



## BUSINESS PAPER

### ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 26 June 2024

4pm

at

Armidale Council Chambers

#### **Members**

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

AGENDA

INDEX

1	Civic Affirmation and Acknowledgement of Country	
2	Statement in relation to live streaming of Council Meeting	
3	Apologies and applications for leave of absence by Councillors	
4	Disclosures of Interests	
5	Confirmation of Minutes	
5.1	Minutes of Previous Meeting held 22 May 2024.....	6
6	Mayoral Minute	
7	Reports - General Manager's Office	
7.1	Mayor and Councillors Remuneration 2024-25.....	7
7.2	Council Actions Report January 2022 - June 2024.....	11
7.3	New England Weeds Authority.....	12
8	Reports - Finance	
8.1	Cash and Investment Report 31 May 2024.....	14
8.2	Adoption of the final Integrated Planning and Reporting documents and Making of the Rates for 2024-2025.....	21
9	Reports - Planning and Activation	
9.1	Public Exhibition of Draft Local Housing Strategy (LHS).....	31
9.2	Closure of Road Reserve and sale to adjoining lot owner - 91 A Barney Street, Armidale.....	35
9.3	Plans of Management - Site Specific Plans.....	38
10	Reports - Corporate and Community	
10.1	Community Small Grants Allocation of funds 2023-2024.....	42
11	Reports - Assets and Services	
12	Notices of Motion	
13	Committee Reports	
13.1	Traffic Advisory Committee - Minutes of the meeting held 4 June 2024.....	45
13.2	Sports Council Committee - Minutes of the meeting held 9 April 2024.....	48
13.3	Sports Council Committee - Minutes of the meeting held 4 June 2024.....	51
14	Questions for Which Notice Has Been Given	
15	Confidential Matters (Closed Session)	
15.1	Debt Write-Off Request - Sundry Debtor	
	<i>(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).</i>	



## **Ethical Decision Making and Conflicts of Interest**

### ***A guiding checklist for Councillors, officers and community committees***

#### **Oath or Affirmation of Office**

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

#### **Ethical decision making**

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

#### **Conflict of interest**

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

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

#### **The test for conflict of interest**

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

#### **Identifying problems**

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

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

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

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

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

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

Under the provisions of Section 440AAA(3) of the *Local Government Act 1993* (pecuniary interests) and the Model Code of Conduct it is necessary for you to disclose the nature of the

interest when making a disclosure of a pecuniary interest or a non-pecuniary conflict of interest at a meeting.

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

**Item:** 5.1 **Ref:** AINT/2024/26764

**Title:** Minutes of Previous Meeting held 22 May 2024 **Container:**  
ARC16/0001-8

**Responsible Officer:** General Manager

**Author:** Melissa Houtt, Executive Officer

**Attachments:** 1. Draft OCM Minutes - 22 May 2024

**RECOMMENDATION:**

That the Minutes of the Ordinary Council meeting held on 22 May 2024 be taken as read and accepted as a true record of the meeting.

---

<b>Item:</b>	<b>7.1</b>	<b>Ref: AINT/2024/21806</b>
<b>Title:</b>	<b>Mayor and Councillors Remuneration 2024-25 ARC17/1711</b>	<b>Container:</b>
<b>Responsible Officer</b>	<b>Chief Financial Officer</b>	
<b>Author:</b>	<b>Melissa Hault, Executive Officer</b>	
<b>Attachments:</b>	Nil	

### 1. Purpose

The purpose of this report is to have Council resolve to increase the annual fee for the Mayor and Councillors by 3.75% per annum in accordance with the Local Government Remuneration Tribunal's Annual Determination for the 2024-25 financial year.

### 2. OFFICERS' RECOMMENDATION:

That Council:

- a) Fix the following fees payable for the 2024-25 financial year:

Councillor Annual Fee	\$27,050
Mayor Additional Annual Fee	\$66,800

- b) Note that the annual fee fixed and payable to the Mayor is in addition to the fee paid to the Mayor as a Councillor.

### 3. Background

The Local Government Remuneration Tribunal (*the Tribunal*) is constituted under Chapter 9, Division 4 of the *Local Government Act 1993 (the Act)*.

The Tribunal is required to make annual determinations on the categorisation of each council, county council and mayoral office for the purpose of determining the minimum and maximum fees payable to councillors, members of county councils and mayors in each category.

Section 241 of the Act

The Tribunal has made a determination pursuant to s241 of the Act, of the annual fees to be paid to Councillors and Mayors. The Tribunal's determination takes effect from 1 July each year.

### 4. Discussion

The Tribunal has determined an increase of 3.75% to mayoral and councillor fees for the 2024-25 financial year, with effect from 1 July 2024.

Sections 248 and 249 of the Act require councils to fix and pay an annual fee based on the Tribunal's determination for the 2024-25 financial year.

Armidale Regional Council is categorised as a Regional Centre.

For the 2024-25 financial year, annual fees payable to Councillors in the Regional Centre category range from a minimum of \$15,370 to a maximum of \$27,050 and an additional annual Mayoral fee from a minimum of \$31,980 to a maximum of \$66,800. Council has historically fixed the maximum fee levels.

Council can however determine to pay an amount less than the maximum amount determined.

A council may pay the deputy mayor a fee determined by the council for such time as the deputy mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor's annual fee.

There is no proposal to pay a fee to the deputy mayor.

A council cannot fix a fee higher than the maximum amount determined by the Tribunal.

If a council does not fix a fee, the council must pay the minimum fee determined by the Tribunal.

Section 250 of the Act states that fees are payable monthly in arrears for each month (or part of a month) for which the councillor holds office.

The Tribunal's Annual Report and Determination are annexed to this report.

## 5. Implications

### 5.1. Strategic and Policy Implications

The Local Government Act 1993 (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

In Accordance with the Act the Tribunal undertook a review of the categories and the allocation of councils into each category as part of its review. Armidale Regional Council is categorised as a Non-Metropolitan Regional Centre.

The proposal supports some of the goals outlined in Council's Advancing our Region Community Plan 2022-2032 and Delivery Program 2022-2026 including:

#### Strong governance and leadership that supports our region to grow and prosper

How will we get there?	Ref.	Who can help?
Provide a strong, transparent, sustainable, and responsive governance for our region	S2.1	Council State and Federal governments Local members Residents
Ensure that strategic directions are informed by, and with, the community and are delivered in consideration of available resources	S2.2	
Manage public resources responsibly and efficiently for the benefit of the community	S2.3	

### 5.2. Risk

There are no significant risks associated with the adoption of the 2024-25 Mayor and Councillor Allowances or determination to pay superannuation.

### 5.3. Sustainability

The level of fees paid will depend on the category the council is in. Payment of fees in accordance with the maximum fee level provided in the schedule assists with ensuring that elected officials are adequately remunerated for the work that they perform.



The payment of superannuation contributions would be in addition to the allowance paid and would ensure that Councillors are not financially disadvantaged in electing to dedicate their time to public service.

#### 5.4. Financial

The table below assumes that the maximum allowance is determined for the 2024-25 financial year.

Budget Area:	Executive & Councillors						
Funding Source:	2024-25 Untied Revenue						
Budget Ref: (PN)	Description	Draft Budget 2024-25	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
210653.1.1860.333							
2412	Mayoral Allowance	\$93,850			\$93,850	\$93,850	\$93,850
2414	Councillor Fees	\$227,670			\$227,670	\$227,670	\$227,670
TOTAL		\$321,520			\$321,520	\$321,520	\$321,520

The recommendation will impact financially, representing an increase in payments to Councillors and the Mayor of 3.75%.

The following table provides a breakup of fees paid in 2022-23 and 2023-24 compared to the recommendation for be paid in 2024-25.

	2022-23	2023-24	2024-25	\$ Increase	% Increase
Councillor Fee	\$25,310	\$26,070	\$27,050	\$980	3.75%
Additional Mayoral Fee	\$62,510	\$64,390	\$66,800	\$2,410	3.75%
Total Mayoral Allowance	\$87,820	\$90,460	\$93,850	\$3,390	3.75%

#### 6. Consultation and Communication

##### 2024 Process

The Tribunal's annual review commenced in October 2023 when it wrote to all councils inviting submissions regarding fees. The Tribunal outlined that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 review. The invitation noted that it is expected that submissions are endorsed by respective councils.

Nineteen (19) submissions were received, eighteen (18) from individual councils, one (1) submission was received from LGNSW.

There is no legislative requirement for Council to undertake any further consultation on these matters.

## **7. Conclusion**

The Tribunal has determined an increase of 3.75% to mayoral and councillor fees for the 2024-25 financial year, with effect from 1 July 2024.

Sections 248 and 249 of the Act require councils to fix and pay an annual fee based on the Tribunal's determination for the 2024-25 financial year.

---

<b>Item:</b>	<b>7.2</b>	<b>Ref: AINT/2024/26771</b>
<b>Title:</b>	<b>Council Actions Report January 2022 - June 2024</b>	<b>Container:</b>
	<b>ARC16/0001-8</b>	
<b>Responsible Officer</b>	<b>General Manager</b>	
<b>Author:</b>	<b>Melissa Hault, Executive Officer</b>	
<b>Attachments:</b>	1. Action Items Report - 19 June 2024	

### **1. Purpose**

The purpose of this report is to inform Councillors on the work carried out by Council Officers to implement Council resolutions.

### **2. OFFICERS' RECOMMENDATION:**

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

### **3. Background**

This is a standard monthly report.

### **4. Discussion**

The resolutions outlined in the attachment have been previously adopted by Council. This report is designed to track progress on implementation from January 2022. Actions marked complete will be reported to Council once and then removed from subsequent reports.

### **5. Implications**

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

The strategic and policy impacts of each of the resolutions are varied and were outlined in the original reports to Council.

#### **5.2. Risk**

The risks of each of the resolutions are varied and were outlined in the original reports to Council.

#### **5.3. Sustainability**

The sustainability impacts of each of the resolutions are varied and were outlined in the original reports to Council.

#### **5.4. Financial**

The financial impacts of each of the resolutions are varied and were outlined in the original reports to Council.

### **6. Consultation and Communication**

This report informs Councillors and the community and increases transparency.

### **7. Conclusion**

The information is for noting only.

---

<b>Item:</b>	<b>7.3</b>	<b>Ref: AINT/2024/26989</b>
<b>Title:</b>	<b>New England Weeds Authority</b>	<b>Container: ARC16/0463-2</b>
<b>Author:</b>	<b>James Roncon, General Manager</b>	
<b>Attachments:</b>	1. NEWA Discussion Paper	

### **1. Purpose**

This report updates Councillors on the state of affairs at New England County Council (New England Weeds Authority, NEWA).

### **2. OFFICERS' RECOMMENDATION:**

That Council notes the report of 7 June 2024 from the New England Weeds Authority (NEWA) Interim Administrator Mr John Rayner.

### **3. Background**

By Government Gazette on 17 May 2024 the Minister for Local Government suspended the Board of the New England County Council for a period of three months from the date of the gazettal. The same Government Gazette Notice has appointed John Rayner as Interim Administrator for the period during which the Council is suspended by the Order.

