



BUSINESS PAPER

ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 27 July 2022
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

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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/2022/25273
Title:	Minutes of Previous Meeting held 29 June 2022 ARC16/0001-7	Container:
Responsible Officer	General Manager	
Author:	Jessica Bower, Executive Officer	
Attachments:	1. Draft Minutes - 29 June 2022	

RECOMMENDATION:

That the Minutes of the Ordinary Council meeting held on 29 June 2022 be taken as read and accepted as a true record of the meeting.

Item:	6.1	Ref: AINT/2022/28752
Title:	Mayoral Minute - Key Pillar Working Groups Container: ARC16/0001-7	
Responsible Officer	General Manager	
Author:	Sam Coupland, Mayor	
Attachments:	1. Key Pillar Working Group Overview - Table - Updated 19 July 2022	

1. Purpose

The purpose of this minute is to provide an update on the Key Pillar Working Groups.

2. RECOMMENDATION:

That Council note the minute.

On 27 January 2022 Council resolved (27/22):

That the Mayor and General Manager further develop the framework of the Key Pillar Working Groups and how they will operate before liaising with individual Councillors to establish specific Councillor interest in KPWG membership and a report be presented to the February 2022 Ordinary Meeting of Council confirming such.

On 23 February 2022 Council resolved (52/22):

That Council:

- a. That Council pilots 'Community Plan – Key Pillar Working Groups' for a period of 18 months with formal progress to be reported to Council on a six monthly cycle in line with the Community Plan reporting requirements and ensure flexibility to add additional pillars as required.*
- b. By June 2022 Council establish a 'Community Plan Roundtable' to meet quarterly and be the reporting line for the Key Pillar Working Groups, with invitations to be extended to relevant community groups and individuals to be part of the Roundtable process.*
- c. The Mayor and General Manager liaise with individual Councillors to establish specific Councillor interest in KPWG membership and a report be presented to the March 2022 Ordinary Meeting of Council confirming such.*
- d. That Council be represented as follows on statutory and other committees:*
 - Local Area Traffic Committee – Cr McMichael*
 - New England Weeds Authority – Crs O'Connor, Packham and Robinson*
 - Armidale Regional Sports Council – Cr Galletly*
 - New England Bushfire Committee – Cr Mephram*
 - General Manager's Performance Review Committee – Mayor, Deputy Mayor, Cr O'Brien and one other Councillor (as nominated by the General Manager).*

- e. *That as other opportunities or invitations to committees present, the Mayor determine representation and report back to Council at the next available opportunity.*

Update

Consultation with Councillors took place in March which focussed on establishing specific Councillor interest in KPWG membership.

On 30 March 2022 the General Manager sent to Councillors the finalised KPWG list as consulted, along with a draft terms of reference (ToRs) template for each group's use and a summary of suggested next steps to be carried out in order for the KPWG's to progress. Those steps included:

- The groups arrange to meet and invite me (the GM) to your first meeting;
- I (the GM) will be able to assist with any queries people or the groups might have;
- A Chair be elected from the group to act as spokesperson for community and media engagement etc.;
- Initiatives in the draft delivery plan (along with those suggested in the KPWG list) relating to the particular 'Region' be agreed as projects for delivery;
- Potential community/interest groups, as appropriate, be identified for engagement and input;
- Pick some low hanging fruit by way of the first project so as to establish a clear understanding and workings of the power of KPWGs;
- Remember though, these will only work if all of the core members of the group are prepared to work.

Since this advice was provided some minor amendments have been made to the table, with the final version as attached. Some groups have now commenced meetings.

The proposed Community Roundtable can only occur after each KPWG is underway with something to report on. Subject to actions moving forward, a meeting will be arranged for later in the calendar year.

Item:	7.1	Ref: AINT/2022/29839
Title:	Strategic Infrastructure Planning	Container: ARC16/0025-6
Responsible Officer	General Manager	
Author:	Paul Packham, Councillor	
Attachments:	1. Armidale Plan 2040 Final Updated Report_C1-5 June 2020	

I hereby give notice of my intention to move the following motion at the Ordinary Council to be held on 27 July 2022.

That Council convene and facilitate a workshop of Councillors to collate the structural infrastructure, planning and resourcing required to deliver on the 10000/4000 target covering;

- a. Energy & Water
- b. Transport
- c. Education
- d. Health
- e. Housing
- f. Recreation
- g. Industry and Employment Segments

2. That the Council retain the necessary people and culture resources to deliver the target;

3. That Council KPI's be aligned with achieving the target.

.....

Cr Paul Packham

15 July 2022

Background Support Information:

Ref: AINT/2022/01397 (ARC16/0025-6)

14/22 RESOLVED

That Council:

- a. Set an aspirational target to grow jobs in our region by 4,000 by 2040 and generate at least 1,000 new jobs over the next 5 years.
- b. Identify the region building infrastructure and catalyst job growth projects that will maximise the region's potential and advocate for both State and Federal Government support.
- c. Invite the Hon. Barnaby Joyce, MP, Deputy Prime Minister of Australia to meet with Council and present our vision and key region building infrastructure needed to secure our future as both a region and regional city of significance.
- d. Invite Senator the Hon. Bridget McKenzie, Minister for Regionalisation to meet with Council and present our vision and key region building infrastructure needed to secure our future as both a region and regional city of significance.

- e. Invite the Hon. Mr Adam Marshall, MP to meet with Council and present our vision and key region building infrastructure needed to secure our future as both a region and regional city of significance.
- f. Hold an elected member Strategic Planning and Jobs Growth Summit in February 2022, facilitated by external advisors, to determine Council's vision for the Armidale region and inform the necessary next steps required to realise that vision.

Known Legal Implications

There are no known legal implications, impediments or legislation preventing such initiative.

Budget Implications

The 2022/2023 budget provides for this initiative.

Strategic Implications

There is no conflict with Council's current strategic direction. To the contrary, this initiative complements and informs Council's strategy, the CSP and the 4 year Delivery Program.

Policy Implications

There is no conflict.

General Manager's Comment

At the induction workshop for new Councillors in January of this year a key priority identified during the ELT presentation was for Council to agree a forward land use planning agenda (and stick to it). It was made clear to Councillors at both this induction and the Mayor's Planning and Jobs Growth Summit that ARC was both historically and presently perfectly setup to continue to fail to deliver good strategic land use planning due to longstanding underinvestment in resources in this area of the organisation.

As part the community planning process that Council has been through over the past few months the agreed (but hugely ambitious pathway given our low starting base) forward planning agenda was embedded in the adopted Delivery Program 2022 – 2026 (DP) under the following actions (with year of delivery).

- 20-year planning vision for the region (2023-24)
- Housing Strategy (2022-23)
- Activation precincts for engine industries (2022-23)
- Rural Futures Land Use Strategy (2022-23)
- CBD Activation Plans (2023-24)
- Walking and Cycling Strategy (2023-24)
- Open Spaces Strategy (2024-25)
- Biodiversity Strategy (2025-26)
- Water security and economic activation package (2022-26)

If the intent of the NoM is to have a facilitated Councillor workshop where Councillors nominate the community and civic infrastructure they believe is needed then this can be arranged and accommodated within the current budget. But then what?

If Council seeks to commence a master planning project of the scale and dimension above which is underpinned by baseline studies and culminates in a structure plan and delivery strategies, then a substantial additional 2022/23 budget allocation will be required. If this is to be Council's new direction, and so soon after recently adopting the 10 year CP, four year DP and one year OP that powerfully supported the view that a strong strategic planning focus was required to avoid the issues Council currently faces, then it is recommended that Council undertake an RFQ or RFT process for all of these baseline studies to occur at one time and receive a further report with full costings back to a future council meeting. This option sounds very similar to the Armidale Plan 2040, abandoned in the last term of Council.

Item:	8.1	Ref: AINT/2022/25274
Title:	Council Actions Report January - June 2022 Container: ARC16/0001-7	
Responsible Officer	General Manager	
Author:	Jessica Bower, Executive Officer	
Attachments:	1. Action Items Report 19 July 2022 OCM	

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.

Item:	8.2	Ref: AINT/2022/27087
Title:	Advocacy Strategy	Container: ARC16/0891-2
Author:	James Roncon, General Manager	
Attachments:	1. Advancing Armidale Regional Water Security 2. Advancing Armidale Resilient Regional Runway	

1. Purpose

The purpose of this report is to seek Council's endorsement to compile an Armidale Regional Council Advocacy Strategy.

OFFICERS' RECOMMENDATION:

That Council:

- a. endorse the compilation of an Armidale Regional Council Advocacy Strategy and that it become the centrepiece of Armidale Regional Council's advocacy initiatives leading into the 2023 NSW State Election.
- b. confirms up to six priority initiatives or projects it seeks to pursue as part of its advocacy push through to the 2023 NSW State Government Election.

2. Background

Councils which have well narrated visions and competent delivery strategies usually attract the right type of attention, becoming candidates to receive government grants and other high-level investments and infrastructure. Councils can make their own luck by showing they are driving change and are not prepared to leave things to chance. This is achieved through robust strategic planning and "staying the course" on delivery.

Clearly articulating a vision for the region and securing government support for region building opportunities, has been a key piece of strategic work being undertaken over the past six months. Auspice through the Stronger Region Key Pillar Working Group (KPWG) and its members Crs Steve Mephram and Paul Packham, staff in the General Managers Office (GMO) are seeking to develop comprehensive briefing notes that will be widely used in meetings and discussions with visiting government Ministers and members of Parliament at the State level and equally to those in opposition. This will also be extended to members of the minor parties.

In order to prepare ARC for the upcoming NSW State election and ensure the region is well placed to capitalise on the identified key initiatives that form the priorities of both Council and its community, the GMO is seeking to prepare an Advocacy Strategy for the region that crystallises the 'big picture' initiatives that will underpin our vision for the region with a focus on enhancing liveability. The headline objective naturally is sustainable jobs growth as adopted through the Mayoral summit held in February 2022.

The Advocacy Strategy document is designed to be a strategy paper that the Mayor, Councillors, staff and all proactive community groups can utilise to 'talk up' the region and advocate for its success. Achieving these initiatives will set the foundation that will enable the Armidale Region to secure its future, but it cannot be left to one group alone. ARC and the region is at a crossroads and it is what happens as part of the next NSW State election cycle that will determine its future prosperity.

3. Discussion

A well-orchestrated story of future success for the Armidale region will involve Council being effective in both a regional sense and with other levels of government. Higher tiers of government control most of the legislation, funding and distribute grants to deliver major infrastructure which will be critical in delivering catalyst components of Council's vision.

