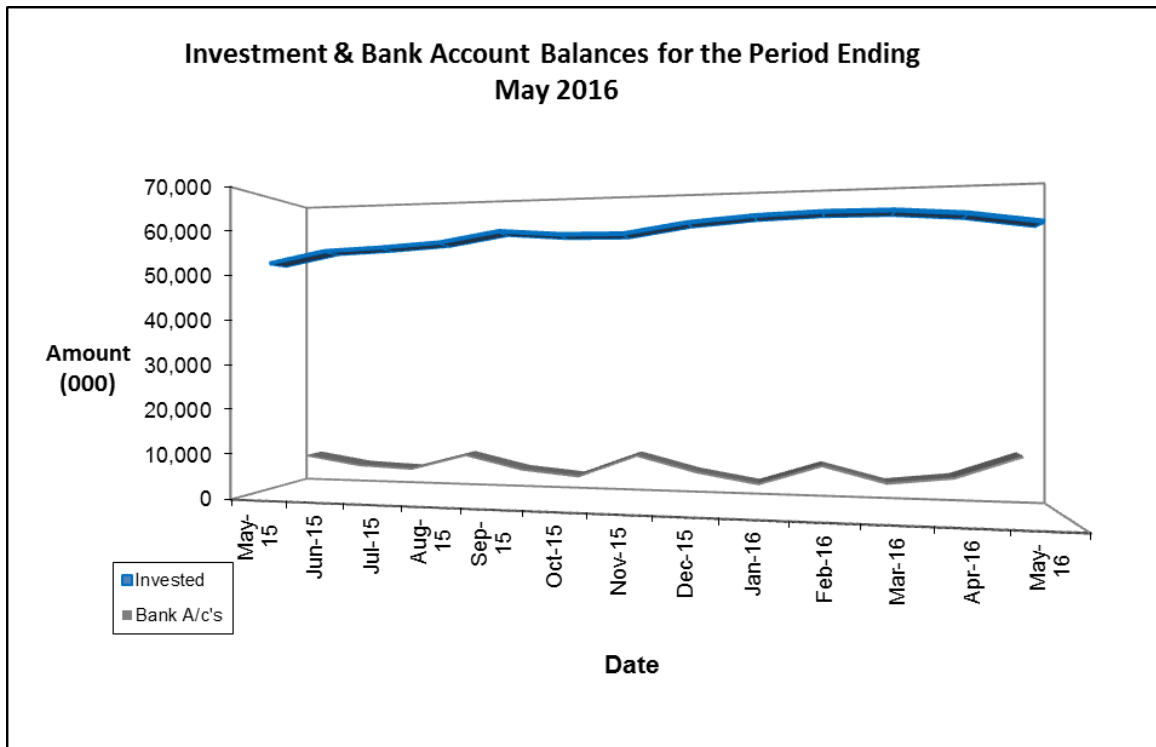
Redemptions to the NAB General and Business A/c's	- 2,000,000.00	
Funds Transferred from the NAB General and Business A/c's		
Increased principal due to roll over of funds	9,054.94	
Revaluation of FRNs		
Closing Balance at the end of the Period	58,272,184.42	



The following are the details of Council's investments as at the end of the period

Institution	Investment at Market Value	Interest Rate %	% of Portfolio
Term Deposits			
People Choice Credit Union	2,000,000.00	2.95%	3.43%
ING	1,000,000.00	3.00%	1.72%
Bank of Queensland	1,000,000.00	2.80%	1.72%
IMB	2,000,000.00	2.80%	3.43%
AMP	2,000,000.00	2.90%	3.43%
NAB	504,709.59	3.02%	0.87%
Bank of Queensland	1,000,000.00	3.05%	1.72%
Rural Bank	2,000,000.00	2.95%	3.43%
NAB	7,565,824.00	3.11%	12.98%
Bendigo Bank	1,000,000.00	2.70%	1.72%
AMP	1,000,000.00	3.00%	1.72%
Bank of Queensland	1,000,000.00	3.10%	1.72%

