



ORDINARY MEETING OF COUNCIL

Held on

Wednesday, 22 September 2021
4pm

at

Armidale Council Chambers

PRESENT: Councillor Ian Tiley (Mayor), Councillor Debra O'Brien (Deputy Mayor), Councillor Peter Bailey, Councillor Jon Galletly, Councillor Andrew Murat, Councillor Margaret O'Connor, Councillor Dorothy Robinson.

IN ATTENDANCE: Mr James Roncon (General Manager), Mr Damien Connor (Chief Officer Corporate and Strategy), Mr Daniel Boyce (Chief Officer Sustainable Development), Mr Alex Manners (Chief Officer Assets and Services), Ms Jessica Bower (Executive Officer) and Ms Melissa Hoult (Executive Officer).

MINUTES

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(General Manager's Note: The report considers a tender and is deemed confidential under Section 10A(2)(d) of the Local Government Act 1993, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret).

1. CIVIC AFFIRMATION AND ACKNOWLEDGEMENT OF COUNTRY

Cr Bailey delivered the Civic Affirmation.

Cr O'Brien delivered the Acknowledgement of Country.

The Mayor held a one minute silence for Kathy Partridge.

2. STATEMENT IN RELATION TO LIVE STREAMING OF COUNCIL MEETINGS

The General Manager delivered the statement.

3. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS - NIL

4. DISCLOSURES OF INTEREST

Name	Item	Nature of Interest	Reason/Intended Action
Cr Galletly	15.1	<input type="checkbox"/> Pecuniary <input type="checkbox"/> Non Pecuniary – Significant Conflict <input checked="" type="checkbox"/> Non Pecuniary – Non Significant Conflict	Reason: Nil stated. Intended action: Remain in the Chamber

5. CONFIRMATION OF MINUTES

CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25 AUGUST 2021

344/21

RESOLVED

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

Moved Cr Robinson

Seconded Cr Galletly

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

6. MAYORAL MINUTE

6.1 Mayoral Minute: General Manager's Performance Review Ref: AINT/2021/32167 (RON.J)

345/21

RESOLVED

That Council:

Note and endorse the Review Panels assessment of the General Managers 2021-22 Mid-Term Performance Review as 'Excellent' with an overall average rating of 8.64 out of 10, noting that the majority of KPI's were assessed as 'Areas of Strength'.

Moved Cr Tiley

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

6.2 Mayoral Minute: 2021 New England/Northern Inland Volunteer of the Year Awards

Ref: AINT/2021/32848 (ARC16/0025)

346/21

RESOLVED

That Council convey congratulations to Gretel Kempster, Michael Kean and Community Radio 2ARM on their 2021 New England/Northern Inland Volunteer of the Year Awards and their valuable contributions to community as volunteers.

Moved Cr Tiley

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

6.3 Mayoral Minute: First Nations Men's Behaviour Change Program - Armidale Community Taskforce

Ref: AINT/2021/32863 (ARC16/0025)

347/21

RESOLVED

That Council convey its support of the current initiative to establish a First Nations Men's Behavioural Change Program and the Mayor of the day be Council's delegate to the Taskforce.

Moved Cr Tiley

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

6.4 Mayoral Minute: Developer Infrastructure Contributions

Ref: AINT/2021/33167 (ARC16/0025)

348/21

RESOLVED

That Council make urgent representations to the NSW Treasurer, Hon Dominic Perrottet, the Minister for Planning and Public Spaces, Hon Rob Stokes, and Council's State Parliamentary Representative and Minister for Agriculture Hon Adam Marshall, conveying Council's opposition to the proposed legislative changes to developer infrastructure contributions and requesting that the Environmental Planning and Assessment Amendment (Infrastructure Contributions) Bill as it stands be withdrawn.

Moved Cr Tiley

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

7. NOTICES OF MOTION – NIL

8. LEADERSHIP FOR THE REGION

8.1 Notice of intention to vary the Performance Improvement Order

Ref: AINT/2021/32168 (ARC21/4482)

349/21

RESOLVED

That Council:

- a. Note the Minister's Intention to Vary the Performance Improvement Order as it relates to Armidale Regional Council.
- b. Note that the position of Financial Controller and Temporary Advisor, at a cost of \$15,000 per month plus travel expenses, will continue through to 4 December 2021.
- c. Note the requirement for a further and final compliance report by 4 December 2021.

Moved Cr Robinson

Seconded Cr O'Brien

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

8.2 Review of Council's Integrated Planning and Reporting documents

Ref: AINT/2021/30904 (ARC17/1962)

350/21

RESOLVED

- a. That Council endorse the project overview and associated engagement program for the review and rebuild of the Councils Integrated Planning and Reporting suite of strategic documents as outlined in this report.
- b. That Council add as a key principle that the community strategic plan should be based on recognition of climate change as an overarching risk across all elements of the quadruple bottom line and appropriate mitigation and adaptation responses be outlined in the plan and embedded in the process.
- c. As background information, the ARMIDALE PLAN 2040 (Masterplan Final Report), forum discussions and public submissions (omitting any that requested confidentiality) be made available on Council's website.

Moved Cr Robinson

Seconded Cr O'Brien

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

8.3 LGNSW Annual Conference 2021

Ref: AINT/2021/28827 (ARC16/0144)

351/21

RESOLVED

- a. That in addition to the Mayor, two Councillors be appointed as Council's voting delegates for the one-hour Local Government NSW (LGNSW) Annual Conference, to be held online on Monday 29 November 2021,
- b. That the process for appointment be by show of hands;
- c. That it be noted that the LGNSW Special Conference is being held Monday 28 February through Wednesday 2 March 2022,
- d. That Councillors provide proposed motions for the LGNSW Special Conference to the General Manager by close of business 15 October 2021, which will then be reported to the October Ordinary Council Meeting for consideration; and
- e. That a report be submitted to the newly elected Council following the 4 December 2021 election, to appoint voting delegates and call for motions for the LGNSW Special Conference.

Moved Cr O'Connor

Seconded Cr O'Brien

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

SUPPLEMENTARY MOTION

Nominations were called for item (b.) for the voting delegates for the Local Government NSW (LGNSW) Annual Conference to be held on 29 November 2021.