The Armidale Regional Council, Uralla, Glen Innes and Walcha Shire Council local government areas constitute the area of operation for the County Council.

Excerpts of the Administrator's report has been included as an attachment.

### **4. Discussion**

The Minister determined that the Interim Administrator shall have the following functions:

- To perform the role and function of the governing body of the County Council under the Local Government Act and any other Act
- To exercise the role of the governing body and Councillors identified in sections 390, 391, 391A, and 400 of the *Local Government Act*.

A number of additional functions are outlined in the attached excerpt of the administrators report.

### **5. Implications**

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

Advancing our region Your Community Plan 2022-2032 - Strong Region

S1.2 Create partnerships between our community, levels of government and businesses that contribute to our growth and development

Delivery Program:

Foster constructive relationships with State and Federal representatives and agencies to ensure our voices, challenges and opportunities are heard (S1.2.3)

#### **5.2. Risk**

A number of legal and risk implications are outlined in the attached report.

**5.3. Sustainability**

A number sustainability implications are outlined in the attached report.

**5.4. Financial**

Financial implications are outlined in detail in the attached report.

**6. Consultation and Communication**

This report ensures Councillors are up to date on the issue.

**7. Conclusion**

Further updates will be received from the Interim Administrator as the situation evolves.

**Item:** 8.1 **Ref:** AINT/2024/26971  
**Title:** Cash and Investment Report 31 May 2024 **Container:** ARC17/1711  
**Author:** Ann Newsome, Chief Financial Officer  
**Attachments:** Nil

### 1. Purpose

Regulation 212 of the NSW *Local Government (General) Regulations 2021* requires the responsible accounting officer of a council to provide the Council with a written report, setting out details of all money that the council has invested under section 625 of the Act, to be presented each month and must include in the report, a certificate as to whether or not the investment has been made in accordance with the Act, the Regulations and the Council's investment policies.

This Cash and Investment report provides details of cash and investments held by Council for the month to 31 May 2024, and certifies compliance with Council's Investment Policy and the *Local Government Act 1993* and Regulations.

### 2. OFFICERS' RECOMMENDATION:

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

### 3. Background

As at the date of the report, Council held \$120,878,205 in investments and \$11,025,149 in cash, giving a combined total of \$131,903,354.

#### Discussion

Cash & Investment Balances	May-24	Apr-24	Movement
<b><u>Cash at Bank</u></b>			
NAB General Account	-	-	-
NAB Cash At Call	9,595,477	8,928,487	666,990
AMP Saver Account	20,151	-	20,151
NAB Trust Fund	1,409,521	1,404,214	5,307
<b>Total Cash</b>	<b>11,025,149</b>	<b>10,332,701</b>	<b>692,448</b>
<b><u>Investments</u></b>			
NSW Treasury Corp (T-Corp) Investment Management (IM) Fund	10,848,205	10,795,724	52,482
Term Deposits	110,030,000	110,030,000	-
<b>Total Investments</b>	<b>120,878,205</b>	<b>120,825,724</b>	<b>52,482</b>
<b>Total Cash &amp; Investments</b>	<b>131,903,354</b>	<b>131,158,425</b>	<b>744,930</b>

**Summary of term deposit movements:**

<u>Investments Redeemed</u>		<u>Investments Rolled</u>		<u>Investment New</u>	
Institution	Amount \$	Institution	Amount \$	Institution	Amount \$
AMP	4,000,000			Australian Military Bank	4,000,000
BOQ	10,000,000			Australian Military Bank	5,000,000
				ING	5,000,000
<b>Total</b>	<b>14,000,000</b>	<b>Total</b>	<b>Nil</b>	<b>Total</b>	<b>14,000,000</b>

Funds from term deposit maturities are held in the NAB Cash at Call account and pending cashflow requirements, are invested in further term deposit investments. New investments and maturities during the month are detailed above.

Market expectations of future RBA rate rises appeared to have steadied, with a market expectation of a reduction in rates towards the end of the calendar year.

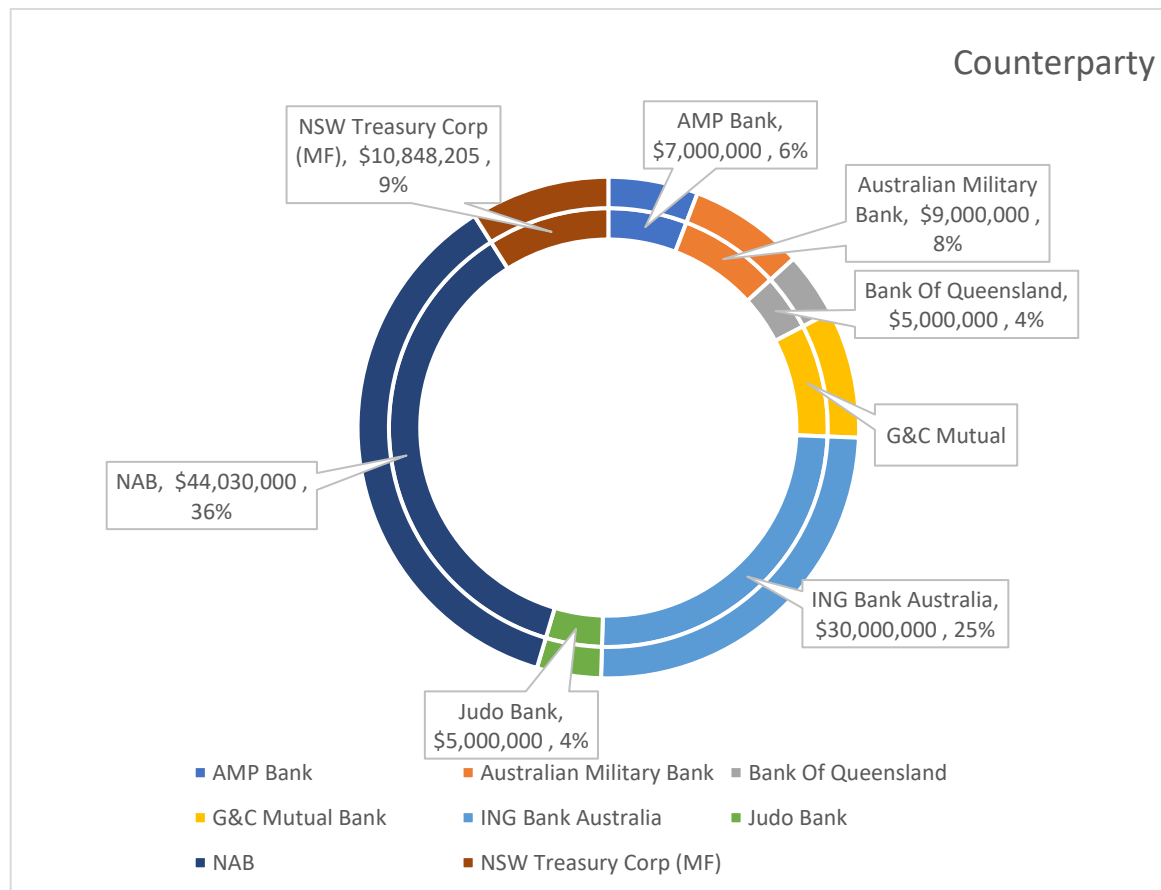
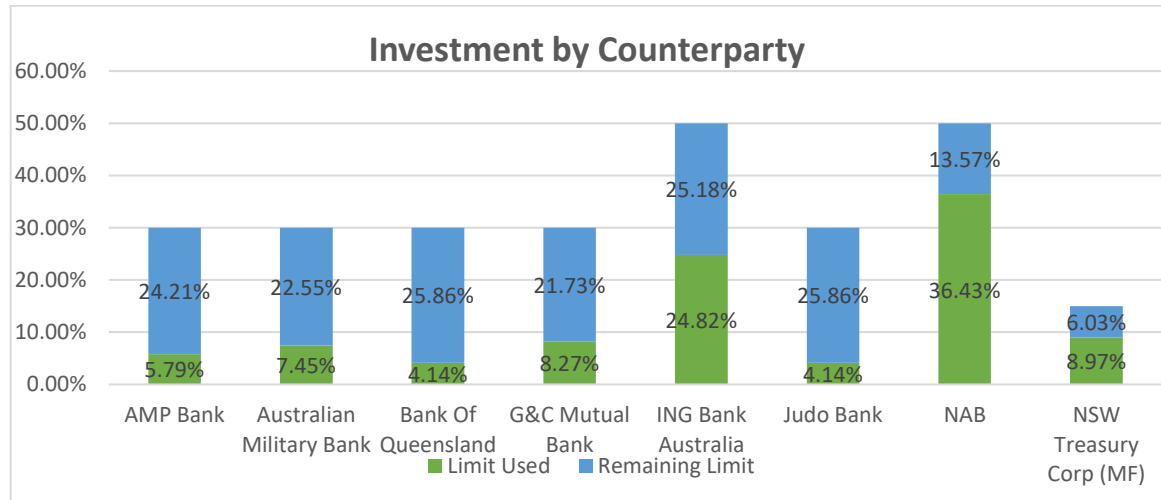
Council continues to monitor investment markets and continues to take a conservative position holding cash reserves, along with reviewing longer term investment options to take advantage of higher returns.

**Investment Revenue Earned**

	<b>May-24</b>	<b>Apr-24</b>	<b>Movement</b>
<b>Interest Received – Bank Accounts</b>			
NAB General Account	1,226	-	1,226
NAB Cash At Call	29,185	39,494	(10,309)
AMP Saver Account	219	-	219
NAB Trust Fund	5,307	5,627	(320)
<b>Interest Received on Bank Accounts</b>	<b>35,936</b>	<b>45,121</b>	<b>(9,184)</b>
<b>Interest Received - Investments</b>			
NSW Treasury Corp (T-Corp) Investment Management (IM) Fund	57,166	44,509	12,657
Term Deposits	422,013	354,500	67,613
<b>Interest Received - Investments</b>	<b>479,179</b>	<b>398,909</b>	<b>80,270</b>
<b>Total Interest Received</b>	<b>515,115</b>	<b>444,030</b>	<b>71,086</b>

Note 1: Council holds an investment in the NSW T-Corp IM Fund – Short Term Income Fund.

Investments are diversified across a range of institutions, with funds invested to ensure the portfolio is aligned with the Investment Policy.



