



ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 26 July 2017
9am

at

Guyra Council Chambers

Members

Administrator, Dr Ian Tiley

SUPPLEMENTARY AGENDA

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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.

Item: 7.1.1 **Ref:** AINT/2017/12197
Title: Alcohol Free Zones - Armidale CBD **Container:** ARC16/0867
Author: Janine Carson, Head Ranger
Attachments: Nil

RECOMMENDATION:

- a) That Alcohol Free Zones, in accordance with Part 4 of Chapter 16 of the Local Government Act 1993, be established for a period of four years from a date seven days after the publication of a public notice under Section 644B of the Act, to cover the following public roads:

Allingham Street	between Rusden and Beardy Streets,
Barney Street	between Dangar and Faulkner Streets,
Beardy Street	between Niagara and Dangar Streets,
Beardy Street	between Faulkner and Taylor Streets,
Butler Street	between Beardy and Barney Streets,
Burton Lane	between Woodward and Faulkner Streets,
Cinders Lane,	
Coucon Lane	off Allingham Street between Rusden and Beardy Streets,
Dangar Street	between Moore and Barney Streets,
Dangar Street	between Dumaresq and Kirkwood Streets,
Dumaresq Street	between Markham and Taylor Streets,
Faulkner Street	between Kirkwood and Barney Streets,
Jessie Street	between Rusden and Dumaresq Streets,
Kirkwood Street	between Marsh and Markham Streets,
Markham Street	between Dumaresq and Barney Streets,
Marsh Street	between Kirkwood and Barney Streets, excluding the road frontage to 110-112 Marsh Street, adjacent to "Jean Pierre's" restaurant,
Moore Street	between Faulkner and Dangar Streets, excluding the road frontage of 24 Moore Street, adjacent to "Rene on the Mews" café,
Naughten Avenue	between Taylor and Marsh Streets,
Niagara Street	between Beardy and Barney Streets,
O'Connor Place	between Cinders Lane and Rusden Street,
O'Dell Street	between Beardy and Barney Streets,
Ohio Street	between Beardy and Barney Streets,
Rusden Street	between Niagara and Taylor Streets,
Solomon Avenue,	
Tingcombe Street,	
West Avenue,	
Woodward Street	between Dumaresq and Marsh Streets.

NOTE: *The Alcohol Free Zone established between Marsh Street and Jessie Street throughout the Beardy Street Mall West, Central and East Areas does not apply to the consumption of alcohol served as part of a meal, via table service from an appropriately licensed premises and consumed within an outdoor dining setting for the duration of the NSW Small Business Commissioners outdoor dining trial. Nor does it apply to the tasting of alcoholic beverages for marketing and promotion purposes, carried out at a market*

or festival event within the Beardy Street Mall West, Central and East Areas subject to the following conditions;

- i. Tasting cups are to be served in plastic drinking apparatus of not more than 100ml capacity.*
- 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.*

Narwan Village / Galloway Street (East) Area

Archibald Street,	
Cookes Road	between Mann Street and Long Swamp Road,
Long Swamp Road	between Mossman Street and Galloway Street,
Mann Street	between Canambe Street and the western entrance to the Armidale Traffic Education Centre, 2-16 Mann Street
Mossman Street	between Canambe Street and Cookes Road,
De Silva Avenue, Smith Street	
Bracken Street, Bower Place, Chisholm Lane, Dale Crescent, Galloway Street	between Kennedy Street and Long Swamp Road,
Heagney Close, Morson Avenue, Murtagh Close, Parry Parade, See Avenue.	

Girraween Area

Alexander Street,	
Bailey Crescent,	
Bain Crescent,	
Brogan Street,	
Claude Street	from Dumaresq Creek to the bypass,
Edward Street,	
Golgotha Street	from Tancredi Street to Claude Street,
Hiddens Street,	
McIntosh Crescent,	
Niagara Street	from Tancredi Street to Dumaresq Creek,
Purkiss Street,	
Queen Elizabeth Drive	from Dumaresq Creek to the bypass,
Samuelson Crescent,	
Tancredi Street	unformed section from Niagara Street to Golgotha Street.

