

Engineering & Works Committee AGENDA



Members Crs R Jackson (Chairperson), D Betteridge, G Docksey, A Glachan, P Gould,
K Mack (Ex Officio), D Thurley and H van de Ven.

Staff General Manager.

Guest

Members are advised that the next **Engineering & Works Committee Meeting** will be held in the **Council Chambers**, AlburyCity Administration Building, 553 Kiewa Street, Albury on **Monday 14 October 2013**, immediately following the Planning & Development Committee Meeting.

EWC 1 – CONFLICT OF INTEREST DECLARATIONS RECEIVED BY THE CHAIR

- 1A Conflict of Interest Declarations
- 1B Chairperson to advise that the meeting is being recorded

EWC 2 – APOLOGIES

- 2A Apologies of Committee Members

EWC 3 – CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING2

- 3A Engineering & Works Committee Meeting held on Monday 9 September
2013 at 6:06pm2

EWC 4 – MATTERS ARISING FROM THE MINUTES.....5

EWC 5 – MINUTES OF ADVISORY COMMITTEES & WORKING PARTIES.....6

- 5A Minutes of the Floodplain Risk Management Committee held on Thursday
29 August 2013.....7
- 5B Minutes of the Albury Airport Users Advisory Committee Meeting held on
Wednesday 25 September 201314

EWC 6 – REPORTS FOR DISCUSSION20

- 6A Election of Deputy Chairperson 2013-2014 (DOC13/91055)20

EWC 7 – GENERAL BUSINESS23

Note A light meal will be served at 5.15pm, at 'Charlies on Kiewa', for Councillors and staff required to attend the meeting.

Frank Zaknich
General Manager

10 October 2013

AlburyCity – Engineering & Works Committee

AGENDA

EWC 3 – CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

3A Engineering & Works Committee Meeting held on Monday 9 September 2013 at 6:06pm

Present Crs H van de Ven (Chairperson), D Betteridge, G Docksey, A Glachan (Ex Officio), P Gould, R Jackson, K Mack and D Thurley.

Apologies Nil.

In Attendance General Manager, Director Corporate Services, Director Community & Recreation, Director Economic Development & Tourism, Director Planning & Environment, Director Engineering, Team Leader Governance, IT Officer and Governance Officer.

EWC 1 CONFLICT OF INTEREST DECLARATIONS RECEIVED BY THE CHAIR

1A Conflict of Interest Declarations

General Manager, Frank Zaknich declared a Pecuniary Interest in relation to Item 6B Expressions of Interest – Commercial Builders for Albury Regional Art Gallery Redevelopment. The General Manager will leave the Chambers and not participate in any discussion or voting.

1B Recording of Meeting

The Chairperson advised those present that the meeting is being recorded.

EWC 2 APOLOGIES

2A Apologies of Committee Members

There were no Apologies of Committee Members.

EWC 3 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

3A Minutes of the Engineering & Works Committee Meeting held on Monday 12 August 2013 at 6:34pm.

Cr Jackson Moved, Cr Mack Seconded

That the Committee recommends to Council that the Minutes of the Engineering & Works Committee Meeting held on Monday 12 August 2013, at 6:34pm, be adopted.

CARRIED

AlburyCity – Engineering & Works Committee

AGENDA

EWC 4 MATTERS ARISING FROM PREVIOUS MINUTES

There were no Matters Arising from Previous Minutes.

EWC 5 MINUTES OF ADVISORY COMMITTEES AND WORKING PARTIES

5A Minutes of Local Traffic Committee, held on Thursday 22 August 2013 at 10:00am (DOC13/81349).

Cr Docksey Moved, Cr Betteridge Seconded

That the Committee recommends to Council that the Minutes of the following Advisory Committees and Working Parties be received, noted and accepted:

- A. Minutes of Local Traffic Committee, held on Thursday 22 August 2013 at 10am.

