



BUSINESS PAPER

ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 28 June 2017
9am

at

Armidale Council Chambers

Members

Administrator, Dr Ian Tiley

AGENDA

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Ms Jan Brahe to speak Armidale Action on Coal Seam Gas and Mining – having Armidale declared CSG free.

10 Closed Session

- 10.1 FOR DECISION: Guyra Pre School and Long Day Care Centre - Acquisition of Adjoining Land
- 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.*
- 10.2 FOR DECISION: Proposal to purchase property as detailed in the Report
- 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: 6.1 **Ref:** AINT/2017/10129
Title: FOR DECISION: Performing Arts Centre Contribution **Container:**
ARC16/0001-2
Author: Ian Tiley, Administrator
Attachments: Nil

RECOMMENDATION:

That the Armidale Regional Council commits to a contribution of one million dollars toward the new multi purpose 1000 seat Performing Arts Centre as part of the 65 million dollar new Armidale full curriculum secondary school on the conditions that it will be 1000 seat capacity and be available to the regional community for entertainment, performing arts and conferences and that Council and its community will have input into the facility design.

Background:

The State Government recently announced a 65 million dollar new full curriculum secondary school to be built on the present Armidale High School grounds. As part of the project a 1000 seat capacity multi purpose auditorium will also be included for the school and the regional community.

The need for a multi purpose Performing Arts Centre has long been identified for the Armidale Region. A proposal to build a Civic Centre Complex that included a multi-function performing arts and conference centre, including the new Library, within the Armidale CBD precinct was not successful as the investment required in the development of this ambitious project did not meet Council's expectations in terms of its ability to secure the funding required and the ongoing risks related to the financial viability of the project.

Recent community consultation for the Community Strategic Plan and the Arts & Cultural Strategic Plan supported the development of a large capacity Performing Arts Centre that would better service the community. As a result Council committed, on 24 May 2017, to examine a range of options including a feasibility study for the development of a multi purpose Performing Arts Centre in Armidale.

The addition of a 1000 seat multi purpose Performing Arts Centre as part of the 65 million dollar new full curriculum secondary school is a wonderful outcome for not only education in the Northern Tablelands but for the community in general and removes the necessity for the feasibility study.

To secure the arrangement Council has been requested by the State Government to commit a minimum contribution of one million dollars. Council will allocate this amount from its General Fund CAPEX budget over the financial years 2018/2019, 2019/2020 and 2020/2021.

As indications are that the super secondary school will not be completed until 2021, this enables ARC to spread its contribution over this period.

I am pleased to make this commitment which is exceptionally cost effective in terms of securing the long desired Performing Arts Centre but on two conditions; that the auditorium have a 1000 seat capacity, and the facility will be available to the regional community for public use including entertainment, performing arts events, conferences, movies etc. A further requirement will be that Council and its community will have input into the facility design.

Item: 7.1.1 **Ref:** AINT/2017/09522
Title: FOR DECISION: Suspension of Section 2.5.2 of the Street Trading Activities Local Approvals Policy and Alcohol Free Zone for the purpose of the NSW Small Business Commissioner Outdoor Dining Trial.
Container: ARC16/1132
Author: Christopher Bonning, Environmental Health Officer
Attachments: 1. Invitation to participate in Outdoor Dining Policy Trial - OSBC

RECOMMENDATION:

- a) That the request from NSW Small Business Commissioner to participate in the NSW Outdoor Dining Trial be agreed to.
- b) That the placement of chairs and tables for the purposes of outdoor dining within the (pedestrian thoroughfare/emergency vehicle access) area within the Central Beardy Street Mall for the period of the NSW Small Business Commissioner's outdoor dining trial be permitted.
- c) That the operation of the Alcohol Free Zone within the Beardy Street East, West and Central Mall be suspended to allow for the consumption of alcohol that is 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 Commissioner's outdoor dining trial.
- d) That given Armidale's climate, Council approach the NSW Small Business Commissioner with a proposal to extend the date of the trial to include the summer months (July 2017 to March 2018).

On 6 and 7 January 2017, Armidale Regional Council attended a workshop in Armidale, held by the NSW Small Business Commissioner. The aim of this workshop was to discuss the development of an Outdoor Dining Trial within the Beardy Street Mall area, along with a number of other NSW Councils.

The program seeks to trial a number of measures in the Beardy Street Mall area to increase the opportunities for retail businesses to begin and/or develop outdoor dining. The program also seeks to reduce barriers to outdoor dining opportunities.

Currently across NSW, varying policies and inconsistencies between local Councils in relation to outdoor dining approvals cause difficulties for restaurant chains, franchises and other small businesses when operating in the outdoor dining retail food service sector. The process of approaching Council to gain outdoor dining approvals, and the associated rental cost of space is considered non conducive to good business and is hampering new first time businesses from entering this potential market and existing businesses from expanding.

Background

Armidale Regional Council has implemented a number of measures already and is positively promoting business opportunities within the Beardy Street Mall. The involvement of Armidale Regional Council with the NSW Outdoor Dining Trial seeks to further benefit businesses and promote business expansion.

At the Ordinary Council Meeting held on 26 April 2015 the former Armidale Dumaresq Council resolved that all lease fees for outdoor dining areas be suspended.

The former Council subsequently resolved to suspend the need to gain approval and the need to pay lease charges for any new or existing outdoor dining areas.

At the Ordinary Council Meeting held on 15 June 2016, Armidale Regional Council resolved that the previously adopted recommendation should continue, until such a time that a new Street Trading Policy could be adopted by Armidale Regional Council.

At its Ordinary Council Meeting held on 22 March 2017, Council adopted the recommendation to suspend the Armidale Mall Alcohol Free Zone for the purposes of Wine Tasting, at the Armidale monthly markets. It was considered that the showcasing of wine samples for tasting would allow local producers to effectively further their marketing strategies.

Given Council's initiative, the NSW Small Business commissioner approached Council about being involved in the NSW Outdoor Dining Trial. This trial will complement a number of strategies targeted at promoting business and activity within the Beardy Street Mall.

The NSW Small Business Commissioner has considered the former Council's decision to suspend approvals to support businesses conducting outdoor dining and this strategy was a frequent subject of discussion at the January outdoor dining workshop. The NSW Small Business Commissioner proposes to pilot a streamlined approval process that could be rolled out across the state as a standardised process for all Council's in NSW.

During this pilot workshop a number of other barriers which are seen to impede outdoor dining within the Armidale Beardy Street Mall area were discussed. Local businesses identified the prohibition of the placement of outdoor dining equipment in certain areas and the prohibition on the sale of liquor (served as part of meals and table service) was an area that needed to be addressed.

The pedestrian thoroughfare/emergency access restriction zone in the middle of Central Beardy Street Mall poses a barrier to outdoor dining expansion and could be suspended for the period of the trial. Currently no emergency service vehicles can access the emergency services access zone as it is blocked off by the playground and fountain in Central Beardy Street Mall. It is not expected that the presence of outdoor dining equipment in this area will prevent emergency services access to the Beardy Street Central Mall Area. Therefore as part of the Outdoor Dining Trial it is proposed that the current restriction of outdoor dining articles in this area, as set out by POL 180 – Regulatory- Street Trading Activities Local Approvals Policy, be suspended. The matter was raised at the Access Advisory Committee in early 2017 and no concerns were raised in relation to the use of the pedestrian thoroughfare/emergency access area for use as outdoor dining, given that the tactile markers present within the Mall were not covered or impeded in any way.

In addition, the prohibition of the consumption of alcohol within the Beardy Street Mall prevents licensed premises from serving liquor with meals, further restricting outdoor dining opportunities and restricting potential customers. This was an item of concern for two businesses that are currently trading, and one that is no longer trading within the Beardy Street Mall. It was indicated that the existing Alcohol Free Zone Restrictions and restrictions imposed by the Armidale Police, Local Area Command were preventing the provision of alcohol to outdoor dining areas and restricting potential expansion in this area for businesses.

The NSW Small Business Commissioner, Robyn Hobbs and her staff made a commitment at the workshop to consider this concern reflected by businesses and advised Council staff the Commissioner would liaise with the Armidale Police to attempt to discuss the matter for the purposes of the Outdoor Dining Pilot.

The recommendation to suspend the operation of the Alcohol Free Zone for the consumption of alcohol that is served with part of meal, via table service for the Outdoor Dining Trial will allow a similar strategy, where businesses can provide an enhanced outdoor dining experience and further market their retail food business. This may provide licensed businesses that currently do not provide outdoor dining services an incentive to expend an outdoor dining service into the Mall.

It is expected that the trial will commence in early July 2017 ending in early January 2018 with the proposed "Pilot Outdoor Dining Policy" that the Small Business Commissioner's Office has developed.

Key Issues and Risks

To facilitate this trial the existing Alcohol Free Zones in the Mall need to be suspended. 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 Dumaresq 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.

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.

The suspension of the Alcohol Free Zone will result in the consumption of alcohol with meals via table service. It is not expected to cause negative social implications. It is the responsibility of the licensee to ensure a safe environment and responsible service of alcohol. The suspension may cause increased passive surveillance within the mall by attracting further diners to the area.

In regard to emergency service vehicle access, currently no emergency service vehicles can access the emergency services access zone as it is blocked off by the playground and fountain in the centre of the Beardy Street Mall. It is not expected that the presence of outdoor dining equipment in this area will prevent emergency services access to the Beardy Street Central Mall area as the awning areas on each side of the Mall are currently used.

Integrated Planning and Reporting Framework

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

Stakeholder Engagement

The trial and placing tables and chairs in the Mall was raised at the Access Advisory Committee who raised no concerns in relation to the use of the pedestrian thoroughfare/emergency access area for use as outdoor dining.

In relation to outdoor liquor consumption each individual liquor licensee will have to liaise with the Office of Liquor and Gaming and Armidale Police, Local Area Command prior to commencing the outdoor dining table service provision of liquor. Consultation with a number of licensed premises in the mall has indicated that the ability to serve liquor as a part of outdoor dining services would be beneficial to their business. The NSW Small Business Commissioner's Office will initiate discussion with Armidale Police Local Area Command regarding the pilot program.

