

2018

CAMPBELLTOWN CITY COUNCIL

ORDINARY BUSINESS PAPER



13 March

COMMON ABBREVIATIONS

ACF	Animal Care Facility
AEP	Annual Exceedence Probability
AHD	Australian Height Datum
BASIX	Building Sustainability Index Scheme
BC	Building Certificate
BCA	Building Code of Australia
BPB	Buildings Professionals Board
CLEP	Campbelltown Local Environmental Plan
CBD	Central Business District
CPTED	Crime Prevention Through Environmental Design
CSG	Coal Seam Gas
DA	Development Application
DCP	Development Control Plan
DDA	Disability Discrimination Act 1992
DPE	Department of Planning and Environment
EIS	Environmental Impact Statement
EPA Act	<i>Environmental Planning and Assessment Act 1979</i>
EPA	Environmental Protection Authority
EPI	Environmental Planning Instrument
FA	NSW Food Authority
FPL	Flood Planning Level
FFTF	Fit for the Future
FSR	Floor Space Ratio
GRCCC	Georges River Combined Councils Committee
GSC	Greater Sydney Commission
HIS	Heritage Impact Statement
IDO	Interim Development Order
IHAP	Independent Hearing and Assessment Panel
IPR	Integrated Planning and Reporting
JRPP	Joint Regional Planning Panel
KPoM	Koala Plan of Management
LEC	Land and Environment Court
LEC Act	<i>Land and Environment Court Act 1979</i>
LEP	Local Environmental Plan
LEP 2002	Local Environmental Plan 2002
LGA	Local Government Area
LG Act	<i>Local Government Act 1993</i>
LPP	Local Planning Panel
LTFP	Long Term Financial Plan
MACROC	Macarthur Regional Organisation of Councils
MSB	Mine Subsidence Board
NGAA	National Growth Areas Alliance
NOPO	Notice of Proposed Order
NSWH	NSW Housing
OEH	Office of Environment and Heritage
OLG	Office of Local Government, Department of Premier and Cabinet
OSD	On-Site Detention
OWMS	Onsite Wastewater Management System
PCA	Principal Certifying Authority
PoM	Plan of Management
POEO Act	<i>Protection of the Environment Operations Act 1997</i>
PMF	Probable Maximum Flood
PN	Penalty Notice
PP	Planning Proposal
PPR	Planning Proposal Request
REF	Review of Environmental Factors
REP	Regional Environment Plan
RFS	NSW Rural Fire Service
RL	Reduced Levels
RMS	Roads and Maritime Services (incorporating previous Roads and Traffic Authority)
SEE	Statement of Environmental Effects
SEPP	State Environmental Planning Policy
SREP	Sydney Regional Environmental Plan
SSD	State Significant Development
STP	Sewerage Treatment Plant
TCP	Traffic Control Plan
TMP	Traffic Management Plan
TNSW	Transport for NSW
VMP	Vegetation Management Plan
VPA	Voluntary Planning Agreement
SECTION 149 CERTIFICATE - Certificate as to zoning and planning restrictions on properties	
SECTION 603 CERTIFICATE - Certificate as to Rates and Charges outstanding on a property	
SECTION 73 CERTIFICATE - Certificate from Sydney Water regarding Subdivision	



6 March 2018

You are hereby notified that the next Ordinary Council Meeting will be held at the Civic Centre, Campbelltown on Tuesday 13 March 2018 at 6.30pm.

Lindy Deitz
General Manager

Agenda Summary

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1. ACKNOWLEDGEMENT OF LAND

I would like to acknowledge the Traditional Custodians, the Dharawal people, whose Lands we are now meeting on. I would like to pay my respects to the Dharawal Elders, past and present and all other Aboriginal people who are here today.

2. APOLOGIES

Nil at time of print.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held 13 February 2018

Officer's Recommendation

That the Minutes of the Ordinary Meeting of Council held 13 February 2018, copies of which have been circulated to each Councillor, be taken as read and confirmed.

Report

That the Minutes of the Ordinary Meeting of Council held 13 February 2018 are presented to Council for confirmation.

Attachments

1. Minutes of the Ordinary Meeting of Council held 13 February 2018 (contained within this report)

Minutes Summary

Ordinary Council Meeting held at 6.30pm on Tuesday, 13 February 2018.

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Minutes of the Ordinary Meeting of the Campbelltown City Council held on 13 February 2018

Present

The Mayor, Councillor G Brticevic
 Councillor M Chivers
 Councillor M Chowdhury
 Councillor R George
 Councillor B Gilholme
 Councillor G Greiss
 Councillor K Hunt
 Councillor P Lake
 Councillor D Lound
 Councillor R Manoto
 Councillor B Moroney
 Councillor W Morrison
 Councillor M Oates
 Councillor B Thompson

1. ACKNOWLEDGEMENT OF LAND

An Acknowledgement of Land was presented by the Chairperson Councillor Brticevic.

Council Prayer

The Council Prayer was presented by the General Manager.

2. APOLOGIES

Nil

Note: Councillor T Rowell has been granted a leave of absence from Council incorporating all Council meetings until further notice.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held 12 December 2017

It was **Moved** Councillor Hunt, **Seconded** Councillor Lound:

That the Minutes of the Ordinary Meeting held 12 December 2017 copies of which have been circulated to each Councillor, be taken as read and confirmed.

001 The Motion on being Put was **CARRIED**.

4. DECLARATIONS OF INTEREST

Declarations of Interest were made in respect of the following items:

Pecuniary Interests

Nil

Non Pecuniary – Significant Interests

Councillor Morrison - Item 8.1 - 161-163 Englorie Park Drive, Glen Alpine - Councillor Morrison advised that he has an association with the owner/applicant and that he will leave the Chamber and not take part in debate nor vote on the matter.

Non Pecuniary – Less than Significant Interests

Councillor Gilholme - Item 8.4 - Rezoning of Goodsell Street, Minto - Councillor Gilholme advised that he resides within the vicinity and that he will leave the Chamber and not take part in debate nor vote on the matter.

Councillor Hunt - Item 8.4 - Rezoning of Goodsell Street, Minto - Councillor Hunt advised that she resides within the vicinity and that she will leave the Chamber and not take part in debate nor vote on the matter.

Councillor Morrison - Item 8.4 - Rezoning of Goodsell Street, Minto - Councillor Morrison advised that one of the owners is known to him and that he will leave the Chamber and not take part in debate nor vote on the matter.

Councillor Lound - Item 8.10 - Report on Status of Asian Cup 2015 Funding Program Applications - Councillor Lound advised that he is the President of the Macarthur Football Association, he remain in the Chambers and take part in debate and vote on the matter.

Other Disclosures

Nil

5. MAYORAL MINUTE

5.1 Vale Stan Knowles MP

It was **Moved** Councillor Hunt, **Seconded** Councillor Lound:

That a letter of condolence be forwarded to the Knowles family together with a copy of the Mayoral Minute.

002 The Motion on being Put was **CARRIED**.

6. PETITIONS

Nil

7. CORRESPONDENCE

Nil

8. REPORTS FROM OFFICERS

Having declared an interest in Item 8.1, Councillor Morrison left the Chamber and did not take part in debate nor vote on this item.

8.1 Alterations and additions to an existing dwelling and change of use as a church meeting hall (place of public worship), construction of a twenty space car park and associated landscaping at 161-163 Englorie Park Drive, Glen Alpine

Meeting Note: Mr Clunne, Mr Braithwaite, Mr Meslemani, Mr Swain and Mr Quinsey addressed the meeting.

It was **Moved** Councillor Chivers, **Seconded** Councillor Manoto:

That development application 4212/2016/DA-C for alterations and additions to an existing dwelling and change of use as a church meeting hall (place of public worship), construction of a twenty space car park and associated landscaping at 161-163 Englorie Park Drive, Glen Alpine, be refused, for reasons detailed in attachment 1 of this report.

A Division was recorded in regard to the Resolution for Item 8.1 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, B Moroney and B Thompson.

Voting against the Resolution were Councillors G Greiss and R George.

An **Amendment** was **Moved** Councillor George, **Seconded** Councillor Greiss:

That development application 4212/2016/DA-C for alterations and additions to an existing dwelling and change of use as a church meeting hall (place of public worship), construction of a twenty space car park and associated landscaping at 161-163 Englorie Park Drive, Glen Alpine, be deferred to allow the applicant to negotiate with neighbours and Council officers.

A Division was recorded in regard to the Amendment for Item 8.1 with those voting for the Motion being Councillors P Lake, G Greiss and R George.

Voting against the Amendment were Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, B Moroney and B Thompson.

LOST

003 The Motion on being Put was **CARRIED**.

At the conclusion of the discussion of Item 8.1, Councillor Morrison returned to the Chamber.

Meeting Note:

Notice of Motion - Item 11.2 - Traffic Calming - Eagleview Road, Minto was brought forward and dealt with at this stage of the meeting.

8.2 Demolition of an existing dwelling and construction of two semi-detached dwellings - No. 25 Euroka Street, Ingleburn

It was **Moved** Councillor Hunt, **Seconded** Councillor Morrison:

1. That Council permit the requested variation to Clause 4.1C of Campbelltown Local Environmental Plan 2015 which relates to the minimum allotment size required for a dwelling.
2. That subject to recommendation 1, development application 450/2017/DA-M for the demolition of existing structures and construction of a semi-detached dwelling development at 25 Euroka Street, Ingleburn, be approved, subject to the conditions detailed in attachment 1 of this report.
3. That subject to recommendations 1 and 2, approval of the development application be recorded in Council's quarterly report to the Department of Planning and Environment pursuant to Circular PS 08-003.

A Division was recorded in regard to the Resolution for Item 8.2 with those voting for the Motion being Councillors G Bricevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, M Chivers, P Lake, B Moroney, W Morrison, G Greiss and R George.

Voting against the Resolution were Councillors B Gilholme and B Thompson.

004 The Motion on being Put was **CARRIED**.

8.3 Construction of semi detached dwelling development at 51 Brenda Street, Ingleburn

It was **Moved** Councillor Greiss, **Seconded** Councillor Hunt:

1. That Council permit the requested variation to Clause 4.1C of Campbelltown Local Environmental Plan 2015 which relates to the minimum allotment size required for semi-detached dwelling development.
2. That subject to recommendation No.1, development application 2316/2017/DA-M for the demolition of an existing dwelling and construction of two double storey semi-detached dwellings at 51 Brenda Street, Ingleburn, be approved, subject to the conditions detailed in attachment 1 of this report.
3. That subject to recommendations 1 and 2, approval of the development application be recorded in Council's quarterly report to the Department of Planning and Environment

A Division was recorded in regard to the Resolution for Item 8.3 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, B Moroney, W Morrison and G Greiss.

Voting against the Resolution were Councillors B Thompson and R George.

005 The Motion on being Put was **CARRIED**.

Having declared an interest in Item 8.4, Councillors Hunt, Morrison and Gilholme left the Chamber and did not take part in debate nor vote on this item.

8.4 Minto South Planning Proposal - Outcome of Public Exhibition and Finalisation of LEP Amendment

It was **Moved** Councillor Lake, **Seconded** Councillor Greiss:

1. That Council endorse the Minto South Planning Proposal in accordance with attachment 1 for submission to the Parliamentary Counsel's Office for an Opinion.
2. That subject to a satisfactory Opinion, Council exercise, via the General Manager the functions of the Greater Sydney Commission under Section 59 of the Environmental Planning and Assessment Act 1979, pursuant to the Instrument of Delegation dated 14 October, 2012.
3. That Council advise all persons and authorities who made a submission to the public exhibition of the Planning Proposal of the actions detailed in Recommendations 1 and 2.
4. That Council advise the applicant and all directly affected property owners of its decision.

A Division was recorded in regard to the Resolution for Item 8.4 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, D Lound, R Manoto, M Chivers, P Lake, B Thompson, G Greiss and R George.

Voting against the Resolution were Councillor B Moroney.

006 The Motion on being Put was **CARRIED**.

At the conclusion of the discussion of Item 8.4, Councillors Hunt, Morrison and Gilholme returned to the Chamber.

8.5 Planning Proposal - Evelyn Street, Macquarie Fields

It was **Moved** Councillor Lound, **Seconded** Councillor Gilholme:

1. That Council forward the planning proposal request to the Department of Planning and Environment for a Gateway Determination (forming attachment 5) to rezone the land known as:
 - Part Lot 1 DP 533662 (No. 22 Oakley Road) Macquarie Fields
 - Part Lot 100 DP 261125 (No. 109 Evelyn Street) Macquarie Fields
 - Part Lots 8 and 9 DP 826459 (Nos. 18-16 Oakley Road) Macquarie Fields
 - Lot 181 DP 834233 (No. 89 Evelyn Street) Macquarie Fields
 - Lot 305 DP 263295 (No. 87 Evelyn Street) Macquarie Fields
 - Lot 40 DP 623486 (No. 85 Evelyn Street) Macquarie Fields
 - And expanded to include Lot 9 DP852014 (No. 91 Evelyn Street) Macquarie Fields

from E4 Environmental Living to R2 Low Density Residential with a minimum lot size of 500m² and a maximum building height of 8.5m.
2. That the General Manager be authorised to endorse the re-drafting of the Planning Proposal request (as amended) into the required format, under Council's cover for a Gateway Determination.
3. That Council exercise authorisation to prepare and make the planning proposal (in accordance with the plan making powers delegated to Council) following receipt of the Gateway determination, including proceeding to public exhibition/consultation.
4. That Council be advised of the outcomes of the public exhibition/consultation in respect of the Planning Proposal.
5. That the proponent and property owners be advised of Council's resolution.

A Division was recorded in regard to the Resolution for Item 8.5 with those voting for the Motion being Councillors M Oates, M Chowdhury, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, W Morrison, B Thompson, G Greiss and R George.

Voting against the Resolution were Councillors G Brticevic, K Hunt and B Moroney.

007 The Motion on being Put was **CARRIED**.

8.6 IHAP Community and Expert Nominations

It was **Moved** Councillor Thompson, **Seconded** Councillor Hunt:

1. That an Independent Hearing and Assessment Panel (IHAP) be established for Campbelltown City Council to determine development applications and to provide advice on planning proposals in accordance with the relevant referral criteria, operational procedures and code of conduct as finalised by the Minister for Planning.
2. That Council notes the appointment of the following members and alternatives by the General Manager for the Campbelltown Independent Hearing and Assessment Panel for a period of three years as follows:
 - a. Mr Ian Reynolds as Chair and Mr Stuart McDonald and Mr Keith Dedden as alternate Chairs.
 - b. Ms Mary-Lynn Taylor and Ms Jenny Rudolph as the expert members and Mr Scott Lee and Ms Helena Miller as the alternate expert members.
 - c. Ms Cecilia Cox as the community member and Mr Phil Hayward and Mr Edward Saulig as the alternate community members.
3. That Council advise the Department of Planning and Environment of the nominated members and alternates for the Campbelltown Independent Hearing and Assessment Panel for a period of three years.
4. That Council inform all persons who lodged an expression of interest of Council's decision and thank them for their interest in the matter.
5. That a report be provided to the Council meeting each month detailing the status of each application considered by the IHAP, South Western City Planning Panel and approved by the General Manager under delegation of a value of more than \$1m.

008 The Motion on being Put was **CARRIED**.

8.7 New Policy - Memorial and Monuments on Open Space

It was **Moved** Councillor Hunt, **Seconded** Councillor Oates:

1. That Council endorse the Draft Memorial and Monuments on Open Space Policy for the purposes of a 28 day public exhibition.
2. That a further report be presented to Council on the Memorials and Monuments on Open
3. That the policy be amended to require that all applications for monuments and memorials in public spaces be publicly exhibited.

009 The Motion on being Put was **CARRIED**.

8.8 Minutes of Campbelltown Arts Centre Strategic Committee Report

It was **Moved** Councillor Oates, **Seconded** Councillor Gilholme:

That the minutes be noted.

010 The Motion on being Put was **CARRIED**.

8.9 Revised Policy - Use of Public Open Space by Commercial Fitness Trainers

It was **Moved** Councillor Lound, **Seconded** Councillor Moroney:

1. That the revised Use of Public Open Space by Commercial Fitness Trainers be adopted.
2. That the policy review date be set at 30 March 2020.

011 The Motion on being Put was **CARRIED**.

8.10 Report on Status of Asian Cup 2015 Funding Program Applications

It was **Moved** Councillor Greiss, **Seconded** Councillor Thompson:

1. That Council note that all applications submitted under Round One of the NSW Asian Cup 2015 Legacy Fund were unsuccessful.
2. That a further report be presented to Council detailing the grants submitted under Round Two of the NSW Asian Cup 2015 Legacy Fund.

012 The Motion on being Put was **CARRIED**.

8.11 Update on Proposed Joint Use Projects with the NSW Department of Education

It was **Moved** Councillor Chivers, **Seconded** Councillor Lound:

1. That a feasibility assessment of a joint use facility at the new Willowdale Public School be undertaken in conjunction with the NSW Department of Education.
2. That Council enter into a non-binding Terms Sheet with the Department of Education as part of the feasibility assessment.
3. That a further report be provided to Council following completion of this process and prior to entering into any Heads of Agreement document.

013 The Motion on being Put was **CARRIED**.

8.12 Reports and Letters Requested

It was **Moved** Councillor Lake, **Seconded** Councillor Thompson:

That the information be noted.

014 The Motion on being Put was **CARRIED**.

8.13 Additional Road Names Bardia Sub-Precinct - Edmondson Park

It was **Moved** Councillor Thompson, **Seconded** Councillor Morrison:

1. That Council approves the proposed road names in Attachment 1 to this report for use in the Bardia Sub-Precinct of the Edmondson Park Urban Release Area.
2. That Council advertise its proposal to use these road names in local newspapers for a period of 28 days and notifies the authorities prescribed by the Roads Regulation 2008.
3. That should no objections to the proposal to use these road names be received during the exhibition period, Council publish notice of these new road names in the NSW Government Gazette.

015 The Motion on being Put was **CARRIED**.

8.14 Investment and Revenue Report - November/December 2017

It was **Moved** Councillor Lound, **Seconded** Councillor Hunt:

That the information be noted.

016 The Motion on being Put was **CARRIED**.

8.15 Quarterly Budget Review Statement as at 31 December 2017

It was **Moved** Councillor Lound, **Seconded** Councillor Morrison:

That the adjustments recommended in the Quarterly Budget Review Statement be adopted.

017 The Motion on being Put was **CARRIED**.

8.16 Online Report

It was **Moved** Councillor Gilholme, **Seconded** Councillor Chivers:

That Council note the information.

018 The Motion on being Put was **CARRIED**.

8.17 Six Monthly Progress Report against the Delivery Program

It was **Moved** Councillor Thompson, **Seconded** Councillor Hunt:

That the information be noted.

019 The Motion on being Put was **CARRIED**.

8.18 Capability Building Program

It was **Moved** Councillor Thompson, **Seconded** Councillor Morrison:

That Council staff work with the NSW Business Chamber to progress a second round of the Capability Building Program for small businesses in the Campbelltown LGA during 2018.

020 The Motion on being Put was **CARRIED**

9. QUESTIONS WITH NOTICE

Nil

10. RESCISSION MOTION

Nil

11. NOTICE OF MOTION

11.1 Parking at Campbelltown Hospital

It was **Moved** Councillor Morrison, **Seconded** Councillor Moroney:

Councillor Warren Morrison has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 13 February 2018.

1. That Council is committed to patients, visitors and staff at Campbelltown Hospital having access to free parking.
2. That Council write to the Minister for Health, the Hon. Brad Hazzard MP, stating our objection to the introduction of paid parking for patients, visitors and staff at Campbelltown Hospital, and a copy of this letter be sent to the Member for Campbelltown Mr. Greg Warren MP.
3. That a report be presented to Council investigating Council's capacity to secure free or subsidised parking at Campbelltown Hospital for patients, visitors and staff.
4. That all information regarding the introduction of paid parking at Campbelltown Hospital, including relevant Ministers and MPs to contact, be placed on Campbelltown Council's website to assist community efforts and campaigning.

021 The Motion on being Put was **CARRIED**.

11.2 Traffic Calming - Eagleview Road, Minto

It was **Moved** Councillor Moroney, **Seconded** Councillor Lound:

Councillor Ben Moroney has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 13 February 2018.

1. That Council note the tabled petition from concerned residents of Eagleview Road, Minto, regarding the safety of traffic movements along the road.
2. That a report be presented to Council investigating these concerns, in consultation with the residents.
3. That a Council officers write a letter to the Local Area Command raising the concerns of the local residents of Eagleview Road, Minto, regarding the safety of traffic movements along the road and requesting an increase patrols.

022 The Motion on being Put was **CARRIED**.

11.3 Organic Bin Program

It was **Moved** Councillor Moroney, **Seconded** Councillor Chivers:

Councillor Ben Moroney has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 13 February 2018.

1. That a report be presented to Council investigating the implementation of an organic bin program for Campbelltown, including a briefing for Councillors.
2. That the report include the results of Bathurst Regional Council's "organic bin" program, with the diversion of 4000 tonnes of organic waste from landfill to commercial compost in its first year.

023 The Motion on being Put was **CARRIED**.

12. URGENT GENERAL BUSINESS

13. PRESENTATIONS BY COUNCILLORS

Councillor Hunt advised that she recently represented the Mayor at the Opening Ceremony of Ten Pin Bowling National Championships, it was a great event showcasing many talented competitors.

Councillor Moroney advised that he represented the Mayor on 7 February at the Great Synagogue Law Service. Amongst other Councillors, the service was attended by distinguished guests from the NSW judicial system, Chief Justice Tom Bathurst AC, and Members of the Parliament, Attorney General, the Honourable Mark Speakman SC MP and Leader of the opposition, the Honourable Luke Foley MP.

Councillor Gilholme advised that he represented the Mayor on 9 February 2018 at the St Gregory's school open mass and enjoyed the tour of the new junior school that has opened this year.

Confidentiality Recommendation

It was **Moved** Councillor Gilholme, **Seconded** Councillor Hunt:

That the Council in accordance with Section 10A of the *Local Government Act 1993*, resolve to exclude the public from the meeting during discussions on the items in the Confidential Agenda, due to the confidential nature of the business and the Council's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

024 The Motion on being Put was **CARRIED**.

The Ordinary Meeting of Council was adjourned at 9.45pm and reconvened as a meeting of the Confidential Committee at 9.46pm.

14. CONFIDENTIAL REPORTS FROM OFFICERS

14.1 Directors of Companies - City Development

It was **Moved** Councillor Lake, **Seconded** Councillor Lound:

That the information be noted.

025 The Motion on being Put was **CARRIED**.

14.2 Macquarie Fields Youth Centre Licence

It was **Moved** Councillor Hunt, **Seconded** Councillor Lound:

1. That Council enters into a five (5) year licence, plus a five year option for the subject property with the entity named below, on the terms and conditions contained within this report.
2. That the property is re-categorised as an investment property, consistent with the Property Strategy objectives.

026 The Motion on being Put was **CARRIED**.

Motion

It was **Moved** Councillor Gilholme, **Seconded** Councillor Lake:

That the Council in accordance with Section 10 of the Local Government Act 1993, move to re-open the meeting to the public.

027 The Motion on being Put was **CARRIED**.

At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 9.47pm

Motion

It was **Moved** Councillor Gilholme, **Seconded** Councillor Lake:

That the reports of the Confidential Committee and the recommendations contained therein be adopted.

028 The Motion on being Put was **CARRIED**.

There being no further business the meeting closed at 9.48pm.

Confirmed by Council on

..... General Manager Chairperson

3.2 Minutes of the Extraordinary Meeting of Council held 27 February 2018

Officer's Recommendation

That the Minutes of the Extraordinary Meeting of Council held 27 February 2018, copies of which have been circulated to each Councillor, be taken as read and confirmed.

Report

That the Minutes of the Extraordinary Meeting of Council held 27 February 2018 are presented to Council for confirmation.

Attachments

1. Minutes of the Extraordinary Meeting of Council held 27 February 2018 (contained within this report)

Minutes Summary

Extraordinary Council Meeting held at 6.30pm on Tuesday, 27 February 2018.

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Minutes of the Extraordinary Meeting of the Campbelltown City Council held on 27 February 2018

Present The Mayor, Councillor G Brticevic
 Councillor M Chivers
 Councillor M Chowdhury
 Councillor R George
 Councillor B Gilholme
 Councillor G Greiss
 Councillor K Hunt
 Councillor P Lake
 Councillor D Lound
 Councillor R Manoto
 Councillor B Moroney
 Councillor W Morrison
 Councillor M Oates
 Councillor B Thompson

1. ACKNOWLEDGEMENT OF LAND

An Acknowledgement of Land was presented by the Chairperson Councillor Brticevic .

Council Prayer

The Council Prayer was presented by the General Manager.

2. APOLOGIES

Nil

Note: Councillor T Rowell has been granted a leave of absence from Council incorporating all Council meetings until further notice.

3. DECLARATIONS OF INTEREST

Pecuniary Interests - Nil

Non Pecuniary – Significant Interests - Nil

Non Pecuniary – Less than Significant Interests - Nil

Other Disclosures - Nil

4. URGENT GENERAL BUSINESS

Nil

5. PRESENTATIONS BY COUNCILLORS

Nil

Confidentiality Recommendation

It was **Moved** Councillor Gilholme, **Seconded** Councillor Hunt:

That the Council in accordance with Section 10A of the *Local Government Act 1993*, resolve to exclude the public from the meeting during discussions on the items in the Confidential Agenda, due to the confidential nature of the business and the Council's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

029 The Motion on being Put was **CARRIED**.

The Ordinary Meeting of Council was adjourned at 6.40pm and reconvened as a meeting of the Confidential Committee at 6.41pm.

6. CONFIDENTIAL REPORTS FROM OFFICERS

6.1 Western Sydney City Deal

It was **Moved** Councillor Brticevic, **Seconded** Councillor Lake:

1. That Council delegates authority to the Mayor to sign the Western Sydney City Deal on behalf of Council if the Mayor is satisfied with the response from the other levels of government.
2. That Council notes that the Council is not legally bound at this point should the Mayor decide to sign the City Deal document.
3. That Council notes that a further report will be brought back to Council prior to any binding commitments being made.

030 The Motion on being Put was **CARRIED**.

CARRIED Unanimously

Motion

It was **Moved** Councillor Thompson, **Seconded** Councillor Lound:

That the Council in accordance with Section 10 of the *Local Government Act 1993*, move to re-open the meeting to the public.

031 The Motion on being Put was **CARRIED**.

At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 7.07pm

Motion

It was **Moved** Councillor Thompson, **Seconded** Councillor Lound:

That the reports of the Confidential Committee and the recommendations contained therein be adopted.

032 The Motion on being Put was **CARRIED**.

There being no further business the meeting closed at 7.08pm.

Confirmed by Council on

..... General Manager Chairperson

4. DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

Other Disclosures

5. MAYORAL MINUTE

Nil

6. PETITIONS

Nil

7. CORRESPONDENCE

7.1 Member for Campbelltown - Mr Greg Warren MP

Officer's Recommendation

That the letter be received and the information be noted.

Letter from Mr Greg Warren MP regarding Koala Crossing Corridors along Appin Road.

Attachments

1. copy of letter to Council from the Member for Campbelltown - Mr Greg Warren MP (contained within this report)
2. copy of letter from Council to the Member for Campbelltown - Mr Greg Warren MP (contained within this report)



Ms Lindy Deitz
General Manager
Campbelltown City Council
PO Box 57
CAMPBELLTOWN NSW 2560

JAN 19 2018 9:20 AM AEST

Dear Ms Deitz,

I am writing to advise you that I have received a response from the Parliamentary secretary for the Environment, the Hon. Scott MacDonald MLC, on behalf of the Minister for the Environment, The Hon. Gabrielle Upton MP, to representations I made on your behalf.

The Minister advises that suitable koala protection measures around Appin Road are being develop.

While I welcome this news that \$833,000 has been allocated for koala protection and research between 2016 – 18 in NSW budgets, there was no response to your request for the immediate installation of a fauna overpass or associated fencing on Appin Rd.

I have included a copy of the Minister's response for your reference.

Thank you again for bringing this matter to my attention. If I can assist you with any other matter relating to the NSW Government, please do not hesitate to contact my office.

Yours sincerely,

SIGNATURE HAS BEEN REMOVED

Greg Warren MP
Member for Campbelltown
Encl.

18 JAN 2018

Office: Shop 3, 72 Queen Street, Campbelltown 2560 Mail: PO Box 895, Campbelltown 2560
Phone: (02) 4625 3344 Fax: (02) 4625 3640 Email: Campbelltown@parliament.nsw.gov.au
[facebook.com/GregWarrenCampbelltown](https://www.facebook.com/GregWarrenCampbelltown) [@gregwarren](https://twitter.com/gregwarren)

**Office of the Hon Gabrielle Upton MP**

Minister for the Environment
Minister for Local Government
Minister for Heritage

COPY

MD17/4213

Mr Greg Warren MP
Member for Campbelltown
Shop 3
27 Queen Street
CAMPBELLTOWN NSW 2560

By email: campbelltown@parliament.nsw.gov.au

Dear Mr Warren

I refer to your representations to the Minister for the Environment, the Hon Gabrielle Upton MP, on behalf of Campbelltown City Council about the Campbelltown koala population. Your correspondence has been referred to me and I have been asked to reply on the Minister's behalf.

I am advised that the Office of Environment and Heritage (OEH) has been working with Roads and Maritime Services (RMS), Campbelltown City Council and Wollondilly Shire Council to develop the best conservation measures for koalas in the region.

Suitable koala protection measures around Appin Road are being developed. Data on koala habitat, connectivity routes, koala movements near state roads and local koala density are contributing to this project. The measures will also assist in the planned Appin Road widening.

Native fauna and flora and natural habitats are important resources for intrinsic reasons and the environmental, social and economic benefits they provide. That is why the NSW Government has pledged \$100 million for the Saving our Species program over five years. Almost \$1 million was spent on koala conservation and research in 2016–17, including \$33,000 in Campbelltown. A further \$800,000 has been committed in 2017–18, including \$50,000 in Campbelltown.

The government is also committed to delivering the NSW Koala Strategy to stabilise and increase koala numbers across NSW. The strategy includes significant funding in 2017–18 to deliver a state wide map of potential koala habitat and populations to improve our understanding of where they are likely to occur. This is in addition to funding of \$10 million over five years to strategically buy land to support koala protection in national parks.

GPO Box 5341 Sydney NSW 2001 ■ P: (02) 8574 6107 ■ F: (02) 9339 5546 ■ E: www.nsw.gov.au/ministerupton

2 -



Comprehensive koala plans of management are important tools to manage local koala populations. The Campbelltown plan of management falls within the portfolio responsibilities of my colleague the Minister for Planning, the Hon Anthony Roberts MP. I have referred your letter to the Minister for his consideration.

If Council has any further questions on this matter, it can contact Ms Alex Graham, Director Greater Sydney, Regional Operations, OEH, on 9995 5482 or at alex.graham@environment.nsw.gov.au.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Scot MacDonald MLC

Parliamentary Secretary for Planning, the Central Coast and the Hunter



25 August 2017

Mr Greg Warren
Member for Campbelltown
PO Box 895
CAMPBELLTOWN NSW 2560

Dear Mr Warren,

Campbelltown is home to a small but significant threatened population of koalas. The Campbelltown community highly values this iconic species, and Council places emphasis on their protection. In this regard, at its Ordinary Meeting held on the 13 June 2017, Council resolved (in part) that:

1. In line with the Koala Plan of Management, Council write to the Minister for Roads and Infrastructure requesting that additional funds be allocated for the immediate installation on Appin Road of fauna overpass crossings with a minimum distance of flexi fencing either side to assist in guiding koalas safely across.
2. This crossing and associated fencing be installed at sites along Appin Road in known koala crossing corridors, in the same manner as fencing on the Pacific Highway north of Sydney.
3. Council also write to the Member for Campbelltown, Mr Greg Warren, seeking his support for additional funding be allocated for the immediate installation of such fencing and crossing.

In the Campbelltown Local Government Area (LGA), vehicle trauma is considered to be the highest known cause of koala mortality given the lack of disease present in the local koala population. Appin Road in the southern part of Campbelltown is known to be a hotspot for koala fatalities and injuries caused by vehicle strike. This road traverses a key movement corridor for koalas and other fauna species moving between the Georges River and Nepean River catchments. Table A shows a record of the koala vehicle collisions reported along Appin Road over the past six months. These records represent only a fraction of the total number of road incidents, given that the majority of incidents would go unseen and/or unreported.

Civic Centre Queen Street Campbelltown PO Box 57 Campbelltown NSW 2560 DX5114
Telephone 02 4645 4000 Facsimile 02 4645 4111 TTY 02 4645 4615
Email council@campbelltown.nsw.gov.au Web www.campbelltown.nsw.gov.au
ABN 31 459 914 087

Table A: Recent Appin Road koala sightings

Date	Species	Location	Incident	Outcome
29/7/2017	Koala (male)	Cnr Appin Road and Kellerman Drive, St Helens Park	Crossing road	Unknown
6/6/2017	Koala (female)	532 Appin Road, Gilead	Crossing road	Unknown
2/6/2017	Koala (female)	715 Appin Road, Gilead	Hit by car	Died
24/4/2017	Koala	1021 Appin Road, St Helens Park	Crossing road	Unknown
4/2/2017	Koala (female)	1021 Appin Road, St Helens Park	Crossing road	Unknown
15/12/2016	Koala (male)	1021 Appin Road, St Helens Park	Crossing road	Unknown
10/12/2016	Koala (male)	534 Appin Road, Gilead	Hit by car	Died
2/11/2016	Koala	Appin Road, St Helens Park	Hit by car	Died

Council continues to undertake road safety and fauna awareness campaigns targeted at motorists, and whilst these might be somewhat effective, Council is of the view that specialised infrastructure is required to provide safer passage for motorists and fauna alike.

Structures, such as fauna overpasses and underpasses have been shown to facilitate the safe movement of koalas across roads¹. A recent investigation of the impact of roads on koalas found that the installation of road underpasses and overpasses with exclusion fencing as part of the Pacific Highway upgrade project in NSW was shown to reduce koala mortality by 77%².

We are therefore formally requesting your support in seeking additional funds from the NSW Minister for Roads, to be allocated for the immediate installation of fauna crossing structures along Appin Road, specifically comprising fauna underpasses (e.g. retrofitted culverts), coupled with exclusion flexi-fencing for a distance either side of each crossing structure to ensure that koalas are safely guided to these road crossing points.

Thank you for taking the time to consider this issue and Council appreciate the support you can provide in addressing what is a most important issue for the community. If you require any further information please contact Mr Jim Baldwin, Director City Development on (02) 4645 4575.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Lindy Deitz
General Manager

¹ In NSW, some successful examples include installations at Devils Pulpit and Bonville Pacific Highway upgrade.

² AMBS (2012) Investigation of the Impact of Roads on Koalas. Report prepared for the NSW Roads and Maritime Services by Australian Museum Business Services, Sydney. Accessed online 26/06/2017. http://www.rms.nsw.gov.au/roadprojects/projects/pac_hwy/documents/amb FINAL%20Koala%20report_nov11.pdf

8. REPORTS FROM OFFICERS

8.1 South Campbelltown Koala Habitat Connectivity Study

Reporting Officer

Director City Development
City Development

Community Strategic Plan

Objective	Strategy
2 Outcome Two: A Respected and Protected Natural Environment	2.5 - Plan for and ensure that development in our city is sustainable and resilient

Officer's Recommendation

1. That Council note the recommendations from the South Campbelltown Koala Habitat Connectivity Study.
2. That a copy of the South Campbelltown Koala Habitat Study be provided to the Department of Planning and Environment, Roads and Maritime Services and the Office of Environment and Heritage to inform the strategic planning process for Macarthur South and associated infrastructure upgrades in respect to:
 - a. Establishing at least three east-west primary natural asset corridors in the Mount Gilead (South Campbelltown) urban release area, with minimum widths ranging from 200m-425m with a least one corridor designed specifically for koalas that achieves an average width of 425m.
 - b. The provision of at least three fauna and koala overpasses along Appin Road, supported by wildlife exclusion fencing and koala-grids across all associated driveways and intersections.

Purpose

The purpose of this report is to inform Council of the findings of the South Campbelltown Koala Habitat Connectivity Study.

History

South Campbelltown (Gilead) is identified by the Greater Macarthur Growth Area plan to accommodate approximately 18,000 new residential dwellings over 40 years. This growth will generate additional traffic growth and demand the staged upgrade of Appin Road to meet more acceptable service levels.

Council has previously resolved that planning for biodiversity preservation ought to be addressed during the strategic planning process, in relation to:

- A requirement for the installation of fauna exclusion fencing, appropriate tunnels and high crossing points, to enable safe access through wildlife corridors as part of future development in Mt Gilead (April 2017)
- Immediate installation of overpasses and koala exclusion fencing along the current alignment of Appin Road (June 2017)
- A policy position and principles relating to natural asset corridors (November 2017).

In response to the recent rezoning Gilead (Stage 1), Roads and Maritime Services (RMS) has commenced planning for the upgrade of Appin Road. Recent advice from the RMS indicates that the carriageway design would accommodate up to 6 lanes with fencing along the eastern side to manage koala fatalities. The RMS further advised that no Koala connectivity structures are proposed in current planning, as preliminary advice from the Office of Environment and Heritage (OEH) did not identify the need for such structures.

Given the apparent absence of information regarding koala habitat utilisation west of Appin Road, a Koala Habitat study was commissioned by Council in October 2017. The study addresses the need for east west connectivity based on the outcomes of field observations.

Report

In October 2017, Council engaged koala expert Dr Steve Phillips (of Biolink) to undertake a comprehensive assessment of koalas and their habitat in the south Campbelltown area. The aim of the study is to provide evidence-based advice and guidance on the viability of koala habitat and connectivity across the area, especially within existing corridors in the region. A copy of the study is attachment one to this report, and provides extensive detail on the methodology and findings.

Notification of the survey was issued to landholders in late November seeking consent to access individual properties. Access to private property only occurred with the consent of the land owner. Attachment two identifies those properties that were accessed as part of the survey with access granted by the landowners.

The study is relevant in informing the design and scope of the following proposed infrastructure and planning processes for South Campbelltown:

- Appin Road upgrade Review of Environmental Factors (REF) (Stage 1 planned for public exhibition in February, 2018)
- Draft Land Use and Infrastructure Implementation Plan (LUIP) for the South Campbelltown priority Growth Area
- future Planning proposals for South Campbelltown (ie. balance lands and Stage 3)
- Department of Planning and Environment's Strategic Sustainability Plan for Western Sydney/Biodiversity Certification Strategy.

The above matters are at various stages of development and upon commencement of formal consultation, would require a submission from Council.

1. Findings of the South Campbelltown Koala Habitat Connectivity Study

The study indicates that the natural asset corridors in Macarthur South are sustaining resident koala populations with high occupancy rates; confirming not only the presence of koalas, but the importance of the natural asset corridors in providing koala movements and the exchange of genetic material between the Campbelltown and Nepean Koala populations.

Therefore, to preserve existing connectivity, provision for koala movement and habitat ought to be a key planning objective for the South Campbelltown area. Based on the study findings, the following actions are recommended:

1. Advocating for road mitigation measures to be installed as part of the Appin Road upgrade (between the southern limits of residential development at Campbelltown and the northern limit residential development at Appin) that facilitate the movement of koalas and other wildlife, including:
 - a minimum of three fauna overpasses
 - reinforcement of overpass utility by use of wildlife exclusion fencing along both sides of Appin Road
 - the installation of koala-grids on all residual driveways and road intersections entering the area of the Appin Road upgrade.
2. Establishing natural assets corridors that adequately provide for the future viability of resident koalas and their habitat into the future, including:
 - at least three east-west natural assets corridors,
 - at least one corridor should be designed specifically for koalas by planning to ensure an optimal average width of 425 m.

The above actions are generally consistent with the corridors identified in Council's draft Campbelltown CKPoM and Natural Asset Corridors policy position for south Campbelltown. However, to be consistent with the study, widening of one of the corridors would be required.

During field surveys substantive and widespread eucalypt dieback in koala habitat around the junction of the Woodhouse – Menangle and Nepean Creeks was observed. This is likely to be associated with nutrients arising from the disposal of waste water adjacent to this area. The extent of dieback and associated impacts could be addressed at a minimum, by reducing the radial spray area so as to increase the buffer to adjoining riparian areas and will be investigated separately.

2. Update on the status of the Draft Campbelltown Koala Plan of Management (CKPoM)

The draft CKPoM is currently being revised by Council officers in accordance with advice received from the Department of Planning and Environment (DPE) in December, 2017. The nature of these changes and associated implications for the CKPoM will be separately reported to Council.

Conclusion

The South Campbelltown Koala Connectivity Study has confirmed the importance of the natural asset corridors in Macarthur South in providing koala habitat, movements and the subsequent exchange of genetic materials between the Campbelltown and Nepean Koala populations.

In this context protection and optimisation of the natural asset corridors in Macarthur South to support koala movement should be a key planning consideration of the Appin Road upgrade, infrastructure identified in the LUIP and the Biodiversity Certification Strategy.

Therefore, it is recommended that Council note the recommendations arising from the South Campbelltown Koala Habitat Connectivity Study and submit this report to the Department of Planning and Environment, Roads and Maritime Services and the Office of Environment and Heritage to inform a response to these issues.

Attachments

1. South Campbelltown Koala Habitat Connectivity Study (contained within this report)
2. Map identifying properties that were accessed as part of the study (contained within this report)

South Campbelltown Koala Habitat Connectivity Study



Report to Campbelltown City Council

December 2017



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Biolink

South Campbelltown Koala Connectivity Study

Abbreviations

Abbreviation	Description
CCC	Campbelltown City Council
CKPoM	Comprehensive Koala Plan of Management
DBH	Diameter at Breast Height
GMPGA	Greater MacArthur Priority Growth Area
KMP	Koala Management Precinct
OEH	Office of Environment and Heritage
PKH	Preferred Koala Habitat
PKFT	Preferred Koala Food Tree
SLA	Strategic Linkage Area

Acknowledgements

Alexandra Cave, Renee Winsor and Angela Taylor assisted with landholder liaison and field assessments. Appreciation is also extended to landholders who kindly allowed access to their properties and shared their sightings of koalas with us.

1 Introduction

The Campbelltown koala population remains one of the more studied in the Greater Sydney region. This population, now deemed to be recovering from near extinction 20 – 30 years ago, recently became the focus of a draft Comprehensive Koala Plan of Management (CKPoM) prepared in accord with *State Environmental Planning Policy (SEPP) No 44 – Koala Habitat Protection*. Under the umbrella of the draft CKPoM, several Strategic Linkage Areas (SLAs) were identified, the aspirational intent of which was to afford connectivity across the planning landscape to enable recolonization of formerly utilized habitat areas. **To this end, a key consideration relating to the designation of SLAs in the south of the Campbelltown City Council LGA (CCC LGA) was to enable the westward passage of koalas from the general area of the Wedderburn Plateau within the George's River catchment, to the adjoining Nepean River catchment within which koalas were also known to occur.**

This study was focused on a largely rural landscape located to the west - south-west of the Wedderburn Plateau. The focal area comprised the localities of Menangle Park and Gilead, and is part of the Greater MacArthur Priority Growth Area (GMPGA). As far as planning for conservation purposes is concerned, the aforementioned SLAs have been identified as:

- regional, sub-regional and local corridors under Campbelltown's draft Biodiversity strategy, and
- core areas and regional corridors under the Office of Environment and Heritage (OEH) Biodiversity Investment Opportunities Map (BioMap).

In addition to potential development outcomes arising from the GMPGA designation, a major upgrade of Appin Road from 2 to 6 lanes is also in the early planning stages. Appin Road is a high-traffic volume, arterial road that skirts a substantive body of occupied koala habitat to the east and so bisects the aforementioned SLAs that extend from this area to the west. There are increasing numbers of koala vehicle-strike along this road, many of which can be associated with the aforementioned SLAs.

Despite the relatively recent¹ history of vehicle-strikes and potential importance of the SLAs in the study area, there is a paucity of relevant koala assessments and data. This is not an oversight, but reflects the ongoing recovery and range expansion of koalas in the CCC LGA that were initially identified by biolink (2015), such that there are now regular koala sightings

¹ Majority of road-kill has occurred within last decade.

being reported from areas to the west of Appin Road. Concomitant with this recovery trend is the opportunity to facilitate the colonization of formerly unoccupied areas of suitable habitat so as to enhance long-term population resilience in the event of a catastrophic fire event in the southeast of the CCC LGA. Given this background, a primary question that requires addressing is how important are the SLAs for koalas and from that, should any upgrade of Appin Road within the CCC LGA facilitate or restrict connectivity?

To assist Campbelltown City Council (CCC) to make informed planning decisions for koala conservation, a koala connectivity study was implemented with a focus on the aforementioned SLAs and the associated vegetation communities therein. The aims of this project were as follows:

1. To investigate the current koala usage and occupancy of the SLAs,
2. To determine the quality and extent of Preferred Koala Habitat (PKH) within the SLAs,
3. To evaluate the value of the SLAs for koala conservation based on PKH and occupancy considerations,
4. To evaluate the feasibility of establishing connections across Appin Road, and determine whether mitigation measures should facilitate or restrict connectivity, and
5. To provide any management and movement strategies in context of future development and infrastructure provision.

2 Methods

2.1 Study area

The general area of interest for this study was that associated with the network of east-west SLAs located in the southwestern corner of the CC LGA as identified in Figure 5.3 the draft CKPoM (Figure 1). From north to south, the three SLAs are hereafter referred to as:

1. *Menangle Creek Corridor*
2. *Woodhouse/ Menangle Creek & Nepean Creek Corridors²*
3. *Mallaty Creek Corridor.*

² Woodhouse / Menangle Creek and Nepean Creek are regarded as two separate corridors by Council mapping.

The preceding corridors exist in the form of remnant vegetation associated with 2nd order streams / drainage lines and are bounded in the east and west by the riparian landscapes of the Georges and Nepean Rivers respectively.

2.2 Vegetation

The majority of remnant vegetation cover across the study area is mapped as *Woodland on Wianamatta Shale* (Vegetation Codes 16 & 20), with smaller areas of *Western Gully Forest* or *Woodland on Hawkesbury Sandstones* (Vegetation Codes: 1, 4 & 8). Preferred Koala Food Tree species (PKFTs) for the Campbelltown LGA which occur in these vegetation communities include grey box *Eucalyptus moluccana*; forest red gum *E. tereticornis* and grey gum *E. punctata* (Phillips and Callaghan 2000; Ward *et al.* 2013; Biolink 2016).

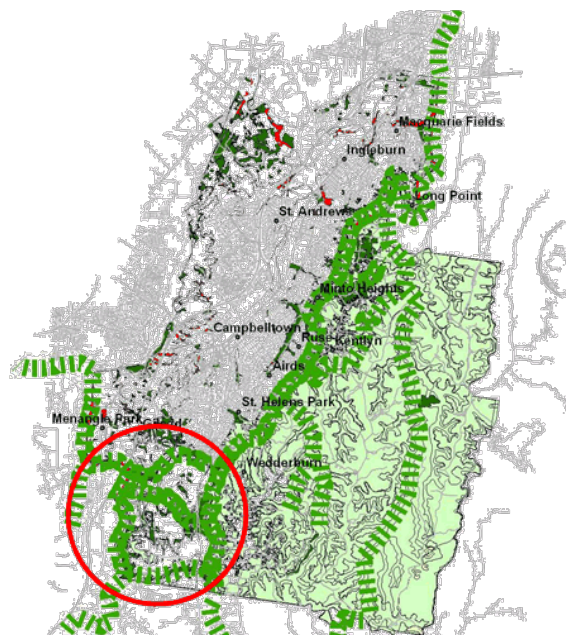


Figure 1. The general area of interest (red circle) is located in the southwestern corner of the Campbelltown LGA where a series of SLAs connect the Georges and Nepean River catchments and their associated koala populations.

Vegetation assessments were undertaken by recording height and species for the tallest-strata vegetation within a 25 m radius of each sampling point (see below). Abundance data for the tallest stratum were also collected by identifying the closest standing live stem

intersected by sighting along cardinal and intermediate compass points (*i.e.* a maximum of 8 samples in total) from the central sampling point (*sensu lato* Phillips *et al.* 2013).

2.3 *Habitat utilisation by koalas*

Koala occupancy was determined using Rapid-SAT sampling protocols reliant upon the presence of diagnostic koala faecal pellets within a prescribed search area of 1 m around the bases of the abovementioned PKFTs. The Rapid-SAT approach is predicated by knowledge that in areas being utilised by koalas, there is a 50% probability of faecal pellets occurring within 1 m of the base of any PKFT ≥ 350 mm diameter at breast height (DBH) (Phillips & Wallis 2016).

Vegetation containing PKFTs was sampled at approximately 500 m intervals throughout the study area. Some flexibility with site placement (± 25 m) was permitted so as to optimise the numbers of PKFTs being sampled at any point. Assessment at a given sampling point ceased when one or more koala faecal pellets had been detected. Conversely, if no pellets were detected, sampling ceased once the required numbers of PKFTs had been assessed so as to afford a high level of statistical confidence (*e.g.* 95 – 99%) that koalas were not using habitat in the immediate vicinity (Table 1).

Table 1. Binomial expansion showing confidence of 'koala absence' at an individual site based on the numbers of PKFTs that have been sampled with no koala faecal pellets being detected. Expansion is based on knowledge that in areas being utilised by koalas, there is a 50% probability of one or more koala faecal pellets being present within a distance of 1 m from the base of each PKFT ≥ 350 mm dbh that has been sampled.

No. of PKFTs	Binomial Distribution (probability)	Confidence
1	0.5	50%
2	0.25	75%
3	0.125	88%
4	0.0625	>90%
5	0.03125	>95%
6	0.015625	>95%
7	0.0078125	>99%

Opportunistic observations of other wildlife were recorded throughout the field survey component.

3 Results

3.1 Vegetation

Field survey was undertaken over 21st – 23rd November, 2017 during which time twenty-five field sites were assessed, the distribution of which is illustrated in Figure 2. Permission to survey lands associated with the Murrumbidgee Creek Corridor in the south of our study area was not forthcoming, the implications of which are discussed elsewhere in this report.

Collectively, at least 16 tree species were recorded in the tallest-stratum vegetation, including 3 species of *Angophora* (narrow-leaved apple *A. bakeri*, rough-barked apple *A. floribunda* and Sydney red gum *A. costata*) and at least two species of Ironbark (narrow-leaved Ironbark *E. crebra* and broad-leaved Ironbark *E. fibrosa*). Grey box and forest red gum were the most commonly recorded species with one or both being represented in 80% (20/25) of the sampled field sites.

Schedule 2 of SEPP 44 lists forest red gum and grey gum as feed tree species for koalas. Discounting the importance of grey box as a PKFT³, the percentage equivalent proportional representation of forest red gum and grey gum within the vegetation communities sampled by the field survey was $43\% \pm 4.61\%$ (SE), thus readily qualifying the SLAs as *Potential Koala Habitat* for the purposes of SEPP 44.

3.2 Habitat Utilisation by koalas

Evidence of koalas in the form of diagnostic faecal pellets was recorded at 12 of the 25 sampled field sites. The data confirmed that koalas were present in each of the SLAs that we were able to access, as well as in the Nepean & Georges Rivers riparian landscapes to the west and east respectively (Figure 2). Across the study area these data further enable an overall habitat occupancy estimate for koalas of $48.0\% \pm 0.1\%$ (SE) of the available habitat. Koala faecal pellets were equally associated with each of the 3 designated PKFTs being targeted (**Section 2.2 refers**). These outcomes confirm both optimal occupancy rates by koalas within the area subject to sampling and connectivity between koala populations occupying the Nepean and Georges River catchments. Appendix 1 provides a summary of the field survey data.

The median number of PKFTs sampled in sites where koala faecal pellets were NOT recorded was 7 (range 6 – 11), thus affording a high measure of confidence (> 99%) that koalas were not utilizing habitat in these areas (Table 1 refers). Areas without pellets were

³ This species is a PKFT but not currently listed on Schedule 2 of SEPP 44.

more common towards the north-western corner of the study area near the junction of the Woodhouse – Menangle and Nepean Creek SLAs, where eutrophication arising from a waste water management program appears to have resulted in extensive areas of Eucalyptus dieback. Species most affected by eutrophication include PKFTs of the sub-Genus *Symphomyrtus* which includes forest red gum, grey gum, and grey box (Figures 2 & 3).

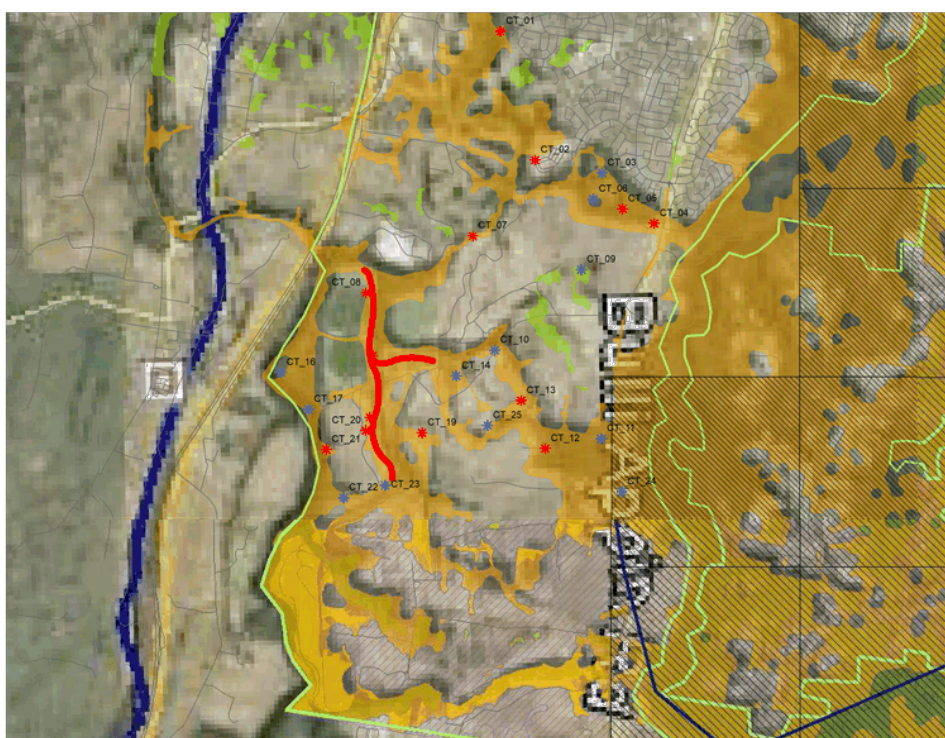


Figure 2. Location of 25 field sites used to assess koala occupancy and habitat across the study area. Orange shading represents vegetation cover; blue asterisks represent sites where evidence of koalas was recorded, red asterisks represent where sites where no evidence of habitat used by koalas was detected. The approximate extent of Eucalypt dieback arising from the eutrophication referred to in 3.2 is illustrated by a red line.



Figure 3. Dieback of *Eucalyptus* spp. in riparian zones associated with the junction of the Woodhouse – Menangle and Nepean Creek corridors.

3.3 Opportunistic fauna observations

Foxes were observed on numerous occasions, as well as evidence of denning activity in several locations within the SLA / bushland areas that were assessed. Other native species were also recorded, including 4 – 5 species of Macropod: wallaroo *Macropus robustus*, grey kangaroo *M. giganteus*, red-necked and swamp wallabies (*Macropus rufogriseus* and *Wallabia bicolor* respectively), Brush-tailed Rock Wallaby⁴ *Petrogale penicillata*, echidnas *Tachyglossus aculeatus* and wombats *Wombatus ursinus*. Scats of brush-tail possums *Trichosurus vulpecula* were also observed in several field sites, as was evidence (pock marks on bark) typically indicative of glider (*Petaurus* spp⁵.) use. Amongst the more interesting birds observed were dusky woodswallow⁶ *Artamus cyanopterus*, varied sittella *Daphoenositta chrysoptera* and beautiful firetail *Stagonopleura bella*.

⁴ Tentative sighting only – brief glimpse of a small macropod ascending a near-vertical rock face @ Easting: 294478; Northing 6221118 (GDA94)

⁵ We suspect Squirrel Glider *P. norfolkensis* based on absence of a complex understory.

⁶ General area for this species and Varied Sittella defined as within a 50 m radius of Easting 293695; Northing 6219678 (GDA 94)

4 Discussion

This study examined matters relating to habitat utilisation by koalas in a key area of the CCC LGA. A paucity of historical records in the study area has meant koala issues in this particular area have tended to be overlooked and/or under-estimated; hence the outcomes described herein are important in terms of their potential to further inform and guide planning decisions relating to any future development. *De facto*, the results further attest to the ongoing recovery and associated range expansion of koalas in the CCC LGA. The key results and implications of the study are explored in more detail in the sections that follow.

During the study, we were denied permission to sample habitat in the Mallaty Creek Corridor. While this is unfortunate, we remain confident that results from the overall survey can be broadly extrapolated into this area. Most importantly this extrapolation relates to the suitability of linear / riparian vegetation as areas of PKH and that the presence of koalas therein will be at a occupancy level commensurate with the 48% estimated for areas to the north, especially given the evidence of koala activity we recorded in close proximity to lands traversed by the Mallaty Creek Corridor.

4.1 Preferred (Potential) Koala habitat (PKH)

PKH as defined by both SEPP 44 and the Draft Campbelltown CKPoM is widespread and comprises the greater proportion of all sampled SLAs. Moreover, densities of large size-class PKFTs are also high, averaging more than 40% of the tallest stratum species across the area covered by the survey program. In combination with high koala occupancy rates discussed in more detail below, this outcome confirms the importance of these SLAs for koalas and provides Council with the knowledge to minimise further losses to PKFTs in these areas through appropriate planning measures.

4.2 Eucalypt dieback

The issue of eucalypt dieback in the north of the study area is not a trivial matter; impacts are substantive and widespread around the junction of the Woodhouse – Menangle and Nepean Creeks where treated effluent (presumed) is discharged by mechanised boom sprays across a series of 5 - 6 relatively large (20 ha) circular areas. While the frequency of watering and resting of these areas is unknown to us, it is inarguable that the cumulative impacts over time on these 2nd order stream networks have had a significant ecological impact on native vegetation and constituent PKFTs.

The extent of dieback and associated impacts we observed implies the need for an urgent intervention that must include review of current practices and standards, a minimum

outcome from which should be a reduced radial spray area so as to increase the buffer to adjoining riparian areas. While we have undertaken a cursory review of the literature in an attempt to proffer some advice on this matter, there does not appear to be a unanimous standard that effectively relates to the soil landscape in question. Given the extent of ecological damage, we are thus obliged to advocate for a minimum buffer distance of 65 m from top of bank on either side given that buffers of this size will likely avoid short-term negative impacts on macro-invertebrate communities (Culp and Davies 1983; Davies and Nelson 1994); however, given the coarse and highly porous nature of the soil landscape in the study area it is possible that even larger buffers may be needed to effectively protect water quality.

We cannot stress the importance of urgent remedial action on this issue which also has implications for the longer-term management of riparian corridors / habitat linkages in the context of immediately adjoining areas of envisioned residential development where the threat of eutrophication from concentrated urban run-off similarly mandates the need for large(r) buffer areas than might otherwise be contemplated or proposed. Given the need for a precautionary approach, such considerations imply that a minimum overall width of ~ 200 m (*i.e.* 100 m either side of central drainage line) will likely be the minimum necessary to secure ecological integrity where 2nd order drainage lines form the basis of SLAs in the MGPGA.

4.3 Koala occupancy and corridor use

The extent of habitat use by koalas recorded by this survey was higher and more extensive than we anticipated. Indeed, in any area containing suitable PKH, we regard 50% occupancy as optimal benchmark for sustainable koala management. Thus the SLAs and associated habitat areas are already sustaining resident koala populations, are Core Koala Habitat for planning purposes and are clearly important in terms of assisting ongoing recovery of the Campbelltown koalas. Occupancy by koalas of these key areas also function to afford some resilience to the population by being strategically located to the west of Appin Road and so being capable of facilitating recovery following a future catastrophic fire event in habitat areas to the east.

Results also confirm – perhaps for the first time - that the Campbelltown and Nepean koala populations are in contact. This is a positive outcome which additionally enhances longer-term resilience of both populations by potentially increasing genetic diversity. In this context the merit of maintaining and/or optimising the current SLA configuration is laudable, as is the need to ensure that connectivity measures that enable this connection to be maintained are

neither severed nor further compromised by poorly informed planning proposals. Minimum standards for the design of SLAs / corridors in this low carrying capacity landscape are discussed in more detail below.

4.4 Appin Road Upgrade

Commensurate with a progressively recovering / expanding koala population, Appin Road is the subject of increasing numbers of vehicle-strikes resulting in injury to or death of koalas. We understand that planning to upgrade Appin Road from 2 to 6 vehicle lanes has commenced, as have preliminary discussion regarding the likely need to service wildlife movement / mitigate against ongoing vehicle-strike, in which context it has been suggested that connectivity should be truncated and would be best maintained in the south (*i.e.* past the township of Appin). Such an outcome would likely be realised by installing fauna exclusion fencing on the eastern side of Appin Road for approximately 8 km extending from urban areas in South Campbelltown to the township of Appin. This current proposed mitigation assumes habitat in the study area is NOT important for maintaining koala connectivity and/or does not support suitable habitat. This assumption is clearly repudiated by the results of this study, which has confirmed that these SLAs are important for koalas and other wildlife in the CCC LGA. The key outcomes that support this conclusion are:

- i. The presence of a substantive area of Generational Persistence / Core Koala Habitat associated with the Wedderburn KMP, the western extent of which abuts and (now) extends across Appin Road in some areas; hence forecasting a strong likelihood of ongoing population expansion and use of PKH in this area.
- ii. High quality PKH is present to the west of Appin Road where vegetated SLAs, increasing numbers of koala sightings and vehicle- strike records are predominately located.
- iii. Koala occupancy within SLAs to the west of Appin Road is at near optimum levels, with high quality PKH available throughout the study area.

Given the field-based evidence, it is clear that any upgrade to Appin Road in the area south from the current southern limits of residential development at Campbelltown should ideally aim to both minimize the potential for vehicle strike, but also ensure that east-west connectivity for koalas is maintained, rather than truncated. This is important because this area provides linkages connecting the currently known southwesterly extent of koala distribution in the Georges River catchment with those inhabiting the Nepean River Catchment. Moreover, the preservation and consolidated connectivity of these SLAs represents one of the last opportunities to establish viable connectivity between

Campbelltown koalas with larger habitat areas such as the Nattai National Park to the southwest.

For the most part, the current alignment of Appin road within the CCC LGA traverses a ridgeline, which minimizes opportunities for any future road upgrade to incorporate underpass structures as a means of accommodating the movement of koalas and other wildlife. Contingent upon a consolidation of the SLA network so as to offer a guarantee of long-term ecological integrity (see below), we thus perceive the minimum requirements to minimise potential for vehicle-strike along that section of Appin Road within the CCC LGA to include:

- a) A minimum of three fauna overpasses strategically located between the southern limits of residential development at Campbelltown and the northern limit of residential development at Appin (Figure 4)
- b) Reinforcement of overpass utility by use of wildlife exclusion fencing along both sides of Appin Road between the southern limits of residential development at Campbelltown and the northern limit of residential development at Appin, and
- c) The installation of koala-grids on all residual driveways and road intersections entering the area of the Appin Road upgrade.

Precedents and monitoring data from a numbers of studies are available to support application and efficacy of each of the three preceding mitigation measures. However, their implementation remains contingent upon consolidation of the SLAs so as to provide justification for any associated expenditure.

The management needs of koalas in low carrying capacity landscapes are more complex relative to those in higher carrying capacity habitats wherein small home range areas enable finer measures of resource partitioning. Koalas in the CCC LGA and adjoining landscapes spend more time on the ground to access their preferred food tree species, the palatability of which is influenced by ontogenetic and edaphic considerations. Commensurate with the low-carrying capacity landscape and based on a median female koala home range size of 36 ha, Biolink (2016) calculated the need for a 425 m buffer to effectively accommodate occupancy considerations in areas adjoining cells with evidence of generational persistence. Given considerations of spatial flexibility, it follows that any corridor / linkage area dedicated to the task of accommodating koala movement across this low carrying capacity landscape should ideally approximate the 425 m measure in terms of defining an optimal width.

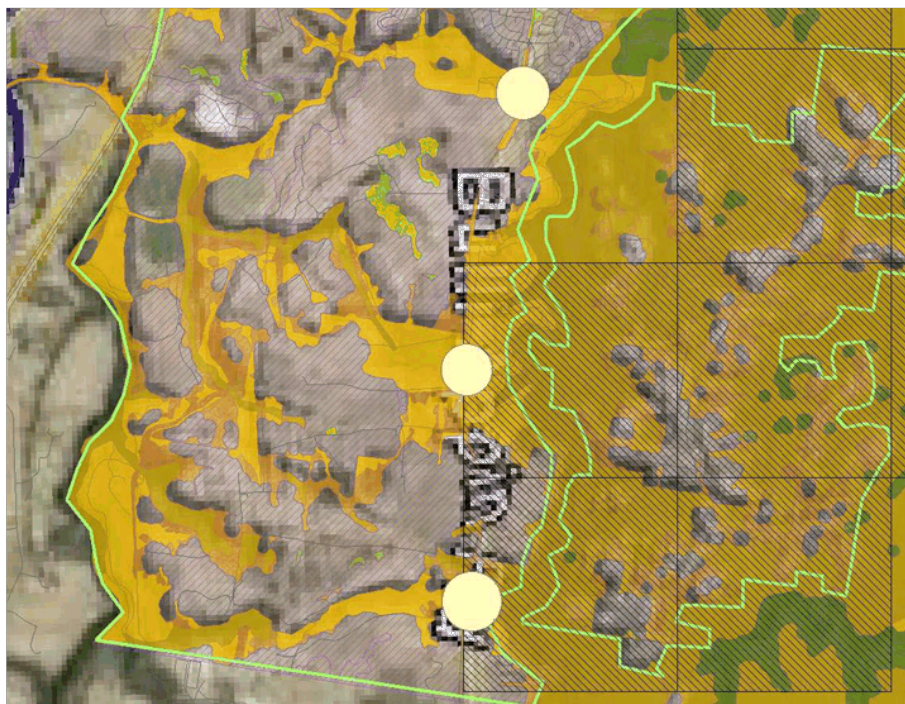


Figure 4 Recommended location of fauna overpass infrastructure along Appin Road.

4.5 Conclusions

Field assessment has confirmed utility by koalas of habitat in the south Campbelltown area and the active utilisation of SLAs currently linking the Nepean and Georges River catchments.

The aforementioned SLAs sustain high-quality PKH with high densities of PKFTs.

Eutrophication appears to be resulting in extensive dieback of PKFTs in the north-west of the study area in the general area of the junction of the Woodhouse – Menangle and Nepean Creeks.

The threat of further eutrophication impacts elsewhere in the study area arises from envisaged development outcomes, which historically will strive to optimise development outcomes (yield) at the expense of environmental considerations.

The proposed upgrading of Appin Road between Campbelltown and Appin will require extensive vehicle-strike mitigation measures including provision for a minimum of 3

dedicated fauna overpasses and supporting infrastructure in order to accommodate the movement of koalas and other wildlife.

Recommendations

1. In order to provide certainty for future planning purposes and a consolidated future for the Campbelltown koalas, Council should seek support from the NSW Department of Planning & Environment such that future planning for the GMPGA proceeds on the basis of at least three east-west SLAs, the minimum widths of which should range from 200 m - 425 m. To most effectively accommodate koalas, at least one of the three corridors should be designed specifically for the species by planning to ensure an optimal average width of 425 m is achieved⁷.
2. Council should initiate further investigations into the issue of eutrophication and associated Eucalypt dieback in the general area of the junction of the Woodhouse – Menangle and Nepean Creek SLAs. This is not just an ecological issue given the location of this event within the GMPGA and the health risks that may arise given increased levels of public access as a consequence of any future development.

⁷ This may require further analyses/consideration in order to identify optimum configuration.

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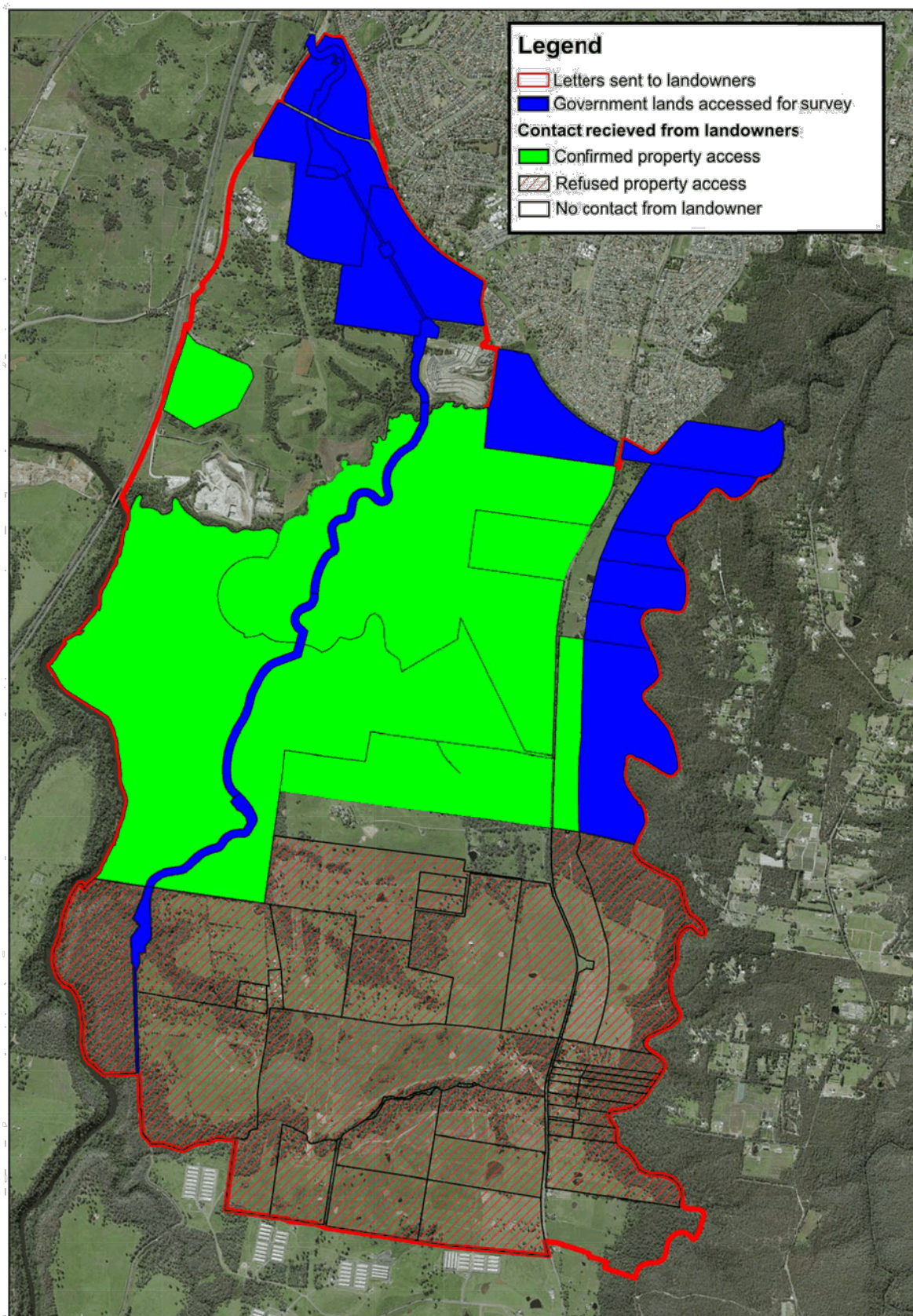
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Appendix 1

Site coordinates and details relating to presence (✓)/absence (×) of koala faecal pellets at each of the 25 sampled sites. 'No. PKFTs' corresponds to the number of Preferred Koala Food Trees sampled to determine presence/absence at a given site. 'PKFT' refers to the Preferred Koala Food Tree species recorded at each site. 'Corridor' represents corridor where site was located. If more than one corridor is listed = site is located within or between listed corridors.

Site No	Easting	Northing	Faecal pellet	No. PKFTs	PKFT	Corridor
1	296069	6222819	✓	5	<i>E. mol</i>	MC
2	296720	6222561	×	8	<i>E. ter</i>	MC
3	296382	6222717	×	7	<i>E. mol</i> , <i>E. ter</i>	MC
4	296162	6223098	✓	1	<i>E. mol</i>	MC
5	294613	6220940	✓	1	<i>E. pun</i>	WMC
6	294944	6220413	✓	1	<i>E. ter</i>	WMC
7	295562	6220168	×	7	<i>E. mol</i> , <i>E. pun</i> , <i>E. ter</i>	WMC
8	296154	6220273	✓	1	<i>E. pun</i>	WMC
9	296428	6219516	✓	1	<i>E. mol</i>	NC / WMC
10	295303	6220678	×	6	<i>E. pun</i>	WMC
11	295021	6221213	✓	5	<i>E. pun</i>	WMC
12	295941	6222071	✓	1	<i>E. ter</i>	MC / WMC
13	293694	6220499	×	7	<i>E. pun</i>	WMC
14	293724	6221157	×	6	<i>E. pun</i>	WMC
15	294250	6220336	×	9	<i>E. ter</i>	WMC
16	293652	6221824	×	6	<i>E. pun</i>	MC / WMC
17	293650	6220358	×	10	<i>E. mol</i> , <i>E. pun</i> , <i>E. ter</i>	WMC
18	293857	6219778	✓	1	<i>E. ter</i>	NC
19	293415	6219645	✓	1	<i>E. pun</i>	NRC / NC
20	292749	6220977	✓	1	<i>E. ter</i>	NRC
21	293229	6220158	×	7	<i>E. pun</i>	NRC
22	293041	6220585	✓	1	<i>E. ter</i>	NRC
23	294788	6222429	×	8	<i>E. mol</i> , <i>E. ter</i>	MC
24	295083	6224604	×	10	<i>E. mol</i>	MC
25	295452	6223235	×	11	<i>E. mol</i> , <i>E. ter</i>	MC

Abbreviations used for PKFTs and corridors in the table are as follows: *E. mol* = *E. moluccana*; *E. pun* = *E. punctata*; *E. ter* = *E. tereticornis*; MC = Menangle Creek; WMC = Woodhouse/ Menangle Creek; NC = Nepean Creek; NRC = Nepean River Corridor.



8.2 Mt Gilead Voluntary Planning Agreement

Reporting Officer

Executive Manager Urban Renewal
City Development

Community Strategic Plan

Objective	Strategy
4 Outcome Four: A Successful City	4.3 - Responsibly manage growth and development, with respect for the environment, heritage and character of our city

Officer's Recommendation

1. That Council endorse the draft Mt Gilead Voluntary Planning Agreement for the purpose of public exhibition in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and Regulations for a period of 28 days.
2. That all non-supportive submissions received during the public exhibition period be reported to Council. Where no non-supportive submissions are received for the draft Voluntary Planning Agreement, then Councils General Manager be authorised to execute that draft Voluntary Planning Agreement on behalf of Council.

Purpose

To seek Council's endorsement to publicly exhibit draft Voluntary Planning Agreement offered by Lendlease Communities (Mt Gilead) Pty Limited (Lendlease), Mount Gilead Pty Limited, and Mr Stefan Dzwonnik and Mrs Anne Dzwonnik.

History

A Planning Proposal was first submitted to Council by Mt Gilead Pty Ltd and Mr S and Mrs A Dzwonnik requesting that the land be rezoned to predominantly residential land. Mt Gilead forms part of the greater Mt Gilead Precinct which provides for the urban expansion within the southern portion of the Campbelltown Local Government Area.

Council endorsed the Planning Proposal request on 3 July 2012, with subsequent Gateway Determination made by the Director-General of the then Department of Planning and Infrastructure on 7 September 2012 allowing the proposal to proceed. Following further studies and public exhibitions of the final form of the proposal, the Mt Gilead release area was finally rezoned in September 2017.

Report

The Mt Gilead release area is approximately 210 hectares in size, and is located on Appin Road, directly south of Noorumba Reserve, and directly north of the historic Beulah Property.

Lendlease have an interest over the properties within the Mt Gilead release area. The current property descriptions are illustrated in Figure 1, while the land ownership is as follows:

- Mount Gilead Pty Ltd – Part Lot 1 and Part Lot 2 DP 807555 and Lot 59 DP 752042
- Mr S and Mrs A Dzwonnik – Lot 61 DP 752042

The Mt Gilead release area was rezoned for residential purposes in September 2017, based on the Indicative Structure Plan (Figure 2).

Lendlease are progressing the development of Mt Gilead, and have lodged two development applications for the preliminary works on site. The development applications are as follows:

- DA3868/2017/DA-A – Bulk Earthworks – To shape the landform ready for residential development. All proposed works are outside of bio banking sites.
- DA2989/2017/DA-S – Superlot DA - The creation of five superlots to facilitate the staged development of the release area.