CARRIED

EWC 6 REPORTS FOR DISCUSSION

6A Review of Priorities Lavington CBD Master Plan (DOC13/69505)

Cr Mack Moved, Cr Docksey Seconded

That the Committee recommends to Council that Council:

- a. reallocate the \$600,000 funding for Griffith Road in 2013-2014 to Wagga Road;
- b. undertake detailed designs and cost estimates for Wagga Road to determine an appropriate staging and implementation program; and
- c. complete designs and cost estimates for Griffith Road and other identified works for inclusion in future delivery programs.

CARRIED

General Manager, Frank Zaknich left the Chambers at 6.15pm and did not participate in the discussion or voting in relation to Item 6B.

AlburyCity – Engineering & Works Committee

AGENDA

6B Expressions of Interest – Commercial Builders for Albury Regional Art Gallery Redevelopment (DOC13/78763)

Cr Betteridge Moved, Cr Mack Seconded

That the Committee recommends to Council that, Council accept the following five companies to be shortlisted to tender for the Albury Regional Art Gallery redevelopment:

- Zauner Construction;
- Joss Construction;
- Hansen Yuncken;
- Contract Control; and
- Manteena.

CARRIED

EWC 7 GENERAL BUSINESS

There was no General Business.

General Manager, Frank Zaknich returned to the Chamber at 6:20pm

Meeting closed at 6:20pm.

EWC 4 – MATTERS ARISING FROM THE MINUTES

EWC 5 – MINUTES OF ADVISORY COMMITTEES & WORKING PARTIES

Recommendation

That the Committee recommends to Council that the Minutes/Recommendations of the following Committees be **received, noted and accepted**:

- A. Floodplain Risk Management Committee Meeting held on Thursday 29 August 2013.
- B. Albury Airport Users Advisory Committee Meeting held on Wednesday 25 September 2013.

Note The Minutes of Advisory Committees and Working Parties may come to Council for noting prior to the adoption of the Minutes by the relevant Committee or Working Party. This is to ensure timely information to the Council. Should an Advisory Committee or Working Party subsequently agree that the Minutes should be changed, this will be noted in the next set of Minutes.

14 October 2013

AlburyCity – Engineering & Works Committee

AGENDA

5A Minutes of the Floodplain Risk Management Committee held on Thursday 29 August 2013.

Present Cr Henk van de Ven, Mr Steve Manwaring (Office of Environment & Heritage), Mr Robert Ward, Mr Arthur Latta (community representatives), Mr Brad Ferris, Mr Andrew Lawson, Mr Jeff Baldock, Mr Steven Millett, Mr Ben van Kesteren and Ms Maree O'Connell (Council).

Guest Mr Frank Zaknich, General Manager, AlburyCity
Mrs Judy Charlton, Director Corporate Services, AlburyCity

Cr van de Ven opened the meeting and advised that he had been requested to chair the meeting as Cr Mack had employment commitments in Wangaratta.

FRMC 1 08/2013 CONFLICT OF INTEREST DECLARATIONS RECEIVED BY THE CHAIR

There were no conflict of interest declarations.

FRMC 2 08/2013 APOLOGIES

Cr Kevin Mack, Mr Gordon McKay (Bureau of Meteorology) and Mr Michael Keys (Council).

Mr Craig McIntyre (State Emergency Service) had advised he would be late to the meeting.

OEH Moved, Mr Ward Seconded

That the apologies of Cr Mack, Mr McKay and Mr Keys be received and noted.

CARRIED

FRMC 3 08/2013 MINUTES OF THE FLOODPLAIN RISK MANAGEMENT COMMITTEE MEETING HELD ON 13 DECEMBER 2012

OEH Moved, Council Seconded

That the Minutes of the Floodplain Risk Management Committee Meeting held on 13 December 2012 at 10.40 am be adopted.

CARRIED

FRMC 4 08/2013 MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no matters arising.