- (b) That the proposed Alcohol Free zones also include the following public car parks:

APEX Lookout Car Park at the Western End of Jeffrey Street,
'Aquatic Centre Car Parks', corner of Markham and Dumaresq Streets, and off

**Dumaresq Street,
'Cinders Lane Car Park' off Cinders Lane
'Dumaresq Street Car Park', east of the Aquatic Centre,
Former 'Gasworks Car Park', corner of Allingham and Beardy Streets,
'Naughten Avenue Car Park', Naughten Avenue,
'Rusden Street Car Park' including decked area, between Rusden, Faulkner and Marsh
Streets,
'Rusden/Jessie Street Car Park', between Rusden and Jessie Streets,
'Tourist Information Centre Car Park', off Dumaresq Street and adjacent to Marsh
Street.**

- (c) **That the establishment of the above Zones be subject to public notice and signposting, in accordance with Sections 644B and 644C of the Local Government Act 1993.**
- (d) **That the Police Local Area Commander and the officer-in-charge of the local Police Station be notified of this resolution so that the zone operates and can be enforced effectively. The local Liquor Accord, existing liquor licensees/club secretaries in the relevant areas, as well as the local Aboriginal Land Council, Community Drug Action Team and Community Safety and Gayinyaga Committees are also to be notified of the Council's decision.**

Background:

At the Council meeting held on 25 March 2013 (Min. 66/13), Council resolved to exhibit a proposal to renew the application of the Alcohol Free Zones covering roads, footpaths and public car parks in central Armidale, Girraween and parts of south-east Armidale, for a period of up to four years, commencing 24 June 2013; together with the addition of the car parking area at the Apex Lookout at Drummond Park.

This proposal was the subject of a consultative process in accordance with Section 644A of the Local Government Act 1993 and the 2009 Ministerial Guidelines regarding this issue, including a 30 day exhibition period ending on 3 May 2013. This involved:

- (i) local print media and internet notification to the public;
- (ii) advice to the local Police Commander and officer in charge of the Armidale Police Station;
- (iii) advice to the local Liquor Accord, liquor licensees and secretaries of registered clubs whose premises adjoin the proposed zones; and
- (iv) advice to the Armidale Local Aboriginal Land Council; Council's Community Safety and Gayinyaga Committees; Armidale Aboriginal Elders Congress; Armidale Aboriginal Justice Group and Circle Sentencing Manager; Coalition of Aboriginal Peak Organisations.

At the Council meeting held on 22 March 2017, Council resolved to adopt the recommendation for the suspension of the Alcohol Free Zone within the Armidale Mall to allow for wine / liquor tasting as part of marketing purposes within Markets in the mall. In addition on the Council meeting held on 28 June 2017 resolved to adopt the Suspension of the Alcohol Free Zone for the purposes of the NSW Small Business Commissioner Outdoor Dining Trial. This reports proposed Alcohol Free Zone must be reflective of the above previously adopted items.

Key Issues and Risks

The intention of this part of the Act is to promote the safe use of roads/footpaths/car parks designated as Alcohol Free Zones without interference from anti-social behaviour caused by public drinkers. The Zones are described by the Department of Local Government (Circular 09/05) as *“an early intervention measure to prevent the escalation of irresponsible street drinking to incidents involving serious crime.”* Under the Act, the Police and Council’s authorised officers may confiscate from any person drinking, or about to drink, alcohol within any AFZ.

The recommendation of this report is in accordance with Part 4 of Chapter 16 of the Local Government Act and the related Ministerial Guidelines issued in February 2009

Integrated Planning and Reporting Framework

Not identified in the framework however operational matter of Council.

Stakeholder Engagement

Council will be advising the following agencies or groups:

- The Local Police Commander and officer in charge of the Armidale Police Station;
- The Local Liquor Accord including liquor licensees and secretaries of registered clubs whose premises adjoin the proposed zones;
- The Armidale Local Aboriginal Land Council;
- Council’s Community Safety;
- The Gayinyaga Committees;
- The Armidale Aboriginal Elders Congress;
- The Armidale Aboriginal Justice Group and Circle Sentencing Manager; and
- Coalition of Aboriginal Peak Organisations.

Financial Implications

The cost to Council will involve the purchase and display of appropriate signs, updating Council’s name and branding, at an approximate cost of \$6,000, as well public advertising cost of approximately \$900.

Next Steps

- Advertise the alcohol free zoned in the local paper for a period 28 days.
- Send letters advising relevant parties that alcohol free zoned are being extended for another four year.
- Order and erect new signage.

