



## ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 22 March 2023  
4pm

at

Armidale Council Chambers

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## ORDINARY MEETING OF COUNCIL

Held on

Wednesday, 22 February 2023  
4pm

at

Armidale Council Chambers

**PRESENT:** Councillor Sam Coupland (Mayor), Councillor Todd Redwood (Deputy Mayor), Councillor Paul Gaddes, Councillor Jon Galletly, Councillor Susan McMichael (via Zoom), Councillor Steven Mepham, Councillor Debra O'Brien, Councillor Margaret O'Connor, Councillor Paul Packham, Councillor Dorothy Robinson and Councillor Bradley Widders (via Zoom).

**IN ATTENDANCE:** Mr James Roncon (General Manager), Mr Darren Schaefer (Chief Officer Corporate and Community), Mr Daniel Boyce (Chief Officer Planning and Activation), Mr Alex Manners (Chief Officer Assets and Services), Ms Annie Harris (Executive Manager People and Culture), Ms Ann Newsome (Chief Financial Officer), Ms Michaela Giandomenico (Executive Officer) and Ms Melissa Hoult (Executive Officer).

MINUTES

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1. **CIVIC AFFIRMATION AND ACKNOWLEDGEMENT OF COUNTRY**  
Cr O'Brien delivered the Civic Affirmation and Cr Redwood delivered the Acknowledgment of Country.
2. **STATEMENT IN RELATION TO LIVE STREAMING OF COUNCIL MEETINGS**  
The General Manager delivered the statement.
3. **APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**  
Nil.
4. **DISCLOSURES OF INTEREST**

Name	Item	Nature of Interest	Reason/Intended Action
Clr Packham	10.2	<input checked="" type="checkbox"/> Pecuniary <input type="checkbox"/> Non Pecuniary – Significant Conflict <input type="checkbox"/> Non Pecuniary – Non Significant Conflict	<b>Reason:</b> participant in the EOI issued by Council as a supplier in the commercial terms of the recommended party linked to the award of the EOI.  <b>Intended action:</b> Leave Chamber

5. **CONFIRMATION OF MINUTES**

5.1 **Minutes of Previous Meeting held 14 December 2022**

*Ref: AINT/2023/00921 (ARC16/0001-8)*

2/23

**RESOLVED**

That the Minutes of the Ordinary Council meeting held on 14 December 2022 be taken as read and accepted as a true record of the meeting.

**Moved Cr Redwood                      Seconded Cr Mephram**

**The Motion on being put to the vote was CARRIED unanimously.**

5.2 **Minutes of Extraordinary Council Meeting held 30 January 2023**

*Ref: AINT/2023/03003 (ARC16/0001-8)*

3/23

**RESOLVED**

That the Minutes of the Extraordinary Council meeting held on 30 January 2023 be taken as read and accepted as a true record of the meeting.

**Moved Cr Redwood                      Seconded Cr Mephram**

**The Motion on being put to the vote was CARRIED unanimously.**

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**6. MAYORAL MINUTE**

**6.1 Mayoral Minute - Recognising the Achievements of Richard Deakin OAM with  
Keys to the City**

*Ref: AINT/2023/02928 (ARC16/0025-7)*

4/23

**RESOLVED**

That the Mayoral Minute be withdrawn and presented at a future meeting.

**Moved Cr Coupland**

**Seconded Cr Redwood**

**The Withdrawal on being put to the vote was CARRIED unanimously.**

**7. REPORTS - GENERAL MANAGER'S OFFICE**

**7.1 Council Actions Report January 2022 - January 2023**

*Ref: AINT/2023/02989 (ARC16/0001-8)*

5/23

**RESOLVED**

That Council notes the report summarising the actions taken on the resolutions of Council.

**Moved Cr Robinson**

**Seconded Cr O'Connor**

**The Motion on being put to the vote was CARRIED unanimously.**

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## 8. REPORTS - FINANCE

### 8.1 2022-23 Second Quarter Budget Review

Ref: AINT/2023/02434 (ARC20/4361)

6/23

#### RESOLVED

That Council:

- Note the 2022-2023 Second Quarter Budget Review.
- Note the proposed revised 2022-2023 budget produces an unrestricted cash forecast of \$4.993 million
- Note the proposed revised 2022-2023 operating surplus/ (deficit) budget as per table below:

Fund	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)
	ORIGINAL	QBR 1	QBR 2
General	(\$3,193)	(\$4,708)	(\$4,899)
Water	\$1,285	\$1,632	\$1,637
Sewerage	\$912	\$1,739	\$1,765
Consolidated Result	(\$996)	(\$1,337)	(\$1,496)

- Resolve to adopt the amendments in the 2022/23 budget in accordance with the Quarterly Budget Review Statement for the period 1 October 2022 to 31 December 2022 tabled in the attachments.

Moved Cr Robinson

Seconded Cr Gaddes

The Motion on being put to the vote was CARRIED unanimously.

### 8.2 Cash and Investment Report 31 January 2023

Ref: AINT/2023/02721 (ARC20/4311)

7/23

#### RESOLVED

That Council note the Cash and Investment Report for January 2023.

Moved Cr Redwood

Seconded Cr Galletly

The Motion on being put to the vote was CARRIED unanimously.

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**8.3 Cash and Investment Report 31 December 2022** Ref: AINT/2023/00423 (ARC20/4311)

8/23

**RESOLVED**

That Council note the Cash and Investment Report for December 2022.

**Moved Cr Redwood**                      **Seconded Cr Galletly**

**The Motion on being put to the vote was CARRIED unanimously.**

**9. REPORTS - PLANNING AND ACTIVATION**

Nil.

**10. REPORTS - CORPORATE AND COMMUNITY**

**10.1 Child Safe Organisational Standards and Action Plan** Ref: AINT/2023/02735 (ARC22/5007)

9/23

**RESOLVED**

That Council:

- a. Endorse the Child Safe Action Plan for review by the Children's Guardian and any feedback received from the Children's Guardian be incorporated into the plan.
- b. Once approved by the Children's Guardian, the Child Safe Action Plan is implemented across Council.

**Moved Cr Robinson**                      **Seconded Cr O'Brien**

**The Motion on being put to the vote was CARRIED unanimously.**

Cr Paul Packham left the meeting, the time being 04:19 PM

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10/23

**10.2 Recommendation for Cafe Tenant Armidale Airport** Ref: AINT/2022/49480 (ARC17/1679)

**RESOLVED**

That Council:

- a. note the independent process that has been undertaken to select a tenant, by the Professionals Real Estate Armidale, including, developing and running the EOI, marketing, evaluation and selection.
- b. endorse the preferred proponent as Tattersalls as a result of the EOI process.
- c. note that any unbudgeted capital expenditure to ready the space will be made via adjustments in the Quarterly Budget Review process.
- d. note that the tenant will have the option to transfer their liquor licence operation to the café to serve alcohol

**Moved Cr Gaddes**

**Seconded Cr Galletly**

**DIVISION** The result being:-

**FOR:** Crs S Coupland, P Gaddes, J Galletly, S McMichael, D O'Brien, M O'Connor, T Redwood, D Robinson and B Widders

**AGAINST:** Crs S Mephram

**The Motion on being put to the vote was CARRIED.**

Cr Paul Packham returned to the meeting, the time being 04:29 PM

**11. REPORTS - ASSETS AND SERVICES**

Nil.

**12. NOTICES OF MOTION**

Nil.

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### 13. COMMITTEE REPORTS

#### 13.1 Traffic Advisory Committee - Minutes of the meeting held 6 December 2023

Ref: AINT/2023/02266 (ARC16/0168-8)

11/23

#### RESOLVED

That in relation to the report "Armidale Regional Council Traffic Advisory Committee Minutes – 6 December 2022", that Council:

- a. Note that approval was granted for the temporary road closure of Canambe Street between Dumaresq and Kirkwood Street for the 20, 21 & 22 January 2023, for the Annual Armidale Camp draft.
- b. Note that the committee endorsed the road closure of Bradley St, Guyra between Ollera St and McKenzie St on Saturday the 21 January 2023 for the annual Guyra Lamb and Potato Festival.
- c. Endorse the extension to the No Stopping zone on the western side of Miller Street to the northern boundary of the property at 159 – 161 Miller Street (Paperware Distributors), Armidale.
- d. That Council deny the request for the provision of a 10m No Stopping zone in Gordon Street west of Arundel Drive and 50m in Arundel Drive north of Gordon Street, Armidale.
- e. That Council endorse the provision of a 12m No Stopping zone in Barney Street west of Taylor Street and 25m in Taylor Street north of Barney Street, Armidale.

**Officers Note: On the 23 December 2022 GHD updated their previous recommendation for the load limit assessments along the Kempsey-Armidale. TAC was provided a copy of the information from GHD and the below recommendations reflect the new assessment that endorses the load limit be raised from 4.3 tonne to 10 tonne.**

- f. Note and endorse the weight limits and restrictions which apply to the Kempsey Road for the life of the recovery works project as supported by expert geotechnical advice. These are:
  - I. The Kempsey Road will continue to remain closed to the general public until further notice due to landslides and unstable road pavements from recent rainfall events.
  - II. Access to Kempsey Road is provided to authorised vehicles only including local residents for essential travel, emergency and essential services, and Council authorised vehicles supporting construction activities only. Access is to be restricted to outside construction schedules and or hours of work.
  - III. A weight limit restriction of 10 tonnes be applied to the road with the exception of inducted and authorised access under managed conditions which allows vehicles with weights up to 20 tonnes GVM.
  - IV. A vehicle length restriction of 12.5m be applied for the road. Vehicles (including their trailers) with a length greater than 12.5m will not be able to traverse the Kempsey road.
  - V. Implement a full road closure when in excess of 50mm of rainfall occurs within any 12-hour period and only re-open the road following a full onsite inspection of the road to assess the ground conditions and the existing or any new slips,

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and;

- VI. Note that weight limits and access restrictions including supporting signage are to be revised from time to time as conditions of the road change and construction activities allow following supporting geotechnical advice.

**Moved Cr McMichael**

**Seconded Cr O'Brien**

**The Motion on being put to the vote was CARRIED unanimously.**

### **13.2 Aboriginal Advisory Committee Minutes of Previous Meetings held 15**

**September 2022 and 15 November 2022**

*Ref: AINT/2023/02378 (ARC16/0605)*

12/23

#### **RESOLVED**

That the Minutes of the Aboriginal Advisory Committee meetings held on 15 September 2022 and 15 November 2022 be noted.

**Moved Cr O'Brien**

**Seconded Cr O'Connor**

**The Motion on being put to the vote was CARRIED unanimously.**

### **13.3 Traffic Advisory Committee - Minutes of the meeting held 7 February 2023**

*Ref: AINT/2023/02929 (ARC16/0168-8)*

13/23

#### **RESOLVED**

That in relation to the report "Armidale Regional Council Traffic Advisory Committee Minutes – 7 February 2023", that Council:

- a. Endorse the holding of the Legacy Centenary Torch Relay and the closure of Faulkner Street between Moore Street and Dumaresq Street, Armidale on the 2 July 2023;
- b. Endorse the use of the Armidale local roads for the Charity Ride for Back Track Youth Works to be held from 2 April 2023 to 4 April 2023 inclusive;
- c. Endorse the road closure of Faulkner Street between Dumaresq Street and Kirkwood Street, Armidale for the Culture Festival 2023, to be held on 10 March 2023;
- d. Note the Traffic Management Plans for the Tour De Rocks event and:
  - i. Endorse the temporary closure of Dangar Street between Dumaresq and Kirkwood Streets, Armidale, for the commencement of the Tour de Rocks 2023 from 6am to 9am on Thursday 20 April 2023;
  - ii. Endorse the Special Event Transport Management Plan for the staging along Route 1 of the Tour de Rocks on Thursday 20 April 2023, for the occupation and usage of Armidale Regional Council Local Government Area (LGA) local roads only, pending approval for the use of local roads within the LGA of Kempsey Council, and of any regional classified roads from TfNSW, and any further recommendations from NSW Police;
  - iii. Endorse the Special Event Transport Management Plan for the staging along Route 2 of the Tour de Rocks from Thursday 20 April to 22 April 2023, for the occupation and usage of Armidale LGA local roads being: Day 1 starts at 6am at Civic Park and ends at Wollomombi, 36 km East of Armidale. Day 2 of the ride commences at Wollomombi at 8am and ends at the Guyra Showground, 85 km North West of Wollomombi. The final day of the ride commences at Guyra Showground at 6am and ends at Sport UNE



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Armidale, and pending approval of any regional classified roads from TfNSW, and any further recommendations from NSW Police; and

- e. Endorse the provision of “KEEP CLEAR” pavement marking in front of the driveway of the SES, at 203 Mann Street, Armidale.

**Moved Cr McMichael                      Seconded Cr O'Brien**

**The Motion on being put to the vote was CARRIED unanimously.**

**14. QUESTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

Nil.

There being no further business the Mayor declared the meeting closed at 4:35pm.

# ACTIONS TRACKING SUMMARY SHEET


Ordinary and Extraordinary Council Meetings 2022/2023



Meeting Date	Report Title	Res #	Detail	Officer	Notes
28/04/2022	Standard Instrument LEP Natural Disasters Clause	85/22	<p><b>RESOLVED</b></p> <p>a. That Council advise the Department of Planning and Environment to incorporate the Dwelling house or secondary dwelling affected by natural disaster clause (Clauses 5.9), into the <i>Armidale Dumaresq Local Environmental Plan 2012</i> and <i>Guyra Local Environmental Plan 2012</i> or <i>Armidale Regional Local Environmental Plan</i> (as applicable), applying in the zones that currently permit dwelling house or secondary dwelling.</p> <p>b. That Council develop a policy that assists building owners to recover from disasters including but not limited to:</p> <p>i. the use of the Orders provisions in the Environmental Planning and Assessment Act 1979 and Local Government Act 1993 to the maximum extent possible to permit the repair and rebuild of buildings without the need for the DA,</p> <p>ii. an appropriate reduction in DA fees for replacement buildings that require a DA,</p> <p>iii. provide a concierge advisory and fast-track approval service for disaster affected building owners.</p> <p><b>Moved Cr Packham                      Seconded Cr Galletly</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p> <p><b>AMENDMENT</b></p> <p>iii. provide a concierge advisory and fast-track approval service for disaster affected building owners that also provides advice on information on building back better to meet desirable energy-efficiency standards and passive solar design.</p>	Boyce, Daniel	<p><b>13 May 2022 8:07am Boyce, Daniel</b> Disaster clause package sent to NSW Department of Planning and Environment. Policy to be developed.</p> <p><b>15 Mar 2023 1:14pm Hoult, Melissa</b> ARLEP came into force in Jan 2023. Staff will now liaise with DPE to switch on Natural Disaster Clause.</p> <p><b>15 Mar 2023 1:15pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 12 May 2022 to 30 June 2023 - Natural Disaster Clause will need to be activated.</p>

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<h1>ACTIONS TRACKING SUMMARY SHEET</h1> <p>Ordinary and Extraordinary Council Meetings 2022/2023</p>					
			<p><b>Moved Cr Robinson                      Seconded Cr O'Brien</b></p> <p><i>FOR:                      Cr D O'Brien, M O'Connor and D Robinson</i></p> <p><i>AGAINST:              Crs S Coupland, P Gaddes, J Galletly, S McMichael, S Mephram, P Packham, T Redwood, and B Widders</i></p> <p><b>The Motion on being put to the vote was LOST.</b></p> <p>Cr Bradley Widders left the meeting, the time being 4:56 PM Cr Bradley Widders returned to the meeting, the time being 4:58 PM</p>		
25/05/2022	Simpler Financial Information	102/22	<p><b>RESOLVED</b></p> <p>That Councillors and Council Staff collaborate on the development of a format to provide financial information that is easy for councillors and lay people to understand.</p> <p><b>Moved Cr Robinson                      Seconded Cr O'Brien</b></p> <p><i>DIVISION              The result being:-</i></p> <p><i>FOR:                      Crs S Coupland, P Gaddes, S McMichael, S Mephram, D O'Brien, M O'Connor, P Packham, T Redwood, D Robinson and B Widders</i></p> <p><i>AGAINST:              Cr J Galletly</i></p> <p><b>The Motion on being put to the vote was CARRIED.</b></p>	Hoult, Melissa	<p><b>20 Jun 2022 11:39am Bower, Jessica</b> Manager Financial Services to meet with Cr Robinson week of 20 June to discuss.</p> <p><b>15 Aug 2022 4:16pm Hoult, Melissa</b> Due to staff resourcing and other imperatives, staff will seek to provide a response towards the end of October 2022.</p> <p><b>15 Aug 2022 4:19pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 08 June 2022 to 31 October 2022 - Due to staff resourcing and other imperatives, staff will seek to provide a response towards the end of October 2022.</p>

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# ACTIONS TRACKING SUMMARY SHEET


Ordinary and Extraordinary Council Meetings 2022/2023



					<p><b>13 Sep 2022 4:18pm Hoults, Melissa</b> Owing to annual financial statements being due and the SRV consultation, a meeting between Cr Robinson and the acting CFO, to facilitate simpler financial information, has not progressed further than the first meeting. A meeting with the new CFO will be scheduled towards the end of the year.</p> <p><b>13 Sep 2022 4:18pm Hoults, Melissa - Target Date Revision</b> Target date changed by Hoults, Melissa from 31 October 2022 to 23 November 2022 - Due to staff resourcing and other imperatives, staff will seek to provide a response towards the end of November 2022.</p> <p><b>07 Dec 2022 11:59am Hoults, Melissa - Target Date Revision</b> Target date changed by Hoults, Melissa from 23 November 2022 to 16 December 2022 - Meeting to be scheduled with CFO after December OCM.</p> <p><b>14 Feb 2023 11:50am Hoults, Melissa - Target Date Revision</b> Target date changed by Hoults, Melissa from 16 December 2022 to 16 June 2023 - Target date changed by Hoults, Melissa from 28 December</p>
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<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <h2 style="margin: 0;">ACTIONS TRACKING SUMMARY SHEET</h2> <p style="margin: 0;">Ordinary and Extraordinary Council Meetings 2022/2023</p> </div> <div style="text-align: right;">  </div> </div>			
			2022 to 23 June 2023 - Subject to the outcome of the special rate variation application to be determined by IPART, this matter may be able to be actioned in the 2023/24 financial year with the upgrade of financial systems.
29/06/2022	Grids and Gates Policy	129/22	<p><b>RESOLVED</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>a. Refer POL087 – Gates and Stock Grids on Public Roads and public feedback to the Connected Region Key Pillar Working Group to discuss and make comment on proposed grid ownership, maintenance liabilities and transition options;</li> <li>b. Extend the ownership nomination period for an additional 12 months for Council staff, in consultation with the relevant working group, to determine ownership of existing grids and gates on Council roads where ownership is uncertain.</li> <li>c. Extend the current transition period for an additional 12 months from the 1st July 2022 for existing grid and gate owners to upgrade, repair, remove or replace non-compliant grids and bring them into compliance with the updated policy POL087, noting all associated costs are currently the responsibility of the grid or gate owner as per the policy.</li> </ul> <p><b>Moved Cr Packham                      Seconded Cr Mephram</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>
			<p>Manners, Alex</p> <p><b>19 Jul 2022 9:20am Schaefer, Darren</b> This item will be referred to the Connected Key Pillar Working Group once established.</p> <p><b>16 Aug 2022 11:11am Bower, Jessica</b> The item was included on the Agenda for the July Connected KPWG meeting.</p> <p><b>18 Oct 2022 12:16pm Bower, Jessica</b> Note that no further Connected meetings have been scheduled by the Chairperson since July 2022.</p> <p><b>17 Nov 2022 9:36am Bower, Jessica</b> The policy will now be considered by the Stronger KPWG.</p> <p><b>15 Mar 2023 11:38am Manners, Alex - Reallocation</b> Action reassigned to Manners, Alex by Manners, Alex</p>

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					<p><b>15 Mar 2023 11:38am Manners, Alex</b>  Inspections of Grids and Gates has been underway since Late 2022. All Grids have been inspected in the Southern Operational Area and are finalising inspections in the Northern Operational area. Legal advice received and DRAFT policy provided incorporating changes from legal advice. Policy will be presented to April OCM.</p> <p><b>15 Mar 2023 12:25pm Hoult, Melissa - Target Date Revision</b>  Target date changed by Hoult, Melissa from 13 July 2022 to 01 July 2023 - Northern Operational area will be finalised by July 2023.</p>
27/07/2022	Look Up! Make the State of our Planet BAU Pilot Program	145/22	<p><b>MOVED</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Endorse the Leadership Principles and Climate Action Plan initiatives contained within the outcomes of the pilot program <i>"Look-Up! Make the State of our Planet BAU."</i></li> <li>Reaffirm Council's resolution on 25 September 2019 to commit to achieving the goals of Project Zero30.</li> <li>Request that the General Manager prepare an organisational plan to minimise our contribution to the global temperature rise and achieve Climate Active certification which will be reported back to Council with costings.</li> </ol>	Bower, Jessica	<p><b>11 Aug 2022 11:55am Bower, Jessica</b>  Correspondence forwarded to Project Zero30 Board members advising councils resolution. GM advised a further report will be provided to Council in Sep/Oct 2022 relating to item C once it is fully scoped and resource commitment better understood.</p> <p><b>14 Sep 2022 3:10pm Bower, Jessica</b></p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022/2023




			<p><b>Moved Cr Robinson      Seconded Cr Widders</b></p> <p><b>PROCEDURAL MOTION</b></p> <p>That the items be voted on in seriatim.</p> <p><b>Moved Cr O'Connor      Seconded Cr Packham</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p> <p><b>RESOLVED</b></p> <p>That Council:</p> <p>a. Endorse the Leadership Principles and Climate Action Plan initiatives contained within the outcomes of the pilot program "Look-Up! Make the State of our Planet BAU."</p> <p><i>DIVISION      The result being:-</i></p> <p><i>FOR:      Crs S Coupland, P Gaddes, J Galletly, S McMichael, D O'Brien, T Redwood, D Robinson; S Mepham and B Widders</i></p> <p><i>AGAINST:      Crs P Packham and M O'Connor</i></p> <p><b>The Motion on being put to the vote was CARRIED</b></p> <p>b. Reaffirm Council's resolution on 25 September 2019 to commit to achieving the goals of Project Zero30.</p>		<p>GM advised: Item C to be addressed once the Renewable Energy Action Plan (REAP) has been formally adopted.</p>
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\*Note: THIS INFORMATION IS GENERATED FROM INFOCOUNCIL.


Current as at 15/03/2023 - Page 6



<h1>ACTIONS TRACKING SUMMARY SHEET</h1> <p>Ordinary and Extraordinary Council Meetings 2022/2023</p>					
			<p><b>DIVISION</b>      <i>The result being:-</i></p> <p><b>FOR:</b>            <i>Crs S Coupland, P Gaddes, J Galletly, S McMichael, D O'Brien, T Redwood, D Robinson; S Mephram and B Widders</i></p> <p><b>AGAINST:</b>      <i>Crs P Packham and M O'Connor</i></p> <p><b>The Motion on being put to the vote was CARRIED</b></p> <p>    c. Request that the General Manager prepare an organisational plan to minimise our contribution to the global temperature rise and achieve Climate Active certification which will be reported back to Council with costings.</p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p> <p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p>		
24/08/2022	Question on Notice - Cr Robinson	173/22	<p><b>RESOLVED</b></p> <p>That Council note the response to the Questions on Notice submitted by Cr Robinson.</p> <p><b>Moved Cr Robinson                      Seconded Cr McMichael</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Hoult, Melissa	<p><b>13 Sep 2022 4:07pm Hoult, Melissa</b></p> <p>Owing to annual financial statements being due and the SRV consultation, a meeting between Cr Robinson and the acting CFO, to facilitate simpler financial information, has not progressed further than the first meeting. A meeting with the new CFO will be scheduled towards the end of the year., Report on item c. to be submitted to September OCM.</p> <p><b>13 Sep 2022 4:14pm Hoult, Melissa - Target Date Revision</b></p>


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ACTIONS TRACKING SUMMARY SHEET					
Ordinary and Extraordinary Council Meetings 2022/2023					
					<p>Target date changed by Hoult, Melissa from 07 September 2022 to 23 November 2022 - A meeting will be scheduled with the new CFO towards the end of the year.</p> <p><b>14 Feb 2023 10:36am Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 23 November 2022 to 03 July 2023 - Subject to the outcome of the special rate variation application to be determined by IPART, this matter may be able to be actioned in the 2023/24 financial year. If the SRV is approved and the operational plan includes this as an action, staff can be deployed to work on a fix.</p>
26/10/2022	Endorsement to Engage a Public Process for a Road Reserve Closure	206/22	<p><b>RESOLVED</b></p> <p>That Council endorse the application:</p> <ul style="list-style-type: none"> <li>a. To undertake a public process for the purpose of a road reserve closure.</li> <li>b. Prepare the lands survey and application to the regional Crown Lands Office.</li> <li>c. Post closure prepare a subdivision development application for two residential lots.</li> </ul> <p><b>Moved Cr Galletly                      Seconded Cr O'Connor</b></p>	Boyce, Daniel	<p><b>17 Nov 2022 8:27am Boyce, Daniel</b> Scoping of project and procurement commencing.</p> <p><b>15 Mar 2023 11:15am Boyce, Daniel</b> Legal paperwork being drafted by Council lawyers.</p> <p><b>15 Mar 2023 1:16pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 09 November 2022 to 30 April 2023 - Waiting on legal paperwork.</p>


\*Note: THIS INFORMATION IS GENERATED FROM INFOCOUNCIL.

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<b>ACTIONS TRACKING SUMMARY SHEET</b> Ordinary and Extraordinary Council Meetings 2022/2023					
			The Motion on being put to the vote was <b>CARRIED</b> unanimously.		
26/10/2022	Review of Local Approval Policy Street Trading	209/22	<b>RESOLVED</b> That Council: <ul style="list-style-type: none"> <li>a. Endorse the Local Approvals Policy Street Trading for public notice and exhibition in accordance with the <i>Local Government Act 1993</i>;</li> <li>b. Receive a further report to consider any submissions received;</li> <li>c. Endorse the Local Approvals Policy Street Trading for submission to the Departmental Chief Executive of the Office of Local Government.</li> </ul> <b>Moved Cr Widders                      Seconded Cr Mephram</b> The Motion on being put to the vote was <b>CARRIED</b> unanimously.	Boyce, Daniel	<b>07 Dec 2022 9:04am Hoult, Melissa</b> Daniel Boyce advised this item will be action in January 2023. <b>15 Feb 2023 9:26am Boyce, Daniel</b> The Policy will be on public exhibition from 7 February 2023 until close of business on 28 March 2023. <b>15 Mar 2023 1:16pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 09 November 2022 to 30 April 2023 - Awaiting close of public exhibition.
26/10/2022	Establishment of Leash-Free Areas in Guyra	213/22	<b>RESOLVED</b> That Council: <ul style="list-style-type: none"> <li>a. Endorse the two (2) preferred sites, being Lot 7002 DP 94125 and Lot 701 DP 94244, as proposed leash-free areas for public exhibition for a period of 28 days.</li> <li>b. Receive a further report once the submission period closes to consider any submissions received.</li> </ul> <b>Moved Cr McMichael                      Seconded Cr Widders</b>	Boyce, Daniel	<b>16 Nov 2022 10:29pm Boyce, Daniel</b> Proposal on exhibition. Submissions close 25 November 2022. <b>02 Dec 2022 11:23am Boyce, Daniel</b> Exhibition extended until late January. <b>15 Mar 2023 11:15am Boyce, Daniel</b>


\*Note: THIS INFORMATION IS GENERATED FROM INFOCOUNCIL.

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<div> <div>ACTIONS TRACKING SUMMARY SHEET</div> <div>Ordinary and Extraordinary Council Meetings 2022/2023</div> </div>					
			The Motion on being put to the vote was <b>CARRIED</b> unanimously.		Report drafted for April 2023 OCM. <b>15 Mar 2023 1:17pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 09 November 2022 to 30 April 2023 - Report will be going to April OCM with submissions.
23/11/2022	Endorsement to Engage a Public Process for a Road Reserve Closure	232/22	<b>RESOLVED</b> That Council endorse the application; a. To undertake a public process for the purpose of a road reserve closure. b. Prepare the lands survey and application to the regional Crown Lands Office. c. Post closure prepare a subdivision development application for a residential lot  <b>Moved Cr Redwood                      Seconded Cr Widders</b>  The Motion on being put to the vote was <b>CARRIED</b> unanimously.	Boyce, Daniel	<b>02 Dec 2022 11:21am Boyce, Daniel</b> Scoping of project and procurement commencing. <b>15 Mar 2023 11:14am Boyce, Daniel</b> Legal paperwork being drafted by Council lawyers. <b>15 Mar 2023 1:18pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 07 December 2022 to 30 April 2023 - Awaiting legal paperwork.
23/11/2022	Homes North management of Community Housing Assets	236/22	<b>RESOLVED</b> That Council: a) Endorse the transfer of management of Council's community housing assets to Homes North from the current commercial real estate agreement. b) Endorse the increase in income rent percentage for the first time since 1986 from 20% to 25% in line with other community housing under management by NSW Land and Housing.  <b>Moved Cr O'Brien                      Seconded Cr Galletly</b>	Schaefer, Darren	<b>05 Dec 2022 10:01pm Schaefer, Darren</b> Preparations for the transition of management to Homes North are underway. Contract received and signed with notification to tenants will occur March/April 2023. <b>15 Mar 2023 12:27pm Hoult, Melissa - Target Date Revision</b>


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<div> <div>ACTIONS TRACKING SUMMARY SHEET</div> <div>Ordinary and Extraordinary Council Meetings 2022/2023</div> </div>					
			The Motion on being put to the vote was <b>CARRIED</b> unanimously.		Target date changed by Hoult, Melissa from 07 December 2022 to 30 April 2023 - Contract received and signed with notification to tenants to occur March/April 2023.
14/12/2022	Mayoral Minute: Water Security - Purchase of Oaky River Hydro Scheme as an Additional Water Source	246/22	<p><b>RESOLVED</b></p> <p>That Council;</p> <ol style="list-style-type: none"> <li>Note the "Commercial-in-Confidence" valuation report provided by The Stable Pty Ltd;</li> <li>Approve the purchase of the Oaky River Hydro Scheme for \$4,300,000.00 and classify the land as operational land;</li> <li>Place on public exhibition for 28 days, the proposal to classify all land acquired through the purchase as "operational land" in accordance with section 33 of the <i>Local Government Act 1993</i> at its time of acquisition;</li> <li>Note that any submissions as they relate to the classification of the land as 'operational land', will not impact the purchase by Council;</li> <li>Approve the release of \$4,500,000.00 from the Water Reserve to fund the purchase and cover legal fees and other asset acquisition activities; and</li> <li>Delegate authority to the General Manager to execute all documents in relation to the purchase</li> </ol> <p><b>Moved Cr Coupland                      Seconded Cr Redwood</b></p> <p><b>DIVISION</b>                      The result being:-</p> <p><b>FOR:</b>                      Crs S Coupland, P Gaddes, J Galletly, S McMichael, S Mephram, D O'Brien, P Packham, T Redwood and B Widders</p>	Hoult, Melissa	<p><b>14 Feb 2023 11:44am Hoult, Melissa - Target Date Revision</b></p> <p>Target date changed by Hoult, Melissa from 28 December 2022 to 30 June 2023 - Public Exhibition of the proposal to classify all land acquired through the purchase as "operational land" will be on display once settlement is finalised.</p>

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<h1>ACTIONS TRACKING SUMMARY SHEET</h1> <p>Ordinary and Extraordinary Council Meetings 2022/2023</p>					
			<b>AGAINST:</b> Crs M O'Connor and D Robinson  <b>The Motion on being put to the vote was CARRIED</b>		
14/12/2022	Appointment of the NSW Electoral Commissioner to Administer Council's Elections	248/22	<b>RESOLVED</b> That Council: <ul style="list-style-type: none"> <li>a) pursuant to s. 296(2) and (3) of the <i>Local Government Act 1993</i> (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.</li> <li>b) pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.</li> <li>c) pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.</li> </ul> <b>Moved Cr McMichael                      Seconded Cr Robinson</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Schaefer, Darren	<b>13 Feb 2023 10:11am Schaefer, Darren</b> Cost estimate has been sent in readiness for formal contract execution closer to the election. With elections being held September 2024, this status will remain until approximately 6-8months prior to the election where details are known and contracts can be formalised. <b>15 Mar 2023 12:30pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 28 December 2022 to 29 February 2024 - Contract to be formalised in Feb 2024
14/12/2022	Acquisition of 153 Rusden Street Armidale	251/22	<b>RESOLVED</b> That Council: <ul style="list-style-type: none"> <li>a. Approve the acquisition of Lot 1, DP 137550 and Lot X, DP 163313 known as 153 Rusden Street, Armidale (<b>the Land</b>).</li> </ul>	Goodall, John	<b>02 Feb 2023 4:45pm Boyce, Daniel</b> Appointed conveyancer. Awaiting sellers legal contract. <b>15 Mar 2023 11:13am Boyce, Daniel</b>

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<div> <div>ACTIONS TRACKING SUMMARY SHEET</div> <div>Ordinary and Extraordinary Council Meetings 2022/2023</div> </div>					
			b. Approve the expenditure of funds to the amount of \$26,000 ex GST from Council's property reserve.  c. Give public notice of the proposed acquisition of the Land and proposed resolution to classify the Land as operational under section 31 of the <i>Local Government Act 1993</i> .  d. Delegate authority to the General Manager to negotiate the terms of the acquisition and to sign all documents and take any other action necessary to finalise the transaction.  <b>Moved Cr Robinson                      Seconded Cr Redwood</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>		Council legal now in possession of sales contract.
14/12/2022	Sale of Minor Access Denial Strip Lot 14 and Lot 15 DP263611	254/22	<b>RESOLVED</b> That Council: <ul style="list-style-type: none"> <li>a. Approve the sale of Lots 14 and 15 DP 263611 for \$3,360 each.</li> <li>b. Delegate authority to the General Manager to negotiate the terms of the sale and to execute all documents and do all other things necessary on behalf of Council to effect the sale of sale of Lots 14 and 15 DP 263611.</li> <li>c. Note that all costs associated with the transaction will be borne by the applicant.</li> </ul> <b>Moved Cr Gaddes                      Seconded Cr Redwood</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Goodall, John	<b>02 Feb 2023 4:45pm Boyce, Daniel</b> Contracts exchanged Jan 2023. <b>15 Mar 2023 11:13am Boyce, Daniel</b> Settlement due by end March 2023.
14/12/2022	Questions on Notice - Cr Robinson	259/22	<b>RESOLVED</b> That Council note the response to the Question on Notice submitted by Cr Robinson.	Hoult, Melissa	<b>14 Feb 2023 10:27am Hoult, Melissa - Target Date Revision</b>

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<b>ACTIONS TRACKING SUMMARY SHEET</b> Ordinary and Extraordinary Council Meetings 2022/2023					
			<b>Moved Cr Robinson      Seconded Cr McMichael</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>		Target date changed by Hoult, Melissa from 28 December 2022 to 23 June 2023 - Subject to the outcome of the special rate variation application to be determined by IPART, this matter may be able to be actioned in the 2023/24 financial year. If the SRV is approved and the operational plan includes this as an action, staff can be deployed to work on a fix.
30/01/2023	Adoption of revised Integrated Planning and Reporting documents	1/23	<b>RESOLVED</b> That Council: a. Adopt the following documents: i. Delivery Program 2022-2026 (including Special Rate Variation Addendum) ii. Resourcing Strategy 2022-2026; and iii. Asset Management Plans (Airport, Buildings, Parks and other structures, Transport, Stormwater, Asset Management Maturity Report, and Strategic Asset Management Plan) b. Note the formal public submissions received during the exhibition period as attached to this report, and note Council's responses contained in the Submissions Summary.  <b>Moved Cr Gaddes      Seconded Cr Galletly</b>  <b>DIVISION      The result being:-</b>	Newsome, Ann	<b>13 Mar 2023 3:51pm</b> <b>Newsome, Ann - Completion</b> Action completed by Hoult, Melissa - Endorsed at January ECM.

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ACTIONS TRACKING SUMMARY SHEET					
Ordinary and Extraordinary Council Meetings 2022/2023					
			<b>FOR:</b> Crs S Coupland, P Gaddes, J Galletly, S McMichael, S Mephram, D O'Brien, P Packham, T Redwood and B Widders  <b>AGAINST:</b> Crs M O'Connor and D Robinson  <b>The Motion on being put to the vote was CARRIED</b>		
22/02/2023	Mayoral Minute - Recognising the Achievements of Antony (Tony) Deakin OAM with Keys to the City	4/23	<b>RESOLVED</b>  That the Mayoral Minute be withdrawn and presented at a future meeting.  <b>Moved Cr Coupland    Seconded Cr Redwood</b>  <b>The Withdrawal on being put to the vote was CARRIED unanimously.</b>	Hoult, Melissa	<b>13 Mar 2023 12:55pm Hoult, Melissa - Completion</b>  Action completed by Hoult, Melissa - Mayoral Minute postponed to March OCM.
22/02/2023	Council Actions Report January 2022 - January 2023	5/23	<b>RESOLVED</b>  That Council notes the report summarising the actions taken on the resolutions of Council.  <b>Moved Cr Robinson    Seconded Cr O'Connor</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Hoult, Melissa	<b>13 Mar 2023 12:55pm Hoult, Melissa - Completion</b>  Action completed by Hoult, Melissa - Noted
22/02/2023	2022-23 Second Quarter Budget Review	6/23	<b>RESOLVED</b>  That Council:  a. Note the 2022-2023 Second Quarter Budget Review.  b. Note the proposed revised 2022-2023 budget produces an unrestricted cash forecast of \$4.993 million	Newsome, Ann	<b>13 Mar 2023 3:52pm Newsome, Ann - Completion</b>  Action completed by Hoult, Melissa - No action, for noting.