RESOLVED

That Deputy Mayor O'Brien and Cr O'Connor be confirmed as Council's additional voting delegates.

9. GROWTH, PROSPERITY AND ECONOMIC DEVELOPMENT

9.1 2020-21 Draft Financial Statements - Refer to Audit

Ref: AINT/2021/31307 (ARC16/0001-6)

352/21

RESOLVED

- A. Council endorse the 2020-21 draft financial statements as:
 1. being prepared in accordance with:
 - the *Local Government Act 1993* (as amended) and the Regulations made there under;
 - the Australian Accounting Standards; and
 - the Local Government Code of Accounting Practice and Financial Reporting.
 2. presenting fairly the Council's operating result and financial position for the year; and
 3. being in accord with Council's accounting and other records.
- B. Council confirm it is not aware of any matter that would render the draft financial statements being prepared as being false or misleading in any way;
- C. Council endorse the Draft Financial Statements be referred to audit upon completion of quality review by Council's Executive Leadership Team and Audit, Risk and Improvement

Committee;

- D. Council delegate authority to the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to sign the 'Statement by Council and Management' for inclusion within the draft financial report;
- E. Council delegate authority to the General Manager to finalise the date at which the auditor's report and financial statements are to be presented to the public;
- F. Council delegate authority to the General Manager to set the 'authorised for issue' date upon receipt of the auditor's report; and
- G. The Audited Financial Statements be presented to the November 2021 Ordinary Council meeting.

Moved Cr O'Connor

Seconded Cr Murat

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

9.2 Public Exhibition of Renewable Energy Policy

Ref: AINT/2021/31049 (ARC20/4286)

353/21

RESOLVED

That Council endorse the draft Renewable Energy Policy and place it on public exhibition for comment for a period of 28 days.

Moved Cr Robinson

Seconded Cr O'Brien

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

FOR INFORMATION: 9.3 Black Summer Bush Fire Grant Submission - Notification of Council projects submitted for grant funding

Ref: AINT/2021/31258 (ARC20/4302)

354/21

Moved Cr Bailey Seconded Cr Murat

That Council endorse the following applications being submitted to the Federal Governments Black Summer Bushfire Fund on behalf of Armidale Regional Council:

- | | | | |
|----|--------------------------------------------------|----|------------|
| 1. | Lower Creek Community Hall and Evacuation Centre | \$ | 940,000 |
| 2. | Ebor Trout Fishing Competition – 2022 & 2023 | \$ | 60,000 |
| 3. | The Big Chill Festival 2022 & 2023 | \$ | 400,000 |
| 4. | Portable Stage & Exhibition | \$ | 200,000 |
| 5. | Guyra Preschool & Long Day Care Centre | \$ | 3,818,239 |
| 6. | New England Rail Trail | \$ | 10,000,000 |

7. That ARC also applies for \$465,000 for a 2-year pilot 'Healthy Winter Air' project and employ a specialist Education Officer to undertake a major education project to showcase alternative home heating solutions and reduce emissions from existing wood heaters.

PROCEDURAL MOTION

That project 6. New England Rail Trail as part of Item 9.3 Black Summer Bush Fire Grant Submission - Notification of Council projects submitted for grant funding, be dealt with separately.

Moved Cr O'Connor Seconded Cr O'Brien

DIVISION The result being:-

FOR: Crs D O'Brien, M O'Connor and D Robinson

AGAINST: Crs P Bailey, J Galletly, A Murat and I Tiley

The Procedural Motion on being put to the vote was lost.

Moved Cr Bailey Seconded Cr Murat

That Council endorse the following applications being submitted to the Federal Governments Black Summer Bushfire Fund on behalf of Armidale Regional Council:

- | | | | |
|----|--------------------------------------------------|----|------------|
| 1. | Lower Creek Community Hall and Evacuation Centre | \$ | 940,000 |
| 2. | Ebor Trout Fishing Competition – 2022 & 2023 | \$ | 60,000 |
| 3. | The Big Chill Festival 2022 & 2023 | \$ | 400,000 |
| 4. | Portable Stage & Exhibition | \$ | 200,000 |
| 5. | Guyra Preschool & Long Day Care Centre | \$ | 3,818,239 |
| 6. | New England Rail Trail | \$ | 10,000,000 |

7. That ARC also applies for \$465,000 for a 2-year pilot 'Healthy Winter Air' project and employ a specialist Education Officer to undertake a major education project to showcase alternative

home heating solutions and reduce emissions from existing wood heaters.

DIVISION: The result being:-

FOR: Crs P Bailey, J Galletly, A Murat, D Robinson and I Tiley

AGAINST: Crs D O'Brien and M O'Connor

The Motion on being put to the vote was CARRIED.

9.4 Approval For Variation - Kempsey Road Big Hill Slip Restoration - Natural Disaster Recovery Works (Contract No A2021/13) Ref: AINT/2021/32130 (ARC21/4540)

355/21

RESOLVED

That Council:

- a. Delegate authority to the General Manager to approve up to the upper limit fund of \$2,807,392.50 exc GST that is available for the project as approved by the Administrating Agency (TfNSW)
- b. Delegate authority to the General Manager to approve the variation up to the upper limit funding for the additional works carried out by the contractor for the contract.

Moved Cr O'Connor

Seconded Cr Murat

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

9.5 Debt Recovery Policy and Hardship Policy - For Adoption (Post Public Exhibition & Review by Community Health & Wellbeing Committee)

Ref: AINT/2021/27671 (ARC17/1727-5)

356/21

RESOLVED

That Council:

- a. Receive this report in relation to the exhibited draft Debt Recovery Policy and draft Hardship Policy;
- b. Adopt the Debt Recovery Policy and Hardship Policy; and
- c. Rescind POL160 Interim Hardship Policy, POL190 Hardship due to Valuation Changes and POL191 Writing off Accrued Interest, as they are superseded by the Debt Recovery Policy and Hardship Policy.

Moved Cr O'Connor

Seconded Cr Murat

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

FOR INFORMATION: 9.6 Cash and Investment Report 31 August 2021

Ref: AINT/2021/31306 (ARC16/0001-6)

357/21

RESOLVED

That Council note the Cash and Investment Report for August 2021.