AlburyCity – Engineering & Works Committee

AGENDA

FRMC 5
05/2013

ACTION ITEMS FROM PREVIOUS FLOODPLAIN RISK MANAGEMENT COMMITTEE MEETINGS

Item No.	Item	Responsible Officer	Update Provided at the Meeting
FRMC 9 GB 1 03/2012 & FRMC 4 05/2012	Bungambrawatha Creek erosion - Heathwood Park.	Jeff Baldock	<i>Works complete.</i>
FRMC 6 08/2012	Floodplain Risk Management Study and Draft Plan.	Jeff Baldock	<i>Consultants appointed.</i> <i>Status report contained within this agenda, Item FRMC 7.</i>
FRMC 8 08/2012	National Flood Information Database Request.	Jeff Baldock	<i>Information being compiled for transfer to National Flood Information Database.</i> <i>AlburyCity staff are continuing to work with the consultants to ensure data is provided in the correct format.</i>
FRMC 8 12/2012 GB 1	Committee Membership	Brad Ferris	<i>Matter complete.</i> <i>Thurgoona Progress Association has filled the community representative vacancy.</i>

Council Moved, OEH Seconded

That the action items from previous Floodplain Risk Management Committee meetings be received and noted.

CARRIED

AlburyCity – Engineering & Works Committee

AGENDA

FRMC6
08/2013

ALBURYCITY CODE OF CONDUCT

- AlburyCity Director of Corporate Services, Mrs Judy Charlton was in attendance to present this item.
- As delegates of an AlburyCity Committee, delegates are bound by the AlburyCity Code of Conduct when carrying out their committee functions. The Code of Conduct also applies to Councillors and Staff.
- A new Code has recently been adopted by AlburyCity and is being presented to all Council Committees.
- The reason Councils have a Code of Conduct is to ensure community confidence in Local Government and its delegates when undertaking tasks on behalf of the community. Council committees must act in an ethical and transparent way, with activities and decisions able to stand up to public scrutiny.
- Key points to be noted by the Committee include:
 - Behaviour - delegates are expected to behave in a respectful manner at all times, to their colleagues and when representing the Committee/Council with other agencies;
 - Use of Information – Committee delegates may be in a privileged position, having access to confidential information before it becomes known to the general public. Delegates have a responsibility to treat any such information with care and not discuss it with other members of the public;
 - Private Benefits – delegates must ensure that, through their involvement in the Committee they don't access private benefits that other members of the public don't have access to. This point can often be the subject of public complaints; and
 - All complaints under the Code of Conduct regarding Council delegates are forwarded to Council's General Manager and investigated in accordance with the Code's procedures.
- If Committee members require any further guidance or think they may have a possible conflict of interest they should liaise with the Committee Chair or Mr Ferris who will be able to provide advice.

Mr Latta Moved, OEH Seconded

That Committee members note they have a responsibility to carry out their duties in accordance with the AlburyCity Code of Conduct.