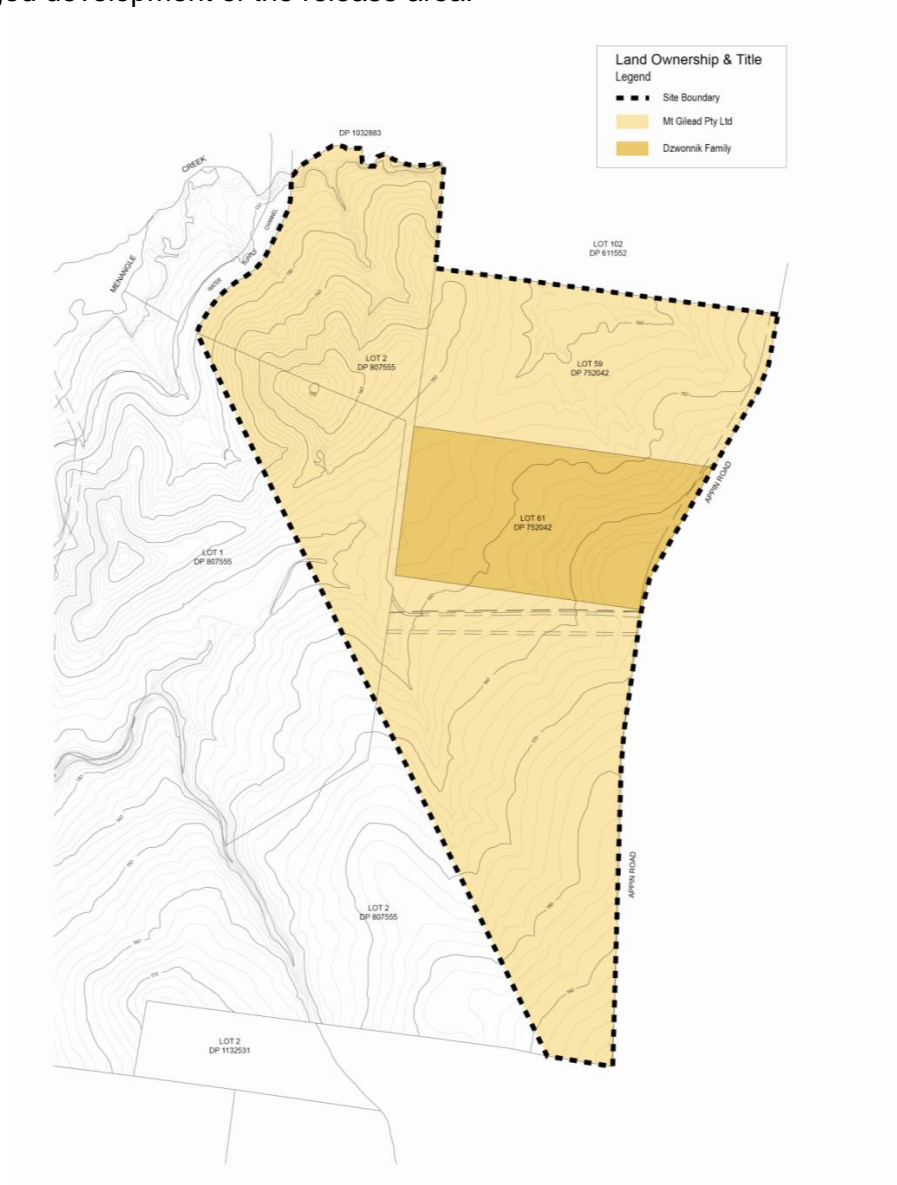


Figure 1: Current Property Descriptions (Source: Cox Richardson)

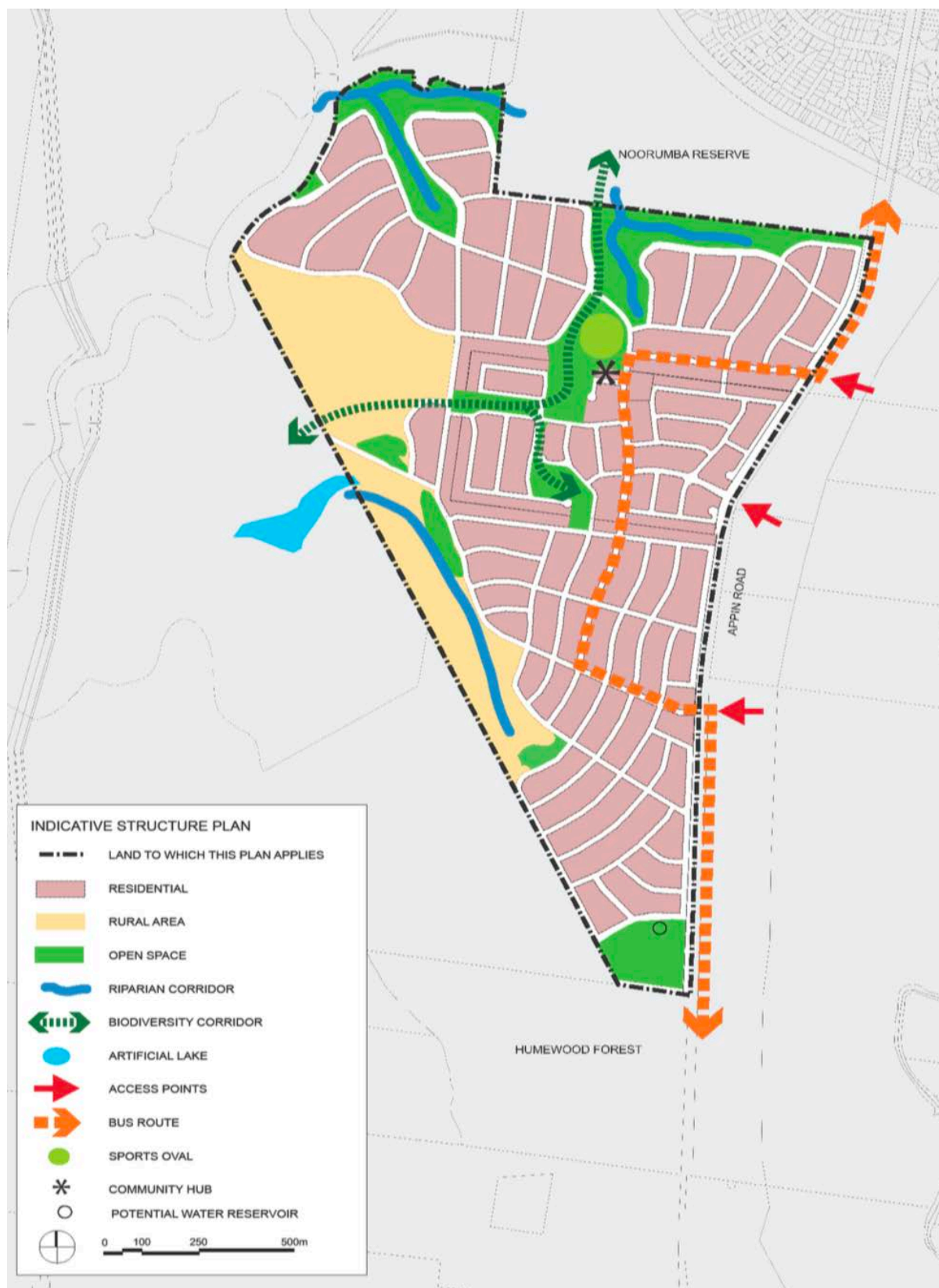


Figure 2: Indicative Structure Plan (Source: Cox Richardson)

1. The benefits of a Voluntary Planning Agreement

The *Environmental Planning and Assessment Act 1979* (the Act) and Environmental Planning and Assessment Regulations 2000 (the Regulations) provide Council with a number of options to require developers to provide the necessary local infrastructure (playing fields, parks, open space, collector roads, major drainage and associated facilities) to support new development.

Traditionally, local infrastructure has been provided via contribution plans under either Section 94 or 94A of the Act, where a levy proportional to the total value of community infrastructure required is applied to each parcel of land and paid to Council at the time of lodgement of the subdivision certificate. When sufficient funds are collected by Council during the life of the subdivision, the necessary local infrastructure is provided by Council.

The delivery of local infrastructure via this approach is dependent on the speed at which land is sold and can often lead to a lag in the provision of local facilities. There is also a considerable administrative and financial burden on Council in the management of contributions plans, as well as an inherent financial risk, where the development proceeds over a protracted timeframe.

Voluntary Planning Agreements provide an alternate framework to deliver local infrastructure and are ideal where there is one developer (such as Mt Gilead) for a specific urban release. A VPA is a voluntary agreement between a planning authority and a developer to provide land, a monetary contribution, other material public benefit or combination of these to be used for or applied towards a public purpose.

VPAs provide the following benefits:

- infrastructure is provided in a controlled fashion and progressively with each individual stage of the land release
- economies of scale which supports greater provision of infrastructure
- administrative and financial costs for Council are reduced

2. Statutory requirements

The Act and Regulations specify the legal requirements that must be met in order for a VPA to be developed, executed, implemented and monitored. Council staff and its solicitor are satisfied with the VPA offer and are of the view that the legal requirements governing the VPA have been met. The next stage in the development of the VPA (subject to Council endorsement), is for the draft VPA to be public exhibited for a period of not less than 28 days.

The regulations also require that a planning authority, such as Council, when proposing to enter into a planning agreement must prepare a written statement known as an explanatory note, which must be exhibited at the same time as the proposed VPA. The explanatory note must include a summary of the objectives, nature and effect of the proposed agreement and it must contain an assessment of the merits of the proposed agreement including the impact (positive or negative) on the public.

An explanatory note has been provided as part of the VPA documentation and will be exhibited with the VPA package, thereby satisfying this requirement of the regulations. Should Council receive any submissions that do not support the VPA during the exhibition period, then a further report will be provided to the Council for its consideration on the draft VPA. Where no non-supportive submissions are received, it is proposed that the draft VPA be executed by the General Manager on behalf of the Council.

The Act and Regulations also impose further requirements on Council following the execution of a VPA including requirements to:

- (a) provide the Minister with a copy of the agreement within 14 days after the agreement is executed
- (b) include in its annual report particulars of compliance with and the effect of the planning agreement during the year to which the report relates
- (c) keep a planning agreement register.

Arrangements would be put in place to ensure compliance with the above legislative requirements following execution of the VPA.

3. Proposed Mt Gilead VPA

The proposed VPA is to apply to urban development within the Mt Gilead release area, which will include:

- subdivision of land
- construction of roads, utilities and stormwater management facilities
- provision of open space and recreation areas
- protection of significant bushland
- construction of non-residential development
- provision of community facilities

Lendlease, through the VPA obligations, will deliver all local infrastructure requirements to accommodate 1,700 lots. The key components of the VPA include:

- **Open Space** – a new network of open space will provide a range of active and passive spaces, including several local parks and a recreational facility with turf playing fields, synthetic cricket pitch, amenities building, picnic/BBQ shelter and play area.
- **Community Facilities** – to meet the demand of the future population, a multiple purpose community facility with a 500 square metre footprint is proposed, sited on a 2,690 square metre site.
- **Road Network** – the development of the Mt Gilead release area will require upgrades to Appin Road, which serves as the main access point into the release area. A collector road will loop through the release area and will provide a route for bus services.
- **Stormwater Management** – a water cycle management strategy will be utilised, consisting of a series of stormwater detention basins and bio-retention facilities to store and treat stormwater prior to discharge into the existing creek system.

These works will be delivered through future development applications and imposed as a condition of development consent. The VPA also establishes clear triggers throughout the staged development to ensure the required infrastructure is progressively constructed as needed by the new community.

The proposed cost of infrastructure provision (both land and works) for each component has been separated below:

- Open Space and Recreation – \$29.9m
- Community Facilities – \$2.3m
- Road Network – \$12.3m
- Stormwater Management – \$11.7m.

The total infrastructure offer included within the VPA is \$56.2m which, on a per lot basis, is comparable with other similar release areas. In the event that more than 1,700 final lots are delivered, the VPA includes a requirement to pay an additional monetary contribution of \$50,000 per final lot. The VPA also includes a provision to amend the VPA if the monetary contribution is insufficient to meet the need for public services and amenities generated as a result of the lot threshold being exceeded.

In addition to the delivery of works under the VPA, a new Special Infrastructure Contribution (SIC) levy is under preparation by the Department of Planning and Environment (DP&E) that will cover the cost of regional road and transport infrastructure, regional open space and recreation, district cultural facilities, schools, emergency services and health facilities and environmental protection measures.

To ensure the early delivery of key road infrastructure, Lend Lease is negotiating a Regional VPA with the NSW Government to upgrade Appin Road from the southern boundary of the site to the Fitzgibbon Road intersection. A concept design for the upgrade was completed in December 2017 and Review of Environmental Factors (REF) will be exhibited mid-year with works likely to commence later this year. This facility, in association with delivery of the local road network would facilitate good access to bus services for the first residents in Gilead.

4. Future Plans

In addition to progression of the VPA and development applications as referred to in this report, Lend Lease has also commenced discussion with officers from Council and the DP&E concerning opportunity for additional development yield in the current Gilead release area and future release of the Gilead balance lands. The balance lands have capacity to deliver up to 8,000 new homes and would provide the opportunity to link South Campbelltown with Menangle via the Spring Farm Parkway.

Commencement of future amendments to Campbelltown Local Environmental Plan 2015 would occur either as a planning proposal application to Council or Accelerated Precinct Protocol application to the DP&E and would involve detailed consultation with Council and the community.

Financial Implication

The proposal to enter into a VPA legally secures the provision of appropriate social and physical infrastructure, including community facilities, open space, roads, stormwater management facilities and land dedication at no initial cost to Council. The ongoing cost of maintenance for these facilities would be funded as part of Council's Asset Management Plan. In addition, where onsite conservation measures are proposed, a lump sum payment of \$718,200 is proposed to meet the ongoing management cost of these areas to the standard required for biodiversity offsets.

Conclusion

The draft Voluntary Planning Agreement for Mt Gilead has been developed in consultation with Council staff and equates to a material public benefit in excess of approximately \$56.2m.

Council's solicitor has reviewed the VPA subject of this report and has endorsed the agreement as being legally sound for the purpose of public exhibition. The documents meet all legislative requirements and will provide the timely rollout of necessary local infrastructure to support the future community of Mt Gilead.

Attachments

1. Mt Gilead VPA and Explanatory Note (contained within this report)

Environmental Planning and Assessment Regulation 2000

(Clause 25E)

EXPLANATORY NOTE**Mount Gilead 1 Planning Agreement**

The purpose of this Explanatory Note is to provide a summary of the proposed Mount Gilead 1 Planning Agreement (**Planning Agreement**) to support the notification of the Planning Agreement under s 7.4 of the *Environmental Planning and Assessment Act 1979* (**EP&A Act**).

This Explanatory Note has been prepared jointly by the parties as required by clause 25E of the *Environmental Planning and Assessment Regulation 2000* (**EP&A Regulation**).

Parties

The parties to the Planning Agreement are:

- 1 Campbelltown City Council (ABN 31 459 914 087) (**Council**)
- 2 Lendlease Communities (Mt Gilead) Pty Ltd (ACN 605 278 331) (**Developer**)
- 3 Mount Gilead Pty Ltd (ACN 008 400 189) whilst they maintain ownership of the land (**Landowner 1**)
- 4 Stefan and Anna Dzwonnik whilst they maintain ownership of the land (**Landowner 2**)

Land

The Planning Agreement applies to the following land within Council's local government area (**Land**):

- Lot 3 in DP 1218887 (currently owned by Landowner 1)
- Lot 61 in DP 752042 (currently owned by Landowner 2)

1 Introduction and background

The Land is situated within the suburb of Gilead and is wholly contained within the Campbelltown Local Government Area. The Developer has commercial agreements with Landowner 1 and Landowner 2 to acquire the Land.

The Land was rezoned for urban development in September 2017 by an amendment to *Campbelltown Local Environmental Plan 2015* (**LEP**). The LEP was amended by the Department of Planning and Environment again in November 2017 to correct specific clause references to the Land.

At completion, the development will provide approximately 1,700 residential lots on the Land, as well as associated roads, utilities, open space, recreation facilities, community facility, stormwater management network and conservation areas to rehabilitate and conserve existing vegetation. The provision of local infrastructure has been determined to meet the needs for the future community that will be generated by the creation of 1,700 residential lots.

The land will be the subject of a series of development applications to allow for the staged development of the Land. Each stage will be developed only after the Developer becomes the owner of the relevant part of the Land for that stage.

The proposed Planning Agreement will be the mechanism for the Developer to provide all of the onsite infrastructure, works and facilities required by the development.

2 Objectives of the Planning Agreement

The objective of the proposed Planning Agreement is to provide certainty and funding for the construction of local infrastructure and facilities to meet the needs of the future community generated by the Development and facilitate the dedication of land to Council.

3 Nature of the Planning Agreement

The proposed Planning Agreement is a planning agreement under s7.4 of the EP&A Act. It is a voluntary agreement, under which the Developer provides development contributions (as defined by clause 1.1 of the Planning Agreement) for various public purposes (as defined by s7.4 of the EP&A Act) to deliver the necessary local infrastructure required to support the development of the Land.

4 Effect of the Planning Agreement

The proposed Planning Agreement:

- Excludes the application of s7.11 and s7.12 of the EP&A Act to the Development. Subsequent development that increases yield from a single lot or single dwelling may be subject to the application of s7.11 and s7.12 of the EP&A Act.
- Is required to be registered on title of the Land until such time as the Developer owns the Land and development consents have been issued for the relevant stage and appropriate security for the relevant local infrastructure works to that stage has been provided to Council.
- Requires the Developer to provide development contributions through the dedication of land and completion of local infrastructure works including open space, community facility, ecological vegetation rehabilitation and conservation, collector road network and stormwater management network required to support 1,700 final lots and associated dwellings.
- Requires the Developer to make an additional development contribution, of \$50,000 per lot, for any additional final lots delivered in excess of 1,700 lots.
- Whilst Landowner 1 and Landowner 2 own the land, provides certainty for Council for the acquisition of land associated with local infrastructure works.
- Establishes design approval, completion, maintenance and defect correction regimes for the delivery of local infrastructure works.

5 Merits of the Planning Agreement

5.1 The promotion of the public interest

The proposed Planning Agreement promotes the public interest by promoting the objects of the EP&A Act as set out in s1.3(b), (c), (g) and (j) of the EP&A Act.

5.2 The promotion of Council's charter

The proposed Planning Agreement promotes key elements of Council's charter by:

- Providing local infrastructure, including open space, community facilities, transport and storm water management network infrastructure for the anticipated community generated by development of the land.
- Providing additional certainty for the rehabilitation and conservation of vegetation on the site identified in the Biodiversity Certification Agreements that will apply to the land.
- Ensuring local infrastructure provided by the Development under the Planning Agreement are transferred to, and managed by, Council.
- Providing an opportunity for the wider community to make submissions to Council in relation to the Planning Agreement.

5.3 The Planning Purposes served by the proposed Planning Agreement

The proposed Planning Agreement:

- Promotes and coordinates the orderly and economic use and development of the Land.
- Provides for, and coordinates, the delivery of public purposes and local infrastructure to meet the needs of the future community generated by the development.
- Supports the revegetation and conservation of vegetation identified in the Biodiversity Certification that will apply to the site in line with the principles of ecologically sustainable development

5.4 Conformity with Council's works program

Council's capital works program does not apply to the Land of the proposed Planning Agreement. The Planning Agreement provides certainty for the delivery of local infrastructure to meet the needs of the community anticipated to be generated by the development and avoids the need for Council to deliver capital works for the land.

5.5 Requirements to be complied with before a certificate is issued

Schedule 1 of the proposed Planning Agreement provides details on when development contributions in the form of land dedications, works or monetary contributions are required to be provided by the Developer.

Security is to be provided for relevant works triggered at a different stage of development prior to the issue of a Construction Certificate.

Development thresholds, defined by final lots, are identified for each local infrastructure land and works items. All open space, community and transport infrastructure works are to be completed within 12 months of the registration of the Subdivision Certificate for final lots that meet the relevant development threshold for these items.

Water quality and treatment basin items are to be completed in two stages following the registration of the Subdivision Certificate for final lots that meet the relevant development threshold. The states and development triggers are as follows:

- Stage 1, including the formation of the water quality and treatment, within 12 months of the registration of the Subdivision Certificate for final lots the meets the relevant development threshold for these items.
- Stage 2, including installation of bio-retention media and other final water quality measures within 12 months of completion of 80% of dwellings in the relevant catchment.

The development thresholds reflect the timing for actual demand for infrastructure that is generated not at Subdivision Certificate stage but in line with the occupation of new dwellings and increase in residential population over the Land.

Where in excess of 1,700 final lots are delivered, the Developer is to make a monetary contribution of \$50,000/final lot to Council prior to the issue of the Subdivision Certificate for those lots.

If the parties form the view that the lot threshold of 1,700 final lots will be exceeded and the monetary contribution is insufficient or greater than necessary to allow Council to meet the need for public services and amenities generated as a result of lot threshold being exceeded, either party may request a review of the monetary contribution.

Mount Gilead 1 Planning Agreement

Under s 7.4 of the Environmental Planning and Assessment Act 1979

Campbelltown City Council
Lendlease Communities (Mt Gilead) Pty Limited
Mount Gilead Pty Limited
Stefan Dzwonnik and Anna Dzwonnik

Dated:


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60 Carrington Street
SYDNEY NSW 2000
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DETAILS – Mount Gilead 1 Planning Agreement

Under s 7.4 of the Environmental Planning and Assessment Act 1979 (NSW)

Date:

Parties

(1) Campbelltown City Council (Council)

ABN	31 459 914 087
Address	Civic Centre Cnr Queen and Broughton Streets CAMPBELLTOWN NSW 2560
Fax	##
Attention	##

(2) Lendlease Communities (Mt Gilead) Pty Limited (Lendlease)

ABN	##
Address	Level 14, Tower Three International Towers Sydney, Exchange Place 300 Barangaroo Avenue BARANGAROO NSW 2000
Fax	##
Attention	##

(3) Mount Gilead Pty Limited (Mt Gilead)

ABN	##
Address	##
Fax	##
Attention	##

(4) Stefan Dzwonnik and Anna Dzwonnik (Dzwonnik)

Address	##
Fax	##

Recitals

- A. The Developer wishes to carry out the Development on the Land.
- B. The Landowners are the owners of the Land as at the date of this Agreement.
- C. The Developer has entered into an agreement, or is otherwise associated with, the person who has sought the Instrument Change to enable the Development to be carried out.
- D. The Developer has offered to enter into a planning agreement and make Development Contributions in connection with the Instrument Change and the carrying out of the Development, in accordance with the terms and conditions of this Agreement.

Operative Parts

1. Defined terms and interpretation**1.1 Defined terms**

The following definitions apply unless the context requires otherwise.

Accredited Certifier has the same meaning as in the Act.

Act means the *Environmental Planning and Assessment Act 1979* (NSW).

Agreement means this Agreement and includes any schedules, annexures and appendices to this Agreement.

Approval includes approval, consent, licence, permission or the like.

Authority means the Commonwealth of Australia, the State of New South Wales, or any department or agency of the Commonwealth of Australia or the State of New South Wales, any public authority within the meaning of the Act, and any court or tribunal.

Building Work has the same meaning as in the Act.

Claim against any person means any allegation, action, demand, cause of action, suit, proceeding, judgement, debt, damage, loss, cost, expense, or liability howsoever arising and whether present or future, fixed or unascertained, actual or contingent whether at law, in equity, under statute or otherwise.

Complete means when an item of Work has been completed in accordance with this Agreement.

Completion Notice means a notice issued under this Agreement by the Developer to Council specifying an item of the Works that the Developer believes is Complete.

Contribution Value means:

- (a) in relation to an item of Work, the amount specified in **Schedule 1** as the "*Notional Value of Works*" for that item of Work as indexed at the time of a development application being lodged for that item in accordance with the Producer Price Index Number 3101 – Road and bridge construction New South Wales published by the Australian Bureau of Statistics; and;
- (b) in relation to an Item (or any part) comprising Land to be dedicated, the amount specified in **Schedule 1** as the "*Notional Value of Land*" for that Land.

Construction Certificate has the same meaning as in the Act.

Court means the Land and Environment Court of New South Wales.

Defect means a material defect that adversely affects the structural integrity, functionality or use or enjoyment of a Work or part of a Work.

Defects Liability Period has the meaning ascribed to it in clause 18.

Developer means Lendlease, or any other person undertaking the Development from time to time (which for the purpose of clarity may include one (1) or both of the Landowners).

Development the development of the Land:

- so as to create Final Lots;
- so as to construct the first single dwelling on any Final Lot created by the Developer; and
- for associated purposes including subdivision, community and commercial facilities, parks, open space and infrastructure,

which is permissible under both:

- the Campbelltown Local Environmental Plan 2015 as amended by the Instrument Change; and
- any Development Consent under the Act with respect to that development.

For the purpose of clarity, **Development** does not include the construction of any dwelling.

Development Application has the same meaning as in the Act.

Development Area means the area described as 'Land to which this VPA Applies' as shown on the Development Area Plan.

Development Area Plan means the plan contained in **Schedule 2**.

Development Consent means a development consent or project approval within the meaning of the Act.

Development Contribution means any of the following, or any combination of them, to be used for, or applied towards, a public purpose:

- a monetary contribution;
- the dedication of land free of cost;
- the carrying out of work; and
- the provision of any other material public benefit.

Encumbrance means:

- (1) an interest or power reserved in or over an interest in any asset;
- (2) an interest or power created or otherwise arising in or over any interest in any asset under any mortgage, charge (whether fixed or floating), pledge, lien, hypothecation, title retention, conditional sale agreement, hire or hire purchase agreement, option, restriction as to transfer, use or possession, easement, , restriction on the use of land or positive covenant , subordination to any right of any other person and any other encumbrance or security interest, trust or bill of sale; or

- (3) an interest or power by way of security for the payment of a debt or other monetary obligation or the performance of any obligation.

However, the parties agree that Encumbrance does not include a Biobanking agreement or similar instrument relating to the conservation of biodiversity or as otherwise agreed between the parties during approval of the design and specification under clause 13.

Encumber means to grant an Encumbrance.

Final Lot means a lot created as part of the Development, not including a strata lot, intended for separate occupation and disposition, not being:

- (a) a lot created by a subdivision of the Land that is to be dedicated or otherwise transferred to Council, the Minister or the RMS;
- (b) a Super Lot;
- (c) for community use, ecological restoration, drainage, open space, or infrastructure, or
- (d) that is to be dedicated or otherwise transferred for public use.

GST has the same meaning as the GST law.

GST law has the same meaning as in *A New Tax System (Goods and Services Tax) Act 1991* (Cth) and any other Act or regulation relating to the imposition or administration of the GST.

Independent Certifier means the independent Accredited Certifier nominated under clause 17, substantially qualified and experienced to certify the Work and having no current involvement with the project management, design and/or superintendency of the Work on behalf of the Developer.

Independent Verifier means the independent verifier nominated under clause 21, substantially qualified and experienced to certify the maintenance of the Work.

ISDP means the document titled Mount Gilead Infrastructure Services Delivery Plan prepared by GLN Planning and dated June 2016.

Instrument Change means the changes to the Campbelltown Local Environment Plan 2015 as provided for by:

- (a) Amendment No. 2 published on the legislation website on 8 September 2017; and
- (b) Amendment No. 6 published on the legislation website on 10 November 2017

Item means each separate Development Contribution specified in Column 1 of **Schedule 1**.

Just Terms Act means the *Land Acquisition (Just Terms Compensation) Act 1991* (NSW).

Land means land that is, or was prior to its subdivision, contained in Certificates of Title Folio Identifiers 3/1218887 and 61/752042.

Landowners means Mount Gilead Pty Limited, and Stefan Dzwonnik and Anna Dzwonnik, as well as any other person who owns any part of the Land from time to time.

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LRS means NSW Land Registry Services.

Maintenance Period has the meaning ascribed to it in clause 20.1(a)(ii).

Minister means the Minister administering the Act.

Monetary Contribution means the amount specified as the "*Monetary Contribution*" in **Schedule 1**.

Notional Value means the value identified in **Schedule 1** or if a plan of management has been prepared which assigns a value to the maintenance and management of a Work to be prepared for each item in Schedule 1, the amount specified in the plan of management.

Occupation Certificate has the same meaning as in the Act.

Open Space Work means any Work which **Schedule 1** indicates is for the public purpose of 'Open Space Infrastructure'.

Party means a party to this Agreement, including their successors and assigns.

Rectification Notice means a notice in writing that identifies a Defect in Work and requires rectification of the Defect within a specified period of time.

Registrar General means the Registrar General within the meaning of the *Real Property Act 1900* (NSW).

Regulation means the *Environmental Planning and Assessment Regulation 2000* (NSW).

Related Body Corporate has the meaning given to that term in the *Corporations Act 2001* (Cth).

RMS means Road and Maritime Services.

Security means a Bank Guarantee provided by a financial institution acceptable to Council or other form of security to the satisfaction of Council provided in accordance with clause 25.

Subdivision Certificate has the same meaning as in the Act.

Super Lot means a lot that forms part of the Development which, following the registration of a plan of subdivision, is intended for further subdivision to create Final Lots.

Tax means a tax, duty (including stamp duty and any other transaction duty), levy, impost, charge, fee (including a registration fee) together with all interest, penalties, fines and costs concerning them.

Work means the physical result of any building, engineering or construction work in, on, over or under land, required to be carried out by the Developer under this Agreement.

1.2 Interpretation

In the interpretation of this Agreement, the following provisions apply unless the context otherwise requires:

- (a) Headings are inserted for convenience only and do not affect the interpretation of this Agreement.
- (b) A reference to a business day means a day, other than a Saturday or Sunday, on which banks are open for business generally in Sydney.

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- (c) If the day on which something is to be done under this Agreement is not a business day, then it must be done on the next business day.
- (d) A reference to dollars or \$ means Australian dollars and all amounts payable under this Agreement are payable in Australian dollars.
- (e) A reference in this Agreement to a \$ value relating to a Development Contribution is a reference to the value exclusive of GST.
- (f) A reference to any legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision.
- (g) A reference to any agreement, deed or document is to that agreement, deed or document as amended, novated, supplemented or replaced.
- (h) A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Agreement.
- (i) A reference to a person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.
- (j) Where a word or phrase is given a defined meaning, another part of speech or other grammatical form for that word or phrase has a corresponding meaning.
- (k) The singular includes the plural, and the plural includes the singular.
- (l) References to the word 'include' or 'including' are to be construed without limitation.
- (m) A reference to a Party to this Agreement includes a reference to the Party's employees, agents and contractors, and the Party's successors and assigns and includes any third party undertaking the Development for or on behalf of, or in conjunction with the Party.
- (n) Any schedules, appendices and attachments form part of this Agreement.

2. Status of this Agreement

This Agreement is intended by the Parties to be a planning agreement within the meaning of s7.4(1) of the Act.

3. Commencement of this Agreement

- (a) This Agreement commences on the date on which it has been executed by all Parties.
- (b) The Party who executes this Agreement last is to insert the date that they executed this Agreement on the front page, and provide a copy of the fully executed and dated Agreement to any other person who is a Party.

4. Application of this Agreement

- (a) This Agreement applies to the Land and to the Development.
- (b) The Parties acknowledge that the Development Contributions required to be made under this Agreement are to meet the expected demand for public facilities arising from the Development.

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- (c) The Parties acknowledge and agree that if the Instrument Change is declared by a court to be invalid, the obligations on the Developer under this Agreement do not arise. If registration of this Agreement has occurred prior to the making of a declaration by a court that the Instrument Change is invalid, Council will do all things necessary to remove this Agreement from the title to the Land as quickly as practicable.

5. Part-performance of this Agreement

Council is not to raise any objection, requisition or claim, or impose any requirements beyond that provided for in this Agreement in relation to any obligation imposed on the Developer under this Agreement that had been performed, whether in whole or in part, on the date this Agreement commenced.

6. Further agreements relating to this Agreement

The Developer and Council may, at any time and from time to time, enter into agreements relating to the subject matter of this Agreement that are not inconsistent with this Agreement for the purpose of implementing this Agreement.

7. Application of s 7.11, s 7.12 and s 7.24 of the Act to the Development

- (a) This Agreement excludes the application of s 7.11 and s 7.12 of the Act to the Development.
- (b) This Agreement does not exclude the application of s 7.24 of the Act to the Development.
- (c) Section 7.11(6) of the Act does not apply to the Development Contributions that are to be provided under this Agreement.

8. Consultation Group

8.1 Formation

- (a) On the commencement of this Agreement, the Consultation Group will be formed.
- (b) The Consultation Group is to have four (4) members appointed as follows:
- (i) two (2) members appointed by Council; and
 - (ii) two (2) members appointed by the Developer.
- (c) Each party is entitled, at any time, to replace a member appointed by it to the Consultation Group by giving notice in writing to the other party.

8.2 Role of the Consultation Group

The Consultation Group is to be a forum to allow Council and the Developer:

- (a) discuss the operation of this Agreement; and
- (b) serve notices in accordance with clause 8.3.

8.3 Notices

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Unless otherwise agreed between Council and the Developer, any notices provided by the Developer to Council under this Agreement:

- (a) are to be provided in writing at a meeting of the Consultation Group; and
- (b) will be treated as given or made on the date of any such meeting at which any such notice is provided.

8.4 Frequency of meetings

The Consultation Group will meet:

- (a) at the frequency determined by it from time to time; or
- (b) no earlier than seven (7) days, and no later than fourteen (14) days, after a written request for that meeting is made by email to any member of the Consultation Group appointed under clause 8.1.

9. Provision of Development Contributions

9.1 Obligation of Developer

- (a) The Developer must make Development Contributions to Council in accordance with this Agreement, in particular in accordance with **Schedule 1**, and otherwise to the satisfaction of Council acting reasonably.
- (b) **Schedule 1** has effect in relation to Development Contributions to be made by the Developer under this Agreement such that the Developer must:
 - (i) deliver the Items in Table 2 of Schedule 1 by the Open Space Infrastructure Development Triggers in Table 5 having regard to Table 3 and Table 4.
 - (ii) deliver Items in Table 6, Table 7 and Table 8 of Schedule 1 in accordance with the relevant Development Triggers in column 6 of each of Table 6, Table 7 and Table 8

9.2 Monetary Contribution

- (a) In accordance with Schedule 1, the Developer must make payment of the Monetary Contribution to Council for each Final Lot that is created as part of the Development in excess of seventeen hundred (1,700) Final Lots (**Lot Threshold**).
- (b) The parties acknowledge and agree that the value of the Monetary Contribution represents their best estimate of the per lot contribution that will be required to allow Council to meet the need for public services and amenities generated as a result of Lot Threshold being exceeded.
- (c) If the parties form the view that the Lot Threshold will be exceeded and the Monetary Contribution is insufficient or greater than necessary to allow Council to meet the need for public services and amenities generated as a result of Lot Threshold being exceeded, any party may request a review of the Monetary Contribution.
- (d) Despite clause 9.2(c), the Monetary Contribution will not be taken to be varied unless Council and the Developer, acting reasonably, agree in writing to the variation.

9.3 No limit created by Contribution Value

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- (a) A Contribution Value specified in relation to a Development Contribution other than a monetary Development Contribution does not define or limit the extent of the Developer's obligation in that regard.
- (b) Further to paragraph (a), the Developer is not entitled to any payment, credit or offset to the extent that any costs incurred by it in making a Development Contribution exceeds the relevant Contribution Value.
- (c) If the cost incurred by the Developer to properly perform an obligation to carry out Work or dedicate land is less than a Contribution Value specified in relation to the obligation, the Developer is not required to carry out further Work or dedicate further land or pay money to Council to make up the difference between the Contribution Value and the cost incurred by the Developer in performing the obligation.

9.4 Council's obligation to apply Development Contributions

Council is to apply each Development Contribution made by the Developer under this Agreement towards the public purpose for which it is made and otherwise in accordance with this Agreement.

9.5 Alternative method of providing items of Work by paying monetary Development Contribution

- (a) If Council consents, the Developer may satisfy its obligation under this Agreement to provide any or all of the Works by paying to Council the specified Contribution Value for any or all of the Works
- (b) If the Developer pays a monetary amount under paragraph (a), the relevant amount must be paid to Council by the time that the relevant item of Work was required to have been Completed under this Agreement.
- (c) Council must spend the monetary Development Contribution paid by the Developer under this clause 9.5 on services, infrastructure or facilities to be delivered, in order of precedence:
 - (i) on the Land; or
 - (ii) at a location outside the boundary of the Land but within Council's Local Government Area.
- (d) The Developer and the Landowner must give, or procure, reasonable access to Council to that part of the Land upon which the Works are to be carried out by Council for the purposes of carrying out the works contemplated by this clause 9.5.

9.6 Alternative method of providing Items of Work

- (a) If Council consents, the Developer may vary or replace any item of Works provided that:
 - (i) the Contribution Value of the varied or new item of Work is the same or greater than the Contribution Value of the original item of Work;
 - (ii) the varied or new item of Work contains the core elements for that item of the Works as identified in the ISDP;
 - (iii) the varied or new item of Work serves the same, or a similar, public purpose as the original item of Work;

- (iv) the varied or new item of Work is provided at the same time as the original item of Work was required to have been provided under this Agreement; and
- (v) the varied or new item of Work complies with the requirements of any relevant Authority.

9.7 Alternative method of providing Monetary Contributions

- (a) If Council consents, the Developer may make any of the Monetary Contributions by the carrying out of works or the provision of services.
- (b) If the Developer carries out works or provides the services under paragraph (a):
 - (i) the Contribution Value of the works provided must be equal to or greater than the amount of the relevant Monetary Contribution; and
 - (ii) the works must be Completed no later than the time by which the Monetary Contribution was required to have been made under this Agreement.

10. Variation of scope or timing for provision of Development Contributions

10.1 Variation to the scope of a Development Contribution

- (a) The Developer may request that Council approve in writing a variation to the scope any item of Work.
- (b) For the purposes of determining whether to approve a variation under paragraph (a), Council may consider the content of the ISDP and whether the variation prejudices the provision of public services or public amenities for the Development.
- (c) The scope of a Development Contribution is not to be varied unless Council and the Developer, acting reasonably, agree in writing to the variation.
- (d) Council cannot withhold its consent to a variation of an item of Work if the variation does not result in a change to the matters identified as core elements for that Work in the ISDP.

10.2 Deferral of the timing of Completion of an item of the Works

- (a) Notwithstanding any other provision of this Agreement, if the Developer forms the view at any time, that:
 - (i) it is unable to Complete any item of the Works by the time specified in **Schedule 1**; or
 - (ii) it believes that there is a risk of damage to any item of the Works if they are delivered by the time required in **Schedule 1**,

(Deferred Works), then the Developer may seek Council's approval to defer the Completion of the relevant item of the Works by providing written notice to the Council:

 - (iii) identifying the relevant item of Work that the Developer proposes to defer;
 - (iv) specifying the reason for the request to defer the Completion of that item of the Works; and

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- (v) identifying the anticipated time for Completion of the relevant item of Work.
- (b) The Council, acting reasonably, must give the Developer a written notice within thirty (30) business days of the date upon which the Developer serves written notice upon Council in accordance with paragraph (a) stating:
 - (i) whether or not it consents to the deferral of the Deferred Works;
 - (ii) the revised date for Completion required by Council; and
 - (iii) any reasonable conditions Council requires with respect to the deferral (including any requirement for additional Security on account of that deferral, but only to the extent necessary to ensure that Council holds adequate security based on the then estimated cost to complete the relevant item of the Works).
- (c) If the Council consents to the deferral of the Deferred Works, then the following applies:
 - (i) The Developer must comply with any conditions required by Council under paragraph (b) above.
 - (ii) Provided the Developer satisfies those conditions, the Developer will not be considered to be in breach of this Agreement as a result of a failure to achieve Completion of the relevant Deferred Works by the time for Completion specified in this Agreement.
 - (iii) The time for completion of the Deferred Works under this Agreement is the revised date for Completion approved by Council.

11. Payment of monetary Development Contributions

A monetary Development Contribution is made for the purposes of this Agreement when Council receives the full amount of the contribution payable under this Agreement in cash or by unendorsed bank cheque or by the deposit by means of electronic funds transfer of cleared funds into a bank account nominated by Council.

12. Procedures relating to the dedication of Land

12.1 Works to be Completed prior to dedication

Council may refuse to accept the dedication of any part of the Land required to be dedicated by the Developer in accordance with this Agreement if any Works required to be carried out on that part of the Land under this Agreement have not been Completed at the time of dedication.

12.2 Dedication

A Development Contribution comprising the dedication of any part of the Land is made for the purposes of this Agreement when:

- (a) a deposited plan is registered in the register of plans held with the Registrar General that:
 - (i) dedicates the relevant part of the Land as a public road (including a temporary public road) under the *Roads Act 1993* (NSW), or

- (ii) creates a public reserve or drainage reserve under the *Local Government Act 1993* (NSW), or
- (b) the Council is given:
 - (i) an instrument in registrable form under the *Real Property Act 1900* (NSW) that is effective to transfer the title to the relevant part of the Land to the Council when registered;
 - (ii) the Certificate of Title for the relevant part of the Land; and
 - (iii) any document in a form acceptable to Council, necessary to discharge or release any Encumbrance registered on the title to the relevant part of the Land excluding encumbrances that would not in the Council's opinion, acting reasonably, impede the intended use of all or any part of the Land to be dedicated to the Council including but not limited to easements and covenants for services and drainage.

13. Design and Specification of Work

- (a) Before commencing construction of any item of Work, the Developer is to submit to Council for its approval the detailed design and specification for the Work.
- (b) If, within sixty (60) days of the date of submission referred to in paragraph (a):
 - (i) Council notifies the Developer in writing of its approval of the design and specification, the Developer is to carry out and Complete the item of Work in accordance with that design and specification;
 - (ii) Council fails to notify the Developer in writing that it approves or does not approve of the design and specification or does not require the Developer to make modifications, Council is taken to have approved the design and specification of the item of Work and the Developer may carry out and Complete the Work in accordance with that design and specification; or
 - (iii) Council notifies the Developer in writing that it does not approve of the design and specification or requires the Developer to make modifications, the Developer may:
 - (A) amend the design and specification and submit to Council the amended design and specification, in which case the Developer must submit any such amended detailed design and specification to Council under paragraph (a); or
 - (B) if the Developer does not agree with the modifications requested by Council, refer the matter for expert determination or mediation under this Agreement.

14. Standard of construction of Work

Any Work that the Developer is required to carry out under this Agreement is to be carried out in accordance with:

- (a) this Agreement;
- (b) any further agreement entered into under clause 6;

- (c) any reasonable requirements and directions of Council notified in writing to the Developer before the Work is Completed for the purposes of this Agreement, that are not inconsistent with this Agreement or any Development Consent for the Development;
- (d) the requirements of any approval, consent, permission or licence issued by a relevant Authority;
- (e) any Australian standards and other laws applicable to the Work; and
- (f) in a proper and workmanlike manner, complying with current industry practice and standards relating to the Work.

15. Access for Works

- (a) The Developer and the Landowner must permit Council, its officers, employees, agents and contractors to enter the Land or any other land at any time, upon giving reasonable prior notice, to:
 - (i) inspect, examine or test any Work; or
 - (ii) remedy any breach by the Developer in carrying out a Work.
- (b) Where Council, its officers, employees, agents and contractors enter the Land for the purposes outlined within this clause, Council must abide by all reasonable WHS requirements of the Developer.

16. Protection of people and property

The Developer is to ensure to the extent reasonably practicable in carrying out any Work that:

- (a) all necessary measures are taken to protect people and property;
- (b) unnecessary interference with the passage of people and vehicles is avoided; and
- (c) nuisances and unreasonable noise and disturbances are prevented.

17. Completion of the Works

17.1 Developer to notify

The Developer must provide a Completion Notice to the Council within ten (10) Business Days of believing it has completed any item of the Works.

17.2 Inspection

The Council must inspect the Works set out in a Completion Notice within ten (10) Business Days of the receipt of the notice given under clause 17.1.

17.3 Council to notify

- (a) Within the earlier of:
 - (i) ten (10) Business Days of inspecting the item of the Works set out in a Completion Notice; and

- (ii) twenty (20) Business Days from the receipt of the relevant Completion Notice,

the Council must provide notice in writing to the Developer that the Works set out in the Completion Notice:

- (iii) have been Completed; or
- (iv) have not been Completed, in which case the notice must also detail:
 - (A) those aspects of the relevant item which have not been Completed; and
 - (B) the work the Council requires the Developer to carry out in order to rectify those deficiencies.

- (b) If the Council does not provide the Developer with notice in accordance with paragraph (a) the Works set out in the Completion Notice will be deemed to have been Completed on the date nominated in the Completion Notice.

- (c) Where the Council serves notice on the Developer pursuant to paragraph (a)(iv) the Developer must:

- (i) rectify the deficiencies in that item in accordance with that notice within three (3) months from the date it is issued by the Council unless otherwise agreed by the Council; or
- (ii) serve a notice on the Council that it disputes the matters set out in the notice. If the Developer serves notice on the Council in accordance with this paragraph (c)(ii) the dispute resolution provisions of this Agreement will apply.

17.4 Developer's further notification

- (a) Where the Developer rectifies the Works in accordance with clause 17.3(c)(i) it must serve upon the Council a new Completion Notice for the item of the Works it has rectified (**New Completion Notice**).
- (b) The provisions of this clause 17 apply to any New Completion Notice issued by the Developer.

18. Procedures relating to the rectification of defects

18.1 Definition of Defects Liability Period

In this clause 18 the following definitions apply:

- (a) **Building Works** has the same meaning as in the Act.
- (b) **Defects Liability Period** means:
 - (i) for an Open Space Work (other than a Building Work), or any Work in **Schedule 1** specified under "Transport Infrastructure" or "Water Quality and Treatment Basin Work" - twelve (12) months from the date the Work is Completed for the purposes of this Agreement; and
 - (ii) for Building Work – twelve (12) months from the date the Work is Completed for the purposes of this Agreement.

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18.2 Council may issue Rectification Notice

During the Defects Liability Period, Council may give to the Developer a Rectification Notice.

18.3 Developer must comply with Rectification Notice

The Developer must comply with a Rectification Notice at its own cost according to its terms and to the satisfaction of Council acting reasonably.

18.4 If the Developer fails to comply with a Rectification Notice

- (a) Council may enter upon the Land for the purpose of satisfying the Rectification Notice where the Developer has failed to comply with a Rectification Notice but only after giving the Developer not less than ten (10) Business Days written notice of its intention to do so.
- (b) If the Council elects to exercise the step-in rights granted to it under this clause paragraph (a) then:
 - (i) the Council may:
 - (A) enter upon any part of the Land that it requires access to in order to satisfy the obligations of the Developer in accordance with the Rectification Notice; and
 - (B) rectify the relevant Defects in accordance with the Rectification Notice; and
 - (ii) the Developer and the Landowner must not impede or interfere with the Council in undertaking that work.
- (c) Where Council exercises its step-in rights, all costs incurred by Council in rectifying the relevant Defects may be claimed by Council as a liquidated debt owed by the Developer.

18.5 End of the Defects Liability Period

- (a) By no later than ten (10) business days prior to the end of the Defects Liability Period:
 - (i) Council will undertake a final inspection of the Work; and
 - (ii) Council may either:
 - (A) by way of written notice to the Developer, confirm that the Work is acceptable to Council acting reasonably; or
 - (B) issue a Rectification Notice to the Developer if it identifies any part of the Work which is not acceptable to Council (acting reasonably).
- (b) If Council issues a Rectification Notice under paragraph (a)(ii)(B), the Developer must comply with the Rectification Notice at its own cost according to its terms and to the satisfaction of the Council acting reasonably.
- (c) Council may not issue a further Rectification Notice under clause 18.5 for any additional unacceptable parts of the Work that were not identified in the Rectification Notice issued under paragraph (a)(ii)(B).

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- (d) If Council does not issue a Rectification Notice within ten (10) business days after undertaking a final inspection of the Works under paragraph (a)(i), the Works will be deemed to be acceptable to Council.

19. Failure to carry out Work

19.1 Council may issue notice

- (a) If Council considers that the Developer is in breach of any obligation under this Agreement relating to the carrying out of any Work, including Work the subject of a Rectification Notice, Council may give the Developer a notice under this clause.
- (b) The notice may require the Developer to:
 - (i) rectify the breach to Council's satisfaction; and
 - (ii) immediately cease carrying out further work relating to the Work except to rectify the breach.
- (c) A notice given under clause 19.1(a) must allow the Developer not less than twenty eight (28) days (or such further period as Council considers reasonable in the circumstances) to rectify the breach.

19.2 Developer must comply

The Developer must comply with any notice issued by Council under clause 19.1

19.3 If Developer fails to comply

- (a) Without limiting any other rights Council has to enforce this Agreement, if the Developer does not comply with a notice given under clause 19.1(a) then Council may:
 - (i) call upon the Security referred to in clause 25;
 - (ii) carry out and Complete the Work the subject of the Developer's breach; and
 - (iii) in the event the costs reasonably incurred by Council in carrying out the Works cannot be met by the Security, the Developer must pay the difference to Council within twenty eight (28) days of receiving a written demand for such payment by Council.
- (b) Clauses 28 and 29 do not prevent a notice being given under clause 19.1(a), nor do they apply to such a notice or the circumstances relating to the giving of the notice. Any procedure commenced under clause 28 or clause 29 ceases to apply when such a notice is given.
- (c) For the purposes of clause 19.3(a), the costs which Council can recover include fees and charges incurred by Council, Council's employees, agents and contractors, and legal costs and expenses.

20. Maintenance and management of Works

20.1 Definitions

- (a) In this clause:

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- (i) **Hard Landscaping Work** means items such as paving, seating, buildings, signage, lighting, playground equipment, and any other landscaping work that is not a Soft Landscaping Work.
- (ii) **Maintenance Period** means:
 - (A) in respect of Hard Landscaping Work, a period of twelve (12) months commencing on the date the Work is Completed for the purpose of this Agreement;
 - (B) in respect of Soft Landscaping Work, a period of twelve (12) months commencing on the date the Work is Completed for the purpose of this Agreement; and
 - (C) in respect of Water Quality and Treatment Basin Work, a period of twelve (12) months commencing on the date the Work is Completed for the purpose of this Agreement.
- (iii) **Maintenance Compliance Certificate** means a written notice issued by Council in accordance with clause 20.3(d)(ii)(A) or an Independent Verifier in accordance with clause 20.3(i)(ii)(A).
- (iv) **Maintenance Standards** means the maintenance standards and performance criteria of what constitutes fair wear and tear for the Works during the Maintenance Period set out in any Plan of Management or draft Plan of Management relating to the Work or the land on which the Work is or is to be located.
- (v) **Plan of Management** means a plan of management within the meaning of s36 of the *Local Government Act 1993* (NSW).
- (vi) **Soft Landscaping Work** means any Work comprising the planting of vegetation and associated preparation of planting beds or growing medium, such as shrubs, groundcovers, mulch and grass.
- (vii) **Water Quality and Treatment Basin Work** means any work comprising landscaping of grasses, shrubs and/or trees with an underlying filter media installed as bio-retention basins, wetlands and/or swales.
 - (A) Stage 1 Works means any water quality and treatment basin works excluding:
 - (I) The upper 100mm of filter media
 - (II) Any work comprising landscaping of grasses, shrubs and/or trees
 - (III) But including the installation of geotextile fabric to the upper surface of the works.
 - (B) Stage 2 Works means any works comprising landscaping of grasses, shrubs and/or trees with an underlying filter media installed as bio-retention basins, wetlands and/or swales not installed as part of Stage 1 Works including to removal of geotextile fabrics installed as part of Stage 1 works.

20.2 **Developer must maintain**

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Subject to clause 20.6(a) and 20.6(b), the Developer must maintain each Hard Landscaping Work, Soft Landscaping Work and Water Quality and Treatment Basin Work during the Maintenance Period in accordance with:

- (a) any matters set out in clause 14;
- (b) any Plan of Management or draft Plan of Management relating to the Work or the land on which the Work is or is to be located; and
- (c) the Maintenance Standards.

20.3 Maintenance Compliance Certificate

- (a) The Developer may seek a Maintenance Compliance Certificate for a Work from either Council or an Independent Verifier.
- (b) If the Developer elects to appoint Council to issue the Maintenance Compliance Certificate:
 - (i) Council is to undertake an inspection of the Work the subject of the Maintenance Period;
 - (A) in respect of Hard Landscaping Work every three (3) months commencing on the date that the Work is completed for the purpose of this Agreement;
 - (B) in respect of Soft Landscaping Work, every six (6) months commencing on the date that the Work is completed for the purpose of the Agreement; and.
 - (C) in respect of Water Quality and Treatment Basin Works, every six (6) months commencing on the date that the Work is completed for the purpose of the Agreement.
- (c) After each inspection, Council is to provide written notice to the Developer advising whether the Work has been maintained and managed in accordance with clause 20.2.
- (d) By no later than ten (10) Business Days prior to the end of the Maintenance Period:
 - (i) Council will undertake a final inspection of the Work; and
 - (ii) Council may either:
 - (A) by way of written notice to the Developer, confirm that the Work has been maintained by the Developer in accordance with this clause 20; or
 - (B) issue a notice to the Developer if it identifies any part of the Work which has not been maintained by the Developer in accordance with this clause 20.
- (e) If Council issues a notice under clause 20(d)(ii)(B) the Developer must comply with that notice at its own cost.
- (f) Council may not issue a further notice under clause 20.3(d)(ii)(B) for any additional unacceptable parts of the Work that were not identified in the original notice issued under 20.3(d)(ii)(B).

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- (g) If the Developer elects to appoint an Independent Verifier to issue the Maintenance Compliance Certificate:
 - (i) Prior to the provision of an Occupation Certificate, the Developer is to give Council written notice of the details of the nominated Independent Verifier;
 - (ii) Within 20 Business Days' of notice provided in clause 20.3(g)(i) the Parties are to agree on the appointment of an Independent Verifier and in the event that the Parties cannot agree, then the Independent Verifier to be nominated by the Ecological Consultants Association of NSW for Water Quality and Treatment Basin Works and Australian Institute of Landscape Architects for Hard Landscaping Works and Soft Landscaping Works; and
 - (iii) The Independent Verifier is to undertake an inspection of the Work the subject of the Maintenance Period;
 - (A) in respect of Hard Landscaping Work every three (3) months commencing on the date that the Work is completed for the purpose of this Agreement; and
 - (B) in respect of Soft Landscaping Work, every six (6) months commencing on the date that the Work is completed for the purpose of the Agreement.
 - (C) in respect of Water Quality and Treatment Basin Works, every six (6) months commencing on the date that the Work is completed for the purpose of the Agreement.
- (h) After each inspection, the Independent Verifier is to provide written notice to each of the Parties advising whether the Work has been maintained and managed in accordance with clause 20.2.
- (i) By no later than ten (10) Business Days prior to the end of the Maintenance Period:
 - (i) the Independent Verifier will undertake a final inspection of the Work; and
 - (ii) the Independent Verifier may either:
 - (A) by way of written notice to the Developer, confirm that the Work has been maintained by the Developer in accordance with this clause 20; or
 - (B) issue a notice to the Developer if it identifies any part of the Work which has not been maintained by the Developer in accordance with this clause 20.
- (j) If the Independent Verifier issues a notice under clause 20.3(i)(ii)(B) the Developer must comply with that notice at its own cost.
- (k) The Independent Verifier may not issue a further notice under clause 20.3(i)(ii)(B) for any additional unacceptable parts of the Work that were not identified in the original notice issued under 20.3(i)(ii)(B).
- (l) If Council does not agree with the decision of the Independent Verifier referred to in clause 20.3(i)(ii)(A), then clause 28 applies.

- (m) For the purposes of this clause, maintenance includes repairing damage caused by vandalism to the Work (including replacement of plants due to vandalism) but does not include deterioration as a result solely of fair wear and tear.

20.4 Plan of Management

- (a) The Developer must:
 - (i) fund and prepare a draft Plan of Management for any part of the Land on which an Open Space Work is to be constructed; and
 - (ii) provide the draft Plan of Management to Council for Council's consideration not less than six (6) months prior to the time the Land the subject of the draft Plan of Management is required to be dedicated.
- (b) For the purposes of clause 20.4(a)(i), Council is to promptly provide the Developer with a template of a Plan of Management if requested by the Developer in writing.

20.5 No further claim against Developer

If the Developer has complied with its obligations under this clause, Council cannot make any Claim (other than a Claim arising from the negligence of the Developer or a breach of this Agreement by the Developer), objection or demand about the state or condition of a Work after the end the Maintenance Period for that Work, other than with respect to defects notified to Council in accordance with clause 19.1.

20.6 Developer may elect to pay Monetary Contribution

- (a) At the request of the Developer and provided that Council agrees, the Developer may satisfy any of its obligations in relation to the maintenance and management of the Works by paying the Notional Value assigned to the respective maintenance and management of the Work as a monetary Development Contribution.
- (b) Council agrees that if the Developer performs its obligations under this Agreement in relation to maintenance and management of a Work in accordance with clause 20.6(a), Council must hold the monetary Development Contribution for the purpose of the maintenance and management of the Work and apply the money towards that purpose.
- (c) The Developer must give, or procure, reasonable access to Council to that part of the Land upon which management and maintenance of the Work are to be carried out by Council in accordance with clause 20.6(a).
- (d) For the avoidance of doubt, if the Developer pays the Notional Value for the maintenance and management of the Work in lieu of carrying out the maintenance and management pursuant to clause 20.6(a), the Developer is not required to carry out the maintenance and management of the Work.

21. Works-as-executed-plan

No later than sixty (60) days after an Item comprising a Work is Completed in accordance with this Agreement, the Developer must submit to Council:

- (a) a full works-as-executed-plan for the Item; and
- (b) the technical or operation manual, specifications and warranties (if any) for any product that forms part of the Item comprising a Work.

22. Hand-over of Works

- (a) Subject to anything to the contrary in this Agreement, Council accepts responsibility for a Work on the later of:
 - (i) the date when the Work is Completed for the purposes of this Agreement; or
 - (ii) if the Work is carried out on land which is to be dedicated to Council under this Agreement, the date of dedication of that land.
- (b) The Developer, at its own cost, is to repair and make good to the satisfaction of the Council (acting reasonably) any loss or damage to a Work from any cause whatsoever which occurs before the Work is Completed for the purposes of this Agreement.

23. Council may withhold Subdivision Certificate

- (a) The Developer may only make, or cause, suffer or permit the making of, an application for a Subdivision Certificate that creates a Final Lot in the Development if, at the date of the application, the Developer is not in breach of its obligation to make Development Contributions under this Agreement.
- (b) Council may withhold the issue of a Subdivision Certificate if, at the relevant time, the Developer is in breach of any obligation to make Development Contributions under this Agreement until such time as:
 - (i) the breach is rectified; or
 - (ii) Council calls upon the Security provided by the Developer in respect of the Development Contributions to which the breach relates.
- (c) Council may not withhold the issue of a Subdivision Certificate if the Developer has not met its obligations to maintain and manage works.

24. Security for the Dedication of Land**24.1 Council may acquire**

If the Developer does not dedicate the land required to be dedicated under this Agreement, or any part thereof, at the time at which it is required to be dedicated, the Landowner consents to Council compulsorily acquiring that land for compensation in the amount of \$1.00 without having to follow the pre-acquisition procedures under the Just Terms Act.

24.2 Agreement to acquire

Clause 24.1 constitutes an agreement for the purposes of section 30 of the Just Terms Act.

24.3 Additional comfort for Council

- (a) If, as a result of an acquisition referred to in clause 24.1, Council is required to pay compensation to any person other than the Developer or the Landowner, the Developer is to reimburse the Council for that amount upon a written request being made by Council.

- (b) The Developer indemnifies and keeps indemnified Council against all Claims made against Council as a result of any acquisition by Council of the whole or any part of the land that is required to be dedicated under this Agreement.
- (c) The Developer and the Landowner must promptly do all things necessary, and consent to the Council doing all things necessary, to give effect to this clause 24, including without limitation:
 - (i) signing any documents or forms;
 - (ii) giving land owner's consent for the lodgement of any Development Application;
 - (iii) producing certificates of title to the Registrar-General under the *Real Property Act 1900* (NSW); and
 - (iv) paying Council's costs arising from this clause 24.

25. Security for carrying out of Work

25.1 Provision of Security

Subject to paragraph 25.2, prior to the issue of a Construction Certificate for any stage of the Development where an item of Work must be Completed prior to the issue of a Subdivision Certificate with respect to that stage, Council must be given separate irrevocable and unconditional undertakings:

- (a) for the amount equivalent to the Contribution Value for the relevant item of Works (**Primary Security**); and
- (b) for an amount equivalent to ten (10%) of the Contribution Value for the relevant item of Works (**Defects Security**),

(collectively referred to as the **Security**).

25.2 Floating Security

The Developer may satisfy clause 25.1 by allowing Council to retain any Security previously provided under this Agreement, provided that Council holds Security in an amount no less than the aggregate required to be provided by the Developer under clause 25.1 at the relevant time.

25.3 Council may call on Security

If the Developer is indebted to Council under this Agreement, without limiting any other remedies available to it, may call on any Security provided to it.

25.4 Top up of Security

If Council calls on the Security, Council, by notice in writing to the Developer, may require the Developer to provide a further or replacement Security in an amount that, when added to any unused portion of any Security then held by Council, does not exceed the amount of the Security which Council is entitled to hold at that time under this Agreement.

25.5 Release of Primary Security

Unless:

- (a) Council has made a demand against the Primary Security provided to it;
- (b) if applicable, the Development Contributions on account of which that Security was provided have not been provided;
- (c) at the relevant time the relevant item of Works to which the Primary Security relates has been Completed; or
- (d) at the relevant time the Developer has not remedied a breach of this Agreement that it has been given notice of by Council,

Council, upon a written request being made by the Developer, must return the Primary Security within ten (10) Business Days of such a request being made.

25.6 Release of Defects Security

Unless:

- (a) Council has made a demand against the Defects Security provided to it;
- (b) the relevant Defects Liability Period has not expired; or
- (c) at the relevant time the Developer has not remedied a breach of this Agreement that it has been given notice of by Council,

Council, upon a written request being made by the Developer, must return the Defects Security within ten (10) Business Days of such a request being made.

25.7 Indexation of value of Security value

The Developer must ensure that, on an annual basis from the date of commencement of this Agreement, that the Security then held by Council equals the indexed amount of the Contribution Values for the relevant Works for which Security is required to be held at that time.

26. Registration of this planning agreement

26.1 Obligation to register

- (a) The Parties agree that this Agreement will be registered on the title of the Land pursuant to section 93H of the Act.
- (b) The Landowners must:
 - (i) do all things necessary to allow the registration of this Agreement to occur under paragraph (a) against the title to the Land they respectively own; and
 - (ii) pay any reasonable costs incurred by the Council in undertaking that registration.

26.2 Partial discharge of agreement

- (a) For the avoidance of doubt the Parties agree that this Agreement is to be removed from the title to any part of the Land if the Developer gives Council a written notice requesting such removal and the Developer has complied with its obligations under this Agreement with respect to that part of the Land to which such notice relates.

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- (b) Further to paragraph (a) the Parties agree that this Agreement is to be removed from the title to a Super Lot if the Developer gives Council a written notice requesting such removal and:
 - (i) the Developer has provided Security under this Agreement with respect to any:
 - (A) items of Work required to be provided prior to the release of any Subdivision Certificate for the creation of Final Lots from that Super Lot; and
 - (B) Monetary Contribution determined by Council, acting reasonably, that will be required to be paid upon any subdivision of that Super Lot, or
 - (ii) the Developer has complied with its obligations under this Agreement with respect to that part of the Land to which such notice relates .
- (c) Upon receipt of a notice under this clause, Council will do all things necessary to remove this Agreement from the title to the Land specified in the notice as quickly as practicable if the party giving the notice has complied with its obligations under this Agreement with respect to that part of the Land to which such request relates.

27. Enforcement in court

- (a) The Parties may enforce this Agreement in any court of competent jurisdiction.
- (b) For the avoidance of doubt, nothing in this Agreement prevents:
 - (i) a Party from bringing proceedings in the Land and Environment Court to enforce any aspect of this Agreement or any matter to which this Agreement relates; and/or
 - (ii) Council from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this Agreement or any matter to which this Agreement relates.

28. Dispute resolution - expert determination

- (a) This clause applies to a dispute under this Agreement about a matter that can be determined by an appropriately qualified expert (**Expert Determination Dispute**).
- (b) Such a dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the dispute and requiring it to be determined by an appropriately qualified expert.
- (c) Within fourteen (14) days of the notice, the Parties are to meet to try to resolve the dispute.
- (d) If within a further twenty eight (28) days the dispute is not resolved, the dispute must be referred to the President of the NSW Law Society to appoint an expert to determine the dispute.
- (e) The expert determination binds the Parties, except in the case of the expert's fraud or misfeasance.

- (f) Each Party must bear its own costs arising from or in connection with the appointment of the expert and the expert determination.
- (g) If the Parties disagree over whether a dispute is properly an Expert Determination Dispute, then either Party may refer that issue to the Chief Executive Officer (CEO) of the professional body that represents persons with the relevant expertise, for a determination of that issue. The CEO's determination is final and binds the Parties.

29. Dispute resolution - mediation

- (a) This clause applies to any dispute under this Agreement other than a dispute to which clause 28 applies.
- (b) Such a dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the dispute.
- (c) The Parties are then to meet within fourteen (14) days of the notice to try to resolve the dispute.
- (d) If the dispute is not resolved within a further twenty eight (28) days, the Parties must mediate the dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time, and must request the President of the Law Society, or the President's nominee, to select a mediator.
- (e) If the dispute is not resolved by mediation within a further twenty eight (28) days, or any longer period that may be needed to complete any mediation process which has been started, then the Parties may exercise their legal rights in relation to the dispute, including by taking legal proceedings in a court of competent jurisdiction in New South Wales.

30. Determination of this Agreement

30.1 Determination

This Agreement will determine upon each of the Developer satisfying all of their obligations imposed on them under this Agreement in full.

30.2 Agreement not to apply to Final Lots

- (a) The Parties acknowledge and agree that:
 - (i) the Developer intends to develop Final Lots, and associated infrastructure and facilities, on the Land;
 - (ii) it is the present intention of the Developer to develop the Land into one thousand seven hundred (1,700) Final Lots;
 - (iii) there will be further development on the Land after the creation of Final Lots by the Developer (for example, the construction of dwellings); and
 - (iv) multiple dwellings may be created on Final Lots created by the Developer as part of the Development (including the further subdivision of those Final Lots if permissible in the future).
- (b) It is the intention of the Parties that this Agreement only apply to the Development of the Land:

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- (i) by the Developer so as to create Final Lots, and associated infrastructure and facilities; and
- (ii) by the Developer, or any third party (if applicable), so as to construct the first single dwelling on a Final Lot,
- (c) On account of the matters referred to above, the parties agree that this Agreement no longer applies to any Final Lot upon:
 - (i) Council issuing a Subdivision Certificate to the Developer for a plan which, when registered, will create that Final Lot; and
 - (ii) upon the issue of an Occupation Certificate for the first single dwelling in respect of that Final Lot.
- (d) For the purpose of clarity, the Parties acknowledge and agree that the provisions of clause 7 cease to apply to any Final Lot with respect to which this Agreement ceases to apply under paragraph (c).

30.3 Consequences

Upon the determination of this Agreement the Council will do all things necessary to allow the Developer to remove this agreement from the title of the whole or any part of the Land as quickly as possible.

31. Assignment, sale of Land, etc

- (a) Unless the precondition specified in paragraph (b) is satisfied, the Developer or a Landowner must not:
 - (i) transfer the Land or any part of it, other than a Final Lot, to any person other than a Related Body Corporate, Council, the Minister or RMS; or
 - (ii) assign its rights or obligations under this Agreement, or novate this Agreement, to any person.
- (b) The precondition to be satisfied under paragraph (a) is that the Developer has, at no cost to Council, procured the execution by the person to whom the Developer or a Landowner proposes to sell or transfer the Land, or to whom the Developer's rights or obligations under this Agreement are to be assigned or novated (**Third Party**), of an agreement in favour of Council to the effect that the Third Party is bound as if a party to this Agreement.

32. Position of the Council

32.1 Consent authority

The parties acknowledge that the Council is a consent authority with statutory rights and obligations pursuant to the terms of the Legislation.

32.2 Agreement does not fetter discretion

This agreement is not intended to operate to fetter, in any unlawful manner:

- (a) the power of the Council to make any Law; or
- (b) the exercise by Council of any statutory power or discretion, (**Discretion**).

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32.3 Severance of provisions

- (a) No provision of this agreement is intended to, or does, constitute any unlawful fetter on any Discretion. If, contrary to the operation of this clause, any provision of this agreement is held by a court of competent jurisdiction to constitute an unlawful fetter on any Discretion, the parties agree:
 - (i) they will take all practical steps, including the execution of any further documents, to ensure the objective of this clause 32 is substantially satisfied; and
 - (ii) in the event that clause 32.3(a) cannot be achieved without giving rise to an unlawful fetter on a Discretion, the relevant provision is to be severed and the remainder of this agreement has full force and effect.
- (b) Where the Law permits the Council to contract out of a provision of that Law or gives the Council power to exercise a Discretion, then if the Council has in this agreement contracted out of a provision or exercised a Discretion under this agreement, then to that extent this agreement is not to be taken to be inconsistent with the Law.

32.4 No obligations

Nothing in this agreement will be deemed to impose any obligation on the Council to exercise any of its functions under the Act in relation to the Instrument Change, the Land or the Development.

33. Indemnity

Each Party indemnifies each other Party from and against all Claims that may be sustained, suffered, recovered or made against each other Party arising in connection with the performance of that Party's obligations under this Agreement except if, and to the extent that, the Claim arises because of the another Party's negligence or default.

34. Insurance

- (a) The Developer is to take out and keep current to the satisfaction of the Council the following insurances in relation to Work required to be carried out by the Developer under this Agreement, up until the time that the Work is taken to have been Completed in accordance with this Agreement:
 - (i) contract works insurance, noting Council as an interested party, for the full replacement value of the Works (including the cost of demolition and removal of debris, consultants' fees and authorities' fees), to cover the Developer's liability in respect of damage to or destruction of the Works,
 - (ii) public liability insurance for at least \$20,000,000.00 for a single occurrence which covers Council, the Developer and any subcontractor of the Developer, for liability to any third party,
 - (iii) workers compensation insurance as required by law, and
 - (iv) any other insurance required by law.
- (b) If the Developer fails to comply with clause 34.1(a), Council may effect and keep in force such insurances and pay such premiums as may be necessary for that purpose and the amount so paid shall be a debt due from the Developer to the Council and may be recovered by Council as it deems appropriate, including:

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- (i) by calling upon any Security provided by the Developer to Council pursuant to clause 25; or
 - (ii) recovery as a debt due in a court of competent jurisdiction.
- (c) The Developer is not to commence to carry out any Work unless it has first provided to the Council satisfactory written evidence of all of the insurances specified in clause 34.1(a).
- (d) Council acknowledges and agrees that the insurances required to be taken out and kept current by the Developer in accordance with this clause 34 may be novated to the Third Party.

35. Review of this Agreement

- (a) The Developer must provide Council with a report every three years detailing the performance of its obligations under this Agreement.
- (b) The report is to be:
 - (i) given no later than every three (3) years from the date on which this Agreement is entered into; and
 - (ii) in the form and addressing the matters the Council notifies to the Developer from time to time.
- (c) The Parties are to review this Agreement every three (3) years, and otherwise if either Party considers that any change of circumstance has occurred, or is imminent, that materially affects the operation of this Agreement.
- (d) For the purposes of clause 35.1(c), the relevant changes include any change to a law that restricts or prohibits, or enables Council or any other planning authority to restrict or prohibit, any aspect of the Development.
- (e) For the purposes of addressing any matter arising from a review of this Agreement referred to in clause 35.1(c), the Parties are to use all reasonable endeavours to agree on and implement appropriate amendments to this Agreement.
- (f) If this Agreement becomes illegal, unenforceable or invalid as a result of any change to a law, the Parties agree to do all things necessary to ensure that an enforceable agreement of the same or similar effect to this Agreement is entered into.
- (g) A Party's failure to agree to take action requested by the other Party as a consequence of a review referred to in clause 35.1(c) is not a dispute for the purposes of clauses 28 and 29, and is not a breach of this Agreement.

36. Confidentiality

- (a) The terms of this Agreement are not confidential and this Agreement may be treated as a public document and exhibited or reported without restriction by any Party.
- (b) The Parties acknowledge that:
 - (i) confidential information may have been supplied to some or all of the Parties in the negotiations leading up to the making of this Agreement;

- (ii) the Parties may disclose to each other further confidential information in connection with the subject matter of this Agreement, and
- (iii) subject to clauses 36.1(c) and 36.1(d), each Party agrees:
 - (A) not to disclose any confidential information received before or after the making of this Agreement to any person without the prior written consent of the Party who supplied the confidential information; or
 - (B) to take all reasonable steps to ensure all confidential information received before or after the making of this Agreement is kept confidential and protected against unauthorised use and access.
- (c) A Party may disclose confidential information in the following circumstances:
 - (i) in order to comply with the law, or the requirements of any Authority; or
 - (ii) to any of their employees, consultants, advisers, financiers or contractors to whom it is considered necessary to disclose the information, if the employees, consultants, advisers, financiers or contractors undertake to keep the information confidential.
- (d) The obligations of confidentiality under this clause do not extend to information which is public knowledge other than as a result of a breach of this clause.

37. Notices

- (a) A notice, consent, information, application or request (**Notification**) that must or may be given or made to:
 - (i) Council under this Agreement, must only be given or made in accordance with clause 8.3; or
 - (ii) any other Party under this Agreement, must only be given or made if it is in writing and sent in one of the following ways:
 - (A) delivered or posted to that Party at its address set out in the Summary Sheet; or
 - (B) faxed to that Party at its fax number set out in the Summary Sheet; or
 - (C) emailed to that Party at its email address set out in the Summary Sheet.
- (b) A Party may change its address, fax number or email address by giving the other Party three (3) business days' notice of the change, in which case the new address, fax number or email address is treated as the address or number in the Summary Sheet.
- (c) A Notification is to be treated as given or made under paragraph (a)(ii) if it is:
 - (i) delivered, when it is left at the relevant address;
 - (ii) sent by post, two (2) business days after it is posted;

- (iii) sent by fax, as soon as the sender receives from the sender's fax machine a report of an error-free transmission to the correct fax number; or
- (iv) sent by email, and the sender does not receive a delivery failure message from the sender's internet service provider within a period of twenty four (24) hours of the email being sent.
- (d) If a Notification is delivered, or an error-free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

38. Approvals and consent

- (a) In this clause, a reference to an approval or consent does not include a reference to a Development Consent.
- (b) Except as otherwise set out in this Agreement, and subject to any statutory obligations, a Party may give or withhold an approval or consent to be given under this Agreement in that Party's absolute discretion and subject to any conditions determined by the Party.
- (c) A Party must give its reasons for giving or withholding consent or for giving consent subject to conditions.

39. Costs

The Developer is to pay Council's reasonable costs of preparing, negotiating, executing and stamping this Agreement and any document related to this Agreement.

40. Entire Agreement

- (a) This Agreement contains everything to which the Parties have agreed in relation to the matters it deals with.
- (b) No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Agreement was executed, except as permitted by law.

41. Further acts

Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to effect, perfect or complete this Agreement and all transactions incidental to it.

42. Governing law and jurisdiction

- (a) This Agreement is governed by the law of New South Wales.
- (b) The Parties submit to the non-exclusive jurisdiction of its courts, and are not to object to the exercise of jurisdiction by those courts on any basis.

43. Representations and warranties

The Parties represent and warrant that they have power to enter into this Agreement and to comply with their obligations under the Agreement, and that entry into this Agreement will not result in the breach of any law.

44. Severability

- (a) If a clause or part of a clause can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way.
- (b) If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part of it is to be treated as removed from this Agreement, but the rest of this Agreement is not affected.

45. Modification

No modification of this Agreement has any effect unless it is in writing and signed by the Parties.

46. Waiver

- (a) A Party does not waive any of the other Party's obligation or breach of obligation merely by failing to do, or delaying in doing, something under this Agreement.
- (b) A waiver by a Party is effective only if it is in writing.
- (c) A written waiver by a Party is effective only in relation to the particular obligation or breach for which it is given. It is not to be taken as an implied waiver of any other obligation or breach, or as an implied waiver of that obligation or breach in relation to any other occasion.

47. GST

- (a) In this clause:

Adjustment Note, Consideration, GST, GST Group, Margin Scheme, Money, Supply and Tax Invoice have the meaning given by the GST Law.

GST Amount means in relation to a Taxable Supply the amount of GST payable for the Taxable Supply.

GST Law has the same meaning as in A New Tax System (Goods and Services Tax) Act 1999 (Cth) and any other Act or regulation relating to the imposition or administration of the GST.

Input Tax Credit has the meaning given by the GST Law and a reference to an Input Tax Credit entitlement of a Party includes an Input Tax Credit for an acquisition made by that Party but to which another member of the same GST Group is entitled under the GST Law.

Taxable Supply has the meaning given by the GST Law, excluding (except where expressly agreed otherwise) a supply for which the supplier chooses to apply the Margin Scheme in working out the amount of GST on that supply.