Financial Implications

There is likely to be some cost associated with promoting the trial.

Item: 7.2.1 **Ref:** AINT/2017/09339
Title: FOR DECISION: Rates - Pensioner Concessions Policy **Container:**
ARC16/0029
Author: John McIlwain, Revenue Officer
Attachments: Nil

RECOMMENDATION:

- a) That Council acknowledge the submission received during the public exhibition period;
and
b) That having considered the submission, Council adopt the Pensioner Concessions Policy
without amendment.

Background:

The purpose of this report is to adopt the Pensioner Concessions Policy following the consideration of submissions.

Key Issues and Risks

Council provides for rate reductions to eligible pensioners under Section 575 of the NSW Local Government Act. Prior to the Proclamation forming the Armidale Regional Council, Armidale Dumaresq Council provided an additional rebate to eligible pensioners whereas Guyra Shire Council only provided the mandatory rebate to eligible pensioners.

It is the intention of Armidale Regional Council to provide the same concessions to all eligible pensioners within the new Local Government Area. The Pensioner Concessions Policy provides guidance to staff in applying the provisions of the NSW Local Government Act 1993 and the application of rebates for eligible pensioners.

Integrated Planning and Reporting Framework

The Pensioner Concessions Policy complies with the provisions of the NSW Local Government Act 1993. The additional pensioner concession provided in the former Armidale Dumaresq Council area was first considered as part of the 2011 IP&R Framework. The extension of the concession to the former Guyra Shire Council LGA, seeks to provide eligible pensioners relief from the ongoing issues identified in 2011.

Stakeholder Engagement

The Draft Pensioner Concessions Policy was placed on 28 days public exhibition following the March 2017 Council Meeting. The submissions received during the exhibition period are summarised in the Table below together with council's response.

Feedback	Council's response
Submission [TRIM AI/2017/10910]	
The Pensioner Concession Policy lacked information required for an informed response to be made	The Policy document is designed to provide guidance to Ratepayers and Staff on how pensioner concessions will be applied and processed. Detailed information was contained in the original Council report
That non-ratepayers should not have input since they will not foot the bill	Any member of the public is entitled to lodge a submission in response to the public exhibition of the draft Policy

Feedback	Council's response
Who is eligible to receive the pension concession	Council determines ratepayers to be eligible pensioners strictly in accordance with the provision of Section 575 NSW Local Government Act 1993
Local government ratepayers should not be forced to bear any part of the cost of subsidies of any kind when they were not responsible for their creation	The NSW Local Government Act 1993 requires Council to provide mandatory concessions to eligible pensioners. In 2011 the elected Council resolved to provide additional concessions to eligible ratepayers. The adoption of this policy seeks to provide all eligible pensioners with the same concessions across the new LGA
No subsidisation for any group when Armidale Regional Council's financial position is so dire	Council has developed a Financial Policy and Strategy to provide a clear direction and context for decision making that guides the allocation, management and use of its financial resources
The money diverted from ratepayers to fund concessions could be put to more productive and long term benefit-use, especially in rural areas.	The NSW Local Government Act 1993 requires Council to provide mandatory concessions to eligible pensioners. The additional concessions provided by Council seek to ease the rating burden on all eligible pensioners in urban and rural areas
Pensioners who receive subsidisation/discounted rates and services should repay the full cost of these when their properties were sold – or, presumably, out of their estate if the properties had not been sold prior to their deaths	Council considers that any action to recover a concession granted to eligible pensioners, as a deferral of payment as opposed to a concession, is contrary to the intent of the legislation

Financial Implications

The additional rebate provided by the former Armidale Dumaresq Council, which will be extended to eligible pensioners in the former Guyra Shire Council LGA is:

- Up to \$25.00 in General Rates
- Up to \$25.00 in Water Rates
- Up to \$25.00 in Sewerage Rates

Next Steps

The adoption of the Policy and implementation from 1 July 2017.

Item: 7.2.2 **Ref:** AINT/2017/08826
Title: FOR DECISION: Enterprise Risk Management Policy **Container:**
ARC17/1889
Author: Nathalie Heaton, Service Leader Governance, Risk and Corporate
Planning
Attachments: 1. Enterprise Risk Management Policy

RECOMMENDATION:

- a) **That the Enterprise Risk Management Policy be placed on public exhibition for a period of 28 days from 5 July 2017 to 2 August 2017, and if no significant submissions are received, that it be adopted.**
- b) **That POL230 Enterprise Risk Management Policy be superseded once the reviewed Enterprise Risk Management Policy is adopted.**

Background:

Under Section 19 of the Local Government (Council Amalgamations) Proclamation 2016, the policies of the new Council (Armidale Regional Council) were as far as practicable a composite of the corresponding policies of each of the former Councils. Armidale Dumaresq Council Enterprise Risk Management Policy was adopted at the Ordinary meeting held on 26 November 2012.

Following the restructure that took place earlier this year, risk management now falls under the governance portfolio and as a consequence a review has taken place. Within the attachments is a copy of the draft Enterprise Risk Management Policy.

Key Issues and Risks

The key issues are that risks can adversely impact Council and its stakeholders, and this may have an impact on the ability to achieve strategic and operational objectives.

Integrated Planning and Reporting Framework

Community Strategic Plan – Leadership for the Region – Council has the strategic capacity to understand the key issues and present tenable solutions for the region both now and into the future.

Stakeholder Engagement

Engagement has taken place with Safety Officer and the Executive Leadership Team. Engagement is due to take place with the Senior Leadership Team, and Council officers in due course.

Financial Implications

Managing risk saves Council money in terms of potential of loss of reputation, litigation, damages etc.

Next Steps

Once the corporate policy is adopted, the next step is work through an enterprise risk management framework and matrix. The matrix will need to be calibrated to Council's profile. This will be established by the Senior Leadership Team (SLT), however each Service Leader will need to review its own business risks and input that information into the register.

The framework should be reviewed annually unless there is a new issue that needs to be addressed. The escalation needs to be live, operational and adaptive.

Each enterprise risk on the risk register should be reviewed forensically over a period of a year. The intention is to have one risk which SLT will examine closely (a 'deep dive') each month.

Item: 7.2.3 **Ref:** AINT/2017/09485
Title: FOR DECISION: Community Engagement Policy **Container:** ARC17/1884
Author: Nathalie Heaton, Service Leader Governance, Risk and Corporate Planning
Attachments: 1. Draft Community Engagement Policy

RECOMMENDATION:

That the Community Engagement Policy be placed on public exhibition for a period of 28 days from 5 July 2017 to 2 August 2017, and if no significant submissions are received, that it be adopted.

Background:

The purpose of this policy is to provide the framework for a consistent and best practice approach to engaging with the community across the Council area and functions. The policy will assist the organisation to be open, transparent and accountable, and to make decisions in the best interests of the public. The policy will strengthen the trust between Council and the community and build confidence in Council's ability to plan and make decisions that will respond to the present and future needs of all constituents within the Council area.

Key Issues and Risks

- Absence and loss of trust
- Lack of preparation for crises
- Negative media
- Unmet expectations
- Demotivated teams
- Missed opportunities

Integrated Planning and Reporting Framework

The community vision within the Community Strategic Plan states the following: *we want a harmonious region which celebrates the diversity and uniqueness of our communities, provides opportunities for all people to reach their potential, encourages engagement with our environment, cultures and lifestyles while supporting growth, opportunity and innovation.*

Community Outcome 4 under the Leadership for the Region Theme states: *Council has the capacity to understand the key issues and present tenable solutions for the region both now and into the future.*

Supporting Strategies:

Council regularly reviews and reports on its strategic document and makes them available for comment.

Council initiates and fosters strong partnerships with all levels of government, peak bodies and agencies and the community.

Stakeholder Engagement

The Executive Leadership Team and the Program Leader – Media, Communications & Engagement has reviewed and provided input into the policy.

Financial Implications

There are no financial implications in adopting the policy, there are however costs in implementing the policy. The implementation costs have been considered within the budget and relate to specific projects such as reviewing the Community Strategic Plan.

Next Steps

The next step is to draft a Community Engagement Framework and Strategy to underpin the policy.

Item: 7.2.4 **Ref:** AINT/2017/09523
Title: FOR DECISION: Review of POL241 - Armidale Regional Airport Business and Industrial Land Pricing **Container:** ARC17/1908
Author: Greg Meyers, Director Planning and Environmental Services
Attachments: 1. POL241 – Finance - New England Regional Airport: Business and Industrial Land Pricing - Amended June 2017

RECOMMENDATION:

That the proposed amendments to POL241 – Armidale Regional Airport Business and Industrial Land Pricing Policy being administrative in nature to remove ambiguity only, not be publicly exhibited, be endorsed and take effect immediately.

Background:

The former Armidale Dumaresq Council prepared and publicly exhibited POL241 – Finance – New England Regional Airport Business and Industrial Land Pricing Policy with an adoption date of 9 November 2015.

With recent Contract preparations discussions several minor administrative matters have come to light including some ambiguity with the some wording.

The Policy has been amended accordingly to address the ambiguity relating to “substantial commencement” and replacing it with the issue of a “Construction Certificate”.

Key Issues and Risks

The removal of any words and meanings that are subject to different interpretations will address any uncertainty moving forward.

Integrated Planning and Reporting Framework

Sound, effective and transparent governance is identified in the current Community Strategic Plan.

Stakeholder Engagement

As the proposed amendments address clarity and are of an administrative nature only it is proposed that community consultation not be undertaken.

Financial Implications

There are no financial implications with this report.

Next Steps

The amended Policy will be used immediately in all contract discussions.

Item: 7.2.5 **Ref:** AINT/2017/09541
Title: FOR DECISION: Draft Code of Meeting Practice **Container:** ARC16/0620
Author: Peter Wilson, Senior Governance Officer
Attachments: 1. Draft Code of Meeting Practice

RECOMMENDATION:

- a) **That the Draft Code of Meeting Practice be endorsed;**
- b) **That the Draft Code of Meeting Practice be publicly exhibited for a period of not less than 28 days, from Friday 30 June to Monday 31 July 2017;**
- c) **That a further report be provided to the Council Meeting on 23 August 2017, for consideration of any submissions received; and**
- d) **That if no submissions are made within the 42 day period for submissions, then the Code be adopted.**

Background:

The purpose of this report is to amend the Code of Meeting Practice. The proposed changes to the Code aim to make the Code easier to use and understand.