CARRIED

AlburyCity – Engineering & Works Committee

AGENDA

FRMC7
05/2013

FLOODPLAIN RISK MANAGEMENT STUDY AND DRAFT PLAN

- The Floodplain Risk Management Study and Draft Plan is continuing to progress, with the next stage to be the community consultation.
- Council is currently working with the consultants to finalise a community engagement plan which will then be approved by Council's Management Team before consultation commences.
- A specialist consultant with experience in public consultation relating to floodplain management will undertake the consultation.
- Mr Latta had questions relating to the way the Floodplain Risk Management Study and Draft Plan relates to the recent flood studies. Mr Baldock provided the following information:
 - Flood studies identify flood behaviours under current conditions;
 - To prepare the Floodplain Risk Management Study and Draft Plan the consultants review the results of the flood studies and, via modelling, identify how future development in the catchment, as per the AlburyCity Local Environment Plan (LEP), will impact on the flood study area;
 - Flood mitigation measures are then developed to return flooding behaviour back to the conditions indicated in the original flood studies;
 - Flood mitigation measures may include planning/development controls and/or structural options such as retarding basins. Mitigation measures should be environmentally friendly and socially acceptable.
 - Once Council accepts the Floodplain Risk Management Study and Draft Plan it becomes the Final Plan with a program, including design and budget considerations, prepared for implementing the mitigation measures.
- Discussion took place with regard to flooding of the Riverina Highway, with Council Officers confirming that the Riverina Highway was built as a causeway, with the land south of the Riverina Highway being floodplain.
- Mr Latta had questions relating to the accuracy of the data obtained for the Eight Mile Creek Flood Study, there were no gauges referred to in the report, nor was it compared to other catchments.
- Mr Baldock confirmed that there was at one time a gauging station in the area provided by the Albury Wodonga [Development] Corporation but he had not had any luck locating it. When the original flood study was prepared in the early 1980's the consultants considered Middle Creek on the Victorian side of the Murray River to be similar to the Woolshed/Eight Mile Creek System – the consultants who undertook the recent Eight Mile Creek Flood Study were provided access to that report. Anecdotal evidence was also utilised in preparation of the flood study.
- It was acknowledged that a gauging station is required in the area; currently AlburyCity relies on best practice criteria to manage the system.

AlburyCity – Engineering & Works Committee

AGENDA

Council Moved, OEH Seconded

That the Floodplain Risk Management Committee recommends to Council that the status report on the AlburyCity Floodplain Management Study and Draft Plan be received and noted.

CARRIED

**FRMC8
08/2013**

FLOODPLAIN MANAGEMENT ASSOCIATION NATIONAL CONFERENCE

- Mr Baldock and Mr Lawson attended both the conference and the pre-conference workshop at the end of May 2013.
- This was the first National Conference as previous conferences have been run as State conferences only.
- The Floodplain Management Association will continue to work towards the establishment of a National body, thus providing better access to Federal Government politicians and funding avenues.
- Cr van de Ven queried the theme of the pre conference workshop - Mr Lawson advised that it involved key stakeholders providing details of the issues each stakeholder has with flooding; for example, Emergency Services personnel have different issues to Engineers or Planning officers. It is anticipated that these issues will form the basis for future conference programs.
- Cr van de Ven also queried why one of the issues identified at the pre conference workshop was more engagement with the insurance industry? Mr Baldock advised that because of the increase in insurance premiums following recent major flood events it is advantageous to work more closely with the insurance industry to ensure that they interpret flooding and floodplain information correctly when determining a property's flood risk.
- Mr Manwaring advised that the 2014 NSW Floodplain Management Association Conference will be held in Deniliquin which would provide a good opportunity for committee members to attend. It is often projects within the surrounding areas that are included as part of the conference program.

Council Moved, OEH Seconded

That the Floodplain Risk Management Committee recommends to Council that the report on the Floodplain Management Association National Conference be received and noted.

CARRIED

AlburyCity – Engineering & Works Committee

AGENDA

FRMC 9
05/2013

GENERAL BUSINESS

GB 1 Woolshed Creek/Eight Mile Creek System

- Mr Latta represents the Thurgoona Progress Association which represents the interests of residents in the Thurgoona area and has a good working relationship with Council.
- There has been communication in the past between the Thurgoona Progress Association and Council regarding flooding and the run off along the creek system in Thurgoona.
- Historically a number of creeks in Albury have ended up as concrete drains, the Eight Mile Creek System is an important part of living in Thurgoona and residents would like to try and retain the creek system as it is despite the increased run off and peak discharge.
- The Thurgoona Progress Association understands that conditions on development in Thurgoona include that there should be no increases in run off or peak discharge caused by the development, Council officers confirmed this is correct.
- Mr Ferris advised that Council recognises Thurgoona as its future growth area, and is working towards developing a catchment strategy for stormwater management rather than have developers implementing stormwater management measures ad hoc.
- Council's objective is to try to maintain the Eight Mile Creek System in its current form.
- Mr Lawson confirmed that over the years there has been a shift in thinking away from concrete drains as a flood mitigation measure, with larger retarding basins being designed as an environmental feature.
- Cr van de Ven queried if the use of rainwater tanks as part of housing estates had impacted on flows to the relevant creek systems. Council officers confirmed that rainwater tanks are only accepted if they are designed as a retarding system.
- Mr Lawson advised that Council is currently reviewing its developer contributions to ensure a holistic approach including development conditions and contributions is taken into consideration.
- AlburyCity's Director Planning and Environment, Mr Michael Keys, is to attend a future meeting of the Thurgoona Progress Association to provide further information relating to development within the Thurgoona area.

