ARMIDALE Regional Council

ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 28 September 2022
4pm

at

Armidale Council Chambers

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MINUTES

ORDINARY MEETING OF COUNCIL

Held on

Wednesday, 24 August 2022
4pm

at

Armidale Council Chambers
Zoom

PRESENT: Councillor Sam Coupland (Mayor), Councillor Todd Redwood (Deputy Mayor - via Zoom), Councillor Paul Gaddes, Councillor Jon Galletly, Councillor Susan McMichael, Councillor Steven Mepham (via Zoom), 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 Sustainable Development), Mr Alex Manners (Chief Officer Assets and Services), Mr Simon Paul (Acting Chief Financial Officer), Ms Jessica Bower (Executive Officer) and Ms Melissa Hoult (Executive Officer).

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1. CIVIC AFFIRMATION AND ACKNOWLEDGEMENT OF COUNTRY

Cr McMichael 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 Gaddes	15.3	☐ Pecuniary ■ Non Pecuniary – Significant Conflict ☐ Non Pecuniary – Non Significant Conflict	Reason: Board member of NERAM. Intended action: Leave Chamber

5. CONFIRMATION OF MINUTES

5.1 Minutes of Previous Meeting held 27 July 2022 *Ref: AINT/2022/31712 (ARC16/0001-7)*

157/22 **RESOLVED**

That the Minutes of the Ordinary Council meeting held on 27 July 2022 be taken as read and accepted as a true record of the meeting.

Moved Cr McMichael **Seconded Cr Gaddes**

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

6. MAYORAL MINUTE

NIL

7. NOTICES OF MOTION

7.1 RRMS proposal for the West Armidale Medical Centre and access to GP services in New England rural communities *Ref: AINT/2022/33445 (ARC16/0025-6)*

158/22 **RESOLVED**

1. That council notes the announcement by the Rural and Remote Medical Services (RRMS) to depart from five GP clinics in New England rural communities at the end of September, and RRMS' proposal to convert the West Armidale Medical Centre to a training centre for overseas doctors.
2. That, consistent with our Delivery Program Goal to "Ensure health and community service provision meets the needs of our growing and ageing population" council write to the Federal Minister for Health, the Assistant Minister for Health, the Assistant Minister for Regional Health and to the Hon Barnaby Joyce, as well as the NSW Ministers for Health and Regional Health and to the Hon Adam Marshall, asking them to support the proposal by RRMS and also do what they can to address the funding crisis in GP services, especially to rural and regional health, and also ensure that appropriate funding is available for telehealth services.
3. That council also brings the matter to the attention of the New England Joint Organisation of councils.

Cr Dorothy Robinson

12 August 2022

Moved Cr Robinson **Seconded Cr McMichael**

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

8. LEADERSHIP FOR THE REGION

8.1 LGNSW Annual Conference 2022 *Ref: AINT/2022/31710 (ARC16/0144)*

159/22 **RECOMMENDATION:**

a. That in addition to the Mayor, Deputy Mayor and General Manager, Councillor Margaret O'Connor be registered as Councils delegates to the LGNSW Annual Conference 2022.

b. That the process for appointment be by show of hands.

c. That council votes, in seriatim, on the following LGNSW Motions that have been received from Councillors;

i. **Motion**

Motion submitted by Councillor Robinson:

"That LGNSW supports and works towards the introduction of a standard for new wood heaters that will protect public health."

Background

An expert **position paper on wood heater pollution**, written by 11 health professionals from the Centre for Air pollution, energy and health Research (CAR, an NHMRC Centre

of Research Excellence) notes that "Current Australian wood heater standards are insufficient to protect health".

The paper recommends rigorous emissions standards for "real world" heater operation. Prof Fay Johnston's **Letter of Support** for a health-based standard explains:

"Unbeknown to most, air pollution from wood heaters is a significant issue in Australia. It is the number one source of fine particulate air pollution (PM2.5) in both Sydney and Melbourne..... Researchers affiliated with CAR have estimated that in the Greater Metropolitan Region of NSW, long-term exposure to PM2.5 from wood heaters causes 100 deaths per year. This is more than deaths from PM2.5 exposure coming from power stations (45 deaths) and traffic pollution (72 deaths)

…While the current standards may appear to be adequate, they do not reflect 'real world' wood heater operation."

There was also general agreement at the Healthy Environments and Lives Conference, 18 November 2021, that the current AS/NZS 4013 is grossly inadequate (**https://heal2021.com.au/recordings/**). The presentation by Dr John Todd (who resigned in 2019 as Chair of the Standards Australia Committee on Solid Fuel Heating) "stated: our Standards are out of date".

The NSW Government's Clean Air Strategy states that "day-to-day management of wood heater emissions is at the local government level". A nationally-representative survey conducted by Asthma Australia in November 2021 found that "People who are exposed to woodfire heaters said they are **largely unable to protect themselves from the smoke**"

The lack of a health-based standard for wood heaters not only contributes to substantial ill-health, but also adds to the workload of local councils. A new health-based standard for wood heaters would not only help protect public health, it would also reduce the time and effort needed to deal with complaints by people whose health is compromised by other people's wood smoke that, as revealed by Asthma Australia's study, are very difficult to resolve.

Moved Cr Robinson **Seconded Cr Widders**

DIVISION The result being:-

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

AGAINST: Crs J Galletly and P Packham

The Mayor declared the vote CARRIED.

Cr Susan McMichael left the meeting, the time being 04:15 PM

Cr Susan McMichael returned to the meeting, the time being 04:16 PM

ii. **Motion**

Motion submitted by Mayor Coupland:

"That Local Government NSW;

1. Requests the NSW Government assist Regional Councils to make more simple adjustments to their planning documents in order to bring forward suitable "Logical Inclusion Housing areas" especially adjacent to the existing urban fabric of their towns and centres.
2. Requests technical support be provided by Department of Planning and Environment (DPE) to assist Regional Councils to find and deliver suitable housing areas without the necessity to undertake major review and structural changes to their planning documents.
3. Requests the NSW Government direct DPE not to exclude "Logical Inclusion Housing areas" for consideration because they have not already been identified in high level planning Council planning documents. It is acknowledged that processes would be conducted in accordance with accepted site planning assessment criteria and principles."

Background

Council understands that the Department of Planning and Environment (DPE) is looking at means and pathways for accelerating housing delivery as part of a deliberate program. Armidale Regional Council supports the logic behind this move by the State but would like to have available to it more simple pathways to enable early activation where it can be demonstrated areas are logical inclusion for housing without the necessity of needing to go back to the first principles and complete major reviews of high-level planning documents.

Certain areas in regional councils could be "Logical Inclusion Housing Areas" and supported for rezoning without requiring detailed planning studies. A process can be created where logical extensions to the city boundary can occur without the need to do a Housing Strategy which would provide land supply to meet the needs for the next 2-3 whilst work continues on the 20 year housing strategy

Moved Cr Coupland **Seconded Cr Gaddes**

The Mayor declared the vote CARRIED unanimously.

iii. **Motion**

Motion submitted by Mayor Coupland:

"That Local Government NSW;

1. Requests the NSW Government assist Regional Councils to identify and utilise council-owned land for housing.
2. Requests technical support be provided by Department of Planning and Environment (DPE) to assist Regional Councils to reclassify appropriate community land to operational land to support use for housing purposes.
3. Requests the NSW Government provide funding for infrastructure to activate suitable council-owned land for housing."

Background

The Regional Housing Taskforce Findings Report (page 30) noted that a number of regional councils indicated their willingness and intention to utilise council-owned land for social and affordable housing. Limited supply of suitable council-owned lands without reservations and restrictions was raised as a barrier with some councils suggesting that excess community land (which is subject to restrictions in use and cannot be sold or leased on a long term basis) could be reclassified to operational land to support use for housing purposes.

A number of council blocks that are pocket parks or other under-utilised parcels and could be used for housing. The process for reclassifying this land from community to operational (to allow sale or development) requires amendment to the LEP one parcel at a time. If all land were done as one package councils could bring blocks to the market quickly within the existing footprint of the towns.

Moved Cr Coupland **Seconded Cr Robinson**

The Mayor declared the vote CARRIED unanimously.

iv. **Motion**

Motion submitted by Mayor Coupland:

"That Local Government NSW;

1. Requests the NSW Government commit to ensuring that Regional Housing initiatives that bring forward new housing opportunities be prioritised for Renewable Energy Zones (REZ) and Special Activation Precinct areas.
2. Requests the NSW Government direct Department of Planning and Environment to require all State Significant Development proposals within the Renewable Energy Zones to supply temporary housing for construction workers unless they have demonstrated adequately that there is sufficient housing supply in the local area and that such assessment be required to consider the cumulative on housing demand of concurrent projects."

Background

The Councils within the New England Renewable Energy Zone are already experiencing considerable housing pressure with vacancy rates below 1%. There is a need to ensure effective Government and Developer led responses to current housing pressures that will be exacerbated by the unprecedented level of government and private investment in the REZ and SAP areas.

Renewable energy projects with the sort of construction jobs being espoused by EnergyCo need to mitigate their impact on local housing and tourist accommodation markets in the host communities and be cognisant of the cumulative impact of multiple construction projects overlapping in the REZs.

Proponents should be required to provide accommodation for construction workers in the same way that major infrastructure projects (like Inland Rail) and major mining projects do. This should be required as part of the DA for REZ projects and should consider the cumulative construction worker housing task across multiple projects.

Moved Cr Coupland **Seconded Cr O'Connor**

The Mayor declared the vote CARRIED unanimously.

v. **Motion**

Motion submitted by Mayor Coupland:

"That Local Government NSW;

1. Requests the NSW Government direct Department of Planning and Environment to prepare a cumulative social, environmental and economic impact assessment for the full development scenario of each Renewable Energy Zone (REZ), both during construction and operation, which includes (but is not limited to) impact on agricultural land and employment and our way of life
2. Requests the NSW direct DPE to consult with individual councils as to the most appropriate zones within each LGA to host renewable developments and give preference to those developments that fall within an 'approved' zone."

Background

In the REZ statement, the NSW Government claims it will "support around 830 operational jobs and 1,250 construction jobs." The source and definition of these jobs number estimates is not clear.

A number of the New England solar farm operators' proposals have given an indication of their expected number of operational jobs which equates to around 22 jobs for each one gigawatt of solar farm capacity. This translates to 170 operations and maintenance jobs for 8 gigawatts. Including indirect jobs (about 130), it is consistent with a total of about 300 jobs arising from the REZ. Significantly these estimates, even including indirect jobs, are well below the claimed 830 operational jobs.

The estimated amount of prime agricultural land required to host the renewable energy projects within the NE REZ is 32,000ha. Depending on the type of project and its location there will be significant social impact on members of the community including, but not limited to, devaluation of neighbouring properties, environmental concerns, health concerns and visual pollution.

The individual State Significant Developments (SSD) within the NE REZ are required during the SSD process to assess the social impact and give consideration to the cumulative impacts of multiple projects. This is not sufficiently independent or robust to satisfy host communities.

Moved Cr Coupland **Seconded Cr McMichael**

The Mayor declared the vote CARRIED unanimously.

vi. **Motion**

Motion submitted by Cr Robinson:

"That LGNSW formally supports ALGA's call for a Local Government Climate Response Partnership Fund of $200 million' be endorsed for submission to LGNSW."

Background

LGNSW's policy platform on Climate Change includes many useful initiatives. Support for ALGA's call for a Local Government Climate Response Partnership Fund of $200 million would be a useful addition.

Moved Cr Robinson **Seconded Cr O'Brien**

The Mayor declared the vote CARRIED unanimously.

vii. **Motion**

Motion submitted by Cr Robinson:

"That LGNSW formally supports the introduction in NSW of subsidies such as those available in Victoria and the ACT for residents to improve energy efficiency and replace gas and wood heating."

Background

According to the government of Victoria: "A reverse-cycle air conditioner is one of the most cost-effective and energy-efficient ways to provide heating and cooling for your home in one system, for year-round comfort" - see https://www.heatingupgrades.vic.gov.au/

Modern, energy reverse cycle systems can deliver 4 or 5 times as much heat to the home as they use in electric power and will be increasingly powered by renewable electricity.

Victoria offers subsidies of $1000 to install energy-efficient reverse cycle systems, plus an additional $500 if the switchboard needs to be upgraded. Households with annual incomes below $90,000 are eligible, as are owners of properties rented for less than $500 a week. THE ACT Government offers subsidies of up to $1250 under its 'Climate Choices' program to replace wood heaters with efficient reverse cycle systems and also offers subsidies to replace gas heaters - https://www.climatechoices.act.gov.au/policy-programs/wood-heater-replacement-program.

The schemes in Victoria and the ACT represent an extremely cost-effective way to improve the thermal comfort of homes, reduce energy poverty and reduce global warming, and would be consistent with the NSW Government's commitment to a 50% reduction in NSW's contribution to global warming by 2030.

Moved Cr Robinson **Seconded Cr O'Connor**

The Mayor declared the vote CARRIED unanimously.

viii. **Motion**

Motion submitted by Cr Robinson:

"That LGNSW acknowledges finding one of the NSW parliamentary inquiry into rural health that people living outside of the city have "significantly poorer health outcomes, greater incidence of chronic disease, and greater premature deaths" and advocates for rapid implementation of all 44 recommendations in the final report' be endorsed for submission to LGNSW."

Background

1. Final report of the parliamentary inquiry: Report no 57 - Portfolio Committee No. 2 - Health outcomes and access to health and hospital services in rural, regional and remote New South Wales (see finding 1, page 14).

2. ABC report on the NSW Rural Health Inquiry Findings: https://www.abc.net.au/news/2022-05-05/regional-health-inquiry-findings-handed-to-nsw-government/101031564.

Moved Cr Robinson **Seconded Cr O'Connor**

The Mayor declared the vote CARRIED unanimously.

8.2 Council Actions Report January - July 2022 *Ref: AINT/2022/32059 (ARC16/0001-7)*

160/22 **RESOLVED**

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

Moved Cr Widders **Seconded Cr McMichael**

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

8.3 Council input into development of Lobbying Guidelines by the Office of Local Government *Ref: AINT/2022/32773 (ARC22/5047)*

161/22 **RESOLVED**

That Council note the ICAC recommendations and provide collective feedback via the General Manager by Wednesday 31 August 2022 to inform a formal submission by Council to the OLG by 5 September 2022 on the collective view of Council as to whether:

- the LOGO Act should apply to NSW local governments; and
- what should be included in the proposed Lobbying Guidelines and model policy to be drafted by the OLG.

Moved Cr O'Brien **Seconded Cr O'Connor**

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

8.4 Tabling of Updated Disclosure of Pecuniary Interest - Councillor Packham

Ref: AINT/2022/33010 (ARC19/3543)

162/22 **RESOLVED**

That Council note the tabling of updated Disclosure of Pecuniary Interest and Other Matters provided by Councillor Packham as required by the *Model Code of Conduct*.

Moved Cr O'Connor **Seconded Cr McMichael**

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

9. GROWTH, PROSPERITY AND ECONOMIC DEVELOPMENT

9.1 Planning Agreement with Oxley Solar Farm

163/22 **RESOLVED**

That Council:

a. Accept the following general terms of the Planning Agreement proposed by the proponent in relation to the Oxley Solar Farm:

   i. Lump sum of $2,790,000 (adjusted annually for CPI) on commencement of construction.

   ii. Annual payment of $139,500 (adjusted annually for CPI) for 20 years from commencement of construction.

   iii. An agreement to provide assistance with purchasing solar panels and steel components on behalf of Council at Oxley Solar Farm corporate rates.

   iv. Annual sponsorship of Project Zero30 of $20,000 (adjusted annually for CPI) for 10 years from commencement of construction.

   v. Provision of four electric vehicle charging stations at agreed locations no later than commencement of operation.

b. Advise the proponent of Oxley Solar Farm and the NSW Government of its decision.

Moved Cr Robinson **Seconded Cr Galletly**

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

9.2 YMCA Partnership - Update on Pilot Project for the operation of Council's Armidale and Guyra Pools *Ref: AINT/2022/32199 (ARC21/4976)*

164/22 **RESOLVED**

That Council:

a) Endorse an extension the MOU for a further three months to appropriately review options, continue community consultation on the Y NSW report and enter into negotiations with the Y NSW for the ongoing management of the two Aquatic

Centres.

b) Note the Report from the Y NSW and endorse the findings of the Armidale Regional Council's Swimming Pools and the recommendation to engage external consultants to assist in the creation of a business case; and

c) Delegate authority to the General Manager to commence negotiations into the ongoing management of the two Aquatic Centres for an initial two-year interim management model incorporating the 2023/2024 and 2024/2025 pool seasons at the conclusion of the MOU.

Moved Cr O'Connor **Seconded Cr Widders**

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

9.3 2021-22 Draft Financial Statements - Refer to Audit

Ref: AINT/2022/32476 (ARC16/0001-7)

165/22 **RESOLVED**

A. Council endorse the 2021-22 draft financial statements as:

1. being prepared in accordance with:
   - the *Local Government Act 1993* (as amended) and the Regulations made there under;
   - the Australian Accounting Standards; and
   - the Local Government Code of Accounting Practice and Financial Reporting.
2. presenting fairly the Council's operating result and financial position for the year; and
3. being in accord with Council's accounting and other records.

B. Council confirm it is not aware of any matter that would render the draft financial statements being prepared as being false or misleading in any way;

C. Council endorse the Draft Financial Statements be referred to audit following completion of quality review by Council's Executive Leadership Team and Audit, Risk and Improvement Committee;

D. Council delegate authority to the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to sign the 'Statement by Council and Management' for inclusion within the draft financial report;

E. Council delegate authority to the General Manager to finalise the date at which the auditor's report and financial statements are to be presented to the public;

F. Council delegate authority to the General Manager to set the 'authorised for issue' date upon receipt of the auditor's report; and

G. The Audited Financial Statements be presented to the October 2022 Ordinary Council meeting.

Moved Cr Widders **Seconded Cr O'Connor**

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

9.4 Cash and Investment Report 31 July 2022 *Ref: AINT/2022/32504 (ARC20/4311)*

166/22 **RESOLVED**

That Council note the Cash and Investment Report for July 2022.

Moved Cr Gaddes **Seconded Cr Widders**

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

10. ENVIRONMENT AND INFRASTRUCTURE

10.1 Adoption of Catchment Water Quality Strategic Plan 2022-2032

Ref: AINT/2022/33152 (ARC21/4652)

167/22 **RESOLVED**

That Council Adopt the Catchment Water Quality Strategic Plan 2022-2032

Moved Cr Widders **Seconded Cr O'Connor**

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

10.2 ARC Renewable Energy Action Plan for Public Exhibition

Ref: AINT/2022/33457 (ARC21/4551)

168/22 **RESOLVED**

That Council:

a. Endorse the Renewable Energy Action Plan noting the recommendations and priorities contained in section 7.2 of the report, including:
   - Increase energy awareness: ARC understands and controls energy usage to optimise productivity.
   - Move towards energy autonomy: ARC generates and supplies renewable energy to itself at a known and affordable price.
   - Engage carefully with Retailers: ARC is serviced by flexible, fair retail arrangements.
   - Electrify vehicles, plant, and equipment: Ensuring ARC fleet, plant and equipment is low-emission, affordable and effective.
   - Lead energy innovation: ARC becomes known as an attractive place for R&D, trials and implementation of new technology.
   - Have a stake in energy asset ownership: ARC receives additional revenue streams through the provision of utility services (micro grids, embedded networks, and alike).
   - Plan for energy security and climate resilience: Consider the relative importance of energy security at key sites and factor this into considerations for Behind the Meter

installations

b. Place the Renewable Energy Action Plan on public exhibition for a period of 28 days to obtain community feedback before returning to Council for adoption.

Moved Cr Robinson **Seconded Cr Gaddes**

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

11. OUR PEOPLE AND COMMUNITY

Nil.

12. COMMITTEE REPORTS

12.1 Armidale Regional Aboriginal Advisory Committee Meeting - Minutes of Meetings held on 5 May 2022 and 9 June 2022

Ref: AINT/2022/32584 (ARC16/0605)

169/22 **RESOLVED**

That the Minutes of the Armidale Regional Aboriginal Advisory Committee meetings held on 5 May 2022 and 9 June 2022 be noted.

Moved Cr O'Brien **Seconded Cr O'Connor**

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

12.2 Sports Council - Minutes of the Meeting held on 8 June 2022

Ref: AINT/2022/31454 (ARC16/0330)

170/22 **RESOLVED**

That Council note the Minutes of the Sports Council Committee meeting held on 8 June 2022.

Moved Cr Galletly **Seconded Cr Gaddes**

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

12.3 Traffic Advisory Committee - Minutes of the meeting held on 2 August 2022

Ref: AINT/2022/32671 (ARC16/0168-7)

171/22 **RESOLVED**

That in relation to the report "Armidale Regional Council Traffic Advisory Committee Minutes – 2 August 2022", that Council:

a) Endorse the change of the Taxi Zone to a Bus Zone in Ollera St Guyra and removal of the first two angle parking spaces to accommodate the bus zone.

b) Endorse the change of the Taxi Zone in Bradley St Guyra to a Bus Zone used for the community bus.

c) Endorse the change of the Taxi Zone in Moore St Guyra to a Bus Zone and monitored for use.

d) Endorse the installation of a 'No Stopping' sign on the northern side of Kentucky Street Armidale opposite the Gymnastic Centre.

e) Request TfNSW to investigate improving the intersection of Dangar and Kentucky Street Armidale to reduce traffic delays for turning traffic.

Moved Cr McMichael **Seconded Cr O'Connor**

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

12.4 KPWG - Minutes of meetings held June - August 2022

Ref: AINT/2022/32324 (ARC20/4323)

172/22 **RESOLVED**

That the following Minutes of the Key Pillar Working Group meetings held from June 2022 to August 2022 be noted;

- Future Region KPWG meeting held 16 June 2022
- Future Region KPWG meeting held 21 July 2022

Moved Cr Gaddes **Seconded Cr Robinson**

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

13. MATTERS OF AN URGENT NATURE

Nil

14. QUESTIONS ON NOTICE

14.1 Question on Notice - Cr Robinson *Ref: AINT/2022/33378 (ARC16/0025-6)*

173/22 **RESOLVED**

That Council note the response to the Questions on Notice submitted by Cr Robinson.

Moved Cr Robinson **Seconded Cr McMichael**

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

PROCEDURAL MOTION

174/22 **RESOLVED**

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

15.1 Business Case for Continuation of Dattner Consultancy - Phase 3 - Engagement and Leadership Development 2022-2023. (AINT/2022/31666) - *(**General Manager's Note:** The report considers a tender and is deemed confidential under Section 10A(2)(c) of the Local Government Act 1993, as it deals with commercial information of a confidential nature which, if disclosed, confers a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business).*

15.2 Debt Write-Off Request - Sundry Debtor. (AINT/2022/32771) - *(**General Manager's Note:** The report considers hardship and is deemed confidential under Section 10A(2)(b) of the Local Government Act 1993, as it deals with the personal hardship of any resident or ratepayer).*

15.3 New England Regional Art Museum's Capital Works Program - Request for Support. (AINT/2022/33446) - *(**General Manager's Note:** The report considers NERAM 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 5:08pm.

Council returned to Open Session at 5:37pm.

RESUMPTION OF MEETING

175/22 **RESOLVED**

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

Moved Cr Robinson **Seconded Cr McMichael**

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

15. CLOSED SESSION

15.1 Business Case for Continuation of Dattner Consultancy - Phase 3 - Engagement and Leadership Development 2022-2023

Ref: AINT/2022/31666 (ARC21/4551)

176/22 **RESOLVED**

a. That Council continues to endorse the sole supplier Procurement Strategy of The Dattner Group to continue to provide high level and specialist consultancy services and a consistent approach to achieve Councils culture change objectives as part of the 'Restore and Thrive' Strategy;

b. That this Procurement Strategy be endorsed under Section 55(i) of the *Local Government Act 1993* (that) an exception to the Act as endorsed for this contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders" for the reasons outlined in this report;

c. Endorse an upper level limit of $240,000.00 (GST exclusive) for the continuation and/or completion of this project by the Dattner Group: 'Phase 3 – An Inspired way Forward' consistent with funding approved in the 2022-23 Financial year budget and;

d. That, should future follow up, additional strategy, programs and other key strategic value be considered by the General Manager for future stages to the benefit of Council that endorsement of appropriate funding based on estimates be given to the General Manager within the established budget parameters and reporting frameworks of Council.

Moved Cr Galletly **Seconded Cr O'Brien**

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

15.2 Debt Write-Off Request - Sundry Debtor

Ref: AINT/2022/32771 (ARC17/1711)

177/22 **RESOLVED**

That Council approve a write-off of $14,865.73 (GST exclusive) for the debt as outlined in the report.

Moved Cr O'Connor **Seconded Cr Robinson**

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

Cr Paul Gaddes left the meeting, the time being 05:14 PM

15.3 New England Regional Art Museum's Capital Works Program - Request for Support *Ref: AINT/2022/33446 (ARC16/0025-6)*

178/22 **RESOLVED**

That Council defer a decision on this item until the September 2022 OCM

That by 5 September 2022;

a. Council to determine its position in relation to expectations of NERAM in return for the funding extension
b. Council to convey to NERAM additional information sought.
c. Council request NERAM make a presentation to Councillors prior to the September OCM in relation to the funding extension sought.

SUSPENSION OF STANDING ORDERS - Move into committee of the whole
Moved Cr Coupland **Seconded Cr O'Brien**

Standing orders were suspended at 5:15pm

RESUMPTION OF STANDING ORDERS - Move out of committee of the whole
Moved Cr Coupland **Seconded Cr Galletly**

Standing orders were reinstated at 5:35pm

Moved Cr Coupland **Seconded Cr O'Connor**

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

Cr Paul Gaddes returned to the meeting, the time being 05:36 PM

There being no further business the Mayor declared the meeting closed at 5:40pm.

INTEGRATED PLANNING AND REPORTING
DASHBOARD - OPERATIONAL PLAN 2021-2022

(January-June 2022)

PROJECTS	
Status	
On Track	51%
Needs Attention	19%
Critical	10%
N/A (complete)	20%
TOTAL	100%

PROJECTS	
Progress	
0%	1%
25%	19%
50%	20%
75%	21%
100%	35%
N/A	4%
TOTAL	100%

OPERATIONS	
Status	
On Track	47%
Needs Attention	11%
Critical	0%
N/A (complete)	42%
TOTAL	100%

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ARMIDALE Regional Council

Operational Plan 2021-2022 Reporting

(January-June 2022)

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
G1	G1.1	Projects	DCP Merge Project	**Commence the merge of the Armidale Dumaresq Development Control Plan (DCP) 2012 and the Guyra DCP 2015.**	OP	DEV	Daniel Boyce	· Project scoping complete by December 2021.	Critical	●	0	This project is dependant on the new merged local environmental plan (LEP). It is expected that the DCP Chapters will be reviewed individually as part of the merge with Parking Code being the priority.
G1	G1.2	Projects	LEP Merge Project	**Merge the Armidale Dumaresq Local Environmental Plan (LEP) 2012 and the Guyra LEP 2012.**	OP	DEV	Daniel Boyce	· Armidale Regional LEP completed by June 2022.	On track	●	75	The Council endorsed the merged LEP at the February 2022 Council Meeting. The final package for LEP has been prepared and forwarded to NSW Government for drafting.
G1	G1.1, G1.2, G1.3, G1.4	Operations	Planning Proposals	**Prepare and/or assess proposed amendments to the Armidale Dumaresq, Guyra, and merged Armidale Regional Council LEPs.**	OP	DEV	Daniel Boyce	· All planning proposals align with regional and local strategic land use objectives.	On track	●	N/A	PP 15 – Long Swamp Rd: withdrawn, awaiting further comments from DPI and BCD before re-lodging through the Portal; PP 18 – Kurrawatha Ave: rejected by DPIE to proceed to gateway, further justification required if the proponent wishes to progress; PP 19 – Rusden St: Council resolved to proceed to gateway, in preparation to be lodged via Planning Portal.
G1	G1.1, G1.2, G1.3, G1.4	Operations	LSPS implementation	**Implement relevant Local Strategic Planning Statement (LSPS) planning and administrative actions.**	OP	DEV	Daniel Boyce	· Progress on LSPS implementation is reported on six monthly basis as per LSPS Implementation Plan.	On track	●	N/A	Council has resolved to prepare a revised 20 year land use planning vision (LSPS) in 2023-24 as part of its forward planning agenda. Work has begun on the Housing Strategy.
G1	G1.1	Operations	State Planning Initiatives	**Monitor and respond (as appropriate) to NSW Government planning initiatives.**	OP	DEV	Daniel Boyce	· All State planning initiatives and plans include input from the ARC LGA.	On track	●	N/A	Council has made submissions on the Renewable Energy Zones (REZs) and the Infrastructure Contribution initiatives and Large Scale Solar Guidelines, as well as a number of SSD proposals. Council has opted into Agri-Tourism, Disaster Resilience and Employment Zone reform packages which have resulted in amendments the LEP.
G1	G1.1	Operations	Development and Regulatory Applications and Approvals Processing	**Receive and action development, building, health and regulatory applications and approvals in line with relevant legislation.**	OP	DEV	Daniel Boyce	· All applicable buildings, businesses and homes meet safety and compliance standards with approvals determined within a median of 30 days (10 days median action of Pre-DAs).	On track	●	N/A	Council has a current median timeframe for Development Applications of 29 days
G1	G1.4	Operations	Certification and Inspection Services	**Provide building and development certification and inspections services to the community in line with legislative obligations.**	OP	DEV	Daniel Boyce	· All applicants meet safety and compliance standards and are certified accordingly with a 20 day median determination for certificates.	On track	●	N/A	Council has a current median timeframe for Certificates of 10 days
G1	G1.4	Operations	Environmental Health	**Provide Environmental Health advice, approvals and inspections.**	OP	DEV	Daniel Boyce	· All health premises meet safety and compliance standards and where relevant are inspected annually.	On track	●	N/A	Council staff have continued to inspect food premises and beauty salons where required to ensure premises comply with legislation.
G2	G2.1	Projects	Saleyard Upgrades	**Complete project planning and approvals for the upgrade of the Armidale and Guyra Livestock Selling Centres/Saleyards that will include amenities block, car parking, livestock handling equipment, yarding infrastructure, and water harvesting.** **Total project cost: $4,998,000**	CAP	P/F	Andrew Levingston	· Project shovel ready by June 2022.	On track	●	50	Work has commenced in removal of old sheep yards at Armidale, due to be completed end of August 2022. 50% design and concept discussion with key stakeholders completed in July 2022. 90% design and concept expected October / November 2022. Final costing and Tendering for works expected November / December 2022. Extended lead time due to consultant shortage has pushed the design and concept stage out by 10 weeks. Project on track for completion June/ July 2023.
G2	G2.1 E1.4	Operations	New England Weeds Authority	**Auspice the New England Weeds Authority program of works including the control of listed noxious weeds, particularly Soda Apple.**	OP	R/P	New England Weed Authority	· Region-wide noxious weed control program implemented. · Decline in Soda Apple weed infestations.	On track	●	N/A	New England Weed Authority has been contracted to spray all priority listed weeds. Rural roads are sprayed yearly, as are waste depots. Different weeds are sprayed at different times of the year based on the appropriated time to spray them.

