

# Armidale

## Regional Council

### ORDINARY MEETING OF COUNCIL

Held on

Wednesday, 27 July 2016  
9am

at

Armidale Council Chambers

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

**IN ATTENDANCE:** Mr Glenn Wilcox (Interim 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
  
2. CONFIRMATION OF PREVIOUS MINUTES

**CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 13 JULY 2016**

72/16

**RECOMMENDATION**

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

**The recommendation was ADOPTED.**

3. DECLARATIONS OF INTEREST  
Nil.
  
4. HAVE YOUR SAY ON AN AGENDA ITEM  
Nil.
  
5. DEPUTATIONS BY COMMUNITY GROUPS/ORGANISATIONS  
Nil.
  
6. ADMINISTRATOR MINUTES

The Administrator noted the September 2015 resolution of Armidale Dumaresq Council regarding the acceptance of Syrian refugees to Armidale. The Administrator has contacted the NSW Coordinator-General for Refugee Resettlement Professor Peter Shergold indicating his strong support for this initiative.

7. REPORTS OF OFFICERS

7.1 OUR ENVIRONMENT

**7.1.1 DA-1-2016 Proposed Multi Unit Development of 3 New Units and 3 Lot Strata  
Subdivision at 93 Jeffrey Street, Armidale**

*Ref: INT/2016/06778*

73/16

**RECOMMENDATION**

- (a) That having regard to the assessment of the Development Application, DA-1-2016 be granted consent in the terms set out in proposed conditions of consent.**
- (b) That those persons that made submissions in relation to the Application be notified of the determination in writing.**

**The recommendation was ADOPTED.**

*Action: The Administrator has requested a report including a review on DA processing times and updated planning instruments and processes. The Administrator requested that all significant DA's be submitted to the Local Representation Advisory Committee (LRAC) for review and that a meeting be held on site with the proponent prior to the DA going to Council.*

7.2 OUR GOVERNANCE

**7.2.1 Status report - merger of Armidale Dumaresq and Guyra Shire councils** *Ref: AINT/2016/01*

74/16

**RECOMMENDATION**

- a) That this report on Council's progress in meeting the NSW Government's objectives for the merger of Armidale Dumaresq and Guyra Shire councils be noted.**

**The recommendation was ADOPTED.**

**7.2.2 Cash & Investments Report June 2016**

*Ref: AINT/2016/01696*

75/16

**RECOMMENDATION**

**That the Cash & Investments report for Armidale Regional Council as at 30 June 2016 be received and noted.**

**The recommendation was ADOPTED.**

**7.2.3 Draft Investment Policy July 2016**

*Ref: AINT/2016/01875*

76/16

**RECOMMENDATION**

- a) That Armidale Regional Council's Investment Policy be placed on public exhibition for a period of twenty eight (28) days from Wednesday 3 August to Wednesday 31 August and if no significant public submissions are received the Investment Policy be enacted.

The recommendation was ADOPTED.

**7.2.4 Review of Water Account Management Policy (POL238)**

*Ref: AINT/2016/02165*

77/16

**RECOMMENDATION**

That Water Account Management Policy 238 (POL238) be adjusted for write offs greater than \$900 to be approved under delegation to General Manager.

The recommendation was ADOPTED.

**7.2.5 Review of Community Strategic Plan (CSP)**

*Ref: AINT/2016/02405*

78/16

**RECOMMENDATION**

That Council invite consultants to submit a proposal to develop a community engagement program and a methodology to review the current documents and develop a new Community Strategic Plan (CSP) for the new council area, with extensive community engagement.

The recommendation was ADOPTED.

**7.2.6 Review of Council's Committee Structure - Armidale Pine Forest Advisory Committee**

*Ref: AINT/2016/02637*

79/16

**RECOMMENDATION**

- a) That the former Armidale Pine Forest Committee be reconstituted as the Armidale Pine Forest Advisory Committee;
- b) That the Draft Terms of Reference be referred to the Committee for endorsement prior to being adopted by Council;
- c) That the committee composition comprise those persons listed in the report;
- d) That it be noted that the Administrator has appointed Herman Beyersdorf as the Chairperson, until a new Council is elected.

The recommendation was ADOPTED.

