



## ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 27 March 2024  
4pm

at

Armidale Council Chambers

ATTACHMENTS

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## ORDINARY MEETING OF COUNCIL

Held on

Wednesday, 28 February 2024  
4pm

at

Armidale Council Chambers

**PRESENT:** Councillor Sam Coupland (Mayor), Councillor Todd Redwood (Deputy Mayor), Councillor Paul Gaddes, Councillor Jon Galletly, Councillor Susan McMichael, Councillor Steven Mephram, Councillor Debra O'Brien, Councillor Margaret O'Connor, Councillor Paul Packham, Councillor Dorothy Robinson and Councillor Bradley Widders.

**IN ATTENDANCE:** Mr James Roncon (General Manager), Mr Darren Schaefer (Chief Officer Corporate and Community), Mr Daniel Boyce (Chief Officer Planning and Activation), Mr Alex Manners (Chief Officer Assets and Services), Ms Ann Newsome (Chief Financial Officer), Ms Simone Mooketsi (Manager Governance and Strategy), Ms Michaella Giandomenico (Executive Officer) and Ms Melissa Hoult (Executive Officer).

MINUTES

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	<i>(General Manager's Note: The report considers a tender and is deemed confidential under Section 10A(2)(d) of the Local Government Act 1993, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret).</i>	

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- 1. CIVIC AFFIRMATION AND ACKNOWLEDGEMENT OF COUNTRY**  
Cr Redwood delivered the Civic Affirmation and Cr O'Brien delivered the Acknowledgement of Country.
- 2. STATEMENT IN RELATION TO LIVE STREAMING OF COUNCIL MEETINGS**  
The General Manager delivered the statement.
- 3. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**  
Nil.
- 4. DISCLOSURES OF INTEREST**

Name	Item	Nature of Interest	Reason/Intended Action
Clr Widders	9.4	<input type="checkbox"/> Pecuniary <input type="checkbox"/> Non Pecuniary – Significant Conflict <input checked="" type="checkbox"/> Non Pecuniary – Non Significant Conflict	<b>Reason:</b> Is employed with the Department of Climate Change, Energy, Environment and Water.  <b>Intended action:</b> Remain in the Chamber
Clr Redwood	10.2	<input type="checkbox"/> Pecuniary <input type="checkbox"/> Non Pecuniary – Significant Conflict <input checked="" type="checkbox"/> Non Pecuniary – Non Significant Conflict	<b>Reason:</b> Item is regarding Cr Redwood's disclosure.  <b>Intended action:</b> Remain in the Chamber

## 5. CONFIRMATION OF MINUTES

### 5.1 Minutes of Previous Extraordinary Meeting held 24 January 2024

Ref: AINT/2024/02892 (ARC16/0001-8)

2/24

#### RESOLVED

That the Minutes of the Extraordinary Council meeting held on 24 January 2024 be taken as read and accepted as a true record of the Meeting.

Moved Cr McMichael

Seconded Cr Redwood

The Motion on being put to the vote was CARRIED unanimously.

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## 5.2 Minutes of Previous Meeting held 13 December 2023

Ref: AINT/2024/02894 (ARC16/0001-8)

3/24

### RESOLVED

That the Minutes of the Ordinary Council meeting held on 13 December 2023 be taken as read and accepted as a true record of the meeting.

Moved Cr McMichael

Seconded Cr Redwood

The Motion on being put to the vote was CARRIED unanimously.

## 6. MAYORAL MINUTE

### 6.1 Mayoral Minute: Cost shifting onto Local Government

Ref: AINT/2024/01481 (ARC16/0001-8)

4/24

### RESOLVED

That Council;

1. Council receive and note the findings of the LGNSW Cost Shifting report for the 2021/2022 financial year; and
2. A copy of the cost shifting report be placed on Council's website so that our communities can access it; and
3. Council write to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently seek to address these costs through a combination of regulatory reform, budgetary provision and appropriate funding.

Moved Cr Coupland

Seconded Cr Redwood

The Motion on being put to the vote was CARRIED unanimously.

## 7. REPORTS - GENERAL MANAGER'S OFFICE

### 7.1 Council Actions Report January 2022 - February 2024

Ref: AINT/2024/02920 (ARC16/0001-8)

5/24

### RESOLVED

That Council notes the report summarising the actions taken on the resolutions of Council.

Moved Cr Robinson

Seconded Cr Gaddes

The Motion on being put to the vote was CARRIED unanimously.

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**7.2 July 2024 Ordinary Council Meeting Date** *Ref: AINT/2024/03433 (ARC16/0001-8)*

6/24

**RESOLVED**

- a. That the July 2024 Ordinary Council Meeting be held on 24 July 2024.
- b. That the time for the Ordinary Council meeting to commence is 4pm.

**Moved Cr Gaddes                      Seconded Cr Redwood**

**The Motion on being put to the vote was CARRIED unanimously.**

**8. REPORTS - FINANCE**

**8.1 Cash and Investment Report 31 October 2023** *Ref: AINT/2024/01827 (ARC17/1711)*

7/24

**RESOLVED**

That Council note the Cash and Investment Report for October 2023.

**Moved Cr Packham                      Seconded Cr Gaddes**

**The Motion on being put to the vote was CARRIED unanimously.**

**8.2 Cash and Investment Report 30 November 2023** *Ref: AINT/2024/02242 (ARC17/1711)*

8/24

**RESOLVED**

That Council note the Cash and Investment Report for November 2023.

**Moved Cr Packham                      Seconded Cr Gaddes**

**The Motion on being put to the vote was CARRIED unanimously.**

**8.3 Cash and Investment Report 31 December 2023** *Ref: AINT/2024/02243 (ARC17/1711)*

9/24

**RESOLVED**

That Council note the Cash and Investment Report for December 2023.

**Moved Cr Packham                      Seconded Cr Gaddes**

**The Motion on being put to the vote was CARRIED unanimously.**

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#### 8.4 Cash and Investment Report 31 January 2024

Ref: AINT/2024/02244 (ARC17/1711)

10/24

#### RESOLVED

That Council note the Cash and Investment Report for January 2024.

Moved Cr Packham

Seconded Cr Gaddes

The Motion on being put to the vote was CARRIED unanimously.

#### 8.5 2023-24 First Quarter Budget Review

Ref: AINT/2024/03261 (ARC17/1711)

11/24

#### RESOLVED

That Council:

- a. Note the 2023-2024 First Quarter Budget Review.
- b. Note the proposed revised 2023-2024 operating surplus/ (deficit) budget as per table below:

Fund	Operating Surplus / (Deficit) ('000	Operating Surplus / (Deficit) ('000
	ORIGINAL	QBR 1
General	(\$3,862)	(\$4,492)
Water	\$1,332	\$918
Sewerage	\$2,055	\$2,055
Consolidated Result	(\$475)	(\$1,519)

- c. Resolve to adopt the amendments in the 2023/24 budget in accordance with the Quarterly Budget Review Statement for the period 1 July to 30 September 2023 tabled in the attachments.

Moved Cr Robinson

Seconded Cr Galletly

The Motion on being put to the vote was CARRIED unanimously.

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## 8.6 2023-24 Second Quarter Budget Review

Ref: AINT/2024/03262 (ARC17/1711)

12/24

### RESOLVED

That Council:

- a. Note the 2023-2024 Second Quarter Budget Review.
- b. Note the proposed revised 2023-2024 operating surplus/ (deficit) budget as per table below:

Fund	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)
	ORIGINAL	QBR 1	QBR 2
General	(\$3,862)	(\$4,492)	(\$4,492)
Water	\$1,332	\$918	\$918
Sewerage	\$2,055	\$2,055	\$2,055
Consolidated Result	(\$475)	(\$1,519)	(\$1,519)

- c. Resolve to adopt the amendments in the 2023/24 budget in accordance with the Quarterly Budget Review Statement for the period 1 October to 31 December 2023 tabled in the attachments.

Moved Cr Robinson

Seconded Cr Galletly

The Motion on being put to the vote was CARRIED unanimously.

## 9. REPORTS - PLANNING AND ACTIVATION

### 9.1 Public Exhibition of Draft Detailed Design Concept Plans for the East Mall, Beardy Street

Ref: AINT/2024/01702 (ARC23/6182)

13/24

### RESOLVED

That Council;

- a. Place the Draft Detailed Design Concept Plans for East Mall, Beardy Street (**Attachment 1**) for public exhibition for a period of not less than 28 days.
- b. Hold a workshop, inviting the key stakeholder working group and all councillors, once the submission period closes to consider the plans and any submissions received.

Moved Cr Robinson

Seconded Cr Widders

The Motion on being put to the vote was CARRIED unanimously.

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**9.2 Planning Agreement relating to the construction of kerb and gutter at 2  
Coventry Street Guyra**

*Ref: AINT/2024/01274 (DA-233-2010/A)*

14/24

**RESOLVED**

- a) That Council enter into a Planning Agreement (PA) for payment of a \$22,500.00 contribution towards the future construction of kerb and gutter at 2 Coventry Street Guyra.
- b) That subject to the above, the General Manager be authorised to place the Draft PA on exhibition for a minimum period of 28 days.
- c) That following the public exhibition period, a report be presented to Council for further consideration, if any submissions are received.
- d) That if no submissions are received during the public exhibition period, that the General Manager be provided the delegations to enter into the PA on behalf of Council.

**Moved Cr Mepham**

**Seconded Cr Galletly**

**The Motion on being put to the vote was CARRIED unanimously.**

**9.3 Updated Renewable Energy Community Benefit Framework**

*Ref: AINT/2024/03240 (ARC20/4286)*

15/24

**RESOLVED**

That Council:

- a. Endorse the Draft Updated Renewable Energy Community Benefit Framework for public exhibition for a period of not less than 28 days.
- b. Receive a further report once the submission period closes to consider any submissions received.

**Moved Cr Galletly**

**Seconded Cr Robinson**

**The Motion on being put to the vote was CARRIED unanimously.**

**9.4 NSW Government Draft Energy Policy Framework** *Ref: AINT/2024/02650 (ARC24/6571)*

16/24

**RESOLVED**

That Council note the report on the NSW Governments Draft Energy Policy Framework.

**Moved Cr Galletly**

**Seconded Cr Robinson**

**The Motion on being put to the vote was CARRIED unanimously.**

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## **10. REPORTS - CORPORATE AND COMMUNITY**

### **10.1 Integrated Planning and Reporting - Delivery Program 2022-2026 and Operational Plan 2023-2024 Progress Report - December 2023**

*Ref: AINT/2024/01742 (ARC22/5145)*

17/24

#### **RESOLVED**

That Council note the status of the Operational Plan 2023-2024 and Delivery Program 2022-2026 Progress Report as at 31 December 2023.

**Moved Cr Robinson**

**Seconded Cr Redwood**

**The Motion on being put to the vote was CARRIED unanimously.**

### **10.2 Tabling of Updated Disclosure of Pecuniary Interest by Cr Redwood**

*Ref: AINT/2023/32318 (ARC23/5942)*

18/24

#### **RESOLVED**

That Council note the tabling of updated Disclosure of Pecuniary Interest by Councillor Redwood.

**Moved Cr Robinson**

**Seconded Cr Gaddes**

**The Motion on being put to the vote was CARRIED unanimously.**

### **10.3 Customer Service Promise - For Adoption (Post Public Exhibition)**

*Ref: AINT/2024/02518 (ARC17/2008)*

19/24

#### **RESOLVED**

That Council adopt the Customer Service Promise.

**Moved Cr Redwood**

**Seconded Cr Robinson**

**The Motion on being put to the vote was CARRIED unanimously.**



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#### 10.4 Audit, Risk and Improvement Committee – Appointment of Independent Members

Ref: AINT/2024/02677 (ARC24/6628)

20/24

#### RESOLVED

That Council:

- a. Thank Mr Michael O'Connor for his service and advice to Council as independent member during the previous term and note his retirement from the Committee.
- b. Endorse the re-appointment of Phil Thomas, Jason Masters as independent members of the Audit, Risk and Improvement Committee effective 1 March 2024 for a term of four years expiring 29 February 2028.
- c. Endorse the appointment of Ms Susan Leahy as an independent member of the Audit, Risk and Improvement Committee effective 1 March 2024 for a term of four years expiring 29 February 2028.
- d. Re-appoint Mr Phil Thomas as chair of the Audit Risk and Improvement Committee for one further term.
- e. Note the remuneration for the Committee is as per the ARIC Expenses and Facilities Policy approved by Council's governing body at the 13 December 2023 Ordinary Council Meeting.

Moved Cr Packham

Seconded Cr Redwood

The Motion on being put to the vote was CARRIED unanimously.

#### 10.5 Option to appoint a non-voting Councillor member to the Audit Risk and Improvement Committee

Ref: AINT/2024/02768 (ARC24/6628)

21/24

#### RESOLVED

That the matter be considered in seriatim.

Moved Cr Robinson

Seconded Cr Packham

The Motion on being put to the vote was CARRIED unanimously.

22/24

That Council:

1. Council call for written EOI from councillors meeting the criteria for a non-voting Councillor member to the ARIC.

Moved Cr Robinson

Seconded Cr Packham

*DIVISION The result being:-*

*FOR: Crs S Coupland, P Gaddes, S McMichael, S Mephram, D O'Brien, M O'Connor, P Packham, T Redwood, D Robinson and B Widders*

*AGAINST: Cr J Galletly*

The Motion on being put to the vote was CARRIED.

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23/24

2. Until a Councillor representative is appointed, the ARIC will continue to function with three independent members.

**Moved Cr Robinson**

**Seconded Cr Packham**

**The Motion on being put to the vote was CARRIED unanimously.**

24/24

3. At any time, a request supported by three or more Councillors to add an item to the ARIC Agenda will be forwarded to the Chair to consider adding to the agenda.

**Moved Cr Robinson**

**Seconded Cr Packham**

*DIVISION      The result being:-*

*FOR:            Crs S Coupland, P Gaddes, S McMichael, S Mephram, D O'Brien, M O'Connor, P Packham, T Redwood, D Robinson and B Widders*

*AGAINST:      Cr J Galletly*

**The Motion on being put to the vote was CARRIED.**

25/24

4. Councillors will have the option of attending ARIC meetings as observers, with appropriate notification to the Chair.

**Moved Cr Robinson**

**Seconded Cr Packham**

*DIVISION      The result being:-*

*FOR:            Crs P Gaddes, S McMichael, S Mephram, D O'Brien, M O'Connor, P Packham, T Redwood, D Robinson and B Widders*

*AGAINST:      Crs S Coupland and J Galletly*

**The Motion on being put to the vote was CARRIED.**

## **10.6 Public Interest Disclosure Policy for Adoption - (Post Public Exhibition)**

*Ref: AINT/2024/03003 (ARC24/6628)*

26/24

### **RESOLVED**

That Council formally adopted the draft Public Interest Disclosure Policy noting no submissions were received during the public exhibition period.

**Moved Cr Redwood**

**Seconded Cr McMichael**

**The Motion on being put to the vote was CARRIED unanimously.**

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## 11. REPORTS - ASSETS AND SERVICES

### 11.1 Consultant Engagement - Guyra Flood Study and Drainage Strategy

Ref: AINT/2023/30367 (ARC23/5782)

27/24

#### RESOLVED

That Council:

- a. Endorse the Procurement Strategy in regard to WRM Water & Environment PTY LTD (WRM) that under Section 55(3)(i) of the *Local Government Act 1993* (the Act), and an exemption to the Act be endorsed as WRM are currently engaged as a subcontractor to Council placing them at advantage, and a satisfactory result would not be achieved by inviting tenders;
- b. Approve the engagement of WRM to undertake the Guyra Flood Study and Guyra Drainage Strategy subject to approval of a proposal by the General Manager;
- c. Delegate authority to the General Manager to authorise expenditure under the contract to an upper limit of funding available for the project; and
- d. Authorises the General Manager to approve all necessary documentation to execute the contract.

Moved Cr Mepham

Seconded Cr Robinson

The Motion on being put to the vote was CARRIED unanimously.

## 12. NOTICES OF MOTION

Cr Bradley Widders left the meeting, the time being 05:31 PM

Cr Bradley Widders returned to the meeting, the time being 05:32 PM

### 12.1 Security Guarantee for New England Weeds Authority Loan

Ref: AINT/2024/03241 (ARC16/0025-7)

28/24

#### RESOLVED

That the matter be considered in seriatim.

Moved Cr Robinson

Seconded Cr Widders

The Motion on being put to the vote was CARRIED unanimously.

29/24

1. That Armidale Regional Council authorises the provision of a guarantee as security for loan funding provided to the New England Weeds Authority.

Moved Cr Robinson

Seconded Cr Widders

The Motion on being put to the vote was CARRIED unanimously

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30/24

2. That the amount of the guarantee to be provided to the Commonwealth Bank, shall be \$316,828, calculated in proportion to Council's member contributions for the coming financial year, relative to the total member contributions of all four constituent councils: Glen Innes Severn, Armidale Regional, Uralla Shire and Walcha Councils.

**Moved Cr Robinson**

**Seconded Cr Widders**

**The Motion on being put to the vote was CARRIED unanimously**

31/24

3. That the guarantee amount be increased to \$382,275 in the event that one member council is unable to provide the guarantee within the required time frame, and no other security is available.