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CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
G3	G3.1	Projects	Armidale Spring Games	**Coordinate the inaugural Armidale Spring Games in October including hockey, cricket and football bringing thousands of players to the region over three days.**	OP	CM	Katrina George	· Visitor numbers to Armidale are increased, including 100% occupancy in Armidale Hotels, during the weekend.	On track	●	75	The Armidale Spring Games were postponed from 2021 and are now to be held on the October 2022 Long Weekend. The event planning and delivery is on track.
G3	G3.1	Projects	Waterfall Way Campaign	**Implement actions from the Waterfall Way Marketing & Recovery Campaign including:** **· Completion of My Waterfall Way website.** **· Digital Marketing Campaign.** **· Print / Outdoor Campaign.**	OP	CM	Katrina George	· The region and its visitor experiences are promoted to potential tourists. · Agencies briefed on campaign components by October 2021. · All elements of the campaign implemented by June 2022. · All funding guidelines met and acquittal by June 2022.	On track	●	75	The branding and digital marketing campaign has been completed by Common Ventures. The new Waterfall Way website is nearing completion. The Spring Digital marketing Campaign has been booked with *We Are Explorers* . Due to COVID-19 restrictions the grant has been extended to December 2022. The campaign is on track to be completed in December 2022
G3	G3.1	Projects	Wollomombi Sound Trails	**Install Sound Trails at Wollomombi Gorge:** **· Liaise with Sound Trails Company and guide them on production.** **· Assist Walcha Council in the delivery of the project.**	OP	CM	Katrina George	· Increased tourist offering in the broader region with four sound trails (Apsley Falls, Wollomombi Gorge, Gibraltar NP, and Bald Rock NP) installed by New England High Country by November 2021.	N/A		100	The installation of the soundtrail at Wollomombi Gorge has been completed. The digital marketing campaign for the Soundtrails has been completed
G3	G3.1	Projects	Economic Development, Tourism and Marketing Contributions	**Provide the following contributions:** **· World Endurance Mountain Bike Organisation Championships. November 2021 ($6,500).** **· Guyra Christmas (Rotary, $6,000).** **· Dam Buster Sports Event ($2,000).** **· UNE 12hr in Piney ($2,000).** **· Guyra Lamb and Potato Festival ($8,000 facility hire).** **· Veterans Golf ($2,000).** **· Local spending initiatives (gift cards).** **· Other contributions for new events in Villages.**	CO	CM	Katrina George	· Financial contributions distributed to support community initiatives and events related to economic development, tourism and marketing.	On track	●	100	Funding has been distributed to the events that went ahead. Some of these events have been affected by the pandemic and were unable to proceed this year such as the World Endurance Mountain Bike Championships, UNE 12hr in the Piney and the Guyra Lamb and Potato Festival. Council has been able to support the Guyra Christmas, Dam Buster Sports Event and the Country Gymnastics Championships. Council will continue to look for opportunities to support community events related to economic development, tourism and marketing.
G3	G3.3	Projects	Parking Strategy	**Implementation of Parking Strategy - new parking sensors, reconfiguring existing parking sensors, and updating signage.**	OP	DEV	Daniel Boyce	· 100% of parking enforcements are compliant with regulation, and all timing sensors are updated and accurate.	On track	●	25	The Council considered a report at the July 2022 OCM to endorse alterations to parking time limits. Council chose not to proceed with all changes. Now that the position has been confirmed the update will occur. During COVID-19 Council staff took the opportunity to audit all the parking sensors to ensure that DCA can install new sensors and update the times as endorsed by Council.
G3	G3.1	Operations	Attracting visitors to the region	**Market the Armidale region to NSW & Southern Queensland to promote visitation with a strong emphasis on nature, culture and history and sporting events including:** **· Journalist Famils.** **· Attract events through promoters.** **· Collaborate New England High Country campaigns (cars, bikes, nature).** **· Create a digital marketing strategy for Armidale.** **· Attract, support and promote sporting events such as Gymnastics and Mountain Biking.** **· Attract and support conferencing to the region.**	OP	CM	Katrina George	· Increase visitor numbers to 2018 levels as we recover from fire and COVID-19.	On track	●	75	Due to the reduced tourism budget, the New England High Country has had to rely on the Government Grants to carry out its marketing and promotional activities. Funds have been allocated for the establishment of a cycling campaign and digital marketing campaign. The Armidale Regional Council has not allocated budget to develop a digital marketing strategy however a new Armidale Tourism website has been completed as well as creating social media assets on Facebook and Instagram. In addition we have developed and delivered the new Waterfall Way campaign including branding, websites, a supporting print and social marketing campaign. The Country Gymnastics Championships were supported by the events team .
G3	G3.1	Operations	ARC Visitors Information Centre and Heritage Tours	**Operate an Armidale Visitors Information Centre that promotes the Armidale region to visitors with the aim to extend visitation and overnight stays by enticing them to explore the many varied attractions in the area.**	OP	CM	Katrina George	· Increase visitor numbers to 2018 levels as we recover from fire and COVID-19.	On track	●	75	Due to the ongoing pandemic that has continually interrupted visitation to the region, as well as interrupted the operation of the Visitor Information Centre, our visitation levels have been severely impacted. The Visitor information Centre has been operating normal hours for the last couple of months, witnessing a steady increase in visitor numbers.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
G3	G3.1	Operations	Annual events and promotions activities	**Provide an events and promotions program that:** **• Stimulates the local economy through events and activation. This includes creating, attracting and marketing events that promote visitation and overnight stays, as well as activating precincts such as the Armidale mall and CBD.** **• Celebrate significant dates and occasions in the community calendar (Christmas, New Year, Autumn) as well as hosting citizenship ceremonies and other commemorative events.**	OP	CM	Katrina George	· All events stimulate local economy by increasing overnight stays during event periods. · Program of events delivered as per Tourism and Events Strategy. · Minimum attendance targets achieved.	On track	●	75	The delivery of some of the events that were previously scheduled have been affected by the COVID-19 pandemic. From January - May 2022, we delivered a new Australia Day event, Citizenship Ceremony, Armidale Autumn Festival. Twilight Foodie Market, Big Chill 2022 and the Big Chill Ice Skating Rink.
G4	G4.3	Projects	Armidale Airside	**Conduct a marketing program for Armidale Airside Business Park.**	OP	CM	Darren Schaefer	· Marketing Plan created by September 2021. · A minimum of 2 x lots sold per annum. · > 15 employees per annum (not replacement) attributed to businesses investments in the broader Airport precinct.	On track	●	75	· New metropolitan real estate agent "Colliers" was engaged September 2021, specialising in the sale of commercial real estate. · 14 out of the 24 Lots are either sold or under contract and ahead of schedule. Employment realisation will not occur until late 2023 due to construction timeframes.
G4	G4.4	Operations	Economic Development	**Coordinate economic development initiatives to:** **· Provide regional business support** **· Provide strategic planning input into economic and commercial decision-making for deployment of ARC resources, such as developing a Renewable Energy Action Plan and Policy.** **· Facilitation of government and private investment into the region and business precincts, such as Renewable Energy Initiatives, New England Rail Trail (NERT) as well as commercial enterprises into the CBDs** **· Lead CBD activation via encouraging new businesses into the precinct.** **· Redraft and refresh the ARC Economic Development Strategy**	OP	CM	Will Winter	· Calendar of initiatives dedicated to assist with promoting economic prosperity and stimulus for local business developed by December 2021. · 40 local businesses per annum assisted with expansion, local procurement, regional export enhancement and funding opportunities. · Regional Energy Action Plan and ARC Renewable Energy Policy developed by June 2022. · Governance Structure and community engagement of joint initiative of ARC, NERT and GISC completed by September 2021. · Further government funding opportunities for NERT identified by June 2022. · CBD activation working group established by December 2021. · ARC ED Strategy completed by December 2021.	On track	●	N/A	1) Calendar for economic prosperity and local business stimulus not completed. 2) More than 100 local businesses assisted. 3) Regional Energy Action Plan ready for Council review. 4) Community Governance structures for NERT not completed. 5) NERT Funding opportunities - watching brief. 6) CBD Activation Plans not completed. 7) ARC ED Strategy not completed.
P1	P1.2	Projects	Library Infrastructure Grant	**Complete works to create a 'community living room' space in the Armidale War Memorial Library including:** **· Removal and relocation of circulation desk to facilitate a more adaptable and inviting space.** **· Purchase of new storage solutions and furniture.** **· Improved signage and street presence.**	CAP	CM	Aimee Hutton	· Complete works by December 2021. · Launch new space in early 2022.	On track	●	50	New shelving has been installed, new external signage has been installed, and some new lighting has been installed. The new circulation desk is currently in planning stages. This project has been carried over for completion in 202022-2023.
P1	P1.2	Projects	Launching of the Digital Makerspace	**Launch the digital makerspace in the Armidale Library that features a sound-proof room, a green screen, high quality audio-visual equipment and a recording POD.**	CAP	CM	Aimee Hutton	· Launch the Makerspace by December 2021. (funding sourced from variation of remaining funding on Shingle Hut Bridge project)	On track	●	50	We are currently waiting on the installation of the soundproof booth. This is due to happen in August 2022. Once complete, the digital recording equipment will be installed and the facility will be launched to the public. This project has been carried over for completion in 2022-23.
P1	P1.2	Projects	Library Resources	**Complete annual purchase of library books and AV materials.**	CAP	CM	Aimee Hutton	· All resources purchased by June 2022.	N/A		100	The budget is being expended in line with estimations and this project is on track.
P1	P1.2	Projects	Library Smart Furniture	**Seek funding opportunities to introduce 'smart furniture' throughout the Guyra and Armidale Libraries.**	OP	CM	Aimee Hutton	· Apply for any applicable grants. · Purchase furniture if grant awarded.	On track	●	100	Staff searched for grants throughout the year. However no appropriate grant opportunities were available for the purchase of this furniture.
P1	P1.2	Operations	Northern Tablelands Cooperative Library Service	**Support the Northern Tablelands Cooperative Library Service (NTCLS) through the purchase and distribution of materials throughout the region.**	OP	CM	Aimee Hutton	· Deliver cooperative library services as per the NTCLS Service Level Agreement	N/A		100	We are delivering co-op library services in line with our current NTCLS Service Level Agreement.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
P1	P1.2	Operations	Library Services	**Operate thriving and relevant library services in Armidale and Guyra that include:** **• Programing and events such as books clubs, story time, school holiday activities and entertainment.** **• Community Outreach Programs - liaising with schools and community groups, sharing resources, and delivering programs.** **• Promotion and preservation of the collection.** **• Providing access to technology such as PC's, ipads, daisy players, and support the community in the use of this technology.** **• Providing support to community groups.**	OP	CM	Aimee Hutton	· Develop and deliver community program in digital literacy. · Provide regular ongoing community programing. · Expand relationships with local schools and community groups via increased visitation. • Promotion of literacy and education.	N/A		100	Throughout the year we have delivered a series of community events in the libraries and also out in the community. The collection has been promoted and developed throughout the year, and we have provided community support through the use of technology and the use of our library spaces. Tech Savvy Seniors program was successfully run from February to May - we have applied for an extension of this funding so we can run the program again in 2022-23.
P1	P1.2	Operations	Community Transport	**Administer and support the NSW Government-funded Tablelands Community Transport program for people over 65 years who need to travel out of the Local Government Area for appointments.**	OP	CM	Aimee Hutton	· All transport referrals accommodated within contract parameters. · All referrals contacted within the next working day.	N/A		100	Despite COVID-19 related challenges throughout the year, we have continued to deliver transport services for community members over the age of 65.
P1	P1.2	Operations	Armidale Volunteer Referral Service	**· Continue Volunteer Centre Operations through the Armidale Volunteer Referral Service, which helps members of the community find a volunteer position that suits their skills and interests.** **· Host International Volunteer Day, NSW Volunteer of the Year Awards, funded by the Department of Family and Community Services.**	OP	CM	Aimee Hutton	· Average of two new referrals accepted and processed per week. · One event hosted for international volunteer day. · One event hosted for national volunteer week.	N/A		100	International Volunteer Day was hosted at Armidale Bowling Club recognising the contribution of local volunteers over a celebratory lunch. Our annual volunteer awards were also held in May 2022. We have also held regular volunteer morning teas. COVID-19 has restricted the supply and ability to place volunteers in many sectors, particularly aged care, but we continue to process many new volunteering enquiries.
P2	P2.3	Projects	Grant opportunities for Folk Museum	**Investigate funding opportunities for the Armidale Folk Museum building upgrade works including:** **- accessible entry, accessible toilet, kitchenette, and upgrades to storage and office area.** **Specific actions include:** **· Scope project.** **· Apply for any applicable grants.** **· Begin upgrades if grant funding successful.**	CAP	CM	Aimee Hutton	· Improved safety and usability of the Folk Museum facility. · Scope project by December 2021. · Apply for any applicable grants. · Begin upgrades if grant funding successful.	On track	●	100	The project has been scoped, but to date we have not found an appropriate funding opportunity. Many need matched funding which we are unable to provide at this time.
P2	P2.1 P2.4	Operations	Community Support Initiatives	**Provide support for community initiatives including the Seniors Extravaganza, Multicultural Inclusion Days, Disability Action and Inclusion planning (DIAP), and NARWAN Project contributions.**	CO	CM	Aimee Hutton	· Programs and events delivered within budget and in line with community needs. · One multicultural event delivered by June 2022. · New DIAP delivered for council consideration by December 2022.	N/A		100	We were not able to hold a multicultural event during the year. This is primarily due to staffing challenges. A NAIDOC week march will be held in Armidale in July - our main NAIDOC celebration will be held in Armidale and Guyra in September 2022. A new Disability Inclusion Action Plan (DIAP) was adopted by Council in June 2022.
P2	P2.1	Operations	Operation of local Museums	**Operate the Armidale, Hillgrove and Railway Museums to enable:** **• Promotion and preservation of our historical collections.** **• Programming and events such as exhibitions.** **• Collaboration with local arts, culture and heritage organisations to promote arts, culture and heritage across the region.**	OP	CM	Aimee Hutton	· Maintain visitor numbers to the Museums.	N/A		100	Visitor numbers to Hillgrove Museum and the Armidale Folk Museum increased this year, compared to 2020-21. Providing COVID-19 restrictions don't increase, we expect these numbers to increase again in 2022-23.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
P2	P2.2	Operations	Sports Council Administration	**Undertake the Sports Council Administration program including:** **· Running the SDC Committee.** **· Administrating the Small Grants Program.** **· Managing Sports Council capital projects and liaison with local clubs.**	OP	R/P	Richard Morsley	· Improved sports facilities capital upgrades through agreed project management. · All Sports Council meetings administered. · Manage the player levies and assess as per criteria for project funding.	On track		N/A	Winter Player levies invoices sent December. Summer levies to be invoiced June. Levies expenditure to be confirmed by Sports Council meetings once committees up and running again.
P2	P2.4	Operations	Community Assistance Grants	**Administer the Community Assistance Grants s356 program that is traditionally offered in two separate rounds per year to support local not-for-profit organisations from across the local government area.**	OP	CM	Aimee Hutton	· Grants Program provided within budget. · Round 1 completed by September, Round 2 completed by March 2022. · All grants acquitted by June 2022.	N/A		100	Funds have been reallocated in a grant to Aboriginal Cultural Centre and Keeping Place resultant from Council decision 24th November, 2021.
P2	P2.1 P2.3 P2.4	Operations	Arts and Culture Contributions	**Provide the following contributions and sponsorships:** **· Annual financial contribution to Arts North West to build community cultural capacity and generate creative opportunities in the Armidale Regional Council LGA.** **· Annual financial support for New England Regional Arts Museum (NERAM) in accordance with the Memorandum of Understanding.**	CO	CM	Aimee Hutton	· Provide financial contributions in line with agreements/MOUs to support art exhibitions, development and promotion.	N/A		100	Arts North West annual contribution has been paid, following the execution of a new MOU. NERAM is paid in instalments throughout the year. All due instalments have been paid to date.
P3	P3.1	Operations	Community Health Related Transport Program	**Administer the Community Health Related Transport program that includes driver payments for patient care (over 65yrs) and transport to medical appointments across the region: Tingha, Guyra and Armidale.**	OP	CM	Aimee Hutton	· No eligible referrals refused. · Meet 100% of demand.	N/A		100	Transport has been provided as requested.
P3	P3.1	Operations	Guyra Home Support Services	**Operate Home Support Services (HSS) in Guyra through the Commonwealth Home Support Program, providing services for Over 65, including group social support (craft activities, exercise, etc.) transport, Meals on Wheels and individual social support.**	OP	CM	Aimee Hutton	· Compliance with program standards. · All reporting completed on time. · Program numbers sustained or increased.	N/A		100	Whilst the number of client engagements has not fully returned to pre-COVID levels as yet, we have provided transport, meals, and social and individual social support throughout the year. A new men's group has been started this year with great success. And from 1 July 2022, we are increasing the availability of the bus in Guyra to compensate for the closure of the local taxi service.
P3	P3.1	Operations	Armidale Neighbourhood Centre	**Provide contributions to the Armidale Neighbourhood Centre operations.**	CO	CM	Aimee Hutton	· Financial contributions provided within agreed timeframe.	N/A		100	Memorandum of Understanding between Armidale Regional Council and the Armidale Neighbourhood Centre has been created and executed.
P4	P4.1	Operations	Operate the Guyra Preschool and Long Day care Centre	**· Provide day care, pre-school, after school and holiday care services.** **· Balance community childcare needs with the enrolment capacity.** **· Implement service policies.** **· Provide professional development for staff as per annual program.** **· Deliver School Holidays program to children aged 6-12.** **· Complete annual facility maintenance program.**	OP	PRE	Amanda Campbell	· Provide high quality childcare services within regulatory requirements. · Maintain maximum numbers of enrolments. · Zero non-compliance breeches. · Reduction in departmental notifications. · <5 complaints annually. · Complete 2 professional development days per staff member by December 2021. · Operate OSHC minimum 2 days per week in each school holiday period. · All planned and unplanned maintenance requirements completed.	N/A		100	The centre is currently running to capacity, meeting all of its regulatory requirements. The service is striving to meet enrolment demand, within the current licensing capacity. However, there is a large waiting list and the community enrolment needs are almost triple the amount of babies than we can accommodate. Changes to enrolment intake and room adjustments requires additional staffing to meet regulation ratios, therefore increasing current costs. There is a maintenance program developed to ensure safety and compliance, and the delivery of this program is being impacted by resources and contractor availability.
P4	P4.2	Operations	Annual Youth Activities	**Fund and deliver Youth Development Activities**	OP	CM	Aimee Hutton	· Provide adequate staff resources to deliver a program of youth development activities.	Needs attention		25	Due to ARC financial position, any funds for youth initiatives will be realised via grant applications to the NSW government. The financial position of Council has unfortunately limited resources in this area.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
P4	P4.2	Operations	Youth Week Support and Activities	**Provide a program of Youth Week activities - Youth Survey, incentives and prizes, and holiday programming in Armidale Library.**	OP	CM	Aimee Hutton	· Regional youth development supported through a program of events. · Increase in event participation. · All funding requirements met and acquittals submitted.	N/A		100	Youth Week events were delivered successfully during Youth Week in April 2022.
P4	P4.3	Operations	Aboriginal Community Development Support and Activities	**Support Aboriginal Community Development through:** **· NAIDOC Week activities.** **· Organisation of 'A Day in the Dale' and Cultural Inclusion Days.** **· Land Title liaison.** **· Aboriginal Advisory Committee Coordination.** **· Aboriginal Advisory & interagency meetings facilitation.** **· Annual Mayor's Reconciliation Cricket Match.**	CO	CM	Aimee Hutton	· Aboriginal Community events delivered. · Cross-community and cross-service coordination achieved with all inter-agency meetings coordinated and facilitated monthly.	N/A		100	Council coordinated Aboriginal events have, up until this point, been unable to occur due to the restriction placed events to limit the spread of COVID-19. Interagency meetings have been attended. The Aboriginal Advisory Committee Meetings have recommenced, and belated NAIDOC week celebrations are scheduled for September 2022.
P4	P4.3	Operations	Elsa Dixon Aboriginal Employment Program	**Participate in the Elsa Dixon Aboriginal Employment Program - a state Government funded initiative for Aboriginal School-based traineeships from the NSW Department of Industry and Training Services.**	OP	PC	Annie Harris	· Two school-based trainees provided with trainee/employment opportunities within the financial year.	N/A		100	Council has supported two students from Armidale Secondary College as part of the Elsa Dixon traineeship program.
L1	L1.1	Operations	Communication and Engagement Activities	**Deliver communications and engagement initiatives to ensure the community is well informed and heard, including through newsletters, editorials, advertorials, merchandise, signage, website maintenance & licences, engagement events, advertising, subscriptions, brand & reputation management.**	OP	CM	Joanna Harrison	· Improved communication and engagement between Council and its community. · Increased participation on 'Your Say'. · Publication of 80% of media releases sent to local press, online and radio outlets. · Increase website visitation by 3%.	On track	●	N/A	After Council's new community engagement strategy was adopted in February this year there has been a renewed focus on addressing processes to achieve a much higher standard of communications and engagement for the delivery of projects and initiatives. New templates have been developed to assist officers to inform the community in a timely manner of scheduled works and a number of sessions have been undertaken with staff within the assets and services division to provide guidance on the varying levels of engagement required.
L2	L2.1	Projects	Water and Sewer Valuation	**Conduct a valuation of water and sewer infrastructure assets in accordance with Australian Accounting Standards and external audit timeframes.**	OP	FIN	Kelly Stidworthy	· All water and sewer asset valuations are up to date and reported to the Audit, Risk & Improvement Committee by June 2022.	On track	●	25	After consideration of the timing of when the valuation could be practically completed in time for 2021-22 end of financial year, Council officers discussed this with the external auditors and obtained agreement to defer the valuation to the 2022-23 financial year. The RFQ has been distributed to suitable valuers in preparation for this and a technical expert has been engaged to project manage the valuation process.
L2	L2.1	Projects	Special Rate Variation – Expenditure Program	**Complete a program of expenditure of SRV Funding including:** **· Kerb and Gutter program.** **· Footpath program.** **· Urban reseal program.** **· Rural reseal program.** **· Gravel Re-sheeting program.** **· Building Renewal program.**	OP	FIN	Kelly Stidworthy	· SRV program expenditure finalised by June 2022. · Annual report disclosure prepared on prior year SRV expenditure by October 2021.	On track	●	75	The disclosure for the 2020-21 annual report was completed. This showed that Council had not spent the required amount of the SRV on asset renewal in the 2020-21 financial year and unspent funding has been placed in an internal reserve to be available for future budgets for the purpose of asset renewal. Progress on the 2021-22 asset renewal program has been low compared to budget to 31/03/2022 but a number of tenders and contractor engagements are due to occur early in 2022 to progress work.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
L2	L2.1	Projects	Change Management	**Implement a program of change management including:** **· Organisational structure improvements.** **· Change management process.** **· Transformation consultancy.**	OP	PC	Annie Harris	· Transformation consultant appointed by August 2021. · Structure improvements determined by November 2021. · Stakeholder management and consultation process completed by February 2022. · All actions to implement change in prioritised areas commenced by March 2022. · Implementation of identified changes to organisational structure by June 2022.	On track		75	Council is well underway with the Culture Change program, OPARC. We are seeing significant improvements in culture across the organisation, with a number of change strategies implemented to support the continual improvement. The review of the organisation structure has commenced and will align closely with the current Integrated Planning and Reporting work, ensuring that Council has the right staff in the right place doing the right jobs at the right time.
L2	L2.2	Projects	Special Rate Variation – Council Improvement Program	**Implement the Council Improvement Program - including implementation of payroll system improvements and purchasing system improvements.**	OP	FIN	Kelly Stidworthy	· Costing system realignment and improvements implemented by June 2022. · Stage 1 of service review program implemented by June 2022.	Needs attention		25	The costing system review has been impacted by staff turnover and vacancies. Council is now considering the available options for corporate systems. This has created alternative priorities and has created the question as to whether time should be invested into current systems due to this. The proposed service review program is currently under review and will be determined in line with Council's IP&R process.
L2	L2.2	Projects	Performance Improvement Order	**Implement the Performance Improvement Order (PIO) actions from the Office of Local Government including:** **· Governance practices review recommendations.** **· Land management practices review recommendations.** **· Council finances review recommendations.**	OP	FIN	Simone Mooketsi	· Council performance is improved to PIO target criteria levels. · All recommendations implemented by June 2022.	Needs attention		50	The final PIO report was submitted to the Minister in December 2021. Whilst PIO has ceased, it was made known that ARC is committed to implementing the PIO actions in a timely manner. Due to the complexity of the report and the various steps needed to implement it, the implementation of many of the recommendations may take several years. Although the PIO is complete, the report noted that there are still some requirements that are still in progress and require further resources and implementation. This means that some of the recommendations may extend of a multi-year timeframe for full implementation and will be included in the 202022-23 operational plan.
L2	L2.4	Projects	Facility Management Database	**Establish a Property and Building Facility Database for asset maintenance and renewal. Project actions:** **· Engage SPM Assets to undertake a comprehensive assessment on the condition of Council's building assets.** **· Identify major risks. Produce a lifecycle analysis over 20 years that is inclusive of major maintenance and capital replacement expenses.**	OP	P/F	Andrew Levingston	· All future valuation and insurance requirements for Council properties and buildings identified. · All current compliance and audit reporting requirements are facilitated through a robust operational and financial replacement program. · Contractor engaged by September 2021. · Assessment completed by December 2021.	N/A		100	Project complete and data being used for Insurance requirements, asset management and risk management. Building asset lifecycle identifying operational and capital expenditure.
L2	L2.4	Projects	Project Planning	**Shovel-ready projects - design and planning for:** **· Bundarra & Moore Park Rd inside corner.** **· Douglas / Kirkwood Creek outlet.** **· Bishops Cr stormwater.** **· Beadle Grove Black Gully – stormwater upgrade.** **· Rockvale Road - upgrade to seal.** **· Lagoon Road - upgrade to seal.**	OP	AM	Mark Wilson	· All projects are designed and planned within the Financial Year in preparation for emerging funding opportunities.	On track		100	Priority given to grant funded and planned works in the current financial year. Additional projects added and being undertaken externally to in time meet the objective of 18 months shovel ready projects. All nominated projects in the revised schedule for the 2021-22 design program completed. Some of the projects listed still ongoing and or transferred to the 2022-23 Design Program for deemed higher priority works .
L2	L2.4	Projects	Plant Renewal Program	**Undertake an annual program of plant purchase and sale.**	CAP	P/F	Andrew Levingston	· All plant renewal is managed within Asset Management Plan guidelines and according to budget.	On track		75	Plant replacement as per renewal program. Delays in procurement of Earth moving equipment, trucks and light commercial vehicles due to supply shortage.

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L2	L2.1	Operations	Financial Services	**Undertake financial services to support organisational function and health, and future planning.**	OP	FIN	Kelly Stidworthy	· Quarterly budget reviews undertaken within required timeframes and report at minimum the original budget position or better. · Management of budget variations demonstrates improved compliance through fewer budget amendments. · Budget reporting systems are consolidated and reporting efficiency is improved.	On track	●	N/A	Quarterly budget review processes are being undertaken within the timeframes as required by the Local Government Act. The quarterly budget review report has been streamlined so that as much automation is used as possible.
L2	L2.1	Operations	Insurances and Claims	**Manage insurances and claims for the organisation**	OP	GOV	Annie Harris	· All notifiable incidents reported to Worksafe NSW within 48 hours. · All insurance claims lodged within 5 days of incident. · All clams comply with insurers specifications. · All insurances are reviewed annually to ensure they are fit for purpose and comply with legislative responsibilities.	N/A		100	All notifiable incidents are reported to Worksafe NSW within 48 hours. Note not all claims (property, public liability) notified within 5 days of incident for public liability as Council may only be notified by a potential claimant outside of the 5 day window.
L2	L2.2	Operations	Internal Audit Committee	**Support the Internal Audit Committee to review the following aspects of Council's operations:** **· Compliance.** **· Risk management.** **· Fraud control.** **· Financial Management.** **· Governance.** **· Implementation of Community Strategic Plan, Delivery Program and Operational Plan strategies.** **· Collection of performance measurement data.**	OP	GOV	Simone Mooketsi	· Audit Risk and Improvement Report provided to Council. · 2020- 2021 Internal Audit Plan actions implemented. · 2022-2023 Internal Audit Plan developed by June 2022.	N/A		100	The ARIC is functioning well and the minutes of its meetings are regularly reported to Council. There are a number of audit action items that are still open and require closing out. The responsibility for these actions lies with the Accountable Officer.
L2	L2.2	Operations	Property Services including Management of Crown Land	**Manage property services including land registers, leasing and licensing of Council or Crown Land, residential tenancies management, and property disposal and purchase.**	OP	GOV	Sam Drake	· Employ a Property Officer by December 2021. · Consultant engaged to draft Plans of Management (Crown Lands) by December 2021. · Plans of Management (Crown Lands) adopted by June 2022. · Residential tenancies reviewed at end of all leases and updated to reflect market values. · Land register reviewed and updated by June 2022.	On track	●	75	Senior Property Specialist employed and resourced. Lands Register and review now in place on regular basis. Residential lease review completed. Plans of Management were deferred until post IP&R process, expect completion in Q3 2022.
L2	L2.2	Operations	Plant and Fleet Program	**Operate a Plant and Fleet program that ensures the most efficient and cost effective use, maintenance and replacement.**	OP	P/F	Andrew Levingston	· 100% of plant and fleet meets regulatory safety standards. · Plant fleet is efficient and reliable with reduced incidence of plant downtime. · Plant and fleet maintained and replaced as per replacement program.	N/A		100	Plant Fleet utilisation meeting operational targets. Plant / Fleet within operational budget.
L2	L2.4	Operations	Customer Service Activities	**Provide the resources, training and systems to provide outstanding Customer Services to the community. Specific actions for 2021-2022 include:** **· Implement a digital application and file delivery solution for GIPA requests.** **· Implement Pathway system at the Animal Shelter and main Waste Transfer Centres.**	OP	CUST	Aimee Hutton	· 60% overall satisfaction with customer contact. · All service requests acknowledged within same business day. · Service requests actioned between 3-10 business days. · 60% of customer enquiries resolved on first contact. · Electronic receipting. Administration reduced by Waste Transfer Centre and Animal Shelter Pathway implementation. · 100% of GIPA requests processed online. · Percentage of hang up and abandoned calls reduced.	Needs attention	●	N/A	Project currently on hold. It is expected that next quarter it will be picked up by another officer once the position is filled. This quarter the focus has been taking admin out of service journey, making it a more streamline service.

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L2	L2.4	Operations	Procurement Activities	**Effectively manage procurement services such as contract management and administration, tender services and goods and materials storage.**	OP	FIN	Kelly Stidworthy	· All procurement activities undertaken in accordance with Council's Procurement Policy. · Procurement reporting systems are developed as part of a compliance improvement framework.	On track		N/A	A revised procurement policy was adopted by Council in July 2021. This procedure incorporated provisions for local and community preferences and provisions for indigenous procurement, as well as a training program to assist Council officers in carrying out compliance procurement processes efficiently. The Vendor Panel system was also purchased to support the operations of the Council. This system helps streamline the processes involved in the management of quotation and tender processes and allows for improved review and analysis of Council's procurement activities. More recently Council signed up for the ArcBlue procurement framework to aide with improved tendering and contract processes.
L2	L2.4	Operations	Investigations and Design	**Provide internal investigations and design services to support capital works and maintenance activity.**	OP	AM	Mark Wilson	· Investigations and designs completed on time and to budget. · Design costs target 7.5% of capital construction	Needs attention		N/A	Turnover of personnel requires development of skills in some areas of design. To date 50% of projects meeting or bettering cost target. Most projects exceeding target are still below commercial design rates.
L3	L3.2	Projects	HR Management System	**Implement HR Management System – Technology 1 - to provide an all in one online platform to support HR and Payroll functions for employee and workforce management.**	OP	PC	Annie Harris	· HR Management System implemented by June 2022. · Training plan and material developed for roll out of HR Management System by June 2022.	Needs attention		25	This item will be carried forward into the 2022-23 year.
L3	L3.3	Projects	Information Technology Review	**Implement selected recommendations from the David Thompson Review - IT & Digital Services Strategy, including:** **· Licence reviews.** **· Telephony optimisations.** **· Citrix upgrade.** **· Operating system upgrades and patching.**	OP	IT	Hannu Akerman	· Licence review completed by September2021. · Telephony updates completed by December 2021. · Operating system upgraded by March 2022. · Citrix upgrade completed by December 2021.	Needs attention		75	License review was completed and some savings were identified. Microsoft subscription has been updated to Microsoft365 with additional security Enlighten upgrade complete. Citrix upgrade yet to be complete due to its dependency on Enlighten. We are working with the vendor and should have this resolved by end of calendar year 2022.
L3	L3.3	Projects	IT Customer service management including customer satisfaction survey	**Implement IT customer service management software (SYSAID).**	OP	IT	Hannu Akerman	· SYSAID installed and implemented by March 2022. · Ongoing continuous improvement methodology in place by April 2022.	On track		75	SYSAID is installed and testing is now occurring. Once implemented fully, SYSAID will allow IT to manage support requests and changes. It will make it easy for staff to log incidents and requests with screen recordings or screen shots. The software also has the capability to ask the staff how we are doing and record satisfaction rates.
L3	L3.3	Projects	Cemeteries and Crematorium Digitisation Project	**Cemeteries & Crematorium Transformation /Digitisation Project - Stage 1:** **· Contract a surveyor for Cemetery 'Ground trothing'.** **· Surveyor contracted by September 2021.** **· Funnelling of information back into a centralised database (stage 1).** **· Roll-out of further stages as budgeted.**	OP	CUST	Aimee Hutton	· Improved clarity, transparencies and efficiencies for cemeteries and minimising risk through accurate data. · Stage 1 – Ground trothing completed by September 2021. · Database matching by September 2021.	Needs attention		25	Completed a briefing document for three crematory software suppliers and their mapping services. Brief now needs to be forwarded.
L3	L3.3	Projects	Customer Data Collection and Reporting	**Completed the INFOR Pathway Business Reporting project - collecting and reporting Pathway data on customer interactions, including:** **· Preparing standardised reports.** **· Training of staff.**	OP	CUST	Aimee Hutton	· Increased number of trained users and widen data analysis and insights to inform strategy development. · Data utilised to report on and drive change with Service Level Standards (SLSs) across the business to improve Customer Experience.	Needs attention		25	A budget of $18,000 has been allocated to training. Council is following up on getting Pathway to brief us on what they can do for function and reporting.

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L3	L3.3	Projects	Election of Councillors – September 2021	**Undertake the election of new Councillors in September 2021, and provide the appropriate induction and training program, including Code of Conduct, Meeting Procedures, Financial, Legislation, and Roles and Responsibilities.**	OP	GOV	Simone Mooketsi	· New Council is elected within legislative framework. · Election plan completed July 2021. · 3 x potential Councillors information events held pre-election. · All statutory requirements completed. · Induction plan completed by 4 September 2021. · Induction activities completed by October 2021.	N/A		100	Councillor induction program is complete all incoming Councillors fully participated in the program.
L3	L3.2	Operations	People and Culture Management	**· Implement a transformational change management program that motivates, sustains and rewards growth within an inspiring organisational culture. · Develop and Implement a learning and organisational development program. · Develop an employee incentive and wellbeing program.**	OP	PC	Annie Harris	· Workforce Management Plan reviewed and revised by April 2022. · Baseline goal for retention of staff established. · All HR policies reviewed by December 2021 and streamlined to ensure easy navigation by all stakeholders by June 2022. · All new staff inducted within 8 weeks of employment. · Employee incentive and wellbeing program developed and implemented. · Establish base data to measure improvements in staff retention and staff satisfaction levels. · Develop a Performance Management Framework by June 2022.	N/A		100	The Workforce Management Plan has been completed in line with current IP&R requirements. A suite of HR Policies have been finalised, with a rolling program of review commenced. Updated policies are available for easy access on Council's intranet.
L3	L3.3	Operations	Information Technology Systems	**Maintain and upgrade Information Technology systems.**	OP	IT	Hannu Akerman	· Appropriate IT systems available to support business operation. · All planned system upgrades scheduled throughout year completed. · Training programs offered and attendance recorded.	On track	●	N/A	CM9 installed and training complete. Pulse implementation for HR, Governance and Assets is underway.
L3	L3.3	Operations	Records preservation and management	**Maintain records to in line with the State Records Act 1998 no. 17 to ensure the preservation and management of official and non-official records, and: · Conduct disposal program. · Complete backlog of merger cataloguing and destruction.**	OP	IT	Hannu Akerman	· Records maintenance services provided in line with legislation to support business operations. · Conduct disposal program at least 2 times per year. · Documents received (email or hard copy), saved within 24hours during week days. · Begin Transfer of State Record Archives annual program by March 2022. · Complete backlog of merger cataloguing by June 2022.	Needs attention	●	N/A	Destruction Authorisation completed for 1821 records in July 2021 for records held off site at Grace Contractors - awaiting certificate from Grace Records for final destruction. Completed on site destruction of hard copy records in latter half of 2021 and regular destruction of day boxed records (six monthly).
L3	L3.4	Operations	Good Governance	**Implement the recommendations from the September 2020 Governance review. · Delegations Register. · Pecuniary Interest Disclosures. · Complaints Management. · Government Information Public Access. · Public Interest Disclosure Report. · Code of Conduct Reporting. · Risk Management Roadmap.**	OP	GOV	Simone Mooketsi	· 2020 Governance Review implementation plan prepared and commenced. Review and maintain all statutory policies and registers including: · Policy and delegations framework maintained. · All policies updated in line with adopted program review dates. · Risk management system updated by end of June 2022.	Needs attention	●	75	All items complete with the exception of the delegations review which has a dependency on the organisational structure review and is rolled over to 2022-23.
L3	L3.4	Operations	Enforcement Services	**Provide management and enforcement services for: parking and carparks, litter control, illegal dumping, livestock control, unsafe properties, abandoned vehicles and trollies, and water restrictions/misuse.**	OP	DEV	Ian Chetcuti	· Legislative enforcement maintained for community health, safety, and ordinance. · All enforcement services undertaken within legislative and regulatory requirements. · All reporting completed.	On track	●	N/A	· Legislative enforcement maintained for community health, safety, and ordinance. · All enforcement services undertaken within legislative and regulatory requirements. · All reporting completed.

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L3	L3.4	Operations	Companion Animals Management	**Provide Companion Animals management and enforcement services including:** **· Companion Animal Shelter.** **· Barking, nuisance, menacing, stray, roaming or dangerous dogs.** **· Microchipping and registration.**	OP	DEV	Ian Chetcuti	· Compliance with all Companion Animal Act obligations. · Operate a companion Animal Shelter for rehoming of lost animals.	On track		N/A	· Compliance with all Companion Animal Act obligations. · Operate a companion Animal Shelter for rehoming of lost animals.
L3	L3.4	Operations	Environmental Health Services	**Provide environmental health services including:** **· Section 68 applications.** **· Assessments/inspections of food safety, health premises, caravan parks, boarding houses, swimming pools, awnings, and on-site waste water management.** **· Trade waste.**	OP	DEV	Daniel Boyce	· Provision of all environmental health services as required by legislation.	On track		N/A	Provision of all environmental health services have been in line with relevant legislative requirements.
L4	L4.1	Projects	Local Area Committees Support	**Provide Local Area Committee Grants as per Council Policy**	CO	CM	Aimee Hutton	· Applicable village-based projects and programs supported through the grants program by December 2022.	N/A		100	Council LAC such as Hillgrove has been allocated a grant in December 2022. Applications have also been made to NSW Government for Ebor's Trout Fishing competition.
L4	L4.1	Projects	New England Joint Organisation Subscription	**· Contribute a subscription fee to the New England Joint Organisation, along with other New England Councils, to facilitate its executive operations.** **· Key projects for Joint Organisation identified in areas of:** **o Sustainable Economic Growth.** **o Educated, Healthy Connected Communities.** **o Investment in Critical Infrastructure.**	CO	EO	Jessica Bower	· Work program developed and progress reported by April 2022.	On track		N/A	The Mayor and GM attend NEJO and GMAC (General Manager's Advisory Committee) meetings as required and Council responds to information requests from NEJO as they are received. Updates are provided to Councillors and staff as required.
L4	L4.2	Projects	Strategic Documents Revision Post-Election	**Review of the suite of Integrated Planning and Reporting documents following the election of Councillors including a revised Community Strategic Plan and a new Delivery Program**	OP	GOV	Renata Davis	· Community Strategic Plan, Delivery Program and Operational Plan reviewed by March 202.2. · Community Engagement Plan developed and program competed by March 2022. · Community Strategic Plan, Delivery Program and Operational Plan finalised and adopted by Council by June 2022. · Resourcing Strategy reviewed and updated by June 2022 to enable the achievement of DP and OP objectives commencing July 2022.	On track		100	Following an extensive program of community engagement, staff worked with Councillors to develop a revised and integrated suite of strategic documents that aligned with community feedback. The Advancing our Region Community Plan, Delivery Program 2022-2026, Operational Plan 2022-2023, Resourcing Strategy 2022-2026, and associated documents were adopted by Council on 29 June 2022.
L4	L4.2	Projects	Review Assets Framework	**Review and implement an Asset Management Framework including to: .** **· Prepare an Asset Management. Improvement Plan.** **· Establish an Asset Management Working Group.** **· Provide a professional development opportunities for key personnel.** **· Review and update the asset management strategy.**	OP	AM	Lilian Colmanetti	· Asset Management Improvement Plan prepared. · Asset Management Working Group formed and meetings scheduled. · Professional development opportunities provided to key staff to upgrade skills and knowledge of asset management techniques. · Asset Management Strategy updated and implemented.	N/A		100	- Asset management improvement plan completed and adopted as part of the Asset Management Strategy (Resourcing Strategy 2022-2026) - Asset Management working groups established and works are underway - Staff being provided with training – completed and will still happen in this financial year - Asset Management Strategy – completed and adopted
L4	L4.4	Projects	Safety in the Workplace	**Re-launch Live Safe (safety and wellbeing) marketing & merchandise to staff, contractors and Councillors.**	OP	PC	Michael Turner	· Staff engagement program rolled out ensuring awareness and knowledge of WHS responsibilities across Council operations. · Implementation and application of strategies. · Educational resources distributed. · Increase in reporting of leading safety indicators. · Reduction in severity of safety incidents.	Needs attention		25	A new WHS team commenced in October 2021 and they have been focused on reviewing the current WHS systems and culture across Council's operations. They are proactively working with and in operations to ensure full and sustainable engagement and understanding of WHS. The specific measures may not be achieved within the 2022 reporting period, however a substantial amount of work in building a WHS culture has commenced and is gaining traction.