**7.2.7 Establishment of Regional Marketing & Growth Advisory Committee**

*Ref: AINT/2016/02820*

80/16

**RECOMMENDATION**

- a) That the committee composition comprise those sixteen (16) persons listed in the report;
- b) That Dr Sandra Welsman be appointed as the Chairperson;
- c) That the Draft Terms of Reference be referred to the Committee for endorsement prior to being adopted by Council; and
- d) That the highest order task of the new committee be to undertake a review of the 2011 Armidale Economic Development Strategy, with the review to incorporate an extensive community engagement process.

The recommendation was ADOPTED.

7.3 OUR INFRASTRUCTURE

**7.3.1 Implications and opportunities of introducing a Container Deposit Scheme (CDS) for Armidale Regional Council and our community**

*Ref: INT/2016/06808*

81/16

**RECOMMENDATION**

- a) That Council modify the existing Development Application (DA) for the Resource Recovery Park, 114 Long Swamp Road, to cater for the construction of a Container Deposit Scheme (CDS) redeeming facility.
- b) That Council investigate the viability of establishing a CDS redeeming facility at the Guyra Waste Transfer Station.
- c) That Council determine a business model to operate the CDS redeeming facilities both in Armidale and Guyra.
- d) That Council accept Armidale Recycling Services (ARS) offer to adopt an open book approach to manage the impacts of the CDS on the recycling contracts ARS has with Council.
- e) That Council exercise an extension of the 2011/03 ARS contract up to a maximum of 4 years as per item 5 & 6 of Schedule A of the contract.

**The recommendation was ADOPTED.**

**7.3.2 Restart NSW - Round Two - Fixing Country Roads funding**

*Ref: AINT/2016/02419*

82/16

**RECOMMENDATION**

**That the attached notification from the Hon Duncan Gay MLC, Minister for Roads, Maritime and Freight regarding funding from the RestartNSW Fixing Country Roads program be noted and the Minister be thanked for the grants.**

**The recommendation was ADOPTED.**

7.4 OUR PEOPLE

**7.4.1 Administrator's Listening Tours**

*Ref: AINT/2016/01934*

83/16

**RECOMMENDATION**

**That the report and minutes from the Administrator Listening Tours be noted.**

**The recommendation was ADOPTED.**

**7.4.2 New Kolora Aged Care Facility**

*Ref: INT/2016/06398*

84/16

**RECOMMENDATION**

- a) That this report on the construction of the new Kolora Aged Care Facility be noted.
- b) That the proposed means of funding the new Kolora Aged Care Facility as identified in this report be endorsed which includes the use of the Real Estate Reserve of \$1.5m.
- c) That the construction of the new Kolora Aged Care Facility be retendered in accordance with the *Local Government Act 1993* and Council's adopted procurement guidelines.
- d) That Council refer the specific matter of the Operation and Management of the new Kolora Aged Care Facility to the Guyra Aged Care Advisory Committee for their advice.

The recommendation was ADOPTED.

**8. COMMITTEE REPORTS**

**8.1 Arts & Cultural Advisory Committee - Minutes of the meeting held on 6 July 2016**

*Ref: AINT/2016/01709*

85/16

**RECOMMENDATION**

That the Minutes of the Arts & Cultural Advisory Committee meeting held on 6 July 2016 be noted and the following recommendations endorsed:

- a) That the Arts and Cultural Advisory Committee request the stage mall sculpture be included in the Mall Vibrancy Plan.
- b) That the Arts & Cultural Advisory Committee's TOR is amended to include further representatives as listed below and endorsed.
- c) That an EOI is sought from NECOM, UNE, the Civic Advisory Committee, the Guyra locality, NE Writers Centre, Saumarez, Hoskins Centre, ACCKP, and Armidale Live for a representative to join the Arts & Cultural Advisory Committee.

The recommendation was ADOPTED.

**8.2 Traffic Advisory Committee - Minutes of the meeting held 5 July 2016** *Ref: AINT/2016/0178*

86/16

**RECOMMENDATION**

- (a) That the Minutes of the Traffic Advisory Committee meeting held on 5 July 2016 be noted.

**Shambrook Avenue**

- (b) That a 50 AHEAD (G9-79) sign be installed on Shambrook Avenue for eastbound traffic.
- (c) That a 50 AREA (R4-10) sign be replaced with 50 (R4-1) sign installed on Shambrook Avenue for eastbound traffic.

