

# Armidale

## Regional Council

### BUSINESS PAPER

### EXTRAORDINARY MEETING OF COUNCIL

Held on

Monday, 23 May 2016  
1pm

at

Armidale Council Chambers

commencing at 1:09pm.

**PRESENT:** Administrator, Dr Ian Tiley.

**IN ATTENDANCE:** Mr Glenn Wilcox (Interim General Manager), Mr Peter Stewart (Deputy General Manager), Mr Greg Meyers (Director Planning and Environment; and Community Development), Mr Keith Lockyer (Chief Financial and Information Officer), Mr Andre Kompler (Director Regional Services), Mr Rob Shaw (Director Regional Infrastructure), Mr Ralf Stoeckeler (Director Engineering), Ms Jessica Jones (Executive Officer).

MINUTES

1. CIVIC PRAYER AND RECOGNITION OF TRADITIONAL OWNERS  
ADVICE REGARDING TAPING OF MEETINGS

The Administrator addressed the meeting and gallery on the achievements of the first week of Armidale Regional Council and informed on his role, goals and objectives.

2. CONFIRMATION OF PREVIOUS MINUTES

**MOTION**

1/16

**RECOMMENDATION:**

**That the minutes of the following meetings of the former councils be taken as noted:**

**Ordinary Council – 18 April 2016 (Guyra Shire Council)**

**Ordinary Council – 26 April 2016 (Armidale Dumaresq Council)**

**Extraordinary Council – 9 May 2016 (Armidale Dumaresq Council)**

**Extraordinary Council – 12 May 2016 (Guyra Shire Council).**

**The recommendation was ADOPTED.**

3. DECLARATIONS OF INTEREST

Nil declarations.

4. HAVE YOUR SAY

Ms Dorothy Robinson spoke on item 7.1 Local Traffic Committee - Minutes of the Meeting held 3 May 2016 (Link Road).

6. REPORTS OF OFFICERS

6.1 OUR ENVIRONMENT

6.1.1 Draft Amendment No 8 Armidale Dumaresq LEP 2012 - Revised Planning  
Proposal

Ref: INT/2016/06064

2/16

RECOMMENDATION:

- a) That the Department of Planning and Environment be advised that Planning Proposal No 8, as amended March 2016, has been updated by replacing the reference to Lot 1 DP 1147739 with Lots 1-4 DP 270982.
- b) That Council exercise its local plan making delegations under section 59 of the Environmental Planning and Assessment Act 1979 to adopt and make Draft Amendment No 8 to Armidale Dumaresq Local Environmental Plan 2012, consistent with Planning Proposal No 8 as amended May 2016.

The recommendation was ADOPTED.

6.1.2 DA-27-2015/A Construction of a NSW Rural Fire Service Air Base and Ancillary  
Works (Consent Modification) at the Armidale Regional Airport, 10541 New  
England Highway, Armidale

Ref: INT/2016/06065

3/16

RECOMMENDATION:

- (a) That having regard to the assessment of the Application, that DA-27-2015 be modified in the terms set out below.

Condition 7 to be replaced with condition 40a (outlined below).

Condition 9 to be deleted and included as part of condition 31.

Condition 10 to be replaced with condition 40b (outlined below).

Condition 31 to have the following wording included:

*Parking/loading areas, driveways and turning areas proposed in connection with the development of the RFS Airbase are to be provided with an all-weather, nuisance-free surface for pedestrians and vehicles. 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. All works are to be completed prior to occupation/use of the building.*

**Condition 37 to be reworded as follows - A 6 metre wide all weather internal access, is to be provided from the end of the existing sealed internal roadway to the development site to the satisfaction of Director Regional Infrastructure or nominee prior to the issue of an Occupation Certificate for the building.**

**New condition 40a - Approval is required from Council for the following activities pursuant to Chapter 7 Section 68 of the Local Government Act 1993, prior to the issue of an Occupation Certificate for the development:**

- **Water supply work,**
- **Sewerage work,**
- **Stormwater drainage work,**

**The developer is to submit relevant designs to Council's Regional Services Division for its acceptance of these designs as the local water, sewerage and stormwater drainage authority in connection with the development; such designs are to relate to the required reticulated water supply, sewerage and stormwater drainage for the project, before the commencement of such work.**

**All sewer and drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer.**

**Construction of stormwater and sewer works, which will become Council assets, must be designed and supervised by qualified engineer/surveyor and constructed by qualified contractor.**

**New Condition 40b - Protection of the development by provision of underground drainage pipelines to cater for a stormwater flood frequency of 20% Annual Exceedence Probability (AEP) and fail-safe aboveground floodways to cater as a minimum for a flooding frequency of 1% AEP, to connect to the existing stormwater infrastructure on site. Capacity of existing stormwater pipe needs to be assessed and if required upgraded or detention system installed to restrict stormwater flow to predevelopment stage. Details are to be provided to the relevant Certifying Authority for approval before the issue of a Construction Certificate for the development. All works are to be completed prior to the occupation/use of the building.**