- (b) Subject to clause 47.1(d), if GST is payable on a Taxable Supply made under, by reference to or in connection with this Agreement, the Party providing the Consideration for that Taxable Supply must also pay the GST Amount as additional Consideration.
 - (c) Clause 47.1(b) does not apply to the extent that the Consideration for the Taxable Supply is expressly stated in this Agreement to be GST inclusive.
 - (d) No additional amount is payable by Council under clause 47.1(b) unless, and only to the extent that, Council (acting reasonably and in accordance with the GST Law) determines that it is entitled to an Input Tax Credit for its acquisition of the Taxable Supply giving rise to the liability to pay GST.
 - (e) If there are Supplies for Consideration which is not Consideration expressed as an amount of Money under this Agreement by one Party to the other Party that are not subject to Division 82 of the A New Tax System (Goods and Services Tax) Act 1999, the Parties agree:
 - (i) to negotiate in good faith to agree the GST inclusive market value of those Supplies before issuing Tax Invoices for those Supplies; and
 - (ii) that any amounts payable by the Parties in accordance with clause (as limited by clause 47.1(d) (as limited by clause 47(d)) to each other for those Supplies will be set off against each other to the extent that they are equivalent in amount.
 - (f) No payment of any amount under this clause 47, and no payment of the GST Amount where the Consideration for the Taxable Supply is expressly agreed to be GST inclusive, is required until the supplier has provided the recipient with a Tax Invoice or Adjustment Note as the case may be.
 - (g) Any reference in the calculation of Consideration or of any indemnity, reimbursement or similar amount to a cost, expense or other liability incurred by a Party, must exclude the amount of any Input Tax Credit entitlement of that Party in relation to the relevant cost, expense or other liability.
 - (h) This clause continues to apply after expiration or termination of this Agreement.
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Schedule 1– Development Contributions (Clause 1.1)

[TO BE INSERTED SEPARATELY]

MOUNT GILEAD 1 – MDP LANDS VPA SCHEDULE

SCHEDULE 1 – VPA MONETARY CONTRIBUTIONS, LAND DEDICATIONS, WORKS, COSTS & TIMING

TABLE 1 - MONETARY CONTRIBUTIONS

ITEM	PROPOSED SCOPE OF WORKS	DEVELOPMENT TRIGGER TYPE	MONETARY CONTRIBUTION	DEVELOPMENT TRIGGER
MC	Payment of a monetary contribution for local infrastructure, including both land and works, for development in excess of 1,100 Final Lots	Lot Development	\$50,000 Per Final Lot	Prior to the issue of a Subdivision Certificate creating any additional Final Lot in excess of 1,700

TABLE 2 - OPEN SPACE INFRASTRUCTURE

ITEM	PROPOSED SCOPE OF WORKS	OPEN SPACE HIERARCHY	NOTIONAL VALUE OF WORKS	NOTIONAL VALUE OF LAND
OS1	Facilities comprising elements from the following:	Environmental EL	Landscape works \$1,160,841	Park land \$1,050,990
	• Passive Open Space – 7.0ha of land			
	• Revegetation works to 3.52ha as per OEH BioBanking Agreement			
	• Landscaping and planting to remainder (excluding drainage facilities)			
	• Post and cable fencing			
OS2	Facilities comprising elements from the following:	Passive Recreation PR	Landscape works \$1,272,901	Park land \$1,256,835
	• Passive and Active Open Space – 8.38ha of land			
	• Revegetation works to 4.29ha as per OEH BioBanking Agreement			
	• Landscaping and planting to remainder (excluding drainage facilities)			
	• Post and cable fencing			
OS3	Associated sealing, pathways, signage and feature boulders			
	Facilities comprising elements from the following:	Active Recreation AR 1	Landscape works \$7,197,525	Park land \$3,337,070
	• Passive and Active Open Space and Recreation – 2.50ha of land		Public art \$50,000	
	• 1 x Turf playing field including – Picket fence, Irrigation & lighting			
	• 1 x Synthetic Cricket Pitch			
	• 1 x Amenities Building (see CF2 for details)			

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MOUNT GILEAD 1 – MDP LANDS VPA SCHEDULE

ITEM	PROPOSED SCOPE OF WORKS	OPEN SPACE HIERARCHY	NOTIONAL VALUE OF WORKS	NOTIONAL VALUE OF LAND
OS4 and OS7	<ul style="list-style-type: none"> 1 x Picnic / BBQ shelter 			
	<ul style="list-style-type: none"> 1 x Play area 			
	<ul style="list-style-type: none"> Public artwork 			
	<ul style="list-style-type: none"> Parking for up to 62 spaces (including on street parking) Associated seating, exercise equipment, waste bins, water refill stations, pathways, signage, structures and landscaping (excluding drainage facilities) 			
OS4 and OS7	Facilities comprising elements from the following:	Environmental EL	Landscape works \$729,746	OS4 Park land \$2,126,006 OS7 Park land \$1,919,140
	<ul style="list-style-type: none"> Passive Open Space – 351ha of land 			
	<ul style="list-style-type: none"> Bushland revegetation and associated pathway and signage 			
	<ul style="list-style-type: none"> Post and cable fencing 			
OS5	Facilities comprising elements from the following:	Passive Recreation PR	Landscape works \$267,718	Park land \$249,090
	<ul style="list-style-type: none"> Passive and Active Open Space and Recreation – 0.217ha of land 			
	<ul style="list-style-type: none"> Informal kick around area 			
	<ul style="list-style-type: none"> Landscaping and tree planting (excluding drainage infrastructure) 			
OS6	<ul style="list-style-type: none"> Associated pathway, bench seating and signage 			
	Facilities comprising elements from the following:	Passive Recreation PR	Landscape works \$220,514	Park land \$214,475
	<ul style="list-style-type: none"> Active Open Space and Recreation – 0.191ha of land 			
	<ul style="list-style-type: none"> Half road heritage – 0.071ha of land 			
OS8	<ul style="list-style-type: none"> Landscaping and tree planting 			
	<ul style="list-style-type: none"> Associated pathway 			
	Facilities comprising elements from the following:	Passive Recreation PR	Landscape works \$205,300	Park land \$191,015
	<ul style="list-style-type: none"> Passive Open Space – 0.171ha of land 			
OS8	<ul style="list-style-type: none"> Bushland revegetation and associated pathway and signage 			

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MOUNT GILEAD 1 – MDP LANDS VPA SCHEDULE

ITEM	PROPOSED SCOPE OF WORKS	OPEN SPACE HIERARCHY	NOTIONAL VALUE OF WORKS	NOTIONAL VALUE OF LAND
OS9	<ul style="list-style-type: none"> Post and cable fencing Associated pathway, bench seating and signage 	Active Recreation AR2	\$3,960,688 Landscape works	Park land \$3,685,060
	Facilities comprising elements from the following:			
	<ul style="list-style-type: none"> Active Open Space and Recreation – 3.20ha of land 			
	<ul style="list-style-type: none"> Bushland revegetation 			
	<ul style="list-style-type: none"> Post and cable fencing Associated pathway and bench seating 			
OS10	Facilities comprising elements from the following:	Active Recreation AR2	\$726,274 Landscape works	Park land \$68,140
	<ul style="list-style-type: none"> Passive and Active Open Space and Recreation – 0.568ha of land 			
	<ul style="list-style-type: none"> Bushland revegetation and landscaping 			
	<ul style="list-style-type: none"> Informal kick around area 1 x Play area 			
	<ul style="list-style-type: none"> Post and cable fencing Associated seating, exercise equipment, waste bins, water refill stations, pathways, signage, structures and feature boulders 			

TABLE 3

OPEN SPACE REFERENCE	OPEN SPACE HIERARCHY
OS1	EL
OS2	PR
OS3	AR 1
OS4	EL
OS5	PR
OS6	PR
OS7	EL
OS8	PR
OS9	AR 2
OS10	AR 2

TABLE 4

OPEN SPACE HIERARCHY	CODE
ENVIRONMENT LANDS	EL
PASSIVE RECREATION	PR
ACTIVE RECREATION - DISTRICT LEVEL	AR2
ACTIVE RECREATION - LOCAL LEVEL	AR1

TABLE 5

FINAL LOT	OPEN SPACE INFRASTRUCTURE DEVELOPMENT TRIGGERS
300	Completion of 1 x EL or 1 x PR
600	Completion of 1 x EL or 1 x AR2
900	Completion of 1 x EL or 1 x AR2 or 1 x PR
1,200	Completion of 1 x AR1
1,500	Completion of 1 x EL or 1 x AR2 or 2 x PR
1,700	Completion of 1 x EL or 1 x AR2 or 2 x PR

Note: Each item of Open Space Infrastructure above is to be Completed prior to the date that is 12 months after the issue of a Subdivision Certificate creating the particular Final Lot number as specified in this table.

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MOUNT GIL EAD 1 – MDP LANDS VPA SCHEDULE

TABLE 6 - COMMUNITY INFRASTRUCTURE

ITEM	PROPOSED SCOPE OF WORKS	DEVELOPMENT TRIGGER TYPE	NOTIONAL VALUE OF WORKS	NOTIONAL VALUE OF LAND	DEVELOPMENT TRIGGER
CH1	Facilities comprising elements from the following:	Lot Development	Community Building works \$1,301,755	Community Facility land \$237,535	No later than 12 months after registration of the 1,200m ² Final Lot
	• Community Facility Land – 0.2089ha of land				
	• Multi-purpose space building with footprint of 500m ² with service provision to food kiosk area. To be provided in close proximity to CH2 for shared amenities.				
	• Parking for up to 38 spaces (including on street parking)				
CF2	Facilities comprising elements from the following:	Lot Development	Amenities Building works \$712,925	Land included in OCS1	No later than 12 months after registration of the 1,200m ² Final Lot
	• Amenities building with footprint of 200m ² including:				
	• 2 x team change rooms				
	• 1 x referee change room				
	• Male and female amenities, showers and toilets with disabled access.				
	• Storage				
	• Covered pathway between amenities building and community facility				

TABLE 7 - TRANSPORT INFRASTRUCTURE

ITEM	PROPOSED SCOPE OF WORKS	DEVELOPMENT TRIGGER TYPE	NOTIONAL VALUE OF WORKS	NOTIONAL VALUE OF LAND	DEVELOPMENT TRIGGER
TM1	Construction of Collector Road for a minimum of 765m with footprint of approximately 1.53ha, up to two roundabouts if required, in accordance with Council Standards.	Lot Development	Collector Road works \$3,877,083	Collector Road Land \$1,763,065	No later than 12 months after registration of the 1,500m ² Final Lot
TM4	Construction of Collector Road for a minimum of 503m with footprint of approximately 1.01ha, up to one roundabout if required, in accordance with and Council Standards	Lot Development	Collector Road works \$2,474,842	Collector Road Land \$1,148,160	No later than 12 months after registration of the 300m ² Final Lot
TM6	Construction of Collector Road for a minimum of 440m with footprint of approximately 0.88ha, up to one roundabout if required, in accordance with Council Standards	Lot Development	Collector Road works \$2,192,796	Collector Road Land \$907,810	No later than 12 months after registration of the 800m ² Final Lot

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MOUNT GILEAD 1 – MDP LANDS VPA SCHEDULE

TABLE 8 - WATER QUALITY AND TREATMENT BASIN WORK

ITEM	PROPOSED SCOPE OF WORKS	DEVELOPMENT TRIGGER TYPE	NOTIONAL VALUE OF WORKS	NOTIONAL VALUE OF LAND	DEVELOPMENT TRIGGER
CATCHMENT 1A	Water quality and quantity facilities comprising elements from the following: <ul style="list-style-type: none"> Water quality swale(s) and detention basin(s) with a footprint of 19,089m² To meet the objectives of the Water Cycle strategy and constructed in accordance with detailed design provided at DA.	Development within Drainage Catchment	Drainage works - \$3,539,101	Land included in OS2 Drainage Land (D11) \$84,135	Stage 1 Works No later than 12 months after registration of the 1st st Final Lot within Drainage Catchment 1A Stage 2 Works No later than 12 months after completion of 80% of dwellings within Drainage Catchment 1A
CATCHMENT 2A	Water quality and quantity facilities comprising elements from the following: <ul style="list-style-type: none"> Nil 				
CATCHMENT 3A	Water quality and quantity facilities comprising elements from the following: <ul style="list-style-type: none"> Water quality swale(s) and detention basin(s) with a footprint of 4,334m² To meet the objectives of the Water Cycle strategy and constructed in accordance with detailed design provided at DA.	Development within Drainage Catchment	Drainage works - \$803,524	Land included in OS1	Stage 1 Works No later than 12 months after registration of the 1st st Final Lot within Drainage Catchment 3A Stage 2 Works No later than 12 months after completion of 80% of dwellings within Drainage Catchment 3A
CATCHMENT 3B	Water quality and quantity facilities comprising elements from the following: <ul style="list-style-type: none"> Water quality swale(s) and detention basin(s) with a footprint of 3,268m² Water quality and quantity facilities comprising elements from the following:	Development within Drainage Catchment	Drainage works - \$572,631	Land included in OS1	Stage 1 Works No later than 12 months after registration of the 1st st Final Lot within Drainage Catchment 3B Stage 2 Works No later than 12 months after completion of 80% of dwellings within Drainage Catchment 3B
CATCHMENT 4A	Water quality and quantity facilities comprising elements from the following: <ul style="list-style-type: none"> Water quality swale(s) and detention basin(s) with a footprint of 2,778m² To meet the objectives of the Water Cycle strategy and constructed in accordance with detailed design provided at DA.	Development within Drainage Catchment	Drainage works - \$515,041	Drainage land - \$41,760	Stage 1 Works No later than 12 months after registration of the 1st st Final Lot within Drainage Catchment 4A Stage 2 Works No later than 12 months after completion of 80% of dwellings within Drainage Catchment 4A
CATCHMENT 5A	Water quality and quantity facilities comprising elements from the following:				

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MOUNT GILEAD 1 – MDP LANDS VPA SCHEDULE

ITEM	PROPOSED SCOPE OF WORKS	DEVELOPMENT TRIGGER TYPE	NOTIONAL VALUE OF WORKS	NOTIONAL VALUE OF LAND	DEVELOPMENT TRIGGER
	<ul style="list-style-type: none"> Nil 				
CATCHMENT 5B	<p>Water quality and quantity facilities comprising elements from the following:</p> <ul style="list-style-type: none"> Water quality swale(s) and detention basins(s) with footprint a of 13,727m² <p>To meet the objectives of the Water Cycle strategy and constructed in accordance with detailed design provided at DA.</p>	Development within Drainage Catchment	Drainage works - \$3,286,586	Drainage land \$205,905	<p>Stage 1 Works No later than 12 months after registration of the 1stst Final LxI within Drainage Catchment 5B</p> <p>Stage 2 Works No later than 12 months after completion of 80% of dwellings within Drainage Catchment 5B</p>
CATCHMENT 6A	<p>Water quality and quantity facilities comprising elements from the following:</p> <ul style="list-style-type: none"> Water quality swale(s) and detention basins(s) with a footprint of 2,801m² <p>To meet the objectives of the Water Cycle strategy and constructed in accordance with detailed design provided at DA.</p> <p>Assumes 45% of Dg delivered for Catchment 6A.</p>	Development within Drainage Catchment	Drainage works - \$919,435	Drainage land \$42,025	<p>Stage 1 Works No later than 12 months after registration of the 1stst Final LxI within Drainage Catchment 6B</p> <p>Stage 2 Works No later than 12 months after completion of 80% of dwellings within Drainage Catchment 6B</p>
CATCHMENT 6B	<p>Water quality and quantity facilities comprising elements from the following:</p> <ul style="list-style-type: none"> Water quality swale(s) and detention basins(s) with a footprint of 3,395m² <p>To meet the objectives of the Water Cycle strategy and constructed in accordance with detailed design provided at DA.</p> <p>Assumes 55% of Dg delivered for Catchment 5B</p>	Development within Drainage Catchment	Drainage works - \$1,844,971	Drainage land \$149,270	<p>Stage 1 Works No later than 12 months after registration of the 1stst Final LxI within Drainage Catchment 6B</p> <p>Stage 2 Works No later than 12 months after completion of 80% of dwellings within Drainage Catchment 6B</p>

In Table 8:

Stage 1 Works means any water quality and treatment basin works excluding:

- a. The upper 100mm of filter media

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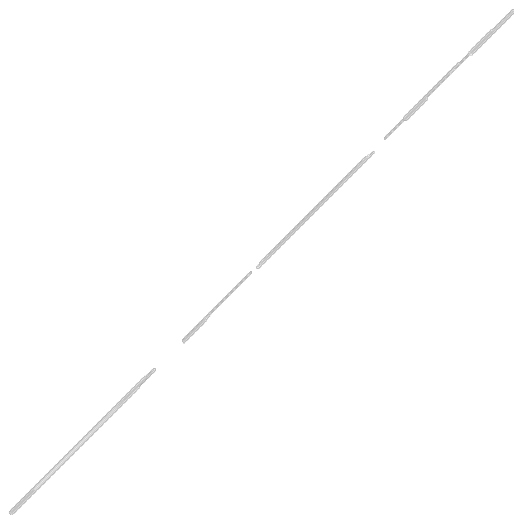
MOUNT GILEAD 1 – MDP LANDS VPA SCHEDULE

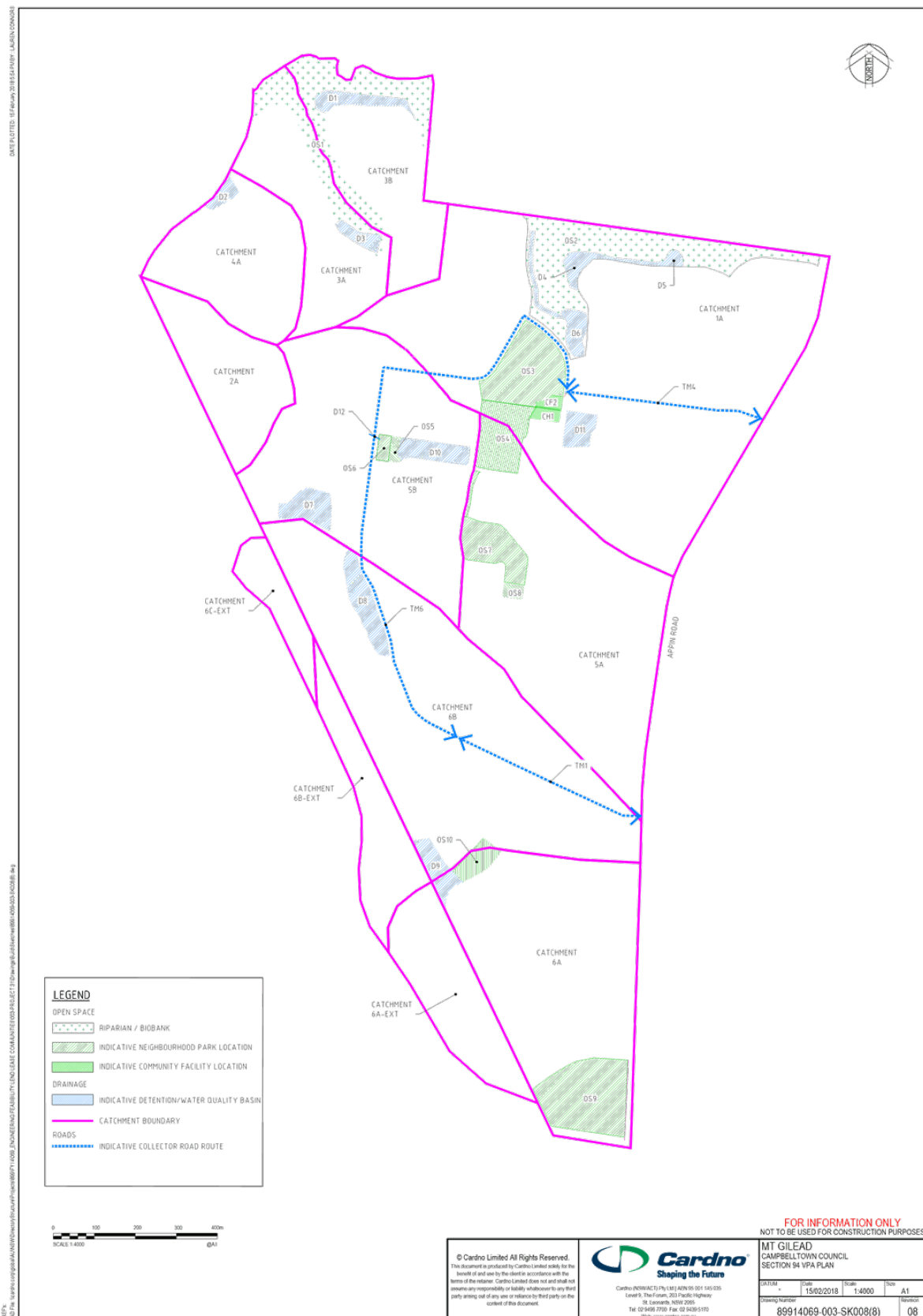
- b. Any work comprising landscaping of grasses, shrubs and/or trees
- c. But including the installation of geotextile fabric to the upper surface of the works.

Stage 2 Works means any works comprising landscaping of grasses, shrubs and/or trees with an underlying filter media installed as bio-retention basins, wetlands and/or swales not installed as part of Stage 1 Works including to removal of geotextile fabrics installed as part of Stage 1 Works.

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Schedule 2 – Development Area Plan (Clause 1.1)





Executed as a deed

Signed, sealed and delivered on behalf of the)
Council by its General Manager and Mayor by)
the affixing of the Common Seal of Council in)
accordance with resolution dated

Signature of General Manager

Signature of Mayor

Name of General Manager
(BLOCK LETTERS)

Name of Mayor (BLOCK LETTERS)

Signed, sealed and delivered by Lendlease)
Communities (Mount Gilead) Pty Limited **ABN**)
in accordance with Section 127 of the)
Corporations Act 2001 (Cth)

Signature of authorised person

Signature of authorised person

Office held

Office held

Name of authorised person
(BLOCK LETTERS)

Name of authorised person
(BLOCK LETTERS)

Signed, sealed and delivered by **Mount**)
Gilead Pty Limited in accordance with Section)
127 of the Corporations Act 2001 (Cth))

Signature of authorised person

Signature of authorised person

Office held

Office held

Name of authorised person
(BLOCK LETTERS)

Name of authorised person
(BLOCK LETTERS)

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signed, sealed and delivered by **Stefan**)
Dzwonnik and Anna Dzwonnik in the)
 presence of the witnesses signing below)

.....
Signature of authorised person	Signature of authorised person
.....
Office held	Office held
.....
Name of authorised person (BLOCK LETTERS)	Name of authorised person (BLOCK LETTERS)

8.3 Quarterly Legal Status Report October to December 2017

Reporting Officer

Director City Development
City Development

Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.2 - Ensure that service provision supports the community to achieve and meets their needs

Officer's Recommendation

That the information be noted.

Purpose

To update Council on the current status of the City Development Divisions legal matters.

Report

This report contains total costs to date for each matter and the status of the Division's current legal matters for the period of 1 October to 31 December 2017 as they relate to:

- The Land and Environment Court
- The Supreme Court
- The District Court
- The Local Court
- Matters referred to Council's solicitor for advice.

A summary of year-to-date costs is also included.

Attachments

1. Legal Status October to December 2017 (contained within this report)

1. Land and Environment Court Class 1 Matters – Appeals Against Council's Determination of Development Applications
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Ongoing Class 1 DA appeal matters for the period (updated to 10/11/2017)	3
Costs from 1 July 2017 for Class 1 DA appeal matters:	\$61,338.23

1 (a)	Samir ALZAIDI
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Issue: Appeal against Council's refusal of development application No. 1088/2015/DA-BH that sought consent for demolition of existing structure and construction of 19 room boarding house establishment.

Property: Lot 913, DP 28119, 33 Colonial Street, Campbelltown

Property Owner: Mr Samir Abdul Majid Alzaidi

Council File: Development Application No: 1088/2015/DA-BH

Court Application: Filed on 7 October 2016 - File No. 16/299387

Applicant: Samir Alzaidi

Costs Estimate: \$25,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)

Progressive Costs: \$42,128.20

Status: Ongoing – listed for hearing on 24 and 25 January 2018.

Progress: The Applicant filed an appeal in the Land and Environment Court of NSW against Council's refusal of development application No. 1088/2015/DA-BH that sought consent for demolition of existing structure and construction of 19 room boarding house establishment.

The proceedings were before the Court for first callover on 4 November 2016. The Registrar made certain procedural directions and adjourned the proceedings for section 34 Conciliation Conference on site on 2 February 2017.

Agreement at the conciliation conference was unable to be reached, accordingly the conciliation was terminated. The Commissioner made certain procedural directions and adjourned the proceedings to 7 and 8 August 2017 for hearing.

Proceedings have been rescheduled due to the unexpected unavailability of the applicant's traffic consultant. By consent the proceedings were relisted for hearing on 24 and 25 January 2018. The objectors to the development have been advised of the rescheduled hearing dates.

1 (b)**PROPERTY GLENFIELD PTY LTD**

Issue:	Appeal against Council's refusal of development application No. 530/2016/DA-RS that sought consent for subdivision of property into two allotments, construction of 47 dwellings, and roads and strata subdivision into 47 allotments.
Property:	Lot 16, DP 17859, 23 Glenfield Road, Glenfield
Property Owner:	Property Glenfield Pty Ltd
Council File:	Development Application No: 530/2016/DA-RS
Court Application:	Filed on 1 March 2017 - File No. 17/64537
Applicant:	Property Glenfield Pty Ltd
Costs Estimate:	\$25,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Progressive Costs:	\$27,340.66
Status:	Completed.
Progress:	The Applicant filed an appeal in the Land and Environment Court of NSW against Council's refusal of development application No. 530/2016/DA-RS that sought consent for subdivision of property into two allotments, construction of 47 dwellings, and roads and strata subdivision into 47 allotments.

The proceedings were before the Court for first callover on 29 March 2017 where the Registrar made certain procedural directions and adjourned the proceedings for section 34 Conciliation Conference commencing on 29 June 2017.

The proceedings were before the Court for conciliation conference on 29 June 2017. The Commissioner made certain procedural directions concerning submission by the applicant of amended plans and review by Council. The Commissioner adjourned the conciliation conference to 6 July for mention. Subsequently the mention date was vacated and a new date on 18 July 2017 for mention was made.

The proceedings were before the Court for conciliation conference / mention on 18 July 2017 where the applicant provided a timeline for submission of required details and plans intended to address Council's concerns in respect of the development. The Commissioner adjourned the conciliation conference to 4 August 2017 for mention/update.

Following the conciliation conference the applicant made several changes to the development in accordance with Council's requirements. On 31 August 2017 the Court upheld the appeal and granted conditional consent to development application No. 530/2016/DA-RS and made an order for Council's costs in the sum of \$9,000 associated with reviewing amendments throughout the proceedings. The costs were paid to Council on 16 October 2017.

1 (c)	Samir ALZAIDI
Issue:	Appeal against Council's refusal of development application No. 2570/2015/DA-BH that sought consent for alterations to an existing dwelling for use as a boarding house establishment containing 9 separate occupancies.
Property:	Lot A, DP 401947, 21 Allman Street, Campbelltown
Property Owner:	Mr Samir Abdul Majid Alzaidi
Council File:	Development Application No: 2750/2015/DA-BH
Court Application:	Filed on 17 May 2017 - File No. 17/148053
Applicant:	Samir Alzaidi
Costs Estimate:	\$25,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Progressive Costs:	\$10,033.61
Status:	Completed.
Progress:	<p>The Applicant filed an appeal in the Land and Environment Court of NSW against Council's refusal of development application No. 2570/2015/DA-BH that sought consent for alterations to an existing dwelling for use as a boarding house establishment containing 9 separate occupancies.</p> <p>The proceedings were before the Court on 15 June 2017 for directions hearing, where the Registrar made certain procedural directions and adjourned the proceedings to 18 September 2017 before a commissioner of the Court for conciliation conference.</p> <p>Council and the applicant reached agreement on required changes to the plans during the conciliation conference. The changes incorporated design and amenity elements that were the focus of Council's refusal of the application. On 10 October 2017 the Court issued orders granting condition consent to development application No. 2570/2015/DA-BH.</p>

1 (d)	ST JAMES ANGLICAN CHURCH, MINTO
Issue:	Appeal against Council's refusal of development application No. 2837/2016/DA-DEM that sought consent for demolition of an existing church building.
Property:	Lot 12 DP 712599 St James Anglican Church, 2 Kent Street, Minto
Property Owner:	Anglican Church Property Trust Diocese of Sydney
Council File:	Development Application No: 2837/2016/DA-DEM
Court Application:	Filed on 6 June 2017 - File No. 17/169152
Applicant:	St James Anglican Church, Minto
Costs Estimate:	\$25,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Progressive Costs:	\$23,514.50
Status:	Completed.

Progress:	<p>The Applicant filed an appeal in the Land and Environment Court of NSW against Council's refusal of development application No. 2837/2016/DA-DEM that sought consent for demolition of an existing church building.</p> <p>The proceedings were before the Court on 5 July 2017 for directions hearing, where the Registrar made certain procedural directions concerning the filing of facts and contentions with the Court. The Registrar adjourned the proceedings to 21 July 2017 for further directions hearing.</p> <p>The proceedings were before the Court on 21 July 2017 for directions hearing, where the Registrar adjourned the proceedings to 25 October 2017 for section 34 conciliation conference.</p> <p>On 10 October 2017 gazettal of the Interim Heritage Order pursuant to Section 25 of the Heritage Act 1977 was made by Council subsequent to which the applicant by consent discontinued their appeal.</p>
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1 (e)	SKAGIAS INVESTMENTS PTY LTD
Issue:	Appeal against condition 22 of development consent No. 3/2017/DA-C (construction of a two storey commercial building) relating to Section 94 contribution for the determined shortfall of 35 public car parking spaces in the Campbelltown Business Centre.
Property:	Lot 1 DP 628344, 1 Cordeaux Street, Campbelltown
Property Owner:	Skagias Investments Pty Ltd
Council File:	Development Application No: 3/2017/DA-C
Court Application:	Filed on 18 August 2017 - File No. 2017/252101
Applicant:	Skagias Investments Pty Ltd
Costs Estimate:	\$25,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Progressive Costs:	\$2,769.00
Status:	Ongoing – listed for section 34 conciliation conference on 1 December 2017
Progress:	<p>The Applicant filed an appeal in the Land and Environment Court of NSW against condition 22 of development consent No. 3/2017/DA-C (construction of a two storey commercial building) relating to Section 94 contribution for the determined shortfall of 35 public car parking spaces in the Campbelltown Business Centre.</p> <p>The proceedings were before the Court on 15 September 2017 for directions hearing, where the Registrar made certain procedural directions and adjourned the proceedings to 1 December 2017 before a Commissioner of the Court for conciliation conference.</p>

1 (f)	FRANK LOPRESTI INVESTMENTS PTY LTD
Issue:	Appeal against Council's refusal of development application No. 2400/2015/DA-S that sought consent for subdivision of land at Lot 34 DP 262269 Mississippi Crescent Kearns to create four additional lots.
Property:	Lot 34 DP 262269 Mississippi Crescent, Kearns
Property Owner:	Frank Lopresti Investments Pty Ltd
Council File:	Development Application No: 2400/2015/DA-S
Court Application:	Filed on 19 October 2017 - File No. 2017/316349
Applicant:	Frank Lopresti Investments Pty Ltd
Costs Estimate:	\$25,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Progressive Costs:	\$0.00
Status:	New matter – listed for first directions hearing on 16 November 2017.
Progress:	The Applicant filed an appeal in the Land and Environment Court of NSW against Council's refusal of development application No. 2400/2015/DA-S that sought consent for subdivision of land at Lot 34 DP 262269 Mississippi Crescent Kearns to create four additional lots. Council notified the Heritage Office of the appeal application as the property contains an item on the State Heritage Register. The proceedings are listed for first directions hearing on 16 November 2017.

2. Land and Environment Court Class 1 and 2 Matters – Appeals Against Notices, Orders, or Directions issued by Council

Ongoing Class 1 & 2 appeal matters for the period (updated to 10/11/2017) **2**
Costs from 1 July 2017 for Class 1 & 2 appeal matters: **\$5,905.20**

2 (a)	BISMIA PTY LTD
Issue:	Appeal against a Notice given by Council to Bismia Pty Ltd under the Protection of the Environment Operations Act 1997 to take Preventative Action (properly store waste and maintain property clean) in respect of property at Lot 1 DP 607229, 176 Queen Street, Campbelltown.
Property:	Lot 1 DP 607229, 176 Queen Street, Campbelltown.
Property Owner:	Bismia Pty Ltd
Council File:	1447/2017/N-POEO
Court Application:	Filed on 24 August 2017 - File No. 2017/256912
Applicant:	Bismia Pty Ltd

Costs Estimate:	\$20,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Progressive Costs:	\$399.00
Status:	Ongoing – listed for further directions hearing.
Progress:	<p>The Applicant filed an appeal in the Land and Environment Court of NSW against a Notice given by Council to Bismia Pty Ltd under the Protection of the Environment Operations Act 1997 to take Preventative Action (properly store waste and maintain property clean) in respect of property at Lot 1 DP 607229, 176 Queen Street, Campbelltown.</p> <p>The proceedings were listed for first directions hearing on 20 September 2017 where by consent, the Registrar adjourned the proceedings for further directions hearing on 1 November 2017 to allow the Applicant time to have further discussion with Council regarding the Applicants proposal in respect of securing the property against unauthorised entry.</p> <p>The matter was back before the Court on 1 November 2017 where by consent the Registrar made certain procedural orders and further adjourned the proceedings for directions hearing (online) on 21 November to allow the Applicant time to have discussion with an adjoining affected occupant concerning the Applicants proposal in respect of securing the property and access arrangements for the occupant once the property is secured.</p>

2 (b)	PREM KUMAR MISRA
Issue:	Appeal against an Order given by Council to Prem Kumar Misra under the Environmental Planning and Assessment Act 1998 requiring the demolition of 31 unauthorised concrete hardstand car parking spaces constructed on premises at Lot 23 DP 535651, 203 Eagleview Road, Minto.
Property:	Lot 23 DP 535651, 203 Eagleview Road, Minto.
Property Owner:	Prem Kumar Misra
Council File:	2108/2017/N-EPA
Court Application:	Filed on 28 September 2017 - File No. 2017/293824
Applicant:	Prem Kumar Misra
Costs Estimate:	\$20,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Progressive Costs:	\$5,506.20
Status:	Ongoing – listed for conciliation conference.
Progress:	<p>The Applicant filed an appeal in the Land and Environment Court of NSW against an Order given by Council to Prem Kumar Misra under the Environmental Planning and Assessment Act 1979 requiring the demolition of 31 unauthorised concrete hardstand car parking spaces constructed on premises at Lot 23 DP 535651, 203 Eagleview Road, Minto. The applicant had previously submitted a building certificate application to Council seeking to regularise the 31 concrete car parking spaces, which was refused under delegated authority, as the additional car parking spaces were incompatible with the approved use of the property.</p>

The proceedings were listed for first directions hearing on 27 October 2017 where the Registrar made certain procedural directions and adjourned the proceedings to 28 February 2018 for conciliation conference before a Commissioner of the Court.

3. Land and Environment Court Class 4 Matters – Civil Enforcement in respect of non-compliance with Planning Law or Orders issued by Council

Ongoing Class 4 matters for the period (updated to 10/11/2017)	0
Costs from 1 July 2017 for Class 4 matters	\$0.00

4. Land and Environment Court Class 5 - Criminal enforcement of development and environmental offences for breaches of planning and environment laws

Ongoing Class 5 matters for the period (updated to 10/11/2017)	2
Costs from 1 July 2017 for Class 5 matters	\$4,072.80

4 (a) Prosecution – Charge Matter

Court File No: 2017/166549

Offence: Development without consent – importation and placement of unauthorised and uncertified fill materials within watercourse on property.

Act: *Environmental Planning and Assessment Act 1979* sections 125(1) and 76A(1).

Progressive Costs: \$13,130.04 – Matter being dealt with by Council's Legal and Policy Officer instructing an external solicitor.

Status: Ongoing – listed for sentence hearing.

Progressive: The matter was before the Court for directions hearing on 14 July 2017 where the Judge made certain procedural directions concerning the filing and service by Council of a statement of facts and adjourned the proceedings to 25 August 2017 for preliminary hearing.

The matter was before the Court for preliminary hearing on 25 August 2017 where the defendant entered a guilty plea to the charge. The Judge made further procedural directions concerning the filing and service by Council of an agreed statement of facts and expert evidence and adjourned the proceedings to 28 November 2017 for sentence hearing.

4 (b)	Prosecution – Charge Matter
Court File No:	2017/166550
Offence:	Pollute waters – unauthorised and uncertified fill materials placed within watercourse, were washed off the property during a heavy rain event causing pollution and damage to adjoining natural watercourse and properties.
Act:	<i>Protection of the Environment Operations Act</i> section 120.
Progressive Costs:	\$13,130.04 – Matter being dealt with by Council's Legal and Policy Officer instructing an external solicitor.
Status:	Ongoing – listed for sentence hearing.
Progressive:	<p>The matter was before the Court for directions hearing on 14 July 2017 where the Judge made certain procedural directions concerning the filing and service by Council of a statement of facts and adjourned the proceedings to 25 August 2017 for preliminary hearing.</p> <p>The matter was before the Court for preliminary hearing on 25 August 2017 where the defendant entered a guilty plea to the charge. The Judge made further procedural directions concerning the filing and service by Council of an agreed statement of facts and expert evidence and adjourned the proceedings to 28 November 2017 for sentence hearing.</p>

5. Land and Environment Court Class 6 - Appeals from convictions relating to environmental matters

Ongoing Class 6 matters for the period (updated to 10/11/2017)	0
Costs from 1 July 2017 for Class 6 matters	\$0.00

6. Supreme Court of NSW – Appeals and Civil Enforcement in respect of Council's regulatory enforcement activities

Ongoing Supreme Court matters for the period (updated to 10/11/2017)	0
Costs from 1 July 2017 for Supreme Court matters	\$424.95

6 (a) CAMPBELLTOWN CITY COUNCIL AND OTHERS -v- WSN ENVIRONMENTAL SOLUTIONS PTY LTD.

Issue: Civil commercial proceedings concerning the South West Sydney Councils Resource Recovery Project Contract T05/17 for Processing Waste, Recyclables and Garden Organics with WSN Environmental Solutions Pty Ltd (WSN).

Court Case Number: 371801 of 2014

Case name: Campbelltown City Council and Others (other related Councils under the contract) -v- WSN Environmental Solutions Pty Ltd

Status: Completed.

Progress: Appeal proceedings considered before the Supreme Court NSW concerning contractual issues in respect of the South West Sydney Councils Resource Recovery Project Contract T05/17 between the joint party Councils of Campbelltown, Camden, Wollondilly and Wingecarribee for processing waste, recyclables and garden organics with the service contractor WSN Environmental Solutions Pty Ltd.

Proceedings finalised before the Court of Appeal on 30 September 2015 with Councils' appeal allowed and orders made that WSN pay Councils' legal costs of the proceedings. Council's legal representative is in the process of action for cost recovery.

Settlement on costs has been reached in the total sum of 301,375.05 and full payment received to be distributed proportionately between the four Council's that were party to the action against WSN.

7. District Court of NSW – Appeals from the Local Court in respect of the Magistrate erred at law or severity of sentence imposed

Ongoing District Court matters for the period (updated to 10/11/2017) 0
 Costs contribution from 1 July 2017 for District Court appeal matters \$1,541.75

7 (a) Della HANSEN

Issue: Appeal against the severity of sentence orders made by the Local Court Magistrate on 28 February 2017.
Council File: LP33/16 to LP42/16 & LP45/16 to LP49/15 (15 offences)
Legislation: *Companion Animals Act 1998*
Cost Estimate: \$2,000.00
Final Costs: \$1,200.17
Status: Completed – appeal dismissed with order for Council's costs.
Progress:

These matters were before the Local Court Campbelltown on 28 February 2017 where the defendant, Della Hansen, entered guilty pleas to all charges that related to offences under the Companion Animals Act 1998 of person in charge of a declared dangerous dog that attached persons and animal; and noncompliance with control requirements for the keeping of a dangerous dog.

The Magistrate found the offences proved and imposed penalties and orders of:

- \$400.00 fine for each of the 15 offences (total \$6,000.00)
- \$2,500.00 costs order in respect of Council's legal costs
- \$273.00 costs order in respect of Court Attendance Notice filing

The Appeal application was before the District Court Campbelltown on 26 May 2017 for hearing where the solicitor for the appellant Della Hansen sought an adjournment to obtain further instructions indicating the possibility that the appeal may be withdrawn. The judge adjourned the proceedings to 2 June 2017 for mention.

The Appeal application was before the District Court on 2 June 2017 for mention where the solicitor for the appellant sought a further adjournment in order to confirm instructions. The judge adjourned the proceedings to 11 August 2017 directing the appellants be notified in writing and be in a position to proceed on the next occasion.

The Appeal application was again before the District Court on 11 August 2017 for hearing where the appellant maintained their application. After considering the evidence in the Local Court proceedings and hearing submissions in respect to the appeal, the Judge dismissed the appeal noting that on the evidence before the Court the appeal had no merit and made an order against the appellant for Council's legal costs of the appeal in the sum of \$1,100.

7 (b)	John LAWLER
Issue:	Appeal against the severity of sentence orders made by the Local Court Magistrate on 28 February 2017.
Council File:	LP43/16, LP44/16, LP50/16 & LP51/16 (4 offences)
Legislation:	<i>Companion Animals Act 1998</i>
Cost Estimate:	\$2,000.00
Final Costs:	\$1,200.17
Status:	Completed – appeal dismissed with order for Council's costs.
Progress:	<p>These matters were before the Local Court Campbelltown on 28 February 2017 where the defendant, John Lawler, entered guilty pleas to all charges that related to offences, as the registered owner of a declared dangerous dog, under the <i>Companion Animals Act 1998</i> of noncompliance with control requirements for the keeping of a declared dangerous dog.</p> <p>The Magistrate found the offences proved and imposed penalties and orders of:</p> <ul style="list-style-type: none"> • \$400.00 fine for each of the 4 offences (total \$1,600.00) • \$2,500.00 costs order in respect of Council's legal costs • \$364.00 costs order in respect of Court Attendance Notice filing fees <p>The Appeal application was before the District Court Campbelltown on 26 May 2017 for hearing where the solicitor for the appellant John Lawler sought an adjournment to obtain further instructions indicating the possibility that the appeal may be withdrawn. The judge adjourned the proceedings to 2 June 2017 for mention.</p> <p>The Appeal application was before the District Court on 2 June 2017 for mention where the solicitor for the appellant sought a further adjournment in order to confirm instructions. The judge adjourned the proceedings to 11 August 2017 directing the appellants be notified in writing and be in a position to proceed on the next occasion.</p> <p>The Appeal application was again before the District Court on 11 August 2017 for hearing where the appellant made no appearance. The Court granted council's application to proceed in the appellants absence and after considering the evidence in the Local Court proceedings and hearing Council's submissions in respect to the appeal, the Judge dismissed the appeal noting that on the evidence before the Court the appeal had no merit and made an order against the appellant for Council's legal costs of the appeal in the sum of \$1,100.</p>

7 (c)	UNIQUE MACHINE HIRE PTY LTD
Issue:	Appeal against the severity of sentence orders made by the Local Court Magistrate on 28 February 2017.
Council File:	LP12/17 (1 offence)
Legislation:	<i>Protection of the Environment Operations Act 1997</i>
Cost Estimate:	\$2,000.00
Final Costs:	\$982.00
Status:	Completed – appeal discontinued.
Progress:	<p>This matter was before the Local Court Campbelltown on 28 February 2017 where the defendant, Unique Machine Hire Pty Ltd pleaded not guilty to an offence of 'transport waste (soil and rubble from construction site) to an unlawful waste facility' under the <i>Protection of the Environment Operations Act 1997</i>.</p> <p>The Magistrate found the offence proved and convicted the defendant imposing penalties and orders of:</p> <ul style="list-style-type: none">• \$10,000.00 fine, and• \$6,712.10 costs order in respect of Council's legal costs <p>Criminal appeals against convictions and sentences for environmental offences determined by the Local Court NSW can only be made by appeal application to the Land and Environment Court NSW for proceedings in Class 6. Consequently, Council's solicitor notified the appellant through their legal representative that the District Court could not hear their appeal application. Subsequently the appellant notified Council that they had discontinued the District Court appeal. No further notice of appeal to the Land and Environment Court has been received by Council.</p>

8. Local Court prosecution matters

The following summary lists the current status of the Division's legal matters before the Campbelltown Local Court.

Ongoing Local Court Matters for the period (updated to 10/11/2017)	6
Costs from 1 July 2017 for Local Court Matters	\$8,650.36

File No:	LP01/17 – Penalty Notice Court Election
Offence:	Stand vehicle in disabled persons parking space without authority displayed
Act:	<i>Local Government Act 1993</i>
Progressive Costs:	\$0.00 – Matter being dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Ongoing – relisted for final plea/mention on 14 November 2017
Progress:	<p>The matter was originally listed before the Court for first mention on 21 February 2017 but did not proceed.</p> <p>The matter was again before the Court for first mention on 4 July 2017 where the defendant sought and was granted an adjournment to the 15 August 2017 for mention to seek legal advice.</p> <p>The matter was again before the Court for further mention on 15 August, 26 September, 10 October 2017 during which time the defendant's legal representative had discussions with Council concerning certain aspects of the alleged offence. The matter was relisted for further mention on 31 October 2017 where the defendant, although represented, did not make an appearance. The Court adjourned the proceedings to 14 November 2017 marking the file to be finalised on the next occasion despite any nonappearance by the defendant.</p>

File No:	LP09/17 – Penalty Notice Court Election
Offence:	Stand vehicle in disabled persons parking space without authority displayed
Act:	<i>Local Government Act 1993</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed – proved, no conviction recorded.
Progress:	<p>The matter was before the Court for first mention on 21 March 2017. The defendant entered a not guilty plea and the Registrar adjourned the proceedings to 25 August for hearing.</p> <p>The matter was again before the Court on 25 August 2017 for hearing where the defendant changed their plea to guilty with an explanation. After hearing the evidence and submissions the Magistrate found the offence proved and determined the matter without conviction or penalty.</p>

File No: LP15/17 – Penalty Notice Court Election
Offence: Stop in bus zone
Act: *Road Rules 2014*
Final Costs: \$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: Completed – proved and convicted
Progress: The matter was before the Court 8 August 2017 for hearing where the defendant Subramanian Srinivasan made no appearance. The Magistrate granted Council's application to proceed in the defendant's absence and after considering the evidence and submissions found the offence proved and convicted the defendant imposing a \$300 fine.

File No: LP20/17 – Penalty Notice Court Election
Offence: Stop at or near bus stop
Act: *Road Rules 2014*
Final Costs: \$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: Completed – withdrawn and dismissed
Progress: The matter was before the Court for first mention on 11 July 2017 where the defendant entered a not guilty plea. The Registrar adjourned the proceedings to 24 August 2017 for hearing

 The matter was again before the Court on 24 August 2017 for hearing where Council made application to the court for the matter to be withdrawn and dismissed – the parking officer who issued the penalty notice was no longer in Council's employ and unavailable to attend Court on the day, accordingly no oral evidence could be provided. The Magistrate granted Council's application and marked the Court papers accordingly.

File No: LP21/17 – Penalty Notice Court Election
Offence: Stand vehicle in disabled persons parking space without authority
Act: *Local Government Act 1993*
Final Costs: \$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: Completed – withdrawn and dismissed
Progress: The matter was before the Court for first mention on 15 August 2017 where the defendant entered a not guilty plea. The Registrar adjourned the proceedings to 24 October 2017 for hearing

 The matter was again before the Court on 24 October 2017 for hearing where Council made application to the court for the matter to be withdrawn and dismissed – a review of the file discovered that there was an error in the issue of the penalty notice that could have effectively rendered it null and void. The Magistrate granted Council's application and marked the Court papers accordingly.

File No: LP22/17 – Penalty Notice Court Election
Offence: Stop on path/strip in built up area
Act: *Road Rules 2014*
Final Costs: \$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: Completed – withdrawn and dismissed
Progress: The matter was before the Court for first mention on 27 June 2017 where the defendant entered a not guilty plea. The Registrar adjourned the proceedings to 14 September 2017 for hearing

The matter was again before the Court on 14 September 2017 for hearing where Council made application to the court for the matter to be withdrawn and dismissed – the parking officer who issued the penalty notice was no longer in Council's employ and unavailable to attend Court on the day, accordingly no oral evidence could be provided. The Magistrate granted Council's application and marked the Court papers accordingly.

File No: LP23/17 – Penalty Notice Court Election
Offence: Stop in loading zone
Act: *Road Rules 2014*
Final Costs: \$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: Completed – proved and convicted
Progress: The matter was listed before the Court for first mention on 8 August 2017.

The matter was before the Court 8 August 2017 for mention where the defendant Md Abdul Muktedir entered a guilty plea with explanation. After hearing the evidence and submission the Magistrate found the offence proved and convicted the defendant imposing a \$180 fine.

File No: LP24/17 – Penalty Notice Court Election
Offence: Stop in disabled parking area without current permit displayed
Act: *Road Rules 2014*
Progressive Costs: \$0.00 – Matter being dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: Ongoing - listed for hearing.
Progress: The matter was listed before the Court for first mention on 15 August 2017.

The matter was before the Court for first mention on 15 August 2017 where the defendant entered a not guilty plea. The Registrar adjourned the proceedings to 14 November 2017 for hearing.

File No:	LP25/17 – Penalty Notice Court Election
Offence:	Not stand vehicle in marked parking space
Act:	<i>Local Government Act 1993</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed – proved, no conviction recorded.
Progress:	The matter was before the Court for first mention on 5 September 2017 where the defendant entered a guilty plea with explanation. After considering the evidence and submissions, the Magistrate found the offence proved and determined the matter without conviction or penalty.

File No:	LP26/17 – Penalty Notice Court Election
Offence:	Not stand vehicle in marked parking space
Act:	<i>Local Government Act 1993</i>
Final Costs:	\$0.00 – Matter being dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed - proved, no conviction recorded
Progress:	<p>The matter was before the Court for first mention on 5 September 2017. The defendant entered a not guilty plea and the Registrar adjourned the proceedings to 10 November 2017 for hearing.</p> <p>The matter was before the Court for hearing on 10 November 2017 where the defendant changed their plea to guilty with an explanation. After considering the evidence and submissions, the Magistrate found the offence proved and determined the matter without conviction or penalty.</p>

File No:	LP27/17 – Penalty Notice Court Election
Offence:	Dog not under effective control in a public place
Act:	<i>Companion Animals Act 1998</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed – proved, no conviction recorded.
Progress:	The matter was before the Court for first mention on 5 September 2017 where the defendant entered a guilty plea with explanation. After considering the evidence and submissions, the Magistrate found the offence proved and determined the matter without conviction or penalty.

File No:	LP28/17 – Penalty Notice Court Election
Offence:	Stop on/across driveway/other access from public place
Act:	<i>Road Rules 2014</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed – proved and convicted
Progress:	The matter was before the Court for first mention on 12 September, where the defendant Jackie Hanna made no appearance. The Magistrate granted Council's application to proceed in the defendant's absence and after considering the evidence and submissions found the offence proved and convicted the defendant imposing a \$100 fine.

File No:	LP29/17 – Penalty Notice Court Election
Offence:	Stop in bus zone (school zone)
Act:	<i>Road Rules 2014</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed – proved and convicted
Progress:	The matter was before the Court on 26 September 2017 for first mention where the defendant Azam Khalil entered a written guilty plea with explanation. After hearing the evidence and submission the Magistrate found the offence proved and convicted the defendant imposing a \$200 fine.

File No:	LP30/17 – Penalty Notice Court Election
Offence:	Stop in bus zone (school zone)
Act:	<i>Road Rules 2014</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed – proved, no conviction recorded.
Progress:	The matter was before the Court for first mention on 29 August 2017 where the defendant entered a guilty plea with explanation. After considering the evidence and submissions, the Magistrate found the offence proved and determined the matter without conviction or penalty.

File No:	LP31/17 – Penalty Notice Court Election
Offence:	Stop on side of road contrary to continuous yellow edge line
Act:	<i>Road Rules 2014</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed – proved and convicted
Progress:	The matter was before the Court for first mention on 19 September 2017 where the defendant Yaw Darko Opoku entered a guilty plea with explanation. After hearing the evidence and submission the Magistrate found the offence proved and convicted the defendant imposing a \$253 fine.

File No:	LP32/17 – Penalty Notice Court Election
Offence:	Disobey no-stopping sign (school zone)
Act:	<i>Road Rules 2014</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed – proved and convicted
Progress:	The matter was before the Court for first mention on 24 October 2017, where the defendant Elisara Charley Tanuvasa made no appearance. The Magistrate granted Council's application to proceed in the defendant's absence and after considering the evidence and submissions found the offence proved and convicted the defendant imposing a \$450 fine.

File No:	LP33/17 – Penalty Notice Court Election
Offence:	In charge of dog that attacked person or animal
Act:	<i>Companion Animals Act 1998</i>
Progressive Costs:	\$0.00 – Matter being dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Ongoing – listed for plea/mention
Progress:	The matter was before the Court for first mention on 17 October 2017 where the defendant sought an adjournment to seek advice. The Registrar adjourned the proceedings to 28 November 2017 for plea/mention.

File No:	LP34/17 – Penalty Notice Court Election
Offence:	Deposit litter (cigarette butt) from vehicle
Act:	<i>Protection of the Environment Act 1997</i>
Final Costs:	\$0.00 – Matter dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	Completed - proved and convicted.
Progress:	The matter was before the Court for first mention on 10 October 2017, where the defendant Katapeta Faalavaau made no appearance. The Magistrate granted Council's application to proceed in the defendant's absence and after considering the evidence and submissions found the offence proved and convicted

the defendant imposing a \$400 fine.

File No: LP35/17 – Penalty Notice Court Election
Offence: Stop within 10-metres of intersection (no traffic Lights)
Act: *Road Rules 2014*
Progressive Costs: \$0.00 – Matter being dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: New matter – listed for first mention
Progress: The matter is listed before the Court for first mention on 14 November 2017.

File No: LP36/17 – Penalty Notice Court Election
Offence: Stop on path/strip in built-up area
Act: *Road Rules 2014*
Progressive Costs: \$0.00 – Matter being dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: New matter – listed for first mention
Progress: The matter is listed before the Court for first mention on 14 November 2017.

File No: LP37/17 – Penalty Notice Court Election
Offence: Not stand vehicle in marked parking space
Act: *Local Government Act 1993*
Progressive Costs: \$0.00 – Matter being dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status: New matter – listed for first mention
Progress: The matter is listed before the Court for first mention on 14 November 2017.

9. Matters referred to Council's solicitor for advice

Matters referred to Council's solicitors for advice on questions of law, the likelihood of appeal or prosecution proceedings being initiated, and/or Council liability.

Total of Advice Matters for the period (updated to 10/11/2017)	1
Costs from 1 July 2017 for legal advice matters	\$678.30

10. Legal Costs Summary

The following summary lists the City Development Division's net legal costs for the 2017/2018 period.

Relevant attachments or tables	Costs Debit	Costs Credit
Class 1 Land and Environment Court - appeals against Council's determination of Development Applications	\$61,338.23	\$9,000.00
Class 1 and 2 Land and Environment Court - appeals against Orders or Notices issued by Council	\$5,905.20	\$0.00
Class 4 Land and Environment Court matters - non-compliance with Council Orders, Notices or prosecutions	\$0.00	\$0.00
Class 5 Land and Environment Court - pollution and planning prosecution matters	\$4,072.80	\$0.00
Class 6 Land and Environment Court - appeals from convictions relating to environmental matters	\$0.00	\$0.00
Supreme Court hearing and appeal matters	\$424.95	\$75,343.76
District Court appeal matters	\$1,541.75	\$0.00
Consumer, Trader and Tenancy Tribunal matters	\$0.00	\$0.00
Local Court prosecution matters	\$8,650.36	\$0.00
Matters referred to Council's solicitor for legal advice	\$678.30	\$0.00
Miscellaneous costs not shown elsewhere in this table	\$0.00	\$0.00
Costs Sub-Total	\$82,611.60	\$84,343.76
Overall Net Costs Total (GST exclusive)	-\$1,732.16	

8.4 Draft Open Space Strategic Plan

Reporting Officer

Executive Manager Open Space
City Delivery

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.2 - Create safe, well maintained, activated and accessible public spaces

Officer's Recommendation

That Council adopt the Open Space Strategic Plan 2018.

Purpose

The purpose of this report is to consider the adoption of the Draft Open Space Strategic Plan.

History

At the Councillor briefing held on the 29 November 2016 a presentation was made identifying the key elements and objectives of the Draft Open Space Strategic Plan 2016. This document will provide the strategic direction for the management of open space throughout the Campbelltown Local Government Area.

Council at its meeting held 13 December 2016 agreed for the Draft Open Space Strategic Plan to be placed on public exhibition for a period of at least 42 days.

The public exhibition period commenced on the 17 January 2017 and extended to the 3 March 2017. During the exhibition period no submissions were received from the public. Some additional feedback was received from Council staff. Their comments were considered and incorporated where appropriate these are highlighted within the plan as provided in attachment one.

Report

Campbelltown is an expanding regional city centre that is anticipated to grow rapidly over the next 20 years. The projected population by 2036 is in excess of 270,000. The expanding population will place increasing pressure on Councils open space and necessitates that Council provides quality open space areas, settings and facilities that responds to the natural and historic values of the area.

The Draft Open Space Strategic Plan is a high level strategic document that assists in developing an integrated and balanced response to the demands of existing and future public open space in the Campbelltown Local Government Area, in order to best meet the needs of the community now and into the future. The Plan aims to establish a framework and a set of guiding principles to assist with the forward planning of the long term provision, development and management of public open space.

The vision for Campbelltown's open space is:

A well-developed open space network that conserves and reflects the landscape character and biodiversity of Campbelltown and offers a diversity of high quality recreational opportunities and experiences for all, whilst building on the rich natural and cultural heritage and is celebrated as a highly valued community asset contributing to the distinctive character and liveability of the contemporary Campbelltown City.

This vision is consistent with Council's Community Strategic Plan. The vision is supported by four focus areas that cover 14 guiding principles to enable key actions identified within the plan. The four focus areas are:

1. strengthening the existing open space network
2. managing the existing open space network
3. preparing for future open space
4. involving the community in open space.

The 14 guiding principles that support the focus areas are as follows:

Connected	open space areas are part of an integrated and connected network
Functional	open space areas are of an appropriate size, shape and slope and many areas can be adapted to support a range of activities, experiences and settings
Accessible	open space is accessible and safe, visually appealing and easy to interpret
Sustainable	open space is managed sustainably to maximise the protection of local environmental values
Integrated	The management of Campbelltown's open space is well coordinated
Predictive	upgrades and improvements to Campbelltown's open space are based on well-developed policies, plans and strategies
Proactive	Council takes initiative in ensuring that open space is actively managed and well maintained, with clear procedures and protocols
Planning	Council develops the appropriate plans and strategies for future open space
Responding	Council proactively responds to external plans and submissions that will directly or indirectly affect open space

Funding	Council is able to fund the existing and proposed open space to meet the community needs
Anticipation	Council will prepare for the future and develop open space concept plans to help drive that future
Communication	information on Campbelltown's open space is readily available and conveyed to the community
Education	Council actively works with the community to raise awareness and understanding of issues related to open space
Participation	the community is encouraged to be involved in the management of the existing open space and the planning for future open space.

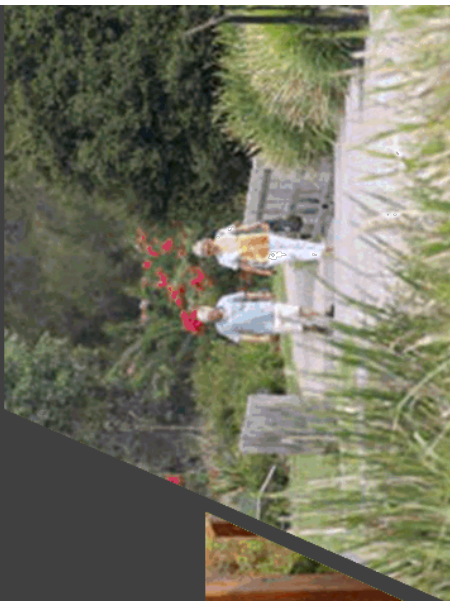
The Draft Open Space Strategic Plan informs a number of other Council strategies and plans that have either already been adopted by Council, are in draft form or are yet to be developed. Those that have been adopted include the Sport and Recreation Strategy 2016, The State of Play – Play Spaces Strategy 2016, the Biodiversity Conservation Strategy and the Cycleway Plan. The development of a number of other strategies are underway, but yet to be considered by Council. These strategies will be delivered by staff and will further emphasise Council's strategic direction for open space and the important role that open space has within a growing socially and culturally diverse community.

The adoption of the Draft Open Space Strategic Plan will enable the continuing development of these strategies and plans. These strategies and plans will be presented to Council once they have been developed.

Attachments

1. Open Space Strategic Plan 2018 (contained within this report)

CAMPBELLTOWN OPEN SPACE STRATEGIC PLAN



MARCH 2018

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INTRODUCTION

Background

Campbelltown is a regional city centre with significant future projected growth pressures anticipated for the region. The population is set to reach an estimated total population in excess of 350,000 by 2036. This includes the more than 18,000 new dwellings proposed in the Menangle Park and Mt Gilead planning precincts of the Greater Macarthur Urban Release Area, a number of other new land release areas, as well as urban renewal and infill development of the existing urban area. This increase in the projected population will require additional provision of Open Space.

The existing Open Space areas in the Local Government Area (LGA) have been developed progressively over many decades, with each wave of development in response to the prevailing context of the times. The Open Space needs of the existing population have continued to develop over recent decades and will continue to do so in the years ahead.

These challenges necessitate that Campbelltown City Council provides quality Open Space areas, settings and facilities in existing areas, as well as new release areas, to enhance the landscape character, provide for community recreation and protect biodiversity conservation and heritage values. It is essential that an appropriate level and mix of Open Space types is provided for the future, together with appropriate management models. To this end, Council is currently undertaking a review of its existing Open Space and preparing an Open Space Plan.

What is Open Space?

Public Open Space is land in public ownership that is used primarily for the purposes of recreation and/or environmental conservation. It includes all the land zoned RE1 Open Space Recreation on the Campbelltown LEP 2015. Public Open Space also includes public land zoned E2 Environmental Conservation and can also include lands zoned for special purposes (drainage reserves, road reserves and utility corridors), open space around community facilities, public urban spaces and road verges and nature strips.

Why do we need an Open Space Plan?

The Open Space Plan is a high level strategic document that assists in developing an integrated and balanced response to the demands of existing and future Public Open Space needs in the Campbelltown LGA, in order to best meet the needs of the community now and into the future.

The Plan aims to establish a framework and set of guiding principles to assist with the forward planning of the long term provision, development and management of Public Open Space to the year 2036. The objectives of the Open Space Plan are to:

1. Review the existing Public Open Space in terms of its function and distribution
2. Develop a set of guiding principles for the integrated management of Public Open Space
3. Develop an action plan / an implementation strategy for the management of Public Open Space

Legislation and strategic context

- Local Government Act 1993 – Section 36 core objectives for community land
- Campbelltown LEP 2015 – objectives for Zone RE1 Public Recreation
- Campbelltown Community Strategic Plan 2013-2023 – community vision statement - "a connected community with opportunities to grow in a safe, sustainable environment"
- A Plan for Growing Sydney, Greater Macarthur Urban Land Release Investigation, Glenfield-Macarthur Priority Urban Renewal Corridor Strategy, District Plans of Greater Sydney Commission, (in preparation).

Council is developing a suite of plans and strategies to guide future direction, including the Playspaces and Sport and Recreation Strategies and the Biodiversity Conservation Strategy, to form a planning framework for Open Space.

Local context – place, people

Campbelltown LGA is situated around 50 kilometres south west of the Sydney Central Business District (CBD) and covers an area of 312 km². Around 120 km² (or 38% of the LGA) is located within the Holsworthy Army Reserve, the Woronora Catchment Area and Dharawal National Park and State Conservation Area in the eastern part of the LGA.

Campbelltown LGA is dominated by a north-south alignment of natural and built features - the Scenic Hills, the Main Southern Railway, the M31 Hume Motorway and the Georges River. These features have provided the structure for a linear urban area nestled within a distinctive non-urban backdrop.

The area is characterised by four distinct landscape elements:

- A central urbanised valley set in a valley ringed by hills, dominated by its lower north-south ridges and Bunbury Curran and Bow Bowing Creeks system. It includes large areas of Open Space, including Smiths Creek and Kanbyugal Reserves.

- The Scenic Hills is a strong, undulating and highly scenic, largely open grazing landscape dotted with patches of remnant Cumberland Plain Woodland, natural water courses and some unique built heritage items and cultural landscape settings. The Scenic Hills embrace a major and several minor ridges from Denham Court to Mount Annan and provide a clear physical separation from the adjoining Camden and Liverpool LGAs.
- The Georges River Landscape and the East Edge Scenic Protection Lands are associated with the Georges River and significant sandstone bushland vegetation communities. The land adjacent to the Georges River from Glenfield south to St Helens Park, together with vegetated corridors joining the river and its tributaries, was identified in the 1970s as Regional Open Space, and the majority of this was then acquired by the NSW Government for conservation purposes. Georges River Corridor is home to a number of endangered and critically endangered ecological communities and numerous threatened and vulnerable species.
- Gently undulating open grazing landscapes of Mt Gilead and Menangle Park are to the south of Mt Sugarloaf are interspersed with bushland areas, including Noorumba Reserve and Beulah Forest to the south and the bushland gullies of Wedderburn to the east. Mt Gilead and Menangle Park will be developed as part of the Macarthur South Urban Growth Area.

Campbelltown was planned in the early 1960s as a compact satellite city contained within clearly defined edges, with a high priority placed on the protection of the historic, scenic and environmental qualities of the setting between the Scenic Hills and East Edge Protection Lands. In the 1970s, Campbelltown developed more rapidly after it became a growth corridor in the planned urban expansion of Metropolitan Sydney.

Campbelltown LGA now comprises 38 diverse suburbs and localities, home to a population of more than 155,000 people. Residents live in a range of housing types, from low density to medium density and limited high rise residential apartments in the suburbs and town centres. There is more dispersed housing in the rural-residential areas surrounding the suburbs and a small number of people reside on rural holdings.

In 2011, residents of Campbelltown were younger than the NSW average, with more very young children and fewer people over 65. However, overall the population is aging due to the high proportion of residents of the baby boomer generation. The LGA has a higher proportion of social housing and a lower Socio-Economic Index of Disadvantage (SEIFA) compared to the rest of NSW.

Campbelltown is becoming an increasingly culturally and linguistically diverse community. The number of Australian-born individuals within the area has

decreased with overseas-born individuals increasing in number, creating a more diverse and linguistically varied community than previously seen before.

Campbelltown is a significant centre for the Macarthur region, providing a broad range of high quality services and facilities, including a major regional hospital, Western Sydney University, two TAFE colleges, a regional arts centre, Campbelltown Sports Stadium, public transport, large shopping centres and a growing commercial and industrial sector.

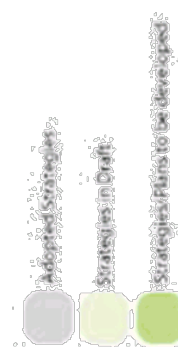
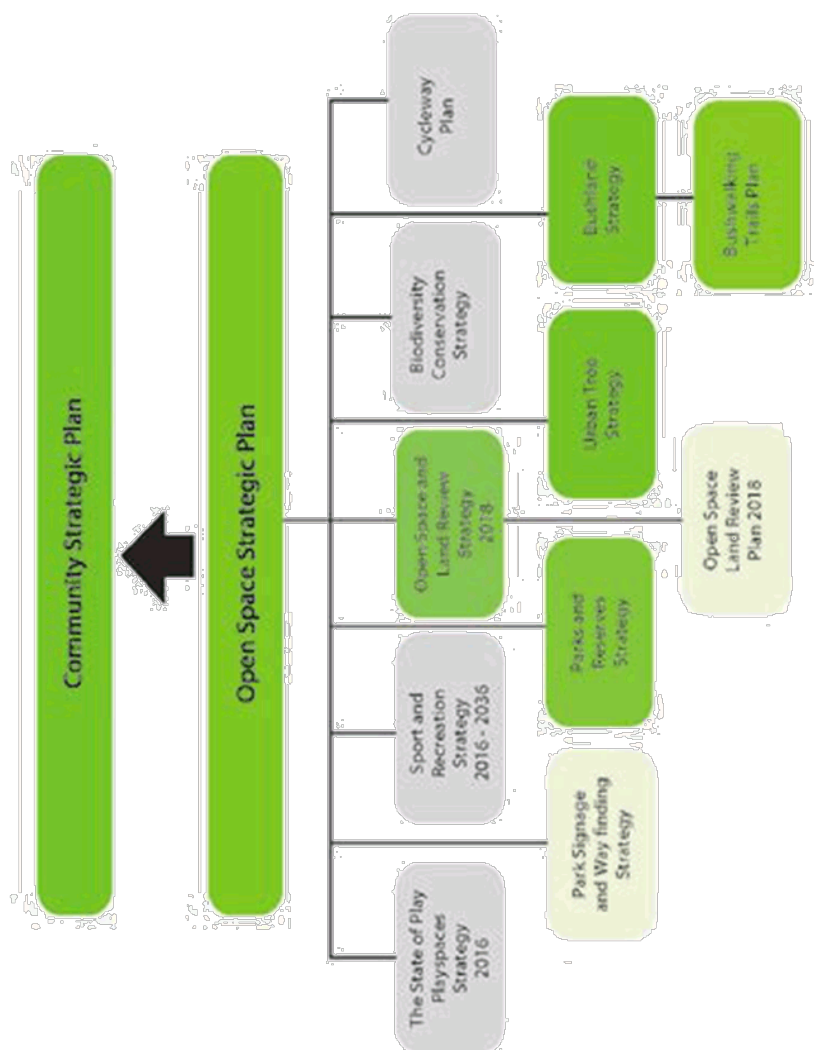
The central urbanised valley of Campbelltown LGA is considered to be well supplied with public land zoned for passive and active recreation under the care, control and management of Council. Recreational facilities are dispersed throughout the LGA, including playing fields, sports courts, swimming pools, skate parks, playgrounds, and barbecue and picnic areas.

Campbelltown's location between the Nepean and Georges Rivers and the large areas of bushland along the Georges River regional corridor provide many opportunities for residents and visitors to connect with nature.

Residents have good access to the wider Sydney Metropolitan area while valuing the natural environment around Campbelltown. This is reflected in the vision of Campbelltown City Council – *"a City of choice and opportunity in a natural environment."*

Open Space Trends

- With smaller backyards and higher density living, activities that once took place in private backyards now are taking place more in the public realm, including children's play, dog exercise, barbecues and entertainment, green space, large shade trees, space for contemplation and relaxation
- Increased awareness of and interest in protecting the local environment, improving sustainability
- Concerns about loss of biodiversity, trees and wildlife, as a result of fragmentation of habitat, increased urbanisation and new developments
- Concerns about declining levels of physical activity and the health and social implications of this
- Concerns about loss of connection with the natural world (nature deficit disorder)
- Play spaces as areas for the whole family, evenly distributed to ensure access for all and promotion of nature play to encourage learning and development
- Increase in walking for recreation and fitness, growth in cycling for recreation, mountain bikes, road bikes, with increasing demand for safe, accessible well connected walk/cycle paths.



OPEN SPACE VALUES, VISION AND GUIDING PRINCIPLES

Open Space Values

- Landscape character – the combination of city opportunities in a natural setting, with predominance of the green landscape perpetuating the green city image, highly valued as a community, visual and recreational asset
- Recreational opportunities – an extensive network of connected open space offering a wide range of recreational opportunities to encourage the health and wellbeing of the community, with trees that help define the character and identity of the neighbourhoods, providing scale, shade and encouraging people to walk and use the parks
- Biodiversity values – the contributions that biodiversity, natural resources and natural environmental features make to the quality of life, with plenty of opportunities to get close to nature, and environmental assets like the rivers and bushland that are critical to the LGA's sustainability
- Natural and cultural heritage – its Aboriginal heritage, the rich historical heritage from the early colonial period to more recent times, and the aesthetic and natural values of the bushland and river
- Community asset – the contribution Open Space makes to social cohesion and community engagement.

Open Space Vision

A well-developed Open Space network that conserves and reflects the landscape character and biodiversity of Campbelltown, offers a diversity of high quality recreational opportunities and experiences for all, builds on the rich natural and cultural heritage and is celebrated as a highly valued community asset contributing to the distinctive character and liveability of the contemporary Campbelltown City.

This vision is consistent with Council's community vision statement of "a *connected community with opportunities to grow in a safe, sustainable environment*".

Open Space Guiding Principles

There are four focus areas covering 14 guiding principles as part of this Plan:

- 1 Strengthening the existing Open Space network: connected, functional, accessible, sustainable**
 - 1.1 Campbelltown's Open Space areas are part of an integrated and connected network.
 - 1.2 Campbelltown's Open Space areas are of an appropriate size, shape and slope and many areas can be adapted to support a range of activities experiences and settings.
 - 1.3 Campbelltown's Open Space is accessible and safe, visually appealing and easy to interpret.
 - 1.4 Campbelltown's Open Space is managed sustainably to maximise the protection of the local environmental values.
- 2 Managing the existing Open Space network: integrated, predictive, proactive**
 - 2.1 The management of Campbelltown's Open Space is well coordinated.
 - 2.2 Upgrades and improvements to Campbelltown's Open Space are based on well-developed policies, plans and strategies.
 - 2.3 Council takes the initiative in ensuring that Open Space is actively managed and well maintained, with clear procedures and protocols.
- 3 Preparing for future Open Space: planning, responding, funding, anticipation**
 - 3.1 Council develops the appropriate plans and strategies for future Open Space.
 - 3.2 Council proactively responds to external plans and submissions that will directly or indirectly affect Open Space.
 - 3.3 Council is able to fund the existing and proposed Open Space to meet the community needs.
 - 3.4 Council will prepare for the future and develop Open Space concepts to help drive that future.
- 4 Involving the community in Open Space: communication, education, participation**
 - 4.1 Information on Campbelltown's Open Space is readily available and conveyed to the community.
 - 4.2 Council actively works with the community to raise awareness and understanding of issues related to Open Space.
 - 4.3 The Campbelltown community is encouraged to be involved in the management of the existing Open Space and planning for future Open Space.

FOCUS AREA 1 STRENGTHENING THE EXISTING OPEN SPACE NETWORK

1a Overview – values and key issues

The existing Open Space is highly valued by the community for sport and recreation, play and other activities and as space for nature. It has been developed progressively in a piecemeal manner. Land has been acquired by Council through various means, including developer contributions. Some Open Space is riparian land developed for recreation or remnant native vegetation for biodiversity conservation offsets. Distribution of Open Space is variable. Some suburbs have Open Space areas with well-connected corridors along creek lines or ridge tops, but other suburbs have discrete and separate Open Space areas that do not easily form a network. In some suburbs, the Open Space is made up of many small parcels of land, which lack flexibility. There are numerous parks that do not have good passive surveillance from streets. In most cases, embellishments have been done one by one, rather than as part of an overall plan. There are various inconsistencies of Open Space zoning, ownership and management. There is a need to consolidate and better define existing Open Spaces to ensure a focus on the opportunity provided by these spaces.

1b Guiding principles

Connected – Campbelltown's Open Space areas are part of an integrated and connected network.

Functional – Campbelltown's Open Space areas are of an appropriate size, shape and slope and many areas can be adapted to support a range of activities, experiences and settings.

Accessible – Campbelltown's Open Space is accessible and safe, visually appealing and easy to interpret.

Sustainable – Campbelltown's Open Space is managed sustainably to maximise the protection of the local environmental values.

1c Actions

1.1 Connected – Campbelltown's Open Space areas are part of an integrated and connected network.

1. Adopt this Open Space Plan as the overarching strategy in a policy framework that includes the Playspaces and Sport and Recreation Strategies and Biodiversity Conservation Strategy.
2. Develop and promote a network of high quality local, neighbourhood and district Open Space, so that there is a well distributed network of district parks and reserves and most residents live within 400 m of a local park and within 1 km of a neighbourhood park.
3. Enhance or establish the local character of Open Space, in partnership with the community, building on the sense of place to provide a diversity of facilities and settings.
4. Recognise that connectivity is extremely important to the utilisation of parks and reserves and increases the activity and length of time spent in the park.
5. Highlight the importance of view corridors and vantage points as place makers. Ensure that these remain accessible to the community as Open Space or are incorporated into the streetscape design.
6. Encourage people to use the existing natural connections linking Open Space areas along the creeks and across the ridge lines (eg. the linked Open Space areas through Leumeah). Use signage on site to direct people and include site specific information on the website.
7. Strengthen walking and cycling connections, current or future, between Open Spaces to capitalise on the natural assets. Improve connections between smaller Open Space areas to increase community opportunities to use these for local recreation.
8. Promote ecological corridors, green links and connections along creeks linking Open Space areas. Investigate opportunities for accessible paths and boardwalks in bushland reserves.