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L4	L4.1	Operations	Emergency Services support	**Provide infrastructure, maintenance and/or administrative support to the Rural Fire Service, Guyra State Emergency Service and the Armidale Fire Brigade.**	CO	R/P	Ben Smith	· Emergency management support and collaboration achieved. · Maintenance and support delivered as per agreements.	On track		N/A	Council maintains strong relationships with external emergency management agencies particularly Rural Fire Service and SES. The strength of this relationship was demonstrated during the Tornado event in 2021. Roads and parks provide maintenance service to Rural Fire Service and NPWS as required throughout the year.
L4	L4.2	Operations	Integrated Planning and Reporting	**Implement the Integrated Planning and Reporting Framework (IP&R) including to: · Report regularly to Councillors and the community on the progress towards the goals, strategies and activities of the IP&R documents. · Prepare an Annual Report.**	OP	GOV	Renata Davis	· Meet or exceed the legislated requirements · Complete Annual Report and load onto website by 30 November 2021. · Complete quarterly reporting no later than two months after the completion of the quarter.	On track		N/A	The Annual Report was completed and presented to the Minister of Local Government by November 30 2021. Reporting to Council and the Community is 6-monthly on the achievements against the Delivery Program and Operational Plan in compliance with the relevant legislation. The review of the Community Plan and associated Integrated Planning and Reporting documents is complete.
L4	L4.2	Operations	Grant Applications	**Apply for grants that align with Council's strategic plans, to fund projects to support the facilities, infrastructure and lifestyle of the Local Government Area.**	OP	AM	Lilian Colmanetti	· Additional resources secured for community projects and programs. · All grants applicable to shovel-ready projects applied for. · All grants implemented within grant guidelines and acquitted within required period. · All grants received applicable to Community Strategic Plan objectives and shovel-ready projects.	Needs attention		50	- Resources: additional staff still not secured, restructure is underway so this may only happen in the next financial year. - Grants are being applied for if they are in line with Council's forward planning and the community strategic plan - Grant projects being implemented/ acquitted by project managers running the projects
L4	L4.3	Operations	Councillor Facilities and Equipment	**Implement service standards in line with Councillor request procedure. Provide the facilities, equipment and support to Executive and Councillors required to carry-out their roles including: · Access to council information readily available through Councillor Portal. · Provide and manage electronic hardware and access cards. · Effective coordination of meetings and agendas.**	OP	GOV	Simone Mooketsi	· All Councillor requests considered within 5 days of request and actioned. · All information provided in line with adopted timeframes. · Access to facilities maintained, electronic equipment provided and functional. · Meetings are timely and undertaken in line with code of meeting practice.	N/A		100	An initial response to all Councillor requests was provided within 5 days.
L4	L4.4	Operations	Risk Management	**Manage risk and safety through a Risk Management Framework and a program of continuous improvement.**	OP	GOV	Simone Mooketsi	· Risk Management Framework developed by June 2022. Establish baseline data to enable ongoing measurement of improvements achieved by June 2022.	On track		75	The Risk Management Policy has been reviewed to align with ISO 31000 Risk Management Guidelines and the *Risk Management and Internal Audit Guidelines for Local Councils In NSW* . As part of the revised Policy Council also adopted Risk Appetite Statements. The Risk Management Framework which implements the Risk Management Policy is now being updated and is scheduled to be completed by end of Q1 2022-23. Baselines data is in place for the Assets and Services Division (58% of Council staff).
E1	E1.4	Projects	Jeogla to Carrai Plateau Bushfire Recovery Project	**Implement feral animal and weed control in the Jeogla to Carrai Plateau in partnership with Northern Tablelands Local Land Services, New England Weeds Authority and BackTrack Youth Works. Total grant - $150,000 - $62,500 to each partner and $20,000 to BackTrack.**	OP	DEV	Daniel Boyce	· Reduction of feral animals and weeds within the project area. · Grant monies provided to partners to undertake work. · 5,000ha of land treated for weed infestation. · 5,000ha of land targeted for Feral Animal control. · Chemical certification achieved for BackTrack participants.	On track		75	This project is near competition by the project partners. The Initial Project Report has been submitted The ability to access the site via Kempsey Road has impacted the completion of the project

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E1	E1.4	Projects	Black Gully revegetation and erosion control	**Complete Black Gully revegetation and erosion control including restricting vehicle access and replanting vegetation between Taylor Street and the Grazing area in Kentucky Street.**	OP	R/P	Richard Morsley	· 50% less soil erosion damage and no reports of vehicle damage in the target area.	Critical		25	Unauthorised vehicle access now denied with lockable bollards. Allow mowing/maintenance behind Kentucky St houses. Design engineers to survey creek for remediation approach. Fisheries require REF and Management Plan for approval for works. Unable to obtain required documentation before end financial year. Requested rollover to next financial year. Estimate has been completed with the total erosion and revegetation works now requiring further funding than what has been allocated for the project. Internal discussions on how to proceed with this program are underway.
E1	E1.4	Projects	Koala Drinkers - Ongoing maintenance by Armidale Tree Group staff	**Collaborate and fund the ongoing maintenance of nine koala drinkers across the region by Armidale Tree Group.**	OP	DEV	Daniel Boyce	· All drinkers are operational. · Funding is distributed to Armidale Tree Group.	On track		N/A	Due to the recent rainfall events the need for the drinker has been reduced.
E1	E1.4	Operations	Urban Forest Tree Management Program	**Conduct the Urban Forest Tree Management Program including tree inspection and maintenance, and urban planting program.**	OP	R/P	Richard Morsley	· 20% per year of urban trees inspected and managed in compliance with insurance policy for public safety. · Minimum 150 trees planted across urban streets. · Program completed by June 2022. · 100% compliance with insurance requirements.	On track		N/A	Programs commence in winter months. Programs now underway.
E2	E2.1	Projects	Council emissions reduction	**Climate Emergency Australia (Council/s group) capacity building for Council: · Attendance at webinars. · Dissemination of information about impacts of climate change on Council assets and services.**	OP	DEV	Daniel Boyce	· Increased understanding of potential climate change impacts on council assets, services and communities.	Critical		N/A	Council's forward planning agenda includes a climate risk and adaptation strategy (year 3/4 of the Delivery Program).
E2	E2.2	Projects	Software for Waste Management	**Complete Armidale Waste Management Facility software updates (2nd Weighbridge & Software Update).**	CAP	UT	Mike Brooks	· Additional weighbridge installed by January 2022. · 100% of waste weighed accurately.	On track		50	Weighbridge bridge ordered and geotech of site completed. To be installed by the end of 2022. Project is to carry forward into 2022-23 financial year
E2	E2.2 G1.1, E1.4	Projects	Landfill Remediation Works	**Complete Waste Landfill Remediation Works (Guyra Waste Transfer Station, Long Swamp Rd Landfill, Regional Landfill) including: · Installation of groundwater quality measurement boreholes (Guyra WTS). Total project cost: $2,000,000**	CAP	UT	Mike Brooks	· Boreholes completed by June 2022.	On track		100	Boreholes installed. Awaiting ground water testing.
E2	E2.2	Projects	Waste Sorting Plant and Baler	**Complete installations at the Armidale WMF (Long Swamp Road) including waste sorting plant and baler.**	CAP	UT	Mike Brooks	· Installations completed by June 2022.	Needs attention		25	Delayed. Consultant's report to be review with budget and future operational plan to be decided upon. Project is to carry forward into 2022-23 financial year. Scope may require variation following enquiries regarding a regional waste solution from Uralla Shire.
E2	E2.2	Projects	Waste Transfer Station Upgrades	**Complete upgrades and modifications at the Waste Transfer Station including adding increased security to Ebor site, and closing Wollomombi and Hillgrove facilities and replacing with kerb side collections.**	CAP	UT	Mike Brooks	· Upgrades completed by December 2021. · Kerbside collections at Wollomombi and Hillgrove active from September 2021.	On track		50	Ebor Waste Transfer Station delayed due to fencing contractor not being able to install it until August. Hillgrove and Wollomombi survey of residents still to be undertaken. Project is to carry forward into 2022-23 financial year
E2	E2.4	Projects	Monckton Aquatic Centre Solar Panels	**Install solar panels at Monckton Aquatic Centre as allocated as part of the recommendations of the Climate Emergency Working Group Report 'A Framework for Climate Action'.**	RO	P/F	Brad Nixon	· Solar panels installed by March 2022. · Reduction in electricity usage and expenses. · Reduction in Co2 equivalents emitted.	N/A		100	Works complete and system operational.
E2	E2.2	Operations	Landfill Services	**Provide landfill services including waste (rubbish, organic matter and recycling) collection, sorting, transfer, management and disposal, as well as maintain waste facilities, in compliance with the NSW Protection of the Environment Operational (Waste) Regulation 2014.**	OP	UT	Mark Byrne	· 100% compliance with regulations. · Services provided within service standards.	N/A		100	100% compliant for the year. Service standards met.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E2	E2.4	Operations	Sustainability Initiatives	**Provide sustainability initiatives including:** **• Air quality education/advocacy programs to improve air quality across the region.** **• Complete Koala Management Strategy actions for 2021-2022.** **• Complete 2021-2022 EcoARC actions, Council's 'Green print' document including the development of a 10 year implementation plan.** **• ESAC Partnership (Committee) support services.**	OP	DEV	Daniel Boyce	· Increase air quality awareness. · Increased education about the operation wood heaters to reduce air quality impacts in Armidale including community radio announcements. · Koala Management actions completed. · Implementation plan completed by June 2022.	On track		N/A	Community market stall undertaken in May 2022 (as well as two others undertaken in 2021). Information concerning correct operation of wood heaters and increasing air quality provided. Radio advertising using NSW EPA provided material undertaken during winter months. The website information is being reviewed and updated. Walking and Cycling Strategy, Biodiversity Strategy, Community Energy Projects are included in the forward planning agenda. The Koala Management actions include changes to LEP, DCP and DA processing and need to be implemented by the land use planning team.
E3	E3.1	projects	Kempsey-Armidale Road Disaster Recovery	**· Essential Public Asset Restoration Work commenced to return Kempsey Road to pre-disaster levels.** *** Lobby the State Government for increased funding for necessary works.** **· Lobby government to change road classification.**	RO	AM	Brad Nixon	· Work towards Kempsey road re-classification as a State or Regional Road progressed or completed.· · Restoration work defined, Essential Public Asset Restoration proposal submitted to TfNSW and upper limit funding approved. · Work commenced on restoration of road width (down slope stabilisation). · Drainage work commenced with installation of culverts and table drains. · Pavement resheeting and grading commenced. · Big Hill Slip completed.	On track		50	Kempsey Armidale Road will be reclassified to regional road and will be transferred to TfNSW. The timeline for this process is still unclear but it is expected 2025-26. As part of program AGRN898 $227M has been approved for Main Recovery Works project. Tender has been released to market for the engagement of a Principal Contract to undertake the Main Recovery Works. Physical Works to commence 2023. February/March 2022 natural disaster resulted in additional damage to the road corridor. Emergency works are being undertake to critical downslopes. These emergency works are expected to continue until then end of 2022. A new funding application under AGRN1012 is being prepared to seek additional funds over and above the currently approved $227M. - Hazardous tree clearing completed in June 2021. - Big Hill Stabilisation completed in November 2021. - 6 curves – Repair/replacement of 7 culverts - Construction has commenced. Progress impacted by natural disaster.
E3	E3.2, E1.1, E1.4	Projects	SNEL/ARC Guyra Dam Water Quality Project	**Support the Southern New England Landcare (SNEL) NSW Environmental Trust Restoration and Rehabilitation Grant application ($150,000) and provide fencing and water point installation as part of the project.**	CAP	UT	David Bell	· Enhanced water quality in Guyra Dams. · Complete fencing by December 2021. · Comply with terms of Memorandum of Understanding.	On track		50	All surveying of the boundaries are complete but no other works have commenced because of access into saturated land. Project is to carry forward into 2022-23 financial year.
E3	E3.2, G1.1, G1.3	Projects	Armidale Sewerage Treatment Plan Upgrades	**Conduct upgrades to the Armidale Sewerage Treatment Plant - Initial works and upgrade, new centre pivot and Work Health and Safety improvements (Effluent Reuse Farm)**	CAP	UT	Mark Byrne	· Armidale STP Upgrades completed by June 2022. · Centre Pivot installation completed December 2022. · WHS improvements completed June 2022. · Complete all actions within budget.	On track		75	Centre Pivot fully installed and under budget. WHS improvements completed. New plant option adopted by Council at 25 May 2022 OCM. Loss of technical staff delayed other components of this project.
E3	E3.2	Projects	Water Automation Upgrades	**Conduct SCADA/Telemetry improvement works for better automation (dam level sensors, Guyra WTP/STP automation installations).**	CAP	UT	David Bell	· Reduced risk of water supply failure when plant's not manned. · Complete installations by March 2022.	On track		75	Some of these works have taken place with the installation of 4 actuated valves and 4 Wariable Speed Drive (VSD) controlled mixers, the rest of the scoping has been done and the preliminary works are underway.
E3	E3.2, G1.1, G1.2, G1.3	Projects	Water Security Project	**Implement the prioritised recommendations from the Integrated Water Cycle Management Plan & Secure Yield study.**	CAP	UT	Mark Byrne	· Implement prioritised actions by June 2022.	On track		100	Preferred Water Security options selected by council resolution at March 22 OCM. Funding of $27m announced in June 22. New Armidale STP plant option adopted by Council at May 2022 OCM.
E3	E3.2, G1.1, G1.3, E1.1, E2.4	Projects	Water Treatment Plant Regional Plan and Upgrades	**Implement the prioritised recommendations from the Regional Master Plan including the investigation, design and tender process for the following projects:** **· Design and modifications to plant to manage sludge.** **· Refurbishment or purchase and Installation of a clear water tank at Guyra Water Treatment Plant.** **Total project cost: $2,250,000**	CAP	UT	Mark Byrne	· Sludge managed to EPA standards. · Both projects completed by June 2022.	Needs attention		25	Loss of technical staff has delayed this project. Consultant engaged to move this work forward and is currently being brought up to speed. Recruitment for new staff is currently underway to improve the technical capability of the division.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E3	E3.2	Projects	Fluoride Plant Upgrade	**Replace outdated fluoride treatment plant at the Guyra Water Treatment Plant.**	CAP	UT	David Bell	· Improved accuracy of fluoride dosing and monitoring. · Project completed by June 2022. · Increased automation achieved.	On track	●	75	Site inspections have been carried out by the Consultant to facilitate the design phase. Waiting for NSW Department of Heath to select an option for the type of plant. Once new plant is commissioned NSW Health reimburse 100% of costs. This project is to carry forward into 2022-23 financial year
E3	E3.2	Projects	Sewer Network Upgrades – various projects	**Complete upgrades to the Sewer network – Capital Projects (mains relining, manhole rehab, vent stacks, CCTV works, Acacia Park rising main renewal).**	CAP	UT	Glen Wallace	· Sewer network functioning to service standards. · All sewer network line failures rehabilitated as required. · 7-8km of sewer main relining completed by March 2022. · 6 vent stacks replaced by December 2022. · Acacia Park project completed by March 2022.	On track	●	75	Sewer vent stack replacement has been completed within 2021-22 financial year and under budget. Relining tender only being prepared now due to vacancies and staff movements in the section. The sewer relining program is expected to go to tender end of August 2022. Acacia Park rising main relining will be included in the 2022-23 sewer main relining program. This decision was due to the original process of pipe bursting being discarded as an Asbestos Cement (AC) water main is located within the vicinity of the rising sewer main. Also the act of pipe bursting AC pipe is now considered to be an unsafe practice. The alternative to pipe bursting is to reline and this process is at a greater cost. Part of this budget to carry forward into 2022-23 financial year.
E3	E3.2	Projects	Sewer Pump Station Upgrade	**Upgrade Sewer Pump Station Capital Works (Guyra wet well coating, storage well & pump upgrade)**	CAP	UT	David Bell	· Sewer infrastructure functioning to service standards. · Sewer pump failures reduced with increased automation. · 3 pump stations completed by June 2022.	On track	●	100	Completed.
E3	E3.2	Projects	Work Health Safety upgrades at the Water Treatment Plants	**Conduct Work Health Safety upgrades at the Water Treatment Plants including the installation of polymer dosing at Guyra Water Treatment Plant.**	CAP	UT	David Bell	· Reduction in emergency failures to maintain continuous and safe water supply to the community.	On track	●	100	Completed all works identified by Hunter H2O report.
E3	E3.2	Projects	Reservoir Upgrades	**· Conduct cathodic protection (coating) of 3 steel reservoirs to protect from degradation ($150,000)** **Total project cost: $800,000.** **· Access and road upgrade at the Southern High Level Reservoir ($150,000).** **Total project cost: $800,000**	CAP	UT	David Bell	· Upgraded reservoir infrastructure. · Complete cathodic protection project by June 2022. · Complete road upgrade and access by December 2022.	On track	●	75	Access road and drainage upgrade at Ross St Reservoir has been designed, materials purchased and works programed to commence in the coming months. Access and drainage works complete, road surface to be sealed by end of August.
E3	E3.2	Projects	Water Pumping Stations Upgrade	**Upgrade the Water Pumping Stations (Pump overhaul or replacement depending on diagnosis).**	CAP	UT	David Bell	· Water security and consistency maintained. · Complete upgrade by June 2022 as prioritised in maintenance program.	On track	●	100	Identified works complete
E3	E3.2	Projects	Water Main Replacement Program	**Complete the 2021-22 Water Main Replacement Program – 6 blocks of main services, stormwater replacement and conduit for CCTV, power and communications as part of the Guyra Main Street Upgrade.**	CAP	UT	David Bell	· Utilities upgrade works completed by June 2022 to facilitate Main Street completion.	On track	●	75	Delays with inclement weather, COVID-19 restrictions, resourcing issues and other projects throughout the year restricted our ability to complete all the proposed program.
E3	E3.2	Projects	Water Meter Replacement Program	**Complete the 2021-22 Water Meter Replacement Program.**	CAP	UT	Glen Wallace	· Consistent and quality water service provided. · Deteriorated water metres replaced as required. · Annual high-consumption replacement program completed.	N/A		100	Service level and required replacements achieved.
E3	E3.2	Projects	Service Line Replacement Program	**Complete the 2021-22 Service Line Replacement Program.**	CAP	UT	Mark Byrne	· Replaced service lines as required.	N/A		100	2021-2022 program completed under budget.
E3	E3.2	Projects	Distribution Main Upgrade	**Upgrade DN 375/300 Distribution Main Rockvale Rd/Marsh St by relining existing failing pipe.**	CAP	UT	Glen Wallace	· Reduction in main failures achieved. · Reduction in community complaints. · Project completed by June 2022.	N/A		100	Project scope may exceed allocated budget and will be re-assessed. These works have been deferred until 2023-24 financial year, depending on budget.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E3	E3.2	Projects	Puddledock Mains Replacement	**Replace the trunk main from Puddledock Raw Water Storage to the Water Treatment Plant. Total project cost: $11,541,000.**	RO	UT	Mike Brooks	· Tender completed and awarded by September 2021. · Construction commenced November 2021. · Completed by June 2022.	On track		50	Contract awarded February 2022. Contractor commenced pipeline installation in July 2022 after wait for pipe and components. Project is to carry forward into 2022-23 financial year.
E3	E3.2	Projects	Dumaresq Dam Upgrade – Wall Stabilisation	**Ongoing construction work on the strengthening of the dam wall. Total project cost: $8,100,000**	RO	UT	Mike Brooks	· Construction milestones completed in accordance with the construction schedule provided by the contractor.	On track		75	Will now be completed in August 2022.
E3	E3.2	Projects	Ground Water Infrastructure Project	**· Complete the fourth and final leg of the ground water pipework. · Await approval of licenses. · Link pipe network and bores once licenses received. Total project cost: $1,500,000**	RO	UT	David Bell	· Ground water network completed for future water security. · Pipework finalised by September 2021. · Project completed by June 2022.	On track		75	Pipe network is complete ready to install bore pumping infrastructure. We are still waiting on licence approvals. Project is to carry forward into 2022-23 financial year
E3	E3.2	Projects	Malpas Dam – various upgrades	**Complete the following works at Malpas Dam: Replace air compressor of destratification unit to increase water quality ($60k), and WHS works at intake tower ($100k) as identified in Type 2 Dam Surveillance Report.**	CAP	UT	Mark Byrne	· Improved water quality due to oxygenation. · Improved safety as per report recommendations.	On track		100	Loss of technical staff has delayed this project. Intake tower works deferred as there are works to be done when raising Malpas Dam Spillway.
E3	E3.3	Projects	Guyra Main Street Upgrades – Stage 2	**Complete beautification of Guyra CBD through a combination of road upgrades, services installations, footpath replacement, landscaping and art installations. The project will enhance the community and tourist experience in the CBD, in turn improving the local economy. Total project cost: $3,400,000**	RO	AM	Brad Nixon	· Stage 2 roadworks, Essential Energy power line upgrades, water main and other services upgrades, and footpath completed by June 2022.	Critical		50	The original budget of $3.436M is insufficient to deliver the remainder of the project, with the forecast budget now estimated to be in excess of $6.3M. This funding shortfall is preventing the completion of the project. The items that are being achieved under the current budget is the road reconstruction, street furniture, landscaping and overhead electrical upgrades. Items that will not be delivered under the current budget are the underground services upgrades and footpath renewal. Items complete: Stage 2 roadworks, Street Furniture Items in progress, Essential Energy power line upgrades complete, and final landscape planting for spring 2022 completion with works commencing on 11 September.
E3	E3.3, E3.4	Projects	Lawn Beams for Armidale Cemetery	**Construct lawn cemetery beams at the Armidale Cemetery for headstone and plaque placement.**	CAP	R/P	Richard Morsley	· Additional beams to ensure sufficient interment sites available annually. · Minimum of 3 beams contracted by June 2022.	N/A		100	Construction completed. Project completed.
E3	E3.3	Projects	Playground warning signage	**Install playground warning signage (including active supervision and sun protection signage).**	CAP	R/P	Richard Morsley	· Warning signage implemented in accordance with insurance requirements at all playgrounds. · Risk assessment conducted by December 2022. · Erection of signage by June 2022.	Needs attention		50	Signage ordered. Signs to be erected September. Insufficient funding allocated to this project for installation costs (post and fittings). Further funding needs to be sourced to close this action out.
E3	E3.4, P2.2	Projects	Heat Pump Replacement at Monckton Aquatic Centre	**Replace Monckton Aquatic Centre Heat Pumps to enable temperature increases and control.**	PP	P/F	Andrew Levingston	· Increased patronage through more consistent temperature during opening hours.	N/A		100	Project complete on time and with in Budget.
E3	E3.4, P2.2	Projects	Playground Shade Program	**Implement the Playground Renewal (Shade) Program. · Lambert Park shade structure construction. · Planting of natural tree shade at Guyra Playgrounds. Total project cost: $306,864**	CAP	R/P	Richard Morsley	· Sun safety and reduction of solar radiation risk across the region. · Program implemented by June 2022.	N/A		100	Project completed.
E3	E3.4	Projects	Sports Grant Projects	**Continue to oversee the Armidale District Cricket Association (ADCA) externally funded and managed sports grant project – completion of cricket indoor training centre. Total project cost: $120,000.**	OP	R/P	Richard Morsley	· Improved cricket facilities for local and district competitions. · Completion of stage 1 and stage 2 (pending external funding application).	Needs attention		50	Construction commenced. - Excavation work on the site has been completed. - Ground plumbing work has been completed. Waiting for the slab to be poured. - Orders have been generated for the change rooms, toilets, office space, and kitchenette fit outs.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E3	E3.4, P2.2, E1.1, E1.4,	Projects	Dumaresq Dam Recreation Upgrades	**Complete planning and approvals for the Dumaresq Dam Recreation area upgrades, which will include new toilets, BBQs, picnic facilities, carpark, primitive camping area, boat ramp, playground, and environmental works.** **Total project cost: $3,889,131**	CAP	R/P	Richard Morsley	· Project shovel ready by June 2022.	Needs attention		50	Preparation of project specifications for all components with Public Works Advisory (PWA). Single invite to Local Government Engineering Services by PWA for spec preparation. Design contract completed. PWA to issue tender documentation for construction contract by start of September.
E3	E3.4	Projects	Building Renewal Program	**Complete building renewals as identified in the Building Renewal Program.**	CAP	P/F	Andrew Levingston	· All Council Buildings are safe and compliant.	N/A		100	Renewals completed as per Building Renewal Program.
E3	E3.2	Operations	Effluent Farm Operations	**Redirect effluent to the Effluent Farm for production of livestock and crops.**	OP	UT	Shaun Brennan	· Safe and productive use of effluent. · 100% compliance with EPA standards. · 100% cost recovery from sales.	N/A		100	100% compliant.
E3	E3.2	Operations	Sewer Trade Waste Management	**· Grease trap scanning and mapping system to service traps.** **· Service septics.** **· Monitor trap trade waste.**	OP	UT	Rick Mickerts	· Commercial trade waste managed safely and effectively. · 0% trade waste units serviced outside of schedule. · Failure to comply letters distributed as required.	N/A		100	WasteId continuing to function well with clearouts being recorded on a monthly basis and this data used to invoice the transport company.
E3	E3.2	Operations	Sewer Operations Management	**Manage sewer operations including reporting, licences, strategic planning and administration.**	OP	UT	Mark Byrne	· Legislative and regulatory requirements completed for ongoing sewer operations.	N/A		100	All requirements met.
E3	E3.2	Operations	Sewerage Network Management	**Manage and maintain the sewerage network and pumping stations to industry standards and established service levels.**	OP	UT	Mark Byrne	· Sewerage services delivered consistently and safely with service levels achieved. · Reporting to EPA, DPIE completed. · Maintenance program completed by June 2022.	N/A		100	Service levels achieved, reporting complete and maintenance program up-to-date.
E3	E3.2	Operations	New Connections - Sewer	**Provide new sewerage connections services.**	OP	UT	Rick Mickerts	· Sewer connections completed as requested within service levels.	N/A		100	All connections completed within service levels.
E3	E3.2	Operations	Sewerage Treatment Plant Management	**Manage and maintain the Sewage Treatment Plant to enable high quality processing standards.**	OP	UT	Mark Byrne	· Sewerage services delivered consistently and safely with service levels achieved. · Compliance with EPA standards. · All reporting completed as required.	N/A		100	100% compliant with all reporting completed as required.
E3	E3.2	Operations	Water Storage Testing	**Inspect, maintain and test raw water storage dams and mains to ensure adequate, safe water supply.**	OP	UT	Mark Byrne	· Safe drinking water available at all times. · Weekly tests reported to FAS. · 0% non-compliance with standards. · All unplanned failures fixed. · Decrease in water shutdowns annually. · All reporting completed as required. · All reporting completed as required.	N/A		100	100% compliant.
E3	E3.2	Operations	Provision of Water	**Provide domestic and commercial treated water through effective planning, administration, monitoring, testing and distribution.**	OP	UT	Mark Byrne	· Safe drinking water available at all times. · Compliance with legislation and regulations including Safe Drinking water Guidelines. · Reduction in community complaints annually.	N/A		100	Drinking water is safe and compliant meeting Australian Drinking Water Guidelines and NSW Public Health requirements.
E3	E3.2	Operations	Water Quality Administration	**Manage the water network including providing technical support, meter reading, maintenance and repair, and provide new water connections services.**	OP	UT	Mark Byrne	· Compliance with EPA standards. · All reporting completed as required.	N/A		100	Reporting complete and compliant with standards.
E3	E3.2	Operations	Water Network Monitoring	**Manage and maintain the Water Treatment Plant to enable high quality processing standards and maintain service reservoirs with necessary inspections, quality monitoring and technical equipment.**	OP	UT	Mark Byrne	· Safe drinking water available at all times. · Compliance with EPA standards. · All reporting completed as required.	N/A		100	Water Treatment Plant and water processing maintained at a high standard.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E3	E3.3	Operations	Parks and Reserves Maintenance	**Maintain parks and reserves, in accordance with the current adopted service level plan including:** **· Mowing urban and village parks, walkways and walking tracks.** **· Mowing urban roads.** **· Maintaining all park buildings, toilets and park furniture, fences, public memorials.** **· Removing waste.**	OP	R/P	Richard Morsley	· Provide desirable and usable community spaces. · Maintain the quality of community and public open space. · Compliance as per adopted service levels. · Adopt and implement a reviewed service level agreement by end of Q4.	On track	●	N/A	Service levels implemented as per adopted plan. Service levels reviewed 23/6/2022.
E3	E3.3	Operations	Parks and Reserves Administration	**Provide parks and recreation administration and support including:** **· Urban/village park and playground operations.** **· Cemeteries operations.** **· Sports fields operations and leases.** **· Grazing licences.** **· Community group activities such as Urban Rivercare and Bushcare.** **· Parks and sportsfields security.**	OP	R/P	Richard Morsley	· Parks and reserves are managed in compliance with legislation and local policy.	On track	●	N/A	All areas managed to compliance throughout the financial year.
E3	E3.3	Operations	Aquatic Centre Management	**Operate and maintain public aquatic centres in Guyra and Armidale.**	OP	R/P	Richard Morsley	· Provide a safe and enjoyable aquatic facility for the community. · Compliance in accordance with the Royal Lifesaving NSW Operation Manual. · 0 major safety incidents. · 100% of lifeguard qualifications maintained annually. · Provide facilities at least 5 months per year.	On track	●	N/A	On track. No major safety incidents. COVID-19 compliance updated regularly in line with Health Orders. Qualifications regularly updated. Opening for the 2022 season in October.
E3	E3.3	Operations	Public Sportsfields Maintenance	**Maintain public sportsfields including mowing and infrastructure maintenance (clubhouses, fences, field lighting, irrigation) as defined by service levels.**	OP	R/P	Richard Morsley	· Provide access to high quality playing surfaces for community wellbeing. · Maintenance achieved in accordance with adopted service levels. · Reduced injury risk achieved. · Maintain low level of community service requests.	On track	●	N/A	Service levels implemented as per adopted plan throughout the financial year.
E3	E3.4	Operations	Village and Urban Cemeteries Maintenance	**Provide grounds and building maintenance, along with interments, at all village and urban cemeteries.**	OP	R/P	Richard Morsley	· Sufficient land available for annual interments and respectfully attractive grounds maintained. · 100% of interment demand met. · Grounds maintained as per service levels.	On track	●	N/A	Service levels implemented as per adopted plan throughout financial year. Sufficient space for lawn burials. 100% interment demand met.
E3	E3.4	Operations	City Spaces Maintenance and Services	**Provide city maintenance and services in accordance with service levels including:** **· Mall and CBD maintenance of furniture, trees, mall paving, mall lighting and waste.** **· Road closures for mall markets and Farmers Markets.** **· Maintenance of all urban public toilets.** **· Urban street sweeping.** **· Roundabout and car park vegetation maintenance.**	OP	R/P	Richard Morsley	· Provide attractive and user friendly urban spaces for the community and business use. · All service levels met or exceeded. · Maintain low level of community service requests.	On track	●	N/A	Service levels implemented as per adopted plan.
E3	E3.4	Operations	Facility Management and Maintenance	**Provide facility management, function management, certification, security, lease management and maintenance for council building assets.**	OP	P/F	Andrew Levingston	· Ensure compliance, risk mitigation and ongoing asset management and maintenance.	N/A		100	Facilities operational management on schedule and within budget.
E4	E4.1	Projects	Kerb & Gutter Replacement Program	**Complete the 2021-22 Kerb & Gutter Replacement Program.**	CAP	R/P	Ben Smith	· Replacement of prioritised damaged sections of kerb and gutter aligned with available funding.	Needs attention	●	50	Schedule adjusted to allow for additional community consultation on tree removal works in Marsh and Markham Streets. Program forecast to be completed by end of October 2022.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E4	E4.1	Projects	Gravel Re-sheeting Program	**Complete the 2021-22 Gravel Re-sheeting Program to the nominated projects in the 10 year plan and that have been prioritised through asset inspections. Priority 1 roads, to be included in considerations, are:** **1. Mt Pleasant Road.** **2. Donald Road – end of seal to Ponts Rd.** **3. Chandler Rd – start from end of seal.** **4. Fassifern Rd - start from end of seal.** **5. Inverinate Rd – start from Fassifern Rd.**	CAP	R/P	Ben Smith	· Safe, functional and durable gravel roads provided. · Projects completed as prioritised through asset inspections and within available funding. · Program of works completed March 2022.	On track		100	Of the 10 Local Roads and Community Infrastructure Program (LRCI) funded projects, 4 of these were not completed in the 2021-22 financial year due to weather conditions.
E4	E4.1	Projects	Rural Reseal program	**Complete the 2021-22 Rural Reseal program to the nominated projects in the 10 year plan and that have been prioritised through asset inspections. Priority 1 roads, to be included in considerations, are:** **1. Platform Rd – final seal reconstructed section.** **2. Rockvale Rd – final seal bridge approaches Wolllomombi River & Boundary Creek.**	CAP	R/P	Ben Smith	· Safe, functional and durable sealed roads provided through maintenance to prevent serious deterioration of the surface layer. · Projects completed as prioritised through asset inspections and within available funding. · Projects completed during warmer weather periods (October to March).	Needs attention		50	Significant modifications to the original program due to Roads to Recovery expenditure issues. Rockvale Rd final seals to bridge approaches have been completed. The proportion of Asphalt works in the urban area was increased to make up at-risk rural bitumen resealing works. All planned Asphalting works have been completed. Remaining spray sealing works have been delayed until next financial year to align with more ideal temperatures.
E4	E4.1	Projects	Urban Reseal program	**Complete the 2021-22 Urban Reseal program to the nominated projects in the 10 year plan and that have been prioritised through asset inspections. Priority 1 roads, to be included in considerations, are:** **1. Faulkner St – Dumaresq to Kirkwood.** **2. Markham St – Garibaldi to Kentucky.** **3. Long Swamp Rd – Kentucky to Canambe.**	CAP	R/P	Ben Smith	· Provision of safe, functional and durable sealed roads through maintenance to prevent serious deterioration of the surface layer. · Projects completed as prioritised through asset inspections and within available funding. · Projects completed during warmer weather periods (October to March).	Critical		50	Urban resealing program was revised to include a higher proportion of asphalt resurfacing projects in Armidale and Guyra. Asphalting works completed June 2022. Bitumen spray sealing works postponed till 22-23 financial year. Low temperatures prohibited the majority of works taking place on schedule.
E4	E4.1	Projects	Stormwater Drainage Program	**Reline and replace drainage network as per CCTV inspection and investigation.**	CAP	R/P	Ben Smith	· Provide a functional and effective stormwater network. · Complete as per prioritisation of investigation report within budget parameters.	Needs attention		25	Program not commenced. Roads and Drainage ordinarily programs this work in conjunction with Water and Sewer team under their direction and stewardship. Program was not commenced in time.
E4	E4.1	Projects	Kempsey Road Big Hill Project	**Upgrade the Big Hill Section of Kempsey Armidale Road to ensure safe access for larger vehicles to help community run their businesses.** **Total project cost: $4,671,083**	RO	AM	Brad Nixon	· Project scope determined in conjunction with TfNSW. · Concept design completed and approved. · Contractor procurement and appointment commenced.	N/A		100	Scope determined in consultation with TfNSW. Concept design complete. Contractor procurement commenced as part of procuring Main Recovery Works Contractor.
E4	E4.1	Projects	Laura Creek Bridge	**Improve the causeway and the existing Laura Creek timber bridge to minimise the flood effects and road closures and upgrade to meet transport requirements to local industries. The project is fully funded by the Federal Government Fixing Country Bridges program.** **Total project cost: $638,000**	CAP	AM	Brad Nixon	· Investigation, design and tendering completed by February 2022. · Bridge constructed by December 2022.	Critical		25	Design complete with construction cost review complete. The review revealed that the project is insufficiently funded and that the construction cost was significantly underestimated. The increase in cost was largely due to COVID-19, material supplies and contractor availability, due to an abundance of work available, which could not be predicted at the time the grant submission was developed. Submitted funding applications to Bridge Renewal Program in April 2022 seeking additional funds to meet funding shortfall. Anticipated funding announcements will be received around September 2022. Works cannot progress until additional funding is received. TfNSW has provided an extension of time to all state participants for round 1 Fixing Country Bridges Program, with construction now required to commence by 30 April 2023 and construction to be completed by 30 April 2024.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E4	E4.1	Projects	Lambs Valley Bridge	**Replace the existing Lambs Valley timber bridge with two lane box culvert to meet transport requirements to local industries. The project is fully funded by the Federal Government Fixing Country Bridges program. Total project cost: $440,000**	CAP	AM	Brad Nixon	· Investigation, design and tendering completed by October 2021. · Bridge constructed by October 2022.	On track		50	With bridge replacement being culvert construction the works are being completed internally by ARC roads team. Culvert sections have been procured and construction is set to occur in September 2022, with a 4- 6 week construction period. TfNSW has provided an extension of time to all state participants for round 1 Fixing Country Bridges Program, with construction now required to commence by 30 April 2023 and construction to be completed by 30 April 2024.
E4	E4.1	Projects	Boorolong Creek Bridge	**Replace existing Boorolong Creek timber bridge with a new concrete bridge. The project is fully funded by the Federal Government Fixing Country Bridges program. The project will eliminate load limitations and will upgrade to meet transport requirements to local industries.**	CAP	AM	Brad Nixon	· Investigation, design and tendering completed by April 2022. · Bridge constructed by April 2023.	Critical		25	Design complete with construction cost review complete. Insufficient funds to complete project. Construction cost were incorrectly estimated as part of the original grant submission. Submitted funding applications to Bridge Renewal Program in April 2022 seeking additional funds to meet funding shortfall. Anticipated funding announcements will be received around September 2022. Works cannot progress until additional funding is received. TfNSW has provided an extension of time to all state participants for round 1 Fixing Country Bridges Program, with construction now required to commence by 30 April 2023 and construction to be completed by 30 April 2024.
E4	E4.1	Projects	Bakers Creek Bridge	**Replace existing Bakers Creek timber bridge with a new concrete bridge. The project is fully funded by the Federal Government Fixing Country Bridges program. The project will eliminate load limitations and will upgrade to meet transport requirements to local industries.**	CAP	AM	Brad Nixon	· Investigation, design and tendering completed by April 2022. · Bridge constructed by April 2023.	Critical		25	Design substantially complete with construction cost review complete. Insufficient funds to complete project. Construction cost were incorrectly estimated as part of the original grant submission. Submitted funding applications to Bridge Renewal Program in April 2022 seeking additional funds to meet funding shortfall. Anticipated funding announcements will be received around September 2022. Works cannot progress until additional funding is received. TfNSW has provided an extension of time to all state participants for round 1 Fixing Country Bridges Program, with construction now required to commence by 30 April 2023 and construction to be completed by 30 April 2024.
E4	E4.1	Projects	Martin's Gully Bridge	**Replace Martins Gully Bridge on Shambrook Avenue, Armidale, jointly funded by Federal Government Bridge Renewal Program and R2R. The project will restore the bridge to 44T load capacity to meet transport requirements to local industries. Total project cost: $750,000**	RO	AM	Brad Nixon	· Bridge constructed by December 2021.	N/A		100	Bridge construction completed.
E4	E4.1	Projects	Kempsey Road Improvement Project	**Undertake work aligned with Kempsey Road natural disaster restoration funded from Fixing Local Roads. Total project cost: $4,959,602**	CAP	AM	Brad Nixon	· Project scope determined and approved with funding body. · Design and investigative work completed. · Works commenced	On track		25	Scope determined and funding approved. Design and investigation completed. Construction works are being completed under the same contract as the Main Recovery Works. These works have been delayed as a result of the delayed funding announcement and the 2022 natural disaster. Tender has been released to market for the engagement of a Principal Contract to undertake the Main Recovery Works. Physical Works to commence 2023.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E4	E4.3	Projects	Airport Airside Works Stage 1	**Airport Airside Works Stage 1 -Complete the final stage of ARC commitments to improve infrastructure facilities for airside land sales, and improve the safety of general aviation, Emergency and Aero-Medical operations. The full project is funded by a Commonwealth Government grant of $1,227,000 under the Regional Airports Program Round 1 with ARC co-contribution of further $1,227,000. Total project cost: $2,454,000**	RO	AIR	Brad Nixon	· Construction completed by December 2021.	N/A		100	Construction works completed: - Apron and refuelling slab - Gate 6 taxiway - Runway turning node lighting Construction works to be completed by end June 2022: - Stormwater drainage works to taxiway B and Gate 7 - Remediation of grass runway Regional Airport Program funding body have approved a revised completion date of 30 June 2022.
E4	E4.4	Projects	Footpath Program	**Complete the 2021-22 Footpath Program.**	CAP	R/P	Ben Smith	· Safe and functional footpaths provided for community use. · Replacement of prioritised damaged sections - projects ascertained through asset inspections and aligned with available funding.	Needs attention		25	Program funding reallocated to supplement Kerb and Gutter program. Works to be deferred until 202022-2023 including Rusden St paving between Faulkner and Dangar.
E4	E4.1	Operations	TfNSW Contract Works	**Provide roads maintenance and contract works to TfNSW including an annual resealing program, annual heavy patching and reseal preparation program, and general pavement and corridor repair works.**	OP	R/P	Ben Smith	· Continue to provide requested services to levels required under the contract. · Maintain suitable oversight and resources to deliver services.	Needs attention		N/A	Pavement condition has deteriorated with increased wet weather in late 2021. Council staff are working with TfNSW to schedule repairs and allocated resources to manage increased quantity of defects.
E4	E4.1	Operations	Gravel Pit Operations	**Manage gravel pits in order to supply cost effective materials for roads maintenance and upgrade programs.**	OP	R/P	Ben Smith	· Increase usage of Council gravel reserves for Council works - a minimum of 50,000 tonnes. · Meet regulatory requirements for operations and rehabilitation.	Needs attention		N/A	Quarrying operations were ceased in March 2021 due to regulatory non-conformances and resourcing constraints. Consultants engaged to develop compliant Quarry Management Plan and Mine Safety Management System. All major quarries open and blasting and crushing campaign to commence in February 2022. New pits to be opened and material won.
E4	E4.1	Operations	Kerb and Gutter Maintenance	**Provide kerb and gutter maintenance in accordance with the Transport Infrastructure Service Plan.**	OP	R/P	Ben Smith	· Maintain safe and functional kerb and gutter within budget allocations as per priority list.	On track		50	Limited Internal resource availability due to staff working on RMCC projects in first half of 2021-22 financial year. Works programmed to be completed in second half of 2021-22 financial year.
E4	E4.1	Operations	Transport for NSW Grant Projects	**Manage and implement Transport for NSW grant projects including: · MR124 (Armidale to Yarrowyck 6.29km). · RR7708 (From Waterfall Way, Marsh St, Glen Innes Rd. · Regional Roads Block Grant. · Repairs and maintenance to regional roads.**	OP	R/P	Ben Smith	· Provide safer roads through maintenance contracts. · Complete nominated works during January and June 2022. · Provide TfNSW with candidate sections for repair and finalisation certificates.	N/A		100	Council nominated 5 pavement rehabilitation projects to be completed on Guyra-Ebor Rd (MR135) in Q1. All Projects completed with savings to be utilised on additional pavement rehabilitation and shoulder works in Q3 and Q4. A portion of the remaining allocation will go towards resurfacing RR7708 (Marsh St) in conjunction with the annual reseal and asphalt program. Asphalt works on Marsh St completed and invoiced.
E4	E4.1 L2.4	Operations	Private Works Services	**Conduct Private Works including grading, driveway repairs & construction, and rural address signs.**	OP	R/P	Ben Smith	· Provide private works not able to be serviced by, or through, local providers. · Complete works as per private agreement.	N/A		100	Private works projects are accommodated in line with agreed service level agreements.
E4	E4.1	Operations	Roads and Drainage Construction and Maintenance	**Deliver planned roads and drainage construction and maintenance in accordance with the Transport Infrastructure Service Plan.**	OP	R/P	Ben Smith	· Maintain safe and functional roads and drainage systems throughout the region. · Complete works in line with current strategic plan to agreed levels of service.	On track		N/A	Management allowance. Budget moved to combine with 270050 Roads Management. Transport business unit in process of reviewing service provision and maintenance practices to improve asset preservation outcomes.
E4	E4.1	Operations	Rural and Urban Bridge Repairs and Maintenance	**Deliver a program of works for rural and urban bridge repairs and maintenance.**	OP	R/P	Ben Smith	· Maintain safe and functional bridges throughout the region. · Works completed as per maintenance backlog within budget.	On track		N/A	Rural Urban Bridge repairs and Maintenance works are in line with recommended year-to-date allowances.
E4	E4.1	Operations	Rural and Urban Sealed Road Works	**Deliver a program of works for rural sealed roads repairs and unplanned maintenance in accordance with the Transport Infrastructure Service Plan.**	OP	R/P	Ben Smith	· Maintain safe and functional rural sealed roads by completing all unplanned maintenance within budget.	On track		N/A	Rural/Urban Roads repairs and maintenance works are in line with recommended year-to-date allowances.
E4	E4.1	Operations	Rural Unsealed Road Works	**Deliver a program of works for rural unsealed roads maintenance in accordance with the Transport Infrastructure Service Plan.**	OP	R/P	Ben Smith	· Maintain safe and functional rural unsealed roads by completing works in line with current strategic plan to agreed levels of service.	Needs attention		N/A	Maintenance grading of unsealed roads is carried out as per programme but have been delayed due to above average rain events and redeployment onto gravel resheeting program.