The Advocacy Strategy is a key priority document that embraces investment in capital infrastructure, innovation and entrepreneurialism to broaden the economic base of the Armidale Region.

It is a blueprint designed to guide the advocacy activities of Council for the achievement of new urban designed spaces, technology, art, events and enterprises and identifies interventions that will place the Region in an optimal position to attract new visitors, residents, businesses and industries.

Advocacy for the Armidale Region is about actively pursuing strategies that create an environment that gives our community a voice to influence decisions at a State and Federal level to improve the liveability and economic sustainability of our Region.

The Advocacy Focus sets out how Council will use a variety of methods and techniques to pursue the regions advocacy priorities. This includes opportunistic and programmed activities such as making submissions, direct lobbying, delegations, face to face meetings, correspondence, media activities and public campaigns. Council will also leverage the relationships it has with other councils in New England and Northern Tablelands, Regional Development Australia, the business community, and industry and service providers.

The blueprint strengthens Council's overall advocacy capability beyond the projects and priorities identified to be actioned through our advocacy activities.

The emphasis our community has given towards a sustainable economy recognises the imperative to innovate, problem solve and create new opportunities to remain relevant in a global environment that is marked by rapid social and technological change. It also marks a shift in community appraisal, recognising that, although technology has reduced the need for labour over the years, it has also delivered efficiencies and bridged the isolation gap.

Technology paves the way to operate on a national and global scale and delivers far greater opportunities in education, tourism and business. In order to reduce our reliance but also build on new opportunities in the renewable energy industry, the community has identified strategies that reflect a commitment and determination to expand our thinking and adapt to remain relevant in the world as it is today.

This means building on existing economic platforms, like art, culture and tourism, and building on new opportunities such as technology, renewable energies and education. Not only must we seek prospects for new business investment, we must also encourage and support local entrepreneurialism and innovation as our economy transforms to meet new opportunity.

The advocacy blueprint is underpinned by a projected commitment to integrated infrastructure development that includes a focus on strategic transport and housing, connectivity, revitalisation of CBD, industrial, sporting and cultural and heritage precinct development programs that will connect various sites in Armidale and the region and fosters creativity, inclusion and innovation.

The advocacy plan is potentially a game-changer – moving Armidale and the region from a history of a stagnant or flat lining economic and population base with economic and psychological attachment to a University led economy, to providing actionable projects and

activities through capital investment in a staged intervention and laying the foundation for communication with government and investors.

To achieve the vision, Council will interact strongly with other spheres of government, business, and industry and service providers to identify emerging opportunities and achieve practical support to achieve those opportunities.

4. Next Steps

In order to make the most of the upcoming NSW State election and optimise the opportunities this will create, it is recommended that ARC agree and finalise up to six key priorities it wishes to be the focus as we lead into the NSW State election to be held in March 2023.

The list does not have to be exhaustive, nor seen as one item being necessarily more important than any other. Simply put it is an opportunity to focus in on key infrastructure or region building initiatives that will set the platform for the agreed jobs and growth agenda adopted by ARC early in its current council term – to enable 4000 jobs by 2040, 1000 in the next five years.

No one project will be a “silver bullet” for our region and we should steer clear of copycat logic which will see us striving to have the same or better of something that another regional centre has. Economic revival is not achieved by one thing or sprinkle of fairy dust, it is likely to be the coming together of a range of projects that are aligned to the history and attributes that already exist in Armidale and the region.

From an Executive Leadership Team (ELT) perspective we would recommend a selection of up to six advocacy targets where information on that target will be collated in similar fashion to those associated with the Water Security and Airport Runway brochures produced following the Mayoral summit.

The sooner Council can agree the key advocacy targets the sooner the information can be pulled together and contact made with the appropriate Ministers, Shadow Ministers, local member and bureaucracy to get ARCs key items front and centre by way of election commitments.

Many of the initiatives involve planning and framework development which in reality is symptomatic of where we are currently at as a region. As has been acknowledged by Council, the lack of planning impetus over the past 20 years has landed the region where it firmly finds itself currently and much of the planning groundwork needs to be undertaken now to avoid inevitable obscurity.

Suggested focus options may include:

- Water Security
- Airport Runway resilience
- Guyra Preschool
- Planning for intensive horticulture precinct (Guyra)
- Dumaresq Dam Recreation Precinct
- Affordable Housing Strategy
- Creek Lands rejuvenation
- Rail Trail – Armidale to Black Mountain section
- Construction of a community energy projects such as a mid-solar array for Armidale and Guyra
- Master planning for an Armidale Regional Aquatic centre incl. warm water pool
- Mall and Old Armidale Court House activation plan
- Smart Communities (digital connectivity) Framework

- REZ specific planning support during initial investment of energy infrastructure projects; Innovative Waste Management, Housing for temporary population growth
- Airside Business Park – Stage 2.
- Curtis Park Adventure Playground extensions
- Cycling and Walking strategy
- Cycle way lighting project – to complete
- Tourism strategy (focused on upgrading roads on tourist spots)
 - Mother of Ducks master plan/ Nature Conservation Strategy
 - Regional Migration strategy
 - Heritage Management strategy
 - Regional Waste Management strategy.

5. Implications

5.1. Strategic and Policy Implications

The 2022/2023 Operational Plan includes development of a Government advocacy package to foster constructive relationships with State and Commonwealth representatives and agencies.

5.2. Risk

The risks of each of the suggested focus options are varied.

5.3. Sustainability

The sustainability impacts of each of the suggested focus options are varied.

5.4. Financial

The financial impacts of each of the suggested focus options are varied.

6. Consultation and Communication

The development of an Armidale Regional Council Advocacy Strategy was included in public consultation for the 2022/2023 Operational Plan.

Item:	9.1	Ref: AINT/2022/23864
Title:	Cash and Investment Report 30 June 2022 Container: ARC16/0001-7	
Responsible Officer	Acting Chief Officer Corporate and Strategy	
Author:	Brad Munns, Financial Accountant	
Attachments:	Nil	

1. Purpose

The Cash and Investment report provides an overview of cash and investments for the month to 30 June 2022 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 June 2022.

3. Background

As at 30 June 2022, Council held \$82,232,575 in investments (market value) and \$22,592,283 in cash, giving a combined total of \$104,824,858.

4. Discussion

Cash and Investments

Balances are as follows:

Item/Account	June 2022 \$	May 2022 \$	Movement \$
<u>Cash at Bank</u>			
NAB General Account	-	2,040,959	(2,040,959)
NAB Cash At Call	19,277,098	20,034,094	(756,996)
AMP Saver Account	2,016,008	2,015,180	828
NAB Trust Fund	1,299,177	1,296,996	2,181
Total Cash	22,592,283	25,387,229	(2,794,946)
<u>Investments</u>			
NSW Treasury Corp (T-Corp) Investment Management (IM) Funds	9,951,166	9,961,362	(10,196)
Term Deposits	72,281,409	72,199,834	81,575
Total Investments	82,232,575	82,161,196	71,379
Total Cash & Investments	104,824,858	107,548,425	(2,723,567)

Summary of investment movements for June 2022:

<u>Investment Maturities/Movements</u>		<u>New Investments</u>	
Institution	Amount \$	Institution	Amount \$
Movement in Interest Receivable on Term Deposits	81,575		
Market Movement T-Corp IM Funds	(10,196)		
Total	71,379	Total	

Funds from term deposit maturities are held in the NAB Cash At Call account, currently earning 0.70% pa. Term deposit rates continued to increase during June 2022 from 3.0% to 3.5%. During June 2022, there were no term deposit maturities. The Reserve Bank of Australia (RBA) increased the official cash rate from 0.35% to 0.85% on 7 June 2022 and from 0.85% to 1.35% on 5 July 2022. The next term deposit maturities are \$5M at the end of July 2022 and \$6M in August 2022. With the Cash at Call Account balance of \$19M at 30 June 2022, and given the continued rise in term deposit rates into July 2022, we shall review cash-flow requirements and consider investing a further \$5M to \$10M in term deposits during July 2022.

The continued increase in fixed interest and bond rates resulted in a further negative impact on the capital value of the T-Corp Short Term Income Fund investment in June 2022.

Council continues to monitor investment markets and the impact on the T-Corp IM Fund investment. While the investment markets appear to be pricing further increases in future interest rates, Council 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

	June 2022	May 2022	Movement
	\$	\$	\$
NAB General Cash Account	33	58	(25)
Term Deposits	81,575	61,704	19,871
NSW T-Corp IM Funds (Note 1)	(10,196)	82	(10,278)
NAB High Interest Account	14,538	7,433	7,105
AMP Saver Account	828	855	(27)
NAB Trust Account	871	540	331
Total	87,649	70,672	16,977

Note 1: NSW T-Corp IM Funds are unitised investments, so the investment revenue consists of interest distributions credited by way of additional units issued, plus the movement (either upwards or downwards) of the underlying unit value. The value of the T-Corp investment fund units have been negatively impacted by the movement in interest rates during the past 9 months which resulted in a negative investment revenue amount for those months.

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

Issuer	Short Term Rating	Market Value \$	% Total Value
AMP Bank	A2	5,026,971	6.11%
Bank Of Queensland	A2	10,040,808	12.21%
Bendigo & Adelaide Bank	A2	5,012,514	6.10%
Commonwealth Bank of Australia	A1+	5,015,616	6.11%
Regional Australia Bank	Unrated	2,009,238	2.44%
ING Bank	A1	20,082,726	24.42%
National Australia Bank	A1+	10,052,630	12.22%
Westpac Banking Corporation	A1+	15,040,906	18.29%
NSW T Corp – IM Funds (Cash and Short Term Income Fund)	AA+	9,951,166	12.10%
Total		82,232,575	100%

Investment Yield

	June 2022			May 2022		
Term of Investment	ARC	BBSW rate	Out/(under) performance	ARC	BBSW rate	Out/(under) performance
6 months	0.61%	2.65%	(2.04%)	0.53%	1.88%	(1.35%)
12 months	0.58%	3.03%	(2.45%)	0.56%	2.41%	(1.85%)

The Armidale Regional Council Community Strategic Plan 2017-2027 identifies the importance of Leadership for the Region. In particular:

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

L2.1 – Financial sustainability is maintained through effective short and long term financial management.

L2.1.3 – Develop effective financial management systems.

5. Implications

5.1. 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.