Item: 7.1.2 **Ref:** AINT/2017/12692
Title: FOR DECISION: Stronger Country Communities Fund Projects
Container: ARC17/2220
Author: Greg Lawrence, Service Leader Economic Development and Marketing
Attachments: Nil

RECOMMENDATION:

That Council support an application(s) to the 2017-18 Stronger Country Community Fund for project(s) as detailed in the report.

Background:

The NSW Government has recently announced \$1.3 billion in regional growth funding over the next four years. This once-in-a-lifetime investment will create the major infrastructure that regions need to unlock their economic potential, as well as enhance the parks, pools and sports-grounds that communities deserve. As the economic growth in our regions accelerates, the NSW Government is looking to ensure community becomes a better place to live, work and play. As part of this \$1.3 Billion, the NSW Government has included \$200 Million for the Stronger Country Communities in the 2017-18 NSW budget with applications closing on the 13th September 2017. Noting that the new Council will have only been elected on the 9th September and wanting to seize the moment and that Council staff are keen to maximise the opportunity and are working towards application(s) for potential projects as listed below.

Key Issues and Risks

The Stronger Community Country Fund is available to all 92 NSW regional local government areas. The issue for Armidale regional council are as follows:

- Applications open 16th August and close on the 13th September 2017
- Council elections are on the 9th September 2017

With the above in mind Armidale Regional Council wants to ensure that we do not miss the opportunity to secure funding as part of the Stronger Community Country Fund and as such cannot wait for the new council to be announced. With this in mind the following projects have been nominated as worthy contenders as they have community support, which is a key point for this funding:

1. City Cycle Ways
2. Mall Vibrancy Stage Two
3. New England Mountain Bikers Inc. - Project Gonzo
4. Guyra Museum
5. Makers Centre at the new Armidale War Memorial Library
6. NERAM expansion project

Integrated Planning and Reporting Framework

The proposed project(s) will contribute to the Community Strategic Plan 2017-2027.

Stakeholder Engagement

ELT

Community

Financial Implications

Depending on funding received \$2-3 Million funds will be needed to be funded from the 2017/18 budget.

Next Steps

Proceed to lodge application(s).

Item:	7.3.3	Ref: AINT/2017/12332
Title:	FOR DECISION: Approval of the Stage 1 budget for the office accommodation upgrade of the former Armidale Regional Council War Memorial Library	Container: ARC17/2102
Author:	Lindsay Woodland, Group Leader Organisational Services	
Attachments:	1. Office Accommodation Strategic Plan ARC	

RECOMMENDATION:

- (a) That the Stage 1 office accommodation budget of \$1.4 million for the upgrade and refurbishment of the former Armidale Regional War Memorial Library be approved;
- (b) That the Water and Sewer business fund Stage 1 development and own and occupy the old Library.
- (c) That the costs associated with the urgent repairs to the Civic Administration Building of \$1 million for the upgrading of the Fire and Safety Egress, BCA/DDA and air conditioning systems be approved so that Council can become compliant with legislation .
- (d) That the required budget for Stages 2 & 3 of the Office Accommodation project that relates to the upgrade of the Civic Administration Building proposed for development in the 2018/19 financial year and 2019/20 financial year be noted in preparation of future budgets. Prior to the subsequent financial years further submissions for approval will be submitted to Council for approval.
- (e) That the Land and Building asset be transferred to Water Fund from General Fund at the Fair Value amount on the General Fund Balance Sheet as at 30 June 2017.

Introduction:

The recent completion and opening of the new Armidale Regional War Memorial Library and the subsequent vacating of the former Armidale Regional Council War Memorial Library "old Library", has created an opportunity for the old Library to be used for other purposes. At the 24 May 2017 Council Meeting, it was adopted that the former Armidale Regional Council War Memorial Library and Library Administration initially be used as a Returning Office and Counting Centre from 29 June to 29 September 2017 and thereafter be utilised for new office accommodation for Armidale Regional Council (ARC) indoor staff.

The objectives of the Armidale Regional Council Staff Accommodation Project are to:

- Address existing work health and safety issues and ensure accommodation is compliant with legislation
- Reduce operating costs through providing a more energy efficient and sustainable office environment
- Provide Contemporary office accommodation that enables enhanced employee collaboration and provides workspaces that foster high performance, teamwork and a customer focused culture
- Exceptional customer service and community engagement
- Improved facilities and functionality for Council and Councilors.