CSP	DP		Title	Actions	Budget	Department	Responsible	Measures	Status		Progress	Council Comment
E4	E4.1	Operations	Street Light Administration	**Coordinate Street Lighting payments including LED Lighting Upgrades and Essential Energy rates.**	OP	R/P	Ben Smith	· Continued street light operation. · Subsidy from TfNSw paid to Essential Energy within nominated timeframes.	On track	●	N/A	On track.
E4	E4.1	Operations	Traffic Sign Provision and Maintenance	**Purchase and maintain traffic signs for use on roads, parks and other appropriate council projects.**	OP	R/P	Ben Smith	· Safe traffic management with no major incidents due to lack of signage. · Complete as per program of works.	On track	●	N/A	In line with recommended year-to-date allowances.
E4	E4.1	Operations	Urban and Rural Drainage Works	**Conduct urban and rural drainage repairs and maintenance to prevent faults and failures in accordance with the Transport Infrastructure Service Plan.**	OP	R/P	Ben Smith	· Safe and functional drainage infrastructure maintained across the region. · Complete priority planned and unplanned works.	N/A		100	Demand for Rural/Urban drainage works has been higher than normal due to frequency of adverse weather events and continued La Nina climatic driver.
E4	E4.1	Operations	Works Depot Management	**Operate the Armidale and Guyra Works Depots safely and efficiently.**	OP	R/P	Ben Smith	· Operations managed within budget.	On track	●	N/A	Depot management ensures safe and functional operation of each of our Depots in line with regulatory requirements. Council investigating development of Depot Strategic Plan to optimise performance of these assets.
E4	E4.2	Operations	Airport Operations	**Operate the Armidale Regional Airport including:** **· Maintain regulatory compliance.** **· Facilitate ongoing regular transport services.** **· Manage airport security.** **· Manage leases and tenancies and future developments.** **· Support General Aviation productivity, growth and development.**	OP	AIR	Wes Summers	· All compliance audits and regulatory surveys completed. · Maintain the number of carriers servicing the port, number of destinations on offer, monthly PAX numbers, cost of fares and number of daily services. · All passenger and baggage security screening competed in accordance with the Act and Regulations. · Maintain ongoing leases and attract new leases. · Maintain Armidale Airport User Group, Security and Safety Meetings on a quarterly basis.	On track	●	N/A	All Regulatory and Compliance Audits have been completed. The Armidale Region is currently serviced by 3 carriers (Qantas, REX and Link Airways) and attempts are being made to expand the flights to other destinations. Passenger numbers are improving within 10% of Pre-COVID-19 numbers as airlines return to there usual operating flight schedules. Security screening and compliance levels are at high levels. Ongoing leases are being maintained and renewed. A new lease option for the Cafe is currently being explored with the engagement of a local realestate agent to facilitate the lease arrangements.
E4	E4.4	Operations	Footpath and Cycleway Works	**Complete unplanned maintenance and repairs of footpaths and cycleways.**	OP	R/P	Ben Smith	· Complete all unplanned maintenance within budget.	On track	●	75	Limited Internal resource availability due to staff working on RMCC projects in first half of 2021-22 financial year. Works programmed to be completed in second half of 2021-22 financial year.

Responsible Department:

AM	Asset Management and Design
DEV	Development and Regulatory
R/P	Roads and Parks
FIN	Finance
PC	People and Culture
PRE	Preschool
P/F	Plant and Fleet
CM	Communications and Marketing
GOV	Governance
IT	Information Technology
CUST	Customer Service
EO	Executive Office
AIR	Airport
UTIL	Utilities (Water and Waste)

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Meeting Date	Report Title	Res #	Detail	Officer	Notes
28/04/2022	Standard Instrument LEP Natural Disasters Clause	85/22	**RESOLVED** 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 *Armidale Dumaresq Local Environmental Plan 2012* and *Guyra Local Environmental Plan 2012* or *Armidale Regional Local Environmental Plan* (as applicable), applying in the zones that currently permit dwelling house or secondary dwelling. b. That Council develop a policy that assists building owners to recover from disasters including but not limited to: 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, ii. an appropriate reduction in DA fees for replacement buildings that require a DA, iii. provide a concierge advisory and fast-track approval service for disaster affected building owners. **Moved Cr Packham** **Seconded Cr Galletly** **The Motion on being put to the vote was CARRIED unanimously.** **AMENDMENT** 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. **Moved Cr Robinson** **Seconded Cr O'Brien**	Boyce, Daniel	**13 May 2022 8:07am Boyce, Daniel** Disaster clause package sent to NSW Department of Planning and Environment, Policy to be developed.

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ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			FOR: *Cr D O'Brien, M O'Connor and D Robinson* *AGAINST:* *Crs S Coupland, P Gaddes, J Galletly, S McMichael, S Mepham, P Packham, T Redwood, and B Widders* **The Motion on being put to the vote was LOST.** 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		
25/05/2022	Simpler Financial Information	102/22	**RESOLVED** 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. **Moved Cr Robinson** **Seconded Cr O'Brien** *DIVISION* *The result being:-* *FOR:* *Crs S Coupland, P Gaddes, S McMichael, S Mepham, 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.**	Hoult, Melissa	**20 Jun 2022 11:39am Bower, Jessica** Manager Financial Services to meet with Cr Robinson week of 20 June to discuss. **15 Aug 2022 4:16pm Hoult, Melissa** Due to staff resourcing and other imperatives, staff will seek to provide a response towards the end of October 2022. **15 Aug 2022 4:19pm Hoult, Melissa - Target Date Revision** 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.

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ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
					13 Sep 2022 4:18pm Hoult, Melissa 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. **13 Sep 2022 4:18pm Hoult, Melissa - Target Date Revision** 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.
29/06/2022	Grids and Gates Policy	129/22	**RESOLVED** That Council: a. Refer POL087 – Gates and Stock Grids on Public Roads and public feedback to the Connected Region Key Pillar Working Group to discuss and make comment on proposed grid ownership, maintenance liabilities and transition options; b. Extend the ownership nomination period for an additional 12 months for Council staff, in consultation with the relevant working group, to determine	Schaefer, Darren	**19 Jul 2022 9:20am Schaefer, Darren** This item will be referred to the Connected Key Pillar Working Group once established. **16 Aug 2022 11:11am Bower, Jessica** The item was included on the Agenda for the July Connected KPWG meeting.

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ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			ownership of existing grids and gates on Council roads where ownership is uncertain. c. Extend the current transition period for an additional 12 months from the 1st July 2022 for existing grid and gate owners to upgrade, repair, remove or replace non-compliant grids and bring them into compliance with the updated policy POL087, noting all associated costs are currently the responsibility of the grid or gate owner as per the policy. **Moved Cr Packham** **Seconded Cr Mepham** **The Motion on being put to the vote was CARRIED unanimously.**		
27/07/2022	Look Up! Make the State of our Planet BAU Pilot Program	145/22	**MOVED** That Council: a. Endorse the Leadership Principles and Climate Action Plan initiatives contained within the outcomes of the pilot program *"Look-Up! Make the State of our Planet BAU."* b. Reaffirm Council's resolution on 25 September 2019 to commit to achieving the goals of Project Zero30. 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. **Moved Cr Robinson** **Seconded Cr Widders** **PROCEDURAL MOTION**	Bower, Jessica	**11 Aug 2022 11:55am Bower, Jessica** 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. **14 Sep 2022 3:10pm Bower, Jessica** GM advised: Item C to be addressed once the Renewable Energy Action Plan (REAP) has been formally adopted.

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ARMIDALE Regional Council

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

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Meeting Date	Report Title	Res #	Detail	Officer	Notes
			AGAINST: Crs P Packham and M O'Connor **The Motion on being put to the vote was CARRIED** 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. **The Motion on being put to the vote was CARRIED unanimously.** **Moved Cr Robinson Seconded Cr Widders**		
24/08/2022	RRMS proposal for the West Armidale Medical Centre and access to GP services in New England rural communities	158/22	**RESOLVED** 1. That council notes the announcement by the Rural and Remote Medical Services (RRMS) to depart from five GP clinics in New England rural communities at the end of September, and RRMS' proposal to convert the West Armidale Medical Centre to a training centre for overseas doctors. 2. That, consistent with our Delivery Program Goal to "Ensure health and community service provision meets the needs of our growing and ageing population" council write to the Federal Minister for Health, the Assistant Minister for Health, the Assistant Minister for Regional Health and to the Hon Barnaby Joyce, as well as the NSW Ministers for Health and Regional Health and to the Hon Adam Marshall, asking them to support the proposal by RRMS and also do what they can to address the funding crisis in GP services, especially to rural and regional health, and also ensure that appropriate funding is available for telehealth services. 3. That council also brings the matter to the attention of the New England Joint Organisation of councils.	Hoult, Melissa	**13 Sep 2022 2:35pm Hoult, Melissa - Completion** Action completed by Hoult, Melissa - Letters have been sent to Ministers 13/09/22.

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ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			Cr Dorothy Robinson 12 August 2022 **Moved Cr Robinson** **Seconded Cr McMichael** **The Motion on being put to the vote was CARRIED unanimously.**		
24/08/2022	LGNSW Annual Conference 2022		**RECOMMENDATION:** a. That in addition to the Mayor, Deputy Mayor and General Manager, Councillor Margaret O'Connor be registered as Councils delegates to the LGNSW Annual Conference 2022. b. That the process for appointment be by show of hands. c. That council votes, in seriatim, on the following LGNSW Motions that have been received from Councillors; i. **Motion** Motion submitted by Councillor Robinson: "That LGNSW supports and works towards the introduction of a standard for new wood heaters that will protect public health." **Background** An expert **position paper on wood heater pollution**, written by 11 health professionals from the Centre for Air pollution, energy and health Research (CAR, an NHMRC Centre of Research Excellence) notes that "Current Australian wood heater standards are insufficient to protect health". The paper recommends rigorous emissions standards for "real world" heater operation. Prof Fay Johnston's **Letter of Support** for a health-based standard explains:	Hoult, Melissa	**09 Sep 2022 2:53pm Hoult, Melissa** Registrations have been completed for the Conference and Motions submitted. **14 Sep 2022 3:34pm Hoult, Melissa - Completion** Action completed by Bower, Jessica - NFA.

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			"Unbeknown to most, air pollution from wood heaters is a significant issue in Australia. It is the number one source of fine particulate air pollution (PM2.5) in both Sydney and Melbourne..... Researchers affiliated with CAR have estimated that in the Greater Metropolitan Region of NSW, long-term exposure to PM2.5 from wood heaters causes 100 deaths per year. This is more than deaths from PM2.5 exposure coming from power stations (45 deaths) and traffic pollution (72 deaths) *...While the current standards may appear to be adequate, they do not reflect 'real world' wood heater operation."* There was also general agreement at the Healthy Environments and Lives Conference, 18 November 2021, that the current AS/NZS 4013 is grossly inadequate (**https://heal2021.com.au/recordings/**). The presentation by Dr John Todd (who resigned in 2019 as Chair of the Standards Australia Committee on Solid Fuel Heating) "stated: our Standards are out of date". The NSW Government's Clean Air Strategy states that "day-to-day management of wood heater emissions is at the local government level". A nationally-representative survey conducted by Asthma Australia in November 2021 found that "People who are exposed to woodfire heaters said they are **largely unable to protect themselves from the smoke**" The lack of a health-based standard for wood heaters not only contributes to substantial ill-health, but also adds to the workload of local councils. A new health-based standard for wood heaters would not only help protect public health, it would also reduce the time and effort needed to deal with complaints by people whose health is compromised by other people's wood smoke that, as revealed by Asthma Australia's study, are very difficult to resolve. **Moved Cr Robinson** **Seconded Cr Widders**		

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			DIVISION The result being:- **FOR:** Crs S Coupland, P Gaddes, S McMichael, S Mepham, D O'Brien, M O'Connor, T Redwood, D Robinson and B Widders **AGAINST:** Crs J Galletly and P Packham **The Mayor declared the vote CARRIED.** Cr Susan McMichael left the meeting, the time being 04:15 PM Cr Susan McMichael returned to the meeting, the time being 04:16 PM ii. **Motion** Motion submitted by Mayor Coupland: "That Local Government NSW; 1. Requests the NSW Government assist Regional Councils to make more simple adjustments to their planning documents in order to bring forward suitable "Logical Inclusion Housing areas" especially adjacent to the existing urban fabric of their towns and centres. 2. Requests technical support be provided by Department of Planning and Environment (DPE) to assist Regional Councils to find and deliver suitable housing areas without the necessity to undertake major review and structural changes to their planning documents. 3. Requests the NSW Government direct DPE not to exclude "Logical Inclusion Housing areas" for consideration because they have not already been identified in high level planning Council planning documents. It is		

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ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			acknowledged that processes would be conducted in accordance with accepted site planning assessment criteria and principles." **Background** Council understands that the Department of Planning and Environment (DPE) is looking at means and pathways for accelerating housing delivery as part of a deliberate program. Armidale Regional Council supports the logic behind this move by the State but would like to have available to it more simple pathways to enable early activation where it can be demonstrated areas are logical inclusion for housing without the necessity of needing to go back to the first principles and complete major reviews of high-level planning documents. Certain areas in regional councils could be "Logical Inclusion Housing Areas" and supported for rezoning without requiring detailed planning studies. A process can be created where logical extensions to the city boundary can occur without the need to do a Housing Strategy which would provide land supply to meet the needs for the next 2-3 whilst work continues on the 20 year housing strategy **Moved Cr Coupland Seconded Cr Gaddes** **The Mayor declared the vote CARRIED unanimously.** iii. **Motion** Motion submitted by Mayor Coupland: "That Local Government NSW; 1. Requests the NSW Government assist Regional Councils to identify and utilise council-owned land for housing.		

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ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			2. Requests technical support be provided by Department of Planning and Environment (DPE) to assist Regional Councils to reclassify appropriate community land to operational land to support use for housing purposes. 3. Requests the NSW Government provide funding for infrastructure to activate suitable council-owned land for housing." **Background** The Regional Housing Taskforce Findings Report (page 30) noted that a number of regional councils indicated their willingness and intention to utilise council-owned land for social and affordable housing. Limited supply of suitable council-owned lands without reservations and restrictions was raised as a barrier with some councils suggesting that excess community land (which is subject to restrictions in use and cannot be sold or leased on a long term basis) could be reclassified to operational land to support use for housing purposes. A number of council blocks that are pocket parks or other under-utilised parcels and could be used for housing. The process for reclassifying this land from community to operational (to allow sale or development) requires amendment to the LEP one parcel at a time. If all land were done as one package councils could bring blocks to the market quickly within the existing footprint of the towns. **Moved Cr Coupland Seconded Cr Robinson** **The Mayor declared the vote CARRIED unanimously.** iv. **Motion** Motion submitted by Mayor Coupland: "That Local Government NSW;		

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Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			1. Requests the NSW Government commit to ensuring that Regional Housing initiatives that bring forward new housing opportunities be prioritised for Renewable Energy Zones (REZ) and Special Activation Precinct areas. 2. Requests the NSW Government direct Department of Planning and Environment to require all State Significant Development proposals within the Renewable Energy Zones to supply temporary housing for construction workers unless they have demonstrated adequately that there is sufficient housing supply in the local area and that such assessment be required to consider the cumulative on housing demand of concurrent projects." **Background** The Councils within the New England Renewable Energy Zone are already experiencing considerable housing pressure with vacancy rates below 1%. There is a need to ensure effective Government and Developer led responses to current housing pressures that will be exacerbated by the unprecedented level of government and private investment in the REZ and SAP areas. Renewable energy projects with the sort of construction jobs being espoused by EnergyCo need to mitigate their impact on local housing and tourist accommodation markets in the host communities and be cognisant of the cumulative impact of multiple construction projects overlapping in the REZs. Proponents should be required to provide accommodation for construction workers in the same way that major infrastructure projects (like Inland Rail) and major mining projects do. This should be required as part of the DA for REZ projects and should consider the cumulative construction worker housing task across multiple projects. **Moved Cr Coupland** **Seconded Cr O'Connor**		

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ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			The Mayor declared the vote CARRIED unanimously. v. **Motion** Motion submitted by Mayor Coupland: "That Local Government NSW; 1. Requests the NSW Government direct Department of Planning and Environment to prepare a cumulative social, environmental and economic impact assessment for the full development scenario of each Renewable Energy Zone (REZ), both during construction and operation, which includes (but is not limited to) impact on agricultural land and employment and our way of life 2. Requests the NSW direct DPE to consult with individual councils as to the most appropriate zones within each LGA to host renewable developments and give preference to those developments that fall within an 'approved' zone." **Background** In the REZ statement, the NSW Government claims it will "support around 830 operational jobs and 1,250 construction jobs." The source and definition of these jobs number estimates is not clear. A number of the New England solar farm operators' proposals have given an indication of their expected number of operational jobs which equates to around 22 jobs for each one gigawatt of solar farm capacity. This translates to 170 operations and maintenance jobs for 8 gigawatts. Including indirect jobs (about 130), it is consistent with a total of about 300 jobs arising from the REZ. Significantly these estimates, even including indirect jobs, are well below the claimed 830 operational jobs.		

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ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			The estimated amount of prime agricultural land required to host the renewable energy projects within the NE REZ is 32,000ha. Depending on the type of project and its location there will be significant social impact on members of the community including, but not limited to, devaluation of neighbouring properties, environmental concerns, health concerns and visual pollution. The individual State Significant Developments (SSD) within the NE REZ are required during the SSD process to assess the social impact and give consideration to the cumulative impacts of multiple projects. This is not sufficiently independent or robust to satisfy host communities. **Moved Cr Coupland Seconded Cr McMichael** **The Mayor declared the vote CARRIED unanimously.** vi. **Motion** Motion submitted by Cr Robinson: "That LGNSW formally supports ALGA's call for a Local Government Climate Response Partnership Fund of $200 million' be endorsed for submission to LGNSW." **Background** LGNSW's policy platform on Climate Change includes many useful initiatives. Support for ALGA's call for a Local Government Climate Response Partnership Fund of $200 million would be a useful addition. **Moved Cr Robinson Seconded Cr O'Brien** **The Mayor declared the vote CARRIED unanimously.**		

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ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			vii. **Motion** Motion submitted by Cr Robinson: "That LGNSW formally supports the introduction in NSW of subsidies such as those available in Victoria and the ACT for residents to improve energy efficiency and replace gas and wood heating." **Background** According to the government of Victoria: "A reverse-cycle air conditioner is one of the most cost-effective and energy-efficient ways to provide heating and cooling for your home in one system, for year-round comfort" - see https://www.heatingupgrades.vic.gov.au/ Modern, energy reverse cycle systems can deliver 4 or 5 times as much heat to the home as they use in electric power and will be increasingly powered by renewable electricity. Victoria offers subsidies of $1000 to install energy-efficient reverse cycle systems, plus an additional $500 if the switchboard needs to be upgraded. Households with annual incomes below $90,000 are eligible, as are owners of properties rented for less than $500 a week. THE ACT Government offers subsidies of up to $1250 under its 'Climate Choices' program to replace wood heaters with efficient reverse cycle systems and also offers subsidies to replace gas heaters - https://www.climatechoices.act.gov.au/policy-programs/wood-heater-replacement-program. The schemes in Victoria and the ACT represent an extremely cost-effective way to improve the thermal comfort of homes, reduce energy poverty and reduce global warming, and would be consistent with the NSW Government's commitment to a 50% reduction in NSW's contribution to global warming by 2030.		

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ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			Moved Cr Robinson **Seconded Cr O'Connor** **The Mayor declared the vote CARRIED unanimously.** viii. **Motion** Motion submitted by Cr Robinson: "That LGNSW acknowledges finding one of the NSW parliamentary inquiry into rural health that people living outside of the city have "significantly poorer health outcomes, greater incidence of chronic disease, and greater premature deaths" and advocates for rapid implementation of all 44 recommendations in the final report' be endorsed for submission to LGNSW." **Background** 1. Final report of the parliamentary inquiry: Report no 57 - Portfolio Committee No. 2 - Health outcomes and access to health and hospital services in rural, regional and remote New South Wales (see finding 1, page 14). 2. ABC report on the NSW Rural Health Inquiry Findings: https://www.abc.net.au/news/2022-05-05/regional-health-inquiry-findings-handed-to-nsw-government/101031564. **Moved Cr Robinson** **Seconded Cr O'Connor** **The Mayor declared the vote CARRIED unanimously.**		
24/08/2022	Council Actions Report January - July 2022	160/22	**RESOLVED** That Council notes the report summarising the actions taken on the resolutions of Council. **Moved Cr Widders** **Seconded Cr McMichael** **The Motion on being put to the vote was CARRIED unanimously.**	Bower, Jessica	**01 Sep 2022 4:59pm Bower, Jessica - Completion** Action completed by Bower, Jessica - No further action required.

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Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
24/08/2022	Council input into development of Lobbying Guidelines by the Office of Local Government	161/22	**RESOLVED** That Council note the ICAC recommendations and provide collective feedback via the General Manager by Wednesday 31 August 2022 to inform a formal submission by Council to the OLG by 5 September 2022 on the collective view of Council as to whether: • the LOGO Act should apply to NSW local governments; and • what should be included in the proposed Lobbying Guidelines and model policy to be drafted by the OLG. **Moved Cr O'Brien** **Seconded Cr O'Connor** **The Motion on being put to the vote was CARRIED unanimously.**	Schaefer, Darren	**13 Sep 2022 10:47am Schaefer, Darren** Submission prepared and sent 5th September 2022 to Office of Local Government. **13 Sep 2022 10:49am Schaefer, Darren - Completion** Action completed by Schaefer, Darren - Submission sent
24/08/2022	Tabling of Updated Disclosure of Pecuniary Interest - Councillor Packham	162/22	**RESOLVED** That Council note the tabling of updated Disclosure of Pecuniary Interest and Other Matters provided by Councillor Packham as required by the *Model Code of Conduct*. **Moved Cr O'Connor** **Seconded Cr McMichael** **The Motion on being put to the vote was CARRIED unanimously.**	Schaefer, Darren	**14 Sep 2022 3:34pm Schaefer, Darren - Completion** Action completed by Bower, Jessica - NFA.
24/08/2022	YMCA Partnership - Update on Pilot Project for the operation of Council's Armidale and Guyra Pools	164/22	**RESOLVED** That Council: a) Endorse an extension the MOU for a further three months to appropriately review options, continue community consultation on the Y NSW report and enter into negotiations with the Y NSW for the ongoing management of the two Aquatic Centres.	Manners, Alex	**15 Sep 2022 1:23pm Manners, Alex - Completion**

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ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			b) Note the Report from the Y NSW and endorse the findings of the Armidale Regional Council's Swimming Pools and the recommendation to engage external consultants to assist in the creation of a business case; and c) Delegate authority to the General Manager to commence negotiations into the ongoing management of the two Aquatic Centres for an initial two-year interim management model incorporating the 2023/2024 and 2024/2025 pool seasons at the conclusion of the MOU. **Moved Cr O'Connor Seconded Cr Widders** **The Motion on being put to the vote was CARRIED unanimously.**		Action completed by Ackling, Belinda - a) Endorse an extension the MOU for a further three months to appropriately review options, continue community consultation on the Y NSW report and enter into negotiations with the Y NSW for the ongoing management of the two Aquatic Centres. = no further action , b)Note the Report from the Y NSW and endorse the findings of the Armidale Regional Council's Swimming Pools and the recommendation to engage external consultants to assist in the creation of a business case; and , c) Delegate authority to the General Manager to commence negotiations into the ongoing management of the two Aquatic Centres for an initial two-year interim management model incorporating the 2023/2024 and 2024/2025 pool seasons at the conclusion of the MOU.

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ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
24/08/2022	2021-22 Draft Financial Statements - Refer to Audit	165/22	**RESOLVED** A. Council endorse the 2021-22 draft financial statements as: 1. being prepared in accordance with: • the *Local Government Act 1993* (as amended) and the Regulations made there under; • the Australian Accounting Standards; and • the Local Government Code of Accounting Practice and Financial Reporting. 2. presenting fairly the Council's operating result and financial position for the year; and 3. being in accord with Council's accounting and other records. B. Council confirm it is not aware of any matter that would render the draft financial statements being prepared as being false or misleading in any way; C. Council endorse the Draft Financial Statements be referred to audit following completion of quality review by Council's Executive Leadership Team and Audit, Risk and Improvement Committee; D. Council delegate authority to the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer to sign the 'Statement by Council and Management' for inclusion within the draft financial report; E. Council delegate authority to the General Manager to finalise the date at which the auditor's report and financial statements are to be presented to the public; F. Council delegate authority to the General Manager to set the 'authorised for issue' date upon receipt of the auditor's report; and G. The Audited Financial Statements be presented to the October 2022 Ordinary Council meeting.	Schaefer, Darren	**13 Sep 2022 10:42am Schaefer, Darren** Council resolved to refer the draft financial statements to audit at the August 24 OCM post assessment from ELT and ARIC., Draft Stattements have now been supplied to ELT and ARIC for review in preparation for the next ARIC Meeting on next Tues 20 Sept 2022. **15 Sep 2022 4:57pm Schaefer, Darren - Completion** Action completed by Bower, Jessica - NFA.

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Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			Moved Cr Widders **Seconded Cr O'Connor** **The Motion on being put to the vote was CARRIED unanimously.**		
24/08/2022	Cash and Investment Report 31 July 2022	166/22	**RESOLVED** That Council note the Cash and Investment Report for July 2022. **Moved Cr Gaddes** **Seconded Cr Widders** **The Motion on being put to the vote was CARRIED unanimously.**	Schaefer, Darren	**13 Sep 2022 10:35am Schaefer, Darren - Completion** Action completed by Schaefer, Darren - Report noted.
24/08/2022	Adoption of Catchment Water Quality Strategic Plan 2022-2032	167/22	**RESOLVED** That Council Adopt the Catchment Water Quality Strategic Plan 2022-2032 **Moved Cr Widders** **Seconded Cr O'Connor** **The Motion on being put to the vote was CARRIED unanimously.**	Manners, Alex	**12 Sep 2022 12:15pm Manners, Alex - Completion** Action completed by Ackling, Belinda - That Council Adopt the Catchment Water Quality Strategic Plan 2022-2032- Adopted, no further action required.
24/08/2022	ARC Renewable Energy Action Plan for Public Exhibition	168/22	**RESOLVED** That Council: a. Endorse the Renewable Energy Action Plan noting the recommendations and priorities contained in section 7.2 of the report, including: - Increase energy awareness: ARC understands and controls energy usage to optimise productivity. - Move towards energy autonomy: ARC generates and supplies renewable energy to itself at a known and affordable price. - Engage carefully with Retailers: ARC is serviced by flexible, fair retail arrangements.	Schaefer, Darren	

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ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			- Electrify vehicles, plant, and equipment: Ensuring ARC fleet, plant and equipment is low-emission, affordable and effective. - Lead energy innovation: ARC becomes known as an attractive place for R&D, trials and implementation of new technology. - Have a stake in energy asset ownership: ARC receives additional revenue streams through the provision of utility services (micro grids, embedded networks, and alike). - Plan for energy security and climate resilience: Consider the relative importance of energy security at key sites and factor this into considerations for Behind the Meter installations b. Place the Renewable Energy Action Plan on public exhibition for a period of 28 days to obtain community feedback before returning to Council for adoption. **Moved Cr Robinson** **Seconded Cr Gaddes** **The Motion on being put to the vote was CARRIED unanimously.**		
24/08/2022	Armidale Regional Aboriginal Advisory Committee Meeting - Minutes of Meetings held on 5 May 2022 and 9 June 2022	169/22	**RESOLVED** That the Minutes of the Armidale Regional Aboriginal Advisory Committee meetings held on 5 May 2022 and 9 June 2022 be noted. **Moved Cr O'Brien** **Seconded Cr O'Connor** **The Motion on being put to the vote was CARRIED unanimously.**	Schaefer, Darren	**13 Sep 2022 10:34am Schaefer, Darren - Completion** Action completed by Schaefer, Darren - Minutes noted.

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ACTIONS TRACKING SUMMARY SHEET

Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
24/08/2022	Sports Council - Minutes of the Meeting held on 8 June 2022	170/22	**RESOLVED** That Council note the Minutes of the Sports Council Committee meeting held on 8 June 2022. **Moved Cr Galletly** **Seconded Cr Gaddes** **The Motion on being put to the vote was CARRIED unanimously.**	Manners, Alex	**12 Sep 2022 12:12pm Manners, Alex - Completion** Action completed by Ackling, Belinda - That Council note the Minutes of the Sports Council Committee meeting held on 8 June 2022. - Minutes noted no further actions required.
24/08/2022	Traffic Advisory Committee - Minutes of the meeting held on 2 August 2022	171/22	**RESOLVED** That in relation to the report "Armidale Regional Council Traffic Advisory Committee Minutes – 2 August 2022", that Council: a) Endorse the change of the Taxi Zone to a Bus Zone in Ollera St Guyra and removal of the first two angle parking spaces to accommodate the bus zone. b) Endorse the change of the Taxi Zone in Bradley St Guyra to a Bus Zone used for the community bus. c) Endorse the change of the Taxi Zone in Moore St Guyra to a Bus Zone and monitored for use. d) Endorse the installation of a 'No Stopping' sign on the northern side of Kentucky Street Armidale opposite the Gymnastic Centre. e) Request TfNSW to investigate improving the intersection of Dangar and Kentucky Street Armidale to reduce traffic delays for turning traffic. **Moved Cr McMichael** **Seconded Cr O'Connor** **The Motion on being put to the vote was CARRIED unanimously.**	Manners, Alex	**12 Sep 2022 12:10pm Manners, Alex - Completion**

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Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

					Action completed by Ackling, Belinda - a) Endorse the change of the Taxi Zone to a Bus Zone in Ollera St Guyra and removal of the first two angle parking spaces to accommodate the bus zone. - installation will occure once the new Bus Zone signs are delivered - No further action., b) Endorse the change of the Taxi Zone in Bradley St Guyra to a Bus Zone used for the community bus.- installation will occure once the new Bus Zone signs are delivered - No further action., c) Endorse the change of the Taxi Zone in Moore St Guyra to a Bus Zone and monitored for use. - installation will occure once the new Bus Zone signs are delivered - No further action., d) Endorse the installation of a 'No Stopping' sign on the northern side of Kentucky Street Armidale opposite the Gymnastic Centre. - Will be completed after water main works on the southern side of Kentucky Street are complete. , e) Request TfNSW to investigate improving the intersection of Dangar and Kentucky Street Armidale to reduce traffic delays for turning

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ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
					traffic. -TfNSW has been advised and are investigating, a further report will come back to TAC adising or results.
24/08/2022	KPWG - Minutes of meetings held June - August 2022	172/22	**RESOLVED** That the following Minutes of the Key Pillar Working Group meetings held from June 2022 to August 2022 be noted; • Future Region KPWG meeting held 16 June 2022 • Future Region KPWG meeting held 21 July 2022 **Moved Cr Gaddes** **Seconded Cr Robinson** **The Motion on being put to the vote was CARRIED unanimously.**	Hoult, Melissa	**09 Sep 2022 3:48pm Hoult, Melissa - Completion** Action completed by Hoult, Melissa - Noted
24/08/2022	Question on Notice - Cr Robinson	173/22	**RESOLVED** That Council note the response to the Questions on Notice submitted by Cr Robinson. **Moved Cr Robinson** **Seconded Cr McMichael** **The Motion on being put to the vote was CARRIED unanimously.**	Hoult, Melissa	**13 Sep 2022 4:07pm Hoult, Melissa** 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., Report on item c. to be submitted to September OCM. **13 Sep 2022 4:14pm Hoult, Melissa - Target Date Revision**

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Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
					Target date changed by Hoult, Melissa from 07 September 2022 to 23 November 2022 - I meeting will be scheduled with the new CFO towards the end of the year.
24/08/2022	Business Case for Continuation of Dattner Consultancy - Phase 3 - Engagement and Leadership Development 2022-2023	176/22	**RESOLVED** a. That Council continues to endorse the sole supplier Procurement Strategy of The Dattner Group to continue to provide high level and specialist consultancy services and a consistent approach to achieve Councils culture change objectives as part of the 'Restore and Thrive' Strategy; b. That this Procurement Strategy be endorsed under Section 55(i) of the *Local Government Act 1993* (that) an exception to the Act as endorsed for this contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders" for the reasons outlined in this report; c. Endorse an upper level limit of $240,000.00 (GST exclusive) for the continuation and/or completion of this project by the Dattner Group: 'Phase 3 – An Inspired way Forward' consistent with funding approved in the 2022-23 Financial year budget and; d. That, should future follow up, additional strategy, programs and other key strategic value be considered by the General Manager for future stages to the benefit of Council that endorsement of appropriate funding based on estimates be given to the General Manager within the established budget parameters and reporting frameworks of Council. **Moved Cr Galletly** **Seconded Cr O'Brien**	Schaefer, Darren	**14 Sep 2022 3:20pm Bower, Jessica** Agreement for Phase 3 signed and returned to Dattner. Activities to commence. **14 Sep 2022 3:21pm Schaefer, Darren - Completion** Action completed by Bower, Jessica - NFA.