**Moved Cr Robinson**

**Seconded Cr Widders**

*DIVISION      The result being:-*

*FOR:              Crs S McMichael, M O'Connor, D Robinson and B Widders*

*AGAINST:       Crs S Coupland, P Gaddes, J Galletly, S Mephram, D O'Brien, P Packham and T Redwood*

**The Motion on being put to the vote was LOST**

32/24

4. That the General Manager is authorised to execute the loan security documents provided by the Commonwealth Bank.

**Moved Cr Robinson**

**Seconded Cr Widders**

**The Motion on being put to the vote was CARRIED unanimously**

### **13. COMMITTEE REPORTS**

#### **13.1 Sports Council Committee - Minutes of the meeting held 5 December 2023**

*Ref: AINT/2023/31979 (ARC16/0330-2)*

33/24

#### **RESOLVED**

That Council:

- a. Note the Minutes of the Sports Council Committee meeting held on 5 December 2023.
- b. Endorse the committee's recommendation to support the Armidale Blues Rugby clubs grant application of \$39,000.00.
- c. Endorse the committee's recommendation to support Narwan Rugby League Clubs grant application for \$7,408.50.
- d. Note the successful application of Candita Collins to the Sports Council committee.
- e. Note the changes to the Sports Council Priority List.

**Moved Cr Galletly**

**Seconded Cr Gaddes**

**The Motion on being put to the vote was CARRIED unanimously.**

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### 13.2 Traffic Advisory Committee - Minutes of meeting held 4 December 2023

Ref: AINT/2024/00763 (ARC16/0168-8)

34/24

#### RESOLVED

That Council:

- a) Note the Minutes of the Traffic Advisory Committee meeting held on Monday, 4 December 2023;
- b) Note the request for Council to monitor the Guyra community's interaction with the new speed humps once the installation has occurred in Bradley Street Guyra;
- c) Note TfNSW will further investigate better traffic control for the intersection of Sandon Street Guyra with the New England Highway and consider the request to extend the 50 km/h zone South past the intersection of Sandon Street with the New England Highway, with a further report to be provided to Traffic Committee;
- d) Endorse the temporary road closure of Canambe Street, Armidale, between Dumaresq and Kirkwood Streets for the Epic Horse Sale and Campdraft 2024, from 6.00am, Friday 22 March until 4.00pm on Sunday 24 March 2024;
- e) Note the temporary road closure of Canambe Street Armidale between Dumaresq and Kirkwood Streets for the 26, 27, & 28 January 2024, for the Annual Armidale Campdraft;
- f) Endorse the temporary closure of Dangar Street, Armidale, between Dumaresq and Kirkwood Streets, from 5.00am to 9.00am on Thursday 18 April 2024, for the Tour De Rocks;
- g) Endorse the Special Event Transport Management Plan for the staging of the Tour de Rocks on Thursday 18 April 2024, for the occupation and usage of Armidale Regional Council Local Government Area (LGA) local roads only, pending approval for the use of local roads within the LGA of Clarence Valley Council and Coffs Harbour City Council, and of any regional classified roads from TfNSW, and any further recommendations from NSW Police;
- h) Endorse closure of the Marsh Street entry into the Armidale Visitors Information Centre car park, with all vehicles requiring to enter via Dumaresq Street; and
- i) Endorse provision of an additional two Caravan Parking spaces in the Armidale Visitors Information Centre car park by repurposing four car parking spaces and extending the length of the existing parking bays by 2m to the south to comply with Caravan Parking requirements.

Moved Cr McMichael

Seconded Cr Packham

The Motion on being put to the vote was CARRIED unanimously.

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#### 14. QUESTIONS FOR WHICH NOTICE HAS BEEN GIVEN

##### 14.1 Community Report-It Statistics

Ref: AINT/2024/03242 (ARC16/0025-7)

35/24

#### RESOLVED

That Council note the response to the Questions for which Notice has been Given provided by Cr Robinson.

Moved Cr Robinson

Seconded Cr O'Connor

The Motion on being put to the vote was CARRIED unanimously.

#### PROCEDURAL MOTION

36/24

#### RESOLVED

##### a) That Council move into closed Session to receive and consider the following items:

15.1 Public Works tender recommendations for Armidale and Guyra Saleyards Infrastructure Upgrade. (AINT/2024/03392) - **(General Manager's Note: The report considers a tender and is deemed confidential under Section 10A(2)(d) of the Local Government Act 1993, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret).**

b) That Council exclude the press and public from the proceedings of the Council in Confidential Session pursuant to Section 10A, subsections 2 & 3 and section 10B of the Local Government Act 1993, on the basis that the items to be considered are of a confidential nature.

c) That Council make the resolutions made in Confidential Session public as soon as practicable.

Moved Cr Robinson

Seconded Cr McMichael

The Motion on being put to the vote was CARRIED unanimously.

Council entered Closed Session at 5:51pm.

Council returned to Open Session at 6:04pm.

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**RESUMPTION OF MEETING**

37/24 **RESOLVED**

That Council move back into open Session and that the resolutions of the closed Session be made public.

**Moved Cr Gaddes                      Seconded Cr Robinson**

**The Motion on being put to the vote was CARRIED unanimously.**

**15. CLOSED SESSION**

**15.1 Public Works tender recommendations for Armidale and Guyra Saleyards  
Infrastructure Upgrade**

*Ref: AINT/2024/03392 (ARC21/4733)*

38/24 **RESOLVED**

That as per cl. 178(3) of the Local Government Regulations, Council endorse the PWA tender recommendation for direct negotiations with the most advantageous tender, identified as Shay Brennan Construction P/L. for the Guyra and Armidale Saleyard Upgrade RFT-10053871 provided by NSW Public Works.

**Moved Cr Galletly                      Seconded Cr Mepham**

**The Motion on being put to the vote was CARRIED unanimously.**

There being no further business the Mayor declared the meeting closed at 6:06pm.



## EXTRAORDINARY MEETING OF COUNCIL

Held on

Monday, 18 March 2024  
4:00 PM

at

Armidale Council Chambers

**PRESENT:** Councillor Sam Coupland (Mayor), Councillor Todd Redwood (Deputy Mayor), Councillor Paul Gaddes, Councillor Jon Galletly, Councillor Susan McMichael, Councillor Steven Mephram, Councillor Debra O'Brien, Councillor Margaret O'Connor, Councillor Paul Packham, Councillor Dorothy Robinson and Councillor Bradley Widders (note: left at 4:59pm).

**IN ATTENDANCE:** Mr James Roncon (General Manager), Mr Darren Schaefer (Acting Chief Officer Assets and Services), Mr Daniel Boyce (Chief Officer Planning and Activation), Ms Aimee Hutton (Acting Chief Officer Corporate and Community), Mr Alex Manners (Acting Project Director Kempsey Armidale Road Restoration Project) and Ms Jessica Bower (Executive Officer).

MINUTES



Armidale Regional Council  
Extraordinary Council Meeting  
Monday, 18 March 2024

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<b>12.</b>	<b>COMMITTEE REPORTS</b>	
<b>13.</b>	<b>QUESTIONS FOR WHICH NOTICE HAS BEEN GIVEN</b>	
	<b>NIL</b>	

Armidale Regional Council  
Extraordinary Council Meeting  
Monday, 18 March 2024

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- 1. CIVIC AFFIRMATION AND ACKNOWLEDGEMENT OF COUNTRY**  
Cr Galletly delivered the Civic Affirmation and Cr O'Connor delivered the Acknowledgement of Country.
- 2. STATEMENT IN RELATION TO LIVE STREAMING OF COUNCIL MEETINGS**  
The General Manager delivered the statement.
- 3. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**
- 4. DISCLOSURES OF INTEREST**

Name	Item	Nature of Interest	Reason/Intended Action
Clr Packham	11.1	<input type="checkbox"/> Pecuniary  <input type="checkbox"/> Non Pecuniary – Significant Conflict  <input checked="" type="checkbox"/> Non Pecuniary – Non Significant Conflict	Reason: The subject builder of the NEWA facility requiring a bank guarantee is a Director of a Pty Ltd company which is a landlord of commercial operations that I have a beneficial interest in.  Intended action: Remain in the Chamber

- 5. MAYORAL MINUTE**  
Nil
- 6. REPORTS - GENERAL MANAGER'S OFFICE**  
Nil
- 7. REPORTS - FINANCE**  
Nil
- 8. REPORTS - PLANNING AND ACTIVATION**  
Nil
- 9. REPORTS - CORPORATE AND COMMUNITY**  
Nil
- 10. REPORTS - ASSETS AND SERVICES**  
Nil
- 11. NOTICES OF MOTION**

#### PROCEDURAL MOTION

39/24

Moved Cr Redwood                      Seconded Cr O'Connor

That Council move into closed Session.

The Motion on being put to the vote was CARRIED unanimously.

Armidale Regional Council  
Extraordinary Council Meeting  
Monday, 18 March 2024

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Council entered Closed Session at 4:02 PM.

**PROCEDURAL MOTION**

40/24

**Moved Cr Robinson**

**Seconded Cr Redwood**

That Council move into Committee of the Whole.

**The Motion on being put to the vote was CARRIED unanimously.**

Cr Bradley Widders left the meeting, the time being 04:59 PM and did not return.

Cr Susan McMichael left the meeting, the time being 05:09 PM.

Cr Susan McMichael returned to the meeting, the time being 05:11 PM.

The meeting took a short break at 5:11 PM.

The meeting resumed at 5:30 PM.

**PROCEDURAL MOTION**

41/24

**Moved Cr O'Connor**

**Seconded Cr McMichael**

That Council move out of Committee of the Whole.

**The Motion on being put to the vote was CARRIED unanimously.**

**PROCEDURAL MOTION**

42/24

**Moved Cr O'Connor**

**Seconded Cr Redwood**

That Council move back into open Session and that any resolutions of the closed Session be made public.

**The Motion on being put to the vote was CARRIED unanimously.**

Council returned to Open Session at 5:42 PM.

**11.1 Security Guarantee for New England Weeds Authority Loan**

*Ref: AINT/2024/05095 (ARC16/0025-7)*

43/24

**RESOLVED**

That the item be deferred until the outcome from Walcha Council is available.

**Moved Cr Robinson**

**Seconded Cr O'Connor**

**The Motion on being put to the vote was CARRIED unanimously.**

Armidale Regional Council  
Extraordinary Council Meeting  
Monday, 18 March 2024

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**12. COMMITTEE REPORTS**

Nil

**13. QUESTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

Nil

There being no further business the Mayor declared the meeting closed at 5:44 PM.

# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
18/03/2024	Security Guarantee for New England Weeds Authority Loan	43/24	<p><b>RESOLVED</b></p> <p>That the item be deferred until the outcome from Walcha Council is available.</p> <p><b>Moved Cr Robinson                      Seconded Cr O'Connor</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Bower, Jessica	<p><b>20 Mar 2024 11:26am Bower, Jessica - Reallocation</b> Action reassigned to Bower, Jessica by Bower, Jessica</p> <p><b>20 Mar 2024 11:27am Bower, Jessica</b> Matter to be further considered at March 2024 OCM.</p> <p><b>20 Mar 2024 11:28am Bower, Jessica - Completion</b> Completed by Bower, Jessica (action officer) on 20 March 2024 at 11:28:30 AM - NFA.</p>
28/02/2024	Updated Renewable Energy Community Benefit Framework	15/24	<p><b>RESOLVED</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>a. Endorse the Draft Updated Renewable Energy Community Benefit Framework for public exhibition for a period of not less than 28 days.</li> <li>b. Receive a further report once the submission period closes to consider any submissions received.</li> </ul> <p><b>Moved Cr Galletly                      Seconded Cr Robinson</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Boyce, Daniel	<p><b>20 Mar 2024 12:23pm Bower, Jessica</b> This item is in the process of being placed on public exhibition.</p>
28/02/2024	Planning Agreement relating to the construction of kerb and	14/24	<p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>a) That Council enter into a Planning Agreement (PA) for payment of a \$22,500.00 contribution towards the future construction of kerb and gutter at 2 Coventry Street Guyra.</li> <li>b) That subject to the above, the General Manager be authorised to place the</li> </ul>	Boyce, Daniel	<p><b>20 Mar 2024 11:50am Bower, Jessica</b> This is on public exhibition with submissions closing 2 April 2024.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
	gutter at 2 Coventry Street Gurya		<p>Draft PA on exhibition for a minimum period of 28 days.</p> <p>c) That following the public exhibition period, a report be presented to Council for further consideration, if any submissions are received.</p> <p>d) That if no submissions are received during the public exhibition period, that the General Manager be provided the delegations to enter into the PA on behalf of Council.</p> <p><b>Moved Cr Mepham                      Seconded Cr Galletly</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		
28/02/2024	Public Exhibition of Draft Detailed Design Concept Plans for the East Mall, Beardy Street	13/24	<p><b>RESOLVED</b></p> <p>That Council;</p> <p>a. Place the Draft Detailed Design Concept Plans for East Mall, Beardy Street (<b>Attachment 1</b>) for public exhibition for a period of not less than 28 days.</p> <p>b. Hold a workshop, inviting the key stakeholder working group and all councillors, once the submission period closes to consider the plans and any submissions received.</p> <p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Boyce, Daniel	<b>20 Mar 2024 8:58am Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 13 March 2024 to 31 March 2024 - This is on public exhibition until 31 March 2024.
28/02/2024	2023-24 Second Quarter Budget Review	12/24	<p><b>RESOLVED</b></p> <p>That Council:</p> <p>a. Note the 2023-2024 Second Quarter Budget Review.</p> <p>b. Note the proposed revised 2023-2024 operating surplus/ (deficit) budget as</p>	Newsome, Ann	<b>20 Mar 2024 8:41am Hoult, Melissa - Completion</b> Completed by Hoult, Melissa on behalf of Newsome, Ann (action officer) on 20 March 2024 at

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes																								
			<div>per table below:</div> <table><tr><th>Fund</th><th>Operating Surplus / (Deficit) ('000)</th><th>Operating Surplus / (Deficit) ('000)</th><th>Operating Surplus / (Deficit) ('000)</th></tr><tr><td></td><td>ORIGINAL</td><td>QBR 1</td><td>QBR 2</td></tr><tr><td>General</td><td>(\$3,862)</td><td>(\$4,492)</td><td>(\$4,492)</td></tr><tr><td>Water</td><td>\$1,332</td><td>\$918</td><td>\$918</td></tr><tr><td>Sewerage</td><td>\$2,055</td><td>\$2,055</td><td>\$2,055</td></tr><tr><td>Consolidated Result</td><td>(\$475)</td><td>(\$1,519)</td><td>(\$1,519)</td></tr></table> <div>c. Resolve to adopt the amendments in the 2023/24 budget in accordance with the Quarterly Budget Review Statement for the period 1 October to 31 December 2023 tabled in the attachments.</div> <div>Moved Cr Robinson                      Seconded Cr Galletly</div> <div>The Motion on being put to the vote was CARRIED unanimously.</div>	Fund	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)		ORIGINAL	QBR 1	QBR 2	General	(\$3,862)	(\$4,492)	(\$4,492)	Water	\$1,332	\$918	\$918	Sewerage	\$2,055	\$2,055	\$2,055	Consolidated Result	(\$475)	(\$1,519)	(\$1,519)		8:41:34 AM - For noting, No action required
Fund	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)	Operating Surplus / (Deficit) ('000)																										
	ORIGINAL	QBR 1	QBR 2																										
General	(\$3,862)	(\$4,492)	(\$4,492)																										
Water	\$1,332	\$918	\$918																										
Sewerage	\$2,055	\$2,055	\$2,055																										
Consolidated Result	(\$475)	(\$1,519)	(\$1,519)																										
28/02/2024	2023-24 First Quarter Budget Review	11/24	<div>RESOLVED</div> <div>That Council:</div> <div>a. Note the 2023-2024 First Quarter Budget Review.</div>	Newsome, Ann	20 Mar 2024 8:40am Hoult, Melissa - Completion Completed by Hoult, Melissa on behalf of Newsome, Ann (action officer) on 20 March 2024 at																								

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes																		
			<div><div>b.</div><div>Note the proposed revised 2023-2024 operating surplus/ (deficit) budget as per table below:</div><table><tr><th>Fund</th><th>Operating Surplus / (Deficit) ('000</th><th>Operating Surplus / (Deficit) ('000</th></tr><tr><td></td><th>ORIGINAL</th><th>QBR 1</th></tr><tr><td>General</td><td>(\$3,862)</td><td>(\$4,492)</td></tr><tr><td>Water</td><td>\$1,332</td><td>\$918</td></tr><tr><td>Sewerage</td><td>\$2,055</td><td>\$2,055</td></tr><tr><td>Consolidated Result</td><td>(\$475)</td><td>(\$1,519)</td></tr></table></div> <div><div>c.</div><div>Resolve to adopt the amendments in the 2023/24 budget in accordance with the Quarterly Budget Review Statement for the period 1 July to 30 September 2023 tabled in the attachments.</div><div>Moved Cr Robinson                      Seconded Cr Galletly</div><div>The Motion on being put to the vote was CARRIED unanimously.</div></div>	Fund	Operating Surplus / (Deficit) ('000	Operating Surplus / (Deficit) ('000		ORIGINAL	QBR 1	General	(\$3,862)	(\$4,492)	Water	\$1,332	\$918	Sewerage	\$2,055	\$2,055	Consolidated Result	(\$475)	(\$1,519)		8:40:26 AM - For noting, No action required
Fund	Operating Surplus / (Deficit) ('000	Operating Surplus / (Deficit) ('000																					
	ORIGINAL	QBR 1																					
General	(\$3,862)	(\$4,492)																					
Water	\$1,332	\$918																					
Sewerage	\$2,055	\$2,055																					
Consolidated Result	(\$475)	(\$1,519)																					
28/02/2024	Cash and Investment Report 31 January 2024	10/24	<div><div>RESOLVED</div><div>That Council note the Cash and Investment Report for January 2024.</div></div>	Newsome, Ann	<div><div>20 Mar 2024 8:39am Hoult, Melissa - Completion</div><div>Completed by Hoult, Melissa on behalf of Newsome, Ann (action</div></div>																		

