

Armidale

Regional Council

BUSINESS PAPER

ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 22 March 2017
9am

at

Guyra Council Chambers

Members

Administrator, Dr Ian Tiley

AGENDA

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Mr Robert Gordon

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10.1 Outstanding debt to be written off

As this report deals with personnel matters concerning particular individuals (Section 10A(2)(a) 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.

Item: 6.1 **Ref:** AINT/2017/03610
Title: Decision in Relation to Mergers **Container:** ARC16/0002
Author: Ian Tiley, Administrator
Attachments: 1. Advice from the Minister of Local Government in relation to proposed merger

RECOMMENDATION:

That the report on the decision in relation to mergers, and the letter from the Minister of Local Government dated 25 February 2017 be noted.

Introduction:

On Thursday 2 March 2017, Council received advice from Gabrielle Upton MP indicating that the Premier, Deputy Premier and the Minister for Local Government announced on 14 February 2017 the government's decisions in relation to proposed mergers.

Report:

Extract from Gabrielle Upton MP's (Minister for Local Government) letter dated 25 February 2017:

As you will no doubt be aware, the Premier, Deputy Premier and I announced on 14 February 2017 that the NSW Government will proceed with merger proposals in the Sydney metropolitan area only, and also that the Government will not proceed with any further mergers in regional NSW.

You will be aware that the former Armidale Dumaresq and Guyra Shire councils were subject to two merger proposals: the merger proposal of the two councils that was implemented to create Armidale Regional Council, and a second merger proposal that also included Uralla Shire and Walcha councils. I hereby formally advise you that I have made a decision not to recommend to the Governor of NSW that the proposal to merge Armidale Regional, Uralla Shire and Walcha councils be implemented.

This means Armidale Regional will continue to operate in accordance with the proclamations that created the new council on 12 May 2016. Local Government elections for your council will take place on 9 September 2017, as provided by proclamation.

Thank you for your ongoing work to ensure that Armidale Regional Council can provide the best possible services, infrastructure and value for money to its residents and ratepayers.

Item: 6.2 **Ref:** AINT/2017/03929
Title: Memorandum of Understanding - Homes North Community Housing
Container: ARC16/1399
Author: Ian Tiley, Administrator
Attachments: Nil

RECOMMENDATION:

That Council enter into a Memorandum of Understanding with Homes North Community Housing in accordance with the terms detailed in the report.

Introduction:

Throughout my term as Administrator of Armidale Regional Council I have sought to pursue and develop relationships with community focussed organisations with a view to enhancing the delivery of social, cultural and educational benefits to the region. To date, this has resulted in Memorandums of Understanding being formalised with the following organisations:

- Centre for Local Government, School of Business, University of New England
- TAFE NSW
- BackTrack Youth Works
- New England Conservatorium of Music
- Southern New England Landcare Ltd

A further area that is critical and warrants specific attention in our region is that of affordable housing. In response, I am proposing that Council develop a Memorandum of Understanding with Homes North Community Housing. Homes North is a not-for-profit community housing provider based here in Armidale.

This organisation provides secure, appropriate and affordable rental housing, sensitively managed, for people on low to moderate income, who are otherwise disadvantaged in gaining access to, or maintaining, tenancies.

I believe that Homes North would be the ideal partner for Council to explore and consider opportunities to facilitate an increase in affordable housing in our region. To achieve this, the proposed Memorandum of Understanding commits Council and Homes North to applying resources and, where possible, exercising the mechanisms available within their respective jurisdictions to achieve the goals of the MOU.

In particular, the MOU will commit Council and Homes North to:

- (a) Co-operatively seek to identify and promote affordable housing opportunities.
- (b) Work together to develop an Affordable Housing Strategy and Policy, including consideration of potential planning incentives, and inclusionary zoning opportunities and issues.
- (c) Work together to seek to develop affordable housing projects including identifying, and considering the feasibility of utilising potential ARC land holdings for the purpose.

- (d) Work together to establish a Regional Services HUB in Armidale for the purpose of providing opportunity for services to be built around the needs of individuals. This will require place-based collaboration between human service providers, all levels of Government and the non-government sector. The HUB will enable individuals to access information, support and services they need in one location.

Conclusion

As with the various MOU's that have recently been exchanged, I am confident that formalisation of this proposed MOU will deliver tangible benefits, and in this case, to some of the less advantaged members of the community of the Armidale Region.

Item: 6.3 **Ref:** AINT/2017/04537
Title: Memorandum of Understanding - NSW Department of Family and
Community Services **Container:** ARC16/1315
Author: Ian Tiley, Administrator
Attachments: 1. Final Draft MOU between ARC and FACS

RECOMMENDATION:

That Armidale Regional Council (ARC) enters into a Memorandum of Understanding with the NSW Department of Family and Community Services Hunter New England and Central Coast District (NSW FACS HNECC) in accordance with the terms detailed in the report.

Introduction:

I present a proposed Memorandum of Understanding (MOU) between Armidale Regional Council (ARC) and Department of Family and Community Services Hunter New England and Central Coast District (NSW FACS HNECC). This proposed MOU is the product of recent liaison between representatives of NSW FACS HNECC and ARC to explore potential benefits that would be derived for the community through a partnership.

NSW FACS HNECC is responsible for delivering community services, housing and disability services throughout the district. The MOU demonstrates and documents the intention of the parties to work collaboratively to:

- increase opportunities for seniors to fully participate in community life.
- improve the lives of families with children.
- assist young people to reach their full potential.