Links with other Plans/Strategies

Council	Essential	Community Strategic Plan
City Delivery	Important	Parks & Reserves Strategy
City Delivery	Important	Parks & Reserves Strategy
City Delivery	Beneficial	Parks & Reserves Strategy
City Delivery; City Growth	Important	Open Space Strategy
City Delivery	Important	Open Space Strategy
City Delivery	Essential	Bicycle Plan, Footpath Plan
City Delivery	Essential	Biodiversity Conservation Strategy, Destination Management Plan

<p>9. Provide high quality civic spaces to form better links to, and between, existing Open Spaces, creating welcoming and pleasant spaces.</p> <p>10. Use park signage as a way of highlighting connections. Continue to develop a LGA signage strategy, including Open Space signage.</p>	<p>City Delivery; City Growth</p> <p>City Delivery</p>	<p>Essential</p> <p>Beneficial</p>	<p>CBD Structure Plans, Open Space Strategy</p> <p>Signage Strategy</p>
<p>1.2 Functional – Campbelltown's Open Space areas are of an appropriate size, shape and slope and many areas can be adapted to support a range of activities, experiences and settings.</p>			
<p>1. Ensure that the Open Space is able to function now and into the future, based on the physical attributes of each parcel, including size, shape and slope.</p> <p>2. Ensure that a range of Open Space opportunities are provided for the community, catering for both active and passive recreation and offering areas that are adaptable as the population changes.</p> <p>3. Ensure that the distribution of Open Space throughout the LGA provides a diversity of experience, rather than a concentration of activities, facilities and settings in specific locations.</p> <p>4. Prioritise connectivity and functionality as key aspects before planning any park embellishment.</p> <p>5. Undertake embellishments at a level appropriate for the designated hierarchy to meet the needs of the current community. Enhance the importance of district parks through suitable embellishments adding new activities. Do not over-embellish small isolated parks.</p> <p>6. Create nodes of activity in local and neighbourhood parks by grouping together, in accessible locations within each park, those facilities that require high levels of maintenance.</p> <p>7. Ensure that embellishments are flexible and adaptive so future needs can be accommodated.</p> <p>8. Designate suitable areas of Open Space, preferably within Campbelltown CBD, as multi-functional event space to be used for community and major cultural events. Investigate the possibility of Hurley Park, Centenary Park and/or Campbelltown Showground for this purpose.</p> <p>9. Continue to liaise with local schools regarding shared usage of playing fields and other opportunities.</p> <p>10. Consider opportunities for multiple uses (eg, stormwater infrastructure in parks) where the recreational values of the land will not be restricted. Take into account negative impacts that can result, including the effects of periodic flooding on playing surfaces and the need for accrued field top dressing and storm sediments to be removed periodically to restore flood water storage volumes in detention basins. Fenced stormwater detention basins in Open Space should be rezoned as Infrastructure.</p> <p>11. Review any landlocked or small and isolated Open Space as part of any proposal for urban renewal. Investigate potential for that Open Space to be reconfigured to activate the street frontages, improve access and natural surveillance and enhance neighbourhood landscape character.</p>	<p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery; City Growth</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Important</p> <p>Essential</p> <p>Beneficial</p> <p>Beneficial</p> <p>Essential</p> <p>Beneficial</p> <p>Beneficial</p> <p>Essential</p>	<p>Open Space Strategy</p> <p>Open Space Strategy</p> <p>Parks & Reserves Strategy</p> <p>Parks & Reserves Strategy</p> <p>Parks & Reserves Strategy</p> <p>Parks & Reserves Strategy</p> <p>Parks & Reserves Strategy</p> <p>Destination Management Plan, Sports & Recreation Strategy</p> <p>Sports & Recreation Strategy</p> <p>Floodplain Risk Management Plan</p> <p>Open Space Land Review</p>

12. Identify small spaces zoned RE1 that do not serve any recreational, conservation or landscape function, but are only residual open spaces left over for Council to manage, and zone these to the surrounding land use and classify as operational land for possible future disposal.	City Delivery; City Growth; City Governance	Beneficial	Open Space Land Review
13. Identify those larger areas zoned RE1 that are not currently functioning well as Open Space and assess them against specified criteria to clarify those individual sites that should then be subject to a further, more detailed review regarding future use.	City Delivery; City Governance	Important	Open Space Land Review
1.3 Accessible - Campbelltown's Open Space is accessible and safe, visually appealing and easy to interpret.			
Responsibility Priority Links with other Plans/Strategies			
1. Incorporate Crime Prevention through Environmental Design (CPTED) considerations into all Open Space designs, management and maintenance (eg. through the provision of way finding elements to build the perception of public safety).	City Delivery; City Lifestyle	Essential	Parks & Reserves Strategy
2. Acknowledge that activity in Open Space provides the best passive surveillance and deterrent to anti-social behaviour. Work towards improving use of Open Space areas through design upgrades and other measures to help encourage more women and the elderly in particular to use the parks. Incorporate way finding elements into the Renew-Connect-Revitalise City-wide Improvement Program.	City Delivery; City Lifestyle	Essential	Parks & Reserves Strategy. Crime Prevention Plan
3. Provide quality playspaces for all ages, not only children and young people.	City Delivery	Important	Playspaces Strategy
4. Increase opportunities for young people to access sporting and recreational activities. Provide places for youth to recreate and socialise near safe and affordable public transport.	City Delivery; City Lifestyle	Essential	Youth Strategy. Park & Reserves Strategy
5. Provide active and passive recreational facilities and activities to encourage healthy lifestyles, including for older people. Integrate walking connections with facilities including resting places through local streets to encourage easy exercise as part of everyday life. Encourage more participation in active sport through facilities upgrades.	City Delivery; City Lifestyle	Essential	Aging Strategy. Parks & Reserves Strategy
6. Enhance the local centres with pedestrian friendly streets, new trees, inviting civic spaces and attractive street furniture. Develop the public domain as the community focus through public art, playspaces, community events and so on.	City Delivery; City Growth	Essential	Glenfield to Macarthur Planning Strategy
7. Investigate opportunities to improve all abilities access into some Open Space areas, through accessible pathways and park furniture. Investigate options for continuous paths of travel, all abilities play areas and other park facilities.	City Delivery; City Lifestyle	Important	Parks & Reserves Strategy. Playspaces Strategy
8. Ensure that new neighbourhood and district parks and reserves are designed to include cycleway connections, bike racks and other cycling facilities, and sufficient car parking for the facilities provided.	City Delivery	Beneficial	Parks & Reserves Strategy

1.4 Sustainable – Campbelltown's Open Space is managed sustainably to maximise the protection of the local environmental values.			Responsibility	Priority	Links with other Plans/Strategies
<p>1. Acknowledge that the natural values and nature activities in Open Space are as equally important as social and recreational activities. Recognise the fundamental relationship between the natural environment and recreational activities and the importance of managing activity and facility development, as well as careful management of the environment.</p>			City Delivery: City Lifestyle	Essential	Biodiversity Conservation Strategy
<p>2. Encourage sustainable use of Open Space, compatible with the capacity of the site. Ensure that the functionality of the site is considered in conjunction with the environmental values and undertake steps necessary to protect those values, including managing adverse impacts, constraining use or restricting access to sensitive sites.</p>			City Delivery	Essential	Parks & Reserves Strategy
<p>3. Highlight the important role of wildlife corridors and the small remnants of the endangered ecological communities of Cumberland Plain Woodland and Shale Sandstone Transition Forest in the urbanised valley. Incorporate these natural assets into the ongoing park maintenance and in any park upgrade or embellishment.</p>			City Delivery	Important	Biodiversity Conservation Strategy
<p>4. Highlight the importance of Open Space in managing the impacts of climate change, the urban heat island effect, total water cycle management and other environmental issues (eg. to implement recommendations of the Climate Change Risk Assessment Adaptation Report and the Cool Cities Initiative).</p>			City Delivery: City Development	Beneficial	Sustainability Strategy
<p>5. Consider the financial dimension to sustainable management and the high maintenance costs for some types of Open Space. Create an overarching landscape structure through low maintenance landscapes that increases the visual amenity, identity and economic performance of Open Space.</p>			City Delivery	Important	Open Space Strategy

FOCUS AREA 2 MANAGING THE EXISTING OPEN SPACE NETWORK

2a Overview - values and key issues

There are limited funds for operational maintenance and capital improvements of the existing Open Space. As more Open Space land is acquired, further pressure is placed on these limited funds. A significant proportion of these funds is spent cutting grass in underutilised Open Space. The existing maintenance regimes need to be reviewed. There is the need for a more focussed and coordinated approach to managing the open space, clearly describing how the Open Space is to be managed, based on a clear vision for each park and reserve, how this can be done and how it will be funded. More detailed planning is required and some of this is now underway, but gaps have been identified that must be addressed.

2b Guiding principles

Integrated - The management of Campbelltown's Open Space is well coordinated.

Predictive - Upgrades and improvements to Campbelltown's Open Space are based on well-developed policies, plans and strategies.

Proactive - Council takes the initiative in ensuring that Open Space is actively managed and well maintained, with clear procedures and protocols.

2c Actions

2.1 Integrated - The management of Campbelltown's Open Space is well coordinated.

1. Manage Open Space in an integrated way, considering all aspects of landscape character, recreational opportunities, environmental conservation, natural and cultural heritage significance and community expectations.
2. Ensure that there is good integration of objectives and actions regarding Open Space matters across all relevant Council strategies, plans and policies.
3. Base all decisions on Open Space embellishments on a systematic whole-of-park approach using a more prescriptive and predictive process, rather than in reaction to short term community issues and demands. Use strategies such as the Playspaces Strategy, Sport and Recreation Strategy and the Biodiversity Conservation Strategy as the basis for these plans.
4. Identify the Open Space with a primary objective for biodiversity conservation. Consider rezoning some of the bushland reserves as E2 Environmental Conservation to reflect this primary objective.
5. Review CLEP 2015 zoning for all Public Open Space. Ensure that newly landscaped Public Open Space areas in urban renewal areas (eg. new parks in Minto) are zoned RE1 and classified as community land.
6. Use the Floodplain Risk Management Study and Plan to identify drainage areas which may be suitable for large scale landscape treatments including revegetation with riparian species (eg. Eagle Creek Reserve, Eschol Park).

Responsibility Priority Links with other Plans/Strategies

City Delivery	Essential	Open Space Strategy
City Delivery; All	Essential	Community Strategic Plan
City Delivery	Important	Parks & Reserves Strategy; Playspaces Strategy, Sport & Recreation Strategy, Biodiversity Conservation Strategy
City Delivery; City Growth; City Development	Beneficial	Biodiversity Conservation Strategy; Open Space Land Review
City Delivery; City Growth	Beneficial	Open Space Land Review
City Delivery	Beneficial	Floodplain Risk Management Plan, Biodiversity Conservation Strategy

<p>7. Investigate the Biobanking potential of Council's Open Space areas to contribute to Strategy enhanced and funded local biodiversity conservation. Integrate Biobanking areas into the Open Space network to ensure that these areas are valued by the community.</p> <p>8. Review the internal organisational structure to provide for a fully integrated Open Space approach to all parks and reserves, to co-ordinate planning and budgeting, capital works, asset management, land management and maintenance, community consultation and involvement, monitoring and reporting.</p> <p>9. Develop and maintain strong links between all relevant staff to assist with the coordinated management of Open Space and to facilitate exchange of ideas.</p>	<p>City Delivery; City Development</p> <p>City Delivery; All</p> <p>City Delivery; All</p>	<p>Beneficial</p> <p>Essential</p> <p>Essential</p>	<p>Biodiversity Conservation</p> <p>Open Space Strategy</p> <p>Open Space Strategy</p>
<p>2.2 Predictive - Upgrades and improvements to Campbelltown's Open Spaces are based on well-developed policies, plans and strategies.</p>			
<p>1. Prepare an integrated Open Space Map and Data Base which provides details of the location, type and condition of all Open Space in the LGA.</p> <p>2. Develop a forward plan for the progressive embellishment of district and neighbourhood parks.</p> <p>3. Develop landscape concept plans for Public Open Space as the first step in any Renew-Connect-Revitalise Program asset upgrade, taking into consideration landscape character, recreational, biodiversity conservation and heritage values. Ensure that all works are designed, planned and implemented in an integrated manner, including planting, seating, paths, signage and fencing.</p> <p>4. Continue to prepare Plans of Management for the major bushland reserves. Update the generic plans of management for all community lands zoned RE1.</p> <p>5. Develop a suite of landscape master plans for significant Open Space areas (eg. Victoria and Kayess Parks, Minto) with a consistent format for ease of use.</p> <p>6. Prepare landscape master plans and concept plans for town centre parks, as part of any urban renewal program.</p> <p>7. Ensure that Campbelltown LGA is well provided with district and regional sporting facilities as identified in the Sports and Recreation Strategy.</p> <p>8. Develop a Campbelltown policy and plan for dogs off-leash exercise areas within Open Space.</p> <p>9. Develop a Campbelltown policy and plan for outdoor fitness equipment and sports practice areas within Open Space.</p>	<p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery</p> <p>City Delivery; City Growth</p> <p>City Delivery; City Lifestyle</p> <p>City Delivery</p> <p>City Delivery</p>	<p>Beneficial</p> <p>Essential</p> <p>Important</p> <p>Important</p> <p>Important</p> <p>Important</p> <p>Essential</p> <p>Beneficial</p> <p>Beneficial</p>	<p>Open Space Strategy</p> <p>Parks & Reserves Strategy, Sports & Recreation Strategy, Playspaces Strategy</p> <p>Parks & Reserves Strategy, Asset Management Plan & Strategy</p> <p>Parks & Reserves Strategy</p> <p>Parks & Reserves Strategy</p> <p>Parks & Reserves Strategy</p> <p>Sports & Recreation Strategy</p> <p>Parks & Reserves Strategy</p> <p>Parks & Reserves Strategy</p>

<p>10. Ensure that Open Space planning incorporates the recommendations/actions contained within Council's adopted Public Art Strategy. Include the planning and design of art and culture within Open Space to encourage social interactions.</p> <p>11. Review and update the Walking Tracks Concept Plans adopted in March 2004. Develop a Walking Trails Plan. Utilise the existing fire trails linking local reserves and public recreation areas with the scenic natural areas along the Georges River south from The Basin.</p> <p>12. Review all policies relevant to Open Space. Identify policy gaps and develop new policies that would assist in the management of the Open Space (eg. filming in bushland; access through parks and reserves to neighbouring properties, memorials in parks and reserves).</p> <p>13. Adopt the Draft Roadside Vegetation Policy and Plan. Implement the associated management action plan, incorporate the best practice measures into Council's works procedures, and use the checklist prior to any works being done within the identified road reserves.</p> <p>14. Develop an Urban Tree Strategy including guidelines for planning for tree retention and replanting on infrastructure upgrades. Identify priorities for tree planting, including "hot spot" areas for canopy tree planting, locations for street tree planting to create shady links and other green infrastructure.</p> <p>15. Establish protocols to ensure street tree planting is of appropriate species and installed in a way to minimise adverse impacts on surrounding infrastructure and that new street and park tree planting takes into account district views (eg. across to the Scenic Hills and East Edge Scenic Lands).</p> <p>16. Review and update plant species lists including the Street Tree Technical Guidelines and Preferred Species List and Sustainable Planting Policy July 2014.</p> <p>17. Update the Asset Management System regularly and include more detailed descriptions of open space assets. Use agreed and consistent terms and definitions for Open Space hierarchies, functions and landscape character. Investigate including natural assets in the asset management system, incorporating ecological data as well as infrastructure data for Open Space areas.</p>	<p>City Delivery: Beneficial City Lifestyle</p> <p>City Delivery Beneficial</p> <p>City Delivery Important</p> <p>City Delivery Important</p> <p>City Delivery Essential</p> <p>City Delivery Important</p> <p>City Delivery Beneficial</p> <p>City Delivery Beneficial</p>	<p>Public Art Strategy</p> <p>Walking Trails Plan, Destination Management Plan</p> <p>Biodiversity Conservation Strategy</p> <p>Roadside Vegetation Plan</p> <p>Urban Tree Strategy</p> <p>Urban Tree Strategy, Visual Analysis Study</p> <p>Urban Tree Strategy</p> <p>Asset Management Plan & Strategy, Biodiversity Conservation Strategy</p>
<p>2.3 Proactive – Council takes the initiative in ensuring that Open Space is actively managed and well maintained, with clear procedures and protocols.</p> <p>1. Undertake a detailed and thorough review of the maintenance regimes and budgets for all Open Space areas.</p> <p>2. Develop and maintain service standards for the maintenance of all Open Space areas.</p>	<p>Responsibility Priority</p> <p>City Delivery Essential</p> <p>City Delivery Essential</p>	<p>Links with other Plans/Strategies</p> <p>Open Space Strategy</p> <p>Open Space Strategy</p>

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3. Establish separate budget accounts to provide for more specific maintenance costs for each type of Open Space, including state road verges, local road verges and residual open spaces, parks, sportsgrounds, bushland reserves, and so on.	City Delivery	Beneficial	Open Space Strategy
4. Investigate a broad range of options to reduce maintenance costs on under utilised areas. Reinvest any savings from reduced open space maintenance costs towards other works within Open Space (eg, upgrades to parks and reserves close to town centres, bush regeneration works within the urbanised valley and new parks and reserves as they are handed over to Council) and maintenance for newly established areas.	City Delivery	Important	Open Space Strategy
5. Review maintenance regimes and budgets for high cost areas including city centre parks, road medians and entry gardens. Balance the evaluation of the high cost of maintenance of these areas with the desire to maintain the green image of the LCA. Consider alternative treatments where feasible.	City Delivery	Important	Open Space Strategy
6. Manage the seasonal staffing demands for sportsground maintenance and grass cutting. Consider flexible working arrangements including longer summer work hours, seasonal casual staff, time off in winter, winter works program focusing on landscape maintenance tasks.	City Delivery	Beneficial	Open Space Strategy
7. Reduce the areas and frequency of mowing in some specific locations (eg, surrounds around Bob Prenter Oval, Macquarie Fields, and Quirk Reserve, Bradbury). Look for opportunities away from residential properties for differential mowing regimes, no-mow areas or tree, shrub and ground cover planting to reduce areas that require frequent mowing. Use biodiversity mapping and on-ground investigations to identify potential areas for no-mow treatments. Trial various treatments to encourage growth of local grasses and ground covers that require reduced maintenance.	City Delivery	Important	Biodiversity Conservation Strategy
8. Continue to provide joint summer and winter playing facilities, and work with the clubs and associations to ensure that there is sufficient down time between seasons for ground changeover and maintenance. Manage bookings at the end of season to allow for ground access by Council's Operations Staff to carry out routine maintenance at season changeover. Keep at least two weeks free of sports bookings at season change over. Get club and association boards to support this in the interests of improved ground conditions for the competition seasons.	City Lifestyle; City Delivery	Essential	Sports & Recreation Strategy
9. Investigate capacity constraints for popular and rapidly growing sports (eg, soccer) particularly around the provision of competition and training facilities. Organise greater shared use of facilities between sporting codes.	City Lifestyle	Beneficial	Sports & Recreation Strategy
10. Investigate the condition of some playing fields on flood prone land, which have sufficient space but not the required quality, lacking irrigation and drainage, floodlights that do not comply with relevant Australian Standards, lack supporting facilities and other shortfalls, and work towards plans for improvements, including funding options.	City Delivery; City Lifestyle	Beneficial	Sports & Recreation Strategy

11. Upgrade facilities at sporting grounds to cater for spectators as well as players as funds become available (eg. small play areas, more shaded seating).	City Lifestyle; City Delivery	Beneficial	Sports & Recreation Strategy
12. Continue to respond rapidly to damage from graffiti and other vandalism. Look to design out safety and security concerns with better lighting, fencing, signage, CCTV and so on.	City Delivery	Essential	Parks & Reserves Strategy, Crime Prevention Plan
13. Investigate the potential for other active recreation activities (eg. mountain bike track, at Kanbyugal Reserve, Woodbine). Investigate potential sources of funding for this.	City Delivery	Beneficial	Open Space Strategy, Destination Management Plan
14. Continue with the practice of protecting and preserving those bushland areas in good condition as priority over restoring or enhancing those in poorer condition. Ensure that the rationale for prioritising work areas is based on biodiversity values and strategic importance and is well communicated.	City Delivery	Beneficial	Noxious Weeds Strategy
15. Investigate options for funding for more bush regeneration works other than noxious weed control and bush fire hazard reduction, including providing seed funding for grant funding applications. Investigate having a dedicated bush regeneration team to undertake on-ground works in the bushland reserves, including hazard reduction works, and help develop volunteer networks.	City Delivery	Important	Noxious Weeds Strategy, Bush Fire Risk Management Plan
16. Investigate the regeneration potential for bushland areas first before undertaking any revegetation planting. Establish protocols for where revegetation is more appropriate.	City Delivery	Important	Biodiversity Conservation Strategy
17. Define activity nodes on the Georges and Nepean Rivers more clearly and improve management around these nodes to help control public access. Consider activities not currently formally addressed (eg. kayaking access).	City Delivery	Beneficial	Destination Management Plan, Walking Trails Plan
18. Continue to educate Council's Operations Staff on Threatened Species and Endangered Ecological Communities. Develop and keep updated a Standard Handbook of Procedures for best practice environmental management to guide implementation of on-ground works.	City Delivery	Important	Biodiversity Conservation Strategy
19. Introduce a program of rainy day workshops with Council's Operations Staff on other Open Space matters, including rain gardens and other water sensitive urban design (WSUD), no-mow zones, and hold two way discussions on existing work practices and potential improvements.	City Delivery	Beneficial	Open Space Strategy

FOCUS AREA 3 PREPARING FOR FUTURE OPEN SPACE

3a Overview – values and key issues

There is a large amount of new development about to take place in Campbelltown LGA. The community vision is for the LGA to remain a green city into the future even with the major population changes that are occurring. Council needs to be ready for this future with clear purpose and direction and be in control of the process, rather than reacting to the development proponents. The challenge for Council is to facilitate new growth, meet the recreation needs of a growing population and preserve and ultimately enhance the natural environment. This new development will require a plan for future acquisitions of Open Space to address any identified shortfalls including multi field sportsgrounds and multi court sports facilities.

3b Guiding principles

Planning – Council develops the appropriate plans and strategies for future Open Space.

Responding – Council proactively responds to external plans and submissions that will directly or indirectly affect Open Space.

Funding – Council is able to fund the existing and proposed Open Space to meet the community needs.

Anticipation – Council will prepare for the future and develop Open Space concept plans to help drive that future.

3c Actions

3.1 Planning – Campbelltown CC develops the appropriate plans and strategies for future Open Space.

1. Ensure that any new proposals for Open Space are consistent with the vision and guiding principles for Open Space within the LGA.
2. Ensure that new development areas include an adequate amount of Open Space for the full range of open space types; for active recreation including team sports; informal recreation including playgrounds; and for environmental protection, biodiversity conservation and heritage conservation where these assets are present.
3. Ensure that Open Space Recreation is given an appropriate weighting in any proposed development and that Campbelltown LGA remains a place that is well provided with areas for neighbourhood and district sport and recreation to meet the needs of population growth and anticipated future requirements.
4. Prepare a S94 plan, incorporating information from the Sports and Recreation and Playspaces Strategies to validate the existing population needs for sport and recreation areas and forecast future population growth. Ensure that the plan includes other Open Space needs, including passive recreation.
5. Implement a benchmark provision model for new developments to ensure that there is adequate provision of good quality land for Public Open Space, not just drainage or flood prone land or landscape buffers to busy roads, and that the land is integrated into the existing Open Space network.

Links with other Plans/Strategies

City Delivery:
City Development

Essential

Open Space Strategy

City Delivery:
City Development
City Lifestyle

Essential

Open Space Strategy

City Delivery:
City Development
City Lifestyle

Essential

Open Space Strategy. Sports & Recreation Strategy

City Delivery:
City Development
City Lifestyle

Essential

S94 Plan

City Delivery:
City Development

Essential

Open Space Strategy

<p>6. Develop planning controls specifying a minimum area for any bushland reserve that is part of any development proposal within a new release area to ensure its long term viability, and a minimum width of any proposed wildlife corridor, based on OEH guidelines.</p> <p>7. Develop a Land Dedication Policy, with Open Space acquisitions being considered as part of the strategic planning process rather than at development assessment.</p> <p>8. Develop the Campbelltown Sports Stadium and surrounding land as a regionally significant integrated sports and entertainment precinct to provide a gateway to the regional city centre.</p> <p>9. Develop concept plans for a linear park linking Campbelltown and Macarthur Railway Stations.</p> <p>10. Protect wildlife corridors in the southern new land release areas to link the Georges and Nepean Rivers.</p>	<p>City Delivery: City Development</p> <p>City Delivery: City Development</p> <p>City Lifestyle: City Growth</p> <p>City Delivery: City Development; City Growth</p> <p>City Delivery: City Development; City Growth</p>	<p>Biodiversity Conservation Strategy</p> <p>Biodiversity Conservation Strategy</p> <p>Destination Management Plan</p> <p>CBD Structure Plans</p> <p>Biodiversity Conservation Strategy</p>
<p>3.2 Responding – Council proactively responds to external plans and submissions that will directly or indirectly affect Open Space.</p>	<p>Responsibility</p>	<p>Links with other Plans/Strategies</p>
<p>1. Protect existing Open Space in close proximity to town centres and look for opportunities to make new and improved connections between Open Space. Consider land swaps in some locations for better street access to open space (eg. Matthews Reserve at Ingleburn).</p> <p>2. Require all infill development to maximise protection and minimise any adverse impacts on environmental values, natural systems and scenic landscapes. Require proposals to demonstrate that the existing Open Space is enhanced not degraded as a result of the proposal.</p> <p>3. Require all greenfield development to provide adequate, well-planned open space networks, based on projected catchment, demographic data and so on, which must be endorsed by Council, and the Public Open Space is to be incorporated into the plans at the earliest possible stage of the development.</p>	<p>City Delivery: City Growth City Development</p> <p>City Delivery: City Development</p> <p>City Delivery: City Growth City Development</p>	<p>Open Space Strategy</p> <p>Local Planning Strategy</p> <p>Open Space Strategy</p>

<p>4. Develop specifications for developer funded and managed Open Space embellishments. Develop specifications and guidelines for construction and maintenance of new Open Space areas. Ensure that consideration is given to the ongoing maintenance costs for Council (eg. include requirements for grassed areas in new park developments to be planted with couch not kikuyu, with formalised edges and mowing strips, and to be of a regular shape with a minimum width of 2.5 m suitable for Council's mowing machinery). Ensure that the relevant Council Operations Staff are included in periodic inspections of new park developments at least six months before the scheduled handover.</p> <p>5. Investigate other options for new Open Space areas, with the developers to retain the maintenance liability for new open spaces (eg. through covenants on community title, or through public access to private Open Space).</p>	<p>City Delivery: City Development</p> <p>Important</p>	<p>Parks & Reserves Strategy</p>
	<p>City Delivery: City Development:</p> <p>Beneficial</p>	<p>Open Space Strategy</p>
<p>3.3 Funding – Council is able to fund the existing and proposed Open Space to meet the community needs.</p>		
<p>1. Ensure that decisions regarding future Open Space areas are made for the long term, rather than a short term response to current funding shortage for embellishments, acquisitions or new facilities.</p> <p>2. Identify opportunities, consistent with the zoning provisions, for small scale commercial development such as kiosks and cafes within Public Open Space to provide additional funds for ongoing maintenance (eg. cafes at Burrendah Reserve, Raby, and Marsden Park, Campbelltown).</p> <p>3. Investigate opportunities for leasing large areas of residual Public Open Space that have no recreational, biodiversity conservation or environmental protection values (eg. non-vegetated road reserves, drainage reserves and utility reserves) to generate income and reduce the cost to Council to maintain these areas.</p> <p>4. Review Open Space fees and charges, including sportsground hire, and clearly document the cost base for these (eg. as percentage of maintenance costs).</p> <p>5. Use S94 funding and other developer contributions to fund embellishments to existing Open Space where appropriate.</p> <p>6. Identify priority biodiversity corridors and Biobanking sites for offsets. Extend Biobanking after an assessment of its efficacy at Noorumba Reserve.</p>	<p>City Growth: City Delivery</p> <p>Essential</p> <p>City Delivery</p> <p>Beneficial</p> <p>City Delivery: City Governance</p> <p>Beneficial</p> <p>City Lifestyle</p> <p>Beneficial</p> <p>City Delivery: City Development</p> <p>Essential</p> <p>City Development: City Delivery</p> <p>Important</p>	<p>Open Space Strategy</p> <p>Open Space Strategy</p> <p>Open Space Land Review</p> <p>Sports & Recreation Strategy</p> <p>S94 Plan</p> <p>Biodiversity Conservation Strategy</p>

3.4 Anticipation - Council will prepare for the future and develop Open Space concept plans to help drive that future.	Responsibility	Priority	Links with other Plans/Strategies
1. Develop concept plans for Open Space in new release areas and areas that may be potentially part of any urban renewal program in anticipation of future community needs.	City Delivery; City Growth	Beneficial	Open Space Strategy
2. Investigate the need for a new regional sports facility in the southern part of Campbelltown LCA in the new land release area.	City Delivery; City Lifestyle; City Growth	Important	Sports & Recreation Strategy
3. Work towards creating improved Open Space outcomes at Glenfield west of the railway as part of any redevelopment of the Hurlstone Agricultural High School site, to form an Open Space network linking the Bunbury Curran Creek corridor to the Glenfield Urban Growth area.	City Delivery; City Growth; City Development	Essential	Open Space Strategy
4. Plan for the future when the Georges River Corridor will become an increasingly important recreational asset as the population grows and infill development takes place.	City Delivery; City Growth; City Development	Beneficial	Koala Plan of Management; Biodiversity Conservation Strategy
5. Investigate all opportunities to link The Scenic Hills with the Western Sydney Parklands.	City Delivery; City Growth; City Development	Beneficial	Destination Management Plan
6. Investigate opportunities for a commercial holiday park or camping accommodation for visitors exploring the bushland areas.	City Delivery; City Growth; City Development	Beneficial	Destination Management Plan

FOCUS AREA 4 INVOLVING THE COMMUNITY IN OPEN SPACE

4a Overview – values and key issues

Public Open Space is an important community asset, it helps define local neighbourhoods, builds community connections, improves community health and well-being, and helps protect and conserve the local environment. Council has a well-publicised Environmental Education Program focussing on the natural environment and sustainability. Its Renew-Connect-Revitalise City-Wide Improvement Program for upgrades to parks and reserves is well publicised and there is good community feedback to surveys about these infrastructure upgrades. Information about local sporting clubs and sportsgrounds is readily available. The community has an opportunity to have a say on Open Space planning and recreational facilities planning and funding during the public consultation period for draft LEP/planning proposals for new release planning areas, draft DCPs and Section 94 plans and VPAs. Council needs to continue to look for the best ways to engage with, inform and involve the community in decisions about Open Space.

4b Guiding principles

Communication – Information on Campbelltown's Open Space is readily available and conveyed to the community.

Education – Council actively works with the community to raise awareness and understanding of issues related to Open Space.

Participation – The Campbelltown community is encouraged to be involved in the management of the existing Open Space and the planning for future Open Space.

4c Actions

4.1 Communication – Information on Campbelltown's Open Space is readily available and conveyed to the community.

1. Make information about Campbelltown's Open Space readily available to the community. Collate and publish all relevant environmental, recreational and landscape plans, strategies and policies on Council's website and provide a clear link from the home page. Regularly update this information.
2. Use new technologies to let the community know about the Open Space (eg, phone app that allows the community to find recreation facilities). Expand the use of QR codes on park signs.
3. Promote the wide range of Public Open Spaces in the LGA. Provide cross links on Council's website between information on recreational and bushland areas. Ensure that the information is accessible and inclusive for the various cultural groups living in the community.
4. Continue to promote the environmental values of Campbelltown widely, through the use of images of the natural areas, local wildlife, endangered species and ecological communities within Campbelltown. Incorporate these images into park infrastructure through public art, interpretive and wayfinding signs to enhance the sense of place.
5. Continue to update the recreation information on Council's website and expand on information on the sporting facilities, activities and sports available as upgrades are proposed, planned and implemented.

Responsibility Priority Links with other Plans/Strategies

City Governance; City Delivery	Essential	Open Space Strategy
City Governance; City Delivery	Beneficial	Open Space Strategy
City Governance; City Delivery	Beneficial	Open Space Strategy
City Governance; City Delivery	Essential	Environmental Education Strategy
City Delivery; City Lifestyle; City Governance	Essential	Sports & Recreation Strategy

6. Develop information about the playspaces in Public Open Space and make it readily available and inclusive to the various cultural groups living in the community.	City Delivery: City Governance	Important	Playspaces Strategy, Community Engagement Framework
4.2 Education – Campbelltown CC actively works with the community to raise awareness and understanding of issues related to the Open Space.			
	Responsibility	Priority	Links with other Plans/Strategies
1. Encourage people to explore Open Spaces in their area, not only those parks and reserves with structured activities. Promote parks as spaces for many activities, not just playgrounds, including nature appreciation, relaxation, contemplation, social interaction, exercise and other health benefits. Emphasise the value of bushland areas for community health and well-being.	City Delivery	Beneficial	Parks & Reserves Strategy
2. Continue to identify and raise awareness of endangered ecological communities (eg. Cumberland Plain Woodland using Pembroke Park as a regional focal point).	City Delivery: City Development	Important	Environmental Education Strategy
3. Continue to highlight the natural and cultural heritage assets within Open Space and make the information on specific sites available on the website and on interpretive signs on site.	City Delivery: City Development	Important	Parks & Reserves Strategy
4. Highlight the value of trees to provide scale and shade, encourage people to walk and use parks, help define the character of a neighbourhood and perpetuate the green city image. Promote parks as spaces for trees and undertake community tree planting in local parks in addition to the annual National Tree Planting Day.	City Delivery: City Development	Essential	Urban Tree Strategy Environmental Education Strategy
5. Continue to deliver environmental education programs to create a sustainable connected community that is actively engaged with the surrounding natural environment.	City Development	Important	Environmental Education Strategy
6. Educate the community about how the uses of recreational Open Spaces change over the years to reflect the needs and trends of the times and the people that use them.	City Delivery	Beneficial	Parks & Reserves Strategy
4.3 Participation – The Campbelltown community is encouraged to be involved in the management of existing Open Space and the planning for future Open Space.			
	Responsibility	Priority	Links with other Plans/Strategies
1. Involve the local Indigenous community regarding sites of cultural heritage, through guided walks and talks, interpretive signs and so on. Develop an Aboriginal perspective in other Public Open Space. Encourage the Indigenous community to participate in the management of natural areas and other environmental programs in parks and reserves.	City Lifestyle	Important	Aboriginal Strategy, Destination Management Plan

2. Continue to encourage community involvement in the planning and design of Open Space, in particular, in landscape and facilities upgrades to parks and reserves, through on line surveys, community events, temporary signs on site and other methods, and ensure that these are well publicised.	City Delivery	Essential	Parks & Reserves Strategy, Community Engagement Framework
3. Investigate ways for greater community involvement in the longer term planning of future	City Delivery: OGM	Beneficial	OpenSpace Strategy, Community Open Space, Engagement Framework
4. Continue to engage with the community through the volunteer Bushcare program, walks and talks and other activities focusing on the local environment and other topics.	City Delivery: City Development	Important	Environmental Education Strategy
5. Investigate ways to increase the community stewardship of Public Open Space.	City Delivery: City Development	Beneficial	Environmental Education Strategy
6. Continue to support community organisations which play a role in the management of Open Space (eg, sporting clubs assisting with playing field maintenance).	City Lifestyle: City Delivery	Important	Sports & Recreation Strategy
7. Investigate the level of interest in community gardens within Open Space and take further action if there is demonstrated interest.	City Delivery	Beneficial	Parks & Reserves Strategy
8. Investigate the feasibility of establishing a community nursery to provide local provenance for restoration works within the LGA and to further engage the community in biodiversity conservation initiatives	City Delivery	Beneficial	Biodiversity Conservation
9. Consult with young people on spaces for youth, including court facilities, games tables, sports practice areas and kick about areas. Encourage their input into the design of these facilities and other positive recreation opportunities.	City Lifestyle: City Delivery	Important	Youth Strategy, Community Engagement Framework
10. Investigate sites suitable for citizenship gardens where plants provided to new citizens can be planted on their behalf as a commemoration.	City Delivery	Beneficial	Parks & Reserves Strategy

DEFINITIONS

Open Space Categories

Parks – areas set aside to provide for recreational, cultural, social and educational activities and pastimes, including passive recreational activities, casual playing of games, play or fitness equipment, picnicking, relaxation and contemplation, tree and shrub planting, (small < 0.5 ha, medium 0.5 – 2 ha, large > 2 ha)

Sportsgrounds – areas set aside for organised and informal sporting facilities and games including team field sports, sports courts, aquatic centres, golf courses and other active recreational activities.

Natural areas (bushland, water courses, wetlands, escarpments) – areas set aside primarily for nature conservation and environmental protection, including natural landform and vegetation, riparian areas with natural vegetation along natural creeks.

Ancillary/residual open space – drainage lines, road reserves, utility corridors and other green areas that are reserved for another purpose and do not function as a park due to their poor location, incompatible land uses, poor access, or only function to assist pedestrian movements between roads or adjacent areas.

Much of the Public Open Space is owned by Campbelltown City Council and is classified as Community Land under the Local Government Act. There is some Council owned land classified as Operational Land and some land owned by the NSW Government under the care, control and management of Campbelltown City Council.

Open Space Hierarchies

Local Open Space

Functions

Can have various uses, depending on the nature of the space:

- passive recreation and low key informal play, running around
- green spaces in the built environment, spaces for trees and other vegetation
- relaxation, contemplation, enjoying the outdoors, getting close to nature
- meeting point for nearby residents
- visual or environmental amenity, buffer between different land uses.

Location and size

- in residential areas
- catchment area of 400 m radius, which is about a 5 minute walk along local streets
- small, should be at least 0.2 ha and are usually less than 1 ha.

Facilities

- facilities are limited as they are mainly used by locals for frequent short stays
- may have seating, some simple play equipment, small grassed area to run around
- shade trees and other vegetation
- maybe a tap and bin in a limited number of locations.

Examples

Murray Reserve, Minto; Figtree Reserve, Eschol Park; Gargary Reserve, Ambarvale; Stranraer Reserve, St Andrews

Neighbourhood Open Space

Functions

Can have a number of different functions (eg, park and bushland, park and sportsground):

- used for a range of passive and active recreation depending on the characteristics of the space and the facilities
- a community focal point, contributes to and reflects neighbourhood character, place for neighbourhood events
- varied topography, often good vantage point
- green lungs for the neighbourhood
- can connect along linear parks or local streets with other open space to form a network.

Location and size

- in residential area, often near other community facilities (eg, schools, neighbourhood shops)
- most users live within 800 m radius, which is about a 10 – 15 minute walk
- moderate size, area should be at least 0.5 ha, with good frontage to local streets, access from number of directions.

Facilities

- range of facilities as users stay for a while,
- some active recreation facility (eg, practice walls and half courts, single playing field),
- play equipment, fitness equipment,
- parks seats and tables, picnic seating, bins, bubblers,
- walking paths or bush tracks, may have interpretive information,
- areas of vegetation either remnant vegetation or planted areas, large shade trees.

Examples

Millothian Reserve, St Andrews; Bellevue Park, Leumeah; Abington Reserve, Glen Alpine; Startop/Trotwood Reserves, Ambarvale; John Kidd/Harvey Brown Reserves, Blair Athol; Oswald Reserve, Rosemeadow; Mandurama Reserve, Ambarvale

District Open Space

Functions

- Can have a number of different functions (eg, park and bushland, park and sportsground):
 - used by residents and visitors drawn from across the LGA
 - provide a variety of spaces, settings and facilities for both active and passive recreation and community activities
 - cater for a large number of people for all age groups and levels of ability and a range of activities
 - used for significant community events

Location and size

- centrally located within a suburb or between a number of suburbs within a 5 km radius
- access by various ways (eg, walking, cycling, driving, public transport)
- large area, greater than 2 ha, often greater than 5 ha

Facilities

- users may spend several hours there involved in a number of activities
- shared facilities (eg, several sporting organisations share space and facilities)
- can be multiple playing fields, sports courts, sports practice area, swimming pools, skate parks
- picnic areas with barbecues, play equipment, fitness equipment
- track heads for bushwalks, interpretive signs
- dog exercise areas
- toilets, car parking

Examples

St Helens Park, St Helens Park; Seddon/Kennett Parks, Glenfield; Bradbury Oval, Bradbury; Milton Park/Macquarie Road Reserve/Bob Prenter Park/Hazlett Park/Bensley Reserve, Macquarie Fields

Regional Open Space

Functions

- destinations for regional sporting events, large community events, regional community activities, or integral part of regional facility

Location and size

- usually large area, with good access

Facilities

- varied according to the purpose, can be either specialised use or a wide range of facilities
- range of facilities are provided for lengthy stays, seating and other facilities for large numbers of users
- car parking on site, good public transport access

Examples

Raby Sports Complex, Raby; Campbelltown Stadium, Leumeah; Simmos Beach, Macquarie Fields

Open Space Functions and Landscape Character

Functions – the uses/purpose for a space:

- Access – Area set aside to link other areas (eg, a path, cycleway or grassed corridor connecting streets).
- Biodiversity conservation – Area set aside for the conservation of native vegetation and wildlife.
- Civic space – Area in front of or surrounding a community or civic building (eg, library, community centre, indoor sports centre, school).
- Commemoration – Commemorative areas (eg, memorial gardens, cemeteries).
- Cultural events – Area designated for cultural events (eg, community events, festivals, district shows, entertainment or markets).
- Environmental amenity – Area set aside for tree protection, space for nature, bush fire asset protection zones.
- Health/fitness – Area with facilities for informal exercise and fitness activities, shared paths, sports walls, etc.
- Heritage conservation – Area set aside for the protection and interpretation of cultural heritage items, or curtilage around these items (eg archaeological site, heritage building, heritage garden, significant trees).
- Outdoor sports – Area set up for the playing of organised outdoor sports.
- Play space – Area with facilities and settings for outdoor play.
- Relaxation – Area for quiet enjoyment, contemplation, tranquillity, urban escape.
- Road reserve – Area within a road reserve including vegetated road islands, road closures, wide nature strips, but excluding the road maintenance zone.
- Social recreation – Areas with facilities and/or settings for family or group social activities that cater for a range of ages (eg BBQs, picnics, informal play, casual games, kick about areas).
- Stormwater management – Area set aside primarily for drainage or stormwater management, including ponds, dams, detention basins.
- Utility reserve – Area set aside to provide for current or future infrastructure (eg, power).
- View point – Area set aside for public access to a scenic vantage point.
- Visual amenity – Area set aside to enhance the visual quality of an area, soften the built environment, as a visual buffer between different land uses, landscaped entry treatments.

Landscape character - the landscape form and/or vegetation type of a space:

- Bushland - Natural vegetation of the land, with its characteristic plant species and structure.
- Managed turf - Open area of turf managed for organised field sports or other recreation.
- Open grassland - Open area of predominantly exotic grasses.
- Open parkland - Informal park setting with grass and scattered trees, shrub plantings.
- Ornamental garden - Manicured or formal garden with specimen trees and garden beds.
- Outdoor sports structures - Enclosed managed turf or synthetic playing surfaces for specific sports (eg. tennis, netball, athletics, lawn bowls).
- Riparian corridor - River or creek corridor, either open water course or piped creek, with either natural or planted vegetation.
- Roadside reserve - Natural or planted vegetation along roadsides, as a tree reserve, buffer or screen.
- Rough area - Unmanaged vegetation (native and/or exotic) on undeveloped or disused land.
- Tree plantation - Planted forest or woodland (native and/or exotic).
- Urban open space - Landscaped paved urban space with tree plantings.
- Wetland - Pond or lake which is at least seasonally inundated with water surrounded by either natural or planted vegetation.

Assessment criteria for Open Space areas for review

- Without ecological value, no value for biodiversity conservation
- Little landscape character
- No natural or cultural heritage values identified
- Currently serving no recreation purpose
- Not well used or valued by the community
- Poor accessibility
- Poor natural surveillance
- Poorly connected to other Open Space
- Duplicated by other similar Open Space close by that has more options for recreation
- Has little potential for improvement as functional Open Space due to its physical characteristics - location, size, shape, slope
- Not required for drainage
- Not required due to the likely nature of future development around the site

Additional assessment criteria for Open Space areas for review of their extent

- Retaining large street frontages to enhance natural surveillance (frontage >20 m or the corner block location)
- Final size of the Open Space should be appropriate for the hierarchy and function (functional neighbourhood Open Space >0.5 ha)

KEY DOCUMENTS

- Campbelltown Community Strategic Plan 2013
- Campbelltown Local Planning Strategy 2014
- Campbelltown LEP 2015
- Campbelltown Sustainable City DCP
- Sustainability Strategy 2015
- Asset Management Strategy & Plan 2015
- Biodiversity Conservation Strategy (in preparation 2016)
- Sport and Recreation Strategy (in preparation 2016)
- Playspaces Strategy (in preparation 2016)
- Macarthur Destination Management Plan 2016-2020
- Environmental Education Strategy (in preparation 2016)
- Youth Strategy 2013-2017
- Ageing Strategy 2013
- Aboriginal Strategy 2014
- Crime Prevention Plan 2015-2018
- Upper Georges River Environmental Strategic Plan 2010
- Floodplain Risk Management Study and Plan 2015
- Visual Analysis Study 2011
- Heritage Study Review, Paul Davies Pty Ltd, April 2011
- Roadside Vegetation Management Plan, Molino Stewart, 2015
- Bushfire Risk Management Plan 2012
- Climate Change Risk Assessment Adaptation Report March 2012
- Biodiversity Study Stage 2 2008
- Noxious Weeds Strategy (in preparation 2016)
- Koala Plan of Management (in preparation 2016)
- Plans of Management for Ingleburn, Pembroke, Noorumba, Simmos Beach, Bunbury Curran Reserves
- Master Plan for St Helens Park and others
- Glenfield to Macarthur Priority Urban Renewal Corridor Strategy 2015
- Ingleburn Structure Plan 2015
- Greater Macarthur Preliminary Land Release Strategy 2015
- Draft Menangle DCP
- VPAs for East Leppington, Edmondson Park, UWS Campbelltown, Airds/Bradbury
- Section 94 plans and drafts for Menangle Park and Glenfield Road Urban Release Areas
- various other planning proposals
- Significant Tree Register
- Closure and Sale of Walkways Policy
- Corporate Sponsorship of Council Activities Policy

8.5 Draft Open Space and Land Review Strategy

Reporting Officer

Executive Manager Open Space
City Delivery

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.2 - Create safe, well maintained, activated and accessible public spaces

Officer's Recommendation

1. That Council endorse the Draft Open Space and Land Review Strategy 2018 for the purpose of placing it on public exhibition for a period of at least 42 days.
2. That following the public exhibition period a further report be tabled on the Draft Open Space and Land Review Strategy 2018 for Council's consideration, highlighting any changes to the draft.

Purpose

The purpose of the report is to consider the Draft Open Space and Land Review Strategy 2018 and to seek endorsement to publicly exhibit the Strategy for a period of at least 42 days.

History

At the Councillor briefing held 20 February 2018 a presentation was made identifying the key elements and objectives of the Draft Open Space and Land Review Strategy 2018. This document will provide the strategic direction for the management of open space throughout the Campbelltown Local Government Area.

Report

Campbelltown is an expanding regional city centre that is growing rapidly. The projected population is anticipated to increase to in excess of 270,000 by 2036. The expanding population will place increasing pressure on Council's open space resource and necessitates the need to provide higher quality open space areas, settings and facilities that will respond to the high growth, whilst still respecting the natural and historic values of the area.

To ensure that the expanding population has the right amount and type of open space, Council has conducted an audit of the existing open space to determine its long term viability. Areas that serve little purpose for community, natural or historic functions should be considered for disposal or development with the funds garnered being solely used to embellish our functional open space areas and where appropriate purchase new land that helps to connect our open space corridors.

The benefits of open space are numerous and well known for improving people's physical and mental well-being. A better quality of life for residents is underpinned by a network of great urban spaces (including plazas and streets), parks and reserves, bushland areas, and sportsgrounds and other recreational facilities. Well designed and maintained open spaces add to the character of an area and reflect the communities pride in its open space.

The key actions arising from the Open Space Strategic Plan underpin the Draft Open Space and Land Review Strategy. They are as follows:

- develop and promote a network of high quality local, neighbourhood, district and regional open space, so that there is a well distributed network of parks and reserves and most residents live within 400m of a local park and within 800 metres of a neighbourhood park
- ensure that the open space is able to function now and into the future, based on the physical attributes of each parcel, including size, shape and slope
- ensure that the distribution of open space throughout the Local Government Area (LGA) provides a diversity of experience, rather than a concentration of activities, facilities and settings in specific locations
- review any landlocked or small and isolated open space as part of any proposal for urban renewal. Investigate potential for that open space to be reconfigured to activate the street frontages, improve access and natural surveillance and enhance neighbourhood landscape character
- identify small spaces zoned RE1 that do not serve any recreational, conservation or landscape function, but are only residual open spaces left over for Council to manage, and zone these to the surrounding land use and classify as operational land for possible future disposal
- identify those areas zoned RE1 that are not currently functioning well as open space and assess them against specified criteria to clarify those individual sites that could then be subject to a further, more detailed review regarding future use
- review CLEP 2015 zoning for all public open space. Ensure that newly landscaped public open space areas in urban renewal areas (eg. new parks in Minto) are zoned RE1 and classified as community land
- protect existing open space in close proximity to town centres and look for opportunities to make new and improved connections between open space. Consider land swaps in some locations for better street access to open space (eg, Matthews Reserve, Ingleburn)
- investigate opportunities for leasing areas of residual public open space that have no recreational, biodiversity conservation or environmental protection values (eg. non-vegetated road reserves, drainage reserves and utility reserves) to generate income and reduce the cost to Council to maintain these areas.

The ongoing maintenance of open space is a major factor in the visual appeal of the City. Due to the high costs associated with maintenance of open space there is a requirement to ensure that Council's open space is assessed and is determined to be functioning as quality open space or has the ability to be adapted so that the community can participate in passive and active recreation and leisure activities or to ensure that the land is providing biodiversity and/or ecology purposes.

Open space provision is examined by the analysis of Council's existing open space assets. The aim of this analysis is to determine whether Council has sufficient open space to meet the needs of the existing community and determine if there is enough open space to meet the demands of the community into the future.

The accepted historic industry standard for open space provision is 2.83 hectares per 1000 people. Campbelltown LGA currently has a provision of 9.2 hectares per 1000, which is higher than most of the Sydney Metropolitan Council LGA's. However, with a projected population for Campbelltown by 2036 of 275,778*, the area of open space in 2036 would be 5.2 hectares per 1000 people (based on the area of open space staying the same - 1446 hectares). It is therefore imperative that the quality of open space provided is the right type to meet the needs of the future community. This is better articulated in the specific site assessment criteria detailed later in this report that investigates the functionality and community/ecological value of each piece of open space.

Campbelltown City Council requires quality land that is functional to ensure that these areas can be adapted to support a range of activities, experiences and settings that provide a holistic approach to recreation and leisure activities, both passive and active.

Council's open space must contribute to the current or future requirements of an integrated and connected open space network. Throughout the Campbelltown LGA there are some locations that do not meet the functionality of good open space, and it is at these locations that consideration is to be given to the benefits of retaining these areas as open space.

Before any decision is made on whether Council could consider disposal of any such land, the open space plan guiding principles will be used to help determine the impact on the community.

Specific site assessment criteria to be considered include:

- has no value for biodiversity conservation or environmental conservation
- currently serving no recreation purpose
- has little landscape character
- no natural or cultural heritage values identified
- not well used or valued by the community
- poor accessibility
- poor natural surveillance
- poorly connected to other open space
- not required for drainage, not flood affected
- duplicated by other similar open space close by that has more options for recreation
- has little potential for improvement as functional open space due to its physical characteristics – location, size, shape, slope
- likely nature of future development around the site.

Only after a complete assessment of the open space occurs could consideration be given to the disposal or development of the relevant piece of land.

Before selling or developing any property Council must undertake a formal public notification process pursuant to the provisions of the *Local Government Act 1993*.

Disposal of existing open space could only be undertaken to further the realisation of the open space guiding principles. Therefore any proceeds from the sale of public open space could be used for other open space capital acquisitions, be held in a reserve fund established for this specific purpose and reinvested in upgrades to existing open space. Land disposal proceeds are strictly capital in nature and will not be used to offset recurrent operating expenditure by Council.

Reinvesting in upgrades to existing open space include:

1. improving the quality of the existing open space areas nearby so that the benefits of the land disposal can be experienced in the same area
2. creating larger scale park and recreational facilities to allow for more intensive uses
3. improving the quality of other existing open space areas and recreation experiences across the LGA.

Consideration should be given to the possible redevelopment of these sites by Council into affordable housing options or to meet other social needs of the community.

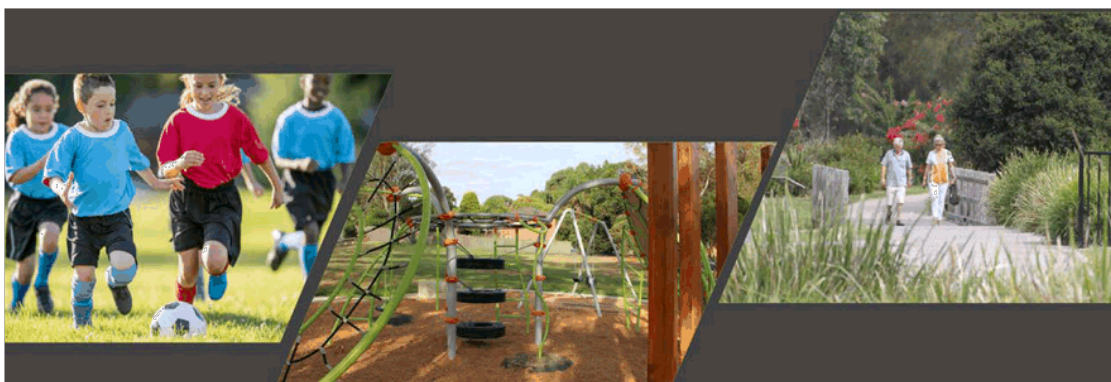
It is proposed that an open space reserve fund be created for the proceeds that are achieved through the sale or redevelopment of Council's open space.

Following the public exhibition and finalisation of this strategy, it is suggested that an extensive review of each site be undertaken in an Open Space Land Review Plan. The specific site assessment criteria developed in this strategy will be applied to every parcel of open space in Council's ownership to assist in the determination process as to whether Council proceeds with retention of a site, embellishment or enhancement of a site, disposal without development of a site, or if a site is developed before disposal.

The Open Space Land Review Plan will be provided for Council's consideration at a future meeting. This Plan will be the subject of considerable community consultation in accordance with Council's Community Engagement Framework. The consultation of this plan should include detailed information on how Council will use the Reserve Fund for the embellishment, enhancement and upgrade work to existing open space, and purchase of open space that accords with the guiding principles of Council's Open Space Strategic Plan and fits with the expectations of the community. Much like the Open Space and Land Review Strategy, the Open Space Land Review Plan will be placed on public exhibition, and following the consultation period, a report will be tabled for Council's consideration and determination on how to proceed with the plan and the treatment of open space land that does not realise the open space guiding principles.

Attachments

1. Draft Open Space and Land Review Strategy (contained within this report)



DRAFT OPEN SPACE AND LAND REVIEW STRATEGY 2018

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Open Space Vision



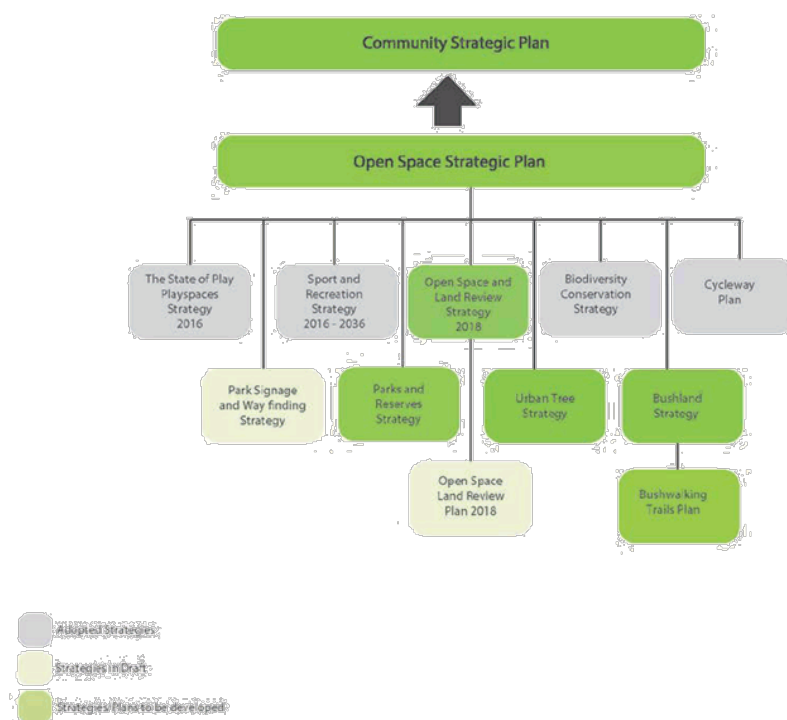
A well-developed Open Space network that conserves and reflects the landscape character and biodiversity of Campbelltown and offers a diversity of high quality recreational opportunities and experiences for all, whilst building on the rich natural and cultural heritage and is celebrated as a highly valued community asset contributing to the distinctive character and liveability of the contemporary Campbelltown City.

This vision is consistent with Campbelltown City Council's community vision statement of "Campbelltown City – designed for ambition, innovation and opportunity."

Introduction

Campbelltown City Council is in the process of adopting the Campbelltown Open Space Strategic Plan, which identified the requirement for the development of the Open Space Strategy and Land Review.

Figure 1: Hierarchy of Plans for Open Space



Campbelltown City Council's open space is a highly valued asset that provides the Community with opportunities for natural, passive and organised recreation and leisure activities within a short distance from their homes.

Access to quality open space has the potential to increase levels of physical activity, and to have mental health benefits and reduce healthcare and other costs (Healthy Places and Space, 2009). One study found that people who use public open spaces are three times more likely to achieve recommended levels of physical activity than those who do not use the spaces. Users and potential users prefer nearby, attractive, and larger parks and open spaces (Wolf, 2008).

What is Open Space?

Public Open Space is land in public ownership that is used primarily for the purposes of recreation and/or environmental conservation. It includes all the land zoned RE1 Open Space Recreation on the Campbelltown LEP 2015. Public Open Space also includes public land zone E2 Environmental Conservation. It also can include lands zoned for special purposes (drainage reserves, road reserves and utility corridors), open space around community facilities, public urban spaces and road verges and nature strips.

Greater Sydney Commission Western City District Plan

The Greater Sydney Commission has recognised the importance of our open space in the Western City District with the interim Commissioner Geoff Roberts describing the district as Sydney's parkland city, *'a place surrounded by World Heritage – listed landscapes, with a sprinkling of towns and centres that combine village charm and heritage character.' 'This iconic landscape is more than a backdrop – it is the Districts underlying asset.'*

The Western City District Plan has a vision for the importance of the connectivity between the blue and green grids in the District, *'The South Creek, Georges River and Hawkesbury – Nepean River Systems will become the spatial frameworks for the District, with attractive and safe walking and cycling paths, bushland and a green, urban landscape framed by the Greater Blue Mountains World heritage Area.'*

One of the key planning priorities for the District is 'A city in its landscape'. This strengthens the value of green spaces and landscape. The planning priorities include:

- Protecting and improving the health and enjoyment of the district waterways,
- Protecting and enhancing bushland and biodiversity,
- Increasing urban tree canopy cover and delivering Green Grid connections,
- Protecting and enhancing scenic and cultural landscapes, and
- Delivering high quality open space.

Delivering high quality open space enhances the character of the Western City Districts Neighbourhoods. Open space supports healthy and active lifestyles bringing communities together.

Benefits of Open Space

A better quality of life for residents is underpinned by a network of great urban spaces (including plazas and streets), parks, bushland areas and sportsgrounds. Well designed and maintained open spaces add to the character of an area and reflect the communities pride in its open space.

Open space provides a range of benefits such as:

- Providing places for people to meet and recreate
- Providing amenity
- Providing opportunities to enhance biodiversity and conservation
- Providing for health and well-being
- Providing places to escape from built up areas
- Providing places for environmental education particularly for children

In addition to this the benefits from participating in sport and physical activity include:

- Improved physical health and wellbeing – with reduced risk of lifestyle related diseases, higher survival rate of other diseases, improved quality of life and long term health, and, in young people and children healthy growth and development.
- Improved mental health – builds individual self-esteem and self-image, reduces stress, improves concentration and enhances memory and learning.
- Enhanced social outcomes – encourages social interaction and development of social skills, improves social networks and social capital, increases community cohesion and pride, safer communities
- Reduced healthcare costs – improved physical health and the building of stronger families and communities helps lower health-care costs, reduces the costs of social intervention and plays a role in reducing crime and social dysfunction (WA Department of Sport and Recreation, 2009).

It is important for Campbelltown City Council to ensure that the areas of Open Space that are available for the Community to utilise are fit for purpose and provide positive experiences for the Community.

There are various forms of Recreational and Leisure activities that are available across the Campbelltown Open Space network and these include access to natural areas for bush walking and interaction with nature, passive parks to enjoy unstructured play and social opportunities and active sites that provide opportunity for participation in sports.

Open Space Values

- Landscape character – the combination of city opportunities in a natural setting, with predominance of the green landscape perpetuating the Green City image, highly valued as a community, visual and recreational asset
- Recreational opportunities – an extensive network of connected open space offering a wide range of recreational opportunities to encourage the health and wellbeing of the community, with trees that help define the character and identity of the neighbourhoods, providing shade, and encouraging people to walk and use the parks
- Biodiversity values – the contributions that biodiversity, natural resources and natural environmental features make to the quality of life, with plenty of opportunities to get close to nature, and environmental assets like the rivers and bushland that are critical to the LGA's sustainability

- Natural and cultural heritage –its Aboriginal heritage, the rich historical heritage from the early colonial period to more recent times, and the aesthetic and natural values of the bushland and river
- Community asset – the contribution to social cohesion and community engagement

Open Space Guiding Principles

Within Council's Open Space Strategic Plan there have been four focus areas covering 14 guiding principles developed. This strategy provides a frame work for the delivery of these principles and a series of actions to be undertaken to achieve the Open Space Principles.

1. Consolidating the existing Open Space network

- i. Connected – Campbelltown's Open Space is part of an integrated and connected network
- ii. Functional – Campbelltown's Open Space are of an appropriate size, shape and slope and many areas can be adapted to support a range of activities, experiences and settings
- iii. Accessible – Campbelltown's Open Space is accessible and safe, visually appealing and easy to interpret.
- iv. Sustainable – Campbelltown's Open Space is managed sustainably to maximise the protection of the local environmental values

2. Managing the existing Open Space network

- i. Integrated – The Management is well coordinated.
- ii. Predictive – Upgrades and improvements are based on well-developed policies, plans and strategies.
- iii. Proactive – Council takes initiative in ensuring that Open Space is actively managed and well maintained, with clear procedures and protocols.

3. Preparing for future Open Space

- i. Planning – Council develops the appropriate plans and strategies for future open space.
- ii. Responding – Council proactively responds to external plans and submissions that will directly or indirectly affect Open Space
- iii. Funding – Council is able to fund the existing and proposed Open Space to meet the community needs.
- iv. Anticipation – Council will prepare for the future and develop Open Space concept plans to help drive that future.

4. Involving the Community in Open Space

- i. Communication – Information of Campbelltown's Open Space is readily available and conveyed to the Community.
- ii. Education – Council actively works with the Community raise awareness and understanding of issues related to open Space.
- iii. Participation – the Campbelltown community is encouraged to be involved in the management of the existing Open Space and the planning for future Open Space.

Key Actions from Open Space Strategic Plan 2018

- Develop and promote a network of high quality local, neighbourhood, district and regional Open Space, so that there is a well distributed network of parks and reserves and most residents live within 400m of a local park and within 800m of a neighbourhood park.
- Ensure that the Open Space is able to function now and into the future, based on the physical attributes of each parcel, including size, shape and slope.

- Ensure that the distribution of Open Space throughout the LGA provides a diversity of experience, rather than a concentration of activities, facilities and settings in specific locations.
- Review any landlocked or small and isolated Open Space as part of any proposal for urban renewal. Investigate potential for that Open Space to be reconfigured to activate the street frontages, improve access and natural surveillance and enhance neighbourhood landscape character.
- Identify small spaces zoned RE1 that do not serve any recreational, conservation or landscape function, but are residual open spaces left over for Council to manage, and zone these to the surrounding land use and classify as operational land for possible future disposal.
- Identify those areas zoned RE1 that are not currently functioning well as Open Space and assess them against specified criteria to clarify those individual sites that could then be subject to a further, more detailed review regarding future use.
- Review CLEP 2015 zoning for all Public Open Space. Ensure that newly landscaped Public Open Space areas in urban renewal areas (eg. new parks in Minto) are zoned RE1 and classified as community land.
- Protect existing Open Space in close proximity to town centres and look for opportunities to make new and improved connections between Open Space. Consider land swaps in some locations for better street access to open space (eg, Matthews Reserve, Ingleburn).
- Investigate opportunities for leasing areas of residual Public Open Space that have no recreational, biodiversity conservation or environmental protection values (eg. non-vegetated road reserves, drainage reserves and utility reserves) to generate income and reduce the cost to Council to maintain these areas.

Open Space Categories

Under the *Local Government Act 1993, Part 2 Public Land, Division 2 Use and Management of Community Land*, there are 5 categories in total for Community Land, being (a) natural area, (b) a sports ground, (c) a park, (d) an area of cultural significance and (e) general community use. Natural areas are further categorized as (a) bushland, (b) wetland, (c) escarpment, (d) watercourse (e) foreshore and (f) a category prescribed by the regulations.

It is important that the appropriate category is applied to Community Land when it is acquired by, or currently under the ownership of Council.

Much of the public Open Space is classified as Community Land but some is classified as Operational Land under the *Local Government Act 1993*.

The following core objectives, *verbatim from the Local Government Act 1993*, are identified for the areas Open Space Community Land categorised as Natural area, Sportsground and Park:

36E Core objectives for management of community land categorised as a natural area

The core objectives for management of community land categorised as a natural area are:

- a) to conserve biodiversity and maintain ecosystem function in respect of the land, or the feature or habitat in respect of which the land is categorised as a natural area, and*
- b) to maintain the land, or that feature or habitat, in its natural state and setting, and*
- c) to provide for the restoration and regeneration of the land, and*
- d) to provide for community use of and access to the land in such a manner as will minimise and mitigate any disturbance caused by human intrusion, and*
- e) to assist in and facilitate the implementation of any provisions restricting the use and management of the land that are set out in a recovery plan or threat abatement plan prepared under the [Threatened Species Conservation Act 1995](#) or the [Fisheries Management Act 1994](#) .*

36F Core objectives for management of community land categorised as a sportsground

The core objectives for management of community land categorised as a sportsground are:

- a) to encourage, promote and facilitate recreational pursuits in the community involving organised and informal sporting activities and games, and*
- b) to ensure that such activities are managed having regard to any adverse impact on nearby residences.*

36G Core objectives for management of community land categorised as a park

The core objectives for management of community land categorised as a park are:

- a) to encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities, and*
- b) to provide for passive recreational activities or pastimes and for the casual playing of games, and*
- c) to improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management.*

For the purposes of this Strategy, Natural areas will cover bushland, watercourse, wetland and escarpment areas as the conservation explanations are very similar under each of the categories and require Council to restore, regenerate and maintain biodiversity for Flora and Fauna within these areas.

Open space areas can be categorized as follows:

- Park (small < 0.5 ha, medium 0.5 – 2 ha, large > 2 ha)
- Sportsground (levels A, B, C) – Currently under review
- Natural Area (bushland, watercourse, wetland, escarpment)
- Ancillary/residual open space

Parks – areas set aside for provide for recreational, cultural, social and educational activities and pastimes, including passive recreational activities, casual playing of games, play or fitness equipment, picnicking, relaxation and contemplation, tree and shrub planting.

Sportsgrounds – areas set aside for organised and informal sporting facilities and games including team field sports, sports courts, aquatic centres, golf courses and other active recreational activities.

Natural areas (bushland, water courses, wetlands, escarpments) – areas set aside primarily for nature conservation and environmental protection, including natural landform and vegetation, riparian areas with natural vegetation along natural creeks.

Ancillary/Residual open space – drainage lines, road reserves, utility corridors and other green areas that are reserved for another purpose and do not function as a park due to their poor location, incompatible land uses, poor access, or only function to assist pedestrian movements between roads or adjacent areas

Open Space Hierarchies

The acceptable standard for the open space hierarchy is as follows:

- Local
- Neighbourhood
- District
- Regional

Local Open Space

Functions

Can have various uses, depending on the nature of the space:

- passive recreation and low key informal play, running around,
- green spaces in the built environment, spaces for trees and other vegetation,
- relaxation, contemplation, enjoying the outdoors, getting close to nature,
- meeting point for nearby residents,
- visual or environmental amenity, buffer between different land uses.

Location and size

- in residential areas
- catchment area of 400 m radius, which is about a 10 minute walk along local streets
- small, should be at least 0.2 ha and are usually less than 1 ha

Facilities

- facilities are limited as they are mainly used by locals for frequent short stays,
- may have seating, some simple play equipment, small grassed area to run around,
- shade trees and other vegetation,
- maybe a tap and bin in a limited number of locations

Examples

Murray Reserve, Figtree Reserve, Gargery Reserve, Stranraer Reserve

Neighbourhood Open Space**Functions**

Can have a number of different functions eg, park and bushland, park and sportsground:

- used for a range of passive and active recreation depending on the characteristics of the space and the facilities,
- a community focal point, contributes to and reflects neighbourhood character,
- varied topography, often good vantage point,
- green lungs for the neighbourhood,
- can connect along linear parks or local streets with other open space to form a network

Location and size

- in residential area, often near other community facilities eg schools, neighbourhood shops
- most users live within a long (30 minute) walk or a short drive away (2 km)
- moderate size, area should be at least 0.5 ha, with good frontage to local streets, access from number of directions

Facilities

- Range of facilities as users stay for a while,
- some active recreation facility, eg practice walls and half courts, single playing field,
- play equipment, exercise equipment,
- parks seats and tables, picnic seating, bins, bubblers,
- walking paths or bush tracks, may have interpretive information,
- areas of vegetation either remnant vegetation or planted areas, large shade trees,
- may have toilets and barbecues in a limited number of locations

Examples

Midlothian Reserve, Bellevue Park, Abington Reserve, Startop/Trotwood Reserves, John Kidd/Harvey Brown Reserves, Oswald Reserve, Mandurama Reserve

District Open Space**Functions**

Can have a number of different functions eg, park and bushland, park and sportsground:

- used by residents and visitors drawn from across the LGA
- provide a variety of spaces, settings and facilities for both active and passive recreation and community activities
- cater for a large number of people for all age groups and levels of ability and a range of activities
- used for significant community events

Location and size

- centrally located within a suburb or between a number of suburbs within a 4 km radius
- access by various ways eg. walking, cycling, driving, public transport
- large area, greater than 2 ha, often greater than 5 ha

Facilities

- users may spend several hours there involved in a number of activities
- shared facilities, eg several sporting organisations share space and facilities
- can be multiple playing fields, sports courts, sports practice area, swimming pools, skate parks
- picnic areas with barbecues, play equipment, exercise equipment
- track heads for bushwalks, interpretive signs
- dog exercise areas
- toilets, car parking

Examples

St Helens Park, Seddon/Kennett Parks, Bradbury Oval, Milton Park/Macquarie Road Reserve/Bob Prenter Park/Hazlett Park/Bensley Reserve

Regional Open Space**Functions**

- destinations for regional sporting events, large community events, regional community activities, or integral part of regional facility

Location and size

- usually large area (10 hectares or greater), with good access

Facilities

- varied according to the purpose, can be either specialised use or a wide range of facilities
- range of facilities are provided for lengthy stays, seating and other facilities for large numbers of users
- car parking on site, good public transport access

Examples

Raby Sports Complex, Campbelltown Stadium, Simmos Beach

Open Space Maintenance

Maintenance categories as outlined in our Service Level Agreements and identified below are reflective of the Open Space categories mentioned earlier. There are additional categories identified for maintenance as they are under the responsibility of Council however they are not utilised for recreational/leisure activities. Council will maintain the Open space in accordance with their hierarchy of use, for example, within the area of Parklands there may be higher usage at some locations as opposed to others and the maintenance frequency will reflect this.

Category	Area
Cat 1	Sports fields
Cat 2	Parklands
Cat 3	Median strips/Footpaths
Cat 4	Drainage/Bushland
Cat 5	Roadside Verge

Service Frequency - Parklands, Medians & Drainage Reserves

The minimum number of cuts for all other open space is 13 times per annum. The minimum number of cuts between the months of April and August is five (5).

Service Frequency – Natural and Regeneration Areas

The mowing of Natural and dedicated Regeneration areas is limited to the mowing of fuel reduction zones, entries and service tracks on a quarterly basis.

Service Frequency – Sports grounds

The mowing of sports grounds is to occur on a weekly basis for summer sports and every two weeks for winter sports or as required dependent on weather conditions and growth of turf.

Due to the high costs associated with maintenance of Open Space there is a requirement to ensure that Council's Open Space is assessed and is determined to be functioning as quality open space or has the ability to be adapted so that the Community can participate in passive and active recreation and leisure activities or to ensure that the land is providing biodiversity and ecology purpose.

Open Space Provision

Adequate provision of good quality land for functional Public Open Space, now and for future generations, consistent with the Draft Campbelltown Open Space Plan guiding principles, including:

- Campbelltown's Open Space areas are part of an integrated and connected network.
- Campbelltown's Open Space areas are of an appropriate size, shape and slope and many areas can be adapted to support a range of activities, experiences and settings.
- Campbelltown's Open Space is accessible and safe, visually appealing and easy to interpret.
- Campbelltown's Open Space is managed sustainably to maximise the protection of the local environmental values.

Public Open Space must be functional, specific site assessment characteristics to be considered include:

- Provides for recreational opportunities
- Contributes to neighbourhood landscape character
- May have biodiversity conservation or environmental conservation values
- May have natural or cultural heritage values
- Will be valued by the community
- Is accessible
- Has good natural surveillance
- Has some connectivity to other Open Space
- Is not required for drainage/stormwater management

- Is not duplicated by other similar Open Space close by
- Has physical characteristics - size, shape, slope etc. - suitable for embellishment as functional Open Space
- Will be compatible with the future development around the site

Public Open Space (all areas zoned RE1 plus Dharawal National Park & State Conservation Area zoned E1) is about 13% of the total area of the LGA

Public Open Space (all areas zoned RE1 excluding Dharawal National Park & State Conservation Area zoned E1) is about 9% of the total area of the LGA

Public Open Space zoned RE1 and owned and/or managed by Council is about 5% of the total area of the LGA.

Following are a series of tables that identify the Open Space provisions across the Campbelltown Local Government Area and a comparison with adjoining Council areas.

Figure 2: Comparison of Open Space areas zoned RE1 in Western Sydney and Wollongong

Local Government Area (LGA)	Total LGA area (km ²)	Est population 2016 ('000s)	Total area zoned RE1 (ha)	OS zoned RE1 (ha)/1000 population	OS zoned RE1 as % total area
Campbelltown	312	158	1446 ^(a)	9.2	5 ^(a)
Camden	206	77	976	12.7	5
Liverpool	305	205	1496 ^(b)	7.3	5 ^(b)
Penrith	404	202	1271	6.3	3
Blacktown	240	337	1442 ^(c)	4.3	6 ^(c)
Wollongong	715	208	1527	7.3	2

Note: The accepted historic standard for open space provision is 2.83 hectares per 1000 people.

