

# Armidale

Regional Council

BUSINESS PAPER

ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 5 October 2016  
9am

at

Guyra Council Chambers

**Members**

Administrator, Dr Ian Tiley

AGENDA

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**9 Public Forum**

Ms Ann Geake to speak on fencing playground at Civic & Curtis Park.

**10 Closed Session**

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<b>Item:</b>	7.2.1	<b>Ref:</b> AINT/2016/04986
<b>Title:</b>	Cash & Investments Report August 2016	<b>Container:</b> ARC16/0291
<b>Author:</b>	Chief Finance and Information Officer	
<b>Attachments:</b>	Nil	

**RECOMMENDATION:**

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

**Introduction:**

Cash and Investments for the month of August 2016.

**Report:**

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

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

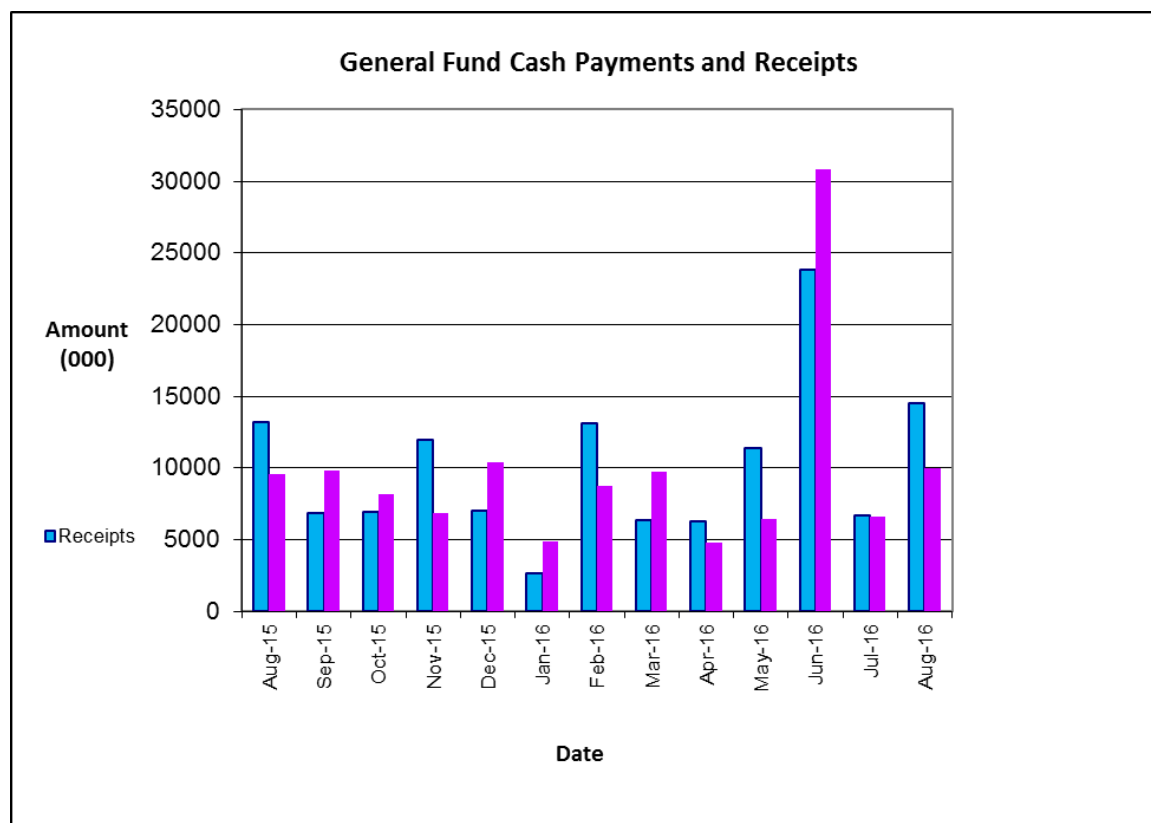
- Council Investment Policy POL152
- Local Government Act 1993 – Section 625
- Local Government Act 1993 – Order of the Minister dated 12 January 2011
- The Local Government General Regulation 2005 Reg 212

At the end of the August period, Council held \$77,325,274.94 in investments and a consolidated bank account balance of \$7,713,467.55 excluding the Trust Fund.

During the month of August, total payments and receipts were \$10.0 million and \$14.5 million respectively.

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

General Fund	7,713,467.55
Trust Fund	1,179,600.30
<b>Total Bank Balances</b>	<b>8,893,067.85</b>



**Investments**

	%
30 day BBSW Index	1.63
Average Interest Rate on Term Deposit Investments	2.90

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

Institution	Investment at Market Value	Interest Rate %	% of Portfolio
<b>Term Deposits</b>			
IMB	2,000,000.00	2.80%	2.64%
NAB	1,034,887.53	3.02%	1.37%
AMP	2,000,000.00	2.90%	2.64%
NAB	504,709.59	3.02%	0.67%
NAB	513,719.15	3.02%	0.68%
Bank of Queensland	1,000,000.00	3.05%	1.32%
Rural Bank	2,000,000.00	2.95%	2.64%
NAB	7,565,824.00	3.11%	9.98%
Bendigo Bank	1,000,000.00	2.70%	1.32%

ME Bank	1,000,000.00	2.95%	1.32%
ME Bank	2,000,000.00	2.95%	2.64%
AMP	1,000,000.00	3.00%	1.32%
AMP	1,000,000.00	3.00%	1.32%
Bank of Queensland	1,000,000.00	3.10%	1.32%
Credit Union Australia	1,000,000.00	2.75%	1.32%
Peoples Choice Credit Union	1,200,000.00	2.82%	1.58%
Bank of Queensland	2,000,000.00	3.05%	2.64%
AMP	1,000,000.00	3.00%	1.32%
ING	2,000,000.00	3.00%	2.64%
Bank of Queensland	2,000,000.00	2.80%	2.64%
Rural Bank	1,000,000.00	2.90%	1.32%
Rural Bank	1,000,000.00	2.75%	1.32%
ING	1,500,000.00	2.83%	1.98%
ME Bank	1,000,000.00	2.85%	1.32%
Credit Union Australia	2,000,000.00	2.95%	2.64%
Peoples Choice Credit Union	1,000,000.00	2.89%	1.32%
NAB	5,000,000.00	2.99%	6.60%
Credit Union Australia	2,000,000.00	2.90%	2.64%
ING	1,000,000.00	2.81%	1.32%
Bank of Queensland	2,000,000.00	2.90%	2.64%
ME Bank	1,000,000.00	3.00%	1.32%
ME Bank	1,000,000.00	3.05%	1.32%
ME Bank	2,000,000.00	3.05%	2.64%
ME Bank	1,000,000.00	3.05%	1.32%
ING Bank	500,000.00	3.10%	0.66%
Rural Bank	2,000,000.00	3.00%	2.64%
Rural Bank	1,000,000.00	3.00%	1.32%
Credit Union Australia	1,000,000.00	3.10%	1.32%
Credit Union Australia	1,500,000.00	3.10%	1.98%
ME Bank	1,000,000.00	3.07%	1.32%
AMP	2,000,000.00	3.00%	2.64%
<b>Sub Total</b>	<b>64,319,140.27</b>		
High Interest At Call Savings Account	11,487,539.63		15.15%
<b>Total</b>	<b>75,806,679.90</b>		

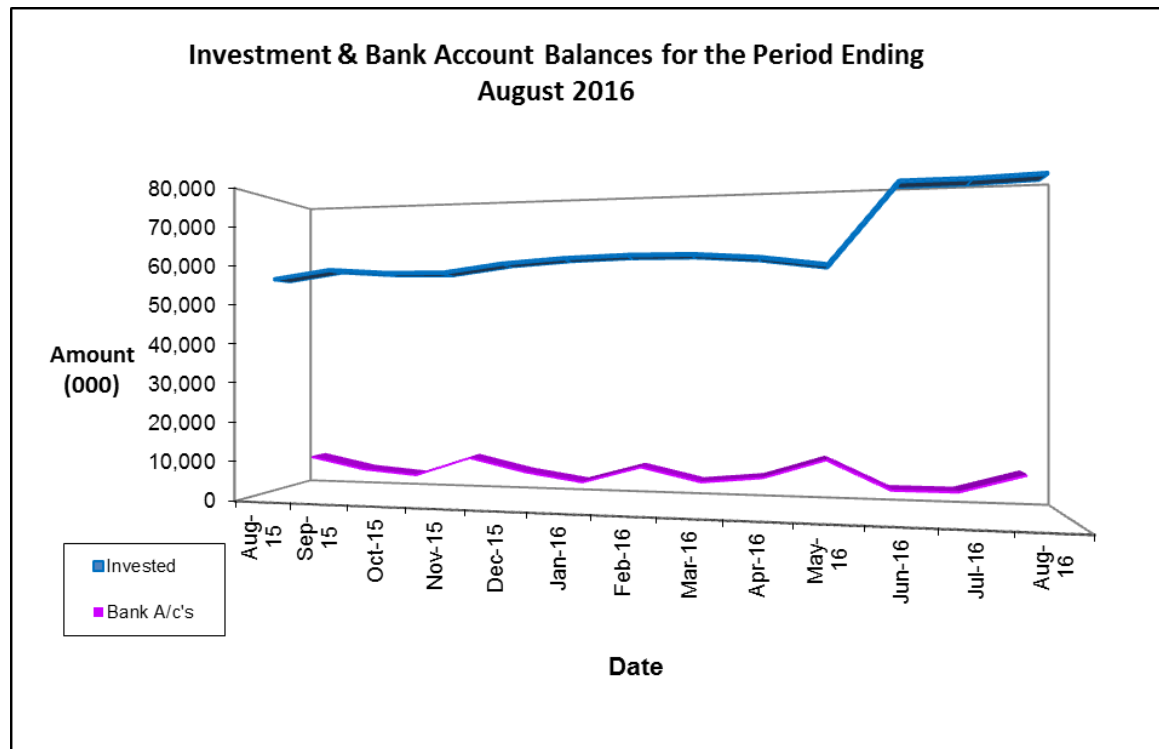
Redemptions to the NAB General and Business A/c's	- 2,500,000.00	
Funds Transferred from the NAB General and Business A/c's	4,000,000.00	
Increased principal due to roll over of funds	18,595.04	
<b>Closing Balance at the end of the Period</b>	<b>77,325,274.94</b>	