**(b) That Council lobby the appropriate Minister to support the road upgrade and endeavour to secure funding to support the upgrade, and for Council to contribute funds potentially from the Stronger Communities fund.**

**The recommendation was ADOPTED.**

**6.1.3 Guyra Drought Management Plan**

*Ref: INT/2016/06096*

4/16

**RECOMMENDATION:**

**That the Draft Drought Management Plan be put on public display inviting comments.**

**The recommendation was ADOPTED.**

**6.1.4 Tingha Flood Study**

*Ref: INT/2016/06100*

5/16

**RECOMMENDATION:**

**That the draft Tingha Flood Study be put on public display seeking comments.**

**The recommendation was ADOPTED.**

**8.2 OUR GOVERNANCE**

**6.2.1 Code of Meeting Practice**

*Ref: INT/2016/06072*

6/16

**RECOMMENDATION:**

**That the Code of Meeting Practice of Armidale Dumaresq Council be amended to include reference to the Administrator appointed under the Local Government (Council Amalgamations) Proclamation 2016 and that the amended Code of Meeting Practice be adopted.**

**The recommendation was ADOPTED.**

**6.2.2 Delegations - Interim General Manager**

*Ref: INT/2016/06066*

7/16

**RECOMMENDATION:**

- a) **Council resolves to delegate to the Interim General Manager the functions in accordance with the Instrument of Delegation attached to this report as Attachment 1 and that the Chief Financial Officer be delegated as Responsible Accounting Officer.**
- b) **That the appointment to the New England Tablelands (Noxious Plants) County Council be added to the Interim General Manager's delegations.**

**The recommendation was ADOPTED.**

**6.2.3 Interim Executive Team**

*Ref: INT/2016/06079*

8/16

**RECOMMENDATION:**

**That the Administrator establish an Interim Executive Team consisting of the Interim General Manager Mr Glenn Wilcox, the Deputy General Manager Mr Peter Stewart, The Director of Planning and Environment Mr Greg Meyers, The Director of Regional Infrastructure Mr Rob Shaw, The Director of Regional Services Mr Andre Kompler, the Chief Financial and Information Officer Mr Keith Lockyer and the Administrator Dr Ian Tiley.**

**The recommendation was ADOPTED.**

**6.2.4 Proposed Meeting Dates for June 2016 to August 2016**

*Ref: INT/2016/06067*

9/16

**RECOMMENDATION:**

**That Council adopt the following schedule for Ordinary Meetings in the next three months to be held on the following dates commencing at 9am, at the locations listed below:**

**15 June 2016 (Armidale office Council Chamber, 135 Rusden Street, Armidale)**

**29 June 2016 (Guyra office Council Chamber, 158 Bradley St, Guyra)**

**13 July 2016 (Armidale office Council Chamber, 135 Rusden Street, Armidale)**

**27 July 2016 (Armidale office Council Chamber, 135 Rusden Street, Armidale)**

**10 August 2016 (Guyra office Council Chamber, 158 Bradley St, Guyra)**

**24 August 2016 (Armidale office Council Chamber, 135 Rusden Street, Armidale).**

**The recommendation was ADOPTED.**

**6.2.5 Integrated Planning and Reporting 2016-2017**

*Ref: INT/2016/06081*

10/16

**RECOMMENDATION:**

- (a) That Council adopts the draft 2016-17 Operational Plan inclusive of the Revenue Policy, Fees and Charges, and the Annual Budget.**
- (b) That Council advertise the draft 2016-17 Operational Plan inclusive of the Revenue Policy, Fees and Charges, and the Annual Budget for 28 days calling for public submissions.**
- (c) That a further report be submitted at the completion of the formal exhibition period detailing any submissions received during the exhibition period for Council's consideration.**

**The recommendation was ADOPTED.**

**6.2.6 Interim Budget - 12 May 2016 to 30 June 2016**

*Ref: INT/2016/06069*

11/16

**RECOMMENDATION:**

**That the Interim Budget for the period 12 May to 30 June 2016 be adopted.**

**The recommendation was ADOPTED.**

**6.2.7 Payment of Expenses and Provision of Facilities to Councillors Policy***Ref: INT/2016/06068*

12/16

**RECOMMENDATION:**

**That the amended Payment of Expenses and Provision of Facilities for Councillors Policy, to include reference to the Administrator appointed under the Local Government (Council Amalgamations) Proclamation 2016, be adopted.**