**Certification:**

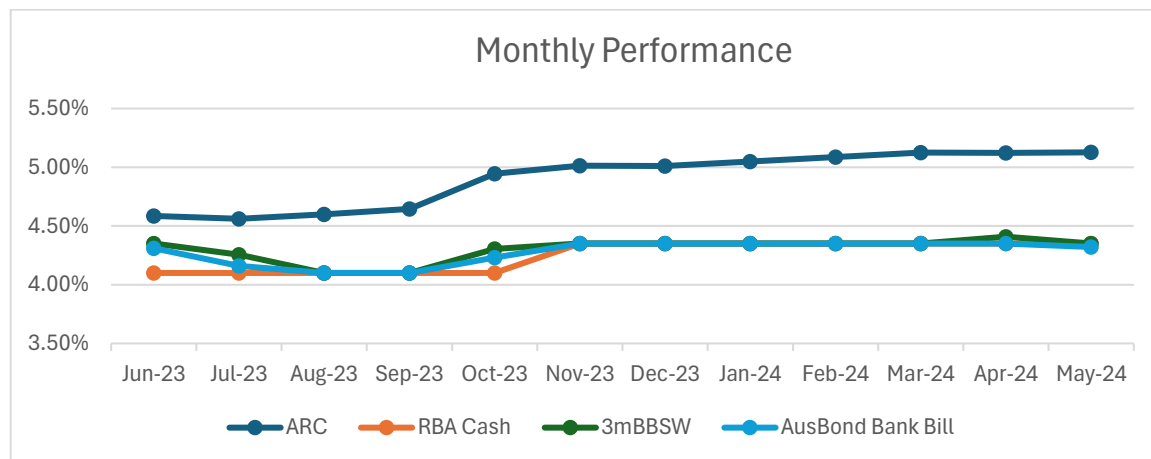
I, Ann Newsome, Chief Financial Officer, hereby certify that the above investments have been made in accordance with the Regulation (Section 212), the *Local Government Act 1993* (the Act) (Section 625), and Council’s Investment Policy (the Policy).



Investment Yield

Account vs RBA Cash vs 3m BBSW vs Bloomberg AusBond Bank Bill Index

Term	Account	RBA Cash	Outperformance	3m BBSW	Outperformance	AusBond Bank Bill	Outperformance
1m	5.06 %	4.35 %	0.71 %	4.37 %	0.70 %	4.32 %	0.74 %
3m	4.96 %	4.35 %	0.61 %	4.36 %	0.60 %	4.33 %	0.63 %
6m	5.00 %	4.35 %	0.65 %	4.36 %	0.65 %	4.33 %	0.67 %
12m	4.83 %	4.25 %	0.58 %	4.30 %	0.53 %	4.26 %	0.57 %



**4. Implications**

**4.1. Strategic and Policy Implications**

All of Council’s investments for the period are in accordance with:

- Council Investment Policy
- *Local Government Act 1993* – Section 625
- *Local Government Act 1993* – Order of the Minister dated 12 January 2011
- *The Local Government (General) Regulation 2021* – Reg 212

The investment of surplus funds must remain in line with Council’s Investment Policy. This will ensure sufficient working capital is retained and restrictions are supported by cash and investments that are easily converted into cash. Cash management complies with the *NSW Local Government (General) Regulation 2021*.

The Investment Policy relates to:

- Council’s Community Plan 2022-2032 theme category of “Strong Region – Engagement and Responsibility” and related strategy of “Manage public resources responsibly and efficiently for the benefit of the community.”
- Council’s Delivery Program 2022-2026 includes initiatives S2.3.2 “Maintain financial sustainability by meeting Performance Ratios and Fit for the Future Benchmarks, while ensuring sustainable cash reserves to support service levels and assets” and S2.3.5 “Manage our assets responsibly to ensure greater lifespan and usability and to reduce financial burden”.
- Council’s Operational Plan 2022-23: Asset Management, Finance and Procurement, Governance, Strategy and Risk.

#### 4.2. Risk

Council invests in Term Deposits, Cash and the NSW Treasury Corporation Short Term Investment Fund which is a managed fund product. Rates of return on these investments are generally higher than the Bank Bill Swap (BBSW) Index. However, there will be lag between these rates if the BBSW moves quickly either up or down. Movement up may show as the BBSW being high as older council investments are held at lower historic rates. Conversely as the BBSW drops councils longer term investments maybe locked into higher rates of returns giving council a return advantage.

The recent history of increases in the official cash rate is detailed below:

Date	Rate Increase	Cash rate target %
June 2023	0.25%	4.10%
July 2023	–	4.10%
August 2023	–	4.10%
September 2023	–	4.10%
October 2023	–	4.10%
November 2023	0.25%	4.35%
December 2023	–	4.35%
February 2024	-	4.35%
March 2024	–	4.35%
April 2024	–	4.35%
May 2024		4.35%

Council's responsibility is to ensure working capital is retained and restrictions are supported by cash.

Council considers effective risk management practices exist over its cash and investment holdings.

#### 4.3. Sustainability

Council utilises an online Portfolio Platform to manage its investments and investment register. The number of investments has been rationalised allowing for more efficient internal investment management to be performed. Communication is performed by electronic means, resulting in efficiencies of processes and a reduction in the use of paper.

#### 4.4. Financial

<b>Budget Area:</b>	Financial Services						
<b>Funding Source:</b>	General Fund (untied revenue) Water Fund (externally restricted) Sewer Fund (externally restricted)						
<b>Budget Ref: (PN)</b>	<b>Description</b>	<b>Approved Budget (Revised)</b>	<b>Actual</b>	<b>Committed</b>	<b>Proposed</b>	<b>Total Forecast (Income)/ Expense</b>	<b>Remaining Budget</b>
210815.1.1760. 165.1670 260005.3.2590. 165.1660 280010.2.3310. 165.1650	Interest Income on Investments	\$6,057,000	\$5,643,538				
210815.1.1760. 333.2430	Subscriptions	\$48,300	\$46,618	Nil	Nil	\$48,300	\$1,682

#### Restricted & Unrestricted Funds

As at 30 June 2023, total restricted and unrestricted funds were fully funded by cash and investments.

#### **Actual Position at 30 June 2023 (audited)**

<b>\$'000</b>	<b>General</b>	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
External Restrictions	30,368	30,347	29,303	90,018
Internal Restrictions	34,154			34,154
<b>Total Restrictions</b>	<b>64,522</b>	<b>30,347</b>	<b>29,303</b>	<b>124,172</b>
Unrestricted	5,973			5,973
<b>Total Funds</b>	<b>70,495</b>	<b>30,347</b>	<b>29,303</b>	<b>130,145</b>

As at 31 May 2024, total restricted and unrestricted funds were fully funded by cash and investments.

#### **Calculated Position at 31 May 2024 (unaudited)**

<b>\$'000</b>	<b>General</b>	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
<b>External Restrictions</b>	40,005	20,001	27,102	87,108
<b>Internal Restrictions</b>	39,263			39,263
<b>Total Restrictions</b>	<b>79,268</b>	<b>20,001</b>	<b>27,102</b>	<b>126,372</b>
<b>Unrestricted</b>	5,511			5,511
<b>Total Funds</b>	<b>84,780</b>	<b>20,001</b>	<b>27,102</b>	<b>131,883</b>

**5. Consultation and Communication**

An Investment Report is required to be tabled at the monthly Ordinary Meeting of Council.

**6. Conclusion**

The Cash and Investment Report provides an overview of cash and investments for the month and demonstrates compliance with Council policy.

---

<b>Item:</b>	<b>8.2</b>	<b>Ref: AINT/2024/27302</b>
<b>Title:</b>	<b>Adoption of the final Integrated Planning and Reporting documents and Making of the Rates for 2024-2025</b>	<b>Container: ARC24/7081</b>
<b>Responsible Officer</b>	<b>Chief Financial Officer</b>	
<b>Author:</b>	<b>Michaella Giandomenico, Senior Advisor Corporate Planning &amp; Reporting</b>	
<b>Attachments:</b>	1. Operational Plan and Budget 2024 - 2025 2. Revenue Policy 2024 - 2025 3. Fees and Charges 2024 - 2025 4. Integrated Planning & Reporting Public Submissions 2024 - 2025 5. Submission Responses Report 2024 - 2025	

## **1. Purpose**

The purpose of this report is to present the final Integrated Planning and Reporting documents for the 2024-2025 Financial Year to Councillors for consideration and adoption.

These documents include:

- Operational Plan and Budget 2024-2025
- Fees and Charges 2024-2025
- Revenue Policy 2024-2025

## **2. OFFICERS' RECOMMENDATION:**

That Council:

- a. Endorse the following documents pursuant to the requirements of the *Local Government Act 1993 (NSW)*:
  - i. Operational Plan and Budget 2024-2025
  - ii. Revenue Policy 2024-2025
  - iii. Fees and Charges 2024-2025
- b. Note that community submissions received during the public exhibition period (Wednesday, 15 May to Wednesday, 12 June 2024) are included as attachment 4 in this report;
- c. Endorse the responses to the community submissions received during the public exhibition period and are included as attachment 5 in this report;
- d. Note that any statutory fees and charges that have not yet been announced for 2024-2025 will updated and implemented once notification is received.
- e. Formally make rates and charges for the 2024-2025 financial year (1 July 2024 to 30 June 2025 inclusive) as follows:
  - i. Note that in accordance with Section 127(2) and 129 of the *Local Government Amendment Bill 2021*, ordinary rates are being harmonised in accordance with the following resolution:
    - Ordinary rates began being gradually harmonised from 1 July 2021;

- The harmonisation period occurs over four (4) years with the exception of Business - Armidale and Business - Armidale Industrial, which was harmonised effective 1 July 2021;
- At the conclusion of the harmonisation period in 2024-2025, Council will have 9 rating categories/sub-categories as follows:

Rate Category	Rate Sub-Category
Residential	Armidale
Residential	Guyra
Residential	Non-Urban
Business	Armidale
Business	Guyra
Business	Non-Urban
Farmland	
Farmland	Intensive
Mining	

- The indicative average percentage change, including the rate peg for each rating category and sub-category that will occur in each rating year over the harmonisation period is estimated to be:

Former Guyra Shire Council categories/sub-categories:

Category	Sub Category	2022-2023	2023-2024	2024-2025	2025-2026
Residential	Guyra	2.53%	17.20%	18.54%	16.76%
Residential	Village	0.73%	8.21%	13.20%	10.27%
Residential	Non-Urban	5.58%	18.59%	7.14%	15.16%
Business	Guyra	2.15%	15.65%	16.56%	16.60%
Business	Village	10.65%	19.04%	-23.10%	10.61%
Farmland	Guyra	6.45%	25.46%	27.18%	17.83%
Farmland	Guyra Intensive	8.18%	16.79%	17.63%	16.95%

Former Armidale Dumaresq Council categories/sub-categories:

Category	Sub Category	2022-2023	2023-2024	2024-2025	2025-2026
Residential	Armidale	2.02%	17.37%	17.46%	16.99%
Residential	Armidale (Non-Urban)	2.07%	18.10%	20.90%	16.55%
Residential	Wollomombi	-4.52%	19.87%	-34.25%	7.88%
Residential	Ebor	1.47%	19.58%	-6.47%	10.21%
Residential	Hillgrove	1.73%	-3.71%	-14.21%	10.10%
Business	Armidale	1.56%	18.34%	17.38%	16.90%

Business	Non-Urban	-9.19%	14.58%	21.67%	17.81%		
Mining	Armidale	4.92%	18.32%	18.11%	16.95%		
Farmland-	Armidale	-0.70%	12.58%	5.02%	16.47%		

- ii. Pursuant to Section 494 of the *NSW Local Government Act 1993*, Council make and levy the following Ordinary Rates:

Rate Category	Base Rate \$	Base Rate %	Ad Valorem
			Rate in \$
<b>Residential</b>			
Residential - Armidale	\$470	29.52%	0.005760
Residential - Guyra	\$240	31.86%	0.005995
Residential - Non-Urban	\$230	16.63%	0.003629
<b>Farmland</b>			
Farmland	\$1,000	21.64%	0.001422
Farmland - Intensive	\$1,150	12.29%	0.005569
<b>Mining</b>			
Mining	\$1,000	13.99%	0.069487
<b>Business</b>			
Business - Armidale	\$880	13.33%	0.014080
Business - Guyra	\$410	33.00%	0.010622
Business - Non-Urban	\$190	18.60%	0.002213

- iii. Pursuant to Section 501 of the *NSW Local Government Act 1993*, Council make and levy the following annual charge for Water Supply Services:

Charge Description	Charge
Water Access Charge	\$341

The Water Access Charge will be applied as follows:

- Single Occupancy – a fixed service access charge will be applied per assessment.
- Multiple Occupancy (Strata) – a fixed service access charge will be applied per flat/unit.
- Multiple Occupancy (Community Title) – a fixed service access charge will be applied per flat/unit.
- Multiple Occupancy (Non-Strata) – a fixed service access charge will be applied per assessment.