Credit Union Australia	1,000,000.00	2.75%	1.72%
Bank of Queensland	2,000,000.00	3.05%	3.43%
ING	2,000,000.00	3.00%	3.43%
Rural Bank	1,000,000.00	2.90%	1.72%
Rural Bank	1,000,000.00	2.75%	1.72%
ING	1,500,000.00	2.90%	2.57%
ME Bank	1,000,000.00	2.70%	1.72%
Credit Union Australia	2,000,000.00	2.90%	3.43%
ME Bank	1,000,000.00	3.00%	1.72%
ME Bank	1,000,000.00	3.05%	1.72%
ME Bank	2,000,000.00	3.05%	3.43%
ING Bank	500,000.00	3.10%	0.86%
Credit Union Australia	1,500,000.00	3.10%	2.57%
AMP	2,000,000.00	2.90%	3.43%
Peoples Choice Credit Union	1,000,000.00	2.95%	1.72%
Peoples Choice Credit Union	1,200,000.00	3.00%	2.06%
Bank of Queensland	2,000,000.00	3.05%	3.43%
NAB	1,034,887.53	3.02%	1.78%
NAB	513,719.15	3.02%	0.88%
ME Bank	1,000,000.00	2.95%	1.72%
AMP	1,000,000.00	3.00%	1.72%
AMP	1,000,000.00	3.00%	1.72%
ME Bank	1,000,000.00	3.05%	1.72%
Credit Union Australia	1,000,000.00	3.10%	1.72%
ME Bank	1,000,000.00	3.07%	1.72%
Sub Total	53,319,140.27		
High Interest At Call Savings Account	4,953,044.15		8.50%
Total	58,272,184.42		



Financial Implications:

That sufficient working capital is retained and restrictions are supported by cash. Cash management complies with the NSW Local Government regulations 2005.

Environmental Implications:

There are no environmental implications to consider in this report.

Policy Issues:

All of Armidale Regional Council's investments for the period ending are in accordance with:

- Council Investment Policy POL152.

Social Implications:

There are no social implications to consider.

Integrated Planning and Reporting Issues:

Statutory compliance. An Investment Report needs to be tabled at an Ordinary Meeting of Armidale Regional Council by the end of each month.

Risk Management Issues:

The investment policy covers aspects of risk associated with interest rates and bank security.

Legal Issues:

All of Armidale Regional Council's investments for the period ending are in accordance with:

- 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.

Item:	7.2.5	Ref: INT/2016/06472
Title:	Organisational Structure	Container: ARC16/0057
Author:	General Manager	
Attachments:	1. Organisational Structure - 29 June 2016	

RECOMMENDATION:

- a) That Council adopt the senior staff organisation structure under cl 332 Local Government Act 1993.
- b) That the positions of Designated Senior Staff include the Interim General Manager as proclaimed, the Director Engineering, Director Services and Director Governance as determined under clause 338 Local Government Act 1993.
- c) That Council under Chapter 11, Part 2 Local Government Act, will appoint Mr Gregory Meyers to the position of Director Services, under the existing contract time period.
- d) That Council advertise the position of Director Governance Director Engineering.
- e) That Council offer the positions identified in the Executive Manager level of the structure internally and undertake lateral transfer of positions as per cl 354G Local Government Act 1993 and if no existing staff member is able to meet the position(s) requirements, that the position(s) be advertised externally.
- f) That a total full time equivalent staff number for the interim Council is initially set at 308.
- g) That Council submit the first stage of the interim Council structure to the Unions covering Local Government as required under the award provisions.

Introduction:

Council under Section 332 is required to determine an organisation structure and designate which positions within the structure are senior staff positions. Further, Council is to determine the total number of full time equivalent staff positions to be maintained in the organisation.

Report:

Armidale Regional Council was formed due to the merging of Armidale Dumaresq and Guyra Shire councils on 12 May 2016. Under the proclamation Council is required to retain non senior staff members for a period of three years and as far as possible retain the regular number of staff based at Guyra office, Guyra Depot and Tingha Depot. With the exception of designated senior staff positions this report proposes to retain the staff numbers across the organisation; however Council will need to recognise that some position roles and functions will change as a result of the merger.

The total full time equivalent number of staff excluding contractors, term employees and other non protected employee positions after the proclamation date is 299.76. Council has three contractors and nine term employees within the staff structure. Designated senior staff numbers were five.

Each Council prior to merging had identified a number of positions required to meet long term government objectives around assets reporting and financial management needs. It is considered that the total staff numbers will require a continual review over the three year retention period to ensure all positions are reviewed prior to replacement and that potentially the total number of staff will be reduced by natural attrition. Council will also look at the use of additional term employees initially to assist in the merger and service delivery process.

This report proposes that only the Interim General Manager, the Director Engineering, the Director Services and the Director Governance are designated senior staff positions. In comparison to the two council structure a reduction from eight (8) designated and non designated senior staff to four designated senior staff.

The Interim General Manager has discussed the organisational structure with the Administrator as required under clause 337 of the Act and the Administrator in consultation with the Interim General Manager, has determined that Mr Gregory Meyers will be appointed to the position of Director Services. The position of Director Governance and Director Engineering, will be advertised externally through a consultancy service.

The organisational structure as proposed will include eight positions described as Executive Managers. With the exception of two positions (one being a current designated senior staff position and one non-designated senior staff) all other positions have been reviewed to meet the long term needs of the organisation and its improved delivery of services to the community.

Council is required to consult on all non designated positions with the Staff Consultative Committee under the Local Government (State) Award. This consultation process has commenced with a staff committee formed by combining both staff consultative committees, therefore representing all staff across Armidale Regional Council.