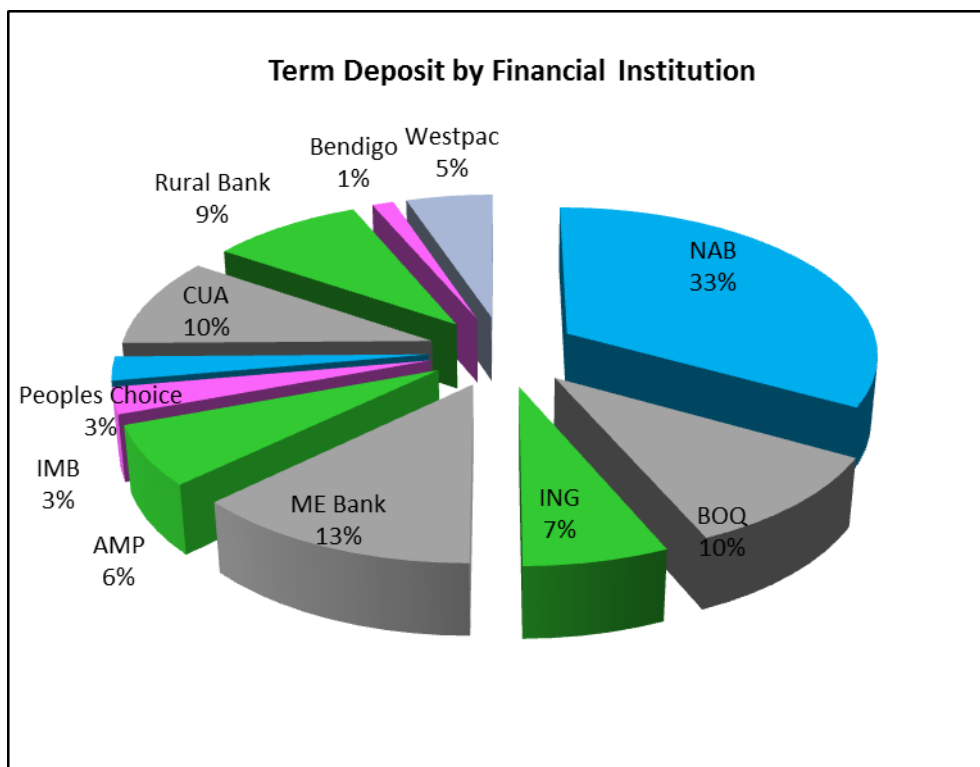
*The following are the details of Council's investments as at the end of the period*

Institution	Investment at Market Value	Interest Rate %	% of Portfolio
<b>Term Deposits</b>			
Bendigo Bank	1,000,000.00	2.70%	1.29%
ME Bank	1,000,000.00	2.95%	1.29%
ME Bank	2,000,000.00	2.95%	2.59%
AMP	1,000,000.00	3.00%	1.29%
AMP	1,000,000.00	3.00%	1.29%
Bank of Queensland	1,000,000.00	3.10%	1.29%
Credit Union Australia	1,000,000.00	2.75%	1.29%
Peoples Choice Credit Union	1,200,000.00	2.82%	1.55%
Bank of Queensland	2,000,000.00	3.05%	2.59%
AMP	1,000,000.00	3.00%	1.29%
IMB	2,000,000.00	2.70%	2.59%
ING	2,000,000.00	3.00%	2.59%
Bank of Queensland	2,000,000.00	2.80%	2.59%
Rural Bank	1,000,000.00	2.90%	1.29%
Rural Bank	1,000,000.00	2.75%	1.29%
ING	1,500,000.00	2.83%	1.94%
ME Bank	1,000,000.00	2.85%	1.29%
Credit Union Australia	2,000,000.00	2.95%	2.59%
Peoples Choice Credit Union	1,000,000.00	2.89%	1.29%
NAB	5,000,000.00	2.99%	6.47%
Credit Union Australia	2,000,000.00	2.90%	2.59%
ING	1,000,000.00	2.81%	1.29%
Bank of Queensland	2,000,000.00	2.90%	2.59%
NAB	1,034,887.53	2.85%	1.34%
Rural Bank	2,000,000.00	2.60%	2.59%
ME Bank	1,000,000.00	3.00%	1.29%
ME Bank	1,000,000.00	3.05%	1.29%
ME Bank	2,000,000.00	3.05%	2.59%
ME Bank	1,000,000.00	3.05%	1.29%
ING Bank	500,000.00	3.10%	0.65%
Bank of Queensland	1,000,000.00	2.70%	1.29%
Westpac	2,000,000.00	2.63%	2.59%
Rural Bank	2,000,000.00	3.00%	2.59%
Rural Bank	1,000,000.00	3.00%	1.29%
Credit Union Australia	1,000,000.00	3.10%	1.29%
Credit Union Australia	1,500,000.00	3.10%	1.94%

Westpac	2,000,000.00	2.63%	2.59%
ME Bank	1,000,000.00	3.07%	1.29%
NAB	7,565,824.00	2.64%	9.78%
AMP	2,000,000.00	3.00%	2.59%
NAB	504,709.59	2.80%	0.65%
NAB	513,719.15	2.80%	0.66%
<b>Sub Total</b>	<b>66,319,140.27</b>		
High Interest At Call Savings Account	11,006,134.67		14.23%
<b>Total</b>	<b>77,325,274.94</b>		







### Community Engagement and Internal Consultation

This monthly report provides the community with a snapshot of Council's cash and investment particulars for the period 1 July 2016 to 31 July 2016.

### Financial Implications:

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

### Good Governance

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

- Council Investment Policy POL152.

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

- Local Government Act 1993 – Section 625.
- Local Government Act 1993 – Order of the minister dated 12 January 2011.
- The Local Government General Regulation 2005 Reg 212.

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

### Integrated Planning and Reporting Issues:

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

### Sustainability Assessment

Council's financial position is a key component in its economic sustainability in the future.

**Item:** 7.2.2 **Ref:** AINT/2016/05171  
**Title:** Government Relations - Legislation - Local Government Act 1993  
**Container:** ARC16/0751  
**Author:** Governance Officer  
**Attachments:** Nil

**RECOMMENDATION:**

- a) **That the report on the Local Government Amendment (Governance and Planning) Bill 2016, which is Phase One of the NSW State Government's broader reform of the Local Government Act 1993, be noted.**
- b) **That Council's Codes of Conduct and Code of Meeting Practice be amended as required.**

The NSW Parliament has passed amendments to the *Local Government Act 1993* (the LGA) known as the Phase One reforms, focussing mainly on improving council governance and strategic business planning.

Some Phase One amendments commenced on 30 August 2016 and were notified to councils in Circular 16-30. Further Phase One amendments have now been commenced by proclamation, which was published on 23 September 2016. The remaining Phase One amendments will be put in place over time.

**Report:**

The following relevant amendments are now in force:

- The term of office for a mayor elected by councillors will be increased to two years (section 230(1) LGA).
- All councillors, including mayors, are required to take an oath or affirmation of office (section 233A LGA). Oaths or affirmations of office must be taken by each councillor at or before the first meeting of the council after being elected. An oath or affirmation should be taken by each councillor as the first item of business for the meeting. If the councillor is unable to attend the first council meeting, the oath or affirmation of office may be taken at another location in front of the General Manager or may be taken before an Australian legal practitioner of a Justice of the Peace.

A councillor who fails, without a reasonable excuse, to take the oath or affirmation of office, will not be able to attend council meetings until they do so and will be taken to be absent without leave.

The prescribed words of the oath and affirmation are as follows:

Oath

*I [name of councillor] swear that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.*

Affirmation

*I [name of councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.*

- The organisational structure of a council is to be determined by:
  - The governing body of the council, in consultation with the general manager, for senior staff positions; and
  - The general manager, for the remainder of the positions in the organisation structure.
- Expenses and facilities policies are to be adopted by a council within 12 months of the term of a new council, instead of annually (section 252 LGA). Amendments to this policy are no longer required to be specifically notified to the Office of Local Government (section 253 LGA).
- The commencement of countback provisions has been deferred until a date prescribed for that purpose (section 291A). Any casual vacancies occurring in the office of a councillor following the 2016 ordinary elections will be required to be filled at a by-election held in accordance with section 291 of the LGA where otherwise required to be filled.
- New purposes and principles for local government, which will build a common understanding of what local government should and can achieve.
- New roles and responsibilities for mayors, councillors and governing bodies.
- New functions of general managers.
- A clarification of the role of administrators and temporary administrators.
- An extension to the delegation power of a council to include the acceptance of tenders by the general manager for services, where those services are not currently provided by council staff.
- A clarification that a mayor elected by councillors does not continue to hold mayoral office if they cease to hold office as a councillor.

The Phase One reforms that appoint the Auditor-General as the auditor of all councils come into force on 1 October 2016. The NSW Audit Office will be in direct contact with all councils in connection with the Auditor's General's new role and the proposed transitional arrangements.

The remaining Phase One amendments outlined below will be put in place over time:

- Introduces a new regulation-making power for the induction and ongoing professional development of councillors.
- Facilitates the drafting and adoption of a new model meeting code.
- The pecuniary interest obligations of councillors will be consolidated with other ethical obligations in the model code of conduct, which is imposed on councils through regulation.
- Development of a new model code of conduct.
- Refocuses the existing framework for strategic business and planning, making it central to all council activities.
- The IP&R Framework will become the primary governance tool for councils in three ways:
  - 1) Introduction of new principles of IP&R that apply to all councils;
  - 2) Making of specific refinements to the operational provisions in the Act to increase its coverage. For example, all council activities, not only those mentioned in the Community Strategic Plan (CSP), come under the umbrella of the Framework and so are covered by a council's Delivery Program. Councils will also be required to adopt a Community Engagement Strategy for all of their activities other than business-as-usual operations, not just the activities referred to in the CSP, as is currently the case; and
  - 3) Putting a clear responsibility on mayors and councillors to engage in a council's IP&R reporting processes.
- In future an Audit, Risk and Improvement Committee is a mandatory good governance practice, with the Committee not to be established until 6 months after the next election. The scope of the Committee has also been broadened to include a review of the implementation of IP&R.
- Establishes the option for the Minister to appoint a financial controller to councils at financial risk.
- Contains measures to reduce some of the regulatory burden on councils. For example, there is no requirement to prepare a separate State of the Environment report as this will now be integrated into strategic business planning. Councils will also be able to delegate the provision of financial assistance to community groups, as well as delegating more routine tendering functions to the General Manager. The requirement that General Managers report annually to council on senior staff contract conditions has been removed along with

the requirement for an annual council expenses policy, replaced with a requirement to adopt a policy in the first 12 months of a new council.

### **Community Engagement and Internal Consultation**

In January this year the Government released an explanatory paper that outlined the specific amendments to be included in this Phase One Bill. An online survey resulted in over 160 submissions being received. An information webcast was also held in March which attracted more than 120 separate site registrations.