Moved Cr O'Connor **Seconded Cr Murat**

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

10. ENVIRONMENT AND INFRASTRUCTURE

10.1 Partnerships Agreement between Service NSW and Council

Ref: AINT/2021/29944 (ARC16/0252-2)

358/21

RESOLVED

That Council:

1. Delegate the General Manager to enter into an agreement with Service NSW; and
2. Authorise for execution under the Common Seal of Council any necessary documents.

Moved Cr Murat **Seconded Cr O'Brien**

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

10.2 Request to waive fees for the use of the Guyra Showground

Ref: AINT/2021/31660 (ARC20/3878)

359/21

RESOLVED

That Council waives up to 50% of the \$448.00 fee (\$224.00) for the hire of the Guyra Show Ground for the Guyra Troop of the Australian Light Horse Association to host a community event which keeps members up to date with instruction and practice to comply with insurance requirements.

Moved Cr Bailey **Seconded Cr Murat**

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

10.3 Highway Service Centre including Associated Retail Building with Fast Food Outlet and Truckstop and Business Identification Signage

Ref: AINT/2021/31824 (DA-90-2021)

360/21

RESOLVED

That Council:

- a. Grant consent to the development subject to the following conditions;

PRESCRIBED CONDITIONS

98 EP&A Regs 2000: Compliance with Building Code of Australia

- (1) For the purposes of section 4.17 (11) of the Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:
 - (a) that the work must be carried out in accordance with the requirements of the Building Code of Australia,

CI 98A EP&A Regs 2000: Erection of signs

- (1) For the purposes of section 4.17 (11) of the Act, the requirements of subclauses (2) and (3) are prescribed as conditions of a development consent for development that involves any building work, subdivision work or demolition work.
- (2) A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - (a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the work site is prohibited.
- (3) Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Note. *Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).*

GENERAL CONDITIONS

1. **Approved plans and supporting documentation**

To ensure all parties are aware of the approved plans and supporting documentation that applies to the development, the development must be carried out in accordance with the following approved plans and supporting documentation (stamped by Council), except where the conditions of this consent expressly require otherwise.

Plan No.	Project No:	Plan Title	Drawn By	Dated
A000	312	Cover & Index	Lawrence Associates	6/9/2021
A001	312	Context Plan	Lawrence Associates	6/9/2021
A002	312	Plan of Survey	Lawrence Associates	6/9/2021
A003	312	Staging Plan	Lawrence Associates	6/9/2021
A012	312	Signage Details	Lawrence Associates	6/9/2021
A101	312	Site Plan	Lawrence Associates	6/9/2021
A102	312	Swept Paths	Lawrence Associates	6/9/2021
A105	312	Elevations – South/North	Lawrence Associates	6/9/2021
A106	312	Elevations – East/West	Lawrence Associates	6/9/2021
A116	312	Bowser Layout	Lawrence Associates	6/9/2021
A201	312	Floor Plan	Lawrence Associates	6/9/2021
A501	312	3D View 1	Lawrence Associates	6/9/2021
A502	312	3D View 2	Lawrence Associates	6/9/2021

F o r t h e a v o i d a n c e

in the event of any doubt, the following signage has been approved as part of the development as shown on the approved signage plan; Project No: 312; Plan No: A012; dated 6/9/2021:

- One (1) x two sided 15m Pricing Board, shown on the approved plan as sign type 1;
- One (1) x two sided 6m Pricing Board, shown on the approved plan as sign type 2;
- Two (2) x two sided directional sign, shown on the approved plan as sign type 3;
- One (1) x two sided canopy signage, shown on the approved plan as sign type 4;
- One (1) x single side building fascia signage, shown on the approved plan as sign type 5.

In the event of any inconsistency between the approved plans and the supporting documentation, the approved plans prevail. In the event of any inconsistency between the approved plans and a condition of this consent, the condition prevails.

Note: an inconsistency occurs between an approved plan and supporting documentation or between an approved plan and a condition when it is not possible to comply with both at the relevant time.

2. All Engineering works to be designed by a competent person and carried out in accordance with Council's Engineering Code suite, unless otherwise indicated in this consent, to ensure that these works are of a sustainable and safe standard.
3. In accordance with the provisions of Section 6.6 and 6.7 of the *Environmental Planning*

and Assessment Act 1979, construction works approved by this consent must not commence until:

- a) a Construction Certificate has been issued by Council or an Accredited Certifier. Either Council or an Accredited Certifier can act as the "Principal Certifying Authority."
- b) a Principal Certifying Authority has been appointed and Council has been notified in writing of the appointment.
- c) at least two days' notice, in writing has been given to Council of the intention to commence work.

The documentation required under this condition must show that the proposal complies with all development consent conditions and is not inconsistent with the approved plans, the Building Code of Australia and the relevant Australian Standards.

4. Separate authorisation is required from SafeWork NSW for the installation/ operation of any fuel storage facilities on the site, to address employee and public safety issues.
5. No mechanical plant/equipment is to be mounted/attached to the roof of the building/canopies to minimise any adverse visual impacts on the locality. All plant/equipment is to be ground mounted and screened from direct view.
6. All existing street trees are to be preserved except where removal is separately approved by Council, to ensure the continued amenity of the streetscape and to maintain public assets.

Street tree removal will require consideration of Council's POL120 Urban Streetscape (Street Vegetation) Policy and alternatives to street tree removal, or solutions and designs to minimise tree removal, must be submitted. Where street trees are removed, compensation will be required in accordance with a valuation calculated as outlined in the *Draft Australian and NZ Standard DR99307 – 1999 – Amenity Trees – Guide to Valuation*.

BEFORE RELEASE OF CONSTRUCTION CERTIFICATE

7. The plans accompanying the Construction Certificate for the development are to demonstrate compliance with the Building Code of Australia (BCA).

Plans and documents are to be submitted to the Principal Certifying Authority for the authentication of BCA compliance and issue of a Construction Certificate.

Note - Should the configuration of the building be modified as a result of achieving BCA compliance, the plans accompanying this development consent must also be modified.