- iv. That pursuant to Section 502 of the *NSW Local Government Act 1993*, Council make and levy the following water usage charges for Water Supply Services:

Water Consumption Tariff	Stepped Consumption Tariff per Quarter	\$ per Kilolitre
Residential, Commercial and Untreated Water Consumption Stepped Tariff	0 to 100 kilolitres	4.20
	101 to 250 kilolitres	4.30

	above 250 kilolitres	4.60
Non-Rateable – Flat Rate	N/A	4.6
Intensive Horticulture – Treated Bulk Water Flat Rate	N/A	3.1

- v. That pursuant to Sections 501, 502, 551 and 552 of the *NSW Local Government Act 1993*, Council make and levy the following rates and annual charges for Sewerage Supply Services:

Charge Description	Charge
Residential - Sewerage Access Charge	\$579.00
Vacant Residential - Sewerage Access Charge	\$579.00
Residential - Multiple Occupancy (each additional Occupancy)	\$579.00
Non-Residential - Sewerage Access Charge	
- Minimum Rate	\$579.00
- *Ad Valorem Rate upon connection	\$0.00318
Vacant Non-Residential - Sewerage Access Charge	\$579.00
Each Additional Urinal	\$106.00
Each Additional Water Closet	\$204.00

\* The Non-Residential Ad Valorem Sewerage Access Charge will be the greater of the amount of the sewerage rate generated on the land using the ad valorem calculation or the Minimum Rate.

The Sewerage Access Charge will be applied as follows:

- Single residential properties will be charged a single residential sewerage access charge.
- Multiple occupancy residential complexes will be charged a single residential sewerage access charge plus a flat/unit charge for each additional residential flat/unit.
- Non-Residential properties will be charged the minimum amount while unconnected, upon connection properties will be charged the minimum amount or the ad valorem amount (whichever is greater), with additional charges for multiple water closets and urinals.
- Vacant properties within Council's sewerage service area will be charged a single vacant sewerage access charge.

- vi. That pursuant to Section 496 and 501 of the *NSW local Government Act 1993*, Council make and levy the following annual charges for Waste Management Services:

Charge Description	Charge
Domestic Waste Management	
- Domestic Waste Service	\$487.00



- Additional 140lt Waste Service	\$184.00
- Additional 240lt Organics Service	\$184.00
- Vacant Domestic Waste Management Charge	\$172.00
- Domestic Waste Service - 240lt (Guyra Only)	\$642.00
Commercial Waste Management	
- Commercial Waste Service (1 x 240lt red lid bin) – Collected Weekly	\$487.00
- Additional Commercial Bin (@full cost of Waste Service)	\$487.00
- Commercial Organics 240lt Service – Collected Weekly	\$184.00
- Commercial Organics 240lt Service – Collected 2 x Weekly	\$275.00
- Commercial Recycling Service – Collected Weekly	\$190.00
Rural Waste Management	
- Rural Waste Management Charge - former Armidale Dumaresq Council LGA	\$155.00
- Rural Waste Management Charge - former Guyra Shire Council LGA	\$155.00
Regional Landfill	
- Regional Landfill Levy	\$55.00
- Regional Landfill Operation Charge	\$80.00

A Vacant Domestic Waste Management Charge is to be levied on all rateable parcels of land within the domestic waste collection boundary, which do not have a dwelling and are zoned for residential use in the Local Environment Plan.

Multiple occupancy residential complexes (non-strata) will have a minimum number of full services equal to 50% of the number of flats. Therefore, a block of twelve (12) flats will have six (6) full services as a minimum.

A rural waste management charge will be levied on all rateable assessments which have a dwelling and do not receive a waste collection service.

The Regional Landfill levy and operation charge will be levied on all rateable and non-rateable assessments.

- vii. That pursuant to Section 501 of the *NSW Local Government Act 1993*, Council make and levy the following annual charge for drainage services:

Charge Description	Charge
Armidale Drainage Charge	\$50.00

This charge will be levied on all properties within the Armidale City drainage catchment area.

- viii. That pursuant to Section 496A of the *NSW Local Government Act 1993*, Council make and levy the following annual charge for stormwater management services:

Charge Description	Charge
--------------------	--------

Guyra Stormwater Charge	\$25.00
-------------------------	---------

This charge will be levied on all properties in the township of Guyra.

That pursuant to Section 566(3) of the *NSW Local Government Act 1993*, Council set the maximum rate of interest payable on overdue rates and charges determined by the Office of Local Government at 10.5% per annum.

### 3. Background

At the Extraordinary Council Meeting of 13 May 2024, Council placed the following draft Integrated Planning and Reporting documents on public exhibition for 28 days, as per *Local Government Act 1993*:

- Draft Operational Plan and Budget 2024-2025
- Draft Fees and Charges 2024-2025
- Draft Revenue Policy 2024-2025

### 4. Discussion

#### Operational Plan and Budget 2024-2025

The Operational Plan and Budget 2024-2025 details the works and services that Council intends to undertake during the next financial year. The actions contained in the Operational Plan have been compiled following extensive discussions and workshops with Council staff and Councillors and have been rigorously tested and balanced against the Year 3 Council Initiatives in the Delivery Program 2022-2026 and the goals and strategies of the Advancing Our Region Community Plan 2022-2032. Both the Advancing Our Region Community Plan 2022-2032 (Community Strategic Plan) and Delivery Program 2022-2026 have already been adopted by Council. The Operational Plan 2024-25 operationalises these plans.

The 2024-2025 Draft Budget is incorporated into the Operational Plan and details the proposed revenue and resourcing allocations to support Council's operational and capital activities.

The Draft Operational Plan and Budget 2024-2025 continues the "Revive and Thrive" Strategy developed as part of the Delivery Program 2022-2026.

#### Capital Budget

The 2024-2025 capital program was developed by identifying critical works, projects that are pre-existing commitments, grant dependent projects and a level of asset renewal expenditure that is consistent with Council's Special Rate Variation modelling.

In 2024-2025 council proposes to present an A list of capital expenditure which is considered to be achievable and to finalise carryover works where possible. Council has traditionally presented more capital projects than it has the capability and resources to deliver in a single year. By breaking capital projects into an initial A list and presenting a B list at a later stage it is hoped that a more realistic capital works program is set whilst being prepared to undertake more capital work should timing and resourcing permit.

The first round includes estimated rollovers and new and ongoing works. The second round includes additional capital projects.

### Revenue Policy 2024-2025 and Draft Fees and Charges 2024-2025

Council has included the Revenue Policy 2024-2025 and Fees and Charges 2024-2025, as required by the legislation. These documents outline the rates, charges and fees necessary to raise the funding required to support the budget position and funding of proposed activities outlined in the Operational Plan.

#### Ordinary Rates

##### *Rates Harmonisation*

Since amalgamation of Armidale Dumaresq and Guyra Shire Councils in 2016 Council has been required to maintain two rating systems for the local government area. This was due to a four-year rate freeze imposed by the NSW Government. This meant that Council could not adjust rates beyond the rate peg in the first four years after amalgamation which saw different rates being paid in the former local government areas.

The rates path protection period ended on 30 June 2021 and was only applicable to Ordinary and Special Rates and did not apply to Annual Charges. From 1 July 2021 Council proceeded to harmonise the former Armidale Dumaresq and Guyra Shire Council rating structures, which means creating one rating structure for the Armidale Regional Council local government area.

Full harmonisation from 1 July 2021 would have caused some significant shifts in re-balancing rates between rating sub-categories. In recognition of this challenge, the Office of Local Government developed the Exposure Draft Bill *Local Government Amendment (Rates) Bill 2021* in order to provide legislative mechanisms to allow for gradual harmonisation of rating structures.

Council has taken up the gradual harmonisation of rates over four years due to the significant impact on some categories of ratepayers that immediate harmonisation would have.

The requirements for rates harmonisation are contained in the *Local Government Amendment (Rates) Bill 2021*. Rate harmonisation implemented will be finalised during 2024-2025 financial year.

#### Water Supply Charges

Charges for water supply services have been determined in accordance with the funding requirements needed to maintain the level of the water reserve. This is a consistent target set for water revenue each year.

For the 2020/2021 Financial Year, Council conducted consultation regarding the increase of consumption fees to cover lost revenue due to the reduction in consumption at that time and made significant changes. For the 2021/2022 Financial years, an additional correction was made to the access charge for the same reasons. Council advised in the 2020/2021 budget consultation, that if consumption rises above 2019/2020 levels, Council will consider a corresponding reduction of water charges – while ensuring the Water Reserve remains at a level needed to ensure our supply network remains fit for purpose. To date, the consumption has not returned to those levels however the cost to supply has continued to increase.

To address regional water security issues, Council has committed to acquire and develop the Oaky River Hydro Dam as an alternative water source and undertake the raising of Malpas Dam Wall by 6.5m. Prior to the drought which peaked in 2019, water security had not been considered as part of the Armidale Regional council's water strategy, hence no funding had been allocated towards those infrastructure needs.

The cost of water production is not immune to inflation and the proposed increase to the access charge at \$14.35, in line with CPI aims to address this. Whilst Council has flagged there is not the

appetite to increase that the cost of water per kilolitre, additional revenue is still required to cover the rising cost of service provision.

As Council has made commitments to address water security and knowing that this will come at considerable cost, it is prudent for Council to plan for those costs and not undermine the success of those works.