The OLG Circular No 16-30/2 September 2016, Circular No 16-32/9 September 2016 and Circular No 16-35 September 2016 provides information on the amendments now in force. The introduction of the Bill by the Minister for Local Government (Legislative Assembly Hansard – 22 June 2016) provides further background to the reform agenda.

### **Financial Implications**

The Bill will assist councils to apply their resources more effectively for the benefit of their communities.

### **Good Governance**

The Bill starts the journey away from process-focused local governance towards principle-focused governance. As councils develop proficiency in using the tools offered by the Bill, our communities stand to benefit from local representation and governance that better reflects their values.

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

The Phase One Bill focuses on achieving the following major policy objectives:

- To embed strategic business planning principles across the broad range of council functions and practices.
- To promote independent and sustainable councils engaged with and accountable to their local communities.
- To support a culture of continuous improvement in councils so they are able to deliver on the strategic goals agreed with their communities.

The amendments to the Act align with the State Government's – Stronger Councils Framework Characteristics of a strong council of strategic capacity and robust community relationships.

### **Sustainability Assessment**

The Bill begins the process of modernising and streamlining the legislative framework for local government in NSW. The Government is committed to an updated legislative framework that will meet the needs of councils and their communities in 2016 and for many years to come.

A purpose of the Act is to provide for a system of local government that is accountable to the community and that is sustainable, flexible and effective.

**Item:** 7.2.3 **Ref:** AINT/2016/05229  
**Title:** Establishment of a Reserve Trust Manager Meeting Structure  
**Container:** ARC16/0262  
**Author:** Governance Officer  
**Attachments:** 1. Armidale Regional Council Reserve Trust Committee - Terms of Reference [270916]

**RECOMMENDATION:**

- a) That Council delegate authority to the Reserve Trust Committee (Committee of the Whole) to determine matters where Council is the Reserve Trust Manager for the land.
- b) That Council meet, in its role as Reserve Trust Manager (RTM), in meetings held separately from the Ordinary Council Meeting.
- c) That the preferred time for Reserve Trust Manager (RTM) meetings be on a date when Ordinary Council Meetings are held.
- d) That Council meet, as Reserve Trust Manager (RTM), when required and with at least one meeting a year to be held in October, to coincide with the annual Crown Reserve Reporting System (CRRS).
- e) That the Terms of Reference be endorsed.

**Introduction:**

The purpose of this report is to establish a separate governance structure for Crown reserves that are managed by Council. Until now, Council has dealt with its trust manager role through its Ordinary Meetings.

**Report:**

The Reserve Trust is set up under the Crown Lands Act 1989 (the Act) to have responsibility for the care, control and management of a Crown reserve. While a reserve trust is a legal entity in its own right, it cannot operate without having some one appointed to manage its affairs.

A reserve trust can be managed by:

- The Minister.
- A trust board.
- An incorporated body, usually a local council, but it could also be an association incorporated under the Associations Incorporation Act 1984 or a charity which is a limited liability company, or the Lands Administration Ministerial Corporation.
- An administrator.

The Reserve Trust considers crown land matters where Council is the appointed Trust Manager. The Committee has delegated authority to determine matters where Council is the Reserve Trust Manager for the land.

Council acts as Reserve Trust Manager (RTM) for various Crown reserves throughout the new local government area, as listed in the Table below. At times, the elected Council makes decisions relating to Crown reserves separate from its role as RTM.

### **Community Engagement and Internal Consultation**

The Trust Handbook is a guide for trusts managing Crown reserves.

Whilst the Trust Handbook does not specifically address consultation processes around the conduct of separate RTM meetings, Council is required to meet its obligations under the Local Government Act (LGA).

### **Financial Implications**

The administrative costs associated with the operation of the RTM meetings are minimal given that a template can be created in the Infocouncil Agenda Management Software package and the meetings are proposed to be held on the same day as Ordinary Council meetings.

Trusts should note that submission of the annual return is one of the key assessment criteria used by Department of Primary Industry (DPI) Lands when considering requests for financial assistance through the highly competitive Public Reserves Management Fund Program (PRMFP).

### **Good Governance**

The reserve trust system provides a framework to participate in the stewardship of reserves in our locality. The Handbook Guidelines and the Crown Lands Act (sections 92 through to 98A) specify the role of Council as the RTM. All powers of management of a trust are vested in Council as manager of the trust where Council has been appointed as RTM. A trust can only act through its RTM.

Council can establish a protocol for RTM meetings separate from its ordinary meeting in order to assist Council to focus its attention on its obligations as the RTM. Committees, such as the Guyra Showground Advisory Committee would therefore in future report directly to the Reserve Trust Committee.

All reserve trusts are required to submit an annual report to the Minister as prescribed in section 112 of the Crown Lands Act 1989 and section 37 of the Commons Management Act 1989. The requirement for annual reporting provides important information to support the government's partnership with reserve trusts in the management of Crown reserves. The final date for submission of the on-line report is 31 October.

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

CSP Theme - Our People

DP Strategy - Support and assist emergency services to promote safety and build confidence in the community

OP Action - Continue support of the RFS and SES

CSP Theme - Our Infrastructure

DP Strategy – Maintain and enhance sport and recreation infrastructure

OP Action – Improve opportunities for eco-tourism and recreation

DP Strategy – Improve sports grounds and water recreation facilities

OP Action - Work in conjunction with the Sports Council to meet future sporting needs in line with the Recreation Plan 2011

DP Strategy – Improve and maintain parks and open spaces  
Action - Maintain recreation infrastructure in accordance with asset management plan

CSP Theme – Our Environment  
DP Strategy - Promote and highlight our natural assets  
OP Action - Improve infrastructure at natural attractions

### **Sustainability Assessment**

The Crown land estate covers 42 percent of New South Wales and contributes to the social, environmental and economic structure of the State. Council manages a great deal of Crown land for a variety of purposes, as outlined in the Table.

The State Government is driving a program to improve the sustainability, capacity and integrity of local government. This will increase the ability of councils to manage Crown land. Communities will be in a position to influence decisions about how Crown land is managed through the processes under the LGA.

### **Table – Crown Reserves [As at 30 June 2016]**

#### **Reserve Manager – Armidale Dumaresq Council**

Armidale Arboretum (R85802) Reserve Trust  
Armidale Civic Administration Building (R85813) Reserve Trust  
Armidale Community Cultural (R96366) Reserve Trust [NERAM]  
Armidale Public Recreation (R91567) Reserve Trust  
Armidale Search And Rescue Squad (R91530) Reserve Trust  
Armidale Sportsground (D510015) Reserve Trust  
Armidale Traffic Education Centre (R1002960) Reserve Trust  
Black Gully Reserve (R86449) Reserve Trust  
Brereton Street Reserve (R9051) Reserve Trust  
Donald Bush Fire Brigade (R110001) Reserve Trust  
Dumaresq Creeklands (R88237) Reserve Trust  
Ebor Lions Park (R110105) Reserve Trust  
Hillgrove Public Hall (R94019) Reserve Trust  
Hillgrove Rural Museum (R89957) Reserve Trust  
Hillgrove Water Supply Dam (R85278) Reserve Trust  
Jeogla Bush Fire Brigade (R96120) Reserve Trust  
McMillans Reserve (R110011) Reserve Trust  
Metz Gorge Lookout (R110112) Reserve Trust  
Newling-Moran Ovals (R1005190) Reserve Trust  
Point Lookout Bush Fire Brigade (R95072) Reserve Trust  
Rockvale Creek Recreation (R97098) Reserve Trust  
Saumarez Ponds recreation Reserve (R25105) Reserve Trust  
Wollomombi Sportsground (R64412) Reserve Trust  
Yooroonah Bush Fire Brigade (R110002) Reserve Trust

#### **Reserve Manager – Guyra Shire Council**

Guyra Old Court House (R110102) Reserve Trust [SES HQ]  
Guyra Post Office Park (R76483) Reserve Trust



Guyra Recreation Ground (R85915) Reserve Trust  
Guyra Showground and Recreation (R84003) Reserve Trust  
Guyra South Park (R73566) Reserve Trust  
Llangothlin Bush Fire Brigade (R36410) Reserve Trust  
Stanborough Bush Fire Brigade (R97203) Reserve Trust  
Symes Park (R82908) Reserve Trust  
Tenterden Public Recreation (R87319) Reserve Trust  
Tingha Copeton Dam Recreation Reserve (R91076) Reserve Trust  
Tingha Park (R110104) Reserve Trust [Grahame Park]  
Wandsworth Rural Fire Service Reserve Trust (R1037848)

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**Item:** 7.2.4 **Ref:** AINT/2016/05300  
**Title:** 2016 Christmas and New Year Council Close Down **Container:**  
ARC16/0483  
**Author:** General Manager  
**Attachments:** Nil

**RECOMMENDATION:**

**That the proposed 2016 Christmas and New Year Council close down period from close of business Friday 23 December 2016 and reopening on Tuesday 3 January 2017 be endorsed.**

**Introduction:**

This report addresses the Christmas and New Year Council close down period for the calendar year 2016.

**Report:**

Conventionally, Council has closed for normal business operations during the Christmas and New Year week.

For 2016 the Christmas and New Year proclaimed public holidays that fall during the close down period are as follows:

Monday	26 December	Public Holiday
Tuesday	27 December	Public Holiday
Wednesday	28 December	Close down
Thursday	29 December	Close down
Friday	30 December	Close down
Monday	2 January 2017	Public Holiday

The Christmas and New Year period is a time of low business activity for the Council and a time when many staff normally take leave.

Works crews will be rostered to work through this period to deal with emergencies and other critical and unforeseen break downs that may arise during the period.

Council's on-line payment facilities allows registered users to make payments, lodge certificates, access Council's property and application registers, all of which are available 24 hours a day, seven days a week.

For the proposed close down days (28, 29, 30 December), the staff who are not rostered to work will be advised to apply for leave for the nominated close down days. Staff are also able to accrue up to three non working days (indoor staff) or rostered days off (outdoor staff) to cover the close down days.

**Community Engagement and Internal Consultation**

Advertisements will be placed in the Council Column to advise the community with regard to the Council close down period.

Staff will be advised by way of e-mail messages, notices on noticeboards and tool box and team meetings.

**Financial Implications**

On-line payment facilities will be available 24 hours/7 days a week.

For those staff members rostered to work during the close down period there is a budget provision to cover the call out and overtime costs.

**Good Governance**

The Christmas and New Year week is a period of low business activity.

**Integrated Planning and Reporting Framework**

Works crews will be rostered to ensure emergencies and unforeseen break downs are dealt with as they arise.