NSW FACS HNECC provide services for a large cross section of the community and it is the view of the parties that by working together, there is an enhanced ability to better leverage and optimise the resources available.

In particular, to achieve the aims of the MOU, NSW FACS HNECC will contribute to ARC's social planning processes to inform the implementation of services that are based on local needs and harness local strengths, including those of non-government and the private sectors.

It is also intended that NSW FACS HNECC provide input into ARC's Community Wellbeing Advisory Committee as a member of that committee for the duration of the MOU. A report concerning the formalities of that committee will soon be presented to Council.

As the ability to attract funding is pivotal to expanding the range of human services to respond to needs evidenced and demonstrated within the LGA, the parties will collaborate, using their respective expertise, to identify and secure such funding. The potential development of Human Services Hubs for non-government organisations at various sites throughout the LGA is a further opportunity to be explored through the MOU.

Conclusion

This report demonstrates the benefits that collaboration between NSW FACS HNECC and Council can deliver to the Armidale Region and it is my belief that it will contribute to enhancing the lives of a wide cross section of community, with particular focus on our seniors, families and young people.

Item: 7.1.1 **Ref:** AINT/2017/03590
Title: Temporary Suspension of Armidale Mall Alcohol Free Zone for the purposes of wine tasting at Armidale Mall Markets **Container:** ARC16/0070
Author: Christopher Bonning, Environmental Health Officer
Attachments: Nil

RECOMMENDATION:

- a) That Council suspend the operation of the Alcohol Free Zone within the Central Mall as follows to allow for the tasting of wine for marketing purposes at PCYC's Armidale Markets In the Mall for the following dates 26/3/2017, 30/4/2017, 28/5/2017, 25/6/2017, 30/7/2017, 27/8/2017, 24/9/2017,29/10/2017,26/11/2017 and the 31/12/2017. Subject to the following conditions:
- i. Tasting cups are to be served in plastic drinking apparatus of not more than 100ml capacity and may be consumed within the suspended areas.
 - ii. The lifting of the prohibition does not preclude Council or the Police from taking any action considered necessary under the provisions of all relevant legislation.
 - iii. Any necessary Liquor licences through the Office of Liquor, Gaming and Racing must be obtained prior to the period's identified events.
- b) At the completion of the Markets in the Mall function the prohibition to consume alcohol will return.
- c) The prescribed and required Public Notification being undertaken in accordance with the requirements of section 645(1) of the Local Government Act 1993.

Introduction:

On Thursday 1 February 2017 a meeting was held with Garry B Slocombe acting on behalf of PCYC to discuss opportunities, issues and improvements for Mall traders and potential market stall holders during the PCYC Markets in the mall.

During the meeting the request was put forward that permission be granted to allow local artisan alcohol producers to be allowed to have a stall within the PCYC Markets and provide samples/tastings of small wine samples in the Mall run events.

Report:

Suspension of Alcohol Free Zones and Alcohol Prohibited Areas.

Council's Environmental Health Officer in discussions with the PCYC, has requested to vary the Alcohol Free Zone and Alcohol Prohibited Areas along Beardy Street (Central Mall areas) to coincide with the following event dates;

- PCYC's Markets in the Mall – PCYC's Armidale Markets In the Mall for the following dates 26/3/2017, 30/4/2017, 28/5/2017, 25/6/2017, 30/7/2017, 27/8/2017, 24/9/2017,29/10/2017,26/11/2017 and the 31/12/2017.

There are two separate Parts of the Local Government Act which relate to Alcohol Prohibited Areas (Part 2 Public Places) and Alcohol Free Zones (Part 4 Street Drinking).

Alcohol Prohibited Areas cover Public Places other than a road such as Reserves and Parks. Within the Armidale Regional LGA it is assumed that the existing Alcohol Prohibited Areas were originally established under Section 632 of the Act and with the introduction of the Local Government Amendment (Confiscation of Alcohol) Act 2010, any existing Alcohol Prohibited Area carried over under a new Section 632A of the Act which amongst other things requires new areas to meet the following:

- (6) An alcohol prohibited area operates, in accordance with the terms of the declaration establishing the area, during such times or events as are specified in the declaration.*
- (7) An alcohol prohibited area operates only so long as there are erected at the outer limits of the area, and at suitable intervals within the area, conspicuous signs:
(a) stating that the drinking of alcohol is prohibited in the area, and
(b) specifying the times or events, as specified in the declaration by which the area was established, during which it is to operate.*
- (8) An alcohol prohibited area cannot be established without the approval of the Local Area Commander of Police for the area in which the proposed alcohol prohibited area is situated.*
- (9) If a council is required by the guidelines in force under section 646 to provide the Anti-Discrimination Board with a copy of the council's proposal to establish an alcohol-free zone, the council cannot establish an alcohol prohibited area unless the council has complied with the consultation requirements set out in those guidelines.*
- (10) For the purposes of subsection (9), the guidelines in force under section 646 apply, with such modifications as are necessary, in relation to a proposed alcohol prohibited area in the same way as they apply in relation to a proposed alcohol-free zone.*

There are no clear directions within the Act or Regulations relating to the suspension or cancellation of an Alcohol Prohibited Area. As a consequence guidance is being taken from section 645 of the Act (below), being the provisions for the suspension or cancellation of an Alcohol Free Zone and also the Ministerial Guidelines established pursuant to section 646 of the Act as referred to above, have also been used.