As part of strategic planning currently underway, Council intend to look at water pricing which will include the considerations of fair allocation of costs as well as previously unfunded costs relating to water security. That planning is not yet complete and Council has inadequate information to make effective decisions in that space. For these reasons, at this time it is not proposed to reduce the levels of revenue but to take reasonable action to mitigate the increasing costs of water production and prepare for known impending capital investments addressing water security.

As such, the water access charge is proposed to be increased by \$14.35, in line with CPI, and water usage charges are proposed to be kept at the same level as 2021-2022.

#### Sewerage Supply Charges

Charges for sewerage supply services have been set at the level to operate and maintain the sewer reserve.

#### Waste Charges

Charges for waste collection have increased by CPI from the previous year.

Charges for rural waste management have been harmonised for the former Armidale Dumaresq Council and Guyra Shire Council areas.

Charges for the Regional Landfill are applied to all properties in the region and consist of a landfill levy and an operation charge. After community consultation during the SRV process the Regional Landfill Levy will be progressively decreased.

#### Drainage Charges

Charges for drainage and stormwater will apply at the same level as the previous year.

## **5. Implications**

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

#### ***Link to the Community Strategic Plan and Delivery Program***

Community Strategic Plan – Strong Region

#### **S2.1 Provide a strong, transparent, sustainable, and responsive governance for our region**

S 2.1.1 Satisfy the Office of Local Government Compliance and Reporting Requirements.

#### **S2.2 Ensure that strategic directions are informed by, and with, the community and are delivered in consideration of available resources.**

S2.2.1 Implement the Integrated Planning and Reporting Framework in compliance with legislation.

#### **S2.3 Manage public resources responsibly and efficiently for the benefit of the community.**

S2.3.1 Provide high quality, targeted and sustainable services to the community that remain affordable.

S2.3.2 Maintain financial sustainability by meeting Performance Ratios and Fit for the Future Benchmarks, while ensuring sustainable cash reserves to support service levels and assets.

S 2.3.3 Deliver a Financial Improvement Program that determines the future efficiencies and revenue sources required to fund current and future service levels.

S2.3.4 Explore the need with the community to secure additional funding through changes to the rating system to provide the quality of services and facilities expected by our community. Options will include special rate variations and rating category restructures.

Having now received IPART's decision regarding ARC's application for a permanent Special Rate Variation, Council can proceed to implement its Delivery Program 2022-2026 including those Council Initiatives that were contingent on SRV funding being approved. This will allow Council to deliver the strategic initiatives that will help maintain our assets, grow the region and its prosperity, and improve Council's financial sustainability.

## **5.2. Risk**

In preparing the Integrated Planning and Reporting documents, and Council's rating information, a number of risks have been identified, which have been addressed, as best as possible.

- Inflation – Inflation forecasts are variable and impacts are not consistent across Council's operations. E.g. construction costs have experienced price increases higher than the headline inflation rate.
- Legislative risk - Council is required to place the draft IP&R documents on public exhibition for a minimum of 28 days, consider the public submissions, and present the final documents to Council for final adoption by 30 June 2024 as prescribed by the *Local Government Act 1993*. Not adopting the documents by 30 June 2024 would place Council in breach of this legislation.
- Financial risk – the making of the rates, Council's Fees and Charges and Revenue Policy are all required to be adopted by 30 June 2024 under the *Local Government Act 1993*. If these rates and charges are not in place by 1 July 2024, council's ability to collect revenue will be impacted.
- New England Weeds Authority, NEWA –On the 26th of April 2024 the Board of NEWA was given notice of intention to suspend the board of NEWA under section 438I of the *Local Government Act 1993*. An administrator has now been appointed. Given the financial uncertainty surrounding NEWA it would be prudent at this time to raise an internal reserve.

## **5.3. Sustainability**

The development of the suite of IP&R documents presented for endorsement has considered the Principles of Sound Financial Management as outlined under Section 8B of the *Local Government Act 1993 (NSW)*.

Section 8B of the Act provides that Council spending should be responsible and sustainable, aligning general revenue and expenses.

#### 5.4. Financial

<b>6. Budget Area:</b>	2024-2025 Draft Budget						
Funding Source:	General Fund, Water Fund, Sewerage Fund						
Fund:	Description	Approved Budget	Actual	Committed	Proposed Budget	Total Forecast	Remaining Budget
General	Operating Result	Nil			(\$4,334,203)	(\$4,334,203)	\$0
Water					\$1,560,500	\$1,560,500	\$0
Sewerage					\$3,665,369	\$3,665,369	\$0
Consolidated					\$891,666	\$891,666	\$0

#### 7. Consultation and Communication

Under the provisions of the Act, the IP&R suite of documents must be exhibited for public comment for a period of 28 days. The public exhibition period was Wednesday, 15 May to Wednesday, 12 June 2024.

A 'Your Say' page was available to the public that outlined information about the public exhibition period and included links to all draft documents. Copies of the draft documents were also available at the front counters of Council's administration buildings in Armidale and Guyra.

All submissions received during the exhibition period are attached to this report along with Council's proposed responses to the submissions.

#### 8. Conclusion

Council presents the final Integrated Planning and Reporting documents and the making of the rates for the 2024-2025 financial year for Council consideration and adoption.

---

<b>Item:</b>	<b>9.1</b>	<b>Ref: AINT/2023/30886</b>
<b>Title:</b>	<b>Public Exhibition of Draft Local Housing Strategy (LHS)</b>	<b>Container:</b>
	<b>ARC22/5396</b>	
<b>Responsible Officer</b>	<b>Chief Officer Planning and Activation</b>	
<b>Author:</b>	<b>John Goodall, Manager Land Use Planning</b>	
<b>Attachments:</b>	1. Draft Local Housing Strategy for Exhibition	

### 1. Purpose

The purpose of this report is to request Council's endorsement of the Draft Local Housing Strategy (LHS) for public exhibition. A further report will be presented to Council for consideration of any submissions received and for adoption of the Draft LHS.

### 2. OFFICERS' RECOMMENDATION:

That Council:

- a. Endorse the Draft Local Housing Strategy for public exhibition for a period of not less than 28 days.
- b. Forward the Draft Local Housing Strategy to relevant state agencies for their review and comment.
- c. Delegate authority to the General Manager to make any minor amendments to the Draft Local Housing Strategy prior to public exhibition.
- d. Receive a further report once the submission period closes to consider any submissions received.

### 3. Background

In accordance with amendments made to the *Environmental Planning and Assessment Act 1979* in March 2018, which introduced new requirements for all Councils in NSW to prepare and make Local Strategic Planning Statements (LSPS), Armidale Regional Council (ARC) adopted their initial LSPS in October 2020.

ARC recently considered and adopted a new LSPS at its OCM on 24 April 2024. One of the Actions in the 2024 LSPS is to prepare a Local Housing Strategy and implement the actions.

Without a Local Housing Strategy it has been difficult over recent years for ARC to progress Planning Proposals to amend the Local Environmental Plan (LEP) through the NSW Government.

On 14 December 2022 Council successfully obtained \$200,000 in grant funding under Round 1 of the Regional Housing Strategic Planning Fund for the preparation of the Armidale Local Housing Strategy and Implementation, with the funding agreement between DPHI and ARC being entered into on 20 January 2023.

Given this, Council has now taken the opportunity to prepare its first Draft LHS for the region, which is intended to assist Council in setting a clear plan for housing in the LGA over the next 20 years.

#### 4. Discussion

A key function of the Department of Planning, Housing and Infrastructure's (DPHI) New England North West (NENW) Regional Plan 2041, is to guide the preparation of local council land use strategies, such as Local Strategic Planning Statements and Local Housing Strategies, to help coordinate and facilitate the delivery of high quality land use planning outcomes.

The Draft LHS is a local planning strategy that will guide the delivery of housing in the Armidale Region over the next 20 years. The strategy builds on the longer-term land use planning vision established in the *Local Strategic Planning Statement: Advancing our region: Toward 50,000* (LSPS) and has been developed through a review of development, housing stock, housing trends, population trends and planning provisions.

The Draft LHS is also to reflect the objectives and strategies of the Regional Plan and be based on the following key settlement planning principles:

1. Identify growth needs and opportunities
2. Identify and direct suitable land for planned growth
3. Determine the required structure for development, and
4. Encourage locally responsive, sustainable design.

The methodology used to develop Council's Draft LHS follows the process outlined below in DPHI's, *Local Housing Strategy Guidelines*, and is consistent and in alignment with the NENW Regional Plan 2041 and Council's 2024 LSPS. The work has sought to develop the Draft LHS to support an integrated and holistic strategic planning outlook for our local government area.

In accordance with DPHI's guidelines for Local Housing Strategies, the Draft LHS has been prepared with the following purpose:

The purpose of this Draft Local Housing Strategy is to:

- Respond to the requirements of the New England North West Regional Plan 2041;
- Align Armidale region's housing needs to our 20+ year strategic planning and spatial vision for the region, as articulated within our Local Strategic Planning Statement;
- Ensure housing supply aligns with our job growth targets;
- Spatially identify the locations where we plan for future housing to be located;
- Ensure our housing meets the current and future needs for all members of our community;
- Set out the actions and implementation required to support us in achieving our Housing Vision.

During the preparation of the Draft LHS, Council has had regard to the NSW Department of Planning, Housing and Infrastructure's current population projections.

The 2022 DPHI population projections are weaker than those in 2019, and continue the marginal growth numbers, with a minor annual increase of 0.29% forecast, equating to a population increase from the current 29,360 people to 31,352 residents by 2041, whilst the 2019, DPHI projections had the region's population growing by 1% per annum, to 38,100 in 2041.

Whilst Council has acknowledged these population projections, the Council has set a clear and ambitious vision for the future of the region, which sees an aspirational growth in employment generating engine industries and subsequently a growth in the population by 10,000 residents by 2043 and 20,000 beyond 2050, to reach a regional population of 50,000. It is important to



note that whilst Council's LSPS sets an aspirational jobs and population target it is largely consistent with the 2019 DPHI projections for the region.

Council is taking this opportunity to produce a Draft LHS that accounts for the current housing issues and prepares for any growth the Region may encounter. If not well planned, any future growth that does occur can lead to pressure on existing services, infrastructure, and the environment, which may affect liveability.

Delivery and implementation of the Local Housing Strategy will predominately be through future amendments to the Armidale Regional Local Environmental Plan 2012 (LEP) and Development Control Plan (DCP). Several of the proposed actions in the Draft LHS directly correlate to amendments to the LEP and the DCP, whilst other actions will require additional studies, further investigation or advocacy and collaboration with private enterprise and the state government. The intent of the Armidale Regional LHS is to be ready to implement.

To deliver actions of the LHS a planning proposal will be required for any actions relating to an amendment to the Armidale Regional Local Environmental Plan. This will include any additional clauses, changes to land zonings or minimum lot size and changes to the land use table of any zones.

## **5. Implications**

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

The Draft LHS has been developed alongside and in alignment with Council's LSPS and draws on and gives effect to our land use vision and planning priorities based on local characteristics and opportunities.