**Sustainability Assessment**

N/A

**Item:** 7.2.5 **Ref:** AINT/2016/06015  
**Title:** Register of Returns - Disclosures for Administrator, Councillors and Designated Persons  
**Container:** ARC16/0011  
**Author:** IPR and Legal Officer  
**Attachments:** Nil

**RECOMMENDATION:**

**That the Register of Returns (Disclosure of Pecuniary Interests) be tabled and noted.**

**Introduction:**

The *Local Government Act 1993* places specific obligations on Councillors, Council staff and other people involved in making decisions or giving advice on Council matters to act honestly and responsibly in carrying out their functions. Those obligations include the lodgement of written declarations and the disclosure of pecuniary interests.

The Act states that the General Manager must table the Register of Returns at the first meeting after the lodgement date by 31 October.

**Report:**

The Register of Returns is an important public record and it is available for inspection to any member of the public upon request during ordinary office hours.

Designated persons are required to make disclosure of interests under Section 441 of the *Local Government Act 1993*.

The returns will be tabled at the meeting.

**Community Engagement and Internal Consultation**

Primary stakeholders were contacted by email and hard copies of the documents were also provided.

**Financial Implications**

Information in relation to any financial information are within the Disclosures.

**Good Governance**

Compliance in relation to the *Local Government Act 1993*.

**Integrated Planning and Reporting Framework**

No Integrated Planning and Reporting issues are considered in the report. This Disclosure return is a statutory obligation under the *Local Government Act 1993*.

**Sustainability Assessment**

No sustainability assessment issues are considered in the report.

**Item:** 7.2.6 **Ref:** AINT/2016/06181  
**Title:** Fit for the Future Joint Organisations: Getting the Boundaries Right  
**Container:** ARC16/0002  
**Author:** General Manager  
**Attachments:** Nil

**RECOMMENDATION:**

**That Council note the Fit for the Future Joint Organisations: Getting the boundaries Right document and that Armidale Regional Council is identified in the New England Regional Joint Organisation zone.**

**Introduction:**

The New South Wales Government has released a report identifying the zone boundaries for the Regional joint Organisations and asking communities to have their say by Thursday 27 October 2016.

**Report:**

The New South Wales Government has released a report identifying the zone boundaries for the Regional joint Organisations. The document identifies why the NSW Government requires the formation and operation of Joint Organisations to assist the government in future regional strategic planning, intergovernmental collaboration and regional leadership and advocacy. Armidale Regional Council in previous submissions asked for a combined joint organisational area of the Namoi and New England regions to allow greater capacity to look at the strategic needs of the greater region and to ensure that councils of similar sizes had a voice at the table when long term decision are being proposed.

The document has identified that the New England Joint Organisation will comprise of the councils of Uralla, Armidale Regional Council, Glen Innes, Tenterfield and Inverell.

The document as attached is seeking public consultation and asking communities to have their say by Thursday 27 October 2016.

**Community Engagement and Internal Consultation**

This report has been prepared to alert the community to the NSW Government request for public consultation.

**Financial Implications**

Council will be required to join a joint organisation and to fund a share of the operational costs of meetings and staff resources. Council will consider this in future budgets.

**Good Governance**

Council is required to be a participant in the joint organisation and will benefit from the associations formed with the councils and from regional planning and resourcing.

**Integrated Planning and Reporting Framework**

Regional co operation is identified in the CSDP and Delivery plans. Council has been a participant in the New England Regional Organisational Group and is supportive of regional co operation for long term strategic outcomes.

**Sustainability Assessment**

The formation of regional Joint Organisations supports the quadruple bottom line as it allows regional councils to bring information together that can improve social, environmental, economic and governance outcomes.

<b>Item:</b>	7.2.7	<b>Ref:</b> AINT/2016/05730
<b>Title:</b>	Supply & Delivery of Bulk Materials	<b>Container:</b> ARC16/0430
<b>Author:</b>	Chief Finance and Information Officer	
<b>Attachments:</b>	1. Price Summary & Evaluation Bulk Materials Council report- <i>As this attachment deals with commercial information of a confidential nature which, if disclosed, confers a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c) of the Local Government Act 1993). Council closes the meeting, in accordance with Council's Code of Meeting Practice, as consideration of this matter in open Council would be contrary to the public interest.</i>	

#### **RECOMMENDATION:**

**That Council accepts 8 tenderers on a supplier panel contract for the Supply & Delivery of Bulk Materials 1 November 2016 to 31 October 2018 being:**

- Ducats Earthmoving
- Highland Quarries Guyra
- Sheridans Hard Rock Quarry
- Terry Rhodes Bobcat Service
- A & S Cuthel
- Williamson Earthmoving
- BMR Quarries
- Inverell Aggregate

#### **Introduction:**

Council's contract for Supply of Bulk Materials expires on 31 October 2016. Council called for Open Tenders for a new contract to commence 1 November 2016 until 31 October 2018, with a one year extension option, as per conditions of contract Part C item 31. The contract includes concrete, soils, sand, crusher dust, and various sized aggregates and roadbase material.

#### **Report:**

Tenders were issued via Council's Tenderlink portal on 16 August 2016 and advertised in the Sydney Morning Herald and the Armidale Regional Council News. The terms of the tender provide for establishment of a panel of suppliers for the above mentioned items. As experience has shown it is not always possible to source items from one supplier to meet particular demands. The contract options include pickup from the supplier's yard or supply to site.

A summary of the tenderer's prices received and the evaluation are included in the attachments for closed session.

Council received a late tender from Boral Resources (Country). It is recommended we do not accept this late tender on the panel, but when service can't be met by our contracted companies, Boral should be our first preference. This allowance has been included in the contract for emergency situations.

All of these companies have been regular and satisfactory suppliers to Council in the past and it is recommended that all companies listed, except Boral Resources (Country), be accepted to establish the required panel of suppliers for items tendered. As mentioned the panel will provide flexibility of supply to meet Council's operational requirements. Council staff will obtain items for the relevant material from one of the suppliers at the most beneficial cost to Council at the time the materials are required. It is intended that some of Council's current procedures will alter, such as stockpiling, to obtain the best value for money from this contract.

### **Community Engagement and Internal Consultation**

Community Engagement was extended to potential suppliers in and around our Council area to discuss the supply of Bulk Materials to Armidale Regional Council. The Procurement area has also engaged with Council staff to establish their needs on this contract. Many discussions have taken place with overseers from Guyra and Armidale depots, Engineers and Stores representatives.

### **Financial Implications**

This contract spend is estimated at around \$2 million gauging past use. There are no financial implications other than gaining competitive pricing by expanding the contract to more companies. Council have offered the suppliers the opportunity to lodge pricing in relation to Council zones, dependent on where their depots are located, this may lower some pricing for some areas.

Greater value for money has been offered due to bulk purchasing power through this contract for Supply of Bulk Materials.

### **Good Governance**

Out of this consultation process, Council have established a panel of 8 instead of having only the 5 on our current contract.

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

- Delivery Program 2015-2019:

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

Strategy 1 – Strive for productivity improvement and efficiencies

Action – Encourage continuous improvement of Council's operations

- Operational Plan 2016/17:

Strategy – Develop internal processes for efficient services

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

Activities – Administer Council's Policies

### **Sustainability Assessment**

Strategic procurement requires accountability for the spending of Council funds which is justified, planned and transparent. Goods and services procured must be 'fit for purpose' and represent value for money while being socially responsible and ensuring probity in the procurement process.

Council can have a leading role through its procurement to encourage good practices by its suppliers by using its purchasing power to achieve environmental and social benefits and, at the same time, reduce its costs.



Out of our consultation process, Council have established a panel of 8 instead of having only the 5 on a current contract. Products from local quarries and local suppliers have been sourced. Better pricing has been offered to assist with financial sustainability.

Council have offered suppliers the opportunity to lodge pricing in relation to Council zones, dependent on where their depots are located, this may lower some pricing for some areas. Social and economic sustainability have played a large part in this contract allowing goods and services from our local community to be supplied to Council, benefitting both Council and the local economy.

<b>Item:</b>	7.3.1	<b>Ref:</b> AINT/2016/04747
<b>Title:</b>	Investigation of new potential gravel pits	<b>Container:</b> ARC16/0959
<b>Author:</b>	Director of Regional Infrastructure	
<b>Attachments:</b>	Nil	

**RECOMMENDATION:**

- a) That Council investigate potential new sources of gravel for road works across the new council area.
- b) That land owners be asked to indicate potential quarry sites on their land for investigation.
- c) That investigation costs be met from the ARC Merger Implementation Fund.

**Report:**

Armidale Regional Council currently operates thirteen registered gravel pits within the council area. Approximately 30,000 tonnes of natural gravel is extracted each year from these quarries and used for road maintenance, re-sheeting, rehabilitation and construction.

The reserves of reasonable gravel resources in the gravel pits are diminishing rapidly. For example, Perrott's pit which is regarded as having the best gravel materials near Armidale, will only last another five years at the current rate of extraction of the best quality material from this pit.

Council operates a fully equipped materials testing laboratory at the Armidale depot and employs one full time materials testing officer who provides a centralised materials testing facility across the whole council area.

Council is always on the look-out for new gravel resources. It pays to have a lot of pits spread all over the council area, so that haulage distances can be minimised, and therefore to maintain cost efficiencies in road works operations.

The need for additional gravel pits has become more apparent since amalgamation due to the sharing of resources and the operation of a centralised materials facility. This need for creating efficiencies in the cost of roadworks is also a primary goal of the amalgamation.

A key objective of the merger is to demonstrate that the new council will be stronger and more capable of better service provision. Searching for suitable road gravels is a vital aspect of the new council being able to deliver better road services. Therefore this search is viewed as a legitimate charge against the Merger Implementation Fund.

**Community Engagement and Internal Consultation**

Preliminary site investigations have already been undertaken at most of the ten proposed sites, in consultation with and with the permission of the relevant landowners.

Broader community engagement is now proposed in order to invite land owners to advise Council of potential gravel resources on their properties that might warrant investigation.

**Financial Implications**

Detailed site investigations and site establishment costs including fencing and environmental reports are estimated to cost approximately \$9000 per site on average.

The costs would be charged to AOF000172 Engineering ARC Council Merger, funded by part of the \$5m Council Implementation (merge) funding provided by the State Government at amalgamation, as a legitimate cost of sharing resources and creating efficiencies in road building expenses following the amalgamation.

**Good Governance**

The establishment and registering of quarries is a requirement of the EP&A Act, and includes environmental approval of the proposed operation.