**The recommendation was ADOPTED.**

**6.2.8 Auditor-General**

*Ref: INT/2016/06080*

13/16

**RECOMMENDATION:**

**That Council appoints the NSW Auditor-General as the Councillors' auditor.**

**The recommendation was ADOPTED.**

**6.2.9 Cash and Investments Report - April 2016 (ADC)**

*Ref: INT/2016/06070*

14/16

**RECOMMENDATION:**

**That the Cash and Investments report for the former Armidale Dumaresq Council as at 30 April 2016 be noted.**

**The recommendation was ADOPTED.**

**6.2.10 Cash & Investment Report - April 2016 (GSC)**

*Ref: INT/2016/06090*

15/16

**RECOMMENDATION:**

**That the Cash and Investments Report to 30 April 2016 be received and noted by Council.**

**The recommendation was ADOPTED.**

**6.2.11 Third Quarter Budget Review 2015-2016 (ADC)**

*Ref: INT/2016/06071*

16/16

**RECOMMENDATION:**

- (a) That the Third Quarter Budget Review for the 2015/2016 financial year as required by the Local Government General Regulation 2005 become the final end of period financial report for Armidale Dumaresq Council as at 12 May 2016.**
- (b) These report are due for completion and audit by December 2016 as established in the proclamation of Armidale Regional Council on 12 May 2016.**

**The recommendation was ADOPTED.**

**6.2.12 Third Quarter Budget Review - 2015-2016 (GSC)**

*Ref: INT/2016/06089*

17/16

**RECOMMENDATION:**

- (a) That the Third Quarter Budget Review for the 2015/2016 financial year as required by the Local Government General Regulation 2005 become the final end of period financial report for Guyra Shire Council as at 12 May 2016.**
- (b) These report are due for completion and audit by December 2016 as established in the proclamation of Armidale Regional Council on 12 May 2016.**

**The recommendation was ADOPTED.**



**6.2.13 Plant Hire External July 2016 - June 2018 Tender Panel of Vendors** *Ref: INT/2016/06073*

18/16

**RECOMMENDATION:**

- (a) That all tenders be accepted for a panel for the Hire of Plant to Armidale Regional Council, for the period 1 July 2016 to 30 June 2018.**
- (b) That the most cost efficient and most operationally suitable plant item will be selected from the accepted tender list when external plant is to be engaged.**
- (c) That when external plant is unavailable from the accepted plant hire list, outside hire will be sourced under the same conditions as the current plant hire agreement.**
- (d) That the Interim General Manager be authorised to sign relevant contract documents.**
- (e) That the Plant Manager be authorised to add additional contractors when the existing panel can not provide required plant or additional plant is offered.**

**The recommendation was ADOPTED.**

**8.3 OUR INFRASTRUCTURE**

**6.3.1 Kilcoy Cemetery**

*Ref: INT/2016/06074*

19/16

**RECOMMENDATION:**

- a) That Council note the approval of the NSW Lands Department to open the road to Kilcoy Cemetery.**
- b) That Council write to Mr Roy Robertson to thank his family for allowing the long term access to the Kilcoy Cemetery across his land and the support they have shown to the community.**

**The recommendation was ADOPTED.**

**6.3.2 Request to relinquish Council road**

*Ref: INT/2016/06095*

20/16

**RECOMMENDATION:**

**(a) That the request by Mr Jim Knox of Tenterden Station Pty Ltd to relinquish the road that runs through the following lots:**

- Lot 57 DP 753669
- Lot 54 DP 753669
- Lot 52/53 DP 753669
- Lot 50/51 DP 753669
- Lot 34 DP 753669

**be agreed to on the following conditions:**

- All survey and legal costs to be met by the landowner, and
- The roads be sold at their value established by an independent valuer.

**The recommendation was ADOPTED.**

**6.3.3 Guyra Bike Plan**

*Ref: INT/2016/06107*

21/16

**RECOMMENDATION:**

**a) That the Guyra Bike Plan be put on public display for 30 days with the following additions:**

- Priority 3 – Shared path from Caravan Park to Tenterden Road along New England Highway
  - Priority 4 – Shared path from Sole Street to Ollera St along New England Highway.
- b) And further, that Council endorse the project for 2016-17, for which 50% funding has been secured from RMS, being:**
- Construct shared path along Abercrombie St, Guyra total cost \$80,000
  - Construct shared path along Ruby St, Tingha total cost \$60,000
  - Install bicycle parking in Guyra CBD total cost \$10,000.

**The recommendation was ADOPTED.**

8.4 OUR PEOPLE

6.4.1 Review of Recreation Access Program

Ref: INT/2016/06075

22/16

**RECOMMENDATION:**

(a) That Council note the community engagement process currently being undertaken with Recreation Access Program clients and families.

(b) Request that a further report be brought to Council.

The recommendation was ADOPTED.