AlburyCity – Engineering & Works Committee

AGENDA

GB 2 Floodplain Risk Management Study and Draft Plan

- Mr Latta sought clarification on when the Floodplain Risk Management Study and Draft Plan was scheduled to be completed.
- Mr Baldock confirmed the Draft Plan was to be completed prior to June 2015. The Eight Mile Creek, Murray River, and Bungambrawatha Creek, Lavington Creek and Mudge Canal catchments are all being considered as part of the one process.
- The Thurgoona Progress Association will be invited to participate as part of the community consultation process.

Cr van de Ven thanked members for their attendance and welcomed Mr Latta to the Committee.

The meeting closed at 10.53 am.

The next meeting will be held on Thursday, 5 December 2013.

AlburyCity – Engineering & Works Committee

AGENDA

5B Minutes of the Albury Airport Users Advisory Committee Meeting held on Wednesday 25 September 2013

Present Cr Daryl Betteridge, Mr Warrick Lodge, Mr Ian Greenwood, Mr Roger Valkenburg, Mr Stirling Preston, Mr Martin Daniell, Mr Brad Ferris, Ms Tracey Squire, Mr David Costello, Ms Maree O'Connell and Ms Jaclyn McLees.

AAUAC 1 09/2013 CONFLICT OF INTEREST DECLARATIONS RECEIVED BY THE CHAIR

There were no Conflict of Interest Declarations.

AAUAC 2 09/2013 APOLOGIES

Mr Matt Sears (Matcar Pty Ltd), Mr Garry Zauner (Zauner Group), Mr Stephen Death (Hazair), Ms Lisa Ross, (Virgin Australia) Cr Ross Jackson, Mr Michael Keys, Mr Mark Munday (AlburyCity).

Regional Express Moved, Mr Valkenburg Seconded

That the apologies of Mr Sears, Mr Zauner, Mr Death, Ms Ross, Cr Jackson, Mr Keys and Mr Munday be received and noted.

CARRIED

AAUAC 3 09/2013 MINUTES OF THE ALBURY AIRPORT USERS ADVISORY COMMITTEE MEETING HELD ON 5 JUNE 2013

Mr Preston Moved, Mr Daniell Seconded

That the Minutes of the Albury Airport Users Advisory Committee Meeting held on Wednesday 5 June 2013, at 10 am be received and noted.

CARRIED

Cr Betteridge sought an update on the following items:

Item GB 1 – Security Contractors

Mr Costello advised that he had held discussions with the security contractors, and a new process has been initiated during periods of significant delays whereby passengers will be invited to leave the sterile area if they wish to make themselves more comfortable in the café or in other areas of the terminal or they can choose to remain in the sterile area. There is a reluctance from all parties to close the sterile area.

AlburyCity – Engineering & Works Committee

AGENDA

Item GB6 – Car Parking Operations

Mr Costello advised that airport staff continue to keep a log of events. Some minor adjustments to the bar code printers have alleviated some of the problems. Staff are currently seeking quotations for covers for the shelters so that they do not overheat as that seems to be a contributing factor to some of the problems experienced in the warmer months.

Mr Greenwood queried the receipting process and if it had been improved – Mr Costello advised that this should be improved following a scheduled software upgrade.