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<b>Item:</b>	7.3.2	<b>Ref:</b> AINT/2016/04776
<b>Title:</b>	Access to 502 Dumaresq Dam Road	<b>Container:</b> P/23390
<b>Author:</b>	Director of Regional Infrastructure	
<b>Attachments:</b>	1. 502 Dumaresq Dam Rd access land adjustments	

**RECOMMENDATION:**

**That the applicant be informed that Council agrees in principle to:-**

- 1. the dedication as Public Road of part of Lot 96 DP755819, parts of Lots 2 & 3 DP1176218 and parts of Lots 126 & 127 DP755818, and**
- 2. the transfer of Crown Land through Lot 8 DP1023734 to Armidale Regional Council for Public Road,**

**on the understanding that the applicant is required to pay all legal and survey costs relating to the transfers, and that Council will not contribute to any costs of construction or future maintenance of an access road for the applicant on the land.**

**Introduction:**

Council has been approached by the owners of the property at 502 Dumaresq Dam Road concerning access to their property, requesting a transfer of lands at no cost to Council to resolve a long standing legal issue.

**Report:**

The current owners of the property at 502 Dumaresq Dam Rd purchased the property approximately 45 years ago, and since that time have gained access to their property via a dirt track through the Dumaresq Dam Recreation Area, believing it to be a public road based on a notation on an old parish map.

In consultation with Council staff and the local officer of the Lands Office, it has now been determined that the old parish map was incorrect. The track is not a public road, it is just a track through the Recreation Area which is owned by Council.

The owners' only means of legal access would involve a long circuitous route in rocky, hilly unformed country, on which it would be uneconomical to construct a road.

The Lands Office has offered to transfer several sections of crown land to Council, and if Council is prepared to allow the dedication of a strip of land along the edge of the Recreation Area to public road, this would resolve the issue for the owners at no cost to Council.

The proposed solution is illustrated on the attached drawing.

The owners have been advised that if Council agrees to the land transfers proposed, then all legal and survey costs would be their responsibility and Council will not contribute to any road works, or future maintenance of their access road.

This report simply requests at this time that Council agree to the proposal in principle, so that the owners can proceed with detailed survey, legal work and land transfers with confidence.

**Financial Implications**

No cost to Council.

**Good Governance**

The land transfers will address a long standing legal issue of access, while keeping through traffic away from the main areas of public recreation at Dumaresq Dam.

**Integrated Planning and Reporting Framework**

Not applicable

**Sustainability Assessment**

Any proposed clearing of land associated with construction of a new access road would be subject to approval of a development application with associated environmental assessment.

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**Item:** 7.3.3 **Ref:** AINT/2016/04820  
**Title:** 1668 Grafton Road - request for supply of gravel **Container:** S138-22-2016  
**Author:** Director of Regional Infrastructure  
**Attachments:** Nil

**RECOMMENDATION:**

- a) That Council give 28 days public notice of the proposal to provide financial assistance of \$3,762 to the owner of 1668 Grafton Road, Armidale, being the supply of 88 tonnes of gravel and 23 tonnes of rock spall for the purpose of extending the access track from Grafton Road to the property boundary; and
- b) That it be noted that the financial assistance is to be provided to the private individual so as to eliminate a potential traffic risk.

**Introduction:**

Council has received a request from the owner of 1668 Grafton Road for a financial contribution towards the cost of constructing a new access track to the property off Grafton Road (Waterfall Way). The requested contribution consists of the proposed supply by Council of 88 tonnes of gravel and 23 tonnes of rock spall at an estimated cost of \$3,762.

**Report:**

In April 2016, the owner of 1668 Grafton Road submitted a Development Application (DA-85-2016) to build a new residence on the property. The DA was approved in August 2016 with a condition that a new extended access track be constructed at the owner's expense, for the reason that the existing access point is too close to a crest of Grafton Road and consequently there is inadequate sight distance for safe exit from Grafton Road.

The property owner has presented the following information and has requested that Council consider contributing to the cost of the new access track:

- a) That in 1986 the land subdivision was approved by Dumaresq Shire Council with one condition that access was provided to Council's requirements. (This was done according to a Council employee).
- b) Then in 1996 Council upgraded Grafton Road with a significantly lowered crest and an acceleration lane. At the time of construction, the access to 1668 Grafton Road was reinstated at the same location. (This has been confirmed by reference to the road design drawings and measurements on site).

The property owner agrees that the existing access has inadequate sight distance from the crest and needs to be relocated. But he claims that Council was partially at fault for approving the access location in 1986, and for allowing it to be reinstated at the same location in 1996 when the road was upgraded. He has agreed to Council's DA condition that he relocate the access track to a new agreed location which is well clear of the crest, but he has requested that Council contribute to the cost of the work by providing gravel to extend the access track.

The quantities of gravel (88 tonnes) and rock spall (23 tonnes) proposed have a value of \$3,762 delivered to the site, based on actual adopted fees and charges.

The work proposed is on crown land (actually Travelling Stock Reserve), not on the property owner's private property. The owner has advised that he has sought approval of Local Land Services to carry out this work on the TSR. He will be asked to provide a copy of the approval for Council's records. The owner will also be reminded that the access track will not receive maintenance by Council, and he will be asked to sign a release against any future claim.

It is recommended that Council resolve to contribute the supply of the agreed quantity of gravel and rock as a contribution to works for the purpose of elimination of risk.

#### **Community Engagement and Internal Consultation**

At least 28 days public notice of the council's proposal to pass the necessary resolution is required before the financial assistance is provided.

#### **Financial Implications**

The estimated cost is \$3,762 and the financial assistance would be funded under the Section 356 Donations vote.

#### **Good Governance**

Section 356 of the NSW Local Government Act 1993 states that Council may, in accordance with a resolution of Council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under S356, until at least 28 days public notice of the council's proposal to pass the necessary resolution has been given.

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

Not applicable.

#### **Sustainability Assessment**

The relocation of the access road by the private landowner will eliminate a potential traffic hazard and the risk of future litigation.

**Item:** 7.3.4 **Ref:** AINT/2016/05637  
**Title:** Request to waive fees for the Black Gully Music festival **Container:**  
ARC16/0142  
**Author:** Director of Regional Infrastructure  
**Attachments:** 1. Request to waive fees Black Gully Music festival 2016

**RECOMMENDATION:**

**That Council provides a donation of \$342.50 to waive the associated fees for the event “Black Gully Music Festival” organised primarily by the Armidale Tree Group, scheduled to be held Sunday 12th November 2016 in accordance with S356 of the *Local Government Act 1993*.**

**Introduction:**

Organisers of the Black Gully Music Festival are planning a celebration on Saturday 12th November 2016, and have requested that the Council fees involved in hosting the event be waived.

**Report:**

Black Gully Music Festival has been an annual event for 6 years with organisers running a small music and arts festival free to the community in Black Gully behind NERAM, to celebrate the rehabilitation work that they have done in the creek and it is understood that this application will fund an “artist in residence” program.

There are many community organisations involved: primarily Armidale Tree group, NERAM, Sustainable Living Armidale and Landcare. Organisers use local musicians, who donate their time to the event. This year the festival will be on 12th November.

As a not-for-profit event the organisers is requesting the waiver of the following applicable fees:-

DA modification	\$142.50
Hire of Council’s events recycling trailer	\$180
Use of power	<u>\$20</u>
Total fees =	\$342.50

**Community Engagement and Internal Consultation**

The public exhibition for a period of at least 28 days in accordance with Section 356 and 610E of the *Local Government Act 1993*, is considered to be an appropriate level of consultation in order to seek feedback from the local community.

**Financial Implications**

Outside the Community Grants and Donations policy.

Modifications to a current DA is 50% of the original fee of \$285.00, the price to modify the current DA will be \$142.50. The cost for Council’s Events Recycling Large Trailer with 12 bins is \$180.



**Good Governance**

The waiving of fees must be placed on public exhibition for a period of at least 28 days in accordance with the Act and if submissions are received they must be considered by the council before being endorsed by the council.

**Integrated Planning and Reporting Framework**

The initial project for the rehabilitation work that they have done in the creek was a Community Vision, Delivery Program Strategies, Operational Plan Actions, Asset Management and Workforce Plan.

**Sustainability Assessment**

Council supports Community Groups and Organisations to build on the success of existing activities and events.

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<b>Item:</b>	7.3.5	<b>Ref:</b> AINT/2016/05660
<b>Title:</b>	Deed of Agreement with NSW Government for funding contribution of the Armidale Regional Airport terminal upgrade <b>Container:</b> A15/6873	
<b>Author:</b>	Director Regional Services	
<b>Attachments:</b>	1. CONFIDENTIAL- Restart NSW Funding Deed-(FINAL)-RNSW763-1_Armidale Airport-Stage 2 Terminal- <i>As this attachment deals with commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A (2)(d)(ii) of the Local Government Act 1993). Council closes this meeting in accordance with Council's Code of Meeting Practice, as consideration of this matter in open Council would be contrary to the public interest.</i>	

**RECOMMENDATION:**

- a) **That Council sign under seal a \$6.55Million funding Deed of Agreement between New South Wales government and Armidale Regional Council for the Armidale Regional Airport terminal upgrade.**
- b) **That Council formally convey to the NSW Government its appreciation for this funding support.**

**Introduction:**

Armidale Regional Council has confirmed one of its major strategic objectives is to increase the size and capacity of the present Armidale Regional Airport. To achieve such a number of projects need to happen. One project is the upgrade and extension of the existing airport terminal. Part funding of this work from the New South Wales government is the subject of this report.

**Report:**

The current airport terminal is now catering to 3 regulated transport providers who provide competitive direct flight schedules from Armidale to Sydney and Brisbane. The existing terminal serving 140,000 passengers per year is beyond capacity and needs to increase in size for the growing projected passenger demand. When completed in October 2017, the new terminal will not only provide terminal space to grow passenger numbers well beyond 200,000, but also space for future passenger/ baggage security screening and improved business facilities.

Council has completed design and is in the process of tendering the terminal construction.

To secure \$6.55Million of state funding, the attached Deed of Agreement between Council and the NSW government needs to be signed under seal. The Deed is treated as confidential as such contains market sensitive price data.

**Project Financial Implications:**

This NSW government grant coupled with 2016/2017 Council budget allocation and a previously announced federal grant contribution allows the project to proceed.

**Environmental Implications:**

Nil.

**Policy Issues:**

Nil.

**Social Implications:**

This project has been identified as a catalyst for significant economic activity in the region.

**Integrated Planning and Reporting:**

This work supports Delivery Plan 2014-2018 Strategy- Improve airport facilities.

**Risk Management Issues:**

Not applicable.