Key Issues and Risks

The proposed draft Code is simpler and does not reproduce all relevant references to the Local Government Act and Regulations. Further, the draft Code includes a preamble that seeks to outline the general principles and contains introductory explanatory notes to assist those referencing the Code.

The proposed draft Code represents a significant structural change to the previous Code.

Integrated Planning and Reporting Framework

Community Strategic Plan Theme – Leadership for the Region

Community Outcome L2 – Council exceeds community expectations when managing its budget and operations

Delivery Program:

L2.2 – Council implements a business excellence program across its operations

L2.2.2 – Implement a Good Governance Framework

Stakeholder Engagement

Clause 25 of Schedule 1 to the Local Government Amendment (Governance and Planning) Act 2016, will once commenced, amend the Act to permit the making of a prescribed Model Code of Meeting Practice. However that provision has not yet commenced.

The NSW Office of Local Government has advised that it is not intended for this provision to commence until after the September 2017 local government elections. In practical terms this means that Council will not be required to adopt the provisions of a Model Code until 12 months after the conduct of the 2020 election.

Sec 361 LGA - Preparation, public notice and exhibition of draft code

- (1) *Before adopting a code of meeting practice, a council must prepare a draft code.*
- (2) *The council must give public notice of the draft code after it is prepared.*
- (3) *The period of public exhibition must not be less than 28 days.*

- (4) *The public notice must also specify a period of not less than 42 days after the date on which the draft code is placed on public exhibition during which submissions may be made to the council.*
- (5) *The council must publicly exhibit the draft code in accordance with its notice.*

Financial Implications

The recommendation contained in this report has no financial impact on Council.

Next Steps

The Code is required to be publicly exhibited and any submissions will be considered at the Council Meeting to be held on 23 August 2017. The new Council will review when and where Ordinary Meetings are held (Clause 1.1) at their first meeting in September 2017.

The intent is that the Code will be used online and therefore Phase 2 enhancements will include the hyperlinking of the section references to the relevant legislation. This will allow users access to a more streamlined version of the Code while still having access to the source material.

The draft Code does not include an index at this time, however this will be added prior to final publication.

Item: 7.2.6 **Ref:** AINT/2017/09549
Title: FOR DECISION: Rates & Charges Adjustment Assessment 55411-3
Container: ARC16/0045-3
Author: John McIlwain, Revenue Officer
Attachments: Nil

RECOMMENDATION:

That the Pro-rata Rates, Charges and Interest levied on Assessment 55411-3 for part of the 2016-2017 financial year be reversed.

Background:

In December 2016, Council received a Supplementary List from the NSW Office of the Valuer General. The Supplementary list contained the property details and valuations for a 9 Lot subdivision on Kellys Plains Road. The Supplementary List also contained the property details and valuation for Part Lot 209 DP 1225306. Part Lot 209 DP 1225306 had a land area of 250m² and was given a land value of \$470.00.

Key Issues and Risks

Part Lot 209 DP 1225306 was initially created to provide a right of carriageway during Stage 1 construction of the subdivision. The completion of Stage 2 of the subdivision saw the construction of a new road which provided legal access to all of the newly created Lots.

With Stage 2 of the sub-division completed, the right of carriageway provided for by Part Lot 209 DP 1225306 was no longer required. At the completion of the Subdivision Part Lot 209 DP 1225306 was to be amalgamated with the other larger portion of Part Lot 209 DP 1225306. However, as a result of clerical oversight the two Parts of Lot 209 DP 1225306 were not amalgamated, resulting in the creation of two properties instead of one. In line with Council procedures both properties were levied with rates and charges on a pro-rata basis from December 2016.

Part Lot 209 DP 1225306 being 250m² and having a land value of \$470.00 was levied with \$382.27 in rates and charges for the 2016-2017 rating year. The creation of this property was a result of a clerical oversight, which has now been rectified by the amalgamation of the two Part Lots and cancellation of the property. Additional interest charges of \$3.85 were levied on the now historic property. As the creation of the property and subsequent levying of rates, charges and interest were a result of a clerical oversight it is recommended the charges be reversed.

Integrated Planning and Reporting Framework

Not applicable to this report

Stakeholder Engagement

Council has communicated extensively with the affected property owners, the NSW Department of Land and Property Information and legal representatives of the developer.

Financial Implications

That \$382.27 in rates and charges levied be reversed. That \$3.85 in interest levied be reversed.

Next Steps

Subject to the recommendation being endorsed by Council, adjustments will be made to the assessment and affected parties notified.

Item: 7.2.7 **Ref:** AINT/2017/09621
Title: FOR DECISION: Financial Cash Reserves Accounting Framework
Container: ARC17/2153
Author: Keith Lockyer, Service Leader Finance and Information Technology
Attachments: Nil

RECOMMENDATION:

That Council confirm the Reserves accounting Framework for the restriction of cash assets as detailed in this report.

Background:

At the merger commencement date 12 May 2016 all internal reserve accounts that were approved by the former Councils were closed with the exception of External and Regulatory reserves.

A council needs to approve the criteria and administration processes to be applied to any funds to be reserved and also how internal restrictions are to be held. The Local Government Code of Accounting Practice requires that all reserves are held as cash or cash equivalents.

Reserves are Council controlled funds generally not required for immediate use. Funds that are 'Internally Restricted' can be used for any purpose determined by Council. Funds that are 'Externally Restricted' must only be used for the purpose for which they were received.

The creation of all reserves must be approved by Council. Reserves will only be created for specific purposes.

All reserves must be cash backed and represent funds that are accumulated within Council to meet specific anticipated future needs. In each case the amount relates to a expected future requirement to improve assets or fund community expectations.

Internally Restricted Criteria

The characteristics of each reserve must be identified before approval for creation can be given and must include at least the following:-

- The name of the reserve;
- The purpose of the reserve;
- The source of funds of the new reserve;
- The intended use and timing of funds in the reserve;
- The program or activity to which the reserve will be allocated;
- The budgetary effect of the new reserve on the LTFP.

The purpose of all reserves shall be reviewed annually by the Chief Financial Officer to confirm continued consistency with the operating plan. The Chief Financial Officer will maintain the register that forms the restricted assets amount held as Cash and Cash Equivalents.

Classification

Council reserves will be classified and reported by the following criteria:-

- a) Specific works, services or initiatives included in the annual budget or long term financial plan.
- b) Condition of approval for special rate variations.

- c) Specific carried forward for works in progress (revote) works.
- d) Externally restricted to the purpose for which the funds were received.
- e) Financial Reserve / Accounting Policy.
- f) Merger Productivity / Local Government Reform.
- g) Council Resolution.

Administration

Transfers To/From Reserve

A "Reserve Transfer Form" is to be used for all transfers to and from a reserve. This should contain all relevant information relating to the proposal and, unless approved by Council, is to be submitted to the Chief Executive Officer or Executive Leadership Team

Interest on Reserves

Interest will only be paid on reserves that meet the b), d) and e) Classification above. The interest paid is to be based upon the average annual interest rate.

Cash Funding

For financial reporting purposes, all reserves must be cash, cash equivalent or investment funded.

For internal management purposes, reserves are to be apportioned between cash, working capital and internal loans.

Any internal loans component must be supported by reconciliations to specific works, services or initiatives.

Reporting

- a) The creation and use of reserves are reported to Council in the 10 Year long term financial plan, 4 Year operational Plan, 1 Year resource Plan and Quarterly Budget Review Statement.
- b) An annual report must be presented to Council in October each year detailing all reserve movements.
- c) The estimated level of reserves as at June 30 is to be reported to Council at the commencement of the 1 Year Plan process each year.
- d) The movement and balances of reserves are reported with the annual Financial Reports.
- e) The reserves policy is to be reviewed annually.

RESERVES STRUCTURE

a) Specific works, services or initiatives included in the annual budget or long term financial plan, or asset replacement

Council will maintain Asset Reserves for the purpose of minimising the impact on Council's operations in any one year from the expenditure of funds on asset purchases or to set aside funds to cover major expenditure of assets in future years. The sub-category Reserves and their purpose:

- **Property Proceeds Reserve**

Established to fund land acquisition, new /upgrade capital works or debt reduction from proceeds derived from property sales.

- **Airport reserve**

This reserve sets aside funds for the future replacement of aerodrome related assets across the Council area. Generally any surplus generated by the aerodrome business, after allowing for operating and capital expenses, loan repayments and return on investment will be added to this reserve on an annual basis.

- **Saleyards Reserve**

This reserve sets aside funds for the future replacement of saleyards related assets across the Council area. Generally any surplus generated by the saleyards business, after allowing for operating and capital expenses, will be added to this reserve on an annual basis.

- **Plant Fleet Replacement Reserve**

Council currently operates its own plant and fleet as an independent business unit that needs to be efficient, fit for purpose and well maintained. The replacement and utilization must be based on an economic Fleet Replacement Program. Implementation of this program requires Council to have appropriate fleet at its disposal, or one that can be quickly acquired, to fulfil its responsibilities. Plant and fleet replacement schedules should not be dependent on annual budget allocations but part of a longer term funded asset management plan.

As the Plant and Fleet program operates as a self contained business any surplus generated from plant operations is to be re-directed into a dedicated Fleet Replacement Reserve. Depreciation expenses will be transferred to the reserve as will asset sale revenues. Fleet purchases will be funded from the reserve. The reserve balance should not fall below 15% of total plant assets replacement cost.

Additional expenditure required for replacement is to form part of a funded 15 year asset management and replacement program. Specific capital equivalent amounts are transferred to the capital account.

Funds may not be transferred to this reserve when Council is reporting a negative operating position. Cash representing this reserve will be held in Council's operating bank account or authorised investment.

- **Information Technology Replacement Reserve**

The purpose of this reserve is to provide additional funds to ensure that Information Technology and Communication (ITC) assets are replaced and/or enhanced within the correct economic cycle.

Each year when adopting the budget, Council will determine the amount of funds to be transferred to the Information Technology Replacement Reserve to support the ICT 5 Year Operating Plan. This amount may be adjusted via the budget review process.