The Ministerial Guidelines emphasise consultation with the Local Police before and after a decision has been made to cancel or suspend an Alcohol Free Zone.

645 Suspension or cancellation

- (1) The council may, at the request of any person or body or of its own motion, suspend the operation of an alcohol-free zone by publishing notice of the suspension in a newspaper circulating in the area as a whole or in a part of the area that includes the zone concerned.*
- (2) During the period indicated in such a notice as the period of suspension, the zone does not operate as an alcohol-free zone.*
- (3) In like manner the council may at any time cancel the operation of an alcohol-free zone.*

For the requested suspension period to have effect, a Public Notice must be published indicating the area and period of suspension.

Whilst the suspension does not enable anyone to set up and sell alcohol as this is governed through the Office of Liquor, Gaming and Racing and the liquor licensing process, it does enable

the consumption of alcohol in the identified area and within the specified times in the Alcohol Free Zone area.

Community Engagement and Internal Consultation

The Police have advised of the request seeking comment and Council's Community Safety Committee have been notified and the matter was listed on the Committee agenda on the 14 February 2017. As a result of the meeting it was determined that the markets in the mall was a family event and the service of wine tasting samples was inappropriate. However; it is considered that showcasing wine samples for tasting will allow local producers to effectively further their marketing strategy at the mall and will not contribute to a safety issue in the mall.

Advice received from the NSW Police Licensing Coordinator and the Crime Manager for New England Area in relation to a recent request regarding the suspension of the alcohol free zone for a weekly Armidale Music Culture Event is that Alcohol Free Zones and other measures implemented in the Mall have significantly reduced incidents of alcohol violence, malicious damage and anti social behaviour within the Mall. Therefore, NSW Police will not support the lifting of the Alcohol Free Zones in the Mall on a permanent basis.

Police advise they will continue to consider applications for individual events supported by Council, providing the following information is supplied within an Alcohol & Security Management Plan:

- proposed area ;
- type of alcohol provided;
- how will the event be controlled and managed;
- evidence of consultation with local businesses;
- trading times;
- noise consideration;
- management of underage drinking; and
- management of anti-social behaviour.

It is not considered that the tasting of small samples of wine products for the purposes of marketing will result in intoxication and the need for a Alcohol and Security Management Plan as outlined by the Police.

Financial Implications:

Nil

Environmental Implications:

The guidelines in the relevant policies will ensure that all environmental considerations will apply.

Policy Issues:

Nil

Social Implications:

The suspension of the Alcohol Free Zone will result in the consumption of small quantities of alcohol for tasting and sampling purposes, it is not expected to cause negative social implication for the period that the markets operate. In the previous years events the suspension of the Alcohol Free Zone for events such as day on the gravel or Christmas in the mall did not attract nor see any antisocial behaviour.

Integrated Planning and Reporting Issues:

This proposal touches a number of Strategies in the Community Strategic Plan.

Our People – Supporting initiatives and requests from its community;

Our Governance – providing efficient and effective government to support industry and administration;

Our Infrastructure – Improving access to and use of the Mall and other public areas;

Risk Management Issues:

Suspension of the Alcohol Free Zone during the periods and events identified is unlikely to elevate community and public risk.

Legal Issues:

It is not considered that the actions identified in this report have legal ramification.

Item:	7.1.2	Ref: AINT/2017/03598
Title:	Aldi Supermarket application for packaged liquor license	Container: ARC16/0070
Author:	Linda Graham, Town Planner	
Attachments:	1. Attachment 1 - Application by Aldi Foods Pty Limited for the Grant of a new packaged Liquor Licence 2. Attachment 2 - OLGR refusal - ALDI Foods Pty Ltd 3. Attachment 3 - Council Standard Practice Note No. 189 -Regulatory - Liquor Licence Approvals	

RECOMMENDATION:

That Council advise the Office Liquor Gaming and Racing that it supports “in principal” the proposal for a packaged liquor licence for the ALDI Supermarket located at 95 Barney Street ARMIDALE 2350 (PT Lot 1 in DP1219336).

Introduction:

Council has received a “Notice of Intention to Apply for a Liquor Licence or a Licence Authorisation” from Back Schwartz Vaughan Lawyers on behalf of ALDI Supermarket (ALDI) (refer to Attachment 1). The application seeks the grant of a packaged liquor licence through the Office of Liquor, Gaming and Racing (OLGR) and would allow for the sale of alcohol from the existing ALDI located at 95 Barney Street, Armidale. The application constitutes a repeat application, as the first application was refused by OLGR on the 13 April 2016 (refer to Attachment 2). OLGR’s primary ground for refusal is as follows:

“In light of the local and broader community benefits established on the material before the Authority and the Authority’s concerns arising in particular from the Police and BOCSAR crime data, the Authority is not satisfied, on the material before it, that granting the Application would not be detrimental to the well-being of the local or broader community, particularly the local community”.

As part of the second application to OLGR, a Community Impact Statement (CIS) must be prepared by the applicant. At the time of writing this report, the CIS is yet to be finalised. Following a discussion with the law firm acting for ALDI, it is understood that the CIS will contain data which seeks to refute previous evidence tendered to OLGR. On this basis it is recommended that Council support in principal the Aldi proposal to enable OLGR to reconsider the submission and the CIS.

Report:

The following is a chronology in relation to the ALDI development and matters relating to liquor licensing:

- Development consent for ALDI was issued on the 4 March 2010 (DA-351-2009).
- Council receives the first notice of intent on the 5 February 2015, from ALDI Supermarket to apply for a packaged liquor licence through OLGR. The notice was served by Hatzis Cusack Lawyers.
- Council’s Planning Department on the 9 April 2015 advised OLGR that it offered no objection to the grant of a packaged liquor licence.