5.2. Risk

Council invests in Term Deposits, Cash and NSW Treasury Corporation Investment Management (IM) Funds. Rates of return on these investments are generally higher than the Bank Bill Swap (BBSW) Index however the recent increase in fixed interest rates has resulted in the BBSW index moving ahead of Council's returns. For the month of June 2022, the 1 year BBSW rate increased from 2.41% to 3.03%. Council's 1 year return to June 2022 of 0.61% is less than the 1 year BBSW rate of 3.03%.

Council's investment return was above the RBA Official Cash rate of 0.35% prior to 7 June 2022, when the Reserve Bank of Australia (RBA) increased official cash rates from 0.35% to 0.85%. On 5 July 2022, the RBA increased the official cash rate a further 0.5% from 0.85% to 1.35%.

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.

5.3. 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.

5.4. Financial

Budget Area:	Various						
Funding Source:	General Fund (untied revenue) Water Fund (externally restricted) Sewer Fund (externally restricted)						
Budget Ref: (PN)	Description	Approved Budget (Revised)	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
210815.1.1760. 165.1670 260005.3.2590. 165.1660 280010.2.3310. 165.1650	Interest Income on Investments	(\$298,226)	(\$354,169)	Nil	Nil	Nil	(\$55,943)
210815.1.1760. 333.2430	Subscriptions	\$10,455	\$9,750	Nil	Nil	\$9,750	\$705

Comparison of Actual Interest Income Earned with Year To Date (YTD) Budget

Interest Income	YTD Actual	YTD Budget	Difference
	\$	\$	\$
YTD June 2022	\$354,169	\$298,226	\$55,943
YTD May 2022	\$266,520	\$273,374	(\$6,854)
Movement	\$87,649	\$24,852	\$62,797

There is a YTD favourable budget variance of \$55,943 to 30 June 2022 (including accrued interest). A downward adjustment of (\$276,774) for interest income was included in the 2021-2022 Second Quarter Budget Review, adopted by Council at its February 2022 meeting. The key change from the original forecast is the budgeted interest rates were higher than the actual returns being achieved during the year.

Term deposit rates have continued to increase during June and July 2022. Council continues to closely monitor investment markets and returns.

Restricted & Unrestricted Funds

As at 30 June 2022, total restricted and unrestricted funds were fully funded by cash and investments. Between the reported (audited) amounts as at 30/06/2021 and the projected year end result for 30/06/2022 as reported in the 2021/22 Third Quarter Budget Review, it is projected there will be an increase in externally restricted cash of \$5.04m, an increase in internally restricted cash of \$4.12m and a decrease in unrestricted cash of \$114k, giving an overall net increase of \$9.04m. The current cash and investment position as at 30 June 2022 adequately covers forecast totals.

Actual Result at 30 June 2021 (audited)

\$'000	General	Water	Sewer	Total
External Restrictions	18,329	23,244	19,511	61,084
Internal Restrictions	16,813	-	-	16,813
Total Restrictions	35,142	23,244	19,511	77,897
Unrestricted	3,408	-	-	3,408
Total Funds	38,550	23,244	19,511	81,305

Projected Year End Result at 30 June 2022 (as at QBR3 – presented to Council May 2022)

\$'000	General	Water	Sewer	Total
External Restrictions	17,707	27,377	21,041	66,125
Internal Restrictions	20,928			20,928
Total Restrictions	38,635	27,377	21,041	87,053
Unrestricted	3,294			3,294
Total Funds	41,929	27,377	21,041	90,348

Movement from June 2021 to Forecast June 2022

\$'000	General	Water	Sewer	Total
External Restrictions	(623)	4,133	1,530	5,040
Internal Restrictions	4,116			4,116
Total Restrictions	3,493	4,133	1,530	9,156
Unrestricted	(114)			(114)
Total Funds	3,379	4,133	1,530	9,042

6. Consultation and Communication

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

7. Conclusion

The Cash and Investment Report provides an overview of cash and investments as at and for the month ended 30 June 2022 and demonstrates compliance with Council policy.

Item:	9.2	Ref: AINT/2022/26265
Title:	Planning Proposal for 242 Rusden Street, Armidale ARC20/4426	Container:
Responsible Officer	Chief Officer Sustainable Development	
Author:	Daniel Boyce, Chief Officer Sustainable Development	
Attachments:	1. 242 Rusden St Planning Proposal	

1. Purpose

The purpose of this report is to seek Council approval to forward the Planning Proposal for 242 Rusden Street, Armidale to the Department of Planning and Environment (**DPE**) with a request for a Gateway Determination and to commence the necessary actions resulting from that determination.

2. OFFICERS' RECOMMENDATION:

That Council:

- a. Endorse the Planning Proposal to amend the *Armidale Dumaresq Local Environmental Plan 2012* or *Armidale Regional Local Environmental Plan* (as applicable) to regularise the permissibility of the retail premises land uses that have historically and continually been carried out at 242 Rusden Street, Armidale (Lot A, DP 329168).
- b. Forward the endorsed Planning Proposal to the Department of Planning and Environment with a request for Gateway Determination and exhibit the proposal in accordance with that determination.
- c. Seek authorisation from the Department of Planning and Environment to be the local plan-making authority.

3. Background

At the February 2022 Ordinary Council Meeting, Council resolved to finalise the merge of the *Armidale Dumaresq Local Environmental Plan 2012* (**ADLEP**) and the *Guyra Local Environmental Plan 2012* (**GLEP**) into a single the *Armidale Regional Local Environmental Plan* (**ARLEP**) (Ref: AINT/2021/44634 (ARC16/0030-3)).

As part of finalising the ARLEP, Council resolved to regularise existing uses (which are currently prohibited under the ADLEP) at 57 Newton Street (Lot 4 DP 546075) and 242 Rusden Street (Lot A DP 329168) by adding additional permitted uses for these sites.

Once DPE received the final ARLEP package from Council they advised that the additional permitted uses at Newton and Rusden Street would be best dealt with by way of a new planning proposal (**PP**), as these changes were not exhibited as part of the LEP merge PP and weren't (in their view) part of the objectives of the LEP merge project.

Council Staff have now prepared a new PP (Attachment 1) for 242 Rusden Street and will commence preparing a separate PP for 57 Newton Street once Rusden Street is dealt with. Council must now decide whether to support the PP and forward to the DPE for Gateway Determination. Figure 1 provides an outline of the process from here.



Figure 1: Planning Proposal Process

4. Discussion

The site is located in a hub of commercial type uses at the intersection of Rusden and Ohio Streets (Figure 2), despite being within a R1 General Residential Zone (refer Figure 3). The prevailing land use pattern is a mosaic of land uses rather than a segregated residential area (Figure 4).



Figure 2: Site plan



Figure 3: Existing Land Zoning

The PP (Attachment 1) has been prepared in accordance with the *NSW Government guideline: "A guide to preparing planning proposals"*, dated August 2021, and in consultation with Council.

The PP proposes to amend the following components of the LEP:

- Amend the Armidale Dumaresq LEP 2012 Schedule 1 to include an Additional Permitted Use for the site as follows:

"7 Use of certain land at 242 Rusden Street, Armidale

(1) This clause applies to land at 242 Rusden Street, Armidale, being Lot A DP 329168.

(2) Development for the purposes of Retail Premises is permitted with development consent.

(3) The retail floor area of the retail premises must not exceed 150 square metres."

- Amend the Armidale Dumaresq LEP 2012 Additional Permitted Uses Map to include the site.

If supported the additional permitted use will allow for the continued use of the site whilst allowing for modernisation of the building and improving functionality/flexibility which cannot be reasonably achieved utilising the existing use rights under the current LEP.

The floor area limitation clause below will limit the scale of the use to ensure it remains an appropriate scale for its context and minimise the impact on the surrounding built environment.

(3) The retail floor area of the retail premises must not exceed 150 square metres.

The PP is considered to be consistent with goals of the *New England North West Regional Plan 2036* and *Draft New England North West Regional Plan 2041*.



Figure 4: Proposed Site Plan

5. Implications

5.1. Strategic and Policy Implications

This item may result in the amendment of the LEP. The planning proposal is an environmental planning instrument, a statutory legal document affecting land use within the Armidale Regional Local Government Area.

5.2. Risk

There are no legal or risk implications arising from the matters addressed in this report.

5.3. Sustainability

There are no known sustainability implications arising from the matters addressed in this report.

5.4. Financial

Budget Area:	Strategic Natural Resources and Land Use Planning						
Funding Source:	Operational						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
250203	Sustainability and Strategic Planning	170000	4860	0	165140	170000	165140

There are no financial implications arising from the matters addressed in this report.

6. Consultation and Communication

No formal public consultation has been carried out in relation to this matter. The terms of any formal consultation required to complete this LEP amendment will be stipulated by the DPE should it issue a Gateway Determination in relation to the PP.

7. Conclusion

This report recommends that the PP be forwarded to DPE with a request for a Gateway Determination. The Gateway Determination will specify any government agencies to be consulted, the terms of community consultation/public exhibition, any further specialist studies to be undertaken, and whether or not Council may exercise its local plan-making delegations. Once all of these matters have been addressed, a further report will be presented to Council.

Item:	10.1	Ref: AINT/2022/26879
Title:	Compliance and Enforcement Policy - For Adoption (Post Public Exhibition)	Container: ARC22/5018
Responsible Officer	Chief Officer Sustainable Development	
Author:	Ian Chetcuti, Coordinator Regulation	
Attachments:	1. Draft Compliance and Enforcement Policy	

1. Purpose

The purpose of report is to adopt the Compliance and Enforcement Policy (**the Policy**).

2. OFFICERS' RECOMMENDATION:

That Council adopt the Compliance and Enforcement Policy.

3. Background

The intent of the Policy is to establish clear guidelines and protocols for council staff in the management of council's regulatory activities.

At the Ordinary Council meeting held on 25 May 2022, Council resolved to endorse the Draft Compliance and Enforcement Policy for public exhibition for a period of 28 days.

4. Discussion

The Policy was exhibited for a period of 28 days from Thursday 26 May to Wednesday 22 June 2022. During the exhibition period, no submissions were received and therefore the Policy is before Council for adoption.

5. Implications

5.1. Strategic and Policy Implications

Adoption of the Policy will support adherence to legislative requirements for Council and the community.

5.2. Risk

The Policy should assist with reducing Council risk exposure in relation to enforcement and compliance activities.

5.3. Sustainability

No sustainability implications are evident with the adoption of the Policy.

5.4. Financial

No financial implications have been identified with the adoption of the Policy.

6. Consultation and Communication

The Policy was exhibited for a period of 28 days from Thursday 26 May to Wednesday 22 June 2022. No submissions were received.