**A Day of the Gravel 2016**

- (d) That approval be granted for the Armidale Civic Precinct Committee, Day on the Gravel Special Event and the closure of Cinders Lane car park, including the smaller car park off O'Connor Place to be held Sunday 9 October 2016, from 6.30am until 5pm.

**Tour de North West**

- (e) That approval be granted for the Special Event Transport Management Plan for the Tour de North West to be held on Sunday 2 October 2016.

**2016 Aboriginal Day Street March**

- (f) That the Special Event Transport Management Plan and temporary road closures of Tingcombe Lane and Dangar Streets, moving north down Dangar Street to Moore Street, right turn to Faulkner Street and south to Rusden Street finishing at the Armidale Town Hall, Rusden Street for the NAIDOC March in conjunction with NAIDOC Week to take place on Friday 2 September 2016 at 10am, be approved in accordance with the provided Traffic Management Plan.

**'No Through Road' sign on O'Connor Rd/Ross St intersection**

- (g) That the request be denied for a 'No Through Road' sign on the Corner of O'Connor Rd/Ross Street.

**Armidale Public School Zone Parking**

- (h) That the request for parking zones for taxis close to the school's main entrance be denied.
- (i) That the Ranger Team Leader be requested to discuss with the Taxi representative and discuss the School Zone parking options and provide the "Parking at Schools brochure" for the local schools.

**Armidale Public School -School Zone Signage**

- (j) That speed counts be undertaken in Faulkner Street and reported back to the August Traffic Advisory Committee meeting.

**Longswamp Road - Minimbah School Zone**

- (k) That Council prepare a LATM for the Minimbah School Zone area.

**Request to open Faulkner Street to traffic off Erskine Street**

- (l) That Council advise the resident, that the request is denied as the Faulkner Street



turn is located on a bend and investigations show that traffic speeds and numbers are low.

**School Zone - Taylor Street**

- (m) That speed counts be undertaken around the Ben Venue School Zone in Taylor Street during and after the current construction has taken and be reported back to a future meeting.

**Moore Street Shared Loading/Parking Zone**

- (n) That the Moore Street shared Loading/Parking sign be removed and replaced with 2 x 15 minute parking zones.

**Arboretum Carpark**

- (o) That the current barriers in the parking area be extended to prevent access to and from Kentucky Street.

The recommendation was ADOPTED.

**8.3 Audit and Risk Committee - Minutes of the meeting held 27 June 2016** *Ref: AINT/2016/024*

87/16

**RECOMMENDATION**

That the Minutes of the Audit and Risk Committee meeting held on 27 June 2016 be noted and the following recommendations endorsed:

- a) That the current committee composition endorsed by Council on 15 June 2016, be noted.
- b) That Expressions of Interest be called for independent members with either engineering, legal & accounting and risk management experience and qualifications.
- c) That the Audit and Risk Committee Charter be reviewed, in light of the council merger, and a revised draft be submitted to the next Committee Meeting for consideration.
- d) That the committee composition be increased to six (6) members with a minimum of four (4) members and a quorum be two (2) members.
- e) That meetings be scheduled for 23 August and 18 October 2016.
- f) That five (5) meetings be held each year in March, May, August, November and in September/October for external audit reporting.
- g) That the Strategic Internal Audit Plan for the years 2016/17, 2017/18 and 2018/19 be amended to include the Stronger Communities Fund – Community Fund Grant Award Processes and Major Projects Program.
- h) That the status report on the implementation of the recommendations of Internal Audit Reports 2013/14 and 2014/15 be noted.

The recommendation was ADOPTED.

9. PUBLIC FORUM

Ms Joanne McRae spoke on Kempsey Road, including sealing a section of the road, economic impacts and reclassification.

**DECISIONS FROM CLOSED SESSION**

88/16

**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:-

**The recommendation was ADOPTED.**

10.1 Quarterly Debt Recovery Report. (AINT/2016/02191) - *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.*

**RESUMPTION OF MEETING**

**RECOMMENDATION:**

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

10. CLOSED SESSION

**10.1 Quarterly Debt Recovery Report**

*Ref: AINT/2016/02191*

89/16

**RECOMMENDATION**

**That the outstanding debtors and actions being taken to recoup monies owed to Council as at July 2016 be noted and that total Balance Due of the accounts contained within this report be noted as totalling \$673,863.47.**

**The recommendation was ADOPTED.**

There being no further business the Administrator declared the meeting closed at 9:40am.