To commence the process of employment of the designated senior staff, Council will need to call for consultants to prepare the required position briefs and advertise the positions. This action will be undertaken if this structure is approved. Consultation on other positions within the organisational structure and staff appointments shall occur following staff consultation processes.

Financial Implications:

All positions are funded in the 2016/17 budget as advertised for public comment.

Environmental Implications:

Not applicable.

Policy Issues:

Not applicable.

Social Implications:

Not applicable.

Integrated Planning and Reporting Issues:

All positions are carried over from previous staff resourcing strategies with the exception of designated senior staff subject to this report.

Risk Management Issues:

Not applicable.

Legal Issues:

Not applicable.

Item:	7.2.6	Ref: INT/2016/06466
Title:	Annual Supply Tender Bulk Water Treatment Chemicals A16/7033	Container:
Author:	Chief Finance and Information Officer	
Attachments:	1. Tender Evaluation Report- <i>As this attachment 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.</i>	

RECOMMENDATION:

- (a) That the recommended supplier for Schedules A, A(2), A(3), B(1), C, D, E, F, G, I, K(2), M, P, T, U (as listed in the attachment) be accepted as the most advantageous received for Council's operations for supply of Bulk Water Treatment Chemicals for the period 1 July 2016 to 30 June 2018.
- (c) That the contracts include a provision to extend the period for twelve (12) months subject to satisfactory performance.
- (d) That the General Manager be delegated authority to sign any relevant documents on Council's behalf.

Introduction:

The current contract (s) for supply of Bulk Water Treatment Chemicals is due to expire on 30 June 2016 and approval is sought to accept tenders for a new contract.

Report:

The proposed contract is arranged by Regional Procurement Initiative (Division of Hunter Councils) for Council. The existing contract was arranged between Guyra and Armidale Dumaresq Council as it represents a cost effective way of contracting and provides opportunity for aggregation of supply. The items required are mainly operational requirements for the Water Treatment Plant and lesser requirements for the Monckton Aquatic Centre and Wastewater Treatment Plant.

The proposed contracts are for two years from 1 July 2016 with an option to extend for twelve (12) months. Tenders closed on the 26th April 2016 and eleven tenders were received. Tenders were assessed by a panel including relevant Council staff. A total of thirty one items were tendered, although all are not required by this Council. A report is available detailing the number received, the method of evaluation and recommendations

Prices offered are therefore recommended for acceptance.

The following are a list of Schedules for the chemicals in this tender.

PRODUCT DESCRIPTION		
Schedule A	Redox	Chlorine
Schedule A2 -	Ixom	CHLORINE GAS
Schedule A3	Ixom	Bottle Rental
Schedule B (1) -	Ixom	Aluminium Sulphate (Ltrs)
Schedule C -	Sibelco	Hydrated Lime
Schedule D -	Ixom	Sodium Bicarbonate
Schedule E -	Redox	Sodium Hypochlorite
Schedule F -	SNF	Polymer (LT20)(various Types)
Schedule G -	Redox	Hydrochloric Acid
Schedule I -	Redox	Dense Soda Ash
Schedule K (2) -	Redox	Sodium Floride (Granular)
Schedule M -	Redox	Powder Activator Carbon
Schedule P -	Chemiplas	Ultrion
Schedule T -	Redox	Sodium Silicofloride (25kg bags)
Schedule U -	Ixom	Fluoride (25kg bags)

Financial Implications:

Total cost for the two year contract and one year extension is estimated at \$1,000,000. The cost is included in annual delivery plan.

Environmental Implications:

Not applicable.

Policy Issues:

Not applicable.

Social Implications:

Not applicable.

Integrated Planning and Reporting Issues:

Not applicable.

Risk Management Issues:

Not applicable.

Legal Issues:

Tender process is regulated by the LG Act and Regulations.

Item: 7.2.7 **Ref:** INT/2016/06604
Title: Request for Water Assessment Adjustment **Container:** ARC16/0045
Author: Chief Finance and Information Officer
Attachments: Nil

RECOMMENDATION:

That water assessment 23116-7 be reduced by \$1,604.12.

Introduction:

Council has received an application to review water charges on assessment 23116-7 which relates to leak during the billing period 23 November 2015 to 22 February 2016.

Report:

On 18 March 2016, Councils water officer attended the property as it had been identified as having increased consumption through the high reads procedure, indicating a possible leak. The property owner engaged a licensed plumber who attended the property and fixed a number of leaks. The tax invoice provided by the plumber indicates that there were multiple leaks in the line connecting the meter to the residence, with the leaks being located underground.