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# ACTIONS TRACKING SUMMARY SHEET


Ordinary and Extraordinary Council Meetings 2022/2023



			<p>c. Note the proposed revised 2022-2023 operating surplus/ (deficit) budget as per table below:</p> <table><tr><th>Fund</th><th>Operating Surplus / (Deficit) ('000)</th><th>Operating Surplus / (Deficit) ('000)</th><th>Operating Surplus / (Deficit) ('000)</th></tr><tr><td></td><td>ORIGINAL</td><td>QBR 1</td><td>QBR 2</td></tr><tr><td>General</td><td>(\$3,193)</td><td>(\$4,708)</td><td>(\$4,899)</td></tr><tr><td>Water</td><td>\$1,285</td><td>\$1,632</td><td>\$1,637</td></tr><tr><td>Sewerage</td><td>\$912</td><td>\$1,739</td><td>\$1,765</td></tr><tr><td>Consolidated Result</td><td>(\$996)</td><td>(\$1,337)</td><td>(\$1,496)</td></tr></table>	Fund	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)		ORIGINAL	QBR 1	QBR 2	General	(\$3,193)	(\$4,708)	(\$4,899)	Water	\$1,285	\$1,632	\$1,637	Sewerage	\$912	\$1,739	\$1,765	Consolidated Result	(\$996)	(\$1,337)	(\$1,496)		
Fund	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)																										
	ORIGINAL	QBR 1	QBR 2																										
General	(\$3,193)	(\$4,708)	(\$4,899)																										
Water	\$1,285	\$1,632	\$1,637																										
Sewerage	\$912	\$1,739	\$1,765																										
Consolidated Result	(\$996)	(\$1,337)	(\$1,496)																										
			<p>d. Resolve to adopt the amendments in the 2022/23 budget in accordance with the Quarterly Budget Review Statement for the period 1 October 2022 to 31 December 2022 tabled in the attachments.</p> <p><b>Moved Cr Robinson      Seconded Cr Gaddes</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>																										
22/02/2023	Cash and Investment Report 31 January 2023	7/23	<p><b>RESOLVED</b></p> <p>That Council note the Cash and Investment Report for January 2023.</p> <p><b>Moved Cr Redwood      Seconded Cr Galletly</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Newsome, Ann	<p><b>13 Mar 2023 3:51pm</b></p> <p><b>Newsome, Ann - Completion</b></p> <p>Action completed by Hault, Melissa - No action, for noting.</p>																								
22/02/2023	Cash and Investment	8/23	<p><b>RESOLVED</b></p>	Newsome, Ann	<p><b>13 Mar 2023 3:52pm</b></p> <p><b>Newsome, Ann - Completion</b></p>																								


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<div> <div>ACTIONS TRACKING SUMMARY SHEET</div> <div>Ordinary and Extraordinary Council Meetings 2022/2023</div> </div>					
	Report 31 December 2022		<p>That Council note the Cash and Investment Report for December 2022.</p> <p><b>Moved Cr Redwood    Seconded Cr Galletly</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		Action completed by Hoults, Melissa - No action, for noting.
22/02/2023	Child Safe Organisational Standards and Action Plan	9/23	<p><b>RESOLVED</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Endorse the Child Safe Action Plan for review by the Children's Guardian and any feedback received from the Children's Guardian be incorporated into the plan.</li> <li>Once approved by the Children's Guardian, the Child Safe Action Plan is implemented across Council.</li> </ol> <p><b>Moved Cr Robinson    Seconded Cr O'Brien</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Schaefer, Darren	<p><b>14 Mar 2023 5:25pm Schaefer, Darren</b></p> <p>Council noted the actions in The Child Safe Action Plan and the Plan was sent to the Childrens Guardian for review. The Childrens Guardian have advised our action plan comes under a parent plan of the Office of Local Government (OLG). It is OLGs plan that must be lodged with the Childrens Guardian. OLGs responsibility is to help ARC implement the standards. ARC's role is simply to implement the standards that are legislatively required. ARC now has its own plan and will begin embedding the actions.</p>
22/02/2023	Recommendation for Cafe Tenant Armidale Airport	10/23	<p><b>RESOLVED</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>note the independent process that has been undertaken to select a tenant, by the Professionals Real Estate Armidale, including, developing and running the EOI, marketing, evaluation and selection.</li> <li>endorse the preferred proponent as Tattersalls as a result of the EOI process.</li> </ol>	Schaefer, Darren	<p><b>14 Mar 2023 5:21pm Schaefer, Darren</b></p> <p>Council endorsed the preferred candidate from the independent EIO process. Negotiations around lease terms/concessions are</p>

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<div> <div>ACTIONS TRACKING SUMMARY SHEET</div> <div>Ordinary and Extraordinary Council Meetings 2022/2023</div> </div>					
			<p>c. note that any unbudgeted capital expenditure to ready the space will be made via adjustments in the Quarterly Budget Review process.</p> <p>d. note that the tenant will have the option to transfer their liquor licence operation to the café to serve alcohol</p> <p><b>Moved Cr Gaddes      Seconded Cr Galletly</b></p> <p><b>DIVISION      The result being:-</b></p> <p><b>FOR:</b>      Crs S Coupland, P Gaddes, J Galletly, S McMichael, D O'Brien, M O'Connor, T Redwood, D Robinson and B Widders</p> <p><b>AGAINST:</b>      Crs S Mephram</p> <p><b>The Motion on being put to the vote was CARRIED.</b></p>		progressing with a formal lease being drawn up for execution.
22/02/2023	Traffic Advisory Committee - Minutes of the meeting held 6 December 2023	11/23	<p><b>RESOLVED</b></p> <p>That in relation to the report "Armidale Regional Council Traffic Advisory Committee Minutes – 6 December 2022", that Council:</p> <p>a. Note that approval was granted for the temporary road closure of Canambe Street between Dumaresq and Kirkwood Street for the 20, 21 &amp; 22 January 2023, for the Annual Armidale Camp draft.</p> <p>b. Note that the committee endorsed the road closure of Bradley St, Guyra between Ollera St and McKenzie St on Saturday the 21 January 2023 for the annual Guyra Lamb and Potato Festival.</p>	Manners, Alex	<p><b>14 Mar 2023 3:42pm</b></p> <p><b>Manners, Alex - Completion</b></p> <p><b>Action completed by Ackling, Belinda</b> - a) event completed no further action. b) event completed no further action c) No stopping 161 Miller street completed. d) Advice provided no further action. e) No stopping zone completed. f) Kempsey Road closure and weight restriction implemented</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022/2023



			<p>c. Endorse the extension to the No Stopping zone on the western side of Miller Street to the northern boundary of the property at 159 – 161 Miller Street (Paperware Distributors), Armidale.</p> <p>d. That Council deny the request for the provision of a 10m No Stopping zone in Gordon Street west of Arundel Drive and 50m in Arundel Drive north of Gordon Street, Armidale.</p> <p>e. That Council endorse the provision of a 12m No Stopping zone in Barney Street west of Taylor Street and 25m in Taylor Street north of Barney Street, Armidale.</p> <p><b><u>Officers Note:</u> On the 23 December 2022 GHD updated their previous recommendation for the load limit assessments along the Kempsey-Armidale. TAC was provided a copy of the information from GHD and the below recommendations reflect the new assessment that endorses the load limit be raised from 4.3 tonne to 10 tonne.</b></p> <p>f. Note and endorse the weight limits and restrictions which apply to the Kempsey Road for the life of the recovery works project as supported by expert geotechnical advice. These are:</p> <p>I. The Kempsey Road will continue to remain closed to the general public until further notice due to landslides and unstable road pavements from recent rainfall events.</p> <p>II. Access to Kempsey Road is provided to authorised vehicles only including local residents for essential travel, emergency and essential services, and Council authorised vehicles supporting construction activities only. Access is to be restricted to outside construction schedules and or hours of work.</p>		
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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022/2023



			<p>III. A weight limit restriction of 10 tonnes be applied to the road with the exception of inducted and authorised access under managed conditions which allows vehicles with weights up to 20 tonnes GVM.</p> <p>IV. A vehicle length restriction of 12.5m be applied for the road. Vehicles (including their trailers) with a length greater than 12.5m will not be able to traverse the Kempsey road.</p> <p>V. Implement a full road closure when in excess of 50mm of rainfall occurs within any 12-hour period and only re-open the road following a full onsite inspection of the road to assess the ground conditions and the existing or any new slips, and;</p> <p>VI. Note that weight limits and access restrictions including supporting signage are to be revised from time to time as conditions of the road change and construction activities allow following supporting geotechnical advice.</p> <p><b>Moved Cr McMichael Seconded Cr O'Brien</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		
22/02/2023	Aboriginal Advisory Committee Minutes of Previous Meetings held 15 September 2022 and 15 November 2022	12/23	<p><b>RESOLVED</b></p> <p>That the Minutes of the Aboriginal Advisory Committee meetings held on 15 September 2022 and 15 November 2022 be noted.</p> <p><b>Moved Cr O'Brien Seconded Cr O'Connor</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Schaefer, Darren	<p><b>14 Mar 2023 5:21pm Schaefer, Darren - Completion</b></p> <p>Action completed by Schaefer, Darren - Minutes of the Aboriginal Advisory meeting were noted.</p>
22/02/2023	Traffic Advisory Committee - Minutes of the meeting held 7 February 2023	13/23	<p><b>RESOLVED</b></p> <p>That in relation to the report "Armidale Regional Council Traffic Advisory Committee Minutes – 7 February 2023", that Council:</p>	Manners, Alex	<p><b>14 Mar 2023 3:35pm Manners, Alex - Completion</b></p> <p>Action completed by Ackling, Belinda - a) endorsed no further action</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022/2023



			<ul style="list-style-type: none"> <li>a. Endorse the holding of the Legacy Centenary Torch Relay and the closure of Faulkner Street between Moore Street and Dumaresq Street, Armidale on the 2 July 2023;</li> <li>b. Endorse the use of the Armidale local roads for the Charity Ride for Back Track Youth Works to be held from 2 April 2023 to 4 April 2023 inclusive;</li> <li>c. Endorse the road closure of Faulkner Street between Dumaresq Street and Kirkwood Street, Armidale for the Culture Festival 2023, to be held on 10 March 2023;</li> <li>d. Note the Traffic Management Plans for the Tour De Rocks event and: <ul style="list-style-type: none"> <li>i. Endorse the temporary closure of Dangar Street between Dumaresq and Kirkwood Streets, Armidale, for the commencement of the Tour de Rocks 2023 from 6am to 9am on Thursday 20 April 2023;</li> <li>ii. Endorse the Special Event Transport Management Plan for the staging along Route 1 of the Tour de Rocks on Thursday 20 April 2023, for the occupation and usage of Armidale Regional Council Local Government Area (LGA) local roads only, pending approval for the use of local roads within the LGA of Kempsey Council, and of any regional classified roads from TfNSW, and any further recommendations from NSW Police;</li> <li>iii. Endorse the Special Event Transport Management Plan for the staging along Route 2 of the Tour de Rocks from Thursday 20 April to 22 April 2023, for the occupation and usage of Armidale LGA local roads being: Day 1 starts at 6am at Civic Park and ends at Wollomombi, 36 km East of Armidale. Day 2 of the ride commences at Wollomombi at 8am and ends at the Guyra Showground, 85 km North West of Wollomombi. The final day of the ride commences at Guyra Showground at 6am and ends at Sport UNE Armidale, and pending</li> </ul> </li> </ul>		
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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022/2023



			<p>approval of any regional classified roads from TfNSW, and any further recommendations from NSW Police; and</p> <p>e. Endorse the provision of “KEEP CLEAR” pavement marking in front of the driveway of the SES, at 203 Mann Street, Armidale.</p> <p><b>Moved Cr McMichael                      Seconded Cr O'Brien</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		
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***Planning Proposal No. 19***

**57 Newton Street, Armidale Additional Permitted Use  
Lot 4 DP546075**

**March 2023**

**Armidale Regional Council**

135 Rusden Street, Armidale

New South Wales 2350

Telephone +61 2 6770 3600

Email [council@armidale.nsw.gov.au](mailto:council@armidale.nsw.gov.au)

**Document Control**

Revision	Date	Purpose
1.0	28/2/2023	Draft for internal review
1.1	11/3/2023	Updated draft for internal review

## EXECUTIVE SUMMARY

*Table 1 – Executive Summary Table*

Item	Planning Proposal Response
Site Address	57 Newton Street, Armidale
Real Property Description	Lot 4 DP546075
Existing Planning Controls	R1 General Residential Zone
Proposed Amendments	Additional permitted use for light industry
Technical Studies Relied Upon	<ul style="list-style-type: none"><li>• Armidale Industrial Land Study (AEC Group, 2013)</li><li>• New England Development Strategy (Worley Parsons, 2010)</li></ul>

Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use



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## INTRODUCTION

### The Planning Proposal Site

The site the subject of this Planning Proposal (PP) is Lot 4 DP 546075, which is known as 57 Newton Street, Armidale. The location of the site is shown in **Figure 1** and an aerial photograph provided in **Figure 2**.

The site has an area of 36 perches by title, which converts to 910.543m<sup>2</sup>. The site contains an existing commercial building sited on the northern and eastern boundaries of the site. The majority of the remainder of the site is hard paved and used for parking and manoeuvring. **Plate 1** and **Plate 2** shows the site from Newton Street and Dawson Avenue.



*Plate 1 - Subject site from Newton Street*



*Plate 2 – Subject Site from Dawson Avenue*



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

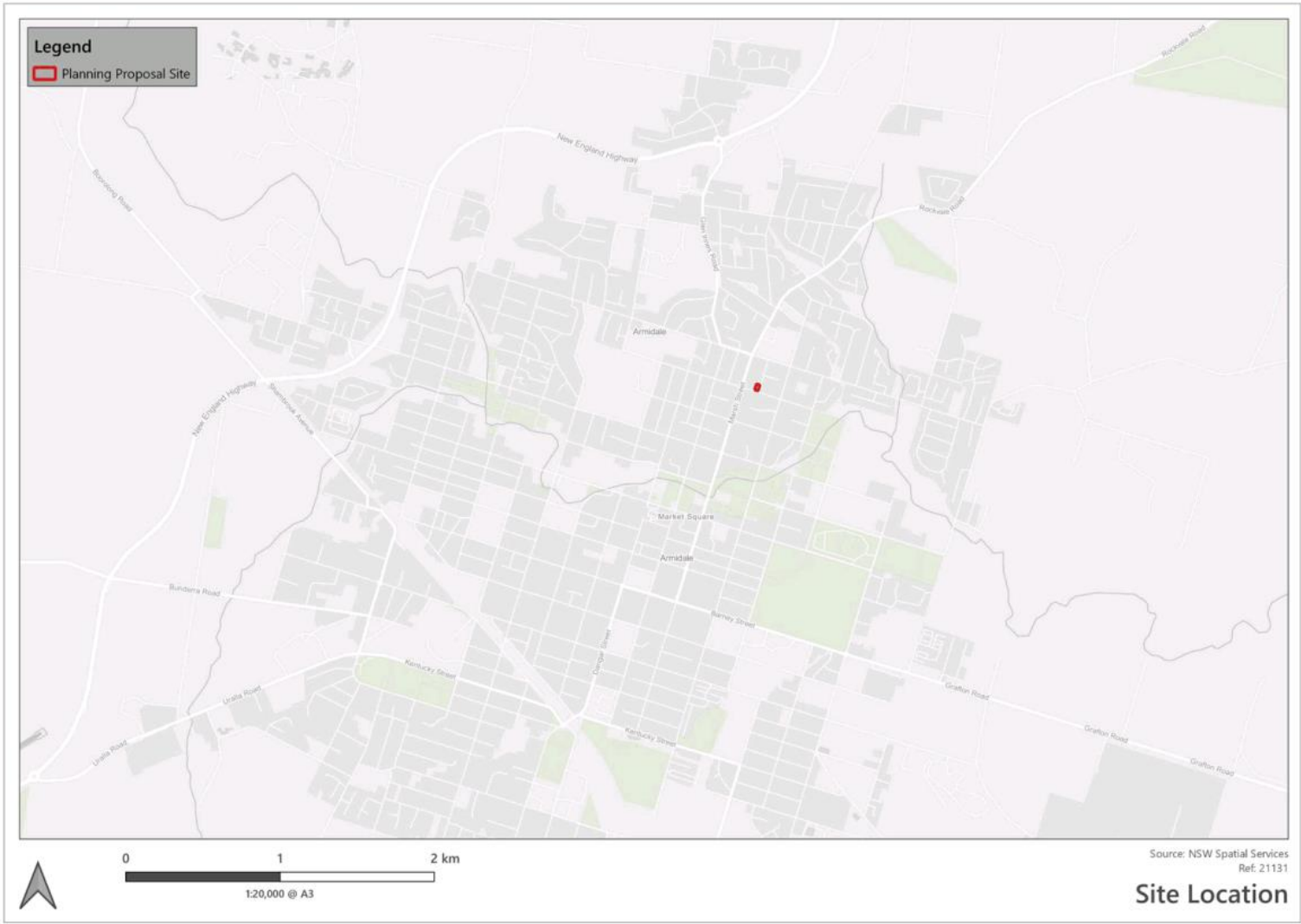


Figure 1 - Site Location



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use



Figure 2 - Site Aerial

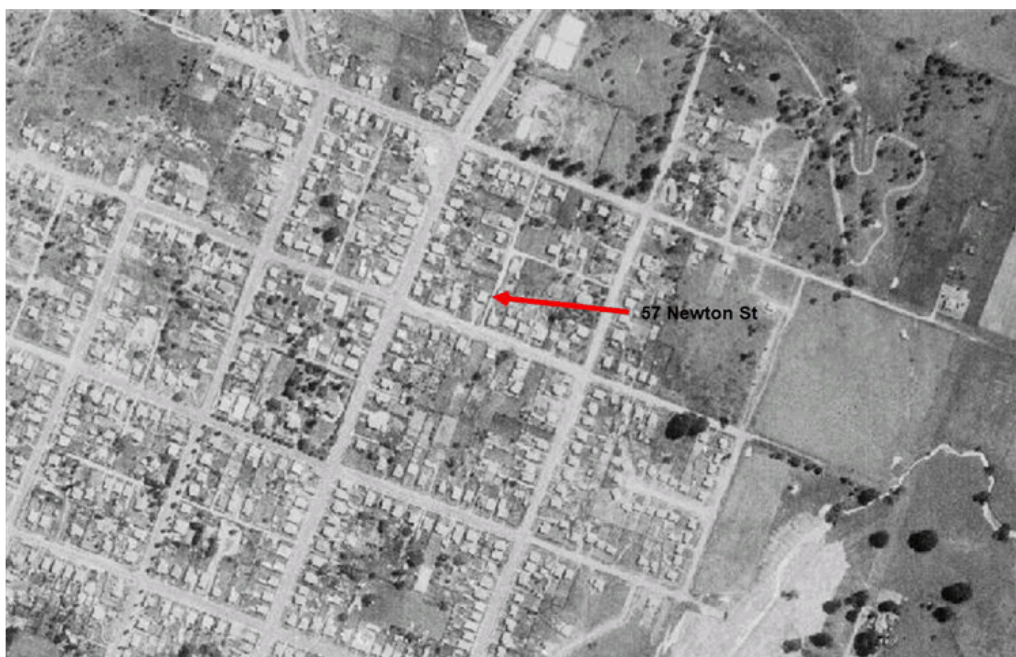
Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

The site is zoned R1 General Residential under *Armidale Regional Local Environmental Plan 2012* (LEP).

### History of the Site

In 1961 a bus depot was approved on the site, which is understood to have been a permissible land use at the time. In 1971 the building was extended to the west, which is understood to have been permitted through existing use provisions.

**Figure 3** provides an historic aerial photograph of the site from 1962.



*Figure 3 - Aerial Imagery 1962 (Source: Spatial Collaboration Portal)*

In 2011 Council granted development consent on the site for Alterations and Additions and Change of Use to Office and Storage for Construction Material. The assessment report indicated that the DA was granted on the basis of existing use rights with both the existing and proposed uses being Light Industrial land use.

A subsequent DA was approved by Council in 2017 for a change of use from Office, Workshop & Storage to Showroom/Office & Workshop.

### Site Context

The site is located to the north of the Armidale Central Business District (CBD), just to the east of the main arterial road (Marsh Street) that provides connection from the CBD to both the bypass road and Thalgarrah. As shown in **Figure 4** and **Figure 5**, the site is located in an area predominated by residential development, with commercial type land uses scattered along Marsh Street.



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use



Figure 4 - Land Use



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

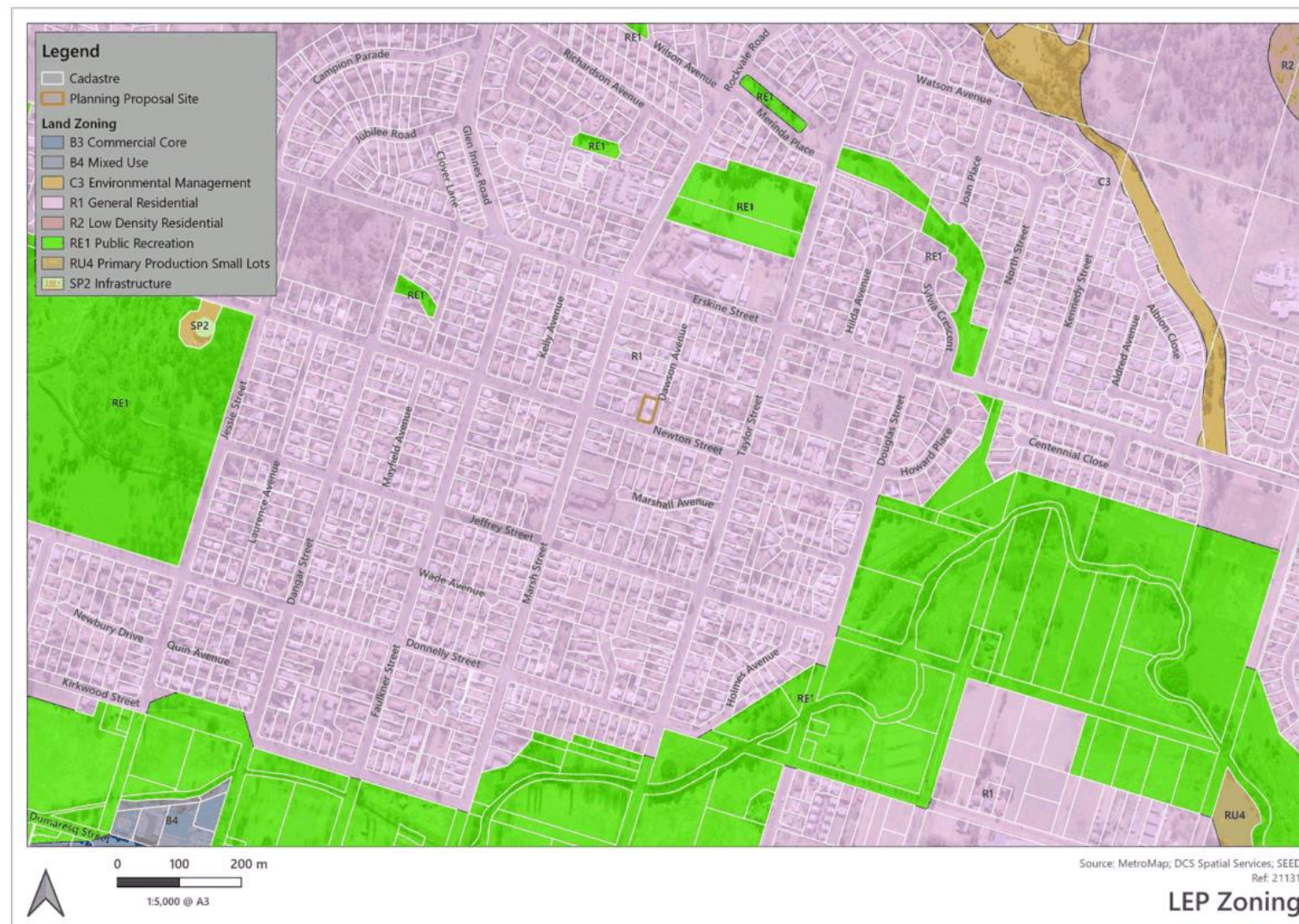


Figure 5 - LEP Zoning



*Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use*

## **PART 1 – OBJECTIVES OR INTENDED OUTCOMES**

### **Objective**

The objective of the Planning Proposal (PP) is to amend *Armidale Regional Local Environmental Plan 2012* (LEP) to regularise the permissibility of the light industrial land uses that have historically and continually been carried out at 57 Newton Street, Armidale.



*Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use*

## **PART 2 - EXPLANATION OF PROVISIONS**

The PP includes the following intended provisions:

- Amend the Armidale Regional LEP 2012 Schedule 1 to include an Additional Permitted Use for the site as follows:
  - "10 Use of certain land at 57 Newton Street, Armidale**
    - (1) This clause applies to land at 57 Newton Street, Armidale, being Lot 4 DP 546075.
    - (2) Development for the purposes of Light Industry is permitted with development consent.
- Amend the Armidale Regional LEP 2012 Additional Permitted Uses Map to include the site.



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

## PART 3 - JUSTIFICATION

### Section A. Need for the planning proposal

**Q1. Is the planning proposal a result of an endorsed LSPS, strategic study or report?**

**Armidale Local Strategic Planning Statement: A Plan for 2040**

The Armidale Regional LSPS:

- Provides a 20 year land use vision for the Armidale Regional Council Local Government Area;
- Directs where further investigations are to be undertaken to identify how future growth and change will be managed;
- Identifies where further strategic land use planning is required; and
- Explains how the planning priorities and related actions will be implemented.

The LSPS vision is:

*The Armidale Regional Council local government area is an exemplary sustainable region of New England, defined by its rich agricultural lands and its attractive natural environment, complemented by a series of well serviced interconnected communities, with the city of Armidale as the regional hub.*

*The Armidale area offers a positive, healthy and vibrant country lifestyle. Its identity is founded on its diverse economy, cultural heritage, civic and educational institutions and strong sense of community (Armidale Regional Council, 2020).*

The Armidale Regional Local Strategic Planning Statement aims to meet the community's future social, economic and environmental needs by addressing important strategic land use planning and development issues. The LSPS identifies priorities for the Armidale Regional Local Government Area that will support and develop the local identity, values and opportunities. It will shape the land use over time and the development standards we use. Immediate, short, medium and long term actions have been developed as part of the LSPS to help deliver on these priorities and the vision for the future.

**Table 2** below summarises the directions of the LSPS, provides comment on the directions and actions of the Plan that are directly relevant to the Planning Proposal, and indicates whether the Proposal is considered to be consistent or inconsistent with the LSPS.

Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040		
DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
Theme 1. Community		
1a) Population Growth		
i) Endorse the NSW Population Projections as the basis for all Council strategic planning activities.	Immediate: 2020	Not relevant.
ii) Use the current version of the NSW Population Projections as the basis for all Council strategic planning activities.	Ongoing	Not relevant.
1b) Settlement Network		
i) Prepare a place-based strategy to guide future growth and development of each of the following villages and immediate surrounds consistent with the desired future character of the relevant village: a) Ben Lomond; b) Black Mountain; c) Ebor; d) Hillgrove; and e) Wollomombi.	Immediate: 2020/21	Not relevant.
ii) Prepare a place-based strategy to guide future growth and development of Guyra and immediate surrounds consistent with the desired future character of the centre.	Immediate: 2021/22	Not relevant.
iii) Prepare a place-based strategy to guide future growth and development of Armidale and immediate surrounds consistent with “regional city” status.	Immediate: 2022/23	Not relevant.
iv) Review and amend the merged LEP in response to the above-mentioned strategy findings.	Subject to related strategy timing.	Not relevant.



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use



Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
<b>1c) Land for Housing</b>		
i) Undertake such studies as are required to: a) identify land required and suitable for residential and related purposes within and/or as a logical extension to existing settlements; and b) address the related land use planning implications.	Short-term	Not relevant.
ii) Review and amend the merged LEP, in response to the above-mentioned study outcomes, to: a) allow development of land identified as being required and suitable for residential and related purposes.	Subject to related study timing.	Not relevant.
<b>1d) Housing Options</b>		
i) Undertake such studies as are required to: a) identify housing options designed to respond to existing and projected future community needs; and b) address the related land use planning implications.	Short-term	Not relevant.
ii) Review and amend the merged LEP, in response to the above-mentioned study outcomes, to: a) allow the development of housing options identified as being required to meet existing and projected future community needs.	Subject to related study timing.	Not relevant.
<b>Theme 2. Economy</b>		
<b>2a) Armidale CBD</b>		

Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
i) Undertake such studies as are required to: a) identify opportunities to facilitate revitalisation of the Armidale central business district consistent with “regional city” status; and b) address the related land use planning implications.	Short-term	Not relevant.
ii) Review and amend the merged LEP, subject to the above-mentioned study outcomes to: (a) allow development designed to revitalise the Armidale central business district.	Subject to related study timing.	Not relevant.
<b>2b) Agricultural Land</b>		
i) Undertake such studies as are required to: a) identify areas of important or potentially important agricultural land; and b) address the related land use planning implications.	Short-term	Not relevant.
ii) Review and amend the merged LEP, as soon as practicable and/or in response to the above-mentioned study outcomes, to: a) protect areas identified as being important or potentially important agricultural land; and b) require development proponents to address important agricultural land values in areas containing or potentially containing such values.	2021+	Not relevant.



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040		
DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
2c) Agribusiness		
i) Undertake such studies as are required to: <ul style="list-style-type: none"> <li>a) identify opportunities to develop agribusiness and related facilities, and the appropriate circumstances for such development; and</li> <li>b) address the related land use planning implications.</li> </ul>	Short-term	Not relevant.
ii) Review and amend the merged LEP, in response to the above-mentioned study outcomes, to: <ul style="list-style-type: none"> <li>a) allow the development of agribusiness and related activities under the defined circumstances.</li> </ul>	Subject to related study timing.	Not relevant.
2d) Employment Land		
i) Undertake such studies as are required to: <ul style="list-style-type: none"> <li>a) identify land required and suitable for commercial or industrial and related purposes to support diversification of the local economy; and</li> <li>b) address the related land use planning implications.</li> </ul>	Short-term	May form part of these future studies.
ii) Review and amend the merged LEP, in response to the above-mentioned study outcomes, to: <ul style="list-style-type: none"> <li>a) allow development of land identified as being required and suitable for commercial or industrial and related purposes.</li> </ul>	Subject to related study timing.	May form part of these future studies.

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040		
DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
2e) Tourism Facilities		
i) Undertake such studies as are required to: <ul style="list-style-type: none"> <li>a) identify opportunities to develop tourism and related facilities, and the appropriate circumstances for such development; and</li> <li>b) address the related land use planning implications.</li> </ul>	Medium-term	Not relevant.
ii) Review and amend the merged LEP, subject to the above-mentioned study outcomes, to: <ul style="list-style-type: none"> <li>a) allow the development of tourism and related facilities under the defined circumstances.</li> </ul>	Subject to related study timing.	Not relevant.
Theme 3. Infrastructure		
3a) Infrastructure		
i) Undertake such studies as are required to: <ul style="list-style-type: none"> <li>a) identify existing and likely future infrastructure requirements to achieve desired standards of service and to service projected growth and related development; and</li> <li>b) address the related land use planning implications.</li> </ul>	Short-term	Not relevant.
ii) Review and amend the merged LEP, as soon as practicable and/or in response to the above-mentioned study outcomes, to: <ul style="list-style-type: none"> <li>a) facilitate the delivery of infrastructure to achieve desired standards of service and to service projected</li> </ul>	Subject to related study timing.	Not relevant.

Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
growth and related development; and b) require development proponents to address infrastructure requirements.		
<b>3b) Transport Corridors</b>		
i) Undertake such studies as are required to: a) identify the existing and likely future operational requirements of major transport corridors and related infrastructure; and b) address the related land use planning implications.	Medium-term	Not relevant.
ii) Review and amended the merged LEP, as soon as practicable and/or in response to the above-mentioned study outcomes, to: a) protect the operation of major transport corridors, including related infrastructure; and b) require development proponents to address major transport corridor operational requirements in areas impacting or potentially impacting such requirements.	2021+	Not relevant.
<b>3c) Regional Airport</b>		
i) Undertake such studies as are required to: a) identify the existing and likely future operational requirements of Armidale Regional Airport; and b) address the related land use planning implications.	Short-term	Not relevant.
ii) Review and amend the merged LEP, as soon as practicable	2021+	Not relevant.

Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
and/or in response to the above-mentioned study outcomes, to: a) facilitate and protect the operation of Armidale Regional Airport; and b) require development proponents to address Armidale Regional Airport operational requirements in areas impacting or potentially impacting such requirements.		
<b>3d) Armidale Hospital</b>		
i) Undertake such studies as are required to: a) identify whether opportunities exist to cluster development related to the Armidale Rural Referral Hospital near the Hospital site, and if so, under what circumstances; and b) address the related land use planning implications.	Medium-term	Not relevant.
ii) Review and amend the merged LEP, subject to the above-mentioned study outcomes, to: a) allow the clustering of related development near the Armidale Rural Referral Hospital site under the defined circumstances.	Subject to related study timing.	Not relevant.
<b>3e) Education Facilities</b>		
i) Undertake such studies as are required to: a) identify opportunities to develop education and related facilities, and the appropriate circumstances for such	Medium-term	Not relevant.

Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
development; and b) address the related land use planning implications.		
ii) Review and amend the merged LEP, subject to the above-mentioned study outcomes, to: a) allow the development of education and related facilities under the defined circumstances.	Subject to related study timing.	Not relevant.
<b>3f) Facilities for Arts and Culture</b>		
i) Undertake such studies as are required to: a) identify opportunities to develop facilities that promote arts and culture, and the appropriate circumstances for such development; and b) address the related land use planning implications.	Medium-term	Not relevant.
ii) Review and amend the merged LEP, subject to the above-mentioned study outcomes, to: a) allow the development of facilities that promote arts and culture under the defined circumstances.	Subject to related study timing.	Not relevant.
<b>3g) Open Space and Recreation</b>		
i) Undertake such studies as are required to: a) identify opportunities to develop open space and recreation facilities, and the appropriate circumstances for such development; and b) address the related land use planning implications.	Medium-term	Not relevant.

Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
ii) Review and amend the merged LEP, subject to the above-mentioned study outcomes, to: <ul style="list-style-type: none"> <li>a) allow the development of open space and recreation facilities under the defined circumstances; and</li> <li>b) facilitate the development of the open space network.</li> </ul>	Subject to related study timing.	Not relevant.
<b>3h) Renewable Energy</b>		
i) Undertake such studies as are required to: <ul style="list-style-type: none"> <li>a) identify whether opportunities exist to develop renewable energy production facilities, and if so, under what circumstances; and</li> <li>b) address the related land use planning implications.</li> </ul>	Medium-term	Not relevant.
ii) Review and amend the merged LEP, subject to the above-mentioned study outcomes, to: <ul style="list-style-type: none"> <li>a) allow the development of renewable energy production facilities under the defined circumstances.</li> </ul>	Subject to related study timing.	Not relevant.
<b>Theme 4. Environment</b>		
<b>4a) Natural Environment</b>		
i) Undertake such studies as are required to: <ul style="list-style-type: none"> <li>a) identify areas of high or potential high natural environmental value; and</li> <li>b) address the related land use planning implications.</li> </ul>	Short-term	Not relevant.

Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
ii) Review and amend the merged LEP, as soon as practicable and/or in response to the above-mentioned study outcomes, to: <ul style="list-style-type: none"> <li>a) protect areas identified as being of high or potentially high natural environmental value; and</li> <li>b) require development proponents to address natural environmental values in areas containing or potentially containing such values.</li> </ul>	2021+	Not relevant.
<b>4b) Cultural Heritage</b>		
i) Undertake such studies as are required to: <ul style="list-style-type: none"> <li>a) identify sites or potential sites of cultural heritage value; and</li> <li>b) address the related land use planning implications.</li> </ul>	Short-term	Not relevant.
ii) Review and amend the merged LEP, as soon as practicable and/or in response to the above-mentioned study outcomes, to: <ul style="list-style-type: none"> <li>a) protect sites identified as being of cultural heritage or potential cultural heritage value; and</li> <li>b) require development proponents to address cultural heritage values on sites containing or potentially containing such values.</li> </ul>	2021+	Not relevant.
<b>4c) Natural Hazards</b>		
i) Undertake such studies as are required to:	Short-term	Not relevant.