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<b>Moved Cr Packham                      Seconded Cr Gaddes</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>		officer) on 20 March 2024 at 8:39:47 AM - For noting, No action required
28/02/2024	Cash and Investment Report 31 December 2023	9/24	<b>RESOLVED</b> That Council note the Cash and Investment Report for December 2023.  <b>Moved Cr Packham                      Seconded Cr Gaddes</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Newsome, Ann	<b>20 Mar 2024 8:39am Hoult, Melissa - Completion</b> Completed by Hoult, Melissa on behalf of Newsome, Ann (action officer) on 20 March 2024 at 8:39:21 AM - For noting, No action required
28/02/2024	Cash and Investment Report 30 November 2023	8/24	<b>RESOLVED</b> That Council note the Cash and Investment Report for November 2023.  <b>Moved Cr Packham                      Seconded Cr Gaddes</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Newsome, Ann	<b>20 Mar 2024 8:38am Hoult, Melissa - Completion</b> Completed by Hoult, Melissa on behalf of Newsome, Ann (action officer) on 20 March 2024 at 8:38:54 AM - For noting, No action required
28/02/2024	Cash and Investment Report 31 October 2023	7/24	<b>RESOLVED</b> That Council note the Cash and Investment Report for October 2023.  <b>Moved Cr Packham                      Seconded Cr Gaddes</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Newsome, Ann	<b>20 Mar 2024 8:38am Hoult, Melissa - Completion</b> Completed by Hoult, Melissa on behalf of Newsome, Ann (action officer) on 20 March 2024 at 8:38:21 AM - For noting, No action required.
28/02/2024	July 2024 Ordinary Council	6/24	<b>RESOLVED</b>	Hoult, Melissa	<b>20 Mar 2024 8:25am Hoult, Melissa - Completion</b>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
	Meeting Date		a. That the July 2024 Ordinary Council Meeting be held on 24 July 2024. b. That the time for the Ordinary Council meeting to commence is 4pm.  <b>Moved Cr Gaddes                      Seconded Cr Redwood</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>		Completed by Hoult, Melissa (action officer) on 20 March 2024 at 8:25:21 AM - Website has been updated with the July 2024 OCM date.
28/02/2024	Council Actions Report January 2022 - February 2024	5/24	<b>RESOLVED</b> That Council notes the report summarising the actions taken on the resolutions of Council.  <b>Moved Cr Robinson                      Seconded Cr Gaddes</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Hoult, Melissa	<b>20 Mar 2024 8:22am Hoult, Melissa - Completion</b> Completed by Hoult, Melissa (action officer) on 20 March 2024 at 8:22:21 AM - For noting, NAR.
28/02/2024	Mayoral Minute: Cost shifting onto Local Government	4/24	<b>RESOLVED</b> That Council; 1. Council receive and note the findings of the LGNSW Cost Shifting report for the 2021/2022 financial year; and 2. A copy of the cost shifting report be placed on Council's website so that our communities can access it; and 3. Council write to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently seek to address these costs through a combination of regulatory reform, budgetary provision and appropriate funding.  <b>Moved Cr Coupland                      Seconded Cr Redwood</b>	Hoult, Melissa	<b>20 Mar 2024 11:43am Bower, Jessica</b> 1. No action required. , 2. Request has been sent to Communications team., 3. Letters are being drafted.

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<b>The Motion on being put to the vote was CARRIED unanimously.</b>		
28/02/2024	Public Works tender recommendations for Armidale and Guyra Saleyards Infrastructure Upgrade	38/24	<b>RESOLVED</b> That as per cl. 178(3) of the Local Government Regulations, Council endorse the PWA tender recommendation for direct negotiations with the most advantageous tender, identified as Shay Brennan Construction P/L. for the Guyra and Armidale Saleyard Upgrade RFT-10053871 provided by NSW Public Works.  <b>Moved Cr Galletly                      Seconded Cr Mephram</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Boyce, Daniel	<b>20 Mar 2024 11:59am Bower, Jessica</b> PWA notified of Council decision and action underway. <b>20 Mar 2024 12:09pm Bower, Jessica - Completion</b> Completed by Bower, Jessica on behalf of Boyce, Daniel (action officer) on 20 March 2024 at 12:09:19 PM - NFA.
28/02/2024	Community Report-It Statistics	35/24	<b>RESOLVED</b> That Council note the response to the Questions for which Notice has been Given provided by Cr Robinson.  <b>Moved Cr Robinson                      Seconded Cr O'Connor</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Harrison, Joanna	<b>20 Mar 2024 8:26am Hoult, Melissa - Reallocation</b> Action reassigned to Harrison, Joanna by Hoult, Melissa - Please advise statistics. <b>20 Mar 2024 12:06pm Bower, Jessica</b> Report requested for April OCM.
28/02/2024	Traffic Advisory Committee - Minutes of meeting held 4th December	34/24	<b>RESOLVED</b> That Council: a) Note the Minutes of the Traffic Advisory Committee meeting held on Monday, 4 December 2023; b) Note the request for Council to monitor the Guyra community's interaction	Manners, Alex	<b>11 Mar 2024 8:42am Ackling, Belinda - Completion</b> Completed by Ackling, Belinda on behalf of Manners, Alex (action officer) on 11 March 2024 at 8:42:23 AM - All actions completed

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
	2023		<p>with the new speed humps once the installation has occurred in Bradley Street Guyra;</p> <p>c) Note TfNSW will further investigate better traffic control for the intersection of Sandon Street Guyra with the New England Highway and consider the request to extend the 50 km/h zone South past the intersection of Sandon Street with the New England Highway, with a further report to be provided to Traffic Committee;</p> <p>d) Endorse the temporary road closure of Canambe Street, Armidale, between Dumaresq and Kirkwood Streets for the Epic Horse Sale and Campdraft 2024, from 6.00am, Friday 22 March until 4.00pm on Sunday 24 March 2024;</p> <p>e) Note the temporary road closure of Canambe Street Armidale between Dumaresq and Kirkwood Streets for the 26, 27, &amp; 28 January 2024, for the Annual Armidale Campdraft;</p> <p>f) Endorse the temporary closure of Dangar Street, Armidale, between Dumaresq and Kirkwood Streets, from 5.00am to 9.00am on Thursday 18 April 2024, for the Tour De Rocks;</p> <p>g) Endorse the Special Event Transport Management Plan for the staging of the Tour de Rocks on Thursday 18 April 2024, for the occupation and usage of Armidale Regional Council Local Government Area (LGA) local roads only, pending approval for the use of local roads within the LGA of Clarence Valley Council and Coffs Harbour City Council, and of any regional classified roads from TfNSW, and any further recommendations from NSW Police;</p> <p>h) Endorse closure of the Marsh Street entry into the Armidale Visitors Information Centre car park, with all vehicles requiring to enter via Dumaresq Street; and</p> <p>i) Endorse provision of an additional two Caravan Parking spaces in the</p>		

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Current as at 20 March 2024 - Page 8

# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p>Armidale Visitors Information Centre car park by repurposing four car parking spaces and extending the length of the existing parking bays by 2m to the south to comply with Caravan Parking requirements.</p> <p><b>Moved Cr McMichael                      Seconded Cr Packham</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		
28/02/2024	Security Guarantee for New England Weeds Authority Loan	28/24	<p><b>RESOLVED</b></p> <p>That the matter be considered in seriatim.</p> <p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p> <ol style="list-style-type: none"> <li>1. That Armidale Regional Council authorises the provision of a guarantee as security for loan funding provided to the New England Weeds Authority.</li> </ol> <p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously</b></p> <ol style="list-style-type: none"> <li>2. That the amount of the guarantee to be provided to the Commonwealth Bank, shall be \$316,828, calculated in proportion to Council's member contributions for the coming financial year, relative to the total member contributions of all four constituent councils: Glen Innes Severn, Armidale Regional, Uralla Shire and Walcha Councils.</li> </ol>	Hoult, Melissa	<p><b>20 Mar 2024 11:22am Bower, Jessica</b></p> <p>ECM held 18 March 2024 following NOM. Item to be further considered at March OCM.</p>

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Current as at 20 March 2024 - Page 9

# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously</b></p> <p>3. That the guarantee amount be increased to \$382,275 in the event that one member council is unable to provide the guarantee within the required time frame, and no other security is available.</p> <p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p> <p><i>DIVISION              The result being:-</i></p> <p><i>FOR:                      Crs S McMichael, M O'Connor, D Robinson and B Widders</i></p> <p><i>AGAINST:              Crs S Coupland, P Gaddes, J Galletly, S Mephram, D O'Brien, P Packham and T Redwood</i></p> <p><b>The Motion on being put to the vote was LOST</b></p> <p>4. That the General Manager is authorised to execute the loan security documents provided by the Commonwealth Bank.</p> <p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously</b></p>		
28/02/2	Consultant	27/24	<b>RESOLVED</b>	Manners, Alex	<b>18 Mar 2024 10:27pm Manners,</b>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
024	Engagement - Guyra Flood Study and Drainage Strategy		<p>That Council:</p> <ul style="list-style-type: none"> <li>a. Endorse the Procurement Strategy in regard to WRM Water &amp; Environment PTY LTD (WRM) that under Section 55(3)(i) of the <i>Local Government Act 1993</i> (the Act), and an exemption to the Act be endorsed as WRM are currently engaged as a subcontractor to Council placing them at advantage, and a satisfactory result would not be achieved by inviting tenders;</li> <li>b. Approve the engagement of WRM to undertake the Guyra Flood Study and Guyra Drainage Strategy subject to approval of a proposal by the General Manager;</li> <li>c. Delegate authority to the General Manager to authorise expenditure under the contract to an upper limit of funding available for the project; and</li> <li>d. Authorises the General Manager to approve all necessary documentation to execute the contract.</li> </ul> <p><b>Moved Cr Mepham                      Seconded Cr Robinson</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		<p><b>Alex</b></p> <p>The Engagement of WRM as a sub-consultant of Public Works has not yet been formalised with Council., At the time this report is published, the resolutions of Council had not been actioned.</p>
28/02/2024	Public Interest Disclosure Policy for Adoption - (Post Public Exhibition)	26/24	<p><b>RESOLVED</b></p> <p>That Council formally adopted the draft Public Interest Disclosure Policy noting no submissions were received during the public exhibition period.</p> <p><b>Moved Cr Redwood                      Seconded Cr McMichael</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Schaefer, Darren	<p><b>19 Mar 2024 3:40pm Schaefer, Darren</b></p> <p>Policy was adopted by Council February OCM.</p> <p><b>19 Mar 2024 3:41pm Schaefer, Darren - Completion</b></p> <p>Completed by Schaefer, Darren (action officer) on 19 March 2024 at 3:41:35 PM - Policy Adopted</p>
28/02/2024	Option to appoint a	21/24	<p><b>RESOLVED</b></p>	Schaefer, Darren	<p><b>19 Mar 2024 3:38pm Schaefer,</b></p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
	non-voting Councillor member to the Audit Risk and Improvement Committee		<p>That the matter be considered in seriatim.</p> <p><b>Moved Cr Robinson                      Seconded Cr Packham</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Council call for written EOI from councillors meeting the criteria for a non-voting Councillor member to the ARIC.</li> </ol> <p><b>Moved Cr Robinson                      Seconded Cr Packham</b></p> <p><i>DIVISION              The result being:-</i></p> <p><i>FOR:                      Crs S Coupland, P Gaddes, S McMichael, S Mephram, D O'Brien, M O'Connor, P Packham, T Redwood, D Robinson and B Widders</i></p> <p><i>AGAINST:              Cr J Galletly</i></p> <p><b>The Motion on being put to the vote was CARRIED.</b></p> <ol style="list-style-type: none"> <li>Until a Councillor representative is appointed, the ARIC will continue to function with three independent members.</li> </ol> <p><b>Moved Cr Robinson                      Seconded Cr Packham</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		<p><b>Darren</b></p> <p>ARIC Chair notified of outcomes of February OCM. EOI for Councillor non-voting membership will commence after the annual meeting with the Chair and Concillors, after April 2024.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p>3. At any time, a request supported by three or more Councillors to add an item to the ARIC Agenda will be forwarded to the Chair to consider adding to the agenda.</p> <p><b>Moved Cr Robinson                      Seconded Cr Packham</b></p> <p><i>DIVISION              The result being:-</i></p> <p><i>FOR:                      Crs S Coupland, P Gaddes, S McMichael, S Mephram, D O'Brien, M O'Connor, P Packham, T Redwood, D Robinson and B Widders</i></p> <p><i>AGAINST:              Cr J Galletly</i></p> <p><b>The Motion on being put to the vote was CARRIED.</b></p> <p>4. Councillors will have the option of attending ARIC meetings as observers, with appropriate notification to the Chair.</p> <p><b>Moved Cr Robinson                      Seconded Cr Packham</b></p> <p><i>DIVISION              The result being:-</i></p> <p><i>FOR:                      Crs P Gaddes, S McMichael, S Mephram, D O'Brien, M O'Connor, P Packham, T Redwood, D Robinson and B Widders</i></p> <p><i>AGAINST:              Crs S Coupland and J Galletly</i></p> <p><b>The Motion on being put to the vote was CARRIED.</b></p>		
28/02/2	Audit, Risk	20/24	<b>RESOLVED</b>	Schaefer,	19 Mar 2024 3:42pm Schaefer,

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
024	and Improvement Committee – Appointment of Independent Members		<p>That Council:</p> <ul style="list-style-type: none"> <li>a. Thank Mr Michael O'Connor for his service and advice to Council as independent member during the previous term and note his retirement from the Committee.</li> <li>b. Endorse the re-appointment of Phil Thomas, Jason Masters as independent members of the Audit, Risk and Improvement Committee effective 1 March 2024 for a term of four years expiring 29 February 2028.</li> <li>c. Endorse the appointment of Ms Susan Leahy as an independent member of the Audit, Risk and Improvement Committee effective 1 March 2024 for a term of four years expiring 29 February 2028.</li> <li>d. Re-appoint Mr Phil Thomas as chair of the Audit Risk and Improvement Committee for one further term.</li> <li>e. Note the remuneration for the Committee is as per the ARIC Expenses and Facilities Policy approved by Council's governing body at the 13 December 2023 Ordinary Council Meeting.</li> </ul> <p><b>Moved Cr Packham                      Seconded Cr Redwood</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Darren	<p><b>Darren - Completion</b> Completed by Schaefer, Darren (action officer) on 19 March 2024 at 3:42:34 PM - Susan Leahy advised of appointment with her commencement at first ARIC meeting 11.04.2024</p>
28/02/2024	Customer Service Promise - For Adoption (Post Public Exhibition)	19/24	<p><b>RESOLVED</b></p> <p>That Council adopt the Customer Service Promise.</p> <p><b>Moved Cr Redwood                      Seconded Cr Robinson</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Schaefer, Darren	<p><b>19 Mar 2024 3:52pm Schaefer, Darren - Completion</b> Completed by Schaefer, Darren (action officer) on 19 March 2024 at 3:52:20 PM - Promise was noted.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
28/02/2024	Tabling of Updated Disclosure of Pecuniary Interest by Cr Redwood	18/24	<b>RESOLVED</b> That Council note the tabling of updated Disclosure of Pecuniary Interest by Councillor Redwood.  <b>Moved Cr Robinson                      Seconded Cr Gaddes</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Schaefer, Darren	<b>19 Mar 2024 3:43pm Schaefer, Darren - Completion</b> Completed by Schaefer, Darren (action officer) on 19 March 2024 at 3:43:55 PM - Council noted the report.
28/02/2024	Integrated Planning and Reporting - Delivery Program 2022-2026 and Operational Plan 2023-2024 Progress Report - December 2023	17/24	<b>RESOLVED</b> That Council note the status of the Operational Plan 2023-2024 and Delivery Program 2022-2026 Progress Report as at 31 December 2023.  <b>Moved Cr Robinson                      Seconded Cr Redwood</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Schaefer, Darren	<b>19 Mar 2024 3:44pm Schaefer, Darren - Completion</b> Completed by Schaefer, Darren (action officer) on 19 March 2024 at 3:44:23 PM - Council noted the status and progress of the report.
13/12/2023	Gates and Stock Grids on Public Roads - For Adoption (Post Public Exhibition)	176/23	<b>RESOLVED</b> That Council defer the adoption of Policy POL087 – Gates and Stock Grids on Public Roads to the February 2024 OCM.  <b>Moved Cr Packham                      Seconded Cr Redwood</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Laghaei, Emad	<b>19 Dec 2023 11:44am Hoult, Melissa - Reallocation</b> Action reassigned to Laghaei, Emad by Hoult, Melissa  <b>18 Feb 2024 5:06pm Manners, Alex</b> Council officers have sought legal advice regarding the policy. Specifically the enquiry included; A request for general advice around