These funds will be used to fund the acquisition and replacement of ICT equipment and infrastructure and cannot be used to support the ongoing maintenance requirements of the asset base.

As the expenditure is incurred on specific capital assets the equivalent amounts are transferred to the capital account.

Funds may not be transferred to this reserve when Council is reporting a negative operating position. Cash representing this reserve will be held in Council's operating bank account or authorised investment.

**b) Financial Reserves - Financial Reserves will be established in categories including:
Long Service Leave**

For the purposes of good governance Council will maintain an employee leave entitlement reserve to ensure sufficient funds are held for resignations and accrued leave. Bearing in mind that the full liability held by Council is not expected to be paid at once the following minimum balances will be committed.

Age Group	Provision Cash Funded
60 to 65 years and over	100%
55 to 60 years	60%
50 to 55 years	30%
45 to 50 years	20%
Up to 45 years	10%

Reserves as required by legislation

Council will maintain other appropriate Reserves as required by legislation, or in relation to third party agreements,

- Unexpended grant funding.
- Contributions
- Section 94.

c) Condition of approval for special rate variations

Projects that have been identified as part of an SRV funding not completed will be restricted fully.

d) Works in progress (revote), or

Council will maintain a Work in Progress Reserve on the basis that Council supported projects or programs that are commenced and incomplete at the financial year-end are to be carried forward to the following year to complete.

Projects not commenced and remain unspent will be returned to working funds and a new application will need to be made to council to fund in the new financial year.

e) Externally Restricted to the purpose for which they funds were collected:

Water Reserve

This reserve consists of funds from surplus generated by the water business, after allowing for operating and capital expenses. The annual operating result will be added to this reserve on an annual basis.

- Carry Over Capital Projects Reserve (Water) - This reserve consists of funds set aside from capital works projects not completed in a previous financial year. These funds will be used to complete those capital works projects in a future financial year.
- Water Contribution Reserve - This reserve consists of unspent contributions received for the development of water infrastructure.

Sewer Reserve

This reserve consists of funds from surplus generated by the water business, after allowing for operating and capital expenses. The annual operating result will be added to this reserve on an annual basis.

- Carry Over Capital Projects Reserve (Sewer) - This reserve consists of funds set aside from capital works projects not completed in a previous financial year. These funds will be used to complete those capital works projects in a future financial year.
- Sewer Contribution Reserve - This reserve consists of unspent contributions received for the development of sewer infrastructure.

Waste Management Infrastructure Reserve

To provide for the waste management infrastructure throughout the Local Government Area. Generally any surplus generated by the Waste business, after allowing for operating and capital expenses, loan repayments and return on investment will be added to this reserve on an annual basis. The Reserve will also contain a separate amount for DWM Domestic Waste Management.

Aged Care Reserve

- Kolora Aged Care Facility - This reserve consists of funds from surplus generated by the Kolora business, after allowing for operating and capital expenses. The annual operating result will be added to or taken from this reserve on an annual basis.
- Aged Care refundable accommodation deposits, bonds and Grants - These funds will be matched to the internal financial registers.

f) Council Resolution

- Sports Council Reserve - The purpose of this reserve is to retain any unspent funds from the player fees and Armidale Regional Council annual contribution Sport Council Program.
- Public Art Reserve - The purpose of this reserve is to build up a public art 'bank' to support streams of the public art program and all ancillary costs. This will be made up of any unspent funds from the annual Public Art Fund.
- Merger and Community Grant Funds - These will be restricted for the purpose that they were approved for.

Key Issues and Risks

Reserves are matched to the IPR, and complies with the Code of Accounting Practice.

Integrated Planning and Reporting Framework

Financial management and governance.

Stakeholder Engagement

Internal accounting framework.

Financial Implications

Ensuring funding is available to meet business requirements.

Next Steps

Implement as part of the 2016/2017 Financial Year end reporting and 2017/18 Budget year.

Item: 7.2.8 **Ref:** AINT/2017/10014
Title: FOR DECISION: Draft Councillor Expenses and Facilities Policy
Container: ARC16/0618
Author: Peter Wilson, Senior Governance Officer
Attachments: 1. Draft Councillor Expenses and Facilities Policy

RECOMMENDATION:

- a) **That the Draft Councillor Expenses and Facilities Policy be endorsed;**
- b) **That the Draft Policy be publicly exhibited for a period of not less than 28 days, from Friday 30 June to Monday 31 July 2017;**
- c) **That a further report be provided to Council for consideration of any submissions received; and**
- d) **That if no submissions are made within the 42 day period for submissions, then the Code be adopted.**

Background:

The report proposes the endorsement of the Draft Councillor Expenses and Facilities Policy. The proposed changes to the Policy align with the provisions of the Local Government Act 1993, Regulations, Office of Local Government (OLG) Guidelines and the template policy provided by the NSW Department of Premier and Cabinet (DPC) Local Government Reform Unit.

Key Issues and Risks

The Office of Local Government (OLG) Guidelines specifies that the payment of expenses and facilities to councillors must not be open-ended. Monetary limits for all expenses and limits about the standard of provision for all facilities must be clearly stated, and where appropriate, justified within council's policies.

The proposed new policy includes clear limits for expenditure and reimbursement and is designed to be easy to understand for councillors, staff and the community. The changes are therefore designed to minimise the reputational and financial risks to council.

The clear definition of support provisions helps to improve accountability and transparency. The policy makes provision for Councillors to undertake interstate and international travel should the need arise. However CEO or Council approval is required prior to the travel being taken.

In order for the new policy to be successful, the provisions relating to monitoring, reporting and compliance have also been strengthened.

Integrated Planning and Reporting Framework

Community Strategic Plan Theme – Leadership for the Region

Community Outcome L2 – Council exceeds community expectations when managing its budget and operations

Delivery Program:

L2.2 – Council implements a business excellence program across its operations

L2.2.2 – Implement a Good Governance Framework

Stakeholder Engagement

The current Policy was adopted at the Council's Ordinary Meeting held on 23 May 2016.

Under the Local Government Act 1993 Section 253, Council is required to prepare, exhibit and adopt a policy governing the payment of expenses and provision of facilities to the Mayor and Councillors.

In accordance with the Local Government Regulation 2005 Clause 217, council is required to include detailed information in the annual report about the payment of expenses and facilities to councillors.

The proposed draft Policy has been developed based on a template policy provided by the NSW Department of Premier and Cabinet (DPC) Local Government Reform Unit. The template has been reviewed and endorsed by the OLG. The template does not provide for specific amounts which are to be determined by each Council. The amounts provided in the proposed draft Policy are considered appropriate given the size and scale of Armidale Regional Council and the cap limits have been compared with other merged councils for relativity.

It is considered appropriate that potential candidates for the September election have clarity as to the level of support that will be provided to them by council if they are elected to civic office as a councillor.

Financial Implications

The revised policy introduces capped limits for expenditure and reimbursement and standards of provision.

Next Steps

The Policy is required to be publicly exhibited and any submissions will be considered at the Council Meeting to be held on 23 August 2017.

Under the current Phase One amendments to the LGA, the policy is to be reviewed and adopted by council within 12 months of the term of a new council.

Item: 7.2.9 **Ref:** AINT/2017/09284
Title: FOR INFORMATION: Cash & Investments Report May 2017 **Container:**
ARC16/0001-2
Author: Keith Lockyer, Service Leader Finance and Information Technology
Attachments: 1. May 17 Investments Register

RECOMMENDATION:

That the Cash & Investments report for Armidale Regional Council as at 31 May 2017 be received and noted.

Introduction:

Cash and Investments for the month of May 2017.

Report:

The following is the cash and investments particulars for the period 1 May 2017 to 31 May 2017. At the end of the May period, Council held \$63,258,094.99 in investments and a consolidated bank account balance of \$11,993,208.87 excluding the Trust Fund.

During the month of May, total payments and receipts were \$11.2 million and \$17.9 million respectively. Council's bank account balance as per bank statements at the end of the period 31 May 2017 are as follows:

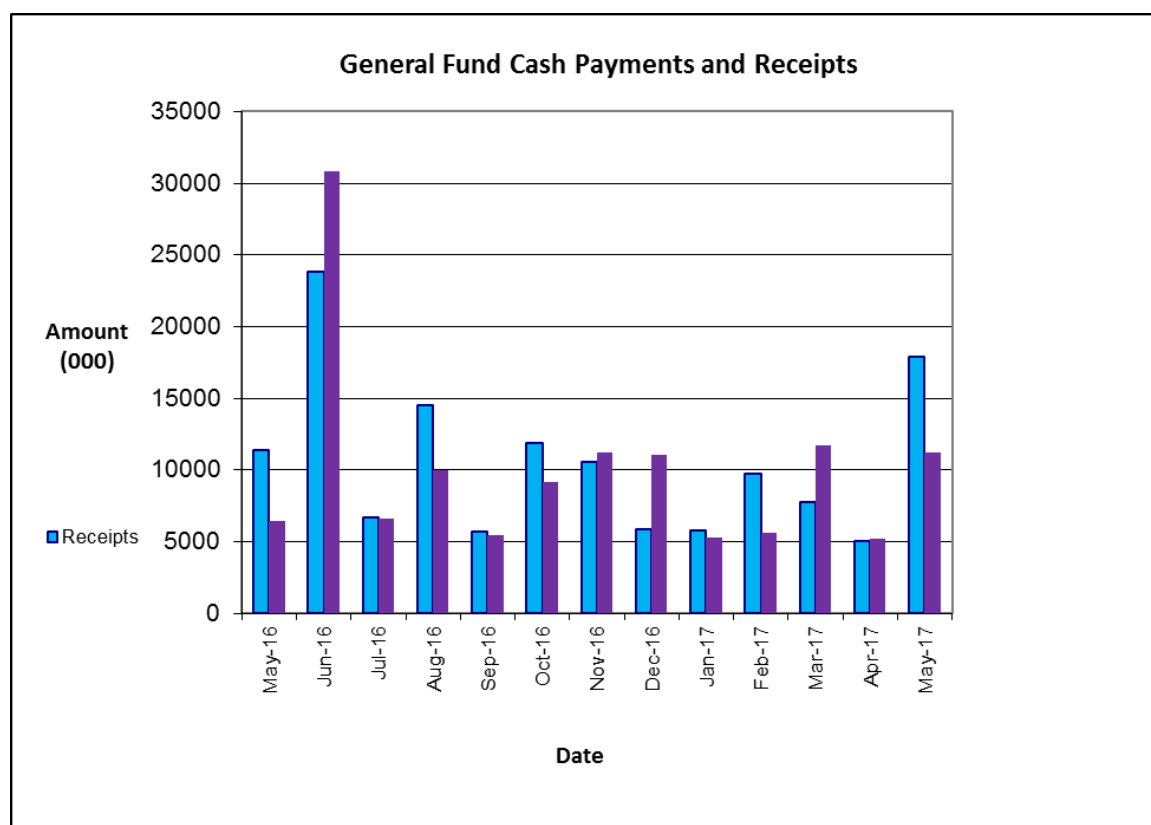
General Fund	11,993,208.87
Trust Fund	1,217,244.64
Total Bank Balances	13,210,453.51