The Case for Change

The accommodation requirements for ARC staff have grown over a number of years and the

available space in the Administration building is no longer adequate. ARC staff are currently located across a number of city buildings and in the overcrowded civic administration building. The original administration offices were designed for 50-60 employees (prior to the merger with Dumaresq Council) but now houses more than double that amount of people in the building. A number of staff are also located in separate offices at the rear of the old Armidale Dumaresq Chambers and Hughes House which are sub-standard and isolated from the main Council workplace.

The Civic Administration building requires remedial works which include work health and safety issues such as repairing ceiling leaks, updating the climate control system, lighting and energy efficiency measures and emergency and fire egress.

The Civic Administration building was opened in 1985. Leaks in the building have existed since the building was opened. The climate control system in the building is aged and requires upgrading. In the year 2000 corner work station clusters and internal walls were installed and caused a major disruption of natural airflow that continues. The ceiling lighting in the building has not kept pace with the changing workstation layouts and potential energy efficiency improvements. Emergency and fire egress paths have suffered with the changing work station layouts and numbers of staff, with some paths of travel not satisfying the Building Code of Australia requirements. The building design code requires the use of egress through fire exit doors as a matter of course to move throughout the building. The building has not been painted nor had new floor coverings in over 20 years.

There are also several accommodation issues with the old Council Chambers where the Council's Information Technology and Business Systems and Assets are located, including no disabled access, outside toilets, poor kitchen facilities and fire egress paths which are not compliant.

Council receives many 1000s of customer and community enquires each year and a high proportion of these are through face to face interactions. The Executive's goal is to improve the environment and manner in which ARC staff engages and interacts with customers and community members.

Council staff are spread across a number of Council properties which creates disparate sub-cultures and operating silos. The Executive Team is planning to eliminate silos and create a more collaborative organisational culture and seamless service delivery that is more aligned to the needs of customers and the community.

There is extensive research available that confirms that the environment in which employees work is a contributor to driving cultural change. The current out-dated office environment does not reflect or support the development of a modern, progressive and customer focused workforce.

Best practise organisations have flexible and productive work spaces that attract and retain top talent and engage employees in an inspiring work environment. A revitalised environment will also improve the moral of employees and signal to staff that they are valued and that management is investing in the future of the Council.

The old Library provides a floor plate that can easily become a fresh, modern and efficient environment that will help Council to drive the delivery of exceptional customer service, a high performing culture and has the potential to create an environment with stronger community

interfaces. The Library will house staff from the Water and Sewer business and members of the Shared Services Teams including Customer Services. It provides the much needed space and is in close proximity to the current Council offices that will continue to house up to 100 Council employees in the future.

It is important to note the upgrade is intended to take place over a three year period. Stage 1 refers to the Old Library upgrade. Stage 2 works relates to Level 1 of the Civic Administration Building. Stage 3 refers to the Ground floor of the Civic Administration Building.

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Stage 1 Works – Old Library upgrade

In order to upgrade the old Library and convert the building from use as a Library to use as an office environment, a number of BCA and DDA and work health and safety compliance standards will need to be met. The first step of Stage 1 will include the development of an overall Master Plan for all three stages as well as detailed planning for the elements of Stage 1.

The cost of refurbishment of the old Library is estimated at \$1.4 million. Major components include the ground floor fit-out, re-ducting of the air-conditioning, provision of new amenities and the mezzanine floor construction. Another key element of the proposal involves completion of an architectural and structural design assessment prior to commencement of works.

It is proposed that the refurbished old Library will house the Water and Sewer staff and key shared services functions which support these teams.

Please refer to Attachment 1. Armidale Regional Council Strategic Plan – Office Accommodation for a detailed breakdown and costings.

Stage 2 and 3 Works – Civic Administration Building Level 1 upgrade and Civic Administration Building Ground Floor Upgrade.

The 32 year old building was designed to accommodate 50-60 staff. The Armidale Regional Council requires accommodation for in excess of 100 indoor staff. The Stage 1 works release of the Water and Sewer and shared services teams will allow some space which includes 'hot desks' for our Guyra based staff when working in Armidale, and contractors such as auditors and engineers when required. In order for works to commence on stages 2 and 3 the Civic Administration building requires some repairs to comply with work health and safety standards. Re-design is required in some areas to modernise the environment and apply best work practises.