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
					<p>the proposal from the Councillors working group and the challenges of compliance with the relevant legislation (adherence to approval processes etc.);, Additionally, legal guidance as to the ability for Council to implement the policy incorporating the nominated points;, o Would it be compliant with the legislation;, o Could the policy be defended complying with the legislation?, Separately, Council Officers have been seeking quotations regarding the installation of a 3.6m wide grid, associated gate, fencing to the extents of the road reserve and the construction of a bypass road for Council to understand the actual costs of the assets., These works have taken longer than expected and a report is now expected to be provided to Council at the March Ordinary Council Meeting.</p> <p><b>18 Mar 2024 10:31pm Manners, Alex - Target Date Revision</b>  Target date changed by Manners, Alex from 27 December 2023 to 30 April 2024 - The target date has been revised due to a lack of legal clarity which is currently being resolved, and the slow response to</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
					requests for quotations for accurate costs for Council to consider.
25/10/2023	Keeping of Animals Policy (Urban Areas)	142/23	<p><b>RESOLVED</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>a. Endorse the draft Keeping of Animals Policy (Urban Areas) for public exhibition for no less than 28 days.</li> <li>b. Receive a further report should any submissions be received as a result of the exhibition period, however should no submissions be received, endorse the policy be adopted.</li> </ul> <p><b>Moved Cr Robinson                      Seconded Cr Redwood</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Mickerts, Rick	<p><b>06 Dec 2023 10:51am Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 08 November 2023 to 28 February 2024 - Public exhibition of policy closed 4 December 2023. Report to go to February 2024 OCM.</p> <p><b>06 Dec 2023 11:29am Boyce, Daniel</b> Exhibited to 5pm Monday 4 December 2023. No submissions.</p>
25/10/2023	Finalisation of Planning Proposal for Schedule 5 Environmental Heritage Housekeeping Amendments	143/23	<p><b>RESOLVED</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>a. Endorse the Planning Proposal to undertake housekeeping amendments to Schedule 5 – Environmental Heritage and the associated Heritage Maps of the <i>Armidale Regional Local Environmental Plan 2012</i> to correct minor errors and mis-descriptions.</li> <li>b. Exercise the functions of the local plan-making authority under section 3.36(2) of the EP&amp;A Act to make the Local Environmental Plan.</li> <li>c. Authorise the General Manager to sign all relevant documentation on behalf of Council in exercising the functions of the local plan-making authority.</li> </ul> <p><b>Moved Cr Robinson                      Seconded Cr McMichael</b></p>	Dick, Jesse	<p><b>04 Dec 2023 9:36am Boyce, Daniel - Reallocation</b> Action reassigned to Dick, Jesse by Boyce, Daniel</p> <p><b>06 Dec 2023 11:28am Boyce, Daniel</b> Package sent to DPE.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<b>The Motion on being put to the vote was CARRIED unanimously.</b>		
27/09/2023	Welcome Signage	117/23	<p>Cr Dorothy Robinson left the meeting, the time being 04:25 PM</p> <p><b>RESOLVED</b></p> <p>After Community consultations stemming from the earlier motion at the June OCM, that Council erect signs at all main road Armidale city limit entrances stating "Welcome to the Anaiwan people", and that this will be the first step in further consultations in acknowledging the traditional custodians in other villages and/or the Armidale Regional Council boundaries. In addition, when Council events are held within the Armidale city limits that it be acknowledged as being held on Anaiwan land.</p> <p><b>Moved Cr Widders                      Seconded Cr O'Brien</b></p> <p><i>DIVISION              The result being:-</i></p> <p><i>FOR:                      Crs S Coupland, P Gaddes, J Galletly, S McMichael, S Mephram, D O'Brien, P Packham, T Redwood and B Widders</i></p> <p><i>AGAINST:              Nil</i></p> <p><i>ABSTAINED              Cr D Robinson</i></p> <p><b>The Motion on being put to the vote was CARRIED.</b></p> <p>Cr Dorothy Robinson returned to the meeting, the time being 04:26 PM</p>	Schaefer, Darren	<p><b>06 Oct 2023 11:32am Hoult, Melissa - Reallocation</b> Action reassigned to Boyce, Daniel by Hoult, Melissa</p> <p><b>06 Dec 2023 10:35am Hoult, Melissa - Reallocation</b> Action reassigned to Schaefer, Darren by Hoult, Melissa</p> <p><b>06 Dec 2023 3:35pm Schaefer, Darren</b> Briefing note with Councillors for review and consideration.</p> <p><b>16 Feb 2024 11:40am Schaefer, Darren</b> Briefing note with Councillors. Meeting held with Councillors re. briefing note 11.12.2023. Councillor working group established to help guide staff on policy, with consideration given to broader civic engagements that may be impacted by the resolution.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
27/09/2023	Public Exhibition of Draft Ecologically Sustainable Development (ESD) Policy	122/23	<p><b>RESOLVED</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>a. Endorse public exhibition of the Draft Ecologically Sustainable Development Policy for a period of 28 days.</li> <li>b. Receive a further report following the public exhibition period.</li> </ul> <p><b>Moved Cr Robinson                      Seconded Cr McMichael</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Dick, Jesse	<p><b>18 Oct 2023 11:19am Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 11 October 2023 to 30 November 2023 - Policy has been placed on the website for public exhibition for a period of 28 days.</p> <p><b>06 Dec 2023 11:39am Boyce, Daniel</b> Public exhibition to Monday 6 November 2023. Submission received. Report of Council in February or March 2024.</p> <p><b>21 Feb 2024 11:18am Boyce, Daniel</b> Strategic Planning team focused on LSPS exhibition and engagement. Report back to Council likely to be delayed beyond April 2024.</p>
27/09/2023	New England Future Fund	123/23	<p><b>RESOLVED</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>a. Endorse in principle, the concept of a "Future Fund" governed by a Board of Guardians and a Community Benefit Panel to be established to manage, invest and distribute contributions from renewable energy planning agreements.</li> <li>b. Endorse approaching the Minister for Local Government seeking alternative investment options (outside Investment Order) which may include investing in real property and community energy projects in Armidale Local Government Area.</li> </ul>	Boyce, Daniel	<p><b>06 Dec 2023 11:35am Boyce, Daniel</b> Appointed legal advisor to develop structure of Future Fund.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p>c. Receive a further report on the progress of pursuing the above within 3 months.</p> <p><b>Moved Cr Gaddes                      Seconded Cr O'Brien</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		
27/09/2023	Review of ARIC Charter	126/23	<p><b>RESOLVED</b></p> <p>That Council defers this matter to the October OCM and a workshop with all councillors be held within two weeks to discuss the ARIC Charter</p> <p><b>Moved Cr Packham                      Seconded Cr Robinson</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Mooketsi, Simone	
28/06/2023	Review of Property Addressing & Naming our Roads & Places Policy and Register of Pre-Endorsed Road and Places Names	73/23	<p><b>RESOLVED</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>a. Endorse the reviewed <i>Property Addressing and Naming our Roads and Places Policy</i> for public exhibition for a period of 28 days.</li> <li>b. Seek submissions for the reviewed Register of Pre-Endorsed Road and Place Names for a period of 28 days.</li> <li>c. Receive a further report once the submission period closes to consider any submissions received.</li> </ul> <p><b>Moved Cr O'Connor                      Seconded Cr Redwood</b></p>	Boyce, Daniel	<p><b>18 Jul 2023 7:00pm Boyce, Daniel</b> Policy on public exhibition. Submissions must be received by Thursday 27 July 2023.</p> <p><b>15 Aug 2023 8:34pm Boyce, Daniel</b> Public exhibition period closed 27 July 2023. Consultation was documentation e-mailed or posted to the attached list and inclusion on Council's 'Have your Say' and advertised on our social pages. One submission, which came from a community member, was received. Additional consultation proposed to be undertaken.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<b>The Motion on being put to the vote was CARRIED unanimously.</b>		<b>19 Sep 2023 7:17pm Boyce, Daniel</b> Consultation extended until 31 October 2023.
28/06/2023	Question for Which Notice Has Been Given - Cr Robinson	84/23	<b>RESOLVED</b> That Council note the response to the Questions for which Notice has been Given provided by Cr Robinson.  <b>Moved Cr Robinson                      Seconded Cr O'Connor</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Robinson, Dorothy	
14/12/2022	Appointment of the NSW Electoral Commissioner to Administer Council's Elections	248/22	<b>RESOLVED</b> That Council: a) pursuant to s. 296(2) and (3) of <i>the Local Government Act 1993</i> (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council. b) pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council. c) pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.  <b>Moved Cr McMichael                      Seconded Cr Robinson</b>  <b>The Motion on being put to the vote was CARRIED unanimously.</b>	Schaefer, Darren	<b>13 Feb 2023 10:11am Schaefer, Darren</b> Cost estimate has been sent in readiness for formal contract execution closer to the election. With elections being held September 2024, this status will remain until approximately 6-8months prior to the election where details are known and contracts can be formalised. <b>15 Mar 2023 12:30pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 28 December 2022 to 29 February 2024 - Contract to be formalised in Feb 2024 <b>19 Mar 2024 3:46pm Schaefer, Darren</b>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
					Contract with NSW electoral commission has been signed., Governance staff have undergone training on how to run an election and a Councillor induction program., Planning for candidate information sessions (June/July) and induction program is underway.
23/11/2022	Endorsement to Engage a Public Process for a Road Reserve Closure	232/22	<p><b>RESOLVED</b></p> <p>That Council endorse the application;</p> <p>a. To undertake a public process for the purpose of a road reserve closure.</p> <p>b. Prepare the lands survey and application to the regional Crown Lands Office.</p> <p>c. Post closure prepare a subdivision development application for a residential lot</p> <p><b>Moved Cr Redwood                      Seconded Cr Widders</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Walsh, Annabelle	<p><b>02 Dec 2022 11:21am Boyce, Daniel</b> Scoping of project and procurement commencing.</p> <p><b>15 Mar 2023 11:14am Boyce, Daniel</b> Legal paperwork being drafted by Council lawyers.</p> <p><b>15 Mar 2023 1:18pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 07 December 2022 to 30 April 2023 - Waiting on legal paperwork.</p> <p><b>19 Jun 2023 10:20am Boyce, Daniel - Reallocation</b> Action reassigned to Walsh, Annabelle by Boyce, Daniel</p> <p><b>21 Jun 2023 11:07am Boyce, Daniel</b> New Senior Property Specialist commenced and reviewing.</p> <p><b>20 Sep 2023 8:14am Walsh, Annabelle</b> In the process of making the</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
					applicaton for acquisition. The application for the acquisition should be prepared by November 2023.
26/10/2022	Review of Local Approval Policy Street Trading	209/22	<p><b>RESOLVED</b></p> <p>That Council:</p> <ul style="list-style-type: none"> <li>a. Endorse the Local Approvals Policy Street Trading for public notice and exhibition in accordance with the <i>Local Government Act 1993</i>;</li> <li>b. Receive a further report to consider any submissions received;</li> <li>c. Endorse the Local Approvals Policy Street Trading for submission to the Departmental Chief Executive of the Office of Local Government.</li> </ul> <p><b>Moved Cr Widders                      Seconded Cr Mephram</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>	Boyce, Daniel	<p><b>07 Dec 2022 9:04am Hoult, Melissa</b> Daniel Boyce advised this item will be action in January 2023.</p> <p><b>15 Feb 2023 9:26am Boyce, Daniel</b> The Policy will be on public exhibition from 7 February 2023 until close of business on 28 March 2023.</p> <p><b>15 Mar 2023 1:16pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 09 November 2022 to 30 April 2023 - Awaiting close of public exhibition.</p> <p><b>21 Jun 2023 11:04am Boyce, Daniel</b> Discussion held with OLG. Policy to be forwarded to OLG for endorsement.</p>
26/10/2022	Endorsement to Engage a Public Process for a Road Reserve Closure	206/22	<p><b>RESOLVED</b></p> <p>That Council endorse the application:</p> <ul style="list-style-type: none"> <li>a. To undertake a public process for the purpose of a road reserve closure.</li> <li>b. Prepare the lands survey and application to the regional Crown Lands Office.</li> <li>c. Post closure prepare a subdivision development application for two</li> </ul>	Walsh, Annabelle	<p><b>17 Nov 2022 8:27am Boyce, Daniel</b> Scoping of project and procurement commencing.</p> <p><b>15 Mar 2023 11:15am Boyce, Daniel</b> Legal paperwork being drafted by Council lawyers.</p> <p><b>15 Mar 2023 1:16pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult,</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p>residential lots.</p> <p><b>Moved Cr Galletly                      Seconded Cr O'Connor</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p>		<p>Melissa from 09 November 2022 to 30 April 2023 - Waiting on legal paperwork.</p> <p><b>19 Jun 2023 10:20am Boyce, Daniel - Reallocation</b></p> <p>Action reassigned to Walsh, Annabelle by Boyce, Daniel</p> <p><b>21 Jun 2023 11:07am Boyce, Daniel</b></p> <p>New Senior Property Specialist commenced and reviewing.</p> <p><b>20 Sep 2023 8:13am Walsh, Annabelle</b></p> <p>In the process of making the application for acquisition. The application for the acquisition should be prepared by November 2023.</p>
27/07/2022	Look Up! Make the State of our Planet BAU Pilot Program	145/22	<p><b>MOVED</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Endorse the Leadership Principles and Climate Action Plan initiatives contained within the outcomes of the pilot program <i>"Look-Up! Make the State of our Planet BAU."</i></li> <li>Reaffirm Council's resolution on 25 September 2019 to commit to achieving the goals of Project Zero30.</li> <li>Request that the General Manager prepare an organisational plan to minimise our contribution to the global temperature rise and achieve Climate Active certification which will be reported back to Council with costings.</li> </ol>	Bower, Jessica	<p><b>11 Aug 2022 11:55am Bower, Jessica</b></p> <p>Correspondence forwarded to Project Zero30 Board members advising councils resolution. GM advised a further report will be provided to Council in Sep/Oct 2022 relating to item C once it is fully scoped and resource commitment better understood.</p> <p><b>14 Sep 2022 3:10pm Bower, Jessica</b></p> <p>GM advised: Item C to be addressed once the Renewable Energy Action Plan (REAP) has been formally adopted.</p>

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Current as at 20 March 2024 - Page 24

# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p> <p><b>PROCEDURAL MOTION</b></p> <p>That the items be voted on in seriatim.</p> <p><b>Moved Cr O'Connor                      Seconded Cr Packham</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p> <p><b>RESOLVED</b></p> <p>That Council:</p> <p>    a. Endorse the Leadership Principles and Climate Action Plan initiatives contained within the outcomes of the pilot program <i>"Look-Up! Make the State of our Planet BAU."</i></p> <p><i>DIVISION                      The result being:-</i></p> <p><i>FOR:                      Crs S Coupland, P Gaddes, J Galletly, S McMichael, D O'Brien, T Redwood, D Robinson; S Mephram and B Widders</i></p> <p><i>AGAINST:                      Crs P Packham and M O'Connor</i></p> <p><b>The Motion on being put to the vote was CARRIED</b></p> <p>    b. Reaffirm Council's resolution on 25 September 2019 to commit to achieving the goals of Project Zero30.</p>		

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Current as at 20 March 2024 - Page 25

# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p><i>DIVISION The result being:-</i></p> <p><i>FOR: Crs S Coupland, P Gaddes, J Galletly, S McMichael, D O'Brien, T Redwood, D Robinson; S Mephram and B Widders</i></p> <p><i>AGAINST: Crs P Packham and M O'Connor</i></p> <p><b>The Motion on being put to the vote was CARRIED</b></p> <p>c. Request that the General Manager prepare an organisational plan to minimise our contribution to the global temperature rise and achieve Climate Active certification which will be reported back to Council with costings.</p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p> <p><b>Moved Cr Robinson                      Seconded Cr Widders</b></p>		
25/05/2022	Simpler Financial Information	102/22	<p><b>RESOLVED</b></p> <p>That Councillors and Council Staff collaborate on the development of a format to provide financial information that is easy for councillors and lay people to understand.</p> <p><b>Moved Cr Robinson                      Seconded Cr O'Brien</b></p> <p><i>DIVISION The result being:-</i></p> <p><i>FOR: Crs S Coupland, P Gaddes, S McMichael, S Mephram, D O'Brien, M O'Connor, P Packham, T Redwood, D Robinson and B Widders</i></p>	Newsome, Ann	<p><b>20 Jun 2022 11:39am Bower, Jessica</b> Manager Financial Services to meet with Cr Robinson week of 20 June to discuss.</p> <p><b>15 Aug 2022 4:16pm Hoults, Melissa</b> Due to staff resourcing and other imperatives, staff will seek to provide a response towards the end of October 2022.</p> <p><b>15 Aug 2022 4:19pm Hoults, Melissa - Target Date Revision</b></p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p><i>AGAINST: Cr J Galletly</i></p> <p><b>The Motion on being put to the vote was CARRIED.</b></p>		<p>Target date changed by Hoult, Melissa from 08 June 2022 to 31 October 2022 - Due to staff resourcing and other imperatives, staff will seek to provide a response towards the end of October 2022.</p> <p><b>13 Sep 2022 4:18pm Hoult, Melissa</b> Owing to annual financial statements being due and the SRV consultation, a meeting between Cr Robinson and the acting CFO, to facilitate simpler financial information, has not progressed further than the first meeting. A meeting with the new CFO will be scheduled towards the end of the year.</p> <p><b>13 Sep 2022 4:18pm Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 31 October 2022 to 23 November 2022 - Due to staff resourcing and other imperatives, staff will seek to provide a response towards the end of November 2022.</p> <p><b>07 Dec 2022 11:59am Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 23 November 2022 to 16 December 2022 - Meeting to be scheduled with CFO after December OCM.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
					<p><b>14 Feb 2023 11:50am Hoult, Melissa - Target Date Revision</b> Target date changed by Hoult, Melissa from 16 December 2022 to 16 June 2023 - Target date changed by Hoult, Melissa from 28 December 2022 to 23 June 2023 - Subject to the outcome of the special rate variation application to be determined by IPART, this matter may be able to be actioned in the 2023/24 financial year with the upgrade of financial systems.</p> <p><b>19 Mar 2024 4:52pm Hoult, Melissa</b> Completed by Hoult, Melissa (action officer) on 13 February 2024 at 1:56:54 PM - Simpler Financial Information is unable to be provided at this stage. Awaiting system updates.</p> <p><b>19 Mar 2024 5:07pm Hoult, Melissa - Completion</b> Uncompleted by Hoult, Melissa - target date changed to 16 June 2023</p> <p><b>19 Mar 2024 5:09pm Hoult, Melissa - Reallocation</b> Action reassigned to Newsome, Ann by Hoult, Melissa - Reassigned as discussed 19/03/2024</p>
28/04/2	Standard	85/22	<b>RESOLVED</b>	Boyce, Daniel	<b>13 May 2022 8:07am Boyce, Daniel</b>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
022	Instrument LEP Natural Disasters Clause		<p>a. That Council advise the Department of Planning and Environment to incorporate the Dwelling house or secondary dwelling affected by natural disaster clause (Clauses 5.9), into the <i>Armidale Dumaresq Local Environmental Plan 2012</i> and <i>Guyra Local Environmental Plan 2012</i> or <i>Armidale Regional Local Environmental Plan</i> (as applicable), applying in the zones that currently permit dwelling house or secondary dwelling.</p> <p>b. That Council develop a policy that assists building owners to recover from disasters including but not limited to:</p> <ul style="list-style-type: none"> <li>i. the use of the Orders provisions in the Environmental Planning and Assessment Act 1979 and Local Government Act 1993 to the maximum extent possible to permit the repair and rebuild of buildings without the need for the DA,</li> <li>ii. an appropriate reduction in DA fees for replacement buildings that require a DA,</li> <li>iii. provide a concierge advisory and fast-track approval service for disaster affected building owners.</li> </ul> <p><b>Moved Cr Packham                      Seconded Cr Galletly</b></p> <p><b>The Motion on being put to the vote was CARRIED unanimously.</b></p> <p><b>AMENDMENT</b></p> <ul style="list-style-type: none"> <li>iii. provide a concierge advisory and fast-track approval service for disaster affected building owners that also provides advice on information on building back better to meet desirable energy-efficiency standards and passive solar design.</li> </ul> <p><b>Moved Cr Robinson                      Seconded Cr O'Brien</b></p>		<p>Disaster clause package sent to NSW Department of Planning and Environment., Policy to be developed.</p> <p><b>15 Mar 2023 1:14pm Hoult, Melissa</b></p> <p>ARLEP came into force in Jan 2023. Staff will now liaise with DPE to switch on Natural Disaster Clause.</p> <p><b>15 Mar 2023 1:15pm Hoult, Melissa - Target Date Revision</b></p> <p>Target date changed by Hoult, Melissa from 12 May 2022 to 30 June 2023 - Natural Disaster Clause will need to activated.</p> <p><b>17 May 2023 11:47am Boyce, Daniel</b></p> <p>Council have checked with NSW Planning and there has been a delay in turning the clause on in the LEP as a result of the 2022 flood enquiry. Council's original request to activate the clause has been received and it was intended to insert the clause into the LEPs by way of an amending SEPP. A timeframe for inserting the clause into the LEP is unknown at this stage, but there is nothing more that Council needs to do.</p>

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# ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022-2024



Meeting Date	Report Title	Res #	Detail	Officer	Notes
			<p><i>FOR: Cr D O'Brien, M O'Connor and D Robinson</i></p> <p><i>AGAINST: Crs S Coupland, P Gaddes, J Galletly, S McMichael, S Mepham, P Packham, T Redwood, and B Widders</i></p> <p><b>The Motion on being put to the vote was LOST.</b></p> <p>Cr Bradley Widders left the meeting, the time being 4:56 PM Cr Bradley Widders returned to the meeting, the time being 4:58 PM</p>		

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## SPORTS COUNCIL

Held on

Tuesday, 6 February 2024  
5.30pm

at

Council Chambers

### **PRESENT:**

Councillor J Galletly, Mr S McMillan (Chair), Mr M Porter, Mr M Fittler, Mr S Voigt,  
Ms S Sincock, Mr T Smith, Mr P Pattison, Mr J Campbell, Ms C Bryce, Ms C Collins  
and Miss C Doran (Armidale Regional Council)

Quorum: 7 Members to be Present

MINUTES

Armidale Regional Council  
Sports Council  
Tuesday, 6 February 2024

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1. APOLOGIES  
Mr G Parsons
2. CONFIRMATION OF PREVIOUS MINUTES -

**CONFIRMATION OF THE MINUTES OF THE SPORTS COUNCIL MEETING HELD ON 5 DECEMBER 2023**

**RECOMMENDATION:**

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

**Moved:** J Campbell    **Seconded:** M Porter

3. DECLARATIONS OF INTEREST  
NIL
4. BUSINESS ARISING

**4.1 Sports Development Program applications received - South Armidale United Football Club**    *Ref: AINT/2024/02178 (ARC16/0330-2)*

**2. OFFICERS' RECOMMENDATION:**

That the Committee:

- a. Review the Sports Development Program application received
- b. Determine if the application is accepted or rejected
- c. If accepted, add the project to the Sports Council Priority list and determine its priority.

Portable seating for the Armidale Sports Ground was added to the 5<sup>th</sup> position on in the medium projects section.

**Moved:** S Voigt    **Seconded:** J Campbell

**5. ADMINISTRATION REPORTS**

**5.1 Armidale RAMs - Request to use Harris Park**    *Ref: AINT/2024/01273 (ARC16/0330-2)*

**OFFICERS' RECOMMENDATION:**

That the Committee note the report

The committee advised that Council should again approach Armidale City Westside Football Club to ask that RAMs be accommodated.

C Doran to discuss this with T Bower on an operational level.

**NOTED.**

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Sports Council  
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## 5.2 Sports Council Small Grants

Ref: AINT/2024/01437 (ARC16/0330-2)

### 2. OFFICERS' RECOMMENDATION:

The committee note the report.

S McMillan advised that a small grant recipient Lily Neilson was not a resident of the Armidale LGA despite declaring it on her application form.

C Doran to contact Lily and query this.

**NOTED.**

## 5.3 Sports Council Financial Report to 31 January

Ref: AINT/2024/01441 (ARC16/0330-2)

### 2. OFFICERS' RECOMMENDATION:

That the committee note the financial report for the period 30 November 2023 to 31 January 2024.

**NOTED.**

## 5.4 Meeting Update - Rugby League Park

Ref: AINT/2024/01475 (ARC16/0330-2)

### OFFICERS' RECOMMENDATION:

That the Committee note the report.

S McMillan advised that Sports Council committee members T Smith, M Fittler and J Galletly met with committee members from the Armidale RAMs as well as committee members from the trust that owns Rugby League Park.

RAMs representatives were not overly receptive to the idea of Council owning and managing the land.

With the announcement of the potential development of the Monckton/Harris Park area the Sports Council committee would like to see a concept design where Rugby League Park is involved in the plan.

**NOTED.**

## 5.5 Project update - Armidale Sportsground Carpark

Ref: AINT/2024/01682 (ARC16/0330-2)

### OFFICERS' RECOMMENDATION:

The Committee note the report.

**NOTED.**

## 5.6 Moran Oval resurfacing - project update

Ref: AINT/2023/31409 (ARC16/0330-2)

### OFFICERS' RECOMMENDATION:

That the Committee note the report

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**NOTED.**

**5.7 Sport field maintenance schedule**

*Ref: AINT/2024/02008 (ARC16/0330-2)*

**OFFICERS' RECOMMENDATION:**

The Committee make recommendations on which of Armidale's sporting fields are in most need of maintenance.

The committee advised that Harris Park is the field most in need of maintenance from Council.

**Moved:** S Sincock    **Seconded:** M Fittler

**5.8 Hydrotherapy pool/Sports precinct grant**

*Ref: AINT/2024/02010 (ARC16/0330-2)*

**OFFICERS' RECOMMENDATION:**

That the Committee note the report.

**NOTED.**

**6. CORRESPONDENCE**

**7. GENERAL BUSINESS**

**7.1 Sports Development Levy**

*Ref: AINT/2024/01222 (ARC16/0330-2)*

**OFFICERS' RECOMMENDATION:**

That the Committee note the report.

**NOTED.**

**7.2 Sports Council Small Grants - Master Athletes**

*Ref: AINT/2024/02011 (ARC16/0330-2)*

**2. OFFICERS' RECOMMENDATION:**

That the committee:

- a. Review the current Sports Council Small Grants funding guidelines.
- b. Discuss any amendments required

Applications to be sent to the committee to review.

**7.3 Sports Council Priority List**

*Ref: AINT/2024/02184 (ARC16/0330-2)*

**2. OFFICERS' RECOMMENDATION:**

That the committee:

- a. Review the Sports Council Priority List

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- b. Make amendments to the list as necessary
- c. Nominate projects that are recommended by the Committee to receive Sports Council funding

Undercover portable seating was moved from position number 5 on the priority list to number 1.

The committee also made a recommendation to Council that they build a new restroom facility at Lynches Road or relocate the existing facility at Elizabeth Park 2 that is underutilised.

**Moved:** M Porter    **Seconded:** J Galletly

There being no further business the Chairman declared the meeting closed at 6.50pm.



## BUSINESS PAPER

## SPORTS COUNCIL

To be held on

Tuesday, 6 February 2024  
5.30pm

at

Council Chambers

### Members

Councillor Jon Galletly  
Mr Steve McMillan (Chair)  
Mr Mike Porter  
Mr Mick Fittler  
Mr Shane Voigt  
Ms Sophie Sincock  
Ms Caitlin Bryce  
Ms Candita Collins  
Mr Trevor Smith  
Mr Phill Pattison  
Mr Graham Parsons  
Mr Joe Campbell  
Ms Chaise Doran (Armidale Regional Council)

Quorum: 7 Members to be Present

AGENDA





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<b>Item:</b>	<b>4.1</b>	<b>Ref: AINT/2024/02178</b>
<b>Title:</b>	<b>Sports Development Program applications received - South Armidale United Football Club</b>	<b>Container: ARC16/0330-2</b>
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	1. Sports Development Program Application Form - South Armidale United Football Club	

### 1. Purpose

The purpose of the report is to have the Sports Council Committee review the Sports Development Program application forms received and incorporate them into the Sports Council Priority list, should the committee accept them.

### 2. OFFICERS' RECOMMENDATION:

That the Committee:

- a. Review the Sports Development Program application received
- b. Determine if the application is accepted or rejected
- c. If accepted, add the project to the Sports Council Priority list and determine its priority.

### 3. Background

The Sports Development Program enables community sporting groups to submit applications to the Sports Council for consideration by the Sports Council committee. The Sports Council committee are to review the project application and if accepted, include it in the Sports Council Priority List. The list organises community sporting infrastructure projects in order of priority as deemed by the Sports Council and provides details of funding needed for the project and funding requested from the Sports Council Development Fund. The Development Fund has previously been the revenue collected from Sports Development Player Levies and intermittent funding provided by Council.

### 4. Discussion

The Sports Council are required to review any Sports Development Fund applications that are received and assess them for inclusion on the Priority List.

The application (attached) has been received for a project that was discussed during previous Sports Council meetings. The application received is below:

- Under cover seating – Armidale Sports Ground
  - South Armidale United Football Club (SAUFC) have applied for \$17,546 in Sports Council funding to purchase 2 portable sideline shelters to be utilised by both cricket and football.

### 5. Implications

#### 5.1. Strategic and Policy Implications

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Reviewing Sports Development Fund applications and implementing the Sports Council Priority List links into the ARC Delivery Program 2022-2026 by supporting the key pillars as follows:

- Liveable Region – L1.4 ‘Enhance and maintain sporting facilities to meet the needs of our local community and neighbouring regions, and to entice regional, state and national events’

The Priority list also provides direct community input into the development and implementation of the Community Strategic Plan E3.3 through its contribution to ensuring that recreation facilities meet the on-going needs of the community.

## 5.2. Risk

There are currently no risks identified for the Sports Council reviewing Sports Development Program applications received and considering them for inclusion on the Priority List.

## 5.3. Sustainability

The Sports Council Priority List model encourages sustainability by promoting more efficient and improved service delivery through collaboration between the sporting community and Council. The Sports Council acts as a direct connection between Council and the broader sporting community and enables Council to be aware of the needs and desires of the Sporting Community in a streamlined and organised fashion. This removes the need for Council to determine the sporting communities priorities based on council staffs assesment alone, and ensures that sporting infrastructure is prioritised and funded in line with community needs.

## 5.4. Financial

Budget Area:	Nil						
Funding Source:	Nil						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

The budgets for projects on the Sports Council Priority List are often made up of multiple funding sources including grant funding, sporting body contributions and requests for funding from the Sports Development Fund. The financial report included within the agenda will stipulate the funds available for the Sports Council to nominate projects to receive funding

## 6. Consultation and Communication

The Sports Council Priority List is reviewed internally by Public and Town Spaces staff to ensure there is cohesion between the projects listed on the Priority List and projects within the Public and Town Spaces Forward Works Program and Asset Management Plans. This ensures that the priorities between the Sports Council and the Public and Town Spaces portfolio are aligned and that both council and the sporting community are working towards the same goals.

## 7. Conclusion

The Sports Council committee are required to review Sports Development Program applications as they are received and to consider them for inclusion on the list and the possible allocation of

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funding for their project. The Sports Council Priority List requires regular review by the Sports Council to ensure that the projects within the list continue to reflect the needs of the sporting community and that funding opportunities are identified for projects where appropriate.

## Attachment 1

## Sports Development Program Application Form - South Armidale United Football Club

PO Box 75A Armidale NSW 2350  
 P: 1300 136 833 • F: 02. 6772 9275  
 council@armidale.nsw.gov.au  
 ABN 63 781 014 253



www.armidale.nsw.gov.au

## Sports Development Program - Application Form

### 1. Grant Information

- Applications must be submitted on this form for consideration by the Sports Council executive.
- Please print all information clearly
- Projects will be placed on the Sports Council Priority List in order of priority after being assessed and approved by the Armidale Regional Sports Council Executive.
- All organisations must be members of the Armidale Regional Sports Council.

### 2. Organisation Details

**Contact Name**

Joe Campbell

**Position**

President

**Organisation Name**

South Armidale United Football Club

**Organisation Postal Address**

PO Box 230

**Town**

Armidale

**State**

NSW

**Postcode**

2350

**Telephone (Work)**

6738 2292

**Telephone (Home)**

-

**Mobile**

0413 310294

**Email Address**

[joe@phoenixfoundry.com.au](mailto:joe@phoenixfoundry.com.au)

Does the organisation have an ABN?

YES ☐ ABN: 40 623 660 509

NO ☐ (if not please fill out a "statement by a supplier" form and attach to this application)

Does your organisation have a strategic plan & has this been submitted to council?

YES ☒

NO ☒

If YES, is this project outlined in the strategic plan?

YES ☐

NO ☒

Has the organisation acquitted all previous financial support from this program?

N/A ☒

YES ☐

NO ☐

NB: If support is not acquitted, the organisation is not eligible for further support. Standard Acquittal Forms must be used.

Is the organisation registered for GST?

YES ☒

NO ☐

Does this project meet the assessment criteria as listed in the guidelines?

YES ☒

NO ☐

If YES, Please explain how:

Yes, I feel that the purchase of sideline shelters for the Armidale Sportsground will help to further upgrade the Sportsground to become a premium sporting location in our community. The sideline shelters will provide valuable protection all year round and can be used for both Football in winter and Cricket in summer.

## Attachment 1

## Sports Development Program Application Form - South Armidale United Football Club

**3. Project Description** (if more space is needed, please attach separately. Please

Briefly describe the project:

Purchase of 2 portable sideline shelters for use at the Armidale Sportsground. These shelters will enable players and officials protection closer to the field location protecting them from the harsh environment that the Armidale region has.

How will the project benefit the wider community? (E.g. School groups/other sporting bodies)

The sideline shelters would be something that could be used all year round by Football in Winter and Cricket in Summer. Being portable they will easily be able to moved to the sideline for football games and back closer to the fence for cricket games offering much needed protection from the elements.

Who will manage the project?

The shelters are provided fully installed so I am happy to organise purchase in consultation with Armidale Regional Council

Location of project including ground name and address:

Armidale Regional Sportground. As the shelters are portable there is also an option that they could be moved to other sporting locations across Armidale to provide shelter for major events.

Project start date:

Project end date:

**4. Attachments**

Compulsory Attachments (please tick if these have been submitted with the application)

- |  |                                     |   |                                     |
|--|-------------------------------------|---|-------------------------------------|
| Full project detailed budget   | <input checked="" type="checkbox"/> | Evidence of the club/associations capacity to finance the project (e.g. Bank balance) | <input type="checkbox"/>            |
| Annual financial statement   | <input type="checkbox"/>            | Letter of support from partners/local association                                     | <input type="checkbox"/>            |
| Trade Quotes x 3   | <input checked="" type="checkbox"/> | Site plans and designs  | <input type="checkbox"/>            |
| All applications must include information on who uses the facility and how often |                                     |   | <input checked="" type="checkbox"/> |

Optional Attachments

- |   |                          |                            |                          |
|---|--------------------------|----------------------------|--------------------------|
| Letter confirming income from other sources | <input type="checkbox"/> | Other supporting documents | <input type="checkbox"/> |
| Tenure agreements with schools              | <input type="checkbox"/> | Other _____                | <input type="checkbox"/> |

## 5. Financial Details

## Income Source (excluding GST)

Organisation Contribution: (Cash/Labour/Donations of material)

\$3,000

Organisation Contribution: (if more than one include name of organisation)

\$3,000?