The Building Code of Australia, part of the National Construction Code series, is now available online at abcb.gov.au

8. The proposed 15m Pylon Sign (Sign Type 1) as shown in the approved plans, is to be reduced in height to be no higher than 12m, so as to be consistent with Council's consideration of a variation to the standards under Council's DCP and the terms of this Consent.

Details are to be shown on plans submitted with an application for a construction certificate, to the satisfaction of the relevant Certifying Authority.

9. The preparation of an Erosion and Sediment Control Plan (ESCP) and accompanying specifications for the construction phase of the works shall be submitted to and approved by the relevant certifying authority before the issue of a Construction Certificate for each stage of the development.

The approved ESCP controls shall be implemented, inspected and approved prior to the commencement of any site works and maintained for the life of the construction period and until revegetation measures have taken hold. The ESCP shall include, but not be limited to:

- Provision for the diversion of runoff around disturbed areas;
- Location and type of proposed erosion and sediment control measures;
- Location of and proposed means of stabilisation of site access;
- Approximate location of site sheds and stockpiles;
- Proposed staging of construction and ESCP measures;
- Clearance of sediment traps on a regular basis and after major storms;
- Proposed site rehabilitation measures, including seeding of all bare un-grassed areas and turfing where erosion or scouring is likely to occur;
- Standard construction drawings for proposed erosion and sediment control measures.

ADVISING: Failure to take effective action may render the developer liable to prosecution under the NSW Protection of the Environment Operations Act.

10. Prior to the issue of a construction certificate for the development, detailed plans must be provided that demonstrate that the food preparation and service area will comply with *AS4674 Design and Construction of Food Premises*. Plans must provide information in relation to the following areas:

- *Waste storage areas*
- *Cool rooms / Freezers*
- *Handwashing basins / equipment sinks*
- *Finishes to walls and floors*
- *Floor waste sinks*
- *Service and dining areas*
- *Cooking and exhaust ventilation equipment.*

The design and construction of food premises must:

- be appropriate for the purposes for which they are used
- provide adequate space for food production and equipment
- facilitate cleaning, sanitising and maintenance
- prevent access by and harbourage of pests
- keep out dust, dirt, fumes, smoke and other contaminants.

be in accordance with the Food Standards Australia New Zealand (FSANZ) *Food Safety Standards 3.2.3 Food Premises and Equipment*, to ensure the public health and safety of patrons and staff.

The finish on all surfaces within the food areas/premises should be made of materials that are easily cleaned, being rigid, smooth and impervious and free from gaps and cracks.

A hand basin equipped with hot and cold running water, soap dispensing and single use hand towels must be provided in all food areas. Where this is a separate room with a closable door such hand basin facilities must also be provided.

A separate area dedicated to cleaning and waste storage is to be provided on the premises with provision for storage of cleaned and processed equipment.

Documents are to be submitted and approved by the Accredited Certifier before the issue of a Construction Certificate.

Advice: A copy of the Standards can be downloaded from the FSANZ website www.foodstandards.gov.au

11. The fuel dispensing forecourt areas shall be sealed with reinforced concrete and appropriately graded to limit pooling. This area is to be suitably bunded to prevent storm water inflows to this area. The bunding shall be at least 60mm in height and 300mm wide. In addition, the forecourt area shall be suitably roofed with a canopy. The canopy must have an overhang of at least 10 degrees to prevent rainfall from entering the dispensing forecourt area.

Details to be shown on construction plans with an application for a Construction Certificate.

12. All spills and liquids captured within the forecourt area must be directed to a bunded and covered forecourt wastewater collection pit. The wastewater collection pit capturing liquid waste from the forecourt area must be emptied on a regular basis as necessary to prevent overflows. A fitted alarm indicator will indicate when the collection pit is at capacity.

The liquid waste must be collected by an authorised liquid waste contractor and records of all pump outs must be kept onsite for review.

Details and specifications of the abovementioned system must be provided prior to the issue of a construction certificate.

13. Dangerous Goods Site Layout Plan for proposed fuel system and prepared by a suitably qualified and accredited dangerous Goods Consultant is to be submitted to the satisfaction of the Certifying Authority prior to the release of a Construction Certificate for the development.

All equipment must be designed and installed in accordance with relevant Australian Standards and utilising the latest technology and techniques available at the date of certification.

14. Council's approval must be obtained by a detailed application under the *Local Government Act 1993*, for the discharge of any trade waste or chemical material into Council's sewerage system, to prevent any unauthorised use of the system.

An approved grease trap/arrestor is to be incorporated in the internal drainage to ensure no site wastewater enters Council's sewer without prior grease removal.

Additionally, an approved oil separator/separators is/are to be incorporated in the internal drainage to ensure no site wastewater from collection wells in the forecourt fuel pump areas enters Council's sewer without prior oil and fuel removal

A hydraulic design reflecting the above and all current (2019) Australian Standards for Trade Waste systems, and prepared by a suitably qualified consultant, must be submitted for approval prior to the issue of a Construction Certificate for the development.

15. An all-weather, nuisance-free surface for pedestrians and vehicles is to be provided throughout the site, including parking areas and driveways.

The surface shall be provided with effective edge support / drainage control and landscaped areas adjacent to kerbing to be self-draining to the kerb.

Car parking facilities, including all internal parking and manoeuvring areas, are to be designed and constructed in accordance with Australian Standards AS/NZS 2890.1 (current edition): Off-street car parking, AS/NZS 2890.2 (current edition): Off-street commercial vehicle facilities and AS/NZS 2890.6 (current edition): Off-street parking for people with disabilities, and Council's Development Control Plan 2012.

Details are to be provided to the relevant Certifying Authority for approval before the issue of a Construction Certificate for the development.