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Ordinary and Extraordinary Council Meetings 2022

ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			The Motion on being put to the vote was CARRIED unanimously.		
24/08/2022	Debt Write-Off Request - Sundry Debtor	177/22	**RESOLVED** That Council approve a write-off of $14,865.73 (GST exclusive) for the debt as outlined in the report. **Moved Cr O'Connor Seconded Cr Robinson** **The Motion on being put to the vote was CARRIED unanimously.**	Schaefer, Darren	**13 Sep 2022 10:32am Schaefer, Darren - Completion** Action completed by Schaefer, Darren - Action taken. Debt written off per resolution.
24/08/2022	New England Regional Art Museum's Capital Works Program - Request for Support	178/22	**RESOLVED** That Council defer a decision on this item until the September 2022 OCM That by 5 September 2022; a. Council to determine its position in relation to expectations of NERAM in return for the funding extension b. Council to convey to NERAM additional information sought. c. Council request NERAM make a presentation to Councillors prior to the September OCM in relation to the funding extension sought. **SUSPENSION OF STANDING ORDERS - Move into committee of the whole** **Moved Cr Coupland Seconded Cr O'Brien** Standing orders were suspended at 5:15pm **RESUMPTION OF STANDING ORDERS - Move out of committee of the whole** **Moved Cr Coupland Seconded Cr Galletly** Standing orders were reinstated at 5:35pm	Hoult, Melissa	**09 Sep 2022 3:47pm Hoult, Melissa** Meeting with NERAM and Councillors is being held 4pm, 19 September 2022. **15 Sep 2022 4:58pm Hoult, Melissa - Completion** Action completed by Bower, Jessica - NFA.

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ARMIDALE Regional Council

Meeting Date	Report Title	Res #	Detail	Officer	Notes
			Moved Cr Coupland **Seconded Cr O'Connor** **The Motion on being put to the vote was CARRIED unanimously.**		
24/08/2022	Motion	163/22	**RESOLVED** That Council: a. Accept the following general terms of the Planning Agreement proposed by the proponent in relation to the Oxley Solar Farm: i. Lump sum of $2,790,000 (adjusted annually for CPI) on commencement of construction. ii. Annual payment of $139,500 (adjusted annually for CPI) for 20 years from commencement of construction. iii. An agreement to provide assistance with purchasing solar panels and steel components on behalf of Council at Oxley Solar Farm corporate rates. iv. Annual sponsorship of Project Zero30 of $20,000 (adjusted annually for CPI) for 10 years from commencement of construction. v. Provision of four electric vehicle charging stations at agreed locations no later than commencement of operation. b. Advise the proponent of Oxley Solar Farm and the NSW Government of its decision. **Moved Cr Robinson** **Seconded Cr Galletly** **The Motion on being put to the vote was CARRIED unanimously.**	Boyce, Daniel	**15 Sep 2022 3:39pm Boyce, Daniel** NSW Government notified of Council decision to enter into the planning agreement for Oxley Solar Farm. **15 Sep 2022 3:43pm Boyce, Daniel - Completion** Action completed by Bower, Jessica - NFA.

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ARMIDALE Regional Council

Quarterly Budget Review Statement

For the period: 1 April 2022 to: 30 June 2022

1. Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the *Local Government (General) Regulation 2021*:

It is my opinion that the Quarterly Budget Review Statement for Armidale Regional Council for the quarter ended 31 March 2022 indicates that Council's projected financial position at 30 June 2022 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____

Simon Paul
Responsible Accounting Officer

Date: 13/09/2022

ARMIDALE Regional Council

Quarterly Budget Review Statement

2. Income & Expenses

GENERAL FUND

	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000	YTD Actual End of Qtr (June2022) $'000	Actual to Budget Variance %	QBR4 Commentary
Income Statement										
Operating Revenue										
Rates and Annual Charges	27,648	0	0	0	93	(2)	27,739	27,739	100%	
User Charges and Fees	15,570	0	90	1,933	(306)	3,225	20,511	20,451	100%	The major movements are: - Increase in revenue for Longswamp Road due to increase in volume of waste from external and internal sources +$331K - RMCC grant recognised for major pavement project resulted in increase revenue of $2.7M - Reduction in expected revenue ($117K) from internally generated gravel, which is partially negated by lower cost. - Increase in passenger number after COVID, resulted in higher income for Airport by $128K - Increase in development resulted in higher application, inspection and certification fees $92K - Cemeteries income is higher by $34K
Interest and Investment Revenue	303	0	0	(149)	5	(1)	158	226	143%	Interest revenue is lower due to lower interest rate
Other Revenues	2,333	0	12	(51)	253	208	2,755	2,739	99%	- Sale of scrap metal income is higher than budgeted $137K. - Stronger community grant received which is not budgeted $99K. - Higher income above is partially negated by lower income in parking and infringement as all fine issued ($582K) is not realised.
Operating Grants and Contributions	12,551	2,938	(835)	303	756	(457)	15,257	15,070	99%	NIRW grant moved Inverell council and Tornado cost not yet reimbursement.
OPERATING REVENUE	**58,405**	**2,938**	**(733)**	**2,035**	**801**	**2,973**	**66,420**	**66,225**	**100%**	
Operating Expenditure										
Employee Costs	22,540	134	79	1,123	521	(1,411)	22,986	23,219	101%	The major movements are: - workers compensation insurance is lower than expected - Decrease in employee costs mainly due to vacant position and staff turn over this negated by higher cost in contractors
Materials and Contracts	12,184	252	(42)	481	(556)	4,025	16,345	15,917	97%	The major movements are: - Increase in expected costs relating to airport security screening offset by grant funding +$1.16m - Increase in costs for RMCC program offset by increased revenue +$1.9m - Increase in cost for waste service due to higher activity and staff turn over increase in contractor cost ($695K) partially negated by higher income ($472K) and reduction in Employee cost. - Reduction in expected costs for quarry operations offset with a reduction in revenue - NIRW Expenses ($410K) and grant (as above) moved Inverell council and some maintenance and overhead expenses are lower than budget
Borrowing Costs	966	0	0	0	0	(10)	956	968	101%	
Other Expenses	9,858	31	68	90	397	(755)	9,689	9,254	96%	NIRW Expenses ($205K) forecasted moved to Inverell council and IT maintenance cost is lower than budgeted ($415K) and council water rate charges are lower than budgeted.
Depreciation and Amortisation	12,757	0	0	0	0	4,950	17,707	17,955	101%	Revaluation of transport asset comes to $43M higher than budgeted resulted in higher depreciation.
OPERATING EXPENDITURE	**58,305**	**417**	**105**	**1,695**	**362**	**6,799**	**67,683**	**67,313**	**99%**	
OPERATING SURPLUS/(DEFICIT)	**100**	**2,521**	**(838)**	**341**	**440**	**(3,826)**	**(1,262)**	**(1,088)**	**86%**	
Capital Grants and Contributions	28,056	869	(5,943)	(7,712)	3,233	4,507	23,010	19,922	87%	Capital grants are at around 87% of the full year budget with grants on some projects received in advance of expenditure.
NET SURPLUS/(DEFICIT)	**28,156**	**3,390**	**(6,781)**	**(7,372)**	**3,672**	**681**	**21,747**	**18,834**	**87%**	
Cashflow & Reserve Movements										
Receipts										
Recurrent Revenue	58,405	2,938	(733)	2,035	801	2,973	66,420	66,225	100%	
Capital Grants and Contributions	28,056	869	(5,943)	(7,712)	3,233	4,507	23,010	19,922	87%	
Proceeds from Property, Plant & Equipment	1,010	0	214	0	284	9	1,517	521	34%	
Proceeds from Loans	0	0	0	0	0	0	0	0		
Transfer from Cash Reserve	5,328	483	248	1,503	176	(6,784)	955	0		
Payments										
Recurrent Expenditure excluding Depreciation	(45,423)	(417)	(105)	(1,695)	(362)	(1,859)	(49,861)	(49,196)	99%	
Capital Expenditure	(42,444)	(3,883)	6,430	8,456	2,070	5,712	(23,658)	(23,373)	99%	
Loan Repayments	(2,707)	0	0	0	0	0	(2,707)	(2,644)	98%	
Transfer to Cash Reserve	(2,225)	0	(63)	(2,580)	(6,365)	3,226	(8,006)	(5,424)		
NET BUDGET POSITION	**0**	**(9)**	**50**	**8**	**(162)**	**7,784**	**7,670**	**6,031**		**Unrestricted Cash Result**

ARMIDALE Regional Council

Quarterly Budget Review Statement

2. Income & Expenses

WATER FUND

	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000	YTD Actual End of Qtr (June2022) $'000	Actual to Budget Variance %	QBR4 Commentary
Income Statement										
Operating Revenue										
Rates and Annual Charges	2,640	0	0	324	10	3	2,977	2,977	100%	
User Charges and Fees	8,776	0	0	0	156	(594)	8,338	8,338	100%	The major movement is an increase in expected revenue from private works has not achieved due to less volume than expected due to wet season.
Interest and Investment Revenue	212	0	0	(79)	4	0	137	135	99%	Interest forecasted was lower due to lower interest rate
Other Revenues	38	0	0	0	0	0	38	38	100%	
Operating Grants and Contributions	67	0	0	0	67	33	167	167	100%	Adjustment to recognise grant funding for IWCM Strategy (Payment for milestone 2)
OPERATING REVENUE	**11,732**	**0**	**0**	**245**	**237**	**(558)**	**11,656**	**11,654**	**100%**	
Operating Expenditure										
Employee Costs	1,665	0	0	(0)	(25)	117	1,756	1,760	100%	
Materials and Contracts	4,930	0	0	0	(33)	(1,488)	3,408	3,406	100%	Reduction due to lower overhead cost, contract cost, repair and maintenance not required and tree removal project postponed to 2022/23 ($80K)
Borrowing Costs	293	0	0	0	0	0	293	380	130%	Interest on loans is as per the loan schedule
Other Expenses	660	0	(25)	0	(26)	(181)	428	475	111%	Borrowing cost is lower than budget
Depreciation and Amortisation	3,493	0	0	0	0	41	3,534	3,534	100%	
OPERATING EXPENDITURE	**11,042**	**0**	**(25)**	**(0)**	**(85)**	**(1,512)**	**9,420**	**9,554**	**101%**	
OPERATING SURPLUS/(DEFICIT)	**691**	**0**	**25**	**245**	**321**	**954**	**2,236**	**2,100**	**94%**	
Capital Grants and Contributions	8,001	1,447	0	(4,773)	(910)	(1,498)	2,267	2,307	102%	Delays in project completion resulted in lower recognition of capital grant income.
NET SURPLUS/(DEFICIT)	**8,692**	**1,447**	**25**	**(4,528)**	**(589)**	**(545)**	**4,503**	**4,407**	**98%**	
Cashflow & Reserve Movements										
Receipts										
Recurrent Revenue	11,732	0	0	245	237	(558)	11,656	11,654		
Capital Grants and Contributions	8,001	1,447	0	(4,773)	(910)	(1,498)	2,267	2,307		
Proceeds from Property, Plant & Equipment	0	0	0	0	0	0	0	0		
Proceeds from Loans	9,770	0	0	0	(4,000)	0	5,770	5,770		
Transfer from Cash Reserve	0	0	0	0	0	0	0	0		
Payments										
Recurrent Expenditure excluding Depreciation	(7,549)	0	25	0	85	1,553	(5,886)	(6,020)		
Capital Expenditure	(20,551)	(2,850)	(2)	10,102	3,405	2,204	(7,692)	(7,687)		
Loan Repayments	(281)	0	0	0	0	0	(281)	(357)		
Transfer to Cash Reserve	0	0	0	0	0	0	0	906		
NET BUDGET POSITION	**1,123**	**(1,403)**	**23**	**5,574**	**(1,184)**	**1,700**	**5,833**	**6,572**		**Water Fund Cash Reserve Result**

ARMIDALE Regional Council

Quarterly Budget Review Statement

2. Income & Expenses

SEWERAGE FUND

	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000	YTD Actual End of Qtr (June2022) $'000	Actual to Budget Variance %	QBR4 Commentary
Income Statement										
Operating Revenue										
Rates and Annual Charges	6,444	0	0	0	97	2	6,543	6,543	100%	
User Charges and Fees	206	0	0	0	24	24	254	254	100%	
Interest and Investment Revenue	158	0	0	(48)	0	0	110	104	95%	Interest forecasted was lower due to lower interest rate
Other Revenues	1,022	0	500	112	72	412	2,118	1,712	81%	Gain on Cattle Inventory partially negated by lower sale income. (unrealised gain on cattle is removed from financial statement)
Operating Grants and Contributions	83	0	0	0	0	2	85	85	100%	
OPERATING REVENUE	**7,892**	**0**	**500**	**64**	**194**	**439**	**9,089**	**8,678**	**95%**	
Operating Expenditure										
Employee Costs	1,519	0	0	0	18	(225)	1,312	1,311	100%	Lower salary cost is lower than forecast due to staff turn over
Materials and Contracts	3,019	0	8	(26)	(144)	(987)	1,870	1,872	100%	The major movement is a decrease of expected costs associated with an inflow/infiltration study to commence in 2022-23 . Contractors, consultant and plant cost is lower than budgeted.
Borrowing Costs	0	0	0	0	0	0	0	0	N/A	
Other Expenses	890	0	430	367	1	(26)	1,662	1,721	104%	
Depreciation and Amortisation	2,222	0	0	0	0	0	2,222	1,704	77%	Reduction in depreciation rate (from 1.54% to 1.15%) resulted in lower depreciation.
OPERATING EXPENDITURE	**7,650**	**0**	**438**	**342**	**(125)**	**(1,237)**	**7,066**	**6,608**	**94%**	
OPERATING SURPLUS/(DEFICIT)	**242**	**0**	**62**	**(278)**	**319**	**1,677**	**2,023**	**2,070**	**102%**	
Capital Grants and Contributions	150	0	0	175	(100)	262	487	487	100%	
NET SURPLUS/(DEFICIT)	**392**	**0**	**62**	**(103)**	**219**	**1,939**	**2,510**	**2,557**	**102%**	
Cashflow & Reserve Movements										
Receipts										
Recurrent Revenue	7,892	0	500	64	194	439	9,089	8,678		
Capital Grants and Contributions	150	0	0	175	(100)	262	487	487		
Proceeds from Property, Plant & Equipment	0	0	0	0	0	0	0	0		
Proceeds from Loans	0	0	0	0	0	0	0	0		
Transfer from Cash Reserve	0	0	0	0	0	0	0	0		
Payments										
Recurrent Expenditure excluding Depreciation	(5,428)	0	(438)	(342)	125	1,237	(4,844)	(4,904)		
Capital Expenditure	(2,280)	(211)	0	0	1,228	1,003	(260)	(260)		
Loan Repayments	0	0	0	0	0	0	0	0		
Transfer to Cash Reserve	0	0	0	0	0	0	0	(236)		
NET BUDGET POSITION	**334**	**(211)**	**62**	**(103)**	**1,447**	**2,942**	**4,472**	**3,765**		**Sewerage Fund Cash Reserve Result**

ARMIDALE Regional Council

Quarterly Budget Review Statement

2. Income & Expenses

CONSOLIDATED

	Original Budget 2020-21 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000	YTD Actual End of Qtr (June2022) $'000	Actual to Budget Variance %	QBR4 Commentary
Income Statement										
Operating Revenue										
Rates and Annual Charges	36,731	0	0	324	200	3	37,259	37,259	100%	
User Charges and Fees	24,551	0	90	1,933	(126)	2,654	29,103	29,043	100%	The major movements are: - Increase in revenue for Longswamp Road due to increase in volume of waste from external and internal sources +$331K - RMCC grant recognised for major pavement project resulted in increase revenue of $2.7M - Reduction in expected revenue ($117K) from internally generated gravel, which is partially negated by lower cost. - Increase in passenger number after COVID, resulted in higher income for Airport by $128K - Increase in development resulted in higher application, inspection and certification fees $92K - Cemeteries income is higher by $34K - Decrease in water revenue from private works has not achieved due to less volume than expected due to wet season.
Interest and Investment Revenue	673	0	0	(277)	9	(1)	405	465	115%	Interest revenue is lower due to lower interest rate
Other Revenues	3,392	0	512	61	325	620	4,911	4,489	91%	- Sale of scrap metal income is higher than budgeted $137K. - Stronger community grant received which is not budgeted $99K. - Higher income above is partially negated by lower income in parking and infringement as all fine issued ($582K) is not realised. - Gain on Cattle Inventory partially negated by lower sale income. (unrealised gain on cattle is removed from financial statement)
Operating Grants and Contributions	12,681	2,938	(835)	303	823	(422)	15,488	15,302	99%	- NIRW grant moved Inverell council and Tornado cost not yet reimbursement. - Adjustment to recognise grant funding for IWCM Strategy (Payment for milestone 2)
OPERATING REVENUE	**78,029**	**2,938**	**(233)**	**2,344**	**1,232**	**2,854**	**87,165**	**86,557**	**99%**	
Operating Expenditure										
Employee Costs	25,724	134	79	1,123	513	(1,519)	26,054	26,290	101%	The major movements are: - workers compensation insurance is lower than expected - Decrease in employee costs mainly due to vacant position and staff turn over this negated by higher cost in contractors
Materials and Contracts	20,133	252	(34)	456	(733)	1,550	21,623	21,194	98%	The major movements are: - Increase in expected costs relating to airport security screening offset by grant funding +$1.16m - Increase in costs for RMCC program offset by increased revenue +$1.9m - Increase in cost for waste service due to higher activity and staff turn over increase in contractor cost ($695K) partially negated by higher income ($472K) and reduction in Employee cost. - Reduction in expected costs for quarry operations offset with a reduction in revenue - NIRW Expenses ($410K) and grant (as above) moved Inverell council and some maintenance and overhead expenses are lower than budget - Material and contract cost for water activity is reduced due to lower overhead cost, contract cost, repair and maintenance not required and tree removal project postponed to 2022/23 ($80K) - The major movement in wastewater service - decrease in costs associated with an inflow/infiltration study postpone and will commence in 2022-23 , Contractors, consultant and plant cost is lower than budgeted.
Borrowing Costs	1,259	0	0	0	0	(10)	1,249	1,348	108%	
Other Expenses	11,408	31	473	457	371	(962)	11,779	11,450	97%	NIRW Expenses ($209K) forecasted moved to Inverell council and IT maintenance cost is lower than budgeted ($415K) and council water rate charges are lower than budgeted.
Depreciation and Amortisation	18,472	0	0	0	0	4,990	23,462	23,193	99%	- Revaluation of transport asset comes to $43M higher than budgeted resulted in higher depreciation. - Waste water activity - reduction in depreciation rate (from 1.54% to 1.15%) resulted in lower depreciation.
OPERATING EXPENDITURE	**76,996**	**417**	**518**	**2,036**	**152**	**4,050**	**84,169**	**83,475**	**99%**	
OPERATING SURPLUS/(DEFICIT)	**1,033**	**2,521**	**(751)**	**308**	**1,080**	**(1,196)**	**2,996**	**3,082**	**103%**	
Capital Grants and Contributions	36,207	2,316	(5,943)	(12,310)	2,223	3,270	25,763	22,716	88%	- Capital grants are at around 87% of the full year budget with grants on some projects received in advance of expenditure. - Capital grants are at varying stages for projects and claims are made in accordance with funding agreement conditions
NET SURPLUS/(DEFICIT)	**37,240**	**4,837**	**(6,693)**	**(12,002)**	**3,303**	**2,075**	**28,759**	**25,798**	**90%**	
Cashflow & Reserve Movements										
Receipts										
Recurrent Revenue	78,029	2,938	(233)	2,344	1,232	2,854	87,165	86,557		
Capital Grants and Contributions	36,207	2,316	(5,943)	(12,310)	2,223	3,270	25,763	22,716		
Proceeds from Property, Plant & Equipment	1,010	0	214	0	264	9	1,517	521		
Proceeds from Loans	5,770	0	0	0	(4,000)	0	5,770	5,770		
Transfer from Cash Reserve	5,328	483	248	1,503	176	(6,784)	955	0		
Payments										
Recurrent Expenditure excluding Depreciation	(58,399)	(417)	(518)	(2,036)	(152)	931	(60,591)	(60,120)		
Capital Expenditure	(65,275)	(6,943)	6,428	18,558	6,703	8,919	(31,610)	(31,320)		
Loan Repayments	(2,988)	0	0	0	0	0	(2,988)	(3,002)		
Transfer to Cash Reserve	(2,225)	0	(63)	(2,580)	(6,365)	3,226	(8,006)	(4,754)		
NET BUDGET POSITION	**1,457**	**(1,823)**	**135**	**5,479**	**101**	**12,426**	**17,975**	**16,368**		

ARMIDALE Regional Council

Quarterly Budget Review Statement
2. Operating Budget Adjustments

Level 1	Level 2	Level 3	Project No	Description	Last QBR $'000	Current QBR $'000	Variance $'000
GENERAL FUND							
Revenue							
Assets & Services	Design	Design & Resourcing	210310	Investigations and Design	(16)	(19)	(4)
Assets & Services	Design	Design & Resourcing	270057	Local Roads & Community Infrastructure Program Grant	0	0	0
Assets & Services	Local Services	Aquatic Centres	240001	Armidale Aquatic Centre	(195)	(195)	0
Assets & Services	Local Services	Aquatic Centres	300008	Guyra Aquatic Centre	(45)	(45)	0
Assets & Services	Local Services	Construction & Maintenance - External Customers	270702	RMS - RMCC Routine Maintenance	(550)	(550)	0
Assets & Services	Local Services	Construction & Maintenance - External Customers	270704	RMS - RMCC Ordered Pavement Works	(9,905)	(12,630)	(2,725)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	210330	Traffic Signs used on Jobs	(40)	(14)	26
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	210332	Works Depot	0	(1)	(1)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	210340	Private Works	(83)	(83)	(0)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	230208	Urban & Rural Drainage	(479)	(481)	(2)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	241002	Street Lighting (Electricity Bill)	0	(88)	(88)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270055	Roads to Recovery Grants	(1,430)	(1,430)	(0)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270110	Regional Roads Block Grant	(1,029)	(652)	377
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270120	Regional Roads Supplementary Grant	0	0	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270219	Traffic Facilities Engineering Support - M & R	(116)	(191)	(75)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270301	Financial Assistance Grant - Roads	(3,083)	(3,083)	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270400	Rural Unsealed Roads Planned Maintenance	(12)	(12)	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270600	Gravel Pit Operations	(600)	(483)	117
Assets & Services	Local Services	Public & Town Spaces	240200	Cemeteries	(230)	(264)	(34)
Assets & Services	Local Services	Public & Town Spaces	240250	Sports Council Administration	(42)	(39)	3
Assets & Services	Local Services	Public & Town Spaces	240300	Sportsfields	(40)	(37)	3
Assets & Services	Local Services	Public & Town Spaces	240350	Parks and Reserves	(13)	(16)	(3)
Assets & Services	Local Services	Public & Town Spaces	240400	Grazing and Leases	0	(0)	(0)
Assets & Services	Local Services	Public & Town Spaces	240510	Urban Forest	0	(0)	(0)
Assets & Services	Local Services	Public & Town Spaces	240520	Parks Management & Administration	(15)	(13)	2
Assets & Services	Local Services	Public & Town Spaces	240601	City Services	(18)	(14)	5
Assets & Services	Plant & Facilities	Facilities	241000	Facility Management	(358)	(409)	(51)
Assets & Services	Plant & Facilities	Facilities	300083	Kolora Aged Homes	(228)	(207)	21
Assets & Services	Plant & Facilities	Fleet & Workshop	210504	Plant and Fleet Income and Expenses	(582)	(586)	(4)
Assets & Services	Utilities	Northern Inland Regional Waste	290015	Northern Inland Regional Waste	0	5	5
Assets & Services	Utilities	Northern Inland Regional Waste	290017	NIRW Chemical CleanOut NSW EPA	0	0	0
Assets & Services	Utilities	Northern Inland Regional Waste	290018	NIRW CRC Communication and Education Plan NSW EPA	0	0	0
Assets & Services	Utilities	Waste Services	290060	Waste Management	(4,745)	(4,748)	(3)
Assets & Services	Utilities	Waste Services	290248	Long Swamp Road Waste Transfer Facility	(4,049)	(4,517)	(469)
Assets & Services	Utilities	Waste Services	290249	Regional Landfill	(2,894)	(2,894)	0
Corporate & Strategy	Armidale Regional Airport	Armidale Regional Airport	270561	Domestic Airports Screening Program	(856)	(1,160)	(304)
Corporate & Strategy	Armidale Regional Airport	Armidale Regional Airport	272000	Airport Operations	(940)	(1,079)	(139)
Corporate & Strategy	Financial Services	Employee Oncosts	210990	Employment Oncosts	(110)	(142)	(32)
Corporate & Strategy	Financial Services	Financial Services	210350	Purchasing & Supply	(10)	(4)	6
Corporate & Strategy	Financial Services	Financial Services	210815	Financial Services	(25,963)	(25,781)	181
Corporate & Strategy	Financial Services	Financial Services	230000	Natural Disaster Response	(217)	0	217
Corporate & Strategy	Financial Services	Rural Fire Service/SES	210400	Rural Fire Service	(565)	(631)	(66)
Corporate & Strategy	Governance	Governance	210050	Governance	0	(2)	(2)
Corporate & Strategy	Governance	Governance	210100	Insurances	0	(33)	(33)
Corporate & Strategy	Governance	Governance	210606	Internal Audit Committee	(57)	(55)	2
Corporate & Strategy	Preschool	Guyra Preschool	300565	Guyra Preschool & Long Day Care Centre	(814)	(814)	(0)
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	210255	Visitor Information Centre	(55)	(55)	0
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220500	Libraries	(175)	(175)	0
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220503	Library - Materials (co-op)-T19	(39)	(44)	(5)
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220605	Museums Folk Operations	(2)	(4)	(2)
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220650	Museums NERAM and Arts Development	(12)	(12)	0
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220080	Volunteer Centre	(25)	(20)	5
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220100	Aboriginal Community Development	0	(3)	(3)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220138	Bushfire Recovery Officer - Resilience NSW	(220)	(101)	119
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220159	Youth Services - Youth Week	(4)	(4)	0
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	300074	Home Support Services (HSS) Guyra	(168)	(128)	40
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	300502	Community Health Related Transport	(5)	(9)	(4)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	300707	Tablelands Community Transport	(83)	(83)	0
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	210117	Opex: Project GONZO - World Class Mountain Bike Facilities	(147)	(99)	48
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	210205	Tourism Development	0	(4)	(4)
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	210713	Events & Promotions	(372)	(446)	(75)
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	210717	Community Events 2022-2023	0	(192)	(192)
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	210721	Saumarez Homestead Project	0	(6)	(6)
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	272042	Council-led community grants program	(28)	0	28
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	272043	Community Events	(40)	1	40
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	272044	Waterfall Way Tourism Recovery Campaign	(129)	(9)	120
Executive Office	Executive Office	Executive & Councillors	210650	Executive Office	0	0	0
Executive Office	People & Culture	People & Culture	210607	Work, Health & Safety	(82)	(82)	0
Executive Office	People & Culture	People & Culture	210701	Human Resources	(20)	(29)	(9)
Executive Office	People & Culture	People & Culture	210709	Sport Une Staff Memberships	(5)	(4)	1
Sustainable Development	Development & Regulatory Services	Development	250100	Applications and Approvals	(398)	(470)	(72)
Sustainable Development	Development & Regulatory Services	Development	250102	Certification and Inspections	(244)	(263)	(19)
Sustainable Development	Development & Regulatory Services	Development	250315	Environmental Health	(175)	(165)	10
Sustainable Development	Development & Regulatory Services	Regulation & Enforcement	250400	Companion Animals	(72)	(54)	18
Sustainable Development	Development & Regulatory Services	Regulation & Enforcement	250502	Car Parking and General Enforcement	(400)	(337)	63
Sustainable Development	Development & Regulatory Services	Regulation & Enforcement	270453	Companion Animals Shelter	(106)	(82)	24
Sustainable Development	Development & Regulatory Services	Strategic Natural Resources & Land Use Planning	250203	Sustainability and Strategic Planning	(5)	(83)	(78)
Sustainable Development	Development & Regulatory Services	Strategic Natural Resources & Land Use Planning	272057	Wildlife and Habitat Community Grants Program	(110)	(60)	50
				Total	**(63,447)**	**(66,420)**	**(2,973)**

ARMIDALE Regional Council

Quarterly Budget Review Statement
2. Operating Budget Adjustments

Level 1	Level 2	Level 3	Project No	Description	Last QBR $'000	Current QBR $'000	Variance $'000
Expenditure							
Assets & Services	Asset Management	Strategic Infrastructure Planning	210305	Asset Management and Planning	906	461	(446)
Assets & Services	Design	Design & Resourcing	210310	Investigations and Design	492	305	(187)
Assets & Services	Design	Design & Resourcing	210346	Saumarez Homestead Internal Road Design	15	26	11
Assets & Services	Design	Design & Resourcing	250180	Gasworks Site Environmental Monitoring	365	322	(43)
Assets & Services	Local Services	Aquatic Centres	240001	Armidale Aquatic Centre	505	453	(52)
Assets & Services	Local Services	Aquatic Centres	240003	Depreciation Aquatic Centres	177	177	0
Assets & Services	Local Services	Aquatic Centres	300008	Guyra Aquatic Centre	204	193	(10)
Assets & Services	Local Services	Construction & Maintenance - External Customers	270700	RMS - RMCC Overheads (E & T)	162	136	(26)
Assets & Services	Local Services	Construction & Maintenance - External Customers	270702	RMS - RMCC Routine Maintenance	224	34	(190)
Assets & Services	Local Services	Construction & Maintenance - External Customers	270704	RMS - RMCC Ordered Pavement Works	8,906	10,952	2,046
Assets & Services	Local Services	Construction & Maintenance - External Customers	272038	RMCC MR76 - Corrective Maintenance	270	498	228
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	210319	Roads & Drainage Construction Management	0	0	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	210330	Traffic Signs used on Jobs	31	24	(7)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	210332	Works Depot	310	356	46
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	210340	Private Works	62	32	(30)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	230208	Urban & Rural Drainage	543	491	(52)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	230245	New England Weeds Authority	218	218	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	240800	Kerb & Gutter Maintenance	74	63	(11)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	240900	Footpaths Maintenance	70	56	(15)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	241002	Street Lighting (Electricity Bill)	250	234	(16)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270050	Roads Management	1,240	1,294	55
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270052	Depreciation Transport Management	6,052	10,587	4,535
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270110	Regional Roads Block Grant	367	335	(31)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270140	RR7708 (From Waterfall Way, Marsh St, Glen Innes Rd	0	0	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270200	Urban & Rural Roads Repairs and Maintenance	1,880	2,132	252
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270219	Traffic Facilities Engineering Support - M & R	116	143	27
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270301	Financial Assistance Grant - Roads	0	0	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270400	Rural Unsealed Roads Planned Maintenance	1,810	2,033	222
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270434	Cattle Grid Repairs	0	0	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270510	Urban & Rural Bridge Repair & Maintenance	97	91	(7)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270530	Rural Bridges Repairs and Maintenance	0	0	0
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270600	Gravel Pit Operations	975	481	(494)
Assets & Services	Local Services	Construction & Maintenance - Internal Customers	270900	Cycleways	25	9	(16)
Assets & Services	Local Services	Public & Town Spaces	240030	Parks Private Works	0	5	5
Assets & Services	Local Services	Public & Town Spaces	240200	Cemeteries	292	229	(63)
Assets & Services	Local Services	Public & Town Spaces	240250	Sports Council Administration	42	2	(41)
Assets & Services	Local Services	Public & Town Spaces	240300	Sportsfields	711	496	(215)
Assets & Services	Local Services	Public & Town Spaces	240305	Depreciation Parks and Reserves	679	1,045	366
Assets & Services	Local Services	Public & Town Spaces	240350	Parks and Reserves	1,081	967	(114)
Assets & Services	Local Services	Public & Town Spaces	240400	Grazing and Leases	0	0	0
Assets & Services	Local Services	Public & Town Spaces	240510	Urban Forest	319	329	10
Assets & Services	Local Services	Public & Town Spaces	240520	Parks Management & Administration	489	580	91
Assets & Services	Local Services	Public & Town Spaces	240601	City Services	662	624	(38)
Assets & Services	Local Services	Public & Town Spaces	272048	Tree Safety Works	0	4	4
Assets & Services	Plant & Facilities	Facilities	241000	Facility Management	2,186	1,560	(626)
Assets & Services	Plant & Facilities	Facilities	241001	Depreciation Facility Management	1,768	1,833	65
Assets & Services	Plant & Facilities	Facilities	300083	Kolora Aged Homes	19	19	0
Assets & Services	Plant & Facilities	Fleet & Workshop	210410	Plant & Fleet Private Works	0	63	63
Assets & Services	Plant & Facilities	Fleet & Workshop	210503	Depreciation Fleet and Workshop	1,777	1,777	0
Assets & Services	Plant & Facilities	Fleet & Workshop	210504	Plant and Fleet Income and Expenses	(2,011)	(2,234)	(223)
Assets & Services	Project Management Office	Project Management Office (PMO)	270445	Aboriginal Cultural Centre Footpath Construction	0	0	0
Assets & Services	Utilities	Northern Inland Regional Waste	290014	NIRW Grant Funding Pre 1st July 2014	0	0	0
Assets & Services	Utilities	Northern Inland Regional Waste	290015	Northern Inland Regional Waste	12	0	(12)
Assets & Services	Utilities	Northern Inland Regional Waste	290017	NIRW Chemical CleanOut NSW EPA	0	0	0
Assets & Services	Utilities	Northern Inland Regional Waste	290018	NIRW CRC Communication and Education Plan NSW EPA	0	0	0
Assets & Services	Utilities	Waste Services	290060	Waste Management	4,175	3,781	(394)
Assets & Services	Utilities	Waste Services	290246	Depreciation Waste	847	827	(20)
Assets & Services	Utilities	Waste Services	290248	Long Swamp Road Waste Transfer Facility	1,741	3,724	1,983
Assets & Services	Utilities	Waste Services	290249	Regional Landfill	867	16	(851)
Assets & Services	Utilities	Waste Services	290550	Transfer Station	621	669	48
Assets & Services	Utilities	Water Services	280010	Water - Business Administration	0	2	2
Corporate & Strategy	Armidale Regional Airport	Armidale Regional Airport	270559	Regional Airports Screening Infrastructure	0	84	84
Corporate & Strategy	Armidale Regional Airport	Armidale Regional Airport	270561	Domestic Airports Screening Program	700	700	0
Corporate & Strategy	Armidale Regional Airport	Armidale Regional Airport	272000	Airport Operations	1,252	1,236	(16)
Corporate & Strategy	Armidale Regional Airport	Armidale Regional Airport	272001	Depreciation Airport	760	760	0
Corporate & Strategy	Customer Service	Customer Relations	210070	Customer Service	682	641	(41)
Corporate & Strategy	Customer Service	Customer Relations	220110	Elsa Dixon Aboriginal Employment Program	21	13	(8)
Corporate & Strategy	Financial Services	Employee Oncosts	210990	Employment Oncosts	(3,188)	(1,298)	1,890
Corporate & Strategy	Financial Services	Financial Services	210350	Purchasing & Supply	451	476	25
Corporate & Strategy	Financial Services	Financial Services	210815	Financial Services	(5,568)	(3,378)	2,189
Corporate & Strategy	Financial Services	Financial Services	230000	Natural Disaster Response	217	292	75
Corporate & Strategy	Financial Services	Rural Fire Service/SES	210400	Rural Fire Service	673	467	(206)
Corporate & Strategy	Financial Services	Rural Fire Service/SES	210401	Depreciation RFS	528	528	0
Corporate & Strategy	Financial Services	Rural Fire Service/SES	210402	RFS - Program Maintenence & Repairs	362	317	(45)
Corporate & Strategy	Financial Services	Rural Fire Service/SES	250320	Guyra - State Emergency Service	57	31	(26)
Corporate & Strategy	Financial Services	Rural Fire Service/SES	250321	Fire Brigade Service Armidale	181	117	(64)
Corporate & Strategy	Governance	Governance	210050	Governance	514	341	(173)
Corporate & Strategy	Governance	Governance	210100	Insurances	1,109	992	(116)
Corporate & Strategy	Governance	Governance	210268	Industrial and Residential Land Disposal	20	4	(15)
Corporate & Strategy	Governance	Governance	210309	Corporate Planning	181	173	(8)
Corporate & Strategy	Governance	Governance	210602	Election Expenses	300	260	(40)
Corporate & Strategy	Governance	Governance	210606	Internal Audit Committee	253	176	(77)