	%
30 day BBSW Index	1.62
Average Interest Rate on Term Deposit Investments	2.71

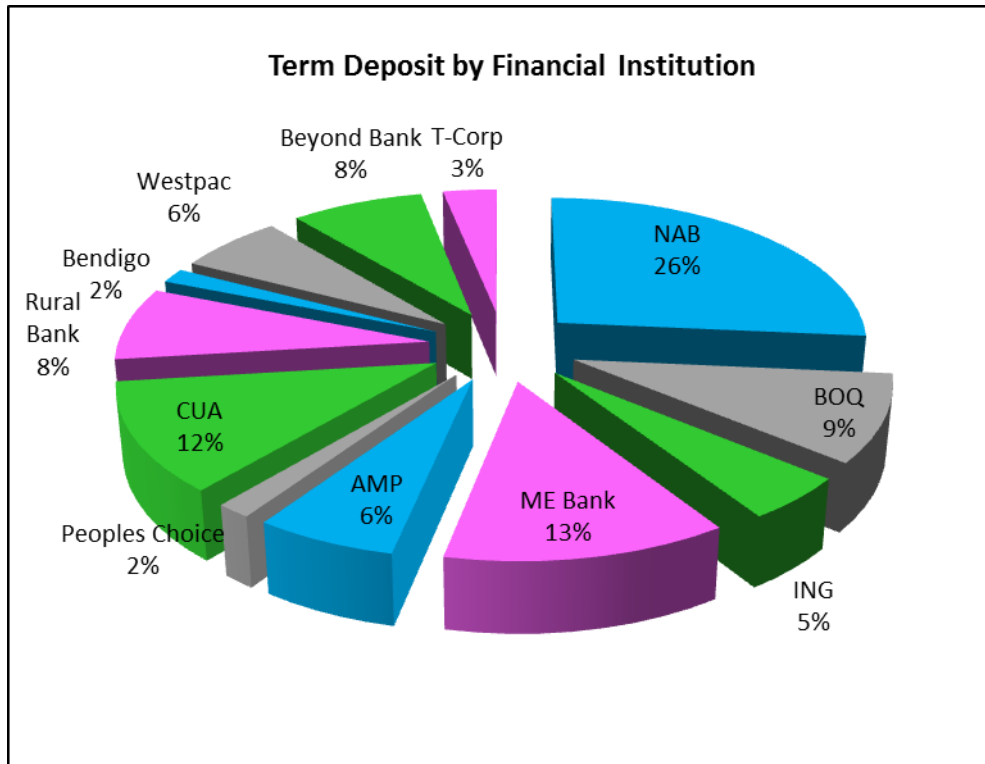
Investments Register

At the end of the May period Council held \$63,258,094.99 in investments, an increase of \$7,989,586.06 from the end of the April period. General fund bank account balances have increased by \$6.6 Million.

Opening Balance at the beginning of the Period	71,247,681.05
Redemptions to the NAB General and Business A/c's	- 8,000,000.00
Increased principal due to roll over of funds	10,413.94
Closing Balance at the end of the Period	63,258,094.99



Institution	Sum of Investment at Market Value	Average of Interest Rate %
AMP	4,000,000.00	2.83%
Bank of Queensland	6,000,000.00	2.63%
Bendigo Bank	1,000,000.00	2.65%
Beyond Bank	5,000,000.00	2.75%
Credit Union Australia High Interest At Call Savings Account	7,500,000.00 2,112,084.72	2.74%
ING	3,000,000.00	2.72%
ME Bank	8,000,000.00	2.81%
NAB	14,619,140.27	2.71%
Peoples Choice Credit Union	1,000,000.00	2.75%
Rural Bank	5,000,000.00	2.55%
T-Corp Hour Glass Account	2,026,870.00	
Westpac	4,000,000.00	2.59%
Grand Total	63,258,094.99	2.71%

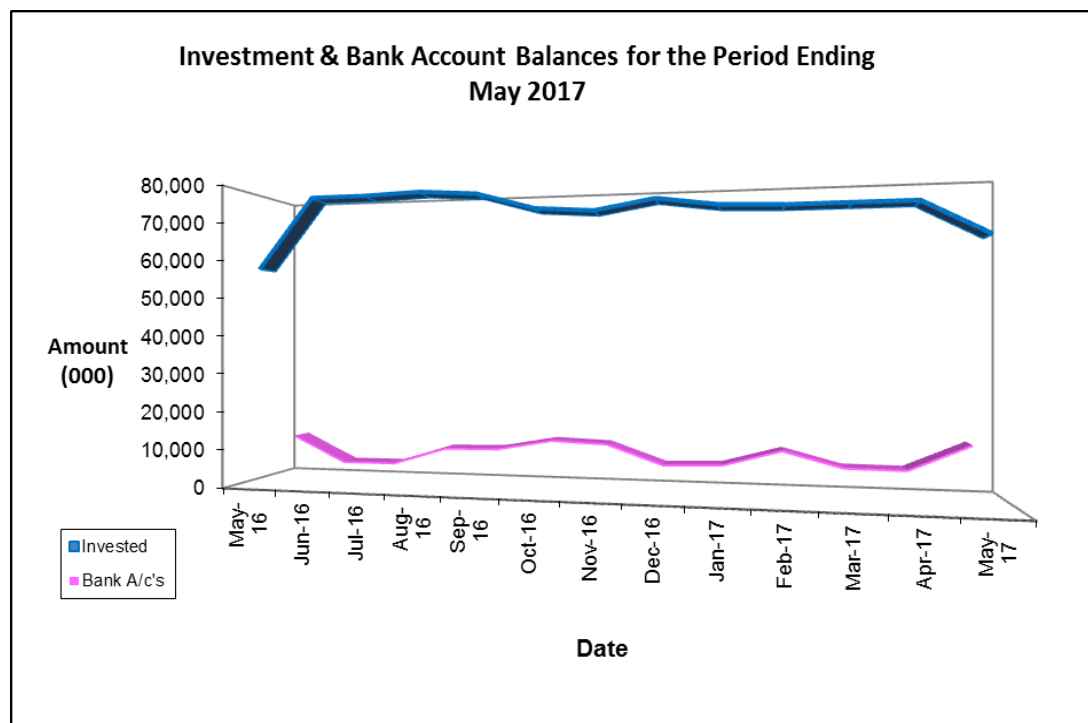


Community Engagement and Internal Consultation

This monthly report provides the community with a snapshot of Council's cash and investment particulars for the period 1 May 2017 to 31 May 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: 7.3.1 **Ref:** AINT/2017/08074
Title: FOR DECISION: Access to 502 Dumaresq Dam Road **Container:** P/23390
Author: Rob Shaw, Service Leader Roads and Parks
Attachments:
1. Plan of subdivision for 502 Dumaresq Dam Rd
2. Administration sheet subdivision 502 Dumaresq Dam Rd

RECOMMENDATION:

That the Chief Executive Officer be authorised to sign and affix the Council seal if necessary to the attached subdivision certificate to allow registration of the plan of subdivision.

Background:

In 2016 Council was approached by the owners of the property at 502 Dumaresq Dam Road concerning access to their property, requesting a transfer of lands at no cost to Council in order to resolve a long standing legal issue.

At the Ordinary Meeting of Council on 5 October 2016, it was RESOLVED:-

That the applicant be informed that Council agrees in principle to:-

- 1. the dedication as Public Road of part of Lot 96 DP755819, parts of Lots 2 & 3 DP1176218 and parts of Lots 126 & 127 DP755818, and**
- 2. the transfer of Crown Land through Lot 8 DP1023734 to Armidale Regional Council for Public Road,**

on the understanding that the applicant is required to pay all legal and survey costs relating to the transfers, and that Council will not contribute to any costs of construction or future maintenance of an access road for the applicant on the land.

The applicant was so informed; the transfer of Crown Land through Lot 8 DP1023734 to Council for Public Road has occurred; and now the applicant's surveyor has submitted a plan of subdivision to Council for approval of the dedication as Public Road of part of Lot 96 DP755819, parts of Lots 2 & 3 DP1176218 and parts of Lots 126 & 127 DP755818.

It is necessary for Council to agree to the proposed plan of subdivision in order for the matter to be finalised.

Report:

The owners of the property at 502 Dumaresq Dam Rd purchased the property approximately 45 years ago, and since that time have gained access to their property via a dirt track through the Dumaresq Dam Recreation Area, believing it to be a public road based on a notation on an old parish map.

In consultation with Council staff and the local officer of the Lands Office, it has been determined that the old parish map was incorrect. The track is not a public road, it is just a track through the Recreation Area which is owned by Council.

A solution was offered by the Lands Office which offered to transfer several sections of crown land to Council, and if Council was prepared to allow the dedication of a strip of land along the edge of the Recreation Area to public road, this would resolve the issue for the owners at no cost to Council.

Attached is the proposed Plan of Subdivision and Deposited Plan Administration Sheet, which is required to be signed by Council to permit the dedication of the strip of land identified as Lots 1 & 2 on the plan as Public Road.