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use

Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040

DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
a) identify areas impacted or potentially impacted by natural hazards, including flooding and bushfire; and b) address the related land use planning implications.		
ii) Review and amend the merged LEP, as soon as practicable and/or in response to the above-mentioned study outcomes, to: a) restrict development in areas identified as being impacted or potentially impacted by natural hazards; and b) require development proponents to address natural hazards on sites / in areas impacted or potentially impacted by such hazards.	2021+	Not relevant.
<b>4d) Contaminated Land</b>		
i) Undertake such studies as are required to: a) identify sites impacted or potentially impacted by contamination; and b) address the related land use planning implications.	Short-term	Not relevant.
ii) Review and amend the merged LEP, as soon as practicable and/or in response to the above-mentioned study outcomes, to: a) manage development on sites identified as being impacted or potentially impacted by contamination; and b) require development proponents to address	2021+	Not relevant.



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Table 2 – Armidale Local Strategic Planning Statement: A Plan for 2040		
DIRECTIONS & APPLICABLE ACTIONS	TIMEFRAME OF IMPLEMENTATION	Planning Proposal response – is the Proposal consistent with the Strategy?
		COMMENTS
contamination on sites impacted or potentially impacted by contamination.		



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### New England Development Strategy (NEDS)

The NEDS was prepared for the New England Strategic Alliance Councils, which included the former Armidale Dumaresq, Guyra, Uralla and Walcha LGAs. Specifically,

*The Strategy outlines key land use policies and principles for the four LGAs, and provides the planning context for the preparation of local environmental plan (LEP) provisions. The Strategy has a time frame of approximately 25 years, to 2032.*

*The intent of the Strategy is to:*

- *Recommend actions for achieving the vision prepared by each Council for its LGA*
- *Make recommendations for achieving sustainable land use in the Sub-region*
- *Facilitate preparation of a single LEP or consistent LEPs for the New England Sub-region to simplify the planning process and help ensure that the Councils take coordinated planning decisions (Worley Parsons, 2010)p. 7.*

The NEDS report notes in relation to industrial land:

#### **Objectives – Industrial land provision**

*Provide adequate industrial land to meet demand for development and enable employment opportunities.*

#### **Policies – Industrial land provision**

- *The LEP within the New England Sub-region will provide adequate industrial zoned land for each of the towns to meet demand for development and enable employment opportunities.*

The proposed PP is consistent with the retention of industrial land meeting the demand for development and will continue to provide employment opportunities.

### Armidale Industrial Land Study: Armidale Dumaresq Council (AILS)

The AILS was prepared to:

*assess the existing and future supply and demand for industrial land in Armidale to determine whether there is a need for additional industrial land release. The study provides recommendations on how Council can ensure the adequate supply of industrial land to meet demand for development and facilitate investment and employment opportunities (AEC Group, 2013)p.ii.*

The report identified that there was strong demand for industrial land and a lack of current supply. The report also identified areas for future industrial land release. Whilst the PP site is not within any of the identified areas, it is consistent with the report as it will formalise the continued use of the site for the historic and continuous use of the site in a light industrial manner.

#### **Q2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?**

The light industrial use of the site has been continuing to operate under existing use rights since the permissible uses of the site were changed in 2008.

There are considered to be three (3) options to achieve the outcomes of the PP. The first is to retain the status quo and rely upon existing use rights for continued retail operations on site. By virtue of the limitations surrounding existing use rights within the *Environmental Planning & Assessment Regulation 2021*, such a use can only extend to minor alterations and additions, and does not permit rebuilding of premises or significant intensification of the land use. The existing use rights are also limited by continuance of use provisions.



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The second and preferred option is the PP option, which is to provide for an additional permitted use of “light industry” on the site. This option would permit the continued use of the site whilst allowing for modernisation and improving functionality/flexibility which cannot be reasonably achieved utilising option 1.

The third option would be to rezone the site to a IN2 Light Industrial Zoning, like has occurred at 351 Beardy Street and 15-25 Grafton Road. This option is potentially appropriate to apply to the site, however, it would require more detailed consideration to ensure the blanket rezoning is appropriate. This option is considered to be a long-term strategy to consider, however, would not enable more immediate reuse of the site due to the time to appropriate the require studies.

## Section B. Relationship to strategic planning framework

**Q3. Will the planning proposal give effect to the objectives and actions of the applicable regional or district plan or strategy (including any exhibited draft plans or strategies)?**

### New England North West Regional Plan 2041

The *New England North West Regional Plan 2041* (NSW Department of Planning & Environment, 2022) (‘NENW Regional Plan’) provides the strategic planning framework for the region for the next 20 years. The NENW Regional Plan provides an overarching framework to guide subsequent and more detailed land use plans, development proposals and infrastructure funding decisions.

The NENW Regional Plan 2041 is provided in five (5) parts, each of which have overarching objectives and subsequent strategies in order to achieve the objective and overall vision.

**Table 2** below summarises the directions of the NENW Regional Plan, provides comment on the strategies of the Plan that are directly relevant to the Planning Proposal, and indicates whether the Proposal is considered to be consistent or inconsistent with the Plan.

The PP site is identified as “urban land” on Figure 11 of the NENW Regional Plan as replicated in **Figure 6**. The PP is consistent with this mapping.

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Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<b>Part 1 Growth, change and opportunity</b>	
<b>Objective 1: Coordinate land use planning for future growth, community need and regional economic development</b>	
<b>Strategy 1.1</b> Land use planning strategies should consider the four key settlement planning principles outlined in the Regional Plan and be referred to the Department of Planning, Industry and Environment for endorsement.	Not relevant this PP.
<b>Strategy 1.2</b> Maximise the cost-effective and efficient use of infrastructure by focusing development around existing infrastructure and promote co-location of new infrastructure.	Consistent. Will utilise existing infrastructure installed in the area.
<b>Strategy 1.3</b> Undertake infrastructure service planning to establish that land can be feasibly serviced prior to rezoning.	Not relevant.
<b>Strategy 1.4</b> Foster resilience and lower emissions in infrastructure planning at a local, intra-regional and cross border scale.	Not relevant.
<b>Strategy 1.5</b> When updating a LSPS or land use strategy, councils should concurrently prepare infrastructure strategies with a schedule of the major infrastructure items for any employment or residential release area.	Not relevant.
<b>Part 2 Productive and innovative</b>	
<b>OBJECTIVE 2: Protect the viability and integrity of rural land</b>	
<b>Strategy 2.1</b> Use local strategic planning to: <ul style="list-style-type: none"> <li>protect the productive capacity of important agricultural land</li> </ul>	Not relevant.

Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>• supplement State and regional mapping and policy implementation</li> <li>• minimise land use conflict that may restrict the use of important agricultural land</li> <li>• identify initiatives to protect and enhance the future viability of important agricultural land</li> <li>• protect the integrity of existing and planned areas of intensive agriculture.</li> </ul>	
<b>Strategy 2.2</b> Ensure land use planning provisions are proportionate to the quality of the land for agriculture and the scarcity of productive agricultural land in the region.	Not relevant.
<b>OBJECTIVE 3: Expand agribusiness and food processing sectors</b>	
<b>Strategy 3.1</b> Facilitate agribusiness employment and income-generating opportunities through the regular review of planning and development controls.	Not relevant.
<b>Strategy 3.2</b> Protect established agriculture clusters and identify expansion opportunities in local plans, avoiding land use conflicts, particularly with residential and rural residential land uses.	Not relevant.
<b>Strategy 3.3</b> Investigate options to access secure water resources through the Regional Water Strategies and Dungowan and Malpas Dam Business Cases.	Not relevant.
<b>OBJECTIVE 4: Responsibly manage mineral resources</b>	
<b>Strategy 4.1</b> Use local strategic planning and planning proposals to consider the ongoing operation of mining and resource extraction and future development of known resources by: <ul style="list-style-type: none"> <li>• identifying and protecting key areas of mineral, petroleum and energy resources potential</li> </ul>	Not relevant.

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Table 3 – New England North West Regional Plan 2041	
OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>protecting related infrastructure, such as road and rail freight routes, from development that could affect current or future extraction.</li> </ul>	
<b>Strategy 4.2</b> Consult with the NSW Division of Mining Exploration and Geoscience when assessing applications for land use changes (strategic land use planning, rezoning and planning proposals) and new developments or expansions.	Not relevant.
<b>Strategy 4.3</b> Support diversification of mining economies. Strategic planning and local plans should consider opportunities to: <ul style="list-style-type: none"> <li>identify future mine closure dates</li> <li>understand potential changes in water availability, economic/skill profiles and demographics</li> <li>consider land use changes and mine rehabilitation activities to maximise future economic opportunities.</li> </ul>	Not relevant.
<b>OBJECTIVE 5: Enhance the diversity and strength of Central Business Districts and town centres</b>	
<b>Strategy 5.1</b> Use strategic planning and land use plans to maintain and enhance the function of established commercial centres by: <ul style="list-style-type: none"> <li>simplifying planning controls</li> <li>developing active city streets that retain local character</li> <li>facilitating a broad range of uses within centres in response to the changing retail environment</li> <li>maximising the transport and community facilities commensurate with the scale of the proposal.</li> </ul>	Not relevant.
<b>Strategy 5.2</b> Strengthen the function of CBDs by focussing future commercial and retail activity in existing commercial centres, unless: <ul style="list-style-type: none"> <li>there is a demonstrated need</li> </ul>	Not relevant.



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Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>there is a lack of suitable sites elsewhere within existing centres</li> <li>there is positive social and economic benefit to locate activity elsewhere.</li> </ul> <p>Where out-of-centre commercial areas are proposed, they must be of an appropriate size for their service catchment.</p>	
<b>Strategy 5.3</b> Facilitate economic activity around industry anchors, such as health and education facilities, through planning controls that encourage clusters of complementary uses and address infrastructure needs.	Not relevant.
<b>Strategy 5.4</b> Undertake place-based precinct planning for commercial centres to guide development of the area over time. A place-based precinct plan will set out the intended future land uses, open space linkages, infrastructure and built form outcomes for the area. It is prepared in consultation with local communities and Government stakeholders to improve public realm and green infrastructure including open spaces to enhance the vitality and viability of those centres.	Not relevant.
<b>OBJECTIVE 6: Coordinate the supply of well-located employment land</b>	
<b>Strategy 6.1</b> Use strategic planning and local plans to: <ul style="list-style-type: none"> <li>generate, retain, manage and safeguard significant employment lands</li> <li>respond to characteristics of the resident workforce and those working in the LGA and neighbouring LGAs</li> <li>identify local and subregional specialisations</li> <li>identify future employment lands and align infrastructure to support these lands</li> <li>provide flexibility in local planning controls</li> <li>respond to future changes in industry to allow a transition to new opportunities</li> <li>ensure the employment lands are supported by freight access, critical infrastructure and protected from encroachment by incompatible development</li> </ul>	The PP will aid with the retention of the existing employment lands on the site.

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Table 3 – New England North West Regional Plan 2041	
OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>identify measures to safeguard against impact to the environment, transport networks and sensitive uses, such as schools and housing.</li> </ul>	
<b>OBJECTIVE 7: Support a diverse visitor economy</b>	
<b>Strategy 7.1</b> Use local plans to: <ul style="list-style-type: none"> <li>enhance the amenity, vibrancy and safety of centres and township precincts</li> <li>create green and open spaces and enhance existing green infrastructure, such as local and regional parks, for tourist and recreation facilities</li> <li>support the development of places for artistic and cultural activities</li> <li>protect heritage, biodiversity and agriculture to enhance cultural tourism, agritourism and eco-tourism</li> <li>provide flexibility in planning controls to allow sustainable agritourism and ecotourism</li> <li>improve public access and connection to heritage through innovative interpretation.</li> </ul>	Not relevant.
<b>Strategy 7.2</b> Support a diverse visitor economy in national parks and Crown lands through collaboration between National Parks and Wildlife Service (NPWS), Crown Lands, Destination NSW, destination networks, councils and local tourism organisations to encourage and welcome visitors.	Not relevant.
<b>Part 3: Sustainable and resilient</b>	
<b>OBJECTIVE 8: Adapt to climate change and natural hazards and increase climate resilience</b>	
<b>Strategy 8.1</b> When preparing local strategic plans, be consistent with and adopt the principles outlined in the State-wide Natural Hazards package.	Not relevant.
<b>Strategy 8.2</b>	No significant known risk.

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Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
Where significant risk from natural hazard is known or presumed, complete or update hazard strategies to inform new land use strategies and consult with emergency service providers and local emergency management committees. Hazard strategies should investigate options to minimise risk such as voluntary housing buy back schemes.	
<b>Strategy 8.3</b> Use local strategic planning and local plans to adapt to climate change and reduce exposure to natural hazards by: <ul style="list-style-type: none"> <li>taking a risk-based-approach to determining natural hazard risk in local strategic planning by using the best available science in consultation with the NSW Government, emergency service providers, local emergency management committees and bush fire risk management committees</li> <li>locating development away from areas of known high bushfire risk and flood risk to reduce the community's exposure to natural hazards</li> <li>identifying industries and locations that would be negatively impacted as a result of climate change and natural hazards and preparing strategies to mitigate negative impacts and identify new paths for growth</li> <li>considering changes to flood hazards resulting from major infrastructure projects (such as Inland Rail and other significant road upgrades) on existing and future land use, flood mitigation options, feasibility studies and updates to floodplain risk management plans</li> <li>preparing, reviewing and implementing flood risk management plans in existing and new growth areas to improve community resilience to the impacts of flooding and to enable flood constraints to be incorporated into planning processes early for future development</li> <li>updating flood studies and flood risk management plans after a major flood event incorporating new data and lessons learnt</li> <li>communicate natural hazard risk through updated flood studies and strategic plans.</li> </ul>	Not relevant.
<b>Strategy 8.4</b> Resilience and adaptation plans should consider opportunities to:	Not applicable to the PP.

Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>encourage sustainable and resilient building design and materials (such as forest products) including the use of renewable energy to displace carbon intensive or fossil fuel intensive options</li> <li>promote sustainable land management including Ecologically Sustainable Forest Management (ESFM)</li> <li>address urban heat through building design at precinct scale that considers climate change and future climatic conditions to ensure that buildings and public spaces are designed to protect occupants in the event of heatwaves and extreme heat events</li> <li>integrate emergency management and recovery needs into new and existing urban areas including evacuation planning, safe access and egress for emergency services personnel, buffer areas, building back better, whole-of-life cycle maintenance and operation costs for critical infrastructure for emergency management</li> <li>promote economic diversity, improved environmental, health and well-being outcomes and opportunities for cultural and social connections to build more resilient places and communities</li> <li>protect vulnerable infrastructure assets and mitigate potential network failures.</li> </ul>	
<b>OBJECTIVE 9: Lead renewable energy technology and investment</b>	
<b>Strategy 9.1</b> When developing strategic plans: <ul style="list-style-type: none"> <li>support the development of renewable energy storage options and distributed energy systems that are located close to their point of use</li> <li>support effective early community consultation.</li> </ul>	Not relevant.
<b>Strategy 9.2</b> When reviewing LEPs and local strategic planning statements: <ul style="list-style-type: none"> <li>ensure current land use zones encourage and promote new renewable energy infrastructure</li> <li>identify and mitigate impacts on views, local character and heritage where appropriate</li> <li>undertake detailed hazard studies</li> </ul>	Not relevant.

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Table 3 – New England North West Regional Plan 2041	
OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>encourage energy efficient buildings and use of buildings materials which have been manufactured by some degree of renewable energy.</li> </ul>	
<b>OBJECTIVE 10: Support a circular economy</b>	
<b>Strategy 10.1</b> Support the development of circular economy, hubs, infrastructure and activities and consider employment opportunities that may arise from circular economies and industries that harness or develop renewable energy technologies and will aspire towards an employment profile that displays a level of economic self-reliance, and resilience to external forces.	Not relevant.
<b>Strategy 10.2</b> Use strategic planning and waste management strategies to support a circular economy, including dealing with waste from natural disasters and opportunities for new industry specialisations.	Not relevant.
<b>Strategy 10.3</b> Consider freight access, capacity and interface issues. Facilities will need to be located to accommodate required freight movements.	Not relevant.
<b>OBJECTIVE 11: Sustainably manage and conserve water resources</b>	
<b>Strategy 11.1</b> Strategic planning and local plans should consider: <ul style="list-style-type: none"> <li>impacts to water quality from land use change</li> <li>water supply availability and issues, constraints and opportunities early in the planning process</li> <li>partnering with local Aboriginal communities to care for Country and waterways</li> <li>locating, designing, constructing and managing new developments to minimise impacts on water catchments, including downstream waterways and groundwater resources</li> </ul>	Not relevant to this PP.

Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>possible future diversification of town water sources, including groundwater, stormwater harvesting and recycling</li> <li>promoting an integrated water cycle management approach to development</li> <li>encouraging the reuse of water in new developments for urban greening and for irrigation purposes</li> <li>improving provision for stormwater management and water sensitive urban design</li> <li>ensuring sustainable development of higher-water use industries by considering water availability and constraints, supporting more efficient water use and reuse, and locating development where water can be accessed without significantly impacting on other water users or the environment</li> <li>identifying and protecting drinking water catchments and storages in strategic planning and local plans.</li> </ul>	
<b>Strategy 11.2</b> Encourage a whole of catchment approach to land use and water management across the region that considers climate change, water security, sustainable demand and growth, the natural environment and investigate options for water management through innovation.	Not relevant to this PP.
<b>OBJECTIVE 12: Protect regional biodiversity and areas of High Environmental Value</b>	
<b>Strategy 12.1</b> Protect, maintain and restore important environmental assets in strategic planning and local plans by: <ul style="list-style-type: none"> <li>focusing land-use intensification away from HEV land and implementing the ‘avoid, minimise and offset’ hierarchy in strategic plans, local environmental plans and planning proposals</li> <li>updating existing biodiversity mapping with new mapping in local environmental plans where appropriate</li> <li>identifying HEV land within the rezoning area at planning proposal stage through site investigations</li> <li>applying appropriate mechanisms such as conservation zones and Biodiversity Stewardship Agreements to protect HEV land within a rezoning area</li> <li>considering climate change risks to HEV land</li> </ul>	Not relevant to this PP.



Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>considering riparian environments, water catchment areas and groundwater sources to avoid potential development impacts.</li> </ul>	
<b>Strategy 12.2</b> Support the Biodiversity Conservation Trust in delivering private land conservation programs by: <ul style="list-style-type: none"> <li>educating landholders on conservation outcomes and financial opportunities available through conservation agreements on private land</li> <li>encouraging and supporting landholders to participate in private land conservation</li> <li>encouraging landholders to prioritise investment in biodiversity corridors and linkages.</li> <li>supporting Aboriginal communities to participate.</li> </ul>	Not relevant to this PP.
<b>Strategy 12.3</b> Protect, maintain and enhance HEV on public land by assessing council managed land for the presence of HEV to identify land suitable for conservation agreements.	Not relevant to this PP.
<b>Strategy 12.4</b> Consider the needs of climate refugia for threatened species and other key species in strategic planning including biodiversity and conservation planning.	Not relevant to this PP.
<b>Strategy 12.5</b> Councils should preserve, enhance and link existing and potential biodiversity corridors across the region and avoid further fragmentation of these linkages, by: <ul style="list-style-type: none"> <li>including biodiversity corridor mapping in LEPs as a map overlay with associated clause</li> <li>identifying land with connectivity values and opportunities for landholders to voluntarily participate in corridor enhancement/ active rehabilitation/ restoration projects that strengthen and enhance regional connectivity</li> <li>review land zonings on land where there are opportunities to protect high priority corridor areas.</li> </ul>	Not relevant to this PP.



Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<b>Strategy 12.6</b> Strategic planning and local plans should consider opportunities to: <ul style="list-style-type: none"> <li>• use available TSR mapping and categorisation methods to identify potential biodiversity corridors and linkages in the local landscape</li> <li>• establish relevant partnerships with LALCs and other councils to protect and manage TSRs</li> <li>• include TSRs in biodiversity corridor mapping in LEPs.</li> </ul>	Not relevant to this PP.
<b>Strategy 12.7</b> Protect biodiversity values in urban release areas. Strategic planning and local plans should consider opportunities to: <ul style="list-style-type: none"> <li>• incorporate validated and up-to-date environmental data</li> <li>• encourage biodiversity certification by councils at the precinct scale for high growth areas and by individual landholders at the site scale, where appropriate</li> <li>• focus land use intensification away from areas of identified HEV and protect HEV with planning controls</li> <li>• use buffers to separate or manage incompatible land uses and thereby minimise impacts on biodiversity.</li> </ul>	Not relevant to this PP.
<b>Part 4 Housing and place</b>	
<b>OBJECTIVE 13: Provide well located housing options to meet demand</b>	
<b>Strategy 13.1</b> Local housing strategies are to be consistent with the Local Housing Strategy Guideline and the regional plan.	Not relevant to this PP.
<b>Strategy 13.2</b> Ensure local plans encourage and facilitate a range of housing options in well located areas to accommodate the projected household change.	Not relevant to this PP.
<b>Strategy 13.3</b> New rural residential housing is to be located on land which has been approved in an existing strategy endorsed	Not relevant to this PP.

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Table 3 – New England North West Regional Plan 2041	
OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
by the Department of Planning and Environment	
<b>OBJECTIVE 14: Provide more affordable and low cost housing</b>	
<b>Strategy 14.1</b> Assess the potential to renew social housing to increase and diversify social housing stock.	Not relevant to this PP.
<b>OBJECTIVE 15: Understand, respect and integrate Aboriginal culture and heritage</b>	
<b>Strategy 15.1</b> Consider applying dual names to important places, features or local infrastructure.	Not relevant to this PP.
<b>OBJECTIVE 16: Support the aspirations of Aboriginal people and communities in local planning</b>	
<b>Strategy 16.1</b> Provide opportunities for the region's LALCs to interact with and utilise the NSW planning system and the planning pathways available to achieve development aspirations.	Not relevant to this PP.
<b>Strategy 16.2</b> Councils consider engaging Aboriginal identified staff within their planning teams to facilitate strong relationship building between councils, Aboriginal communities and key stakeholders such as Local Aboriginal Land Councils and local Native Title holders.	Not relevant to this PP.
<b>Strategy 16.3</b> Partner with Aboriginal communities to align strategic planning and community aspirations including enhanced Aboriginal economic participation, enterprise and land management.	Not relevant to this PP.
<b>OBJECTIVE 17: Celebrate local character</b>	
<b>Strategy 17.1</b> Ensure strategic planning and local plans recognise and enhance local character through use of local character	Not relevant to this PP.

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Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
statements in local plans and in accordance with the NSW Government's <i>Local Character and Place Guideline</i> .	
<b>Strategy 17.2</b> Celebrate buildings of local heritage significance by <ul style="list-style-type: none"> <li>• retaining the existing use where possible</li> <li>• establishing a common understanding of appropriate reuses</li> <li>• exploring history and significance</li> <li>• considering temporary uses</li> <li>• designing for future change of use options</li> </ul>	Not relevant to this PP.
<b>OBJECTIVE 18: Public spaces and green infrastructure support connected, inclusive and healthy communities</b>	
<b>Strategy 18.1</b> Councils should aim to undertake public space needs analysis and develop public space infrastructure strategies for improving access and quality of all public space to meet community need for public spaces. This could include: <ul style="list-style-type: none"> <li>• planning for new and improved public space that supports the 10 principles for quality public space of the NSW Public Spaces Charter</li> <li>• drawing on community feedback to identify the quantity, quality and the type of public space required</li> <li>• prioritising the delivery of new and improved quality public space to areas of most need</li> <li>• considering the needs of future and changing populations</li> <li>• considering the location of existing educational facilities and their associated walking catchments</li> <li>• identifying walkable connectivity improvements and quality and access requirements that would improve use and enjoyment of existing infrastructure</li> <li>• consolidate, link and enhance high quality open spaces and recreational areas.</li> </ul>	Not relevant to this PP.
<b>Strategy 18.2</b>	Not relevant to this PP.

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Table 3 – New England North West Regional Plan 2041	
OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
Public space improvements should consider the local conditions and users, including embracing opportunities for greening and applying water sensitive urban design principles.	
<b>Strategy 18.3</b> Encourage the use of council owned land for temporary community events and creative practices where appropriate by reviewing development controls.	Not relevant to this PP.
<b>Strategy 18.4</b> Strategic planning and local plans should consider opportunities to: <ul style="list-style-type: none"> <li>• increase urban tree cover in towns and centres including main streets and pedestrian areas</li> <li>• ensure new residential and urban release areas incorporate street tree plantings.</li> <li>• use local plant species for tree planting as a first preference when appropriate.</li> <li>• use koala feed tree species where appropriate in public open spaces, excluding roadsides.</li> <li>• provide well-designed built shade in playgrounds, sports and recreation facilities and public spaces.</li> </ul>	Not relevant to this PP.
<b>Strategy 18.5</b> Local environmental plan amendments that propose to reclassify public open space must consider the following: <ul style="list-style-type: none"> <li>• the role or potential role of the land within the open space network</li> <li>• how the reclassification is strategically supported by local strategies such as open space or asset rationalisation strategies</li> <li>• where land sales are proposed, details of how sale of land proceeds will be managed</li> <li>• the net benefit or net gain to open space.</li> </ul>	Not relevant to this PP.
<b>Part 5 Connected and accessible</b>	
<b>OBJECTIVE 19: Leverage new and upgraded infrastructure</b>	

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Table 3 – New England North West Regional Plan 2041	
OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<b>Strategy 19.1</b> Apply zoning and development controls to: <ul style="list-style-type: none"> <li>• support the operation of Inland Rail and minimise land use conflicts which could limit network capacity.</li> <li>• capitalise on growth opportunities that arise outside the SAP boundaries.</li> </ul>	Not relevant to this PP.
<b>OBJECTIVE 20: Improve state and regional freight connectivity</b>	
<b>Strategy 20.1</b> Optimise the efficiency and effectiveness of the freight network by: <ul style="list-style-type: none"> <li>• protecting, maintaining and improving the existing and emerging freight transport network</li> <li>• balancing land use conflict with the need to support efficient freight capacity.</li> </ul>	The PP would not impact on these matters.
<b>Strategy 20.2</b> Support the operation of regional airports and aerodromes in local planning to: <ul style="list-style-type: none"> <li>• manage and protect airport and aerodrome land uses and airspace to support aviation operations (including regular public and private transport, air freight and medical services) and related business</li> <li>• limit the encroachment of incompatible development</li> <li>• identify and activate employment lands surrounding airports and aerodromes with flexible planning controls</li> <li>• provide for the future potential expansion of airports and aerodromes.</li> </ul>	Not relevant to this PP.
<b>OBJECTIVE 21: Improve active and public transport networks</b>	
<b>Strategy 21.1</b> Encourage active and public transport use by: <ul style="list-style-type: none"> <li>• prioritising pedestrian amenity within centres</li> <li>• providing a legible, connected and accessible network of pedestrian and cycling facilities</li> </ul>	Not relevant to this PP.

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Table 3 – New England North West Regional Plan 2041

OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
<ul style="list-style-type: none"> <li>delivering accessible transit stops and increasing convenience at interchanges to serve an ageing customer incorporating emerging anchors and commuting catchments in bus contract renewal</li> <li>integrating the active transport network with public transport facilities</li> <li>creating opportunities for new active transport corridors and links that deliver safe pedestrian and cycle infrastructure to and from existing and future schools.</li> </ul>	
<b>OBJECTIVE 22: Utilise emerging transport technology</b>	
<b>Strategy 22.2</b> Consider smart technology in the development of local plans.	Not relevant to this PP.
<b>Local Government Narratives</b>	
Deliver a variety of housing options in Armidale and promote development that contributes to the unique character of Ben Lomond, Black Mountain, Guyra, Ebor, Hillgrove, Llangothlin and Wollomombi	Not relevant to this PP.
Foster the growth of knowledge-based services, high-order education services and health-related industries in Armidale CBD and around the Armidale Rural Referral Hospital and University of New England	Not relevant to this PP.
Armidale Regional Airport as an opportunity for year-round tourism and a hub for state emergency services	Not relevant to this PP.
Upgrade the airport to ensure full functionality for the RFS fleet	Not relevant to this PP.
Support the development of employment lands such as the Airport Business Park and Acacia Park	Not relevant to this PP.
Using NBN fibre to the premises to grow businesses	Not relevant to this PP.
Support the sustainable and effective management of water resources to enable drought-proofing	Not relevant to this PP.
Encourage diversification in agriculture, horticulture and agribusiness to grow these sectors and harness domestic and international opportunities	Not relevant to this PP.



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Table 3 – New England North West Regional Plan 2041	
OBJECTIVES & APPLICABLE STRATEGIES	Planning Proposal response – is the Proposal consistent with the Strategy?
	COMMENTS
Support the New England Regional Arts Museum and other arts organisations to position the LGA as a recognised arts and cultural centre in regional Australia	Not relevant to this PP.
Implement place-based planning principles to build more liveable communities for residents	Not relevant to this PP.
Leverage the proposed REZ and to identify and promote wind, solar and other renewable energy production opportunities.	Not relevant to this PP.
Acknowledge and support new and emerging opportunities presented in the nationally significant greenhouse industry which will continue to grow and evolve at Guyra.	Not relevant to this PP.

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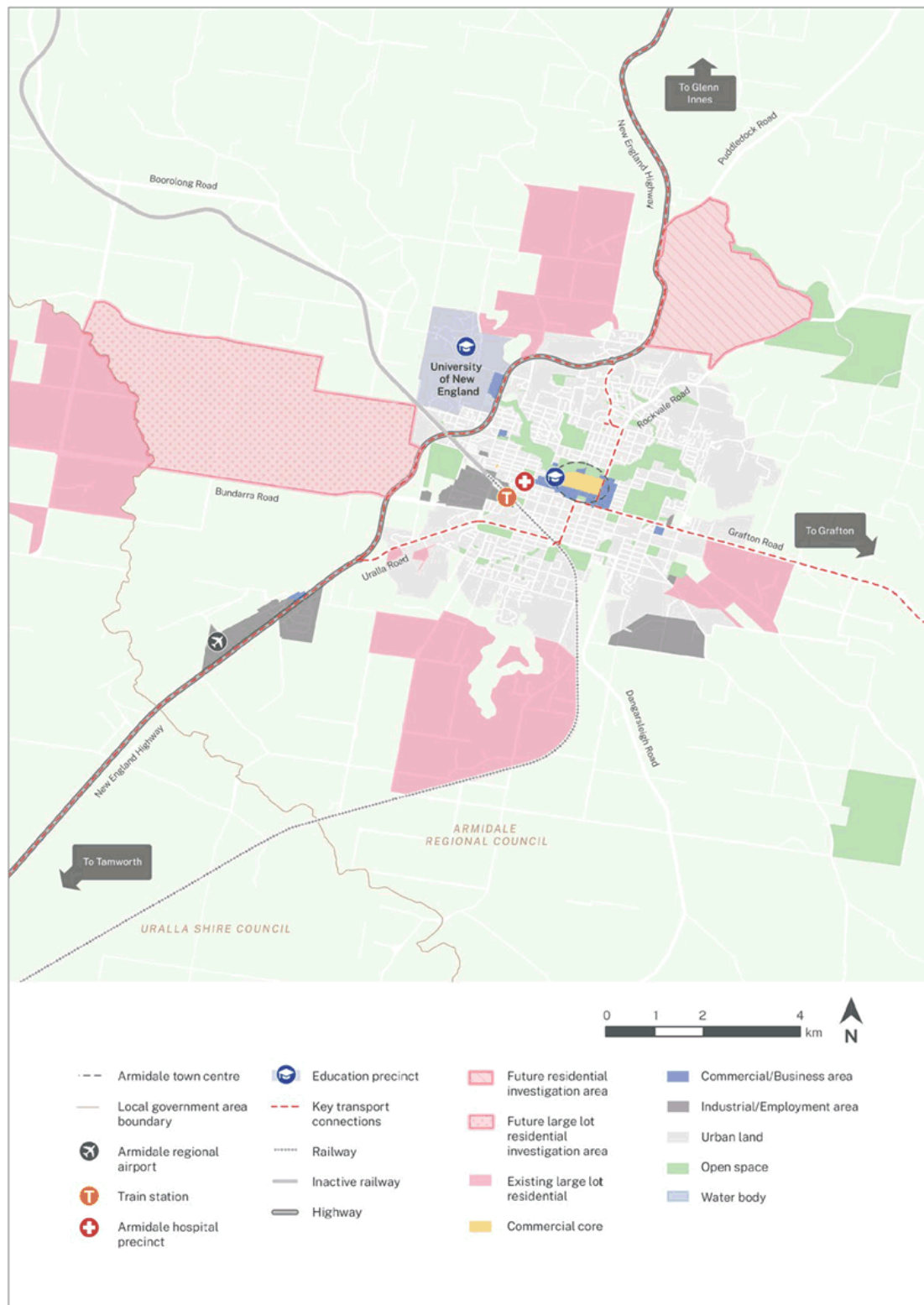


Figure 6 - Armidale Strategic Centre Plan (Figure 11 of NENW Regional Plan 2041)



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**Q4. Is the planning proposal consistent with a council LSPS that has been endorsed by the Planning Secretary or GSC, or another endorsed local strategy or strategic plan?**

As outlined in the response provided in Q1.

**Q5. Is the planning proposal consistent with any other applicable State and regional studies or strategies?**

No plans in addition to those already addressed.

**Q6. Is the planning proposal consistent with applicable SEPPs?**

**Attachment A** identifies those State Environmental Planning Policies (SEPPs) applying to the Armidale Regional local government area and includes commentary on whether the Planning Policy is consistent with these SEPPs.

Overall, there are no SEPPs that have provisions that are applicable to LEP amendments, however, the PP would not be inconsistent with any of the SEPPs.

**Q7. Is the planning proposal consistent with applicable Ministerial Directions (section 9.1 Directions)?**

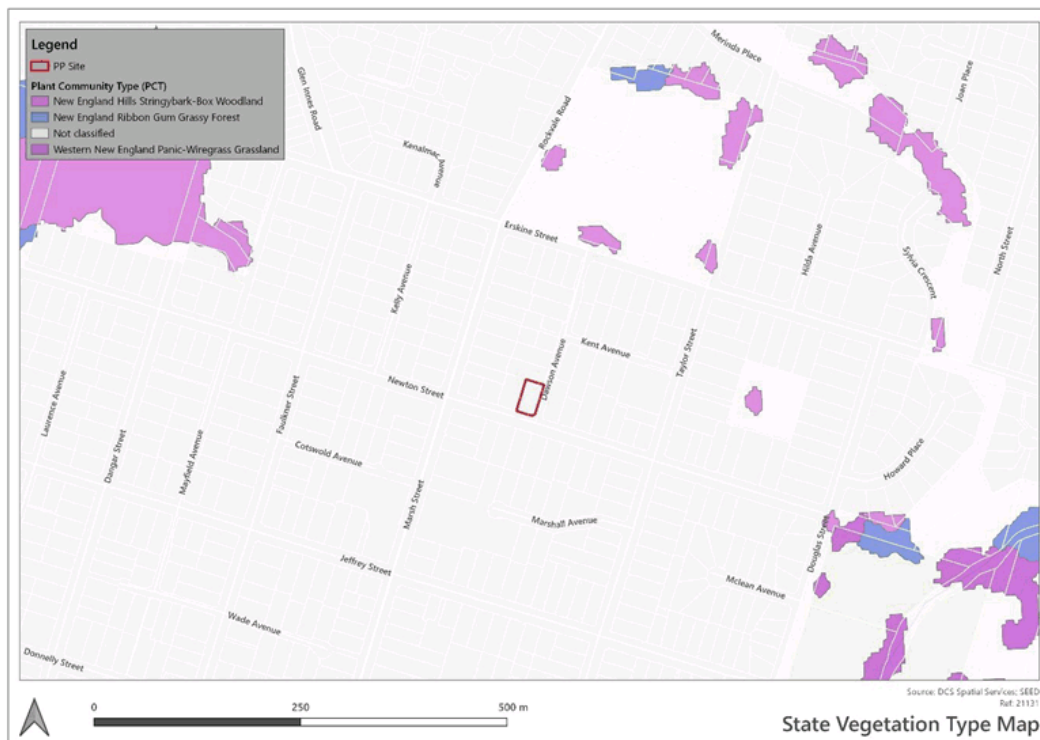
**Attachment B** identifies those Directions issued by the Minister for Planning under Section 9.1(2) of the *Environmental Planning and Assessment Act 1979*, and includes commentary on whether the Planning Proposal is consistent with these Directions.

The Planning Proposal is considered to be consistent with all applicable Section 9.1(2) directions.

## Section C. Environmental, social, and economic impacts

**Q8. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected because of the proposal?**

The site and its surrounds are mapped as “not classified” on the State Vegetation Type Map (refer **Figure 7**).



**Figure 7 – State Vegetation Type Map**

The Site does not contain any land mapped as being of Biodiversity Value by the Office of Environment and Heritage (OEH) Biodiversity Values Map (refer **Figure 8**).

There are no threatened species mapped as recorded, by BioNet, as occurring on or near the site (refer **Figure 9**).

The site is highly modified through previous use of the site, as shown in **Plate 1** and **Plate 2**. It does not contain any significant or remnant vegetation. Based on this, it is not expected that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the PP.

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Figure 8 – Biodiversity Values Map



Figure 9 – BioNet Search





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**Q9. Are there any other likely environmental effects of the planning proposal and how are they proposed to be managed?**

There are no other likely environmental effects as a result of the PP.

**Q10. Has the planning proposal adequately addressed any social and economic effects?**

**Heritage**

A search of the State Heritage Inventory has revealed the site is not mapped as containing any items of non-Aboriginal heritage significance. An Aboriginal Heritage Information Management System (AHIMS) Search has identified that no items of Aboriginal heritage significance have been identified on the site (refer Attachment C).