The cost of refurbishment at level 1 of the Civic Administration building is estimated at \$1.3 million (Stage 2) or(\$830,000 if the safety upgrade is approved to happen as part of Stage 1) and \$1.1 million for the ground floor (Stage 3) or (\$693,000 if the safety upgrade is approved as part of Stage 1). Major components include compliance with BCA and DDA standards, replacing the air-conditioning and electrical system, the Level 1 floor fit-out, re-designing offices and work stations to modernise and promote best work practises, and repairing various chattels. The results of these changes will lead to a modern and efficient environment that will help the delivery of exceptional customer service.

Please refer to Attachment 1. Armidale Regional Council Strategic Plan – Office Accommodation

for detailed breakdowns and costings for Stage 2 & 3 works.

Community Engagement and Internal Consultation

Staff engagement has occurred and included management interviews and focus groups on future workplace design.

Financial Implications

Armidale Regional Council operates 3 separate entities under one corporate structure being General, Water and Sewer Funds. Each entity has its own separate income expenses assets and liabilities. Currently the Civic Administration co-locates offices from all Funds with the Water and Sewer business paying an overhead 'lease' to General Fund for occupancy. Under this proposal to utilise the old Library there is the opportunity for Water and Sewer business to own and occupy their own building supported by shared services functions and to release space in the Civic Administration Building.

Water and Sewer funds have the financial capacity in retained earnings to own and refurbish the old Library into suitable office space. Funding of Stages 2 and 3 will be required from the General Fund which will be considered as part of the budget deliberations for FY2018/19 and FY 2019/20. This will be subject to a separate submission to Council and subject to it being financially sustainable to progress with subsequent stages at this time.

Fair Values are:

Land	\$70,000
Buildings	\$1,025,377

Good Governance

The intent of the staff accommodation strategy is to assess current work space allocations against established guidelines and to propose adherence with best practise in the future.

The current amenity, environment and safety of the Armidale Regional Council buildings will be improved to ensure compliance with legislation.

Integrated Planning and Reporting Framework

The review of staff accommodation and work location projects has been identified in the Armidale Regional Council's Merger and Transition Plan.

Armidale Regional Council's Accommodation Strategy will address improvements in customer service delivery consistent with the Community Strategic Plan 2017.

Sustainability Assessment

Better office accommodation will improve service delivery capability, including flexibility to meet the changing community needs. Greater employee satisfaction and productivity improvements within the work environments will drive the delivery of outstanding customer service and a high performing culture. The office accommodation upgrade also allows for critical WHS issues to be addressed in the Council's office work locations. Upgrades to AC and lighting will ensure that they meet modern energy efficiency requirements minimising ongoing operating cost for Council.

Any legislative requirements of the NSW Government will be met.

Item:	7.4.2	Ref: AINT/2017/12517
Title:	FOR DECISION: Armidale to submit EOI to host 2020 World Endurance Mountain Bike Championships	Container: ARC16/0083
Author:	Anthony Broomfield, Program Leader Tourism, Marketing and Events	
Attachments:	Nil	

RECOMMENDATION:

- a) That Council notes the New England Mountain Bikers Inc. bid for Armidale to host the 2019 World Endurance Mountain Bike Organisation Championships was unsuccessful; and
- b) That Council supports the New England Mountain Bikers Inc. in their bid to host the 2020 World Endurance Mountain Bike Organisation Championships; and
- c) That Council reallocate the \$25,000 sponsorship previously approved by Council for the 2019 Championships bid to the 2020 Championships bid to be paid over three years 2017, 2019, 2020.

Background:

Council approved at its June 2017 meeting to provide \$25,000 towards the \$60,000 hosting fee in support of the New England Mountain Bikers Inc. (NEMTB) bid to host the 2019 WEMBO Championships.

The NEMTB have since been advised that their bid for 2019 was unsuccessful, however they have been encouraged to bid for the 2020 WEMBO Championships. It is proposed to reallocate Council funds approved for the (unsuccessful) 2019 event to support the running of the 2020 WEMBO Championships. Securing the World Endurance Mountain Bike Championships would have a significant economic benefit to the Armidale Region and back of the National Championships position Armidale as an epi-centre for Mountain biking. A decision by WEMBO regarding hosting of the 2020 Championships is anticipated within three months.

Key Issues and Risks

Should Armidale be announced as the 2020 Championships host city then the Council contribution of \$25,000 would be payable as follows:

- 2017 \$12,000
- 2019 \$6,500
- 2020 \$6,500

The risk of the event not taking place once a host city has been announced is deemed to be low.