Key Issues and Risks

The land transfer will address a long standing legal issue of access, while keeping through traffic away from the main areas of public recreation at Dumaresq Dam.

What is proposed is a SEPP Exempt and Complying Development, which does not need to be advertised because it is for the establishment of a public road on what is currently Council owned land.

Integrated Planning and Reporting Framework

Not applicable

Stakeholder Engagement

The proposal has been discussed with adjacent land owners D.I. & A.E. Gibbs, the owners of Lot 8 DP1023734.

Several years ago Mr and Mrs Gibbs applied to purchase and close the Crown Road which divided their property. At that time, the owners of 502 Dumaresq Dam Road objected to the closure and their objection was upheld.

Now that the Lands Office has transferred the Crown Road to Public Road, Mr and Mrs Gibbs have once again advised their wish to purchase and close the road in order to allow undivided access to their land, but they were advised that council does not wish to sell or close the road.

Financial Implications

No cost to Council.

Next Steps

Advise applicants that the subdivision and dedication of public land may proceed, reminding them that Council makes no commitment to contribute to any costs of construction or future maintenance of an access road on the land.

Item: 7.3.2 **Ref:** AINT/2017/08873
Title: FOR DECISION: Stronger Regions Assessment Panel **Container:**
ARC16/0014
Author: Rob Shaw, Service Leader Roads and Parks
Attachments: Nil

RECOMMENDATION:

- a) That Council adopt the recommendations of the Stronger Regions Assessment Panel, and
- b) That Council formally thank the panel members for their contribution to the Stronger Regions Assessment Panel.

Background:

The Stronger Regions Assessment Panel met on Wednesday 17 May 2017 and recommended as follows:-

1.1 NERAM Concertina Wall

An allocation of \$75,000 was not supported by the Stronger Communities Assessment Panel to be allocated from the Fund for the NERAM Concertina Wall.

1.2 Timber Bridges Replacement Program

That quarantined funds from the Stronger Regions Fund towards the cost of upgrading Council's timber bridges, be increased by an amount of \$0.8 million from the approved amount of \$2.1 million to \$2.9 million.

1.3 Quarantined Funding

Should the quarantined funding of \$440,000 not be required to be expended on the Kempsey Road project and any unspent contingency funds from the \$9 million Major Projects Fund be allocated to the Rockvale Road project.

Key Issues and Risks

This report is submitted for the purpose of adopting the recommendations of the Stronger Regions Assessment Panel

Integrated Planning and Reporting Framework

These projects are included in Council's IPR framework.

Stakeholder Engagement

Stakeholders engaged include the applicant (in the case of NERAM), the Department of Infrastructure and Regional Development (with regard to Council's application for funding of 50% of the timber bridges programme under the Australian Government's Bridges Renewal Programme), and the Stronger Regions Assessment Panel.

Financial Implications

The projects referred to are funded by the Stronger Regions Fund.

Next Steps

Notifications and implementation.

Item: 7.3.3 **Ref:** AINT/2017/09406
Title: FOR DECISION: Road Management Strategic Plan **Container:**
ARC16/0126
Author: Rob Shaw, Service Leader Roads & Parks
Attachments: 1. Road Management Strategic Plan

RECOMMENDATION:

- a) **That the Road Management Strategic Plan be made available for public comment according to the proposed community engagement plan with a particular focus on the ranking of road projects for upgrading from unsealed to sealed surface; and**
- b) **That a further report be submitted to Council for adoption, following consideration of the public comments received; and**
- c) **That Council note the increased road maintenance allocations for 2017/18 as detailed in the report.**

Background:

In February 2017, Council adopted an agreed Level Of Service (LOS) for the maintenance of unsealed roads, following a period of community engagement.

At that time, it was acknowledged that the unsealed roads LOS was just the first part of an overall road management strategy being developed as a result of the merger, and that levels of service for a full range of road management functions including sealed roads would be presented to Council for adoption.

Report:

The attached report "ROAD MANAGEMENT STRATEGIC PLAN" is in six parts:-

1. Section A: Sealed roads maintenance
2. Section B: Sealed roads resealing
3. Section C: Sealed roads pavement rehabilitation
4. Section D: Unsealed roads maintenance (previously adopted)
5. Section E: Unsealed roads gravel resheeting
6. Section F: Unsealed roads bitumen sealing.

SECTION A – Sealed roads maintenance

Sealed roads maintenance includes maintenance and repair of sealed roads (includes pothole patching) for both urban and rural roads, street sweeping and cleaning, and street lighting.

In 2016/17 the budget for sealed roads maintenance was \$2,143,624.

Three different levels of service are described and costed, and LOS 2, estimated to cost \$2,222,000 is recommended for 2017/18. This represents an increase over 2016/17 of 3.6%.

SECTION B – Sealed Roads resealing

Resealing is classified as a capital expense, but in a practical sense it is really a maintenance treatment essential for the protection of the underlying road pavement and the wearing surface of the sealed road. Bitumen deteriorates with time and traffic and a sealed road needs to be resealed at regular intervals (generally on average every 10 to 12 years).

In 2016/17 the budget for sealed roads resealing and asphalt resurfacing was \$1,425,000.

Five different levels of service are described and costed, and LOS 4, estimated to cost \$1,560,000 is recommended for 2017/18. This represents an increase over 2016/17 of 9.5%.

SECTION C – Sealed roads pavement rehabilitation

Pavement rehabilitation refers to the reconstruction or renewal of an existing sealed road pavement. Rehabilitation generally refers to strengthening of the existing pavement after the road has reached the end of its useful life or has become damaged over time by traffic or moisture.

Pavement rehabilitation is a capital expense, but is influenced by the level of operational road maintenance carried out. For this reason it is logical to include rehabilitation in the overall road management strategy. However, the actual amounts of funding for pavement rehabilitation of sealed roads vary significantly from one year to the next and are determined by asset renewal processes and grant funding opportunities rather than levels of service.

Therefore levels of service are not proposed for pavement rehabilitation in this plan. However, Armidale Regional Council has a large backlog of sealed pavements which need renewing and these rehab projects need to be addressed before it considers extending its network of sealed roads.

SECTION D – Unsealed roads maintenance

Council has previously adopted LOS 3 for unsealed roads maintenance at an estimated cost of \$2,503,861 in 2017/18.

This represents an increase of approximately \$308,000 over the budget allocation in 2016/17.

SECTION E – Unsealed roads gravel resheeting

Gravel resheeting involves the replacement of lost gravel on a cyclical basis.

In 2016/17, Council's budget for resheeting was \$1,124,500.

Four different levels of service are described and costed, and LOS3 at an estimated cost of \$1,320,924 is recommended for 2017/18.

This represents an increase of \$196,424, or 17.5% over 2016/17.

SECTION F – Unsealed roads – priorities for bitumen sealing

Council receives regular requests from the community to extend the sealed road network, by bitumen sealing of existing unsealed roads.

As part of the Road Management Strategic Plan, a priority list has been developed for the sealing of roads, based on criteria such as:-

- Actual road usage (ie traffic volumes, heavy vehicle content, and school buses)
- Connectivity for communities
- Pavement conditions
- Road geometry
- Economics and
- Road safety.

Firstly a list of candidate road sections was developed from previous requests for road sealing, and unsealed roads with disproportionately high maintenance costs. Approximately fifty (50) unsealed road sections made it onto this list of candidate projects.

The list of roads was analysed according to the above criteria, and ranked in priority order.

It is proposed that the priority list would be used for forward planning and when funding is available for the upgrade of unsealed roads.

Key Issues and Risks

The Strategic Plan will promote better planning of road maintenance activities, and allow for a strategic approach to annual budgeting of operational works.

Integrated Planning and Reporting Framework

The adoption of agreed levels of service and an overall strategic plan for roads maintenance will integrate with the IP&R framework and Council's future Operational Plans

Stakeholder Engagement

The draft Road Management Strategic Plan has been developed with the input and cooperation of key staff in the road maintenance area, and will be distributed for public comment and engagement in accordance with the community engagement plan. The community engagement plan includes distribution of the draft report via Council's web site, and by direct engagement through Council's local Area Committees.

Financial Implications

Future annual budgets can be prepared with certainty about the levels of service to be provided.

Next Steps

Community engagement, then referral to Council for formal adoption.

Item: 7.3.4 **Ref:** AINT/2017/09457
Title: FOR DECISION: Request to reduce hire fees for the Town Hall - Student Ambassador Program **Container:** ARC16/0137
Author: Mark Piorkowski, Group Leader - Service Delivery
Attachments: 1. Request discount of hire of Town Hall for International Children's Performance for International families within Armidale Community

RECOMMENDATION:

That Council provides a donation of \$212 to waive the associated Town Hall hire fees for UNE International Services for the International Children's Performance in accordance with S356 of the *Local Government Act 1993*.

Background:

Council received a request on 9 May 2017, that consideration be given to a reduction in the town hall hire fees from UNE International Services for an International Children's Performance.

UNE International Services require the use of the Town Hall from 3.30pm – 8pm on Saturday 24 June 2017. The usual hire fee is \$282 opening fee, then \$39 per hour for the 3 hours and preparation time before and after will be \$16.50 for 1.5 hours, thus a total of \$423.75.

Key Issues and Risks

Part of a programme is to help bridge the gap between international residents and the community.

Integrated Planning and Reporting Framework

In line with supporting local community groups and vulnerable groups within our community.

Stakeholder Engagement

UNE has a MOU with Council which promotes partnership.

Financial Implications

\$212.00 reduction in potential income.

Next Steps

That the applicants be advised full payment will be required and if the request is endorsed by Council, 50% of the fee will be refunded.

Item: 7.3.5 **Ref:** AINT/2017/09474
Title: FOR DECISION: Dumaresq Creek Master Plan **Container:** ARC17/2184
Author: Richard Morsley, Program Leader Parks & Facilities
Attachments: 1. Unleashing the Opportunities for Armidale's Creek Lands
2. Creeklands Visions

RECOMMENDATION:

That Council through a consultative process prepare a Master Plan for the urban reaches of Dumaresq Creek.