- Council's Community Safety Advisory Committee advised OLGR on the 26 May 2015 of its objection to the granting of a packaged liquor licence. The involvement of Council's Community Safety Advisory Committee in relation to licensing matters is in accordance with Council's Standard Practice Note No. 189 – Regulatory – Liquor Licence Approvals (refer to Attachment 3).
- DA-351-2009 was modified on four separate occasions with the final modification (DA-351-2009/D) approved on the 12 April 2016. The endorsed plans show the creation of approximately 33 square metres of floor area for the sale of packaged liquor.
- OLGR refused ALDI's application for a packaged liquor licence on the 13 April 2016.
- Council was advised of the issue of an Occupation Certificate for ALDI on the 27 June 2016. The Occupation Certificate was issued by certification firm, Certis Pty Ltd.
- Council receives second notice of intent on the 3 January 2017, from ALDI Supermarket to apply for a packaged liquor licence through OLGR. The notice was served by Back Schwartz Vaughan Lawyers.

Council's Community Safety Advisory Committee has provided advice in relation to the current liquor licence application. The following recommendation was put to a Council Meeting held on the 1 March 2017:

"That the Community Safety Committee does not support the application by ALDI Foods PTY for the grant of a new packaged liquor licence".

Council resolved the following on the 1 March 2017.

"That recommendations from the Committee concerning the application by ALDI Foods PTY for the grant of a new packaged liquor licence and the application by the Armidale Markets in the Mall to suspend the operation of the Alcohol Free Zone on nominated dates not be adopted and that reports on each matter be provided to the next Council meeting for consideration".

In relation to the provision of a report regarding the ALDI liquor licence, Council could support in principal the new proposal enabling OLG to consider the CIS in conjunction with the new application. Whilst OLGR decided to refuse the first liquor licence application, it appears to have done so based upon the weight of evidence placed before it by local Police. While the location of ALDI, as a packaged liquor outlet, does not pose any form of land use conflict, negative social impacts related to the sale of discount liquor are more subtle and difficult to quantify. In this particular scenario, Council feels that the OLG needs to consider whether the commercial advantages of a relatively small packaged liquor outlet outweigh perceived community impacts of a negative nature.

Community Engagement and Internal Consultation

Council's Community Safety Advisory Committee has recently provided a recommendation to Council in relation to the proposed packaged liquor licence. The recommendation was not

adopted. The involvement of the Community Safety Advisory Committee is in accordance with Council's Standard Practice Note No. 189 – Regulatory – Liquor Licence Approvals.

Financial Implications

Consideration of the proposed packaged liquor licence is not considered to result in a financial implication for Council.

Good Governance

Consideration of the proposed packaged liquor licence is being undertaken in accordance with Council's Standard Practice Note No. 189 – Regulatory – Liquor Licence Approvals. It is not considered that the action identified in this report has a legal implication.

Integrated Planning and Reporting Framework

The liquor licence application is not before Council to determine, but rather to provide a position to OLGR in order to assist that authority in its decision-making. Matters relating to integrated planning and reporting are therefore not considered to be relevant.

Sustainability Assessment

Matters relating to sustainability and the operation of ALDI as a supermarket were considered during the assessment of DA-351-2009.

Item: 7.2.1 **Ref:** AINT/2017/03396
Title: Cash & Investments Report February 2017 **Container:** ARC16/0291
Author: Chief Finance and Information Officer
Attachments: 1. February Investment Register 2017

RECOMMENDATION:

That the Cash & Investments report for Armidale Regional Council as at 28 February 2017 be received and noted.

Introduction:

Cash and Investments for the month of February 2017.

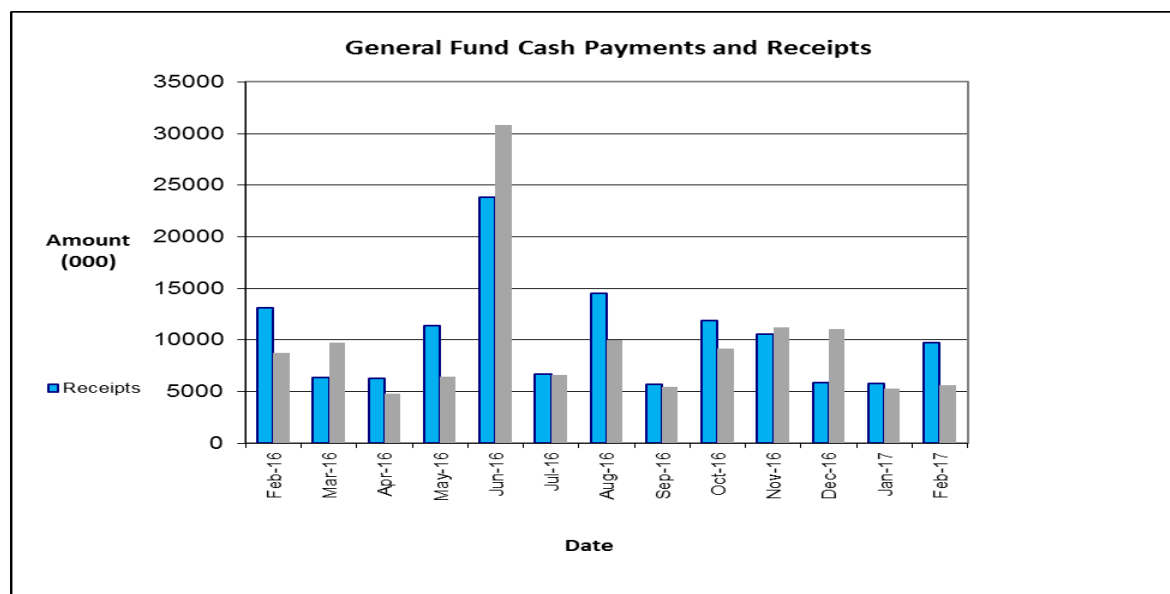
Report:

The following is the cash and investments particulars for the period 1 February 2017 to 28 February 2017. At the end of the February period, Council held \$71,219,450.32 in investments and a consolidated bank account balance of \$9,486,647.39 excluding the Trust Fund.

During the month of February, total payments and receipts were \$5.6 million and \$9.7 million respectively. Council's bank account balance as per bank statements at the end of the period 28 February 2017 are as follows:

General Fund	9,486,647.39
Trust Fund	1,166,684.52
Total Bank Balances	10,653,331.91

	%
30 day BBSW Index	1.63
Average Interest Rate on Term Deposit Investments	2.74

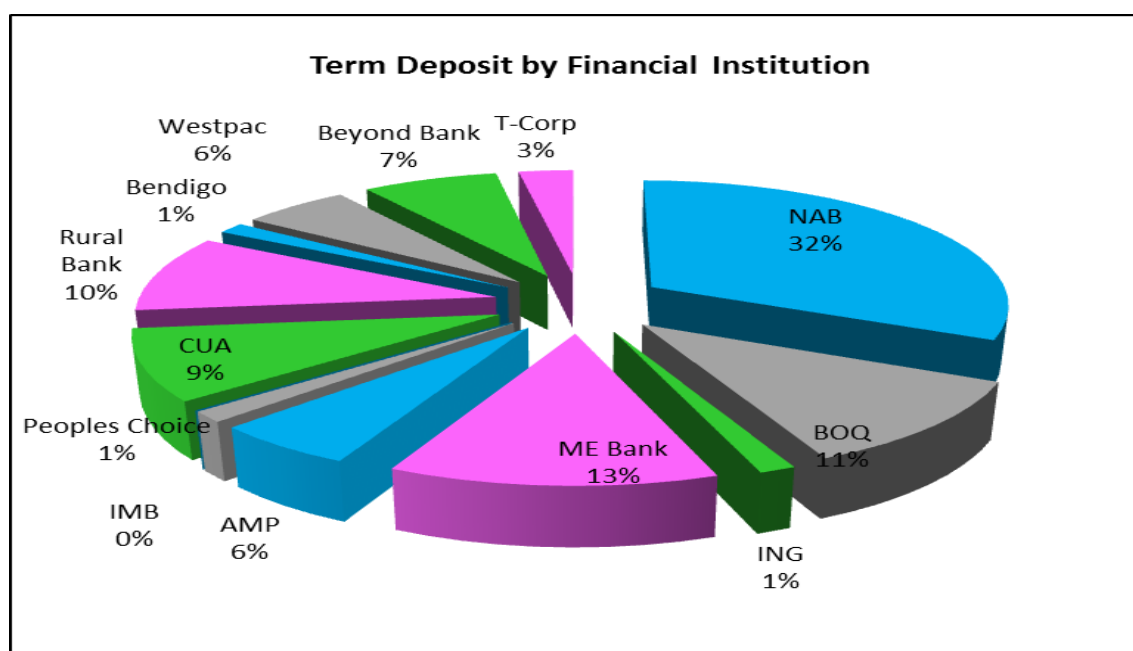


Investments Register

At the end of the February period Council held \$71,219,450.32 in investments, a decrease of \$484,765.42 from the end of the January period.

Opening Balance at the beginning of the Period	71,704,215.74
Redemptions to the NAB General and Business A/c's	- 500,000.00
Funds Transferred from the NAB General and Business A/c's	
Increased principal due to roll over of funds	15,234.58
Closing Balance at the end of the Period	<u>71,219,450.32</u>

Institution	Market Value	Average of Interest Rate %
AMP	4,000,000.00	2.83%
Bank of Queensland	8,000,000.00	2.68%
Bendigo Bank	1,000,000.00	2.65%
Beyond Bank	5,000,000.00	2.77%
Credit Union Australia	6,500,000.00	2.93%
High Interest At Call Savings Account	8,085,757.05	2.30%
ING	1,000,000.00	2.74%
ME Bank	8,000,000.00	2.81%
ME Bank	1,000,000.00	3.07%
NAB	14,619,140.27	2.72%
Peoples Choice Credit Union	1,000,000.00	2.75%
Rural Bank	7,000,000.00	2.55%
T-Corp Hour Glass Account	2,014,553.00	2.50%
Westpac	4,000,000.00	2.60%
Total	71219450.32	2.74%