Based on the absence of items of heritage significance, it is not expected that the PP would be likely to impact on any items/areas of heritage significance.

**Estimate the number of jobs**

The PP will regularise the lawfulness of the existing retail use of the site. This will provide certainty for existing and future employment on the site.

**Identify the impact on existing social infrastructure**

Given the existing use of the site, the PP is not expected result in a measurable impact on existing social infrastructure.

**Identify the need for public open space or impacts on green infrastructure**

The PP is not expected to result in an increased need for public open space or green infrastructure.

**Identify the impact on existing industrial centres**

The PP will regularise the lawfulness of the existing industrial use of the site. It is expected to have an immeasurable impact on the existing industrial zones within the Armidale area.

**Measures to mitigate any adverse social or economic impacts, where necessary, and whether additional studies are required**

Nil required.

**Public Benefits**

On balance of issues, the PP is expected to result in a net public benefit through the certainty it will provide in continued use of the site and services provided to the local community.

**Section D. Infrastructure (Local, State and Commonwealth)**

**Q.11 Is there adequate public infrastructure for the planning proposal?**

The site has existing connections to reticulated potable water supply and sewerage infrastructure. The use is in existence on the site. Given this it is understood that site has access to adequate existing public infrastructure.

The site has direct access to Newton Street, which is a two lane two way local street. The continued industrial use of the site is not expected to result in exceedances of the capacity of the local network.

**Section E - State and Commonwealth Interests**

**Q.12 What are the views of state and federal public authorities and government agencies consulted in order to inform the Gateway determination?**

There are no State or Commonwealth Public Authorities deemed to be required to be consulted as part of this PP unless DPE determines otherwise.



## PART 4 – MAPPING

The LEP “Additional Permitted Uses Map – Sheet APU\_002AA” is to be amended to include the site as Item 10 as generally shown below. Council’s GIS Officer will finalise these in the standard technical format required by the Department prior to finalisation of the PP.



Figure 10 – Additional Permitted Use LEP Map



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## **PART 5 –COMMUNITY CONSULTATION**

Preliminary consultation with DPE indicated the PP could be undertaken as a Basic Category which requires a maximum of 10 working days public exhibition.

Notification of the PP would be undertaken in the following manner:

- In a newspaper that circulates in the area affected by the PP
- On the Planning Portal
- On council's website
- In writing to affected and adjoining landowners.

## PART 6 – PROJECT TIMELINE

The anticipated project timeline for completion of the Planning Proposal is outlined in **Table 4**.

<i>Table 4 - Project timeline</i>	
Task	Anticipated Timeframe
Date of Gateway Determination	TBA
Completion of technical information, studies if required	Not required
Timeframe for government agency consultation (pre and post exhibition as required by Gateway determination)	Not required
Commencement and completion dates for public exhibition.	10 business days exhibition
Dates for public hearing if required.	Not required
Timeframe for the consideration of submissions	30 days
Timeframe for the consideration of the PP post exhibition	30 days
Date of submission to the Department to finalise the LEP.	TBA following council endorsement meeting
Anticipated date council will make the plan (if delegated).	TBA following council endorsement meeting
Anticipated date council will forward to the Department for notification.	TBA following council endorsement meeting



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## REFERENCES

- AEC Group. (2013). *Armidale Industrial Land Study: Armidale Dumaresq Council*. Armidale Regional Council.
- Armidale Regional Council. (2020). *Local Strategic Planning Statement: A Plan for 2040*. Armidale: Armidale Regional Council.
- NSW Department of Planning & Environment. (2022). *New England North West Regional Plan 2041*. NSW Planning & Environment.
- Worley Parsons. (2010). *New England Development Strategy*. Newcastle: Worley Parsons.

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## **ATTACHMENTS**

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## ATTACHMENT A: APPLICABLE STATE ENVIRONMENTAL PLANNING POLICIES

SEPP	Consistent	Comment
<b>Biodiversity &amp; Conservation SEPP (B&amp;C SEPP)</b>	YES	<p><b>Koala Habitat Protection 2021</b></p> <p>Chapter 4 of the B&amp;C applies to development within the ARC LGA, outside of the RU1, RU2 &amp; RU3 zones. There are no specific provisions relating to LEP amendments.</p> <p>Chapter 4 aims to:</p> <p><i>... encourage the conservation and management of areas of natural vegetation that provide habitat for koalas to ensure a permanent free living population over their present range and reverse the current trend of koala population decline.</i></p> <p>As there are no KPoMs within the LGA and the site has an area of less than 1 ha, Section 4.10 of the SEPP would be applicable to any future development of the site. This section requires Council to consider whether the land is core koala habitat. The Koala Habitat Suitability Model shows the site has a nil to low probability of providing suitable koala habitat. No koalas have been recorded on BioNet as being identified in the vicinity of the site.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Building Sustainability Index: BASIX 2004</b>	YES	<p>This SEPP operates in conjunction with the <i>Environmental Planning and Assessment Amendment (Building Sustainability Index: BASIX) Regulation 2004</i> to ensure the effective introduction and consistent implementation of BASIX in NSW by overriding competing provisions in other environmental planning instruments and development control plans. There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Exempt and Complying Development Codes 2008</b>	YES	<p>This policy aims to provide streamlined assessment processes for development that complies with specified development standards by providing exempt and complying development codes that have state-wide application. There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Housing SEPP 2021 (Housing SEPP)</b>	YES	<p>The Housing SEPP provides for:</p> <ul style="list-style-type: none"> <li>the development of diverse housing types, including purpose-built rental housing,</li> </ul>



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SEPP	Consistent	Comment
		<ul style="list-style-type: none"> <li>the development of housing that will meet the needs of more vulnerable members of the community, including very low to moderate income households, seniors and people with a disability,</li> <li>short-term rental accommodation as a home-sharing activity and contributor to local economies, while managing the social and environmental impacts from this use</li> </ul> <p>There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Industry &amp; Employment SEPP 2021</b>	Yes	<p>The I&amp;E SEPP provides planning controls for <i>inter alia</i> Advertising &amp; Signage (former SEPP 64). It aims to ensure that signage (including advertising) is compatible with the desired amenity and visual character of an area, provides effective communication in suitable locations, and is of high-quality design and finish.</p> <p>There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>SEPP No. 65 Design Quality of Residential Apartment Development</b>	Yes	<p>This SEPP aims to improve the design quality of residential apartment development in New South Wales.</p> <p>There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Planning Systems SEPP 2021</b>	Yes	<p>The Planning Systems SEPP provides for identification of certain projects that are deemed to be state or regionally significant.</p> <p>There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Primary Production SEPP 2021</b>	Yes	<p>The aim of the SEPP is to facilitate the orderly and economic use and development of primary production lands. There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Resilience &amp; Hazards SEPP (R&amp;H SEPP)</b>	Yes	<p><b>Hazardous &amp; Offensive Development</b></p> <p>The PP will not facilitate any hazardous or offensive development.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p> <p><b>Remediation of Land</b></p>

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SEPP	Consistent	Comment
		<p>R&amp;H SEPP provides State-wide planning controls for the remediation of contaminated land. There are no specific provisions relating to LEP amendments.</p> <p>Where a development will result in a change of use of the land, the following land is not to be included unless council has considered whether the land is contaminated and, if so, whether it requires remediation to be made suitable for any purpose permitted in the proposed zone:</p> <ul style="list-style-type: none"> <li>Land that is within an investigation area. The Site is not within an investigation area.</li> <li>land on which development for a purpose referred to in Table 1 to the contaminated land planning guidelines is being, or is known to have been, carried out.</li> <li>The extent to which it is proposed to carry out development on the land for residential, educational, recreational or child care purposes or for the purposes of a hospital - land— <ul style="list-style-type: none"> <li>in relation to which there is no knowledge (or incomplete knowledge) as to whether development for a purpose referred to in Table 1 to the contaminated land planning guidelines has been carried out, and</li> <li>on which it would have been lawful to carry out such development during any period in respect of which there is no knowledge (or incomplete knowledge).</li> </ul> </li> </ul> <p>The PP will not facilitate any change in use. The property is not listed as a potentially contaminated site by council.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Resources &amp; Energy SEPP 2021</b>	Yes	<p>This SEPP aims to properly manage and develop mineral, petroleum and extractive material resources in NSW and includes provisions for the permissibility of mining and extractive industries. There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>
<b>Transport &amp; Infrastructure SEPP 2021</b>	Yes	<p><b>Infrastructure</b></p> <p>Chapter 2 of the SEPP permits certain infrastructure and services that are exempt development or development that may be carried out with or without consent where specific development standards and criteria are met. There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>



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SEPP	Consistent	Comment
		<p><b>Educational Establishments and Child Care Facilities</b></p> <p>Chapter 3 of the SEPP includes provisions for the permissibility of educational establishments and child care facilities. There are no specific provisions relating to LEP amendments.</p> <p>The Planning Proposal is not inconsistent with this SEPP.</p>

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## ATTACHMENT B: APPLICABLE MINISTERIAL DIRECTIONS (SECTION 9.1 DIRECTIONS)

### Focus Area 1: Planning Systems

Direction	Consistent	Comments
1.1 Implementation of Regional Plans	Yes	The PP is not inconsistent with the Regional Plan as outlined in Q3.
1.2 Development of Aboriginal Land Council land	N/A	The land is not shown on the Land Application Map of chapter 3 of the <i>State Environmental Planning Policy (Planning Systems) 2021</i> .
1.3 Approval and Referral Requirements	Yes	The PP does not: <ul style="list-style-type: none"> <li>include any requirements for concurrence, consultation or referral of development applications to a Minister or public authority.</li> <li>not identify development as designated development.</li> </ul>
1.4 Site Specific Provisions	Yes	The development will regularise the lawfulness of existing uses on the site without reliance on existing use right provisions. It will achieve this by provision of an additional permitted use on the site within the existing zoning and without imposing developments standards/requirements in addition to those already contained in the LEP. The PP does not contain any or refer to any drawings showing the details of the proposed development.
1.5 Parramatta Road Corridor Urban Transformation Strategy	N/A	Not applicable to the site.
1.6 Implementation of North West Priority Growth Area Land Use and Infrastructure Implementation Plan	N/A	Not applicable to the site.
1.7 Implementation of Greater Parramatta Priority Growth Area Interim Land Use and	N/A	Not applicable to the site.

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Direction	Consistent	Comments
Infrastructure Implementation Plan		
1.8 Implementation of Wilton Priority Growth Area Interim Land Use and Infrastructure Implementation Plan	N/A	Not applicable to the site.
1.9 Implementation of Glenfield to Macarthur Urban Renewal Corridor	N/A	Not applicable to the site.
1.10 Implementation of the Western Sydney Aerotropolis Plan	N/A	Not applicable to the site.
1.11 Implementation of Bayside West Precincts 2036 Plan	N/A	Not applicable to the site.
1.12 Implementation of Planning Principles for the Cooks Cove Precinct	N/A	Not applicable to the site.
1.13 Implementation of St Leonards and Crows Nest 2036 Plan	N/A	Not applicable to the site.
1.14 Implementation of Greater Macarthur 2040	N/A	Not applicable to the site.
1.15 Implementation of the Pyrmont Peninsula Place Strategy	N/A	Not applicable to the site.
1.16 North West Rail Link Corridor Strategy	N/A	Not applicable to the site.
1.17 Implementation of the Bays West Place Strategy	N/A	Not applicable to the site.



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Direction	Consistent	Comments
1.18 Implementation of the Macquarie Park Innovation Precinct	N/A	Not applicable to the site.
1.19 Implementation of the Westmead Place Strategy	N/A	Not applicable to the site.
1.20 Implementation of the Camellia-Rosehill Place Strategy	N/A	Not applicable to the site.
1.21 Implementation of South West Growth Area Structure Plan	N/A	Not applicable to the site.
1.22 Implementation of the Cherrybrook Station Place Strategy	N/A	Not applicable to the site.

### Focus Area 2: Design & Place

Direction	Consistent	Comments
Nil		

### Focus Area 3: Biodiversity & Conservation

Direction	Consistent	Comments
3.1 Conservation Zones	N/A	No change to conservation zones.
3.2 Heritage Conservation	Yes	There are no items, places, buildings, works, relics, moveable objects or precincts of environmental heritage significance, Aboriginal objects or Aboriginal places, or Aboriginal areas, Aboriginal objects, Aboriginal places or landscapes known to be affected by the PP.
3.3 Sydney Drinking Water Catchments	N/A	Not applicable to the site.





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Direction		Consistent	Comments
3.4	Application of C2 and C3 Zones and Environmental Overlays in Far North Coast LEPs	N/A	Not applicable to the site.
3.5	Recreation Vehicle Areas	Yes	The PP does not enable land to be developed for the purpose of a recreation vehicle area.
3.6	Strategic Conservation Planning	N/A	The PP: <ul style="list-style-type: none"> <li>Does not apply to avoided land identified under the State Environmental Planning Policy (Biodiversity and Conservation) 2021</li> <li>Does not apply to strategic conservation area identified under the State Environmental Planning Policy (Biodiversity and Conservation) 2021</li> </ul>
3.7	Public Bushland	N/A	Not applicable to the site.
3.8	Willandra Lakes Region	N/A	Not applicable to the site.
3.9	Sydney Harbour Foreshores and Waterways Area	N/A	Not applicable to the site.
3.10	Water Catchment Protection	N/A	Not applicable to the site.

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#### Focus Area 4: Resilience & Hazards

Direction	Consistent	Comments
4.1 Flooding	N/A	The PP does not affect land that is identified as flood prone land.
4.2 Coastal Management	N/A	The PP does not affect land that is within the coastal zone.
4.3 Planning for Bushfire Protection	N/A	The PP does not affect land that is mapped as being within a bush fire prone area.
4.4 Remediation of Contaminated Land	N/A	<p>The PP does not affect:</p> <ul style="list-style-type: none"> <li>land that is within an investigation area within the meaning of the Contaminated Land Management Act 1997,</li> <li>land on which development for a purpose referred to in Table 1 to the contaminated land planning guidelines is being, or is known to have been, carried out,</li> <li>the extent to which it is proposed to carry out development on it for residential, educational, recreational or childcare purposes, or for the purposes of a hospital – land: <ul style="list-style-type: none"> <li>in relation to which there is no knowledge (or incomplete knowledge) as to whether development for a purpose referred to in Table 1 to the contaminated land planning guidelines has been carried out, and</li> <li>on which it would have been lawful to carry out such development during any period in respect of which there is no knowledge (or incomplete knowledge).</li> </ul> </li> </ul>
4.5 Acid Sulfate Soils	N/A	The PP does not affect land having a probability of containing acid sulfate soils
4.6 Mine Subsidence and Unstable Land	N/A	<p>The PP does not affect:</p> <ul style="list-style-type: none"> <li>land that is within a declared mine subsidence district in the Coal Mine Subsidence Compensation Regulation 2017</li> <li>land that has been identified as unstable in a study, strategy or other assessment undertaken by or on behalf of the relevant planning authority or by or on behalf of a public authority and provided to the relevant planning authority.</li> </ul>

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### Focus Area 5: Transport & Infrastructure

Direction		Consistent	Comments
5.1	Integrating Land Use and Transport	N/A	This PP does not create, alter or remove a zone or a provision relating to urban land, including land zoned for residential, business, industrial, village or tourist purposes.
5.2	Reserving Land for Public Purposes	Yes	<ul style="list-style-type: none"> <li>This PP does not create, alter or reduce existing zonings or reservations of land for public purposes</li> <li>The Minister or public authority has not requested a relevant planning authority to reserve land for a public purpose.</li> <li>The Minister or public authority has not requested a relevant planning authority to include provisions in a planning proposal to rezone and/or remove a reservation of any land that is reserved for public purposes because the land is no longer designated by that public authority for acquisition.</li> </ul>
5.3	Development Near Regulated Airports and Defence Airfields	N/A	The site is not near a regulated airport.
5.4	Shooting Ranges	N/A	The PP will not affect, create, alter or remove a zone or a provision relating to land adjacent to and/ or adjoining an existing shooting range.

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### Focus Area 6: Housing

Direction	Consistent	Comments
6.1 Residential Zones	Yes	The PP will not impact on the provisions relating to housing.
6.2 Caravan Parks and Manufactured Home Estates	Yes	<ul style="list-style-type: none"> <li>The PP will not impact provisions that permit development for the purposes of a caravan park to be carried out on land.</li> <li>The PP does not change any provisions relating to suitable zones, locations and provisions for manufactured home estates (MHEs).</li> </ul>

### Focus Area 7: Industry & Employment

Direction	Consistent	Comments
7.1 Business and Industrial Zones	N/A	The PP will not affect land within an existing or proposed business or industrial zone.
7.2 Reduction in non-hosted short-term rental accommodation period	N/A	Not applicable to the site.
7.3 Commercial and Retail Development along the Pacific Highway, North Coast	N/A	Not applicable to the site.

### Focus Area 8: Resources & Energy

Direction	Consistent	Comments
8.1 Mining, Petroleum Production and Extractive Industries	N/A	<p>The PP does not have the effect of:</p> <ul style="list-style-type: none"> <li>prohibiting the mining of coal or other minerals, production of petroleum, or winning or obtaining of extractive materials, or</li> <li>restricting the potential development of resources of coal, other minerals, petroleum or extractive materials which are of State or regional significance by permitting a land use that is likely to be incompatible with such development.</li> </ul>

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### Focus Area 9: Primary Production

Direction		Consistent	Comments
9.1	Rural Zones	N/A	The PP does not impact on any rural zonings.
9.2	Rural Lands	N/A	The PP does not impact any rural or conservation zoned land.
9.3	Oyster Aquaculture	N/A	The PP is not located within a 'Priority Oyster Aquaculture Areas' or oyster aquaculture.
9.4	Farmland of State and Regional Significance on the NSW Far North Coast	N/A	Not applicable to the site.

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## ATTACHMENT C: AHIMS SEARCH



Planning Proposal No. 19 – 57 Newton Street Armidale Additional Permitted Use



## AHIMS Web Services (AWS) Search Result

Your Ref/PO Number : 21131

Client Service ID : 756579

Integrated Consulting

Date: 24 February 2023

PO Box 9026

Bathurst West New South Wales 2795

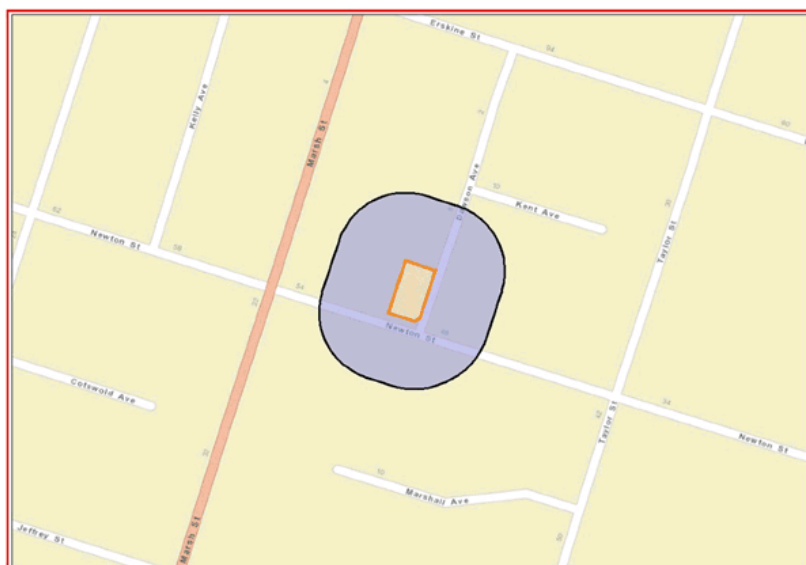
Attention: Erika Dawson

Email: erika@integratedconsulting.com.au

Dear Sir or Madam:

**AHIMS Web Service search for the following area at Lot : 4, DP:DP546075, Section : - with a Buffer of 50 meters, conducted by Erika Dawson on 24 February 2023.**

The context area of your search is shown in the map below. Please note that the map does not accurately display the exact boundaries of the search as defined in the paragraph above. The map is to be used for general reference purposes only.



A search of Heritage NSW AHIMS Web Services (Aboriginal Heritage Information Management System) has shown that:

0	Aboriginal sites are recorded in or near the above location.
0	Aboriginal places have been declared in or near the above location. *

**If your search shows Aboriginal sites or places what should you do?**

- You must do an extensive search if AHIMS has shown that there are Aboriginal sites or places recorded in the search area.
- If you are checking AHIMS as a part of your due diligence, refer to the next steps of the Due Diligence Code of practice.
- You can get further information about Aboriginal places by looking at the gazettal notice that declared it. Aboriginal places gazetted after 2001 are available on the [NSW Government Gazette](https://www.legislation.nsw.gov.au/gazette) (<https://www.legislation.nsw.gov.au/gazette>) website. Gazettal notices published prior to 2001 can be obtained from Heritage NSW upon request

**Important information about your AHIMS search**

- The information derived from the AHIMS search is only to be used for the purpose for which it was requested. It is not to be made available to the public.
- AHIMS records information about Aboriginal sites that have been provided to Heritage NSW and Aboriginal places that have been declared by the Minister;
- Information recorded on AHIMS may vary in its accuracy and may not be up to date. Location details are recorded as grid references and it is important to note that there may be errors or omissions in these recordings.
- Some parts of New South Wales have not been investigated in detail and there may be fewer records of Aboriginal sites in those areas. These areas may contain Aboriginal sites which are not recorded on AHIMS.
- Aboriginal objects are protected under the National Parks and Wildlife Act 1974 even if they are not recorded as a site on AHIMS.
- This search can form part of your due diligence and remains valid for 12 months.

---

Level 6, 10 Valentine Ave, Parramatta 2150  
Locked Bag 5020 Parramatta NSW 2124  
Tel: (02) 9585 6345

ABN 34 945 244 274  
Email: [ahims@environment.nsw.gov.au](mailto:ahims@environment.nsw.gov.au)  
Web: [www.heritage.nsw.gov.au](http://www.heritage.nsw.gov.au)

TRIM:



# Swimming Pool Barrier Inspection Program

ADOPTED BY COUNCIL: [DATE TO BE COMPLETED BY GOVERNANCE]

## 1. PURPOSE

This policy has been developed in response to Section 22B of the *Swimming Pools Act 1992* (the Act) and details a program for the inspection of swimming pools (both outdoor and indoor) that are situated, or proposed to be constructed or installed, on premises on which a residential building, a moveable dwelling or tourist and visitor accommodation is located. This policy aims to;

1. Increase pool safety in the Armidale Local Government Area; and
2. Explain the steps that Council will take to inspect swimming pool safety barriers to ensure compliance with the requirements of Part 2 - Access to Swimming Pools of the Act and the relevant Australian Standards.

## 2. APPLICATION

This policy applies to the inspection of swimming pools in the Armidale Regional Local Government Area.

## 3. POLICY INTENT

The intent of this policy is to outline the mandatory swimming pool barrier inspection program that Armidale Regional Council will implement to comply with the Act.

## 4. COMMUNITY STRATEGIC PLAN OBJECTIVES

Advancing our Region Community Plan

Enriched Region, Community & Culture

Goal 1 E1. Access to the services and support that facilitate quality of life

Strategy E1.3 Foster safety and security within our community and support the provision of basic needs

Undertake regulatory controls that maintain community order and safety including Companion Animals Regulation, parking management, building compliance, and Development Applications (E1.3.3)

## 5. INTERPRETATION

The legislation, regulation and Australian Standards that apply to this program include the following, as amended from time-to-time;

- Swimming Pools Act 1992 (the Act);
- Swimming Pools Regulation 2018 (the Regulation);
- The Conveyancing Act 1919;
- The Conveyancing (Sale of Land) Regulation 2010;
- The Residential tenancies Regulation 2010 (Schedule 1 – Standard form Agreement)
- The Property Stock and Business Agents Act 2002
- The Swimming Pools Amendment (Inspections) Regulation 2016;
- The Conveyancing (Sale of Land) Amendment (Swimming Pools) Regulation 2016
- The Residential Tenancies Amendment (Swimming Pools) Regulation 2016
- Australian Standard AS 1926.1 – Swimming pool safety - Safety barriers for swimming pools; and
- Australian Standard AS 1926.2 – Swimming pool safety - Location of safety barriers for swimming pools.

All relevant definitions are as per the above documents.

Where there is any inconsistency between this policy document and the Act and Regulation, the Act and Regulation shall prevail.

## **6. SWIMMING POOL BARRIER INSPECTION PROGRAM**

### **6.1. SWIMMING POOL REGISTER**

All owners of a residential premise or tourist and visitor accommodation on which a swimming pool is located must register their pool on the NSW Government's state-wide Swimming Pool Register. An owner's failure to register a swimming pool is an offence that can attract a penalty.

The Swimming Pool Register will also record whether or not a swimming pool has been inspected by an appropriately qualified person and if a current "Certificate of Compliance" has been issued.

Council will rely on the Swimming Pool Register to determine what swimming pools are required to be inspected from time-to-time.

### **6.2. CERTIFICATE OF COMPLIANCE**

When a swimming pool has been inspected and it is found to comply with the relevant pool safety barrier requirements a satisfactory inspection will be recorded in the Swimming Pool Register and a swimming pool Certificate of Compliance will be issued. A Certificate of Compliance cannot be issued if a swimming pool has not been registered on the state-wide register.

Either the Council or an accredited certifier can issue a Certificate of Compliance, which remains valid for three (3) years from the date of issue as long as the swimming pool safety barrier is maintained and there are no grounds for a formal direction to be issued.

Similarly, a newly constructed swimming pool that is constructed pursuant to a development consent or a complying development certificate should be issued with an Occupation Certificate at the conclusion of the development certifying that the swimming pool safety barrier complies with the Act. An Occupation Certificate certifying compliance with the Act will also remain valid for three (3) years from the date of issue as long as the swimming pool safety barrier is maintained and there are no grounds for a formal direction to be issued.

Premises with a current Certificate of Compliance or a relevant Occupation Certificate will not require a Council inspection unless Council receives a complaint and there is good reason to believe that the swimming pool safety barrier no longer complies.

### 6.3. INSPECTION REGIME

Council will aim to undertake inspections of swimming pools (both outdoor and indoor) that are situated on premises on which a residential building, a moveable dwelling or tourist and visitor accommodation is located in accordance with the following guidelines to ensure compliance with the Act; Council will aim to undertake inspections of swimming pools (both outdoor and indoor) that are situated on premises on which a residential building, a moveable dwelling or tourist and visitor accommodation is located in accordance with the following guidelines to ensure compliance with the Act;

- (a) **In response to complaints** – All complaints received by Council concerning inadequately fenced or unauthorised swimming pools are recorded in Council's Customer Request Management system and will be inspected as a matter of priority within 72 hours as prescribed by the Act. Generally the investigation of complaints will be undertaken in accordance with the requirements of Section 29A of the Act.
- (b) **Assessment of building certificate applications** – All building certificate applications for properties on which there is a swimming pool will include an inspection of the swimming pool safety barrier.
- (c) **Proactive observations** – Where a swimming pool is observed by Council's Regulatory Services Staff and the swimming pool safety barrier appears deficient and/or there is no current Certificate of Compliance or relevant Occupation Certificate the matter will be recorded in Council's Customer Request Management system and inspections will be undertaken as per item (a) above.
- (d) **Notifications from accredited certifiers** – Any accredited certifier who is unable to issue a Certificate of Compliance and issues a notice under Section 22E of the Act is required to provide Council with a copy of the notice. On receipt of the notice Council will undertake an inspection of the swimming pool under this program.
- (e) **Inspection requests by owner** – All inspections requested under Section 22C of the Act by the owner of a premises on which a swimming pool is situated will be carried out in accordance with any timeframes prescribed by the Act and Regulation.
- (f) **Premises with more than two (2) dwellings** – All premises with more than two (2) dwellings including residential flat buildings and townhouse developments that do not have a current Certificate of Compliance or relevant Occupation Certificate will be inspected by Council at least once every three (3) years.
- (g) **Sale of land inspection requests** – The *Conveyancing (Sale of Land) Regulation 2010* requires any contract for the sale of land on which there is a swimming pool to include a copy of either a valid Certificate of Compliance or a relevant Occupation Certificate. Inspections requested by the owner of the land to enable the sale of a premises or part of a premises, will be carried out by Council within ten (10) days, as prescribed by the Regulation.
- (h) **Lease of land inspection requests** – The *Residential Tenancies Regulation 2010* will require landlords of premises on which there is a swimming pool to provide a copy of a valid Certificate of Compliance or a relevant Occupation Certificate at the time a residential tenancy is entered into. Inspections requested by the owner of the land to enable the lease of a premises or part of a premises, will be carried out within ten (10) days, as prescribed by the Regulation.
- (i) **Random checks from state-wide Swimming Pool register** – As resources permit Council may randomly select properties from the state-wide Swimming Pool register that do not have a current Certificate of Compliance (or relevant Occupation Certificate). Priority will be given to inspecting older swimming pools that have never had a Certificate of Compliance (or relevant Occupation Certificate). Once a property has been selected, Council will write to the owner and request that they make arrangements for an inspection either by a Council Officer or an accredited certifier.

Where a Council inspection identifies the existence of a life threatening circumstance, Council will determine an immediate course of action to eliminate or reduce the level of risk. If a matter is not considered life threatening, the matter will be prioritised accordingly.



#### 6.4. INSPECTION FEES

Any inspection of a swimming pool safety barrier carried out by Council pursuant to this program will be charged an inspection fee in accordance with Clause 18A of the Regulation. The required inspection fees are adopted annually by Council and listed in Council's Fees and Charges. Any request for an inspection must be accompanied by the prescribed fee.

Council will not issue a Certificate of Compliance until all required inspection fees are paid, as prescribed by Section 22D of the Act.

#### 7. ENFORCEMENT

While Council aims to achieve compliance through the effective education and engagement of swimming pool owners, it is likely that the initiation of enforcement action will be required from time-to-time. In this regard the Act details the enforcement action that is available including "notices of intention to give a direction", directions and penalties. Any enforcement action initiated by Council will be determined in accordance with Council's Compliance and Enforcement Policy.

#### 8. REVIEW

This Policy will be reviewed every five years from the date of each adoption of the policy, or more frequently as required.

#### 9. RESPONSIBLE OFFICER

The Manager Regulatory Services is the Responsible Officer for this Policy.

APPROVAL AND REVIEW		
Responsible Business Unit	Regulatory Services	
Responsible Officer	Manager Regulatory Services	
Date/s adopted	<i>Council Executive</i> [updated by policy owner]	<i>Council</i> [DD Mmmm YYYY]
Date/s of previous adoptions	[Dates of previous adoptions]	
Date of next review	[Two years from last adoption]	
TRIM Reference		





## BUSINESS PAPER

## TRAFFIC ADVISORY COMMITTEE

To be held on

Tuesday, 7 March 2023

at

Function Room

**Committee Members:**

Cr Susan McMichael (Chair)  
Mr Hans Hietbrink (Rep. Member for Northern Tablelands)  
Snr Sgt Paul Caldwell (NSW Police)  
Ms Mel Jones & Ms Lucy Garbutt (TfNSW)

**Council Staff:**

Mr Sam Jacobson (Manager Development and Regulatory Services)  
Mr Graham Earl (ARC Technical Officer)  
Mr Ian Chetcuti (Ranger)  
Ms Belinda Ackling (Minute Taker)

AGENDA

The Armidale Traffic Advisory Committee, has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority.

The Committee operates under Roads and Maritime Services 'A guide to the delegation to councils for the regulation of traffic'.

In summary:

Roads and Maritime Services (RMS) has delegated certain aspects of the control of traffic on regional and local roads to Council. A condition of this delegation is that Council must refer all traffic related matters to the Traffic Advisory Committee prior to exercising its delegated functions.

The four voting members on the Traffic Advisory Committee are:

- Council's representative (chair)
- RMS representative
- NSW Police representative for the Local Area Command containing the item.
- State Member of Parliament representative for the electorate containing the item.

The meeting does not need a specific quorum, however any advice can only be returned to the Council if the views of NSW Police and RMS have been obtained.

The Traffic Advisory Committee meeting operates as a closed meeting and attendance to the meeting is via invitation only. At times interested stakeholders may address items referred to the Traffic Committee where their information adds value and does not greatly increase the time spent by the Committee on progressing the item. Interested stakeholders always have the opportunity to attend the Council meeting when the minutes of the Traffic Advisory Committee are discussed / determined.

All formal items referred to the Traffic Advisory Committee typically have been fully investigated, consulted (if needed) and proposed actions identified.

Where the Council decides on an item contrary to the Traffic Advisory Committee recommendation, then Council must immediately advise RMS and NSW Police in writing of its decision. The RMS or NSW Police may then lodge an appeal within 14 days to the Regional Traffic Committee.

The Council must not action any item under appeal until the matter has been determined by the Regional Traffic Committee.



Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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Traffic Advisory Committee  
Tuesday, 7 March 2023

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<b>Item:</b>	<b>4.1</b>	<b>Ref: AINT/2023/03366</b>
<b>Title:</b>	<b>Action from previous meeting held 7 February 2023.</b>	<b>Container: ARC16/0168-8</b>
<b>Author:</b>	<b>Graham Earl, Technical Officer Engineering</b>	
<b>Attachments:</b>	<b>Nil</b>	

## 1. Purpose

To note the actions of the previous meeting.

## 2. OFFICERS' RECOMMENDATION:

That the Committee note the below actions from the previous meeting;

- a) Endorse the Legacy Centenary Torch Relay and the closure of Faulkner St between Moore St and Dumaresq St, Armidale on the 2<sup>nd</sup> July 2023.  
*Noted*
- b) Endorse the use of the Armidale local roads for the Charity Ride for Back Track Youth Works to be held from 2<sup>nd</sup> April 2023 to 4<sup>th</sup> April 2023 inclusive.  
*Noted*
- c) Endorse the road closure of Faulkner Street between Dumaresq Street and Kirkwood Street, for the Armidale for Culture Festival 2023. To be held on 10<sup>th</sup> March 2023.  
*Noted*
- d) Endorse the temporary closure of Dangar Street between Dumaresq and Kirkwood Streets, Armidale, for the commencement of the Tour de Rocks 2023 from 6am to 9am on Thursday 20<sup>th</sup> April 2023.  
*Noted*
  1. Endorse the Special Event Transport Management Plan for the staging along Route 1 of the Tour de Rocks on Thursday 20<sup>th</sup> April 2023, for the occupation and usage of Armidale Regional Council Local Government Area (LGA) local roads only, pending approval for the use of local roads within the LGA of Kempsey Council, and of any regional classified roads from TfNSW, and any further recommendations from NSW Police.  
*Noted*
  2. Endorse the Special Event Transport Management Plan for the staging along Route 2 of the Tour de Rocks from Thursday 20<sup>th</sup> April to 22<sup>nd</sup> April 2023, for the occupation and usage of Armidale LGA local roads being: Day 1 starts at 6am at Civic Park and ends at Wollomombi, 36 km East of Armidale. Day 2 of the ride commences at Wollomombi at 8am and ends at Guyra Showground, 85 km North West of Wollomombi. The final day of the ride commences at Guyra Showground at 6am and ends at Sport UNE, Armidale, 20 km South of Guyra at approximately 2pm. and pending approval of any regional classified roads from TfNSW, and any further recommendations from NSW Police.  
*Noted*
- e) Endorse the provision of "KEEP CLEAR" pavement marking in front of the driveway of the SES, at 203 Mann Street, Armidale.  
*To be completed.*

Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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<b>Item:</b>	<b>5.1</b>	<b>Ref: AINT/2023/03006</b>
<b>Title:</b>	<b>Special Event Traffic Management Plan - Armidale Anzac Day March 2023.</b>	<b>Container: ARC16/0168-8</b>
<b>Author:</b>	<b>Graham Earl, Technical Officer Engineering</b>	
<b>Attachments:</b>	1. Transport Management Plan ANZAC Day Armidale 2023 2. Plan - TGS Armidale ANZAC Day	

### 1. Purpose

To advise of road closures requested for the Armidale Anzac Day march and Commemorative Service on 25 April 2023.

### 2. OFFICERS' RECOMMENDATION:

That Council to endorse the temporary road closures of Faulkner Street from Dumaresq Street to Beardy Street and the connecting intersections with Moore Street, East Mall and Rusden Street roundabout for the Armidale 2023 Anzac Day March and Commemoration Service to be held on Tuesday 25 April 2023.

### 3. Background

Anzac Day is a recognised National event held on 25 April each year, the event is supported by Council and under Police escort.

The Dawn Service will not include a march. Participants will be bussed to Central Park from the Ex Serviceman's Club for the ceremony start at 5.30am and conclude at 7am.

The Main Anzac March and Service will start to gather at 10.30am in Faulkner Street and head up to Central Park where the service will start at 11am and conclude at 12.30pm.

### 4. Discussion

It is requested that temporary road closures be installed to allow for the parade to assemble in Faulkner Street, between Dumaresq Street and Moore Street. The intersections of Beardy Street (East Mall) and Rusden Street are to be closed for the 10.30am march. This is a rolling road closure and roads can be reopened once the parade has passed by.

The requested road closures have not changed. The Public Liability is current and has been provided.

### 5. Implications

#### 5.1. Strategic and Policy Implications

- CPS: G3.1 Tourism strategy to attract visitors to stay and enhance the economic and cultural offerings and attractions of the region.
- The application is in accordance as per POL086 – Road – Events on public roads and as per the TfNSW guidelines for Event Management.

#### 5.2. Risk

- The closure is an annual occurrence to which the public are very aware of for the duration of the event.