The Draft LHS follows the recent adoption of the LSPS in April 2024 and will sit alongside the LSPS to provide direction and shape how development will evolve in the region over time to meet the community's aspirations.

### **5.2. Risk**

Without an adopted LHS, Council will find it increasingly difficult to substantiate the progression of Planning Proposals through the Gateway process with DPHI.

Additionally, and in line with Council's signed funding agreement with DPHI it is committed to the submission of the LHS to the Department, relevant state agencies and the public exhibition of the strategy by 27 June 2024.

Council has also recently requested and been granted an extension by DPHI for the finalisation and implementation of the LHS. The amended date for the finalisation of the strategy is now 31 August 2024, which leaves a very tight timeframe for the endorsement and public exhibition period of the document.

As such, it is recommended that the document be exhibited for a period of 28 days, which is in accordance with Council's Community Participation Plan. Following the close of the exhibition period in late July 2024, any submissions received will be collated and considered, and the matters raised included in a subsequent report for Council's consideration. If Council wishes to deal with the Draft LHS prior to the end of this term of Council it will need to hold an Extraordinary Council Meeting in August 2024, prior to the Council elections in September 2024.

### **5.3. Sustainability**

Sustainability and resilience have been considered during the preparation and development of the Draft LHS.

#### 5.4. Financial

Budget Area:	Strategic Natural Resources & Land Use Planning						
Funding Source:	Grant and Operational						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
250203	Local Housing Strategy	200,000	200,000	0	0	200,000	0

The Actions identified in the LHS will require the development of a number of supporting planning strategies which will require internal and possibly external resourcing. The LHS will provide focus, direction and clarity for Council and the Community to inform future growth over the next 20 years.

Given this, the development of these planning strategies and the associated studies required to be undertaken to support these, will have budget implications over the next few years.

#### 6. Consultation and Communication

There have been a number of workshops undertaken with Councillor's over the past 12 months to inform and seek their direction in the preparation of the LSPS and Draft LHS.

The initial workshop in November 2022 and the following workshop in April 2023, were important in analysing the baseline data and setting the Councillor's vision and objectives in regard to regional growth and future land use planning within the LGA.

If endorsed by Council, it is proposed to public exhibit the LHS for a minimum of 28 days and undertake the necessary consultation with state agencies.

#### 7. Conclusion

This report recommends that Council endorse the Draft LHS and that the document be publicly exhibited for a period of not less than 28 days and referred to state agencies for their review.

Once the exhibition period has been concluded a further report will be provided to Council for consideration of any submissions received.

---

<b>Item:</b>	<b>9.2</b>	<b>Ref: AINT/2024/24958</b>
<b>Title:</b>	<b>Closure of Road Reserve and sale to adjoining lot owner - 91 A Barney Street, Armidale</b>	<b>Container: ARC24/6657</b>
<b>Responsible Officer</b>	<b>Chief Officer Planning and Activation</b>	
<b>Author:</b>	<b>Annabelle Walsh, Senior Property Specialist</b>	
<b>Attachments:</b>	1. 91A Barney Street - Aerial View	

### 1. Purpose

This Report seeks to obtain Armidale Regional Council's ("Council") endorsement to close the Road Reserve adjoining the western boundary of 91A Barney Street, Armidale ("Road Reserve") by way of an Application for Road Closure.

### 2. OFFICERS' RECOMMENDATIONS:

That Council:

- a. Authorise an Application for Road Closure pursuant to the provisions of Part 4, Division 3 of the *Roads Act 1993* ("Roads Act") for the Road Reserve.
- b. Give public notice of the proposed closure of the Road Reserve in accordance with Part 4, Division 3 of the Roads Act and
- c. Delegate authority to the General Manager to sign all documentation and to do all things necessary to give effect to this resolution.

### 3. Background

The registered proprietors of 91A Barney Street, Armidale ("the proposed Purchaser") have contacted Council on several occasions (and over a number of years) with respect to the proposed purchase of the Road Reserve. To date, the parties have been unable to reach a resolve.

The proposed Purchaser wishes to secure the Road Reserve in order to secure legal right of access to their land, being 91A Barney Street, Armidale [Folio: 30/792866].

An aerial image of the Road Reserve is annexed hereto as Attachment 'A' and highlighted in yellow.

### 4. Discussion

As at the date of this Report, Council has no Development Applications on foot or development proposals for the Road Reserve.

The land, being a Road Reserve serves no purpose for Council, however, is of high value to the proposed Purchaser as ownership of the Road Reserve would provide unfettered and irrevocable legal access to their land.

The closure of a Road Reserve involves following a legislated process. This process is able to be undertaken by Council's Senior Property Specialist.

Following the closure of the Road Reserve and conversion of the land to Torrens Title, Council can then enter into negotiations with the proposed Purchaser for the sale of the Road Reserve.

As part of the sale process and subsequent negotiations, a Property Valuation from a registered Property Valuer must be obtained.

## 5. Implications

### 5.1. Strategic And Policy Implications

This Report is consistent with Council's Operational Plan as follows:

L1.1 Provide appropriate, planned, and maintained community facilities that allow people to meet, congregate and learn and for Activation and Precincts to:

- *Regularly review Council's property portfolio for functionality and seek opportunities for development or divestment (L1.1.2)*

### 5.2. Risk

Risk Type	Implication
Economic Risk	Land being utilised without appropriate remuneration and only by the owners of lot 30 in DP 792886.
Social Risk	Nil.
Operational Risk	Road continues to be non operational and it is in close proximity to the heart of Armidale.
Reputational Risk	Loss of opportunity to divest land which is not used by council, nor sealed and developed as a road.
Corporate Risk	The road being used by members of the public and not being maintained by Council.
Legislative & Regulatory Risk	Armidale Regional Council being vicariously liable for happenings on this Council Road which is unsealed and used by individuals.

### 5.3. Sustainability

The proposed closure and sale of the Road Reserve will enable Council to obtain a financial benefit by way of:

- (1) The sale proceeds; and
- (2) The removal of costs associated with maintaining the Road Reserve.

#### **5.4. Financial**

The following estimated costs are associated with the closure of the Road Reserve:

Valuation	\$3,000.00
Survey	\$3,000.00
Legal Costs	\$2,800.00
Advertising	\$160.00
<b>Total</b>	<b>\$8,960.00</b>

#### **6. Consultation And Communication**

Planning and Roads teams have been consulted with respect to the proposed Road Closure with neither taking issue with the proposed Road Closure and subsequent sale of land to the proposed Purchaser.

Community consultation is not required for a matter of this nature; however a Public Notice will be published in the Armidale Express for the benefit of the community and the legislated "Notifiable Authorities" will be advised pursuant to the requirements of the Roads Act.

#### **7. Conclusion**

This Report recommends the closure of the road reserve, conversion to Torrens title.

---

<b>Item:</b>	<b>9.3</b>	<b>Ref: AINT/2024/27267</b>
<b>Title:</b>	<b>Plans of Management - Site Specific Plans</b>	<b>Container: ARC24/6707</b>
<b>Responsible Officer</b>	<b>Chief Officer Planning and Activation</b>	
<b>Author:</b>	<b>Erin Grob, Project Officer – Property Management</b>	
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Armidale Aboretum - Plan of Management</li><li>2. Armidale Sportsground – Plan of Management</li><li>3. Curtis Park - Dumaresq Creeklands - Plan of Management</li><li>4. Guyra Showground &amp; Recreation Reserve - Plan of Management</li><li>5. Ken Jones Park - Dumaresq Creeklands - Plan of Management</li><li>6. Newling-Moran Ovals Reserve - Plan of Management</li><li>7. Rologas Sportsground - Dumaresq Creeklands - Plan of Management</li><li>8. Wicklow Sportsground - Dumaresq Creeklands - Plan of Management</li><li>9. Black Gully Reserve - Plan of Management</li></ol>	

## 1. Purpose

The Purpose of this report is to receive Armidale Regional Council's ("Council") endorsement to submit the *attached* (9) draft site-specific Plans of Management ("draft Plans") to the Department of Crown Lands for approval and endorsement.

## 2. OFFICERS' RECOMMENDATION:

That Council;

- a) Receive a copy of the (9) draft site-specific Plans of Management ("draft Plans");
- b) Refer the draft Plans to the Minister administering the *Crown Land Management Act 2016* ("CLM Act") for endorsement;
- c) Confirm that Native Title advice pursuant to the *Native Title Act 1993* ("NT Act") has been obtained for the Land subject of the draft Plans;
- d) Delegate authority to the General Manager to attend to any required amendments of draft Plans and place it on public exhibition pursuant to Section 38 of the *Local Government Act 1993* ("LG Act") subsequent to feedback from the Minister administering the *Crown Land Management Act 2016*;
- e) Give public notice (public exhibition) of the draft Plans in accordance with Section 38 of the LG Act; and
- f) Receive a further Council Report at the conclusion of the public exhibition period and public notice period to consider any submissions received and if no submissions are received, endorse the adoption the final Plan of Management for the Land subject of the draft Plans.

### 3. Background

Pursuant to Section 36 of the LG Act, Council-owned land and land managed by Council that is classified as Community Land must have a Plan of Management.

The draft Plans have been developed to provide the necessary guidelines and framework for how all Community Land categorised as Park, Sportsground, General Community Use or Natural Area (Bushland, Wetland, Watercourse or Escarpment) within the Armidale Region Local Government area will be managed and activities authorised to be conducted on Community Land.

### 4. Discussion

In July 2018, the CLM Act was enacted requiring the categorisation of Crown Land controlled by Councils into "Community Land".

As such, all Crown Reserves classified as Community Land are required to be categorised and managed by a Plan of Management in accordance with the CLM Act and the LG Act.

Community Land must be used and developed in accordance with a Plan of Management applicable to the Land and any law permitting the use of the Land for a specific purpose or otherwise regulating the use of the Land.

It is recommended that every Plan of Management be reviewed every 5 years.

The draft Plans include lands that are Crown reserves managed by and devolved to Council and lands that are owned by Council.

All Plans of Management for Crown Reserves must be compliant with the statutory requirements of the *Native Title Act 1993 (NTA)* prescribed by both the CLM Act and the LGA. The Department of Planning Industry and Environment – Crown Land will not endorse a Plan of Management unless Council attests that it has considered Native Title Manager advice.

Written Native Title advice has been obtained indicating that the draft Plans are compliant with the applicable provisions of the NTA.

Since the inception of the CLM Act, Council has not adopted a Plan of Management for any Council managed Crown lands or Council owned lands.

The following approximate timeline is applicable for the adoption of a Plan of Management:

1. Preparation of the Plan of Management and provision to Council and endorsement by Council to send to the Minister	1-4 Weeks
2. Endorsement by the Minister – Plan of Management less than 30 Reserves	Within 80 days
3. Public Exhibition of Plan of Management	Minimum 42 days
4. Finalisation of Plan of Management	1 Month from Council adoption

## **5. Implications**

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

This recommendation is outlined in Council's Delivery Program as follows:

*F1.1 Promote and support biodiversity protection and management - Maintain and Implement Council's Crown Land Plans of Management (F1.1.3)*

### **5.2. Risk**

Council is required under legislation to have Plans of Management adopted for all Council owned land and land managed by Council on behalf of the Crown. Adoption of the draft Plans ensure compliance with Council's legislative obligations and provides guidance to council's staff, stakeholders and the community generally when using the land.