Consumption for the billing period is 663kl, equating to a charge of \$2,224.32. The average consumption for the previous 12 month period is 156kl, which would equate to a charge of \$420.20. Policy 258 requires the landowner to pay the first \$200.00 of the water account above the previous 12 month average consumption. This would result in a reduction to the water account from \$2,224.32 to \$620.20, a total adjustment of -\$1,604.12.

Financial Implications:

Account reduction of \$1,604.12 on Assessment 23116-7.

Environmental Implications:

Not applicable.

Policy Issues:

Management reviewed the application under the provisions of Policy 238 – Water Account Adjustment Management.

Social Implications:

There are no social issues that are considered in this report.

Integrated Planning and Reporting Issues:

Not applicable.

Risk Management Issues:

Not applicable.

Legal Issues:

Council is entitled to make changes to user accounts as defined by the NSW *Local Government Act 1993*.

Item: 7.2.8 **Ref:** INT/2016/06746
Title: Annual Rural Fire Service Contribution **Container:** ARC16/0173
Author: Chief Finance and Information Officer
Attachments: 1. Letter from NSW Rural Fire Service

RECOMMENDATION:

- a) That Council notes the letter received from the NSW Rural Fire service 2 June 2016.
- b) That the Interim General Manager enter into discussion to formulate a New England Zone Agreement.

Introduction:

Local Government is required by legislation to make an annual contribution to the Rural Fire Fighting Service of NSW. Over the last several years the NSW Government has been reviewing the operations of the service.

Report:

The Rural Fires Act 1997 (the Act) establishes a contributory scheme to meet the annual estimated expenditure of the Rural Fire Fighting Fund. Local Government has to then make an annual 11.7% contribution towards the fund based on the agreed estimated expenditure in each Rural Fire District.

The estimated expenditure in a Rural Fire District is being calculated through the application of a complex methodology. The NSW Rural Fire Service (NSW RFS) has developed an alternate methodology following consultation and agreement with Local Government NSW. Council has received advice from the New England Zone and NSW Rural Fire Service that this methodology will be implemented for the 2016-17 financial year and future years.

With recent mergers, a revised New England Zone agreement will need to be prepared and agreed to by all of the Councils in the New England region.

Based on the information provided to Council it is estimated that the cost to New England Regional Zone will be \$510,176.25.

A	Rural Fire Fighting Fund (RFFF) total Cost	\$314,609,000
B	District Percentage Allocation	1.39%
C	Rural Fire District Allocation (A*B)	4,360,481
D	Statutory Contribution rate	11.70%
E	Required contribution (C*D)	\$ 510,176.25

Armidale Regional Council has budgeted for a cost of \$470,000 in the 16/17 budget. It is not known what Uralla and Walcha Councils have adopted in their operational plans. Their amounts will be added to Armidale Regional Council for the Zone Contribution.

Financial Implications:

Amount for Rural Fire Service is included in the annual budget. Variations as a result of the new formula and zone agreement will be reported as apart of a quarterly budget review

Environmental Implications:

Not applicable.

Policy Issues:

Not applicable.

Social Implications:

Not applicable.

Integrated Planning and Reporting Issues:

Not applicable.

Risk Management Issues:

Not applicable.

Legal Issues:

Not applicable.

Item: 7.3.1 **Ref:** INT/2016/06534
Title: Deed of Agreement with Air Services Australia re distance measuring equipment **Container:** A04/2150
Author: Director Regional Services
Attachments: 1. Executed Deed of Variation to Lease of DME between Airservices Australia and ADC - Lot 17 DP 846301

RECOMMENDATION:

That Council sign under seal a Deed of Variation to Armidale Regional Airport Lease Lot 17 DP846301 between Air Services Australia and Armidale Regional Council relating to the placement of new distance measuring equipment (DME) at the leased lot.

Introduction:

Armidale Regional Council has in place non functional DME at its airport. Air Services Australia has reviewed wider navigation needs and has sought to replace the equipment at its cost. Such work is in the community interest.

Report:

Council has in place a lease of Armidale Regional Airport land lot 17 DP846301 with Air Services Australia for air craft navigation purposes.

Some of the Council owned distance measuring equipment (DME) is non repairable and Air Services Australia has sought to vary the original lease to recognise the provision of Air Services Australia replacement DME for aircraft navigation. Council's old non functional equipment which is very rare will be stored by Council at the Airport until such time as it can feature in a local museum display at some time in the future.

Financial Implications:

Nil.

Environmental Implications:

Nil

Policy Issues:

Nil identified.

Social Implications:

The new equipment will provide reliable backup navigation facilities for air traffic replacing what at present is non functional Council owned property.

Integrated Planning and Reporting:

This work supports Community Strategic Delivery Plan 2014-2018 Strategic Objective- Provide Infrastructure for effective transport and access. Strategy- Improve airport facilities.

Risk Management Issues:

Not applicable.

Legal Issues:

Not applicable.