7. Conclusion

This report seeks adoption of the Compliance and Enforcement Policy following public exhibition.

Item:	10.2	Ref: AINT/2022/26896
Title:	Look Up! Make the State of our Planet BAU Pilot Program Container: ARC21/4551	
Author:	James Roncon, General Manager	
Attachments:	<ol style="list-style-type: none">1. Zero30 Project Board Terms of Reference2. ARC Look Up Takeaways - June 20223. Pre-reading - Look Up! Make the State of Our Planet BAU - Dattner Group4. Look Up Pilot - June 2022	

1. Purpose

The purpose of the report is to provide information on a Pilot Program Armidale Regional Council's Executive Leadership Team (ELT) and Councillors recently participated in. The report serves to reaffirm some of the outcomes and commitments made during the "Look-Up! Make the State of our Planet BAU" workshops, and provides a foundation for which future climate action initiatives can build.

2. OFFICERS' RECOMMENDATION:

That Council:

- a. Endorse the Leadership Principles and Climate Action Plan initiatives contained within the outcomes of the pilot program "*Look-Up! Make the State of our Planet BAU.*"
- b. Reaffirm Armidale Regional Councils commitment achieving the goals of Project Zero30.
- c. Nominate a representative to the Board of Project Zero30.
- d. Request that the General Manager prepare an organisational plan to achieve Climate Active certification which will be reported back to Council with costings.

3. Background

The COVID-19 pandemic reminded the world of its fragility and demonstrated the inherent risks of high levels of interdependence. In the coming years and decades, the world is set to face more intense and cascading global challenges ranging from; disease, to climate change to disruptions from new technologies and financial crises. These challenges will repeatedly test leadership, the resilience and adaptability of communities, organisations, states, and the international system, and will often exceed the capacity of existing systems and models to cope.

On 6 and 7 June 2022 Armidale Regional Council's Executive Leadership Team and Councillors participated in the pilot program "Look-Up! Make the State of our Planet BAU" facilitated by the Dattner Group. Held at the Armidale Bowling Club over two days, the leadership group were briefed on the nine Planetary Boundaries and the limitations and interconnectedness of each in a global context. Importantly, the group were briefed on the likely effects on how continued pressure on these boundaries may shape communities and states over the coming decades. It was evident that strong leadership would be required to navigate and adapt to this new environment. As was climate action at the local level to help mitigate and reduce our own contribution to pushing the planetary boundaries any further.

The workshops challenged the group to define what kind of leadership was required to achieve this and, helped to identify some climate actions Armidale Regional Council (ARC) can undertake to minimise environmental impact. One of these initiatives was to reaffirm ARC's commitment to the Project Zero 30 initiative.

The Project Zero30 initiative was a partnership created in October of 2019, between the University of New England and the Armidale Regional Council. The aim of Project Zero30 is to bring the Armidale regional Local Government Area (ARLGA) to net zero emissions by 2030. The initiative requires regular collaboration between the Armidale Regional Council, the University of New England, Business New England and the broader regional community.

The Project seeks to leverage the combined networks of UNE and ARC to identify, develop and implement both climate mitigation and adaptation activities with the aim to achieve the Federal Government's Climate Active Carbon Neutral Standard (CACNS) Category Five – Guidance, Process & Precincts. CACNS is a voluntary standard to manage greenhouse emissions and achieve carbon neutrality. It provides best-practice guidance on how to measure, reduce, offset, report and audit emissions for organisations, products & services, events, precincts and buildings.

Climate Active certification is awarded to businesses and organisations that have credibly reached a state of achieving net zero emissions, otherwise known as carbon neutrality. This means that the activities associated with running a business or producing a particular product have no net negative impact on the climate. Climate adaptation at the local level will influence carbon emissions and play an important part in achieving CACNS certification. Project Zero30 seeks to immediately address, mitigate and adapt to the challenges of a changing climate within our local community, for the benefit of the Armidale Local Government Area.

4. Discussion

Project Zero 30 is a region based initiative, aiming to reduce the carbon footprint of the LGA by committing to:

- being a net renewable energy exporter and have 50% of its industry and homes exporting solar energy to the grid
- having 50% of its businesses and farms accredited under the national climate action carbon neutral standard
- having 90% of its riparian zones revegetated
- ensuring winter air quality levels below the Department of Health's guidelines
- generate power using biochar power generation technologies
- having planted 1,000,000 trees to offset carbon usage
- being active in the bio-sequestration market
- having 25% of its buildings carbon certified
- being an eco-ag tourism destination
- being a true circular economy
- being a model for carbon transitions and adaptation
- having a greenhouse accounting system and
- utilising green logistics and transport

There is a role for Armidale Regional Council to assist with the delivery of Project Zero30 objectives above and for **Council to develop a** plan to achieve Climate Active certification for its own operations.

It is recommended that these initiatives ultimately fall under the banner of “ARC Zero 30”, to demonstrate our commitment to the project and leverage off the established brand intent of the broader regional (or parent) initiative. Council’s commitment to developing a Renewable Energy Action Plan (REAP) would form just one of these initiatives aimed at achieving the agreed target.

5. Implications

5.1. Strategic and Policy Implications

The outcomes of the “Look-Up Program” align with the Integrated Planning and Reporting (IP&R) documents as adopted in the Ordinary Council Meeting 29th June, 2022 in the following ways:

Armidale Community Plan: (Future Region) - Sustainability and Resilience F1-F6 – “We will enhance the natural beauty of the region, and will create a region that is sustainable and resilient”

Delivery Plan (Future Region):

Goal 1. A flourishing natural environment that is protected and enhanced F1.1-F1.3

Goal 2. A clean, green responsible region F2.1-F2.6

Operational Plan 2022-2023 (Future Region):

F2.1 – Proactively adapt to and mitigate the local impacts of climate change

F2.1.1 Review and deliver actions from Project Zero30 and Council’s EcoARC strategy

F2.1.2 Maintain Council’s commitment to the Climate Emergency Declaration and promote further community-led action

F2.1.3 Partner with community groups to educate and promote urban sustainability initiatives

F2.2 – Promote and increase use of renewable resources and alternative energy sources

F2.2.1 Advocate for greater access to renewable energy for the local community as part of Renewable Energy Zone

F2.2.2 Attract further local investment in renewable energy in line with community expectations

F2.4 – Create a cleaner, healthier environment with good air quality F2.4.1

F2.4.2 Advocate to the NSW and Federal Governments for real time and publically accessible monitoring of the Armidale air quality during the winter months Advocate to the NSW and Federal Governments for assistance to develop a Clean Air Strategy and deliver an education program on the causes, impacts and ways to improve air quality in the Armidale Region

5.2. Risk

- **Economic risk.** Armidale Regional Council is presently in an unenviable financial position. Committing to achieve carbon neutrality for Council operations will come at some cost, at least in the short term. Capital cost for renewable infrastructure and operational cost for auditing, measuring, reporting and purchasing carbon offsets will impact on Councils financial position. The level at which ARC can participate in the Project Zero 30 initiative

will be dependent on return on investment. Such financial scrutiny will need to be given for any recommended initiative and anticipated payback periods taken into consideration.

- **Operational risk:** In order for Climate Action initiative to become BAU and achievements recognised against commitments to targets (zero emission by 2030) Council will require a commitment of resources in time and money to implement, measure and report to the standard required to fulfil the Federal Government's Climate Active Carbon Neutral Standards (CACNS). There is a risk that without the required oversight and resourcing that targets will not be achieved.

5.3. Sustainability

This initiatives and recommendations contained in this report centre squarely on every aspect of the "Future Region" initiatives in Councils Intergrated Planning and Reporting (IP&R) documents.

5.4. Financial

Budget Area:	Sustainability and Strategic Planning						
Funding Source:	Armidale Regional Council						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
#250203	Sustainability and Strategic Planning	\$742,648	\$0	\$78,800	\$742,648	\$742,648	\$663,848

The above figure \$742,648 represents the total amount allocated in the 2022-2023 operational budget to Sustainability and Strategic Planning. It includes employee costs, materials and contracts. Any additional initiatives resultant from the Look Up! Leadership Program or those arising from Project Zero 30 collaborations are not contained within the 2022-2023 budget.

6. Consultation and Communication

A program of community consultation occurred with the community throughout October – December 2021 during the development of the IP&R documents and the Community Plan. These documents went through a process of consultation and were adopted by Council Ordinary Council Meeting 29th June, 2022. The section "Future Region" in the Community Plan encapsulated the community desire to improve the regions sustainability credentials.

7. Conclusion

Adopting the outcomes of the 'Look Up! Makes the State of our planet BAU' Leadership Program and reaffirming Councils commitment to the Project Zero 30 initiative will help integrate a continued program of climate action into Councils operations. In doing so, Council will demonstrate the required civic leadership in the face of challenging times ahead, and help build local community resilience when adapting to the effects of climate change. It is evident in the Community Plans 'Future Region' section that environmental sustainability ranks highly (second highest to economic development) on the community agenda. It is therefore considered prudent to adopt the recommendations contained within this report.

Item:	11.1	Ref: AINT/2022/11591
Title:	Alterations to Parking Time Limits within the Armidale CBD	Container: ARC18/2956
Responsible Officer	Chief Officer Sustainable Development	
Author:	Ian Chetcuti, Coordinator Regulation	
Attachments:	Nil	

1. Purpose

This report is to obtain endorsement from the new Council to proceed with the implementation of CBD Heart, Core and Frame Parking limits as recommended in the Parking and Mobility Study.

2. OFFICERS' RECOMMENDATION:

That Council:

- a. Note the report on the status of the CBD Heart, Core and Frame Parking limits.
- b. Endorse the implementation of the CBD Heart, Core and Frame Parking limits.

3. Background

Council commissioned a Parking and Mobility Study (**the Study**) in early 2018 as part of an Armidale CBD Revitalisation Project. The Study was adopted by Council on 24 October 2018 (Minute No 222/18).

The Study identified that the CBD of Armidale has sufficient parking spaces however the spaces are not being utilised correctly.

The Study recommended new parking limits for the CBD Heart, Core and Frame (**CBD Parking Framework**) (Figure 1):

- **CBD Heart:** This area is where pedestrian amenity is considered to have absolute priority with only short term parking available.
- **CBD Core:** This is the area in which short term parking facilities should be concentrated for the purpose of serving retail, personal services, restaurant and similar development within the CBD Heart and CBD Core.
- **CBD Frame:** This area should be for medium and long term parking should be concentrated for the purpose of serving employee parking demands and medium term demands associated with office and other commercial development.