AAUAC 4 PROGRESS REPORT FROM PREVIOUS ALBURY AIRPORT USERS 09/2013 ADVISORY COMMITTEE MEETINGS

ITEM	SUBJECT	UPDATE PROVIDED AT THE MEETING
AAUAC 7 3/2010 GB 6	Weather Service.	Included as Item AAUAC 6 within this agenda.
AAUAC 8 06/2012 GB 12	DC-2 Uiver Replica Expressions of Interest.	Actions are progressing well with regard to the Uiver Memorial Museum Group and the future of the DC-2 Uiver Memorial Aircraft. This includes formalising the Heads of Agreement documentation and site consideration and layout.
AAUAC 6 09/2012	Albury Airport RPT Apron and Taxiway Upgrade	Project complete – working through some minor defect rectification works with the contractors.
AAUAC 10 04/2013 GB 1	Status of Navaho Aircraft	<p>AlburyCity staff have tracked down and confirmed the owner of the aircraft. The owner's intention is to take the aircraft back to The Netherlands, either by preparing it and flying it, or dismantling and putting it in a shipping container and shipping it by sea.</p> <p>The owner is planning to come to Albury in the near future to inspect the aircraft and estimate the costs involved, with a timeframe for removal within the next 12 months.</p>
AAUAC 11 05/2013 GB 4	New Technology	Updated airport technology to be considered as part of the revised Airport Development Strategy.

AlburyCity – Engineering & Works Committee

AGENDA

Regional Express Moved, Qantaslink Seconded

That the progress report from previous Albury Airport Users Advisory Committee meetings be received and noted.

CARRIED

**AAUAC 5
09/2013**

QUARTERLY OPERATIONAL REPORT (JUNE – AUG 2013)

- The Albury Airport Emergency Exercise was conducted on 27 June 2013 with good stakeholder participation. As a result of the exercise some minor amendments have been made to the Airport Emergency Plan.
- Passenger numbers were down slightly on the previous financial year, due in part to the withdrawal of Brindabella Airlines from the Albury-Canberra route and a general downturn in regional passenger numbers.
- A summary of the Office of Transport & Security Audits in May and August was provided.
- Tie down parking on the GA apron will be reinstated shortly.
- Council staff have been in discussions with Air Services Australia representatives with a view to developing a Local Runway Safety Team.
- A new Trainee Airport Officer, Damian Primerano commenced in August. The Airport Compliance Officer position will be readvertised shortly.

Mr Preston Moved, Mr Valkenburg Seconded

That the quarterly operational report (June-Aug 2013) be received and noted.

CARRIED

**AAUAC 6
09/2013**

AUTOMATIC WEATHER INFORMATION SERVICE

- This item was deferred at the June meeting of the Committee to enable airport users to seek feedback from their operational staff. Feedback indicated a strong desire to proceed with the installation of a Weather Broadcast Unit.
- Airport staff have looked further into the possible installation, including discussions with relevant stakeholders to ascertain their approval requirements.
- The anticipated cost of approximately \$10,500 has not been included in Council's budget estimates; however Mr Ferris confirmed that should the committee recommend to Council that the installation occur he will, in conjunction with Mr Costello and Mr Munday, review future airport funding allocations with a view to having the weather broadcast unit installed as soon as possible.
- Mr Lodge commented that from an airport perspective if the system resulted in an avoidance of one or two diversions it would be financially beneficial.
- Mr Preston advised that the system would also assist emergency services aircraft, ie Royal Flying Doctor or Air Ambulance aircraft.

AlburyCity – Engineering & Works Committee

AGENDA

Mr Valkenburg Moved, Regional Express Seconded

That the Albury Airport Users Advisory Committee recommends to Council that Council consider funding the installation of a Weather Broadcast Unit at the Albury Airport to enable radio broadcasting of weather data.