Integrated Planning and Reporting Framework

Mountain biking is recognised within the New England Tourism Destination Management Plan as a tourism driver and in the 2011 Tourism Strategy as an opportunity for development.

Stakeholder Engagement

Consultation has taken place with the NEMTB who have consulted with other key stakeholders.

Financial Implications

To be funded through 2017/18 Tourism projects budget.

Next Steps

Maintain contact with NEMTB regarding progress and key project milestones.

Item: 7.4.3 **Ref:** AINT/2017/12554
Title: FOR DECISION: Armidale to host 2018 National Championships - XCO Cross Country Mountain Bike. **Container:** ARC16/0083
Author: Anthony Broomfield, Program Leader Tourism, Marketing and Events
Attachments: Nil

RECOMMENDATION:

- a) **That Council acknowledges the successful bid by the New England Mountain Bikers Inc. to host the 2018 Cross Country Mountain Bike National Championships in Armidale; and**
- b) **That Council approves \$10,000 sponsorship support to the New England Mountain Bikers Inc. towards the \$30,000 hosting fee as levied by Mountain Bike Australia.**

Background:

The New England Mountain Bikers Inc. (NEMTB) has proven itself as a highly proactive club with a reputation for running successful events. They have over recent years developed 36km of mountain bike track which is freely available to all, students, residents and visitors.

The trail at SportUNE has been recognised as a unique venue situated as it is close to the CBD with parking, facilities and amenities adjacent to the track. In January 2017 the club hosted two rounds of the National XCO series following which the club was recognised for the success of the event by being awarded "National Mountain Biking Event of the Year" by peak body, Mountain Bike Australia.

Following the success of the January 2017 hosting of two rounds of the XCO Nationals the NEMTB bid for, and were successful in winning, the rights to host the National Championships to be run February 23-25, 2018. This is a noteworthy achievement for a home grown club run entirely by volunteers.

This event attracts a hosting fee of \$30,000 for which the NEMTB are requesting Council support to the value of \$10,000 exc GST to be paid in late 2017.

The NEMTB aims to operate the event as cost neutral to the Club, the Club has a policy to reinvest any profit into further trail building/development.

In return for this sponsorship council will receive sponsorship benefits including council branding as well as recognition in media and publicity both pre and post event across advertising and all media. A post event outcomes report will be provided by NEMTB. The event will have significant economic benefit to the region. It is estimated that with over 280 competitors the championships will attract 725 visitors to Armidale which will generate 2,500 night stays.

Key Issues and Risks

As the event is being run on behalf of the Australian mountain biking peak body the risks to Council of "losing" their sponsorship funds are seen as very low. With Council's support the NEMTB has already covered 2/3 of the total event hosting fee of \$30,000.

The NEMTB has the required risk management plans in place to ensure a safe event for both competitors and spectators.

Integrated Planning and Reporting Framework

Mountain biking is recognised within the New England Tourism Destination Management Plan as a tourism driver and in the 2011 Tourism Strategy as an opportunity for development.

Stakeholder Engagement

Consultation has taken place with the NEMTB who have consulted and received the support of other key stakeholders.

Financial Implications

To be funded through 2017/18 Tourism projects budget.

Next Steps

Maintain contact with NEMTB regarding progress and key project milestones.

Item: 8.8 **Ref:** AINT/2017/12516
Title: FOR INFORMATION: Minutes of the Business Advisory Committee Meeting held on 20 July 2017 **Container:** ARC17/2172
Author: Nathalie Heaton, Service Leader Governance, Risk and Corporate Planning
Attachments: 1. Minutes - Business Advisory Committee - 20 July 2017

RECOMMENDATION:

That the Minutes of the Business Advisory Committee meeting held on 20 July 2017 be noted and the following recommendations be endorsed:

- (a) That the Business Advisory Committee Terms of Reference be accepted;**
- (b) That the new Council appoint a Councillor as Chairperson of the Business Advisory Committee following the September 2017 election and that a second Councillor serve on the Committee;**
- (c) That Council's business directory be enhanced with the options suggested by Locals for Locals, subject to budgetary constraints;**
- (d) That the report on Armidale Mall and Beardy Street Guyra Update be noted; and**
- (e) That the report on the Small Business Friendly Council Program be noted.**