Background:

A master plan for Dumaresq Creek will provide a vision for the community and a basis for sound planning decisions into the future. A holistic plan can unlock the potential that Dumaresq Creek could offer for cultural place making, recreation and tourism potential. The plan would address safety in relation to recreation activities with consideration to flooding, soil contamination and proposals for larger water bodies such as wetlands or ponds that may improve the landscape appeal of the creeklands.

Report:

The Dumaresq Creeklands provide Armidale residents with a range of recreational opportunities from passive enjoyment of open space to the use of the cycleway, playgrounds and playing fields located along its banks. The creek also provides a wildlife corridor through town and a physical link between the university and the town centre.

Over the past 7 years an active community group the Armidale Urban Rivercare Group (AURG) have cleared the urban reaches of the creek of huge quantities of woody weeds and established over 30,000 indigenous trees and shrubs to successfully improve water quality and wildlife habitat.

Much of the creek bed and adjacent parklands has been affected by hydrocarbon contaminants derived from coal used in the old Armidale Gas Works from the site where Armidale Central shopping centre is now located. Quantities of this waste were used with surplus soil to level parks and playing fields over a long period. A plan of Management compiled by Environmental Resource Management Australia (ERM) in 2004 addresses the health and safety implications of this contamination. Recent advances in assessing the bioavailability of soil contaminants indicates that the health risks may be less than previously assessed and a revised risk assessment should be undertaken. The implication of a revised risk assessment is that development involving earthworks may be less costly and health implications much reduced.

Community safety is also significant risk consideration, particularly in light of the recent drowning incident and hence needs to be considered as part of the Master Plan.

Proposals to improve the permanence and size of water bodies have been recently revisited by an active community group. The group proposes that a number of large pools within the creeklands will beautify the landscape, enhance recreational opportunities, improve wildlife habitat and provide an increased sense of place for the Armidale community. They propose that the idea will maximise flood mitigation, provide educational opportunities and increase tourism. The environmental implications of larger water bodies and the possible addition of weirs need to be addressed in the light of current legislation.

This would include ensuring the maintenance of adequate environmental flow rates, maintaining water passage of native fish species and other animals, the affects of potentially altered conditions on water quality such as turbidity, dissolved oxygen levels and the potential for altered habitat conditions that may favour the breeding of introduced feral fish, weed infestation and blue green algae.

Other proposals have placed a greater emphasis on the development of wetlands as a way to integrate environmental outcomes with storm water treatment and filtration.

Proposals for the construction of large water bodies or altering the shape of the creek banks must include a cost benefit analysis and take into consideration and adequately address local hydrology and flooding, existing infrastructure, environmental implications, impact on fisheries, soil contamination, engineering constraints and public safety.

Recently completed flood modelling enables a better understanding of the impact of flooding as a result of developments and structures located within the creeklands floodplain.

Council has a range of significant infrastructure located within the creeklands corridor that includes electrical infrastructure including cycleway lighting, sewer trunk mains, 5 major distributer water mains crossing the creek, storm water pipes and associated gross pollutant traps. Such infrastructure including road culverts, bridges and car parks represent potential cost constraints for development in some locations.

The proposal for Council's consideration is to engage a suitably qualified consultant to develop a holistic vision and plan for the urban reaches of Dumaresq Creek. The plan must take a multidisciplinary approach to integrate social, cultural, environmental, educational, engineering and safety considerations and aim to achieve a greater sense of place, instil pride and wider appeal to the community and in turn increasing tourism. Community consultation will be an important component of the plan as will reference to existing documentation, environmental studies and records relating to the creeklands and current legislation relating to the management of riparian water bodies.

Key Issues and Risks

Without the plan we will continue to undertake ad hoc development on the banks of Dumaresq Creek. The implications of this include no unified vision for the community and disenchantment with the unrealised potential of the creeklands to be one of Armidale's jewels in the crown. A plan will assess safety and propose appropriate and achievable ways to minimise risk for the community. The plan will integrate all the uses and functions of the creeklands with risks and constraints and aim to better reflect the aspirations of the community.

Integrated Planning and Reporting Framework

Key topics emerging from the Community Strategic Plan 2017-2027 include protection of the environment, activities for children and young people including improved recreational activities.

Under Environment and Infrastructure: Community outcome 1 includes the supporting strategy to "maintain and improve local waterways, lagoons and creeklands in partnership with community groups and other agencies". Other strategies include maintaining partnerships with UNE and other educational institutions and to develop a tourism strategy.

Stakeholder Engagement

It is vital that a key component of the Master Plan be wide and inclusive community consultation. This is likely to include public meetings, focus groups, regular media releases and the use of well articulated video and artistic impressions to accurately convey proposals to the community.

Financial Implications

A budget of \$80,000 has been identified to engage a consultant to undertake the master Plan.

It is not possible to predict the financial implications for works yet to be proposed however the capital cost and future maintenance costs will be considerations in the overall plan.

Next Steps

Develop a scope for the Master Plan and call for expressions of interest from suitably qualified consultants.

Item:	7.3.6	Ref: AINT/2017/09695
Title:	FOR DECISION: Armidale Historical Society lease of the Old Dumaresq Shire office	Container: ARC16/1211
Author:	Anthony Broomfield, Program Leader Tourism, Marketing and Events	
Attachments:	Nil	

RECOMMENDATION:

- a) That Council lease the old Dumaresq Shire offices (cnr Faulkner St and Cinders Lane) to the Armidale Historical Society Inc;
- b) That the term be for an initial period of 10 years commencing 1 July 2017, with an option to renew for a further term of 10 years; and
- c) That the Council decision to renew be based on an assessment as to the community benefit and the activities being undertaken by the society; and
- d) That the base lease fee be \$529.10 per annum in line with Council's peppercorn rental fee; and
- e) That Council pay the annual electricity costs for the premises.

Background:

Following the opening of the new War Memorial Library in Rusden Street the old library building in Faulkner Street and the old Dumaresq Shire offices (corner Faulkner Street and Cinders Lane) have been vacated. It has been proposed as a part of the staff accommodation strategy that the old library building be repurposed for additional council staff accommodation due to the current facilities being over crowded. The old Dumaresq Shire offices however are not seen as critical to this project and as such have been proposed as making an ideal home for the Armidale Historical Society. The building itself is of historic importance and it would be entirely appropriate that it be occupied by the Armidale Historical Society for use by their staff, volunteers and to store historic records.

Key Issues and Risks

That the Armidale Historical Society loses its impetus and that its volunteers cease giving generously of their time. This risk is deemed unlikely based on the society's many years of operation and the enthusiasm shown by so many locals for researching and sharing local history.

Integrated Planning and Reporting Framework

Having a vibrant historical society in Armidale supports the Community Strategic Plan direction to facilitate the "provision of services for all ages which promote life-long learning, healthy living and community wellbeing".

Stakeholder Engagement

Meetings have been held with both council staff and the Armidale Historical Society.

Financial Implications

No additional costs to those already budgeted.

Next Steps

Write a new lease.

Item:	7.4.1	Ref: AINT/2017/09344
Title:	FOR DECISION: Re-launch of the Guyra Museum ARC16/0575	Container:
Author:	Anthony Broomfield, Program Leader Tourism, Marketing and Events	
Attachments:	Nil	

RECOMMENDATION:

- a) That Council lease the former Guyra Shire Council Chambers (190 Bradley St) to the Guyra and District Historical Society Inc;
- b) That the term be for a period of 10 years, with an option to renew for a further 10 years, commencing 1 July 2017;
- c) That the base lease fee be \$529.10 per annum in line with Council's peppercorn rental fee; and
- d) That Council pay the annual electricity costs for the museum;
- e) That the building undergo redecoration as detailed within the report and in keeping with the heritage of the building and that Council supports the associated funding request of \$15,000.

Background:

The Guyra Museum has the potential to become a visitor attraction situated in Bradley Street and to be complementary to the planned main street upgrade.

The museum has been run by the Guyra and District Historical Society (G&DHS) over many years and houses a diverse variety of heritage items of significant local interest.

In mid 2016 the Society engaged a local historian to assess the collection and to make recommendations as to the management of the museum and its collections.

There can be no doubt of the heritage value of the collection and of the interest from both locals and visitors to see such exhibits. The museum is sited adjacent to the free camping area on the edge of Mother of Ducks lagoon and would likely attract the grey nomad visitors.

Following the announcement of the main street upgrade there has been renewed enthusiasm amongst a group of locals to relaunch the museum as an attraction which could bring visitors in to the main street and thereby benefit the other local businesses.

Renovation works

Both the inside and outside of the building are in dire need of redecoration. The outside of the building can be redecorated by volunteers with paint provided as part of the main street upgrade project.

It is proposed that Council budget \$15,000 in 2017/18 towards the cost of refurbishing the inside area. This is to cover cost of paint (to be applied by volunteers) and recarpet.

Museum layout

Following the redecoration, and informed by the July 2016 study and advice commissioned by the G&DHS, the collection will be displayed by identified themes. It is anticipated that some items will be placed in to storage for safe keeping.

Research and study centre , Guyra library

As budgeted for 2016/17 \$10,000 is available for the creation of a Research and Study room within the Guyra library. It is proposed to relocate a number of old Shire documents from the museum to the library where they will be better able to be used and catalogued by the Guyra librarian.

Museum entrance area

The revised layout will create space at the entrance to the museum which will be used to display local tourism information which will be of particular value to those staying in the adjacent free camping area. The information will be provided by the Armidale Visitor Information Centre.

Opening/staffing

It is proposed that the museum will, once the renovation works have been completed, be opened x3 days per week (Wednesday, Saturday, Sunday) and be staffed by local volunteers who are to be either Members or Friends of the G&DHS. There are 18 enthusiastic volunteers currently identified, believed to be sufficient to mobilise the project. Further volunteers are expected to come forward once progress is seen to be made.

Key Issues and Risks

Risks are limited to the potential lack of number/interest from volunteers. Following stakeholder engagement these risks are assessed as extremely low. The potential upside of a visually striking building in the Guyra main street, housing an attraction of interest to visitors and the community far outweigh the perceived risks.

Integrated Planning and Reporting Framework

The relaunch of the Guyra Museum is supports the 2017-2027 Community Strategic Plan "Strategic Direction - Growth, Prosperity and Economic Development through development of the visitor economy. It is seen as a local interest project championed by local stakeholders.