ARMIDALE Regional Council

Quarterly Budget Review Statement
2. Operating Budget Adjustments

Level 1	Level 2	Level 3	Project No	Description	Last QBR $'000	Current QBR $'000	Variance $'000
Corporate & Strategy	Information Technology	Knowledge (IT)	210040	Records Management	371	384	13
Corporate & Strategy	Information Technology	Knowledge (IT)	210910	Information Technology	2,910	2,790	(120)
Corporate & Strategy	Information Technology	Knowledge (IT)	210912	Depreciation Information Technology	20	24	4
Corporate & Strategy	Preschool	Guyra Preschool	300565	Guyra Preschool & Long Day Care Centre	950	987	36
Corporate & Strategy	Strategic Communications & Marketing	Communications	210057	Communications & Engagement	624	498	(126)
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	210206	Depreciation Tourism	6	6	0
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	210255	Visitor Information Centre	262	179	(83)
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220205	Arts North West Contribution	22	22	0
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220500	Libraries	1,193	1,132	(61)
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220502	Depreciation Library	183	183	0
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220503	Library - Materials (co-op)-T19	74	74	0
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220605	Museums Folk Operations	149	94	(55)
Corporate & Strategy	Strategic Communications & Marketing	Libraries, Museums & VIC	220650	Museums NERAM and Arts Development	380	473	93
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	210086	Local Area Committees	25	4	(21)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220080	Volunteer Centre	72	69	(3)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220100	Aboriginal Community Development	109	107	(2)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220103	Aboriginal Cultural Centre Cont'n	40	40	0
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220131	Community Initiatives	179	22	(156)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220138	Bushfire Recovery Officer - Resilience NSW	220	123	(97)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220151	Youth Development	95	0	(95)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220159	Youth Services - Youth Week	6	6	0
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220182	Armidale Neighbourhood Centre	20	20	0
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	220200	Community Assistance Grants s356	0	0	0
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	270558	Community Connectivity	29	7	(22)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	300074	Home Support Services (HSS) Guyra	192	150	(43)
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	300502	Community Health Related Transport	5	6	1
Corporate & Strategy	Strategic Communications & Marketing	People & Community Services	300707	Tablelands Community Transport	6	27	21
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	210117	Opex: Project GONZO - World Class Mountain Bike Facilities	147	146	(2)
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	210205	Tourism Development	293	236	(57)
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	210713	Events & Promotions	648	660	12
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	272042	Council-led community grants program	28	15	(13)
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	272043	Community Events	40	7	(32)
Corporate & Strategy	Strategic Communications & Marketing	Tourism & Events	272044	Waterfall Way Tourism Recovery Campaign	120	84	(36)
Executive Office	Executive Office	Executive & Councillors	210650	Executive Office	2,526	2,003	(523)
Executive Office	Executive Office	Executive & Councillors	210653	Councillors Expenses	416	345	(71)
Executive Office	Executive Office	Executive & Councillors	210655	Executive - Performance Improvement Order	140	76	(64)
Executive Office	People & Culture	People & Culture	210607	Work, Health & Safety	1,288	1,111	(177)
Executive Office	People & Culture	People & Culture	210701	Human Resources	978	938	(40)
Executive Office	People & Culture	People & Culture	210709	Sport Une Staff Memberships	9	9	0
Sustainable Development	Development & Regulatory Services	Development	250100	Applications and Approvals	1,076	1,000	(76)
Sustainable Development	Development & Regulatory Services	Development	250102	Certification and Inspections	591	382	(209)
Sustainable Development	Development & Regulatory Services	Development	250315	Environmental Health	152	191	39
Sustainable Development	Development & Regulatory Services	Development	272041	Biodiversity Offsets	10	0	(10)
Sustainable Development	Development & Regulatory Services	Development	272055	Technical Office	265	83	(182)
Sustainable Development	Development & Regulatory Services	Economic Development	210225	Economic Development	248	199	(49)
Sustainable Development	Development & Regulatory Services	Economic Development	270556	Airside Land Operations and Maintenance	0	0	0
Sustainable Development	Development & Regulatory Services	Regulation & Enforcement	250400	Companion Animals	575	529	(46)
Sustainable Development	Development & Regulatory Services	Regulation & Enforcement	250502	Car Parking and General Enforcement	334	196	(137)
Sustainable Development	Development & Regulatory Services	Regulation & Enforcement	270453	Companion Animals Shelter	175	182	6
Sustainable Development	Development & Regulatory Services	Strategic Natural Resources & Land Use Planning	250203	Sustainability and Strategic Planning	448	342	(106)
Sustainable Development	Development & Regulatory Services	Strategic Natural Resources & Land Use Planning	272057	Wildlife and Habitat Community Grants Program	110	140	30
				Total	**60,883**	**67,683**	**6,799**
				Operating (Surplus)/Deficit - General Fund	**(2,564)**	**1,262**	**3,826**

ARMIDALE Regional Council

Quarterly Budget Review Statement
2. Operating Budget Adjustments

Level 1	Level 2	Level 3	Project No	Description	Last QBR $'000	Current QBR $'000	Variance $'000
WATER FUND							
Revenue							
Assets & Services	Utilities	Water Services	280010	Water - Business Administration	(12,074)	(11,442)	632
Assets & Services	Utilities	Water Services	280294	Water Private Works	(140)	(177)	(37)
Assets & Services	Utilities	Water Services	280300	Water Service Reservoirs	0	(37)	(37)
				Total	**(12,214)**	**(11,656)**	**558**
Expenditure							
Assets & Services	Utilities	Water Services	280008	Depreciation Water Services	3,493	3,534	41
Assets & Services	Utilities	Water Services	280010	Water - Business Administration	4,313	3,173	(1,140)
Assets & Services	Utilities	Water Services	280110	Water - Backflow Prevention	0	0	0
Assets & Services	Utilities	Water Services	280200	Raw Water Dams	204	158	(46)
Assets & Services	Utilities	Water Services	280250	Raw Water Mains	92	60	(32)
Assets & Services	Utilities	Water Services	280270	Water Network Management	1,003	971	(31)
Assets & Services	Utilities	Water Services	280278	Water Drought Relief	0	0	0
Assets & Services	Utilities	Water Services	280294	Water Private Works	80	88	8
Assets & Services	Utilities	Water Services	280300	Water Service Reservoirs	38	50	12
Assets & Services	Utilities	Water Services	280400	Water - Pumping Stations	129	88	(41)
Assets & Services	Utilities	Water Services	280700	WTP - Management	1,582	1,298	(284)
				Total	**10,932**	**9,420**	**(1,512)**
				Operating (Surplus)/Deficit - Water Fund	**(1,282)**	**(2,236)**	**(954)**
SEWERAGE FUND							
Revenue							
Assets & Services	Utilities	Sewer Services	260005	Sewer Management	(6,735)	(6,737)	(2)
Assets & Services	Utilities	Sewer Services	260020	Sewerage - New Connections	(48)	(34)	14
Assets & Services	Utilities	Sewer Services	260500	Effluent Management	(1,678)	(2,093)	(415)
Assets & Services	Utilities	Sewer Services	260600	Sewer - Trade Waste	(188)	(224)	(36)
				Total	**(8,649)**	**(9,089)**	**(439)**
Expenditure							
Assets & Services	Utilities	Sewer Services	260005	Sewer Management	2,369	1,619	(750)
Assets & Services	Utilities	Sewer Services	260008	Depreciation Sewerage Services	2,222	2,222	0
Assets & Services	Utilities	Sewer Services	260020	Sewerage - New Connections	11	13	2
Assets & Services	Utilities	Sewer Services	260195	Sewerage - Network Management	1,026	689	(336)
Assets & Services	Utilities	Sewer Services	260300	Sewerage - Pump Stations	25	22	(3)
Assets & Services	Utilities	Sewer Services	260400	STP - Management	887	807	(81)
Assets & Services	Utilities	Sewer Services	260500	Effluent Management	1,647	1,551	(96)
Assets & Services	Utilities	Sewer Services	260600	Sewer - Trade Waste	117	143	26
				Total	**8,303**	**7,066**	**(1,237)**
				Operating (Surplus)/Deficit - Sewerage Fund	**(346)**	**(2,023)**	**(1,677)**
				Operating (Surplus)/Deficit - Consolidated Result	**(4,192)**	**(2,996)**	**1,196**

ARMIDALE Regional Council

Quarterly Budget Review Statement

3. Capital Budget

GENERAL FUND

	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000
Capital Budget							
Funding							
Operating Revenue	12,982	2,530	(888)	333	602	(6,670)	8,889
Capital Grants and Contributions	28,056	869	(5,943)	(7,712)	3,233	4,507	23,010
Proceeds from Property, Plant & Equipment	1,010	0	214	0	284	9	1,517
Proceeds from Loans	0	0	0	0	0	0	0
Transfer from Cash Reserve	5,328	483	248	1,503	176	(6,784)	955
FUNDING	**47,376**	**3,883**	**(6,368)**	**(5,876)**	**4,294**	**(8,938)**	**34,371**
Expenditure							
Purchase of Property, Plant & Equipment	42,444	3,883	(6,430)	(8,456)	(2,070)	(5,712)	23,658
Loan Repayments	2,707	0	0	0	0	0	2,707
Transfer to Cash Reserve	2,225	0	63	2,580	6,365	(3,226)	8,006
EXPENDITURE	**47,376**	**3,883**	**(6,368)**	**(5,876)**	**4,294**	**(8,938)**	**34,371**
NET CAPITAL BUDGET POSITION	**0**	**0**	**0**	**0**	**0**	**0**	**0**

WATER FUND

	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000
Capital Budget							
Funding							
Operating Revenue	3,061	1,403	2	(5,329)	1,505	(706)	(64)
Capital Grants and Contributions	8,001	1,447	0	(4,773)	(910)	(1,498)	2,267
Proceeds from Property, Plant & Equipment	0	0	0	0	0	0	0
Proceeds from Loans	9,770	0	0	0	(4,000)	0	5,770
Transfer from Cash Reserve	0	0	0	0	0	0	0
FUNDING	**20,832**	**2,850**	**2**	**(10,102)**	**(3,405)**	**(2,204)**	**7,973**
Expenditure							
Purchase of Property, Plant & Equipment	20,551	2,850	2	(10,102)	(3,405)	(2,204)	7,692
Loan Repayments	281	0	0	0	0	0	281
Transfer to Cash Reserve	0	0	0	0	0	0	0
EXPENDITURE	**20,832**	**2,850**	**2**	**(10,102)**	**(3,405)**	**(2,204)**	**7,973**
NET CAPITAL BUDGET POSITION	**0**	**0**	**0**	**0**	**0**	**0**	**0**

SEWERAGE FUND

	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000
Capital Budget							
Funding							
Operating Revenue	2,130	211	0	(175)	(1,128)	(1,265)	(227)
Capital Grants and Contributions	150	0	0	175	(100)	262	487
Proceeds from Property, Plant & Equipment	0	0	0	0	0	0	0
Proceeds from Loans	0	0	0	0	0	0	0
Transfer from Cash Reserve	0	0	0	0	0	0	0
FUNDING	**2,280**	**211**	**0**	**0**	**(1,228)**	**(1,003)**	**260**
Expenditure							
Purchase of Property, Plant & Equipment	2,280	211	0	0	(1,228)	(1,003)	260
Loan Repayments	0	0	0	0	0	0	0
Transfer to Cash Reserve	0	0	0	0	0	0	0
EXPENDITURE	**2,280**	**211**	**0**	**0**	**(1,228)**	**(1,003)**	**260**
NET CAPITAL BUDGET POSITION	**0**	**0**	**0**	**0**	**0**	**0**	**0**

CONSOLIDATED

	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000
Capital Budget							
Funding							
Operating Revenue	18,173	4,144	(886)	(5,171)	979	(8,641)	8,599
Capital Grants and Contributions	36,207	2,316	(5,943)	(12,310)	2,223	3,270	25,763
Proceeds from Property, Plant & Equipment	1,010	0	214	0	284	9	1,517
Proceeds from Loans	9,770	0	0	0	(4,000)	0	5,770
Transfer from Cash Reserve	5,328	483	248	1,503	176	(6,784)	955
FUNDING	**70,488**	**6,943**	**(6,366)**	**(15,978)**	**(338)**	**(12,145)**	**42,604**
Expenditure							
Purchase of Property, Plant & Equipment	65,275	6,943	(6,428)	(18,558)	(6,703)	(8,919)	31,610
Loan Repayments	2,988	0	0	0	0	0	2,988
Transfer to Cash Reserve	2,225	0	63	2,580	6,365	(3,226)	8,006
EXPENDITURE	**70,488**	**6,943**	**(6,366)**	**(15,978)**	**(338)**	**(12,145)**	**42,604**
NET CAPITAL BUDGET POSITION	**0**	**0**	**0**	**0**	**0**	**0**	**0**

ARMIDALE Regional Council

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3. Capital Budget Adjustments

Level 3	Project No	Description	REVENUE Last QBR $'000	REVENUE Current QBR $'000	REVENUE Variance $'000	EXPENDITURE Last QBR $'000	EXPENDITURE Current QBR $'000	EXPENDITURE Variance $'000	QBR4 Commentary
GENERAL FUND									
Aquatic Centres	240016	Capex: Aquatic Centre Asset Renewals	(366)	(366)	0	366	359	(7)	DW - this should be held on trust BS/RM - correct this appears to be a retention security
Armidale Regional Airport	270449	Capex: Airport Staff relocation RASI011	(92)	(92)	0	92	92	0	To be rolled over to FY22/23
Armidale Regional Airport	272033	Capex: Airport Security Screening	(2)	(2)	0	2	2	0	Project complete
Armidale Regional Airport	272062	Capex: Regional Airports Program Round 2	(300)	(300)	0	300	300	0	Complete
Communications	240613	Capex: Ebor LAC LCRI Funding	(15)	(24)	(9)	24	41	17	Carry forward for Guyra entry sign - funded from operating budget
Construction & Maintenance - Internal Customers	230269	Capex: Urban & Rural Drainage.	0	0	0	397	73	(324)	As per Q3 capital program Offset by reduction in PJ 270414 - Gravel Resheeting
Construction & Maintenance - Internal Customers	240830	Capex: Kerb & Gutter Renewal 2021/22	0	0	0	413	21	(392)	Rollover Entire Amount
Construction & Maintenance - Internal Customers	240917	Capex: Footpath Renewal 2021/22	0	0	0	47	4	(43)	Rollover Entire Amount
Construction & Maintenance - Internal Customers	240918	Capex: CPTIGS Bus Shelters	0	(11)	(11)	0	0	0	
Construction & Maintenance - Internal Customers	270259	Capex: Urban Reseals 2021/22	(320)	(320)	0	1,565	1,190	(376)	LRCI Phase 1
Construction & Maintenance - Internal Customers	270414	Capex: Gravel Resheeting Roads Local Rural Unsealed	(693)	(693)	0	1,700	1,847	147	LRCI Phase 1 $504,000 Phase 2 $189,463/ 'Take from next years budget for 2022/2023
Construction & Maintenance - Internal Customers	270470	Capex: Regional Rds Repair Program	(184)	(184)	0	750	652	(98)	To be rolled over to FY22/23
Construction & Maintenance - Internal Customers	270471	Capex: Rural Reseals 2021/22	(444)	(444)	0	1,852	1,230	(622)	To be rolled over to FY22/23
Construction & Maintenance - Internal Customers	272064	Capex: Roundabout - McLennan Niagara St	(109)	(9)	99	109	96	(12)	Complete
Construction & Maintenance - Internal Customers	272066	Capex: Williams Road Bridge	0	0	0	113	4	(109)	To be rolled over to FY22/23
Design & Resourcing	210303	Capex: Capital project design and planning	0	0	0	490	310	(180)	$180K – capital amount unexpended rolled over into 22/23 to cover current in progress external consultant works
Development	250800	Sec 94 - Urban Bridge Upgrade	0	(19)	(19)	0	0	0	
Development	250802	Section 7.12 Contributions Plan	(300)	(538)	(238)	0	0	0	
Development	250803	Airport Planning Agreement Contributions Plan	0	(30)	(30)	0	0	0	
Development	250804	Peter Maguire Roundabout Contribution	0	(65)	(65)	0	0	0	
Economic Development	270555	Airside Land Sale Proceeds	(375)	(0)	375	375	287	(88)	To be rolled over to FY22/23
Facilities	240028	Capex: Guyra Men's Shed relocation and welding bay	(100)	(99)	1	108	99	(9)	On Track. Project 95% completed with incidentals only left. Carry over of any funds requested.
Facilities	240032	Capex: Community Facilities Renovations	0	0	0	75	67	(8)	A suite of 10 projects with 8 completed and remaining 2 commenced. This is Federal Bushfire funding and I believe there is a double up of funds in this PJ with my calculations being $18694. An amount of unspent funds exists for carry over to 2022-2023.
Facilities	240033	Capex: Lamb & Potato Festival Renovation kitchen upgrade	0	0	0	15	14	(0)	This project is completed
Facilities	240035	Capex: Guyra Historical Society Renovations	0	0	0	1	0	(1)	This project is completed
Facilities	240036	Capex: SES Guyra Hardstand & Parking Area	(30)	(40)	(10)	30	21	(9)	This project is completed
Facilities	240060	Capex: Local Area Committee Infrastructure Contributions	(50)	(50)	0	377	165	(212)	This is a suite of 13 projects with 11 of these completed. Still outstanding are the Ebor Union Church upgrade and the Lower Creek Hall construction. This is all external grants and a combination of NSW Drought and Federal Bushfire and LRCI funding. I believe there is a double up of approximately $150K in this PJ with my calculations being a balance of $230K. Requesting the carry over of the balance funds to 2022-2023 for the completion
Facilities	240061	Capex: RFS Drought Funding Contributions	0	0	0	9	5	(4)	State Drought Funding. A suite of 5 projects with 4 completed and 1 in progress with delays due to wet weather and roofing iron supply issues. Due for completion September 2022. Funds to carry over 2022-2023 for payment on completion.
Facilities	240331	Capex:Solar Project Installation at Major Council Facilities	0	0	0	38	30	(8)	Externally funded with 7 projects. 6 completed with last project underway and due for completion by end of August. Carry over of funds to 2022-2023 for contractor payment.
Facilities	241006	Capex: Building Renewals 2021/22	0	0	0	523	146	(377)	These are General Fund Capex projects funded in 2021-2022. With the majority of the externally funded projects either completed or soon to be Facilities has the capacity to continue with the progress already achieved with these projects. Request carry over of funding to 2022-2023.
Facilities	241007	Capex: LRCI Phase 2 Building Upgrades	(190)	(129)	61	190	129	(61)	LRCI externally funded suite of 5 projects. 4 projects completed. Balance of funding to carry over to 2022-2023 for completion of last project.
Facilities	270451	Capex: Upgrade disability ramps Guyra Community Hall	(63)	(63)	0	63	63	0	Externally funded project. Due for completion end - August 2022. Carry over 2022-2023
Facilities	270455	Capex: Showground Stimulas Funding P2B	(711)	(424)	286	711	424	(286)	External funded 2 x projects. I completed with second due for completion in September 2022. Carry over 2022-2023
Facilities	272059	Capex: Armidale Library	(85)	(51)	35	85	51	(35)	Externally funded suite of 6 projects. % completed with one ongoing. Amount of unspent funds for carry over to 2022/23
Facilities	272065	Capex: Kolora Carpark & Landscaping	0	0	0	15	0	(15)	Kolora Reserve funding. Stage 2 Underway - Carry over 2022-2023 for contractor payment.
Facilities	300716	Capex: Preschool Upgrade	0	0	0	7	7	0	
Fleet & Workshop	210501	Capex: Plant Purchases	(633)	(463)	170	1,915	1,915	0	Delay in supply
Governance	210852	Land Divestment Strategy Proceeds	(500)	(1,054)	(554)	0	0	0	

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Level 3	Project No	Description	REVENUE Last QBR $'000	REVENUE Current QBR $'000	REVENUE Variance $'000	EXPENDITURE Last QBR $'000	EXPENDITURE Current QBR $'000	EXPENDITURE Variance $'000	QBR4 Commentary
Guyra Preschool	300731	Preschool Bushfire Funded Upgrades	0	0	0	313	136	(177)	BLER funds spent and finalised.
Knowledge (IT)	210881	Capex: IT Communications	0	0	0	192	204	12	No comments/ 'Take from next years budget for 2022/2023
Libraries, Museums & VIC	220506	Capex: Library Books and AV materials	0	0	0	125	94	(31)	No comments
Libraries, Museums & VIC	272058	Public Library Infrastructure	(166)	(58)	108	166	58	(108)	To be rolled over to FY22/23
Libraries, Museums & VIC	272060	Capex: Armidale Library Fitout	(170)	(170)	0	170	170	0	
Project Management Office (PMO)	210234	Capex: Airport Business Park	0	0	0	32	25	(7)	Expenditure complete.
Project Management Office (PMO)	270251	Capex: Guyra Main Street Upgrade (Merger Funds)	0	0	0	185	133	(52)	All unspent funds to be rolled over to 2022/23. project awaiting additional funds to complete outstanding scope items.
Project Management Office (PMO)	270444	Capex: Kempsey Road Natural Disaster Restoration	(10,700)	(14,145)	(3,445)	10,700	9,494	(1,206)	All unspent funds to be rolled over. Multi-year project which is externally funded. 2022 natural disaster emergency works still in progress, Main Recovery Works & improvement works tender out to market. Currently project completion is forecast for late 2025.
Project Management Office (PMO)	270457	AGRN 1012 Local Govt Recovery Grant	0	(1,000)	(1,000)	0	0	0	
Project Management Office (PMO)	270546	Capex: Shingle Hut Creek Bridge Replacement	(10)	(12)	(2)	10	10	0	
Project Management Office (PMO)	270547	Capex: Dumaresq Creek Bridge	(343)	(343)	0	150	150	0	
Project Management Office (PMO)	270548	Capex: Pint Pot Creek Bridge	(310)	(310)	0	43	33	(10)	Project complete, however minor expenditure required for repair to flood fencing adjacent to bridge. Rollover remaining $12,727 to FY22/23 to suit fencing contractor availability. Transferred 8K to Dumaresq Creek
Project Management Office (PMO)	270549	Capex: Martins Gully Bridge	(363)	(150)	213	680	697	17	Project complete FY 21/22. Slight underspend. No rollover required.
Project Management Office (PMO)	272024	Capex: Airside works Stage 1	(871)	110	982	1,743	1,726	(17)	Project complete. All expenditure complete. No rollover required.
Project Management Office (PMO)	272047	Capex: Monckton Aquatic Centre Solar Panels	0	0	0	39	34	(5)	Project complete. No rollover required.
Project Management Office (PMO)	272050	Capex: Bakers Creek Bridge	(200)	(197)	3	200	177	(23)	Awaiting outcome of additional funding under BRP. Anticipating announcement by end 2022. Project on hold until additional funding obtained. Roll over all unspent funds to FY22/23. Completion under funding due April 2024.
Project Management Office (PMO)	272051	Capex: Boorolong Creek Bridge	(70)	(180)	(110)	70	50	(20)	Awaiting outcome of additional funding under BRP. Anticipating announcement by end 2022. Project on hold until additional funding obtained. Roll over all unspent funds to FY22/23. Completion under funding due April 2024.
Project Management Office (PMO)	272052	Capex: Laura Creek Bridge	(150)	(95)	55	150	99	(51)	Awaiting outcome of additional funding under BRP. Anticipating announcement by end 2022. Project on hold until additional funding obtained. Roll over all unspent funds to FY22/23. Completion under funding due April 2024.
Project Management Office (PMO)	272053	Capex: Lambs Valley Bridge	(125)	(65)	60	125	47	(78)	Delays to precast culvert components. Expenditure not achieved FY21/22. Roll over all remaining funds to FY22/23. Anticipate works to be completed FY22/23
Project Management Office (PMO)	272067	Lower Creek Community Hall Project Management	0	(376)	(376)	0	13	13	Project has only just commenced with 21/22 expenditure related to salaries. All unspent funds to be rolled over to 22/23. project completion due 23/24fy.
Project Management Office (PMO)	272068	Capex: Kellys Plains Rd Rehab (LRCI Phase 3)	(10)	0	10	10	21	11	Project has only just commenced with 21/22 expenditure related to salaries. Project is awaiting LRCI approval before works can be tendered and awarded. Construction to be completed by end of 22/23fy. Approved by Kelly to incur salaries to complete project initiation and planning.
Public & Town Spaces	240208	Capex: Armidale Cemetery - Plaque Beams	0	0	0	15	16	1	Expenditure slightly higher than budget/ 'Take from next years budget for 2022/2023
Public & Town Spaces	240307	Capex: Playground Replacement Program	0	0	0	27	0	(27)	Project planning phase.
Public & Town Spaces	240383	Capex: Black Gully Reveg & Erosion Control	0	0	0	15	1	(14)	Project carrying forward
Public & Town Spaces	240384	Capex: Playground Warning Signage	0	0	0	10	9	(1)	Nil Rollover
Public & Town Spaces	240386	Capex: Sports Council Priority Projects	0	0	0	33	33	0	
Public & Town Spaces	240387	Capex: Dumaresq Dam Fishing Jetty	(50)	0	50	50	0	(50)	Department of Regional NSW (Recreational Fishing Trusts) - total project value $144,000
Public & Town Spaces	240612	Capex: Mall Vibrancy LCRI Funding	(301)	(259)	42	301	259	(42)	Rollover Entire Amount
Public & Town Spaces	250796	Sec 94 - Street Trees	(5)	(0)	5	0	0	0	
Public & Town Spaces	272049	Capex: Armidale Creeklands Masterplan	(250)	(1,500)	(1,250)	250	77	(173)	Public Spaces Legacy Project – Armidale Creeklands
Public & Town Spaces	272063	Capex: Lynches Rd Netball Lighting	(350)	(105)	245	350	14	(336)	Regional Sport Facility Fund 2020-21
Tourism & Events	240037	Capex: Portable Stage (BSBR)	0	(200)	(200)	0	0	0	
Waste Services	290146	Capex: Landfill Construction Waterfall Way	0	0	0	250	132	(118)	Rollover Entire Amount
Waste Services	290153	Capex: Guyra Landfill Leachate Monitoring	0	0	0	55	47	(8)	Rollover Entire Amount
Waste Services	290154	Capex: Ben Lomond Transfer Station	(4)	(1)	3	4	1	(3)	Nil Rollover
Waste Services	290252	Capex: Long Swamp Road – Baler	0	0	0	0	10	10	Cover these costs from 2022/2023 Budget
Waste Services	290576	Capex: Waste Transfer Station Upgrades 2021/22	0	0	0	150	43	(107)	Rollover Entire Amount
		Total	**(20,011)**	**(24,527)**	**(4,516)**	**29,370**	**23,658**	**(5,712)**	

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Level 3	Project No	Description	REVENUE Last QBR $'000	REVENUE Current QBR $'000	REVENUE Variance $'000	EXPENDITURE Last QBR $'000	EXPENDITURE Current QBR $'000	EXPENDITURE Variance $'000	QBR4 Commentary
WATER FUND									
Loans	280018	LOAN PROCEEDS: Water Fund	(5,770)	(5,770)	0	0	0	0	
Water Services	280022	Developer Servicing Charge - Water	(250)	(684)	(434)	0	0	0	
Water Services	280203	Capex: Guyra Dam - Raw Water Pump Station and Switchboar	0	0	0	11	11	0	
Water Services	280216	Capex: Dumaresq Dam Upgrade Stability Investigation	(3,025)	(1,255)	1,770	6,834	6,011	(822)	To be rolled over to FY22/23
Water Services	280276	Capex: Water Meter Replacement	0	0	0	100	37	(63)	MB - this funding needs to carry forward as the project will be done in 2022/23 F/Y.
Water Services	280332	Capex: Regional WTP - Master Plan incl Water Tank Upgrades	0	0	0	150	8	(142)	MB - Minimal spend due to lack of resources
Water Services	280333	Capex: Groundwater Infrastructure	0	0	0	250	150	(100)	MB - carryover identified at Q3BR ($368,296). Works to bring bore network & bores to production. Awaiting licences.
Water Services	280371	Capex: Water Main Replacements	0	0	0	600	370	(230)	MB - Transfer $101,164 to 280747 to cover actuals. Carry $50k forward to 280747 for completion of project. Return remaining budget to reserve.
Water Services	280425	Capex: Water pumping stations renewal	0	0	0	100	25	(75)	Nil Rollover
Water Services	280716	Capex: Armidale & Guyra WTPs - Fluoridation Upgrade Stage 2	0	0	0	50	50	0	MB - This project needs to carry forward. This is fully funded from NSW Public Health on commissioning of the new Fluoride Plant
Water Services	280728	Capex: Water Treatment Plant	0	0	0	150	107	(43)	Nil Rollover
Water Services	280743	Capex: SCADA Telemetry Systems	0	0	0	11	11	0	Nil Rollover
Water Services	280747	Capex: Reservoirs - Toadulla	0	0	0	200	300	100	MB - Transfer $101,164 from PJ Code 280371 to cover actuals.
Water Services	280748	Capex: Service Line Replacement	0	0	0	200	167	(33)	MB - program completed for this F/Y. Budget lines adjusted to reflect actuals
Water Services	280750	Capex: Water Security Project	(250)	0	250	500	2	(498)	MB - Project did not get completed as it was dependent on funding/ MB - Funding not secured
Water Services	280751	Capex: Southern New England Landcare Guyra Dams Work	0	0	0	50	0	(50)	MB - carryover to complete dam re-fencing ($50,000). Have quotes for works. This will align with other projects & grant opportunities.
Water Services	280752	Capex: Malpas Dam - Replace air compressor	0	0	0	60	0	(60)	MB - this budget needs to carry forward as compressor has been ordered and it will need to be installed. PO = A089576
Water Services	280754	Capex: WHS Works at Guyra WTP (HH20 2017)	0	0	0	100	15	(85)	MB - This was investigated and majority of the WHS works were completed.
Water Services	280755	Capex: SCADA Upgrade/Guyra Plants Automation	0	0	0	50	0	(50)	MB - ongoing project. Budget needs to carry forward.
Water Services	280861	Capex: Puddledock Pipeline Replacement	(240)	(327)	(87)	480	427	(53)	Rollover Entire Amount
		Total	**(9,535)**	**(8,037)**	**1,498**	**9,896**	**7,692**	**(2,204)**	
SEWERAGE FUND									
Sewer Services	260023	Developer Servicing Charge Sewer	(175)	(487)	(312)	0	0	0	
Sewer Services	260197	Capex: Upgrades to the Sewer Network Vent Stacks	0	0	0	90	86	(4)	This project is completed
Sewer Services	260199	Capex: Sewer Network Upgrades - MH Rehab	0	0	0	25	0	(25)	MB - no capital manhole rehabilitation works undertaken in the F/Y.
Sewer Services	260217	Capex: Sewermains	0	0	0	700	38	(662)	MB - Carry over remaining budget to finalise Milson Pl Sewer Upgrade ($236,000) & Acacia Pk Rising main renewal ($194,936) which will be included in the sewer mains relining. This will be added to the $1.2m budget proposed for sewer mains in 22/23 F/Y.
Sewer Services	260301	Capex: Sewage pumping stations capital projects	0	0	0	100	0	(100)	MB - no PS works undertaken in the F/Y
Sewer Services	260407	Capex: Sewage Treatment Plant	0	0	0	150	38	(112)	MB - budget not fully expended
Sewer Services	260416	Capex: Effluent Reuse Farm - New Centre Pivot	0	0	0	98	98	0	0
Sewer Services	260417	Capex: STP Upgrade Initial Works	(50)	0	50	100	0	(100)	MB - Project unable to be completed due to staffing issues.
		Total	**(225)**	**(487)**	**(262)**	**1,263**	**260**	**(1,003)**	
Total			**(29,771)**	**(33,050)**	**(3,280)**	**40,529**	**31,610**	**(8,919)**	

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4. Cash & Investments

CONSOLIDATED

	Opening Balance 2021-22 $'000 (Actual)	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000	QBR4 Commentary
Cash & Investments									
UNRESTRICTED CASH	**3,408**	**0**	**(9)**	**50**	**8**	**(162)**	**2,737**	**6,031**	The net result of the budget review is a incerse in unrestricted cash
Externally Restricted Cash									
NIRW Grant from EPA	726	0	0	0	0	0	0	726	
Specific Purpose Unexpended Loans	2,228	(1,875)	0	0	1,200	425	(222)	1,755	Reduction in waste capital expenditure reflected in the capital budget review
Developer Contributions - General	3,253	305	0	0	0	0	1,310	4,868	
Developer Contributions - Water	2,871	0	0	0	0	0	0	2,871	
Developer Contributions - Sewerage	2,258	0	0	0	0	0	0	2,258	
Specific Purpose Unexpended Grants	7,911	(2,154)	659	63	(485)	125	926	7,044	Net Regional Roads funding transfer to reserve +$132k offset with net reduction relating to other grant programs ($7k)
Transport NSW Contributions	154	0	0	0	0	0	0	154	
Other Contributions	189	0	0	0	0	0	0	189	
Water Fund	20,373	1,123	(1,403)	23	5,574	(1,184)	1,633	26,139	Net result of budget movements in Water Fund
Sewerage Fund	17,253	334	(211)	62	(103)	1,447	2,109	20,892	Net result of budget movements in Sewerage Fund
Domestic Waste Management	2,377	1,115	0	0	0	0	(100)	3,392	
Deposits, Retentions & Bonds	1,492	0	0	0	0	0	0	1,492	
TOTAL EXTERNAL RESTRICTIONS	**61,084**	**(1,153)**	**(955)**	**148**	**6,187**	**813**	**5,656**	**71,781**	

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4. Cash & Investments

CONSOLIDATED

	Opening Balance 2021-22 $'000 (Actual)	Original Budget 2021-22 $'000	Carry Forwards $'000	QBR1 Jul-Sep $'000	QBR2 Oct-Dec $'000	QBR3 Jan-Mar $'000	QBR4 Apr-Jun $'000	Revised Budget 2021-22 $'000	Commentary
Internally Restricted Cash									
Employee Leave Entitlement	3,904	0	0	0	0	0	0	3,904	
Plant & Vehicle Replacement	1,291	271	(98)	0	0	763	(1,085)	1,142	Transfer of net funding associated with reduction in plant and vehicle replacement program
Carry Forward Works	1,400	(747)	(653)	0	0	750	915	1,665	Transfer of funding to carry forward projects reserve associated with deferred projects; note that the 2022-23 draft budget assumes $620k funding from this reserve
Airport Business Park Land Sale Proceeds	0	0	0	0	0	0	0	0	
Property Sale Proceeds	1,131	0	0	0	0	480	651	2,261	Transfer of funding associated with realised land sale proceeds
Airport	1,562	(727)	(144)	0	369	0	(953)	106	
Asset Replacement	500	0	0	0	0	0	0	500	
Design & Planning Future Capital Works	195	(95)	0	0	0	200	91	391	Transfer of program savings to reserve to be used in future years
Kolora M&R	489	323	0	0	0	0	16	828	
Kolora Sinking Fund	442	0	0	(15)	0	0	386	813	
PreSchool	233	0	0	(40)	(7)	0	(213)	(26)	
Special Rate Variation	1,374	0	0	(144)	0	50	2,205	3,485	Transfer of funding to reserve due to deferral of capital project
Strategic Priorities	553	0	0	(16)	0	0	569	1,106	
Automated Vehicle Trial	79	0	0	0	0	0	0	79	
Biodiversity Offsets	490	0	0	0	0	0	490	980	
Environmental Remediation	0	175	0	0	0	0	(175)	0	
Events & Promotions	42	0	0	0	0	(42)	184	184	Transfer of funding from reserve to offset Big Chill event funding
Financial Improvement Plan	0	0	0	0	0	0	0	0	
Kolora Fundraising	4	0	0	0	0	0	0	4	
Natural Disaster Provision	700	0	0	0	0	0	200	900	Carry forward to next year
Performance Improvement Order	374	0	(55)	0	0	900	(471)	748	Transfer of funding to reserve to provide for future year expenditure
PreSchool Fundraising	7	0	0	0	0	0	0	7	
Sports Council	68	0	0	(33)	0	0	106	140	
Technology Strategy	594	0	0	0	0	0	0	594	
Waste Management	1,380	307	(192)	0	0	537	728	2,760	Transfer of funding to reserve due to deferral of capital projects
Advance Financial Assistance Grant Payment	0	0	0	0	0	2,000	(2,000)	0	Additional funding from 2022-23 advance financial assistance grant payment
TOTAL INTERNAL RESTRICTIONS	**16,813**	**(493)**	**(1,142)**	**(248)**	**361**	**5,638**	**1,644**	**22,572**	
TOTAL INVESTMENTS & CASH	**81,305**	**(1,646)**	**(2,106)**	**(51)**	**6,556**	**6,290**	**10,037**	**100,384**	

ARMIDALE Regional Council

Quarterly Budget Review Statement

5. Key Performance Indicators

GENERAL FUND

	Actual 2020-21	Original Budget 2021-22	Revised Budget 2021-22	QBR4 Commentary
Key Performance Indicators				
1. Operating Performance Ratio	**7.27%**	**0.17%**	**-1.90%**	Lower than original budget due to revaluation of transport asset comes to $43M higher than budgeted resulted in higher depreciation.
Net Operating Result	4,533	100	(1,262)	
Operating Revenue (excl. Capital Grants & Contributions)	62,317	58,405	66,420	
Benchmark: > 0%				
Indicates Council's capacity to meet ongoing operating expenditure requirements.				
2. Own Source Operating Revenue Ratio	**63.21%**	**53.03%**	**57.21%**	Improvement from original budget predominantly relates to an increase in user fees and charges (own source) revenue
Operating Revenue (excl. ALL Grants & Contributions)	46,669	45,854	51,164	
Total Revenue (incl. Capital Grants & Cont)	73,831	86,461	89,430	
Benchmark: > 60%				
Indicates the degree of reliance on external funding sources such as operating and capital grants and contributions received				
3. Unrestricted Cash Expense Cover Ratio (Months)	**0.9**	**0.9**	**1.4**	Ratio has increased due to impact of the quarterly budget reivew on unrestricted cash
Unrestricted Cash	3,408	3,408	6,031	
Operating Expenditure (excl. Depreciation + non-cash adj's)	43,856	45,548	49,976	
Benchmark: > 3 Months				
Indicates the number of months Council can continue paying for immediate expenses without additional cash inflow excluding restricted funds.				
4. Debt Service Cover Ratio (Times x)	**5.18**	**3.76**	**4.75**	Improvement from original budget is due to improvement in forecast operating result
Operating Result before Interest & Dep. exp (EBITDA)	19,901	13,823	17,400	
Loan Repayments (Principal + Interest)	3,841	3,673	3,663	
Benchmark: > 2x				
Measures the availability of operating cash to service debt including interest and principal payments.				