Further contribution could be sourced from Armidale District Cricket who will also use the shelters

**Amount requested from the Armidale Regional Sports Council:**

\$17,546

**Total Income**

\$23,546

## Expenditure

## Materials

\$0

Labour

\$0

Other

\$0

### Total Expenses

\$0

## FUNDING APPLICATION

This part should be signed by two members of your organisation's management committee.

We, as duly authorised members of the Management Committee of the organisation submitting the grant application have read and accept on behalf of the organisation, the guidelines for funding and undertake to provide any further information required by the Armidale Regional Sports Council and/or Armidale Regional Council about the grant application should it be requested.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

2/2/24

Signature

Signature

Date \_\_\_\_\_

2/2/24



Please attach any further documentation that you feel may be relevant to your application.

**Applications must be submitted to:**

Sport and Recreation Development Officer

PO Box 75A


Armidale, NSW 2350


Or



[sportscouncil@armidale.nsw.gov.au](mailto:sportscouncil@armidale.nsw.gov.au)

## Attachment 1

## Sports Development Program Application Form - South Armidale United Football Club




 Shop By Category

[Continue Shopping](#)

## Shopping Cart

Item	Price	QTY	Total
Seller: Play N Sports Pty Ltd			
 FORZA Alu60 Team Shelters [2 - 12 Seats]	\$11,773.00	2	\$23,546.00
Colour: Green Option 2: With Wheels Option 3: 4m Shelter   8 Seats			
<a href="#">Remove</a>			
Shipping: FREE			

**Proudly growing a MyDeal Forest**

By purchasing from MyDeal, you're helping us plant 7.8 hectares of trees per year with Greenfleet.


### Order Summary

Subtotal (1 item)	\$23,546.00
Shipping	\$0.00
<b>Total</b>	<b>\$23,546.00</b>

[Add freight protection ⓘ](#)

[+ \\$282.55](#)







[No thanks](#)

 Collect 23546 Everyday Rewards points  
[Create a MyDeal Account](#) or [Login](#) to link your card

[Checkout](#)

Apply your coupon or gift card on the next page

Available payment options in Checkout

## Attachment 1

## Sports Development Program Application Form - South Armidale United Football Club

**Specifications:****FORZA ALU60 TEAM SHELTER SPECIFICATIONS****AVAILABLE OPTIONS:**

- Seat Style: FORZA Plastic Seats
- Lengths: 1m (3ft 3in) | 2m (6ft 7in) | 3m (10ft) | 4m (13ft) | 5m (16ft 5in) | 6m (20ft)
- Seat Colours: White | Black | Red | Blue | Orange | Yellow | Green | Pink | Light Blue
- Wheel Brackets are available as optional extras – significantly improve portability

**DIMENSIONS:**

- ALL LENGTHS: 2m H x 1.2m D | 6ft 7in H X 4ft D

**MATERIALS:**

- Shelter Frame: Heavy-duty aluminium with black polyester powder-coating
- Main frame features 60mm OD reinforced aluminium & 40mm OD box section sub frame for superior strength & longevity
- Rear Panels: 5mm extra thick hollow polycarbonate (semi-translucent) – allows sunlight through & privacy from crowds
- Side Panels: 5mm extra thick PETG (transparent) gives players perfect panoramic view of pitch
- Both rear & side panels are shatterproof, weatherproof, UV treated & can withstand heavy ball impacts
- Plastic Seats: Injection moulded thermoplastic (HDPP) – 4mm thick & UV treated to protect against sun damage
- Shelters guarantee supreme strength, are fire retardant & 100% weatherproof
- Fixings: High tensile stainless steel nuts & bolts are 100% resistant to rust & corrosion
- Wheels (OPTIONAL): Puncture proof material fitted to rear of shelter for simple portability

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<b>Item:</b>	<b>5.1</b>	<b>Ref:</b> AINT/2024/01273
<b>Title:</b>	<b>Armidale RAMs - Request to use Harris Park</b>	<b>Container:</b> ARC16/0330-2
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	1. Armidale Rams - Harris Park hire request	

#### **OFFICERS' RECOMMENDATION:**

That the Committee note the report

#### **Context**

In the last Sports Council meeting the committee discussed Armidale RAMS Rugby League club (RAMS) using part of Harris Park for their games. The committee put forward a recommendation that Council try to accommodate this.

#### **Purpose**

To further discuss the potential for RAMS to utilise Harris Park.

#### **Summary**

Since the last meeting Council staff member C. Doran has reached out to both Armidale City Westside Football Club (ACWSFC) and Northern NSW Football (NNSWF) to enquire about RAMS using a portion of the field.

It was advised by NNSWF that although the fixtures are theirs the marking and layout of the playing fields is entirely the clubs digression.

ACWSFC discussed this in their most recent meeting and have advised that the location requested within Harris Park is heavily utilised by the club on Saturdays and cannot be accommodated however they have offered the eastern side to RAMS instead.



*Armidale Rams Rugby  
League Football Club  
Inc.*

## **HARRIS PARK REQUEST**

Good Afternoon,

The Armidale Rams are seeking permission to use Harris Park in 2024 for some of our junior home games. We have not received a draw and also do not know of numbers from other clubs, so we can't confirm exactly which weekends we would require the extra space, but our season would run from early April until September. What we are asking for though, is a mini field of 60 meters x 80 meters and room for spectators in the south - western corner adjacent to Rugby League Park and Dumaresq Street. We hope that you will be able to accommodate us with this request.

Kind Regards,

Craig Slick - 0405422061  
President  
Armidale Rams Rugby League Football Club

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PO Box 4179  
ARMIDALE NSW 2350  
President: Craig Slick  
Secretary: Nicole Northey  
Senior Vice President: Jason Walker  
Junior Vice President: Wendy Petersen  
Treasurer: Sam Jacobson

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<b>Item:</b>	<b>5.2</b>	<b>Ref: AINT/2024/01437</b>
<b>Title:</b>	<b>Sports Council Small Grants</b>	<b>Container: ARC16/0330-2</b>
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	<b>Nil</b>	

### 1. Purpose

The purpose of the report is to inform the committee of updates regarding the Sports Council Small Grants recently awarded.

### 2. OFFICERS' RECOMMENDATION:

The committee note the report.

### 3. Background

Sports Council Small Grants totalling \$3,750.00 have so far been awarded in the 2023/24 financial year as follows:

Archie Clarke	National Hockey Championships
Jake McCann	FIH Hockey 5's World Cup Qualifiers
Ella-Rose Carson	Youth World Archery Championships
Dallas Kelly	Rugby State Championships
Lily Neilson	Junior World Hockey Cup
Caitlyn Low	Hockey Australia Country Tour
Cody McCann	FIH Hockey 5's World Cup
Jock Foster	Trans Tasman Australian F-Open
Tilly Patterson	Australian Indoor Hockey National Competition

### 4. Conclusion

The committee are to note the recently awarded Sports Council Small Grants totally \$3,750.00 and note the expectation that the full \$10,000 small grants budget will be expended by 30 June 2024.

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<b>Item:</b>	<b>5.3</b>	<b>Ref: AINT/2024/01441</b>
<b>Title:</b>	<b>Sports Council Financial Report to 31 January ARC16/0330-2</b>	<b>Container:</b>
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Miranda Williams, Graduate Accountant</b>	
<b>Attachments:</b>	<b>Nil</b>	

### 1. Purpose

The purpose of this report is to provide the Sports Council with a Financial Report for the period 30 November 2023 to 31<sup>st</sup> January 2024.

### 2. OFFICERS' RECOMMENDATION:

That the committee note the financial report for the period 30 November 2023 to 31 January 2024.

### 3. Background

The Sports Council has an operational and capital project budget for revenues and expenditure. This budget is reported against at each meeting of Sports Council in this financial report.

Sports Player and Association levies invoiced and received by Council during the year are accumulated and transferred into an internal reserve at year end for quarantining and application to Sports Council priority capital projects.

### 4. Discussion

The tables below show the Sports Council Financial report for:

1. FY2023/24 Operational and Capital Budgets and Actual Results to 31 January 2024;
2. FY2022/23 Operational and Capital Budgets and Actual Results (for comparative purposes); and
3. Balance of the Sports Council Capital Priority Projects Reserve at 30 November 2023 and forecast to 31 January 2024.

<u>Operating Income</u>	<u>Budget FY22/23</u>	<u>Actual FY22/23</u>	<u>Budget FY23/24</u>	<u>Actual to 31 January 2024</u>
Project No. 240250	\$	\$	\$	\$
Association & Player Levies	42,840	37,758	42,840	40,755
Total Operating Income	42,840	37,758	42,840	40,755
Note: Actual levies received are transferred into Council's Trust Account Reserve at EOFY for allocation to capital priority projects.				
<u>Operating Expenditure</u>				
Donations – Small Grants paid	42,840	8,377	42,840	3,750



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Materials	-	731	-	631
Allocation of Levies into Trust bank account Reserve for capital priority projects.		28,650	-	-
Total Operating Expenditure	42,840	37,758	42,840	3,750

<b>Capital Income</b>	<b>Budget FY22/23</b>	<b>Actual FY22/23</b>	<b>Budget FY23/24</b>	<b>Actual to 31 January 2024</b>
<b>Project No. 240386</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Capital Income (Allocation from Reserve)	-	27,459	-	49,300
<b>Total Capital Income</b>	-	27,459	-	49,300

<b>Capital Expenditure</b>				
Priority Projects allocation (FY23 Soccer goal posts)	-	22,559	-	
Moran Oval Concrete Slab	-	4,900	-	-
Rologas Cricket Storage Shed	-	-	-	-
Cricket net extension at Armidale Sportsground	-	-	-	10,000
Moran Oval Surface Refurbishment	-	-	-	39,300
Total Capital Expenditure		27,459	-	49,300

Balance of Sports Council Capital Priority Projects Reserve at 30 September 2023:

Opening Balance of ARC Trust Account Reserve 30/06/2023	\$101,410.50
Add Newcastle Permanent Bank Account balance (to be transferred to ARC Trust Account)	\$885
Less Transfers for Capital Priority Projects FY2023	(\$49,300)
<b>Current balance at 31 January 2024</b>	<b>\$52,995.50</b>
Add Forecast FY2024 Levies to be transferred 30 June 2024	\$42,840
Forecast Balance at 30 June 2024	\$95,835.50

Commentary:

Operating Income and Expenditure

- Levies of \$40,755 have been invoiced for the year to date 31 January 2024, as compared to the budget of \$42,840.
- Operating expenditure of \$3,750 for small grants have been incurred up to 31 January 2024.
- At the end of the financial year (June 2024) the remaining balance of player levies less expenses will be transferred to the Sports Council Reserve for allocation towards the Sports Council priority capital projects, in accordance with Council's resolution at the 29 July 2021 Ordinary Council meeting.



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### Capital Income and Expenditure

- The Sports Council has a list of priority capital projects. No amount was allocated in the original capital budget for Sports Council projects.
- Up to 30 June 2024, based upon current invoicing and receipt of levies, a forecast balance of \$95,835.50 is expected for the Reserve for allocation to future capital priority projects.
- Other Capital priority projects for FY2023/24 are subject to grant funding opportunities.
- A grant of \$6735 has been committed to the purchase of new goal posts at Newling Oval

## **5. Implications**

### **5.1. Strategic and Policy Implications**

There are no strategic or policy implications from this report.

### **5.2. Risk**

Overall financial management risk is considered to be low.

Capital projects are reviewed and approved as funding becomes available.

### **5.3. Sustainability**

While not directly related to this report, overall Sustainability Implications include:

- Promoting more efficient and improved service delivery through collaboration and innovation
- Demonstrating potential efficiencies to be gained through service delivery

### **5.4. Financial**

Budget Area:	Public & Town Spaces – Sports Council Administration						
Funding Source:	Player and Association Levies, Sports Council Reserve (Trust Account)						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
240250 (Op)	Operational Revenue - Levies	42,840	40,755	Nil	Nil	40,755	2,085
240250 (Op)	Operational Expenditure	42,840	3,750	Nil	37,005	40,755	2,085
240386 (Cap)	Capital Revenue & Expenditure	Nil	49,300	6,735	Nil	56,035	Nil

## **6. Consultation and Communication**

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Consultation and Communication occurs between Council and the Sports Council during the year as required.

#### **7. Conclusion**

This report is the Sports Council financial report for the period to 31 January 2024.

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<b>Item:</b>	<b>5.4</b>	<b>Ref: AINT/2024/01475</b>
<b>Title:</b>	<b>Meeting Update - Rugby League Park</b>	<b>Container: ARC16/0330-2</b>
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	<b>Nil</b>	

#### **OFFICERS' RECOMMENDATION:**

That the Committee note the report

#### **Context**

Rugby League Park is home to the Armidale RAMS Rugby League club, this ground is owned by a trust.

The field has long been of interest to the Sports Council committee, given its central location it would make an ideal premier field if Council could one day obtain the land.

#### **Purpose**

For the members who attended last week's meeting to provide an update to the rest of the committee.

#### **Summary**

On Thursday the 18<sup>th</sup> of January Committee members attended an onsite meeting with several representatives from the Armidale RAMS Rugby League club, as well as members of the trust that owns the field.

Steve will speak further about discussions had on the night.

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<b>Item:</b>	<b>5.5</b>	<b>Ref: AINT/2024/01682</b>
<b>Title:</b>	<b>Project update - Armidale Sportsground Carpark ARC16/0330-2</b>	<b>Container:</b>
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	<b>Nil</b>	

#### **OFFICERS' RECOMMENDATION:**

The Committee note the report.

#### **Context**

The carpark at Armidale Sportsground has been of concern for quite some time. The existing carpark at the facility does not suffice the needs of the users and is inaccessible following periods of substantial rain. Funding for the project has been made available as a result of the s7.12 Developers Contribution fund to the tune of \$295,000.

#### **Summary**

The Sports Ground carpark is currently having its project approvals revised.

Advice from our heritage consultant is that a heritage impact statement will be required for the works.

There was a suggestion for redesign to minimise impacts to the heritage trees however, Councils design engineer has provided advice that this potential redesign is not feasible to provide the level of service we are after at the selected carpark location.

Public works have prepared the tender documents for the project however it will not be going to tender until the heritage impacts are resolved.

We expect to go to tender for the project in late March/early April.

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<b>Item:</b>	<b>5.6</b>	<b>Ref:</b> AINT/2023/31409
<b>Title:</b>	<b>Moran Oval resurfacing - project update</b>	<b>Container:</b> ARC16/0330-2
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	<b>1. Moran Oval Resurfacing Project Report</b>	

**OFFICERS' RECOMMENDATION:**

That the Committee note the report

**Context**

Last year Armidale Blues Rugby Union Club received a grant from the Sports Council to resurface the playing surface at Moran Oval.

**Purpose**

To update the Sports Council committee on the projects progress.

**Summary**

The attached report has been provided by Mr Michael Fittler and outlines the progress of the project.

## Moran Oval Resurfacing Project Report

### Commencement:

Complete Turf Management arrived on site 22<sup>nd</sup> January and set up ready to commence works on the 23<sup>rd</sup> January. A heavy mow of both fields 1 and 2 was done by the Regional Council Ground Department previously so as to allow works to begin.

### Works completed:

Field 1 was lightly scarified and the spoil removed to the Eastern side of the field and placed over the embankment and spread to assist in building the bank up to allow easier mowing. The field was then aerated and then top dressed with sand and fertilized as per C.T.M.'s quotation.

Field 2 was aerated and fertilized as per the quotation, weed spraying to be done at a later date.

As the seeding and ongoing weed spraying is to be done in March (Weather too hot at the moment) C.T.M. left site on the 25<sup>th</sup> January.

The irrigation system was turned on to water Field 1 at this time.

### Works to be completed:

As stated above C.T.M. will be back after the Armidale Blues Knockout to complete the project by doing the weed spraying and attending to any defects that maybe found.

### Works by others:

A meeting with C.T.M. and Armidale Blues was held regarding the seeding of the field with a sports blend rye grass (note; this was not allowed for in C.T.M.'s quotation) and a decision was made that the club would purchase the seed and spread over both field 1 and field 2 after the Rugby Knockout is over as the weather at this stage is too hot to get good germination and growth.

**Note:** Within the grant amount there is an amount for funding of the supply and spreading of the seed to both fields.

As the contractor has asked if the mowing can be done on a short setting the club will need to discuss with the Regional Council Works Department the ongoing mowing or if it would be best for the club to resume mowing.

Armidale Blues will meet with Armidale Pumps and Irrigation to discuss setting up the irrigation system to water both fields 1 and 2 so as to get good germination and growth.

### Invoicing of Works:

As to date, no invoice has been received from Complete Turf Management for the above works.

### Project Status: Ongoing

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<b>Item:</b>	<b>5.7</b>	<b>Ref:</b> AINT/2024/02008
<b>Title:</b>	<b>Sport field maintenance schedule</b>	<b>Container:</b> ARC16/0330-2
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	<b>Nil</b>	

#### **OFFICERS' RECOMMENDATION:**

The Committee make recommendations on which of Armidale's sporting fields are in most need of maintenance.

#### **Context**

Armidale Regional Council (ARC) have begun to implement a reseeding program across its LGA to ensure appropriate ground coverage year round.

#### **Purpose**

The purpose of this report is to get the committees opinion on which fields are in the most need of repair.

#### **Summary**

Last year ARC begun to roll out a reseeding program to ensure that there was appropriate grass coverage for winter sports. Council plans to reseed 3 fields each year on a 3-year rotation or until the ground coverage is to a standard where the reseeding is no longer required.

