



## ORDINARY MEETING OF COUNCIL

Held on

Wednesday, 27 November 2024  
4:00 PM

at

Armidale Council Chambers

**PRESENT:** Councillor Sam Coupland, Councillor Kay Endres, Councillor Paul Gaddes, Councillor Eli Imad, Councillor Susan McMichael, Councillor Todd Redwood, Councillor Dorothy Robinson, Councillor Rob Taber and Councillor Bradley Widders.

**IN ATTENDANCE:** Mr James Roncon (General Manager), Ms Aimee Hutton (Acting Chief Officer Corporate and Community), Mr Darren Schaefer (Acting Chief Officer Assets and Services), Mr Daniel Boyce (Chief Officer Planning and Activation), Mr Alex Manners (Project Director – Kempsey Rd, via Teams), Ms Ann Newsome (Chief Financial Officer), Mr Steve Williams (Manager Governance) and Ms Melissa Hout (Executive Officer).

MINUTES

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

Name	Item	Nature of Interest	Reason/Intended Action
Clr Widders	10.3	<input type="checkbox"/> Pecuniary <input checked="" type="checkbox"/> Non Pecuniary – Significant Conflict <input type="checkbox"/> Non Pecuniary – Non Significant Conflict	Reason: Councillor is mentioned in Newspaper’s frequently in relation to the topic of the Anaiwan signage.  Intended action: Remain in the Chamber

**5. CONFIRMATION OF MINUTES**

**5.1 Minutes of Previous Meeting held 23 October 2024**

*Ref: AINT/2024/56024 (ARC16/0001-9)*

203/24

**RESOLVED**

That the Minutes of the Ordinary Council meeting held on 23 October 2024 be taken as read and accepted as a true record of the meeting.

**Moved Cr McMichael**

**Seconded Cr Imad**

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

## 6. MAYORAL MINUTE

### 6.1 Mayoral Minute - Amendment to December 2024 Ordinary Council Meeting

Date

*Ref: AINT/2024/56100 (ARC16/0025-7)*

204/24

**RESOLVED**

That the December 2024 Ordinary Council Meeting date be amended from 18 December 2024 to 11 December 2024.

**Moved Cr Coupland**

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

## 7. REPORTS - GENERAL MANAGER'S OFFICE

### 7.1 Ethical Decision Making and Conflicts of Interest *Ref: AINT/2024/56180 (ARC16/0001-9)*

205/24

**RESOLVED**

That Council note the report.

**Moved Cr Redwood**

**Seconded Cr Robinson**

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

### 7.2 Appointment of Councillor representatives to Council Committees and Panels

*Ref: AINT/2024/51184 (ARC16/0001-9)*

206/24

**RESOLVED**

That Council:

- a. formalise the appointment of Councillor representatives to committees/panels as follows:
  - i. Aboriginal Advisory Committee – Cr Widders
  - ii. Access Advisory Committee – Cr Widders
  - iii. Local Bushfire Management Committee – Cr Taber
  - iv. Armidale Regional Sports Council (Advisory) – Cr Endres
  - v. Local Area Traffic Committee – Cr McMichael
  - vi. NSW Public Library Association Zone – Cr McMichael
  - vii. Project Zero30 – Cr Redwood
- b. And that as other opportunities or invitations to committees present, the Mayor determine representation and report back to Council at the next available opportunity.

**Moved Cr Widders**

**Seconded Cr McMichael**

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

### 7.3 Reintroduction of "Community Plan - Key Pillar Working Groups"

*Ref: AINT/2024/58759 (ARC16/0001-9)*

207/24

#### RESOLVED

That Council;

- a. Set a date for the first 'Community Plan Roundtable' to establish a direction for the Key Pillar Working Groups that is consistent with the Community Plan. Invitations will be extended to other community groups to join the Roundtable process.
- b. That the 'Community Plan Roundtable' meets quarterly, serving as the reporting line for the Key Pillar Working Groups.
- c. That the General Manager forms the Key Pillar Working Groups as optional for Councillors to lead and participate in.
- d. The Mayor liaises with individual Councillors to determine their interest in KPWG membership, with a report to be presented at the February 2025 Ordinary Meeting of Council.

**Moved Cr Gaddes**

**Seconded Cr Widders**

**DIVISION**      The result being:-

**FOR:**            Crs S Coupland, K Endres, P Gaddes, E Imad, S McMichael, T Redwood, R Taber and B Widders

**AGAINST:**      Cr D Robinson

**The Mayor declared the motion CARRIED.**

### 7.4 Council Actions Report October 2024 - November 2024

*Ref: AINT/2024/56101 (ARC16/0001-9)*

208/24

#### RESOLVED

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

**Moved Cr Redwood**

**Seconded Cr Gaddes**

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

## 8. REPORTS - FINANCE

### 8.1 Cash and Investment Report 31 October 2024 *Ref: AINT/2024/57040 (ARC17/1711)*

209/24

#### RESOLVED

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

Moved Cr Robinson

Seconded Cr McMichael

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

### 8.2 Presentation of Audited Financial Statements and Audit Reports Year Ended 30 June 2024 *Ref: AINT/2024/58063 (ARC16/0001-9)*

210/24

#### RESOLVED

That Council note the report on the presentation of the audited Annual Financial Statements for the year ended 30 June 2024.