**Legal Issues:**

Nil

**Item:** 7.3.6 **Ref:** AINT/2016/05940  
**Title:** Guyra Aged Care Facility - Construction Tender Evaluation **Container:** G13/1  
**Author:** Director of Planning and Environmental Services  
**Attachments:** Nil

**RECOMMENDATION:**

- a) That Council note the quality of Tenders received for the new Kolora Aged Care Facility.
- b) That Council, having considered the tender documentation, the outcome of the assessment analysis and referee checks award the contract to construct the new Kolora Aged Care Facility in Guyra to O'Donnell & Hanlon Pty Ltd of Kempsey for the contract price (inclusive of all Mandatory Alternatives and exclusive of GST) of \$6,579,588.00.
- c) That Council includes all Mandatory Alternatives in the construction of the new Kolora Aged Care Facility in Guyra.
- d) That the Administrator and Interim General Manager be authorized to finalise the contractual documentation with the successful tenderer O'Donnell & Hanlon Pty Ltd., including the placement of the Council Seal as required.
- e) That all unsuccessful tenderers be advised of Council's decision and that they be thanked for the interest, time, and effort in submitting a tender.

**Introduction:**

Council undertook to carry out thorough in-house and independent research for the improvement of the operational efficiencies of the proposed new Kolora aged care facility to be constructed in Guyra. This evaluation led to a redesign of the proposed facility to produce a more operationally efficient facility to better suit the requirements of residents, staff and the community.

The re-design of the facility required the Council to re-advertise for the 'request for tender' for the construction of the 32 bed residential aged care facility in Guyra. The tender period for the project closed on 30 August 2016. Council accepted a total of six (6) tender applications.

The quality of Tenders was extremely high and all competitively costed providing Council with the difficult task of working carefully and meticulously through each individual Tender. This report provides the outcome of the tender assessment process with recommendations of the successful tender.

**Report:**

The construction of a new 32 bed Aged Care Facility in Guyra was in train prior to the merger between Armidale Dumaresq and Guyra Shire Council with early earthworks being completed.

To maximise efficiencies, external aged care consultants were engaged to review the original plan making a number of recommendations resulting in a new modified floorplan layout. As a result of the changes it was determined that new Tenders should be called.

At the conclusion of the Tender period 6 Tenders were received from:

- ATB Morton.
- Camporeale Holdings Pty Ltd.
- O'Donnell & Hanlon Pty Ltd.
- Rice Construction Group Pty Ltd.
- Sunwest Constructions Pty Ltd.
- TF Woollam & Son Pty Ltd.

A detailed tender assessment analysis was undertaken by the Assessment Panel.

The assessment matrix provided the following equally weighted outcome:

ATB Morton – 82.95%.

Camporeale Holdings Pty Ltd – 75.61%.

O'Donnell & Hanlon Pty Ltd – 97.75%.

Rice Construction Group Pty Ltd – 74.30%.

Sunwest Constructions Pty Ltd – 81.78%.

TF Woollam & Son Pty Ltd – 93.05%.

Following this detailed assessment, three tenders were further assessed and nominated referees contacted.

After considering the tender documentation, the completion of the assessment analysis, discussions with referees, previous experience in the construction of aged care facilities and similar sized projects, the assessment panel have recommended that the contract be awarded to O'Donnell & Hanlon Pty Ltd of Kempsey for the contract price (inclusive of all Mandatory Alternatives) of **\$6,579,588.00**.

This contracted price is within Council's allocated budget for the project.

### **Community Engagement and Internal Consultation**

The Guyra community were consulted in regard to the construction of the new Kolora Aged Care Facility and extensive internal discussions and involvement has been undertaken.

### **Financial Implications**

The funds for the construction of the new Kolora Aged Care Facility consist of grant funds, loan funds and Council reserve funds and the construction price is within the allocated budget.

### **Good Governance**

The tender process has been conducted in accordance with the Local Government Tendering and Procurement requirements and Council's Procurement Policies

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

The construction of the new Kolora Aged Care Facility is identified in the former Guyra Community Strategic Plan.

**Sustainability Assessment**

The redesign of the facility has taken a number of sustainability matters into consideration including energy and operations efficiencies and life cycle and maintenance costs.

**Item:** 7.3.7 **Ref:** AINT/2016/06165  
**Title:** Naming of Airport Facility after the late Mr Peter Moffatt **Container:**  
ARC16/0757  
**Author:** Administration Officer  
**Attachments:** Nil

**RECOMMENDATION:**

**That a new structure or other facility at the Armidale Regional Airport be named after the late Mr Peter Moffatt in recognition of his contribution to the development of the facility whilst he was a Councilor with the former Dumaresq Shire Council.**

**Introduction:**

The Administrator has asked that a report be brought forward for Council's consideration in relation to the contribution made by the late Peter Moffatt towards the development of the Armidale Regional Airport whilst he was a Councilor with the former Dumaresq Shire Council.

**Report:**

The late Peter Moffatt was elected to the former Dumaresq Shire Council in September 1977. The then Councilor Moffatt was a trained pilot and took an immediate interest in the airport and its operations and was duly appointed by Council to the Airport Sub Committee. He immediately became a driving force in regard to the airports future development.

He was instrumental in the following matters during his time with Council until his untimely death in June 1995.

- The establishment of an Airport Development Reserve Fund to ensure any operational surplus was held for future airport developments.
- Lobbied Council for a study to be carried out on ways to address the then approach height restrictions in inclement and adverse weather including carrying out personal research in his own time and expense.

Following detailed investigations into this matter, Council in the early 1990's sought assistance from the private sector both locally and overseas on the latest aviation industry solutions to address the approach problems. The Pelorus Company located in Calgary, Canada was approached through its owner Mr Ed Fitzhenry to provide advice due to that locality having similar problems to Armidale.

Following a competitive tendering process in association with the then National Government Aviation and Weather Authorities, Council purchased and installed the following equipment:

- Precision Approach Path Indicator Lighting (PAPI).
- Runway End Identification Lighting System (REILS).
- Automated Weather Observation Station (AWOS).
- Upgraded Runway Lighting.

Council also purchased additional adjoining land (“Croft” and “Orchardfield” properties to the south) for future airport related developments.

Eventually the National Aviation Authorities allowed airport approaches down to a height which ensured a major improvement in the number of aircraft landing during adverse weather and less diversions to the Tamworth Regional Airport. Cr Moffatt took a personal interest in the development of the new systems which were the first of their kind in Australia.

Cr Moffatt continued his interest in the development of the airport as he saw it as necessary infrastructure for the development of the New England Region’s commerce and tourism potential.

He also took his interests on behalf of Council and the community to a national level being appointed a delegate to the Australian Airport Owners Association. He also served on the Association’s National Executive Committee for some years where he promoted the importance of regional airports using Armidale Regional Airport as an example.

In the late 1990s, the then Dumaresq Shire Council undertook the construction of a new terminal building for the airport which completed the upgrade of the related infrastructure under the then airport development plans. Cr Moffatt’s contribution to the improvements completed during the 1990s is reflected in a facility which to now has catered for regional air services. He would, given his contribution to the previous upgrade be no doubt impressed with the new plans currently underway to further improve the facilities.

**Community Engagement and Internal Consultation**

Nil.

**Financial Implications**

Nil.

**Good Governance**

Not applicable.

**Integrated Planning and Reporting Framework**

Not applicable.

**Sustainability Assessment**

Not applicable.





<b>Item:</b>	7.3.8	<b>Ref:</b> AINT/2016/06041
<b>Title:</b>	Recognition of Mr Ted Mulligan	<b>Container:</b> ARC16/0134
<b>Author:</b>	Director of Regional Infrastructure	
<b>Attachments:</b>	1. Representation of Mr Lindsay Mulligan by Hon Barnaby Joyce regarding naming a Guyra recreational facility after his father for providing many decades of service to equestrian and cricket activities	

**RECOMMENDATION:**

- (a) **That Mr Ted Mulligan be honoured with presentation of keys to the town of Guyra in recognition of his many years of service and extraordinary contribution to a large number of Guyra organisations, and**
- (b) **That The Hon Barnaby Joyce MP, Federal Member for New England and Deputy Prime Minister be invited to make the presentation.**

**Introduction:**

Within the attachment is a letter from The Hon Barnaby Joyce MP supporting a request from Mr Ted Mulligan's family for some recognition of his many decades of dedicated service to the community of Guyra.

**Report:**

Mr Ted Mulligan turns 100 on 15 November 2016. The Mulligan family has requested that consideration be given for appropriate recognition of Mr Mulligan's long time service to the community of Guyra and suggested that the naming of a facility at the Guyra Showground may be appropriate.

The Guyra Showground Advisory Committee were consulted and their response was that Mr Mulligan's contributions to the community have gone way beyond the showground, and their recommendation is that he be recognised by a ceremonial presentation of the keys to the town of Guyra.

**LIST OF ACHIEVEMENTS**

***Guyra Show Society***

- Patron and Life Member
- Member for approximately 80 years
- Committee member for 67 years
- Opened 2013 Guyra Show

***Guyra Pony Club***

- Patron and Life Member

- Foundation member
- Member for 58 years (since Pony Club foundation)
- Past President

***Zone 13 Pony Club Association (New England Region)***

- Patron and Past President

***Australian Stock Horse Society***

- Foundation member of the New England Branch of the Society

***Guyra Polocrosse Club***

- Foundation member

***Royal Agricultural Society Shows, Sydney and Brisbane***

- Regular contributor and competitor for over 50 years

***Guyra District Cricket Association***

- Patron and Life Member
- Past President

***Northern Tablelands Cricket Association***

- Patron
- Regularly organised and managed cricket teams at the Brisbane Country Week Cricket Carnival

***Guyra Sub Branch of the Returned Services League (RSL) of Australia***

- Patron
- Past President
- Member for 64 years
- Helped veterans and their families as a welfare officer.
- Instigated the establishment of the War Memorial Gardens at the RSL Hall.
- Returned soldier after serving in New Guinea in the 2<sup>nd</sup> World War.

***Australian Light Horse Association***

- Joined 1938
- Represented the Light Horse Association at the dedication of a memorial to Australian soldiers at Beersheba, Israel in 2008.
- Until 2014 regularly represented the Association in horse ridden displays such as Remembrance Day parades

***Other***

- Awarded the ***Medal of the Order of Australia (OAM)*** in the 2006 Queen's Birthday Honours List. The Medal was awarded for services to the community of Guyra through sporting, agricultural and ex-service organisations.
- ***Guyra Citizen of the Year – 2008***. Awarded for outstanding contributions and support for numerous Guyra and District organisations.
- ***NSW Seniors Week – Guyra Local Achievement Award – 2014***. Awarded for Ted's outstanding long-term contribution to the Guyra community.

- Ted has been a staunch supporter of the St Mary of the Angels School and Catholic Church, Guyra. He has been a key organiser and contributor to fund raising activities.
- Primary contributor in the establishment of school bus runs in the 1960's from rural areas within the Guyra area.
- Justice of the Peace for over 60 years.

#### **Community Engagement and Internal Consultation**

Council staff have consulted with the Mulligan family and with the Guyra Showground Advisory Committee prior to preparing this report. The family advised that they would like the presentation to be a surprise for Mr Mulligan, and for that reason hope that this report is not released to the media.