### **5.3. Sustainability**

With Plans of Management endorsed for Community Land which Council owns or manages on behalf of the Crown in place, Council will be able to effectively manage Community Land and the Plan of Management will provide guidance to Council and the community as to what can be conducted on the land and whether that land can be leased. It will also dictate what activities can be carried out on that land.

Crown Land managed by Council with a current adopted Plan of Management will not require the Crown's consent to lease or license in some cases (depending on the lease purpose and tenure type), saving time and increasing efficiency when working with the community who use the Community Land.

The draft Plans provide strategic direction for Council managed Crown land and Council owned Community Land and is consistent with Council's responsibilities under the LGA and the CLM Act. Further, the Plan identifies the permissible uses and development for Community Land. Council may not undertake any activities, uses or developments not provided for by the draft Plans.

### **5.4. Financial**

Council received funding from the NSW Government through the Plans of Management Funding Support Program of \$35,098.66 to develop compliant Plans of Management under the LG Act for all Council managed Crown reserves. Evidence of adopted Plans of Management needs to be provided by 30 June 2024. If Council does not provide evidence Plans of Management have been adopted, then it could risk return of the granted monies.

## **6. Consultation and Communication**

Council is required to resolve to refer the draft Plans to the Minister for review. On approval of the Minister, the plan will be placed on public exhibition for a period of 28 days, allowing not less than 42 days after the date on which the draft Plans are placed on exhibition, to receive submissions.

A public hearing is to be conducted and all submissions received during the exhibition period and the public hearing are to be considered by Council thereafter. Council may then amend the draft Plans, if applicable, or adopt it without amendment.

If significant amendments are made to the draft Plans, it must be further publicly exhibited. If the proposed amendments are not substantial, the draft Plans may be adopted without further public exhibition.



## **7. Conclusion**

This report is seeking Councils endorsement to forward the draft Plans to the Minister administering the CLM Act for approval. Upon receipt of the approved draft Plans from the Minister administering the CLM Act, the draft Plans will then be placed on public exhibition.

Once exhibition of the draft Plans is finished, a further report will be presented to Council for consideration if any submissions are received.

If no submission are received it is recommended that Council proceed to endorse and adopt the draft Plan as the finalised versions.

**Item:** 10.1 **Ref:** AINT/2024/26739  
**Title:** Community Small Grants Allocation of funds 2023-2024 **Container:** ARC16/0443-7  
**Responsible Officer:** Acting Chief Officer Corporate and Community  
**Author:** Liam Meatheringham, Community Services Officer  
**Attachments:** Nil

**1. Purpose**

The purpose of this report is to provide Council with the details to support the allocation of funds within the Community Small Grant Program for the 2023-2024 financial year.

**2. OFFICERS' RECOMMENDATION:**

That Council approve the distribution of \$20,000 budgeted under the 2023-2024 Community Small Grants Program for the following organisations:

Grant Recipient	Program Delivery	Grant \$ (max \$2000.00)
New England Conservatorium of Music	New England Sings! Choral Showcase	\$2000
Little Bear Child Care Cottage	Turfing the outdoor play environment	\$1000
Headspace Armidale	Health and Wellbeing Calendar	\$2000
Tamworth Family Support Services	Armidale Movie Day	\$2000
New England North West Health Ltd t/a HealthWISE New England North West	The Exchange - A meeting of minds. An exchange of ideas.	\$2000
New England Family Support Service Inc.	Community Garden Playground Equipment	\$1000
The Musicians of Armidale Inc	Black Gully Festival 2024	\$2000
Recycled Style	Recycled Style	\$600
Armidale Junior Rugby Union Club	Armidale Junior Rugby Union Club	\$1400
Mad Proppa Deadly	NAIDOC Music Camp	\$2000
Guyra MPS	Caring for the Residents at the Guyra MPS	\$2000
Challenge Community Services	Naidoc Week Children's Disco	\$2000
<b>TOTAL</b>		<b>\$20,000</b>

### **3. Background**

The Community Small Grants Program supports groups and services within our local government area to address identified needs while promoting social inclusion and community connections.

The Community Small Grants Program opened 27 May 2024 and closed 11 June 2024. Twenty-five (25) applications were received with a total request pool of \$48,295 received by close of the round. This round committed \$20,000, with a maximum allocation of \$2,000 per application.

### **4. Discussion**

Applications must detail the benefits to the ARC LGA community. In doing so, they demonstrate this by outlining the aims and objectives of the project/activity and identify who the target population is.

There were twelve successful recipients covering a good cross section of the regional LGA. The successful applicants represent service provision to young children and families, musical participation, mental health/wellbeing, art and craft groups, disability/access, as well as multicultural programs and sporting activities.

### **5. Implications**

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

The Community Small Grants Program aligns to Councils current Delivery Program, Community Plan and Operational Plan and Budget.

1. Advancing our region- Community plan 2022-2032
2. Delivery Program 2022-2026
  - E2.5 Creating an inclusive and cohesive community that celebrates differences and similarities
  - E2. 6 Encourage, support and promote community groups and volunteers in their invaluable contributions to community life.

The Community Small Grants Program aims to:

- Provide local community groups financial support to implement or continue programs and initiatives that are considered beneficial to the Armidale Regional Council Local Government Area (ARC LGA).
- Support, foster and encourage collaboration between groups and organisations within the ARC LGA.
- Support and or contribute towards the goals outlined in Council's Community Strategic Plan.
- Provide seed-funding support for programs, which have specific and long-lasting benefits to the community.
- Foster equal access opportunities to all community groups.
- Encourage inclusion and social enrichment through contribution to the local community.

#### **5.2. Risk**

Reputation Risk: Due to the high number of applications, it was not possible to fund all grant applications which may see a level of dissatisfaction from unsuccessful applicants. The selection

panel having a clear understanding of the selection criteria and process and using this to justify their selection decisions helps mitigate this.

### 5.3. Sustainability

\$20,000 has been allocated for the Community Small Grants program in the 2023-2024 annual budget. No funds have been expended from this allocation to date. As referenced in the 2022-2023 allocation of funds, The 2023-2024 Community Small Grants Program has seen a revised and streamlined process. This will include going (majority) paperless and the move to a fully on-line application process through the Smarty Grants platform. We accepted three emailed PDF applications this year, with the goal of all applications lodged via the Smarty Grants portal next year.

### 5.4. Financial

Budget Area:	Community Services 2023-2024						
Funding Source:	Council Funded						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
	Community Small Grant Program	\$20,000	\$0.00	0.00	\$20,000	\$20,000	0.00

## 6. Consultation and Communication

Notification: A media release was issued and information provided on the council website and social media pages. Community groups that had previously requested to be notified when this grant round opened were contacted directly, via email and phone and provided with the details of the round opening.

The assessment panel: The panel consisted of three representatives, including:

- 2 x Councillor representative
- 2 x Council Officers from Community Services department
- 1 x Independent Council Officer

All panel members assessed the applicants against the selection criteria and program guidelines. Applicants were advised of the assessment panel meeting and that a report of recommendations would be considered at an Ordinary Council Meeting, following which notification of outcomes would be provided in writing to all applicants.

## 7. Conclusion

This report to Council outlines the 2023-2024 Community Small Grants panel recommendations for expenditure of the costed twenty thousand dollars within this approved budget item. It further outlines the Community Organisation's who are recommended to receive this financial allocation and each individual allocated amount. The selection panel reached a unanimous decision regarding the suitability of the successful applicants and were in agreement for the allocation of this round of Community Small Grants.

---

<b>Item:</b>	<b>13.1</b>	<b>Ref: AINT/2024/26190</b>
<b>Title:</b>	<b>Traffic Advisory Committee - Minutes of the meeting held 4 June 2024</b>	<b>Container: ARC16/0168-9</b>
<b>Responsible Officer</b>	<b>Acting Chief Officer Assets and Services</b>	
<b>Author:</b>	<b>Claire Butcher, Transport Administration Officer</b>	
<b>Attachments:</b>	1. Minutes Traffic Advisory Committee 4 June 2024 2. Agenda Traffic Advisory Committee 4 June 2024	

**RECOMMENDATION:**

That in relation to the Traffic Advisory Committee Meeting held 4 June 2024, that Council:

- a) Note the Minutes of the Traffic Advisory Committee meeting held on 4 June 2024
- b) Endorse the temporary road closure for the 2024 National Police Memorial Wall to Wall Ride, Armidale, for Moore Street from Dangar Street to Faulkner Street from 6:00am to 8:30am to provide a safe location for a short gathering where participants will be provided with breakfast.
- c) Endorse the provision of No Stopping zones on Southwestern, Southeastern, and Northeastern corners at the intersection of Barney Street and Taylor Street Armidale with both signage & yellow line markings.
- d) Endorse the installation of a Repeater School Zone Sign on the western side of the crossing at Drummond Public School on Rusden Street, Armidale as per requested by TfNSW.

**1. Purpose:**

This report is to provide Council with the agenda, minutes, and action list of the Traffic Advisory Committee (TAC) meeting held on Tuesday 4 June 2024 which details and recommendations to Council for consideration and adoption.

**2. Report:**

At its meeting held Tuesday 4 June 2024, the TAC considered three items.

**Special Event Transport Management Plan - National Police Memorial Wall to Wall Ride 2024**

The National Police Memorial Wall to Wall Ride is an annual event that is used by the Police to raise awareness of police lives lost while undertaking their duties.

The riders will be stopping overnight in Armidale. There will be approx. 100-150 participants and their motorbikes will gather in Moore street for breakfast that will be provided by the Lions Club & local cafes.

The Police have requested that Moore Street, Armidale be closed from 6:00am to 8:30am on Thursday 12 September to enable the participants to enjoy breakfast in the police precinct prior to the next leg of their journey.

### **Request for No Stopping zone at the intersection of Taylor Street and Barney Street, Armidale**

A request has been received from a resident of Newling Gardens to improve sight distance and pedestrian safety at the intersection of Barney Street and Taylor Street, Armidale due to vehicles parking too close the intersection and blocking the kerb ramps making it difficult for people in wheelchairs or mobility scooters to cross the road.

An investigation has been undertaken and the kerb ramps on all legs of the intersection are located outside of the default 10m No Stopping distance, this may allow motorists to park across the ramps, blocking access for people with disabilities and other vulnerable road users.

No Stopping zones to be installed including the use of yellow lines markings on Southwestern, Southeastern, and Northeastern corners at the intersection of Barney Street and Taylor Street, Armidale.

The recommendation aligns with the CSP relation to the effective management of traffic facilities on the road network.

### **Repeater school zone sign to be installed Drummond Public School**

Following audit inspections carried out by the TfNSW work health and safety team at the Drummond Memorial school crossing on Rusden Street, Armidale, it was recommended that a repeater school zone sign be installed on the western side of the crossing.