16. The submission of a detailed Construction Management Plan for the approval of the relevant Certifying Authority, prior to the issue of a Construction Certificate for the development, to ensure that work is undertaken safely and to minimise nuisance to the surrounding area during all construction/work on site. This Plan shall include, as a minimum, provision for:

- a) Off-street parking for employees, contractors, sub-contractors and visitors to the site.
- b) Site access for construction vehicles and equipment.
- c) Storage and removal strategies for construction wastes.
- d) Construction Traffic Management Plan.
- e) Provision of sanitary amenities and ablution facilities for employees.
- f) Fire precautions during construction.
- g) Dust suppression.
- h) Control of noise arising from the works in accordance with the requirements of the Protection of the Environment Operations Act 1997 and guidelines contained in the New South Wales Environment Protection Authority Environmental Noise Control Manual.
- i) Fencing and security details, including site hoardings to be provided, safeguarding both contractors and the public while works are being carried out on any public footpath areas. Contractor should endeavour to minimise disturbance to pedestrian / vehicle traffic in the vicinity of the site.
- j) Details of all construction-related signs.
- k) Careful management of construction activities to prevent any contaminant discharge from the site (including oils, fuels, paints or chemicals), particularly with respect to excess concrete or concrete truck washings.
- l) Location of all public utility facilities and methods of protecting them
- m) Method of support to any excavation adjacent to adjoining properties, or the road reserve.

Advising: The chief contractor involved in the development should contact Council's Local Traffic Committee and Rangers Team Leader if they wish to make arrangement for temporary parking arrangements for the duration of the building work.

17. A Stormwater Management System Plan is to be designed, demonstrating the manner in which all roof as well as surface water from paved and impervious areas is to be collected, controlled and directed to a legal point of discharge, to protect the site and adjoining properties from the effects of flooding.

The Stormwater Management System is to be designed to ensure stormwater drainage

flows at the point of discharge are at pre-development flows for a 20%AEP storm event. Impervious areas are to be designed so as to contain and direct overland flows away from neighbouring properties. Designs are to meet As3500 standards and are to be supplemented by Council's Engineering Code D5 – Stormwater Drainage Design for stormwater quality management.

Details are to be approved by the relevant certifying authority before the issue of a Construction Certificate for the development.

Note: The section of pipe in the Council's reserve should be a 100mm PVC (SN10) or ductile iron material to prevent compression and subsequent damage from vehicular traffic over time.

18. To address the additional demand on Council's water and sewer infrastructure, a contribution is to be paid to Council before the issue of the Construction Certificate (as per ARC Development Servicing Plan for Water and Sewerage).

At the date of determination the applicable contributions are \$105,888.80. Note: Contributions are indexed annually at the end of each financial year.

Contribution fees can be paid online on Council's website or in person to the cashier at Council's offices. For online payments select the SELF SERVICE tab then 'Application Payments' under 'Pay for it' and enter your payment reference number (provided at the end of this consent).

19. Details of materials and their finishes/colours, which are to be selected to blend with the surrounding landscape and which are not to be reflective in nature, are to be submitted for the approval of the relevant Certifying Authority before the release of the Construction Certificate, to ensure that the building is visually integrated with its environment and locality.

20. The proposed development being landscaped to enhance its appearance and provide shade and environmental benefits with the following inclusions:

- Incorporation of additional landscaping including native shrubs to provide visual relief and softening of the development. Such landscaping is to extend along the full frontage of the site, apart from vehicular access points.
- Addition of a mix of small/medium/large deciduous & non deciduous trees & larger shrubs are to be incorporated within the landscape area along the frontage of the site, particularly along the south eastern boundary of the site adjoining the New England Highway, to provide additional vertical elements to help soften the bulk and scale of the overall development.

Details to be indicated on plan to the satisfaction of the Certifying Authority before the issue of a Construction Certificate for the development. Detailed landscaping plans to indicate the proposed species to be used (which must be appropriate for the New England climate), height and spread at maturity, and a specification for soil preparation, drainage, weed control, watering, fertilising and general maintenance during establishment.

New tree planting to be a minimum of 3m horizontal distance from the line of buildings or underground services to reduce risk of future damage by limbs, roots, etc. Approved landscaping is to be maintained at all times to the satisfaction of the Manager Development & Regulatory Services or nominee.

21. Full details of all proposed internal and external lighting for the development, which is to be prepared by a suitably qualified consultant, is to be submitted to the satisfaction

of the Certifying Authority prior to the release of a Construction Certificate.

Any lighting structures or fixtures are to be designed to comply with the current standards of AS/NZS 1680 and be installed in accordance with the requirements of the Civil Aviation Safety Authority (CASA) standards for "Lighting in the Vicinity of Aerodromes", and comply with AS 4282 – Control of the obtrusive Effects of Outdoor lighting, to protect the amenity of the locality.

22. The proposed development, including all signage, is to be erected such that no structure/s will penetrate the Obstacle Limitation Surface. Relevant OLS for the site is to be confirmed with the Airport Manager or nominee, with details to be provided to the satisfaction of the relevant Certifying Authority prior to the release of the Construction Certificate.

23. All existing infrastructure either located on the subject site or within the road reserve adjacent to the development site, including but not limited to electricity, NBN and any other service/utility that will be impacted by the development, is to be surveyed and clearly shown on plans submitted with an application for a Construction Certificate.

Written documented evidence of discussion and agreement for the removal/relocation of any such infrastructure with the relevant authority, is to be provided to the satisfaction of the Certifying Authority prior to the issue of any Construction Certificate for the development.

24. Details of a suitable CCTV camera network to be installed throughout the development, is to be provided to the satisfaction of the relevant Certifying Authority prior to the release of a Construction Certificate. In this regard, the CCTV network must be designed in accordance with the current standards under AS 4806 and be capable of achieving satisfactory surveillance of the entire complex, including but not limited to the fuel bowser areas for cars/heavy vehicles for number plate recognition and internal/external areas of the building for night worker protection and surveillance.

Additionally, door control measures and systems should be considered for installation on the front entrance doors to enable staff to restrict access at night. At this time night workers are more vulnerable during periods of low patron turnover when the risk of serious crimes are more likely to occur.

Advising:

It is recommended that discussions be undertaken with the NSW Police to clarify any matters regarding the suitability of any system to be installed and the coverage areas.

25. An approval is required under Section 68 of the Local Government Act for:

- connection to Council's Infrastructure for water supply, sewerage and stormwater work

Where relevant, approvals must be obtained prior to the issue of a Construction Certificate for the development.