Item: 7.3.2
Title: Proposed Road Name - Ebor
Author: Director of Regional Infrastructure
Attachments: Nil

Ref: INT/2016/06589
Container: ARC16/0001

RECOMMENDATION:

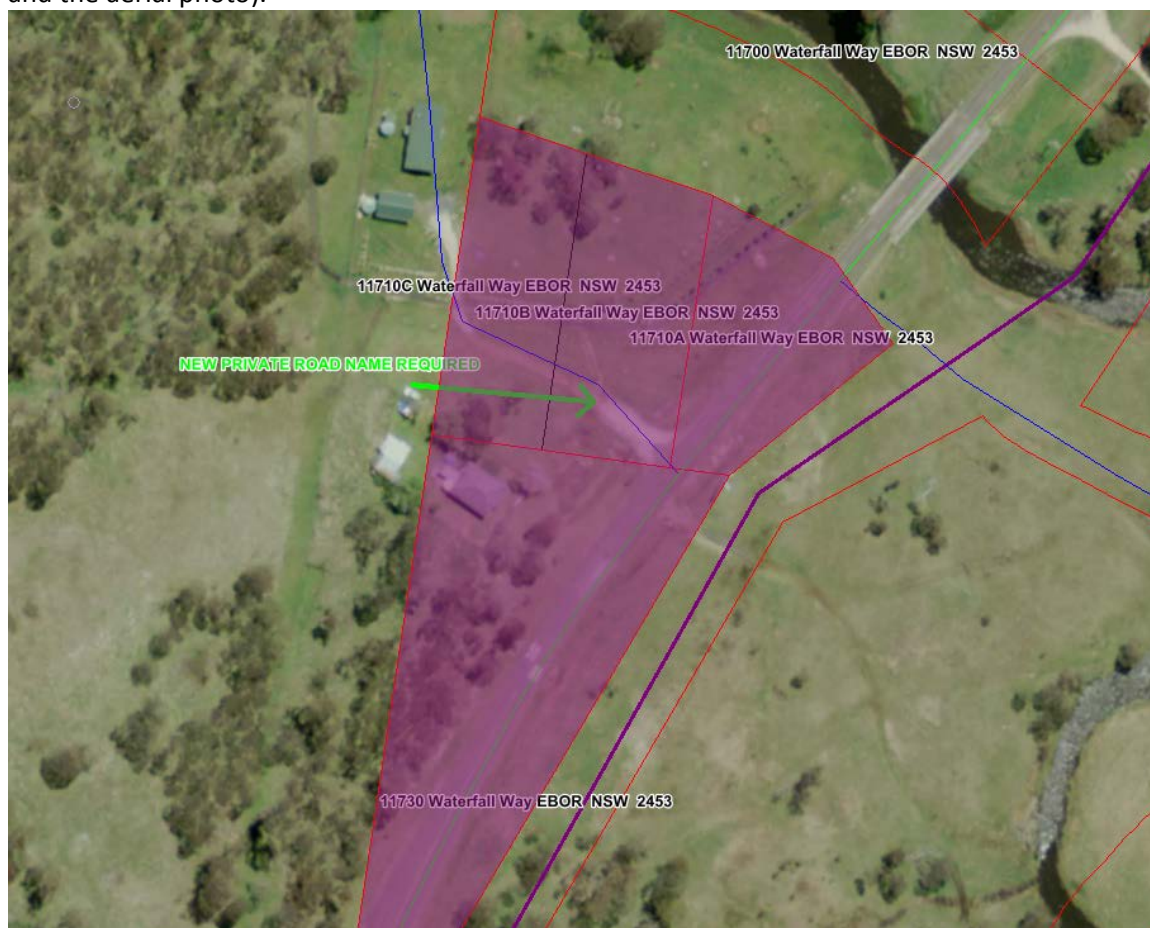
That the proposed road name of Stage Coach Lane be advertised in the local newspaper and should no objections be received, the name be adopted for the Private Road that services numbers 11710 A, B and C Waterfall Way.

Introduction:

In Ebor, there is a Private Road that services 3 properties. In accordance with guidelines from Land and Property Information (LPI), the road should be named – primarily to allow the location to be identified for emergency services.

Report:

The Private Road runs off the Waterfall Way and services numbers 11710A, 11710B and 11710C. A plan of the location is shown below (note that there is a misalignment of the cadaster and the aerial photo).



The suggested name of the road is Stage Coach Lane. It is a historical reference to Ebor being a stop off point for the stage coach travelling between Armidale and Grafton. The residents that use the road have been approached and agree to the proposed road name.

Financial Implications:

Nil – Council is not responsible for maintaining this road.

Environmental Implications:

Not applicable.

Policy Issues:

It is important that all roads are given a name regardless of whether they are public roads or private roads.

Social Implications:

It is important that all properties have an identified road as their access point.