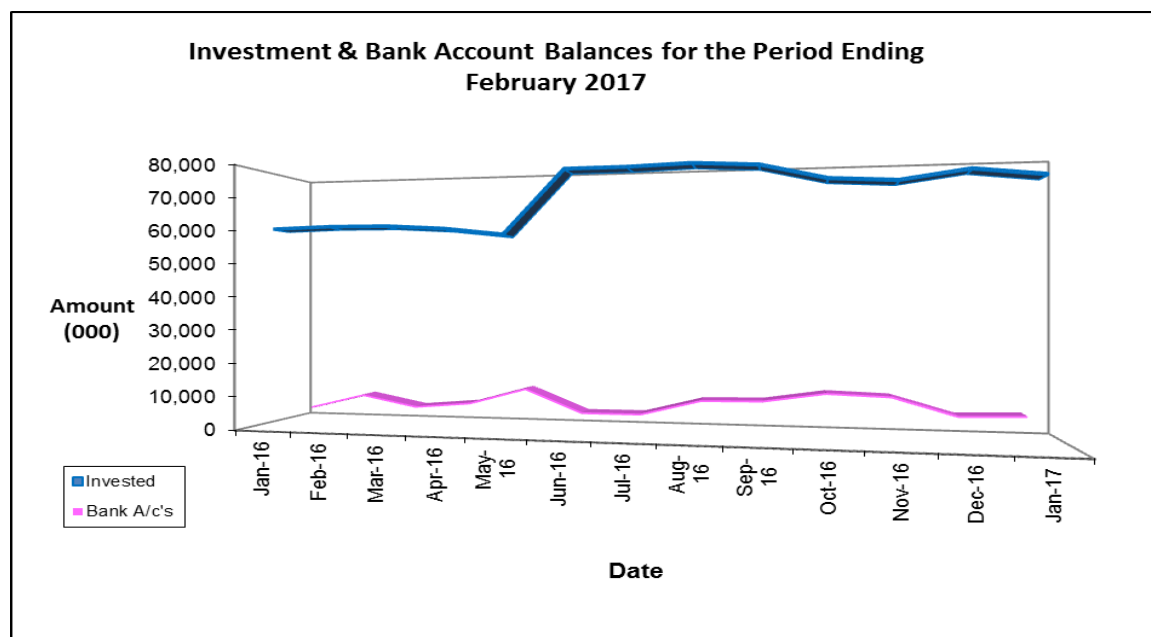


Community Engagement and Internal Consultation

This monthly report provides the community with a snapshot of Council's cash and investment particulars for the period 1 February 2017 to 28 February 2017.

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.
- 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/2017/03119
Title:	Review of Council Meeting Cycle for 2017	Container: ARC16/0620
Author:	Peter Wilson, Senior Governance Officer	
Attachments:	Nil	

RECOMMENDATION:

That Council adopt the following revised Ordinary Council Meeting cycle to the end of September 2017, which is based on a monthly cycle:

- **Wednesday 12 April 2017, 9.00am in Armidale (Second Wednesday)**
- **Wednesday 24 May 2017, 9.00am in Guyra**
- **Wednesday 28 June 2017, 9.00am in Armidale**
- **Wednesday 26 July 2017, 9.00am in Armidale**
- **Wednesday 23 August 2017, 9.00am in Guyra**
- **Wednesday 20 September 2017, 9.00am in Armidale (New Council)**
- **Wednesday 27 September 2017, 9.00am in Armidale (New Council alternate date)**

Introduction:

Report to adopt a revised meeting cycle up to the end of September 2017, whereby meetings are to be held monthly instead of the current three week cycle.

Report:

The report recommends that Council move to a monthly cycle to allow sufficient time for staff to prepare reports and for management to oversee the agenda preparation process, with realistic timeframes and deadlines in place for internal preparation, review and final agenda preparation.

The proposal is for ordinary meetings of Council to be held on the fourth Wednesday of the month, commencing from May and beginning at 9.00am and rotated between Armidale and Guyra.

Meeting Schedule for 2017:

- Wednesday 12 April 2017, 9.00am in Armidale
- Wednesday 24 May 2017, 9.00am in Guyra
- Wednesday 28 June 2017, 9.00am in Armidale
- Wednesday 26 July 2017, 9.00am in Armidale
- Wednesday 23 August 2017, 9.00am in Guyra
- Wednesday 20 September 2017, 9.00am in Armidale (New Council)
- Wednesday 27 September 2017, 9.00am in Armidale (New Council alternate date)

The month of September makes provision for the new Council to preferably meet as soon as practicable after the 9 September 2017 election, which is earmarked for the 20 September with the following Wednesday identified as an alternate meeting date.

The meeting cycle beyond September will be determined by the new Council at their first meeting. An Extraordinary Meeting is likely to be scheduled for early June to enable Council to adopt the Integrated Planning & Reporting (IP&R) suite of plans in line with the statutory timeframes.

Community Engagement and Internal Consultation

The rotation of the meetings between Armidale and Guyra will allow our community to address Council in either the public forum or on an agenda item.

The Executive Leadership Team initiated the review of the meeting cycle.

Financial Implications

There will be administrative efficiency gains with the proposed move from three weekly to monthly meetings.

Good Governance

Section 365 of the Local Government Act 1993 requires Council to meet at least 10 times a year. Council adopted the meeting schedule for February – June 2017 at the meeting held on 7 December 2016.

Integrated Planning and Reporting Framework

Draft Community Strategic Plan 2017-2027, Key Direction – Our People and Community, Community Outcome 1 - The community is engaged and has access to local representation.

Sustainability Assessment

Council meetings are an integral part of the planning, policy and decision making process of council and members of the public are encouraged to attend Council meetings and participate in the “Have Your Say” forums.