DURING CONSTRUCTION

26. Approval from Council under the *Plumbing and Drainage Act 2011* and Regulations 2012 and the Plumbing Code of Australia (NCC 2016) to carry out plumbing and drainage work defined as -

- Water Services (cold water, heated water, non-drinking water, fire-fighting

water)

- Sanitary plumbing, and drainage
- Stormwater drainage (roof drainage, surface and subsurface drainage)

A Plumbing and Drainage Permit must be obtained by a licensed plumber prior to plumbing work commencing.

ADVICE: This is an online service for the plumbing industry - go to www.armidaleregional.nsw.gov.au

27. No storage of building materials, soil or equipment is to occur on Council's property or roads without the written consent of Council's Civic and Recreational Services Manager or nominee. No unfenced, potentially dangerous activity or material to be located in close proximity to the street boundary or pedestrian walkway adjoining the site. No unsupervised transit of plant, equipment or vehicles across public areas or other obstruction of those areas is permitted.

28. Approval is to be obtained from Council as the roads authority pursuant to s138 of the *Roads Act 1993* for all construction work required on Council road reserves, specifically installation of property vehicular accesses (driveway cross-over), and any footpath paving and/or stormwater disposal to kerb work.

The approval is to be obtained through a s138 application prior to any such works being undertaken within the road reserve, confirming that the works will meet Council's Driveway Handbook and standard drawings, which can be found on Council's website (www.armidaleregional.nsw.gov.au).

Advising: the activity is to be protected by public liability insurance with a minimum cover of \$20 million.

29. Non-slip materials complying with AS 3661 (current edition) Slip resistance of pedestrian surfaces - Guide to the reduction of slip hazards and AS 4586 (current edition) Slip resistance classification of new pedestrian surface materials, are to be used for the paving of public areas within the development, to ensure safe public use of these areas.

30. Pipes, stack work and vents (below the roof line) are to be concealed to prevent their deterioration and improve the aesthetics of the building.

31. Effective dust control measures to be maintained during construction to maintain public safety/amenity and construction activities are to be restricted solely to the subject site.

ADVISING: Failure to take effective action may render the developer liable to prosecution under the NSW Protection of the Environment Operations Act.

32. Materials must not be burned on-site. All waste generated on site must be disposed of at Council's Waste Disposal Depot or Waste Transfer Station, to protect the amenity of the area and avoid the potential of air pollution.

33. Any fill which is placed on the site shall be free of any contaminants and placed in accordance with the requirements of AS 3798 (current edition) *Guidelines on Earthworks for Commercial and Residential Developments*. The developer's structural

engineering consultant shall:

- identify the source of the fill and certify that it is free from contamination; and
- classify the area within any building envelope on any such filled lot in accordance with the requirements of "Residential Slabs and Footings" AS 2870.1 (current edition).

34. The hours of building work are to be restricted to between 7.00am and 6.00pm on Monday to Friday and 8.00am to 1.00pm on Saturdays, to maintain the amenity of the locality.

Any proposed building work to be undertaken outside these hours or on Public Holidays must be the subject of prior written agreement from Council - consideration may be given to special circumstances and non-audible work if applicable.

ADVISING: Breaches of this condition may result in the issuing of a Penalty Infringement Notice or prosecution.

35. Toilet facilities are to be provided at, or in the vicinity of the work site, at the rate of one toilet for every 20 persons or part of 20 persons employed at the site. Each toilet provided must be connected to an accredited sewage management facility approved by the council or some other sewage management facility approved by the council.

36. A hoarding or fence must be erected between the work site and any public place if the work is likely to cause traffic (pedestrian or vehicular) in a public place to be obstructed or otherwise inconvenienced. The erected hoarding is to comply with AS 4687 (current edition) -

Temporary fencing and hoardings to sufficiently prevent any substance from or in connection with the work falling into the public place. The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place. The hoarding, fence or awning is to be removed once the work has been completed.

37. Roof and surface stormwater from paved and impervious areas is to be collected and directed to a legal point of discharge, to protect the site and adjoining property from effects of flooding. Relevant work to be carried out immediately following the installation of the roof and guttering and completion of hard stand surface areas.

38. Arrangements are to be made with the Airport Reporting Officers for the issuing of any Notices to Airmen (NOTAMs) when any crane is operating with a boom height which may infringe on the OLS for the various runways. A minimum of 24 hours' notice is required to allow the issuing of the NOTAM.

BEFORE OCCUPATION / WHEN WORKS ARE COMPLETED

39. Before the issue of an Occupation Certificate, the Accredited Certifier shall be provided with a copy of the Council Certificate issued to the Plumbing Contractor confirming that the contractor has had approval to do the work and has also had the required mandatory inspections completed and the required mandatory documentation submitted to the regulator as stipulated in the *Plumbing and Drainage Act 2011*.

40. The relevant Occupation Certificate must be obtained before the approved use commences, in accordance with the *Environmental Planning & Assessment Act 1979* and to ensure the health and safety of the building's occupants.

ADVISING: Failure to obtain an Occupation Certificate is an offence under the legislation (Penalties do not apply to uses detailed in 109M and 109N; i.e. crown projects, or as detailed for certain temporary structures).

41. Construction of the food premises is to be completed in accordance with the approved design and inspected by Council's Environmental Health Officer prior to the issue of an Occupation Certificate, to ensure the public health and safety of patrons and staff.
42. A written notice is to be provided to Council prior to the issue of an Occupation Certificate, advising of the commenced use of the food premises, in accordance with the *Food Act 2003* and to ensure the business is placed on Council's register of food premises.
43. A loading bay in connection with the approved use is to be provided before the issue of an Occupation Certificate for the proposed development, to provide for safe off-street loading and unloading of vehicles servicing the site and prevent interference with the use of the public road by vehicles and pedestrians.
44. Landscaping is to be completed in accordance with the approved landscape plan prior to the issue of a Final Occupation Certificate for the development.
45. A Fire Safety Certificate covering each of the essential fire and other safety measures installed in the building must be provided to the Certifying Authority before the issue of an Occupation Certificate for any part of the building, to ensure the safety of the occupants in the case of an emergency.

A copy of the certificate is to be given to the NSW Fire Brigades to afss@fire.nsw.gov.au and an additional copy to be displayed in a prominent location within the building, in accordance with clause 172 of the Environmental Planning and Assessment Regulation 2000.