Integrated Planning and Reporting Issues:

Not applicable.

Risk Management Issues:

A road name will allow the access point to be identified by emergency services and thereby reduce the risk of time delays in locating a property in the event of an emergency.

Legal Issues:

Not applicable.

Item: 7.3.3 **Ref:** INT/2016/06598
Title: Request to waive fees for "A Day on the Gravel" **Container:** A02/0061-6
Author: Director of Regional Infrastructure
Attachments: 1. Armidale Civic Precinct Committee - A Day on the Gravel 9 October 2016 - Request waiving of fees

RECOMMENDATION:

That Council provides a donation of \$455 to waive the associated fees for the event "A Day on the Gravel" organised by the Civic Advisory Committee, scheduled to be held Sunday 9 October 2016 in accordance with S356 of the *Local Government Act 1993*.

Introduction:

The Civic Advisory Committee (formally the Armidale Civic Precinct Committee) is planning a celebration on Sunday 9 October 2016 and has requested that Council fees involved in hosting the event be waived.

Report:

The Civic Advisory Committee is planning a celebration on Sunday 9 October 2016 from 8am until 4pm with music, entertainment and food to promote the Armidale Civic Precinct in its proposed future location.

The Committee has requested the closure of Cinders Lane car park including the smaller car park off O'Connor Place on Sunday 9 October 2016 from 6.30am until 5pm.

As a not-for-profit organisation, the Committee is requesting the waiver of the following applicable fees:-

Fees to install the road closure	\$150
Section 68 approval for entertainment and food	\$120
Hire of Council's events recycling trailer	\$120
Use of power and associated caretaker costs	<u>\$65</u>
Total fees =	\$455

Financial Implications:

Section 68 fees are charged to the applicants if they propose to set up, operate or use a loudspeaker or sound amplifying device on operational land. The fee involved with a section 68 approval is \$120. The cost of one certified employee to install and dismantle the closure will cost \$150 and will be booked against the Special Events budget. The cost for Council's Events Recycling Trailer with 12 bins is \$120. Power and caretaker costs come to \$65. A total cost of \$455.

Environmental Implications:

Not applicable.

Policy Issues:

Outside the Community Grants and Donations policy.

Social Implications:

Not applicable.

Integrated Planning and Reporting Issues:

Not applicable.

Risk Management Issues:

Not applicable.

Legal Issues:

In accordance with Section 356 and 610E of the *Local Government Act 1993*..

Item: 7.3.4 **Ref:** INT/2016/06609
Title: Exhibition of Draft Guyra Showground Plan of Management 2016-2026
Container: G15/38
Author: Director of Regional Infrastructure
Attachments: 1. Draft Guyra Showground Plan of Management

RECOMMENDATION:

That the Draft Showground Plan of Management 2016-2026 be endorsed for Public Exhibition in accordance with Section 38 of the Local Government Act 1993 for a period of at least 28 days and submissions being received for a period of at least 42 days.

Following the exhibition and submission receipt period, a further report is to be prepared and presented to Council which addresses any submissions received and shall make recommendations in regard to the Plan of Management.

Introduction:

The Draft Showground Plan of Management 2016-2026 has been prepared to guide the management and operation of the Showground site. The Draft Plan of Management has been prepared in accordance with requirements of the *Local Government Act 1993* for plans of management on community land.

It is recommended that the Draft Showground Plan of Management 2016-2026 be endorsed for public exhibition for a period of 28 days.

Report:

The Draft Showground Plan of Management will guide the management and operation of the Showground site for a 10 year period from 2016 to 2026. The Draft Plan is provided in Attachment 1.

The focus of the Plan is to optimise the use of the Showground site and its facilities in a manner that ensures the site is accessible and suitable for the needs of current and future users. The Plan includes a concept plan that identifies key uses and activities suitable across the Showground site. An action plan identifies actions required over the next 10 years to achieve the Plan's Strategic Priorities.

The preparation of the Plan of Management has involved meetings with user groups, the Guyra Showground Advisory Committee, a workshop with users and community members, workshop and site inspections with main user groups and discussions with Council staff and the Showground caretaker.

It is recommended that the Draft Plan be placed on public exhibition, as per the requirements of the *Local Government Act 1993*. The relevant requirements are as follows:

Section 38 Public notice of draft plans of management

- (1) *A council must give public notice of a draft plan of management.*
- (2) *The period of public exhibition of the draft plan must be not less than 28 days.*
- (3) *The public notice must also specify a period of not less than 42 days after the date on which the draft plan is placed on public exhibition during which submissions may be made to the council.*

- (4) *The council must, in accordance with its notice, publicly exhibit the draft plan together with any other matter which it considers appropriate or necessary to better enable the draft plan and its implications to be understood.*

Section 40 Adoption of plans of management

- (1) *After considering all submissions received by it concerning the draft plan of management, the council may decide to amend the draft plan or to adopt it without amendment as the plan of management for the community land concerned.*
- (2) *If the council decides to amend the draft plan it must either:*
- (a) *publicly exhibit the amended draft plan in accordance with the provisions of this Division relating to the public exhibition of draft plans, or*
 - (b) *if it is of the opinion that the amendments are not substantial, adopt the amended draft plan without public exhibition as the plan of management for the community land concerned.*

Financial Implications:

Funds will need to be sourced to implement this Plan of Management and this Plan will provide sound justification for any future funding submissions. Timing of implementation of this plan will be directly dependent on the availability of funding. Funding is required to cover capital expenditure as well as recurrent costs for repairs and maintenance.