Item:	7.2.3	Ref: AINT/2017/03779
Title:	Rates - Pensioner Concessions Policy	Container: ARC16/0029
Author:	Krista Schmidt, Senior Revenue Officer	
Attachments:	1. Draft Rates - Pensioner Concessions Policy	

RECOMMENDATION:

- a) **That the Draft Rates - Pensioner Concessions Policy be endorsed;**
- b) **That the Draft Policy be placed on public exhibition for a period of 28 days, and if no submissions are received, the policy be adopted.**

Introduction:

The report seeks the endorsement of the Draft Policy for public exhibition.

Report:

Council provides for rate reductions to eligible pensioners under Section 575 of the NSW Local Government Act 1993 (the Act).

The amounts of the annual mandatory concessions are:

- Up to \$250.00 on general rates and charges for domestic waste management services
- Up to \$87.50 on sewerage rates and charges
- Up to \$87.50 on water rates and charges

These rebates are funded 50% by the State Government, 5% by the Federal Government and 45% by Council and in turn by other ratepayers.

In May 2011, as part of ADC's new IP&R framework, it was decided to provide Armidale Dumaresq Council pensioners with additional pensioner rebates to address financial stress and address an unfair pensioner rebate system.

The additional pensioner rebates are provided as follows to each eligible assessment

- Up to \$25 in General Fund
- Up to \$25 in Water Fund
- Up to \$25 in Sewer Fund

There are currently 1,445 assessments in the former Armidale local government area receiving a pensioner rebate. While they should all be receiving the full or part additional rebate for the general rates rebate not all of the assessments will be eligible for the sewer and water rebate.

There are currently 424 assessments in the former Guyra local government area receiving the mandatory pensioner rebate. The additional pensioner rebate currently available to eligible pensioners in the Armidale local government area will be extended to all eligible pensioners in Armidale Regional Council.

A draft Rates - Pensioner Concessions Policy for Armidale Regional Council has been prepared to provide guidance to the staff in applying the provision of the Act for rates and charges rebates applicable to eligible pensioners in Armidale Regional Council.

Community Engagement and Internal Consultation

The draft policy will be placed on public exhibition for 28 days before being adopted.

Financial Implications

The application of mandatory concessions on rates and charges as well as the additional annual concession provided by Armidale Regional Council for eligible pensioners as provided in the Act.

Good Governance

The policy ensures the consistent and equitable application of the pensioner concessions in Armidale Regional Council.

Integrated Planning and Reporting Framework

This policy is in line with Council's statutory compliance.

Sustainability Assessment

The policy provides guidelines to the organisation as to the application of pension concessions relating to rates and charges and assists in maintaining Council's financial sustainability strategy.

Item: 7.4.1 **Ref:** AINT/2017/03800
Title: Community Small Grant Applications R2 2016/2017 **Container:** ARC16/0443
Author: Hayley Ward, Administration Officer
Attachments: Nil

RECOMMENDATION:

(a) That Council approve funding of \$20,461.20 under the 2016/17 Community Assistance Small Grants for the following organisations:

Grant Recipient	Program Delivery	Grant \$ (Max \$1,000)
African Association of New England	Welcome lunch for new African refugees, students and information about support services.	\$1000.00
Armidale and District Amateur Radio Club	New repeater replacement for training with scouts and emergency applications	\$1000.00
Armidale and New England Descendants	Healthy lifestyle program for local Aboriginal community members.	\$1000.00
Armidale Community Preschool	Sun safe protection (UV protective laserlite)	\$976.20
Armidale Eisteddfod Society	Funding toward 2017 33 rd Armidale Eisteddfod	\$1000.00
Armidale Hospital and Community Health Staff Social Club	Funding toward costs of hospital fundraising pantomime.	\$1000.00
Armidale Men's Shed	On your bike exhibition to encourage healthy active lifestyle for men.	\$1000.00
Armidale Tree Group	For equipment to maintain Mike O'Keeffe Woodland for community use and recreation.	\$1000.00
Australian Garden History Society, Armidale Sub-Branch	Oral History workshop to record interviews of heritage gardens for Heritage Centre.	\$1000.00
Bald Blair Public School P&C Association	Catering equipment for school and community events.	\$1000.00
Children's Book Council of Australia, New England & North West Sub-Branch	Support the Booked in! Children's Literature Festival 2017	\$950.00
Dog Sports New England	Dog training equipment to support responsible dog ownership.	\$1000.00
Friends of the Old Teacher's College Inc	Reprinting of lost heritage College Year photographs.	\$1000.00
Guyra Veterans Golfers	Replace storm damaged trees.	\$1000.00
Harmony Group Armidale Inc	Harmony Day multicultural event 2017	\$1000.00
High Country Theatre	Community performance event Hannah's Arcarde	\$500.00
Nepalese Community Armidale	Cultural exchange promoting social harmony	\$1000.00
New England Art Society	Signage and promotion material to raise	\$1000.00

	community and business support for the Armidale Art Gallery	
Northwest Church	Equipment for Guyra food pantry program.	\$1000.00
Quota Club of Armidale	Print and frame for Inspirational Women exhibition	\$100.00
Rotary Club of Armidale	Care Packs for homeless women	\$1000.00
St James Guyra Anglican Church	Improve access for people with disability to Parish community hall	\$1000.00
TOTAL		\$20,461.20

Introduction:

Armidale Regional Council advertised and accepted applications for Round Two – 2016/2017 Community Small Grants Program.

Report:

The Grant Program Round Two closed on Tuesday 28 February 2017. Twenty-four applications were received and assessed by a panel to allocate funding. The applications received showed value to the community through the project outcomes that each applicant proposed. Unfortunately not all applications fulfilled the eligibility criteria to receive funding.