ARMIDALE Regional Council

Quarterly Budget Review Statement

5. Key Performance Indicators

WATER FUND

	Actual 2020-21	Original Budget 2021-22	Revised Budget 2021-22	QBR4 Commentary
Key Performance Indicators				
1. Operating Performance Ratio	**2.01%**	**5.89%**	**19.18%**	Higher than original budget due to improved forecast operating result due to lower cost
Net Operating Result	214	691	2,236	
Operating Revenue (excl. Capital Grants & Contributions)	10,655	11,732	11,656	
Benchmark: > 0%				
Indicates Council's capacity to meet ongoing operating expenditure requirements.				
2. Own Source Operating Revenue Ratio	**83.77%**	**59.11%**	**82.52%**	Improvement from original budget relates to reduction in capital grant revenue
Operating Revenue (excl. ALL Grants & Contributions)	10,578	11,665	11,489	
Total Revenue (incl. Capital Grants & Cont)	12,627	19,734	13,923	
Benchmark: > 60%				
Indicates the degree of reliance on external funding sources such as operating and capital grants and contributions received				
3. Unrestricted Cash Expense Cover Ratio (Months)	**35.3**	**34.2**	**53.3**	Ratio has improved from original budget due to reduction of capital expenditure resulting in a higher forecast water fund cash position
Unrestricted Cash	20,373	21,496	26,139	
Operating Expenditure (excl. Depreciation + non-cash adj's)	6,924	7,549	5,886	
Benchmark: > 3 Months				
Indicates the number of months Council can continue paying for immediate expenses without additional cash inflow excluding restricted funds.				
4. Debt Service Cover Ratio (Times x)	**7.01**	**7.79**	**10.56**	Higher than original budget due to improved forecast operating result
Operating Result before Interest & Dep. exp (EBITDA)	4,044	4,477	6,063	
Loan Repayments (Principal + Interest)	577	574	574	
Benchmark: > 2x				
Measures the availability of operating cash to service debt including interest and principal payments.				

ARMIDALE Regional Council

Quarterly Budget Review Statement

5. Key Performance Indicators

SEWERAGE FUND

	Actual 2020-21	Original Budget 2021-22	Revised Budget 2021-22	QBR4 Commentary
Key Performance Indicators				
1. Operating Performance Ratio	**11.14%**	**3.07%**	**22.25%**	Higher than original budget due to improved forecast operating result
Net Operating Result	830	242	2,023	
Operating Revenue (excl. Capital Grants & Contributions)	7,451	7,892	9,089	
Benchmark: > 0%				
Indicates Council's capacity to meet ongoing operating expenditure requirements.				
2. Own Source Operating Revenue Ratio	**93.04%**	**97.35%**	**94.24%**	Lower than original budget due to increase in revenue from capital contributions
Operating Revenue (excl. ALL Grants & Contributions)	7,396	7,829	9,024	
Total Revenue (incl. Capital Grants & Cont)	7,949	8,042	9,576	
Benchmark: > 60%				
Indicates the degree of reliance on external funding sources such as operating and capital grants and contributions received				
3. Unrestricted Cash Expense Cover Ratio (Months)	**46.8**	**38.9**	**51.8**	Ratio has declined from original budget due to higher forecast for operating expenses
Unrestricted Cash	17,253	17,587	20,892	
Operating Expenditure (excl. Depreciation + non-cash adj's)	4,422	5,428	4,844	
Benchmark: > 3 Months				
Indicates the number of months Council can continue paying for immediate expenses without additional cash inflow excluding restricted funds.				
4. Debt Service Cover Ratio (Times x)	**30,290**	**24,641**	**42,446**	Higher than original budget due to improved forecast operating result There are no borrowings in sewer fund which is why ratio looks high
Operating Result before Interest & Dep. exp (EBITDA)	3,029	2,464	4,245	
Loan Repayments (Principal + Interest)	0	0	0	
Benchmark: > 2x				
Measures the availability of operating cash to service debt including interest and principal payments.				

ARMIDALE Regional Council

CONSOLIDATED

Quarterly Budget Review Statement

5. Key Performance Indicators

Key Performance Indicators

	Actual 2020-21	Original Budget 2021-22	Revised Budget 2021-22	QBR4 Commentary
1. Operating Performance Ratio	**6.93%**	**1.32%**	**3.44%**	Improvement from original budget relates to improved forecast operating result for Water and Sewer fund
Net Operating Result	5,577	1,033	2,996	
Operating Revenue (excl. Capital Grants & Contributions)	80,423	78,029	87,165	

Benchmark: > 0%
Indicates Council's capacity to meet ongoing operating expenditure requirements.

2. Own Source Operating Revenue Ratio	**68.47%**	**57.20%**	**63.47%**	Improvement from original budget predominantly relates to reduction in overall grant revenue and an increase in user fees and charges (own source) revenue
Operating Revenue (excl. ALL Grants & Contributions)	64,643	65,348	71,676	
Total Revenue (incl. Capital Grants & Cont)	94,407	114,237	112,928	

Benchmark: > 60%
Indicates the degree of reliance on external funding sources such as operating and capital grants and contributions received

3. Unrestricted Cash Expense Cover Ratio (Months)	**0.7**	**0.7**	**1.2**	Ratio has incresed due to impact of the quarterly budget review on unrestricted cash
Unrestricted Cash	3,408	3,408	6,031	
Operating Expenditure (excl. Depreciation + non-cash adj's)	55,202	58,524	60,706	

Benchmark: > 3 Months
Indicates the number of months Council can continue paying for immediate expenses without additional cash inflow excluding restricted funds.

4. Debt Service Cover Ratio (Times x)	**6.11**	**4.89**	**6.54**	Improvement from original budget is due to improvement in forecast operating result
Operating Result before Interest & Dep. exp (EBITDA)	26,974	20,764	27,708	
Loan Repayments (Principal + Interest)	4,418	4,248	4,238	

Benchmark: > 2x
Measures the availability of operating cash to service debt including interest and principal payments.

ARMIDALE Regional Council

Quarterly Budget Review Statement

6. Contracts & Other Expenses

Contracts Listing

Contracts entered into since last quarterly review to end of quarter

Contract No	Contractor	Contract Detail & Purpose	Contract Value	Commencement Date	Duration of Contract	Budgeted (Y/N)
A2022/12	GHD Pty Ltd	Water Engineering Services for ARC Projects	$ 150,000	30/04/2022-31/12/2022	8months	Y
A2022/14	JM Surveys Local Government Engineering Services	Provision of Professional Services Panel for Survey & Design for Rehabilitation	$300,000 p.a.	30/04/2022-30/04/2024	24 months	Y
A2022/18	All Civil Works Group	Kerb, Gutter & Footpath Renewal 21/22 Program	$ 412,750	30/4/2022-30/10/2022	6 months	Y
A2022/28	The Rix Group	Repair Works to Land slip on Kempsey-Armidale Road - Ch96.2 Waterfall curve	$ 13,003,000	30/04/2022-30/06/2022	26weeks	Y

Consultancy & Legal Expenses

The expenses shown below relate to the period 1 July 2021 to 30 June 2022

Expense			Expenditure YTD			Budgeted (Y/N)
Consultants			$ 1,943,481			Y
Legal Fees			$ 392,422			Y

Definition of a consultant

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management.
Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

PROJECT INFORMATION								
Project No.	Description	ORIG BUDGET (2021/22)	Budget FY21/22 (DRAFT Q3)	Actuals FY21/22 as at 11/08/ Q4	Proposed 2021/22 Carry Forward	Funding Source	Status	Comments
270449	Airport Staff relocation RASI011	0	92,213	65,550	26,664	Grant	In Progress	Unspent Grants Reserve in place.
270555	Airside Land Sale Proceeds - Land maintenance & Stage 2 design	0	375,000	287,327	87,673	Revenue	In Progress	Economic Development Reserve in place with Airport business park proceeds.
272058	Library Infrastructure Grant	0	166,000	57,639	108,361	Grant	In Progress	Unspent Grants Reserve in place.
270471	Rural reseals 21/22	1,621,838	1,851,623	1,230,036	621,587	General Fund (incl. SRV)	In Progress	
240830	Kerb and Gutter program 2021/2022	243,000	412,992	21,291	391,701	General Fund (incl. SRV)	In Progress	To check with Assets team the need to rollover/reserve this amount. ($44k included in SRV Reserve as unspent FY22 + FY23 proposed SRV expenditure $67k)
270259	Urban reseals 21/22	1,200,000	1,565,308	1,189,618	375,691	General Fund (incl. SRV)	In Progress	LRCI included in Unspent Grant Reserve & Proposed SRV expenditure FY23 of $331k
272063	Install lighting at the Lynches Rd Netball Courts	0	350,000	14,163	335,837	Grant	In Progress	Unspent Grant Reserve.
230269	Stormwater drainage program 2021/2022	250,000	397,238	73,445	323,793	Revenue	In Progress	
272049	Armidale Creeklands Masterplan	0	250,000	77,121	172,879	Grant	In Progress	Unspent grants reserve
272066	Williams Rd Bridge	0	113,000	4,035	108,965	Merger Funds & SRV internal reserve	In Progress	
270470	Regional Roads - REPAIR/ Block Grant	367,586	750,000	651,965	98,035	Grant	In Progress	Unspent Grants Reserve in place.
240387	Dumaresq Dam Fishing Jetty	0	50,000	0	50,000	Grant	In Progress	
240917	Footpath program 2021/2022	175,000	46,755	3,778	42,977	General Fund (incl. SRV)	In Progress	Included in SRV Reserve ($43k unspent on Footpaths)
240612	Mall Vibrancy LCRI Funding	284,541	301,355	258,866	42,489	Grant	In Progress	LRCI included in Unspent Grant Reserve.
240307	Playground Replacement Program (5 year program)	27,000	27,000	0	27,000	Revenue	Planning Phase	Infrastructure replacement reserve already in place $195k at 30/6/21.
240383	Black Gully revegetation and erosion control	15,000	15,000	1,444	13,556	Revenue	In Progress	Minor amount
210501	ARC - Plant Purchases/Sales	2,818,979	1,914,557	857,172	1,057,385	Revenue	In Progress	Plant Fleet Reserve already in place $2.1m at 30/6/22.
241006	Building Renewal program 2021/2022	842,847	522,847	146,269	376,578	SRV & Revenue	In Progress	
270455	Showground Stimulus (new amenities building/ Toilet/Shower Block for Guyra Pony Club)	695,608	710,607	424,292	286,315	Grant	In Progress	Unspent Grants Reserve in place.
240060	LAC Infrastructure Contributions	124,674	377,107	164,686	212,422	Grant	In Progress	Unspent Grants Reserve in place.
241007	LRCI Phase 2 Building Upgrades	0	190,000	128,832	61,168	Grant	In Progress	LRCI included in Unspent Grant Reserve.
270451	Crown Lands - Upgrade disability ramps at the Guyra Community	0	62,833	15,684	47,149	Grant	In Progress	Unspent Grants Reserve in place.

272059	Armidale Library (Facilities improvements)	0	85,182	50,515	34,667	Grant	In Progress	Unspent Grants Reserve in place.
272065	Kolora Carpark & Landscaping	0	15,400	0	15,400	Revenue	In Progress	Kolora Reserve already in place.
240613	Ebor LAC LCRI Funding	0	24,093	11,358	12,735	Grant	In Progress	LRCI included in Unspent Grant Reserve.
240028	Guyra Men's Shed relocation and welding bay	0	108,475	99,262	9,214	Grant	In Progress	Minor amount
240331	Solar Project Installation at Major Council Facilities	0	37,977	29,918	8,059	Grant	In Progress	Unspent Grants Reserve in place.
240032	Community Facilities Renovations (inc 10k Playhouse)	0	74,639	66,863	7,776	Grant	In Progress	Unspent Grants Reserve in place.
240016	Aquatic Centre Asset Renewals	335,000	365,975	358,509	7,466	Grant	In Progress	Retention/Trust reserve in place.
240061	RFS Drought Funding Contributions	0	9,281	5,032	4,249	Grant	In Progress	Unspent Grants Reserve in place.
270444	Kempsey Road Natural Disaster Restoration	15,000,000	10,700,000	9,494,890	1,205,110	Grant	In Progress	Amounts reimbursed from TfNSW.
272053	Lambs Valley bridge	390,000	125,000	47,271	77,729	Grant	In Progress	Bridge Funding - unspent grants reserve
270251	Guyra Main Street Upgrade (Merger Funds)	900,847	185,000	133,071	51,929	Grant	In Progress	Merger Funding included in Unspent Grants Reserve.
272052	Laura Creek bridge	608,000	150,000	99,111	50,889	Grant	In Progress	Bridge Funding - unspent grants reserve
272050	Bakers Creek bridge	1,320,000	200,000	176,875	23,125	Grant	In Progress	Bridge Funding - unspent grants reserve
272051	Boorolong Creek bridge	1,204,500	70,000	50,289	19,711	Grant	In Progress	Bridge Funding - unspent grants reserve
270548	Pint Pot Creek Bridge Replacement	0	43,208	32,727	10,481	Grant	In Progress	Bridge Funding - unspent grants reserve
280216	Dumaresq Dam Upgrade Stability Investigation	3,455,967	6,833,758	6,011,473	822,285	Grant & Revenue	In Progress	Water Reserve already in place.
260217	Upgrades to the Sewer Network – Mains relining Armidale and Guyra	1,200,000	700,000	38,365	661,635	Revenue	In Progress	Sewer Reserve already in place.
290146	Waterfall Way/Regional Landfill	300,000	250,000	132,063	117,937	Revenue	In Progress	Waste Reserve already in place.
290576	Complete upgrades and modifications at the Waste Transfer Station including...	150,000	150,000	42,868	107,132	Revenue	In Progress	Upgrades - maintain Rollover Reserve
280333	Groundwater Infrastructure - capital	185,026	250,000	159,304	90,696	Revenue	In Progress	Water Reserve already in place.
280276	Complete the 2021-22 Water Meter Replacement Program	150,000	100,000	37,301	62,699	Revenue	In Progress	Water Reserve already in place.
280752	Malpas Dam - Replace air compressor of destratification unit	60,000	60,000	0	60,000	Revenue	In Progress	Water Reserve already in place.
280861	Puddledock Pipeline Replacement	11,000,000	480,000	427,081	52,919	Revenue	In Progress	Water Reserve already in place.
280751	Enhance water quality Guyra Dams. Support for Southern New England Landcare (SNEL)	50,000	50,000	0	50,000	Revenue	On Going	Water Reserve already in place.
280755	SCADA Upgrade/Guyra Plants automation	0	50,000	0	50,000	Revenue	On Going	Water Reserve already in place.
280716	Armidale & Guyra WTPs - Fluoridation Upgrade Stage 2	400,000	50,000	27,258	22,742	Revenue	In Progress	Water Reserve already in place.
290153	Complete Waste Landfill Remediation Works (Guyra WTS, LS Rd Landfill, Regional Landfill)	400,000	55,000	47,186	7,814	Revenue	In Progress	Waste Reserve already in place.

TOTAL	45,775,413	31,764,424	23,251,804	8,512,619

TRIM: AINT/2021/22796

Investment Policy

ADOPTED BY COUNCIL: 26 MAY 2021

1. PURPOSE

The purpose of this Policy is to establish the framework within which Council's cash and investment portfolio will be managed, monitored and reported on.

2. APPLICATION

All investments are to be made in accordance with:

- Local Government Act 1993 – Section 625 (Appendix I)
- Local Government Act 1993 – Investment Order of the Minister dated 12 January 2011
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars
- Trustee Act 1925 (NSW) - Section 14

3. POLICY INTENT

The main objective is this policy is to provide a framework for investment of Council's funds having regard to the preservation of both capital/principal and accrued interest, ongoing liquidity requirements and investment return objectives and risk appetite in a manner that addresses the following considerations:

- Compliance with legislation and regulations, as well as the "Prudent Person" Test (Refer Clause 5.1 below);
- The types of institutions with which Council can invest (Refer to Clauses 5.1, 5.3, 5.5 below);
- The types of investments entered into (Refer to Clauses 5.1, 5.3, 5.5 below);
- Ensuring the security and safeguarding of the capital invested including the management of credit risk and interest rate risk within identified thresholds and parameters (Refer to Clauses 5.1, 5.5, 5.6);
- Identify appropriate time frames for invested funds to allow the management of cashflows, ensuring Council can meet its financial obligations (Refer to Clause 5.4 below);
- Investments are expected to achieve a market average rate of return in line with the Council's risk tolerance (Refer to Clauses 5.5 and 5.6 below); and
- Independence and transparency of advice and costs (Refer to Clauses 5.1, 5.7, 5.8, 5.9 below).

4. COMMUNITY STRATEGIC PLAN OBJECTIVES

Council's Community Strategic Plan – Leadership for the Region – Community Outcome 2 – Council exceeds community expectations when managing its budget and operations.

5. POLICY

5.1 POLICY STATEMENT

Council's Investment Policy is underpinned by the following principles:

Prudent Person Standard

The investment of funds will be managed with the care, diligence and skill that a prudent person would exercise in the investment of public monies. As Trustees of public monies, officers are to manage Council's investment portfolios to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes. Borrowing to invest (leverage) is considered speculative and is prohibited under this Policy.

Ethics and Conflicts of Interest

A conflict of interest exists when a reasonable person might perceive that an officer's personal interest(s) could be favoured over their public duties. This policy requires officers to disclose any activities that would conflict with the proper execution and management of Council's investment portfolio to the General Manager. Advisors are to certify their compliance with the Office of Local Government's guidelines, as well as certifying that they do not take any conflicted remuneration from sources other than Council.

Approved Investments

Investments are limited to those allowed by the current Ministerial Investment Order as issued by the New South Wales Minister for Local Government (copy attached). Council may invest in the full range of securities allowed under the Order.

Investment Security

Council will need to invest in securities with a range of credit ratings. Council shall only invest in financial organisations that are authorised deposit taking organisations in Australia. These are regulated by the Australian Prudential Regulation Authority and subject to Australian banking legislation. This provides a high level of security for Council's capital. Council will take further steps to ensure a level of capital security that is also commensurate with an acceptable rate of return. Council will invest in a range of securities that comply with the Investment Order and in accordance with a range of credit ratings (as assessed by Standard and Poor's/other comparable credit rating agencies) as outlined below. The overall investment portfolio is reviewed monthly by Council officers as part of the required monthly reporting to Council. The monthly review includes a review of upcoming investment maturities, available investable funds, investment performance for the month and year-to-date, movements in institutional credit ratings, percentage holdings, benchmarks and credit limits. This policy does not prescribe specific operational steps in how the investment portfolio is managed or risk profiles are arrived at.

Risk Management Related Strategy

Investments obtained are to have the following key criteria considered:

- **Counterparty:** The risk that a party to a transaction will fail to fulfil its obligations. In the context of this document it relates to Council's Policy of limiting its exposure to any one ADI based on its credit rating as well as transactional counterparties (e.g. brokers and custodians);
- **Rollover Risk:** the risk that income will not meet expectations or budgeted requirement because interest rates are lower than expected in future;
- **Diversification**: the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market; and setting limits to the amounts invested with a particular financial institution or government authority to reduce credit risk. Refer to Clause 5.5 below for further guidance;
- **Liquidity Risk**: the risk an investor is unable to redeem the investment at a fair price within a timely period and thereby incurs additional costs (or in the worst case is unable to execute its spending plans);
- **Market Risk**: the risk that fair value or future cash flows of an investment will fluctuate due to changes in market prices or benchmark returns will unexpectedly overtake the investment's return;

- **Maturity Risk:** the risk relating to the length of term to maturity of the investment. The longer the term, the greater the length of exposure and risk to market volatilities;
- **Preservation of Capital:** the requirement for preventing losses in an investment portfolio's total value; and
- **Legal Risk:** the risk that contractual obligations are overturned or cannot be enforced.

Prohibited Investments

In accordance with the Ministerial Investment Order, this Investment Policy prohibits any investment carried out for speculative purposes including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow;
- Stand alone securities issued that have underlying futures, options, forward contracts or swaps of any kind; and
- The use of leveraging (borrowing to invest) for an investment.

5.2 DELEGATION OF AUTHORITY

The General Manager or delegated representative(s) (Section 378 *Local Government Act 1993 NSW*) has the authority to invest surplus funds in accordance with this policy.

5.3 AUTHORISED INVESTMENTS

As noted in the Ministerial Investment Order as at 12 January 2011, Council may only invest in:

- Any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;
- Any debentures or securities issued by a council (within the meaning of the *Local Government Act 1993 NSW*);
- Interest bearing deposits with, or any debentures or bonds issued by, an authorized deposit-taking institution (as defined in the *Banking Act 1959 (Cwth)*), but excluding subordinated debt obligations;
- Any bill of exchange which has a maturity date of not more 200 days; and
- A deposit with the New South Wales Treasury Corporation or investment in a TCorp Investment Management (TCorpIM) Fund.

All investments must be denominated in Australian Dollars.

As specified in the Ministerial Investment Order, the overarching key considerations include:

- An investment is not in a form of investment notified by this order unless it also complies with an investment policy of council adopted by a resolution of council;
- All councils should by resolution adopt an investment policy that is consistent with this Order and any guidelines issued by the Chief Executive, Office of Local Government of the Department of Premier and Cabinet, from time to time;
- The General Manager, or any other staff member, with delegated authority by a council to invest funds on behalf of a council must do so in accordance with the council's adopted investment policy;
- Councils have fiduciary responsibility when investing. Councils should exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons; and
- When exercising the power of investment, councils should consider, but not be limited by, the risk of capital or income loss or depreciation, the likely income return and the timing of income return, the length of the term of the proposed investment, the liquidity and marketability of the proposed investment, the likelihood of inflation affecting the value of the proposed investment and the costs (including commissions, fees, charges and duties payable) of making the proposed investment.

5.4 INVESTMENT TIME HORIZONS AND EXPOSURE LIMITS

Investment Type	Investment Time Horizon Limits	Maximum Exposure of Total Portfolio
Cash funds (at all) / Cash deposits with Major Australian Banks	0-365 days +	0% - 100%
Interest Bearing Deposits, debentures, bonds, securities or managed funds	30-365 days	0% - 100%
Interest Bearing Deposits, debentures, bonds, securities or managed funds	365 days +	0% - 80%

The investment time horizon is to recognise the time horizon and liquidity requirements of Council, along with consideration of matching investment funds with the maturity profile of the underlying reserves and/or liabilities (e.g. long term reserve liabilities in the Water and Sewer Funds can be matched with long term investment funds, pending liquidity requirements of Council).

For managed funds, the asset structure features of the fund are to be consistent with the time horizon, risk parameters and liquidity requirements of Council.

5.5 DIVERSIFICATION/CREDIT RISK

Council will invest in securities with a range of credit ratings regulated by the Australian Prudential Regulation Authority to provide a high level of security for Council's capital. Council will take further steps to ensure a level of capital security that is also commensurate with an acceptable rate of return. As such, Council will invest in a range of securities that comply with the Investment Order and in accordance with a range of credit ratings (as assessed by Standard and Poor's Credit Agency or other accepted reputable credit rating agency). In the acquisition of each security, Council will limit its exposure to counter parties to minimise the risk of the failure of a counter party to pay, causing a major capital loss.

Standard & Poor's Long Term Credit Ratings	Standard & Poor's Short Term credit Ratings	Maximum (per Institution)	Maximum (Total Portfolio Limit)
AA Category or higher; and/or Australian Major banks *	A-1+/AAA-1/A	50%	100%
A Category	A-2/BBB	30%	80%
BBB Category	Unrated	30%	60%
Unrated **	Unrated	5%	5%
NSW TCorp IM Cash Fund ***	NSW TCorp IM Fund	10%	10%
NSW TCorp IM Short Term Income Fund***	NSW TCorp IM Fund	20%	20%
NSW TCorp IM Medium Term Growth Fund ***	NSW TCorp IM Fund	15%	15%
NSW TCorp IM Long Term Growth Fund***	NSW TCorp IM Fund	15%	15%

* Regardless of any future downgrades, during the term of this Policy, major banks will be eligible for inclusion in the highest category. Major banks are defined as ANZ Banking Corporation, Commonwealth Bank, National Australia Bank and Westpac Bank, as well as any associated subsidiaries or brands (such as St George, BankWest). ** Unrated securities must still comply with all the other requirements outlined in the Investment Order. ***NSW Treasury Corporation is a NSW Government owned body and offers four (4) managed funds (TCorpIM Funds) – Cash Fund, Short Term Income Fund, Medium Term Growth Fund, Long Term Growth Fund.

If any of Council's investments are downgraded by Standard & Poor's (S&P) such that the investment no longer sits within Council's investment policy guidelines, Council will review the ratings by other agencies, Moody's and Fitch Ratings. Where ratings downgrades are consistent across the Rating Agencies, Council will divest the investment as soon as practicable, however if the downgrades are not consistent (i.e. split ratings), it will be sufficient for Council to be advised of the affected holdings. Council can continue to invest in the affected institutions on the basis of the other agencies' ratings.

Council is supportive of investing with local community banks where those banks may be unrated and:

- The investment is compliant with legislation and this Investment Policy objectives and parameters;
- The rate of return is comparable relative to comparable investments on offer to Council at the time of the investment; and
- Due consideration is required to be given to managing the credit risk associated with local unrated institutions.

5.6 PERFORMANCE BENCHMARKS

Since Council's investment horizon has historically been 12 months (dependent upon interest rates for <12 months) and Council's investments have primarily represented term deposits in Australia, all investments will be reported against the Australian Securities Exchange (ASX) administered 12 month Bank Bill Swap Rate (BBSW). This is considered to be the most relevant benchmark by which to measure performance. As longer term investments are made, a relevant benchmark will be added for measurement purposes. It is Council's expectation that the performance of each investment will be greater than or equal to the applicable benchmark.

5.7 COMMISSIONS/BENEFITS

Some institutions pay commissions and/or benefits to certain investment entities and service providers involved in Council's investments. For transparency purposes, Council requires all investment institutions to disclose all commissions and/or benefits paid to third parties, where Council has placed or holds investments with the institution.

5.8 INVESTMENT PORTFOLIO REPORTING PLATFORM SERVICE

Council may engage an Investment Portfolio Reporting Platform Service provider to supply investment research services, monthly investment performance and compliance reporting and other investment administration functions. This type of service is distinct from Independent Advisory Services, outlined below.

Council retains all responsibility associated with complying with the requirements of this Investment Policy under any Investment Portfolio Reporting Platform Service.

The service provider is to also confirm they will not receive any commissions or benefits in any form as a result of providing any investment administration or reporting services to Council, or if they do receive commissions or benefits, such commissions and benefits are to be remitted to Council since Council owns the underlying investments.

5.9 INDEPENDENT ADVICE

Pursuant to Section 14C of the *Trustee Amendment (Discretionary Investments) Act 1997 No 102*, should Council deem it necessary to consult an investment advisor, Council may appoint a licensed Investment Advisor. The investment advisor must be approved by Council and licensed by the Australian Securities and Investment Commission (ASIC). The advisor must be an independent person who has no actual or potential conflict of interest in relation to the investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy. Any commissions paid to the advisor by banks/product providers will be rebated, or otherwise onforwarded, to Council as per ASIC requirements for an independent investment advisor. Confirmation will be required from this advisor disclosing any conflict or potential conflict of interest in relation to their recommendations of investment products for use by Council.

5.10 DIRECT INVESTMENTS PLACED BY COUNCIL

As noted above, should Council deem it necessary to consult an investment advisor, Council may appoint a licensed Investment Advisor. In all other instances, Council shall place investments directly with financial institutions in accordance with this policy. Council officers will exercise due care in accordance with the principles outlined in Section 5.1 above, conducting appropriate research, while the receipt of formal quotations are not required.

5.11 VARIATIONS TO POLICY

The General Manager or delegated representative is authorised to approve variations to this policy if the investment is to Council's advantage and/or due to revised legislation. Any investments made outside of this Policy are to be reported to Council. Changes to this policy beyond those noted above require a Council resolution.

5.12 DEFINITIONS

Term	Definition
Authorised Deposit-taking Institutions (ADIs)	Corporations authorised under the *Bank Act 1959 (Cwth)* to take deposits from customers. ADI's include banks, building societies and credit unions all of which are regulated by the Australian Prudential Regulation Authority (APRA).
Bank Bill Swap Rate	The compilation and average rate of market rates supplied by domestic banks relating to multiple maturities of bank bills.
Term Deposits	Non-tradable investments offered by ADIs with varying maturity dates and a rate set at the outset. Interest is normally payable upon maturity or if the term is longer than 12 months, annually from the investment date. Penalties apply if the funds are withdrawn before maturity and a notice period of 31 days is usually required.
AAA	Highest credit quality This rating indicates the lowest expectation of credit risk. They are assigned only in the case of exceptionally strong capacity for payment of financial commitments. This capacity is highly unlikely to be adversely affected by foreseeable events.
AA	Very high credit quality This rating indicates expectations of very low credit risk. They indicate very strong capacity for payment of financial commitments. This capacity is not significantly vulnerable to foreseeable events.
A	High credit quality This rating indicates expectations of low credit risk. The capacity for payment of financial

	commitments is considered strong. The capacity may, nevertheless, be more vulnerable to changes in circumstances or in economic conditions than is the case for higher ratings.
BBB	Good credit rating This rating indicates that there is currently an expectation of low credit risk. The capacity for payment of financial commitments is considered adequate, but adverse changes in circumstances and in economic conditions is more likely to impair its capacity.
Unrated (or Not Rated)	This indicates that no rating has been requested, or that that there is insufficient information on which to base a rating.

The rating s from "AA" to "BBB" may be modified by the addition of a plus (+) or minus (-) sign to show relative standings within the major credit rating categories.

6. LEGISLATIVE REQUIREMENTS

There are a number of legislative requirements that will apply and need to be followed under this policy:

- Local Government Act 1993 – Section 625 (Appendix I)
- Local Government Act 1993 – Order of the Minister dated 12 January 2011 (copy attached)
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars
- Trustee Act 1925 (NSW) - Section 14

7. REVIEW

In accordance with the Office of Local Government Investment Policy Guidelines Council will review this policy on an annual basis with amendments to be approved by a resolution of the council.

8. REPORTING

A monthly report is to be provided to Council, detailing the investment in terms of performance and percentage of total investment. The report should also detail investment income earned versus budget year to date.

For external audit purposes certificates must be obtained from all investment institutions that Council has funds invested confirming the amounts held on Councils' behalf as at 30 June of each year.

9. RESPONSIBLE OFFICER

The Manager Financial Services is Council's Responsible Accounting Officer and the Responsible Officer for this Policy.

10. ROLES AND RESPONSIBILITIES

The Manager Financial Services is responsible for making determinations in accordance with this policy and delegating responsibilities to persons whose role it will be to carry out most of the functions under this policy.

Some of the functions the Responsible Officer will perform in relation to the policy include:

- Maintaining records/register
- Reporting
- Keeping the policy current
- Investigating breaches and enforcing compliance
- Implementing communications, education and monitoring strategies

All council officers are responsible for ensuring compliance with this policy, related legislation and procedures.

The investment of funds will be managed with the care, diligence and skill that a prudent person would exercise in the investment of public monies. Officers are to manage Council's investment portfolio with the principle of preservation of capital, taking precedence over the generation of return, and not investment for speculative purposes.

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. The policy requires officers to disclose any conflict of interest to the General Manager.

11. RELATED PROCEDURES

A related procedure is Council's banking procedures require a minimum of two authorised signatories with appropriate delegations to approve the payment of funds from Council's bank accounts.

APPROVAL AND REVIEW		
Responsible Business Unit	Finance	
Responsible Officer	Manager Financial Services	
Date/s adopted	*Council Executive* March 2021	*Council* 26 May 2021
Date/s of previous adoptions	July 2016	
Date of next review	May 2022	
TRIM Reference	AINT/2021/22796	

LOCAL GOVERNMENT ACT 1993 – INVESTMENT ORDER

(Relating to investments by councils)

I, the Hon. Barbara Perry MP, Minister for Local Government, in pursuance of section 625(2) of the *Local Government Act 1993* and with the approval of the Treasurer, do, by this my Order, notify for the purposes of section 625 of that Act that a council or county council may only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

(a) any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;

(b) any debentures or securities issued by a council (within the meaning of the *Local Government Act* 1993 (NSW));

(c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the *Banking Act* 1959 (Cwth)), but excluding subordinated debt obligations;

(d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;

(e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation;

All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income.

Transitional Arrangements

(i) Subject to paragraph (ii) nothing in this Order affects any investment made before the date of this Order which was made in compliance with the previous Ministerial Orders, and such investments are taken to be in compliance with this Order.

(ii) Paragraph (i) only applies to those investments made before the date of this Order and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with this Order.

Key Considerations

An investment is not in a form of investment notified by this order unless it also complies with an investment policy of council adopted by a resolution of council.

All councils should by resolution adopt an investment policy that is consistent with this Order and any guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet, from time to time.

The General Manager, or any other staff member, with delegated authority by a council to invest funds on behalf of a council must do so in accordance with the council's adopted investment policy.

Councils have a fiduciary responsibility when investing. Councils should exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

When exercising the power of investment councils should consider, but not be limited by, the risk of capital or income loss or depreciation, the likely income return and the timing of income return, the length of the term of the proposed investment, the liquidity and marketability of the proposed investment, the likelihood of inflation affecting the value of the proposed investment and the costs (including commissions, fees, charges and duties payable) of making the proposed investment.

Dated this 12th day of January 2011

Hon BARBARA PERRY MP
Minister for Local Government

From: Greg Drake
To: Council
Subject: Increase of the annual financial contribution to Armidale Neighbourhood Centre
Date: Friday, 12 August 2022 4:33:28 PM

General Manager, Armidale Regional Council

Declaration of Interest : I am the husband of the Manager of the ANC, Robbie Passmore.

I am writing in support of the increase in Council's contribution for the following particular reasons :
1. the increase in funding will allow the ANC to increase its' hours of operation to fit in more seamlessly with the operation of the Hub and not detract from the operation of Homes North, the owner of the Hub.
2. the increase in hours/funding will allow the ANC to provide a "one point of contact" for people in Armidale (residents & visitors) to connect with other services and/or be assisted to locate services applicable to their needs thereby taking pressure off Council and other service providers by public enquiries to their Officers/Staff.
3.the ANC now has a higher profile due to being located in the Hub and is now attracting a wider range of people seeking assistance, eg the Aged Community who are now able to obtain RAT kits from the ANC free of charge.
4. it is anticipated that a higher profile for the ANC will increase numbers and cohorts of users of the services & assistance of the ANC, eg visitors seeking showers/laundry, seniors seeking RAT kits, homeless seeking food, emergency funding, people completing Court fines by community work orders, disability community as a drop in venue for coffee, social & community connection.
5. the increased functionality of the ANC will allow staff to engage in programme planning & participation in partnership with Council & other service providers in developing new programmes & initiatives for previously unidentified community needs.

The centrality and low key approach of the ANC staff is less confronting for members of the community who may otherwise be intimidated by attending larger, more "official" agencies.

Yours faithfully

Greg Drake

From: Paul Packham
To: Council
Subject: Your Say: Increase of the annual financial contribution to Armidale Neighbourhood Centre
Date: Tuesday, 23 August 2022 4:18:59 PM

General Manager, Armidale Regional Council.