- (a) Excludes 1393 ha zoned RE1 within Georges River Regional Open Space east of proposed Georges River Parkway that is not owned and/or managed by CCC
- (b) Excludes 1528 ha in Western Sydney Parklands zoned separately
- (c) Excludes approx. 1500 ha in Western Sydney Parklands zoned separately

Figure 3: Open Space breakdown, by size

	Very Large Reserves	Large Reserves	Medium Reserves	Small Reserves	Total
	> 5h	2 – 5 Ha	0.5 – 2 Ha	< 0.5ha	
Number of Parks/ Reserves	66 (17.4%)	77 (20.3%)	106 (28%)	131 (34.3%)	379
Total Area (ha)	1096 (73.6%)	251 (16.8%)	115 (7.7%)	29 (1.9%)	1490

Figure 4: Open Space breakdown, by hierarchy

	Regional Parks/ Reserves	District Parks/ Reserves	Neighbourhood Parks/ Reserves	Local Parks/ Reserves	Total
Number of Parks/ Reserves	5 (1.3%)	25 (6.6%)	74 (19.5%)	275 (72.6%)	379
Total Area (ha)	182 (12.2%)	392 (26.3%)	434 (29.1%)	482 (32.3%)	1490

Figure 5: Open Space breakdown, by category

	Sportsgrounds	Bushland	Parks	Ancillary	Total
Number of Parks/ Reserves	52 (13.7%)	33 (8.7%)	267 (70.4%)	27 (7.1%)	379
Total Area (ha)	465 (31.2%)	552 (37%)	418 (28.1%)	55 (3.7%)	1490

#: Sports ground areas are made up of around 60% active playing areas and 40% park surrounds

Figure 6: Range of Open Space provision across LGA

Location	% Open Space	Ha/ 1000	But After Excluding Certain Areas	% Open Space	Ha/ 1000
LGA Wide	9	18.09	Ex. large bushland areas, golf course, large multi field sports precincts, land not under CCC mgt, etc	7.5	4.77
Southern District	15.14	7.71	Ex. golf course, Ambarvale SC, Rosemeadow SC	9.69	4.94
Western District	11.9	7.97	Ex. Burrendah wetland	11.2	7.5
Northern District	8.55	6.19	Ex. Simmos Beach Reserve, Ingleburn Reserve, Milton Park to Bensley Road Reserve	4.71	3.41
Central District	13.58	7.94	Ex. Smiths Creek Reserve, Woolwash Reserve, Kanbyugal Reserve	7.79	4.55
Suburb With Highest Provision (Woodbine)	40.76	19.31	Ex. Kanbyugal Reserve	15.43	7.31
Suburb With Lowest Provision (Ingleburn)	4.02	3.24	Ex. Ingleburn Reserve	1.93	1.56

Figure 7: Summary of Current Open Space Provision for each suburb and district

SUBURB	Residents (2016 Est)	Area (Ha)	Area Os (Ha)	% Os	Os (Ha) /1000	If These Specific Areas Are Excluded:	Area Os (Ha)	% Os	Os (Ha) /1000
Ambarvale - Englorie Park	7548	287	58.06	20.23	7.69	Ambarvale SC - Dept of Ed (2 ha)	56.06	19.53	7.43
Glen Alpine	4863	294	77.21	26.26	15.88	Campbelltown Golf Course (63 ha)	14.21	4.83	2.92
Rosemeadow	8385	301	31.19	10.36	3.72	Rosemeadow SC - NSW Housing (11 ha)	20.19	6.71	2.41
St Helens Park	6597	514	44.84	8.72	6.80		44.84	8.72	6.80
Southern	27393	1396	211.3	15.14	7.71		135.3	9.69	4.94
Blair Athol	2783	89	16.16	18.16	5.81		16.16	18.16	5.81
Blairmount	483	343	2.38	0.69	4.93		2.38	0.69	4.93
Claymore	2976	136	28.37	20.86	9.53		28.37	20.86	9.53
Eagle Vale	5823	249	31.27	12.56	5.37		31.27	12.56	5.37
Eschol Park	2719	272	40.18	14.77	14.78		40.18	14.77	14.78
Kearns	2833	236	11.11	4.71	3.92		11.11	4.71	3.92
Raby	6066	261	59.21	22.69	9.76	Burrumbidgee wetlands (11 ha)	48.21	18.47	7.95
Western	23683	1586	188.68	11.90	7.97		177.7	11.20	7.50
Glenfield - Bardia	10234	914	30.3	3.32	2.96		30.3	3.32	2.96
Macquarie Fields	15021	906	199.04	21.97	13.25	Simmos Beach (67 ha), Milton - Bensley (73 ha)	59	6.51	3.93
Ingleburn	15448	1247	50.07	4.02	3.24	Ingleburn Reserve (26 ha)	24.07	1.93	1.56
Minto	12724	951	70.9	7.46	5.57	Sarah Redfern HS - Dept of Ed (6 ha)	64.9	6.82	5.10
St Andrews - Bow Bowling	7344	287	32.54	10.96	4.43		32.54	10.96	4.43
Macquarie Links	1095	163	0	0.00	0.00	NB: no public open space	0	0.00	0.00
Northern	61866	4478	382.85	8.55	6.19		210.8	4.71	3.41
Airids	3600	241	40.24	16.70	11.18	Woolwash Reserve (17 ha)	23.24	9.64	6.46
Bradbury	8978	359	37.95	10.57	4.23		37.95	10.57	4.23
Campbelltown	12756	1114	55.25	4.96	4.33		55.25	4.96	4.33
Leumeah	9864	448	131.53	29.36	13.33	Smiths Creek bushland (94 ha)	37.53	8.38	3.80
Ruse	5630	260	23.24	8.94	4.13		23.24	8.94	4.13
Woodbine	3167	150	61.14	40.76	19.31	Kanbyugal Reserve (38 ha)	23.14	15.43	7.31
Central	43995	2572	349.35	13.58	7.94		200.4	7.79	4.55

Figure 8: Summary of Open Space

Campbelltown Open Space areas		
What Is Measured	Number	Units
Residents est. 2016	156937	
Total area of LGA	31200	ha
Area of the urbanised valley	10032	ha
Total area zoned RE1	2839	ha
Area zoned RE1 east of Georges River Parkway (GRP)	1788	ha
Area zoned RE1 east of GRP owned/managed by CCC from inventory	395	ha
Area zoned RE1 excl. land east of GRP not managed by CCC	1393	ha
Area zoned RE1 owned/managed by CCC	1446	ha
Area OS in urbanised valley from inventory	1132	ha
Area OS in inventory excl. golf course, DoE, DoH, big bushland	749	ha
Total OS zoned RE1 per population	18.09	ha/1000 pop
OS managed by CCC per population	9.21	ha/1000 pop
OS in urbanised valley from inventory	7.21	ha/1000 pop
OS in inventory excl. golf course, DoE, DoH, big bushland	4.77	ha/1000 pop
% LGA zoned RE1	9	%
% LGA zoned RE1 & managed by CCC	5	%
		%
% OS for suburb in urbanised valley from inventory	11	
% OS for suburbs in inventory excl. golf course, etc	7.5	%
% OS including all RE1, NP & SCA	13	%
Land zoned RE1	2839	ha
Land zoned RE1 east of proposed Georges River Parkway Reservation (Georges River Regional Open Space)	1788	ha
Land zoned RE1 west of GRP reservation	1051	ha
Community land	1001	ha
Dharawal NP	1140	ha
Dharawal SCA	47	ha
Land zoned RE1, NP & SCA	4026	ha
Holsworthy army reserve	9790	ha
Woronora catchment area	1240	ha
Tree cover	10700	ha
Shrub cover	4790	ha
Grass/bare ground	12050	ha
Hard surface	3760	ha

Open Space Land Review Principles

Campbelltown City Council requires quality land that is functional to ensure that these areas can be adapted to support a range of activities, experiences and settings providing a holistic approach to recreation and leisure activities, both passive and active.

Council's open space must contribute to the current or future requirements of an integrated and connected Open Space network. Throughout the Campbelltown Local Government Area there are some locations that do not meet the functionality of good open space, and it is at these locations that consideration is to be given to the benefits of retaining these areas as Open Space.

Before any decision is made on whether Council could consider disposal of any such land, the Open Space Plan Guiding Principles will be used to help determine the impact on the community.

Specific site assessment criteria to be considered include:

- Has no value for biodiversity conservation or environmental conservation
- Currently serving no recreation purpose
- Has little landscape character
- No natural or cultural heritage values identified
- Not well used or valued by the community
- Poor accessibility
- Poor natural surveillance
- Poorly connected to other Open Space
- Not required for drainage, not flood affected
- Duplicated by other similar Open Space close by that has more options for recreation
- Has little potential for improvement as functional Open Space due to its physical characteristics – location, size, shape, slope
- Likely nature of future development around the site

Only after a complete assessment of Open Space occurs could consideration be given to the disposal of land.

Disposal of Open Space Land

Overall Campbelltown is well provided with open space. With the accepted historic open space standard being 2.83 hectares per 1000 people, Campbelltown has 9.2 hectares per 1000 people. With a rapidly growing population over the next 20 years the challenge for Council will be to ensure that we have the right amount and type of open space for the community.

However, ongoing maintenance costs are not sustainable for those areas that are underutilised or poorly located and do not meet the needs of the current and future community. The sale of these parcels will allow Council to reduce the costs of maintaining inefficient spaces and vacant sites. These cost savings can then be diverted to improve the ongoing maintenance of other Open Space areas that are more highly used and valued.

Before selling any Open Space property Council must undertake a formal public notification process pursuant to the *Local Government Act 1993* and comply with Council's Community Engagement Framework.

Disposal of existing Open Space could only be undertaken to further the realisation of the Open Space Guiding Principles. Therefore, any proceeds from the sale of public Open Space could be used for other Open Space capital acquisitions, is to be held in a reserve fund established for this specific purpose and reinvested in upgrades to existing Open Space. Land disposal proceeds are strictly capital in nature and will not be used to offset recurrent operating expenditure by Council.

Reinvesting in upgrades to existing Open Space includes:

1. Improving the quality of the existing Open Space areas nearby so that the benefits of the land disposal can be experienced in the same area;
2. Creating larger scale park and recreational facilities to allow for more intensive uses; and
3. Improving the quality of other existing Open Space areas and recreation experiences across the LGA.

Development of Rezoned and Re-classified Land

Consideration could be given to the possible redevelopment of these sites by Council into affordable housing options or to meet other social needs of the community.

Provision of affordable housing should assist to address the housing crisis, for both sale and rental, for low to middle income families within the Campbelltown LGA. Under the *Environmental Planning and Assessment Act 1979*, the delivery and maintenance of affordable housing is encouraged.

It is anticipated that a portion of the redevelopment could be sold at the market rate, a portion could be sold at a discount to the market as affordable housing, and the rest remain in the ownership of Council as affordable rental housing, such that the open space land value component goes back into open space, and there is no net loss of capital funds for Council in any redevelopment. The State Environmental Planning Policy (Affordable Rental Housing) 2009 covers housing types including villas, townhouses and apartments that contain an affordable rental housing component, and provides criteria around the type of development and location of the development.

As previously stated, redevelopment of existing open space could only be undertaken to further realise the Open Space Guiding Principles. Therefore, the proceeds from the sale or rental of the land component of any redeveloped sites should be used for the improvement, embellishment or acquisition of other open space.

Open Space Reserve Fund

It is proposed that an Open Space Reserve Fund be created for the proceeds that are achieved through the sale or redevelopment of Council's Open Space.

In addition to this it is suggested that an extensive review of each site be undertaken in the Open Space Land Review Plan, to determine whether Council proceeds with a disposal without development of the site, or if the site is firstly developed. The Open Space Land Review Plan will be provided for community consultation in accordance with Council's Community Engagement Framework.

The consultation should include detailed information on how Council will use the Reserve Fund for the embellishment, enhancement and upgrade work to existing open space, and purchase of open space that accord with the guiding principles of Council's Open Space Strategic Plan. Following the consultation period, a report will be tabled for Council's

consideration and determination on how to proceed with the Plan and the treatment of open space land that does not realise the Open Space Guiding Principles.

Acquiring Land for future Open Space

Council will apply the Open Space Guiding Principles as the mantra for strategic open space planning and the specific site assessment characteristics when acquiring land for future open space function. These principles will be applied to ensure that the open space identified for acquisition will meet the needs of the community and is able to provide positive recreation and leisure opportunities that are reflective of the future growth within Campbelltown City and the Greater Macarthur Region.

Open Space capital acquisitions may include:

- Open space that is transferred to Council through development and Voluntary Planning Agreements;
- Reserve facilities identified through master planning and landscape upgrades;
- Reconfiguring existing Open Space parcels to create more functional Open Space;
- Land acquisition to address gaps in Open Space provision; and
- Land banking for future Open Space.

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Acknowledgements

Susan Butler, former Natural Areas & Recreation Planner, City Delivery

8.6 Revised Draft Hire of Playing Fields Policy for Public Exhibition

Reporting Officer

Executive Manager Sport, Recreation and Leisure
City Lifestyles

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.2 - Create safe, well maintained, activated and accessible public spaces

Officer's Recommendation

1. That Council endorse the Draft Hire of Playing Field Policy for public exhibition for a period of 28 days.
2. That all sporting clubs be advised of the public exhibition of the Draft Hire of Playing Field Policy.
3. That a further report be presented to Council at the conclusion of the exhibition period to consider any submissions and with a view to adopt the policy.

Purpose

To seek Council's endorsement of the revised Draft Hire of Playing Fields Policy for public exhibition.

History

Council at its meeting held 29 July 2016 resolved:

That a report be presented identifying alternative methods for managing the hire of Council sporting fields.

Report

Background

It is envisaged that the Campbelltown LGA population will increase from 156,006 (ABS 2016) to over 270,000 by 2036. This additional population will increase demand on community infrastructure, including open space and sporting facilities.

In response to the area's anticipated growth, the Sport and Recreation Strategy was prepared and subsequently adopted by Council at its meeting held on 18 April 2017.

The Sport and Recreation Strategy sets out a range of recommendations to facilitate accessible, sustainable and contemporary sport and recreation facilities, programs and services in order to support its community being physically active and healthy.

The revised Draft Hire of Playing Fields Policy supports Recommendation #6 – Management of Playing Facilities in the Sport and Recreation Strategy and the associated action to:

Revise the Hire Playing Fields Policy to incorporate:

- access arrangements, including exclusive use facilities
- defined Council maintenance standards
- maintenance, waste, cleaning and operating responsibilities of hirers and Council
- permitted use
- priority access arrangements
- approved line marking and other materials
- fees and charges
- communication protocols.

The Strategy further highlights that as a guiding principle, the management of sports facilities should be based on equity, and notes that the current policy requires review to ensure equity for all hirers.

The Strategy also identifies a significant shortfall of sports fields over the next 20 years. To meet this future demand new sports fields need to be provided, as well as additional capacity created on existing fields through improved sports lighting, use of synthetic surfaces through improved management practices, and systems.

The Strategy also noted it was important that Council's Hire of Playing Fields Policy represents contemporary models and community expectations.

Current Situation

The Hire of Playing Fields Policy was first adopted in 1994 and was subsequently updated in 2004.

There have been significant changes since this time to sports participation. This includes the:

- extension of playing seasons beyond the traditional six month blocks
- introduction of new sports activities
- fluctuation of sport participation, such as the increasing numbers playing football, decrease in rugby league and the increase of women's participation in sport.

At the same time, sports governance has changed significantly. Club committees have higher levels of accountability driving a professional approach are more commercially focused and demand higher levels of sport infrastructure provision as well as sports ground maintenance.

There are over 100 clubs and associations within the Campbelltown LGA providing a range of sport and recreation opportunities. In some cases the associations hire the facilities, organise the activity for the member clubs, pay the fees and on-charge to the local clubs.

In other cases, the individual club hires the facilities and liaises directly with Council Officers. Due to the diverse range and needs of clubs, associations and informal sporting groups, a one size fits all model does not suit all circumstances. Hence, there is a need to ensure that any model is equitable, contemporary and represents the nature of the sport governance environment.

Current Policy

The current policy uses a category model with sports facilities categorised as A, B and C. The table below provides some examples:

Category A	Category B	Category C
Benham Oval	Clark Reserve	Ambarvale Sports Complex
Bensley Reserve	Koorunga Reserve	Blinman Oval
Bradbury Oval	Macquarie Fields Park	Fullwood Reserve

Historically these categories were aligned to the level of embellishment and level of competition that may have been played at a facility. However the hire fee did not represent the cost of maintaining the facilities at that particular level.

In addition, the hire fees charged for one particular facility were not in alignment with other similar facilities. Over time, particular facilities received upgraded infrastructure but were not re-categorised resulting in misalignment and inequity.

There are also a number of legacy agreements and arrangements within the current policy which include:

- clubs mowing and maintaining fields over and above Council's maintenance program, without consent
- sponsorship signage being displayed and erected on Council property
- clubs applying for grants for works on Council land without landowner's consent
- individual arrangements for rubbish removal and provision of bins and skip bins
- inconsistent arrangements for the payment of utility accounts.

Clubs are currently charged a ground hire fee which allows the club to use the facility, which may consist of one or more fields for midweek training, as well as weekend competition. This system gives exclusive hire of the whole facility, regardless of whether the hirer uses the whole facility. This renders an entire facility unavailable to others even though it may not be used. There are also a range of inconsistencies to how hire fee arrangements are interpreted and applied for clubs.

Initial Consultation with Sports Clubs

A comprehensive baseline and benchmarking exercise was undertaken as part of the review of the policy. This data was presented at a Councillor briefing on 20 June 2017.

On Monday 18 September 2017 a workshop was conducted and sports clubs were strongly encouraged to attend. 28 individuals attended on the night with 21 of Campbelltown's 68 sports clubs being represented.

The workshop presented the current state of play for sport in Campbelltown, current trends in sport, current policy and proposed draft policy changes. The proposed changes included the strategic outcomes sought through the draft policy, hire model, work health and safety and potential implications.

Feedback on the night focused on subjects such as maintenance conducted by clubs, control of irrigation systems and infrastructure development.

Amendments Proposed

A summary of proposed amendments are set out in attachment 1. The majority of changes are administrative and respond to the changing processes and descriptions of the sports fields to reflect the current situation. There is detailed explanation for changes proposed to bring the management of Council's playing fields in line with contemporary management models.

New Classification and Hire Model

The revised draft Hire of Playing Fields Policy is based on the hierarchy of sports facilities detailed in the Sport and Recreation Strategy. This delineates sports facilities into Regional, District and Local, differing from the existing policy which has a hire model based on the category of a facility.

Under the revised draft policy, the hire model is based on an individual field basis rather than an entire sports facility and this is reflected in the fees applied. Setting the actual fees is a separate process of benchmarking and applying an acceptable fee to whatever hiring model is endorsed by Council. Initially it would be anticipated that the fees assigned to a new hiring model would be consistent with previous fees, while Council works with clubs regarding the expected service levels that are expected at each sporting complex.

Community Consultation

In developing the proposed draft policy, significant sporting club feedback and contributions have been reflected and considered within the document.

The next stage will be to place the document on public exhibition and engage with all stakeholders. This phase will include the following engagement and consultation:

- draft policy exhibited for 28 days, utilising local media, websites, and social media platforms
- distribute to all sporting clubs and school representatives
- hold workshops to present the draft policy and enable to opportunity for feedback
- promote via social media.

Feedback will be sought during the public exhibition process, with submissions included for Council's consideration prior to the adoption of the final policy. Community members that provide submissions during the exhibition process are acknowledged and informed of what proposed actions are recommended and invited to attend the Council meeting at which the report and policy are being considered for endorsement.

Conclusion

The revised draft Hire of Playing Fields Policy provides a comprehensive operational framework for the management of Council's sport and recreation facilities, which is aligned with the Sport and Recreation Strategy and meets the needs of the current sporting environment.

Council will be able to gain valuable feedback through a broadly targeted public exhibition period that would include residents, sports clubs, associations and schools.

Prior to adopting the revised draft policy, a further report and presentation of submissions made will be provided to Council for its consideration.

Attachments

1. Table of draft changes to Policy (contained within this report)
2. Draft revised Hire of Playing Fields Policy (contained within this report)
3. Draft New Hire of Playing Fields Policy - Clean Copy (contained within this report)

The following table highlights changes to each section of the Policy:

Section	Subject	Comment
-	Objectives	Minor rewording to modernise with an added statement highlighting that the new policy does not cover long term leases
-	Policy Statement	New contents directory
1	Vision	This is a new addition which takes the vision from the Sport and Recreation Strategy. It also includes minimum standard considerations. It sets out the overall strategic vision for the policy
2	Aim	The intent of the Aim has been changed to mirror the intent from the Sport and Recreation Strategy, being a one source document that provides equitable management of sporting facilities. As part of the updating process the user guide for the policy has been discontinued. the aim now states that the policy is the only source document for the management of sports facilities
3	Glossary of Terms	The glossary has been updated to include contemporary wording and to include new users such as commercial hirers
4	Area of Application	This has been expanded to include all reserves that can be hired and to ensure that new sports facilities provided by developers are included. The list of sports facilities at appendix C has been removed as it had become out of date and did not reflect current and future sports provision. This section also outlines that tennis facilities are covered by a different document
5	Typology of Hirers	This is a new section that lists all the different organisations that hire Council sports facilities
6	Communication	One of the recommendations from the Sport and Recreation Strategy was for Council to update the means by which it communicates with sports clubs. This has been updated to include Facebook, the Council website and generic club email accounts
7	Season Determination	This section has been expanded to include factors that are influencing season creep such as pre-season training and the introduction of summer football competitions
8	Facility Leases	This section has been added to identify those facilities that will be managed separately by long term facility leases
9	Allocation of Playing Fields	This section has been updated to bring practices and language in line with contemporary sport processes
10	Weekend Field Hire	This section has been updated to bring practices and language in line with contemporary sport processes
11	Fee Structure – Ground Rental Only	This section has had the definition of fields removed as it was no longer applicable to the policy
12	Conditions of Hire	This section has been updated to bring practices and language in line with contemporary sport processes
b)	Wet Weather	This section now includes a narrative about the nature of sports facilities and the effect of weather events on them. It also includes an explanation of contemporary means for communicating the status of fields such as updates on the website and the Sport and Recreation Facebook page

c)	Sub-leasing	The language of this section has been updated with an extended rationale about why Council approval is sought
d)	Facility Improvements	This section has been updated to reflect current funding opportunities and the removal of the need for a club to have the funding available
e)	Hours of Use	This section has been added to quantify that outside of the hours nominated by the hire application Council has the right to hire the facility to another hirer
f)	Amenity Buildings	This section has been expanded to include the introduction of security swipe cards, remote alarm system and the hirer's responsibilities in relation to Council buildings. Also added are mechanisms to control the use of large commercial electrical appliances such as deep fryers and large industrial fridges
g)	Hire of Amenity Buildings including Canteens	This section has been updated to include information detailing the separation of hire of the facility and hire of the canteen. The section also details that no club equipment is to be stored in change rooms and canteens. It also explains the arrangements when more than one club hires a facility and who has control of the canteen
h)	Key Allocation and Security	This section has been updated to include contemporary security systems
i)	Storage	This section has been updated with more detail about how storage is to be used
j)	Damage	Minor updates with section name changes and telephone numbers
k)	Floodlighting	This section has been updated to reflect the use of the Cloudmaster system and how electrical bills are to be paid
l)	Cleaning	Updated to reflect current arrangements with cleaning and the placement of rubbish bags for pickup by cleaners
m)	Parking	Minor changes around language
n)	Ground Maintenance	Major changes in this section including permission being needed for minor works, the use of line marking material and a new section detailing WHS requirements for clubs, including reporting of work to be performed, induction of club volunteers and inspections of club equipment and plant
i)	Watering	This section has been changed to reflect that Council is the only organisation to undertake watering of sports fields. The current policy allows clubs to carry out their own watering and that Council will issue hoses for this purpose. This has been removed
ii)	Mowing and Maintenance	This section has been added to reflect current policy on the mowing of sports fields
iii) & iv)	Line Marking	Minor changes to wording
v)	WHS	This is a new section that details Council's expectation in regards to WHS and club responsibilities
o)	Season Changeover	Minor changes to the removal and replacement of goal posts and the timing of such
p)	Council Permission	Minor changes and expansion of the direction around fencing of sports facilities
q)	Alcohol	Minor changes including the banning of glass bottles from venues
r)	Insurance	More specific wording around public liability insurance requirements

13)	School and Casual Hire	More detail about how schools are allocated facilities
14)	Special Events	Minor wording changes and the removal of a number of conditions
15)	Commercial Hirers	This is a new section to cover commercial organisations such as sports clinics and commercial businesses who wish to hire Council facilities. It sets out how these hire applications will be prioritised against not for profit sporting clubs as well as that all conditions contained within the policy will apply to these entities
16)	Termination Agreement of	Minor wording changes
Appendix A	Preferred Hirers	This appendix was created in 1991. It was not updated or removed during the 2004 review. This list is no longer applicable and does not needed to be detailed in the policy. Removed.
Appendix B	Permanent Hirers	This appendix was created in 1991. It was not updated or removed during the 2004 review. This list is no longer applicable and does not needed to be detailed in the policy. Removed.
Appendix C	Playing Fields	This appendix was created in 1991. It was not updated or removed during the 2004 review. This list does not need to be detailed in the policy. The addition of new playing fields will cause any facility list in the policy to be superseded. Removed.

 campbelltown city council		POLICY REGISTER	
Policy Number	6.2.03		
Policy Title	Hire of Playing Fields		
Related Policies			

Policy details may change prior to review date due to legislative changes etc, therefore this document is uncontrolled when printed.

Objectives

- ~~1. To establish guidelines for hire of playing fields to local sporting bodies.~~
- ~~2. To establish procedures for the allocation of playing fields.~~
- ~~3. To set out conditions of hire for playing fields.~~
- ~~4. To set out Special Conditions for certain playing fields and sporting bodies.~~

Objectives

1. To establish policy and guidelines for the hire of playing fields to hirers.
2. To establish procedures for the allocation of playing fields and sporting facilities
3. To set out conditions of hire for playing fields and sporting facilities
4. To identify specific facilities that will be exempted from this policy through the provision of long term leases.

Policy Statement

1. Aims

~~The main aim of this policy is to bring all written and unwritten policies together into one document to enable proper and equitable administration of Council's sporting facilities. It also aims to give a level of ongoing tenure for certain established groups to enable forward planning of their activities.~~

Policy Statement

Contents

1. Vision
2. Aim
3. Glossary of Terms
4. Area of Application
5. Typology of Hirers
6. Communication
7. Season Determination
8. Facility Leases
9. Allocation of Playing Fields
10. Weekend Competition Hire
11. Fee Structure
12. Conditions of Hire
13. School and Casual Hire
14. Special Events
15. Commercial Hirers

16. Terms of Agreement

1. Vision

Council's Sport and Recreation Strategy (2016-2036) outlines the vision for sport in the Campbelltown area:

Campbelltown City Council will facilitate accessible, sustainable and contemporary sport and recreation facilities, programs and services in order to support its community being physically active and healthy.

To meet this goal Council has identified, through the Sport and Recreation Strategy, Minimum Standards of Service for the maintenance of sporting facilities. The following standards of service guide Council provision of sporting fields:

- Classification Hierarchy – each facility is classified in accordance with its embellishments
- Provision standards – embellishment is guided by the Classification Hierarchy
- Planning and design criteria – facilities are designed to meet specific outcomes
- Sporting fields are provided to meet regulation standards for the respective sport
- Surfaces to be safe and suitably graded in response to their intended purpose
- That sporting fields consider the impact of traffic, noise and light impacts on community
- That clubhouse design is developed in accordance with the classification of the facility
- That adequate storage facilities are provided
- That all sporting fields with lighting meet Australian Standards with a minimum training standard of 50lux

2. Aim

The aim of this policy is to support proper and equitable administration of Council's sporting facilities and provide security of ongoing tenure for sporting clubs.

2. Glossary of Terms

The following terms are used throughout this policy and have the stated meaning:

- a) **Playing fields** – those areas of public reserves where organised sports are played and where Council has developed facilities for such sports.
- b) **Council** – shall mean Campbelltown City Council and includes staff thereof.
- c) **Lessee** – shall mean an existing club that has been granted a long term lease over a particular sporting complex, either on a seasonal or annual basis, in accordance with Section 519C of the Local Government Act.
- d) **Club** – shall also infer Association and shall mean a group of people organised into a recognisable body to administer the playing of sport.
- e) **Preferred Hirer** – shall mean existing clubs who have an established usage pattern of playing fields on a seasonal basis from year to year and who have contributed substantially in monetary terms to upgrading and/or improvements of playing fields and/or amenities.
- f) **Permanent Hirer** – shall mean an existing club who uses a playing field on a seasonal basis from year to year without contributing to its upgrading or improvements.
- g) **Casual Hirer** – shall mean a club or group who hires a playing field on a oneoff basis.

3. Glossary of Terms

The following terms are used throughout this policy and have the following meanings:

- a) **Playing fields** - those areas of public reserves as identified as such where a structured sport is intended to be undertaken and where Council may or may not have developed facilities for such activities.
- b) **Council** - shall mean Campbelltown City Council and includes Council staff members.

- c) **Lessee** - shall mean an existing club that has been granted a long term lease over a particular sporting complex, either on a seasonal or annual basis, in accordance with Section 519C of the Local Government Act.
- d) **Club** - shall also infer Association and shall mean a group of people organised into a recognisable body to administer the playing of sport or recreation activities.
- e) **Association** - shall mean existing sporting associations governing the sport in this local government area.
- f) **Seasonal hirer** - shall mean existing clubs who have an established usage pattern of playing fields on a seasonal basis from year to year
- g) **Casual Hirer** - shall mean a club or group who hires a playing field on a one-off basis.
- h) **School Hirer** – Any primary or secondary education institution, either public or private
- i) **Commercial Hirer** - shall mean an organisation who wishes to run activities on Council playing fields with the expressed intent of running an activity for profit and gain
- j) **Facility** – wherein all playing fields and ancillary structures in that specific location are included

3. Area of Application

This policy shall apply to all playing fields within the boundaries of the Campbelltown City Council area. A list of such fields is included in the Parks Register. *Refer to Appendix C.*

4. Area of Application

This policy shall apply to all playing fields, courts, support facilities and reserves within the boundaries of the Campbelltown City Council area. Tennis court facilities are excluded from this policy and are covered in a separate arrangement. New fields and facilities that are constructed in the future are also covered as long as this policy remains extant.

4. Season Determination

a) Summer

2001/2002 29 September to 31 March inclusive
 2002/2003 12 October to 22 March inclusive
 2003/2004 11 October to 19 March inclusive
 2004/2005 9 October to 19 March inclusive

b) Winter

2002 20 April to 15 September inclusive
 2003 19 April to 14 September inclusive
 2004 17 April to 12 September inclusive
 2005 16 April to 11 September inclusive

To allow pre-season training and playing of end of season competitions, the following shall apply:

Summer – Games can be played during April subject to prior arrangements with Council and provided it does not clash with winter sports use.

Winter – Pre-season training may commence from the first week in February and trial games from March provided training does not conflict with summer users. Council must be advised of dates in March for trial games.

e) Where preferred hirers wish to hire fields on a yearly basis, this shall be on a seasonal basis and depend on the club using the fields for both a winter and summer sport.

5. Allocation of Playing Fields

a) The following procedures shall be followed for the allocation of playing fields:

- ~~i) An application must be submitted each year at least two (2) months prior to the commencement of the season.~~
- ~~ii) Closing date for **all** applications shall be one (1) month prior to the commencement of the season.~~
- ~~iii) All applicants will be advised of their allocation subject to terms and conditions and invoiced for appropriate charges. Policies applying to the hire of playing fields shall be applicable to all lessees except where specific terms and conditions of the leases are in conflict with general policies.~~
- ~~b) The Lessee shall be allocated use of a sporting complex in accordance with the terms and conditions of the lease granted by Council.~~
- ~~c) Preferred hirers may seek allocation of fields on a one to five years basis with an option of a further one to five years, subject to the following conditions: *Refer to Appendix A.*~~
- ~~i) A formal application shall be submitted each season re-confirming the club's wish to hire the facility.~~
- ~~ii) All fees are paid on a seasonal basis in line with Council's current fees and charges schedule.~~
- ~~iii) All monies owing to Council are paid in full within thirty (30) days of issuing of accounts.~~
- ~~d) Permanent hirers may seek allocation of fields on a yearly basis with an option for a further one year, subject to the following conditions: *Refer to Appendix B.*~~
- ~~i) An application must be submitted each season re-confirming the Club's wish to hire the facility.~~
- ~~ii) All fees and charges are paid on a seasonal basis in line with Council's current fees and charges schedule.~~
- ~~iii) All monies owing to Council are paid in full within thirty (30) days of issuing of accounts.~~
- ~~e) Clubs shall be liable for payment for all fields allocated to them unless Council is notified to the contrary in writing within twenty one (21) days from the date of notification of field allocations.~~
- ~~f) With reference to allocation of cricket fields for summer seasons, where fields are not required by preferred or permanent hirers they will be allocated to the controlling Cricket Association. The Association will be the hirer for the purpose of this policy, with the rights to allocate fields according to an appropriate draw, provided no clubs from outside the Campbelltown City Council area are allocated such grounds.~~
- ~~g) The turf wickets shall be reserved for use by 1st Grade teams playing in both the Sydney Grade and Camden Districts Cricket Association competitions. The wickets shall, upon application, be made available for use by schools, junior and senior representative teams when not required by the grade and local Associations. Lower grades' use of the turf wickets will be subject to approval by Council.~~
- ~~h) With reference to allocation of hockey fields for winter seasons, where fields are not required by preferred or permanent hirers they will be allocated to the controlling Hockey Association. The Association will be the hirer for the purpose of this policy, with the rights to allocate fields according to an appropriate draw, provided no clubs from outside the Campbelltown City Council area are allocated such grounds. A new club applying for fields must provide details of its membership, club history, and proposed future use of fields.~~
- ~~i) Fields will only be allocated to local clubs which have a majority of their members living within the Campbelltown area. Associations must cover the Campbelltown City Council area wholly or substantially.~~
- ~~j) Wherever possible, only one club will be allocated to each field. Where usage patterns are low, Council may, following consultation with clubs, allocate two or more clubs to one field, each being treated as a hirer under the terms of this policy.~~

6. Fee Structure – Ground Rental Only

- ~~a) Charges for ground hire will be in accordance with Council's current fees and charges schedule, and will be based on a per field per season basis, and shall not reflect any particular component which constitutes the overall cost of Council's expenditure on playing fields.~~

The following table sets out the basis for charges for all hirers:

1 playing field = 1 standard football field

- 12 netball courts
- 2 softball fields
- 1 baseball field
- 1 athletic track/field
- 1 cricket pitch/field
- 1 Australian Rules field
- 2 hockey fields

0.5 playing field = 1 mini football field when separate from a main field.

- b) Where a club hires a field for one weekend day, the club will be given two training nights per week at no extra ground rental charge. Extra training nights will be charged at the rate of one-twentieth the applicable annual ground rental.
- c) Where a club hires a field for Saturday and Sunday for junior and seniors, then the club will be given two training nights for juniors and two training nights for seniors at no extra ground rental. Extra training nights will be charged as detailed in Section 6 to senior clubs.
- d) Where junior clubs hire fields either casually or on a permanent basis, there will be no ground rental charge.
- e) Payment of lighting charges is set out in Section 7.

5. Typology of Hirers

Council recognises that sport and recreation services and programs are delivered by a diverse range of organisations. These include but are not limited to the following:

- a) Campbelltown City Council
- b) Not for Profit sport and recreation clubs and associations
- c) State sporting bodies
- d) NSW State Government
- e) Public schools
- f) Private schools
- g) Religious schools
- h) Commercial organisations
- i) Individual commercial providers
- j) Commercial fitness providers
- k) Individual community members

6. Communication

Communication between Council and sporting groups and other hirers is a critical factor in effectively managing Council's sporting facilities. Council recognises the invaluable contribution made by club officials and is aware that changes in committee personnel often take place on an annual basis. The following steps can ensure that communication between Council and clubs can be effectively maintained:

- i) Create club specific email addresses; such as:
 - a) rusefc@gmail.com
 - b) presidentrusefc@gmail.com
 - c) secretaryrusefc@gmail.com
- ii) Have one committee member responsible for checking Council's website and Facebook page for information and updates
- iii) Obtain a PO Box number to ensure that information is received irrespective of changes in committee membership
- iv) Nominate one member of the committee who is the Council contact, who can be contacted during office hours and after hours and can also notify Council of any facility issues.

- v) All clubs should inform Council of their executive committee each year and update Council with contact details.

7. Season Determination

Council continues to allocate its playing fields on a seasonal basis. However, recent trends in sport highlight that sports are no longer adhering to seasonal operations. In particular, pre-season training periods have been extended. With the extension of winter sports competitions and training both earlier and later than tradition and the introduction of summer versions of traditional winter sports Council needs to balance increased demand for limited sports fields with community expectations.

The Playing Fields Seasons table below shows the designated seasons. These seasonal periods are covered by the hire fees for facilities. Any extension of these periods, for training or for an extension of the competition season, or for an additional competition, will be charged a separate hire fee.

Furthermore, Council ideally requires a minimum two-week break between seasons that allow Council to repair and renovate the fields, ready for the following season.

The following seasonal table is used to guide Council's allocations. Council is aware that each hirer has their own requirements in relation to gaining access to their respective facility. Council will work with hirers to ensure that all outgoing and incoming hirers are considered and that Council's field maintenance program is implemented.

Council acknowledges that outside agents, such as regional and state bodies set programs, sometimes outside of normal seasons. Clubs may apply for fields not undergoing scheduled maintenance through the standard application process.

Playing Field Seasons		
Summer	Forth Saturday in September Third Sunday in March	23 weeks (Excluding Christmas / New Year period)
Winter	First Saturday in April Second Sunday in September	23 weeks (excluding Easter)

8. Facility Leases

Specific sporting facilities that cater for an individual sport at one location will be governed by separate lease agreements. Facilities that are covered by facility leases include:

- a) Lynwood Park synthetic football field
- b) Coronation Park netball
- c) Bob Prenter AFL field
- d) Campbelltown Showground
- e) Milton Park Softball
- f) Woodlands Road Baseball
- g) Mary Brooks Reserve Baseball
- h) Raby Sports Complex (cricket)
- i) Gilchrist Oval Baseball

9. Allocation of Playing Fields

A new club applying for fields must provide details of its membership, club history, and proposed future use of fields.

- a) Fields will only be allocated to local clubs, which have a majority of their members living within the Campbelltown area. Associations must cover the Campbelltown City Council area wholly or substantially.

- b) Wherever possible, only one club will be allocated to each facility. Where usage patterns are low, Council may, following consultation with clubs, allocate two or more clubs to one facility, each being treated as a hirer under the terms of this policy.
- c) The following procedures shall be followed for the allocation of playing fields:
 - i) An application must be submitted each year one (1) month prior to the commencement of each season.
 - ii) All applicants will be advised in writing of their allocation subject to terms and conditions and invoiced for appropriate charges. Policies applying to the hire of playing fields shall be applicable to all lessees except where specific terms and conditions of the leases are in conflict with general policies.
- d) The Lessee shall be allocated use of specific fields within a sporting complex in accordance with the indicated use in their hire application and the terms and conditions of the lease granted by Council.
- e) Clubs shall be liable for payment for all fields allocated to them unless Council is notified to the contrary in writing within twenty-one (21) days from the date of notification of field allocations.

10. Weekend Competition Hire

The following additional arrangements apply for specific weekend competition hire.

- a) Where a club hires the field for more than two (2) days in a week they have the opportunity to hire the grounds for weekend competition at no extra cost.
- b) Clubs who have less than five (5) teams will be required to submit an application for weekend use, stipulating field/s required and date of use.

11. Fee Structure - Ground Rental Only

Fees and charges for sporting facility hire are reflective of market trends for local government in NSW. Council will apply a base fee for all sporting facilities. Clubs will then pay a pro-rata fee calculated on a daily usage rate, based on the number of individual fields hired.

Speciality facilities such as synthetic fields and netball facilities will be charged in accordance with their individual lease agreement.

- a) Charges for ground hire will be in accordance with Council's current fees and charges schedule, and will be based on a per field per season basis.
- b) Canteen facilities will be charged on a base rate independent of field hire

Fees and charges are set annually by Council and are on public display in May and June each year for comment to Council.

7. Conditions of Hire

a) Payments

~~Before Council finalises allocations each season/year, all outstanding accounts due from clubs must be paid or adequate arrangements made. Refer to Section 5 - Allocation of Playing Fields - Permanent Hirers.~~

b) Wet Weather

~~For the closure of fields due to wet weather the following shall apply:~~

- ~~i) During normal working days the Parks Manager or his nominee, after consultation with the Manager - Administration Services, shall determine whether playing fields are to be closed.~~

ii) During weekends and public holidays, the hiring club will be required to contact the Parks Manager or Manager - Administration Services, who shall have the overriding authority to close any field he considers unfit for use.

iii) Where extended periods of wet weather occur, Council has the right to close grounds for training and/or playing. Clubs will be contacted by the Manager - Administrative Services and appropriate notices should be erected at the ground.

iv) **Any clubs using fields whilst closed will be liable for the full cost of repairs and may forfeit their hire rights.**

e) Sub-Letting

No club shall sub-let a field to another club or group without the prior approval of Council. No use of the fields is allowed outside the times and days nominated by the club. Council retains the right to hire fields outside times and days nominated by the club. *Refer to Section 5 Allocation of Playing Fields and Section 8 Schools and Casual Hire* If a club requires the use of a Council ground outside its normal hire period, for any reason, a separate request must be made to Council. On most occasions no extra hire charge will be made but any electricity used will be charged against the club.

d) Improvements

i) All improvements to fields and adjoining facilities requested by clubs must be supported by the club having the funds available. Clubs undertaking to contribute towards the cost of improvements must pay such funds to Council prior to the commencement of the work.

ii) Council may fund approved improvements on a dollar for dollar basis subject to availability of funds and Council formally resolving the acceptance of the club's proposal.

iii) All improvements or alterations must be either carried out by Council or under its supervision.

iv) All improvements or alterations to playing fields or facilities become the property of Council and cannot be removed by the club.

12. Conditions of Hire

a) Payments

Before Council finalises allocations each season/year, all outstanding accounts due from clubs must be paid or adequate arrangements made.

b) Wet Weather

A large number of open spaces in Campbelltown, that are classified as sporting fields, are primarily water detention basins, which are designed to hold water and protect property. As such it should be expected that during and after rain events these facilities will hold water. Wear and tear on grounds is compounded in wet weather conditions and/or when there is significant sub-surface moisture due to recent rain. To ensure the grounds remain in good condition, clubs should restrict the playing of games and training when the grounds are rain affected.

Additionally, Council's maintenance of grounds, season changeover and general maintenance such as mowing and floodlight repairs may be affected due to rain.

For the closure of fields due to wet weather the following shall apply:

i) During normal working days Council shall determine whether playing fields are to be closed for training and/or competition. A decision will be made by 3.00pm.

ii) During weekends and public holidays, the hiring club will be required to make the decision to close any field they consider unfit for use. If play on a field causes damage, the club or association will be liable for the cost to repair the field, to be calculated after repairs are completed.

- iii) Where extended periods of wet weather occur, Council has the right to close grounds for training and/or competition.
- iv) Associations will be contacted by the Sport, Recreation and Leisure Facilities section to notify them of the grounds closure. Alternatively a recorded message is available on Council's After Hours Information Line on telephone (02) 4645 4900 and detailed on Council's website www.campbelltown.nsw.gov.au under the Sports and Leisure section.
- v) Clubs will also be updated on the status of grounds via the Sport and Recreation Facebook page
- vi) Any clubs using fields whilst closed will be liable for the full cost of repairs and may forfeit their hire rights.

c) Sub-Letting

The intent of the policy, as outlined in the Vision statement, is the provision of contemporary sporting facilities to the community and their effective management. To achieve this an open relationship between Council and hiring organisations is encouraged.

To that end clubs shall not sub-let a field or facility to another club or group without the prior approval of Council.

Any club wishing to sub-let a facility that they have hired are to write to Council with the details of the proposed arrangement. These details should cover hours of the proposed arrangement, any fees to be charged, proof of public liability insurance (in accordance with this policy) and the nature of the sub-letting organisation; such as commercial business etc.

Council reserves the right to not approve the sub-letting arrangements. Any breach of the sub-letting requirements as detailed above may eventuate in the cancellation of the original hire agreement.

d) Facility Improvements

- vii) All improvements to fields and adjoining facilities requested by clubs will be considered by Council against prioritised projects detailed in the Infrastructure Development plan. Clubs who commit to a contribution towards any infrastructure project will be considered as a high priority than those that do not.
- viii) All requests for facility improvements must be made to Council in writing, at which point that clubs Facility Plan will be updated. The correspondence should detail the proposal justification and description, club funds and any plans or drawings.
- ix) If clubs intend to apply for grant funding for infrastructure development from other funding agencies landowners permission must be sought from Council before the funding application is submitted.
- x) Council may fund approved improvements on a dollar for dollar basis subject to availability of funds and Council formally resolving the acceptance of the club's proposal.
- xi) All improvements or alterations must be either carried out by Council or under its supervision.
- xii) All improvements or alterations to playing fields or facilities become the property of Council and cannot be removed by the club.

e) Hours of Use

Use of the fields is not allowed outside the times and days nominated by the club. Council retains the right to hire fields outside times and days nominated by the club.

If a club requires the use of a Council ground outside its normal hire period, for any reason, a separate request must be made to Council. On most occasions no extra hire charge will be made, excluding electricity charges.

Amenities Buildings

~~i) Access to all sections of buildings must be made available to Council. No clubs will be permitted to fit their own security locks or systems; only Council's locking system may be used.~~

~~ii) All buildings must be maintained in a clean and tidy condition at all times. They should be either swept or hosed out periodically to ensure a healthy standard is maintained. Inspection by Council officers will be made periodically to ensure amenities are left in a proper condition.~~

f) Storage

~~Sporting equipment and/or canteen goods may be stored in appropriate storage areas *subject to the following*:~~

~~i) Storage can only be during the period of actual hire and must be removed during periods of inactivity, eg end of season, over holiday periods, except where properly constructed storage rooms/buildings are provided for use of specific clubs.~~

~~ii) Canteen goods should not be stored for any length of time, to deter vandalism and theft.~~

~~iii) Council accepts no responsibility for club equipment or goods stored in Council amenities.~~

~~iv) Council reserves the right to request the removal of equipment or goods that may be a fire hazard.~~

~~g) Buildings must be secured when not being used. Safe custody of keys is the responsibility of the hirer and all keys must be returned to Council at the end of the season.~~

f) Amenity Buildings

xiii) Council will have access to all sections of ancillary buildings at all times. Therefore, clubs are not permitted to fit club security locks or systems; only Council's locking system may be used.

xiv) Buildings shall be maintained in a clean and tidy condition at all times. Inspection by Council officers will be made periodically to ensure amenities are left in a proper condition.

xv) Buildings shall be secured when not in use. Safe custody of keys and/or swipe cards is the responsibility of the hirer and all keys must be returned to Council at the end of the season.

xvi) Replacement keys or swipe cards are only obtainable from Council. Clubs cannot cut keys to Council facilities.

xvii) Clubs with Council-monitored alarms should ensure that facilities are armed after use. Failure to do so will result in an after-hours security callout fee being charged to the club for the building to be armed. See Council's annual fees and charges.

xviii) The use of large or non-standard electrical appliances is not encouraged within amenity buildings. The use of items such as large industrial fridges, deep fryers or a large amount of different appliances should not take place. Clubs wishing to use items such as deep fryers are to inform Council of their use so that electrical compliance can be confirmed.

g) Hire of Amenities Buildings including Canteens

xix) Seasonal hirers of sporting fields will be given the choice to hire, for an additional fee, the canteen of the facility. Season, casual or group hirers not wishing to make use of the canteen will not be charged this fee. Clubs who hire canteen facilities are given exclusive access to the canteen and storage during their season. All other spaces within council amenities buildings can be hired out to schools, not-for-profit

and community hirers. These spaces include: toilets, changerooms, meeting rooms and recovery rooms.

- xx) No club owned equipment is to be stored in changerooms, toilets or any area not designated for storage or the canteen. Changerooms and toilets are to be left clean at all times to allow proper use by casual hirers.
- xxi) Where two or more clubs have a seasonal hire of a facility the club history (amount of time at venue), membership numbers, hiring days and times will determine the exclusive use of the canteen. In this case the club having exclusive use will be determined by Council.
- xxii) Periodic inspections of canteens will be conducted by Sport, Recreation and Leisure Facilities staff. Canteens are to be kept in a clean condition and no unsafe practices are to occur. Hirers are to adhere to the WHS conditions as outlined in Section m).

h) Key Allocation and Security

- xxiii) Each Club key or card holder is required to complete the *Key Request Form* and have it signed by the President. Keys and/or cards are allocated on a seasonal basis and must be returned at the conclusion of each season. It is the Club's responsibility to ensure that all keys are returned.
- xxiv) The Club President is the only person that can hold keys to the facilities in the off-season.
- xxv) A key bond is required per set per person.
- xxvi) To extend the key allocation to an individual, a *Key Issue Extension Form* shall be completed and signed by the President.
- xxvii) Forms are required to be sent to Council's Sport, Recreation and Leisure Facilities section for approval. Three (3) working days should be allowed to ensure the keys are available for collection.
- xxviii) Bond will be forfeited for any keys lost by individuals.

i) Storage

Sporting equipment and/or canteen goods may be stored in appropriate storage areas **subject to the following:**

- xxix) Storage is only permitted during the period of actual hire and is required to be removed during periods of inactivity, eg end of season and over holiday periods. Exceptions are made where properly constructed storage rooms/buildings are provided for use of specific clubs for this purpose.
- xxx) To deter amenity building vandalism and theft, canteen goods should not be stored beyond the days of use.
- xxxi) Council accepts no responsibility for club equipment or goods stored in Council amenities. Council does not provide insurance for replacement of goods or equipment.
- xxxii) Council reserves the right to request the removal of equipment or goods that may be a fire hazard.
- xxxiii) Equipment shall not be stored in the service bay of amenity buildings, as this creates a safety issue for Council staff maintaining the facilities.

h) Damage

All damage either deliberate or accidental should be reported to Council as soon as possible, outlining full details of the incident.

j) Damage

Damage either deliberate or accidental should be reported to Council as soon as practicable to the Sport, Recreation and Leisure Facilities section on 4645 4623 outlining full details of

the incident, including exact location and associated problem. Council will endeavour to initiate repairs as soon as possible.

Incidents of vandalism should be reported to the Police Assistance Line on telephone 131 444 and then reported to Council stating the Police Incident Number.

i) Floodlighting

i) All keys for the operation of floodlighting are obtained through Council's Property Department upon presentation of an appropriate authorisation issued by the Manager – Administration Services.

ii) Where remote control systems have been installed, each club will be entitled to be issued with one controller free of charge. All subsequent controllers will require the payment of a refundable \$50.00 deposit. All remote controllers will be issued by the Manager – Administration Services.

iii) All junior and senior clubs shall pay for all lighting used for training or competition at the field allocated to them. All clubs will be billed through Council's Sundry Debtors Account.

iv) Where arrangements have been made for clubs to be billed directly by Prospect Electricity, all accounts should be paid promptly to ensure continuation of supply. Council will not be responsible to pay for any reconnection fee.

k) Floodlighting

xxxiv) Key tags or Cloudmaster access for the operation of floodlighting are obtained through Council's Sport, Recreation and Leisure Facilities section at the start of each season. Key tags must be returned at the conclusion of each season for servicing.

xxxv) Junior and senior clubs shall pay for all lighting used for training or competition at the field allocated to them. The majority of clubs will be billed through Council's Sundry Debtors Account.

xxxvi) Where arrangements have been made for sole use clubs to be billed directly by Origin Energy, all accounts should be paid promptly to ensure continuation of supply. Council will not be responsible to pay for any reconnection fee.

xxxvii) All floodlights should be turned off immediately after use, to save on energy bills.

xxxviii) No club is to turn floodlights on for other parties. Clubs who do so will be charged for this use.

xxxix) Blown globes must be reported to Council as soon as possible for replacement, by contacting the Sport, Recreation and Leisure Facilities section on 4645 4623. Clubs should state the location of the pole and the floodlight. A one-month period should be allowed as a cherry picker must be hired and Council waits to complete a number of requests at different parks on the same day.

xl) Council will work towards ensuring all sporting fields with lighting meet Australian Standards with a minimum training standard of 50lux

j) Rubbish

All rubbish and litter must be placed in bins provided by Council. Grounds should be cleaned up after use. Glass bottles of all descriptions should not be allowed on the grounds. If extra bins are required for large events, contact should be made with Council who will organise bins and removal of rubbish. **No fires** are allowed in bins, as a ban exists in Campbelltown on the burning off of rubbish. Under no circumstances are fires to be allowed in rubbish bins.

l) Cleaning

xli) All rubbish and litter must be placed in bins. Grounds should be cleaned up after use. Glass bottles of all descriptions should not be allowed on the grounds. If clubs leave rubbish on the playing field and surrounds after use, the clubs will be billed

for the time taken for Council staff to clean the grounds. If this occurs on a regular basis, the club's use of the ground may be reviewed.

- xliv) Council requires 2 weeks' notice should a skip bin or rubbish removal be required for large events. Under no circumstances are fires to be allowed in rubbish bins.
- xlvi) Rubbish should be stored in garbage bags and placed in the toilets or change rooms after use. Recycled rubbish should be separated from general waste and placed in a clearly marked garbage bag and placed with the other general waste bags.
- xlvi) Contract cleaners clean and remove bagged rubbish from the toilets and change rooms on a prescribed schedule. For large events, requests can be made through the Sport, Recreation and Leisure Facilities section for extra stock.
- xlvi) Any cleaning complaints can be directed to the Sport, Recreation and Leisure Facilities section
- xlvi) Clubs performing seasonal clean ups that produce a large amount of rubbish need to liaise with Sport, Recreation and Leisure prior to commencing. This is intended to ensure the large amount of rubbish can be removed. Large items such as white goods need to be removed by the club or a large skip bin requested from Council.
- xlvi) Schools hiring Council facilities will be charged a base rate rubbish removal fee.

k) Parking

~~l) All vehicles will be parked within areas provided for that purpose. Club officials will control parking to ensure no incidents occur that may lead to damage of Council or personal property.~~

m) Parking

All vehicles will be parked within areas provided for that purpose. Club officials will control parking to ensure no incidents occur that may lead to damage of Council or personal property.

Vehicles are not permitted on grassed areas except during the delivery of canteen goods or equipment.

m) Ground Maintenance

~~Clubs are expected to carry out certain maintenance of playing fields and amenities buildings.~~

- ~~i) Watering of fields in most cases to be carried out by Council. However, where clubs are granted approval to water the fields, hoses and sprinklers will be supplied to clubs upon request, and must be kept in a secure area and be available for stocktaking by Council. No replacement of equipment will be made if items are lost or stolen whilst left out on the fields.~~
- ~~ii) Council may provide topsoil in small quantities to clubs for use during the season and for minor repairs to field surfaces. Clubs are expected to spread such soil.~~
- ~~iii) Linemarking of fields will be undertaken by clubs. Council will peg out new fields or when fields have been upgraded, but will do no linemarking except for periodic painting of sealed netball courts.~~
- ~~iv) Council will mow all fields to a suitable height and mow around fences and amenities. Clubs are encouraged to carry out other mowing and trimming as required.~~
- ~~v) Council has the right to carry out any maintenance to fields and amenities when required.~~
- ~~vi) Council may grant approval for clubs to provide volunteer labour to assist Council in the development and maintenance of sporting fields and associated amenities. Such offer must be conveyed in writing, and when accepted, such club members will be in certain circumstances eligible for coverage under the terms of Council's volunteer insurance policy.~~
- ~~n) Clubs are required to carry out adequate crowd control to prevent incidents that may interfere with the safety of other people. No spectators are to be allowed onto playing fields, or to interfere with adjoining private property, eg fences, houses.~~

n) **Ground Maintenance**

Clubs wishing to carry out minor maintenance of playing fields are to seek permission from Council. Minor maintenance is limited to the spreading of topsoil and other tasks at this level. Minor maintenance such as mowing, earthworks, upgrade to facilities, building maintenance and electrical works are not to be undertaken by clubs without seeking permission from Council.

Council may grant approval for clubs to provide volunteer labour to assist Council in the development and maintenance of sporting fields and associated amenities. Such requests must be conveyed in writing to the Sport, Recreation and Leisure Facilities section, and when accepted, such club members will be, in certain circumstances, eligible for coverage under the terms of Council's volunteer insurance policy as long as the WHS requirements list below are adhered to.

The Sport, Recreation and Leisure Facilities section will conduct regular information sessions for sporting clubs on their obligations under WHS legislation. For hirer's responsibilities under WHS see section m) below.

xlvi) **Watering.** Watering of fields in most cases is to be carried out by Council. However, where clubs are granted approval to water the fields, hoses and sprinklers will be supplied to clubs upon request, and must be kept in a secure area and be available for stocktaking by Council. Clubs shall oversee equipment whilst in use. Replacement of equipment will not be considered if items are lost or stolen whilst left out on the fields unattended. Clubs should adhere to all water restrictions imposed by Sydney Water Information telephone line 132 092.

xlix) **Mowing and Maintenance.** Council will mow all fields to a suitable height and mow around fences and amenities. It is advisable to notify Council at least two (2) weeks in advance if your sport is hosting grand finals, representative fixtures or special events. Some variation to the maintenance cycle may be possible depending on work demands.

Council may provide topsoil in small quantities to clubs for use during the season and for minor repairs to field surfaces. Clubs are expected to spread such soil. Council has the right to carry out any maintenance to fields and amenities when required. Council will endeavour to fertilise and aerate at least once per year. Renovation work will be programmed subject to funding availability.

i) **Dolerite.** Council will pay half the costs of dolerite for softball and baseball fields in conjunction with clubs.

ii) **Linemarking.** Council will work with clubs in the marking out of new and existing fields. However, field line marking is the responsibility of clubs, except for periodic painting of sealed netball courts.

Creosote is a banned playing field linemarking substance. Council supplies appropriate linemarking material for each ground to use during the year. Black and white trioxide bags are available from Council's Depot in the following quantities:

Linemarking trioxide bag amounts	
Clubs	2 bags per season
Associations	4 bags per season

Requests can be made by contacting the Sport, Recreation and Leisure Facilities section and requesting the type of trioxide. Bags shall be picked up from Council's Depot at Sark Grove, Minto. There may be a delay on trioxide availability in peak periods. Clubs may request additional trioxide bags at a cost to the Club.

- v) **WHS.** Council is governed by WHS legislation which sets out requirements for employees and volunteers in relation to work conducted. The following directions are to be adhered to by sporting clubs:

- a) The Club must ensure it complies with all relevant health and safety requirements, including those in force under the following:

The Work Health & Safety Act 2011;
 The Work Health & Safety Regulations 2017;
 Any relevant Australia Standards and Industry Codes of Practices; and
 Any Council Work Health & Safety Policies, Authorised Statements, Procedures, Safe Operating Procedures, Risk Assessments, and Safe Work Method Statements; where a copy has been provided to the Club.

- b) The Club must notify Council immediately, in writing if:

They incur a charge of non-compliance with any of the work health and safety requirements set out in this clause;
 Their members, visitors, contractors or sub-contractors are involved in a significant or notifiable incident under the WHS Act 2011;

- c) The Club must provide a report to Council within seven (7) days of any significant incident occurring giving complete details, including results of investigations into its cause, any recommendations or strategies for prevention in future. This requirement is in addition to, and independence of, any incident notification duty required by law;

- d) The Club must provide a list of any plant and equipment in the Clubs possession which is used for the purposes of maintaining the Playing Fields at the start of the hire period. The Club can only use the declared plant and equipment following inspection by a Council Officer who is satisfied that the equipment is in good working order and complies with Council's minimum requirements for Work Health & Safety;

- e) The Club must abide by any Safe Operating Procedure (SOP) for use of plant and equipment as provided by Council;

Only Club members or representatives who have been trained in the use of the equipment and been deemed competent against the SOP by a qualified person may use the plant and equipment. The Club must provide a list of trained and competent person/s to Council at the start of the hire agreement;

- f) Club members must wear the appropriate Personal Protective Equipment (PPE) as indicated by an SOP or Risk Assessment when undertaking maintenance activities;

- g) The club must provide a list of any chemicals stored on site for use by the club and the methods in which they are stored. All chemicals should be stored in compliance with the Global Harmonised System requirements.

h) Clubs wishing to hire contractors to undertake contracted work at Council sports facilities, such as: mowing, catering or other activities are to seek permission from the Sport, Recreation and Leisure Facilities section. Contractors will need to have public liability insurance, comply with WHS and employment legislation.

o) Season Changeover

- lii) **Covering / Uncovering Cricket Wickets.** The covering and uncovering of cricket wickets occurs in the two-week period between seasons.
- liii) **Goalpost Installation / Removals.** The installation and removal of rugby league, rugby union, soccer, hockey and AFL goal posts occur in the two-week period between seasons.
- liv) There is no set schedule for the installation and removal of goal posts or for the covering and uncovering of cricket wickets. No priority is given to any grounds for these procedures. Council will only remove posts that interfere with summer sport boundaries. Training goals will still be permitted where appropriate and do not impact other hirers.

e) Council Permits

The following activities cannot be undertaken without first obtaining a written permit from Council:

- i) Charging of entrance fees either for persons or vehicles. Permits will only be given where fields are fenced off to exclude general public entry or where the club can demonstrate its ability to control entrance to the ground.
- ii) Advertisement. No signs can be erected unless it complies with Council's advertising code and no alcohol or tobacco products can be advertised.
- iii) Use of loudspeakers.
- iv) Amusement devices including rides, inflatables, and the like must be operated by operators who have appropriate licenses and public liability insurance cover.
- v) Fireworks display.
- vi) Erection of a temporary building or shelter, eg tent, food stall.

p) Council Permission

The following activities shall not be undertaken without first obtaining written permission from Council:

- lv) Charging of entrance fees either for persons or vehicles. Permits will only be given where fields are fenced off to exclude general public entry or where the club can demonstrate its ability to control entrance to the ground. Where permits are given for the charging of entry fees fences are to be erected and dismantled on the game day. No fence is to remain in place other than on game days.
- lvi) Advertisement. No signs can be erected unless it complies with Council's advertising code and no alcohol or tobacco products can be advertised.
- lvii) Use of loudspeakers.
- lviii) Amusement devices including rides, inflatables, and the like must be operated by operators who have appropriate licenses and public liability insurance cover.
- lix) Fireworks display.
- lx) Erection of a temporary building or shelter, eg tent, food stall.
- lxi) Mobile sales vans
- lxii) Portaloos

p) Alcohol

~~Sale and consumption of alcohol at Council grounds may only be permitted at senior events upon the written approval of Council and subject to:~~

- i) A permit for the sale of alcohol being obtained from the appropriate authority and sold at a separate outlet point than other goods.
- ii) Minors not being permitted to buy or consume alcohol while on Council property.
- iii) Adequate measures being taken by the club to control behaviour of members and spectators.

q) Alcohol

The sale and consumption of alcohol at Council grounds may only be permitted at events where senior teams are playing. Written approval of Council for the sale and consumption of alcohol is subject to:

- lxiii) Adherence to all Liquor Licensing laws including;
- lxiv) A permit for the sale of alcohol being obtained from the appropriate authority and sold at a separate outlet point than other goods.
- lxv) Minors not being permitted to buy or consume alcohol whilst on Council property.
- lxvi) Adequate measures being taken by the club to control behaviour of members and spectators.
- lxvii) Glass bottles are not permitted at any facility.

q) Insurance

- i) All hirers must maintain a public liability insurance policy for the then current market sum as agreed to by Council in writing, and such policy to be endorsed to indemnify Council against any accident, injury or damage resulting from or incidental to the club's use of Council property, plant and equipment, or facilities. This will also include the club's marking, mowing or field preparation, and ground maintenance if any.
- ii) Proof of insurance must be presented to Council when applying to use any playing field and shall be kept current at all times that the field is to be used.
- iii) Council must be advised of any incident or circumstance that may give rise to a claim.
- iv) This cover is additional to any player or participant insurance that the club may effect to specifically cover sporting injuries.

r) Insurance

- lxviii) Hirers must maintain a current public liability insurance policy for the current market sum (currently \$20m) as agreed to by Council, and such policy noting the interest of Campbelltown City Council against any accident, injury or damage resulting from or incidental to the club's use of Council property, plant and equipment, or facilities. This will also include the club's undertaking of any minor works, field preparation, or ground maintenance if any.
- lxix) Proof of insurance must be presented to Council when applying to use any playing field and shall be kept current at all times that the field is to be used.
- lxx) Council must be advised in writing of any incident or circumstance that may give rise to a claim, within 48 hours.
- lxxi) This cover is additional to any player or participant insurance that the club may effect to specifically cover sporting injuries.
- lxxii) It is the responsibility of clubs to ensure the contents and stock kept in the amenity buildings are insured.

8. School and Casual Hire

- a) Council shall have the right to allocate fields to local schools free of ground rental outside those times allocated to clubs. Schools may have access to toilets during their use of fields and are provided with keys to gain access to grounds and toilets. They are required to keep grounds clean and tidy and to control students.

~~b) Council shall have the right to allow casual hirers the use of fields and amenities when not being used by preferred or permanent hirers. All fees and charges must be paid prior to the booking in accordance with Council's current fees and charges schedule.~~

13. School and Casual Hire

- a) Council shall have the right to allocate fields to local schools outside those times allocated to clubs. Schools may have access to toilets during their use of fields and are provided with keys to gain access to grounds and toilets. Schools are required to keep grounds clean and tidy and to control students. All other conditions apply.
- b) Council shall have the right to allow different categories of hirers the use of fields and amenities when not being used by sporting club hirers. All fees and charges must be paid prior to the booking in accordance with Council's current fees and charges schedule. All other conditions apply.
- c) Casual hirers of sporting facilities must adhere to the requirements for public liability insurance as outlined in paragraph 10, sub-para q)

9. Special Events

~~a) Clubs shall be permitted to use the fields only for the purpose allocated. Where the hirer requires to use the facility for other than the approved use, written approval must be obtained from Council prior to the staging of the event and would be subject to the following conditions:~~

- ~~i) Ground rental including lighting charges, if applicable.~~
- ~~ii) Cleaning and damage deposit.~~
- ~~iii) Provision of an additional toilet/s at the cost of the hirer, if necessary.~~
- ~~iv) Public Risk policy in joint names, the sum to be agreed with Council.~~
- ~~v) Control of alcohol and drugs.~~
- ~~vi) Location of public address system.~~
- ~~vii) Crowd control arrangements, if applicable.~~
- ~~viii) General conditions depending upon the nature of the event.~~

14. Special Events

- a) Clubs shall be permitted to use the fields only for the purpose allocated.
- b) Presentation days and picnic days are to be approved by Sport, Recreation and Leisure Facilities section. All clubs wishing to use their home grounds will not be charged a fee, but must notify Council at least one month prior to the event for approval in writing. If the date requested is out-of-season, priority will be given to the in-season sport.
- c) Where the hirer wishes to use the facility for other than the approved use they must apply for a major event permit. Guidelines and application forms can be found on Council's website.

15. Commercial Hirers

Commercial hirers, as described in the Glossary of Terms are covered by this Policy. Council's priority for community facility provision is for not-for-profit community organisations delivering programs and services to the community for no financial gain. Commercial hirers can apply to Council, via a hire form, for the hire of specific facilities on an availability basis.

All conditions of this Policy shall apply to commercial hirers. Council reserves the right to distinguish between hirers and to bias towards community groups. Council reserves the right to decline commercial hirer applications due to scheduled field maintenance and to regulate use on fields.

10. Termination of Agreement

~~a) Council shall reserve the right to terminate the agreement on the following grounds:~~

- ~~i) The club fails to finalise its ground rental and/or lighting charges by the due date or has failed to make satisfactory arrangements to finalise the account within a reasonable period.~~
- ~~ii) The club is defunct.~~
- ~~iii) The club fails to enter a team in the current local competition or fails to provide a satisfactory answer to Council prior to the commencement of the season.~~
- ~~iv) The club uses the fields allocated when the grounds have been officially closed by Council.~~
- ~~v) The club fails to pay its contribution towards development or improvements to the ground as previously agreed in writing with Council, or fails to provide a satisfactory reason for not being able to contribute on completion of the improvements.~~

16. Termination of Agreement

- a) Council shall reserve the right to terminate the agreement on the following grounds:
 - i) The club fails to finalise its ground rental and/or lighting charges by the due date or has failed to make satisfactory arrangements to finalise the account.
 - ii) The club is defunct in accordance with direction from the Department of Fair Trading
 - iii) The club fails to enter a team in the current local competition or fails to provide a satisfactory answer to Council prior to the commencement of the season.
 - iv) The club uses the fields allocated when Council has officially closed the grounds.

END OF POLICY STATEMENT

Hire of Playing Fields

Appendix A - Preferred Hirers as at February 1991

Playing Field		
Name	Summer Season	Winter Season
Bradbury Ambarvale Soccer Club		Ambarvale Playing Fields
Campbelltown and District Softball Association	Milton No. 1	Milton No. 1
Campbelltown and District Touch Football Association	Kayess Park	Kayess Park
Campbelltown Australian Football Club		Bob Prenter Reserve
Campbelltown Camden Junior and Senior District Cricket Associations	Ambarvale Playing Fields, Blinman Oval, Bradbury Oval, Campbelltown Showground, Clark Reserve, Eschol Park Nos. 2 and 3, Hazlett Oval, Hurley Park, Jackson Park, James Meehan, Macquarie Fields Park Memorial	
<div style="border: 1px solid black; padding: 20px; text-align: center; color: red; font-size: 48px; font-weight: bold;">REMOVED</div>		
Campbelltown Camden District Cricket Club	Raby Nos. 1-3	
Campbelltown City Kangaroos Junior Rugby League Football Club		Strome ferry Reserve
Campbelltown City Women's Hockey Association		Raby Nos. 1-6
Campbelltown District Netball Association	Coronation Park Netball	Coronation Park Netball
Campbelltown Ghosts Baseball Club	Woodlands Rd Reserve	Woodlands Rd Reserve
Campbelltown Cobras Soccer Club		Hurley Park
Campbelltown Uniting Church Soccer Club		Lynwood Nos. 3 and 4
Campbelltown UWS Collegians Athletics Club	Campbelltown Athletic Centre	
Campbelltown Warriors Junior Rugby League Football Club		Worrell Park
Fields United Soccer Club		Blinman Oval
Gunners Soccer Club		Bensley Reserve
Ingleburn Junior Australian Rules Football		Memorial Oval

Playing Field		
Name	Summer Season	Winter Season
Club		
Ingleburn Magpies Baseball Club	Kennett Park Seddon Park	Kennett Park Seddon Park
Ingleburn RSL Little Athletics Centre	Bob Prenter Reserve	
Ingleburn RSL Junior Rugby League Football Club		Wood Park
Macarthur Saints Junior Rugby League Football Club		Oswald Reserve
Macarthur S		and 2
Minto Cobras League Foot		
Minto District		p. 2
Ruse Soccer Club	Jackson Park	Jackson Park
Showground 530A Management Committee	Campbelltown Showground	Campbelltown Showground
Western Suburbs District Junior Rugby League Limited		Campbelltown Sports Ground for finals
Western Suburbs Rugby League Football Club		Campbelltown Sports Ground

REMOVED

Appendix B - Permanent Hirers as at February, 1991

Playing Field		
Name	Summer Season	Winter Season
Ambarvale Little Athletics Centre	Oswald Reserve	
Campbelltown Caspers Baseball Club	St Helens Park	St Helens Park
Campbelltown Collegians Junior Rugby League Football Club		Bradbury Oval
Campbelltown Collegians Soccer Club	Rosemeadow Playing Fields	Rosemeadow Playing Fields
Campbelltown Condors Soccer Club		Coronation Park Soccer
Campbelltown Oztag	Clark Reserve	Clark Reserve
Campbelltown Macarthur District Junior Australian Football Association		Clark Reserve
Campbelltown Southern Districts Soccer Club		Fullwood Reserve No. 2
Campbelltown Wasps Soccer Club		Kevin Wheatley Reserve
Cardinals Baseball Club		
Claymore W-League Club		No. 1
Eagle Vale - League Football Club		
East Campbelltown Junior Rugby League Football Club		Waminda Oval
East Campbelltown Soccer Club		Riley Park
Eschol Park Little Athletics Centre	Eschol Park Nos. 1 and 2	
Eschol Park Soccer Club	Eschol Park No. 3	Eschol Park Nos. 2 and 3
German Shepherd Dog League	Thomas Acres	Thomas Acres
Gunners Soccer Club		Hazlett Oval
Ingleburn Bulldogs Junior Rugby League Football Club		Milton Park No. 2
Ingleburn RSL Youth Club - Soccer		Macquarie Fields Park, Hazlett Oval, James Meehan Reserve
Ingleburn RSL Youth Club Softball Division	Milton Park No. 2	
Macarthur Baseball League	Gilchrist Oval	Gilchrist Oval
Macarthur Dog Training Club	Clark Reserve	Clark Reserve
Macquarie Fields Hawks Junior Rugby		Seddon Park

REMOVED

Playing Field		
Name	Summer Season	Winter Season
League Football Club		
Macquarie Fields Little Athletics Centre	Macquarie Fields Park	
Minto Show Society	Victoria Park	Victoria Park
South Campbelltown Junior Australian Football Club		Thomas Acres Reserve
St Mary's Eagle Vale Soccer Club		Koorringa Reserve

Appendix C - Playing Fields Defined Under This Policy

Ambarvale Playing Fields
Bensley Reserve
Blinman Oval
Bob Prenter Reserve
Bradbury Oval
Caley Park
Campbelltown Showground
Campbelltown Sports Ground
Campbelltown Athletic Centre
Clark Reserve
Coronation Park Netball Complex
Coronation Park Soccer Field
Davis Park

Eaglevale High School Community Field

Eschol Park Nos. 1, 2 and 3
Flinders Field
Fullwood Reserve Nos. 1 and 2
Gilchrist Oval
Hazlett Oval
Hurley Park
Jackson Park
James Meehan
Kayess Park
Kennett Park
Kevin Wheatley
Koorunga Reserve
Lynwood Park Nos. 1 and 2

REMOVED

Lynwood Park Nos. 3 and 4
Macquarie Fields Park
Memorial Oval
Milton Park Nos. 1 and 2
Minto Showground
Oswald Reserve
Raby Sports Complex
Riley Park
Rosemeadow Sports Complex
Sarah Redfern Oval Nos. 1 and 2
Seddon Park
St Helens Park (Mary Brooksbank)
Stromeferry Reserve
Thomas Acres Reserve
Townson Oval
Victoria Park
Waminda Oval
Wood Park
Woodlands Baseball Complex
Worrell Park (Larry Peck Oval)

 campbelltown city council	POLICY REGISTER
Policy Number	6.2.03
Policy Title	Hire of Playing Fields
Related Policies	

Policy details may change prior to review date due to legislative changes etc, therefore this document is uncontrolled when printed.

Objectives

1. To establish policy and guidelines for the hire of playing fields to hirers.
2. To establish procedures for the allocation of playing fields and sporting facilities
3. To set out conditions of hire for playing fields and sporting facilities
4. To identify specific facilities that will be exempted from this policy through the provision of long term licence.

Policy Statement

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1. Vision
2. Aim
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4. Area of Application
5. Typology of Hirers
6. Communication
7. Season Determination
8. Facility Licence
9. Allocation of Playing Fields
10. Weekend Competition Hire
11. Fee Structure
12. Conditions of Hire
13. School and Casual Hire
14. Special Events
15. Commercial Hirers
16. Terms of Agreement

1. Vision

Council's Sport and Recreation Strategy (2016-2036) outlines the vision for sport in the Campbelltown area:

Campbelltown City Council will facilitate accessible, sustainable and contemporary sport and recreation facilities, programs and services in order to support its community being physically active and healthy.

To meet this goal Council has identified, through the Sport and Recreation Strategy, Minimum Standards of Service for the maintenance of sporting facilities. The following standards of service guide Council provision of sporting fields:

- Classification Hierarchy – each facility is classified in accordance with its embellishments
- Provision standards – embellishment is guided by the Classification Hierarchy
- Planning and design criteria – facilities are designed to meet specific outcomes
- Sporting fields are provided to meet regulation standards for the respective sport
- Surfaces to be safe and suitably graded in response to their intended purpose
- That sporting fields consider the impact of traffic, noise and light impacts on community
- That clubhouse design is developed in accordance with the classification of the facility
- That adequate storage facilities are provided
- That all sporting fields with lighting meet Australian Standards with a minimum training standard of 50lux

2. Aim

The aim of this policy is to support proper and equitable administration of Council's sporting facilities and provide security of ongoing tenure for sporting clubs.

3. Glossary of Terms

The following terms are used throughout this policy and have the following meanings:

- a) **Playing fields** - those areas of public reserves as identified as such where a structured sport is intended to be undertaken and where Council may or may not have developed facilities for such activities.
- b) **Council** - shall mean Campbelltown City Council and includes Council staff members.
- c) **Licensee** - shall mean an existing club that has been granted a long term license over a particular sporting complex, either on a seasonal or annual basis, in accordance with Section 519C of the Local Government Act.
- d) **Club** - shall also infer Association and shall mean a group of people organised into a recognisable body to administer the playing of sport or recreation activities.
- e) **Association** - shall mean existing sporting associations governing the sport in this local government area.
- f) **Seasonal hirer** - shall mean existing clubs who have an established usage pattern of playing fields on a seasonal basis from year to year
- g) **Casual Hirer** - shall mean a club or group who hires a playing field on a one-off basis.
- h) **School Hirer** – Any primary or secondary education institution, either public or private
- i) **Commercial Hirer** - shall mean an organisation who wishes to run activities on Council playing fields with the expressed intent of running an activity for profit and gain
- j) **Facility** – wherein all playing fields and ancillary structures in that specific location are included

4. Area of Application

This policy shall apply to all playing fields, courts, support facilities and reserves within the boundaries of the Campbelltown City Council area. Tennis court facilities are excluded from this policy and are covered in a separate arrangement. New fields and facilities that are constructed in the future are also covered as long as this policy remains extant.

5. Typology of Hirers

Council recognises that sport and recreation services and programs are delivered by a diverse range of organisations. These include but are not limited to the following:

- a) Campbelltown City Council
- b) Not for Profit sport and recreation clubs and associations
- c) State sporting bodies

- d) NSW State Government
- e) Public schools
- f) Private schools
- g) Religious schools
- h) Commercial organisations
- i) Individual commercial providers
- j) Commercial fitness providers
- k) Individual community members

6. Communication

Communication between Council and sporting groups and other hirers is a critical factor in effectively managing Council's sporting facilities. Council recognises the invaluable contribution made by club officials and is aware that changes in committee personnel often take place on an annual basis. The following steps can ensure that communication between Council and clubs can be effectively maintained:

- i) Create club specific email addresses; such as:
 - a) rusefc@gmail.com
 - b) presidentrusefc@gmail.com
 - c) secretaryrusefc@gmail.com
- ii) Have one committee member responsible for checking Council's website and Facebook page for information and updates
- iii) Obtain a PO Box number to ensure that information is received irrespective of changes in committee membership
- iv) Nominate one member of the committee who is the Council contact, who can be contacted during office hours and after hours and can also notify Council of any facility issues.
- v) All clubs should inform Council of their executive committee each year and update Council with contact details.

7. Season Determination

Council continues to allocate its playing fields on a seasonal basis. However, recent trends in sport highlight that sports are no longer adhering to seasonal operations. In particular, pre-season training periods have been extended. With the extension of winter sports competitions and training both earlier and later than tradition and the introduction of summer versions of traditional winter sports Council needs to balance increased demand for limited sports fields with community expectations.

The Playing Fields Seasons table below shows the designated seasons. These seasonal periods are covered by the hire fees for facilities. Any extension of these periods, for training or for an extension of the competition season, or for an additional competition, will be charged a separate hire fee.

Furthermore, Council ideally requires a minimum two-week break between seasons that allow Council to repair and renovate the fields, ready for the following season.

The following seasonal table is used to guide Council's allocations. Council is aware that each hirer has their own requirements in relation to gaining access to their respective facility. Council will work with hirers to ensure that all outgoing and incoming hirers are considered and that Council's field maintenance program is implemented.

Council acknowledges that outside agents, such as regional and state bodies set programs, sometimes outside of normal seasons. Clubs may apply for fields not undergoing scheduled maintenance through the standard application process.

Playing Field Seasons		
Summer	Forth Saturday in September Third Sunday in March	23 weeks (Excluding Christmas / New Year period)
Winter	First Saturday in April Second Sunday in September	23 weeks (excluding Easter)

8. Facility Licenses

Specific sporting facilities that cater for an individual sport at one location will be governed by separate license agreements. Facilities that are covered by facility licenses include:

- a) Lynwood Park synthetic football field
- b) Coronation Park netball
- c) Bob Prenter AFL field
- d) Campbelltown Showground
- e) Milton Park Softball
- f) Woodlands Road Baseball
- g) Mary Brooks Reserve Baseball
- h) Raby Sports Complex (cricket)
- i) Gilchrist Oval Baseball

9. Allocation of Playing Fields

A new club applying for fields must provide details of its membership, club history, and proposed future use of fields.