Funding for recurrent maintenance costs is generally provided through Council's Annual Budget. Council's annual budget allocation for the showground is aimed at achieving a satisfactory level of maintenance.

Environmental Implications:

The Showground is an iconic feature of the Guyra Township and provides a range of social, historic and recreational values.

Policy Issues:

When adopted this Draft Plan of Management will guide the use, operation, management and future improvements to the Guyra Showground.

Social Implications:

Many community members have had a long association with the Showground and share a sense of pride and ownership with a strong sense of custodianship amongst users and desire to protect and enhance this important public asset for current and future generations.

Integrated Planning and Reporting Issues:

Develop a concept / masterplan for a recreational precinct combining the Community Hall, Showground, Swimming Pool, and Recreational Grounds.

Risk Management Issues:

The Plan includes action items required to actively manage risks associated with the management and operation of the Showground.

Legal Issues:

The Draft Plan of Management has been prepared in accordance with requirements of the *Local Government Act 1993* for plans of management on community land.

Item:	7.4.1	Ref: INT/2016/06661
Title:	Development of a Cultural Plan	Container: A11/5231
Author:	Director of Planning and Environmental Services	
Attachments:	1. Cultural Plan Brief 2. POL228 Community Services - Public Arts - Policy and Program	

RECOMMENDATION:

That the preparation of an Armidale Regional Council Cultural Plan be referred to the Arts and Cultural Advisory Committee for discussion and action and be a standing item on that committee's agenda.

Introduction

The Community Strategic Plan of the former Armidale Dumaresq Council acknowledged the need to develop and implement a Cultural Plan. This was based on issues relating to a need for a central point of contact for people wanting to seek information about cultural and performing arts activities in the region and to enhance cultural values within the LGA.

Report:

In a recent meeting with the Administrator the need for a Cultural Plan was discussed. The outcome of this discussion was that the Administrator requested a report to be prepared for further consideration.

In the former Armidale Dumaresq Council's Community Strategic Plan under the heading "enhance cultural attributes within the Local Government Area" targeted outcomes included the development and implementation of a cultural plan and civic and public arts projects are facilitated, including new public art installations.

The strategic goals identified were:-

- Complete a brief for a Cultural Plan by 2015
- Employ a Cultural Officer to fully develop and implement the recommendations of the Cultural Plan
- Implementation of cultural plan recommendations and actions
- Establish and maintain a calendar of cultural events on Council's website
- Working to support a new performing arts and convention centre by 2030.

In the recent report to Council "Review of Council's Committee Structure" the Public Arts Advisory Panel will now be referred to as the Arts and Cultural Advisory Committee. This Committee would advise Council on the development of a Cultural Plan.

A brief for a Cultural Plan for the former Armidale Dumaresq Council was developed in 2013. This is attached. A revised brief would need to be fully developed for the LGA and submitted to Council.

Financial Implications:

There maybe financial implications associated with the implementation of any actions arising through a Cultural Plan.

Environmental Implications:

Environmental matters would be considered during the preparation of a Cultural Plan and any actions arising.

Policy Issues:

The POL228 – Community Services – Public Arts Policy and Program will need to be revised.

Social Implications:

Increase social cohesion and enhance cultural values and assets.

Integrated Planning and Reporting Issues:

A strategic Objective under the “Our People” element of the Community Strategic Plan is to “enhance cultural attributes within the Local Government Area”

Risk Management Issues:

Not applicable at this stage.

Legal Issues:

There are no legal issues with this report.

Item:	7.4.2	Ref: INT/2016/06748
Title:	Stronger Communities Grants Program	Container: ARC16/0113
Author:	General Manager	
Attachments:	Nil	

RECOMMENDATION:

- a) That Council consider a report each month on projects submitted under the Stronger Communities Grants Program and approve projects recommended by the assessment panel; and
- b) That the June 2016 round of the Stronger Communities Grant Program be approved for the following projects:
1. Armidale RSL Sub Branch Memorial Plaques (7) for Central Park, Armidale to acknowledge the 50th Anniversary of the Battle of Long Tan \$15,000
 2. Armidale Dam Dragons - Building a new shed to store boats - not stated but around \$10,000
 3. That a safety fence be provided to the Guyra Sportsground (est. cost \$25,000)
 4. That a new kitchen is provided for the Guyra HUB building (est. cost \$10,000)
 5. That a new fence be provided to the Black Mountain tennis court (est. cost \$15,000).