CARRIED

**AAUAC 7
09/2013**

ALBURY AIRPORT FINANCIAL POSITION

- A report outlining the Albury Airport financial position was presented to the Committee following the presentation of reports detailing the 4 Year Delivery Program and Fees and Charges to the Committee meeting in June.
- The operating position for 2012-2013 was influenced by the following factors:
 - cessation of the Albury-Canberra route;
 - passenger screening legislative changes affecting the daily screening periods; and
 - alterations to aircraft size which impacted on the number of available departing seats.
- Highlights included increased car parking income and café sales.
- Council has budgeted the 2013-2014 period and it is hoped that the forecast can be improved upon. Council officer's review the budget on a monthly basis and will continue to keep the committee informed.
- Mr Lodge commented that a 70% load factor is considered good in a regional airport environment, a variation of one or two percent can mean an increase in passenger numbers and income.
- Mr Preston queried the possibility of extending the life of the runway overlay – Mr Ferris confirmed that it is at the end of its lifecycle, Council has postponed it as long as possible.

Mr Preston Moved, Regional Express Seconded

That the report outlining the Albury Airport business financial details for 2012-2013 be received and noted.

CARRIED

AlburyCity – Engineering & Works Committee

AGENDA

AAUAC 8
09/2013

ALBURY AIRPORT DEVELOPMENT STRATEGY

- Mr Ferris apologised to the Committee for the recent changes to the scheduled meetings as a result of changed priorities relating to the revision of the Albury Airport Development Strategy.
- One of the prime functions of the Committee is to review the Albury Airport Development Strategy, which was prepared in 2005. The Committee has been progressively reviewing components of the document; however this has been on an ad hoc basis based on business demands.
- It was originally considered that a rewrite of the document should be undertaken via external consultants; however a recent internal desktop review determined that the current strategy, including amendments already initiated and adopted by the Committee is a sound representation of the facility and the operating environment.
- Based on the premise that the current Airport Development Strategy remains relevant it has been deemed more appropriate to review this document in a cohesive manner with a view of achieving a revised development strategy in a consolidated document with committee input and consultant expertise sought only when necessary.
- A report outlining a timetable for key components of the review will be presented to the Committee meeting in December.
- Mr Lodge agreed that this seemed a sensible approach, the current facility sustains three airlines and there is still growth that can occur within the current facilities from an RPT perspective.
- Mr Valkenburg reminded Committee members that any growth is dependent on the capacity of the airport, with only one runway, further improvement of the taxiways needs to be considered.
- Mr Ferris confirmed that with Committee input initiatives can be prioritised and put forward for budget consideration.
- Mr Preston also reminded Committee members that new approach technology should form part of future planning discussions.
- Mr Valkenburg commented that Air Services Australia staff have significant experience in assisting airports with future works planning and staff will be happy to provide any assistance.

Regional Express Moved, Mr Valkenburg Seconded

That the update on the Albury Airport Development Strategy be received and noted.

CARRIED

AlburyCity – Engineering & Works Committee

AGENDA

**AAUAC 9
09/2013**

GENERAL BUSINESS

GB 1 Albury Aero Club Open Day

- Mr Daniell advised that the Albury Aero Club is holding an open day on Saturday, 26 October 2013.
- Ms Squire requested Mr Daniell contact the Visitor Information Centre to ensure the event is advertised on the tourist information web site and 'what's on'.
- Mr Costello congratulated the Aero Club on the full scale diorama of the DC-2 Uiver landing rescue, complete with two lines of historic cars set up like the original landing strip.

GB 2 AlburyCity Councillor Committee Delegates

- Mr Ferris advised that Councillor Committee Delegates for the forthcoming year will be reviewed at the Council Meeting on 28 October 2013.
- Mr Ferris thanked Cr Betteridge and Cr Jackson, in his absence, for their leadership and support to the Committee over the past 12 months.
- Cr Betteridge confirmed he had enjoyed his role on the Albury Airport Users Advisory Committee and thanked Committee members for their contribution to the Committee and for their openness and inclusiveness.

The meeting closed at 10.54 am.

The next meeting will be held on Wednesday 11 December 2013.