#### **Financial Implications**

The estimated cost to Council for a ceremonial key is expected to be approximately \$20, to be charged to Aged Care Services.

#### **Good Governance**

Council does not have an adopted policy or procedure to govern the way requests for presentation of keys to the city are dealt with. Similar requests in the past have been dealt with ad hoc by way of report to Council.

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

Not applicable

#### **Sustainability Assessment**

Not applicable

**Item:** 7.3.9 **Ref:** AINT/2016/05385  
**Title:** Tender CCTV Inspection for Sewer and Stormwater Mains 2016  
**Container:** ARC16/0223

**Author:** Director Regional Services

**Attachments:** 1. Tenders received CCTV Inspection for Sewer and Stormwater Mains- *As this attachment deals with commercial information of a confidential nature which, if disclosed, confers a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c) of the Local Government Act 1993). Council closes the meeting, in accordance with Council's Code of Meeting Practice, as consideration of this matter in open Council would be contrary to the public interest.*

#### **RECOMMENDATION:**

**That Council accepts the tender from the Fenech Group Pty Ltd for CCTV inspection of sewers and stormwater pipes as, having regard to all the circumstances, is the most advantageous to Council.**

#### **Introduction:**

Council owns hundreds of kilometres of sewer and stormwater pipes. To enable maintenance and renewal of these pipes to be targeted in the most cost effective way it is essential to know the condition of these underground assets and this condition information is gathered using remote-controlled Closed Circuit Television (CCTV) equipment to identify defects in the pipes. This data has enabled Council to proactively develop renewal strategies that are responsive and cost effective.

In accordance with Council's Operational Plan 2016-2017, tenders for CCTV inspection of sewer and stormwater pipe in Armidale and Guyra were invited. Council received ten tenders for the work and this report recommends the acceptance of the one most advantageous to Council.

#### **Report:**

In order that repair and renewal spending on Council's gravity sewer and stormwater pipes is targeted to best effect, it is essential that the physical condition of the pipes is known. This is achieved by jet cleaning the pipes and deploying a remote-controlled CCTV camera to find defects such as cracks, root intrusion, displaced pipe joints and faulty junctions. Pipes are then ranked by their condition to guide renewal spending. CCTV inspection is specialist work performed most efficiently by contractors.

Under delegated authority the General Manager determined that open tendering was the appropriate tendering method for this work. In August 2016 tender documents were posted on Tenderlink for a Schedule of Rates contract to undertake the CCTV inspection of 16.3 kilometres of sanitary sewers in Armidale and Guyra and 4.6 kilometres of stormwater pipes in Armidale.

Tenders closed on the 30 August 2016 and the following ten tenders were received. All prices are GST inclusive.

### **Community Engagement and Internal Consultation**

Proposed CCTV inspection is listed in the Operational Plan 2016/17 which was on public exhibition. Sound customer management skills and respect for property are an essential part of the contract as most of the sewers to be inspected cross private land. Internal consultation led to the inclusion of stormwater inspections in Armidale and sewer pipes in Guyra in the same contract thereby reducing the cost of contract administration.

### **Financial Implications**

Funds for the work were included in the Operational Plan 2016/17. Funding for the component in Guyra was originally allocated to repair sewer manholes but subsequently the need for this work has been reduced which has enabled funding to be redirected towards condition assessment of critical sewers. An adjustment will be made in the 1<sup>st</sup> quarter review.

### **Good Governance**

Estimated expenditure for the work was \$150,000 and hence the process for open tenders was followed per NSW Local Government (General) Regulation 2005 Part 7.

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

Condition assessment of sewer by CCTV is one of the activities listed in Council's Operational Plan 2016/17 to maintain sewer assets in line with the Asset Management Plan.

### **Sustainability Assessment**

The CCTV data helps Council develop maintenance and renewal strategies that are targeted, responsive and cost effective. Jet cleaning of pipes will help increase their life span and also increases the hydraulic capacity which in turn helps reduce the incidence of overflows and hence environmental harm.

<b>Item:</b>	7.4.1	<b>Ref:</b> AINT/2016/05891
<b>Title:</b>	Armidale Cup - 20 March 2017	<b>Container:</b> ARC16/0483
<b>Author:</b>	General Manager	
<b>Attachments:</b>	1. Letter - Armidale Jockey Club - Armidale Cup race day - 16 June 2016 2. Armidale Cup Submissions - Summary	

**RECOMMENDATION:**

- (a) That Council applies to the Department of Industrial Relations for a half day Local Event Day from 12-5pm on Monday, 20 March 2017.**
- (b) That a letter be sent to the key stakeholders advising them of Council's resolution and that the decision be advertised.**

**Introduction:**

Public submissions and comments were called for after the Council meeting held on 10 August 2016 in regard to proclaiming the Armidale Cup a Local Event Day or a Public Holiday.

**Report:**

Following the report considered by Council at its meeting held on 10 August 2016, an advertising campaign was implemented to advise the community and key stakeholders. Comments and public submissions were sought in regard to the request from the Armidale Jockey Club to seek to have the Armidale Cup Day proclaimed as a half day Public Holiday in 2017:

- A letter to key stakeholders was sent inviting them to make submissions to Council
- An advertisement was placed in the local paper
- The public exhibition material was placed on the Armidale Regional Council website

The exhibition period concluded at 5:00pm on Wednesday, 14 September 2016.

Council received 48 formal submissions, 30 in support of the half day public holiday, and 18 opposing the half day public holiday; a summary of submissions is attached to this report for the consideration of Council.

Assessment of the submissions have indicated that the granting of a half day public holiday will have detrimental impacts on essential services such as schools, aged care provides, and other key businesses within the Armidale City boundary. Consideration of these factors should be given greater weighting due to the potential safety concerns raised by the schools for the care of children, and the cost burden on funded organisations that must continue to provide their service.

The points raised by the business community about the negative impacts to their productivity do resonate with Council, and the argument that the business community should not be required to prop up a social event is valid.

While it is unfortunate that this community event does not receive adequate support by local community members through the taking of annual leave or other entitlements, the recommendation is not to impose unwarranted costs on the business community to provide a stimulus to one sporting event in the Armidale Region. Instead a local event day is recommended as a reasonable compromise.

**Financial Implications:**

The gross wages cost for the day in respect to Council staff, should the Armidale Cup be declared a half day Public Holiday will be approximately \$30,000.

**Environmental Implications:**

No environmental issues have been considered.

**Policy Issues:**

No Council policy applies.

**Social Implications:**

The Armidale Jockey Club has advised in the last 3 years people have not attended the event, due to their being no public holiday declared, with a recorded decrease in attendance from approximately 3000 to less than 1000 in 2016.

However, if Council were to apply for a half day Public Holiday, staff required to work on the day would be entitled to payment of penalty rates between the hours of 12:00 noon and 5:00pm.

**Integrated Planning and Reporting Issues:**

No IP&R strategies are applicable.

**Risk Management Issues:**

Not applicable.

**Legal Issues:**

*Public Holidays Act 2010, Part 3:*

Section 5 Additional public holidays

- (1) The Minister may by order published on the NSW legislation website declare a specified day or part-day in a particular year to be a public holiday. The order must be published at least 7 days before the public holiday.
- (2) The order can declare a public holiday for the whole State or for a specified part of the State.
- (3) The Minister may by order published on the NSW legislation website cancel a public holiday declared under this section. The order must be published at least 7 days before the public holiday.

Section 8 Local event days

- (1) The Minister may by order made at the request of the council of a local government area declare a specified day or part-day to be a local event day in the local government area or in a specified part of the local government area.



- (2) The Minister is not to declare a local event day unless satisfied that the day or part-day is, and will be observed as, a day of special significance to the community in the area concerned.
- (3) The order declaring a local event day must be published on the NSW legislation website at least 7 days before the local event day.
- (4) The declaration of a local event day does not make the local event day a public holiday.

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**Item:** 7.4.2 **Ref:** AINT/2016/05971  
**Title:** Youth Strategy and Action Plan 2016-2020 **Container:** ARC16/0234  
**Author:** Manager Community Services  
**Attachments:** 1. 2016-2020 ARC Youth Strategy & Action Plan  
2. 2016 Youth Forum Report

**RECOMMENDATION:**

- a) **To endorse the Youth Strategy & Youth Action Plan 2016-2020 and consider in future budgets.**
- b) **To note the 2016 Youth Forum Report.**

**Introduction:**

In July 2016 a Youth Forum was held in the Armidale Town Hall providing an opportunity for youth in the Armidale region to speak directly to Council about their issues and concerns. Youth were widely represented from throughout the region including representatives from the Guyra Central School.

The information gathered from the 2016 Youth Forum has informed the revision of the Youth Strategy and the Youth Action Plan and overall budget.

**Report:**

Every two years a Youth Forum is held in Armidale inviting youth from across the region to come and discuss directly with Council what their concerns and issues are. The Forum is coordinated by Council's Youth Services Coordinator in partnership with Council's Youth Council. The Youth Council decided to engage Mr Adam Blakester from Starfish Enterprises to assist them facilitate the Forum.

This is Council's third Youth Forum. A Youth Forum is held every 2 years in Armidale with the aim of bringing youth together to collectively discuss their issues and concerns and for this information to be used by the Youth Services Coordinator to develop a Youth Strategy and Youth Action Plan for Council.

Dr Tiley addressed the Forum advising youth of his new role in Council and importantly pointing out to youth their vital role in the region and in the development and future of the region.

A revised Youth Strategy & Action Plan for 2016-2020 is attached. The Youth Council has worked with the Youth Services Coordinator to complete a report on the 2016 Youth Forum.

The Action Plan has a budget covering 4 years. These annual budgets are as follows and cover youth services across the Armidale region:-

2016/2017 \$14,000

2017/2018 \$14,000

2018/2019 \$37,000 (*this budget delivers a Youth Forum; the Youth Opportunities Expo and a Youth Festival in that year*)

2019/2020 \$14,000.

There is also an annual wages and oncosts budget for Youth Services totalling \$100,500.

#### **Community Engagement and Internal Consultation**

The Community Engagement Strategy will assist with identifying specific methods of communication to engage youth.

#### **Financial Implications**

2016/2017 \$14,000

2017/2018 \$14,000

2018/2019 \$37,000 (*this budget delivers a Youth Forum; the Youth Opportunities Expo and a Youth Festival*)

2019/2020 \$14,000.

There is also an annual wages and oncosts budget for Youth Services totalling \$100,500.

#### **Good Governance**

Endorsing the Youth Action Plan provides guidance to the community, Council and staff as to Council's commitments toward Youth activities going forward. It provides directions and provides the guidance for financial forecasting and continuity of programs.