46. Provision of at least 23 (twenty three) off-street parking spaces to serve the development (as shown on the approved plans and in accordance with Council's Development Control Plan 2012, Chapter 2.9) is to be completed before the issue of an Occupation Certificate, to ensure these facilities are available before the use commences.

Approved parking bays, including spaces allocated for people with disabilities, are to be clearly identified by appropriate pavement markings prior to the issue of a Final Occupation Certificate.

Bicycle facilities to serve the proposed development are to be completed before the issue of an Occupation Certificate. Provision of facilities to be in accordance with Council's Parking Code.

ADVISING: Provision of parking spaces and dimensions of spaces to be in accordance with Council's Development Control Plan 2012, Chapter 2.9.

47. A one way vehicular driveway crossover entrance off Tydd Boulevard and a two way vehicular crossover off Waller Avenue are to be completed prior to any Occupation Certificate for the development.

Additionally, the median strip located at the entrance to Tydd Boulevard is to be extended to prevent any right turn egress/ingress into or out of the development from

the first access point located on the north eastern boundary of the site.

Prior to any such construction works being undertaken, approval is to be obtained from Council as the roads authority pursuant to s138 of the Roads Act 1993 (s138 application) for the construction works required on Council road reserves, and any additional footpath paving and/or stormwater disposal to kerb work.

Plans showing integration of the kerb inlet pit into the driveway crossover in Waller Avenue are to be submitted with a s138 application. Integration should ensure that pit can withstand heavy vehicle loadings.

Works to be completed to the satisfaction of Council/TfNSW prior to any Occupation Certificate.

Advising: the activity is to be protected by public liability insurance with a minimum cover of \$20 million.

48. The property number is to be provided in a visible place on or near the entrance for the convenience of visitors, emergency services and postal services prior to the issue of a Final Occupation Certificate. Numbers shall be 100mm high x 50mm wide (minimum) and of a colour contrasting with the surface to which they are affixed.
49. Access/facilities for people with disabilities is to be provided in accordance with the Building Code of Australia before the issue of an Occupation Certificate for the development, and maintained thereafter.

ADVISING: The applicants/property owner should note that the Commonwealth Disability Discrimination Act 1992 provides opportunity for public complaint potentially leading to legal action if access to premises by people with disabilities or their carers is precluded. The Australian Human Rights Commission has released Advisory Notes on current Premises Standards which are available from Council on request. The Commission can also provide further information on this issue (1300 369 711). In addition to human rights considerations, as a substantial proportion of the community suffer from mobility handicaps, provision of good access to premises is also good business practice.

50. Prior to the issuing of an Occupation Certificate for the development a commissioning certificate must be provided confirming that the mechanical exhaust ventilation equipment servicing the food preparation and service area, has been installed in accordance with AS 1668 Parts 1 & 2 (The use of ventilation and air-conditioning in buildings).
51. All equipment in connection with the fuel outlet is to be installed in accordance with the manufacturer's specifications and must comply with all relevant standards and recommendations contained within the SEPP No 33 Assessment prepared by Hazkem for the development.

Written evidence of compliance with this, is to be provided by a suitably qualified and accredited consultant prior to the release of an Occupation Certificate.

52. SafeWork NSW Dangerous Goods Notification is to be provided to the PCA prior to the release of an Occupation Certificate.
53. The design and installation of the underground petroleum storage system (UPSS) is to comply with AS 4897-2008 and meet the minimum requirements of the *Protection of*

the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019, and where required the *Protection of the Environment Operations (Clean Air) Regulation 2010*. The new system must not operate until the Principal Certifying Authority has been provided with a evidence of the following matters, to the satisfaction of the appropriate regulatory authority:

- The UPSS is designed, installed and commissioned to meet relevant industry standards and specifications, by a duly qualified person.
- Design of the UPSS must include mandatory pollution protection equipment in accordance with the Regulation, and installed by a duly qualified person.
- Design and installation of groundwater monitoring wells and preparation of an installation report in accordance with the Regulation requirements by a duly qualified person (including six-monthly monitoring);
- An Environment Protection Plan, including loss monitoring, detection and incident management procedures has been prepared and is in place.
- Include 'as-built' drawings of the system;
- An equipment integrity test must be conducted by a duly qualified person before the UPSS is commissioned and a certificate must accompany the results of the test.

Details of the qualifications and experience of the duly qualified person are to be submitted in support of all of the above information prior to the release of an Occupation Certificate.

54. Prior to the release of an Occupation Certificate for the development, written evidence is to be provided confirming that all relevant inspections and certification works in relation to the installation of all underground tanks and all ancillary equipment, including but not limited to pipe work, fittings, pumps, leak detectors, dispensers etc have been satisfactorily undertaken and that they fully comply with all relevant legislation and Australian Standards.
55. Prior to the issue of an Occupation Certificate for the development, a survey is to be undertaken and provided to the satisfaction of Council, demonstrating that the building and all structures as constructed, do not penetrated the OLS at the airport.

OPERATIONAL MATTERS

56. A Fire Safety Statement shall be provided to Council at least once every 12 months as required, to ensure that the required fire safety measures for the building are being properly maintained.

A copy of the Statement is also to be forwarded to the NSW Fire Brigades (afss@fire.nsw.gov.au) and an additional copy to be displayed in a prominent location within the building, in accordance with clause 172 of the Environmental Planning and Assessment Regulation 2000.
57. All loading and unloading being carried out on-site or in the loading bay, to provide for safe off-street loading and unloading of vehicles servicing the site and prevent interference with the use of the public road by vehicles and pedestrians.
58. All vehicles are to enter and leave the site in a forward direction, to ensure traffic/pedestrian safety.
59. Any lighting used on site in connection with the development is to comply with AS/NZS

1680 "Lighting in the Vicinity of Aerodromes", and AS 4282 – Control of the obtrusive Effects of Outdoor lighting, to protect the amenity of the locality.