- a) Fields will only be allocated to local clubs, which have a majority of their members living within the Campbelltown area. Associations must cover the Campbelltown City Council area wholly or substantially.
- b) Wherever possible, only one club will be allocated to each facility. Where usage patterns are low, Council may, following consultation with clubs, allocate two or more clubs to one facility, each being treated as a hirer under the terms of this policy.
- c) The following procedures shall be followed for the allocation of playing fields:
 - i) An application must be submitted each year one (1) month prior to the commencement of each season.
 - ii) All applicants will be advised in writing of their allocation subject to terms and conditions and invoiced for appropriate charges. Policies applying to the hire of playing fields shall be applicable to all licenses except where specific terms and conditions of the license are in conflict with general policies.
- d) The Licensee shall be allocated use of specific fields within a sporting complex in accordance with the indicated use in their hire application and the terms and conditions of the license granted by Council.
- e) Clubs shall be liable for payment for all fields allocated to them unless Council is notified to the contrary in writing within twenty-one (21) days from the date of notification of field allocations.

10. Weekend Competition Hire

The following additional arrangements apply for specific weekend competition hire.

- a) Where a club hires the field for more than two (2) days in a week they have the opportunity to hire the grounds for weekend competition at no extra cost.
- b) Clubs who have less than five (5) teams will be required to submit an application for weekend use, stipulating field/s required and date of use.

11. Fee Structure - Ground Rental Only

Fees and charges for sporting facility hire are reflective of market trends for local government in NSW. Council will apply a base fee for all sporting facilities. Clubs will then pay a pro-rata fee calculated on a daily usage rate, based on the number of individual fields hired.

Speciality facilities such as synthetic fields and netball facilities will be charged in accordance with their individual licence agreement.

- a) Charges for ground hire will be in accordance with Council's current fees and charges schedule, and will be based on a per field per season basis.
- b) Canteen facilities will be charged on a base rate independent of field hire

Fees and charges are set annually by Council and are on public display in May and June each year for comment to Council.

12. Conditions of Hire**a) Payments**

Before Council finalises allocations each season/year, all outstanding accounts due from clubs must be paid or adequate arrangements made.

b) Wet Weather

A large number of open spaces in Campbelltown, that are classified as sporting fields, are primarily water detention basins, which are designed to hold water and protect property. As such it should be expected that during and after rain events these facilities will hold water. Wear and tear on grounds is compounded in wet weather conditions and/or when there is significant sub-surface moisture due to recent rain. To ensure the grounds remain in good condition, clubs should restrict the playing of games and training when the grounds are rain affected.

Additionally, Council's maintenance of grounds, season changeover and general maintenance such as mowing and floodlight repairs may be affected due to rain.

For the closure of fields due to wet weather the following shall apply:

- i) During normal working days Council shall determine whether playing fields are to be closed for training and/or competition. A decision will be made by 3.00pm.
- ii) During weekends and public holidays, the hiring club will be required to make the decision to close any field they consider unfit for use. If play on a field causes damage, the club or association will be liable for the cost to repair the field, to be calculated after repairs are completed.
- iii) Where extended periods of wet weather occur, Council has the right to close grounds for training and/or competition.
- iv) Associations will be contacted by the Sport, Recreation and Leisure Facilities section to notify them of the grounds closure. Alternatively a recorded message is available on Council's After Hours Information Line on telephone (02) 4645 4900 and detailed on Council's website www.campbelltown.nsw.gov.au under the Sports and Leisure section.
- v) Clubs will also be updated on the status of grounds via the Sport and Recreation Facebook page
- vi) Any clubs using fields whilst closed will be liable for the full cost of repairs and may forfeit their hire rights.

c) Sub-Letting

The intent of the policy, as outlined in the Vision statement, is the provision of contemporary sporting facilities to the community and their effective management. To achieve this, an open relationship between Council and hiring organisations is encouraged.

To that end clubs shall not sub-let a field or facility to another club or group without the prior approval of Council.

Any club wishing to sub-let a facility that they have hired are to write to Council with the details of the proposed arrangement. These details should cover hours of the proposed arrangement, any fees to be charged, proof of public liability insurance (in accordance with this policy) and the nature of the sub-letting organisation; such as commercial business etc.

Council reserves the right to not approve the sub-letting arrangements. Any breach of the sub-letting requirements as detailed above may eventuate in the cancellation of the original hire agreement.

d) Facility Improvements

- i) All improvements to fields and adjoining facilities requested by clubs will be considered by Council against prioritised projects consistent with the Sport and Recreation Strategy (2016 – 2036). Clubs who commit to a contribution towards any infrastructure project will be considered as a high priority.
- ii) All requests for facility improvements must be made to Council in writing, at which point that clubs Facility Plan will be updated. The correspondence should detail the proposal justification and description, club funds and any plans or drawings.
- iii) If clubs intend to apply for grant funding for infrastructure development from other funding agencies landowners permission must be sought from Council before the funding application is submitted.
- iv) Council may fund approved improvements on a dollar for dollar basis subject to availability of funds and Council formally resolving the acceptance of the club's proposal.
- v) All improvements or alterations must be either carried out by Council or under its supervision.
- vi) All improvements or alterations to playing fields or facilities become the property of Council and cannot be removed by the club.

e) Hours of Use

Use of the fields is not allowed outside the times and days nominated by the club. Council retains the right to hire fields outside times and days nominated by the club.

If a club requires the use of a Council ground outside its normal hire period, for any reason, a separate request must be made to Council. On most occasions no extra hire charge will be made, excluding electricity charges.

f) Amenity Buildings

- i) Council will have access to all sections of ancillary buildings at all times. Therefore, clubs are not permitted to fit club security locks or systems; only Council's locking system may be used.
- ii) Buildings shall be maintained in a clean and tidy condition at all times. Inspection by Council officers will be made periodically to ensure amenities are left in a proper condition.

- iii) Buildings shall be secured when not in use. Safe custody of keys and/or swipe cards is the responsibility of the hirer and all keys must be returned to Council at the end of the season.
- iv) Replacement keys or swipe cards are only obtainable from Council. Clubs cannot cut keys to Council facilities.
- v) Clubs with Council-monitored alarms should ensure that facilities are armed after use. Failure to do so will result in an after-hours security callout fee being charged to the club for the building to be armed. See Council's annual fees and charges.
- vi) The use of large or non-standard electrical appliances is not encouraged within amenity buildings. The use of items such as large industrial fridges, deep fryers or a large amount of different appliances should not take place. Clubs wishing to use items such as deep fryers are to inform Council of their use so that electrical compliance can be confirmed.

g) Hire of Amenities Buildings including Canteens

- i) Seasonal hirers of sporting fields will be given the choice to hire, for an additional fee, the canteen of the facility. Season, casual or group hirers not wishing to make use of the canteen will not be charged this fee. Clubs who hire canteen facilities are given exclusive access to the canteen and storage during their season. All other spaces within council amenities buildings can be hired out to schools, not-for-profit and community hirers. These spaces include: toilets, changerooms, meeting rooms and recovery rooms.
- ii) No club owned equipment is to be stored in changerooms, toilets or any area not designated for storage or the canteen. Changerooms and toilets are to be left clean at all times to allow proper use by casual hirers.
- iii) Where two or more clubs have a seasonal hire of a facility the club history (amount of time at venue), membership numbers, hiring days and times will determine the exclusive use of the canteen. In this case the club having exclusive use will be determined by Council.
- iv) Periodic inspections of canteens will be conducted by Sport, Recreation and Leisure Facilities staff. Canteens are to be kept in a clean condition and no unsafe practices are to occur. Hirers are to adhere to the WHS conditions as outlined in Section m).

h) Key Allocation and Security

- i) Each Club key or card holder is required to complete the *Key Request Form* and have it signed by the President. Keys and/or cards are allocated on a seasonal basis and must be returned at the conclusion of each season. It is the Club's responsibility to ensure that all keys are returned.
- ii) The Club President is the only person that can hold keys to the facilities in the off-season.
- iii) A key bond is required per set per person.
- iv) To extend the key allocation to an individual, a *Key Issue Extension Form* shall be completed and signed by the President.
- v) Forms are required to be sent to Council's Sport, Recreation and Leisure Facilities section for approval. Three (3) working days should be allowed to ensure the keys are available for collection.
- vi) Bond will be forfeited for any keys lost by individuals.

i) Storage

Sporting equipment and/or canteen goods may be stored in appropriate storage areas **subject to the following:**

- i) Storage is only permitted during the period of actual hire and is required to be removed during periods of inactivity, eg end of season and over holiday periods. Exceptions are made where properly constructed storage rooms/buildings are provided for use of specific clubs for this purpose.
- ii) To deter amenity building vandalism and theft, canteen goods should not be stored beyond the days of use.
- iii) Council accepts no responsibility for club equipment or goods stored in Council amenities. Council does not provide insurance for replacement of goods or equipment.
- iv) Council reserves the right to request the removal of equipment or goods that may be a fire hazard.
- v) Equipment shall not be stored in the service bay of amenity buildings, as this creates a safety issue for Council staff maintaining the facilities.

j) Damage

Damage either deliberate or accidental should be reported to Council as soon as practicable to the Sport, Recreation and Leisure Facilities section on 4645 4623 outlining full details of the incident, including exact location and associated problem. Council will endeavour to initiate repairs as soon as possible.

Incidents of vandalism should be reported to the Police Assistance Line on telephone 131 444 and then reported to Council stating the Police Incident Number.

k) Floodlighting

- i) Key tags or Cloudmaster access for the operation of floodlighting are obtained through Council's Sport, Recreation and Leisure Facilities section at the start of each season. Key tags must be returned at the conclusion of each season for servicing.
- ii) Junior and senior clubs shall pay for all lighting used for training or competition at the field allocated to them. The majority of clubs will be billed through Council's Sundry Debtors Account.
- iii) Where arrangements have been made for sole use clubs to be billed directly by Origin Energy, all accounts should be paid promptly to ensure continuation of supply. Council will not be responsible to pay for any reconnection fee.
- iv) All floodlights should be turned off immediately after use, to save on energy bills.
- v) No club is to turn floodlights on for other parties. Clubs who do so will be charged for this use.
- vi) Blown globes must be reported to Council as soon as possible for replacement, by contacting the Sport, Recreation and Leisure Facilities section on 4645 4623. Clubs should state the location of the pole and the floodlight. A one-month period should be allowed as a cherry picker must be hired and Council waits to complete a number of requests at different parks on the same day.
- vii) Council will work towards ensuring all sporting fields with lighting meet Australian Standards with a minimum training standard of 50lux

l) Cleaning

- i) All rubbish and litter must be placed in bins. Grounds should be cleaned up after use. Glass bottles of all descriptions should not be allowed on the grounds. If clubs leave rubbish on the playing field and surrounds after use, the clubs will be billed for the time taken for Council staff to clean the grounds. If this occurs on a regular basis, the club's use of the ground may be reviewed.
- ii) Council requires 2 weeks' notice should a skip bin or rubbish removal be required for large events. Under no circumstances are fires to be allowed in rubbish bins.

- iii) Rubbish should be stored in garbage bags and placed in the toilets or change rooms after use. Recycled rubbish should be separated from general waste and placed in a clearly marked garbage bag and placed with the other general waste bags.
- iv) Contract cleaners clean and remove bagged rubbish from the toilets and change rooms on a prescribed schedule. For large events, requests can be made through the Sport, Recreation and Leisure Facilities section for extra stock.
- v) Any cleaning complaints can be directed to the Sport, Recreation and Leisure Facilities section
- vi) Clubs performing seasonal clean ups that produce a large amount of rubbish need to liaise with Sport, Recreation and Leisure prior to commencing. This is intended to ensure the large amount of rubbish can be removed. Large items such as white goods need to be removed by the club or a large skip bin requested from Council.
- vii) Schools hiring Council facilities will be charged a base rate rubbish removal fee.

m) **Parking**

All vehicles will be parked within areas provided for that purpose. Club officials will control parking to ensure no incidents occur that may lead to damage of Council or personal property.

Vehicles are not permitted on grassed areas except during the delivery of canteen goods or equipment.

n) **Ground Maintenance**

Clubs wishing to carry out minor maintenance of playing fields are to seek permission from Council. Minor maintenance is limited to the spreading of topsoil and other tasks at this level. Minor maintenance such as mowing, earthworks, upgrade to facilities, building maintenance and electrical works are not to be undertaken by clubs without seeking permission from Council.

Council may grant approval for clubs to provide volunteer labour to assist Council in the development and maintenance of sporting fields and associated amenities. Such requests must be conveyed in writing to the Sport, Recreation and Leisure Facilities section, and when accepted, such club members will be, in certain circumstances, eligible for coverage under the terms of Council's volunteer insurance policy as long as the WHS requirements list below are adhered to.

The Sport, Recreation and Leisure Facilities section will conduct regular information sessions for sporting clubs on their obligations under WHS legislation. For hirer's responsibilities under WHS see section m) below.

- i) **Watering.** Watering of fields in most cases is to be carried out by Council. However, where clubs are granted approval to water the fields, hoses and sprinklers will be supplied to clubs upon request, and must be kept in a secure area and be available for stocktaking by Council. Clubs shall oversee equipment whilst in use. Replacement of equipment will not be considered if items are lost or stolen whilst left out on the fields unattended. Clubs should adhere to all water restrictions imposed by Sydney Water Information telephone line 132 092.
- ii) **Mowing and Maintenance.** Council will mow all fields to a suitable height and mow around fences and amenities. It is advisable to notify Council at least two (2) weeks in advance if your sport is hosting grand finals, representative fixtures or special events. Some variation to the maintenance cycle may be possible depending on work demands.

Council may provide topsoil in small quantities to clubs for use during the season and for minor repairs to field surfaces. Clubs are expected to spread such soil. Council has the right to carry out any maintenance to fields and amenities when required. Council will endeavour to fertilise and aerate at least once per year. Renovation work will be programmed subject to funding availability.

- iii) **Dolerite.** Council will pay half the costs of dolerite for softball and baseball fields in conjunction with clubs.
- iv) **Linemarking.** Council will work with clubs in the marking out of new and existing fields. However, field line marking is the responsibility of clubs, except for periodic painting of sealed netball courts.

Creosote is a banned playing field linemarking substance. Council supplies appropriate linemarking material for each ground to use during the year. Black and white trioxide bags are available from Council's Depot in the following quantities:

Linemarking trioxide bag amounts	
Clubs	2 bags per season
Associations	4 bags per season

Requests can be made by contacting the Sport, Recreation and Leisure Facilities section and requesting the type of trioxide. Bags shall be picked up from Council's Depot at Sark Grove, Minto. There may be a delay on trioxide availability in peak periods. Clubs may request additional trioxide bags at a cost to the Club.

- v) **WHS.** Council is governed by WHS legislation which sets out requirements for employees and volunteers in relation to work conducted. The following directions are to be adhered to by sporting clubs:

a) The Club must ensure it complies with all relevant health and safety requirements, including those in force under the following:

The Work Health and Safety Act 2011;
 The Work Health and Safety Regulations 2017;
 Any relevant Australia Standards and Industry Codes of Practices; and
 Any Council Work Health & Safety Policies, Authorised Statements, Procedures, Safe Operating Procedures, Risk Assessments, and Safe Work Method Statements; where a copy has been provided to the Club.

b) The Club must notify Council immediately, in writing if:

They incur a charge of non-compliance with any of the work health and safety requirements set out in this clause;
 Their members, visitors, contractors or sub-contractors are involved in a significant or notifiable incident under the WHS Act 2011;

c) The Club must provide a report to Council within seven (7) days of any significant incident occurring giving complete details, including results of investigations into its cause, any recommendations or strategies for prevention in future. This requirement is in addition to, and independence of, any incident notification duty required by law;

d) The Club must provide a list of any plant and equipment in the Clubs possession which is used for the purposes of maintaining the Playing Fields at the start of the hire period. The Club can only use the declared plant and equipment following inspection by a Council Officer who is satisfied that the equipment is in good working order and complies with Council's minimum requirements for Work Health and Safety;

e) The Club must abide by any Safe Operating Procedure (SOP) for use of plant and equipment as provided by Council;

Only Club members or representatives who have been trained in the use of the equipment and been deemed competent against the SOP by a qualified person may use the plant and equipment. The Club must provide a list of trained and competent person/s to Council at the start of the hire agreement;

f) Club members must wear the appropriate Personal Protective Equipment (PPE) as indicated by an SOP or Risk Assessment when undertaking maintenance activities;

g) The club must provide a list of any chemicals stored on site for use by the club and the methods in which they are stored. All chemicals should be stored in compliance with the Global Harmonised System requirements.

h) Clubs wishing to hire contractors to undertake contracted work at Council sports facilities, such as: mowing, catering or other activities are to seek permission from the Sport, Recreation and Leisure Facilities section. Contractors will need to have public liability insurance, comply with WHS and employment legislation.

o) Season Changeover

- i) **Covering / Uncovering Cricket Wickets.** The covering and uncovering of cricket wickets occurs in the two-week period between seasons.
- ii) **Goalpost Installation / Removals.** The installation and removal of rugby league, rugby union, soccer, hockey and AFL goal posts occur in the two-week period between seasons.
- iii) There is no set schedule for the installation and removal of goal posts or for the covering and uncovering of cricket wickets. No priority is given to any grounds for these procedures. Council will only remove posts that interfere with summer sport boundaries. Training goals will still be permitted where appropriate and do not impact other hirers.

p) Council Permission

The following activities shall not be undertaken without first obtaining written permission from Council:

- i) Charging of entrance fees either for persons or vehicles. Permits will only be given where fields are fenced off to exclude general public entry or where the club can demonstrate its ability to control entrance to the ground. Where permits are given for the charging of entry fees fences are to be erected and dismantled on the game day. No fence is to remain in place other than on game days.
- ii) Advertisement. No signs can be erected unless it complies with Council's advertising code and no alcohol or tobacco products can be advertised.
- iii) Use of loudspeakers.
- iv) Amusement devices including rides, inflatables, and the like must be operated by operators who have appropriate licenses and public liability insurance cover.
- v) Fireworks display.
- vi) Erection of a temporary building or shelter, eg tent, food stall.
- vii) Mobile sales vans
- viii) Portalooos

q) Alcohol

The sale and consumption of alcohol at Council grounds may only be permitted at events where senior teams are playing. Written approval of Council for the sale and consumption of alcohol is subject to:

- i) Adherence to all Liquor Licensing laws including;
- ii) A permit for the sale of alcohol being obtained from the appropriate authority and sold at a separate outlet point than other goods.
- iii) Minors not being permitted to buy or consume alcohol whilst on Council property.
- iv) Adequate measures being taken by the club to control behaviour of members and spectators.
- v) Glass bottles are not permitted at any facility.

r) Insurance

- i) Hirers must maintain a current public liability insurance policy for the current market sum (currently \$20m) as agreed to by Council, and such policy noting the interest of Campbelltown City Council against any accident, injury or damage resulting from or incidental to the club's use of Council property, plant and equipment, or facilities. This will also include the club's undertaking of any minor works, field preparation, or ground maintenance if any.
- ii) Proof of insurance must be presented to Council when applying to use any playing field and shall be kept current at all times that the field is to be used.
- iii) Council must be advised in writing of any incident or circumstance that may give rise to a claim, within 48 hours.
- iv) This cover is additional to any player or participant insurance that the club may effect to specifically cover sporting injuries.
- v) It is the responsibility of clubs to ensure the contents and stock kept in the amenity buildings are insured.

2. School and Casual Hire

- a) Council shall have the right to allocate fields to local schools outside those times allocated to clubs. Schools may have access to toilets during their use of fields and are provided with keys to gain access to grounds and toilets. Schools are required to keep grounds clean and tidy and to control students. All other conditions apply.
- b) Council shall have the right to allow different categories of hirers the use of fields and amenities when not being used by sporting club hirers. All fees and charges must be paid prior to the booking in accordance with Council's current fees and charges schedule. All other conditions apply.
- c) Casual hirers of sporting facilities must adhere to the requirements for public liability insurance as outlined in paragraph 10, sub-para q)

3. Special Events

- a) Clubs shall be permitted to use the fields only for the purpose allocated.
- b) Presentation days and picnic days are to be approved by Sport, Recreation and Leisure Facilities section. All clubs wishing to use their home grounds will not be charged a fee, but must notify Council at least one month prior to the event for approval in writing. If the date requested is out-of-season, priority will be given to the in-season sport.
- c) Where the hirer wishes to use the facility for other than the approved use they must apply for a major event permit. Guidelines and application forms can be found on Council's website.

4. Commercial Hirers

Commercial hirers, as described in the Glossary of Terms are covered by this Policy. Council's priority for community facility provision is for not-for-profit community organisations delivering

programs and services to the community for no financial gain. Commercial hirers can apply to Council, via a hire form, for the hire of specific facilities on an availability basis.

All conditions of this Policy shall apply to commercial hirers. Council reserves the right to distinguish between hirers and to bias towards community groups. Council reserves the right to decline commercial hirer applications due to scheduled field maintenance and to regulate use on fields.

5. Termination of Agreement

- a) Council shall reserve the right to terminate the agreement on the following grounds:
 - i) The club fails to finalise its ground rental and/or lighting charges by the due date or has failed to make satisfactory arrangements to finalise the account.
 - ii) The club is defunct in accordance with direction from the Department of Fair Trading
 - iii) The club fails to enter a team in the current local competition or fails to provide a satisfactory answer to Council prior to the commencement of the season.
 - iv) The club uses the fields allocated when Council has officially closed the grounds.

END OF POLICY STATEMENT

Hire of Playing Fields

8.7 Community Capacity Building Grants Program

Reporting Officer

Executive Manager Community Life
City Lifestyles

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.3 - Ensure that Campbelltown is an inclusive city

Officer's Recommendation

1. That Council approve funding under the Community Capacity Building Seeding Grants program.
2. That each of the applicants receive the funding as detailed within the body of the report.

Purpose

To determine applications for financial assistance under the Community Capacity Building Grants program.

History

Council makes provision for financial support to locally based non-profit community groups and organisations through the annual Community Capacity Building Grants program.

Two types of grants are available. Seeding funds of up to \$500 are available to assist community groups who do not already receive more than \$50,000 per annum in external funding. These small grants are aimed at helping eligible groups to develop programs and activities that benefit residents of Campbelltown.

Once groups have successfully expended a seeding grant or demonstrated capacity to manage a successful community project, Council may further support funding recipients to continue to develop their nominated programs with larger grants up to \$5,000 to further their initiative.

Projects need to demonstrate the following criteria:

- activities that foster a sense of community spirit
- have a self-help focus
- directly build on the strengths of the community to enhance lifestyle or provide a service to the Campbelltown area
- be managed by local resident/service user committees

- maximise access to a broad section of community by providing events, resources, services or facilities and activating places
- purchase of items or equipment that are directly related to a community project.

Report

The Community Grants Capacity Building program was advertised in the local newspapers, on social media and circulated through community networks. Information sessions for prospective applicants were held on Tuesday 5 September, where application forms, guidelines and information about other grant opportunities were presented.

Applicants were also required to attend a project planning workshop on Wednesday 13 September to assist with completing applications and ensuring consistency with the program guidelines.

The Community Grants Capacity Building program was open from Wednesday 6 September closed on Friday 29 September 2017.

A summary of the applications received is below:

Applicant	Project	Amount (\$)
Macarthur Sunrise Rotary Club Incorporated	<p>The Dolly Parton Imagination Library project will provide ongoing support to current children in the 0-1 age group and support any new referrals in this group. It will support and guide parents in the early development of their child's literacy.</p> <p>The project meets the objectives of the grant program by supplementing funds that have been raised by the group for their own activity and grants selection criteria that demonstrates fostering a sense of community spirit and is managed by local residents. This group successfully completed Council's Capacity Building training program.</p>	\$480
Te Koru Incorporated	<p>A Maori language course that accommodates 12-25 students to develop their language skills to have one on one or group conversations with other people who also speak Maori. The course is open to all members of the community.</p> <p>This project meets the grants objectives by improving social outcomes for the city by providing training, development and mentoring for young people from across the local government area. This group successfully completed Council's Capacity Building training program.</p>	\$500

Campbelltown City Women's Bowling Club	<p>Increase club membership by:</p> <ul style="list-style-type: none"> • participating in the Fishers Ghost Parade to promote awareness to residents • organise and design flyers and a banner for distribution in early 2018 • organise a bare-foot bowls half day in April/May and provide morning tea • invite interested groups to provide literature to promote healthy lifestyles and well-being • arrange coaching for interested new members. <p>This project meets the objectives of the program by improving social outcomes for the city and maximising the use of community facilities and equity of access for people experiencing social exclusion, marginalisation or isolation. The group fosters a sense of community spirit. This group successfully completed Council's Capacity Building training program.</p>	\$500
Ingleburn Stitchers	<p>This social group meet and create knitted items for charity. The purpose of the group is to reduce social isolation for a range of community members who are experiencing social exclusion, marginalisation or isolation. Members for the group are made up of mainly women, many of who live alone and have little social contact. The group also has a broad range of women from CALD backgrounds who attend in order to build social connections. The group fosters a sense of community spirit. This group successfully completed Council's Capacity Building training program.</p>	\$500
Tej Gyan Global Foundation	<p>Purchase of wireless equipment for regular weekend yoga and meditation sessions for people from Campbelltown. Over 200 people from various religious/cultural backgrounds come together with a common objective of enhancing physical and mental health. Also celebrating international yoga day. This group have grown their reach considerable over the past years.</p> <p>They meet the grants criteria by purchase of equipment that will build the capacity of the community, maximising access to a broad section of the community by providing activities, being managed by local residents and fostering a sense of community spirit. This group successfully completed Council's Capacity Building training program.</p>	\$500

Macquarie Fields Master Chef	<p>The application is for funding to install a commercial coffee machine to help train local community members as baristas. This has the two-fold benefit of providing employable skills to community members and creating a community cafe meeting place.</p> <p>This group have consistently been growing and developing over the past few years. The equipment purchased will be used directly for community capacity building and skills development. The group is managed by local residents and has a self-help focus. This group successfully completed Council's Capacity Building training program.</p>	\$5000
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The total budgeted amount for the Community Capacity Building Grants Program is \$20,000 so approval of these projects is within the current budget allocation.

Attachments

Nil

8.8 Disability Inclusion Action Plan Advisory Group

Reporting Officer

Executive Manager Community Life
City Lifestyles

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.3 - Ensure that Campbelltown is an inclusive city

Officer's Recommendation

1. That Council endorse the following nominations of the community and disability service provider representatives that have been received through Expression of Interest:
 - Pat Thomson
 - Hayley Clapham
 - Peter Hickey
 - Elisa Lockhart.
2. That Council nominate a Councillor representative, and an alternate, to join the Disability Inclusion Action Plan Advisory Group.

Purpose

To seek endorsement of community and stakeholder representatives, and a nomination of a Councillor representative for the Disability Inclusion Action Plan (DIAP) Advisory Group.

History

All Local Government authorities were required by the *NSW Disability Inclusion Act 2014* to undertake disability inclusion action planning by 1 July 2017. Council at its meeting held 27 June 2017 adopted the Campbelltown City Disability Inclusion Action Plan 2017-2021.

The purpose of the DIAP is to plan for the elimination, as far as possible, of disability discrimination from the provision of Council services and facilities and promote inclusion within the community.

Action 1.1 of the DIAP is to establish a Community Advisory Group consisting of people with disability and service providers to contribute to the implementation of actions within the DIAP. This advisory group is in the process of being established, with quarterly meetings to commence in late March 2018.

Report

The advisory group will contribute to the implementation of actions within the DIAP by:

- providing expertise and advices on the delivery of the actions
- assisting Council in identifying opportunities for partnerships in delivery of the outcomes
- supporting communication and consultation on actions as part of the implementation process and ultimate outcomes.

The outcomes that the DIAP seeks to achieve are to:

- increase access and inclusion for people with disability
- respond to challenges and address issues identified in state, national and international documents on disability
- promote positive attitudes to disability inclusion across the City.

The terms of reference for the DIAP Advisory Group are to:

- be actively involved in guiding the implementation of actions in the DIAP
- provide expertise and feedback into the process and implementation of the plan
- assist in the communication of the implementation process and ultimate outcomes
- encourage broad ownership of the DIAP
- commit to meetings and the process.

It is anticipated that the DIAP Advisory Group will meet quarterly throughout the life of the Plan (2017-2021).

It is proposed that the advisory group consist of a Councillor representative, community and disability service provider representatives, and Council officers representing each division.

By providing expertise and feedback, advisory group members will have the opportunity to assist in guiding the achievement of the actions and performance targets that form the basis of the DIAP.

An Expression of Interest for participation in the DIAP Advisory Group was called at the launch of the DIAP and through subsequent advertising through Council's website, local newspapers and social media. Expressions of Interest have been received from Pat Thomson and Hayley Clapham as community representatives, Peter Hickey from St Vincent de Paul (Local Area Coordinator for the NDIS) and Elisa Lockhart from Macarthur Disability Services (Community Resources and Development Coordinator) as service provider representatives. No further EOIs were received.

The Executive have nominated staff representatives for the Advisory Group from each Division within Council.

Nominations are being sought for a Councillor representative for the advisory group and an alternate representative.

Attachments

Nil

8.9 Campbelltown Bicentenary 2020 - Project Governance and Community Engagement

Reporting Officer

Executive Manager Community Life
City Lifestyles

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.7 - Promote the city's heritage and history, with strong respect for our Aboriginal and Torres Strait Islander history

Officer's Recommendation

1. That Council establish a Community Advisory Group, with membership and Terms of Reference as contained in attachment 1.
2. The Council establish an internal cross-divisional working group, with membership determined by Council's Executive.
3. That the Community and Stakeholder Engagement Strategy for the early planning phase as proposed in attachment 2 be endorsed.
4. That a report be presented to Council in July 2018 on the community and stakeholder engagement process and next steps.

Purpose

To seek Council's endorsement of the project governance structure and community and stakeholder engagement plan for the Campbelltown Bicentenary 2020 commemorations.

History

Council resolved in August 2016 for a report to be provided outlining how the Bicentenary of Campbelltown in 2020 would be commemorated.

During 2017 a number of briefings were held with Council to consider how Campbelltown's Bicentenary in 2020 could be commemorated, and the process by which planning and delivery of any such commemorations be undertaken.

A report was considered by Council at its meeting held 12 December 2017 which outlined:

- the strategic objective and outcomes to be achieved through the commemoration of the Bicentenary of Campbelltown

- the key elements that the commemorations may include, such as partnerships and engagement, signature infrastructure, Aboriginal celebration and cultural elements, and program of events
- A high level project plan establishing a formal project structure, phases, key activities and timelines.

At this meeting Council resolved:

1. To adopt the high level project plan for Campbelltown Bicentenary 2020 for project establishment in January 2018
2. That a report be presented to Council in March 2018 outlining the proposed:
 - a. project governance, structure, including external and internal working groups
 - b. community and stakeholder engagement to prepare for the commemoration of the City's Bicentenary 2020.
3. That resourcing for the planning phase of Bicentenary 2020 be considered as part of the budget planning process for the 2018-2019 budget.

A briefing was held on 20 February 2018 to consider project governance structure, and community and stakeholder engagement in the early planning and scoping for Bicentenary 2020.

Report

The high level project plan adopted by Council at its meeting of 12 December 2017 provided for the establishment of the Bicentenary 2020 project in January 2018 as the first phase, with key activities of establishing project governance and control, establishing an internal working group structure and an external working group structure, and planning the community engagement phase for the early planning and scoping of the project.

The proposed governance structure and stakeholder strategy aligns with the strategic objectives for Bicentenary 2020:

- advance the community's vision for the city – Ambition, Innovation, Opportunity
- tell the good story of Campbelltown
- bring the community together
- develop a shared understanding of our history (Aboriginal and European) as our story of who we are as a city and community today.

Project Governance

It is proposed that the Bicentenary 2020 project governance structure include:

- a Community Advisory Group, focusing on oversight and coordination of the city-wide program of commemorations, utilising the skills, commitment and connections of a range of community and stakeholder representation
- a cross-divisional internal working group for oversight and coordination of the Council program of commemorations ensuring a whole of organisation approach
- a project sponsor nominated from Council's Executive Team to provide overall leadership and support to the project
- a dedicated Project Manager within Council to coordinate the planning and delivery of the Bicentenary 2020 commemorations and support the working groups.

The following Terms of Reference are proposed for the Community Advisory Group:

- set the vision for Campbelltown Bicentenary commemorations and generate ideas for commemoration activities based on community input
- oversee, coordinate and communicate the city-wide program of Bicentenary commemorations
- be actively involved in the formation of strategies to build partnerships and seek sponsorship opportunities to develop the program of Bicentenary commemoration activities
- ensure engagement with the broader community to create city-wide interest and ownership of the Bicentenary commemorations
- provide expertise and feedback into development and delivery of Council's program of Bicentenary commemoration
- be strong advocates and spokespeople to build excitement within the Campbelltown community and throughout the Sydney Metropolitan Area
- commit to the meetings and the process.

It is proposed that membership of the Community Advisory Group be contained to no more than twelve members, and include a combination of invited members and members selected through an Expression of Interest process. Membership should reflect the diversity of stakeholders and interests within the community.

It is proposed that the Community Advisory Group include:

- the Mayor or delegate
- two additional Councillors
- a representative of Campbelltown's Aboriginal community
- a representative of the Campbelltown Chamber of Commerce
- a representative of the Ingleburn Chamber of Commerce
- a representative of the Campbelltown Airds Historical Society
- a representative of the education/academic sector
- three community representatives that would include local residents and those representing various interest groups
- Council's Project Sponsor from Council's Executive.

The Community Advisory Group would be advised and supported by relevant Council staff as required.

Recruitment to the Community Advisory Group can commence immediately.

The draft full Terms of Reference are contained in attachment 1.

It is proposed that the internal Council working group include Council's Project Sponsor and Project Manager and a cross divisional project team representing the diversity of Council services and functions.

Community and Stakeholder Engagement, Early Planning Phase

This strategy focuses on the early engagement with a number of key stakeholders and the broader community. This includes early engagement with the Aboriginal Community to ensure that the project is respectful of and celebrates local Aboriginal people and culture.

Discussions with local representatives of historical groups will also be undertaken in this inception stage.

A community survey utilising local media, pop ups, community and open workshops and social media will be undertaken to gather ideas and create excitement and anticipation. Groups such as sporting associations, business groups, schools and the Chambers of Commerce will be specifically targeted to ensure early buy in.

The full Community and Stakeholder Engagement Strategy is contained in attachment 2.

Resourcing

Resourcing is being considered as part of the budget preparation for the 2018-2019 financial year.

Attachments

1. Draft Campbelltown Bicentenary 2020 Community Advisory Group Terms of Reference (contained within this report)
2. Community and Stakeholder Engagement Strategy (contained within this report)

Attachment A



Campbelltown Bicentenary 2020 Community Advisory Group Terms of Reference

The Community Advisory Group will consist of invited members and community representatives through an advertised expression of interest process.

The terms of reference for the Advisory Group are to:

- Set the vision for Campbelltown Bicentenary commemorations and generate ideas for commemoration activities based on community input
- Oversee, coordinate and communicate the city-wide program of Bicentenary commemorations
- Be actively involved in the formation of strategies to build partnerships and seek sponsorship opportunities to develop the program of Bicentenary commemoration activities
- Ensure engagement with the broader community to create city-wide interest and ownership of the Bicentenary commemorations
- Provide expertise and feedback into development and delivery of Council's program of Bicentenary commemoration
- Be strong advocates and spokespeople to build excitement within the Campbelltown community and throughout the Sydney Metropolitan Area
- Commit to the meetings and the process

It is anticipated that the Community Advisory Group will meet on a quarterly basis as a minimum for the life of the project, being end December 2020. The group will meet more frequently from time to time depending on the requirements of the project.

The group is appointed initially for an 18 month period with an extension of term at the discretion of Council.

Composition

Membership will consist of up to 12 members with the following composition:

- The Mayor or delegate as Chair
- Two additional Councillors
- A representative of Campbelltown's Aboriginal community
- A representative of the Campbelltown Chamber of Commerce
- A representative of the Ingleburn Chamber of Commerce

Attachment A

- A representative of the Campbelltown Airds Historical Society
- A representative of the education or academic sector
- Three community representatives that would include local residents and those representing various interest groups
- Council's Project Sponsor from Council's Executive

The community representatives will be sought through an advertised expression of interest process, and selected based on ensuring a diversity of interests represented.

Members are required to declare any direct or potential conflicts of interest at each meeting. Further, members are required to abide by Council's Code of Conduct at all times.

What is involved? What skills are required?

Previous experience or special skills are not required; however participants must be willing and able to:

- Actively participate in meetings and workshops over the next 18 months
- Listen and be respectful of diverse opinions
- Share their passion and vision for the Campbelltown community and its history
- Be a strong spokesperson and advocate to promote the positive story of Campbelltown and its diverse peoples over the course of its history (Aboriginal, Colonial and contemporary)

People from a diverse range of backgrounds and abilities are encouraged to apply.

Membership is at the discretion of Council and should a member not be seen as upholding their agreement or cease to attend meetings Council reserves the right to cancel their membership and appoint an alternate in their absence.

**Campbelltown Bicentenary 2020 Community and Stakeholder Engagement Strategy,
Early Planning Phase March – July 2018**

Timeframe	Activity	Program Highlights
March – April 2018	Consult with Aboriginal community	Consult with Campbelltown Aboriginal Community Reference Group and identify partnership opportunities
	Broad 'Brand' campaign to building excitement in the community about the 2020 commemoration year	Social Media and traditional media campaigns inviting community feedback through online survey
	Targeted campaign to building excitement, create partnerships and collect ideas	Targeted Social media, website, traditional media, pop up stalls, visits to groups
	Identify key stakeholders for partnership and sponsorship opportunities	Council officers meet with key stakeholders
	Recruit Community Advisory Group	Advertise and assess Expression of Interest for community representatives
		Invite representatives as nominated in Terms of Reference
	Consult with History Groups	Meet with Campbelltown and Airds Historical Society and other similar groups
	Undertake research on key aspects of Campbelltown's history	Identify key groups, individuals and documents already existing. Conduct interviews and review documents and interview key stakeholders
May 2018	Appoint Community Advisory Group	Council resolve membership and nominate Councillor representation at Council meeting
	First meeting of Community Advisory Group	Consider and prioritise community survey and feedback results and opportunities
June 2018	Second meeting Community Advisory Group	Consolidate and prioritise community and stakeholder feedback and opportunities and prepare recommendations, including partnership and sponsorship opportunities
		Prepare report summarising and prioritising feedback and opportunities for Council
July 2018	Report to Council that summarises the community and stakeholder engagement feedback and opportunities	Council considers report and endorses next steps

8.10 Draft Library Strategic Plan - Connect, Create, Learn

Reporting Officer

Executive Manager Community and Cultural Services
City Lifestyles

Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.2 - Ensure that service provision supports the community to achieve and meets their needs

Officer's Recommendation

1. That Council endorse the Draft Library Strategic Plan Connect, Create, Learn for the purpose of public exhibition for a period of 28 days.
2. That a further report be provided to Council following the exhibition period to consider any submissions with a view to adopt the strategy.

Purpose

To seek Council's endorsement of the Draft Library Strategic Plan Connect, Create, Learn for public exhibition for a period of 28 days.

History

A report was presented to Council at its meeting held 13 December 2016 outlining the city's need to undertake a strategic plan for Council's Library Services given the growth and change anticipated. This included considering the Library Services review report prepared by Roger Henshaw along with the role of Library Services within the strategic framework of the outcomes our community wishes to see from its Library Services to ensure that our services are meeting the needs, wants and aspirations of our community.

Council subsequently resolved:

1. That Council endorse the development of a strategic plan for the Campbelltown City Council Library Service.
2. That the Mayor or his delegate, and Councillor Chivers be the Councillor Representatives on the Community Advisory Group.

An expression of interest process was conducted within the community in March 2017, to establish a Community Advisory Group (CAG) seeking representatives from Council, the community, government and non-government agencies. A number of applications were received and assessed by the City Lifestyles team and successful applicants notified.

At a briefing held 13 June 2017, Councillors were provided with an update on the development of the Strategy including the results of the community consultation, with a further briefing provided on 6 February 2018 on the draft strategy.

Report

Overview

Campbelltown City Council provides a range of Library Services to the community.

The population of the Campbelltown Local Government Area in 2016 was 158,232 and this is expected to grow rapidly over the next 20 years as a result of Greenfield and urban renewal projects such as the Glenfield to Macarthur Urban Renewal Corridor and Greater Macarthur Land Release Investigation. The population is expected to grow to over 270,000 by 2036, which could be significantly higher under the high population scenario growth rates.

Council Library Services are currently at capacity within the spaces available and with the number of people accessing programs. The growth issues of the city will only further impact on the service delivery to our community.

Purpose

The purpose of the strategy is to ensure that Council's Library Service offers contemporary environments, programs and services that are aligned to community needs and aspirations, as well as taking into account the projected population growth.

Process undertaken

The draft strategy was undertaken in four stages:

1. research and analysis
2. community consultation and engagement
3. analysis and Strategy development
4. finalising the plan.

In preparing the draft strategy, extensive community consultation was undertaken. This is set out below:

- formation of a Community Advisory Group (ten members consisting of representatives from the community, State Library NSW, Councillors and Council officers)
- undertaking a community survey (online and hard copy) with 829 responses received
- holding five community forums with 127 people participating
- providing Councillor and staff forums, where approximately 65 people were engaged
- conducting focus groups at community and stakeholder group meetings
- pop-up stalls at four local shopping centres, train stations and also at community events
- conducting video interviews with 42 people
- delivering a social media campaign.

In addition to this feedback from the community, visits were undertaken by both Councillors and Council officers to a range of other Library Services. These visits enabled the team to obtain valuable information in relation to the delivery of contemporary library environments and services.

The draft Library Services Strategic Plan also aligns to and/or supports other Council strategies such as the Re-Imagining Campbelltown project, Draft Community Facilities Strategy, Community Strategic Plan (CSP) and Property Strategy. A comprehensive audit of these strategies occurred to ensure the Draft Library Strategic Plan is consistent with the priorities for the city. Where necessary, changes were made to ensure the recommendations presented within the Draft Library Strategic Plan aligned with these strategies to support best practice and an integrated approach.

Whilst the draft strategy was being prepared there have been opportunities to trial initiatives such as a pop-up library at Campbelltown Mall, coding classes held offsite during school holidays and the Library Education Autism Program (LEAP). The outcomes of these trials have also been used to inform the draft Strategy.

Findings

Over 1,000 people contributed feedback to the strategy development, 90 percent of these were Campbelltown Local Government Area residents with 69 suburbs from within and outside the area represented. Feedback came from people who spoke 38 different languages, of which 47 percent visited our Library Services at least once a week and 96 percent were library users.

Feedback from the community highlighted the current Library Services' strengths as well as offered a range of suggestions and ideas for the future.

Key themes from this extensive consultation are set out below:

- need for contemporary, larger and adaptable/flexible spaces
- provide activated, welcoming and inclusive environments that foster a sense of place and identity
- review of the opening hours, roving concierge service and self-check in
- interactive and proactive engagement with customers
- greater use and availability of technology
- access to relevant and contemporary collections, also including non-traditional collections
- review of the current programs with a view to offering more variety, including programs around creativity
- provide food or beverage facilities within services
- deliver outreach programs and services to the community, bringing the Library to the people.

Draft strategy

Drawing on research and demographics, State Library NSW benchmarks, national and international trends, and the community feedback, the Draft Library Strategic Plan, Connect, Create, Learn has been developed.

The draft strategy details community feedback, including the top ten ideas for the libraries.

The draft strategy proposes that Library Services will offer a core plus model, whereby there will be a suite of core services such as collections, programs and technology in each of the libraries. However, over time, will evolve to reflect the place in which they sit and the community they serve.

The draft also sets out principles that will guide the location, size and focus of programs and activities into the future.

The draft strategy also highlights the space requirements of each library service to ensure that is able to meet the needs of the growing and changing community.

The draft Strategy sets out the vision and broad strategic direction for the library service as:

- places to connect:
 - ☐ space for people to come together
 - ☐ connect to and through technology
 - ☐ deliver outreach programs and services
- places to create:
 - ☐ an environment of innovation
 - ☐ enable community created content
 - ☐ places to inspire and generate new ideas
- places to learn:
 - ☐ access to relevant and contemporary collections
 - ☐ stimulate and support lifelong learning
 - ☐ learn about the area – past and present and shape the future
- place makers:
 - ☐ activated, welcoming and inclusive environments
 - ☐ foster a sense of place and identity.

The draft strategy then sets out the following proposed key direction for each library:

HJ Daley Library – The CBD Library

It is recommended that HJ Daley Library is redeveloped, either on its current site or another site within the CBD. The redevelopment would see an increase in size from the current 2,540m square to approximately to 5,084m square to accommodate a range of meeting spaces, study spaces and community activities. As the library of the CBD of Campbelltown it will become the key meeting place offering a full suite of core technology and spaces to access new technology, while offering targeted specialised programs and access to local studies and reference material. The redevelopment of the library will also play an important role in the ongoing revitalisation and activation of the city centre.

Eagle Vale Library – The Lifestyle Library

It is recommended that Eagle Vale Library remain at its current location, with a review of internal space and increase in size from 700m square to 1,900m square. The expanded facility will be able to accommodate music, cooking and STEM (science, technology, engineering and maths) based programs. There will also be pop-up opportunities at other locations such as Minto Mall. Further discussions around the precinct planning for this site will be required.

Glenquarie Library – The Technology Library

It is recommended that Glenquarie Library increase in size from 604m square to 3,500m square to accommodate the growing communities of Glenfield and Macquarie Fields. The location of the library will need to consider good access to public transport for commuters and collaborative workspaces, co-location with retail outlets, possibly cafes, residential or commercial office spaces.

There are possible short term opportunities of greater utilisation and access to the community centre adjacent to the library.

Greg Percival Library – The Village Library

It is recommended that Greg Percival remain in its current location and increase in size from 1,400m square to 2,650m square by possibly utilising the air space across the library to the community centre. Enhanced spaces for community activities will be provided to allow for formal and informal activities to take place. There will be a focus on providing for children, families and young people, improved seating and acoustics, and the provision of more meeting spaces.

South Campbelltown

There will be a need for a new physical library service in the south Campbelltown area in light of the growth. In the short term there will be opportunities to provide pop-up libraries or a temporary space around Mt Gilead. As the area grows there is a need for a new multipurpose facility of approximately 3,250m square. Within this space it is proposed that approximately 1,200m square be allocated for library services.

Digital and Online Presence

There is a growing focus on the digital platforms and online presence, to cater for people who may wish to access the library services remotely. This expanded activity will grow to include the use of apps, increased e-Resources, virtual events and live streaming.

Out in the Community

The draft also proposes that out in the community initiatives be expanded in partnership with other local organisations. This may include pop-up libraries and outreach programs at train stations, shopping centres, schools and community spaces.

Implementation

The draft strategy is proposed to be implemented over a ten plus year horizon. The phasing of implementation will be linked to population growth and development, with funding from a range of sources including developer contributions, partnership with key stakeholders and opportunities through alignment with Council's Property Strategy

Progress and impact of the strategy will be measured through a set of indicators linked to the outcomes in the draft strategy.

These are set out below:

Connect

- the percentage of the population who are members
- visits to the library
- visits to the website.

Create

- participation in events and programs
- value of economic benefit delivered to the community (as measure by the State Library NSW tool)
- economic activity delivered.

Learn

- number of loans
- downloads of eResources via our digital space
- number of participants in the program.

Community Consultation

It is proposed to place the draft strategy on public exhibition. As part of the consultation process three documents have been produced in line with the principles in the Disability Inclusion Action Plan, including the full strategic document, easy read and eReader versions.

In addition, a short video will also be provided to explain the draft strategy. Feedback on the draft strategy will be sought from community and key groups by:

- utilising Council's website and intranet
- emailing a survey to key industry groups asking for feedback on the strategy
- providing information via the eNewsletter
- providing fact sheets to the community
- activation and promotion at each of our Library Services
- updates via the local media.

The purpose of this consultation is to communicate the draft strategy and seek feedback on the key elements around the vision for the library service. Feedback will be considered and will form part of a further report to Council seeking adoption of the final strategy.

Conclusion

The Draft Library Strategic Plan Connect, Create, Learn provides a framework to guide decision making into the future as our City continues to grow and change. The draft strategy positions Council's Library Services and programs to be able to respond to the communities needs and aspirations.

The draft strategy provides a vision and underpinning principles for Library Services into the future with a series of recommendations to support the realisation of the vision, whilst also ensuring that Council does so in a financially sustainable manner. The exhibition of the draft strategy will provide a valuable opportunity to gain final feedback on the draft prior to Council adopting the final strategy.

Attachments

1. 2018 Library Strategic Plan (contained within this report)
2. 2018 Library Strategic Plan Easy Read Version (contained within this report)

Campbelltown Library Services — Library Strategic Plan



connect
create
learn

Our future is limitless

February 2018





Phase 1: Research and analysis

This phase included analysis of:

- the Library Services Strategic Review report by Roger Henshaw (2014)
 - library services benchmarks
 - current services and facilities
- broader strategic context (eg. South West District Plan and other State Government initiatives)
 - Census data and population projects
 - emerging trends in libraries.

Phase 2: Community consultation and engagement, April to May 2017

This phase involved establishment of a Community Advisory Group (CAG) to:

- be actively involved in the formation of strategies in response to the community comments
- provide expertise and feedback into the process and development of the plan
 - assist in the communication of the strategic planning process and ultimate outcome
 - encourage broad ownership of the strategic plan.

A comprehensive consultation process was implemented to seek feedback and ideas to inform the future of our libraries. This included:

- a community survey (online and hard copy)
 - five community forums
 - Councillor and staff forums
- focus groups at community and stakeholder group meetings
- pop up stalls at four local shopping centres, train stations as well as community events
 - video interviews
 - a social media campaign.

Phase 3: Analysis and strategy development, July to November 2017

This phase included analysis of information from phase 1 and 2 and considering this information in terms of the context of best practice and current trends within libraries, as well as the opportunities that the growth of our city is presenting.

Phase 4: Finalising the plan, September 2017 to February 2018

Endorsement of draft strategy for public exhibition and the adoption of the final strategy. The contribution and perspectives from the CAG members has been invaluable in shaping the future of our library service. The CAG members included:

- Robert Palmer, Community representative
- Shannon Daly, Community representative
- Lorylene Osorio, Community representative
 - Margaret Chivers, Councillor
 - Ben Moroney, Councillor
 - Kate O'Grady, State Library NSW
- Dianne Abbott, Coordinator Collections and Technology
- Jennifer Rosevear, Coordinator Branch and Customer Service
- Justine Uluibau, Executive Manager Community and Cultural Services
- Lisa Miscamble, Director City Lifestyles

Our future is limitless





Acknowledgement

Campbelltown City Council would like to show its respect to the Dharawal people, their Elders past and present and to extend that respect to other Aboriginal and Torres Strait Islander people.

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Mayor's Foreword

Connect, Create, Learn – Our future is limitless, our first Campbelltown City Library Strategic Plan, will guide Council's direction and delivery of services to our community during the next 10 years.

Our city is changing at a rapid pace, with services needing to reflect the needs of our growing community and changing demands that this growth brings.

The development of the strategic plan provided an opportunity for us to seek out and listen to our community's aspirations and ideas, and capture what you would like our libraries to 'look like, feel like and be like' into the future. Over 1,000 community members provided valuable feedback that will now shape the future of our libraries.

Our libraries offer a wealth of opportunity as free spaces for our community to come together, connect and engage with others. Our libraries already provide spaces for learning, and foster a love of books and lifelong learning from a young age. However, our libraries are not only about books. They provide access to technology, spaces for programs, meetings and study, along with opportunities to engage in a host of activities.

One thing clear throughout the process was that our community values the libraries we have now, and were keen to offer ideas for the future to make them even better.

As Mayor of Campbelltown City, I am proud of the commitment that Council has made to acknowledging and further strengthening the role our libraries play in our community.

I thank everyone who has contributed their thoughts and ideas to shape the Library Strategic Plan, and look forward to your continued participation.



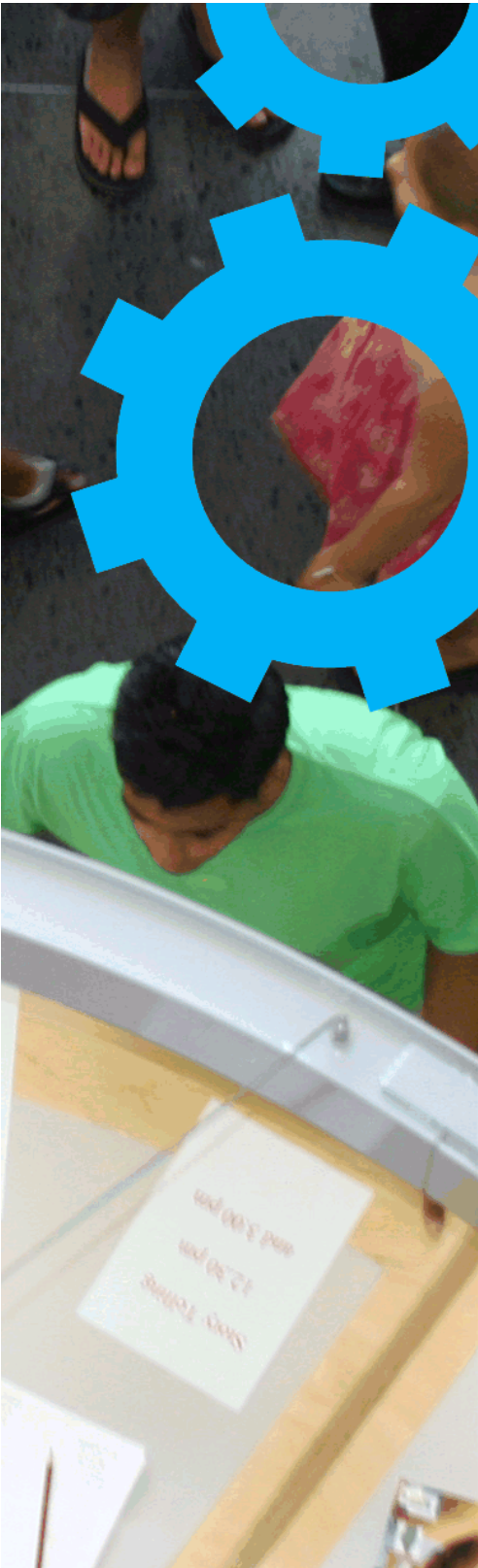
Cr George Brticevic
Mayor





Our libraries offer a wealth of opportunity as free spaces for our community to come together - Mayor, Cr George Brticevic





Executive Summary

While still providing traditional services, our libraries have, and will continue to broaden the role they play as community hubs. They will be places where people can come together to connect with each other, with technology and with information to learn and create.

The importance of libraries in our community is growing, as we grow from a community of approximately 157,000 to one in excess of 270,000 people by 2036. In this time, our city will be re-imagined and transformed to offer a range of lifestyle opportunities, and our library service will play a key role in this transformation.

Our libraries will continue to offer core services, however, will evolve over time to develop their own personality to reflect the place in which they are located and the community they serve. We will build on our strengths and the attributes our community value and offer a wider range of services and contemporary facilities. Redevelopment of our libraries will see more contemporary spaces from which a diverse range of programs will be delivered, as well as act as a catalyst for change in delivering broader strategic outcomes in relation to the revitalisation of our Central Business Districts.

**Libraries have become much more than books...
they are places to *connect, create and learn.***

Our libraries



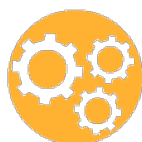
Libraries as places to *connect*

- Space for people to come together
 - Provide opportunities for people to connect to and through technology
 - Deliver outreach programs and services
-



Libraries as places to *create*

- Provide environments for innovation
 - Enable community created content
 - Provide places to inspire and generate new ideas
-

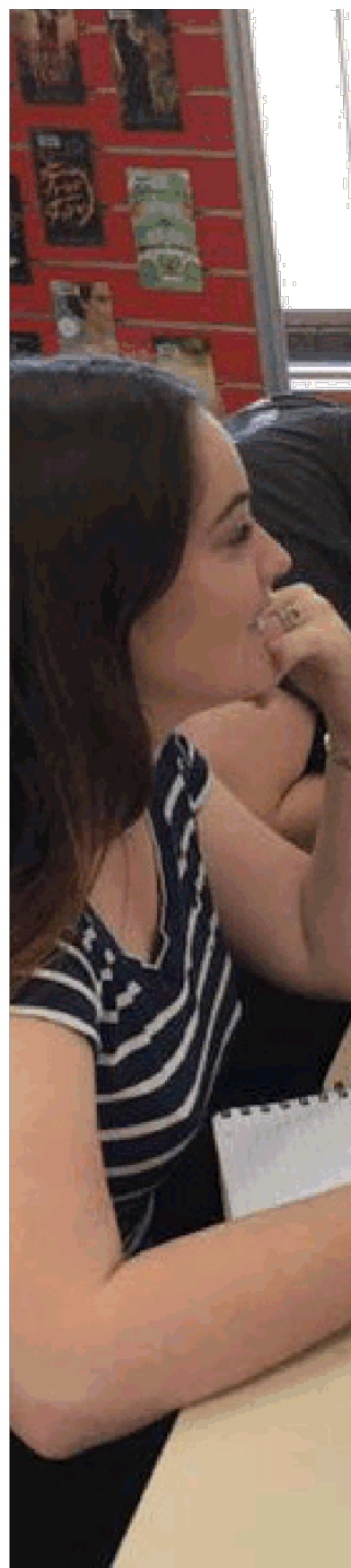


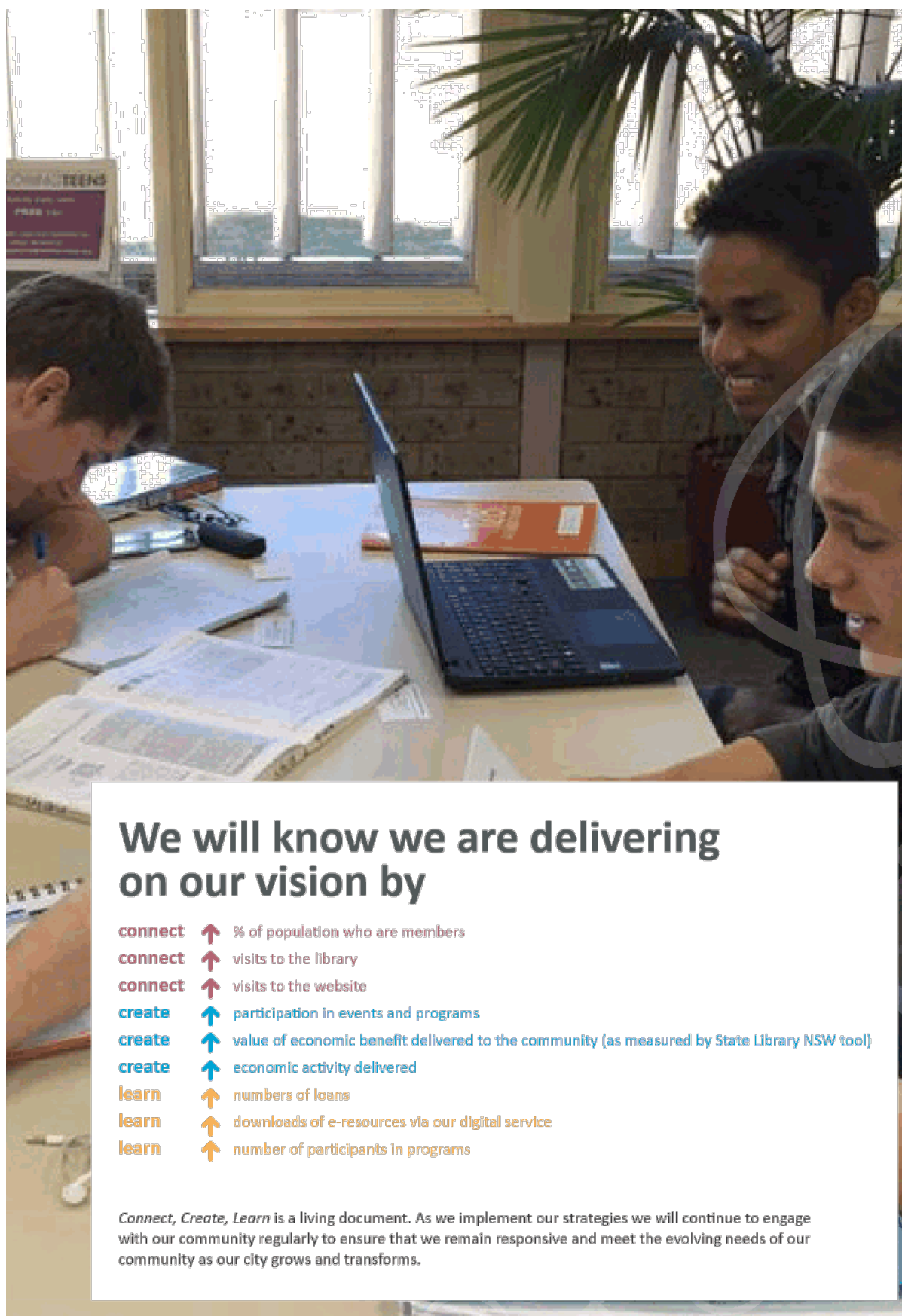
Libraries as places to *learn*

- Provide access to relevant and contemporary collections
 - Stimulate and support lifelong learning
 - Provide opportunities to learn about the area – past and present – and shape the future
-

Libraries as *place makers*

- Create activated, welcoming and inclusive environments
- Foster a sense of place and identity

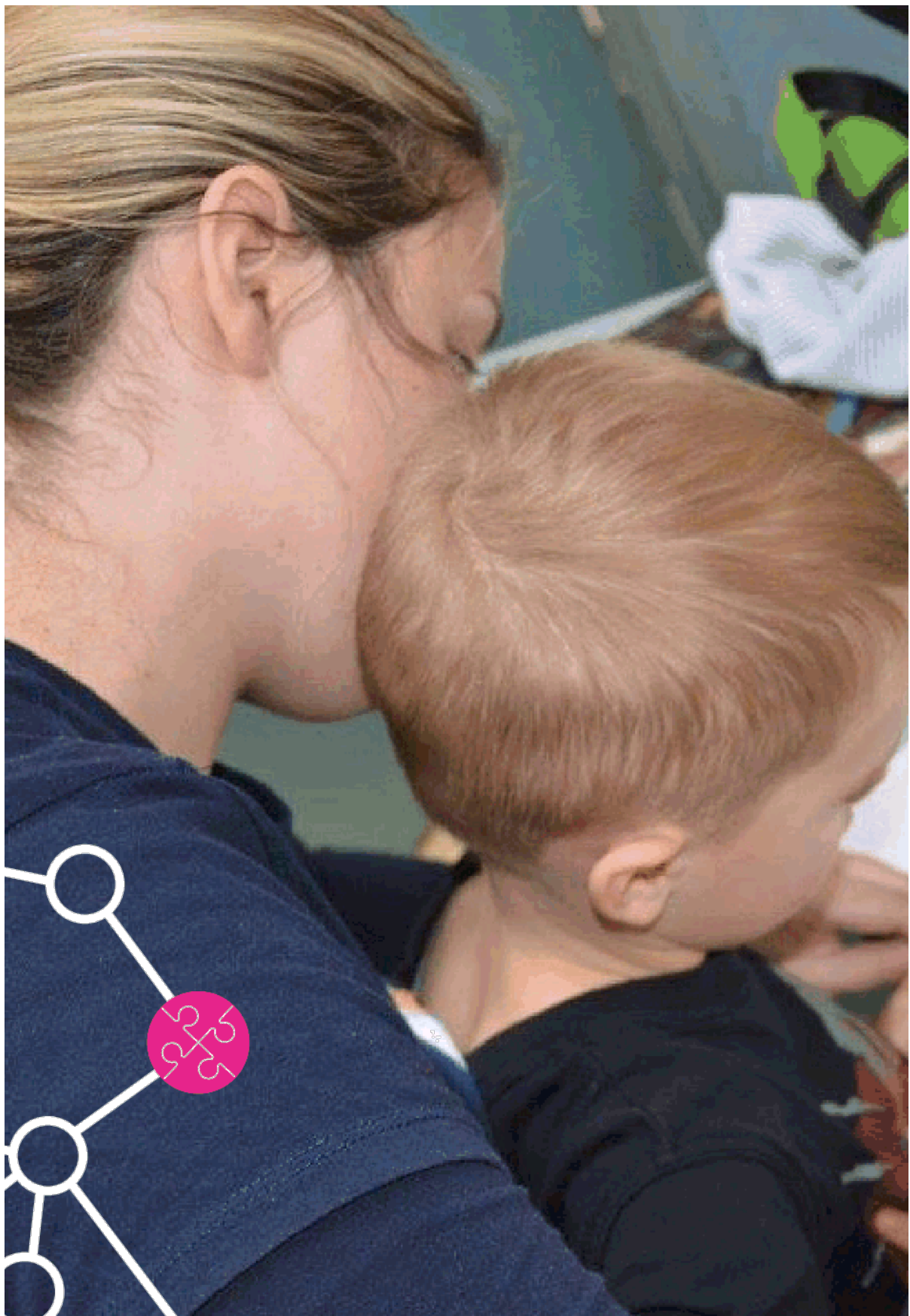




We will know we are delivering on our vision by

connect	↑	% of population who are members
connect	↑	visits to the library
connect	↑	visits to the website
create	↑	participation in events and programs
create	↑	value of economic benefit delivered to the community (as measured by State Library NSW tool)
create	↑	economic activity delivered
learn	↑	numbers of loans
learn	↑	downloads of e-resources via our digital service
learn	↑	number of participants in programs

Connect, Create, Learn is a living document. As we implement our strategies we will continue to engage with our community regularly to ensure that we remain responsive and meet the evolving needs of our community as our city grows and transforms.



1. Our Community

The Campbelltown City local government area covers 312km² and is home to approximately 157,000 people. Over the next 20 years the population is expected to reach in excess of 270,000 as a result of greenfield and urban renewal.

In this context, a new community strategic plan, Campbelltown 2027, was developed and subsequently adopted in June 2017.

Campbelltown 2027 provides a vision for our city as one *designed for ambition, innovation and opportunity*, focused around the four outcomes of:

1. A vibrant, liveable city
2. A respected and protected natural environment
3. A thriving, attractive city.

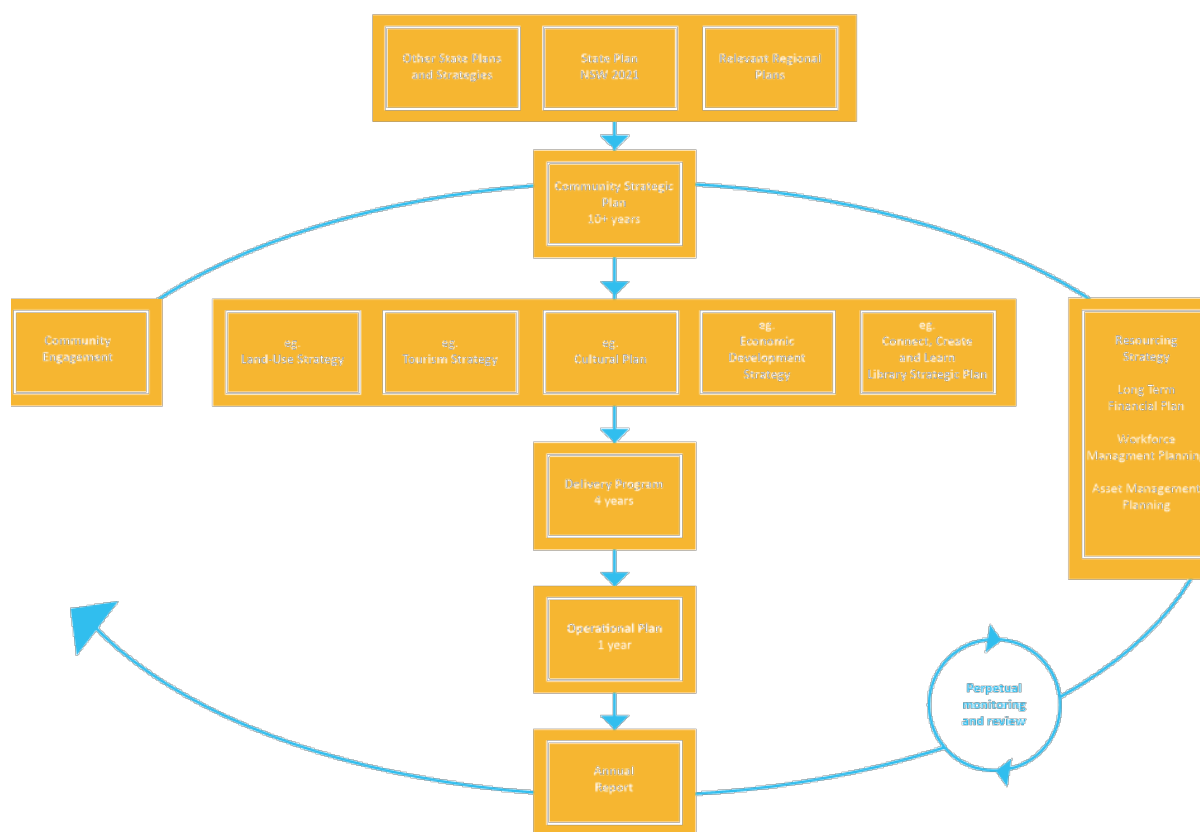


Campbelltown 2027:
A city designed for ambition,
innovation and opportunity



This Strategic Plan is one of a suite of documents that will support the achievement of these outcomes over the coming ten years.

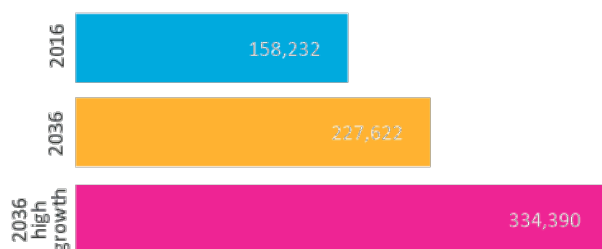
The diagram below sets out the relationship of *Connect*, *Create*, *Learn* with other key strategies within the Integrated Planning and Reporting Framework.



¹ABS Census 2016

Growth and change in our community

Population



Campbelltown is identified as a city within the metropolis planning context of Sydney.

It is projected to grow to a city of almost 230,000 people by 2036, with a possible population of 334,000 based on ambitious growth targets. As such, the delivery of regional facilities is required to consolidate its role as a city and serve the growing population.



The NSW Government's Glenfield to Macarthur Corridor Strategy proposes increased density of housing along the Rail corridor. This will mean an increase in residents living in these areas, as well as an increase in day residents (workers) along the corridor.

As at 2017:

40,243
residents in
the corridor

39,779
existing
jobs in the
corridor

30%
of jobs in the
corridor in
industry

Growth in south west Sydney

During the next two decades, south west Sydney's population of more than one million will grow by an estimated 48% to more than 1.59 million (2016, NSW Planning).

By 2036, this will mean that one in every three new NSW residents will reside in the south west. The region is also home to the fastest growing population in NSW.

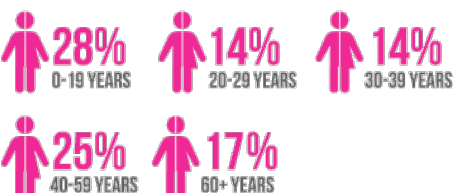
Campbelltown's population (2016) 158,232 (*ABS –Census)
Campbelltown's population (2036) 227,622
Campbelltown's population (2036) 334,390 (high growth scenario)

DEMOGRAPHICS

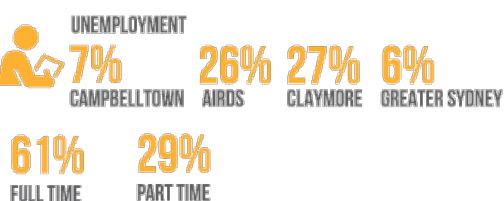
MEDIAN AGE



AGE



EMPLOYMENT



HOUSEHOLDS WITH CHILDREN



OUR INDIGENOUS COMMUNITY



MEDIAN AGE OF INDIGENOUS COMMUNITY



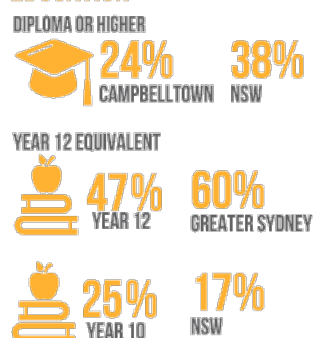
INTERNET



INCOME



EDUCATION







What we know	What it means for our libraries?
<p>Growth and development</p> <p>Our community is growing at an unprecedented rate, with the population forecast to grow to more than 227,000 people by 2036.</p> <p>This is an increase of 68% on our current population.</p> <p>Major residential development is planned along the rail corridor, with urban renewal resulting in more people living in apartments as well as in new release areas in the south and north west of the LGA, including Mount Gilead, Menangle Park, Bardia and Willowdale.</p>	<ul style="list-style-type: none"> • Increased demand for services. • Ongoing consultation with our community is required to ensure our services and programs remain relevant and responsive. • Expansion of the current services - physically as well as in the program offerings - need to be planned. • New library services to be considered in the south Campbelltown area with the development in and around Mount Gilead and Menangle Park.
<p>Age profile</p> <p>Continued predominance of a younger population.</p> <p>An increase in people over the age of 85 years of age as a result of both general ageing and the likelihood that active older people and 'empty nesters' will wish to remain in the area in new medium density developments.</p>	<ul style="list-style-type: none"> • Increased demand for services for children and young people – collections, programs and physical spaces. • Increased demand for services for people over 65 years and over. This age group is traditionally a heavy user of library services.
<p>Our Indigenous community</p> <p>Campbelltown has a younger population with lower educational attainment.</p> <p>Campbelltown has a relatively high population of Aboriginal and Torres Strait Islander people (3.8% v 1.5% Greater Sydney), representing the third largest indigenous community in metropolitan Sydney.</p>	<ul style="list-style-type: none"> • A need for targeted services, particularly to young people in the LGA identifying as Aboriginal or Torres Strait Islander. • Ensuring an awareness of, and sensitivity to, the information needs of Aboriginal and Torres Strait Island users.
<p>Culturally and linguistically diverse community</p> <p>Census results indicate that 31% of the Campbelltown City population was born overseas, compared with the Greater Sydney figure of 36.7%. However, the cultural diversity of Campbelltown is increasing with emerging groups</p> <p>The largest changes in the reported ancestries of the population in this area between 2011 and 2016 were:</p> <ul style="list-style-type: none"> • Indian (+3,120 persons) • Bengali (+2,104 persons) • Australian (-1,895 persons) • Chinese (+1,556 persons) <p>As at the last Census 24% of people in Campbelltown came from countries where English is not the official language.</p>	<ul style="list-style-type: none"> • Regular review of the Culturally and Linguistically Diverse collection • Opportunities to provide programs within the community and in partnership with ethno specific associations.



What we know	What it means for our libraries?
<p>Education and employment</p> <p>Only 4% of persons completed university, compared with the Greater Sydney figure of 6.1%.</p> <p>Only 47% of the population over 15 years of age completed year 12, compared to 60% in Greater Sydney.</p> <p>Campbelltown had a higher proportion of people who left school at Year 10 or less (25.4% of the population), however there is a trend towards more young people completing year 12 and adults undertaking tertiary study.</p> <p>There has been a decrease in the number of people undertaking TAFE qualifications.</p>	<ul style="list-style-type: none"> • A need to work collaboratively with other agencies to provide resources and services aimed at improving literacy levels in the community. • Increasing pressure to offer study spaces and homework help support/classes; and to develop information literacy programs. • Increased use of the library service by people studying for higher education and implications for the collection – both print and electronic material. • A need for a strong focus on lifelong learning from early literacy through to seniors.
<p>Employment</p> <p>The area's unemployment rate of 7.3% is higher than the Greater Sydney average of 4.88% (December 2016).</p>	<ul style="list-style-type: none"> • Demand for educational and recreational reading material; access to the latest technology, potentially increased need to access Government websites or services. • Opportunity to promote lifelong learning and act as a connector and transition points to higher education. • Opportunity to support access to further education and employment.
<p>Access to information and technology</p> <p>More than 82% of the current population has an internet connection, which is still lower than the Greater Sydney area.</p>	<ul style="list-style-type: none"> • Wi-Fi accessibility and the effective bandwidth is key for our community. • An increasing need for technology programs for older people to remain connected in the wired world.
<p>Labour force</p> <p>More than 52% of the labour force lives and works in the area.</p> <p>A large percentage of people travel by car (as driver) or by train to work.</p>	<ul style="list-style-type: none"> • Opportunity to expand digital services to cater for commuters. • Opportunity to offer work hubs in libraries as an alternative to commuting. • Need to consider timing of family programs (eg. storytime) to enable working parents to participate with their children.
<p>Assistance needs</p> <p>In 2016, 5.9% of the population in Campbelltown reported needing help in their day to day lives due to disability. More than 21,400 people who live in Campbelltown have identified as having a disability.</p>	<ul style="list-style-type: none"> • Facilities and services need to be accessible and in accessible format. • Facilities need to foster inclusion in the design and delivery of programs.