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

The 4 year Youth Strategy & Action Plan will link directly into the 4 year Delivery Plan and the annual Operational Plan. The actions from the Action Plan will form part of the Youth Services Coordinator's KPI's.

#### **Sustainability Assessment**

There needs to be a commitment to provide an annual budget allocation to ensure ARC can show strong leadership within the local Youth Services Sector as well as continue to engage with youth providing them with a direct link and voice to Council.



**Item:** 7.4.3 **Ref:** AINT/2016/05992  
**Title:** 19th Biennial NSW Weeds Conference - Sponsorship Proposal  
**Container:** ARC16/0202  
**Author:** Economic Development Project Officer  
**Attachments:** Nil

**RECOMMENDATION:**

- a) **That council approves the request for sponsorship from New England Weeds Authority for the 19<sup>th</sup> Biennial NSW Weeds Conference to be hosted in Armidale 16-19 October 2017.**
- b) **That council budgets \$10,000+GST in the 2017-2018 financial year to be a Gold Sponsor for the conference with the associated benefits as detailed in the Sponsorship Prospectus.**

**Introduction:**

New England Weeds Authority bid and won the rights to host the 19<sup>th</sup> Biennial NSW Weeds Conference in Armidale. The Conference is to be held on campus at the University of New England, 16-19 October 2017. Council has been approached to become an event sponsor. It is anticipated that the conference will be attended by some 300 delegates.

**Report:**

The conference attracts the state's weeds professionals and related industry representatives, researchers, market and industry analysts, government officials and policy makers to showcase their work, network ideas and share in a vision for the future of the weeds industry.

The conference will generate positive media for both Armidale and the University in an area of strength, Environmental and Rural Sciences. The approximate 900 room nights generated and associated delegate spend will be to the benefit to the local economy.

**Community Engagement and Internal Consultation**

Aligns with the community strategic Plan.

**Financial Implications**

Council to budget for the value of the sponsorship (\$10,000 exc. GST) in its 2017-2018 financial year.

**Good Governance**

Council to work with the Conference Organising Committee to ensure delivery of the sponsorship benefits as detailed in the sponsorship proposal.

**Integrated Planning and Reporting Framework**

Conference sponsorship is identified in the 2011 Tourism Strategy.

**Sustainability Assessment**

Positive benefits to the local economy though the estimated 900 room nights plus other delegate spending.



**Item:** 7.4.4 **Ref:** AINT/2016/06009  
**Title:** Sponsorship of "Opera in the Paddock" 2017, Lazenby Hall **Container:**  
ARC16/0202  
**Author:** Economic Development Project Officer  
**Attachments:** Nil

**RECOMMENDATION:**

- a) **That Council sponsors Opera in the Paddock for one performance to be held in Lazenby Hall, March 2017 and to facilitate masterclasses in Armidale.**
- b) **That council sponsors to the value \$10,000 exc. GST and receives the benefits as detailed in the Sponsorship Proposal.**

**Introduction:**

April 2016 saw the first weekend of Opera in the Paddock with Armidale hosting the Friday evening followed by Saturday at Delungra near Inverell. Opera North West will once again be providing a double bill in March 2017 for which council has received a request for sponsorship funding.

**Report:**

Opera in the Paddock is an established event in the New England calendar having run for more than ten years in Delungra. 2016 saw the staging of the first event in Armidale. The program selection will comprise opera arias, ensembles, selections of operetta & musicals with the concert lasting a total of 2 hours 30 minutes, including a 20 minute interval.

The event provides local and regional talent as well as emerging artists the opportunity to perform alongside established professional performers. The orchestra includes many local musicians.

A series of masterclasses will be offered covering string, vocal and conducting; they will be of benefit to groups such as the Armidale Youth Orchestra, ensembles as well as individuals. The masterclasses are to be hosted by Jenny Nickson, Deputy Leader Royal Opera House, Covent Garden, Bradley Daley, tenor and Tim Sexton, CEO State Opera of South Australia.

**Community Engagement and Internal Consultation**

Hosting of the event in Armidale will allow for locals to experience live classical music as well as offering masterclasses for emerging talent.

**Financial Implications**

Event sponsorship is budgeted in the current financial year.

**Good Governance**

The event first ran in 2002 and staged across more than 12 years. Opera North West has a proven event strategy and plan.

**Integrated Planning and Reporting Framework**

The event aligns with the Community Strategic Plan and Tourism Strategy.

**Sustainability Assessment**

Whilst the event has potential to attract a limited number visitors from the coast it does generate significant media interest and aligns with Armidale's reputation as a city for the arts and culture.



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<b>Item:</b>	8.1	<b>Ref:</b> AINT/2016/04951
<b>Title:</b>	Environmental Sustainability Advisory Committee - Minutes of the meeting held 18 August 2016	<b>Container:</b> ARC16/0864
<b>Author:</b>	Director of Planning and Environmental Services	
<b>Attachments:</b>	1. Minutes - Environmental Sustainability Committee - 18 August 2016	
	2. Environmental Sustainability Advisory Committee - Terms of Reference DRAFT	

**COUNCIL RECOMMENDATION:**

- a) That the Terms of Reference for the Armidale Regional Council Environmental Sustainability Advisory Committee be recommended for endorsement with the following alterations:

Purpose: First dot point under primary responsibilities to read as follows:

- *provide advice on environmental sustainability issues such as **water, air and soil quality**, climate change adaptation and mitigation, sustainable transport, local food, sustainable business, waste **management** ~~minimisation~~, water management and local biodiversity management;*

- b) That the Committee has responsibility as its foremost purpose the development of the Armidale Regional Council Sustainability Strategy and note that a Consultants Brief is being prepared.
- c) That the Committee's Terms of Reference be amended to reflect (b) above and the committee be advised accordingly.
- d) That Expressions of Interest be sought from interested people wishing to join the Advisory Committee, especially representatives from the Guyra and Tingha areas.

**COMMITTEE RECOMMENDATION:**

That the Minutes of the Environmental Sustainability Advisory Committee meeting held on 18 August 2016 be noted and the following recommendations endorsed:

- a) That the Terms of Reference for the Armidale Regional Council Environmental Sustainability Advisory Committee be recommended for endorsement with the following alterations:

Purpose: First dot point under primary responsibilities to read as follows:

- *provide advice on environmental sustainability issues such as **water, air and soil quality**, climate change adaptation and mitigation, sustainable transport, local food, sustainable business, waste **management** ~~minimisation~~, water management and local biodiversity management;*

- b) That the Committee support the development of the Armidale Regional Council Sustainability Strategy and note that a Consultants Brief is being prepared.

- c) That Expressions of Interest be sought from interested people wishing to join the Advisory Committee, especially representatives from the Guyra and Tingha areas.**

**Item:** 8.2 **Ref:** AINT/2016/05240  
**Title:** Regional Marketing and Growth Advisory Committee - Minutes - 6  
September 2016 **Container:** ARC16/0169  
**Author:** General Manager  
**Attachments:** 1. Minutes - Regional Marketing and Growth Advisory Committee - 06  
September 2016

**RECOMMENDATION:**

**That the Minutes of the Regional Marketing and Growth Advisory Committee meeting held on 6 September 2016 be noted and the following recommendations endorsed:**

- a) **That the report from Council Officers on the Economic Development and Tourism Strategy Action Plans status be noted.**
- b) **That the report on the REOIP project as commenced by Department of Industry be noted and that any additional projects be identified for future discussion with the NSW Government Department of Industry.**

**Item:** 8.3 **Ref:** AINT/2016/05676  
**Title:** Armidale Regional Sports Council - Minutes of the meeting held 7 September 2016 **Container:** ARC16/0330  
**Author:** Director of Regional Infrastructure  
**Attachments:** 1. Minutes - Sports Council - 07 September 2016 Special

**RECOMMENDATION:**

- (a) That the Minutes of the Armidale Regional Sports Council Committee meeting held on 7 September 2016 be noted.
- (b) That the Terms of Reference and the Management Plan be endorsed.
- (c) That Jess Sisson and Jason Campbell be nominated as the two Guyra Sports Council Sub Committee representatives on the Regional Sports Council Executive Committee.
- (d) That Stephen McMillan and Michael Porter be nominated as the two Armidale Sports Council Sub Committee representatives on the Regional Sports Council Executive Committee.
- (e) That Council endorse the increase for the small grant funding from \$8,000 to \$10,000 to cover the increase in grant applications that are expected to come from Guyra sporting community.
- (f) That the Sports Council endorse the Small Grant funding applications for Janine Widders, Madison Moran and Joy Harrison.
- (g) That if the application for funding through the Stronger Community grant is not successful, Armidale Regional Sports Council will provide a \$5,000 donation to secure the Mountain Bike National rounds for Armidale for a period of three years.
- (h) That the remaining allocated funds for the Sportsground change rooms be diverted to the Indoor Cricket and Netball Venue project.
- (i) That Armidale Regional Sports Council support the Armidale Cricket Association and release up to \$30k of the funds to help secure the funding application made to NSW Cricket for the Indoor Cricket and Netball Venue project.

**Item:** 8.4 **Ref:** AINT/2016/05822  
**Title:** Community Safety Advisory Committee - Minutes of the meeting held on 13 September 2016 **Container:** ARC16/0560  
**Author:** Director of Planning and Environmental Services  
**Attachments:** 1. Minutes - Community Safety Advisory Committee - 13 September 2016

**RECOMMENDATION:**

**That the Minutes of the Community Safety Advisory Committee meeting held on 13 September 2016 be noted and the following recommendations endorsed:**

- a) **That the Community Safety Advisory Committee's working party meet with Kate Thomas to discuss creating a new ad to publicise the new legislation about providing alcohol to minors.**
- b) **That Council submit an application for Stronger Community Funding to fund the ads.**
- c) **That the issue of speeding cars, parking congestion and high pedestrian traffic outside of the PCYC is raised with the Traffic Committee to request another traffic study (not during the school holidays).**

**Item:** 8.5 **Ref:** AINT/2016/05847  
**Title:** Gayinyaga - Minutes of the meeting held on 14 September 2016  
**Container:** ARC16/0605  
**Author:** Director of Planning and Environmental Services  
**Attachments:** 1. Minutes - Gayinyaga Committee - 14 September 2016

**RECOMMENDATION:**

**That the Minutes of the Gayinyaga Committee meeting held on 14 September be noted and the following recommendations endorsed:**

- a) **The committee recommended to Council that the application be supported for the sum of \$200 for Alistair Faulkner to attend PSSA.**
- b) **That a late application submitted by Tracy Hyatt is considered and that a similar amount of \$200 is also provided for Shae-Leigh Vale to attend the PSSA.**
- c) **That Steve Widders draft some words for the memorial plaque for the committee and Aboriginal community to consider.**