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Traffic Advisory Committee  
Tuesday, 7 March 2023

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- The temporary road closure controls the risk of contact between parade participants and moving vehicles.

### 5.3. Sustainability

- Annual tourism strategy to attract visitors to stay and enhance the economic and cultural offerings and attractions of the region

### 5.4. Financial

Budget Area:	Tourism and Events						
Funding Source:	City Services - Events						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
210713	Provide and install signage for the event	\$247,633	\$176,641	Nil	\$1,420.00	\$178,061	\$69,572

There is an existing budget within the Events area to cover the resourcing required for all Anzac Day preparations for the LGA.

### 6. Consultation and Communication

As an annual event all Anzac Day commemorative Service and associated road closures are advertised and the general public and business are very familiar with this tradition.

### 7. Conclusion

The Traffic Advisory Committee recommendation, that the associated rolling road closures in conjunction with the Armidale Anzac Day Commemorative Service and March for 2023 be endorsed.

## Special Event Transport Management Plan

### 1 EVENT DETAILS

#### 1.1 Event summary

Event Name Anzac Day

Event Location: Armidale Event Date: 25 April 2023 Event Start Time: 11am..... Event Finish Time: 12.30pm

Event Setup Start Time: 10.00am Event Packdown Finish Time: 12.30pm

Event is ☐ off street ☒ on street - moving ☐ on street non-moving

Is this event being held on Council Land ☒ Yes ☐ No

#### 1.2 Contact names

Event Organiser\* **Armidale RSL Branch**

Phone:< > Mobile:0408 634 806 E-mail: [rs125pensions@bigpond.com](mailto:rs125pensions@bigpond.com)

Event Management Company (if applicable)

Phone: ..... Fax: ..... Mobile: ..... E-mail:

**Police** ARMIDALE POLICE

Phone: 02 6771 0699 ..... Fax: 02 67710611

**Council** ARMIDALE REGIONAL COUNCIL

Phone:02 67703600 Fax: 02 67729275 [council@armidale.nsw.gov.au](mailto:council@armidale.nsw.gov.au)

**Roads & Maritime Services** (if Class 1) .....

Phone: ..... Fax: ..... Mobile: ..... E-mail: .....

*\*Note: The Event Organiser is the person or organisation who is the employer and in whose name the Public Liability Insurance is taken out.*

**1.3 Detailed description of event (please attach any maps to back of application)**

The ANZAC Day March and Commemoration Service will occur on 25 April 2023.

This is a rolling road closure and roads can be reopened once the parade has passed by causing minimal impact of traffic.

The Dawn Service will not include a march.

The main ANZAC March and Service will this year line up in Faulkner and Beady Street marching up Faulkner Street up to Central Park where the service will start at 11am and conclude at 12.30pm.

It is requested that a temporary rolling road closures of Faulkner Street between Moore and Barney Street and the Beady Street East Mall be installed to allow for the parade route in Faulkner Street up to Central Park. This is a rolling road closure and roads can be reopened once the parade has passed by.

**2 Risk Management - Traffic**

- |   |  |  |
|---|--|--|
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|   | 2.2 Public Liability Insurance                     | <input checked="" type="checkbox"/> Public liability insurance arranged. <u>Copy of Policy attached.</u>   |
|   | 2.3 Police   | <input type="checkbox"/> Police written approval attached <u>Letter sent to the Armidale Police – referred to Traffic Advisory Committee, Armidale Regional Council.</u> |
|   | 2.4 Fire Brigades and Ambulance                    | <input type="checkbox"/> Fire brigades notified <b>02 67715076</b>   |
|   |  | <input type="checkbox"/> Ambulance notified <b>02 6771 1710</b>  |

**3 TRAFFIC AND TRANSPORT MANAGEMENT**

- |   |   |  |
|---|---|--|
| <div style="display: flex; flex-direction: column; align-items: center;"> <div style="width: 10px; height: 100px; background-color: red; margin-bottom: 5px;"></div> <div style="width: 10px; height: 100px; background-color: yellow; margin-bottom: 5px;"></div> <div style="width: 10px; height: 100px; background-color: green;"></div> </div> <div style="display: flex; flex-direction: column; align-items: center; margin-top: 5px;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-size: 8px;">CLASS 1</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-size: 8px;">CLASS 2</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-size: 8px;">CLASS 3</div> </div> | 3.1 The route or location   | <input checked="" type="checkbox"/> Map attached   |
|   | 3.2 Parking   | <input type="checkbox"/> Parking organised - details attached.   |
|   |   | <input checked="" type="checkbox"/> Parking not required < >   |
|   | 3.3 Construction, traffic calming and traffic generating developments                       | <input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached                                  |
|   |   | <input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes |
|   | 3.4 Trusts and Authorities  | <input type="checkbox"/> This event uses a facility managed by a Trust or Authority; written approval attached   |
|   |   | <input type="checkbox"/> This event does not use a facility managed by a trust or Authority  |
|   | 3.5 Public transport  | <input type="checkbox"/> Public transport plans created - details attached   |
|   |   | <input checked="" type="checkbox"/> Public transport not required  |
|   | 3.6 Reopening roads after moving events   | <input checked="" type="checkbox"/> This is a moving event - details attached.   |
|   | <input type="checkbox"/> This is a non-moving event.  |  |
| 3.7 Traffic management requirements unique to this event  | <input type="checkbox"/> Description of unique traffic management requirements attached     |  |
|   | <input checked="" type="checkbox"/> There are no unique traffic requirements for this event |  |
| 3.8 Contingency plans   | <input type="checkbox"/> Contingency plans attached   |  |

PAGE 3 TRAFFIC MANAGEMENT FOR A SPECIAL EVENT - TRAFFIC MANAGEMENT PLAN TEMPLATE  
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Class 1	3.9 Heavy vehicle alternate routes
	<input type="checkbox"/> Alternative routes for heavy vehicles required - RMS to arrange
	<input checked="" type="checkbox"/> Alternative routes for heavy vehicles not required
	3.10 Special event clearways
	<input type="checkbox"/> Special event clearways required - RMS to arrange
	<input checked="" type="checkbox"/> Special event clearways not required
<b>4 MINIMISING IMPACT ON NON-EVENT COMMUNITY &amp; EMERGENCY SERVICES</b>	
Class 3	4.1 Access for local residents, businesses, hospitals and emergency vehicles
	<input checked="" type="checkbox"/> Plans to minimise impact on non-event community attached
	<input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
Class 2	4.2 Advertise traffic management arrangements
	<input type="checkbox"/> Road closures -advertising medium and copy of proposed advertisements attached
	<input type="checkbox"/> No road closures but special event clearways in place - advertising medium and copy of proposed advertisements attached
	<input checked="" type="checkbox"/> No road closures or special event clearways - advertising not required
Class 1	4.3 Special event warning signs
	<input type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s
	<input checked="" type="checkbox"/> This event does not require special event warning signs
	4.4 Permanent Variable Message Signs
	<input type="checkbox"/> Messages, locations and times attached
	<input checked="" type="checkbox"/> This event does not use permanent Variable Message Signs
	4.5 Portable Variable Message Signs
	<input type="checkbox"/> The proposed messages and locations for portable VMS are attached
	<input checked="" type="checkbox"/> This event does not use portable VMS

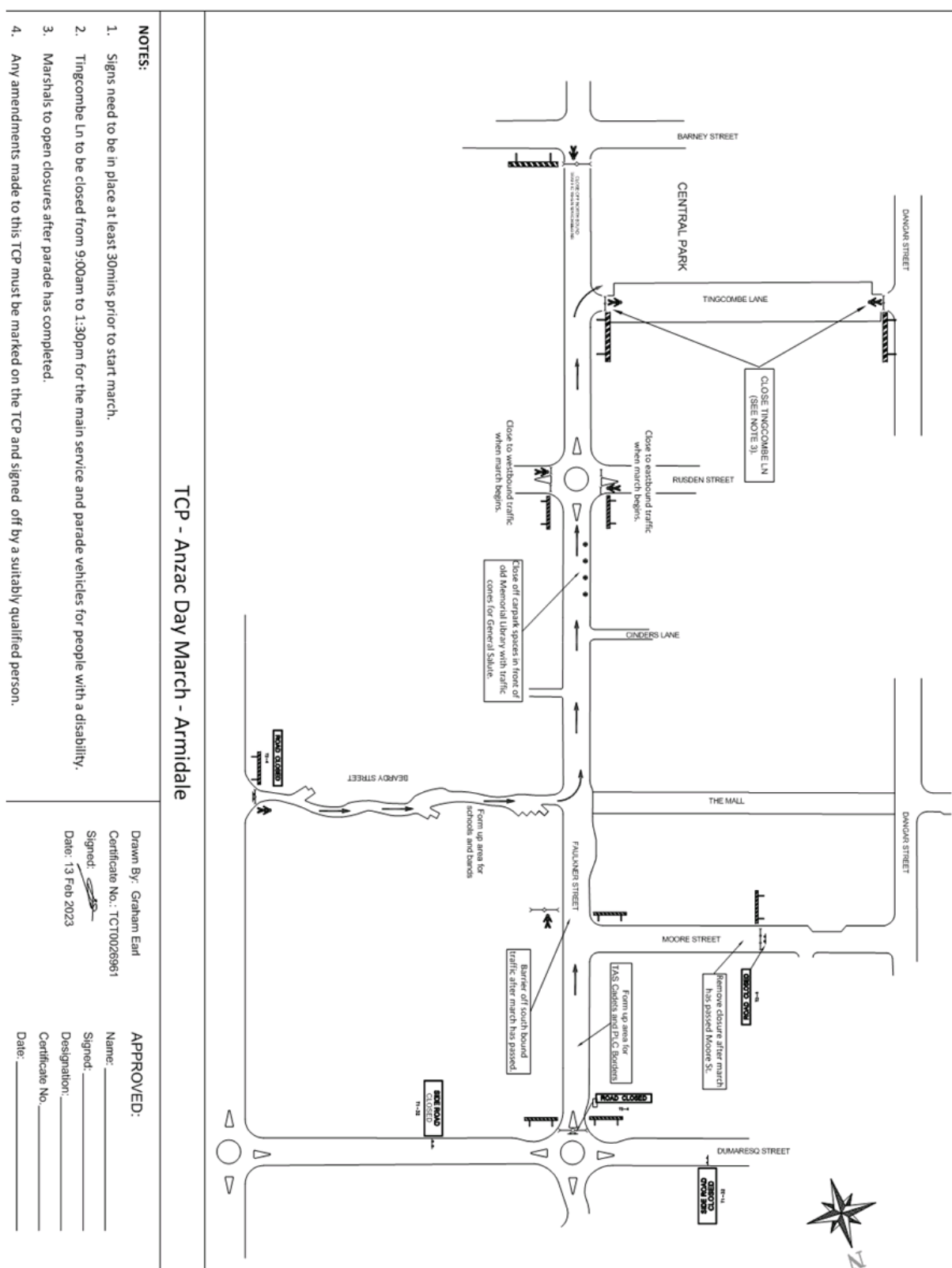
**5 APPROVAL**

Your application needs to be provide to Council 3 weeks prior to the Traffic Advisory Committee meeting which is held 2<sup>nd</sup> Tuesday of each month, with Council approval being sort for recommendations at the meeting held 4<sup>th</sup> Monday of the month.

<b>Privacy and Personal Information Protection Notice (S.10 PPIPAAct 1998)</b>
Your information will be stored and used by Armidale Regional Council, 135 Rusden St, Armidale 2350
Purpose of Collection: Traffic Management for a Special Event
Intended Recipients of your information: Traffic Advisory Committee
You have the right to access and amend your personal information by contacting the Public Officer at the address above.
Your personal information is required: By law
Consequences if you do not supply your information:







Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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<b>Item:</b>	<b>5.2</b>	<b>Ref: AINT/2023/03011</b>
<b>Title:</b>	<b>Special Event Transport Management Plan - Guyra Anzac Day March 2023.</b>	<b>Container: ARC16/0168-8</b>
<b>Author:</b>	<b>Graham Earl, Technical Officer Engineering</b>	
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Schedule 1 - Notice of Intention to Hold a Public Assembly Anzac Day Dawn Service 2023 - Guyra</li> <li>2. Transport Management Plan ANZAC Day Dawn Service 2023 - Guyra</li> <li>3. Schedule 1 - Notice of Intention to Hold a Public Assembly Anzac Day Service 2023 - Guyra</li> <li>4. Transport Management Plan ANZAC Day Service 2023 - Guyra</li> <li>5. TCP Guyra Anzac Day Services</li> <li>6. Anzac Day - Guyra RSL Sub Branch COC 22-23</li> </ol>	

### 1. Purpose

To endorse the requested road closures for the Guyra Anzac Day march and Commemorative Service on Tuesday, 25<sup>th</sup> April 2023.

### 2. OFFICERS' RECOMMENDATION:

- a) That Council endorse the road closure requested for the annual Anzac Day Dawn Service will occur on Tuesday, 25<sup>th</sup> April 2023 between 5.30 am and 7.00 am, in accordance with the provided traffic control plan.
- b) That Council endorse the rolling road closures requested for the annual Anzac Day March held on Tuesday, 25<sup>th</sup> April 2023 between 10.00am and 12.30pm, in accordance with the provided traffic control plan.

### 3. Background

The annual Anzac Day March to be held on 25<sup>th</sup> April 2023 this is an annual event supported by Council.

Anzac Day Dawn Service is to be held between 5.30 am and 7.00 am. The road closure of Bradley Street from MacKenzie Street to the Southern side of the Hall will allow the crowd to gather outside the Soldier's Memorial Hall at 163 Bradley Street for the service

The main march and service is between 10.00am and 12.30pm. The road closure of Bradley Street will allow the march to assemble and then proceed from Ollera Street to the Soldier's Memorial Hall at 163 Bradley Street. Bradley Street can be reopened to Mackenzie Street once the march has passed. The street will remain closed from Mackenzie Street to the southern side of the Hall to allow the crowd to gather for the service outside the Hall.

### 4. Discussion

The Guyra Anzac Day march and Commemorative Service on 25<sup>th</sup> April 2023 is an annual event. All Anzac Day ceremonies are supported by Armidale Regional Council. The requested road closures have not changed. The Public Liability is current and has been provided.

### 5. Implications

Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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### 5.1. Strategic and Policy Implications

- CPS: G3.1 Tourism strategy to attract visitors to stay and enhance the economic and cultural offerings and attractions of the region.
- The application is in accordance as per POL086 – Road – Events on public roads and as per the TfNSW guidelines for Event Management.

### 5.2. Risk

- The closure is an annual occurrence to which the public are very aware of for the duration of the event.
- No homes are disadvantaged by the closure.
- The temporary road closure controls the risk of contact between pedestrians and moving vehicles.

### 5.3. Sustainability

- Annual tourism strategy to attract visitors to stay and enhance the economic and cultural offerings and attractions of the region.

### 5.4. Financial

Budget Area:	Tourism and Events						
Funding Source:	City Services - Events						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
210713	Provide and install signage for the event	\$247,633	\$176,641	Nil	\$1,420.00	\$178,061	\$69,572

There is an existing budget within the Events area to cover the resourcing required for all Anzac Day preparations for the LGA.

### 6. Consultation and Communication

As an annual event all Anzac Day commemorative Service and associated road closures are advertised and the general public and business are very familiar with this tradition.

### 7. Conclusion

The Traffic Advisory Committee recommendation, that the associated rolling road closures in conjunction with the Guyra Anzac Day Commemorative Service and March for 2022 be endorsed.


**Schedule 1 - Notice of Intention to Hold a Public Assembly****SUMMARY OFFENCES ACT 1988 - Sec 23**

To the Commissioner of Police

1	<p>I Johan Peter Hietbrink (name) of 18b Tenterden Street, Guyra, NSW 2365 ..... (address) on behalf of RSL Guyra sub-Branch..... (organisation) notify the Commissioner of Police that on the 25th..... (day) of .April..... (month), .2023..... (year), it is intended to hold</p> <p>(a) a public assembly, <b>not</b> being a procession, of approximately 100 persons, which will assemble at the Soldiers Memorial Hall, 163 Bradley Street, Guyra at approximately 5.30 am and disperse at approximately 7.00 am</p> <p><i>(Specify route, any stopping places and the approximate duration of any stop; and the approximate time of termination. A diagram may be attached.)</i></p>
2	<p>The purpose of the proposed assembly is to commemorate the ANZAC Day Dawn Service.</p> <p>.....</p>

## Attachment 1

## Schedule 1 - Notice of Intention to Hold a Public Assembly Anzac Day Dawn Service 2023 - Guyra

3	<p>The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly (<i>strike out whichever is not applicable</i>):</p> <p>(I) There will be ...0 (number) of vehicles and/or.....0... (number) of floats involved. The type and dimensions are as follows: .....</p> <p>(II) There will be ...0..... (number) of bands, musicians, entertainers, etc. which will entertain or address the assembly.</p> <p>(III) The following number and type of animals will be involved in the assembly:</p> <p>(IV) Other special characteristics of the proposed assembly are as follows:</p>
4	I take responsibility for organising and conducting the proposed assembly.
5	<p>Notices for the purposes of the <i>Summary Offences Act 1988</i> may be served upon me at the following address:</p> <p>18b Tenterden Street .....</p> <p>Guyra .....</p> <p>.....NSW.....2365..... Postcode.</p> <p>Telephone No. 02 6779 2070</p>
6	<p>Signed </p> <p>Capacity/Title President RSL Guyra sub-Branch</p> <p>Date 15 February 2023</p>



## Special Event Transport Management Plan

### 1 EVENT DETAILS

#### 1.1 Event summary

Event Name <Guyra Anzac Day Dawn Service 25 April 2023.>

Event Location: <Bradley Street, Guyra >

Event Date: <25 April 2023 > Event Start Time: <5.30am> Event Finish Time: <7.00am>

Event Setup Start Time: <5.30am> Event Packdown Finish Time: <6.30 am>

Event is ☒ on street – non-moving

#### 1.2 Contact names

Event Organiser\* <

Phone:< 02 6779 2070> Mobile:<0402 044 891> E-mail: [hans@mcasterhouse.com.au](mailto:hans@mcasterhouse.com.au)

Event Management Company (if applicable)

Phone: ..... Fax: ..... Mobile: ..... E-mail:

**Police** GUYRA Police

Phone: 02 6738 4299 ..... Fax:

**Council** ARMIDALE REGIONAL COUNCIL

Phone:02 67703800 Fax: 02 67729275 [council@armidale.nsw.gov.au](mailto:council@armidale.nsw.gov.au)

**Roads & Traffic Authority** (if Class 1) .....

Phone: ..... Fax: ..... Mobile: ..... E-mail: .....

*\*Note: The Event Organiser is the person or organisation who is the employer and in whose name the Public Liability Insurance is taken out.*

### 1.3 Detailed description of event (please attach any maps to back of application)

The ANZAC Day Dawn Service will occur on 25 April 2023 between 5.30 am and 7.00 am. The road closure of Bradley Street from MacKenzie Street to the Southern side of the Hall is to allow the crowd to gather outside the Soldier's Memorial Hall at 163 Bradley Street.

**2 Risk Management - Traffic**

<div>CLASS 1</div> <div>CLASS 2</div> <div>CLASS 3</div>	2.1	Occupational Health & Safety - Traffic Control
	<input type="checkbox"/>	Risk assessment plan (or plans) attached
	2.2	Public Liability Insurance
	x <input type="checkbox"/>	Public liability insurance arranged. <u>Copy of Policy included</u>
	2.3	Police
	<input type="checkbox"/>	Police written approval attached
	2.4	Fire Brigades and Ambulance
	<input type="checkbox"/>	Fire brigades notified - Guyra Fire Brigade notified
	<input type="checkbox"/>	Ambulance notified – Guyra Ambulance notified

**3 TRAFFIC AND TRANSPORT MANAGEMENT**

<div>CLASS 1</div> <div>CLASS 2</div> <div>CLASS 3</div>	3.1	The route or location
	<input type="checkbox"/>	Map
	3.2	Parking
	<input type="checkbox"/>	Parking organised - details attached.
	<input type="checkbox"/>	Parking not required < >
	3.3	Construction, traffic calming and traffic generating developments
	<input type="checkbox"/>	Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	x <input type="checkbox"/>	There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
	3.4	Trusts and Authorities
	<input type="checkbox"/>	This event uses a facility managed by a Trust or Authority; written approval attached
	<input type="checkbox"/>	This event does not use a facility managed by a trust or Authority
	3.5	Public transport
	<input type="checkbox"/>	Public transport plans created - details attached
	x <input type="checkbox"/>	Public transport not required
	3.6	Reopening roads after moving events
	<input type="checkbox"/>	This is a moving event - details attached.
x <input type="checkbox"/>	This is a non-moving event.	
3.7	Traffic management requirements unique to this event	
<input type="checkbox"/>	Description of unique traffic management requirements attached	
x <input type="checkbox"/>	There are no unique traffic requirements for this event	
3.8	Contingency plans	
<input type="checkbox"/>	Contingency plans attached	

CLASS 1	3.9 Heavy vehicle alternate routes
	<input type="checkbox"/> Alternative routes for heavy vehicles required - RTA to arrange
	x <input type="checkbox"/> Alternative routes for heavy vehicles not required
	3.10 Special event clearways
	<input type="checkbox"/> Special event clearways required - RTA to arrange
	x <input type="checkbox"/> Special event clearways not required
<b>4 MINIMISING IMPACT ON NON-EVENT COMMUNITY &amp; EMERGENCY SERVICES</b>	
CLASS 3	4.1 Access for local residents, businesses, hospitals and emergency vehicles
	<input type="checkbox"/> Plans to minimise impact on non-event community attached
	x <input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
CLASS 2	4.2 Advertise traffic management arrangements
	<input type="checkbox"/> Road closures -advertising medium and copy of proposed advertisements attached
	<input type="checkbox"/> No road closures but special event clearways in place - advertising medium and copy of proposed advertisements attached
	<input type="checkbox"/> No road closures or special event clearways - advertising not required
CLASS 1	4.3 Special event warning signs
	<input type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s
	x <input type="checkbox"/> This event does not require special event warning signs
	4.4 Permanent Variable Message Signs
	<input type="checkbox"/> Messages, locations and times attached
	x <input type="checkbox"/> This event does not use permanent Variable Message Signs
	4.5 Portable Variable Message Signs
	<input type="checkbox"/> The proposed messages and locations for portable VMS are attached
	x <input type="checkbox"/> This event does not use portable VMS

**5 APPROVAL**

Your application needs to be provided to Council 3 weeks prior to the Local Traffic Committee meeting which is held 2<sup>nd</sup> Tuesday of each month, with Council approval being sought for recommendations at the meeting held 4<sup>th</sup> Monday of the month.


<b>Privacy and Personal Information Protection Notice (S.10 PPIPA Act 1998)</b>
Your information will be stored and used by Armidale Regional Council, 135 Rusden St, Armidale 2350
Purpose of Collection: Traffic Management for a Special Event
Intended Recipients of your information: Local Traffic Committee
You have the right to access and amend your personal information by contacting the Public Officer at the address above.
Your personal information is required: By law
Consequences if you do not supply your information:

## Schedule 1 - Notice of Intention to Hold a Public Assembly

## SUMMARY OFFENCES ACT 1988 - Sec 23

To the Commissioner of Police

1	<p>I Johan Peter Hietbrink (name)  of 18b Tenterden Street, Guyra, NSW 2365 ..... (address)  on behalf of RSL Guyra sub-Branch..... (organisation)  notify the Commissioner of Police that  on the 25th..... (day) of April..... (month), 2023..... (year), it is intended to hold</p> <p>(a) a public assembly, being a procession of approximately 1000 persons,  which will assemble at the Ollera Street end of Bradley Street Guyra at approximately 10 am and at approximately 10.30 am the procession will commence and shall proceed along Bradley Street Guyra to the Soldier's Memorial Hall 163 Bradley Street where the ANZAC Day Service will be conducted. The service will conclude at approximately 11.30 am at which time the crowd will disperse.</p> <p>(Specify route, any stopping places and the approximate duration of any stop; and the approximate time of termination. A diagram may be attached.)</p>
2	<p>The purpose of the proposed assembly is to commemorate ANZAC Day with a march and Main Service in Guyra.</p> <p>.....</p>

3	<p>The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly (<i>strike out whichever is not applicable</i>):</p> <p>(I) There will be ...5.... (number) of vehicles and/or..... (number) of floats involved. The type and dimensions are as follows: Jeeps and sedans .....</p> <p>(II) There will be ...0.... (number) of bands, musicians, entertainers, etc. which will entertain or address the assembly.</p> <p>(III) The following number and type of animals will be involved in the assembly: There may be a couple of horses ridden by the Light Horse soldiers.</p> <p>(IV) Other special characteristics of the proposed assembly are as follows:</p>
4	I take responsibility for organising and conducting the proposed assembly.
5	<p>Notices for the purposes of the <i>Summary Offences Act 1988</i> may be served upon me at the following address:</p> <p>18b Tenterden Street .....</p> <p>Guyra .....</p> <p>.....NSW .....2365..... Postcode.</p> <p>Telephone No. 02 6779 2070</p>
6	<p>Signed </p> <p>Capacity/Title President RSL Guyra sub-Branch</p> <p>Date 15 February 2023</p>

## Special Event Transport Management Plan

### 1 EVENT DETAILS

#### 1.1 Event summary

Event Name <Guyra Anzac Day 25 April 2023.>

Event Location: <Bradley Street, Guyra >

Event Date: <25 April 2023 > Event Start Time: <10am> Event Finish Time: <12pm>

Event Setup Start Time: <10am> Event Packdown Finish Time: <12pm>

Event is ☒ on street - moving

#### 1.2 Contact names

Event Organiser\* <

Phone:< 02 6779 2070> Mobile:<0402 044 891> E-mail: [hans@mcasterhouse.com.au](mailto:hans@mcasterhouse.com.au)

Event Management Company (if applicable)

Phone: ..... Fax: ..... Mobile: ..... E-mail:

**Police** GUYRA Police

Phone: 02 6738 4299 ..... Fax:

**Council** ARMIDALE REGIONAL COUNCIL

Phone:02 67703800 Fax: 02 67729275 [council@armidale.nsw.gov.au](mailto:council@armidale.nsw.gov.au)

**Roads & Traffic Authority** (if Class 1).....

Phone: ..... Fax: ..... Mobile: ..... E-mail: .....

*\*Note: The Event Organiser is the person or organisation who is the employer and in whose name the Public Liability Insurance is taken out.*



### 1.3 Detailed description of event (please attach any maps to back of application)

The ANZAC Day march and Commemorative Service will occur on 25 April 2023. The road closure of Bradley Street is to allow the march to proceed from Ollera Street to the Soldier's Memorial Hall at 163 Bradley Street. Bradley Street can be reopened to Mackenzie Street once the march has passed. The street will remain closed from Mackenzie Street to the southern side of the Hall to allow the crowd to gather for the service outside the Hall.

## 2 Risk Management - Traffic

<div>CLASS 1</div> <div>CLASS 2</div> <div>CLASS 3</div>	2.1	Occupational Health & Safety - Traffic Control
	<input type="checkbox"/>	Risk assessment plan (or plans) attached
	2.2	Public Liability Insurance
	x <input type="checkbox"/>	Public liability insurance arranged. <u>Copy of Policy included</u>
	2.3	Police
	<input type="checkbox"/>	Police written approval attached
	2.4	Fire Brigades and Ambulance
	<input type="checkbox"/>	Fire brigades notified - Guyra Fire Brigade notified
	<input type="checkbox"/>	Ambulance notified – Guyra Ambulance notified

## 3 TRAFFIC AND TRANSPORT MANAGEMENT

<div>CLASS 1</div> <div>CLASS 2</div> <div>CLASS 3</div>	3.1	The route or location
	<input type="checkbox"/>	Map
	3.2	Parking
	<input type="checkbox"/>	Parking organised - details attached.
	<input type="checkbox"/>	Parking not required < >
	3.3	Construction, traffic calming and traffic generating developments
	<input type="checkbox"/>	Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	x <input type="checkbox"/>	There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
	3.4	Trusts and Authorities
	<input type="checkbox"/>	This event uses a facility managed by a Trust or Authority; written approval attached
	<input type="checkbox"/>	This event does not use a facility managed by a trust or Authority
	3.5	Public transport
	<input type="checkbox"/>	Public transport plans created - details attached
	x <input type="checkbox"/>	Public transport not required
	3.6	Reopening roads after moving events
	x <input type="checkbox"/>	This is a moving event - details attached.
<input type="checkbox"/>	This is a non-moving event.	
3.7	Traffic management requirements unique to this event	
<input type="checkbox"/>	Description of unique traffic management requirements attached	
x <input type="checkbox"/>	There are no unique traffic requirements for this event	
3.8	Contingency plans	
<input type="checkbox"/>	Contingency plans attached	

CLASS 1	3.9 Heavy vehicle alternate routes
	<input type="checkbox"/> Alternative routes for heavy vehicles required - RTA to arrange
	x <input type="checkbox"/> Alternative routes for heavy vehicles not required
	3.10 Special event clearways
	<input type="checkbox"/> Special event clearways required - RTA to arrange
	x <input type="checkbox"/> Special event clearways not required
<b>4 MINIMISING IMPACT ON NON-EVENT COMMUNITY &amp; EMERGENCY SERVICES</b>	
CLASS 3	4.1 Access for local residents, businesses, hospitals and emergency vehicles
	<input type="checkbox"/> Plans to minimise impact on non-event community attached
	x <input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
CLASS 2	4.2 Advertise traffic management arrangements
	<input type="checkbox"/> Road closures -advertising medium and copy of proposed advertisements attached
	<input type="checkbox"/> No road closures but special event clearways in place - advertising medium and copy of proposed advertisements attached
	<input type="checkbox"/> No road closures or special event clearways - advertising not required
CLASS 1	4.3 Special event warning signs
	<input type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s
	x <input type="checkbox"/> This event does not require special event warning signs
	4.4 Permanent Variable Message Signs
	<input type="checkbox"/> Messages, locations and times attached
	x <input type="checkbox"/> This event does not use permanent Variable Message Signs
	4.5 Portable Variable Message Signs
	<input type="checkbox"/> The proposed messages and locations for portable VMS are attached
	x <input type="checkbox"/> This event does not use portable VMS

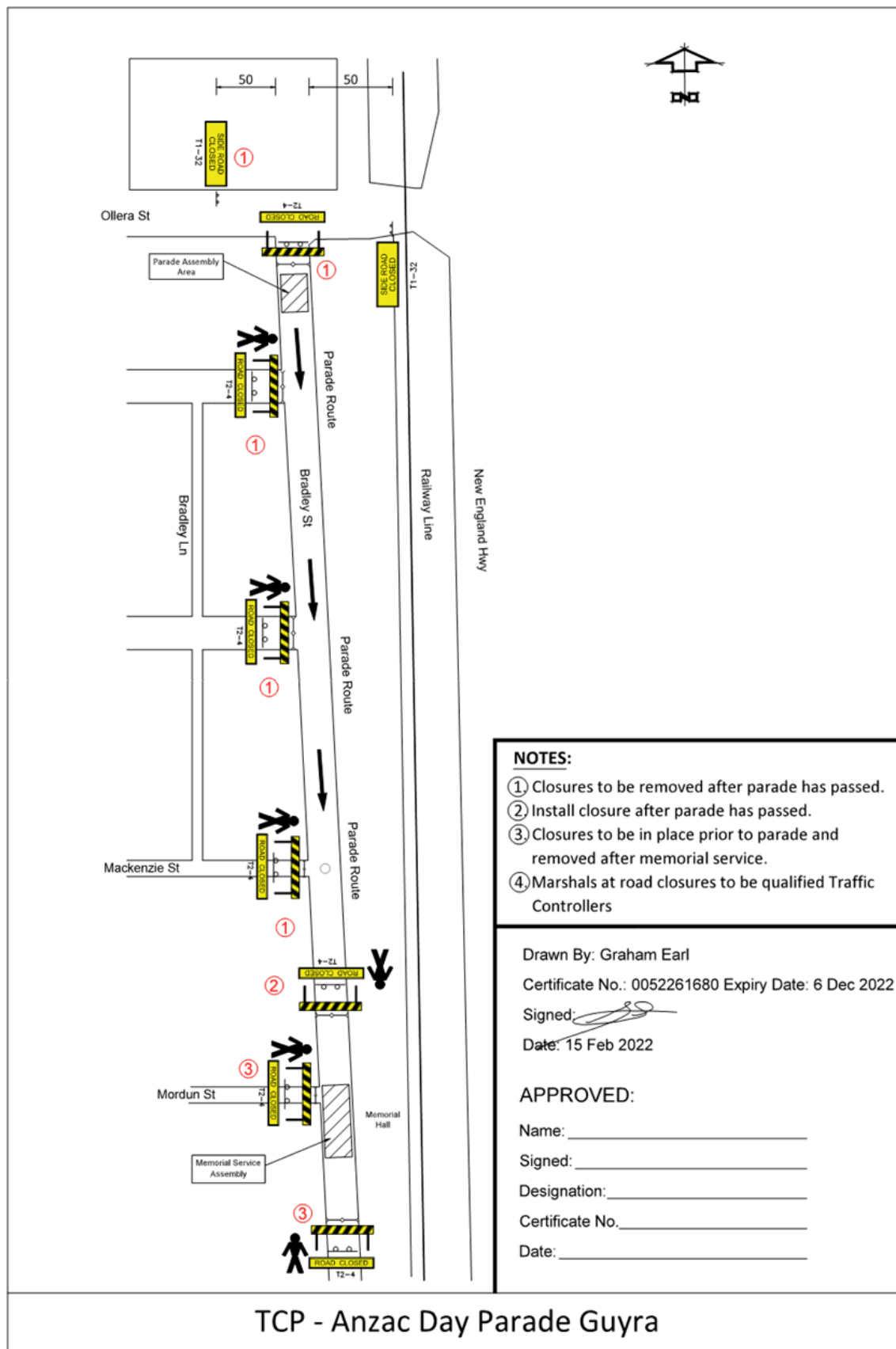
**5 APPROVAL**

Your application needs to be provided to Council 3 weeks prior to the Local Traffic Committee meeting which is held 2<sup>nd</sup> Tuesday of each month, with Council approval being sought for recommendations at the meeting held 4<sup>th</sup> Monday of the month.

<b>Privacy and Personal Information Protection Notice (S.10 PPIPA Act 1998)</b>
Your information will be stored and used by Armidale Regional Council, 135 Rusden St, Armidale 2350
Purpose of Collection: Traffic Management for a Special Event
Intended Recipients of your information: Local Traffic Committee
You have the right to access and amend your personal information by contacting the Public Officer at the address above.
Your personal information is required: By law
Consequences if you do not supply your information:

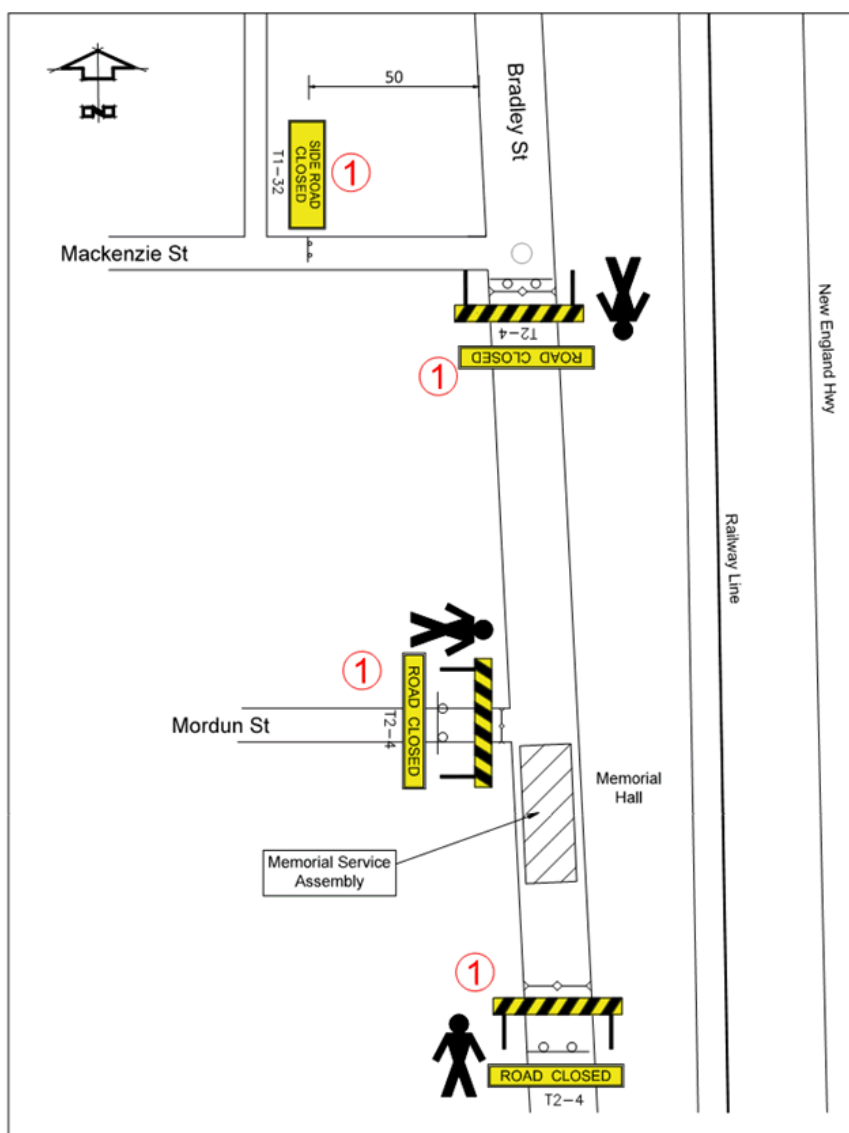
## Attachment 5

## TCP Guyra Anzac Day Services



## Attachment 5

## TCP Guyra Anzac Day Services

**NOTES:**

- ① Closures to be in place prior to service and removed after service.
- ② Marshals at road closures to be qualified Traffic Controllers

Drawn By: Graham Earl  
 Certificate No.: 0052261680  
 Expiry Date: 6 Dec 2022  
 Signed:   
 Date: 15 Feb 2022

**APPROVED:**

Name: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Certificate No. \_\_\_\_\_  
 Date: \_\_\_\_\_

**TCP - Anzac Day Dawn Service Guyra**



## Certificate of Currency

The policy referred to is current as at the date of this certificate and whilst a due date has been indicated it should be noted that the policy may be cancelled in the future. Accordingly, reliance should not be placed on the expiry date.