Moved Cr Robinson

Seconded Cr Redwood

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

## 9. REPORTS - PLANNING AND ACTIVATION

### 9.1 Insurance payable under Lease to Armidale Livestock Selling Agents Pty Limited *Ref: AINT/2024/57492 (ARC23/6054)*

211/24

#### DEFERRED

That Council defer the motion to a future date.

Moved Cr Gaddes

Seconded Cr Robinson

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

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## 10. REPORTS - CORPORATE AND COMMUNITY

### 10.1 Code of Conduct Complaint Statistics

*Ref: AINT/2024/55726 (ARC24/8009)*

212/24

#### RESOLVED

That Council:

- a. Receive and note the annual Code of Conduct Statistics for reporting period 1 September 2023 – 31 August 2024.
- b. Submit the endorsed data to the Office of Local Government via the Office of Local Government online council portal before 31 December 2024.

**Moved Cr Robinson**

**Seconded Cr Imad**

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

### 10.2 Annual Report 2023/2024 and State of the Region Report 2022-2024

*Ref: AINT/2024/57517 (ARC24/8009)*

213/24

#### RESOLVED

That Council endorse the Armidale Regional Council Annual Report 2023/2024 with the appended Armidale Regional Council State of the Region Report 2022-2024.

**Moved Cr Gaddes**

**Seconded Cr Redwood**

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



**10.3 Civic and Ceremonial Functions and Representation Policy - For Adoption (Post Public Exhibition)**

*Ref: AINT/2024/58506 (ARC24/9257)*

214/24

**RESOLVED**

That Council:

- a. Note the 24 submissions received during the public consultation period, in relation to the draft Civic and Ceremonial Functions and Representation Policy.
- b. Adopt the final Civic and Ceremonial Functions and Representation Policy which excludes the changes proposed in the draft policy, as attached to this report.
- c. As per the 2023 motion that Council commence the erection of signs acknowledging Armidale as the ancestral home of the Anaiwan people, starting with a request for designs with a 40 day Expression of Interest, from the Community
- d. Endorse community consultation across the local government area in relation to the acknowledgement of Aboriginal people and how ancestral lands should be recognised.

**Moved Cr Widders**

**Seconded Cr McMichael**

**DIVISION** The result being:-

**FOR:** Crs S Coupland, K Endres, P Gaddes, S McMichael, T Redwood, R Taber and B Widders

**AGAINST:** Crs E Imad and D Robinson

**The Mayor declared the motion CARRIED.**

**11. REPORTS - ASSETS AND SERVICES**

**11.1 Kempsey to Armidale Road Restoration Project (K2A) - Status Report for October 2024 Period**

*Ref: AINT/2024/56962 (ARC16/0001-9)*

215/24

**RESOLVED**

That Council note the information contained in this report regarding the Kempsey – Armidale Road Restoration Project.

**Moved Cr Gaddes**

**Seconded Cr Redwood**

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

### 11.2 Tender - Bridge Maintenance Works

Ref: AINT/2024/56985 (ARC24/6659)

216/24

#### RESOLVED

That Council:

- a) Endorse the award of RFT A2024/12 Bridge Maintenance Works, to the following panel of suppliers:

- Professional Bridge Services Pty Ltd
- Evolution Civil Maintenance Pty Ltd
- Technical Access Pty Ltd
- Bridge Check Australia Pty Ltd

for the period until 1 October 2027, with the option of a further 2 years and within approved bridge maintenance budgets and a total contract value of \$2.4M.

- b) Delegate authority to the General Manager to:

- sign all relevant documents on Council's behalf for the adoption of the tenders
- authorise multiple orders to the limit of available funding in accordance with the timeframe of this arrangement.
- extend the period of the contract for 2 years (24) months subject to satisfactory performance

Moved Cr Redwood

Seconded Cr McMichael

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

### 11.3 Installation of Ultrasonic Digital Water Meters

Ref: AINT/2024/57883 (ARC23/6299)

217/24

#### RESOLVED

That Council

- Endorse Option 2 – Full rollout of Ultrasonic Digital Water Metering Devices as a single project to convert the whole network in a 12-month period spread over two financial years (2024-25 and 2025-2026).
- Approve the release of \$2,200,000 (excluding GST) from the Water Reserve in the 2024/25 financial year.
- Endorses the Procurement Strategy in regard to Telstra and its strategic water partner Taggle Systems Pty Ltd be endorsed under Section 55 (3)(i) of the *Local Government Act 1993* (the Act) (that) an exception to the Act as endorsed for this contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers a satisfactory result would not be achieved by inviting tenderers.
- Delegate authority to the General Manager to approve expenditure for the project up to the upper limit of \$4,500,000 (excluding GST).