Last year Council received feedback that there were other fields in greater need of reseeding than those originally identified.

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<b>Item:</b>	<b>5.8</b>	<b>Ref:</b> AINT/2024/02010
<b>Title:</b>	<b>Hydrotherapy pool/Sports precinct grant</b>	<b>Container:</b> ARC16/0330-2
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	<b>Nil</b>	

#### **OFFICERS' RECOMMENDATION:**

That the Committee note the report

#### **Context**

The Armidale region has received a grant of \$400,000 for the planning/scoping works for a new sports precinct.

#### **Purpose**

To update the committee on the proposed sports precinct.

#### **Summary**

In December Mr Adam Marshall announced that the Armidale Region would receive a \$400,000 grant to undertake scoping and planning works for a new sporting precinct which will potentially include a hydrotherapy pool.

The grant was secured under the Local Small Commitments Allocation Fund and will only be used for the initial scoping and planning proposal to decide if the project is viable.

When it comes time for Council to engage a consultant for the project the Sports Council committee will be identified as stake holders.

Updates on this project will be provided to the committee as they are received.



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<b>Item:</b>	<b>7.1</b>	<b>Ref: AINT/2024/01222</b>
<b>Title:</b>	<b>Sports Development Levy</b>	<b>Container: ARC16/0330-2</b>
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	1. Summer Player Levy Graphs - 2023/24 FY 2. Sports Council Player Development Levy Graphs	

#### **OFFICERS' RECOMMENDATION:**

That the Committee note the report

#### **Context**

The player levy is applied to all players from registered sports clubs and from the membership base for 'Affiliated Sports Council members' for both individuals and groups. Player levies are paid to Council by local sporting bodies when the numbers of registered players for each season are known. Invoices are sent out in July for winter sports and December for summer sports. Total annual income is \$44,003.00 having invoiced a total of \$30,016.00 for winter levies and \$13,987.50 for summer.

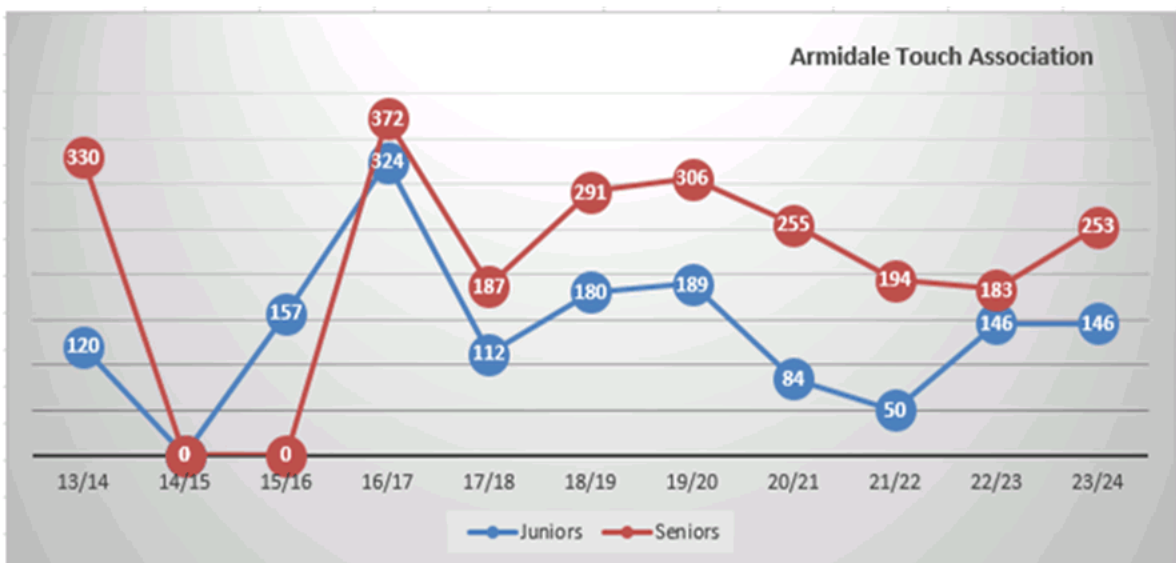
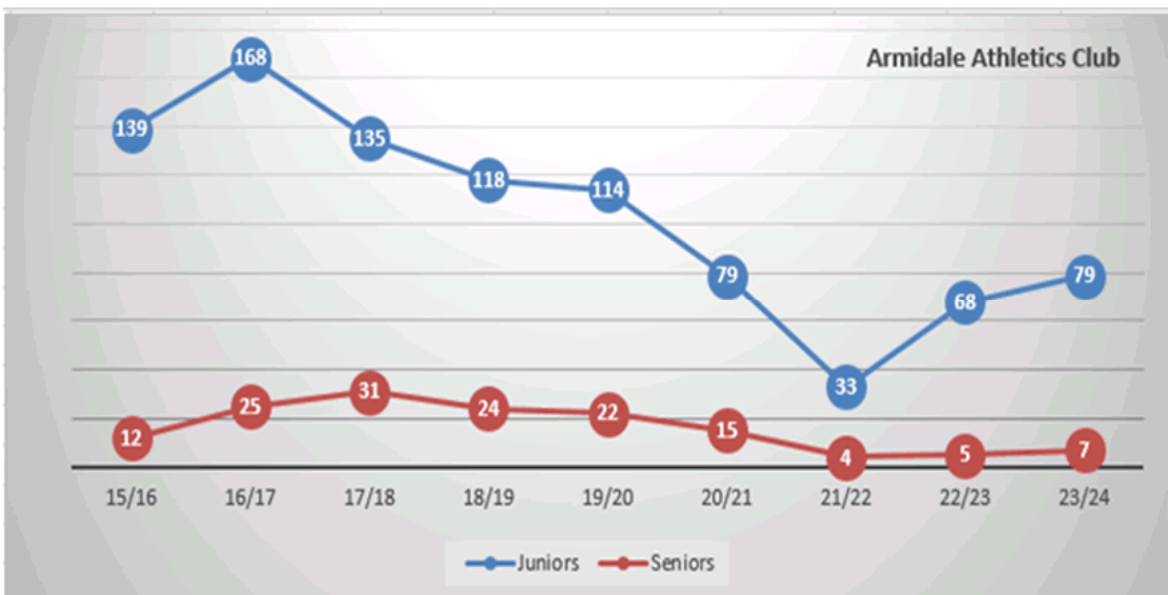
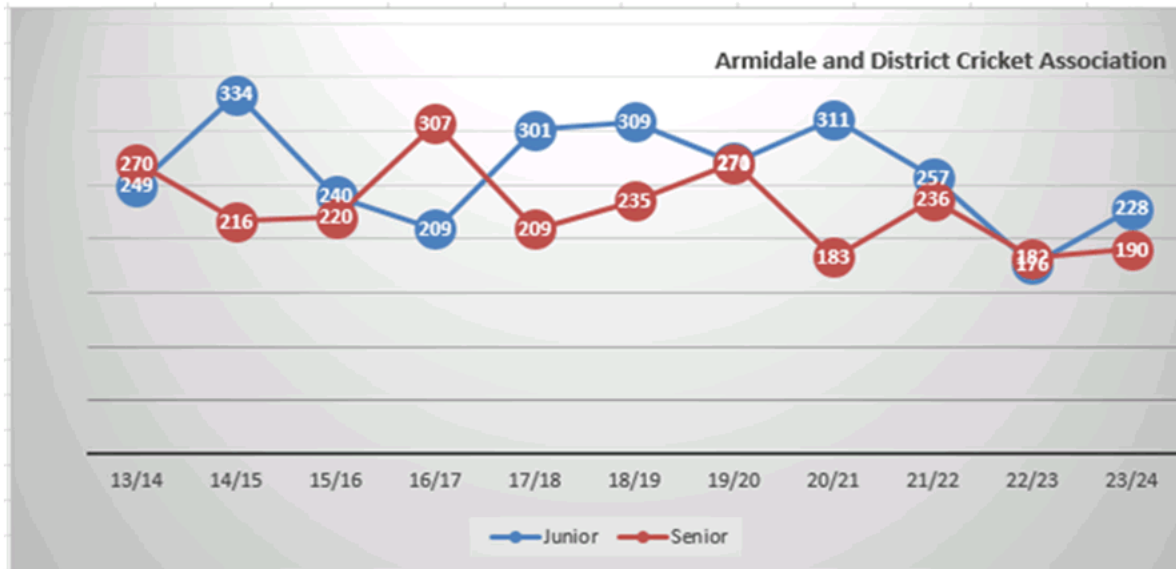
These funds are administered by Council and transferred into a bank account where they can be accessed by Council via a recommendation from the Sports Council Committee with endorsement from a meeting of Council.

After the 20% increase in player levies last year, Council have adopted Sports Councils recommendation not increased the Levy prices this financial year.

The attached graphs show the fluctuation in player registrations over a number of years.

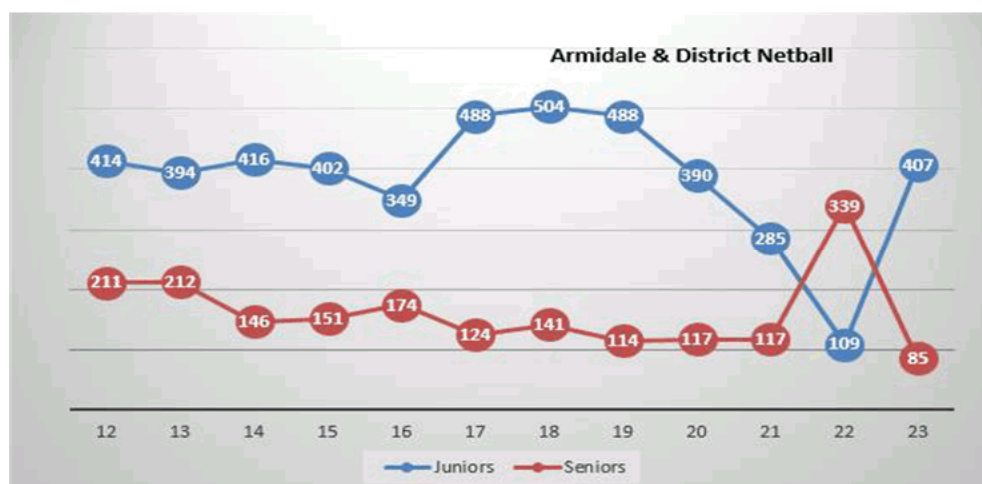
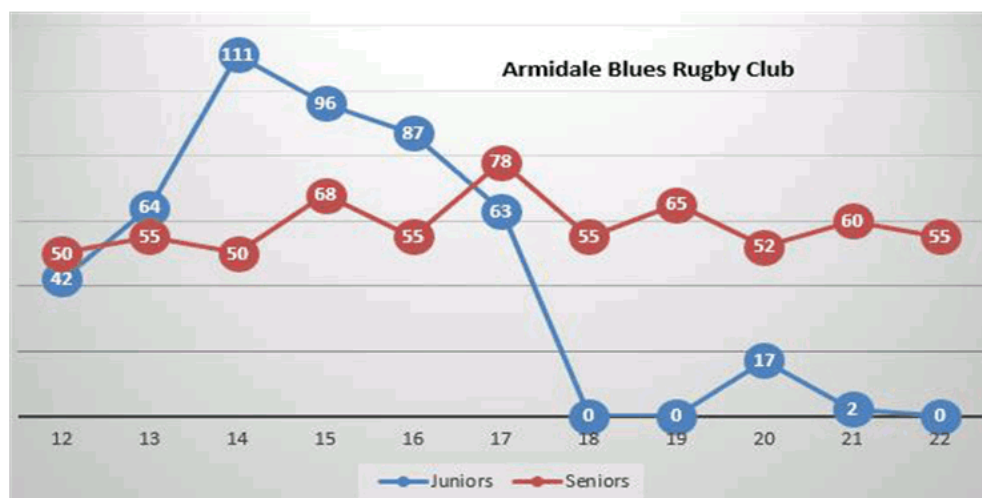
## Attachment 1

## Summer Player Levy Graphs - 2023/24 FY



## Attachment 2

## Sports Council Player Development Levy Graphs



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<b>Item:</b>	<b>7.2</b>	<b>Ref: AINT/2024/02011</b>
<b>Title:</b>	<b>Sports Council Small Grants - Master Athletes ARC16/0330-2</b>	<b>Container:</b>
<b>Responsible Officer</b>	<b>Manager Parks &amp; Facilities</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	Nil	

### 1. Purpose

The purpose of the report is to request the committee review the current funding guidelines of the Sports Council Small Grants and make any amendments as agreed upon.

### 2. OFFICERS' RECOMMENDATION:

That the committee:

- a. Review the current Sports Council Small Grants funding guidelines.
- b. Discuss any amendments required

### 3. Background

The Sports Council Small Grants program provides financial support to local talented athletes who are selected to represent their state or nation. Small Grants of \$250 are available for athletes selected to represent NSW and \$500 is available for athletes who are selected to represent Australia. The annual budget for Sports Council small grants in recent years has been \$10,000 per financial year however in years of tighter budgetary restrictions it has been \$5000. To be eligible for grant funding, there is additional criteria that the applicants are required to meet, as outlined in the application form which includes the funding guidelines.

### 4. Discussion

Over the years, the Sports Council has received applications from local talented athletes who have been selected to represent their state or nation, however they have not met the funding guidelines in one way or another, resulting in their application being unsuccessful. A recent application was received for local athletes who had been selected to represent Australia, however they are over the 30 year master athlete age cut off.

The committee is to discuss whether funding can be given to athletes who are masters (over 30) however are competing in an open's competition.

#### 4.1. Strategic and Policy Implications

Reviewing the current Sports Council Small Grants guidelines may result in changes being made to the funding guidelines. There are no additional strategic or policy implications foreseeable.

#### 4.2. Risk

Nil

#### 4.3. Sustainability

Nil

#### 4.4. Financial

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Budget Area:	Nil						
Funding Source:	Nil						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

## 5. Consultation and Communication

The Sports Council committee will review and discuss the current Sports Council Small Grant funding guidelines and make any amendments as agreed upon. Should any changes be made to the guidelines, the Sports Council members and broader sporting community will have these changes communicated to them.

## 6. Conclusion

Reviewing the Sports Council Small Grants funding guidelines will ensure that they are fair and equitable for members of the sporting community and are agreed upon by the current committee members.

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<b>Item:</b>	<b>7.3</b>	<b>Ref: AINT/2024/02184</b>
<b>Title:</b>	<b>Sports Council Priority List</b>	<b>Container: ARC16/0330-2</b>
<b>Responsible Officer</b>	<b>Parks Coordinator</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	1. Priority List - Armidale Regional Sports Council - Feb 2024	

### 1. Purpose

The purpose of the report is to have the Sports Council committee review the Sports Council Priority List and make any required amendments as determined by the committee.

### 2. OFFICERS' RECOMMENDATION:

That the committee:

- a. Review the Sports Council Priority List
- b. Make amendments to the list as necessary
- c. Nominate projects that are recommended by the Committee to receive Sports Council funding

### 3. Background

The Sports Council Priority List has been developed and implemented by the Sports Council successfully for a long period of time. The list organises community sporting infrastructure projects in order of priority as deemed by the Sports Council and provides details of funding needed for the project and funding requested from the Sports Council Development Fund. The Development Fund has previously been the revenue collected from Sports Development Player Levies and intermittent funding provided by Council.

### 4. Discussion

The Sports Council are required to review the priority list during each meeting to ensure the status of projects are still current and that any Development Fund applications that are received between meetings can be assessed for inclusion on the Priority List and prioritised accordingly.

It is important that projects are assessed for their suitability for grant funding opportunities as they arise, and that the Sports Council determine who will be responsible for submitting the grant funding applications and managing the projects.

### 5. Implications

#### 5.1. Strategic and Policy Implications

Reviewing and implementing the Sports Council Priority List links into the ARC Delivery Program 2022-2026 by supporting the key pillars as follows:

- Liveable Region – L1.4 'Enhance and maintain sporting facilities to meet the needs of our local community and neighbouring regions, and to entice regional, state and national events'

Armidale Regional Council  
Sports Council  
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The Priority list also provides direct community input into the development and implementation of the Community Strategic Plan E3.3 through its contribution to ensuring that recreation facilities meet the on-going needs of the community.

## 5.2. Risk

There are currently no risks identified for the Sports Council reviewing and amending the Priority List as recommended.

## 5.3. Sustainability

The Sports Council Priority List model encourages sustainability by promoting more efficient and improved service delivery through collaboration between the sporting community and Council. The Sports Council acts as a direct connection between Council and the broader sporting community and enables Council to be aware of the needs and desires of the Sporting Community in a streamlined and organised manner. This removes the need for Council to determine the sporting communities priorities based on council staffs assesment alone, and ensures that sporting infrastructure is prioritised and funded in line with community needs.

## 5.4. Financial

Budget Area:	Nil						
Funding Source:	Nil						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

The budgets for projects on the Sports Council Priority List are often made up of multiple funding sources including grant funding, sporting body contributions and requests for funding from the Sports Development Fund. The financial report included within the agenda will stipulate the funds available for the Sports Council to nominate projects to receive funding.

## 6. Consultation and Communication

The Sports Council Priority List is reviewed internally by Parks and Facilities staff to ensure there is cohesion between the projects listed on the Priority List and projects within the Parks and Facilities Forward Works Program and Asset Management Plans. This ensures that the priorities between the Sports Council and the Parks and Facilities portfolio are aligned and that both council and the sporting community are working towards the same goals.