Data obtained from the sensor system indicates parking demand across the CBD during peak demand is approximately 75% of parking supply, suggesting that parking supply in the CBD is adequate to satisfy peak demand. The parking resource needs to be managed correctly, however, to enable efficient turnover of parking spaces. It is considered that inefficient turnover of parking spaces creates a public perception that parking supply in the CBD is inadequate.

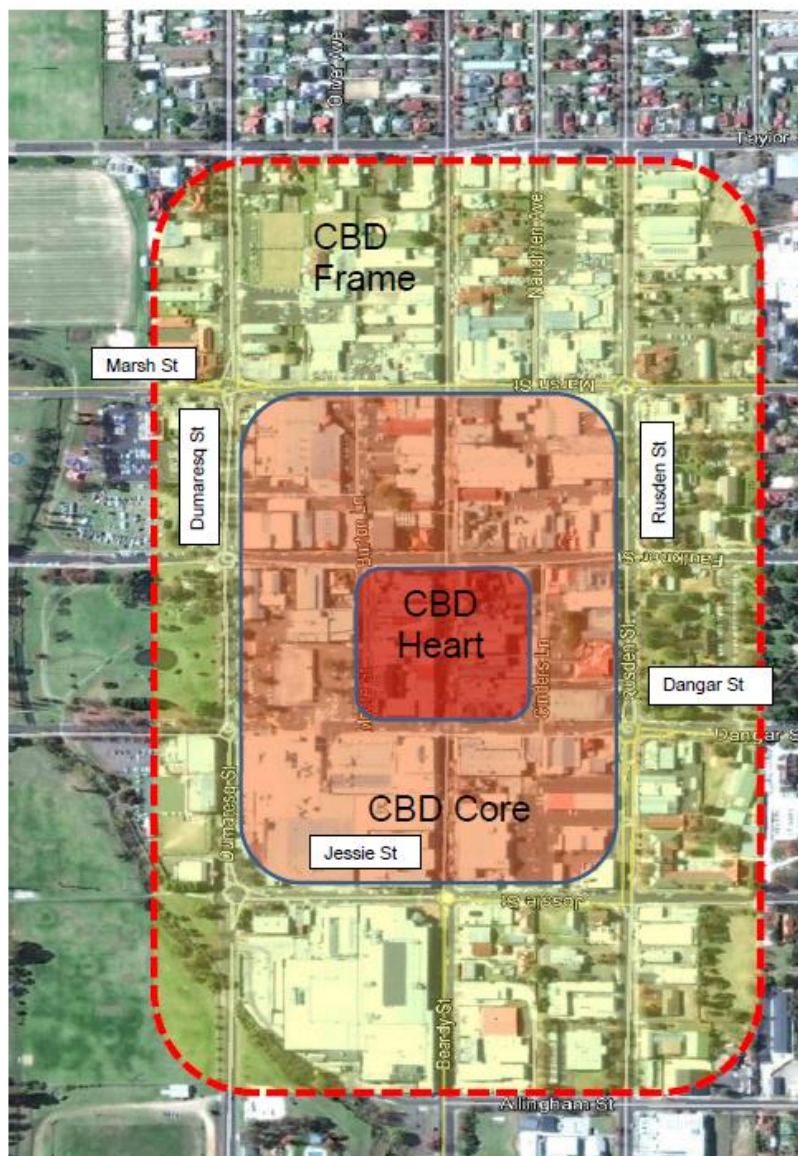


Figure 1 CBD Heart, Core and Frame (Parking and Mobility Study 2018)

On 25 September 2019 Council resolved the following (Minute No. 198/19):

- a) That the time limits for parking spaces within the CBD Heart be adjusted as follows:
 - i. reduce all 2 hour on-street spaces to 1 hour, and
 - ii. increase all 15 minutes spaces to 30 minutes.*
- b) That the time limits for parking spaces within the CBD Core be adjusted as follows:
 - i. reduce all 2 hour on-street spaces to 1 hour,
 - ii. increase all 15 minutes spaces to 30 minutes, and
 - iii. reduce all Council 3 hour off-street spaces (Jessie, Rusden Streets and Cinders, Woodward Lane carpark) to 2 hours.*
- c) That the time limits for parking spaces within the CBD Frame be adjusted as follows:
 - i. increase all 1 hour on-street parking spaces to 2 hours.*

- ii. The unrestricted off-street spaces remain unchanged including the all day parking in Tingcombe Land and Naughten Street public carparks.*
- d) That the time limits of the ground floor of the Rusden Street decked carpark be changed to unrestricted parking.*
- e) That the CEO be delegated authority to negotiate any leasing arrangements for car parks on the middle and top deck.”*

The implementation of the CBD Parking Framework in accordance with the 2019 resolutions is dependent on updated signage being ordered and delivered and the availability of the contractors to alter the time limits of the parking sensors. The Contractors were only available at the beginning of December 2019. The implementing of new parking time limits before the Christmas New Year period was not considered appropriate for the community given the impact of bushfires and drought. As a result the Contractors were engaged to undertake the changes commencing 29 March 2020.

The implementing on the 29 March 2020 was then impacted by Covid-19 coupled with the advice from the Department of Local Government to provide some leniency with parking enforcement due to Covid-19.

The restrictions on travel from Victoria during the Covid-19 epidemic meant the Contractors were not be able to alter the parking sensors until February 2022 to allow implementation of the new time frames.

Scheduled re-surfacing works by Council during late March/early April 2022 on a number of streets within the Armidale CBD area has required the temporary removal of approximately 100 parking sensors. At the completion of these works re-installation of the sensors will be undertaken which will allow for changes to time limits to be implemented.

4. Discussion

The new Council has an opportunity to endorse the implementation of the CBD Parking Framework as recommended in the Study.

5. Implications

5.1. Strategic and Policy Implications

The implementation of the CBD Parking Framework will deliver an important recommendation of the Study.

5.2. Risk

Failure to properly inform the community and stakeholders of the CBD Parking Framework will create confusion and angst amongst the public. Council will prepare a communications strategy as part of the implementation.

5.3. Sustainability

No sustainability implications are evident with the implementation of the CBD Parking Framework.

5.4. Financial

Budget Area:	Regulation and Enforcement						
Funding Source:	Operational						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
250502	Car Parking and General enforcement	40,000	40,000	6,500	40,000	40,000	33,500

6. Consultation and Communication

Prior to the introduction of the new parking time limits, Council will undertake communication advising the community of the proposed changes generally in accordance with the following:

Communications

Activity	Message	Date	Status
1. Media releases	As per the Key Messages	22 August 2022	Communications Team
2. Social Media	As per the Key Messages	22 August 2022	Communications Team
3. Information Sheets and Flyers	As per the Key Messages	29 August 2022	Communications Team and Parking Officer
4. Temporary Signage	As per the Key messages	22 August 2022	Traffic Engineer and staff
5. Informal Communications	As per the Key messages	On-going	Parking Officer and Rangers Team

Engagement

Activity	Message	Date	Status
Continual informal communications/education	As per the Key Messages	On-going	Parking Officer and Rangers

7. Conclusion

Implementation of Council resolution No.198/19 to alter the parking time limits within the Armidale CBD can occur now that COVID restrictions have been eased. The new Council has an opportunity to consider whether to proceed with the implementation of CBD Heart, Core and Frame Parking limits as recommended in the Parking and Mobility Study.

Item:	11.2	Ref: AINT/2022/28363
Title:	Increase the Annual Financial Contribution to the Armidale Neighbourhood Centre	Container: ARC18/2827
Responsible Officer	General Manager	
Author:	James Roncon, General Manager	
Attachments:	Nil	

1. Purpose

The purpose of this report is to seek Council approval to increase the annual financial contribution to the Armidale Neighbourhood Centre (ANC) from \$20,000 pa to \$80,000 pa as well as seeking approval for Council to publicly advertise its intent to increase the payment, for a period of 28 days in accordance with section 356 of the *Local Government Act 1993*.

2. OFFICERS' RECOMMENDATION:

That Council;

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

3. Background

The Armidale Neighbourhood Centre (ANC) has operated for the past 43 years, primarily (until recently) from the premises owned by Armidale Regional Council (ARC) next door to the Armidale administration building in Rusden Street. The ANC has provided all manner of services to its client base over that period of time and is often the 'place of last resort' for the vulnerable and those in need of assistance in all manner of ways. Assistance with access to food and provision of meals, rent and utility payment assistance, instances of domestic violence, homelessness and much more, forms the cornerstone of the type of assistance provided by ANC to a (unfortunately) growing list of those in need. They have recently relocated to new, shared premises with Homes North, the new premise referred to as 'The Hub'.

4. Discussion

The current economic outlook suggests that the types of service on offer through ANC may be in greater demand now and in the years to come. The impacts of drought, flood, Covid, and the predicted increase in the cost of living etc. that have impacted vulnerable individuals and families are examples of those who experience disadvantage and they may not always be obvious to those watching on.

ARC does not have a significant footprint of responsibility in this sector and would struggle to fill the void if called upon to actively respond in the absence of an organisation such as ANC. ARC

currently contributes \$20k per year towards the operational overheads of ANC, presumably agreed to by past Councils in recognition of the significant role they play. The requested increase to \$80k (net \$60k) to support the improved service offerings of ANC and in turn the most vulnerable in our community is supported by the General Manager.

This increase will ensure that ANC is able to deliver full services at the Hub five day a week and provide much needed triage and real time assistance to increasing numbers of community members seeking support.

The Community Support Hub

The Community Support Hub (the Hub) was opened to the public from Monday 6 June 2022 at 246 Beardy Street, Armidale. The Hub is an exciting collaborative venture being led by Homes North and the Armidale Neighbourhood Centre (ANC) which has been in development over the past five years.

The Hub vision is a thriving, connected community.

The Hub is a shared space where co-located organisations can deliver their programs and services to community members. They can also benefit from access to meeting rooms, training rooms and communal client spaces and newly built amenities including kitchenette, toilets and showers, laundry facilities and public access computers.

Rationale

The service system, and government services in general, have become increasingly complex to navigate, especially for people experiencing disadvantage and trauma and those with limited literacy and digital literacy skills. In Armidale services are also widely spread out across the town and for many of the community members and clients it can be difficult for them to access these services.

Homes North and ANC are committed to reducing this complexity, supporting people with limited literacy and digital literacy skills and other barriers to access by providing streamlined access to multiple services and amenities in a single location.