2. Our libraries at a glance



GREG PERCIVAL LIBRARY ESTABLISHED
2008

HJ DALEY LIBRARY ESTABLISHED
1991

EAGLE VALE LIBRARY ESTABLISHED
2003

GLENQUARIE LIBRARY ESTABLISHED
1983

TOTAL MEMBERS
89,998
77,498
ARE RESIDENTS

 **579,120**
TOTAL ANNUAL VISITS


57% 
OF POPULATION ARE MEMBERS



 **65,172**
AVERAGE WIFI HOURS
USED PER YEAR

 **31,892**
TOTAL MALE
MEMBERS

 **45,606**
TOTAL FEMALE
MEMBERS

 **\$3.9M**
INVESTMENT PER ANNUM
IN LIBRARY SERVICES

 TOP THREE SUBURBS OF MEMBERS
6,701 **10,204** **8,765**
CAMPBELLTOWN INGEBURN MACQUARIE FIELDS

TOP THREE GROUPS OF MEMBERS BY AGE
 **35-44**  **25-34**  **45-64**
YEARS YEARS YEARS

Don't forget some of our brilliant programs

- Author visits
- English conversation class
- School holiday programs
- Let's talk legal
- Your tutor
- Chess club
- Knitting group
- Baby read and rhyme

Our libraries v SLNSW - benchmarks 2015/16

	Campbelltown	SLNSW
Total Expenditure per capita	\$39.37	\$48.42 (State avg) \$36.33 (average based on categories developed by the NSW Local Government Grants Commission; Campbelltown is categorized as a Very Large Urban Fringe LGA)
Membership % of population	56.15% of Campbelltown LGA population*	41% of NSW population
Memberships per capita	0.56% per capita	0.41% per capital
Visits	579,120	347,902 (State avg)
Visits per capita	3.64 per capita	4.57 per capita
Number & qualifications of staff	50.50	22.70
Opening hours	213.00	147.41
Library material per capita	0.98 per capita	1.72 per capita
Provision of public programs	631 programs 12,425 attendees	833 avg programs 15593 avg attendees
Expenditure of library materials per capita	\$3.66	\$4.75
Acquisitions per capita	0.14	0.21 (median)
Acquisitions per capita	0.14 per capita	0.20 per capita
Circulation per capita	3.12	5.37 (median)
Circulation per capita	3.12 per capita	5.53 per capita
Age of collections %< 5 years	44.90%	50.71%
Age of collections %<10 years	72.00%	77.75%
Turnover of stock	3.87 times per items per year	3.11 times per items per year

*Population from 15/06/2016 (see 2016-2017 15/06/16)



In summary, our library service:

- has a higher than industry membership rate. There is a need to ensure services and programs continue to be marketed, particularly to new residents
- is well staffed with a higher number of library team members holding a qualification than industry standards. As the area grows, and demands on services and programs evolve, there will be a need to create more specialist roles, for example, in culturally and linguistically diverse programs, technology and community outreach programs
- opening hours exceed the minimum standard, but may not be the most appropriate spread, especially for the large proportion of residents who work and commute
- collections need to be reviewed to ensure that they are current and keep pace with increasing demand as our area grows. This will require further investment to ensure that the collection is contemporary
- collection turnover will be improved through a more contemporary collection as well as increased marketing and application of retail display principles throughout the libraries
- programs and events have experienced growth, in particular around children's activities, author talks, local history lectures, technology classes and craft activities, however there is still a demand to increase the programs offered.

Future library programming needs to be targeted, with measurable outcomes targeting adults, youth and outreach.

Our programs

A range of programs are offered across the library service, including:

Children's programs

- Baby Read 'n' Rhyme
- Preschool Story Time
- PJ Storytime
- School holiday activities
- Summer Reading Club/Bookalicious
- National Simultaneous storytime
- Book Week

Youth Programs

- Holiday activities
- HSC lectures
- Chess club

Adult programs

- Technology-based training and assistance - IT & Biscuits, Tech Savvy Seniors and Tech help
- Let's Talk Legal
- Author visits
- English Conversation Group
- Book Club

Collections and resources

- information services
- a wide range of books, magazines, DVDs, CDs and audio books are available for loan
- printing and faxing
- computer access for internet or word processing
- resources in other languages
- newspapers in print and digital.

Home Library Service

Our Home Library Service delivers books (including large print), CD talking books, magazines, DVDs, CDs and selected materials in other languages to local residents who are housebound and unable to get to the library due to age, illness, injury or disability, including residents in care facilities.

Home Library staff conduct an initial consultation to find out what our customers would like, then items are delivered every two weeks.

There are currently 180 customers utilising this service.

Digital library offering online services

Members of Campbelltown City Library Service have the ability to access library resources and services at anytime through the library website at campbelltown.nsw.gov.au/library

A range of e-resources are available such as Overdrive and Borrowbox for e-books and audio books, Freegal for popular music and RB Digital for magazines.

Our Information Desk Online provides access to quality information sources for homework assignments, essays, research projects and general knowledge, including:

- reference resources for assignment information
- HSC resources
- online encyclopedias and books
- journal articles in a wide range of reference databases
- information from newspapers and magazines.

Our Studiosity program provides free online study and assignment help to students from qualified tutors. This service is available Sunday to Friday from 3pm to 10pm, and can be accessed at home or in the library.

All of these resources can be accessed for free using a library card.



Our services



Eagle Vale Library, Eagle Vale

Address: Cnr Feldspar Rd and Emerald Dr, Eagle Vale 2558

Phone: 02 4645 4266



Glenquarie Library, Macquarie Fields

Address: 12 Brooks St, Macquarie Fields 2564

Phone: 02 4645 4055



Greg Percival Library, Ingleburn

Address: Cnr Oxford and Cumberland Rds, Ingleburn 2565

Phone: 02 4645 4060



HJ Daley Library, Campbelltown

Address: 1 Hurley St, Campbelltown 2560

Phone: 02 4645 4444



Home Library Service

Address: 1 Hurley St, Campbelltown 2560

Phone: 02 4645 4559



Online Digital Library

Web: www.campbelltown.nsw.gov.au/library

Email: library@campbelltown.nsw.gov.au



3. World-wide trends

Rapid social, economic and technological change is shaping the way we live, work and play.

This change is driving the need for a shifting focus in public libraries. By responding intelligently and flexibly to change, our libraries will be better positioned to support and connect communities.

Lifelong learning

"A 'Learning Community' is one that creates lifelong learning opportunities for individuals and groups to acquire the knowledge, skills, attitudes and values that will enable sustainable economic development and build social inclusion and cohesion." Lifelong learning includes acquiring and updating all kinds of abilities, interests, knowledge and qualifications, from the preschool years to post-retirement.¹²

¹² Faris, R & Peterson, W, *Learning-based Community Development: Lessons learned for British Columbia, 2000*.

Throughout our lives we need to constantly acquire and update the competencies and knowledge required to actively participate in all areas of social and economic life. Learning will not be confined to a period of formal education at the beginning of our lives, but will be ongoing. Emergence of a 'knowledge' or 'innovation' economy, driven by the application of ideas, is altering our lifestyles and creating demand for new skills.

Continuous workplace change means that some skills can quickly become obsolete. Individuals must continue to learn to maintain their employability, and will increasingly be expected to take greater responsibility for their personal development and seek learning opportunities. Public libraries provide for informal learning, as well as supporting formal learning from preschool to university and other learning and study platforms. They can be a focal point for the community, improving individual self-confidence and stimulating learning at all levels.

Building communities

There is a need to develop and nurture more inclusive, integrated and resilient communities. Libraries are no longer places where people go for short stay visits to borrow books or resources. We are seeing changes in the usage patterns of our libraries, where people are staying longer and engaging more in programs and events.

Libraries are being seen as 'third places' (in contrast to the first and second places of home and work), where people can go to relax, socialise and connect with each other in a face to face environment. Defined as a home away from home, these places are neutral and accessible to everyone*

*(p.85 Landy, D. (2016). *Creating Vibrant Communities* (1st ed., p. 85) Mt Evelyn, Victoria 3796: Global Publishing Group.

There is a growing focus on libraries as community hubs and meeting places where people can connect with others and engage in creative and innovative activities.

Key trends:

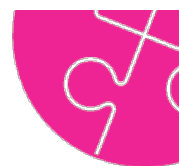
- cultural and community hubs
- both functional and multipurpose adaptable and flexible spaces
- access to the latest technology
- places of lifelong learning

People Places: A Guide for Public Library Buildings in NSW



There are two things that make a great place. You've got to tap into the wisdom that's in the community and understand that it takes many hands to create a great place.

Gilbert Rochacouste - www.villagewell.org



To be successful as a third place, the essential ingredients that libraries should offer are:

- free or relatively inexpensive to enter, and possibly allow people to purchase food and drinks.
- highly accessible; ideally someone should be able to get there by foot from one's home.
- active with a number of people there on a daily basis.
- a place where all people should feel welcome; it should be easy to get into a conversation. A person who goes there should be able to find both old and new friends each time they visit. (Landy, 2016)

In thinking about our libraries as places, we will apply the Project for Public Spaces framework, the power of ten. This framework considers the four components of:

- **Sociability:** When people see friends, meet and greet their neighbours, and feel comfortable interacting with strangers, they tend to feel a stronger sense of place or attachment to their community and to the place that fosters these types of social activities.
- **Uses and activities:** Activities are the basic building blocks of a place. Having something to do gives people a reason to come to place and return. When there is nothing to do, a space will be empty and that generally means that something is wrong.
- **Comfort and image:** Whether a space is comfortable and presents itself well is key to its success. Comfort includes perceptions about safety, cleanliness, and the availability of places to sit, the importance of giving people the choice to sit where they want is generally underestimated.
- **Access and linkages:** The accessibility of a place is assessed by its connections to its surroundings, both visual and physical. A successful public space is easy to get to and get through; it is visible both from a distance and up close. Accessible spaces have a high parking turnover and, ideally, are convenient to public transport.

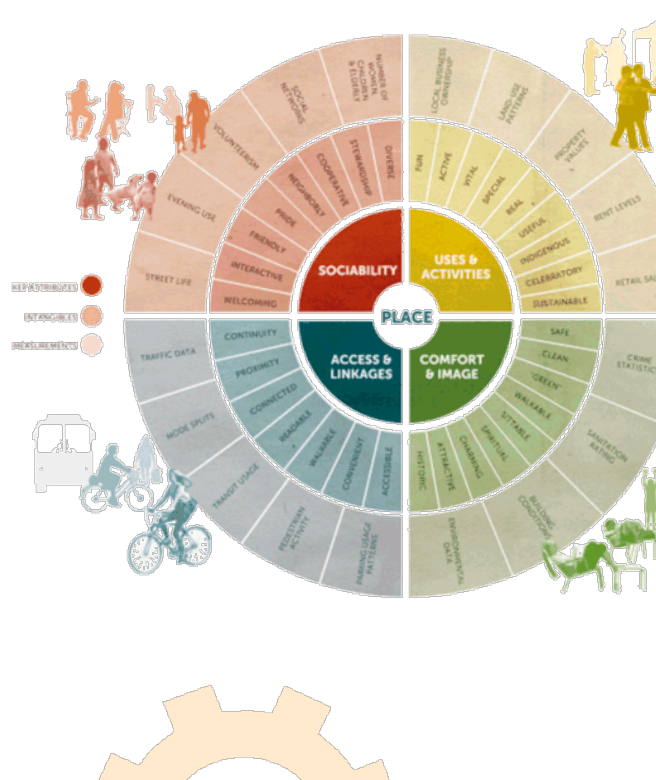
Source: <https://www.pps.org/reference/grplacefeat/>

Libraries as builders of social capital

Public libraries contribute to social capital by bringing people from a range of backgrounds together to meet, network and potentially develop relationships with other members of the community. Social capital is important as it helps to build bridges of support with other members of the community and promotes inclusiveness. The public library plays an invaluable role in ensuring equitable access to information and to technology, effectively bridging the ever increasing gap between 'haves' and 'have not's'.

For all users, public libraries provide a safe space where people can feel a part of the broader community, regardless of race, ability, age, gender or social/economic circumstance. The public library is often the only civic building in the area that is publicly accessible to everyone and typically generates significant pride.

It is strongly valued by the community and this is reflected in its high levels of visitation and usage.



Transformation through technology

Libraries are uniquely positioned to make a major contribution towards the City of Campbelltown becoming a smart city. 'A smart city uses technology and data to drive economic activity, accelerate innovation and better manage energy, resources and services. But most importantly, smart cities are people focused. Making a city smarter is all about improving people's experiences of the city so that it better meets their needs'.³

³adelaidesmartcitystudio.com

A key feature of a smart city is digital inclusion, connecting people to digital technologies to reduce the digital divide, improve digital literacy and ensure equitable community access.

Technology and the media have created an explosion in the amount of information available through various sources and devices. While this supports us in our daily home and work lives, and is critical to participation in the life of our community, there are serious challenges in how we navigate access and make sense of this information. Limited access to information and lack of information retrieval and exchange skills perpetuate disadvantage in some population groups and communities. Growth in unmediated information has an impact across the community as people struggle to identify what information is credible and trusted and what is not.

Librarians are trusted and expert guides to this world of information. They play a key role in helping people develop their own skills in navigating and accessing information and in participating in electronic forums across a multitude of areas, including political debate.

New technologies provide faster access to greater amounts of information and connectivity, in different formats and through a variety of devices. This includes the ability to download music and movies, or stream video and television. Search engines and online databases make it easier for people to find and access the information they need. People with disabilities have more opportunities to access and share information, and there are greater opportunities for individuals to create information through online communities, blogs, podcasts and e-postcards.

Emerging technology is shaping users' expectations and experiences of libraries. Increasingly, patrons expect 'on demand' access to information and services, including virtual library services, access to databases, booking of facilities and an enhanced range of self-serve online services. Some look to libraries to support their use of Web 2.0 tools to create online presences and strong virtual communities.

The public library's role in technology must expand to facilitate community created content through social networking sites, wikis, blogs and other emerging web applications.

Accompanying this is exponential growth in demand for access to computers and high speed Internet in libraries. In response, library services are increasingly using wireless.

Examples of transformation through technology

- Technology and digital literacy
- New and innovative technology and being prepared as a team with a culture to support and embrace this
- Virtual reality spaces
- Makerspaces
- Programs such as STEAM/STEM
- Partnerships with educational institutions, organisations and businesses
- Video editing software
- TV augmented reality headsets, VR Zone, ocular script and VR headsets

Supporting local economic development and employment

Supporting local economic development and employment, libraries contribute to the local economy. The State Library NSW has an economic modelling tool that shows that the Campbelltown City Library Service currently generates \$15.3M in economic benefit to our community and \$18.1M in economic activity for our community.

Library collections and spaces have long been recognised as complementary to the education sector and people undertaking distance education. Libraries are also playing a greater role in providing co-working spaces. These spaces are being used by businesses and start-ups as "business hatcheries" and enterprise hubs which offer spaces as well as start-up advice and mentoring, IT advice and CV and finance workshops. Micropreneurs and start-ups can benefit from the community that co-working offers. Co-working can also include people who are self-employed, as well as companies who enable their employees to work remotely rather than having to commute. Co-working can work in tandem with small business accelerators, incubators, and makerspaces.

At an individual level, public libraries are contributing to economic wellbeing through:

- Assisting and/or facilitating employment seeking through internet access to advertisements, lodgement of on-line applications and provision of programs and general support in areas such as resume writing and interview techniques.
- Providing access to online government information, where there is a growing expectation that information should be sought and forms (where required) should be submitted online. By providing access for people with no other internet access, libraries assist people in overcoming social and financial disadvantage.
- Promoting and facilitating lifelong learning and self-education which not only contributes to the wellbeing of individuals, but to their families, employers and the overall community.

Revitalisation and regeneration of areas

For many communities, the local library is the most important civic building in their community.

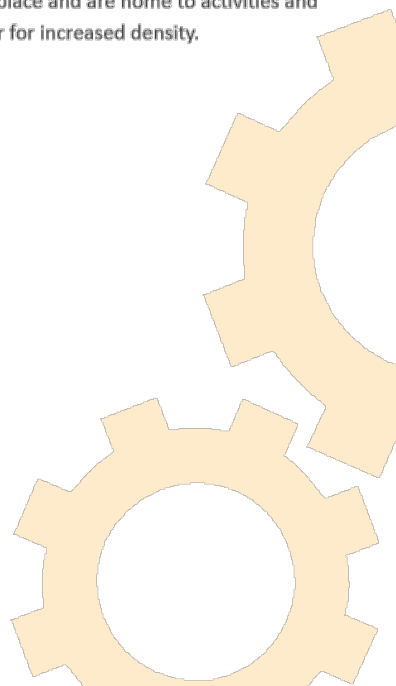
The design and construction of a new library is often seen to be the most significant piece of civic investment that a local government authority can make. This level of importance places a high degree of expectation on the final outcome in terms of both the library service and the built structure. Experience in both Australia and internationally has proven that well planned and designed libraries attract increased usage and provide a range of significant community wellbeing and liveability outcomes.

Quality architecture can make a statement and contribute to the urban fabric and quality of the public domain.

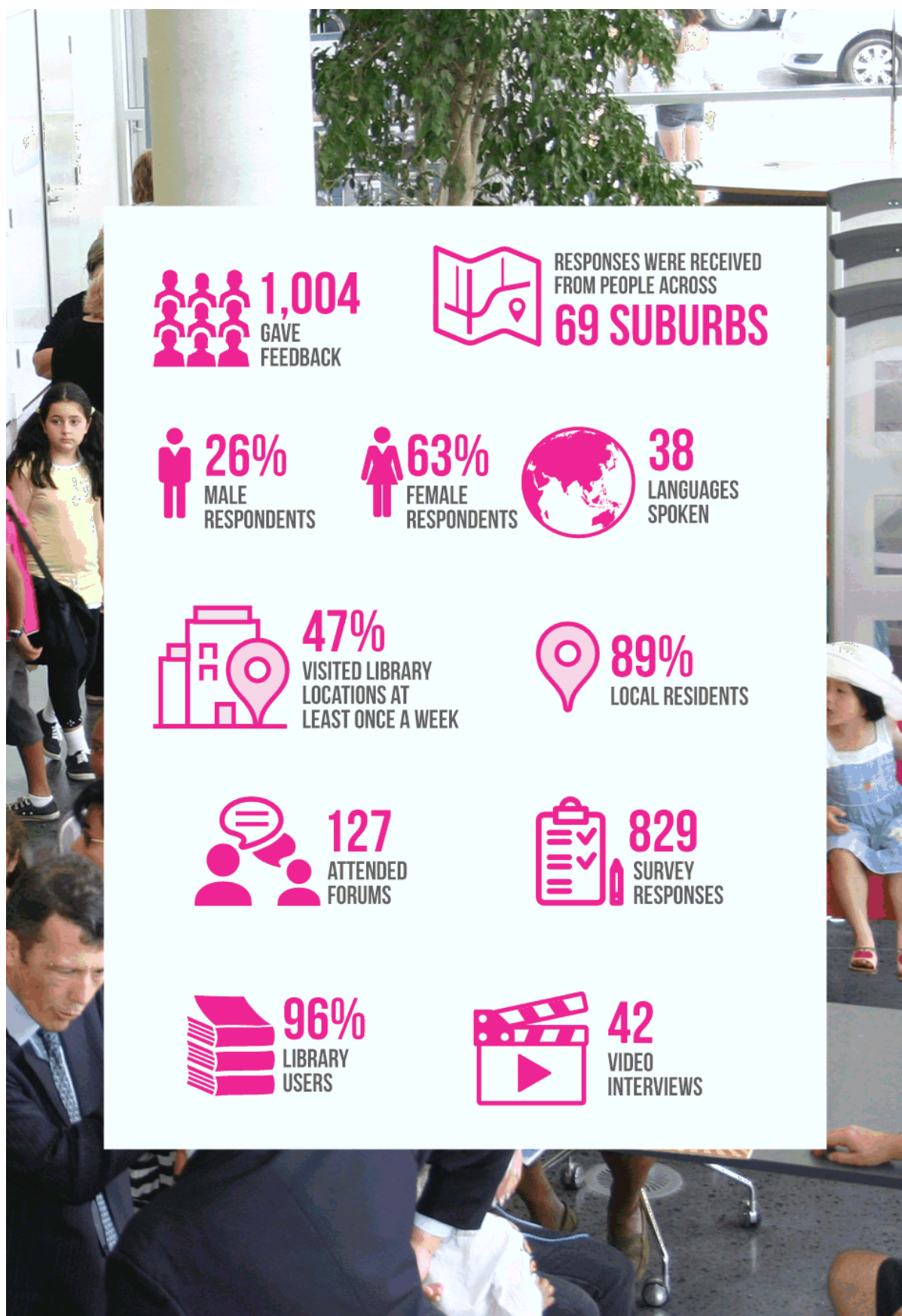
Libraries are the place where ideas begin. Public art in and around libraries can provide points of interest, act as place markers and offer an opportunity to involve communities in place making.

The location of a library is a critical factor in both the success of the library as a destination as well as contributing to regeneration or revitalisation of an area. The following principles will be applied to the development of new libraries in the future:

- **Principle 1:** Multi-purpose and flexible spaces — Current best practice is to provide a range of different functions, in the one building, in flexibly designed spaces that can be adapted depending on program or activity. The ability of facilities to be adapted and transformed in the future is important given the ongoing, cyclical nature of communities.
- **Principle 2:** Co-locate services in one facility or as part of a community hub - Co-locating services within one facility involves shared or joint use of facilities and often the integrated delivery of some services. Co-location enables pooling of resources to provide better facilities; to create a community focal point; to provide improved access; more integrated and innovative delivery of services.
- **Principle 3:** Connected to public space, pedestrian access, cycle ways and public transport — Current best practice is for facilities to be co-located at activity nodes and on main streets, providing good access to residential populations, and contributing to a vibrant and safe street life.
- **Principle 4:** Place making and community identity - Successful facilities provide important gathering places for people, a focal point for community activity and catalysts for social interaction. This supports the creation of public spaces that engender a sense of place and distinctive community identity.
- **Principle 5:** Economic, social and environmental sustainability - Sustainable facilities are used to showcase sustainable building methods and design.
- **Principle 6:** Designed for density - Community facilities provide a meeting place and are home to activities and open space to cater for increased density.







Customer service	
What our community thinks about our services now	What our community would like to see in the future
<p>83% of respondents reported that they mostly or always leave the library with what they came for</p> <p>Feedback demonstrated that quality customer service is a notable strength across Council's library services, with comments such as "staff helpful and courteous", "welcoming smiles from staff", "the family history volunteers are helpful", "lovely humans and pleasant"</p>	<ul style="list-style-type: none"> • Longer opening hours, for example, opening at 9am on weekdays and opening for longer hours on the weekends • A roving service within the library, with staff offering a proactive service rather than being behind a desk • Proactive engagement with customers • Self-service options • Clear directions and signage • Smart phone apps to enhance customer services

Programs	
What our community thinks about our services now	What our community would like to see in the future
<p>Results indicate satisfaction with our programs and events, with particular favourites including children's programs, school holiday programs, author talks and Free Comic Book Day</p> <p>Respondents would like more of the same programs currently offered, as well as renewed and new programs to cater for our community such as adulting classes, cyber safety sessions and coding classes</p>	<ul style="list-style-type: none"> • A broader range of adult programs with suggestions including workshops on DIY and job seeking expanded author and genealogy talks, IT classes and film nights. • More youth events and programs, with suggestions including tutoring programs, tech help, internet/cyber safety, book club, Minecraft program and movie nights • Family friendly events with suggestions including continuation of the Free Comic Book Day • Increased programs around creativity with suggestions including photography, and music programs • Education/learning based programs, with suggestions including reading programs (support), STEM for primary to university students, volunteering programs (eg. help to read and write) and technology learning) • Autism programs (quiet spaces but integration with the whole library)

Collection	
What our community thinks about our services now	What our community would like to see in the future
<p>Positive feedback about the collections, finding them "varied and interesting", with particular reference to our print, talking book and DVD collections</p> <p>Patrons enjoy our unlimited and extended borrowing during the Christmas holiday period</p>	<ul style="list-style-type: none"> • Expanded and updated collection with suggestions including DVD collection, latest releases being available as quickly as possible; local history collections and local heritage collections; Australian author collections; additional resources to learn a language • Introduce non-traditional collections, for example, cake tin and a seed library

Facilities and spaces	
What our community thinks about our services now	What our community would like to see in the future
<p>Positive feedback on the current spaces the library service offers, with particular reference to Ingleburn and Eagle Vale Central</p> <p>People valued the view of the park and café at Eagle Vale Central, and the children's area at Greg Percival Library, which has recently had a mural added to the space</p>	<ul style="list-style-type: none"> • More contemporary physical spaces with suggestions including renovating existing facilities to provide more meeting rooms, study spaces and outdoor spaces • A new library for Campbelltown CBD. Suggestions included: major renovation or redevelopment of HJ Daley to provide larger spaces, more innovative, light and engaging spaces for the community; new children's areas, meeting rooms, quiet study spaces, outdoor spaces and more seating and tables • Improved parking and a cafe • Increased size of the existing libraries to cater for growing and diverse needs of users as well as additional services in areas of growth

Technology	
What our community thinks about our services now	What our community would like to see in the future
<p>Strong support and value placed on the IT & Biscuits and Tech Savvy Seniors programs that provide free technology classes</p>	<ul style="list-style-type: none"> • Technology improvement suggestions included: improved internet connectivity and speed; more reliable printing and photocopying capacity; user friendly Wi-Fi with greater download capacity • Greater access to public computers • New technology and associated program suggestions included: <ul style="list-style-type: none"> ▪ device charging stations ▪ coding programs ▪ wireless printing ▪ self-checkouts at HJ Daley Library ▪ more iPads ▪ PlayStations ▪ 3D printing ▪ movies ▪ robots ▪ outdoor Wi-Fi ▪ music making ▪ easy access to records/history ▪ movie making ▪ animations ▪ access to family history ▪ cartoon creation ▪ automations ▪ educational games

**Campbelltown City
POP UP
library**

Offer more programs around creativity

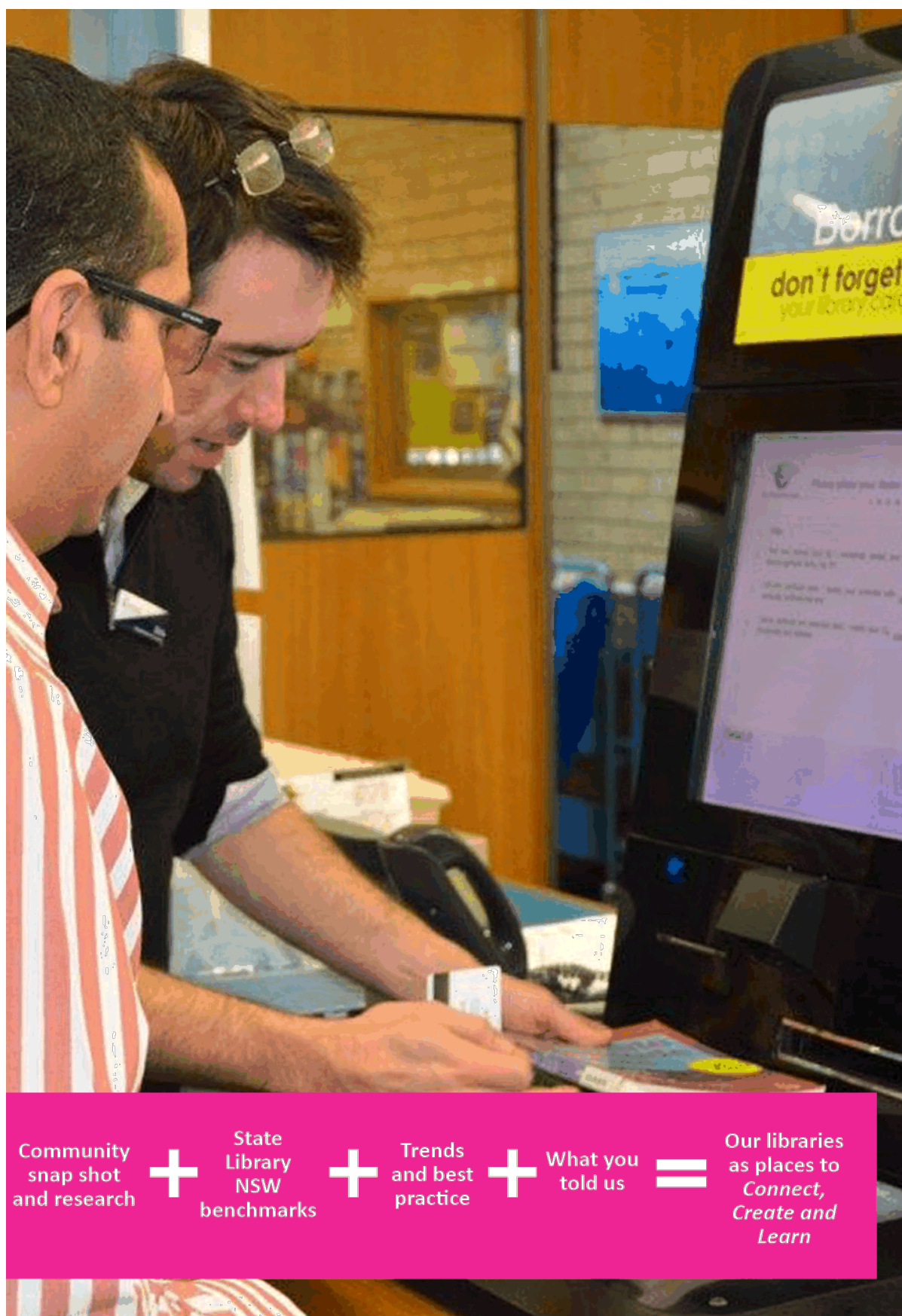
“The events and activities are great, especially school holiday activities. Would be good if you had more sessions as they tend to fill up quickly”
Community feedback

Use smart phone apps to enhance customer services




10. Provide cafes in the libraries - idea example

Your top 10 ideas





5. What does this mean for our libraries into the future?

Outcome	Strategic directions	Quick wins
 <p>Libraries as places to <i>connect</i></p>	<ul style="list-style-type: none"> ➔ Space for people to come together ➔ Connect to and through technology ➔ Deliver outreach programs and services 	<ul style="list-style-type: none"> • Look at programs that can be implemented that bring people together
 <p>Libraries as places to <i>create</i></p>	<ul style="list-style-type: none"> ➔ An environment of innovation ➔ Enable community created content ➔ Places to inspire and generate new ideas 	<ul style="list-style-type: none"> • Review the current programs offered and look to implementing new programs based on feedback received • Provide spaces where people can create alone and with others
 <p>Libraries as places to <i>learn</i></p>	<ul style="list-style-type: none"> ➔ Access to relevant and contemporary collections ➔ Stimulate and support lifelong learning ➔ Learn about the area – past and present and shape the future 	<ul style="list-style-type: none"> • Review the current collections policy • Review and increase the current budget allocation for collections • Partner with the Tharawal Aboriginal Corporation, Tharawal Local Aboriginal Land Council and the Aboriginal Advisory Committee to identify opportunities for the ATSI community
<p>Libraries as <i>place makers</i></p>	<ul style="list-style-type: none"> ➔ Activated, welcoming and inclusive environments ➔ Foster a sense of place and identity 	<ul style="list-style-type: none"> • Investigate the opportunity to co-locate HJ Daley Library and Glenquarie Library with other facilities • Review our current spaces to provide more interesting and welcoming spaces • Pilot a makerspace at HJ Daley Library • Seek partnerships to support programs and innovation

“Renovate to bring the Library into 2017 and make it a space people enjoy being in!”

Library service	Now...	Future **	Challenges of the current site
HJ Daley Library, Campbelltown (Campbelltown, Blair Athol, Ambarvale, Glen Alpine, Bradbury, Airds, Claymore, Woodbine, Blairmount, Leumeah, Ruse, Kentlyn) Built 1991	2540m ²	5,084m ²	<ul style="list-style-type: none"> • Aging facility in need of major redevelopment to provide a larger contemporary space to support the needs of the community • Limited flexibility • Only one meeting room for community and commercial bookings • Insufficient flexible space for study and meeting • Insufficient parking
Eagle Vale Library, Eagle Vale (Eagle Vale, Eschol Park, St Andrews, Raby, Kearns, Claymore, Minto, Woodbine, Blairmount, Leumeah) Built 2003	700m ²	1,900m ²	<ul style="list-style-type: none"> • Lacking adequate meeting and programming space • Limited pedestrian traffic • Set back from the street in co-located building reducing visibility
Glenquarie Library, Macquarie Fields (Macquarie Fields and Glenfield but not including Ingleburn) Built 1983, and extended 1993. Minor refurbishment in 2005	604m ²	3,500m ²	<ul style="list-style-type: none"> • Out-dated and small facilities with limited space to deliver programs • Open plan design with limited spaces for quiet study or programming • Only one small meeting room • Limited potential for expansion in the current location
Greg Percival Library, Ingleburn (Ingleburn, Bow Bowling, Minto) Built 2009	1,400m ²	2,650m ²	<ul style="list-style-type: none"> • Requires some change due to how the community currently want to use the building • Limitations on the ability to hold large events in the library due to open plan design (with a mezzanine) and acoustic issues • No large meeting space • Self-service and check out issue
South Campbelltown (St Helens Park, Rosemeadow, Ambarvale, Mount Gilead, Menangle Park, Bradbury)	0	1,200m ²	This is a new service to be delivered in the next 10 years as the area is developed. The draft Community Facilities Strategy (2017) recommends the provision of a multipurpose community centre that incorporates a library. The total floor space of this proposed facility is 3,250m ² with approximately 1,200m ² for the library service
Total	5,244	14,334m²	Site unidentified

** Future sizes based on SLNSW People Places Benchmarks



We will...

1. Provide a service network of libraries across the local government area that includes physical libraries, digital library services and pop-up libraries.
2. Foster libraries with their own personality to reflect the place in which they are located and the community they serve. This involves capitalising on each library's unique strengths, character and inherent community partnerships to be better positioned to respond to the unique needs of their communities.
3. Adopt a core plus model for our libraries. Each library will offer core services around:

- **Programs and collections**

- o Lifelong learning programs and activities
- o Makerspaces
- o Local studies information

- **Customer service**

- o Integrated library management services
- o Roving library customer service
- o Simplify processes to be customer focused
- o Ensure clear way finding and signage

- **Technology**

- o Wi-Fi hotspots and charging points
- o Public PCs

- **Spaces and amenity**

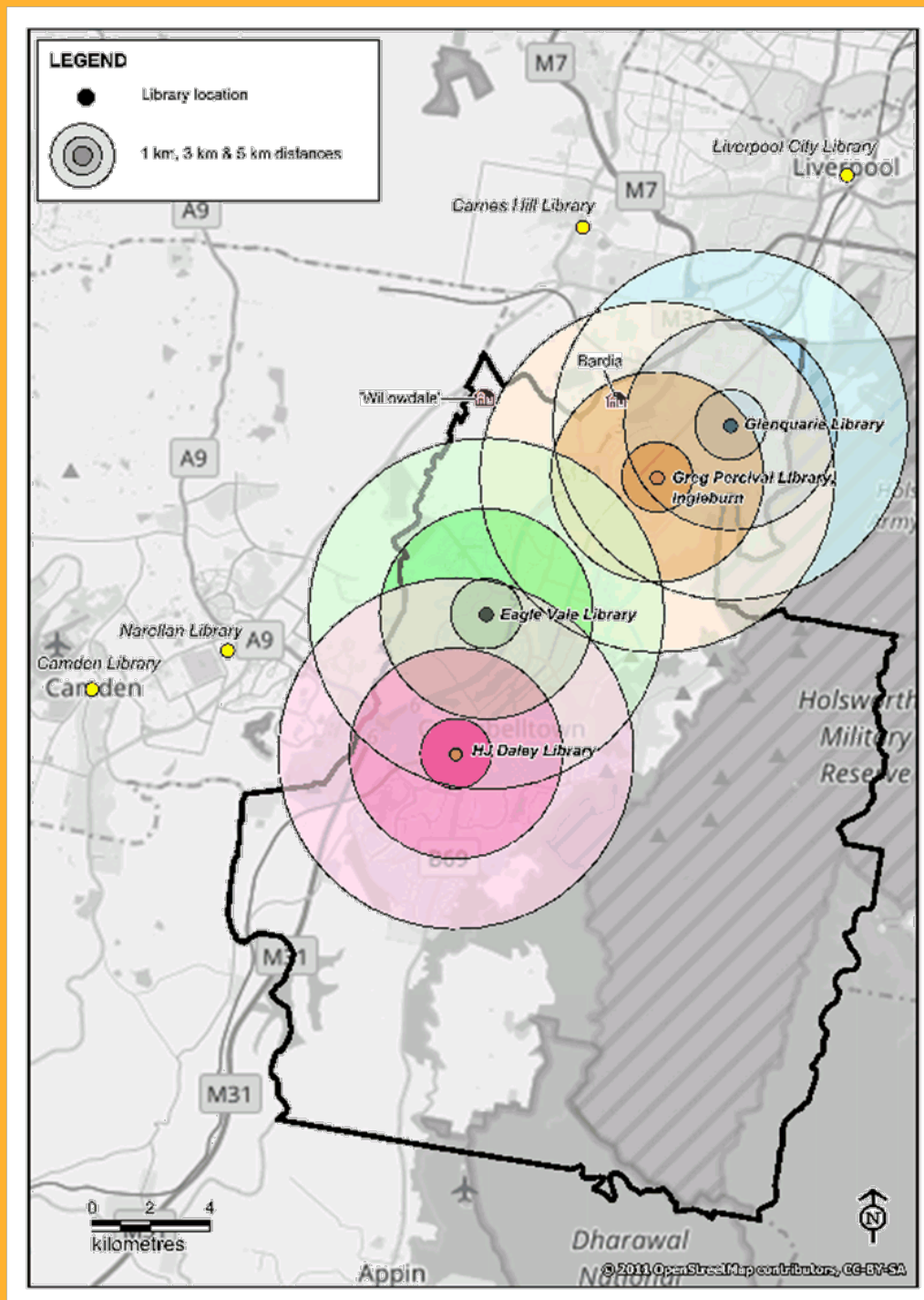
- o Apply place making principles at each library location
- o Create 'living rooms' that are welcoming and feel comfortable
- o Use movable furniture and shelving to improve flexibility of space
- o Offer meeting spaces and study space with technology
- o Integrate community art and community display areas with tracking, and space for digital installations
- o Explore opportunities for public art
- o Implement quality retail style displays to feature popular materials and entice membership and borrowing of materials
- o Demonstrate environmental design and leadership

Community members can

- o Participate in programs
- o Provide suggestions for collections and programs
- o Contribute feedback on our service to assist us to continue to meet patron needs and aspirations
- o Share their skills and knowledge through programs and volunteering opportunities

Government, non-government, community organisations and business can

- o Partner to deliver programs and events to our community
- o Provide venues for pop-up events
- o Share information about programs and services they offer
- o Contribute ideas about how we can work together to deliver libraries as places to connect learn and create



HJ Daley

Increase in size from 2,540m² to 5,084m²

- Redevelop on either current site or other site within the CBD precinct
- Development will support the CBD transformation program
- Consider co-location with a work hub/collaboration space
- Meeting rooms and makerspaces
- Full suite of core technology and space for people to access new technology
- Targeted specialised programs and access to local studies and reference material

Glenquarie

Increase in size from 604m² to 3,500m²

- Redeveloped/relocated to increase the size to accommodate the growth to the area (this could occur onsite into air space or at an alternative location)
- Tailored to the village style community
- Co-located with retail outlets and possible café
- Possible residential or commercial office space above the library
- Meeting rooms
- Space for seniors

Eagle Vale

Increase in size from 700m² to 1,900m²

- Remain in its current location, and review internal spaces
- Future discussions around this precinct and master planning will occur within the organisation
- Look at opportunities for pop-up spaces at various locations, including Minto

Greg Percival Ingleburn

Increase in size from 1,400m² to 2,650m²

- Remain in its current location, however, consideration will be given to what changes can be made to modernise the facility and provide more meeting spaces

South Campbelltown

A multipurpose facility of 3,250m², with approximately 1,200m² for the library service

- New multipurpose facility to be provided, co-located with café
- Outreach programs
- Self-service and highly visible space
- Opportunities for a pop-up/temporary library space should be explored as the new communities are established in Campbelltown South. In particular, around the Mount Gilead area to ensure a focal point for when people move in
- A new library services is required for this area as part of a larger community hub model in future years

Out in the community initiatives

New focus on pop-up libraries

- Taking our library to where our community meets:
 - Commuters and train stations
 - Shopping centres
 - Schools
 - Community spaces in new release areas

Digital space

Build a strong online and interactive presence

- Grow the online collection and expand activity in the digital space



HJ Daley Library, Campbelltown

HJ Daley Library will expand to accommodate the growing needs of the community. As the library in the CBD of Campbelltown, it will become the key meeting place offering a range of programs to connect, create and learn.

This means that the library will need to increase in size from the current 2,540m² to approximately 5,084m² to accommodate a range of meeting spaces, study spaces and community activities.

The library will become a focal point of activity, with the traditional services complemented by larger community meeting spaces, with a focus on technology and learning.

Learning will be expanded beyond the four walls, with HJ Daley Library playing a growing role in helping people learn about the local area through a local studies interactive space and digital media.

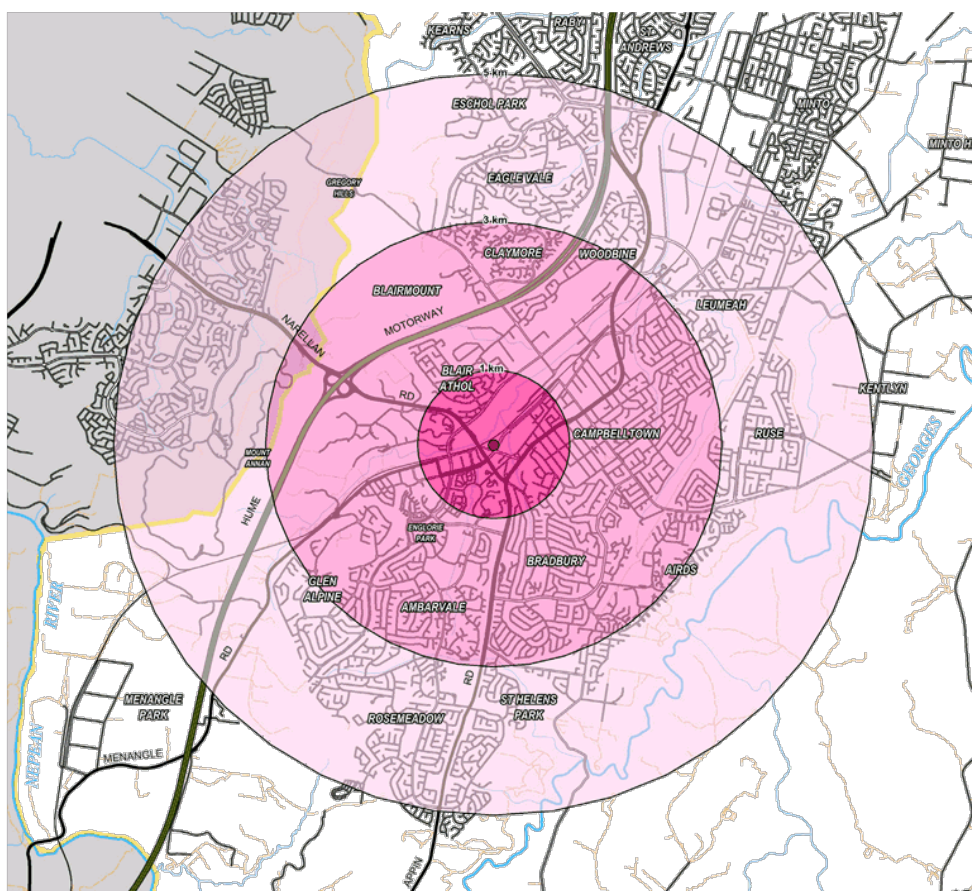
Co-location with a smart business hub will foster cross collaboration and innovation. This space will be used by businesses and start-ups as “business hatcheries”. Space and facilities will enable people to seek start-up advice and mentoring, IT and resume/job seeking advice, as well as attend business seminars and workshops. This space will also be used by the self-employed as well as companies who enable their employees to work remotely rather than having to commute.

Multipurpose spaces will be provided that can be reconfigured at various times of the day in response to different uses — from morning storytimes through to evening author talks.

Learning and exploration will be supported through technology, as well as other specialised collections, in response to community needs.

A café will be provided to ensure that members and visitors alike have access to coffee and fresh food, offering a place to catch-up with friends and sustenance for those using the library to work and study.

The redevelopment of the library will also play an important role in the ongoing revitalisation and activation of the city centre.





Your ideas for HJ Daley Library

Programs

- More adult programming: IT, Chess, DIY workshops, expert/topic speakers, yoga, evening events and English conversation groups
- Tutoring/learning hub program
- More movie programs
- Reading challenges
- Promote reading/literacy
- School holiday entertainment
- Selective and opportunity classes
- Writing lecture with famous authors
- Cyber safety/scam awareness
- Life skills workshops: Job seeking, trades, workshops, numeracy/literacy for adults
- Short film competition for youth
- Women's health talks
- Family tree research workshops
- Technology help programs – more frequent and more topics
- Workshops targeting young parents
- Reading incentive program reviewed and promoted
- Science kits for families and supported through partnerships
- Science programs presented by library staff
- Build on success of the Free Comic Book Day event
- Expanded author talk/motivational speaker program to include networking with local authors or speakers

Services

- Cutting edge technology access, including fast internet download, reliable and quick access printing, multi-function devices
- Portable/pop-up library service
- Technology help
- Collection evaluation (stamps/coins)
- More books: how-to/trade, street directory
- DVD collection: more general and instructional items
- Improved technology access
- Makerspaces focused around heritage, local studies

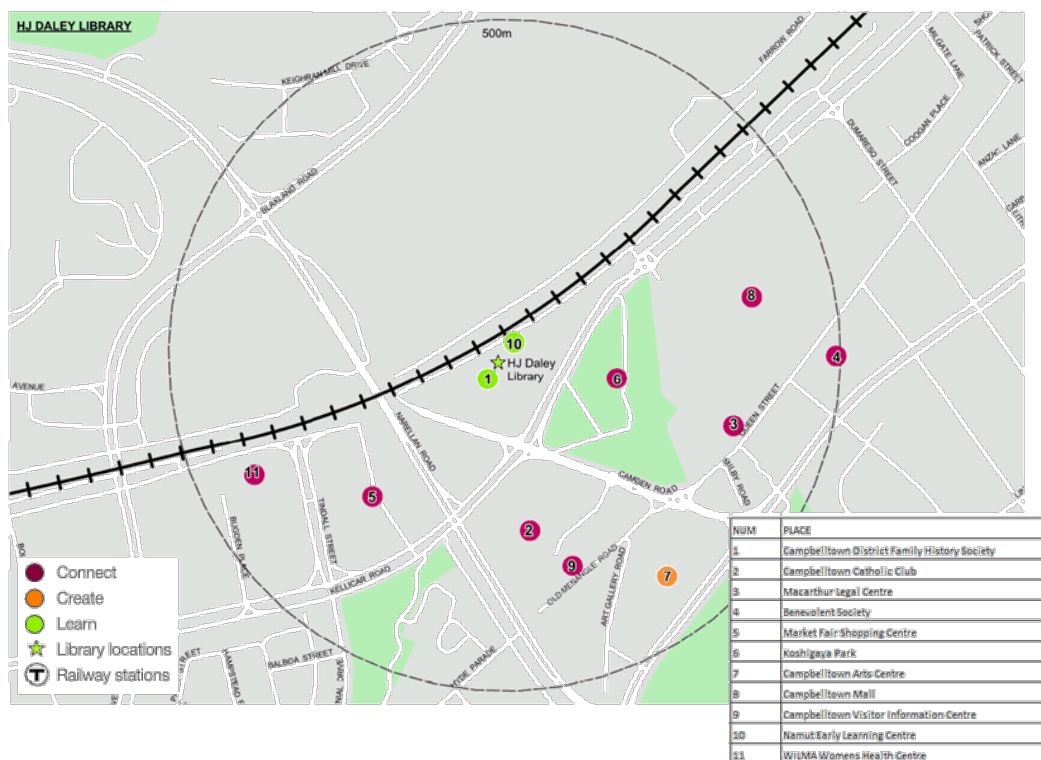
Facilities

- State of the art facility in the heart of the CBD featuring all new technology with excellent computer facilities, as well as seating and access to power and Wi-Fi for people with their own devices
- Charging stations
- High speed internet and network connections
- Wireless printing
- Flexible spaces that can be converted to multiple uses, with mobile shelving and furnishings
- Meeting rooms, training rooms, group study rooms and also quiet individual study facilities
- Makerspace and also STEM space
- Programming spaces which are flexible and can accommodate large audiences such as author talks and children's programs alike
- Specific areas for children and young people, with specialised collections, furnishings
- Exhibition area for showcasing our local studies collection of Campbelltown's rich history
- Family history room with special collections and equipment such as microform readers/printers
- Local history room which houses the collection and also provides for safe and suitable storage of valuable, rare and unique material
- Ample parking to accommodate large numbers of people coming in for programs and other purposes

**"Why isn't there a cafe at the main library?
People would stay for longer if there was"**

Community feedback

Key place and partnership opportunities: Campbelltown 2560



Community meeting places

- Mawson Park
- Koshigaya Park
- Campbelltown Mall
- Macarthur Square
- Market Fair Shopping Centre
- Gordon Fetterplace Aquatic Centre
- Campbelltown Arts Centre

Organisations – government, non-government, business and community

- The Benevolent Society
- Beverley Park School
- Campbelltown Public School
- Campbelltown North Public school
- Campbelltown and Airds Historical Society
- Campbelltown Chamber of Commerce
- Campbelltown District Family History Society
- Campbelltown Performing Arts High School
- Campbelltown RSL Sub Branch
- Campbelltown Catholic Club
- Centrelink
- Churches
- Cinemas
- Court House
- Family and Community Services
- Glenalvon
- John Therry High School
- Lions Club
- Lomandra School
- Macarthur Legal Centre
- Macarthur Diversity Services Inc
- Macarthur Disability Services Inc
- Meals on Wheels
- Men's Shed
- Namut Early Learning Centre
- Campbelltown Police Station
- Poor Clare Nuns
- Visitor Information Centre
- Campbelltown CBD businesses
- Salvation Army
- Service NSW
- St Patrick's High School
- TAFE
- View Club
- Western Sydney University
- National Seniors Group
- WILMA
- Youth Off The Streets

Community stories and narrative

- Fred Fisher — Festival of Fisher's Ghost
- Riverfest
- New Year's Eve
- Australia Day
- Anzac Day
- Night markets
- NAIDOC Week
- Appin massacre commemoration
- Heritage Festival
- Cultural precinct
- Health and education precinct

Community groups

- Knitting group
- Quilters
- Campbelltown Koshigaya Sister City Association
- Wrap with Love
- Quidditch

Demographic factors

- Diverse cultures
- Young people
- Seniors
- New communities in Macarthur Heights
- Disadvantaged communities
- Densification in and around the CBD
- Emerging Culturally and Linguistically Diverse community

Strategic opportunities

- Capitalise on the CBD location
- Redevelopment of the library and associated facilities to create a new entry statement to the city
- Assist in the revitalisation of the CBD with a new facility acting as a catalyst for change
- Support the creation of a co-working space to promote collaboration, networking and facilities for small businesses and/or people who may work from home or commute
- Contribute to the focus of the new Health and Education Precinct
- Co-location of Namut Early Learning Centre and other community facilities and services to create a community hub in Campbelltown CBD

Quick wins

- Install charging stations
- Online booking system for meeting space at HJ Daley Library
- Create additional meeting/training/maker space through a revised layout
- Introduce music in the courtyard showcasing local talent
- Offer pop-up libraries at Campbelltown Mall and Macarthur Square
- Refresh and revitalise youth and children's spaces
- Pilot a coffee van servicing library visitors.



Imagine this...

The State Library of Queensland offers a Business Studio. Business Studio membership allows members access to the following services and resources:

- Bookable workstations — Powered single workstations and group stations for two to four people can be booked
- Exclusive business studio Wi-Fi — Business Studio membership provides access to a dedicated Wi-Fi service.
- Access and borrow business resources — Members can borrow a range of items, attend special workshops and mentoring sessions; and participate in the entrepreneur in residence program.

Source: <http://www.sliq.qld.gov.au/services/library-spaces/business-studio>

Case study: Co-location and community hubs at The City Library - Salt Lake City public library

Source: <http://www.slcp.org/shops>

This facility brings together into one building a library, florist, hair salon and an art gallery. In addition, the facility has a café, coffee shop, public radio station, writing centre and library store occupying the first floor, steps from the main library entrance.

What first attracted Lyndon Tan, owner of The English Garden flower shop, to the library? "The idea of community and retail coming together," he says. His business has been at the library since its inception, and in that time, Tan has watched as "this new library really became the living room of the community."

Through the library, the shop also offers classes on flower arrangements and gardening. The location has also given the business lots of exposure. "We get a lot of walk-in traffic," he says.

Source: <https://americanlibrariesmagazine.org/2016/11/01/balancing-act-shared-spaces-libraries/>

Jubilee Library, United Kingdom

Jubilee Library is the main public library serving the population of Brighton and Hove. It is located in the centre of the city's impressive Jubilee Square, which was part of a £50 million redevelopment program to transform a once derelict area into a vibrant central hub for leisure and entertainment.

The library, a £14 million landmark building, is the fifth most successful library in the country and plays host to over one million visits each year. Furthermore, it has won a large number of awards, including the Prime Minister's Better Public Buildings Award in 2005 and the Observer Ethical Award in 2006, for its eco-friendly design.





The City Library

THE SALT LAKE CITY PUBLIC LIBRARY SYSTEM

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SHOPS & SERVICES AT LIBRARY SQUARE

One of the noteworthy aspects of Salt Lake City's Main Library are the locally-owned and -operated shops and services at Library Square. Drop by the shops inside and outside the Main Library to pick up a thoughtful gift, fresh plants and flowers, locally-made art, or a delicious bite to eat. Services include a writing center to provide the community with the support they need for any writing project and the broadcasting center of KCPW radio. Read below for full details.



Art at the Main

artatthemain.com • 801-363-4088

A non-profit artist co-op to promote and provide public access to art created by emerging Utah artists. You will find original works in a wide range of media including watercolor, oil, acrylic, pastel, and 3-D. Works are reasonably priced, allowing everyone to experience the joy of owning beautiful, original, locally-produced art.



The English Garden

theenglishgarden.biz • 801-364-6202

A full-service florist offering fine fresh flower arrangements, European garden planters, blooming plants, and gifts for all occasions. Delivery is available to all areas in the Salt Lake valley.



Hemingway Café

801-359-8600

Offering sandwiches made daily on fresh artisan bread, pasta, salads, soup, pastries, catering, specials, and more.

Lunch Box Forums

Hear from inspiring entrepreneurs and business leaders as they share their insight and learnings on a variety of business related topics.

Conveniently scheduled over your lunch break, these sessions will occur every second Wednesday between 12:30pm - 1:15pm and consist of a 30 minute presentation followed by 15 minutes for Q&A.

Bring along your lunch or grab a bite to eat from the Library Cafe on your way.

Upcoming Lunch Box Forums



[Business Studio lunch box forum: Setting up your workspace](#)

Business Studio, level 1, State Library. 14th Feb 2018, 12:30pm

In this fortnight's lunch box forum, hear from Liz Kirk (PhD) as she discusses office ergonomics and injury prevention for computer users.



[Business Studio lunch box forum: How State Library can help you get ahead](#)

Business Studio, level 1, State Library. 28th Feb 2018, 12:30pm

In this fortnight's lunch box forum, hear from librarians Will Wood and Jovena Ling, discussing the range of resources available at State Library to assist in your business planning.



Eagle Vale Library, Eagle Vale

The facility will increase from 700m² to 1,900m².

Eagle Vale will be the lifestyle library, promoting healthy living and building on its integrations within the leisure centre and aspect overlooking the park to provide an indoor/outdoor environment. The indoor/outdoor aspect will be used to accommodate programs with a particular focus on STEM activities and lifestyle.

The expanded facility will use the space in the undercroft of the building to accommodate music, cooking and STEM based programs.

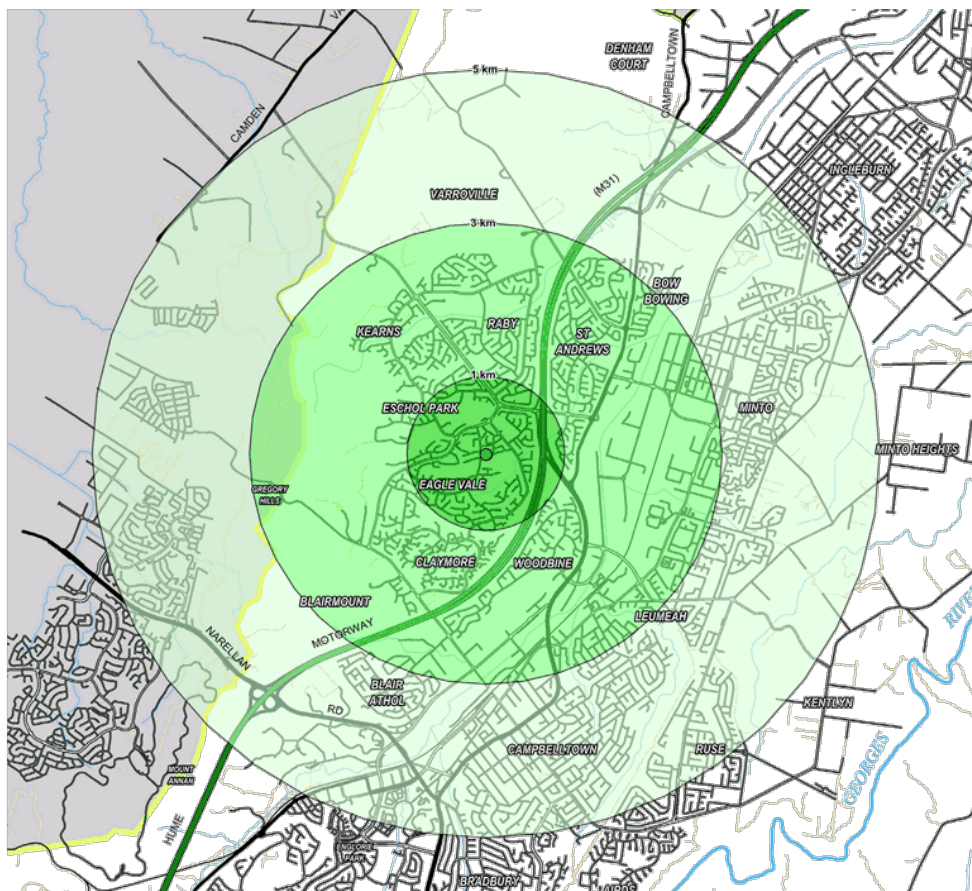
Partnerships will focus on offering a range of lifestyle programs, collections and initiatives. This will include engaging health providers and universities, as well as sport, recreational and leisure providers.

The library will expand its role as a social connector, providing an active hub across the week. This will include talks on nutrition and healthy habits along with meditation and lifestyle activities. Partnerships will be formed with local agencies to deliver these programs to a broad cross-section of the community.

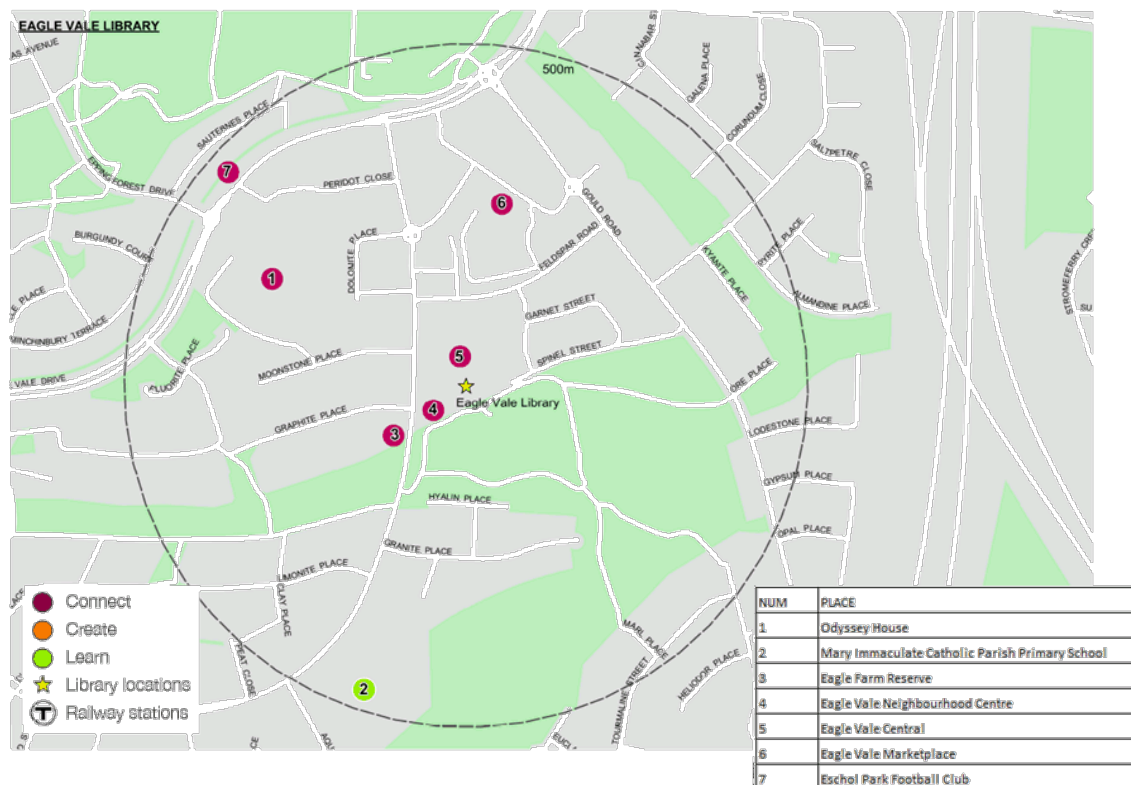
The collection will expand to include non-traditional items that support healthy lifestyles.

Your ideas for Eagle Vale Library

- Fitness library
- Games clubs/nights
- Music areas
- Health classes or speaker sessions
- More frequent Baby Read 'n' Rhyme sessions
- Internet safety sessions
- Film screenings (cult/classic)
- STEM activities
- Art classes
- Scrabble club
- Healthy eating classes
- Casual knitting/crocheting/craft group
- Programs later in the afternoon
- Internet safety for students/adults and seniors
- Coding workshops
- Cake tin collection
- Recharging station for devices and phones
- Upgrade library catalogue/website
- Additional meeting rooms and study spaces/rooms
- Value the view of the park and café
- Sound proof computer room with air-conditioning
- Upgrade the technology infrastructure



Key place and partnership opportunities: Eagle Vale 2558



Community meeting places

- Eagle Vale Marketplace
- Raby Sports Complex
- Macarthur Grange Country Club
- Eschol Park sports complex
- Eagle Creek Reserve
- Stromferry Reserve

Organisations – government, non-government, business and community

- Blairmount Public School
- Churches
- Soccer clubs
- Claymore Action Network
- Claymore Alcohol Network
- Claymore Public School
- Eagle Farm Reserve
- Eagle Vale Central
- Eagle Vale Marketplace
- Eagle Vale Neighbourhood Centre
- Eagle Vale High School
- Eschol Park Public School
- Football clubs
- Junction Works
- Kearns Public School
- Little Athletics
- Mary Immaculate Catholic School
- Mt Carmel High School
- Odyssey House
- Robert Townson High School
- Robert Townson Public School
- St Gregory's High School
- Women's Refuge

Community stories and narrative

- Sports precinct
- Poor connectivity and access to public transport
- Catch a Carp local event for the community
- Socio-economic disadvantage
- Western fringe of the city
- Scenic Hills
- Connector to new estates such as Gregory Hills, Bardia and others

Demographic factors

- New housing estate
- New immigrants
- Pacific/Samoan/Tongan community and culture
- Working community
- Ageing population

Strategic opportunities

- Claymore redevelopment
- Partnership with South West Sydney Local Health Service to address childhood obesity

Quick wins

- Partnership with Sport, Recreation and Leisure and Western Sydney University to deliver health talks
- Pop-up library at Eagle Vale Marketplace during Christmas school holidays
- Health and technology programs for seniors
- Movie screening nights for all ages in the meeting room

**“More meeting rooms/
areas to study and faster
Wi-Fi would help”**

Community feedback



Imagine this....

Using the outdoor space



cc: lumieresdelaville.net

Assisting job seekers...

Libraries are assisting people in finding employment through providing dedicated programs and resources.

Some examples include:

- Offering classes on basic computer skills, resume writing, job searching, interview skills, how to live on a restricted income
- Helping individuals find information about returning to school
- Providing specialist resources for job seekers
- Creating displays of resume writing, job seeking and/or interviewing resources
- Having job seeking resources on the library's website

Shoalhaven Libraries
Sanctuary Point Mobile Nowra Ulladulla Milton

OUR LIBRARIES I WANT TO... EVENTS/PROGRAMS CHILDREN YOUNG ADULTS RESEARCH DIGITAL LIBRARY

jobseekers

Jobseekers A- A+

Online Resources

Links to job advertisement, career help, job application help and tertiary education sites to help in your search.

Adzuna
Search engine for job ads.

AMES
Job searching tips for ESL students

APSJOBS
Australian Public Service jobs

careerone
Job ads and career advice

Australian Government Department of Employment
Info on government jobsearch help.

indeed
Simple job search site.

2015 JOB GUIDE
Jobs info - necessary skills and education.

jobactive
Jobsearch info in many languages.

Library Search Catalogue
[Search Bar] Go

Connect with Us
Facebook Twitter Email RSS

Events / Programs

January 2018

Su.	Mo.	Tu.	We.	Th.	F.	Sa.
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Events on 16 January 2018

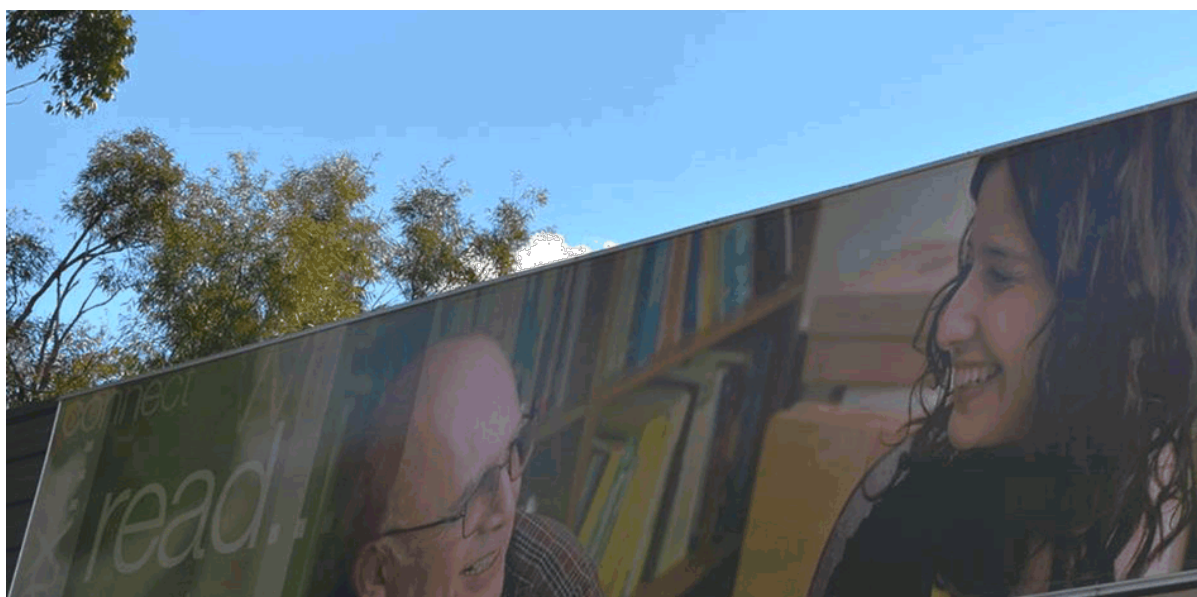
Register now for:
Kids Movie Mornings
Ulladulla Library
10:30 am / Ulladulla Library

Register now for:
SOLD OUT - Kids' Movie Morning
11:00 am / Nowra, NSW

Register now for:
Summer Reading Club - Board Game Afternoons
Sanctuary Point Library
3:00 pm / Sanctuary Point, NSW

Powered by Spectrum

From: <http://www.shoalhavenlibraries.com.au/Research/jobseekers>



Glenquarie Library, Macquarie Fields

The facility will increase from 604m² to 3,500m².

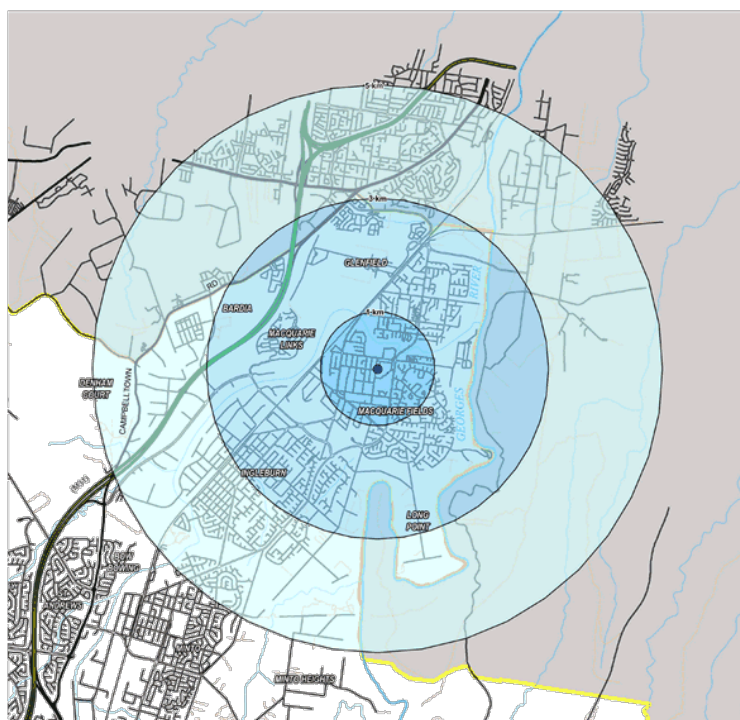
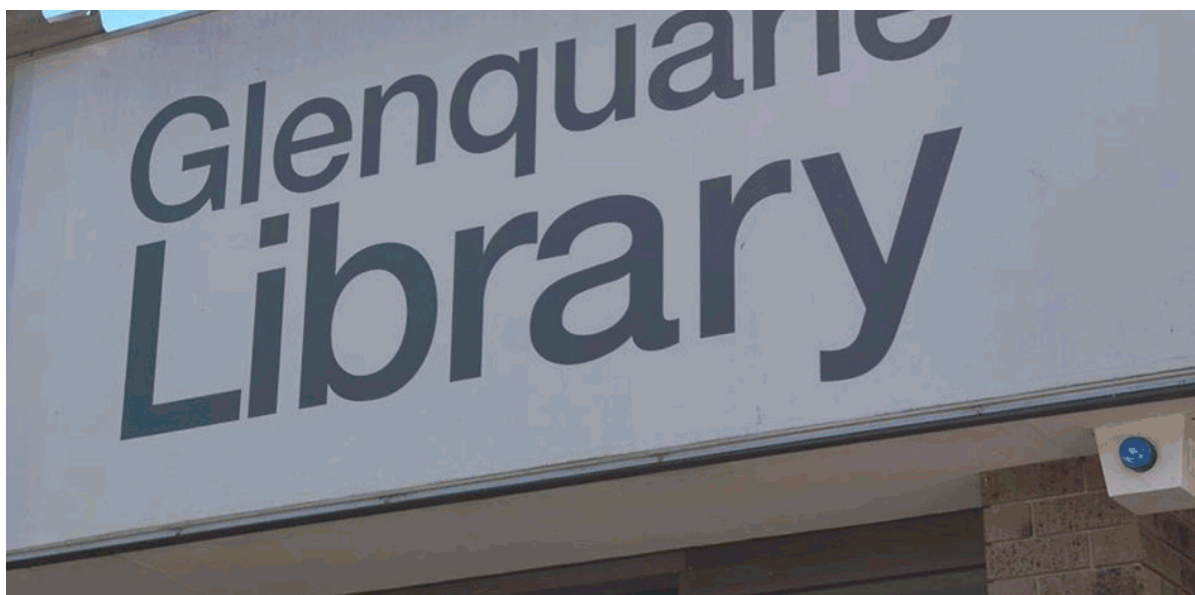
Glenquarie Library will be refreshed to provide a more contemporary feel, with the opportunity to use the adjoining community space for library based activities.

As the adjoining communities of Glenfield and Macquarie Fields grow, there will need to be a major expansion of the library services to provide a flexible and multipurpose community hub. This space will provide for the growing needs of the community offering greater diversity in meeting spaces and space to accommodate the growth trends for bring your own devices. The library will need to be significantly increased in size. This expanded facility will provide both indoor and outdoor living room spaces. Collaborative work spaces will be provided to support students as well as commuters and workers. The location of the library will need to be considered to ensure good access to public transport and other amenities.

There is also an opportunity to capitalise on Glenfield's position as a major rail interchange for commuters.

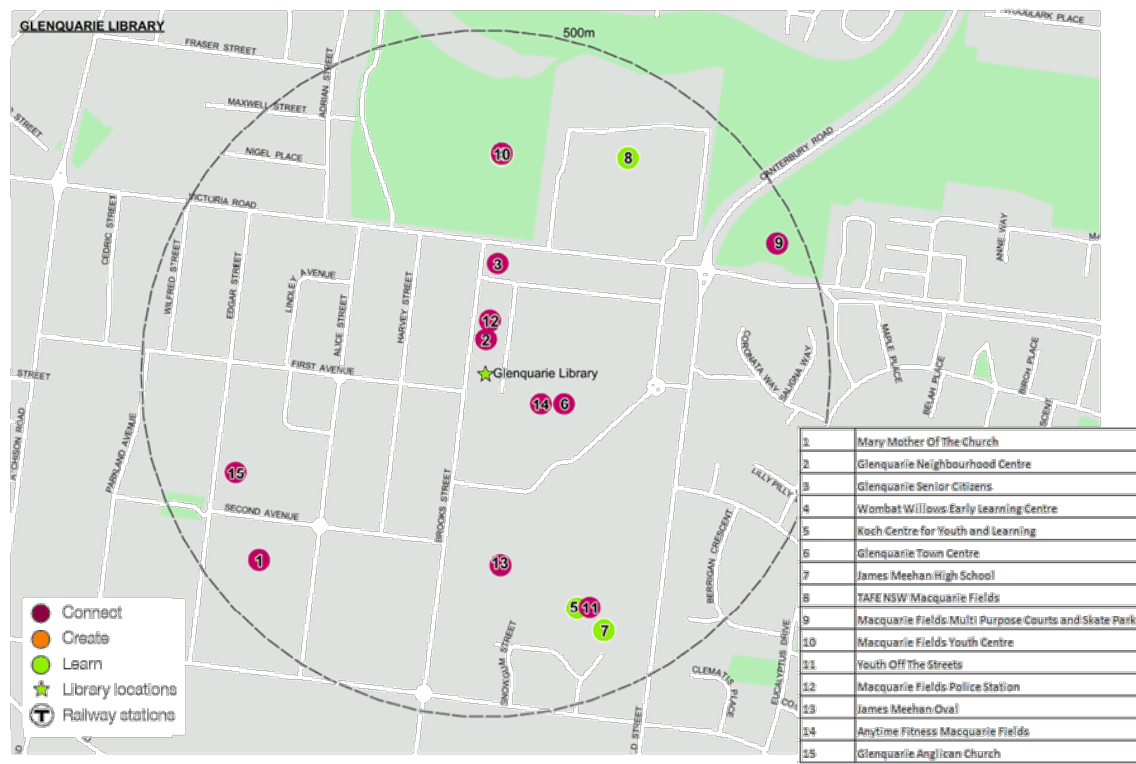
Your ideas for Glenquarie Library

- More social programs for meeting people
- More storytime sessions
- Roads and Maritime Services talks – driving for seniors
- Tai Chi classes
- More for youth and students
- Science programs for kids
- Dancing classes/activities
- More school holiday activities
- Chess Club for adults, teens and children
- More youth programs in liaison with the Youth Off The Streets organisation, such as music and tutoring programs
- A technology hub
- Links to government agencies
- Safe place in the community
- Increased photocopy and printing facilities
- Provide iPads
- IT and Biscuits classes
- Provide USB and wireless printing
- More computers with faster network connections
- More educational material in different languages
- More books about professional skills
- More fiction
- Faster internet connection
- Youth area/games room
- Increase the size of the Culturally and Linguistically Diverse collections in Indian languages



- More programs in terms of adult literacy and English Conversation Group programs
- Create an open, inviting entrance
- Modern fresh and maintained facility
- Consider relocation
- Create a "living room"
- Provide an interactive children's space
- Install new floor tiles in the entry foyer
- Double the size of the library by expanding into the vacant neighbourhood centre and developing another level. This would enable the development of more quiet study spaces and also community group meeting spaces
- Increase space for school holiday activities
- Quiet zones
- Separate computer and spaces for children, youth and adults

Key place and partnership opportunities: Macquarie Fields 2564



Community meeting places

- Glenquarie Town Centre
- Glenfield railway station
- Macquarie Fields skate park
- Milton Park
- Macquarie Links Golf Course
- Macquarie Fields Leisure Centre and splash park
- Macquarie Fields multi-purpose courts

Organisations – government, non-government, business and community

- Aboriginal community groups
- Anytime Fitness, Macquarie Fields
- Campbell House School
- Child care centres
- Churches
- Curran Public School
- Frank Whiddon Nursing Home
- Glenfield Public School
- Glenquarie Neighbourhood Centre (vacant)
- Glenquarie Town Centre
- Glenwood Public School
- Guise Public School
- Hilltop School
- Hurlstone High School
- James Meehan High School
- James Meehan Oval
- Macquarie Fields High School
- Macquarie Fields multi-purpose courts
- Macquarie Fields Public School
- Macquarie Fields Skate Park
- Mobile Toy and Book Library Services
- Police station
- Salvation Army
- TAFE
- Wombat Willows Early Learning Centre
- Youth Off The Streets

Community stories and narrative

- Simmo's Beach
- Immigrants/refugees
- Home of AFL (Monarch)
- Aboriginal heritage
- James Meehan
- Hurlstone Agricultural School history

Demographic factors

- Socio economic disadvantage
- Disadvantaged communities in need of free services and assistance
- Families with children
- Culturally and Linguistically Diverse families

Strategic opportunities

- Investigate the opportunity to utilise the space in the vacant neighbourhood centre next door to offer more programs and activities to the community
- Consider opportunities in light of the NSW Department of Planning's Glenfield Precinct Plan. This Plan is being prepared following the Government's proposal to relocate Hurlstone Agricultural High School and reconfigure the education facilities at Glenfield. This plan includes consideration of a new education precinct, different types of homes close to the station, and jobs within walking distance of the station, with the vision to create a vibrant local centre and transport hub
- Work with Department of Education

Quick wins

- Trial a pop-up library at Glenfield Station to capitalise on its role as a major interchange and high volume commuting to promote membership and digital services
- Refresh the current library
- Review and revitalise the youth and children's areas
- Partnerships with Centrelink, Service NSW and Koch Centre – Youth Off The Streets

"Storytime afterschool or weekends"

Community feedback





Imagine this...