Moved Cr Robinson

Seconded Cr Imad

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

## 12. NOTICES OF MOTION

### 12.1 Improved Community Consultation

*Ref: AINT/2024/58598 (ARC16/0025-7)*

218/24

#### RESOLVED

Noting the GM's comment that Council is moving to online submissions through the Engagement HQ platform in the first quarter of 2025, improving the accessibility of public submissions is considered as part this initiative.

**Moved Cr Robinson**

**Seconded Cr Redwood**

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

### 12.2 Water Investigation

*Ref: AINT/2024/58611 (ARC16/0025-7)*

219/24

**The Motion lapsed for want of a mover.**

## 13. COMMITTEE REPORTS

### 13.1 Traffic Advisory Committee - Minutes of the meeting held 12 November 2024

*Ref: AINT/2024/58255 (ARC16/0168-9)*

220/24

#### RESOLVED

That in relation to the Traffic Advisory Committee Meeting held 12 November 2024, that Council:

- a) Note the Minutes of the Traffic Advisory Committee meeting held on 12 November 2024
- b) Note that the New England Antique Machinery Club – Rally Advertising Run was held from 9.30am until 12.30pm Friday 8 November 2024.
- c) Note that the Black Gully Festival was held at the Black Gully Reserve 9 November 2024.
- d) Endorse the Notice of intention to hold a Public Assembly for the Ulysses Annual Toy Run 14 December 2024 .
- e) Endorse the Special Event Transport Management Plan for the temporary road closure of Prisk Street between Manse Street and Ollera Street, Guyra for the 22, 23, and 24 November 2024, for the Annual Guyra Campdraft.
- f) That Council seek funding for the relocation of the Children’s Crossing to Northern side of Jewell Avenue and associated required changes to the parking arrangements in Chapel Street, Armidale.
- g) That Council note: TfNSW have requested that Council conduct traffic counts for the consideration of a pedestrian crossing on Barney at the Faulkner Intersection, with further discussions to take place at the next meeting.

**Moved Cr McMichael**

**Seconded Cr Taber**

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

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

##### 14.1 Malpas Dam

Ref: AINT/2024/57878 (ARC16/0001-9)

221/24

##### RESOLVED

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

Moved Cr Robinson

Seconded Cr Widders

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

##### 14.2 Council Owned Property Guyra

Ref: AINT/2024/58621 (ARC16/0025-7)

222/24

##### RESOLVED

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

Moved Cr Imad

Seconded Cr McMichael

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

#### PROCEDURAL MOTION

223/24

##### RESOLVED

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

15.1 EOI and RFT Process and Recommendation: ARC Retail Energy Supplier and Renewables Transition Partner. (AINT/2024/52616) - (**General Manager's Note:** *The report considers and is deemed confidential under Section 10A(2)(d) of the Local Government Act 1993, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret*).

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

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

Moved Cr Robinson

Seconded Cr Imad

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

Council entered Closed Session at 5:11pm.

Council returned to Open Session at 5:39pm.

### **RESUMPTION OF MEETING**

224/24 **RESOLVED**

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

**Moved Cr Imad**

**Seconded Cr Gaddes**

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

### **15. CLOSED SESSION**

#### **15.1 EOI and RFT Process and Recommendation: ARC Retail Energy Supplier and Renewables Transition Partner**

*Ref: AINT/2024/52616 (ARC24/7359)*

225/24 **RESOLVED**

That Council;

- a. Note the Contents of this Report
- b. Note the current and future actions to implement Renewable Energy retail supply to the whole of Council for implementation commencing 1 January 2025

**Moved Cr Robinson**

**Seconded Cr Redwood**

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

**15.2 Mayoral Minute: Endorsement of Expression of Interest for the Recruitment of a General Manager (Cr Sam Coupland)**

*Ref: ARC16/0001-9*

226/24

**RESOLVED**

That Council endorse;

1. The selection of Capstone as the qualified recruitment agency to manage the recruitment, selection and appointment of a new General Manager.
2. That the General Manager's Performance Review Committee work with the successful recruitment agency to commence and establish the process to be undertaken for the recruitment of a new General Manager and for the purposes of this recruitment, the General Manager's Performance Review Committee comprise:
  - a. Cr Coupland
  - b. Cr Redwood
  - c. Cr McMichael
  - d. Cr Imad
  - e. Cr Gaddes
3. That Council endorse the preferred candidate for approval prior to the appointment of the General Manager.
4. That the Mayor be delegated the role of negotiating with the preferred candidate to make an offer of appointment once approval to make an offer has been resolved by Council.
5. An extension of James Roncon's term as General Manager whilst the recruitment process is finalised. This term will be four months then monthly after that as required and agreed with the Mayor.

**Moved Cr Coupland**

**Seconder Cr Redwood**

**DIVISION**      The result being:-

**FOR:**            Crs S Coupland, K Endres, P Gaddes, E Imad, S McMichael, T Redwood, R Taber and B Widders

**AGAINST:**      Cr D Robinson

**The Mayor declared the motion CARRIED.**

There being no further business the Mayor declared the meeting closed at 5:42pm.