**Policy Number:** 10M 7431902

**Insured:** RSL of Australia Sub Branches, Day Clubs and RSL Auxiliaries as declared and agreed, including Guyra RSL Sub Branch

**Period of Insurance:** (From) 31 May 2022 at 4:00pm local time at the place of issue  
(To) 31 May 2023 at 4:00pm local time at the place of issue

**Policy Type:** General and Products Liability

**Limit of Indemnity:**

Public Liability	\$20,000,000	any one Occurrence
Advertising Injury	\$20,000,000	any one Occurrence
Products Liability	\$20,000,000	any one Occurrence and in the aggregate for any one Period of Insurance

**Interest Noted:** It is noted and agreed that this Policy is endorsed to include the interests of: Guyra War Memorial Hall Trust & Armidale Council in respect of the ANZAC Day services held by Guyra RSL Sub Branch as per definition 1.29.5 of the Policy wording.

**Remarks:** The above is subject always to the terms, conditions, exclusions and endorsements of the Policy.

Signed for and on behalf of Insurance Australia Limited trading as CGU Insurance.

A handwritten signature in blue ink, appearing to read 'Tim Zvirblis'.

Tim Zvirblis  
Senior Underwriter - Liability, NSW / ACT  
02/06/2022

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Traffic Advisory Committee  
Tuesday, 7 March 2023

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<b>Item:</b>	<b>5.3</b>	<b>Ref: AINT/2023/03639</b>
<b>Title:</b>	<b>Special Event Transport Management Plan - Armidale &amp; New England Show 2023</b>	<b>Container: ARC16/0168-8</b>
<b>Author:</b>	<b>Graham Earl, Technical Officer Engineering</b>	
<b>Attachments:</b>	1. Transport Management Plan - Armidale Show 2023 2. Plan - TGS Road Closure Armidale Show	

### 1. Purpose

To advise of the road closure request for the Armidale & New England Show.

### 2. OFFICERS' RECOMMENDATION:

That Council endorse the temporary road closure of Canambe Street between Dumaresq and Kirkwood Street for the Armidale & New England Show from 6:30pm Thursday 2<sup>nd</sup> March until 10pm on Sunday 5<sup>th</sup> March 2023.

### 3. Background

The annual Armidale & New England Show for 2023 will occur from the 2<sup>nd</sup> to 5<sup>th</sup> March 2023. The road closure has occurred for many years without incident to insure the safety of those attending and competing at the show.

### 4. Discussion

We are looking to close Canambe Street as we have done previously, at the Kirkwood Street end of Canambe Street, and a vehicle access checkpoint set in off the Canambe/Dumaresq corner to allow for the safe access onto the Showground for large vehicles, particularly cattle trucks and horse floats.

We will be adhering to the Show Society's Risk Assessment

We will be putting barriers in place at the Canambe Street/Kirkwood Street end that cannot be moved nor accessed by the general public. A checkpoint will be erected at the Canambe Street/Dumaresq Street end and will be manned by stewards and volunteers who will only allow access via vehicle. All pedestrian access will be via the other gates. We are hoping to set these barriers up late afternoon on Thursday 2<sup>nd</sup> March, to minimise risk and ensure that all checkpoints are established and manned by 6:00am on the Friday.

Variable Message Signs will be placed outside the Showground advising the public of which gates are which and about the detours. We will also utilise our social media accounts to notify the public before the event.

### 5. Implications

#### 5.1. Strategic and Policy Implications

- CPS: G3.1 Tourism strategy to attract visitors to stay and enhance the economic and cultural offerings and attractions of the region.
- The application is in accordance as per POL086 – Road – Events on public roads and as per the TfNSW guidelines for Event Management.



Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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## 5.2. Risk

- The closure is an annual occurrence to which the public are very aware of for the duration of the event.
- No homes are disadvantaged by the closure.
- The temporary road closure controls the risk of contact between pedestrians and moving vehicles.

## 5.3. Sustainability

- Annual tourism strategy to attract visitors to stay and enhance the economic and cultural offerings and attractions of the region

## 5.4. Financial

Budget Area:	N/A						
Funding Source:	N/A						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
N/A	N/A	Nil	Nil	Nil	Nil	Nil	Nil

The Armidale Show Society is responsible for the full cost of financial cost of \$561.37 incl. GST is as per the fees and charges. The installation and removal of the road closures to be installed by ARC staff.

## 6. Consultation and Communication

Advertisement of the event and the road closure will occur well before the event

## 7. Conclusion

**That the committee request Council to endorse of the temporary road closure of Canambe Street between Dumaresq and Kirkwood Street for the Armidale & New England Show from 6:30pm Thursday 2<sup>nd</sup> March until 10pm on Sunday 5<sup>th</sup> March 2023, for the safety of those attending the show.**

## Special Event Transport Management Plan

### 1 EVENT DETAILS

#### 1.1 Event summary

Event Name <Armidale & New England Show .>

Event Location: < Armidale Show Ground and the Livestock centre Canambe Street>

Event Date: < 3<sup>rd</sup> & 4<sup>th</sup> March 2023

> Event Start Time: <6am Friday 3rd March> Event Finish Time: <10pm Sunday 5<sup>th</sup> March 2023>

Event Setup Start Time: <6.30 pm Thursday 2nd March 2023> Event Packdown Finish Time: <10pm Sunday 5<sup>th</sup> March>

Event is ☐ off street ☐ on street - moving ☒ on street non-moving

#### 1.2 Contact names

Event Organiser\* < Armidale & New England Show Society

Phone:<0413872214 > Mobile:<0413872214> E-mail: [armidaleshowsociety@outlook.com](mailto:armidaleshowsociety@outlook.com)

Event Management Company (if applicable)

Phone: ..... Fax: ..... Mobile: ..... E-mail:

**Police** ARMIDALE POLICE

Phone: 02 6771 0699 ..... Fax: 02 67710611

**Council** ARMIDALE DUMARESQ COUNCIL

Phone:02 67703800 Fax: 02 67729275 [council@armidale.nsw.gov.au](mailto:council@armidale.nsw.gov.au)

**Roads & Traffic Authority** (if Class 1).....

Phone: ..... Fax: ..... Mobile: ..... E-mail: .....

*\*Note: The Event Organiser is the person or organisation who is the employer and in whose name the Public Liability Insurance is taken out.*

**1.3 Detailed description of event (please attach any maps to back of application)**

We are looking to close Canambe Street as we have done previously, to allow a vehicle access checkpoint set in off the Canambe/Dumaresq corner to allow for the safe access onto the Showground for large vehicles, particularly cattle trucks and horse floats.

We will be adhering to the Show Society's Risk Assessment, which is attached

We will be putting barriers in place at the Canambe/Kirkwood end that cannot be moved nor accessed by the general public, while barriers will be erected at the Canambe/Dumaresq end and will be manned by stewards and volunteers who will only allow access via vehicle. All pedestrian access will be via the other gates. We are hoping to set these barriers up late afternoon on Thursday 2<sup>nd</sup> March, to minimise risk and ensure that all checkpoints are established and manned by 6 AM on the Friday.

Electronic Signs will be placed outside the Showground advising the public of which gates are which and about the detours. We will also utilise our social media accounts to notify the public before the event.

## 2 Risk Management - Traffic

CLASS 1 CLASS 2 CLASS 3	2.1 Occupational Health & Safety - Traffic Control
	<input checked="" type="checkbox"/> Risk assessment plan (or plans) attached
	2.2 Public Liability Insurance
	<input checked="" type="checkbox"/> Public liability insurance arranged. <u>Copy of Policy attached.</u>
	2.3 Police
	<input type="checkbox"/> Police written approval attached <u>Letter sent to the Armidale Police – referred to David Steller, Armidale Dumaresq Council.</u>
	2.4 Fire Brigades and Ambulance
	<input type="checkbox"/> Fire brigades notified 02 67715076
	<input type="checkbox"/> Ambulance notified 02 6771 1710

## 3 TRAFFIC AND TRANSPORT MANAGEMENT

CLASS 1 CLASS 2 CLASS 3	3.1 The route or location
	<input checked="" type="checkbox"/> Map attached
	3.2 Parking
	<input checked="" type="checkbox"/> Parking organised - details attached.
	<input type="checkbox"/> Parking not required < >
	3.3 Construction, traffic calming and traffic generating developments
	<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
	3.4 Trusts and Authorities
	<input checked="" type="checkbox"/> This event uses a facility managed by a Trust or Authority; written approval attached
<input type="checkbox"/> This event does not use a facility managed by a trust or Authority	
3.5 Public transport	
<input type="checkbox"/> Public transport plans created - details attached	
<input checked="" type="checkbox"/> Public transport not required	
3.6 Reopening roads after moving events	
<input type="checkbox"/> This is a moving event - details attached.	
<input checked="" type="checkbox"/> This is a non-moving event.	
3.7 Traffic management requirements unique to this event	
<input checked="" type="checkbox"/> Description of unique traffic management requirements attached	
<input type="checkbox"/> There are no unique traffic requirements for this event	
3.8 Contingency plans	
<input type="checkbox"/> Contingency plans attached	

CLASS 1	3.9 Heavy vehicle alternate routes
	<input type="checkbox"/> Alternative routes for heavy vehicles required - RTA to arrange
	<input checked="" type="checkbox"/> Alternative routes for heavy vehicles not required
	3.10 Special event clearways
	<input type="checkbox"/> Special event clearways required - RTA to arrange
	<input checked="" type="checkbox"/> Special event clearways not required
<b>4 MINIMISING IMPACT ON NON-EVENT COMMUNITY &amp; EMERGENCY SERVICES</b>	
CLASS 3	4.1 Access for local residents, businesses, hospitals and emergency vehicles
	<input checked="" type="checkbox"/> Plans to minimise impact on non-event community attached
	<input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
CLASS 2	4.2 Advertise traffic management arrangements
	<input checked="" type="checkbox"/> Road closures -advertising medium and copy of proposed advertisements attached
	<input type="checkbox"/> No road closures but special event clearways in place - advertising medium and copy of proposed advertisements attached
	<input type="checkbox"/> No road closures or special event clearways - advertising not required
CLASS 1	4.3 Special event warning signs
	<input checked="" type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s
	<input type="checkbox"/> This event does not require special event warning signs
	4.4 Permanent Variable Message Signs
	<input type="checkbox"/> Messages, locations and times attached
	<input checked="" type="checkbox"/> This event does not use permanent Variable Message Signs
	4.5 Portable Variable Message Signs
	<input checked="" type="checkbox"/> The proposed messages and locations for portable VMS are attached
	<input type="checkbox"/> This event does not use portable VMS

**5 APPROVAL**

Your application needs to be provide to Council 3 weeks prior to the Local Traffic Committee meeting which is held 2<sup>nd</sup> Tuesday of each month, with Council approval being sort for recommendations at the meeting held 4<sup>th</sup> Monday of the month.

<b>Privacy and Personal Information Protection Notice (S.10 PPIPAAct 1998)</b>
Your information will be stored and used by Armidale Dumaresq Council, 135 Rusden St, Armidale 2350
Purpose of Collection: Traffic Management for a Special Event
Intended Recipients of your information: Local Traffic Committee
You have the right to access and amend your personal information by contacting the Public Officer at the address above.
Your personal information is required: By law
Consequences if you do not supply your information:



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<b>Item:</b>	<b>5.4</b>	<b>Ref: AINT/2023/03958</b>
<b>Title:</b>	<b>Special Event Transport Management Plan The Armidale Autumn Festival 2023</b>	<b>Container: ARC16/0168-8</b>
<b>Author:</b>	<b>Belinda Ackling, Divisional Assistant Operations</b>	
<b>Attachments:</b>	1. Special Event Transport Management Plan -Autumn Festival 2023	

### 1. Purpose

The Armidale Autumn Festival has been a long held festival and tradition that over the years has evolved into a celebration of civic pride. The parade is a key part of the festival and two different routes are being considered for 2023 pending resources and budget. This report requests endorsement of two options.

### 2. OFFICERS' RECOMMENDATION:

That Traffic Advisory Committee endorse the requested road closure options for the 2023 Autumn Festival Parade Route of

- Option A –  
Faulkner Street Armidale, Barney Street to Kirkwood Street including Tingcombe Lane
- Option B –  
Faulkner Street Armidale, Barney to Rusden Sts, including Tingcombe Lane  
Rusden Street Faulkner to Dangar.  
Dangar Street Rusden to Moore Street  
Faulkner Street, Moore Street to Kirkwood Street

### 3. Background

The Armidale Autumn Festival has been a long held festival tradition that started in the 1990's. Originally, the festival was owned and operated by individuals and community groups' in-conjunction with Council support. Some years ago, Council became the main owner and operator of the festival.

### 4. Discussion

It is anticipated that the trial of the new Armidale Autumn Parade route will provide the Armidale community with the opportunity to participate in the parade without closing the CBD.

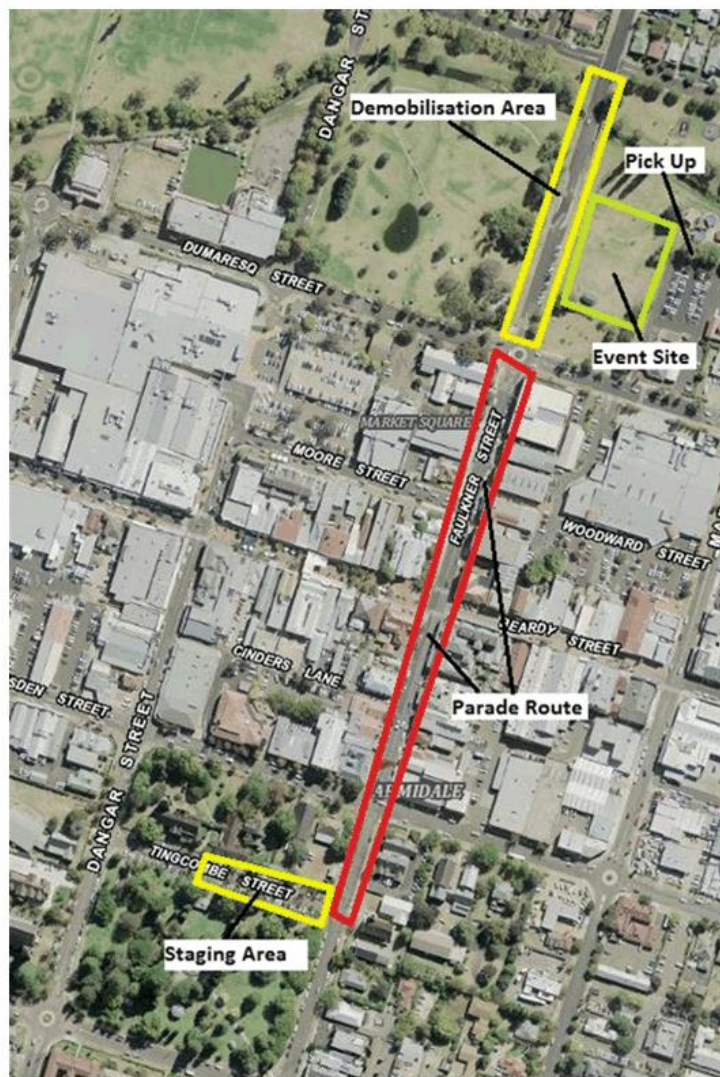
This submission is for two parade route options as per the below

**Option A – Faulkner Street, Barney to Kirkwood Sts**



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Option B – Faulkner St, Rusden St, Dangar, Moore and Faulkner Sts

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## 5. Implications

### 5.1. Strategic and Policy Implications

The Armidale Autumn Festival aligns to the Armidale Regional Council Delivery Program 2022-2026 in these particular areas:

*Enriched Region – Community and Culture*

Goal 2 – A proud, inclusive and cohesive community that celebrates our region in all its diversity and culture

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E2.5.1 Encourage, promote, or deliver community events that bring people together and celebrate our community

## 6. Risk

### Reputational Risks:

It is acknowledged that there is a reputational risk in regards to the suggested changes to a long held festival. The Armidale Autumn Festival is primarily a civic event, and it has undergone various small changes in the past. Whilst this recommendation is somewhat scaled back in size, it does not compromise in spectacle. The focus will be on home grown entertainment, with the new format providing the Armidale community with the opportunity to display the many talents, cultures and performances that will entertain the wider Armidale Community and visitors alike.

### Safety and Traffic:

The new event route will still have an impact on the CBD through road closures etc. This will be managed through ARC qualified Parks and Gardens Staff, likely supplemented by Roads and Water crews due to the size of the road closure and parade route supervision required.

### Staff & Resourcing Risks:

The Armidale Regional Council team will struggle to close and manage the festival parade route of previous years within budget due to the size and changes within the CBD, including impacts on the shopping centres and major food retailers in Coles and Woolworths on a Saturday morning into afternoon.

There is a risk that resources are spread too thin to deliver the Autumn Festival in its traditional format without changing route and resource levels. In this year of rebuilding the Autumn Festival it is expected to still take over 10 staff to manage the road closures effectively excluding event management resources scheduling and managing the parade participants.

### 6.1. Sustainability

The new 2023 Armidale Autumn Festival route will promote a more sustainable level of impact on the CBD and the high demand retail areas. The management of traffic control costs is a significant consideration in making the event sustainable into the future.

### 6.2. Financial

<b>Budget Area:</b>	Tourism and Events						
<b>Funding Source:</b>	Armidale Regional Council 2021/22 Budget						
<b>Budget Ref: (PN)</b>	<b>Description</b>	<b>Approved Budget</b>	<b>Actual</b>	<b>Committed</b>	<b>Proposed</b>	<b>Total Forecast Expenditure</b>	<b>Remaining Budget</b>
210713	Road closure	\$33,000	\$27,500	Nil	\$10,750	\$38,250	-\$5,250
	Option A						
	Option B	\$33,000	\$27,500	Nil	\$12,854	\$40,354	-\$7,354



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The cost for the Armidale Autumn Festival has been included in the 2022/23 Budget for \$33,000. The road closure is expected to cost \$15,000 in resources and signage using Council staff on a Saturday shift rate.

#### **7. Consultation and Communication**

Several meetings with participating organisations and groups assisted in identifying the key features and benefits of the Autumn Festival that kept its strengths.

The previous Autumn Festival Committee representatives have all expressed a desire to return to the success of previous years with a preference not to adjust the parade format or route.

Additional consultation has been undertaken with Armidale Schools and Community Groups.

Once a parade route is finalised additional consultation will be undertake on affected stakeholders.

#### **8. Conclusion**

The conclusion is that the Traffic Committee approve the two options for implementation pending budget updates and community group participation numbers.



## Special Event Transport Management Plan

### 1 EVENT DETAILS

#### 1.1 Event summary

Event Name: Armidale Autumn Festival

Event Location: Central Park parading to Civic and Curtis Park

Event Date:      Event Start Time: 10am ..... Event Finish Time: 6pm

Event Setup Start Time: 7am ..... Event Pack down Finish Time: 6.30pm

Event is    ☒ off street      ☐ on street – moving      ☒ on street non-moving

#### 1.2 Contact names

**Event Organiser: Anna Andre ARC Event Manager**

Phone: 6770 3815

Fax: ..... Mobile: 0467 946 475

E-mail: events@armidale.nsw.gov.au

.....  
Phone: ..... Fax: ..... Mobile: ..... E-mail: .....

**Police Colin Bird** .....

Phone: 6771 0516 ..... Fax: ..... Mobile: .....

E-mail: bird2col@police.nsw.gov.au ...

**Council**

Phone: 67703800 Fax: ..... Mobile: ..... E-mail:  
council@armidale.nsw.go.au.....

**Roads & Traffic Authority (if Class 1)** .....

Phone: ..... Fax: ..... Mobile: ..... E-mail: .....

*\*Note: The Event Organiser is the person or organisation who is the employer and in whose name the Public Liability Insurance is taken out.*

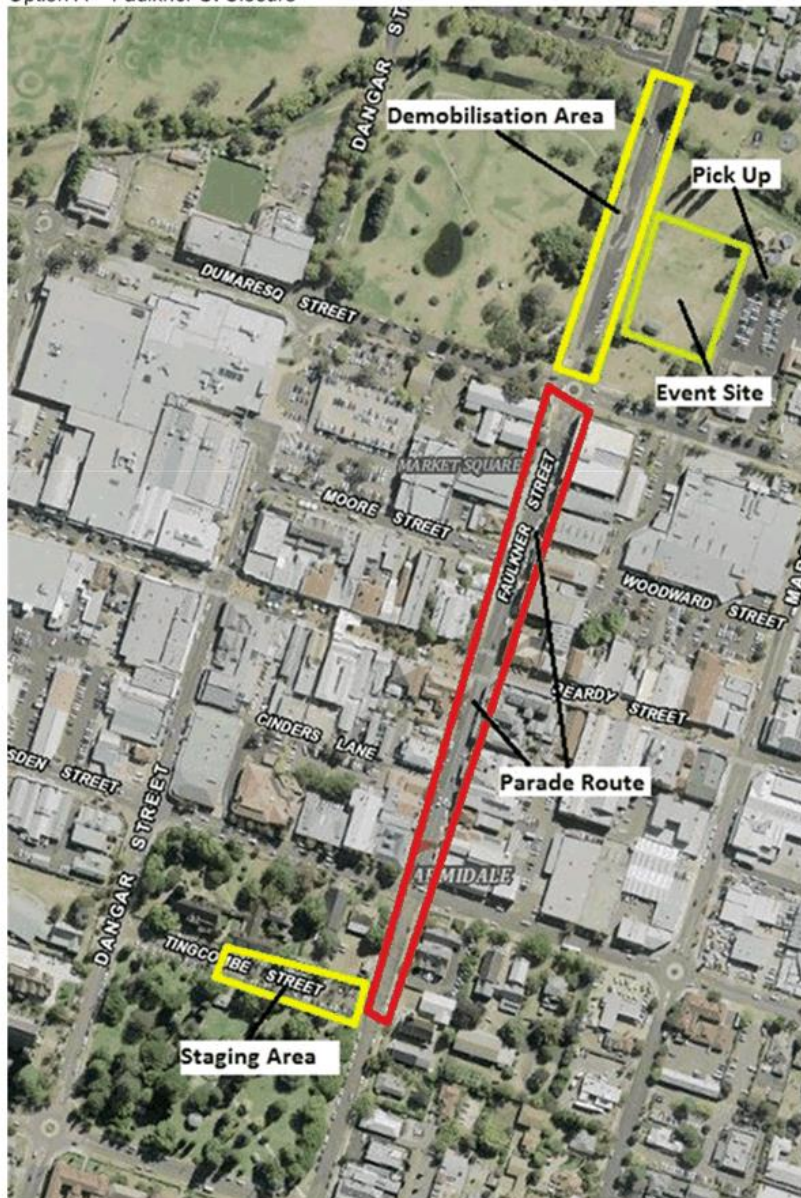


### 1.3 Brief description of the event (one paragraph)

This year's Armidale Autumn Festival held at Civic and Curtis Park, where a range of performances from groups within our community, Market stalls and food vendors will entertain the public.

Road Closures Requested are.

Option A – Faulkner St Closure



PAGE 2

SPECIAL EVENT TRAFFIC MANAGEMENT PLAN





Option B – Faulkner, Rusden, Dangar and Moore Closure



Taxi and Bus companies will be notified prior to this event and all emergency services and police will be notified.

## 2 RISK MANAGEMENT - TRAFFIC

PAGE 3

SPECIAL EVENT TRAFFIC MANAGEMENT PLAN





<div>CLASS 1</div> <div>CLASS 2</div> <div>CLASS 3</div>	2.1	Occupational Health & Safety - Traffic Control
	<input type="checkbox"/>	Risk assessment plan (or plans) attached.
	2.2	Public Liability Insurance
	<input checked="" type="checkbox"/>	Public liability insurance attached.
	2.3	Police
	<input type="checkbox"/>	Police written approval attached
	2.4	Fire Brigades and Ambulance
	<input checked="" type="checkbox"/>	Fire brigades notified
	<input checked="" type="checkbox"/>	Ambulance notified

### 3 TRAFFIC AND TRANSPORT MANAGEMENT

<div>CLASS 1</div> <div>CLASS 2</div> <div>CLASS 3</div>	3.1	The route or location
	<input checked="" type="checkbox"/>	Map attached
	3.2	Parking
	<input type="checkbox"/>	Parking organised
	<input checked="" type="checkbox"/>	Parking not required
	3.3	Construction, traffic calming and traffic generating developments
	<input type="checkbox"/>	Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input type="checkbox"/>	There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
	3.4	Trusts and Authorities
	<input type="checkbox"/>	This event uses a facility managed by a Trust or Authority; written approval attached
<input checked="" type="checkbox"/>	This event does not use a facility managed by a trust or Authority	
3.5	Public transport	
<input type="checkbox"/>	Public transport plans created	
<input checked="" type="checkbox"/>	Public transport not required	
3.6	Reopening roads after moving events	
<input type="checkbox"/>	This is a moving event - details attached.	
<input checked="" type="checkbox"/>	This is a non-moving event.	
3.7	Traffic management requirements unique to this event	
<input type="checkbox"/>	Description of unique traffic management requirements attached	
<input checked="" type="checkbox"/>	There are no unique traffic requirements for this event	
3.8	Contingency plans	
<input type="checkbox"/>	Contingency plans attached	



Class 1	3.9 Heavy vehicle alternate routes	
	<input type="checkbox"/>	Alternative routes for heavy vehicles required – contact RMS
	<input checked="" type="checkbox"/>	Alternative routes for heavy vehicles not required
	3.10 Special event clearways	
	<input type="checkbox"/>	Special event clearways required – contact RMS
	<input checked="" type="checkbox"/>	Special event clearways not required
<b>4 MINIMISING IMPACT ON NON-EVENT COMMUNITY &amp; EMERGENCY SERVICES</b>		
Class 1	CLASS 2	4.1 Access for local residents, businesses, hospitals and emergency vehicles
		<input checked="" type="checkbox"/> Plans to minimise impact on non-event community attached
		<input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
	CLASS 3	4.2 Advertise traffic management arrangements
		<input checked="" type="checkbox"/> Road closures
		<input type="checkbox"/> No road closures but special event clearways in place - advertising medium and copy of proposed advertisements attached
		<input type="checkbox"/> No road closures or special event clearways - advertising not required
	4.3 Special event warning signs	
	<input type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s	
	<input type="checkbox"/> This event does not require special event warning signs	
4.4 Permanent Variable Message Signs		
<input type="checkbox"/> Messages, locations and times attached		
<input checked="" type="checkbox"/> This event does not use permanent Variable Message Signs		
4.5 Portable Variable Message Signs		
<input type="checkbox"/> The proposed messages and locations for portable VMS are attached		
<input type="checkbox"/> This event does not use portable VMS		
<b>5 APPROVAL</b>		

Approved by Anna Andre..... Event Organiser for ARC

Date: 2/3/22



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<b>Item:</b>	<b>5.5</b>	<b>Ref: AINT/2023/04443</b>
<b>Title:</b>	<b>Special Event Transport Management Plan - Armidale Cycling Club Weekly Road Races 2023.</b>	<b>Container: ARC16/0168-8</b>
<b>Author:</b>	<b>Graham Earl, Technical Officer Engineering</b>	
<b>Attachments:</b>	1. Armidale Cycling Club Traffic Mgmt Plan 2023 2. Armidale Cycling Club Police Schedule 1 2023 3. Armidale Cycling Club Route Maps 2023 4. 2022_AUSCYC_PL_Certificate of Currency_Armidale Cycling Club	

### 1. Purpose

The Special Event Transport Management Plan for the Armidale Cycling Club Weekly Road races is an annual event seeking endorsement for 2023

### 2. OFFICERS' RECOMMENDATION:

That Council

- (a) Endorse the Special Event Transport Management Plan for the Armidale Cycling Club's 2023 Weekly Race and the use of the Armidale Regional LGA local roads, of Boorolong Road, Dangarsleigh Road/Enmore Road, Bundarra Road and Long Swamp Road.

### 3. Background

The Armidale Cycling Club conducts weekly road races using Boorolong Road, Dangarsleigh Road/Enmore Road, Bundarra Road and Long Swamp Road within the Armidale Regional LGA. This series of events has been conducted over many years.

### 4. Discussion

The road cycling races are to be conducted on Saturday afternoons throughout 2023 on Dangarsleigh Road or Long Swamp Road or Boorolong Road, or Bundarra Road. Race times are approximately 2.30-4.00 pm during winter and 4.00- 5.30pm during summertime.

1: (a) Cycle Road race on a 15 or 20 km or end of bitumen 27 km section of the Dangarsleigh Road/Enmore Road starting and finishing at the 50 km/h speed signs on edge of Armidale (near the Jehovah Witness Hall) as far as the flat straight section prior to a steep descent leading down to Salisbury Waters or flat section past Gostwyck Road turnoff or just past Lindfield road turn-off (at end of sealed section (indicated on map). Races are out and back and will MOSTLY be the shorter distance.

1: (b) Variation to course for several races (no more than four times a year – probably only twice) to also take in some gravel sections – start/finish on Dangarsleigh Road/Kingdom Hall, turn left into Dangars Falls Road at the monument, turn right into Blacks Lane, turn left into Enmore Road “turn right into Lindfield Road, turn right into Mihi Road, turn left into Enmore Road, turn left into Blacks Lane, turn right into Elliots Lane, continue along Dangarsleigh Road, turn left into Knobs Lane, turn right into Simmons Road, turn left into Dangarsleigh Road/finish. OR VARIATIONS OF THIS COURSE

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2: Cycle Road race on Long Swamp Road starting and finishing at the 50/100 km/h speed signs near ARC Waste Transfer Centre and to the end of the bitumen on Harvey Road, approximately 7.5km. Races on this course will be 2 or 3 out and back laps.

3: Cycle Road race on Boorolong Road starting and finishing at the 50/100km/h signs past UNE and to either a 15km (mostly) or 20k (rarely). We also seek permission to hold one race to the end of sealed section (Boorolong River crossing), conditions permitting. This race may not take place.

There will be approximately 10 - 40 riders traveling at approximately 30 – 40 km/h average speed. Riders have to be licensed and insured with the Australian Cycling Federation for road racing. Cyclists will be briefed that normal road rules apply at all times and traffic must be given way to when turning and given priority at all times.

## 5. Implications

### 5.1. Strategic and Policy Implications

- CPS: G3.1 Tourism strategy to attract visitors to stay and enhance the economic and cultural offerings and attractions of the region.
- The application is in accordance as per POL086 – Road – Events on public roads and as per the TfNSW guidelines for Event Management.

### 5.2. Risk

- This event is a regular occurrence to which the public are very aware of for the duration of the event.
- No homes are disadvantaged by the closure.
- The temporary traffic management controls reduce the risk of an incident occurring.

### 5.3. Sustainability

- Promote a healthy lifestyle through exercise.
- A tourism strategy to attract visitors to return and enhance the economic and cultural offerings and attractions of the region

### 5.4. Financial

Budget Area:	N/A						
Funding Source:	N/A						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
N/A	N/A	Nil	Nil	Nil	Nil	Nil	Nil

There is no financial cost to Council for the running of this activity.

## 6. Consultation and Communication

Event notification will be carried advising residents along the proposed event routes of the upcoming activities and the dates cyclists are expected to be on route. The event will be advertised. Signs will be post on event days.

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**7. Conclusion**

There being no changes, the Special Event the Traffic Advisory Committee endorse the event for 2023.



**Armidale Cycling Club  
Annual Road Cycle Racing Traffic Management & Control Plans 2023**

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ITEM	DESCRIPTION
1	Request for Approval to Conduct Bicycle Road Races
2	Map of course
3	Advice from Cycling Australia that Insurance cover is maintained
4	Approvals Page
5	Traffic Management Plan
6	Appendix 2, Notice of Intention to Hold Public Assembly. SCHEDULE 1(Sec 23) SUMMARY OFFENCES ACT 1988
8	Appendix 4, Risk Assessment
9	Appendix 5, Police Special Traffic Conditions with Organisers response. The following are typical Conditions or Queries raised by Police with a Response from the Event Organiser.
10	Appendix 6, Table of required Event Route Signage, Description, Route Location, Size

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## **CYCLING NEW SOUTH WALES**

### **Request for Approval to Conduct Bicycle Road Races**

**To:** Traffic Committee Armidale Regional Council and Western Region Police

**Date:** 10<sup>th</sup> January 2023

**From:** Armidale Cycling Club Inc

**Armidale Cycling Club is due to promote the event/s described below.  
An overall description of the event is as follows:**

Weekly club cycle races in Armidale on (1) Dangarsleigh Road and (2) Long Swamp Road and (3) Boorolong Road and (4) Bundarra Road and adjacent streets in Invergowrie (a once-a-year event in autumn). These races are publicised on our website CALENDAR at the beginning of the year.

Please find attached Traffic Management Plans for the event/s.  
Police, Local Government and RTA permission is sought for the event/s.  
Once permission is received AusCycling undertakes to conduct the event/s with the level of care and safety as displayed and required by the TMP. Cycling NSW has over 100 years of experience in such events and has always stressed the importance of safety for competitors, other road users and members of the public. Cycling NSW will abide by those conditions agreed to with Police, Local Government and RTA.  
Should any questions arise please do not hesitate to contact the document authors.

This application is for continuation of the approval granted last year and we agree to conform to the conditions set previously and any new conditions which may be necessary.

The period for which we seek permission is 1 January 2023 to 31 December 2023 which is the period covered by our insurance.

#### **Description of Event/s**

Road cycling races conducted on Saturday afternoons throughout 2023 on Dangarsleigh Road OR Long Swamp Road OR Boorolong Road, OR Bundarra Road. Race times are approximately 2.30-4.00 pm during winter and 4.00- 5.30pm during summertime.

**1: (a) Cycle Road race on a 15 or 20 km or end of bitumen 27 km section of the Dangarsleigh Road/Enmore Road** starting and finishing at the 50 kph speed signs on edge of Armidale (near the Jehovah Witness Hall) as far as the flat straight section prior to a steep descent leading down to Salisbury Waters Or flat section past Ghostwyck Road turnoff OR just past Lindfield road tun-off (at end of sealed section (indicated on map). Races are out and back and will MOSTLY be the shorter distance.

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

**1: (b)** Variation to course for several races (no more than four times a year – probably only twice) to also take in some GRAVEL sections – start/finish on Dangarsleigh Road/Kingdom Hall, turn left into Dangars Falls Road at the monument, turn right into Blacks Lane, turn left into Enmore Road “turn right into Lindfield Road, turn right into Mihi Road, turn left into Enmore Road, turn left into Blacks Lane, turn right into Elliots Lane, continue along Dangarsleigh Road, turn left into Knobs Lane, turn right into Simmons Road, turn left into Dangarsleigh Road/finish. OR VARIATIONS OF THIS COURSE

**2:** Cycle Road race on **Long Swamp Road** starting and finishing at the 50/100 kph speed signs near ADC Recycling Depot and to the end of the bitumen on Harvey Road, approximately 7.5km. Races on this course will be 2 or 3 out and back laps.

**3:** Cycle Road race on **Boorolong Road** starting and finishing at the 50/100kph signs past UNE and to either a **15km (mostly) or 20k (rarely)**. We also seek permission to hold one race to the end of sealed section (Boorolong River crossing), conditions permitting. This race may not take place.

There will be approximately 10 - 40 riders traveling at approximately 30 – 40 kph average speed. Riders have to be licensed and insured with the Australian Cycling Federation for road racing. Cyclists will be briefed that normal road rules apply at all times and traffic must be given way to when turning and given priority at all times.

The club has a number of members who have current first-aid certificates, and a first aid kit will be at the races.

The club is affiliated with Cycling NSW and AusCycling which provide insurance cover through V-INSURANCE Group Pty Ltd. The club will furnish the 2023 Certificate of Concurrence immediately it becomes available.

The speed limits on the road sections for which approval is sought is 80 or 100kph.

There are no 4-way intersections on Long Swamp Road. There is 1 T-intersection with a secondary road. The course on Dangarsleigh Road includes the turn-off to Kelly’s Plains and 2 intersections with minor roads. The course on Boorolong Road includes one T-intersection to Dumaresq dam. The cycle club has warning signs to place at the limits of the course and at intersections. **The signs are bright yellow, size 1200 x 900 displaying “Cycle race in progress”**. There is a detailed plan for race signs developed by Armidale Dumaresq Council – copy of instructions for race marshals is attached. There are also fixed signs on Dangarsleigh Road at the start and end of the course advising motorists that cyclists use the road. A fixed sign is also at the outward end of the 20 km section of Boorolong Road.