6.4.2 Round Two 2015-16 Community Assistance Small Grants

Ref: INT/2016/06076

23/16

**RECOMMENDATION:**

(a) That Council approve funding under the 2015/16 Community Assistance Small Grants for the following organisations:

- Armidale Men's Group (Stuff for Men booklet \$540)
- St Vincent De Paul Society (Vinnies Sleep-out \$970.50)
- Diocesan Desk for Migrant & Itinerant People of the Philippines Community – Philippines Independence Day (Town Hall fee waiving \$990.20)
- Armidale Sanctuary Humanitarian Settlement Inc (Wednesday ESL Homework Centre \$1000)
- Saumarez Homestead (Glasshouse irrigation project \$1000)
- Armidale Eisteddfod (Towards the running of the annual eisteddfod \$1000)
- Young Life Australia – New England ( Youth training program – garden at 'Coventry' \$1000)
- My Future My Choice Disability Community Links Expo (Expo costs \$1000)
- New England Burns Club (Highland Dancing Competition \$1000)
- Armidale and New England Gumbaynggirr Descendants (Healthy Lifestyle Exercise Program \$1000)
- Drummond Park Pre-School (Milpera project \$496.45)
- Rotary Club of Armidale AM (Arboretum lookout beautification \$980)
- Rotary Club of Armidale AM (Markets Music \$960)
- St Peters Preschool (Seed funding for solar power \$1000)
- \*\*Armidale City Band (Uniform Caps \$1000)
- The Africa Association of New England (Celebrating Africa Day in Australia \$965)
- Armidale Hospital Social Club and Community Pantomime (Costs towards staging Community Pantomime \$1000)
- Wollomombi Hall Committee (Purchase of BBQ \$1000)

The recommendation was ADOPTED.

Note: \*\*This was incorrectly reported as 'Armidale Pipe Band' in the agenda and should be 'Armidale City Band'.

9. COMMITTEE REPORTS

7.1 Local Traffic Committee - Minutes of the Meeting held 3 May 2016 Ref: INT/2016/06077

24/16

**RECOMMENDATION:**

**That the Minutes of the Local Traffic Committee meeting held on 3 May 2016 be noted and the following recommendations endorsed.**

- (a) That while the Local Traffic Committee supports Council's proposal to close Link Road the Local Traffic Committee requests that Council rescind that part of the resolution "that the Link Road Closure include the installation of removable bollards to allow an alternate route for Emergency Services and the provision of access for pedestrians and cyclists".**
- (b) That the formal processes for the Link Road closure be carried out by Council staff.**
- (c) That it be noted that the Armidale Athletic Club's Wednesday Winter Social Cross-Country event for 2016, as per the Special Event Transport Management Plan was approved by the Local Traffic Committee for via email on the 22 April 2016.**
- (d) That no restricted parking spaces will be installed at 126 Barney Street.**

**The recommendation was ADOPTED.**

8. PUBLIC FORUM

Mr Anthony Hardwick requested that light rail services be opened up between Walcha, Kentucky, Uralla and Armidale. Mr Hardwick requested that Council write to John Holland to open the line up and to discuss the proposal with graziers along the corridor.

Mr Steve Widders spoke on changing the name of Armidale Regional Council to Anaiwan Area Council.

Mrs Maria Hitchcock, Chairman, Armidale Dumaresq Ratepayers Association (ADRA) requested a review of rate categories, particularly residential non-urban.

Mr Tom Livanos discussed financial systems and sustainability.

Mr Bradley Allen spoke on converting the rail line link between Armidale and Guyra to a cycleway.

Ms Kate Richards, licensee of The Armidale Club and a member on the former Armidale Dumaresq Council Community Safety Committee spoke and queried whether the committees would be retained. Dr Tiley advised that he will be asking participants to continue on the current committees.

**DECISIONS FROM CLOSED SESSION**

25/16 **RECOMMENDATION:**

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 10A(s) of the Local Government Act, 1993 as the items lists come within the following provisions:-

- 9.1 Burrakin Properties. (INT/2016/06078) - *As this report deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i) of the Local Government Act 1993). Council closes part of this meeting, in accordance with Council's Code of Meeting Practice, as consideration of this matter in open Council would be contrary to the public interest.*

**The recommendation was ADOPTED.**

**RESUMPTION OF MEETING**

26/16 **RECOMMENDATION:**

**That the decisions of Closed Session be noted as follows:-**

11. CLOSED SESSION

9.1 **Burrakin Properties**

*Ref: INT/2016/06078*

27/16 **RECOMMENDATION:**

**That Council acknowledge Burrakin Properties Pty Ltd concerns as to the sale of land at the airport and that Council will not purchase the current leased premises.**

**The recommendation was ADOPTED.**

There being no further business the Administrator declared the meeting closed at 2:08pm.