



EXTRAORDINARY MEETING OF COUNCIL

Held on

Wednesday, 10 February 2021
4pm

at

Armidale Council Chamber

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 John Rayner (Financial Controller/Temporary Advisor), Mr Scot MacDonald (Director Businesses & Services), Ms Marissa Racemelara (Acting Director Organisational & Corporate Services), Ms Stacey Drew (Executive Policy Advisor) and Ms Hayley Ward (Executive Officer).

MINUTES

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1. **CIVIC AFFIRMATION AND ACKNOWLEDGEMENT OF COUNTRY**
Cr Murat/Cr Robinson

2. **STATEMENT IN RELATION TO LIVE STREAMING OF COUNCIL MEETINGS**

3. **APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**
Nil.

4. **DISCLOSURES OF INTEREST**
Nil.

5. **PUBLIC FORUM (Have Your Say)**

1. Mr Steve Austin Speaking for Item 6.1 Review of Council Committees.
2. Mr Jeff Parker Speaking for Item 6.1 Review of Council Committees.

6. **LEADERSHIP FOR THE REGION**

6.1 **Review Of Council Committees - Results of Public Exhibition***Ref: AINT/2021/02846 (ARC20,*

OFFICERS' RECOMMENDATION:

That Council Endorse the report entitled '*Review of Council Committees*' and the adoption of the following recommendations:

Recommendation – Community Strategic Plan Review

1. Subsequent to the election of a new council in 2021, invite participation in two Community Strategic Planning Panels of 20 people that bring local community leaders (from community, business, education and the region's villages) together to work on developing a refreshed and inspiring Community Strategic Plan, that clearly articulates the needs and aspirations of the Armidale Region

Recommendations – A Refreshed Approach – Partnership Panels

2. Move away from 'Committee' terminology to the concept of Partnership Panels
3. Implement a 'back to basics' name for each of the Partnership Panels
4. Create refreshed charters to reflect the key priorities of the new Panels
5. Aim to create Panels with a minimum of eight and no greater than 12 members
6. Seek to recruit members who represent professional groups with a significant interest a Panel's topic area (members of the Access Partnership Panel may be an exception to this rule)
7. The chair of the Partnership Panels should be drawn from and elected by the community members of the Panels
8. Provide opportunities for leadership training to staff who will support the chair of the Partnership Panels
9. Should Partnership Panels recommend the allocation of resources beyond those allocated in the annual budget, they should be subject to a report to Council considering the budgetary implications of the proposals

10. Move administrative matters from the Panel Charters to a separate manual that applies to all panels, to ensure greater consistency in their management
11. In partnership with the newly formed Panels, set three goals to be achieved in the first 12 months
12. Resist the creation of working groups that potentially raise expectations that cannot be delivered, and divert resources away from a core Partnership Panel's prioritised work plan
13. Celebrate successes with the Panels' members and the broader community as they occur, and provide ongoing feedback on progress towards goals
14. Include as a mandatory or desirable qualification, skills and/or experience in working with Partnership Panels, in the position descriptions of staff who will undertake the role of chairing or supporting their chair
15. Introduce performance measures in annual appraisals so that staff can be supported to improve their skills in engagement and leadership if necessary.

Recommendations – Local Advisory Panels – Currently LACs

16. Retain the existing structure of the LAC's, however, change their title to Local Advisory Panel (LAP) to bring consistency across the refreshed Advisory Panel structure
17. Promote the use of the electronic logging of customer requests (Report It and Snap, Send, Solve), so that they can be easily tracked on-line, and escalated to responsible managers when standards are not met
18. Provide information and data on works programs to the LAPs where it is available, so that they can advocate for Council and better demonstrate the equity in funding to village residents
19. Consider creating a roster for senior council staff to visit 1 - 2 of the LAP meetings each year
20. Consider an Engineer being allocated to visit each LAPs on an annual basis to listen to and explain responses to road / grading issues
21. Create a single point of contact within Council for the LAPs (see also recommendations 24 & 25).
22. Consider including a member drawn from the LAPs on the Environment & Economic Development and Tourism Partnership Panels
23. Where LAPs have transactional relationship with Council, LAPs should be required to be Incorporated Not For Profit Associations
24. Annual acquittals of the funds supplied by Council to the LAPs should be made to Council together with copies of the LAPs' Annual Reports (including financial reports) supplied to the NSW Department of Fair Trading

Recommendation – Business Groups

25. Create a single point of contact within Council for the Business Groups (see also Recommendation 20 & 25)

Recommendation – Community Engagement

26. Consider centralising accountability for community engagement activities under the auspices of a single team where advanced skills and the application of differing approaches to engagement can be nurtured (see also recommendations 20 and 24)

Recommendations - Volunteers

27. Celebrate the achievements of the volunteer Partnership Panels wherever possible

- 28.** Ensure feedback is provided to volunteers on how their input has influenced decision making and, if not, provide background for reasons why, thus ensuring that members are better informed of constraints they may need to consider when providing further advice

Recommendation Section 355 / 356 Delegation

- 29.** Subject to the adoption of the proposed new model, the Partnership Panel - Sports be provided with a Section 355 / 356 delegation enabling the group to levy a charge on behalf of Council

Recommendation – Financial Support

- 30.** That a review of the financial support provided to the former Advisory Committees be undertaken with a view to standardising governance procedures in grant making, ensuring transparency in its allocation, accountability in its application and greater recognition of Council support under the new Partnership structure.

54/21

Moved Cr Bailey

Seconded Cr Robinson

That Council:

- a. Not adopt the recommendations contained in the Review of Council Committees report item 6.1.**
- b. Immediately recommence the following peak Committees with the Committee names as under:**
 - 1. Economic Development Committee with Cr Murat as Chairperson and Councillors O'Connor and Bailey as members.**
 - 2. Environmental Sustainability Committee with Cr Robinson as Chairperson and Cr O'Connor be added.**
 - 3. Arts and Culture Committee with Mayor as Chairperson**
 - 4. Community Wellbeing Committee with Deputy Mayor Cr O'Brien as Chairperson**
 - 5. Sports Council with Cr Galletly as Chairperson**
 - 6. Access Committee with the Committee to elect the Chairperson and Cr Murat to be the Council representative.**
- c. That the Traffic Advisory and Aboriginal Advisory Committees continue unchanged.**
- d. That the membership of all the above Committees remain unchanged until the Committees cease when Council moves into caretaker mode.**
- e. That, at the discretion of the Chairperson and General Manager, the above Committees are permitted to meet more regularly than provided in the Terms of Reference.**

The Motion on being put to the vote was CARRIED.

There being no further business the Mayor declared the meeting closed at 4.18pm.