Introduction:

From 20 to 23 June 2016, the Administrator and Senior staff members undertook a series of community 'Listening Tours' across the smaller villages and localities of the Armidale Regional Council area.

This consultation included seeking advice from the communities as to projects and assistance that could be provided under the Stronger Communities Funding.

Report:

In accordance with the NSW Government Guidelines Armidale Regional Council is to consult with the community to allocate and deliver the Stronger Communities Fund through two programs, including:

- Community grant program, allocating up to \$1 million in grants of up to \$50,000 to incorporated not-for-profit community groups, for projects that build more vibrant, sustainable and inclusive local communities.

During the recent listening tour by the Administrator, the communities have been asked for projects that the community could see that provided benefit for the whole community. These projects have been reviewed and the initial assessment has identified those projects recommended for approval. Other projects advised during the listening tours will be further considered and advice and costings undertaken as part of the processing.

Council is required to establish the community grants program criteria and Armidale Regional Council has prepared applications for the community groups to submit projects for consideration. The NSW Government requirements include;

- Councils are to provide grants to incorporated not-for-profit community groups for projects identified and assessed using an open call for applications.
- To be successful for funding, community projects must meet the following criteria:

- deliver social, cultural, economic or environmental benefits to local communities
- address an identified community priority
- be well defined with a clear budget
- demonstrate that any ongoing or recurrent costs of the project can be met by the community group once grant funding has been expensed
- the organisation must demonstrate the capacity to manage funds and deliver the project.

Armidale Regional Council is required to develop assessment criteria under the State guidelines that includes;

- Councils must establish a Stronger Communities Fund Assessment Panel with responsibility to assess projects and make recommendations to council for funding. (The Panel will assess and make recommendations for projects received through the community grant program as well as those developed and nominated by councils for funding under the major projects program).

The Panel will use the defined criteria for each program to assess and recommend projects for funding. The panel is to include:

- Administrator, or delegate
- State Member(s) of Parliament or representative
- Regional Coordinator of the Department of Premier and Cabinet, or delegate
- Other members, appointed by the Administrator, as required
- An independent probity adviser, appointed by the Administrator to advise the Panel on their deliberations and assessment process. (Council will use the Internal Auditor to review the assessment process).

Armidale Regional Council has now opened the application process to the community groups that fit the criteria. Applications are available on the Armidale Regional Council website or by contacting the Armidale or Guyra offices.

Financial Implications:

This program is a requirement of the Stronger Communities Funding provided to councils that have undertaken mergers in NSW.

Environmental Implications:

Not applicable.

Policy Issues:

Not applicable.

Social Implications:

This community grants program provides significant benefits to the community.

Integrated Planning and Reporting Issues:

Not applicable.

Risk Management Issues:

Not applicable.

Legal Issues:

Council is meeting its statutory obligations under the funding agreement.

Item: 8.1 **Ref:** INT/2016/06599
Title: Gayinyaga Aboriginal Advisory Committee - Minutes of the Meeting held on 15 June 2016 **Container:** A02/0073-4
Author: Director of Planning and Environmental Services
Attachments: 1. Minutes - Gayinyaga Committee - 15 June 2016

RECOMMENDATION:

That the Minutes of the Gayinyaga Aboriginal Advisory Committee meeting held on 15 June 2016 be noted and the following recommendations endorsed:

- a) That an amount of \$20,000 from the Stronger Communities Fund be allocated to the Aboriginal Cemetery Memorial.
- b) Out of respect to the descendants of Commissioner MacDonald, MacDonald Park is dual named.
- c) At the next meeting a list of potential names will be discussed for the dual naming of Macdonald Park.
- d) These names will be presented to the Aboriginal community for them to decide on the preferred name.
- e) When the Aboriginal community decide on a preferred name this will be presented to the wider community for further consultation.
- f) The Gayinyaga Terms of Reference be amended to allow membership of Aboriginal people in the former Guyra Shire area.
- g) That the enlarged Gayinyaga Aboriginal Advisory Committee meetings rotate to other areas.
- h) That Cyril Green, Council's ACLO, attend the Local Government Aboriginal Network Conference.
- i) That Council pay the costs for Mandy Cutmore to also attend the conference.
- j) That Council pay the registration fee for Noelene Breitkopf to attend the conference.
- k) That the Terms of Reference be amended to clarify that Armidale Regional Council has two representatives, one being the Administrator and the other being the former mayor Herman Beyersdorf, attend the Gayinyaga Aboriginal Advisory Committee.