There has been strong support from government for increased collaboration between service delivery partners in the not-for-profit sector. 'Across both state and local government policy there is a strong desire to provide multipurpose and integrated community spaces through optimising the use of existing and new facilities, while reducing maintenance costs of community assets and increasing opportunities for communities to connect.'¹

One American study interviewed 34 child welfare workers; half located within a community hub model and half in single purpose locations. The study by Barbee and Antle (2011)² found benefits for workers, government budgets and the community within the integrated service including:

- Workers - reduced stress, higher knowledge levels and higher collaboration
- Government - reduced turn-over rate by 31%, saving \$320,000 per year (in 2011)
- Community - improved access and more efficient intake and assessment.

Current Services

The Hub currently houses:

¹ Community Hubs Framework, City of Dandenong. p1 2021.

² Barbee, A. P., Antle, B. (2011). Cost-effectiveness of an integrated service delivery model as measured by worker retention. Children and Youth Services Review, 33(9), 1624-1629. <https://doi.org/10.1016/j.chilcyouth.2011.04.004>.

- Armidale Neighbourhood Centre
- Bamara Parents Next Program
- Homes North Tenancy and Temporary Accommodation teams (Holistic Recovery, NDIS Mental Health and Carers NSW)

By the middle of July 2022 the Hub will also house a number of other services who are in the process of negotiating office space or hot-desking options.

ANC has oversight of the community amenities and provides front of house and reception services for the Hub. As one of the only general community service providers in Armidale they also have a long history of being the go-to service for people needing all kinds of information, linkage and assistance. ANC will also continue to deliver its programs including Advocacy and Support, Emergency Relief, Food Relief, Information, Advice and Referral and the No Interest Loans Scheme. In addition, ANC will provide concierge and triage for community members who attend the Hub. This will involve welcoming and assisting visitors to the Hub to identify need and provide the best, most effective and efficient level of support.

ANC is in the process of recruiting a number of volunteers to provide the concierge service on weekday mornings. These volunteers will receive induction, orientation to the Hub and a range of other training to support their role including Accidental Counselling, Dealing with Difficult Behaviours, Mental Health First Aid and Identifying and Supporting People in Crisis. This training will also be made available to Hub co-located partners demonstrating another benefit of the Hub for the service sector.

Volunteers will assist community members navigate the digital divide, register for online services and provide advocacy with and access assistance to electricity providers as well as support them to apply online for Energy Accounts Payment Assistance (EAPA) vouchers assistance.

Since the Hub commenced operation on 6 June 2022 teams have already benefited from collaboration, improved ease of client referrals between services and improved amenities.

Service Delivery Short Fall

The Community Support Hub is open to community members and clients from 9am until 5pm Monday to Friday each week. ANC is open to the community Monday to Thursday 9am to 3pm. Staff, consisting of 3 part-time workers, operate from 8:30pm to 3:30pm which allows time for pre-opening preparation and post closure tasks. Staff funded for this delivery from recurrent Targeted Early Intervention funding provided by the NSW Department of Communities and Justice are the Manager and the Receptionist/Corporate Services worker however the allocated funding is insufficient to cover the current opening days/hours.

In order to deliver the program and address ongoing, and increasing, community demand ANC carries the program loss from its organisational reserves. This is unsustainable and places both the organisation and its staff under financial and personal stress. Particularly so after having supported and assisted communities in the region through unprecedented drought, bushfires on the outskirts of a number of LGA's, floods, mice plague and COVID in recent years.

The current cost of living prices along with rental increases and a significant housing stock shortage sees increasing numbers of community members seeking food assistance and ANC's advocacy support service for the basic human needs including housing and electricity.

To provide full concierge and reception services to the Hub, ANC will need to open for an extra day on Friday and extend its operating hours from 3:30pm to 5:00pm from Monday to Thursday. This equates to a total of eight (8) hours on Friday and six (6) hours Monday to Thursday.

Paying for the extension of opening times based on need, comes at an additional cost \$60,000 per year. ANC was able to address capacity to meet the increase in need post COVID and the shortfall, in part, by utilising the Social Sector Support Funding which was a temporary and one off grant which ended on 30 June, 2022.

5. Implications

5.1. Strategic and Policy Implications

There is a clear alignment between the goals and objectives of the Community Support Hub and Council's Community Plan 2022-2032 and Delivery Program 2022-2026. In particular the following Community theme under the Six Pillars of the Community Plan;

Enriched Region – Community and Culture

- E1.1 Ensure health and community service provision meets the needs of our growing and ageing population
- E1.2 Recognise and support the diverse needs of our community, including those that are disadvantaged
- E1.3 Foster safety and security within our community and support the provision of basic needs

This is reinforced by Local Government NSW on their website: 'As the third tier of government, local government is responsible for ensuring local communities run as smoothly and efficiently as possible, with citizens able to access the services and programs they need to live safe and healthy lives.'³

ANC and Homes North, as lead organisations in the Hub, are currently developing the Community Support Hub Strategic Plan and an Evaluation Framework. The Hub Strategic Plan will link to other relevant key documents to ensure alignment of outcomes and the evaluation process will provide valuable data on outputs and outcomes for all stakeholders including, community members, co-located partner services, the wider community service sector and funders. Equitable and streamlined access to integrated service delivery and the provision of inclusive support for the most vulnerable in the community are at the core of the Hub delivery. Outcomes identified in the draft evaluation plan include improved community wellbeing, meeting the needs of vulnerable community members and improved service delivery through co-located service delivery.

5.2. Risk

The significance of the role ANC play in the community and the partnering role ARC can lean on, cannot be understated.

Given ARC are largely under-represented in the community service space, gaining a partner in the community services sector to advise Council (formally or informally) on policy affecting the disadvantaged in our region as well as any other problems Council may need to be aware of amongst a cohort of individuals who may not normally raise a voice with or to council. Further and during times of emergency, a partner such as ANC could assist in the delivery of relief services.

An example of this was on display during the Covid crisis (now); the Government has discovered how essential Neighbourhood Centres were in their addressing of the many needs in the community during this pandemic - they had all the networks, MOUs, and knowledge of the needs of the community as well as who were the vulnerable families and individuals. A stronger

³ <https://www.lgnsw.org.au/Public/Public/NSW-Councils/Benefits-of-Councils.aspx>

partnership with the ANC ensures that ARC have timely access to these networks during disasters.

5.3. Sustainability

N/A at this time.

5.4. Financial

Budget Area:	People and Community Services						
Funding Source:	Armidale Neighbourhood Centre						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
220182	Contribution to ANC	\$20k		\$20K	\$60K	\$80k	\$0

See item 6 & 7.

6. Consultation and Communication

In line with Section 356 of the *Local Government Act 1993*, for the increase of its financial contribution from \$20,000 to \$80,000 to ANC which would contribute towards improved service offerings, the community will have the opportunity to raise any issues they may have with the proposal.

7. Conclusion

This report recommends that Council approve the advertising and public exhibition for the increase of the annual financial contribution from \$20,000 to \$80,000 to ANC to support the improved service offerings, as required by Section 356 of the *Local Government Act 1993*.

Item:	12.1	Ref: AINT/2022/20823
Title:	Traffic Advisory Committee - Minutes of the meeting held on 7 June 2022	Container: ARC16/0168-7
Responsible Officer	Chief Officer Assets and Services	
Author:	Belinda Ackling, Personal Assistant	
Attachments:	1. Agenda - Traffic Advisory Committee - 07 June 2022 2. Minutes - Traffic Advisory Committee - 7 June 2022	

RECOMMENDATION:

That in relation to the report "Armidale Regional Council Traffic Advisory Committee Minutes – 7 June 2022", that Council:

- a) Note the Agenda and Minutes from the TAC Meeting held 7 June 2022;
- b) Note the use of Council roads for part of the Royal Far West Kids Ride;
- c) Note the traffic management plan and the temporary speed reduction to 30km/h for Kentucky St between Faulkner St and Dangar St for the NSW Country Gymnastic Competition held Tuesday 5 July to Sunday 10 July 2022;
- d) Note the road closures along the route associated with the NAIDOC street march held on 7 July 2022; and
- e) Install signage for a 'Kiss and Drop' zone for Guyra Central School and note the requirement for Guyra Central School to monitor the use of the zone.

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, 7 June 2022 which details recommendations to Council for consideration and adoption.

2. Background

To consider the recommendation advice provided by the TAC, a Transport for NSW (TfNSW) committee comprising of experts from TfNSW, Police, State Member representative, ARC Councillor and ARC technical officers.

Council is not bound by the advice given by its TAC. However if Council does wish to act contrary to the unanimous advice of the TAC or when the advice is not unanimous, it must notify TfNSW & the NSW Police and wait 14 days before proceeding.

The TAC has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

The Council must refer all traffic related matters to the TAC prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to the elected Council and must be referred directly to TfNSW or relevant organisation. Such matters must not be referred to the TAC.

3. Report

At its meeting on 7 June 2022 the TAC considered four items;

- Notification was provided to members of the Traffic Advisory Committee regarding the Far West Country Kids Ride which took place from 22 May until 24 May 2022. The event did not require endorsement from the TAC but the event was noted by the committee.
- The NSW Country Gymnastics Competition proposed traffic management plan including speed reduction to 30km/hour on Kentucky Street from Tuesday 5 July to Sunday 10 July 2022. The Traffic Management Plan was endorsed by the committee, pending comment from TfNSW Customer Operations Planner.
- A traffic management plan was considered by the committee for a planned NAIDOC street march. The proposed route started within Central Park at the corner of Tingcombe Lane and Dangar Streets and moved north along Dangar Street, east along Moore Street, south along Faulkner Street to Rusden Street finishing at the Armidale Town Hall. The traffic management plan including rolling road closures to support the march which was endorsed by the committee pending comment from TfNSW Customer Operations Planner.
- A letter from Guyra Central School requesting endorsement of a 'Kiss and Drop' zone for the school for morning drop-offs and installation of appropriate signage. The committee endorsed the proposal and recommended the installation of signage. The committee noted that the proposed 'Kiss and Drop' zone at Guyra Central School will require the school to provide staff to monitor the use of the zone and ensure that parents do not park for extended periods.

4. 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.

5. Relevant Legislation

- *Roads Act 1993*
- *Road Transport (Safety and Traffic Management) Regulations 1999*
- Road Rules 2008, and
- A guide to the delegation to Council for the Traffic (Guidelines)

6. Financial Implications

Detailed financial Implications for recommendations to Council are included within in the TAC reports, if relevant. A summary of the financial implications has been included below by recommendation.