AlburyCity – Engineering & Works Committee

AGENDA

EWC 6 – REPORTS FOR DISCUSSION

6A Election of Deputy Chairperson 2013-2014 (DOC13/91055)

DATE 8 October 2013

CONFIDENTIAL

Personnel Matters ☐

YES ☐

Commercial ☐

NO ☒

Legal ☐

If yes please tick one of the following reasons

Security ☐

Personal Hardship ☐

MEETING DATE Monday 14 October 2013

FURTHER ENQUIRIES TO

Kerry May
Corporate Services

PHONE 6023 8151

Background

At the Council Meeting held on Monday 23 September 2013, Council elected Committee Members and a Chairperson to the Engineering & Works Committee, and determined that the election of the Deputy Chairperson would take place at the Engineering & Works Committee Meeting scheduled for Monday 14 October 2013.

Issues

The Regulations

Section 267 of the Local Government (General) Regulation 2005 does not require the Council or a Committee of the Council to elect a Deputy Chairperson.

If the Committee chooses not to elect a Deputy Chairperson, and the Chairperson is not available to preside at a future meeting, the Committee must elect a member of the Committee to be Acting Chairperson of the Committee on the night.

Voting/Election Process

Should nominations be called for Deputy Chairperson of a Committee, and if more than one nomination is received an election is required to determine the membership. The options for voting are below.

Option 1 – Ordinary Ballot

The following procedures apply:

1. The ballot is a secret one.
2. The Returning Officer decides the manner in which votes are to be marked on the ballot papers that is; for preferred candidate.
3. If there are only two candidates, the candidate with the higher number of votes is elected.

AlburyCity – Engineering & Works Committee

AGENDA

4. If there are only two candidates and the votes are tied, the person elected is chosen by lot. In this case the name of the candidate drawn at random by the Returning Officer is declared elected.
5. If there are three or more candidates, the one with the lowest number of votes is excluded. In this regard if two or more candidates are tied for the lowest number, the Returning Officer draws one at random by lot, and that person is deemed to be the excluded candidate.
6. This procedure continues until there are only two candidates remaining, at which time the procedures set out in 3 and 4 above will apply.

Option 2 – Open Voting

The ballot is by show of hands, but the counting process is the same as for an Ordinary Ballot.

Option 3 – Preferential Voting

The following procedures apply:

1. The ballot is a secret one.
2. Ballot papers contain the names of all the candidates.
3. To be a formal vote, Councillors must mark their votes by placing the numbers “1”, “2”, “3”, and so on, so as to indicate the order of their preferences. Councillors must indicate a preference for all of the candidates (i.e. all of the boxes must be numbered).
4. If one candidate has an absolute majority of first preference formal votes, that candidate is elected.
5. If there is no absolute majority, the candidate with the lowest number of first preference votes is excluded. In this regard, if two or more candidates are tied for the lowest number, the Returning Officer draws one at random by lot, and that person is deemed to be the excluded candidate.
6. The votes of the excluded candidate are then transferred to the candidates with second preferences on those ballot papers.
7. A candidate who then has an absolute majority is elected, if no candidate has an absolute majority the process of excluding the lowest candidate continues until one candidate has received an absolute majority of votes, who is then declared elected. In this process, if the remaining two candidates have an equal number of votes, the Returning Officer draws by lot and the candidate whose name is first chosen is taken to be elected.

Conclusion

It would provide more certainty for the Committee if it elects a Deputy Chairperson for 2013-2014.

The Returning Officer will be the Director Corporate Services, with the assistance of the Governance Team Leader.

AlburyCity – Engineering & Works Committee

AGENDA

Recommendation

That the Committee recommends to Council that Council:

- a. let the Committee determine that the method of voting for the election of the Deputy Chairperson of Engineering & Works Committee in the event of a ballot being required, will be by open voting;
- b. invite nominations for the position of Deputy Chairperson for the next twelve months; and
- c. conduct an election for the Deputy Chairperson in the event of a ballot being required.

EWC 7 – GENERAL BUSINESS