Referencing Item 11.2 Ref: AINT/2022/28363 Title: Increase the Annual Financial Contribution to the Armidale Neighbourhood Centre that was deliberated on last OCM, I would appreciate your consideration on the following;
The purpose of the report (was) is to seek Council approval to increase the annual financial contribution to the Armidale Neighbourhood Centre (ANC) from $20,000 pa to $80,000 pa as well as seeking approval for Council to publicly advertise its intent to increase the payment, for a period of 28 days in accordance with section 356 of the Local Government Act 1993.
In that OCM it was resolved
That Council;
a. Increase its annual financial contribution from $20,000 pa to $80,000 pa in support of the Armidale Neighbourhood Centre's expanded service offering and the important function they play in the Armidale community.
b. Give public notice for a period of 28 days in accordance with section 356 of the Local Government Act 1993 , Councils intent to increase the annual payment to $80,000 to the Armidale Neighbourhood Centre.
c. A further report be presented back to Council following the conclusion of the public notice period to address any matters raised during the exhibition period.
Moved Cr O'Brien
Seconded Cr O'Connor
The Motion on being put to the vote was CARRIED unanimously.
An integral part of our Strong Region engagement and responsibility piece is to display governance and fiscal leadership that supports our region to grow and prosper. This relies on robust, well considered and well informed decision making built on demonstrating compelling evidence rather than emotive desire.
The linkage proffered toward the additional $60K support to ANC is;
E1.1 Ensure health and community service provision meets the needs of our growing and ageing population
E1.2 Recognise and support the diverse needs of our community, including those that are disadvantaged
E1.3 Foster safety and security within our community and support the provision of basic needs
There is no doubt about the role the neighbourhood centre has played and continues to play. But with other agencies such as the Good Samaritans, St Vincent De Paul Society, Red Cross, Salvation Army, Catholic Diocese, Women's Shelter, Homes North, NDIS providers and indeed Centrelink all vying for and participating in the community support space, Armidale is well catered for when it comes to 'support providers'. With all demographic sectors catered for I believe E1.1 and E1.2 are implicitly satisfied and don't require extension or duplication by another agency.
So does ARC have responsibility in this space (or the so-called void)? What responsibility is ARC intending to offset or outsource? What should ARC's intervention be?
Council's primary responsibility is toward Roads, Rubbish, Recycling, Reticulation and Recreation (Space), Renewal & Restoration (Assets). These are for all intents and purposes not totally funded as highlighted/demonstrated in the recent budget papers and request for 50% special

rate variation. So, what priority should be given to fund non-core business without linkage or fiscal analysis?
Indeed, under E1.3, Council's deliverable is actually to 'Develop partnerships and advocate to improve local housing and homelessness to be considered through the Council Working Groups (E1.3.2)', (noting further that this initiative is not to my knowledge socialised via a KPWG). Kept internally, ARC could use $60,000 for additional planning effort for community and affordable housing projects. That is, Council could have seized an opportunity to provide the planning necessary to improve the basic premise under which these agencies operate and thereby access affordable housing resources.
But as requested, ANC is seeking an additional $60,000 to finance case workers for an additional 14 hours of the week (with the remainder of the week financed from internal reserves). ANC could have reasonably known of this requirement (over 5years of planning to establish The HUB). This should not however be confused with reaching more customers or making the service available to more customers. This is not about manning the reception. This is about the time needed to handle cases that have come through the door already. Why? Because clients accessing the services know the services are available from Monday to Thursday from 9-3:30. Has there been any analysis that any new client could not access the service due to the current service hours?

Equally and unfortunately this request does not intend to initialise support for those that could for instance only come after hours or on weekends or are from the marginalised regional outposts. Please advise whether there are initiatives at foot to reach those segments of the community.
More importantly, has Council considered that more 'direct' support could have achieved a better outcome envisaged under E1.3 inter alia to 'support the provision of basic needs'.
In this regard could Council have considered $60,000 could be provided to ANC to directly (?);

- Provide 600, $100 shopping vouchers or
- Provide 1200 basic hygiene packs or
- Provide support to the cost of non-scheduled prescriptions or
- Provide around 1700 Medicare gap support payments or
- Provide rent, electricity, water and meal assistance.

Why turn to ARC for financing?

- Current funding arrangements expired in June 2022. The report does not indicate whether any other grant applications are in process or available or will be pursued at other levels of government (and hence relieve Council of a year-on-year commitment). Will they?
- The report does not reveal the extent of the reserves and how long those reserves will support the current operations if financing is not secured placing the 14hours of additional support provided by ARC at risk. That is, without funding ANC may only have 14hours of support provided by ARC.
- The report does not truly assess the contribution/reliance of the volunteer force.

Can ARC afford this?

1)The current budget is $20,000. There is no budget for this $60,000 addition to the deficit.
2) There are no savings identified to offset this proposed expenditure and even if so, ARC already have agreed to an operating deficit budget and this should not be considered on a no-win no-loss basis. All savings should be applied to reduce the OPEX budget deficit.
3)This is not an immediate operational requirement or a disaster recovery initiative warranting extending the budget deficit

4)The quarterly budget review has not been performed and is not intended to be simply moving the goal posts exercise at that time. That is, should not be an ex-post facto approval event.
5)There is has been no ARC business case presented to support a year-on-year charge to the budget of $80K which examines the savings and benefits generated by outsourcing a (perceived) responsibility or derived by the partnership with Council.
6)There is no known proposal to rent out the former premises to offset this request.
7)This will cost the equivalent of 25 additional ratepayers which we have not added to the region.
Reporting
As intimated by Councillors previously, it would be prudent for all support recipients to acquit their grants and provide reports on the effectiveness of ARC's support. There is no declaration of intent here.
Public Notice versus Public Consultation
The motion as resolved says Council approved the amount and will give Public Notice for a period of 28days of its intent with a report presented to address any public concerns. This is not the same as Public Consultation after which a decision will be made. While I appreciate that the item is included under Your Say on Council's website (closing 2 days after the next OCM), I am concerned that sufficient and proper outreach has not been achieved nor the messaging that the decision for all intent and purpose has been finalised.
Moreover, in the period since the July 27 OCM to August 21, Council has placed more than 34 public notices/announcements on its ARC Facebook page, covering hiring, sporting field closures, celebrations, koala studies etc. but no mention of something that is a big commitment for the community that requires or seeks public input. Even the post relating to the Councillor tour of the HUB (26July but posted 1 Aug) does not make reference to the decision of 27July. So, does the public reasonably or sufficiently know of the decision and do the public know it can make comment?
Thank you for considering the above.

Regards
Paul Packham

SUBMISSION IN SUPPORT OF ARMIDALE REGIONAL COUNCIL'S PROPOSED INCREASE OF THE FINANCIAL CONTRIBUTION TO ARMIDALE NEIGHBOURHOOD CENTRE INC.

Chris Hietbrink
[redacted]
[redacted]
24 August 2022

Mr James Roncon,
General Manger
Armidale Regional Council

By email: council@armidale.nsw.gov.au
CC: email: jroncon@armidale.nsw.gov.au

Dear Mr Roncon,

My name is Christine Diane Hietbrink and I offer this submission in support of Armidale Regional Council's proposed increase of the financial contribution to Armidale Neighbourhood Centre Inc. (ANC) from $20Kpa to $80Kpa which was discussed at the 27 July 2022 ARC Ordinary Council Meeting.

From August 2012 until my retirement in 2021 I was the Centre Coordinator of Guyra Neighbourhood Centre Inc. t/a The Hub at Guyra. I managed the Centre, its staff, and all activities. I'm proud of the work we undertook and achieved in those years moving from a small organisation with one part-time staff member to a much larger, more efficient neighbourhood centre with three part-time staff, a large new building integrated with the Council building we occupied, hundreds of thousands of dollars of funding for infrastructure and capital works and much support of hundreds of community members, conducted during drought, bushfires, evacuation centres, floods, pandemic, and community distress.

I convened and chaired the New England North West Region of Neighbourhood and Community Centres for some seven years. In that role I advised and advocated for the sector with all levels of government, peak bodies, community representatives, etc.

I previously volunteered at the Guyra St Vincent de Paul Conference (Care & Support) where I was the President for eight years. Over the years I have been responsible for many staff members and thousands of clients and their needs, many of whom are people (due to circumstances and often poor choices) who have ended up attending court, encountering homelessness, domestic violence, financial hardship, etc. I have always supported those valued community members and their families.

I am currently a Board Member of CentacareNENW, a member of the Management Committee of Armidale Neighbourhood Centre, The Treasurer of the Guyra RSL sub-Branch, the President/Secretary of the Guyra War Memorial Hall Land Manager, and the Presiding Officer of Guyra Central School 2022 HSC Examinations.

SUBMISSION IN SUPPORT OF ARMIDALE REGIONAL COUNCIL'S PROPOSED INCREASE OF THE FINANCIAL CONTRIBUTION TO ARMIDALE NEIGHBOURHOOD CENTRE INC.

My life has been dedicated to working with and for others and I have extensive experience in the work that ANC undertakes.

I am acutely aware of the financial constraints on the funding and operational capacity of neighbourhood centres generally. For many years ANC has carried huge workloads which have been grossly underfunded; staff and volunteers have spent excessive hours in unpaid service to the Armidale community. I suspect that many times they have also been underpaid, which means the on-costs have not been realistic. 99% of these people are women. This work is their passion.

Over a decade ago, when the funding to neighbourhood centres by the NSW Government was first distributed under the current funding models and programs, Armidale was a very different demographic. It was, as everyone knows, seen as a "Town and Gown" privileged community. There was (supposedly) little poverty, no-one in crisis and very little community members who would ever need or access the services of a neighbourhood centre and all its facilities and skills, so limited funding was allocated to ANC – and this has not increased over all those years. All the above is untrue but the perception became the reality of Armidalians – and all levels of government.

Since that time Armidale township has changed to be almost the reverse of the initial assessments done by governments in assessing the need to provide adequate funding for community. Over the last few years there has been a huge change in demographics. The University community has almost been decimated. Hundreds of disadvantaged people have been displaced from nearby regional towns due to mines, solar projects, etc., ensuring that rental prices are not only beyond people's capacity to afford, but also seeing many of those tenants being 'evicted' and therefore displaced from those townships with rental properties being leased to new (highly paid) workers coming to town. These displaced people have gravitated to Armidale for support and a less expensive rental home (sadly not a reality).

Armidale has also seen a growing population of Aboriginal people and over 600 Yezidi refugees (with more to come) now calling Armidale home. Ten years ago, this could never have been foreseen. It has not lessened the load placed on ANC.

Armidale Neighbourhood Centre has for over 40 years provided a safe, secure, and welcoming space for anyone in need. The extensive work they undertake includes, but is not limited to, information, referral, and advocacy. Those in need are provided or given access to (free of charge) personal care supplies, Emergency Relief, clothing, food parcels, frozen food meals, administrative support to access programs and assistance such as EAPA, financial counselling and mental health care, etc. The Centre has barely had funding to be able to operate these services Monday to Thursday 9am-3pm.

Since the recently formed partnership with Homes North and the relocation from Rusden Street to Beardy Street it is not possible for ANC to open and provide service to the community during the opening hours of the newly formed Armidale Community Support Hub. This is because there is no funding to cover the wages, on costs, etc., for them to open

SUBMISSION IN SUPPORT OF ARMIDALE REGIONAL COUNCIL'S PROPOSED INCREASE OF THE FINANCIAL CONTRIBUTION TO ARMIDALE NEIGHBOURHOOD CENTRE INC.

Monday – Friday 9am – 5pm. To cover the shortfall of hours there needs to be an increase in funding for this purpose.

If the Armidale Community Support Hub is to operate in a truly professional manner the funds need to be provided - somehow. Unfortunately, if there is no-one to answer the questions of the public, they will all land on the only other doorsteps they know of – the Library and the Council offices; perhaps even the police or Centrelink – all these places will refer the client back to Armidale Neighbourhood Centre.

In my professional opinion there is absolutely no way that ARC or any other organisation will have the capacity or knowledge to be able to a) manage the interruption to their core business; b) assist the community members by answering their questions; and c) have staff with the relevant skill set in the community support sector that is the core business of neighbourhood centres.

For many years our sector has begged for core/base funding such as that provided by governments to RFS and SES – both able to remain functional IN CASE OF A CRISIS! Almost without exception everyone who enters the doors of a neighbourhood centre is confronting a crisis; but the neighbourhood centres can only provide services which are specifically funded under designated programs. Anything other than those provisions has always been on a voluntary basis by the staff and volunteers. This is not fair to anyone.

I commend to you Mr Roncon and Councillors that the investment by ARC of $80,000 per annum to ANC will be money wisely spent within the community support sector of Armidale, allowing Armidale Neighbourhood Centre to fairly remunerate staff and operate the office hours expected of such a service. By 'partnering' in such a practical manner this will allow Armidale Neighbourhood Centre to elevate their operational methods and Armidale Regional Council to fulfil its commitment to whole of community of restoration and renewal to "Unleash the Opportunities" and "Restore and Thrive".

I am more than happy to speak with anyone who wishes to discuss this further – please contact me on 0411807046.

Warmest regards,

Chris Hietbrink
chris@mcalisterhouse.com.au
0411807046

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ARMIDALE
NEIGHBOURHOOD CENTRE
The heart and voice of our community

COMMUNITY COMMENTS ON ARC'S RESOLUTION TO INCREASE ANNUAL FUDING TO ANC

Increase of the annual financial contribution to Armidale Neighbourhood Centre

At the Ordinary Council Meeting held on Wednesday 27 July 2022 Council resolved to.

- Increase its annual financial contribution from $20,000 pa to $80,000 pa in support of the Armidale Neighbourhood Centre's expanded service offering and the important function they play in the Armidale community.
- Give public notice for a period of 28 days in accordance with section 356 of the Local Government Act 1993, Councils intent to increase the annual payment to $80,000 to the Armidale Neighbourhood Centre.
- A further report be presented back to Council following the conclusion of the public notice period to address any matters raised during the exhibition period.

Send in a submission:

Submissions are invited and must be addressed to the General Manager, Armidale Regional Council, PO Box 75A, Armidale NSW 2350 or sent by email to council@armidale.nsw.gov.au

Submissions close Thursday 25 August 2022.

Please be aware that if you make a submission, other people may have access to your comments and your name. This may be as a result of a report to a Council meeting. Reports to Council Meetings are available to the public.

TONY NICHOLLS

TO THE COUNCILLOR, THE HUB IS VERY IMPORTANT FOR THE NEW IMIGRANTS WHO COME TO ARMIDALE SEEKING A NEW LIFE IN AUSTRALIA. THE HUB IS FOR THE BATTLERS IN LIFE WHO SEEK SUPPORT FOR DAILY LIFE AND LIVING. THE GOVERMENT CARS ON ABOUT INFLATION THIS THAT AND WHAT ISNOT THE COST OF LIVING. FOR THE BATTLERS IN LIFE IT DOSNT ADD UP TO WHAT CONTRACTORS PEOPLE GET OF THE GOVERMENT PETROL, GAS, ELECTRICITY, FOOD, HOUSING COST, ETC YES, YES, YES

ELEANOR AUSTIN

AFTER CONSULTATION WITH THE COORDINATOR OF THE 'HUB', A WELL USED COMMUNITY CENTRE, IT HAS COME TO MY ATTENTION THAT HOURS ARE IN DESPERATE NEED OF AN INCREASE. I FEEL IT IS COUNCIL RESPONSIBILITY TO FORSEE THE CURRENT AND FUTURE ECONOMIC CRISIS HAPPENING TODAY, AND TO DO ALL IN YOUR POWER TO ASSIST IN ANY WAYS POSSIBLE.

THANK YOU

SINCERLY

I think the community NH centre are great there is people like myself out there that struggle alot in their day to day life that makes getting a Job hard for people with Depression and Anxiety and just ~~prob~~ Personal problems the NH Centre is very helpful and would be more helpful if they were open and there for when we need them

- Brenda Wilson

As a ARMIDALE community member, I have always been in support of the ANC operating M-F 9-5pm. Not every one can be available for M-Th 9-3:30pm. An increase in funding to allow M-F, 9-5pm operating hours is going to increase ANC accessibility to a wider-range of the vulnerable population in Armidale. As a Armidale resident who has benefitted from, and referred other vulnerable friends to, the ANC I can say with authority of experience — ANC SAVES LIVES!!! More hours, More services, More hope for Armidale

I ♡ ANC

-KRISTIKA F.

I am Damien and think the neighbourhood Centre armidale and do a great job and need to be Soupported more and need to be open 5 days a week for our community.

Thank for your help.

To whom it may concern,

I am a Armidale community member who often go in for support at the Armidale community hub, I feel the need for the hub to have more days open and extra hours would be great, I often need support before weekends and keeping the hub open for longer hours and 5 days week would be better for the community.

THANK YOU

Letters of Support from Armidale Community Members for the Armidale Neighborhood Centre

The Armidale Neighborhood Centre is a great service provider for our community, it's easy to access and helps people in crisis when needed.

Therefore, I support the service to receive extra funding from Council.

Mavis

Respected Aboriginal Elder

As a member of the Armidale Community as well as the Aboriginal Community I believe that the neighborhood center is a vital instrument and tool for bringing help and assistance to people in need and I support them for more funding.

Matthew

Laborer

I have found it difficult to find the help that I needed, once I heard about the neighborhood center helping community, I approached them and got the help I needed: Electricity, Nils loan in which I could buy white goods with no interest on my loan. The Management had given me important information on other services as well.

Vaden

Community Member

I Ruth fully support the Armidale Neighborhood center as I know how they support people in our community in their time of hardships and struggles.

This service provider is important, and we need to support it.

Ruth

Community Member

In support of the neighborhood center, I am writing this letter to support the center for more funding from council.

The team at the center has help people in Armidale and surrounding district in referrals, advocating and many other ways.

Thanking You

Leanne

Ndis Worker

I give my support to the Armidale Neighborhood center for the purpose of more funding to have more days to operate and provide services, to me this service is amazing how they help people.

Karlie

Mother/wife

Community Member

I Larka support the Armidale neighborhood center for extra funding in helping sustain invaluable support for vulnerable members of Armidale Community.

This Organisation is extremely selfless in giving to community in periods of uncertainty.

Larka

Nurse

There are many times I have received valuable help, guidance and advocacy from the team at the Armidale neighborhood center in times of crisis and hardships.

Their ability to help create positive change for their clients is remarkable and I have seen people from diverse backgrounds receive respect and care from these wonderful workers at ANC and I fully support them in their request for extra funding. There is so much more the team at ANC do that goes far beyond, for example they take time to listen to people's stories without judgement, I have witness people coming into the center asking for help as other services were too hard to access or they felt judged. Job well done by these remarkable people at ANC.

Hazel

First Nation Elder

Gratitude Statements from Armidale Community People to the team at the Armidale Neighborhood center

Armidale neighborhood center is a service that has helped me in the past when I was in difficulty, I am young mother and the help they gave me was great.

Carmel

The neighborhood center needs support, they help the community and I think they should have more hours, they do so much.

Tanesha

The people at the neighborhood center have done so much in helping people, including my family, they are an asset to our community.

Nyah

I am a member of the both the Aboriginal community and the wider community. I have received help from the center years ago and they do a great job in helping people I know.

Barry

The neighborhood center is an important service for our community and the work they do in supporting people needing help is a good thing.

Richard

The neighborhood center: they help people who are struggling and in need.

They do a great job, and it is a good service for our community.

Lachlan

I Nioka am a mother of ten children, we use the services at the neighborhood center. The services they offer are needed in our community and the new space they have now is great.

Nioka

Neighborhood center is a great service provider for our community, there work is helping our people.

Peter

The neighborhood center is a good place, it helps and supports people in the communities.

Irene

I have been given help from the neighborhood center, and I know they help in so many ways.

M Jerrard

Gratitude Statements from Community Members

Helping community is what the neighbourhood centre is all about.

They have helped my mob/family when they needed support.

Nate

Liking the new facilities and the new building, much more to offer for people needing the services.

Vanessa

This statement is in support of the neighbour centre; they are amazing in the support they give to the Armidale Community. This organisation "Robbie and Staff go above and beyond to give help and support.

Bonnie

Robbie Passmore
Manager
Armidale Neighbourhood Centre
246 Beardy Street
Armidale NSW 2350

To Whom it May Concern,

I write this letter in support of the **Armidale Neighbourhood Centre** in gaining additional financial support from the Armidale Regional Council.

It is rare that I welcome the opportunity to support in writing a service that I believe in, and I support without hesitation.

As an Aboriginal Client and Community Support Officer within the justice system I provide support to Aboriginal people who encounter the justice system, Aboriginal people attending court and those impacted by their actions.

Due to clients who have had excellent experiences while dealing with the staff at the Neighbourhood Centre, I have come to learn of the great services the Centre offers.

The Neighbourhood Centre have provided my clients with the following:

- Empowerment.
- Acted as a social outlet for isolated and vulnerable community members
- Provided an essential service – Emergency Relief, Advocacy & Support, No Interest Loans (NILS) that has empowered clients/community and helped them manage their money.
- Facilitates access to other services appropriate for each individual client attending the service.
- A service who provides the right amount of service for clients who do not require intensive support.

The most impressive service the Neighbourhood Centre delivers is a non-intrusive social outlet for clients that would otherwise be isolated and in despair. They are person-centred and ensure that their clients gain as much social communication and support whenever the opportunity arises. I have had clients and community members tell me that the Armidale Neighbourhood Centre staff provides a service that is good for people who do not want intensive support but just require a small amount of counselling and social interaction that makes them feel empowered and good about themselves.

This service is much needed, and any financial support will help keep this great service running in our community.

I fully support Robbie and her team at the Armidale Neighbourhood Centre and will continue to refer clients to this excellent service as I know they make a positive change in the life of vulnerable local people, which in turn creates a stronger community.

I hope Armidale Regional Council will look favourably upon the application for extra funding from the Armidale Neighbourhood Centre, it is services such as this that we as a community should be supporting and encouraging.

Fiona

15/08/2022

The Armidale Regional Council

Rusden Street,

Armidale NSW 2350

Dear Sir/Madam

RE: Support letter for the Armidale Neighbourhood Centre

I wish to provide a letter of support for the Armidale Neighbourhood Centre organisation and the Manager, Robbie Passmore.

I hope Armidale Regional Council will look favourably upon the application for extra funding form the Armidale Neighbourhood Centre, it is services such as this that we as a community should be supporting and encouraging.

I work in the health sector and the Neighbourhood Centre have provided my clients with the following:

- **ALWAYS** has assisted with Aboriginal patient families who have medical issues and needed assistance such as travel and accommodation to John Hunter Hospital in Newcastle and all the Sydney Hospitals at very short notice.
- **ACTED** culturally appropriate as a social outlet for isolated and vulnerable community members such as Aboriginal community members who are in need of basic supports.
- **PROVIDED** an essential that has empowered clients/community and helped them managed their money.
- **FACILITATES** access to other services appropriate for each individual client attending the service for not everyone is the same and everyone has different issues.

Thanks,

Bruce.

ARMIDALE Regional Council

MINUTES

KPWG - GROWING REGION

Held on

Tuesday, 26 July 2022
1pm

at

Mayor's Office/Zoom

PRESENT: Cr Sam Coupland, Cr Todd Redwood, Cr Paul Gaddes, Chief Officer Sustainable Development Mr Dan Boyce, Chief Officer Corporate and Community Mr Darren Schaefer & Executive Officer Ms Melissa Hoult (Zoom)

1. APOLOGIES
NIL

2. CONFIRMATION OF PREVIOUS MINUTES
NIL – first meeting.

3. DECLARATIONS OF INTEREST
NIL

4. BUSINESS ARISING

- Draft TOR discussed. Each to review and feedback before 3 August towards finalisation.
- Future meeting frequency and dates proposed. To be diarised.
- Conceptual approach discussed
- Proposed future brainstorming session to discuss focus areas.

5. ADMINISTRATION REPORTS

5.1 Terms of Reference & Election of Chair *Ref: AINT/2022/30531 (ARC22/5104)*

2. OFFICERS' RECOMMENDATION:

The Working Group to:

- review and endorse the Terms of Reference
- elect a Chair
- determine meeting frequency and set dates
- consider first quarter Focus Areas.

Moved Cr Sam Coupland **Seconded** Cr Paul Gaddes

6. GENERAL BUSINESS

Cr Paul Gaddes was elected as chair unopposed.

There being no further business the Chairman declared the meeting closed at 1:49pm.

Next Meeting: Tuesday 2 August 2022, 10am, Armidale Chambers.

Actions:	**Who**	**Status**	**Target Date for Completion**	**Date Complete**
26 July 2022				
➢ *Review ToR (send comments through to Mel for finalising)*	All	In progress	03/08/2022	
➢ *Set brainstorming session*	Mel	Complete	27/07/2022	

ARMIDALE Regional Council

MINUTES

KPWG - CONNECTED REGION

Held on

Thursday, 28 July 2022
2:30pm

at

Function Room

PRESENT: Cr Todd Redwood, Cr Margaret O'Connor, Cr Paul Packham, General Manager Mr James Roncon, Chief Officer Assets and Services Mr Alex Manners, Acting Coordinator Strategic Infrastructure Planning Ms Lilian Colmanetti and Executive Officer Ms Jessica Bower (minute taker).

1. APOLOGIES - NIL

NIL

2. CONFIRMATION OF PREVIOUS MINUTES

NIL – first meeting.

3. DECLARATIONS OF INTEREST

NIL

4. BUSINESS ARISING

NIL

5. ADMINISTRATION REPORTS

5.1 Terms of Reference & Election of Chair *Ref: AINT/2022/29723 (ARC22/5105)*

OFFICERS' RECOMMENDATION:

The Working Group agreed:

- Feedback on the draft Terms of Reference required by 4 August.
- Following discussion around voting members, it was agreed that anyone attending the meeting (except minute taker and anyone attending as a guest) would be a voting member.
- Cr O'Connor nominated for Chairperson and was elected unopposed.
- Meeting frequency and dates agreed – monthly 2:30pm on the Thursday after the Council meeting.
- Focus areas to be determined.

5.2 Grids and Gates Policy *Ref: AINT/2022/29722 (ARC22/5105)*

AM provided a verbal report on the policy - there was an attempt post amalgamation to harmonise Guyra and Armidale Dumaresq policies. There was a strong response from landowners in the one year we were allocated to implement. At recent June OCM Council moved to allow 12 months to review the policy and ultimately determine ownership arrangement of gates and grids.

Cr Packham confirmed that Guyra assigned ownership and maintenance with landowner. In Armidale owned by landowner and maintained by Council.

Discussion around who benefits from grids. Landowner/Council (re maintenance) etc.

AM reported that we are focussing on grids on local road network and showed different examples of configurations. AM requested that the group determine community stakeholders to consult with. AM requested that the group consider scope for this project - what outcomes do we want to get out of this item?

Cr Redwood said the ultimate outcome should be a revised policy prepared for Council. Cr O'Connor added that it would be generated through input of stakeholders.

AM asked what activities the KPWG would carry out to support the process?

Discussion around the KPWG being the liaison point between the community/stakeholders and staff. Cr Packham said it would be important to determine probing questions . I.e. Who is the beneficiary. Is there a detriment to landowners/ARC etc.

Externals report to KPWG. KPWG reports to Council Officers. Then officers report back to KPWG.

Action: AM to prepare a report for future KPWG meeting.

5.3 Smart Regional Spaces Project *Ref: AINT/2022/30202 (ARC22/5105)*

2. OFFICERS' RECOMMENDATION:

LC reported that we have secured a partnership with University of Sydney. No costs to Council, except for in kind (staff time) support up to $50k. Lithgow, Parkes and Armidale participating.

More details in next meeting. Need to consider what sort of involvement the KPWG wants.

6. GENERAL BUSINESS

There being no further business the Chairman declared the meeting closed at 3:33pm.

Next Meeting: Thursday 25 August, 2:30pm.

Actions:	Who	Status	Target Date for Completion	Date Complete
Thursday 28 July 2022				
➢ *Provide feedback on draft ToR (send to Executive Office)*	All members	Incomplete	04/08/2022	
➢ *Schedule future meetings for 2022*	JB	Complete	01/08/2022	01/08/2022
➢ *Prepare a report on Grids and Gates for future KPWG meeting*	AM	Incomplete	25/08/2022	

ARMIDALE Regional Council

MINUTES

KPWG - FUTURE REGION

Held on

Thursday, 11 August 2022
9am

at

Function Room Armidale/Zoom

PRESENT: Cr Paul Gaddes, Cr Dorothy Robinson (via Zoom), General Manager Mr James Roncon, Chief Officer Sustainable Development Mr Daniel Boyce and Executive Officer Ms Melissa Hoult

1. APOLOGIES

NIL

2. CONFIRMATION OF PREVIOUS MINUTES

CONFIRMATION OF THE MINUTES OF THE KPWG - FUTURE REGION MEETING HELD ON 21 JULY 2022

RECOMMENDATION:

That the minutes be taken as read and be accepted as a true record of the Meeting subject to the additional comment that Cr Robinson thought that the Review Project Zero30 initiatives was for scoping as possible projects, rather than adopting them without considering other possibilities.

Moved Cr Robinson **Seconded Cr Gaddes**

3. DECLARATIONS OF INTEREST

NIL

4. BUSINESS ARISING

- Projects agreed upon for this KPWG to work towards;
  - Plant 1 million trees to offset carbon usage (in addition to UNE's same initiative)
  - 90% of riparian zones to be revegetated
- Dan suggested a desktop analysis of available land areas.

5. ADMINISTRATION REPORTS

NIL

6. GENERAL BUSINESS

6.1 Plant 1 million trees and revegetate 90% of riparian zones

Ref: AINT/2022/33075 (ARC22/5106)

RECOMMENDATION:

That Council plant 1 million trees and revegetate 90% of riparian zones within the Local Government Area.

Armidale Regional Council
KPWG - Future Region
Thursday, 11 August 2022 Page 3

Actions:	Who	Status	Target Date for Completion	Date Complete
11 August 2022				
➢ Dan to report on progress with related actions Project Zero30 (tree planting, riparian zone revegetation).	Dan Boyce	In progress	08/09/2022	
➢ Cr Robinson and/or James to talk with Dr Sarah Mika and the Koala Group about initiative to plant 1 million trees by 2030.	Cr Robinson	In progress	10/11/2022	
➢ James to report back to KPWG on meeting with potential international investors	James	Completed	11/08/2022	22/07/2022

There being no further business the Chair declared the meeting closed at 10:05am.

Next Meeting: 8 September 2022, 9am.

ARMIDALE Regional Council

MINUTES

KPWG - ENRICHED REGION

Held on

Friday, 12 August 2022
1pm

at

Function Room Armidale

PRESENT: Cr Susan McMichael, Cr Brad Widders, Coordinator Libraries, Museums and Visitor Information Centre Ms Aimee Hutton

1. APOLOGIES

James Roncon, General Manager
Jess Bower, Executive Officer

2. CONFIRMATION OF PREVIOUS MINUTES

First Meeting – N/A

3. DECLARATIONS OF INTEREST

NIL

4. BUSINESS ARISING

NIL

5. ADMINISTRATION REPORTS

5.1 Terms of Reference & Election of Chair *Ref: AINT/2022/32711 (ARC22/5108)*

The Working Group to:

- review and endorse the Terms of Reference – endorsed by all members of the KPWG
- elect a Chair – to be carried forward to next meeting
- determine meeting frequency and set dates – to be set following further investigation of first Quarter Focus Area
- consider first quarter Focus Areas:
  - For example: 'Ensure health and community service provision meets the needs of our growing and ageing population' – Attendees agreed this should be the first Focus Area

    Rationale: There has been a request during the public exhibition period of our IP&R documents, that our region joins in the 'Attract, Connect, Stay' initiative to attract health professionals to regional areas. Glen Innes has been involved in this initiative and started working towards some good outcomes for their community. The KPWG could initiate the first step with this organisation and look to support the establishment of a local working group who could continue to run with this program and hopefully achieve some good health outcomes for the region.

  Action: AH to contact Attract, Connect, Stay initiative to determine if the Armidale Regional area would be eligible to participate and to determine the next steps. This will dictate the next meeting date, and the invited community groups/stakeholders for the next meeting.

6. GENERAL BUSINESS

6.1 2022/23 Operational Plan Actions - Enriched Region

The 2022/23 Operational Plan Actions related to the Enriched Region pillar were reviewed to identify where the KPWG could support in the advancing of key objectives. The targeted areas were highlighted (attached) and prioritised in order to begin identifying community groups and stakeholders who would need to be involved at future meetings.

There being no further business the Chairman declared the meeting closed at 1.55pm.

Next Meeting: TBC

Actions:	**Who**	**Status**	**Target Date for Completion**	**Date Complete**
<Meeting Date>				
➢ *Contact Attract, Connect, Stay initiative to determine if the Armidale Regional area would be eligible to participate and to determine the next steps. This will dictate the next meeting date, and the invited community groups/stakeholders for the next meeting.*	AH	In progress	17/09/2022	

ARMIDALE Regional Council

MINUTES

KPWG - GROWING REGION

Held on

Thursday, 1 September 2022
11am

at

Function Room

PRESENT: Cr Sam Coupland, Cr Todd Redwood, Cr Paul Gaddes, Chief Officer Corporate & Community Darren Schaefer and Executive Officer Ms Melissa Hoult

1. APOLOGIES
Chief Officer Sustainable Development Dan Boyce sent his apologies.

2. CONFIRMATION OF PREVIOUS MINUTES

CONFIRMATION OF THE MINUTES OF THE KPWG - GROWING REGION MEETING HELD ON 26 JULY 2022

RECOMMENDATION:

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

Moved Cr Gaddes **Seconded Cr Coupland**

3. DECLARATIONS OF INTEREST
Nil

4. BUSINESS ARISING
Nil

5. ADMINISTRATION REPORTS
Nil

6. GENERAL BUSINESS
Initial focus areas are the Airport & Tourism as well as keeping in view the REZ and existing business focus areas for future focus.

Projects agreed upon;

AIRPORT

- Project #1: Get the airport café operating again (<3months).
- Project #2: Treat the airport location as a precinct & define usage zones (<3months).
- Project #3: Determine a solution to make the airport accessible to commercial aircraft during bad weather (install ILS). (<6months).

TOURISM

- Project #1: Define a regional tourism & brand strategy to incorporate a destination management plan, waterfall way vision, tourist itineraries, better facilitation of operators & attractions. (<3months).
- Project #2: Ensure gold-standard access to key attractions (<3months).
- Project #3: Investigate installation of tourist attraction signage incorporating QR code (<3months).
- Project #4: Facilitate better visibility & regional benefit from sports tourism (<6months).

There being no further business the Chairman declared the meeting closed at 12:35pm.

Next Meeting: 4 October 2022, 10am.

Armidale Regional Council
KPWG - Growing Region
Thursday, 1 September 2022 Page 3

Actions:	Who	Status	Target Date for Completion	Date Complete
1 September 2022				
➢ Waterfall Way & Tourism Update	Darren	In progress	09/09/2022	
➢ Airport Café update	Darren	In progress	27/09/2022	

ARMIDALE Regional Council

MINUTES

KPWG - FUTURE REGION

Held on

Wednesday, 14 September 2022
9:00am

at

GMO/Zoom

PRESENT: Cr Paul Gaddes, Cr Dorothy Robinson (Zoom), General Manager Mr James Roncon, Chief Officer Sustainable Development Mr Daniel Boyce & Executive Officer Ms Melissa Hoult.

GUEST: Cr Margaret O'Connor

1. APOLOGIES
Nil.

2. CONFIRMATION OF PREVIOUS MINUTES

CONFIRMATION OF THE MINUTES OF THE KPWG - FUTURE REGION MEETING HELD ON 11 AUGUST 2022

RECOMMENDATION:

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

Moved Cr Robinson **Seconded Cr Gaddes**

3. DECLARATIONS OF INTEREST
Nil.

4. BUSINESS ARISING

INVITATION OF CR O'CONNOR TO ATTEND THIS KPWG AS A GUEST

RECOMMENDATION:

That Cr O'Connor be accepted as an ongoing invitee to this Meeting.

Moved Cr Robinson **Seconded Cr Gaddes**

5. ADMINISTRATION REPORTS
Nil.

6. GENERAL BUSINESS

DEVELOPER CONTRIBUTIONS

RECOMMENDATION:

That 5% of developer contributions be spent on tree planning (urban forest).

Moved Cr Robinson **Seconded Cr Gaddes**

- Discussion on Healthy Winter Air Project.

There being no further business the Chairman declared the meeting closed at (time).

Next Meeting: 13 October 2022, 9am.

Armidale Regional Council
KPWG - Future Region
Thursday, 8 September 2022 Page 3

Actions:	Who	Status	Target Date for Completion	Date Complete
14 September 2022				
➢ Cost of reverse cycle heating to heat up equivalent area to that served by a typical wood heater.	Cr Robinson	In progress	13/10/2022	
➢ James to report back to KPWG on meeting with potential international investors.	James	In progress	23/09/2022	
➢ Dan to report on progress with related actions Project Zero30 (tree planting, riparian zone revegetation).	Dan	In progress	13/10/2022	

ARMIDALE Regional Council

MINUTES

KPWG - LIVEABLE REGION

Held on

Thursday, 15 September 2022
4pm

at

Function Room Armidale

PRESENT: Cr Jon Galletly, Cr Debra O'Brien, Executive Manager People & Culture Annie Harris and Executive Officer Ms Melissa Hoult

1. APOLOGIES
Nil.

2. CONFIRMATION OF PREVIOUS MINUTES
Nil – first formal meeting.

3. DECLARATIONS OF INTEREST
Nil.

4. BUSINESS ARISING
Nil.

5. ADMINISTRATION REPORTS

5.1 Terms of Reference & Election of Chair *Ref: AINT/2022/38077 (ARC22/5107)*

2. OFFICERS' RECOMMENDATION:

The Working Group to:

- review and endorse the Terms of Reference
- elect a Chair
- determine meeting frequency and set dates
- consider first quarter Focus Areas.

Moved Cr Debra O'Brien **Seconded** Cr Jon Galletly

6. GENERAL BUSINESS
Crs O'Brien and Galletly to co-chair Liveable KPWG.

Invite Community Members;
- John Cassidy Jr – Tattersalls Hotel
- Rose Lovelock – Aboriginal Cultural Centre & Keeping Place
- Yvonne Langenberg – Boo Books
- Steve Brambley - BackTrack

First Quarter Focus;
- Ben Lomond – Observe the Night (In the Mall)
- Indigenous (art) Community Bike Rack
- A Village Project
- Connect with Guyra Progress Assoc.

There being no further business the Chairman declared the meeting closed at 4:57pm.

Next Meeting: 20 October 2022, 4pm.

Armidale Regional Council
KPWG - Liveable Region
Thursday, 15 September 2022 Page 3

Actions:	Who	Status	Target Date for Completion	Date Complete
15 September 2022				
➢ Arrange meeting with Chief Officer Sustainable Development – Mall Master Plan		In progress	20/10/2022	
➢ Invite Community Members for next meeting.	Cr Galletly & Cr O'Brien	Complete	TBC	