Note: The financial information detailed below relates to the 2021/22 Financial Year.

- Recommendation b) NSW Country Gymnastics Competition the installation of signage will be undertaken by Council at a cost of \$715 with full cost recovery from the event organisers,
- Recommendation c) NAIDOC Street March road closures will be provided by Council at a cost of \$430.
- Recommendation d) Kiss and Drop Zone for Guyra Central School will be provided by Council at a cost of \$300 for the supply and installation of the signage. The cost for the replacement signs in Marne Street, Guyra will be funded by Transport for NSW Block Grants.

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).

Budget Area:	Traffic Facilities						
Funding Source:	Traffic Facilities Block Grant						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
270219	Sign installation and line marking	\$116,000	\$58,051.29	\$13,969.00	\$300	\$72,320.29	\$43,679.71

Budget Area:	Parks and Town Spaces						
Funding Source:	Parks and Reserves						
Budget	Description	Approved	Actual	Committed	Proposed	Total Forecast	Remaining

Ref: (PN)		Budget				Expenditure	Budget
240350	Traffic Control	\$83,222	\$39,909	\$2,181	\$430	\$42,520	\$40,702

Budget Area:	Private Works						
Funding Source:	NSW Gymnastics						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
N/A	Install	Nil	Nil	Nil	Nil	\$715	
Revenue	Install Traffic Management	Nil	Nil	Nil	\$1,035		\$320

7. Conclusion

The purpose of this report is to seek endorsement by Armidale Regional Council for the recommendations made by the Armidale Regional Council Traffic Advisory Committee at the meeting held 7 June 2022.

Item:	12.2	Ref: AINT/2022/11967
Title:	Sports Council - Minutes of the Meeting held on 24 March 2022 Container: ARC16/0330	
Responsible Officer	Chief Officer Assets and Services	
Author:	Ankur Jain, Sport & Recreation Development Officer	
Attachments:	1. Minutes - Sports Council - 24 March 2022 2. Agenda - Sports Council Meeting - 24 March 2022	

RECOMMENDATION:

That Council:

- a. Note the Minutes of the Sports Council Committee meeting held on 24 March 2022;
- b. Note that \$33,000 of the Sports Development Levy Fund was utilised for Committee endorsed Armidale & District Cricket Association (ADCA) projects.
- c. Note the project update on the \$350,000 Regional Sport Facility Funded; Lynches Road Netball Courts Lighting Project.
- d. Note the update on the \$89,000 Stronger Country and Communities Fund project Indoor Cricket Centre at Armidale Sportsground including an extension of the existing indoor centre to provide amenities and an office.
- e. Note the update on the financial position of the Sports Council up to 28 February 2022 and that the Committee endorsed a 2.5% increase to Sports Development Levy for the 2022-2023 season.

1. Purpose

This report is to provide Council with information regarding the agenda and minutes of the Sports Council meeting held on 24 March 2022.

2. Background

In order to provide recommendations for the development of sports and recreation in the Armidale LGA, the Sports Council has been set up comprising of 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. Committee Report

At its meeting on 24 March 2022, the Sports Council discussed:

- a) The Sports Council Priority List.
- b) the Committee agreed to commit \$33,000 for the three Armidale & District Cricket Association (ADCA) projects in the last meeting;

- c) an update on the Lynches Road Netball Courts Lighting project;
- d) an update on the final stage of the indoor cricket centre at Armidale Sportsground;
- e) Increase of Sports Development Levy processes.

Further details about these items is included below.

- a) Following the receipt of a quote to replace the Armidale Sports Ground Fence for \$247,000, the committee resolved to apply for a grant in the next round of the Stronger Country & Communities Fund. Further, the committee resolved to review the Sports Council's Priority List, make amendments as necessary and nominate projects to receive Sports Council funding at the next committee meeting.
- b) The ADCA projects and progress updates include:
 - Rologas Cricket Storage Shed: A new shed was installed at Rologas adjacent to the existing eastern shed at the Rologas Fields.
 - Clubhouse extension: An initial decision to provide \$10,000 for a clubhouse extension at Armidale Sports Ground needs to be reviewed as an increase in the cost of materials has forced ADCA to request a new scope and quote from the contractor.
 - Electronic scoreboard replacement: ADCA advised the Committee that the funds allocated for this project (\$15,000) would be insufficient due to the rapid rise of costings and a requirement of Cricket and Soccer scoring being a non-negotiable. The new costings would be approximately \$27,000. ADCA is looking for grants to further finance this project.
- c) Council invited tenders for the Lynches Road Netball Courts Lighting Project towards the end of 2021. Lynches Road Netball Courts Lighting Project program of works provided by the Project Manager, James Croft. Works should commence in early April 2022 and completion is expected by July 2022.
- d) A new DA application was submitted to Council for Stage 2 of the Indoor Cricket Centre project at Armidale Sportsground. Mike Porter from ADCA informed the Committee that once the DA is approved, he will submit an application for a Construction Certificate.
- e) That the Committee endorsed a 2.5% increase to Sports Development Levy for the 2022-2023 season. The committee enquired about consultation processes and were informed that Council place these increases on a 28-day public exhibition. No objections were received.

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 Minutes reports, if relevant. A summary of the financial position against Council budget has been included below.

Note the financial figures below refer to the 2021/22 Financial Year.

Budget Area:	Public and Town Spaces						
Funding Source:	FY22/23 Budget						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
240250	Sports Council	\$42,000	\$39,082	Nil	Nil	\$39,082	\$2,918

	Revenue						
240250	Sports Council Operating Expenditure	\$42,000	Nil	Nil	Nil	Nil	\$42,000
240386	Sports Council Capital Expenditure	\$33,000	\$33,000	Nil	Nil	\$33,000	Nil

7. Conclusion

It is recommended that Council notes the items discussed and endorsed by the Sports Council Committee at its meeting held 24 March 2022.

Item:	12.3	Ref: AINT/2022/27079
Title:	Audit Risk and Improvement Committee - Minutes of 21 June 2022 Meeting	Container: ARC22/5007
Responsible Officer	Acting Chief Officer Corporate and Strategy	
Author:	Simone Mooketsi, Manager Governance and Strategy	
Attachments:	1. Minutes 21 June 2022 ARIC Meeting	

RECOMMENDATION:

That the Minutes of the Audit Risk and Improvement Committee meeting held on 21 June 2022 be noted.

1. Purpose

The purpose of this report is to provide Council with minutes of the Audit Risk and Improvement Committee (ARIC) meeting held on 21 June 2022.

2. Background

The Audit Risk and Improvement Committee (ARIC) provides independent assurance and assistance to the Council on risk management, internal control, governance, internal audits, organisational performance and external accountability responsibilities.

Specifically, the Committee assists the Council to:

- Promote a culture of corporate governance and compliance with Council's statutory, regulatory and policy framework;
- Examine the effectiveness of Council's internal control framework to include business processes and systems;
- Review the effectiveness of the Council's enterprise risk management processes;
- Examine the effectiveness of audit processes;
- Review external financial statements reporting processes; and
- Provide information to the Council for the purpose of improving the performance of Council's functions.

The ARIC is advisory in its function and has no authority to direct the General Manager or Council officers. The Committee has no executive powers, except those expressly provided by the Council.

The ARIC meets at least quarterly.

COMPOSITION AND TENURE

The ARIC is to be appointed by the governing body of the Council.

Members (Voting)

The ARIC consists of three (3) independent external members. Councillors are ineligible to be voting-members of the Committee, however Councillors are welcome to attend meetings by invitation from the Chair.

Attendees (non-voting)

- The General Manager, or delegate

- Executive Leadership Team (ELT)
- Internal Auditor/ Chief Audit Executive (Note - delegated to the Manager Governance & Strategy).

Attendees will attend all ARIC meetings (except where excluded by the Committee) however are not members of the Committee and do not have voting rights.

Council's external auditor may attend any meeting as an independent advisor, and may meet with the Committee without the presence of the General Manager.

The authority, responsibilities and the role of the Committee within the Council are stated by the Audit, Risk & Improvement Committee Charter.

3. Report

Minutes of the ARIC meeting held on 21 June 2022 are attached for information.

A summary of the meeting outcomes is:

- The Committee noted the report from the Executive Manager People & Culture in response to the payroll audit and the risk mitigation approaches which are in place to address Council's aging workforce and levels of overtime and Council's approach to diversity and inclusion. Additional report on progress of implementation of the initiatives presented in the report will be presented at the next ARIC meeting.
- A verbal update was provided on the recruitment of the Business Improvement specialist role to replace the previous part time (0.4 FTE) Internal Auditor role.
- The Committee noted the demonstration of the Pulse Project Management Software and the integration with Council's Risk Management Framework.
- The Committee noted the update on the residual risk ratings for the Assets and Services Risk Register provided by the Chief Officer Assets & Services.
- The Committee noted the status of the Risk Management Policy revision.
- The update on the critical operational plan items will be circulated post meeting.
- The Committee noted the content of the draft internal report prepared by BDO on Strategic Infrastructure Planning: Project Management.
- The committee noted the status of the Internal Audit schedule and recommended Council engage an external provider to deliver items on the schedule. An additional 2-3 engagements may be undertaken by BDO within the existing engagement.
- The Committee noted the status of the open audit recommendations and did not grant an additional extension of 3 months for closure of open audit recommendations, noting that whilst the position of internal auditor is currently vacant, the responsibility for closure of open items belongs to the responsible manager.
- The Committee noted the NSW Audit Office Engagement plan for 2022. The September ARIC meeting will focus on the financial statements.
- The Committee noted the audit fee benchmarking review and the project plan for the Financial Statements & External Audit for financial year 2021-22. There was discussion of contingency plan and resourcing in the event of key staff absence.

- The Committee noted the establishment of the IT Steering Committee and has requested a one page summary of key strategic/ risk issues to be presented to future ARIC meetings initially. ARIC will make a decision regarding if minutes will continue to be reported.
- The Committee endorsed the recognition of Rural Fire Service assets as non-current assets due to the potential risks outlined in this report, including risk of audit qualification, for the year ending 30 June 2022. The Committee further noted that this a broader issue requiring advocacy by the sector to resolve.
- The Committee noted the verbal report on the preparation of the Performance Improvement Order Update & Draft Organisation Improvement Plan.
- The Committee noted the 2021-2022 Third Quarter Budget Review.
- The Committee noted the Public Exhibition of Integrated Planning and Reporting - Community Strategic Plan, Delivery Program, Resourcing Strategy, Operational Plan and Budget for 2022-2023.