## 7. Conclusion

The Sports Council Priority List requires regular review by the Sports Council to ensure that the projects within the list continue to reflect the needs of the sporting community and that funding opportunities are identified for projects where appropriate.

## Attachment 1

## Priority List - Armidale Regional Sports Council - Feb 2024

Armidale Regional Sports Council - Priority List

Feb-24

R:\Engineering\Physical Amenities\Committees\Sports Council\PRIORITY LIST

MAJOR	Projects over \$50,000											
Priority	Location	Project	Land owner	Estimated Total Cost	SC Funds Requested	SC Funds Allocated	Sporting Body Contribution	External funding required	Proposed Year	Comments	Responsible	
#1	Newling Oval	Lighting/Facility Upgrade	Crown	\$1,000,000	?		?	Yes	2023/24	No SDP application received. ARC looking for grant opportunity	Council	
#2	Armidale Sportsground	Fencing around the facility	Crown	\$250,000	?		?	Yes	2022/23	No SDP application received. ARC looking for grant opportunity	Cricket/Council	
#3	Jack Vallance Oval	Field lighting and surface renovation	Council	\$400,007	?		?	Yes	2022/23	No SDP application received. ARC submitted grant application in SCF round 4 for \$475,000 (Unsuccessful)	Council	
#4	Harris Park	Increase lighting to 200 lux	Council	\$150,000	?		?	Yes	2022/23	No SDP application received. Get new quotes for the project	Football/Athletics/ Cricket/Council	
#5	Harris Park	Clubhouse renovation	Council	\$1,000,000	?		?	Yes	2021/22	No SDP application received. Decision to be made about the new location and look for grant opportunity to facilitate this project	Football/Athletics/ Cricket/Council	
#6	Multiple fields	Comissioning existing bores	Council/Crown	\$1.5 million	?		?	Yes	2022/23	No SDP application received. Grant application submitted by ARC for \$3.4 million in the Bushfire Local Economic Recovery Fund on 25 January 2021. Outcome unknown.	Council	
#7	Moran Oval	Female change rooms/toilets & canteen/bar	Crown	\$264,000	\$20,000		In kind PM - 10% of project cost = \$26,355	Yes	2021/22	SDP application received 28/04/2021. No update on the native title extinguishment. Same Drake to inform the Sports Council if anything changes	Rugby (Blues)	
#8	Guyra Recreation Ground	Amenities block and change rooms	Crown	?	?		?	Yes	2022/23	No SDP Application received.	Guyra Soccer United	
#9	TBA	Premier Standard Field	Unknown	\$2 million				Yes		Further investigation required	Football	
#10	TBA	Synthetic Athletics Track	Unknown	\$5 Million				Yes		Further investigation required	Athletics	
					TOTAL	\$0						

MEDIUM		Projects \$50,000 and under		TOTAL								SDP	
Priority	Location	Project	Land owner	Estimated Total Cost	SC Funds Requested	SC Funds Allocated	Sporting Body Contribution	External funding required	Proposed Year	Comments	Responsible		
#1	Armidale Sportsground	Replace electronic scoreboard	Crown	\$42,000	?		?	Yes	2022/23	\$15,000 has been allocated to ADCA towards this project. ADCA to check with South Soccer for their contribution	Cricket/Soccer		
#2	Lynch Road Netball Courts	Upgrade the grass netball courts	Council	\$25,000	?		?		2022/23	No SDP Application received.	Council		
#3	Armidale Sportsground	Upgrade the cricket nets	Crown	\$50,000	10,000	10,000	30,592	Yes	2022/23	SC have committed \$10,000 to the project with cricket NSW committing \$20,000 & ADCA paying the remaining \$10592	Cricket/Council		
#4	Moran Oval	Renovate grass cricket pitch	Crown	\$25,000	\$16,490		\$5,000	Yes	2022/23	SDP application received 24/08/2018 - MP. Updated quotes required.	Cricket		
#5													
					Total	\$10,000.0							

MINOR	Projects \$20,000 and under										
Priority	Location	Project	Land owner	Estimated Total Cost	SC Funds Requested	SC Funds Allocated	Sporting Body Contribution	External funding required	Proposed Year	Comments	Responsible
#1	Lambert Park	2 X Picnic tables on the west side of Lambert	Council	\$4,500	\$4,500		Nil	No	2022/23	Slab required to place tables on - quotes needed	Cricket/Council
#2	Armidale Sportsground	Install a water line from water storage tank to wicket irrigation system	Crown	\$20,000	\$20,000		?		2022/23	No SDP Application received.	Cricket/Council
					TOTAL	\$0					

To be funded from 2022_23 budget				Estimated Total Cost	SC Funds Allocated						
Multiple fields	Purchasing of compliant soccer goals	Crown/Council		\$45,000		\$20,000			22/23	Completed April 2023	Council/ADFA
Moran Oval	Concrete slab in-front of grandstand	Crown		\$8000		\$4,900			22/23	Completed July 2023	Council/Armidale Blues
Harris Park	Relocate long jump and triple jump pits	Council		\$4750		\$4,750			22/23	Completed December 2022	Council/Athletics
					TOTAL	\$24,900					

Funded from 2021_22 budget				Estimated Total Cost	SC Funds Allocated						
Armidale Sportsground	Extend Cricket Clubhouse	Crown		\$25,000		\$25,000			2021/22	Yet to be completed.	Cricket
					TOTAL	\$25,000					

Funded from 2020_21 budget				Estimated Total Cost	SC Funds Allocated						
Rologas	Cricket Storage shed	Council		\$12,000		\$8,000			20/21	Currently on public exhibition for payment of funds to ADCA inline with S356 reqs	Cricket
					TOTAL	\$8,000					

Funded from 2019_20 budget				Estimated Total Cost	SC Funds Allocated						
Armidale Sportsground	Cricket indoor training facility	Crown		\$75,000		\$75,000			2019/20	Stages 1 & 2 completed	Cricket/Council
					TOTAL	\$75,000					

Funded from 2018_19 budget				Estimated Total Cost	SC Funds Allocated						
Guyra Recreation Ground	Canteen Refurbishment Stage 1	Crown		\$32,000	\$32,000	\$32,000			2018/19	Project completed	Council/Football
Wicklow Fields (Southern side)	Installation of an Irrigation System	Council		\$33,000	\$33,000	\$33,000			2018/19	Project completed	Council/Cricket
					TOTAL	\$65,000					

ARC CAPITAL - 2017/18				Estimated Total Cost							
Sportsground	Resurfacing playing field	Crown		\$135,000		COMPLETED			2017/18	Left over to be rolled over to new FY	Council
Harris Park	3 new light towers	ADC		\$260,000		\$70,000 CAPITAL CONTRIBUTION				Rolled over into 18/19 funds. \$190,000 grant received. Investigations continuing.	Council
Elizabeth Park 2	Toilet Block			\$80,000		COMPLETED				TOTAL PROJECT COST - \$90,000	Council
Newling Oval	Irrigation	Crown		\$50,000		COMPLETED			2017/18	Complete	Council



## Attachment 1

## Priority List - Armidale Regional Sports Council - Feb 2024

Guyra Showground/Hall/Pool	Storage Shed (3 bay)	Crown/Council	\$45,000	NO ROLLOVER - MONEY GONE			2017/18	Unable to proceed	Council
<b>External Grant Funding</b>			<b>Estimated Total Cost</b>	<b>SC Funds Allocated</b>					
Moran Oval	Address Drainage issues	Crown	\$80,000		0			Grant received from Adam Marshall, works completed	Rugby
Sportsground	New indoor cricket venue	Crown	\$260,000		\$75,000			Grant received for \$39,454, another grant submitted for \$110,000 TBA	Cricket
Harris Park	Lighting	Council	\$260,000		\$0		2019/20	\$190,000 received in grant funding.	Council
Lynches road netball courts	Court resurfacing	Council	\$600,000		\$0		2020/21	ADNA received \$600k from SCCI R3	ADNA
Lynches road netball courts	Court lighting installation	Council	\$350,000		\$0		2021/22	\$350k received in RSF R1 funding, to be delivered 2021/22 FY	Council
Guyra Tennis Club	Improve security - doors and windows	Council	?		?		2022/23	SDP application to be received.	Guyra Tennis/Council
				<b>TOTAL</b>	<b>\$75,000</b>				









## Attachment 1

## Priority List - Armidale Regional Sports Council - Feb 2024

Project Location	Project Discription	Project Year	Sports Council Contribution	Contribution from user	"	External Grant	ARC CAPITAL BUDGET
Kookaburra Crest	Mountain Bike Track Construction		\$12,000				
Elizabeth Park 1	Light Tower		\$30,000				
Sport UNE	HNE Turf Power Upgrade	2006	\$30,000				
Sportsground	Clubhouse	2008	\$60,000	\$50,000			
Lynches Road Netball Courts	Resurfacing of exsisting courts	2003?					
Sportsground	Lights	2009	\$121,000			\$90,000	
Wicklow	Toilet Block	2009					
Rologas	Canteen Refurbishment	2010	\$15,000	-	-	\$5727 - NSWCBPP	
Rologas	Field Lighting Upgrade	2010					
Rologas	Shade Umbrellas & Tables	2010					
Sportsground	Storage Shed installation	2012	\$8,685.00	\$7,000 - Cricket	\$3,000 - Souths		
Harris Park	Refurbishment of toilets and changerooms	2012	\$17,000	\$5,000 - Athletics	\$2,000 - Cricket	-	
Rugby League Park	Survey	2011/12	\$3,759	-	-	-	
Sportsground	Installation of BBQ	2014				\$5000 - NEM	
Wallamumbi Rifle Range	New storage shed and toilet	2014	\$5,971.00	\$			
Lynches Road Netball Courts	2 new hard courts	2011		\$			
Armidale Athletics Club	Throw cage at Harris Park	2014	\$1,800	\$3000 - Athletics			
Harris Park	Refurbishment of Cricket Nets	2014	\$9,131.64	\$3,544.50 - Cricket		\$3,544.50 (CNSW)	
Lynches Road Netball Courts	Community Playspace	2015	\$30,000	\$30,000 - Netball		Yes	
Rologas	Rologas Changerooms & Refurb	2015	\$40,000	\$30,000		LOAN	
Rologas	Field Refurbishment	2015				LOAN	
Harris Park	Turf Watering System	2015	\$1,000	\$750 - Cricket	-	-	

## 2016

Newling Oval	Two new cricket nets	2016	\$20,587	\$5,069.30		6,689.77 (CNSW)	
Rologas	Upgrade old amenties & new changerooms	2016	\$20,000 (Interest)				\$COUNCIL LOAN
Moran Oval	Cement Tank Roof	2016	\$9,000	\$1,000			
Lynches Road Netball Courst	Additional seating and shade	2016	\$10,000	\$2,531.20			
Moran Oval	Field Irrigation	2016	\$80,000				
Kentucky Street Gymnastic Centre	Fire watering system	2016	\$471		\$200 In Kind		
Harris Park	Steeplechase Storage Shed	2016/2017	\$2,250				
Harris Park	Replacement Synthetic Wicket	2017					\$10,848.00
Newling Oval	Replacement Synthetic Wicket x 2	2017					\$5,424.00
Kookaburra Crest	Shade Structure	2017					\$6,345.00
Sportsground	Changerooms and canteen extension	Crown	\$40,000	\$35,000	\$35,000		Yes
Sportsground	Field Irrigation	Crown	\$28,520	\$30,000	30,000		
Kookaburra Crest	Shade Structures		\$6,345				
Harris ParkII & III and Newling No1	Synthetic Grass		\$13,271.81				
Lynches Rd Netball Courts	Clubhouse	ADC	\$50,000	\$50,000	\$50,000		Yes

Funded	from	2016_17	budget	Estimated Total Cost	SC Funds Allocated
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## Attachment 1

## Priority List - Armidale Regional Sports Council - Feb 2024

Lions Sporting Complex	Fence on side field	Council	\$9,900		\$10,000		
Lions Sporting Complex	PA System	Council	\$9,295		\$10,000		
Sportsground	Refurbish cricket nets storage shed	Crown	\$3,520	\$2,000	\$5,000	\$1,520	-
Guyra Junior Rugby Leage	Storage Shed (Short fall)		\$4,000		\$4,000		
TOTAL					\$39,500		

## Attachment 1

## Priority List - Armidale Regional Sports Council - Feb 2024

Total cost of project	PJ	W/O
337000		
55000		
20000		
32000		
18685		
24000		
3759		
5000		
221000		
4800		
16220.64		
125000		
600000		
500000		
1750		

	PJ	W/O	
32,346.07			
\$10,000	240320120421041966		Cricket, Soccer, touch
\$12531.20			
\$83,836.00			
\$671			
2015/16	Sports Council Funded	Cricket	
Apr-17		Cricket	
2017	CAPITAL	NEMTB	
2017	CAPITAL	Cricket	
2015/16	Underway	Netball	





## Attachment 1

## Priority List - Armidale Regional Sports Council - Feb 2024

2016/17	Completed	
2016/17	Completed	
2016/17	Completed	Cricket
2016/17	Completed	

Priority	Location	Project
#1	Armidale Sportsground	New indoor cricket venue - stage 4
#2	Moran Oval	Female change rooms/toilets & canteen/bar
#3	Armidale Sportsground	Carpark Development - Stage 1 & 2 (complete)
#4	Harris Park	Increase lighting to 200 lux
#5	Harris Park	Clubhouse renovation
#6	Multiple fields	Comissioning existing bores
#7	Jack Vallance Oval	Field lighting and surface renovation
#8	Newling Oval	Field lighting
#9	TBA	Premier Standard Field
#10	TBA	Synthetic Athletics Track
#11	Moran Oval	Renovate grass cricket pitch
#12	Guyra Tennis Club	Improve security - doors and windows

Land owner	Estimated Total Cost	SC Funds Requested	SC Funds Allocated	Sporting Body Contribution	External funding required	Proposed Year
Crown	\$95,000	\$20,000		\$10,000	Yes	2021/22
Crown	\$264,000	\$20,000		In kind PM - 10% of project cost = \$26,355	Yes	2021/22
Crown	\$300,000	\$20,000		\$0	Possibly not	2021/22
Council	\$150,000	?		?	Yes	2021/22
Council	\$1,000,000	?		?	Yes	2021/22
Council/crown	\$1.5 million	?		?	Yes	2022/23
Council	\$400,000?	\$0		\$0	Yes	2021/22
Crown	\$400,000?	?		?	Yes	2021/22
Unknown	\$2 million				Yes	
Unknown	\$2 million				Yes	
Crown	\$25,000	\$16,490		\$5,000	Yes	2021/22
Council	?	?		?		2021/22

Comments
SDP application to be received - MP
SDP application received 28/04/2021 - MF. Awaiting extinguishment of Native Title prior to being able to receive land owners consent from Crown.
SDP application received 05/02/2018 - MP. Listed for S7.12 (development) project funding.
No SDP application received.
Grant application submitted by ARC for \$180,000 in RSIF - outcome April 2021
No SDP application received.
Possible grant application in RSIF round 2, late 2021.
No SDP application received.
Grant application submitted by ARC for \$3.4 million in the Bushfire Local Economic Recovery Fund on 25 January 2021.
Outcome unknown.
No SDP application received.
ARC submitted grant application in SCCF round 4 for \$475,000. Outcome advised in September 2021.
No SDP application received.
ARC seeking quotes.
Further investigation required
Further investigation required
SDP application received 24/08/2018 - MP. Updated quotes required.
SDP application to be received.

Responsible
Cricket
Rugby (Blues)
Cricket/council
Football/Athletics/ Cricket/Council
Football/Athletics/ Cricket/Council
Council
Council
Council
Football
Athletics
Cricket
Guyra Tennis/Council



## Attachment 1

## Priority List - Armidale Regional Sports Council - Feb 2024

**Ethical Decision Making and Conflicts of Interest*****A guiding checklist for Councillors, officers and community committees*****Oath or Affirmation of Office**

Councillors are reminded of the Oath or Affirmation taken of office, made under section 233A of the *Local Government Act 1993* when elected.

**Ethical decision making**

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

**Conflict of interest**

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- **Pecuniary** – regulated by the *Local Government Act 1993* and Office of Local Government
- **Non-pecuniary** – regulated by Codes of Conduct and policy. ICAC, Ombudsman, Office of Local Government (advice only). If declaring a Non-Pecuniary Conflict of Interest, Councillors can choose to either disclose and vote, disclose and not vote or leave the Chamber.

**The test for conflict of interest**

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of 'corruption' – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

**Identifying problems**

**1st** Do I have private interests affected by a matter I am officially involved in?

**2nd** Is my official role one of influence or perceived influence over the matter?

**3rd** Do my private interests conflict with my official role?

**Local Government Act 1993 and Model Code of Conduct**

For more detailed definitions refer to the *Local Government Act 1993*, Chapter 14 Honesty and Disclosure of Interest and Model Code of Conduct.

**Disclosure of pecuniary interests / non-pecuniary interests**

Under the provisions of Section 440AAA(3) of the *Local Government Act 1993* (pecuniary interests) and the Model Code of Conduct it is necessary for you to disclose the nature of the interest when making a disclosure of a pecuniary interest or a non-pecuniary conflict of interest at a meeting.

**A Declaration form should be completed and handed to the General Manager** as soon as practicable once the interest is identified. Declarations are made at Item 3 of the Agenda: Declarations - Pecuniary, Non-Pecuniary and Political Donation Disclosures, and prior to each Item being discussed: The Declaration Form can be downloaded at [Disclosures and Declarations of Interest at Meetings](#).