60. Approved landscaping is to be maintained to the satisfaction of Manager Development & Regulatory Services or nominee, for the life of the development.
 61. Storage facilities for waste and recyclables sufficient for the maximum accumulation between collections shall be provided in a secure location screened from public view, to protect the amenity of the locality.
 62. The area of the site shown on the approved plans as being, Stage 2, is not to be used for any purpose in connection with the development, such as but not limited to parking, loading/unloading, vehicle manoeuvring, storage, until such time as this area of the site has been constructed and sealed in accordance with approved construction plans, to ensure that vehicles are not using unsealed surfaces and preventing further erosion of this area and the tracking of soils/materials onto public roads.
- b. Notify those that made a submission on the development, of Council's determination;
 - c. Notify relevant agencies of Council's determination.

Moved Cr Robinson

Seconded Cr Bailey

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

10.4 Public Exhibition of Road Closure of Wheat St, Ben Lomond

Ref: AINT/2021/31845 (ARC16/0351)

361/21

RESOLVED

That Council:

- a) Place the proposed closure of the unformed Council road – *Wheat Street, Ben Lomond*, on public exhibition for a minimum of 28 days.
- b) Formally advise all Notifiable Agencies of the proposed closure seeking their agreement.
- c) Refer the proposed road closure to the Local Traffic Committee for commentary.
- d) Complete actions to close the road under Part 4 Division 3 *Roads Act 1993*.

Moved Cr Murat

Seconded Cr O'Brien

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

10.5 Sewer Policy - For Adoption (Post Public Exhibition) *Ref: AINT/2021/31943 (ARC21/4810)*

362/21

RESOLVED

That Council adopt the Sewer Policy.

Moved Cr Murat

Seconded Cr O'Brien

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

11. OUR PEOPLE AND COMMUNITY

11.1 Community Engagement Policy - For Adoption (Post Public Exhibition)

Ref: AINT/2021/31122 (ARC17/1884)

363/21

RESOLVED

That Council:

- a. Receive this report in relation to the updated Community Engagement Policy, noting that while no submissions were received from the public during the 28 day public exhibition period, further attempts have been made to improve the policy position by management and staff.
- b. Adopt the revised Community Engagement Policy.

Moved Cr Robinson

Seconded Cr O'Connor

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

12. COMMITTEE REPORTS

**12.1 Environmental Sustainability Advisory Committee - Minutes of meeting held
30 August 2021**

Ref: AINT/2021/30835 (ARC16/0864)

364/21

RESOLVED

That Council:

- 1) Note the Minutes of the Environmental Sustainability Advisory Committee meeting held on the 30 August 2021.
- 2) Note the following recommendations from the Environmental Advisory Committee meeting and endorse the principle that future recommendations of the committee for priorities and actions should consider costs and benefits:
 - i. review progress on the EcoARC draft Implementation plan (initially via a spreadsheet) which is being developed by members of the committee;
 - ii. note that the EcoARC draft implementation plan spreadsheet now also contains actions from the Climate Emergency Working Group report, A Framework for Climate Action developed by members of the group;

- iii. determine the short, medium and long term action items for each section of EcoARC and the sections developed for the report A Framework for Climate Action;
- iv. provide three priority items to be recommended for inclusion in next financial year's budget;
- v. review the short term action items as to how they could be implemented, grant applications, community education etc.
- vi. note that Navjot Bhullar will develop a short report from the EcoARC implementation plan spreadsheet (and include information from report from Helen Webb provided to committee on Friday 28th August (and provided to the GM on 30th August), and produce a survey that will be sent to committee members so they can then provide priority items (Item d) above.
- vii. the information provided by the Department of Planning, Industry and Environment on the Air Monitoring Station in Armidale note;
- viii. the problems caused by spatial variation delays in reporting the NATA accredited data and that there has been little change in the calibration of Purple air units visible on the map be noted;
- ix. the Department of Planning, Industry and Environment (DPIE) application programming interface (API) requires a rewrite at an estimated cost of \$1000. Recommendation is that it is removed from the Council website and that staff look at other options and costings through the quarterly budget review.
- x. Environmental Sustainability Advisory Committee note information on Climate Emergency Australia as provided.
- xi. That the Committee note the current projects allocated to be undertaken by the Sustainability Officer and the budget allocation approved by Council for the 2021-22 year.
- xii. That the Committee note the Template Report that could be used to develop either Committee or Council reports by committee members.

Moved Cr Robinson

Seconded Cr O'Connor

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

12.2 Community Wellbeing Advisory Committee - Minutes of meeting held 26 August 2021

Ref: AINT/2021/30933 (ARC16/1052)

365/21

RESOLVED

That the Minutes of the Community Wellbeing Advisory Committee meeting held on 26 August 2021 be noted.

Moved Cr O'Brien

Seconded Cr Robinson

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

13. MATTERS OF AN URGENT NATURE - NIL

14. QUESTIONS ON NOTICE - NIL

MOTION

366/21

RESOLVED

a) That Council move into closed Session to receive and consider the following items:

- 15.1 Supply, Delivery & Installation of Multi-Function Printers and Scanners to Armidale Regional Council. (AINT/2021/31752) - (***General Manager's Note: The report considers a tender and is deemed confidential under Section 10A(2)(d) of the Local Government Act 1993, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret.***)

Moved Cr Robinson

Seconded Cr O'Connor

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

Council entered Closed Session at 4:55pm.

Council returned to Open Session at 5:10pm.

RESUMPTION OF MEETING

367/21

RESOLVED

That Council move out of Closed Session and the recommendations of Closed Session be adopted.

Moved Cr Robinson

Seconded Cr O'Brien

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

15. CLOSED SESSION

**15.1 Supply, Delivery & Installation of Multi-Function Printers and Scanners to
Armidale Regional Council**

Ref: AINT/2021/31752 (ARC18/2692-2)

368/21

RESOLVED

That Council

- a. Accepts and endorsed the tender submission from Inland Technology for a total amount of \$344,520.00 (GST inclusive) calculated at a monthly fee of \$9,185.00 for a three year period.
- b. Delegate authority to the General Manager to approve any additional costs or variables, specifically in additional Multi-Function Printers or Scanners based on Council's future technological needs or requirements should the business case and budget be available during the agreement period;
- c. Delegate authority to the General Manager to execute all documents in relation to the contract or agreement.
- d. Endorse the General Manager to delegate responsibility for monthly payment and contract management to the responsible area.

The Motion on being put to the vote was CARRIED.

There being no further business the Mayor declared the meeting closed at 5:12pm.