There will be 1 car to set up and remove signs and collect retired cyclists. The car does not follow and only enters the course at the conclusion of the race. When possible and suitable, such as for a scratch race where a large group is racing at the same time, a vehicle with flashing lights will accompany the race. Most of the races are of a staggered handicap format, where very small groups of riders (usually 3 – 6) are setting out at timed intervals. Therefore, there are no large bunches of riders on the course for most of the time and traffic is able to pass with relative safety.

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

Yours faithfully,

Adam Edwards  
**Secretary, Armidale Cycling Club**  
Unit 1, 22 Perrott Street  
Armidale NSW 2350  
(m) 0431 150 827  
(e) [adam.edwards@hotmail.com](mailto:adam.edwards@hotmail.com)

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS



## **CYCLING NEW SOUTH WALES** **APPLICATION TO CONDUCT A BICYCLE RACE**

**EVENT NAME:** Armidale Cycling club races on Saturday afternoons.

**EVENT LOCATION:** 1. Dangarsleigh Road, Armidale 2. Long Swamp Road, Armidale 3. Boorolong Road, Armidale

**EVENT ORGANISER:** Armidale Cycle Club

**DOCUMENT AUTHOR:** Adam Edwards

**EVENT DATE:** Saturdays from 1 January 2023 to 31 December 2023

**EVENT START TIME:** 4.00 pm (Summer) 2.30 pm (after eastern Summertime ends)

**EVENT FINISH TIME:** 5:30 pm (Summer) 4.00 pm (Winter)

*Approval of this TMP does not imply approval of the associated Traffic Control Plan/s.*

When approved by the relevant authorities, this Traffic Management Plan (TMP) becomes the prime document detailing the traffic arrangements under which an event is to proceed.

Changes to the TMP require the approval of the Police, the RTA and Local Council. All functional or single agency supporting plans are to recognise the primacy of the TMP and nothing contained in those plans may contravene any aspect of the TMP. In case of emergencies, or for the management of incidents, the Police are not subject to the conditions of the TMP. However, the Police will make every effort to inform other agencies about the nature of the incident and the Police response.

The purpose of this Traffic Management Plan is to ensure that traffic is managed in a way that:

1. Provides maximum safety for event participants, spectators and employees
2. Allows the event to proceed smoothly
3. Reduces as much as possible the traffic impact on the non-event community.

Principal contact details for those responsible for the event organization or approval

REPRESENTING	NAME	PHONE	FAX	MOBILE	EMAIL
ORGANISER	Armidale CC			0431 150 827	adam.edwards@hotmail.com
POLICE	Armidale Police	6771 0699			
COUNCIL	Armidale Regional	1300 136 833			
RTA					

### **TRAFFIC MANAGEMENT PLAN**

#### **1.0 Requirements for all category 1 events**

	YES	NO	NOTES
<b>The route or location</b> As event organiser has a map of the route or location been provided. Identifying one way streets, the number of lanes, street signage, traffic signals and turning lanes.	X		Refer Appendix 1
Police Agree with proposed route/location			
Council/s Agree with proposed route/location			

#### **2.0 Event Physical survey of route or location**

	YES	NO	NOTES
Are one way streets as described in 1.0 above	X		
Is the number of lanes as described in 1.0 above	X		
Is street signage as described in 1.0 above	X		

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## Attachment 1

## Armidale Cycling Club Traffic Mgmt Plan 2023

Are the traffic signals as described in 1.0 above	X		
Are the turning lanes as described in 1.0 above	X		
Can route use alternatives such as bicycle tracks, paths, parks, bush tracks etc? I.e. does event absolutely require a State Road?		X	
Will traffic movement contrary to any notice be required?		X	

**3.0 Will the event block**

	YES	NO	NOTES
Access to places of worship?		X	
Access to local businesses?		X	
Ambulance access?		X	
Fire station access?		X	
Heavy vehicle access?		X	
Hospital access?		X	
Local resident access?		X	
Police vehicle access?		X	
A public facility (football oval, etc)?		X	
Public transport access?		X	

**4.0 Are any of the following evident**

	YES	NO	NOTES
construction activities in the area?		X	
traffic generators such as shopping centres,		X	
tidal flows?		X	
traffic calming devices?		X	
schools, churches, industrial area, hospitals?		X	
restricted movements such as banned turns, heavy/high vehicles?		X	

**5.0 Public safety - Event Organiser**

	YES	NO	NOTES
<b>Steps to safely separate people from traffic.</b> As Event Organiser A Traffic Control Plan (TCP) that conforms with Australian Standard AS1742.3. will be in effect during this event.	Yes		
Under the Summary Offences Act 1998 - Section 23, Police require a completed Schedule Form, "NOTICE OF INTENTION TO HOLD A PUBLIC ASSEMBLY". This must be complete by the event organizer and sent to NSW Police	Yes		Refer to Appendix 2.

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS



## Attachment 1

## Armidale Cycling Club Traffic Mgmt Plan 2023

**6.0 Liability insurance**

	YES	NO	NOTES
The policy indemnifies Local Council, the RTA and any other Trust or Authority involved in the event. The level determined is appropriate and set in accordance during discussions with local Council.	Yes		Refer attached
As Event Organiser Certificate of Currency of Public Liability Insurance. Is coverage provided?	Yes		Public Liability \$20,000,000 Refer to Appendix 3

**7.0 Minimising the impact on the non-event community.**

	YES	NO	NOTES
Is there impact of this event on local residents, businesses, hospitals and emergency vehicles.		X	
Non-Event Community Plan attached.			

**8.0 Advertise traffic management arrangements**

	YES	NO	NOTES
Has a suitable medium been used to advise the non-event community beforehand. I.e A in the local newspaper advertisements for the event itself. For example, a paragraph at the bottom of the advertisement could describe traffic restrictions, parking, public transport arrangements, expected delays and so forth. Does this apply?			No traffic restrictions
Advertising proposed by Letter box drop		x	
Advertising proposed by Local Newspaper		x	
Advertising proposed by Radio/Television		x	
Advertising proposed by Other		x	

**9.0 Permanent Variable Message Signs**

	YES	NO	NOTES
Council Construct and display traffic management messages for council-controlled VMS.		X	Permanent Council signs are in place
RTA Construct and display traffic management messages for RTA controlled VMS		X	

**10.0 Portable Variable Message Signs**

	YES	NO	NOTES
As Event Organiser do you intend to hire portable VMS to advise road users of altered traffic conditions leading up to, during and after an event. (Note: The message format and the physical location of the VMS will conform to RTA Standards. These standards are primarily for safety reasons.)	Y		3 signs warning motorists of cyclists racing displayed along the route of the event.
As Event Organiser do you require RTA Supply of RTA VMS Standards.		X	

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## Attachment 1

## Armidale Cycling Club Traffic Mgmt Plan 2023

**11.0 Planning, Contingency Planning** As Event Organiser we have considered the things that can affect traffic management before, during or after the event. Consideration was given to the following and items shown as "Yes" were deemed to require action by the Organiser: Also refer to Risk Assessment attached.

	YES	NO	NOTES
Heavy weather	Y		Where heavy weather occurs or may occur the event organizers will discuss the situational risk with the Commissaires who may cancel the event.
Lightning, hail, etc	Y		Where lightning or hail occurs or may occur the event organizers will discuss the situational risk with the Commissaires who may cancel the event.
Poor lighting	Y		Where poor lighting occurs or may occur the event organizers will discuss the situational risk with the Commissaires who may cancel the event.
Flood hazard on the route	Y		Where roads are flooded the event/s will be cancelled.
Bush fire hazard	Y		Where bush fire hazard occurs or may occur the event organizers will discuss the situational risk with the Commissaires who may cancel the event.
Accident occurs on the route	Y		Volunteer Traffic Controllers will be placed at the accident scene to control riders. The zone will be declared a neutral racing area, with no racing permitted on that section of road as appropriate. If severe the Commissaire may cancel the event.
Absence of volunteers	Y		Where insufficient volunteers or designated event staff are absent (as described in Traffic Control plan of event). The event will not be permitted to start or continue.
Slow participants	Y		Slow participants who lose contact and who are judged by the Commissaires to no longer racing will be will withdrawn from the event. At this point these participants must obey all NSW Road and Traffic Rules and are not part of the events protection.
Delayed start to the event	Y		The race/s duration will be reduced to ensure that the event finish time is before sunset.
Cancellation of the event	Y		All participants will be informed.

**12.0 Volunteers**

	YES	NO	NOTES
As Event Organiser is documentation available for volunteers regarding traffic control duties. For example, volunteers to erect cones or barriers.	Y		
As Event Organiser are contingency plans required for personnel who fail to show on the day.	Y		Members not participating in the event

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## Attachment 1

## Armidale Cycling Club Traffic Mgmt Plan 2023

**13.0 Traffic Management**

<b>Council-specified traffic management conditions</b>	YES	NO	NOTES
Local Council has supplied to the Event Organiser Special Traffic Conditions.			
As Event Organiser, Local Council Special Traffic Conditions is to be managed by Event Organiser			

<b>Police requirements</b>	YES	NO	NOTES
Police have supplied to the Event Organiser "Special Traffic Conditions".			
As Event Organiser, Police Special Traffic Conditions is to be managed by the Event Organiser unless advised by NSW Police otherwise.			

**14.0 Public transport**

	YES	NO	NOTES
As the Event Organiser we have where practicable given emphasis to the benefits of public transport to attend the event.		X	
This has is being promoted through Letter Box Drop Newspapers.		X	
This has is being promoted through Letter box drop Radio and or Television.		X	
This has is being promoted through other means.	X		Club web page

**15.0 Parking**

	YES	NO	NOTES
As Event Organiser consideration is required for special parking for cars, buses and essential or emergency vehicles.		X	Only about 5 cars in attendance and ample parking for this.
Special Parking is indicated on event location map.			

**16.0 Reopening roads after cycling events**

	YES	NO	NOTES
As Event Organiser the items listed below and attached indicate time appropriate to the reopening of roads.			Road will not be closed
Start point last participant departure.			2.15 / 4.15 pm
Finish point last participant estimated arrival			3.30 / 5.30 pm
If appropriate other route through times for Traffic Management may be required. If so reference estimated times against Route Map locations.		X	

**17.0 Other considerations**

	YES	NO	NOTES
<b>Unregistered or special purpose vehicles.</b> Is this is an on-street event and it intends to use special purpose or unregistered Vehicles		X	
<b>Considerations unique to this event</b> Other information that may be unique to this event. For example: Does the event intend to use a facility that is managed by a trust such as the Centennial Park & Moore Park Trust? Is included.		X	
<b>Managing expectations</b>		X	

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## Attachment 1

Armidale Cycling Club Traffic Mgmt Plan 2023

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As Event Organiser we are able to provide patrons with an estimate of the time required to leave the event when it ends and advise on Public Transport locations etc.			
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CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

**Appendix 2**  
**Notice of Intention to Hold Public Assembly**  
 SCHEDULE 1(Sec 23)

**SUMMARY OFFENCES ACT 1988**

To the Commander, New England Area Command, Police, Notice of Intention to Hold a Public Assembly

1. I, *Adam Edwards*  
 of, Armidale Cycling Club  
 on behalf of Cycling NSW.  
 notify the commissioner of Police that on the

Day	Month	Year
Saturdays 2.30 or 4:00 pm	January – December	2023

**it is intended to hold A Bicycle Racing Event**

~~(a) A public assembly, not being a procession, of approximately~~

~~..... (number) persons, which will assemble~~

~~at .....~~

~~(place)~~

~~at approximately ..... am/pm, and disperse at~~

~~approximately ..... am/pm~~

or

**\*(b) a public assembly, being a procession** of approximately 10 -40 persons,  
 which will assemble at approximately 2.15 or 3.45 pm, and at approximately ....2.30/4.00pm the procession will commence  
 and shall proceed  
 ..on Dangarsleigh Road or Long Swamp Road or Boorolong Road  
 (Specify route, any stopping places and the approximate duration of any stop; and the  
 approximate time of termination. A diagram may be attached.)

2. The purpose of the proposed assembly is  
**To conduct a Bicycle Road Racing Event.**
3. The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

**\*(I)** There will be 10 - 40 Bicycles and 1 Car. (number of vehicles involved).

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## Attachment 1

## Armidale Cycling Club Traffic Mgmt Plan 2023

The type and dimensions are as follows:

Standard Road Bicycles and Passenger Vehicles

~~\*(ii) There will be ..... (number) of bands, musicians, entertainers, etc. which will entertain or address the assembly.~~

~~\*(iii) The following number and type of animals will be involved in the assembly.~~

~~\*(iv) Other special characteristics of the proposed assembly are as follows:~~

4. I take responsibility for organising and conducting the proposed assembly.

5. Notices for the purposes of the Summary Offences Act 1988 may be served upon me at the following address  
Adam Edwards, Secretary Armidale Cycling Club, Unit 1, 22 Perrott Street, Armidale NSW 2350



Signed .....

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS



## Appendix 4 - Risk Assessment

**Risk Assessment Evaluation as of 20<sup>th</sup> September 2021**

**By Armidale Cycling Club Committee being the Event Organiser.**

**For event to be held at Dangarsleigh Road and Long Swamp Road and Boorolong Road**

### **Introduction**

Historically, Armidale Cycling Club has been racing on Dangarsleigh Road for some 35 years; Long Swamp Road for approximately 15 years and Boorolong Road for 10 years. The courses were chosen because of relatively good road conditions and minimal traffic on Saturday afternoons. The Armidale Dumaresq Council has provided permanent signs advising the presence of cyclists on Dangarsleigh Road and Boorolong Road.

### **Course Attributes and Standards**

All racing is conducted on what the local government refer to as Secondary Roads, these being roads which are solely the responsibility of the (Council Names) Council. Refer to the attached course maps.

Race times and locations are published well in advance on the Armidale cycling website and also publicized in local newspaper.

There are no places of worship, schools nor sporting grounds on the course and therefore no influx of persons to the area, during the hours of racing, who are not normally in the area, or who are unaware of local conditions.

The course itself is set out, to the Australian Standard 1742.3.2002 - Manual of uniform traffic control devices - Traffic control devices for works on roads (Appendix B) and the accredited traffic controllers are in constant two-way radio communication, between controllers and all escort vehicles and the start line. The total management of the event will conform to the New South Wales Roads and Traffic Authority, Guidelines for Bicycle Road Races (1<sup>st</sup> January 2004)

As a result of complying with the Australian Standard and Guidelines for Bicycle Road Races, the entire circuit is defined by the placement of controllers, whose presence is further enhanced by the placement of signage advising persons entering the course that "Cycle Race in Progress". A detailed map of signage locations is attached.

### **Conducting the Event**

Prior to racing commencing, the course is subject to a physical inspection. Road works, construction sites and any other impediment are identified and either marked with "caution" signs, in the event that it is a low risk change or by the placement of a controller, if the need is warranted. In the event that the impediment is considered to be of high risk and cannot be addressed, racing will not commence.

To further enhance safety, prior to racing, all riders are subject to a briefing from the commissaire, where the results of the initial course inspection are discussed, riding instructions provided, and general directions provided. All riders are informed that should they breach any directive, by a controller, commissaire or official, they face disqualification. If in the view of such officials the breach is serious, the rider also faces fines and potential suspension. All riders in the event are to be licensed through the Australian Cycling Federation and there is a policy of no license, no start.

In the event that an incident occurs during the course of the event, the controller or official nearest to the incident is to complete an incident report and ensure that, if a rider is involved, the rider also completes an incident report. All race incidents are then referred to the race starter, and brought to the attention of the race committee, for rectification or assistance.

Cycle Racing is considered by some to be a high-risk, high-speed event, a somewhat subjective test. It should be stated that average speeds for races vary from 30kmh to 40kmh, all of which are well within posted speed limitations. At all times, riders are subject to normal road rules and are briefed, for their own safety and that of other riders, to give way to car traffic. There is no pedestrian traffic on any of the sections of the roads used for racing.

### **Summary**

By the above processes, races are conducted in a safe and secure manner and the risk to riders, motorists and the general public is minimised to acceptable limits.

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## Appendix 5 – Police Special Traffic Conditions with Organisers response

The following are typical Conditions or Queries raised by Police with a Response from the Event Organiser.

<b>GENERAL Event Organiser Response</b>
1. Permission of the relevant Local Government Authorities to be obtained and conditions adhered to.
2. Provisions of the Road Transport Legislation to be observed.
3. Any direction given by a member of the Police Service in accordance with the Road and Transport Legislation to be promptly obeyed.
4. Any conditions imposed and direction given by the officers of the Roads and Traffic Authority must be obeyed.
5. Escorting police to have full control of competitors and support vehicle whilst the race is in progress on public streets.
6 Organisers, officials and participants to take all reasonable measures to reduce obstruction to pedestrians or vehicles during the course of the event.
7. The race is to be conducted in accordance with the race timing and route approved by Police.
8. The event is to be conducted during daylight hours only.
<b>ORGANISERS AND OFFICIALS</b>
9. Organisers to provide sufficient controllers to properly control participants in the event.
10 Organisers, competitors and support persons shall obey any Police direction given in the interests of safety of competitors or other persons.
11. The event organisers shall enforce immediate disqualification upon any competitor; a) Who fails to comply with any Police direction, b) Who fails to comply with any of these conditions.
12. A list of duties of each official is to be provided to the Police Commander at least 24 hours prior to the commencement of the event.
13. Officials with large red flags shall be located at those locations where cyclists will be turning from one street into another, or at any point so requested by police
14. Organisers must brief competitors in regard to their compliance with the traffic regulations and the conditions set down by Police.
15. A list detailing the following is to be provided to the Police Commander at least 24 hours prior to the commencement of the event:- (a) each competitor's name, address, and identifying race number with the name of the Cycling Federation to which that person is attached; (b) official names and addresses; (c) Registration number of official, escort and support vehicles; (d) The radio communication call signs for each vehicle.
16. A list of duties of each official to be provided to the Police Commander at least 24 hours prior to the commencement of the event.
<b>COMPETITORS</b>
17. Competitors to remain on the portion of the carriageway as directed by Police.
18. Competitors are not permitted to ride on the carriageway during periods of poor visibility, due to inclement weather or fog, where there is insufficient daylight to render a person dressed in dark clothing discernible at a distance of 100 metres.
19. Participants who fall behind the Rear Escort Vehicle in their group, or who are outside the area controlled by Police, must remain on the correct side of the carriageway, and comply with normal requirements of the Road Transport Legislation.
20. Whilst the event is traveling along dual lane carriageway competitors are to remain in the nearside lane and not enter the right-hand lane so as to allow traffic to overtake at discretion of Police Escort Commander.
21. All entrants shall be issued with an individual identification number of not less than 100 mm in height in black on a white background.
22. The race number allocated to each competitor is to be worn so that is conspicuously displayed throughout the race.
<b>CONTROLLERS</b>
23. Controllers are to be suitably instructed as to their duties by the organizers.
24. Controllers and officials are to be provided with a copy of these conditions.
25. Controllers must be dressed in apparel which will instantly identify them as such.
<b>MEDIA CYCLES</b>
26. Any motor cycle carrying a pillion passenger facing rearwards utilized for the purpose of filming the event shall: (a) be fitted with special sitting apparatus to accommodate the camera operator (b) such cycles and apparatus shall be inspected and approved by the Road and Traffic Authority and a permit obtained (c) A copy of the permit is to be carried and produced to any member of the Police Service on request. (d) Such permits to be used only for that particular event.

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

<p>27. All conditions relating to Road Closures outlined in the Road Transport Legislation and or as specified by the RTA Guidelines for Bicycle Road Races are to be complied with by the promoters.</p> <p>(a) Each road closure is to be supervised by controllers supplied by the promoters.</p> <p>(b) All necessary signposting, barricades and road closure barricades are to be erected and removed by personnel supplied by the promoters.</p>
<b>BARRIERS</b>
<p>28. BARRIERS:</p> <p>(a) Barriers are to be provided, erected and dismantled by personnel supplied by the promoters.</p> <p>(b) Barriers are to be erected in accordance with direction given by Police to close roads.</p> <p>(c) Barriers are to be placed at each intersection not controlled by Police on the route, displaying a sign "NO ENTRY"</p> <p>(d) Barriers to be dismantled and moved off the carriageway immediately after the rear Police Vehicle has passed</p> <p>(e) Barriers Truck must pick barriers after the last participants have passed to facilitate immediate restoration of traffic flow</p>
<b>ESCORT VEHICLES</b>
<p>29. The organiser shall provide escort vehicles as detailed below for each group which must be positioned so as to create a positive awareness of the presence of participants on the carriageway to other road users.</p> <p>(I) Motor Cycle Marshal.</p> <p>(II) Lead Escort vehicle.</p> <p>(III) Primary Escort Vehicle.</p>
<p>30. Unless otherwise directed by police, Escort Vehicles shall be positioned in the following order.</p> <p>(I) MOTOR CYCLE MARSHAL This vehicle shall be positioned behind the forward Police Escort and ahead of the Lead Escort Vehicle for each group.</p> <p>(ii) LEAD ESCORT VEHICLE On single carriageways, a Lead Escort Vehicle shall be positioned approximately 300 metres ahead of the participant leading in each group. This vehicle shall display a sign directed to the front of the vehicle displaying the words "CAUTION CYCLISTS FOLLOWING" so as to provide advance warning to oncoming traffic and passing road users.</p> <p>(iii) PRIMARY ESCORT VEHICLE The Primary Escort Vehicle shall be in positioned immediately following the last participant in each group so as to provide a shield to the participant/s and serve as a warning to overtaking motorists. This vehicle shall display a sign directed to the rear of the vehicle displaying the words "CAUTION CYCLISTS AHEAD".</p>
<p>(iv) REAR ESCORT VEHICLE This vehicle shall be positioned approximately 300 metres to the rear of the Primary Escort Vehicle following the last group of participants. This vehicle shall display a sign directed to the rear of the vehicle displaying the words "CAUTION CYCLISTS AHEAD".</p>
<p>31. Warning signs referred to above shall not be less than 900mm x 400mm in size with large lettering proportionate to the dimensions of the sign and in accordance with the Road and Transport Legislation.</p>
<p>32. Each escort vehicle shall also: -</p> <p>(a) be fitted with flashing amber light on the highest point of the roof;</p> <p>(b) have flashing amber lights operating at all times;</p> <p>(c) have hazard and warning lights operating at all times;</p> <p>(d) be equipped with sets of triangle signs which shall be displayed in the event of breakdowns;</p> <p>(e) have no advertising material whatsoever affixed to the portion of the vehicle displaying the required " Caution " sign, i.e.: -</p> <p>(I) the front of the Lead Escort Vehicle;</p> <p>(ii) the rear of the Primary Escort Vehicle;</p> <p>(iii) the rear of the Rear Escort Vehicle.</p>
<p>33. Escort or support vehicles are to move off the carriageway when required to wait for participants, so as not to obstruct traffic on single lane carriageways.</p>
<b>SUPPORT VEHICLES</b>
<p>34. Official Support Vehicles to be clearly identified as such.</p>
<p>35. Official Support vehicles accompanying the cyclists shall be limited to those listed below:</p> <p>(I) Support Vehicle - one per group.</p> <p>(ii) Spares Vehicles - one vehicle per group.</p> <p>All other vehicles to remain at rear of the procession, behind the rear Police Escort vehicle.</p>
<p>36. Apart from the Race officials Escort and Support vehicles, no other vehicle is to travel adjacent to the riders between Front Police Vehicle and Rear Police Vehicle for each group.</p>
<b>COMMUNICATION</b>
<p>37. Radio communication is to be provided to each official, support or media vehicle which is permitted by the Race Commissaire to be within the sterile zone created by Police for such vehicles and competitors.</p>

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## Attachment 1

## Armidaale Cycling Club Traffic Mgmt Plan 2023

38. Radio call signs to be nominated for all escort and official vehicles and provided to the Police Commander of this operation at least 24 hours prior to the commencement of the event.
39. The following Emergency Services are to be informed in writing at least 8 weeks prior to the commencement of the event of any delays that may occur during the conduct of the event. A map detailing the roads to be occupied by the race must be provided to the person in charge of the emergency Service. · Fire Brigades · Ambulance Services.
40. All major Hotels, Private Coaches and Religious institutions along the route of the event must be notified in writing at least 8 weeks prior to the event.
41. In the interest of promoting road safety and public awareness of the conduct of the event, advertisements are to be placed in the local newspapers and other media along the route so to advise members of the public and forewarn them of the presence of the cyclists and support vehicles occupying the roadway.
42. All Officials to be fully conversant with the event route.
<b>OTHER</b>
43. The race organiser to undertake to formally advise the relevant Police Region Traffic Services of the Chief Commissaries' name and mobile phone number for the event/s by the preceding Thursday of the event by e-mail to the following.
44. That the NSW Police needs to be jointly indemnified under your Public Liability insurance.
<b>SPECIAL CONDITIONS</b>

\_\_\_\_\_  
Police Commander

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS



## Appendix 6 , Table of required Event Route Signage

Sign Description	Route Location	Size	Qty. at Location
Caution Cycle race in progress	the limits of the race e.g. start/finish and turnaround intersections or intermediate points	900 x 1200	2
Cyclists Turning	Either side of race turning point; approx. 100-200 m	900 x 600	2
Caution cyclists/race in progress OR Cyclists Ahead	On side roads	600 x 300	4
	Near intersections; corners etc	600 x 600	8

CYCLING NEW SOUTH WALES, EVENT APPLICATION, TRAFFIC MANAGEMENT AND CONTROL PLANS

## Schedule 1 - Notice of Intention to Hold a Public Assembly

### SUMMARY OFFENCES ACT 1988 - Sec 23

To the Commissioner of Police

<b>1</b>	<p>I Adam Edwards..... (name)  of Unit 1, 22 Perrott Street, Armidale NSW 2350 ..... (address)  on behalf of <b>Armidale Cycling Club Inc</b>..... (organisation)  notify the Commissioner of Police that  on <b>Saturday afternoons throughout 2023</b> it is intended to hold</p> <p>(b) a public assembly, being a procession of approximately 10 - <b>40</b> persons,  which will assemble at approximately 2.30pm (winter) or 4:00pm (summer), and  shall proceed by means of cycling either.</p> <p>(1) Dangarsleigh Road out 15km or 20km or 25k and back, or  (2) Boorolong Road out 15k or 20km or 25k and back, or.....  (3) Long Swamp Road out 7.5km and back  (4) Bundarra Road and adjacent streets in Invergowrie, an annual (autumn)  event 70km Road Race.</p>
<b>2</b>	<p>The purpose of the proposed assembly is to conduct the Armidale Cycling Club  Weekly Road Racing events.</p>


<b>3</b>	<p>The following special characteristics associated with the assembly would  be useful for the Commissioner of Police to be aware of in regulating the  flow of traffic or in regulating the assembly.</p> <p>There will be 1 vehicle involved to set up and remove signs and collect  retired cyclists. There will be a designated race marshal and race briefings  given to all riders prior to the event.</p> <p>There will be a 1200x900mm billboard stating "Caution: Cycle Race in  Progress" at either end of the event course. Other signs as per the 'Traffic  Signs' plan developed by Armidale Dumaresq Council for each route shall  be adhered to.</p> <p>When possible and suitable, as in the event of a scratch race, a lead  vehicle with flashing lights and race in progress sign will accompany the  race</p>
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PAGE 1

TRAFFIC MANAGEMENT FOR A SPECIAL EVENT - THE PROCESS

POLICE SCHEDULE 1 FORM



4	I take responsibility for organising and conducting the proposed assembly.
5	Notices for the purposes of the <i>Summary Offences Act 1988</i> may be served upon me at the following address: Unit 1, 22 Perrott Street, Armidale, NSW 2350. Telephone No. 0431 150 827
6	<div style="text-align: center;"> Signed  <b>Adam Edwards</b> Secretary, Armidale Cycling Club, 10<sup>th</sup> January 2023</div>

## Special Event Transport Management Plan

### 1 EVENT DETAILS

#### 1.1 Event summary

Event Name: Armidale Cycling Club Weekly Road Races.....

Event Location: (1) and (2) Dangarsleigh Road / (3) Long Swamp Road / (4) Traffic Education Centre, Mann Street.

Event Date: Saturdays ....throughout 2023 .....

Event Setup Start Time: 2.30 pm winter / 4.00pm summer. Even Pack-down Finish Time: 4.30/ winter/ 5.30 summer

Event is      off street                      X on street - moving                      on street non-moving

#### 1.2 Contact names

**Event Organiser\* Adam Edwards** .....

Phone: (W) Mobile: 0431 150 827    adam.edwards@hotmail.com

**Police Armidale Police** .....

Phone: 6771 0699 Fax: 6771 0611 Mobile: ..... E-mail: .....

**Council ARMIDALE Regional COUNCIL** .....

Phone: 6770 360 Fax: ..... Mobile: ..... E-mail: .....

**Roads & Traffic Authority (if Class 1)** .....

Phone: ..... Fax: ..... Mobile: ..... E-mail: .....

*\*Note: The Event Organiser is the person or organisation who is the employer and in whose name the Public Liability Insurance is taken out.*

#### 1.3 Brief description of the event (one paragraph)

The events are

- 1) Handicap and Scratch Road Races over approximately 30 - 50 km for a duration of up to 1.5 hours.
- 2) Criterium Races on closed track (Armidale Traffic Education Centre)
- 3) Time-trials Road Races over approximately 20-30 km for a duration of up to 1.5 hours.

There will be approximately 10 - 40 club riders participating. Every participant must have current Australian Cycling race licence.

## 2 RISK MANAGEMENT - TRAFFIC

C L A S S 1	C L A S S 2	C L A S S 3	2.1 Occupational Health & Safety - Traffic Control
			Risk assessment plan (or plans) attached
			2.2 Public Liability Insurance
			Public liability insurance arranged. Copy of Policy to be submitted separately
C L A S S 1	C L A S S 2	C L A S S 3	2.3 Police
			Police written approval attached
C L A S S 1	C L A S S 2	C L A S S 3	2.4 Fire Brigades and Ambulance
			Fire brigades notified Ambulance notified

## 3 TRAFFIC AND TRANSPORT MANAGEMENT

C L A S S 1	C L A S S 2	C L A S S 3	3.1 The route or location
			Map attached
			3.2 Parking
			Parking organised - details attached <b>Parking not required.</b>
			3.3 Construction, traffic calming and traffic generating developments
			Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached <b>There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes.</b>
C L A S S 1	C L A S S 2	C L A S S 3	3.4 Trusts and Authorities
			This event uses a facility managed by a Trust or Authority; written approval attached <b>This event does not use a facility managed by a trust or Authority.</b>
			3.5 Public transport
			Public transport plans created - details attached <b>Public transport not required.</b>
C L A S S 1	C L A S S 2	C L A S S 3	3.6 Reopening roads after moving events
			This is a moving event - details attached.



This is a non-moving event.

#### 3.7 Traffic management requirements unique to this event

Description of unique traffic management requirements attached

**There are no unique traffic requirements for this event.**

#### 3.8 Contingency plans

Contingency plans attached.

**In the event of inclement weather or other conditions that are likely to impact our cyclists, the days racing events will be cancelled.**



#### 3.9 Heavy vehicle alternate routes

Alternative routes for heavy vehicles required - RTA to arrange

**Alternative routes for heavy vehicles not required.**

#### 3.10 Special event clearways

Special event clearways required - RTA to arrange

**Special event clearways not required.**

### 4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES



#### 4.1 Access for local residents, businesses, hospitals and emergency vehicles

Plans to minimise impact on non-event community attached

**This event does not impact the non-event community either on the main route (or location) or detour routes.**

#### 4.2 Advertise traffic management arrangements

Road closures -advertising medium and copy of proposed advertisements attached

No road closures but special event clearways in place - advertising medium and copy of proposed advertisements attached

**No road closures or special event clearways - advertising not required.**

#### 4.3 Special event warning signs

Special event information signs are described in the Traffic Control Plan/s

**This event does not require special event warning signs.**



#### 4.4 Permanent Variable Message Signs

Messages, locations and times attached

**This event does not use permanent Variable Message Signs.**

#### 4.5 Portable Variable Message Signs

The proposed messages and locations for portable VMS are attached

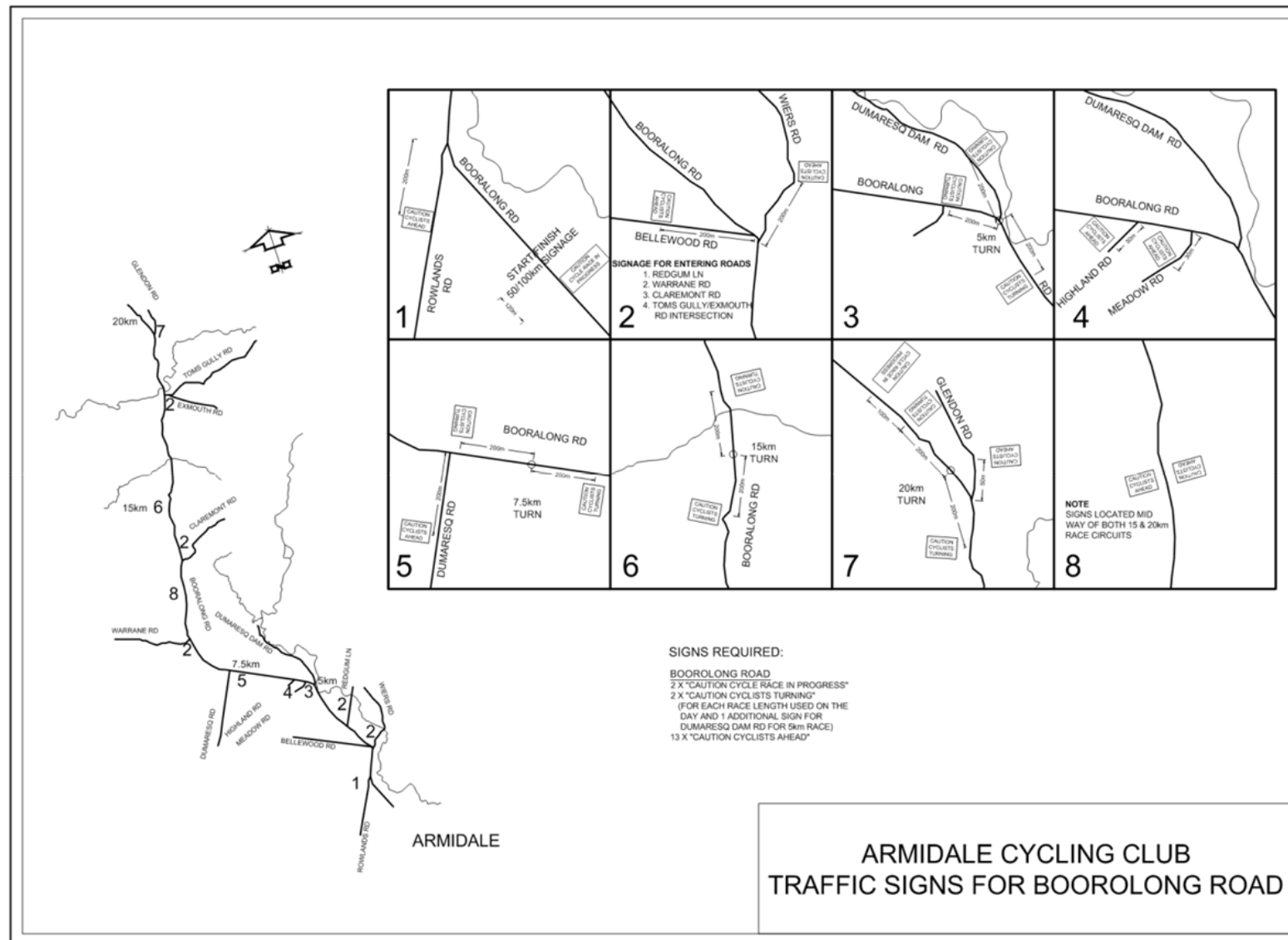
**This event does not use portable VMS.**

## **5 APPROVAL**

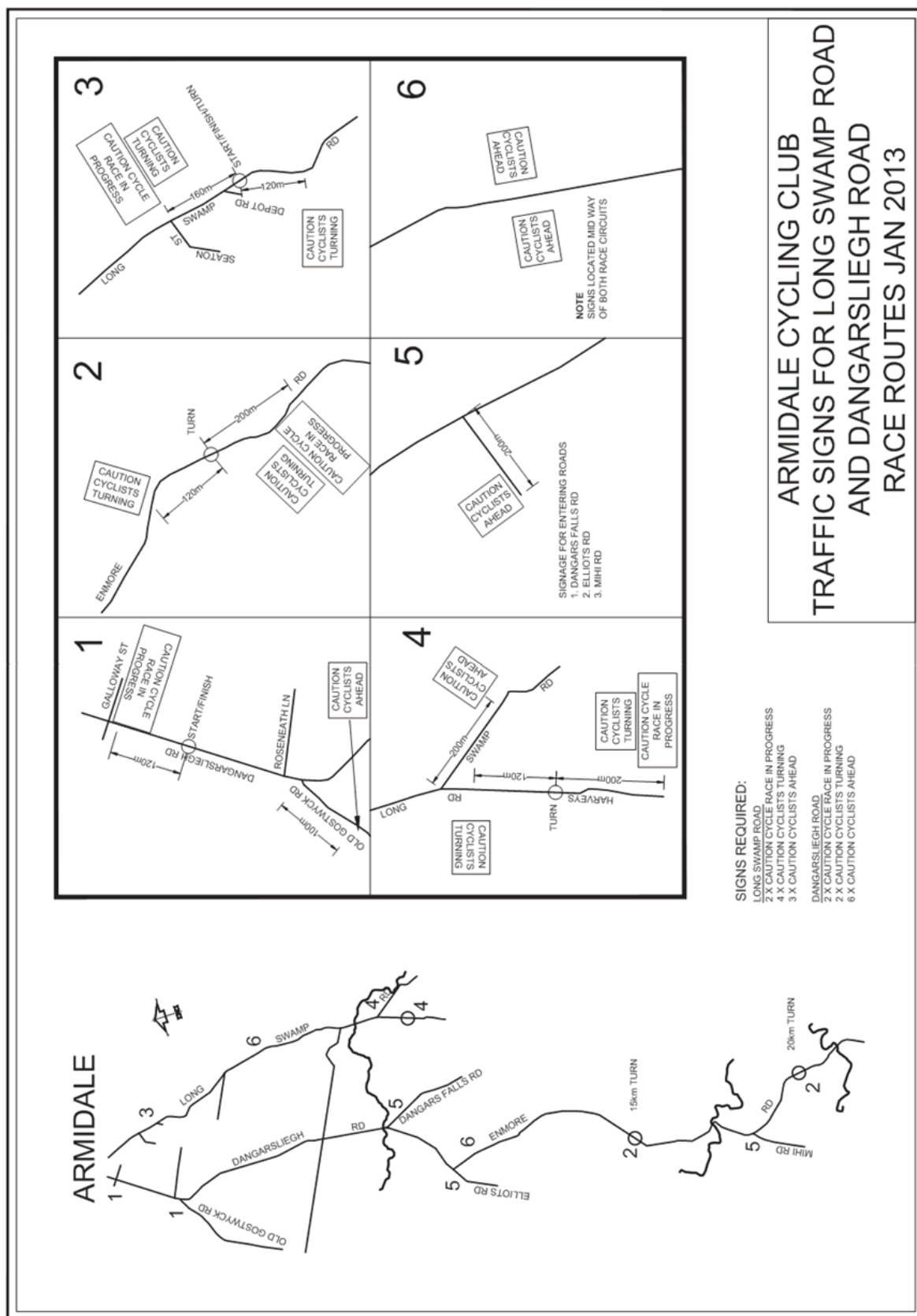
---

Approved by Adam Edwards..... Event Organiser

10<sup>th</sup> January 2023 .... Date







## Attachment 4

## 2022\_AUSCYC\_PL\_Certificate of Currency\_Armidale Cycling Club



V Insurance Group Pty Ltd ABN 67 160 126 509  
 Telephone: +61 2 8599 8660  
 Fax: +61 2 8599 8661  
 Direct Line: +61 8599 8667  
 Email: sports@vinsurancegroup.com  
 Address: Level 25, 123 Pitt Street  
 Sydney NSW 2000

21 February 2022

To Whom It May Concern,

## CERTIFICATE OF CURRENCY

Dear Sir/Madam,

In our capacity as Insurance Broker to the Named Insured shown below, we confirm having arranged the following insurance, the details of which are correct as at the Issue Date:

<b>Named Insured:</b>	<b>AusCycling Limited and all affiliated Clubs</b>
<b>Affiliated Club:</b>	Armidale Cycling Club
<b>Class of Insurance:</b>	Combined Liability Insurance
<b>Insurer:</b>	Certain Underwriters at Lloyds of London
<b>Policy Number:</b>	09014411
<b>Limit of Liability:</b>	
Public Liability	\$20,000,000 each and every occurrence
Products Liability	\$20,000,000 each and every occurrence and in the aggregate
Errors and Omissions	\$20,000,000 each and every occurrence and in the aggregate
<b>Policy Period:</b>	4.00pm, 21 February 2022 to 4.00pm, 21 February 2023
<b>Excess:</b>	\$1,000 each and every loss
<b>Geographical Limit:</b>	Worldwide excluding USA & Canada
<b>Interested Party:</b>	<ul style="list-style-type: none"> <li>North-west Police</li> <li>Armidale Regional Council</li> </ul>

Noting the above as an interested party but limited to indemnity for Personal Injury and/or Property Damage which arises solely as a result of the negligence by the name insured. This indemnity will not apply where the interested party is held or alleged to have its own independent liability arising from its own negligence, breach of contract, breach of any statute, or other act/omission. The indemnity provided is subject to the conditions, limits and exclusions of the policy.