### **3. Strategic Directions:**

The function of the TAC aims to maintain safe and effective traffic facilities on the road network to industry and legislative standards.

The activities and recommendations align with Advancing Our Region - Your Community Plan 2022-2032 and with Council Delivery Program 2022-2026 as part of:

#### **Connected Region – Transport and Technology**

- C1. Quality infrastructure makes it safe and easy to travel around our region.
  - C1.1 Build and maintain quality, safe, and accessible road transport infrastructure including roads, footpaths, kerbs, bus stops and parking facilities.
- C2. Transport and technology that enable connectivity both locally and outside the region.

C2.1 Provide access to public and private transport services that link our community to our local towns and villages, other regions, our local attractions, and lifestyle infrastructure.

### **4. Relevant Legislation**

- *The Roads Act (1993) (Roads Act)*
- The Road Transport (General) Regulations (2021) (**Road Transport Regulations**)
- *The Road Rules (2014), (Road Rules Legislation)*
- A guide to the delegation to Council for the Regulation of Traffic (**Delegation to Council - Regulation of Traffic Guidelines**)

## 5. Financial Implications

### Traffic for NSW (TfNSW) Block Grant.

TfNSW provides block grants to Council as a contribution towards the cost of works on Regional Roads, under the terms of the Block Grant Agreement. Block Grants may be spent on preservation, restoration and enhancement works to the extent provided for in the Block Grant Agreement.

Every council has entitlement to an annual block grant. The grant comprises a roads component and a supplementary component (both available for works on Regional Roads) and a traffic facilities component (which may be spent on works on Regional Roads as well as traffic facilities on Local Roads).

#### National Police Memorial Wall to Wall Ride

Budget Area:	Roads and Parks						
Funding Source:	Traffic Facilities Block Grant						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
270219	Sign Rental	\$122,000	\$120,457.26	\$353.00	\$30.00	\$121,560.26	\$439.74

#### No Stopping zones the intersection of Barney Street and Taylor Street

Budget Area:	Roads and Parks						
Funding Source:	Traffic Facilities Block Grant						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
270219	Install signs	\$122,000	\$120,457.26	\$323.00	\$750.00	\$121,530.26	\$469.74

#### No Stopping zones the intersection of Barney Street and Taylor Street

Budget Area:	Roads and Parks						
Funding Source:	Traffic Facilities Block Grant						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
270219	Install signs	\$122,000	\$120,457.26	\$676.00	\$350	\$121,530.26	\$119.74

## 6. Conclusion

That Council note the minutes of the Traffic Advisory Committee (TAC) meeting held on Tuesday, 4 June 2024 and the recommendations proposed for Council endorsement.

---

<b>Item:</b>	<b>13.2</b>	<b>Ref: AINT/2024/26446</b>
<b>Title:</b>	<b>Sports Council Committee - Minutes of the meeting held 9 April 2024</b> <b>Container: ARC16/0330-2</b>	
<b>Responsible Officer</b>	<b>Chief Officer Planning and Activation</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	1. Sports Council Agenda - 9 April 2024 2. Sports Council Minutes - 9 April 2024	

#### **RECOMMENDATION:**

That Council:

- a. Note the Minutes of the Sports Council Committee meeting held on 9 April 2024.
- b. Note the committee's recommendation to increase the Sports Development Levy by CPI each year.
- c. Note the changes to the Sports Council Priority List.

#### **1. Purpose:**

The purpose of this report is to provide Council with the agenda and minutes of the Sports Council committee meeting held on Tuesday 9 April 2024 which details recommendations to Council for consideration and adoption.

#### **2. Background**

In order to provide recommendations for the development of sport and recreation in the Armidale Local Government Area, the Sports Council has been developed to comprise individuals from diverse sporting groups and backgrounds.

The Sports Council provides a link between Council and the sport and recreation community, providing key community engagement with regards to the development of sports infrastructure. The Committee provides ongoing support and advice relating to sports and recreation in the community.

#### **3. Report**

On Tuesday, 9 April 2024 the Sports Council considered and discussed:

- a) Implementing an increase to the Sports Development Levy as per CPI each year.
- b) The changes to the Sports Council priority list.

Further details about these items are included below.

- a) The Sports Development Levy is currently set at \$12.50 for junior players and \$18.50 for senior players after the committee moved not to increase these rates in the last financial year.

Sports Councils recommendation for the coming financial year (2024/25) was to move to increase player levies for adult players levy by CPI and retain the current 2023/24 pricing for juniors. For the financial years 2025/26 and onwards, it is recommended that both junior and senior player levy's increase by CPI to allow clubs to plan for the increase and factor it into registration costs.



- b) The Sports Council priority list allows Council to transparently determine expenditure.

No changes to the priority list.

#### **4. Strategic Directions:**

The function of the Sports Council is to provide advice and recommendations relating to Sports and Recreation on the strategic direction of the Armidale Regional Council. The activities align with Council's adopted Community Strategic Plan 2017-2027:

##### **Liveable Region Places & Spaces**

- L1 Public spaces and infrastructure that facilitate health, community connections and opportunities.
  - L1.4 Enhance and maintain sporting facilities to meet the needs of our local community and neighbouring regions, and to entice regional, state, and national events.
  - L1.5 Enhance and maintain recreation spaces to offer quality of life, entertainment and family-friendly activities to residents and visitors.

##### **Strong Region Engagement & Responsibility**

- S1 an informed and actively engaged community, that builds partnerships and shapes its future
  - S1.1 Help the community to be informed and have input into decisions about its region and future
  - S1.3 Empower the community and our leaders to make positive change and to unify the region
- S2 Strong governance and leadership that supports our region to grow and prosper - Strategies:
  - S2.1 Provide a strong, transparent, sustainable, and responsive governance for our region
  - S2.2 Ensure that strategic directions are informed by, and with, the community and are delivered in consideration of available resources
  - S2.4 Make open and transparent decisions that are informed by stakeholders, leading practices, systems, and technologies.

#### **5. Relevant Legislation**

- Section 355 of the *Local Government Act 1993*
- *Local Government Regulation (General) 2021*

#### **6. Financial Implications:**

Detailed financial implications for recommendations to Council are included within the Sports Council agenda and minute reports, if relevant. A summary of the financial position against Council budget has been included below.

Note the financial figures below refer to the 2023/24 Financial Year.

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

## 7. Conclusion

It is recommended that Council note the minutes of the Sports Council Committee meeting held on Tuesday 9 April 2024 and recommendations to Council be considered for adoption.

---

<b>Item:</b>	<b>13.3</b>	<b>Ref: AINT/2024/26337</b>
<b>Title:</b>	<b>Sports Council Committee - Minutes of the meeting held 4 June 2024</b> <b>Container: ARC16/0330-2</b>	
<b>Responsible Officer</b>	<b>Chief Officer Planning and Activation</b>	
<b>Author:</b>	<b>Chaise Doran, Sport and Recreation Development Officer</b>	
<b>Attachments:</b>	1. Sports Council - Agenda 4 June 2024 2. Sports Council - Minutes 4 June 2024	

#### **RECOMMENDATION:**

That Council:

- a. Note the Minutes of the Sports Council Committee meeting held on 4 June 2024.
- b. Endorse the committee's decision to endorse South Armidale United Football Club's grant application.
- c. Note the changes to the Sports Council Priority List.

#### **1. Purpose:**

The purpose of this report is to provide Council with the agenda and minutes of the Sports Council committee meeting held on Tuesday 4 June 2024 which details recommendations to Council for consideration and adoption.

#### **2. Background**

In order to provide recommendations for the development of sport and recreation in the Armidale Local Government Area, the Sports Council has been developed to comprise individuals from diverse sporting groups and backgrounds.

The Sports Council provides a link between Council and the sport and recreation community, providing key community engagement with regards to the development of sports infrastructure. The Committee provides ongoing support and advice relating to sports and recreation in the community.

#### **3. Report**

On Tuesday, 4 February 2024 the Sports Council considered and discussed:

- a) South Armidale United Football Clubs (SAUFC) Sports Development Grant Application.
- b) The changes to the Sports Council priority list.

Further details about these items are included below.

- a) South Armidale United Football Club submitted a grant application for undercover portable seating at the Armidale Sports Ground. The application requests \$16,000 with an additional \$3,000.00 being committed by the club.

It was explained that this seating would prove beneficial year-round, offering protection from the elements to players and officials and can potentially be utilised at many grounds.

- b) The Sports Council priority list allows Council to transparently determine expenditure.

No changes to the priority list were made however committee chair Mr Steve McMillan referenced the Disability Discrimination Act (DDA) and made the following recommendation to Council:

Current sporting facilities in the Armidale Region need a review regarding disability access to toilet facilities and changerooms.

The below facilities have been identified by the committee for assessment:

- Phil Wheaton Oval
- Harris Park
- Newling Oval
- Moran Oval
- Guyra Recreation Ground
- Lynches Road Netball Courts
- Elizabeth Park 1 and 2

The committee requests that council prioritise upgrades to the outlined facilities with a realistic target of one facility receiving these upgrades each financial year.

It is advised by the Sports Council Committee that Newling Oval and Harris Park be prioritised due to their high foot traffic use by the community.

#### **4. Strategic Directions:**

The function of the Sports Council is to provide advice and recommendations relating to Sports and Recreation on the strategic direction of the Armidale Regional Council. The activities align with Council's adopted Community Strategic Plan 2017-2027:

##### **Liveable Region Places & Spaces**

- L1 Public spaces and infrastructure that facilitate health, community connections and opportunities.
  - L1.4 Enhance and maintain sporting facilities to meet the needs of our local community and neighbouring regions, and to entice regional, state, and national events.
  - L1.5 Enhance and maintain recreation spaces to offer quality of life, entertainment and family-friendly activities to residents and visitors.

##### **Strong Region Engagement & Responsibility**

- S1 an informed and actively engaged community, that builds partnerships and shapes its future
  - S1.1 Help the community to be informed and have input into decisions about its region and future
  - S1.3 Empower the community and our leaders to make positive change and to unify the region
- S2 Strong governance and leadership that supports our region to grow and prosper - Strategies:

- S2.1 Provide a strong, transparent, sustainable, and responsive governance for our region
- S2.2 Ensure that strategic directions are informed by, and with, the community and are delivered in consideration of available resources
- S2.4 Make open and transparent decisions that are informed by stakeholders, leading practices, systems, and technologies.

**5. Relevant Legislation**

- Section 355 of the *Local Government Act 1993*
- *Local Government Regulation (General) 2021*

**6. Financial Implications:**

Detailed financial implications for recommendations to Council are included within the Sports Council agenda and minute reports, if relevant. A summary of the financial position against Council budget has been included below.

Note the financial figures below refer to the 2023/24 Financial Year.

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

**7. Conclusion**

It is recommended that Council note the minutes of the Sports Council Committee meeting held on Tuesday 6 February 2024 and recommendations to Council be considered for adoption.