Stakeholder Engagement

Engagement with Guyra and District Historical Society and interested locals at three meetings.

Financial Implications

Museum lease – renewing of lease. Building currently occupied on a lapsed lease.

Council currently pays for electricity, therefore this is not a "new" cost.

Research & Study Centre in Guyra library – \$10,000 budgeted in 2016/17 financial year.

Proposed renovation works:

Outside: Materials to be provided through Main street upgrade project.

Inside: Paint and recarpet (\$15,000) to be budgeted in 2017/18 financial year.

Next Steps

Develop new lease for the Guyra and District Historical Society and a project plan and timeline for volunteer works.

Item:	7.4.2	Ref: AINT/2017/09435
Title:	FOR DECISION: Armidale to host 2019 World Endurance Mountain Bike Championships	Container: ARC16/0083
Author:	Anthony Broomfield, Program Leader Tourism, Marketing and Events	
Attachments:	1. NEMTB WEMBO 2019 Proposal	

RECOMMENDATION:

- a) **That Council supports the New England Mountain Bikers Inc in their bid for Armidale to host the 2019 World Endurance Mountain Bike Organisation Championships; and**
- b) **That Council contributes \$25,000 in sponsorship towards the hosting fee of \$60,000, to be paid over three years, 2017, 2018, 2019.**

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.

Within weeks of that success NEMTB was approached as a possible venue to host the 2019 World Endurance Mountain Bike Championships. This event attracts more than 330 of the world's top endurance cyclists who ride a course over a 24 hour period. Previous events have shown that each competitor travels with an average of 2.2 helpers in their support team. Due to the nature of the event people stay for a minimum of 3 nights and in the case of overseas competitors significantly more. WEMBO Championships have been held as follows:

2013 – Australia (Canberra)
2014 – Scotland (Fort William)
2015 – USA (California)
2016 – New Zealand (Rotorua)
2017 – Italy (Finale Ligure)

The hosting of this World Championship event in Armidale would position the region not only as a major mountain biking destination within Australia but also on the world mountain biking stage.

This event attracts a hosting fee of \$60,000 for which NEMTB are requesting Council sponsorship to the value of \$25,000 ex GST to be paid as follows:

- July 2017 - \$10,000
- 2018 - \$7,500
- 2019 - \$7,500.

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.

To run the event would require a further 5.3km of trail development estimated to cost \$163,000. The NEMTB is confident it can fund through NEMTB cash (\$35,000), in-kind (\$25,000), grants and sponsorships. 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.

Key Issues and Risks

Whilst the NEMTB is in a “bid” situation it may be assumed that should the initial \$10,000 hosting fee payment be made then Armidale would be named as the host destination. The report details that additional trail works will be required in readiness for the 2019 event and the associated risk assessment, based on the NEMTB failing to deliver these, is deemed very 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/2017/09472
Title:	FOR INFORMATION: Consultant's Report on the development of an Arts & Cultural Strategic Plan	Container: ARC16/0485
Author:	Jane Guilfoyle, Project Officer PMO	
Attachments:	1. Consultant's Report for the development of the Armidale Region Arts and Cultural Strategic Plan Final	

FOR INFORMATION:

That the final draft of the Consultant's Report on the development of an Arts & Cultural Strategic Plan is noted.

Background:

In November 2016 Council employed the services of Positive Solutions to complete an Arts & Cultural Strategy for the new Council. In May 2017 Positive Solutions presented to Council a draft Discussion Paper which detailed the initial findings from their research and community engagement to date.

The final draft Consultant's Report provides the foundation for Council to develop their Arts and Cultural Strategic Plan.

Key Issues and Risks

The first draft of the discussion paper was presented to Council on 24 May 2017. Positive Solutions have since developed the final draft of their Consultant's Report to include a comprehensive profile of the Armidale region along with the consultation findings, key priorities and a table of goals and strategies. This paper is the key document that informs Council's Arts & Cultural Strategic Plan.

Integrated Planning and Reporting Framework

The Arts and Cultural Plan for Armidale Regional Council is a key part of our IP&R framework and informs the Resourcing Plan.

Stakeholder Engagement

A comprehensive community engagement strategy was undertaken including a series of focus group meetings and an online survey. The discussion paper was presented for comment to Council's Arts and Cultural Advisory Committee and the Executive Leadership Team.

Financial Implications

The delivery of the Arts and Cultural Strategic Plan has been factored into the 2017/18 Operational Plan and Program.

Next Steps

Council will work with Arts NW and the Arts and Cultural Advisory Committee to finalise the strategy. The Arts & Cultural Strategic Plan will be placed on public exhibition for 28 days. If no significant submissions are received the Arts & Cultural Strategic Plan will be adopted by Council after the public exhibition period.

Item: 8.1 **Ref:** AINT/2017/07892
Title: FOR DECISION: Gayinyaga - Minutes of the meeting held on 10 May 2017 **Container:** ARC16/0605
Author: Hayley Ward, Administration Officer
Attachments: 1. Minutes - Gayinyaga Committee - 10 May 2017

RECOMMENDATION:

That the Minutes of the Gayinyaga Committee meeting held on 10 May 2017 be noted and that advice be sought from Council's Manager Strategic Planning on the proposed nomination of North Hill as an Aboriginal Place and the request for Council to provide a letter of support for the nomination to the Office of Environment and Heritage.

Item: 8.2 **Ref:** AINT/2017/09634
Title: FOR DECISION: Armidale Regional Sports Council - Minutes of the meeting held 24 May 2017 **Container:** ARC16/0330
Author: Alex Piddington, Sports Coordinator
Attachments: 1. Minutes - Sports Council - 24 May 2017

RECOMMENDATION:

That the Minutes of the Armidale Regional Sports Council Committee meeting held on 24 May 2017 be noted and the following recommendations endorsed:

- a) **The Council notes that Armidale Regional Sports Council will cover the shortfall of \$4,000.00 to Guyra Junior Rugby League if no other funding is available for the storage shed.**
- b) **That the Armidale Regional Sports Council endorse the Sports Council Small Grant funding applications to Amelia Mazzei (\$250), Holly Harris (\$250), Clarence Barker (\$250) and Cameron Graham (\$250).**

Item: 8.3 **Ref:** AINT/2017/09430
Title: FOR DECISION: Traffic Advisory Committee - NAIDOC March Tingha
Container: ARC16/0168
Author: Rob Shaw, Service Leader Roads and Parks
Attachments: 1. NAIDOC TCP Tingha 2017 v0.2

RECOMMENDATION:

- a) **That the recommendation by the Traffic Advisory Committee to approve the Anaiwan Local Aboriginal Land Council proposed march as part of the NAIDOC Week celebrations, scheduled to be held on Monday 3rd July 2017 in Tingha be endorsed.**

Item: 8.4 **Ref:** AINT/2017/09492
Title: FOR DECISION: Arts & Cultural Advisory Committee - Minutes of the meeting held 8 June 2017 **Container:** ARC16/0485
Author: Hayley Ward, Administration Officer
Attachments: 1. Minutes - Arts & Cultural Advisory Committee - 08 June 2017

RECOMMENDATION:

That the Minutes of the Arts & Cultural Advisory Committee meeting held on 8 June 2017 be noted and that the Executive Leadership Team (ELT) further discuss the following items a) to e) with the Arts and Cultural Advisory Committee:

- a) That the Larsen sculpture be installed at the Visitor's Information Centre.
- b) That Council request the architects of the Armidale Airport Redevelopment identify potential sites for Public Art.
- c) That Council include a budget for Public Art in all their major developments including the Mall Vibrancy Plan, Airport Redevelopment and Guyra Main Street upgrade.
- d) That Council consider developing a number of Ephemeral Art Projects to reinvigorate the Mall in partnership with the ARC ACAC and NERAM.
- e) That ARC ACAC revise the Public Art Policy to include guidelines for Council's DA process to ensure proper process is applied to support the inclusion of Public Art.

Item: 8.5 **Ref:** AINT/2017/09803
Title: FOR INFORMATION: Access Advisory Committee - Minutes of the meeting held on 27 April 2017 **Container:** ARC16/0524-3
Author: Hayley Ward, Administration Officer
Attachments: 1. Minutes - Armidale Regional Council Access Advisory Committee - 27 April 2017

RECOMMENDATION:

That the Minutes of the Access Advisory Committee meeting held on 27 April 2017 be noted.

Item: 8.6 **Ref:** AINT/2017/07751
Title: FOR INFORMATION: Arts & Cultural Advisory Committee - Minutes of
the meeting held on 3 May 2017 **Container:** ARC16/0217
Author: Hayley Ward, Administration Officer
Attachments: 1. Minutes - Arts & Cultural Advisory Committee - 03 May 2017

RECOMMENDATION:

That the Minutes of the Arts & Cultural Advisory Committee meeting held on 3 May 2017 be noted.

Item: 8.7 **Ref:** AINT/2017/08937
Title: FOR INFORMATION: Wollomombi Local Area Committee - Minutes of
the meeting held 9 May 2017 **Container:** ARC16/0229
Author: Jessica Bower, Executive Officer
Attachments: 1. Minutes - 9 May 2017

RECOMMENDATION:

That the Minutes of the Wollomombi Local Area Committee meeting held on 9 May 2017 be noted.

Item: 8.8 **Ref:** AINT/2017/09411
Title: FOR INFORMATION: Hillgrove Progress Association and Local Area
Committee - Minutes of the meeting held 16 May 2017 **Container:**
ARC16/0728
Author: Jessica Bower, Executive Officer
Attachments: 1. Minutes - 16 May 2017

RECOMMENDATION:

That the Minutes of the Hillgrove Progress Association and Local Area Committee meeting held on 16 May 2017 be noted.

Item: 8.9 **Ref:** AINT/2017/09268
Title: FOR INFORMATION: Audit and Risk Committee - Minutes of the meeting held on 30 May 2017 **Container:** ARC16/0522
Author: Peter Wilson, Senior Governance Officer
Attachments: 1. Minutes - Audit and Risk Committee - 30 May 2017

RECOMMENDATION:

That the Minutes of the Audit and Risk Committee Meeting held on 30 May 2017 be noted.