For full details regarding coverage, please refer to the policy documentation.

In all instances, cover afforded is subject to the policy terms, conditions and exclusions. Any queries concerning this insurance arrangement should be addressed to this office.

Yours sincerely,

**Rob Veale**  
 Managing Director

### Disclaimer:

This document has been prepared at the request of our client and does not represent an insurance policy, guarantee or warranty and cannot be relied upon as such. All coverage described is subject to the terms, conditions and limitations of the insurance policy and is issued as a matter of record only. This document does not alter or extend the coverage provided or assume continuity beyond the Expiry Date. It does not confer any rights under the insurance policy to any party. V-Insurance Group is under no obligation to inform any party if the insurance policy is cancelled, assigned or changed after the Issue Date.

V-Insurance Group Pty Ltd, Authorised Representative No. 432898, is an authorised representative of Willis Australia Limited ABN 90 000 321 237, AFSL No: 240600



## Ethical Decision Making and Conflicts of Interest

### *A guiding checklist for Councillors, officers and community committees*

#### **Oath or Affirmation of Office**

Councillors are reminded of the Oath or Affirmation taken of office, made under section 233A of the *Local Government Act 1993* when elected.

#### **Ethical decision making**

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

#### **Conflict of interest**

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- **Pecuniary** – regulated by the *Local Government Act 1993* and Office of Local Government
- **Non-pecuniary** – regulated by Codes of Conduct and policy. ICAC, Ombudsman, Office of Local Government (advice only). If declaring a Non-Pecuniary Conflict of Interest, Councillors can choose to either disclose and vote, disclose and not vote or leave the Chamber.

#### **The test for conflict of interest**

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of 'corruption' – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

#### **Identifying problems**

**1st** Do I have private interests affected by a matter I am officially involved in?

**2nd** Is my official role one of influence or perceived influence over the matter?

**3rd** Do my private interests conflict with my official role?

#### **Local Government Act 1993 and Model Code of Conduct**

For more detailed definitions refer to the *Local Government Act 1993*, Chapter 14 Honesty and Disclosure of Interest and Model Code of Conduct.

#### **Disclosure of pecuniary interests / non-pecuniary interests**

Under the provisions of Section 440AAA(3) of the *Local Government Act 1993* (pecuniary interests) and the Model Code of Conduct it is necessary for you to disclose the nature of the interest when making a disclosure of a pecuniary interest or a non-pecuniary conflict of interest at a meeting.

**A Declaration form should be completed and handed to the General Manager** as soon as practicable once the interest is identified. Declarations are made at Item 3 of the Agenda: Declarations - Pecuniary, Non-Pecuniary and Political Donation Disclosures, and prior to each Item being discussed: The Declaration Form can be downloaded at [Disclosures and Declarations of Interest at Meetings](#).



## TRAFFIC ADVISORY COMMITTEE

Held on

Tuesday, 7 March 2023

at

Function Room/Via goto

**Committee Members:**

Cr Susan McMichael (Chair)  
Mr Hans Hietbrink (Rep. Member for Northern Tablelands)  
Snr Sgt Paul Caldwell (NSW Police)  
Ms Mel Jones & Ms Lucy Garbutt (TfNSW Via Goto)

**Council Staff:**

Mr Sam Jacobson (Manager Development and Regulatory Services)  
Mr Graham Earl (ARC Technical Officer)  
Mr Ian Chetcuti (Ranger Via GoTo)  
Ms Belinda Ackling (Minute Taker)

**Others:**

Nil

MINUTES

Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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1. Apologies / Leave Of Absence  
Mr Hans Hietbrink (Rep. Member for Northern Tablelands). Mr Hietbrink has endorsed all items coming before the committee via email.
2. Confirmation of Previous Minutes -

**CONFIRMATION OF THE MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD ON 7 FEBRUARY 2023**

**RESOLVED**

That the minutes be taken as read and be accepted as a true record of the Meeting.

**The Motion on being put to the vote was CARRIED unanimously.**

3. Declarations of Interest  
Mr Hans Hietbrink (Rep. Member for Northern Tablelands) declared an interest in item 5.2 however Mr Hietbrink was not in attendance
4. Business Arising

**4.1 Action from previous meeting held 7 February 2023. Ref: AINT/2023/03366 (ARC16/0168-8)**

**RESOLVED**

That the Committee note the below actions from the previous meeting;

- a) Endorse the Legacy Centenary Torch Relay and the closure of Faulkner St between Moore St and Dumaresq St, Armidale on the 2<sup>nd</sup> July 2023.  
*Noted*
- b) Endorse the use of the Armidale local roads for the Charity Ride for Back Track Youth Works to be held from 2<sup>nd</sup> April 2023 to 4<sup>th</sup> April 2023 inclusive.  
*Noted*
- c) Endorse the road closure of Faulkner Street between Dumaresq Street and Kirkwood Street, for the Armidale for Culture Festival 2023. To be held on 10<sup>th</sup> March 2023.  
*Noted*
- d) Endorse the temporary closure of Dangar Street between Dumaresq and Kirkwood Streets, Armidale, for the commencement of the Tour de Rocks 2023 from 6am to 9am on Thursday 20<sup>th</sup> April 2023.  
*Noted*
  1. Endorse the Special Event Transport Management Plan for the staging along Route 1 of the Tour de Rocks on Thursday 20<sup>th</sup> April 2023, for the occupation and usage of Armidale Regional Council Local Government Area (LGA) local roads only, pending approval for the use of local roads within the LGA of Kempsey Council, and of any regional classified roads from TfNSW, and any further recommendations from NSW Police.  
*Noted*



Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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2. Endorse the Special Event Transport Management Plan for the staging along Route 2 of the Tour de Rocks from Thursday 20<sup>th</sup> April to 22<sup>nd</sup> April 2023, for the occupation and usage of Armidale LGA local roads being: Day 1 starts at 6am at Civic Park and ends at Wollomombi, 36 km East of Armidale. Day 2 of the ride commences at Wollomombi at 8am and ends at Guyra Showground, 85 km North West of Wollomombi. The final day of the ride commences at Guyra Showground at 6am and ends at Sport UNE, Armidale, 20 km South of Guyra at approximately 2pm. and pending approval of any regional classified roads from TfNSW, and any further recommendations from NSW Police.

*Noted*

- e) Endorse the provision of "KEEP CLEAR" pavement marking in front of the driveway of the SES, at 203 Mann Street, Armidale.

*To be completed.*

**The Committee noted the actions.**

## 5. Special Event Reports

### 5.1 Special Event Traffic Management Plan - Armidale Anzac Day March 2023.*Ref: AINT/2023/*

#### **RESOLVED**

That Council to endorse the temporary road closures of Faulkner Street from Dumaresq Street to Beardy Street and the connecting intersections with Moore Street, East Mall and Rusden Street roundabout for the Armidale 2023 Anzac Day March and Commemoration Service to be held on Tuesday 25 April 2023.

**The Motion on being put to the vote was CARRIED unanimously.**

### 5.2 Special Event Transport Management Plan - Guyra Anzac Day March 2023.*Ref: AINT/2023/*

#### **RESOLVED**

- a) That Council endorse the rolling road closure of Bradley Street from MacKenzie Street to the Southern side of the Hall will allow the crowd to gather outside the Soldier's Memorial Hall at 163 Bradley Street for the service for the annual Anzac Day Dawn Service will occur on Tuesday, 25<sup>th</sup> April 2023 between 5.30 am and 7.00 am, in accordance with the provided traffic control plan.
- b) That Council endorse the rolling road closures of Bradley Street from MacKenzie Street to the Southern side of the Hall will allow the crowd to gather outside the Soldier's Memorial Hall at 163 Bradley Street for the annual Anzac Day March held on Tuesday, 25<sup>th</sup> April 2023 between 10.00am and 12.30pm, in accordance with the provided traffic control plan.

**The Motion on being put to the vote was CARRIED unanimously.**

Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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### 5.3 Special Event Transport Management Plan - Armidale & New England Show 2023

*Ref: AINT/2023/03639 (ARC16/0168-8)*

While the Committee endorsed the temporary road closure of Canambe Street between Dumaresq and Kirkwood Street for the Armidale & New England Show via email. The Committee would like to remind the organisers that the application process should be started 3 months prior to the event start date.

#### RESOLVED

That Council note the endorsement of the temporary road closure of Canambe Street between Dumaresq and Kirkwood Street for the Armidale & New England Show that was held from 6:30pm Thursday 2<sup>nd</sup> March until 10pm on Sunday 5<sup>th</sup> March 2023.

**The Motion on being put to the vote was CARRIED unanimously.**

### 5.4 Special Event Transport Management Plan The Armidale Autumn Festival 2023

*Ref: AINT/2023/03958 (ARC16/0168-8)*

While the Committee endorsed the road closures the Committee would like to request the organisers:

- a) That VMS boards be used on Barney and Dangar Streets to inform traffic of the road closures.
- b) While the Committee endorsed the temporary rolling road closure. The Committee would like to remind the organisers that the application process should be started 3 months prior to the event start date. This being significant due to the change in route which TAC would have liked to discuss further with the organisers but understand the time restraints involved.
- c) Provide clear instructions on how to gain access to the staging area in Tingcombe Lane, to the Autumn Festival Parade entrants. E.g.: Entry should be by turning left from Rusden Street into Dangar street.
- d) That at no time does the event impinge on Barney Street.
- e) That route should be advertised two weeks prior to the event.
- f) That notification of the route be advised to the Committee as soon as possible.

#### RESOLVED

That Traffic Advisory Committee endorse the requested road closure options for the 2023 Autumn Festival Parade Route of

- a) Dangar and Faulkner Street including Tingcombe Lane, from Barney Street to Rusden Street be closed from 7am for the staging of the Autumn Festival Parade.
- b) Faulkner between Dumaresq and Kirkwood will be closed from 7am and remain closed for the duration of the Autumn Festival Parade.
- c) Route Option A –
- d) The closure of Faulkner Street Armidale, from Barney Street to Kirkwood Street

Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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- disassembling in Faulkner between Civic and Curtis Park.
- e) Route Option B –
- f) The closure of Faulkner Street Armidale, from Barney to Rusden Street, turning left into Rusden Street, right into Dangar Street following into Moore Street, left into Faulkner disassembling in Faulkner between Civic and Curtis Park.

**The Motion on being put to the vote was CARRIED unanimously.**

**0.0 Special Event Transport Management Plan - Armidale Cycling Club Weekly Road Races 2023.**

*Ref: AINT/2023/04443 (ARC16/0168-8)*

**RESOLVED**

Endorse the Special Event Transport Management Plan for the Armidale Cycling Club's 2023 Weekly Race and the use of the Armidale Regional local roads, of Boorolong Road, Dangarsleigh Road/Enmore Road, Bundarra Road and Long Swamp Road.

**The Motion on being put to the vote was CARRIED unanimously.**

**6. Correspondence**

**6.1 Dumaresq, Taylor Street Concerns (Cr Susan McMichael)**

*Ref: ARC16/0168*

Council received a letter expressing concerns regarding the intersection of Dumaresq and Taylor Street, advising a number of minor vehicle accidents. The concerns were investigated and while the intersection complies to regulations and there is no evidence that there is anything adverse in the area its believed driver behaviour is at fault, the location will be monitored for the time being but may come up at a later date. Police will note any issues and report back if need be.

**6.2 Speed Zones (TfNSW Mel Jones)**

*Ref: ARC16/0168*

TfNSW advised that as part of the outcome of a State Wide Rail Level Crossing investigations, crossing become 80k zones.

A number of speed zone reviews have also been endorsed by TfNSW including Platform Road and Old Gostwyck Road. Advertisement of the speed changes will be completed prior to the installation of the signage.

Armidale Regional Council  
Traffic Advisory Committee  
Tuesday, 7 March 2023

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### **6.3 Temporary Delegation of Powers (Belinda Ackling)**

*Ref: ARC16/0168*

Council received advise that Transport for NSW has issued a temporary delegation of its powers under the Roads Act 1993, and an authorisation under the Road Transport Act 2013, to facilitate more efficient and localised decision making for minor pedestrian and streetscape improvements. The changes give Councils an alternative approval pathway that is in addition to the existing Local Traffic Committee. Further clarification has been requested as to the extent of a number of requirements, TfNSW will further consider these requirements and provide advice at a later meeting.

## **7. General Business**

### **7.1 Special Event Approval Process (Cr Paul Caldwell)**

*Ref: ARC16/0168*

Police request that all organisations be reminded that for the temporary closure of road/s for events, policy requires the need to advertised all closures 1 month prior. This requirement is to give businesses and residents that may be affected by the closure plenty of notice and allow time to make arrangements or to allow negotiations to take place. The Committee would like to remind event organisers that the application process should be started 3 months prior to the event start date, in case there is a need for further questioning by the Committee.

There being no further business the Chairman declared the meeting closed at 11.15am



## KPWG - ENRICHED REGION

Held on

Friday, 4 November 2022  
2pm

at

Function Room Armidale

**PRESENT:** Mayor Sam Coupland, Cr Susan McMichael, Cr Brad Widders, Manager Customer Experience Ms Aimee Hutton, Ms Lisa Ramsland (Hunter New England Health), Mr David Schmude (UNE Life), Dr Sundar Thavapalasundram (Hunter New England Health), Ms Michelle Whiteley (Hunter New England Health)

MINUTES

Armidale Regional Council  
KPWG - Enriched Region  
Friday, 4 November 2022

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**1. APOLOGIES**

Nil

**2. CONFIRMATION OF PREVIOUS MINUTES**

**CONFIRMATION OF THE MINUTES OF THE KPWG - ENRICHED REGION MEETING HELD ON 12 AUGUST 2022**

**RECOMMENDATION:**

That the minutes be taken as read and be accepted as a true record of the Meeting.

**3. DECLARATIONS OF INTEREST**

Nil

**4. BUSINESS ARISING**

Nil

**5. ADMINISTRATION REPORTS**

Nil

**6. GENERAL BUSINESS**

**6.1 Election of a Chairperson**

*Ref: AINT/2022/44468 (ARC22/5108)*

**2. OFFICERS' RECOMMENDATION:**

That the Committee endorses Cr Brad Widders as the Chairperson of the Enriched Region Key Pillar Working Group.

**Moved:** Mayor Sam Coupland    **Seconded:** Mr David Schmude

**CARRIED UNANIMOUSLY**

**6.2 Operational Plan Action E1.1.1, relating to health and community services access**

*Ref: AINT/2022/44470 (ARC22/5108)*

**2. OFFICERS' RECOMMENDATION:**

That the Committee notes Operational Plan Action E1.1.1: -

- Consider health and community service advocacy and access initiatives through the Enriched Region Key Pillar Working Group and utilise opportunities to lobby local and state representatives to raise health services access.

NOTED BY COMMITTEE



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 KPWG - Enriched Region  
 Friday, 4 November 2022

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### **6.3 Identification of major issues impacting access to health and community services in our region**

*Ref: AINT/2022/44472 (ARC22/5108)*

Local challenges in recruitment of health professionals: -

- Spousal support – employment
- Lack of accommodation
- Lack of childcare
- Financial incentives not comparable to large cities
- Professional development opportunities lacking
- Vibrancy of lifestyle

Collaborative community approach required.

- Strengthening of relationship between hospital and Tablelands Clinical School
- Packaging and promoting the benefits of living and working in our area

Who else needs to be in the room?

- New England Division of General Practice
- Primary Health Network

Advocacy – who to?

- State and Federal Government

Challenges/Opportunities

- Population increase predicted – eventually more attractive centre to work in, however may create further pressure on housing and childcare
- Concierge process could be beneficial - dedicated person to assist health professionals transition and integrate into the community

Actions

- Marketing for hospital job advertisements – collaboration with Council – Aimee to speak with HR and Comms. Aimee to liaise with Lisa
- Aimee to reach out to New England Division of General Practice & Primary Health Network for representatives to attend future meetings.
- Cr McMichael to reach out to local real estate agents about availability/prioritising of housing
- Collaboration between UNE and hospital – look for opportunities to support each other
- Aimee to reach out to Council property team to look for rental opportunities in Council owned properties that could be offered in a package to health professionals moving to the area.

There being no further business the Chairperson declared the meeting closed at 3.30pm.

**Next Meeting: Friday 18 November 2022 @ 11am**

Armidale Regional Council  
 KPWG - Enriched Region  
 Friday, 4 November 2022

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<b>Actions:</b>	<b>Who</b>	<b>Status</b>	<b>Target Date for Completion</b>	<b>Date Complete</b>
<b>4 November 2022</b>				
➤ <i>Marketing for hospital job advertisements – collaboration with Council – Aimee to speak with HR and Comms. Aimee to liaise with Lisa</i>	AH	In progress	18/11/2022	
➤ <i>Aimee to reach out to New England Division of General Practice &amp; Primary Health Network for representatives to attend future meetings.</i>	AH	Complete	18/11/2022	16/11/2022
➤ <i>Cr McMichael to reach out to local real estate agents about availability/prioritising of housing</i>	SM		18/11/2022	
➤ <i>Collaboration between UNE and hospital – look for opportunities to support each other</i>	DS & LR	TBC		
➤ <i>Aimee to reach out to Council property team to look for rental opportunities in Council owned properties that could be offered in a package to health professionals moving to the area.</i>	AH	Complete	18/11/2022	7/11/2022



## KPWG - ENRICHED REGION

Held on

Friday, 18 November 2022  
11am

at

Function Room Armidale

**PRESENT:** Cr Susan McMichael, Cr Brad Widders, Manager Customer Experience  
Ms Aimee Hutton (ARC), Ms Debra Maslen (Ramsay Health), Mr David Schmude  
(UNE Life), , Dr Jennifer Williams (UNE), Dr Sundar Thavapalasundram (Hunter  
New England Health), Ms Michelle Whiteley (Hunter New England Health), Ms  
Jacinda Sewell (Armidale Town and Country), Ms Charlotte Cunningham (Hunter  
New England Health)

MINUTES

Armidale Regional Council  
KPWG - Enriched Region  
Friday, 18 November 2022

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1. APOLOGIES

Dr Michelle Guppy

2. CONFIRMATION OF PREVIOUS MINUTES

**CONFIRMATION OF THE MINUTES OF THE KPWG – ENRICHED REGION MEETING HELD ON 4 NOVEMBER 2022**

**RECOMMENDATION:**

**That the minutes be taken as read and be accepted as a true record of the Meeting.**

Moved: Cr Susan McMichael

Seconded: Dr Sundar Thavapalasundram

3. DECLARATIONS OF INTEREST

Nil

4. BUSINESS ARISING

- Aimee to send details for Annie Harris (Council's Executive Manager of People & Culture) to be emailed to Lisa Ramsland for collaboration over recruitment advertisements.
- Aimee has reached out to the New England Division of General practice and Primary Health Network – Dr Michelle Guppy is intending to attend future meetings
- Cr McMichael contacted Town & Country Real Estate – Jacinda present at meeting and explained the current vacancy rate for rental properties is approximately 1.5%. There has been a slight improvement, but the market is still competitive.
- Aimee advised she spoke with Councils property team who confirmed they owned residential properties, however they were currently all leased.

5. ADMINISTRATION REPORTS

Nil

6. GENERAL BUSINESS

**6.1 KPWG Achievable Actions Relating to Improving Health Outcomes**

*Ref: AINT/2022/47187 (ARC22/5108)*

The Committee agreed on commencing the following actions before our next meeting: -

- a. Exploring the possibility of introducing concierge services locally, which would be used to facilitate a smooth transition for new essential workers moving to the region. Funding opportunities to be explored to finance this

Armidale Regional Council  
 KPWG - Enriched Region  
 Friday, 18 November 2022

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- b.** Working Group to be formed to discuss the availability of rental properties, opportunities to furnish properties and have them available for short periods for incoming staff, and other ways to improve housing availability for essential workers moving to the region.
- Members included in this working group: -
- Aimee Hutton (ARC)
- Jacinda Sewell (Armidale Town and Country Real Estate)
- The Professionals, Armidale
- Ms Charlotte Cunningham (Hunter New England Health)
- Ms Lisa Ramsland (Hunter New England Health)
- c.** Working Group to be formed to create an opportunity for the private and public hospitals to connect with UNE, to discuss opportunities to link up, create professional development opportunities for health professionals, etc.
- Members included in this working: -
- Dr Sundar Thavapalasundram (Hunter New England Health)
- Ms Lisa Ramsland (Hunter New England Health)
- Ms Michelle Whiteley (Hunter New England Health)
- Ms Debra Maslen (Ramsay Health)
- Dr Jennifer Williams (UNE)
- Mr David Schmude (UNE Life)
- d.** Child care providers to be invited to the next meeting to discuss opportunities/challenges in relation to child care availability. Explore new child care developments and report back.

There being no further business the Chairperson declared the meeting closed at 11.59am.

**Next Meeting: Midday, Friday 2 December.**

<b>Actions:</b>	<b>Who</b>	<b>Status</b>	<b>Target Date for Completion</b>	<b>Date Complete</b>
<b>4 November 2022</b>				
➤ <i>Marketing for hospital job advertisements – collaboration with Council – Aimee to speak with HR. Aimee to liaise with Lisa</i>	AH	Complete	18/11/22	18/11/22
➤ <i>Aimee to reach out to New England Division of General Practice &amp; Primary Health Network for</i>	AH	Complete	18/11/22	16/11/22

Armidale Regional Council  
 KPWG - Enriched Region  
 Friday, 18 November 2022

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<b>Actions:</b>	<b>Who</b>	<b>Status</b>	<b>Target Date for Completion</b>	<b>Date Complete</b>
<i>representatives to attend future meetings.</i>				
➤ <i>Cr McMichael to reach out to local real estate agents about availability/prioritising of housing</i>	SM	Complete	18/11/22	9/11/22
➤ <i>Collaboration between UNE and hospital – look for opportunities to support each other.</i>	DS & LR	In progress	18/11/22	Carried over and expanded
➤ <i>Availability of Council residential properties to rent to be explored.</i>	AH	Complete	18/11/22	7/11/22
<b>18 November 2022</b>				
➤ <i>Working Group separate to KPWG to be formed to discuss collaboration opportunities between hospitals and UNE.</i>	ST	In progress	2/12/22	
➤ <i>Working Group separate to KPWG to be formed to discuss housing/rental opportunities.</i>	AH	In progress	2/12/22	
➤ <i>Possibility of creating a local concierge program to be explored, including funding opportunities and reviewing successful models working in other regions.</i>	AH	In progress	2/12/22	
➤ <i>Local childcare operators to be contacted to attend the next KPWG meeting to discuss challenges/opportunities in relation to the shortage of child care places locally.</i>	AH	In progress	2/12/22	





## KPWG - FUTURE REGION

Held on

Wednesday, 30 November 2022  
3:00pm

at

Committee Room Armidale

**PRESENT:** Cr Paul Gaddes, Cr Dorothy Robinson, Cr Margaret O'Connor &  
Executive Officer Ms Melissa Hault

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Armidale Regional Council  
KPWG - Future Region  
Wednesday, 30 November 2022 Page 2

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**1. APOLOGIES**

General Manager Mr James Roncon and Chief Officer Sustainable Development Mr Daniel Boyce.

**2. CONFIRMATION OF PREVIOUS MINUTES**

**CONFIRMATION OF THE MINUTES OF THE KPWG - FUTURE REGION MEETING HELD ON 10 NOVEMBER 2022**

**RECOMMENDATION:**

That the minutes be taken as read and be accepted as a true record of the Meeting.

**Moved Cr Robinson**

**Seconded Cr Gaddes**

**3. DECLARATIONS OF INTEREST**

Nil.

**4. BUSINESS ARISING**

Nil.

**5. ADMINISTRATION REPORTS**

Nil.

**6. GENERAL BUSINESS**

That:

1. The draft Healthy Winter Air Business Case (HWABC) is endorsed by the Future KPWG for next steps by the senior executive.
2. The HWABC used for applications to fund the pilot and follow-up healthy winter air projects
3. ARC's web page on solid fuel and wood smoke is updated to a healthy winter air page, as already drafted and discussed with the chief officer, planning and activation.
4. That as follow-up the application procedure for installing new wood heaters is discussed.
5. The HWABC case is discussed with other interested parties such as asthma Australia and the centre for healthy air who might be able to assist.  
Supported Unanimously

**Renewable Energy Zone (REZ)**

**Action:** Cr Gaddes as chair of the growing KPWG to invite Crs O'Connor & Robinson to the next meeting of Growing KPWG when the REZ is up for discussion

**Million Trees Project**

**Action:** arrange an informal meeting with UNE's Aquatic Ecology and Restoration Research Group to see if they have any information to share on revegetating local riparian zones (Crs O'Connor & Robinson).

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KPWG - Future Region

Wednesday, 30 November 2022

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#### **Fixing Up The Report-It System**

**action:** Cr Robinson to discuss with Mr Schaefer.

#### **KPWG Round Table**

The Future KPWG would like to know when this will happen.

There being no further business the Chairman declared the meeting closed at (4:04pm).

**Next Meeting: TBA**

<b>Actions:</b>	<b>Who</b>	<b>Status</b>	<b>Target Date for Completion</b>	<b>Date Complete</b>
<b>30/11/2022</b>				
➤ Consider & sign off on the HWABC	Dan B	In progress	07/12/2022	
➤ Arrange the website update as noted above	Dan B	In progress	07/12/2022	
➤ Renewable Energy ZoneCr Gaddes as Chair of the Growing KPWG to invite Crs O'Connor & Robinson to the next meeting of Growing KPWG when the REZ is up for discussion	Cr Gaddes	In progress	TBC	
➤				



## KPWG - ENRICHED REGION

Held on

Friday, 2 December 2022  
12pm

at

Function Room Armidale

**PRESENT:** Cr Susan McMichael, Cr Brad Widders, Manager Customer Experience  
Ms Aimee Hutton (ARC), Ms Debra Maslen (Ramsay Health), Mr David Schmude  
(UNE Life), Dr Jennifer Williams (UNE), Dr Sundar Thavapalasundram (Hunter  
New England Health), Ms Jacinda Sewell (Armidale Town and Country), Ms  
Charlotte Cunningham (Hunter New England Health), Ms Cheyenne Moody  
(Primary Health Network)

MINUTES

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KPWG - Enriched Region  
Friday, 2 December 2022

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1. APOLOGIES

Ms Michelle Whiteley, Hunter New England Health, Dr Sundar, Charlotte,

2. CONFIRMATION OF PREVIOUS MINUTES

**CONFIRMATION OF THE MINUTES OF THE KPWG - ENRICHED REGION MEETING HELD ON 18 NOVEMBER 2022**

**RECOMMENDATION:**

That the minutes be taken as read and be accepted as a true record of the Meeting.

Moved: Brad

Seconded: Debra

3. DECLARATIONS OF INTEREST

4. BUSINESS ARISING

**4.1 UNE & Hospital Collaboration - Working Group Update** *Ref: AINT/2022/47868 (ARC22/5108)*

**4.2 Housing Availability - Working Group Update** *Ref: AINT/2022/47870 (ARC22/5108)*

**4.3 Concierge Proposal - Update on progress to date - Discussion about next steps** *Ref: AINT/2022/47871 (ARC22/5108)*

**4.4 Childcare Providers - Local Challenges/Opportunities** *Ref: AINT/2022/47873 (ARC22/5108)*

5. ADMINISTRATION REPORTS

6. GENERAL BUSINESS

Monday evening – practice managers and GP’s catching up – Cheyenne may report on takeaways..

There being no further business the Chairman declared the meeting closed at 12.5.

**Next Meeting:** **Date, Time.**

Armidale Regional Council  
 KPWG - Enriched Region  
 Friday, 2 December 2022

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Actions:	Who	Status	Target Date for Completion	Date Complete
<Meeting Date>				
➤ Xxx.		In progress	xx/xx/2022	
➤ Xx.		Complete	TBC	
➤ Xx.		TBC	TBC	





## KPWG - GROWING REGION

Held on

Tuesday, 17 January 2023  
2pm

at

Function Room Armidale

**PRESENT:** Cr Sam Coupland, Cr Todd Redwood (via Zoom), Cr Paul Gaddes (Chair), Chief Officer Darren Schaefer, Airport Manager Angela Garvey, Sam Drake Activation & Precincts, Executive Officer Michaela Giandomenico and Executive Officer Melissa Hault

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Tuesday, 17 January 2023

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**1. APOLOGIES**

Dan Boyce Chief Officer Planning And Activation

**2. CONFIRMATION OF PREVIOUS MINUTES**

**CONFIRMATION OF THE MINUTES OF THE KPWG - GROWING REGION MEETING HELD ON 1 NOVEMBER 2022**

**RECOMMENDATION:**

That the minutes be taken as read and be accepted as a true record of the Meeting.

**Moved Cr Redwood**

**Seconded Cr Gaddes**

**3. DECLARATIONS OF INTEREST**

Nil

**4. BUSINESS ARISING**

Nil

**5. ADMINISTRATION REPORTS**

Nil

**6. GENERAL BUSINESS**

Darren Schaefer provided an update on the progress of the Armidale Airport Café detailing the EOI process undertaken to date.

Group shown a summary of interested parties and noted the shortlist of those that submitted a formal EOI.

**NEXT ACTION**

Draft lease to be developed in consultation with the Professionals Real Estate Armidale.

Growing Region KPWG to make a recommendation to February 2023 Ordinary Council Meeting.

There being no further business the Chairman declared the meeting closed at 3:14pm.

**Next Meeting: 30 January 2023**

Armidale Regional Council  
 KPWG - Growing Region  
 Tuesday, 17 January 2023

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<b>Actions:</b>	<b>Who</b>	<b>Status</b>	<b>Target Date for Completion</b>	<b>Date Complete</b>
<b>17 January 2023</b>				
➤ <i>Set meeting schedule – 1<sup>st</sup> &amp; 3<sup>rd</sup> Tuesday of the month</i>	Mel	In progress	28/02/2023	
➤ <i>Angela Garvey to speak with builder regarding the doors for fit out</i>	Angela	In progress	28/02/2023	
➤ <i>Draft lease to be prepared</i>	Professionals and Darren	In progress	28/02/2023	



## KPWG - GROWING REGION

Held on

Tuesday, 7 March 2023

11am

at

Committee Room Armidale

**PRESENT:** Cr Sam Coupland, Cr Todd Redwood, Cr Paul Gaddes, Chief Officer Planning and Activation Dan Boyce, and Executive Officer Ms Melissa Hoult.

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 Tuesday, 7 March 2023

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**1. APOLOGIES**

Chief Officer Corporate and Community Darren Schaefer

**2. CONFIRMATION OF PREVIOUS MINUTES**

Nil.

**3. DECLARATIONS OF INTEREST**

Nil.

**4. BUSINESS ARISING**

Nil.

**5. ADMINISTRATION REPORTS**

Nil.

**6. GENERAL BUSINESS**

Initial Projects – Status

- Airport: P1 – Café – DS to provide update at next meeting
- Airport: P2 – Precinct – Surveyor report identified on LSPS.
- Airport: P3 – Landing system – DS to provide update at next meeting
- Tourism: P1 – Brand & strategy – Plan on a page on hold due to Autumn Festival. Regional Brand update will be brought forward if successful with SRV.
- Tourism: P2 – Access to attractions - DS to provide update at next meeting.
- Tourism: P3 – Attraction signage – DS to provide update at next meeting.

Group agreed that from the documented CSP/DP Goals for the Thriving Region area, the following will get focus;

- Thriving Region – Goal 1 – T1.2.1 – Partner with local business groups and industry bodies to develop initiative to support local businesses.
- Thriving Region – Goal 2 – T2.4.3 – Host events and engagements in the Mall and regional CBDs to attract additional foot traffic.

Approach for each of these items are;

T1.2.1:

- Aim to conduct two public forums with relevant business groups
- One forum would involve a discussion with sectors such as management firms, solicitors, accountants, financial and insurance agencies and consultant organisations posing the question “why does your organisation choose to headquarter in the Armidale region?”.
- Second forum would involve a discussion with trade industries such as construction, agriculture, manufacturing and/or maintenance sectors posing the question ‘what could ARC do better to foster your business environment’?
- Target April to conduct these sessions if possible.

T2.4.3:

- Consolidate a view of planned events in the Mall until Dec23/Jan24 timeframe.

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- Review the overall themes and connections with these and other local events at similar times.
- Drive a series of early communication and engagement activity with the community to encourage participation.

There being no further business the Chairman declared the meeting closed at 12:04pm.

**Next Meeting: 11am, 21 March 2023.**

Actions:	Who	Status	Target Date for Completion	Date Complete
<b>7 March 2023</b>				
➤ <i>Updates to be provided on the Airport Café, Airport Landing System, Access to Attractions and Attraction Signage</i>	Darren Schaefer	In progress	30/04/2022	
➤ <i>Confirm forum dates with Chair</i>	Melissa Hoult	In progress	17/03/2023	
➤ <i>Compile list of businesses for forum</i>	Melissa Hoult	In progress	17/03/2023	