Community Engagement and Internal Consultation

A media release was issued and information provided on the ARC website. The panel included two representatives from the Local Representation Advisory Committee and Executive Council Staff Officers. Applicants were advised of the assessment panel meeting and a report to go to the Council meeting. Unsuccessful applicants have been advised via email.

Financial Implications

\$40,000 is allocated in the annual budget through two grant rounds. Round Two of the 2016/17 Community Small Grants Program had a total of \$39,500 available. The recommended projects total \$20,461.20, resulting in a budget saving of \$19,038.80.

Good Governance

Funding has been allocated in accordance with the Funding Guidelines.

Integrated Planning and Reporting Framework

This funding is in accordance with the Delivery Program 2014-2018.

Sustainability Assessment

The program supports locally based, community driven projects within the Armidale Regional Council community.

Item:	7.4.2	Ref: AINT/2017/03831
Title:	Fee Rebate for Use of Central Park and Electricity to Hold the Welcome Party for International Students 2017	Container: ARC16/0048
Author:	Dianne Scopel, Division Assistant	
Attachments:	Nil	

RECOMMENDATION:

That Council provide a rebate of \$152.00 to St Peter's Anglican Cathedral for fees paid to use Armidale Central Park for the 2017 Welcome Party for International Students.

Introduction:

St Peter's Anglican Cathedral provides welcome parties for international students and their families. Organisers submitted a booking application on the 13 February to hold an event in Central park from 5pm to 830pm on the 25 February with a request to waive fees. The event was held in Central Park for approximately 120 participants and included a free BBQ and evening bush dance.

Report:

Receipt of the booking application and request to waive fees from the organiser provided inadequate time for a Council resolution before the 25 February event. Organisers paid the appropriate fees on the 22 February. A rebate for \$152.00 is now sought through Council.

Community Engagement and Internal Consultation

No community consultation has been undertaken in relation to providing a rebate of fees as listed in Council adopted fees and charges.

Financial Implications

Rebate of the fees will total \$152.00 which is not considered significant.

Good Governance

Council's current adopted fees and charges list the applicable fees proposed to be waived. Council staff do not have the delegated authority to waive adopted fees and it is good governance to present this rebate proposal to Council.

Integrated Planning and Reporting Framework

One goal of the current Community Strategic Plan is to support and promote a multicultural community. This proposal to seek a rebate of the fees is considered to support this goal.

Sustainability Assessment

The proposal to waive these fees is not considered to have significant impact on the sustainability of Armidale facilities and parks operations.

Item: 8.1 **Ref:** AINT/2017/03068
Title: Environmental Sustainability Advisory Committee - Minutes of the meeting held on 16 February 2017 **Container:** ARC16/0864
Author: Dianne Scopel, Division Assistant
Attachments: 1. Minutes - Environmental Sustainability Advisory Committee - 16 February 2017

RECOMMENDATION:

That the Minutes of the Environmental Sustainability Advisory Committee meeting held on 16 February be noted and the following recommendations endorsed:

- (a) **the committee endorsed the Draft Sustainability Strategy Consultant Brief with the inclusion of “*strategic partnerships*” and revised goal of “zero net *carbon* emissions.”**
- (b) **the Committee intends to meet on the third Thursday of every second month.**

Item: 8.2 **Ref:** AINT/2017/03762
Title: Access Advisory Committee - Minutes of the meeting held on 23
February 2017 **Container:** ARC16/0524-2
Author: Hayley Ward, Administration Officer
Attachments: 1. Minutes - Armidale Regional Council Access Advisory Committee -
23 February 2017

RECOMMENDATION:

That the Minutes of the Access Advisory Committee meeting held on 23 February 2017 be noted.

Item: 8.3 **Ref:** AINT/2017/03365
Title: Audit and Risk Committee - Minutes of the meeting held on 28
February 2017 **Container:** ARC16/0522
Author: Peter Wilson, Senior Governance Officer
Attachments: 1. Minutes - Audit and Risk Committee - 28 February 2017

RECOMMENDATION:

That the Minutes of the Audit and Risk Committee meeting held on 28 February 2017 be noted and the following recommendations endorsed:

- a) **That the Committee receive and note the audited Annual General Purpose and Special Purpose Financial Statements and Auditor's Report, for the former Armidale Dumaresq Council for the year ended 12 May 2016 (amalgamation day);**
- b) **That the Committee receive and note the audited Annual General Purpose and Special Purpose Financial Statements and Auditor's Report, for the former Guyra Shire Council, for the year ended 12 May 2016 (amalgamation day);**
- c) **That the meeting be held on Tuesday 30 May 2017 commencing at 5.30pm;**
- d) **That the Internal Audit Report – Stronger Communities Grant Fund Program \$1M be noted;**
- e) **That the report on the various organisational performance indicators identified at the meeting held on 22 November 2016 be noted; and**
- f) **That the progress report on the 2016/17 Strategic Internal Audit Plan be noted.**

Item: 8.4 **Ref:** AINT/2017/03807
Title: Hillgrove Progress Association Inc and Local Area Committee - Minutes of the meeting held 21 February 2017 **Container:** ARC16/0728
Author: Jessica Bower, Executive Officer
Attachments: 1. Hillgrove Progress Association - Minutes - General Meeting February 2017

RECOMMENDATION:

That the Minutes of the Hillgrove Progress Association Inc and Local Area Committee meeting held on 21 February 2017 be noted.