4. Strategic Directions

ARIC will advise whether the Council is achieving the objectives and goals set out in its Community Strategic Plan and has successfully implemented its delivery program, operational plan and other strategies.

5. Strategic Directions

Key Direction	S2.1	Strong Region
Council Initiatives	Provide a strong, transparent, sustainable and responsible governance for our region.	<p>Satisfy the Office of Local Government Compliance and Reporting Requirements (S2.1.1)</p> <p>Deliver quality governance frameworks and reforms in line with remaining Performance Improvement Order and Governance Review actions (S2.1.2)</p> <p>Implement robust Audit and Risk and Improvement processes and frameworks and undertake the requirements of the Internal Audit and Risk Management Framework for Local Councils (S2.1.3)</p> <p>Implement a robust Risk Management Framework for Council including operational, strategic and climate change risk (S2.1.4)</p> <p>Implement the Integrated Planning and Reporting Framework in compliance with legislation (S2.2.1)</p>

6. Relevant Legislation

- *Local Government Act 1993*
- *Guidelines for risk management and internal audit for local councils in NSW.*

7. Financial Implications

Nil.

Item:	12.4	Ref: AINT/2022/27081
Title:	Traffic Advisory Committee - Minutes of the meeting held on 5 July 2022	Container: ARC16/0168-7
Responsible Officer	Chief Officer Assets and Services	
Author:	Graham Earl, Engineering Technical Officer	
Attachments:	1. Agenda - Traffic Advisory Committee - 05 July 2022 2. Minutes - Traffic Advisory Committee - 05 July 2022	

RECOMMENDATION:

That in relation to the report “Armidale Regional Council Traffic Advisory Committee Minutes – 5 July 2022”, that Council:

- a) Note the Minutes of the Traffic Advisory Committee meeting held on 5 July 2022;
- b) Endorse the road closure of Moore Street from Dangar Street to Faulkner Street as requested for the National Police Memorial Wall to Wall Ride 2022 between the hours of 6am and 8.30am on Wednesday 15th September 2022;
- c) Note that complaints have been made regarding parking on Naughton Avenue and further investigations are to be undertaken and the matter has been deferred to the August Traffic Advisory Committee meeting;
- d) Endorse a No Parking zone and install appropriate signage in the turn-around of the cul-de-sac of Powers Place;
- e) Note further investigation and report to the August Traffic Advisory Committee meeting is required regarding the size of the bus to be used and available parking space following the termination of a taxi service in Guyra.

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, 5 July 2022 which details recommendations to Council for consideration and adoption.

2. Background

To consider the recommendation advice provided by the TAC, a Transport for NSW (TfNSW) committee comprising of experts from TfNSW, Police, State Member representative, ARC Councillor and ARC technical officers.

Council is not bound by the advice given by the TAC. However if Council does wish to act contrary to the unanimous advice of the TAC or when the advice is not unanimous, it must notify TfNSW & the NSW Police and wait 14 days before proceeding.

The TAC has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

The Council must refer all traffic related matters to the TAC prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to the elected Council and must be referred directly to TfNSW or relevant organisation. Such matters must not be referred to the TAC.

3. Report

At its meeting on 5 July 2022 the TAC considered four items;

- A temporary road closure requested for Moore St for the National Police Memorial Wall to Wall Ride was endorsed. This is an annual event that is used by the Police to raise awareness of police lives lost while undertaking their duties.
- A customer request to provide a No Stopping zone outside numbers 9 and 11 Naughten Ave. The committee requires that further investigation be undertaken with a detailed report to consider the parking activities of the entire street for further discussion at the August meeting.
- A customer complaint from a resident of Power Place to consider restricting the parking in the cul-de-sac head as large vehicles have trouble negotiating turning movements. Parking particularly impacts weekly waste management services provided by garbage trucks.
- Following the cessation of taxi services in Guyra, Home Support Service has taken on this role utilising buses. Council received a request from Guyra Home Support Service to change the Taxi Zones to bus zones. The locations requested included adjacent to the Guyra Hotel in Ollera St, outside the bus shelter in Volunteer Park, and in Moore St on the corner of Bradley Ln. While the committee supports the initiative, it requested further investigations into the type and size of bus and the suitability of the existing Taxi Zones to accommodate such vehicles to be provided to the August TAC meeting.

4. 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.

5. Relevant Legislation

- Roads Act 1993
- Road Transport (Safety and Traffic Management) Regulations 1999
- Road Rules 2008, and
- A guide to the delegation to Council for the Traffic (Guidelines)

6. Financial Implications

Detailed financial Implications for recommendations to Council are included within in the TAC reports, if relevant. A summary of the financial implications has been included below by recommendation.

- Recommendation b) - The road closure for Moore St will provided by Council at a cost of \$200 from the Parks and Town Space budget area.
- Recommendation d) – Power Place, No Parking zone will be provided by Council at cost of \$350. The cost for the signs will be funded by Transport for NSW Block Grants.

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).

Budget Area:	Traffic Facilities						
Funding Source:	Traffic Facilities Block Grant						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
270219	Sign installation and line marking	\$116,000	Nil	Nil	\$350	\$350	\$115,650

Budget Area:	Parks and Town Spaces						
Funding Source:	Parks and Reserves						
Budget Ref: (PN)	Description	Approved Budget	Actual	Committed	Proposed	Total Forecast Expenditure	Remaining Budget
240350	Traffic Control	\$625,195	Nil	Nil	\$200	\$200	\$624,995

Item:	12.5	Ref: AINT/2022/29700
Title:	New England Bushfire Management Committee - Minutes of the meeting held on 10 May 2022	Container: ARC17/1987
Responsible Officer	General Manager	
Author:	Melissa Hault, Executive Officer	
Attachments:	<ol style="list-style-type: none">1. BFMC Draft Minutes 10 May 20222. BFMC 10 May 2022 - Agency Reports3. BFMC 10 May 2022 - PowerPoint Presentation4. BFMC 10 May 2022 - New England Treatment Register - Signed	

RECOMMENDATION:

That the draft Minutes of the New England Bushfire Management Committee meeting held on 10 May 2022 be noted.

1. Purpose

This report is to provide Council with the minutes and action list of the New England Bushfire Management Committee (BFMC) meeting held on Tuesday, 10 May 2022 which details recommendations to Council for consideration.

2. Background

The New England Bushfire Management Committee includes Walcha, Uralla and Armidale Regional council area (28,000sq kilometres) and reports to the state Bushfire Co-ordination Committee. The committee is required to have a 5 year Risk Management Plan, a 2 year Operational plan and a 1 year Mitigations works Plan across all land Tenue. All land managers are required to participate in the process to mitigate risk to the community. Cr Mephram is the current Chair of the committee and the ARC delegate to the committee.

3. Report

At its meeting on 10 May 2022 the BFMC considered the following items;

Rocklea Fire Trail

- RFS is liaising with local land owners to sign the Private Land Agreement (PLA) for access.
- RFS still awaiting on quote from SoilCon before applications for funding can be submitted in the new financial year for works in 22/23. A question was raised from members in relation to the ownership of Private Land Agreements. The committee was advised that Private Land Agreements stay with the current owner and hence would need to be revisited should ownership of the land change.
- Jacob de la Motte also advised that the plan is, where possible, to utilise existing farm tracks for the fire trails rather than cutting in new ones.

Dyamberin Road and Styx River Complex Fire Trails

- The Committee was advised that planning for works on Dyamberin Road and Styx River Complex Fire Trails is yet to commence. The focus has been to ensure Rocklea Fire trail planning and works have been locked in before progressing to new trails.

Endorse updated route and track naming for Rocklea Fire Trail links

- Chair suggested a motion to endorse the updated route and track naming for Rocklea Fire Trail.

Identify and BFMC to endorse additional trails for works in 2022/23

- BFMC is required to have a FAFT works schedule approved annually and submitted by 31 May.

Further FAFT Amendments – Tabled for BFMC to consider:

1. NPWS Proposal – Works: Kunderang – Raspberry Fire Trail Upgrade
 - a. Raspberry Road which branches off Kempsey road is a Strategic Fire Trail and is listed in the top 7 priorities for mitigations works in this year's mitigation strategies. It traverses NPWS, State Forest and private land thru Kunderang. A section of the road is Armidale Regional Council. All three agencies need to co-ordinate works for road surface and Veg control. ARC could look at this while equipment are working on Kempsey road. NPWS and State Forest have offered to do the veg control in AERC area while they are doing their lands if ARC could just attend to road surface and associated drainage.
2. Private request – Reddie Water Hole
3. Lower Creek

Seasonal Outlook

- Very wet season with 112 incident calls; a normal year usually entails around 300-310 incidents.

General Business

- Lower Creek – Concerns regarding telecommunications and regrowth from 19/20 Fire Season
- Regrowth of Wattle – possibly provide education around the native ecology
- Request and need raised to undertake HRs on TSR's
- Meeting dates: 9 August 2022 commencing 1000 hours and 11 October 2022 commencing 1000 hours
- Bushfire Danger Period in the New England area commences 1 August each year.

NSW Farmers

- Enquired about UHF in Fire Trucks – given that a majority of farmers only have UHF and are often the people fighting the fires on their own properties. Rob advised RFS units all have UHF radios.
- GRN radios – NPWS – only a small subset have them – relying on the current radios – and a number of RFS radios.

- After 19/20 fires, some landowners have sprayed their fence lines to keep on top of the regrowth. Concerns have been raised that the firebreaks put in during the 19/20 fire season need to be maintained – some sections that were previously burnt will soon be overgrown again.
- Renewable energy – windfarms – are supportive of their operations noting the following:
 - Wind turbine location may affect flight path of aerial firefighting, however the wind turbines provide better access for vehicle firefighting access and the advantages far outweigh the negatives.

NPWS

- Requested that people come to NPWS with their requests for assistance regarding maintenance works required on boundary fence lines.
- In relation to the 6.0m boundary exclusion, a response was received and there is no change to this requirement.

RFS - Property identification signs

- In relation to recent requests from a number of RFS members to promote property identification signs available from Armidale Regional Council and Walcha, it was requested this be raised for other agencies to promote also. It was noted that this program is not available within the Uralla LGA at this stage. Link included for reference <https://www.armidaleregional.nsw.gov.au/living-here/your-property/property-address-signs/property-address-signs>.
- A brief discussion occurred, noting some of the background to the roll out of this initiative, possibly something for Councils to look at getting funding via resilience grants. All agreed that they are beneficial to all Agencies in locating properties via property name and address.