Philly Free Library Debuts Virtual Collection at Suburban Station



http://lj.libraryjournal.com/2013/04/marketing/philly-free-library-debuts-virtual-collection-at-suburban-station/#_

One of the QR codes from the Philadelphia Free Library's Virtual Library

The Free Library of Philadelphia launched its first virtual library at a U.S. train station. Commuters were able to download books, music and podcasts by scanning QR codes placed on 76 advertising boards on Philly's suburban station platforms.

The virtual library offered 15 classics, 13 bestsellers or "current" titles and 22 author podcasts. The podcasts and classics were open access, with the bestsellers available through Overdrive requiring a library card.

At the kickoff of the promotion, the library's Digital Resource Specialists were available to help travelers learn to access the content.

The program was sponsored by SEPTA (Philadelphia's transit authority), Titan, and Dunkin' Donuts. The virtual library included QR codes for commuters to download the Dunkin' Donuts app for mobile payments and local offers.

Lake Mac Libraries 3D Printing

<https://library.lakemac.com.au/services/3d-printer>

Lake Mac libraries have two 3D printers located at Cardiff Library and Belmont Library which are available for all library members to use. Members can create their own design online or download a pre-made model.

3D printing is the process of creating a three dimensional object from a digital model, by building up layer upon layer of solid material.

From replacement parts and architectural models, to toys and jewellery, the printer at Cardiff can build models up to 13cm³. The larger printer at Belmont can print up to 25cm³.

Thingiverse shows a range of 3D objects people have made. You can download their models and print one for yourself, or make your own models. The library offers free programs to create suitable 3D models, through programs such as TinkerCAD or Google Sketchup. Advanced users can try Blender or FreeCAD.

About Science Tools

Science Tools help you explore the world around you in fun and creative ways. Get an up close look and discover secret details invisible to the human eye with a powerful stereomicroscope, or go mobile in the field with a digital pocket microscope and see what you can turn up under logs and in puddles. Devise environmental experiments with a variety of handheld meters for measuring ultraviolet light, electromagnetic fields, sound, radio frequency and environmental quality. Or get a detailed look at impact craters on the moon with a telescope.

From: <http://www.aadl.org/tools>



Telescope



Stereo
Microscope



Portable
Digital
Microscope



Binoculars



Greg Percival Library, Ingleburn

Greg Percival Library and Community Centre will become further integrated to maximise the opportunities for community activity. The library and community centre will capitalise on the open space adjoining the library and amphitheatre to offer both indoor and outdoor spaces. The library will expand from its current size of 1,400m² to 2,650m² through looking at joining the library and community centre space as well as greater use of the adjoining outdoor area for library programs.

The library and community space will strengthen the character of the urban village of Ingleburn and support local economic development through business support services such as incubators.

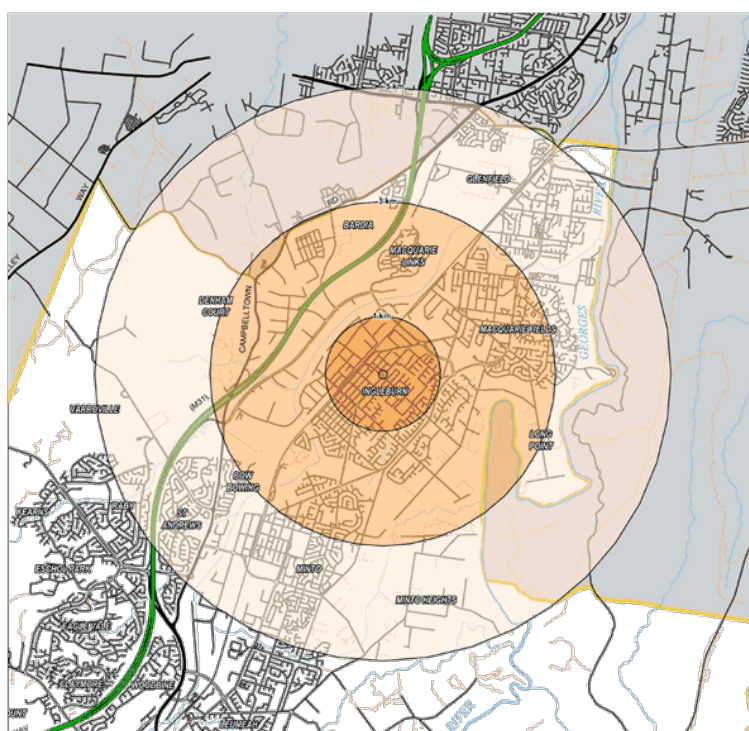
The urban village character will be further strengthened through activating the adjoining precinct and supporting the developer and integration of public art to add to the local amenity and character. This will include temporary as well as permanent public installations utilising the skills of local creatives, contributions of young people attending local schools and tertiary institutes as well as resources from local industry.

The Greg Percival Library and Community Centre will transform over time into a contemporary multipurpose facility and will provide a focal point for the community, contributing to the activation of the Oxford Road village precinct.

Enhanced spaces for community activities will be provided to allow for formal and informal activities to take place. Given the younger demographic, there will be a focus on providing for children and families, and young people who are transitioning from school to further study and/or the workforce.

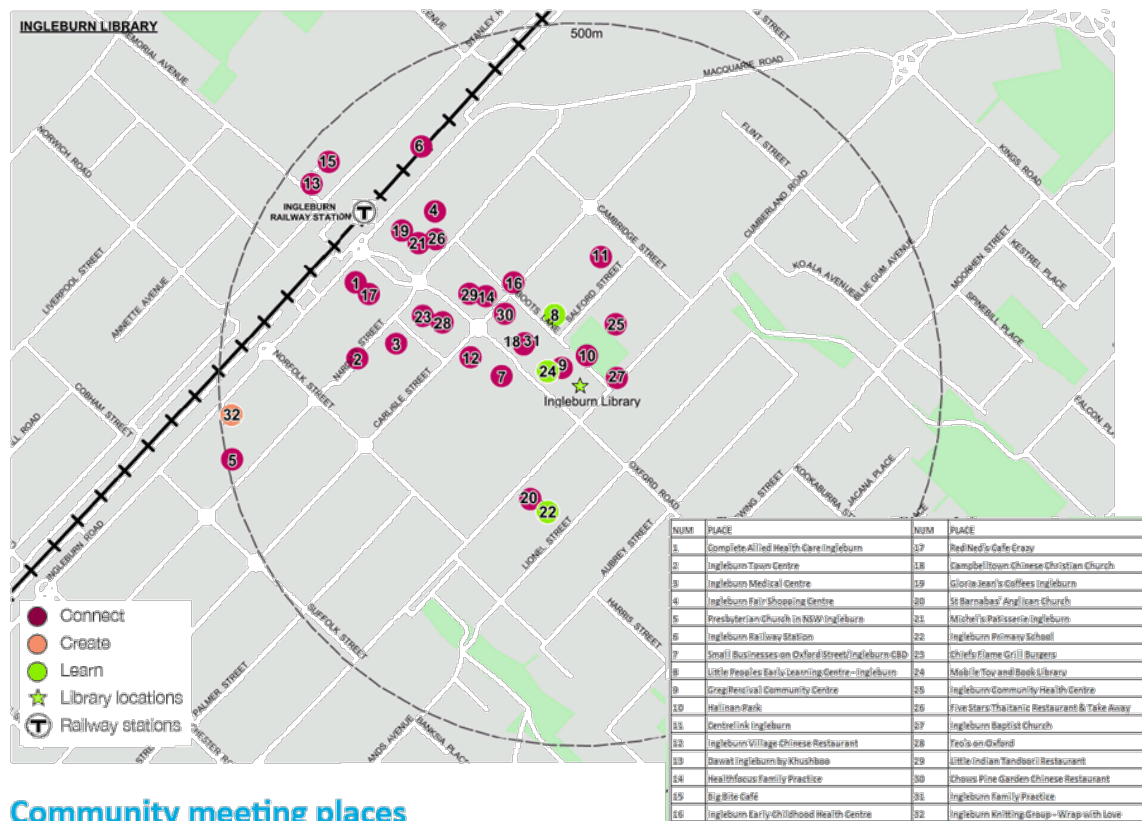
Your ideas for Greg Percival Library

- Balance programs with building constraints/usage
- Continue core programs
- Introduce new programs
- Focus on smaller groups or utilise community hall for larger groups (ie. knitting club, holiday activities)
- Adulting programs (ie. Job seeker, Centrelink, Service NSW)
- Smaller sized programs (eg. Tax Help, Tutoring/study club, one on one)
- Craft displays from local groups
- Offer tutoring
- Clubs – games, coding, puzzles
- Technology support
- Faster, more reliable computers/increased bandwidth
- Cutting edge technology access, including fast internet download, reliable and quick access printing
- Provide multifunction devices
- Alternative collections (eg. cake tins, costumes and seeds)
- Larger collection



- Self checkers
- Unlimited access/increased access to Wi-Fi
- Wireless printing and/or from USB
- Laptop/iPad vending machines
- Multi function device scans to email
- Quiet area – study area monitored (noise travels)
- Designated youth area
- Toilets – too small to be used as park user’s toilets.
Must increase in size if no toilets placed in Hallinan Park
- Reference PC upstairs
- Autoloader EFTPOS/card capability
- 3D printer
- Pop-up makerspaces
- Moveable spaces
- Walls on study rooms
- Carpet all areas in library to dampen sound
- Furniture/dividers to create a youth space
- Increased size

Key place and partnership opportunities: Ingleburn 2565



Community meeting places

- Greg Percival Community Centre
- Railway station
- Milton Park
- Hallinan Park
- Cafes/main street
- Ingleburn Village shopping centre

Organisations – government, non-government, business and community

- Bardia Public School
- Centrelink
- Chamber of Commerce
- Child care centres
- Churches
- Health centre
- Holy Family Catholic School
- Ingleburn High School
- Ingleburn Public School
- Ingleburn RSL
- Ingleburn Village shopping centre
- Knitting group
- Mobile Toy and Book Library services
- Macarthur Diversity Services Inc.
- Preschools
- Restaurants
- Sackville Street Public School
- Small businesses

"I'd be happy to do some adhoc English tutoring for high school students. I'm a retired English head teacher"

Community feedback

Community stories and narrative

- Ingleburn Alive
- Ingleburn Reserve
- Events in Hallinan Park
- Army Camp
- RSL – Anzac Day/dawn service

Demographic factors

- Youth
- Families
- Culturally and Linguistically Diverse - Bangladesh/Indian
- Diverse community
- Disadvantaged families

Strategic opportunities

- Consider opportunities in light of the NSW Department of Planning's Ingleburn Precinct Plan.

This Plan positions Ingleburn as a vibrant town centre that strengthens Ingleburn's unique urban village character and desirability as a place to live.

Quick wins

- Review the current spaces and determine what can be changed to suit the community needs and aspirations
- Partnerships with local schools
- Participation in community events such as Ingleburn Alive
- Introduce alternative collections such as cake tin collections, seed library, and costume collections
- Undertake an acoustic study to identify opportunities to reduce noise levels in study areas
- Review the reference material to ensure the collection is relevant to study
- Movie screening nights for all ages in the meeting room



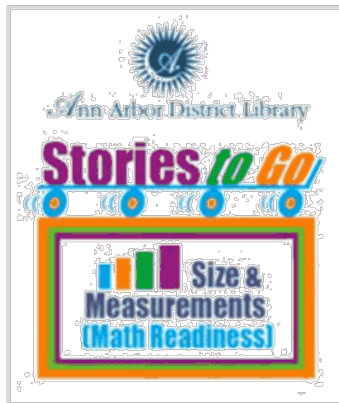
Imagine this...

Programs and collections... libraries are more than books
(though books are important too)



Source: <http://stephenslighthouse.com/2015/10/09/50-things-you-can-borrow-from-libraries-besides-books/>

- Use of local sporting identities to work alongside libraries (favourite books, using testimonials, story times)
- Science kits and groups
- Lego robotics
- Knitting groups
- Performance spaces (eg. yoga)
- Cheap slide converter to make photo books
- Sound and vision studio with a sound technician
- Adult mentoring classes and Adult 101 classes
- Computerised embroidery and sewing machines
- Editing software
- Soldering
- Laser engraver/cutter
- Making and repairing spaces – links with Men's Sheds
- Music and recording spaces
- Classes for coding, cooking, makeup and hair for 12-17 year olds
- Programs for touchable digital, flat lay, edit blogs, photos, videos, taking photos on smart phones, hash tags for 15-25 year olds
- Groups for advice on the internet, how to groom and adulting things for 25-30 year olds
- Social club on Saturdays with live music
- Social education programs for things like interior design and dress making
- Educational programs such as resume writing, life skills – how to fill in a tax form
- Life skill programs such as cooking, microwave cooking, how to
- Poetry Slams
- Movie club with young people voting on what genre they will have next week



Promoting early literacy: Stories to Go

Stories to Go is a service of the Ann Arbor District Library that provides teachers, parents and caregivers a selection of materials for young children, organised around a theme and checked out together in a bag for your convenience. Stories to Go kits were originally funded by a grant from Pfizer.

Included in each Stories to Go kit are:

- A selection of picture books on a theme.
- CDs or DVDs relating to the theme.
- A resource folder containing a list of the materials included in the Stories to Go bag and a list of games and activities that relate to the theme, including rhymes and finger plays.

Each kit circulates for four weeks and may be renewed if there are no outstanding requests.

Source: <http://www.aadl.org/storiestogo>

Public art and libraries

Public art commissions are one way that artists are invited to comment on the creative impact of libraries.



Alphabet soup by Pete Beeman
at Erna Fergusson Library, City of
Albuquerque

Source: <https://www.cabq.gov/culturalservices/public-art/public-art-in-albuquerque/public-art-for-kids>



Brian Goggin's sculpture for Lafayette Library, California

Digital Library

Campbelltown Library Service has an active website equivalent to a physical library service that allows our members to access a range of digital content at their fingertips.

We will build a strong online and interactive presence to accommodate our growing online collection, as well as expand the level of activity in the digital space.

This will include eBooks, eMagazines, eAudiobooks and eMusic, as well as access to authoritative information from a varied range of databases for all ages and education levels.

Our various social media platforms will provide a digital space to find out what's on at the libraries, to attend virtual events and to interact with staff and with each other.

We will offer a 24/7 experience with online newsletters and interactivity.

We will offer video streaming services to enable the community to access information without having to come to a service location.

We will continue to use and expand our presence on social media to keep current and maintain connections with the community and our members.

We will offer real-time information on 'good reads' and latest items.

There will also be increased use of digital content, both within the library spaces as well as outside.

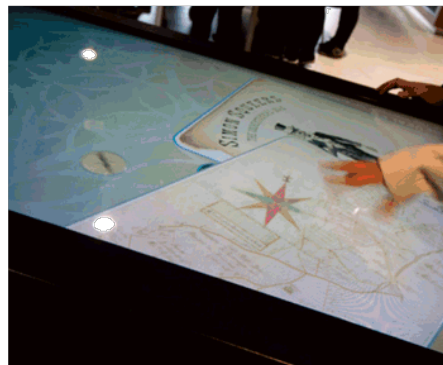


Imagine this...

Digital and physical

Library of Birmingham demonstrates how digital technology can be effectively integrated with a powerful physical building. Aligned to a digital strategy which featured both a revitalised website and new content management engines, based largely on new mobile platforms, the library has large screens placed strategically to engage customers with library content, giving them a strong visual experience, and reinforcing marketing initiatives. Collection content and event advertising carries almost equal prominence.

Library of Birmingham (<https://modelprogrammer.slks.dk/en/cases/inspirational-cases/library-of-birmingham/>)



Communication wall at Avedore Library

Avedore Library's communication wall features changing themes in the course of the year. The amalgamation of physical books, videos, digital content and physical objects is eye-catching and facilitates material exhibitions that attract interest in a different way to the physical book exhibition on its own.

From <http://modelprogrammer.slks.dk/en/challenges/zones-and-spaces/the-libraries-digital-spaces/>



Digital pop-up libraries

Digital pop-up libraries are a way of combining popular eReaders, smart devices, QR technology and eBooks.

In 2012, there was collaboration between Vodafone and a book publisher in Bucharest with the creation of a digital pop-up library in a subway station. The walls of the station were plastered with QR code-enabled large format posters enabling commuters to scan the QR code and download free samples of book and audiobook titles via the Vodafone digital library mobile site. Although a publicity exercise, this example encouraged commuters to sample eBook technology in a clever, forward thinking way.



**“Online Access to online books for children,
such as bug club”**



New library in South Campbelltown

As the community begins to grow and evolve in the south of Campbelltown, there will need to be a library presence.

Initially this will be a pop-up style library. This library service will provide an important community function as new residents move into the areas and start to form new communities. The pop-up library will provide a meeting point and access to information about the services and amenities within the area.

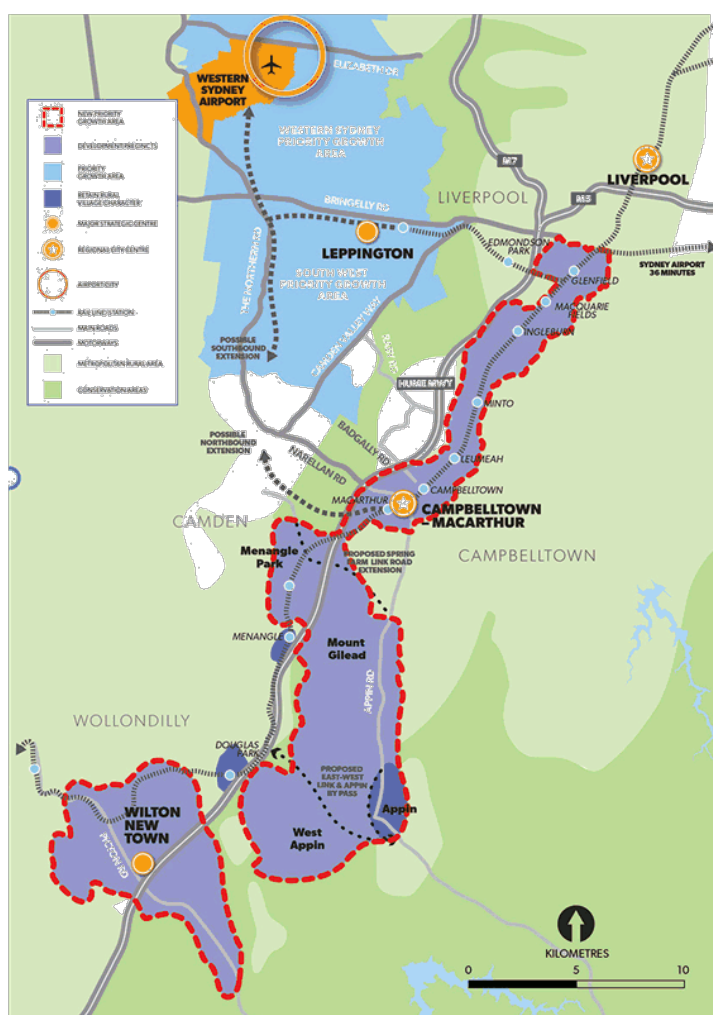
Over time, there will be a need to provide a permanent facility of approximately 3,250m², of which approximately 1,200m² will be dedicated library space, co-located with other services and facilities as part of a larger community hub. There will be the opportunity to co-create with the community and design the new facility. This facility will need to be flexible and adaptable to provide a wide range of services.

Strategic opportunities

- Work with other services and agencies in South Campbelltown to provide a pop-up service with outreach programs
- Partner with developers to deliver a library service as part of a larger community hub facility.

Quick wins

- New development areas/land releases — staff attend and promote our services to the new community taking up house and land packages
- Pop-up library service at St Helens Park Reserve or Rosemeadow Marketplace.



Imagine this...

Pop-up library



Source: <https://livability.com/top-10/families/10-best-childrens-libraries/2012>

6. How will we measure our progress?

We will know we are delivering on our vision of libraries as places to *Connect, Create and Learn* by:



connect

↑ % of population who are members



connect

↑ visits



connect

↑ visits to the website



create

↑ participation in events and programs



create

↑ value of economic benefit delivered to the community
(as measured by SLNSW tool)



create

↑ economic activity delivered



Learn

↑ number of loans



Learn

↑ downloads of e-resources via our digital service



Learn

↑ number of participants in programs

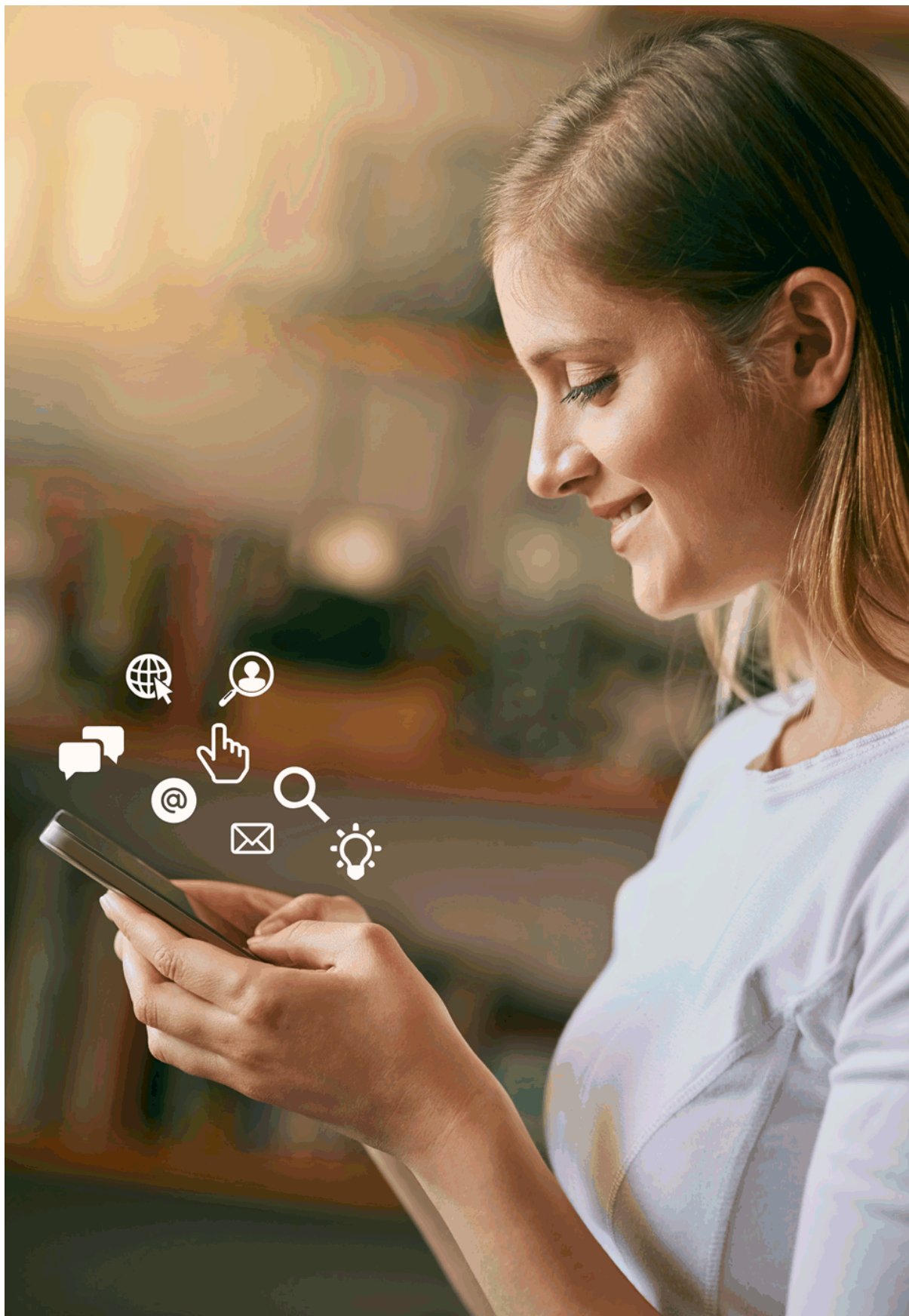
7. What can you do?



Connect with us on social media



Check out our website at campbelltown.nsw.gov.au/library





Campbelltown Library Services - Library Strategic Plan

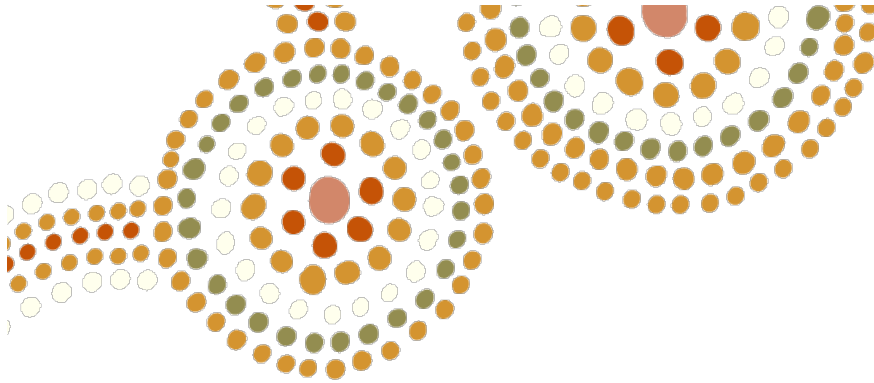
connect create learn

Our future is limitless

Easy read - DRAFT

February 2018





Acknowledgement

Campbelltown City Council would like to show their respects to the Dharawal people, their Elders past and present and to extend that respect to other Aboriginal and Torres Strait Islander people.

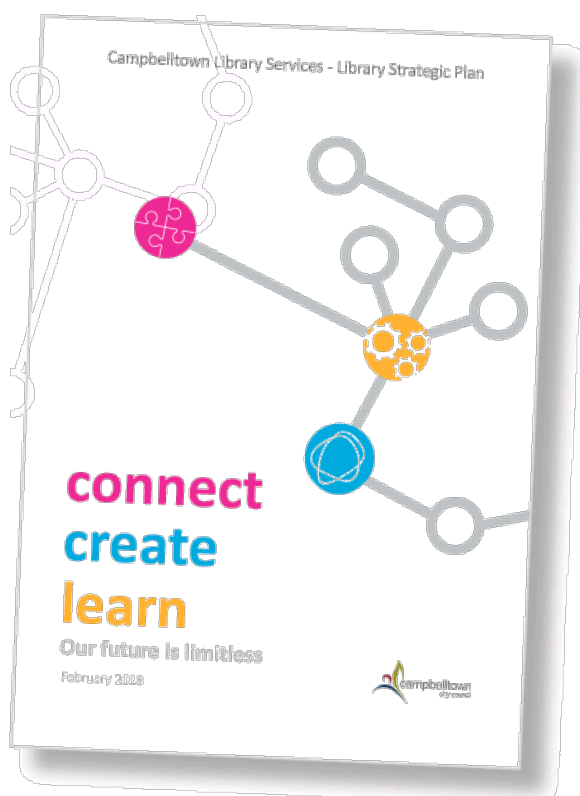
In this plan

- The Easy Read Plan
- Message from the Mayor
- Library Services in Campbelltown
- Why we made a plan
- What our community told us
- What we will do
- Making sure our plan is working

The Easy Read Plan

This plan is a shorter, easy read version of the more comprehensive Library Strategic Plan known as *Connect, Create, Learn – Our future is limitless*. This easy to navigate version is aimed at simplifying the plan to make it as accessible as possible and help people understand its contents.

If you would like to look at the original document, you can find it on Council's website at campbelltown.nsw.gov.au/LSP



Message from the Mayor

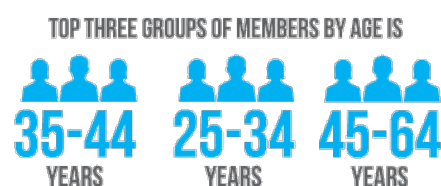
Campbelltown is growing over the next ten years and the Plan will help us improve our city, especially with regards to what our libraries will look like, feel like and be like. Libraries have become much more than books – they are places to *Connect, Create and Learn*. Our libraries will continue to offer core services, however, will evolve over time to develop their own personality to reflect the place in which they are located and the community they serve.

We will do this by looking at libraries as places to connect, create, learn and place make.

We aim to showcase just what our libraries are capable of, now and into the future.



Library Services in Campbelltown



Our services



Eagle Vale Library, Eagle Vale

Address: Cnr Feldspar Rd and Emerald Dr, Eagle Vale 2558

Phone: tel: 02 4645 4266

Email: library@campbelltown.nsw.gov.au



Glenquarie Library, Macquarie Fields

Address: 12 Brooks St, Macquarie Fields 2564

Phone: tel: 02 4645 4055

Email: library@campbelltown.nsw.gov.au



Greg Percival Library, Ingleburn

Address: Cnr Oxford Rd & Cumberland Rd, Ingleburn 2565

Phone: 02 4645 4060

Email: library@campbelltown.nsw.gov.au



HJ Daley Library, Campbelltown

Address: 1 Hurley St, Campbelltown 2560

Phone: 02 4645 4558

Email: library@campbelltown.nsw.gov.au



Home Library Service

Address: 1 Hurley St, Campbelltown 2560

Phone: 02 4645 4559

Email: library@campbelltown.nsw.gov.au



Online Digital Library

Web: www.campbelltown.nsw.gov.au/ServicesandFacilities/Libraries

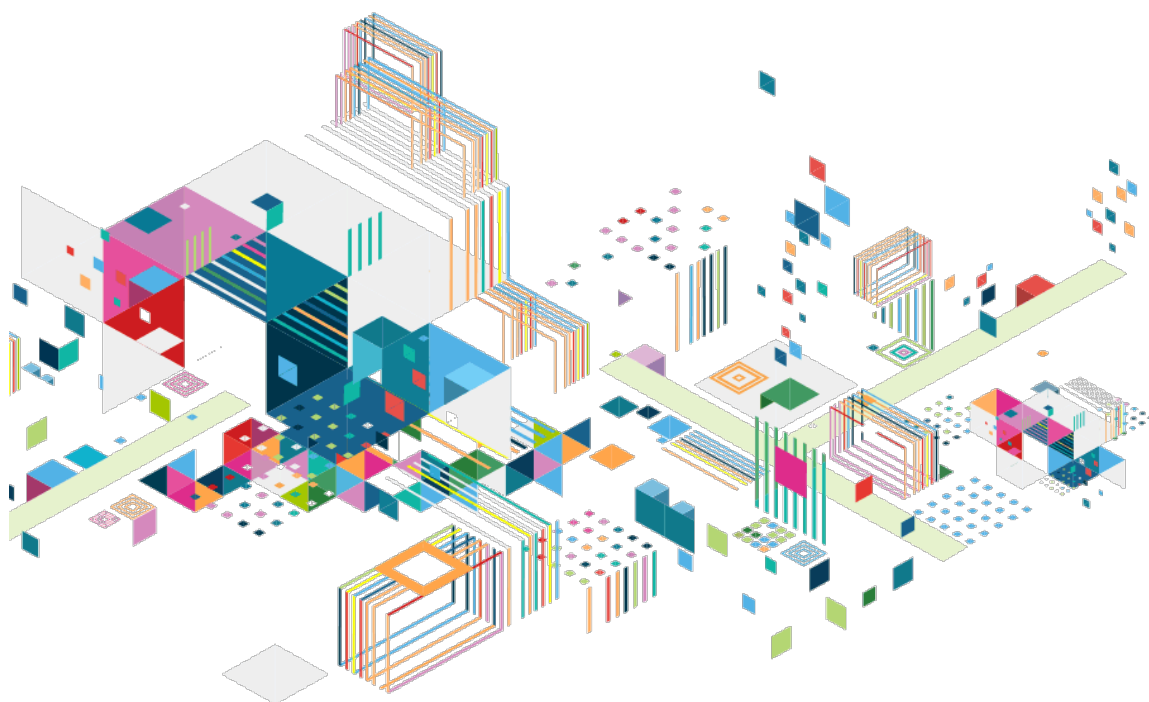
Email: library@campbelltown.nsw.gov.au

Why we made a Plan

Campbelltown is changing as new houses are built and more people move into the community. As we grow, we need to review and revitalise our libraries to ensure they continue to meet community needs.

We will build on our strengths and the things our community value and offer a wider range of services and facilities.

Redevelopment of our libraries will see more contemporary spaces where programs will take place, as well as be a trigger for change to make our City better.



What our community told us



What we do well

- Offer quality programs
- Valued customer service
- Digital service and collections
- Support for current technology provisions
- Strong collection base

What we need to improve on

- Review of opening hours
- Larger libraries
- More contemporary and flexible physical spaces
- Review of current programs with the view to expand and enhance
- A new library for Campbelltown
- Self-service options
- Improved parking in some locations
- Cafes
- Improve internet connection and speed



What will we do

What you want Council to do:

- Create new spaces for the community to meet
- Provide a variety of programs, collections and spaces for the community to create
- Provide a range of resources and spaces that encourage learning



Making sure our plan is working



We will make sure everyone at Council uses the Plan



We will tell you each year what we have done from the Plan



We will ask you if the Plan is working

8.11 Evaluation of the Trial of the Library Education Autism Program (LEAP) at HJ Daley Library

Reporting Officer

Executive Manager Community and Cultural Services
City Lifestyles

Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.2 - Ensure that service provision supports the community to achieve and meets their needs

Officer's Recommendation

1. That Council note the outcome of the Trial Library Education Autism (LEAP) for children on the autism spectrum.
2. That future funding of the program be considered in the draft 2018-2019 Operational Plan/Budget.
3. That Council write to both State and Federal members to seek support to secure Government funding.

Purpose

To advise Council on the outcome of the trial Library Education Autism Program (LEAP) for children on the autism spectrum.

History

Council at its meeting held 8 November 2016 considered a Notice of Motion to investigate and report on how to provide a program that could be trialled through Library Services that caters for children on the autism spectrum and subsequently resolved to:

- a) consider timing options for the program (e.g. opening a library service earlier on a Saturday for access for children on the autism spectrum) as well as how best to promote such a program to targeted audiences
- b) obtain advice from experts in programming for children on the autism spectrum on how this can be best delivered (including programs involving therapy dogs and shadow puppet shows)
- c) provide a collection of resources for parents and carers of children on the autism spectrum (if Council does not already have some) to supplement such a program.

Council at its meeting held 18 April 2017 considered a report on an approach to the trial program. At this time Council resolved that the matter be deferred. A further report was submitted to Council meeting held 19 September 2017, at which Council resolved:

1. That Council be advised of the trial eight week music program, commencing Tuesday 10 October 2017 until Friday 1 December 2017 for children aged 0-12 years of age that are identified as being on the autism spectrum to be funded from within the existing operational budget
2. That Council be advised of the provision of access to HJ Daley Library Campbelltown from 8.00am-9.00am each Saturday morning from Saturday 14 October until Saturday 18 November 2017 for children identified as being on the autism spectrum and their families
3. That a further report be provided to Council at the conclusion of the trial.

Report

The trial consisted of two components:

1. A music based program
2. A 'Come visit the Library' Saturday morning program

Component 1: A Music Based Program.

The music based program was delivered to children on the autism spectrum between 0-12 years of age. The eight week trial program was delivered at HJ Daley Library during October and November 2017 by an independent provider who has worked as a professional musician and creative artist in the arts and disability field since 1991.

The trial program objectives were to:

- learn through experience
- explore creative expression
- provide refuge and relaxation.

The eight week program content was centred on enabling children to explore how they feel through music, creating sounds with their own bodies, by making their own instrument and telling stories through music.

The program was delivered in partnership with Aspect Macarthur, who facilitated the attendance of the local satellite class from St Johns Public School to attend each week. Six children from this class and two staff members participated.

In addition to this there were two other children under five years of age from within the community who attended the program at various times throughout the program. The program aimed to cater to a small group of six to eight children to ensure their needs could be met through the sessions.

Component 2: Come to the Library – Saturday Morning Program

Families with children on the autism spectrum were invited to visit the library at a quiet time to become familiar with, explore and utilise the library space in a relaxed manner.

The trial program allowed families to book in for an individualised session between 8.00am-9.00am on Saturday mornings for six weeks during October and November 2017. It was originally proposed to be an eight week program however renovations to HJ Daley Library were scheduled to start earlier than anticipated, so the Saturday sessions were reduced to six.

The visits were by appointment via an online booking service to enable an individualised approach. This involved families providing the Library Services team with information about their child/ren before the visit to make the visit personal and centred on the individual needs of their child.

Each child was welcomed to the library by a trained Early Childhood Educator from our Family, Education and Community Services team and a Library Services team member. The focus of the visit was based on the families' need such as becoming a new member, learning how the library operates; borrowing items or just looking around and seeing what collections were available.

Each child was given a take home pack of activities to complement their special interest as identified by their families upon booking.

Another successful part of the partnership with Aspect Macarthur was having a number of Library Services staff undertake some introductory training in how to work with children on the autism spectrum before the program commenced. Two sessions were held with the staff which proved highly beneficial in raising awareness for the staff members. Aspect Macarthur also conducted an audit of the physical environment of HJ Daley Library to ensure it supported children on the autism spectrum who were attending the programs.

The Library Services team also developed two sensory kits for the children attending the Saturday sessions to access and use as a way to provide comfort and safety. These kits were very popular and positive feedback was provided by our families to the Library Services staff.

Evaluation

To evaluate the pilot, the program facilitator, teachers and families who attended the music program and Saturday sessions were surveyed. This included how the sessions met expectations, suitability of the program and whether the sessions enabled families and children to feel more confident to visit the library.

The children who participated in the music program were also given the opportunity to provide feedback through drawing or writing words about how the program made them feel.

Music Program

The table below sets out attendance for the music program offered:

Week 1	10/11/17	1 (Aspect Macarthur could not start this week)
Week 2	17/10/17	7
Week 3	24/10/17	8
Week 4	31/10/17	6
Week 5	7/11/17	6
Week 6	14/11/17	6

Week 7	21/11/17	0 (program was cancelled due to Aspect having their school Christmas event and our other participant had a specialist appointment)
Week 8	28/11/17	7

Feedback received from the two Aspect Macarthur teachers and the family in attendance was positive. Overwhelmingly, the responses indicated that the sessions met their expectations for the children and the children enjoyed the sessions. There was positive feedback in relation to the facilitator's abilities, skills and knowledge to deliver the program with some suggestions about the further use of visual clues given around the schedule of the session for the children. The feedback also indicated that the session timing was suitable, that Library Services staff had a good understanding of how to support the children in the program and that they would certainly consider bringing children back to the same or a similar program within the library service.

The facilitator of the music program provided positive feedback about the program stating that the venue was suitable, the Library Services staff had a good understanding of how to support the children involved in the program and that the timing of the sessions was conducive to maximum benefit to the children participating. She also confirmed that she would consider running similar programs in the library if further opportunities were available.

Saturday Sessions

The numbers varied each week with a total of ten children accessing the program. One family participating in the music program advised of the Saturday sessions and booked all four of her children who are on the autism spectrum, into the fourth Saturday session we offered.

The following table demonstrates the attendance for the Saturday sessions each week:

Week 1	14/10/17	2
Week 2	21/10/17	1
Week 3	28/10/17	1
Week 4	4/11/17	4
Week 5	11/11/17	2
Week 6	18/11/17	0

All six families that utilised the Saturday sessions completed an evaluation survey. Results of the survey from the families indicate that they felt the program was easy and straight forward to book online and the information provided on the booking site was useful. The timing of the sessions for these families was suitable, however some families stated they would prefer a later start time.

All families felt the sessions met or exceeded their expectation. They felt that the Library Services staff definitely had a good knowledge and understanding of how to support their children whilst visiting the library. One family commented on how much their child had talked about the library since the visit and that they would feel more confident to bring their child to the library at other times, feeling more relaxed about the experience.

The Saturday morning sessions were somewhat quieter than anticipated although strong marketing and promotion of the trial program occurred.

After promoting the program on our Library Services Facebook page, 41,000 people were reached with 104 shares of the post and 105 likes. The Library Instagram page posted a photo of one of the children attending the Saturday session which received 50 likes.

In addition to this, Council staff implemented a targeted promotional approach within the Local Government Area and specifically to the local public schools in the community via email and hard copy flyer so this could be shared with both teachers and families. The program information was also forwarded to key groups within the community, with Aspect Macarthur supporting the initiative by sharing the information in their school newsletter.

Future Delivery of the Program

Based on the feedback received by the community participants, the Library Services team have considered delivering the music based program at Glenquarie Library in the second half of the year which will be promoted within the community, pending the adoption of the draft 2018-2019 budget.

The Saturday morning programs provided valuable individualised connections and interactions with the children attending, however the feedback received from families was that the early morning start was difficult with children on the autism spectrum. Suggestions of still offering the program at a later time were received and have been considered, therefore for this program to be implemented later in 2018 adjustments would need to be made to the start time from 8.00am to 9.00am. Starting at 9.00am when the library is open will still provide a quiet time for the children and their families with individualised service by a designated staff member. This program will be delivered at Glenquarie Library so that staff are consistent for both programs if there are children participating in both programs.

This will give the Library Services team something to compare the first trial against with the changes made reflecting the feedback received. Further exploration of ways in which the program could be enhanced will be considered in line with the recommendations of the Draft Library Strategic Plan.

Financial Considerations

Both Trial Programs were able to be delivered through existing funds due some savings in the current financial year's budget.

Consideration has been given to fund this program in the next financial year at another Library Service by including an increase to the program and resource funding for children's programs in the draft 2018-2019 budget.

Council officers are also investigating grant funding opportunities.

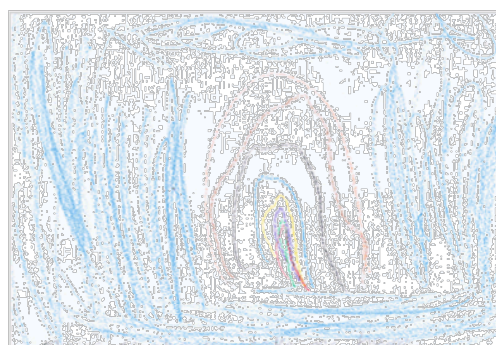
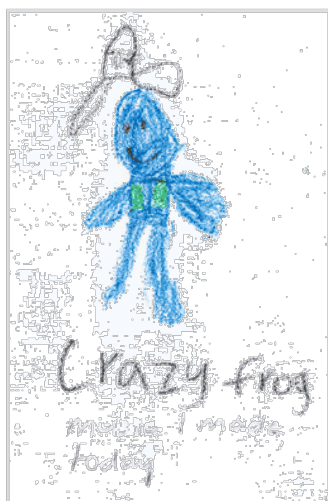
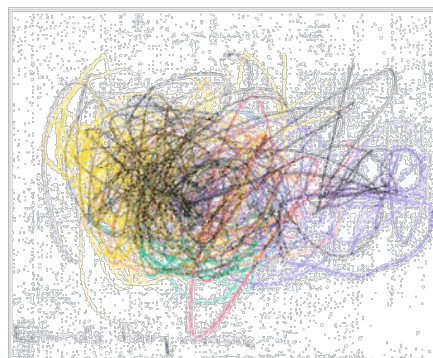
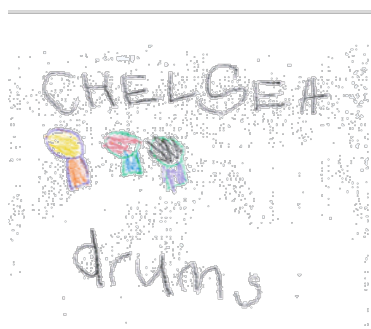
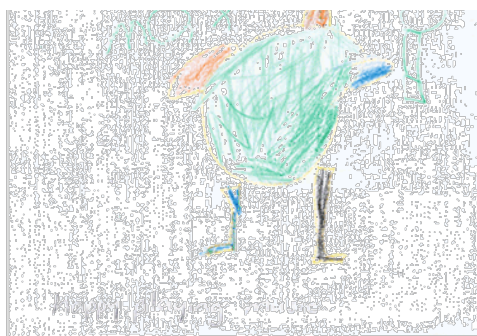
It is recommended that Council write to the State and Federal members to seek possible funding sources to support the program delivery within our community.

Conclusion

The trial program offered a new experience for children on the autism spectrum and their families within our Local Government Area. The collaboration with other agencies as well as the feedback gained from the children and their families was positive and has contributed to Council facilitating raising awareness within the community and foster a sense of inclusiveness. The trial program has allowed the delivery on inclusive services to the community and to work closely with agencies, families and their children on the autism spectrum, demonstrating that there is an ongoing need for programs of this type within our community.

Attachments

1. Children's Evaluation of LEAP music program (contained within this report)



8.12 National General Assembly of Local Government Motions

Reporting Officer

Director City Governance
City Governance

Community Strategic Plan

Objective	Strategy
4 Outcome Four: A Successful City	4.5 - Work in partnership with the State Government to achieve positive planning outcomes

Officer's Recommendation

1. That Council forward any relevant motions to the Director City Governance for forwarding to the ALGA for discussion at the 2018 National General Assembly by 30 March 2018.
2. That any interested Councillors contact the Director City Governance in regard to attending the 2018 ALGA Conference in Canberra between 17-20 June 2018.

Purpose

To provide Council information on the criteria related to the Motions that may be submitted for discussion and consideration at the 2018 National General Assembly.

History

Council Representatives have previously attended the Australian Local Government Association National General Assembly infrequently depending on the availability Councillors.

Report

Correspondence has been forwarded from the Australian Local Government Association (ALGA) regarding the 2018 National General Assembly (NGA) to be held in Canberra between 17- 20 June 2018. The theme for the 2018 conference is Australia's Future, Make it Local.

The ALGA has forwarded a discussion paper that is calling for motions from all councils throughout Australia. The criteria for motions are as follows:

- be relevant to the work of local government nationally
- be consistent with the theme of the NGA
- complement or build on the policy objectives of your state and territory local government association

- be submitted by a council which is a financial member of their state or territory local government association
- propose a clear action and outcome
- not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Motions need to be forwarded to the ALGA by 30 March 2018.

Attachments

1. NGA Local Government Motions (contained within this report)



AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

14 December 2017

DEC18'17 07:52:12 RCVD

Campbelltown City Council
PO Box 57
CAMPBELLTOWN NSW 2560

To the Mayor, Councillors and CEO (please distribute accordingly)

2018 Australia's Future: Let's Make it Local

I have no doubt that 2018 will be a huge year for Local Government in Australia. It is becoming increasingly likely there will be a federal election. The Australian Local Government Association (ALGA) is well advanced in planning for the next election and, with your support, we can influence the national agenda before, during and after the election.

You and your Council can be involved in a number of ways but one of the key mechanisms is to have your issues recognised on the national stage through ALGA's conferences. Three major national conferences will be convened next year and I encourage you to **'save the dates'** for these in your calendar now, the conferences are:

1. Regional Cooperation and Development Forum, 17 June, Canberra
2. National General Assembly of Local Government, 17 – 20 June, Canberra
3. National Local Roads and Transport Congress, 20-22 November, Uluru

Updates and information on the conferences and ALGA's advocacy will be published regularly in ALGA News, to subscribe go to the ALGA website alga.asn.au.

Each year these conferences provide unique opportunities for you to hear from the leaders in our sector and across government giving you unparalleled one on one access to the most influential decision makers in the nation.

We received terrific feedback from delegates at each of the conferences in 2017. We know they addressed the key topics that impact your community. In 2018 they will once again inform, motivate and inspire elected members and staff alike and elevate your local issues to the national stage.

To deliver on your aspirations, and those of all conference delegates, I've met with dozens of politicians at Parliament House, and attended regular COAG and Ministerial council meetings. Join us at every opportunity to push the Local Government case and the need for a greater partnership with the federal government. I'd like to thank you personally for your support and participation in these activities throughout 2017. Your support has strengthened the voice of Local Government and increased the weight and reach of our message.

I look forward to meeting you at one or more of our major events in 2018.

Yours Sincerely

A handwritten signature in blue ink, appearing to read 'David O'Loughlin', written over a horizontal line.

Mayor David O'Loughlin
President

NGA 2018

National Convention Centre Canberra
17-20 June 2018

National General Assembly of Local Government Call for Motions Discussion Paper

Australia's Future, Make it Local

The purpose of this discussion paper is to provide guidance to councils for the development of Motions for debate at the 2018 National General Assembly. The paper provides an overview of policy areas in which the NGA has well-established positions and identifies potential new and emerging policy areas which are being developed by ALGA and require detailed consideration. Councils are particularly encouraged to submit Motions on these policy areas.

Highlighting the issues below contributes to implementing ALGA's Strategic Plan 2017-2020 and its objectives to:

- strengthen Local Government in the areas of financial sustainability; delivering services in regional cities; infrastructure; and innovation and digital transformation, as well as,
- facilitating collaboration between state and territory associations in Local Government's role in Indigenous policy issues, scale and capacity; women in Local Government; and diversity in representation.

Criteria for Motions

Motions must meet the following criteria:

- ✓ be **relevant** to the work of local government **nationally**
- ✓ be **consistent with the theme** of the NGA
- ✓ **complement or build** on the policy objectives of your state and territory local government association
- ✓ be submitted by a council which is a **financial member** of their state or territory local government association
- ✓ propose a **clear action and outcome**
- ✓ **not be advanced** on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Your Opportunity

The primary focus of all Motions should be to strengthen the capacity of local government to provide services and infrastructure in Australia. Providing clear actions within areas that are still emerging provides councils with an opportunity to influence the development of ALGA policy and advocacy by ALGA on federal election commitments.

Emerging Issues

Councils across Australia are constantly being asked to do more with less. Changing community needs, including ageing populations, technological advancements and changing economic circumstances, are a challenge for all communities.

Analysis suggests that a Commonwealth election may well be called between August 2018 and May 2019. The 2018 NGA therefore provides an important opportunity to progress Local Government issues in the Federal agenda. Below are some critical areas in which Local Government needs to consider the role it can in local communities on the national stage. In particular, the 2018 NGA is calling for Motions that provide clear policy advice and/or policy initiatives that will help Local Government to address the following policy challenges:

Housing Affordability

Housing affordability is a major challenge in many communities. The Commonwealth frequently asserts that housing affordability is a problem because of the supply of housing. As such there has been a focus on planning reform.

Motions are called for on ways to improve housing supply and improve land use planning and associated local government infrastructure to support increased housing supply.

Financial Sustainability – Oppose Cost Shifting

In 2005 The House of Representatives Inquiry into Cost Shifting from States onto Local Government estimated that cost shifting amounted to between \$500m - 1.4b annually. This includes regulatory and other services that Local Government provided on behalf of states without adequate compensation.

Motions are called for on ways to reduce cost shifting from states and the Commonwealth on to Local Government and on areas of regulatory reform and services that Local Government could provide efficiently and effectively on behalf of states or the Commonwealth if appropriately funded.

Innovation and Digital Transformation – Smart Communities

Technological advancements are changing the way councils communicate with citizens and deliver services and infrastructure.

Motions are called for on ways to improve the ability of councils to support their community to understand and benefit from digital transformation, ways to improve data, protect privacy and increase security of council-held data.

Harmonising Local Government Data

National Local Government data is held in a variety of places and is often of variable quality. National advocacy on behalf of Local Government needs a strong evidence base. ALGA has been working with JRA on the State of the Assets project which collects data on the quality and condition of all local government assets. Increasingly, councils are being required to provide data to third parties.

Motions are called for on ways to improve the collection of local government data, how data could be better linked across the sector, and ways to improve the quality of data.

Cyber Security

Recent malware attacks have highlighted the vulnerability of business and government computer systems. Strong measures are required to ensure that all Australians and Australian businesses and governments are aware of the risks and take appropriate measures to ensure cyber security.

Motions are called for on ways to improve local government cyber security.

Environment

Local Government plays a critical role in environmental management, with actions often embedded into other day to day operations as well as included in economic management considerations

Motions are called for on what should be national priorities and on ways to improve environmental management systems, waste management, product stewardship and biodiversity.

Regional Development

Local Government plays a critical role in regional development, with an active role working with neighbouring councils, industry, state government agencies, community and other key stakeholders to set and achieve regional goals.

Motions are called for on ways to improve regional policy approaches, funding ideas on regional sustainability and equity.

Motions should be lodged electronically using the online form available on the NGA webpage at: alga.asn.au. All Motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and the endorsement of your Council.

Motions should be received by ALGA no later than **11:59pm on Friday 30 March 2018**.

Established ALGA Policy Areas

Financial Assistance Grants

Adequate and appropriate Local Government services and infrastructure are critical to all communities. The Commonwealth Financial Assistance Grants are important to all councils. Success has been achieved in the last 12 months by restoration of the indexation of the Financial Assistance Grants (FAGs). ALGA's priority in this area is to continue advocating for FAGs funding to be increased to a level equal to at least one per cent of commonwealth taxation revenue.



Freight Strategy

Local government manages around 75 per cent of Australia's local roads network. These roads were generally built decades ago and today are required to carry increasing amounts of freight, including higher productivity vehicles. Poor and unsafe roads are a barrier to increased productivity. ALGA's priority is the promotion and development of a freight strategy with funding of \$200m per year for five years to address first and last mile access issues, leading to an increase in local, regional and national productivity.



Roads to Recovery

The Roads to Recovery Program provides councils with essential additional funding to help address the backlog of maintenance and renewal of local roads. Success was achieved with Roads to Recovery by having the expiration date removed and essentially creating an ongoing program. Further work in this area is being undertaken to ensure Roads to Recovery funding is permanently doubled.



Additional Local Roads Funding for South Australia

Additional funding for South Australian local roads to address an anomaly in FAGs ceased in 2014. It was reinstated in 2017-18 but only for two years. The focus is now on securing ongoing additional funding for South Australian local roads, indexed annually in line with FAGs.



Climate Change Plans

Many councils are addressing or wish to address climate change. With the important role Local Government can play helping the Australian Government to achieve internationally agreed climate change targets, a priority has been placed on supporting councils to work with local businesses and communities to implement local and regional Climate Change Adaptation Plans.



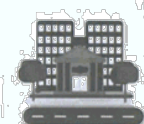
Indigenous

Addressing Indigenous disadvantage across Australia is a priority for all Australian governments. Advocacy is about closing the gap between Indigenous and non-Indigenous Australians in the areas of housing, health, early childhood development, education, economic participation and remote service delivery.



Community Infrastructure

Funding support for community infrastructure will enable all local councils to plan and deliver adequate and appropriate community infrastructure. ALGA is urging political parties to commit to specific local government community infrastructure funding at the level of \$300 million per annum over the next four years.



8.13 Investments and Revenue Report - January 2018

Reporting Officer

Executive Manager Corporate Services and Governance
City Governance

Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.7 - Public funds and assets are managed strategically, transparently and efficiently

Officer's Recommendation

That the information be noted.

Purpose

To provide a report outlining activity in Council's financial services portfolio for the month of January 2018.

Report

Investment Portfolio

Council's Investment Portfolio as at 31 January 2018 stood at approximately \$205m. Funds are currently being managed both by Council staff and Fund Managers and are in accordance with the *Local Government Act 1993*, Local Government (General) Regulation 2005 and Council's Investment Policy.

All investments are placed with approved deposit taking institutions and no funds are placed with any unrated institutions. Any funds placed with institutions that have a BBB long term rating have maturity lengths in the short term of up to 12 months, effectively A-2 rated, in accordance with Council's investment policy. All investments have a short term rating of A-2 or higher.

The return on Council's investments is tracking in accordance with budget expectations and continues to outperform the benchmark of the AusBond bank bill index.

The portfolio is diversified with maturities ranging between three months and four years.

The official cash rate has remained steady, with no movement since August 2016 at its present level of 1.50 percent.

Regular liaison with Council's external financial advisor in assessing any new investment products offered assists in monitoring all of the risk factors to maximise Council's return on the investment portfolio.

Rates

Rates and Charges levied for the period ending 31 January 2018 totalled \$106,543,120 representing 99 percent of the current budget estimate.

The rates and charges receipts collected to the end of January totalled \$62,251,228. In percentage terms, 57.8 percent of all rates and charges due to be paid have been collected, representing a decrease on the amount collected in the same period last year of 58.4 percent.

Debt recovery action during the month involved the issue of 225 Statements of Claim to ratepayers with two or more instalments outstanding and a combined balance exceeding \$500. Further recovery on accounts with previous action resulted in 10 Judgements and 8 Writs being served on defaulters that have not made suitable payment arrangements or failed on multiple occasions to maintain an agreed payment schedule.

Council staff continue to provide assistance to ratepayers experiencing difficulty in settling their accounts. This includes the monitoring of 402 ratepayers with a total arrears balance of \$658,271, who have made suitable payment arrangements.

Ratepayers who purchased property since the February instalment notices are issued with a 'Notice to new owner' letter. During the month, 51 of these notices were sent to ratepayers advising them of the amount unpaid on their account and the amount levied in annual rates and charges.

Sundry Debtors

Debts outstanding to Council as at 31 January 2018 are \$1,340,732 reflecting a decrease of \$79,544 since December 2017. During the month, 748 invoices were raised totalling \$828,705. The majority of these are paid within a 30 day period. Those that are not paid within the 30 day period are reflected in the ageing report in attachment 3. Debts exceeding 90 days of age totalled \$394,575.00 as at 31 January 2018. A significant portion of this debt is made up of outstanding road restoration works totalling \$138,619 most of which has been paid in early February 2018. The debtor is maintaining their payments in an agreed arrangement for road widening works completed at Eagleview Road Minto. Based on this arrangement the debt will be finalised by September 2018. Also included in the ageing debts is a government grant for \$24,000 which has since been paid in February 2018.

Debt recovery action is undertaken in accordance with Council's Sundry Debtors Recovery Procedures Policy and commences with the issue of a tax invoice. A person or entity may be issued any number of invoices during the calendar month for any business, services or activities provided by Council. At the conclusion of each calendar month, a statement of transactions is provided with details of all invoices due and how payments or credit notes have been apportioned. Once an invoice is paid, it no longer appears on any subsequent statement.

All debts that age by 90 days or more are charged a statement administration fee of \$5.50 per statement. Debtors are contacted by telephone, email or in writing to make suitable arrangements for payment of the overdue debt. Where a suitable arrangement is not achieved or not maintained as agreed, a seven day letter is issued referencing referral to Council's debt recovery agents.

Matters referred to Council's recovery agent are conducted in accordance with relevant legislation and the *Civil Procedures Act 2001*. Formal legal recovery commences with a letter of demand (or letter of intent) providing debtors with at least 14 days to respond. In the event that no response is received, instructions are given to proceed to Statement of Claim allowing a further 28 days to pay or defend the action. Failing this, the matter will automatically proceed to judgment and continue through the *Civil Procedures Act 2001* process.

All costs associated with formal legal recovery are payable by the debtor and staff continue to make every effort to assist debtors to resolve their outstanding debt before escalating it through the local court.

During the month, six accounts were issued a letter of demand on Council's letterhead advising that if the account was not settled or an appropriate arrangement was not made, the account will escalate to formal legal action through Council's agent.

Council's agents were instructed to issue a letter of demand requiring payment within 14 days of issue to avoid legal action. No further legal action was taken for the month.

Council officers continue to provide assistance to debtors experiencing difficulties in paying their accounts. Debtors are encouraged to clear their outstanding debts through regular payments where possible, to avoid any further recovery action.

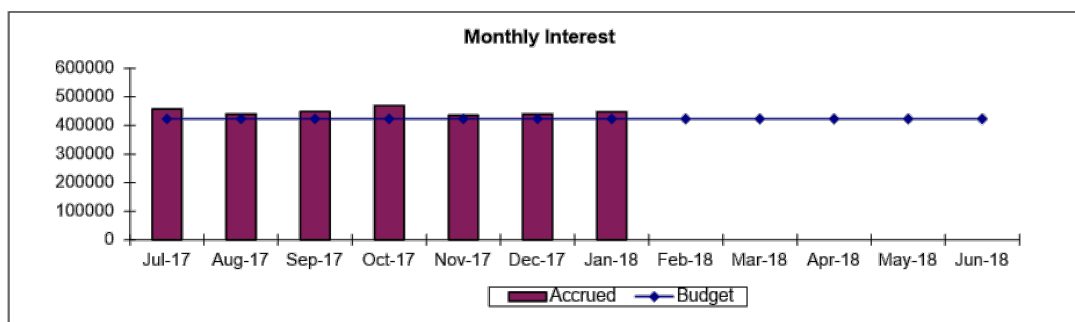
Attachments

1. Investment Report - January 2018 (contained within this report)
2. Rates Summary and Statistics January 2018 (contained within this report)
3. Sundry Debtor Summary and Ageing January 2018 (contained within this report)

CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO**January 2018**

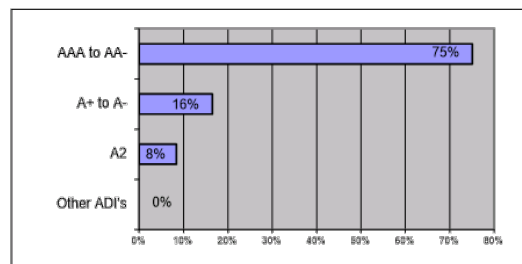
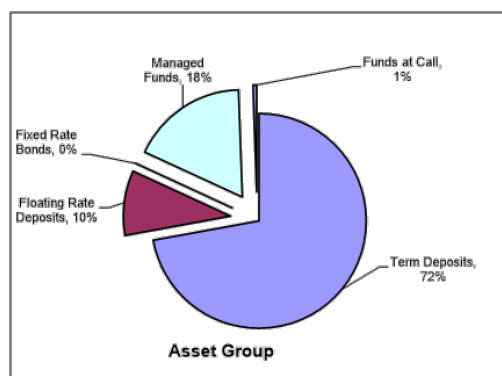
Benchmark AusBond Bank Bill Index
 Portfolio Balance 204,886,897.37

Monthly Performance	Return (mth)	Return (pa)
AusBond Bank Bill Index	0.16%	1.87%
Portfolio - Direct Investments	0.23%	2.67%
<i>Performance to Benchmark</i>	<i>+</i> 0.07%	<i>+</i> 0.80%
Short Term Call Accounts	0.15%	1.75%
Managed Funds	0.18%	2.14%

**Year to Date Performance****Credit Exposure (S&P Long Term Rating)**

Rolling 12 Month Period
 2.73% Council Managed Funds
 1.73% Benchmark

Interest Budget to Actual
 Avg Original Budget to Period \$2,960,417
 Actual Accrued to Period \$3,138,005

**Portfolio Diversity**

			%
Funds at Call	\$ 1,165,349.71	AA-	1%
NSW Treasury	\$ 39,730,773.45	AA+	19%
National Australia Bank	\$ 38,214,068.25	AA-	19%
Westpac Bank	\$ 41,151,694.94	AA-	20%
Commonwealth Bank	\$ 25,104,393.09	AA-	12%
Bank Western Australia	\$ 8,528,467.17	AA-	4%
AMP Bank	\$ 5,000,000.00	A	2%
Suncorp Metway	\$ 19,764,957.53	A+	10%
ING Bank	\$ 9,040,389.04	A-	4%
Members Equity Bank	\$ 5,000,000.00	A2	2%
Rural Bank	\$ 4,026,369.86	A2	2%
Bank of Queensland	\$ 5,067,290.22	A2	2%
Credit Union Aust	\$ 3,093,144.11	A2	2%
	\$ 204,886,897.37		100%

RATES SUMMARY

STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES

RATE - CHARGE	NET ARREARS 1/7/2017	NET LEVY FOR YEAR	PENSION REBATES	EXTRA CHARGES	TOTAL RECEIVABLE	CASH COLLECTED	NET AMOUNT DUE	POSTPONED RATES & INTEREST	GROSS AMOUNT DUE
RESIDENTIAL	2,102,238.73	60,198,367.34	1,404,958.20	493,768.93	61,389,416.80	34,533,998.94	26,855,417.86	287,619.35	27,143,037.21
BUSINESS	315,185.85	18,437,862.38		55,054.11	18,808,102.34	11,488,813.73	7,319,288.61		7,319,288.61
FARMLAND	0.00	489,212.24	691.32	218.42	488,739.34	285,621.19	203,118.15	157,088.34	360,206.49
MINING	0.00	26,080.56		0.00	26,080.56	26,080.56	0.00		0.00
SR - LOAN	0.00	54.54		250.64	305.18	2,775.72	-2,470.54	8,621.29	0.00
SR - INFRASTRUCTURE	262,966.59	5,976,904.46		5,322.32	6,245,193.37	3,506,594.47	2,738,598.90	35,281.18	2,780,030.83
TOTAL	\$2,680,391.17	\$85,128,481.52	\$1,405,649.52	\$554,614.42	\$86,957,837.59	\$49,843,884.61	\$37,113,952.98	\$488,610.16	\$37,602,563.14
GARBAGE	625,322.26	20,703,207.20	862,216.26	22,846.22	20,489,159.42	11,593,841.96	8,895,317.46		8,895,317.46
STORMWATER	50,503.34	1,354,098.47		283.37	1,404,885.18	813,501.90	591,383.28		591,383.28
GRAND TOTAL	\$3,356,216.77	\$107,185,787.19	\$2,267,865.78	\$577,744.01	\$108,851,882.19	\$62,251,228.47	\$46,600,653.72	\$488,610.16	\$47,089,263.88

Total from Rates Financial Transaction Summary	46,481,707.19
Overpayments	-607,556.69
Difference	0.00

ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears	642,744.57
Rate accounts greater than 12 months less than 18 months in arrears	168,982.70
Rate accounts greater than 18 months in arrears	48,985.24
TOTAL rates and charges under instruction with Council's agents	\$860,712.51

RATES STATISTICS

No. of documents Issued	July	August	September	October	November	December	January	February	March	April	May	June	Jan-17
Rate Notices	49,616	324		236			595						276
Electronic - DoH	5,266												44,122
Instalment Notices				45,424			40,255						5,436
Electronic - DoH				5,276			5,168						
Missed Instalment Notices			8,283			6,957							
- Pensioners > \$15.00			733			675							
Notice to new owner	122	83	36	27	30	49	51						49
7-day Letters - Council issued			1,793			1,944							
- Pensioners > \$500.00			160			246							587
7-day Letters - Agent Issued			485				601						
Statement of Claim	119	19	14	197	17	10	225						242
Judgments	9	68	13	16	65	9	10						13
Writs	10	48	11	5	8	11	8						9
Electronic - eRates & BPAYview	3,241	3,454	3,578	3,631	3,736	3,777	3,833						2,761
Arrangements	303	263	398	431	393	455	402						397

DEBTORS SUMMARY 1 January 2018 to 31 January 2018

DEBTOR TYPE/DESCRIPTION	ARREARS AT 30/12/2017	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 31/01/2018	% DEBT RATIO
Corporate Administration	331,327	20,186	163,981	187,532	29.49%
Abandoned Items	1,068	0	0	1,068	0.35%
Education and Care Services	18,710	0	0	18,710	0.98%
Community Bus	89	0	0	89	0.01%
Sportsground and Field Hire	103,447	30,828	53,673	80,603	5.46%
Government and other Grants	46,000	309,710	77,000	278,710	12.87%
Public Hall Hire	122,981	83,226	51,585	154,622	1.39%
Health Services	350	0	0	350	0.02%
Land and Building Rentals	86,282	162,402	146,565	102,119	5.63%
Healthy Lifestyles	28,412	41,134	47,462	22,085	0.15%
Library Fines and Costs	0	0	0	0	0.00%
Licence Fees	25,808	3,391	7,542	21,657	1.85%
Pool Hire	32,256	2,205	361	34,100	0.39%
Private Works	2,612	604	604	2,612	0.52%
Road and Footpath Restoration	188,164	0	34,591	153,573	28.17%
Shop and Office Rentals	33,973	70,255	65,680	38,549	2.17%
Various Sundry Items	405,218	104,763	236,244	273,737	6.42%
Waste Collection Services	32,257	0	22,963	9,294	6.17%
	1,420,276	828,705	908,249	1,340,732	100%

AGEING OF SUNDRY DEBTOR ACCOUNTS - 31 January 2018

	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Administration	14,402	2,315	99,195	71,621	187,532	77,254
Abandoned Items	0	0	0	1,068	1,068	1,068
Education and Care Services	18,710	0	0	0	18,710	0
Community Bus	89	0	0	0	89	0
Sportsground and Field Hire	26,291	0	44,453	9,859	80,603	10,996
Government and other Grants	254,710	0	0	24,000	278,710	0
Public Hall Hire	72,386	19,833	13,340	49,063	154,622	42,982
Health Services	0	0	0	350	350	350
Land and Building Rentals	96,377	4,951	59	733	102,119	0
Healthy Lifestyles	8,487	3,484	1,867	8,247	22,085	4,897
Licence Fees	2,272	2,625	2,808	13,952	21,657	13,161
Pool Hire	2,508	18,995	11,321	1,276	34,100	1,121
Private Works	1,189	0	0	1,423	2,612	1,423
Road and Footpath Restoration	0	0	14,242	139,331	153,573	711
Shop and Office Rentals	32,709	3,514	2,326	0	38,549	0
Various Sundry Items	96,322	98,406	5,356	73,653	273,737	69,791
Waste Collection Services	-330	9,624	0	0	9,294	0
	587,445	163,746	194,966	394,575	1,340,732	223,753

8.14 Proposed Road Names – Western Sydney University Campbelltown Residential Project Stage 5

Reporting Officer

Geographical Information Officer
City Governance

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.1 - Provide opportunities for our community to be engaged in decision making processes and to access information

Officer's Recommendation

1. That Council approve the proposed road names in the attachment to this report for use within Stage 5 of the Western Sydney University Campbelltown Residential Project.
2. That Council advertise its proposal to use these road names in local newspapers for a period of 28 days and notifies the authorities prescribed by the Roads Regulation 2008.
3. That should no objections to the proposal to use these road names be received during the exhibition period, Council publish notice of these new road names in the NSW Government Gazette.

Purpose

To seek Council's approval of new road names to be used within Stage 5 of the Western Sydney University (WSU) Campbelltown Residential Project area.

History

Council at its meeting held 8 April 2014, Planning and Environment Committee Item 2.3 - Proposed Road Names - UWS Campbelltown Residential Project Stage 1, approved a list of 12 road names for use in Stage 1 of the previously named University of Western Sydney (UWS) Campbelltown Residential Project, drawn from an astronomy theme.

Council at its meeting held 15 December 2015, Planning and Environment Committee Item 2.2 - Proposed Road Names – Western Sydney University Campbelltown Residential Project Stages 2 and 3, approved a further 8 road names for use in Stages 2 and 3 of the WSU Campbelltown Residential Project, drawn from the theme of international academics who historically have made significant contributions to the various disciplines offered by the university.

Council at its meeting held 13 June 2017, Item 8.15 - Proposed Road Names – Western Sydney University Campbelltown Residential Project Stage 4, approved a further 15 road names for use in Stage 4 of this development, drawn from the theme of productive keepers, past and present. Following objections raised to three of these proposed road names during the public exhibition period by the Geographical Names Board of NSW (GNB), Council at its meeting held 18 April 2017, Item 8.5 - Alternative Road Names – WSU Campbelltown Residential Project Stage 4, approved three alternative road names, drawn from the same theme, for use in Stage 4 of this development.

Council has now received a request from UrbanGrowth NSW for approved road names for use in the naming of streets in the final stage of this residential development.

Report

It has been Council's protocol for some time to select specific themes in an effort to harmonise road names within suburbs and development areas.

UrbanGrowth NSW, in partnership with WSU Campbelltown, commissioned Clouston Associates with Susan Conroy Cultural Planning to develop an integrated landscape, public art and place making strategy for the WSU Campbelltown Residential Project. Research carried out as part of this place making strategy established that the site of this development has a long history that can be traced back to activities undertaken by the Dharawal people, through colonial and farming settlement, to the more recent use of the site as a university campus. From this research, the overarching theme proposed for the place making and public art program is Bringing Knowledge to Life: Public Art, Environment and Science. Underpinning this theme are sub-themes drawn from the history, character, profile and evolution of uses of the site. These are: university influences, Dharawal roots and productive keepers past and present. As the various stages of this estate are separated into distinct residential precincts by areas of open space, it is proposed to apply these separate place making sub-themes to the different stages of this development.

Stages 4 and 5 of this residential development are located within the area covered by the productive keepers past and present place making sub-theme. The proposed road names for Stage 5 have therefore been selected to acknowledge various storekeepers and innkeepers who have played a significant role in the history of the Campbelltown local area.

A list of proposed road names for use in Stage 5 of the WSU Campbelltown Residential Project has been compiled with the assistance of staff in the Local Studies area at the HJ Daley Library, and is included as an attachment to this report. These proposed road names comply with the requirements of the NSW Addressing Policy and the NSW Addressing User Manual, including Principle 6.7.5 (Acceptable Road Names) which states that the use of given or first names in conjunction with a surname is not acceptable for road naming.

The Road Naming Process

Division 2 of Part 2 of the Roads Regulation 2008 outlines the procedure that Council must follow when naming public roads under its control. In accordance with these procedures, it is recommended that, subject to Council approval, the proposed road names are advertised in local newspapers to allow for public comment and that Australia Post, the Registrar General, the Surveyor General and the various emergency services are also notified of Council's intention to use these proposed road names within this development.

Should no objections be received in the period of one month following advertisement and notification of this proposal, it is also recommended that Council then completes the road naming process by publishing a notice of these new road names in the NSW Government Gazette. Should any objections be received during the exhibition period, a further report on this matter will be presented to the next available Council meeting.

Attachments

1. Proposed Road Names - Western Sydney University Campbelltown Residential Project Stage 5 (contained within this report)

List of proposed road names

Road Name	Origin
Boon Street	The old Plough Inn was built by ex-convict William Ray between 1816-21, and later sold to Nathaniel Boon, a convict transported for burglary (arrived 29 September 1811 in Sydney). Boon married Sarah Harrigan on 27 July 1831 and c.1830 had triplet sons. Around 1830 Boon built 'Holly Lea'. He licensed the property in July 1832 as 'The Three Brothers' and this license was renewed until at least 1835. Nathaniel Boon died on 15 February 1839. His stepson, William Ray junior, continued to operate the Three Brothers Inn after his death.
Chinnocks Avenue	The Chinnocks family came from Yeovil, Somerset, in England as assisted immigrants in 1849. There were three generations of George Chinnocks. The third George, a huge man of twenty stone, served his apprenticeship with Wilson's Butchery, later opening his own business. He retired from butchering in 1911 and opened a newsagency business in one of the colonial terraces in Queen Street. George married Margaret Hickey at St Johns Roman Catholic Church, Campbelltown on 28 July 1896. Margaret worked tirelessly into her 70s and never thought of retiring until the day illness forced her to leave her business in the hands of her married daughter, Mary Irene "Rene" Campbell. Margaret died on 1 April 1922 and was buried at St John's Cemetery Campbelltown. Greatly admired for her kind and charitable deeds, her funeral was one of the largest ever seen with several hundred people attending the service to pay their last respects. George Chinnocks died on 31 March 1938, aged 74 years.
Doyle Street	John Doyle, a native of Limerick, Ireland, was the licensee of the Railway Hotel. This building is one of the Georgian buildings at the south end of Queen Street. He was a wheelwright and blacksmith, and was involved in local horse racing. He died in 1884 at the Railway Hotel, and his wife Mary died a year later, also at the hotel. Their children were Honora, Bridget, Margaret, Ann, Catherine, John Joseph, William, Michael and Nicholas. His son John Joseph Doyle then became the proprietor but died in 1896 and the license passed to Nicholas. Nicholas sold the hotel in 1899, but continued his coach building and undertaking business from the rear of the hotel premises.
Fieldhouse Crescent	George Fieldhouse followed his convict father to NSW in 1828. He opened the Jolly Miller Inn, opposite Kendall's Mill, in Queen Street. His sons, Edwin Hallett and William, opened the Fieldhouse Store in 1853, which still stands in Queen Street. It was next door to the now demolished Jolly Miller. The Fieldhouses purchased and inherited much land, and by 1844 owned 44 properties within the town. By the time they dissolved their partnership they owned about 90 properties in Campbelltown.
Solomon Street	Lewis Solomon was born about 1791 and arrived as a convict on the Admiral Gambier in 1806. He was charged for breaking and entering a dwelling house and stealing a plated milk pot to the value of 20 shillings. He was sentenced to death which was commuted to transportation for life (he was 14 years old). Lewis was a man of some renown in the colony. He featured as a witness in two very high profile murder trials in his area, including the trial of George Worrall for the murder of Frederick Fisher in 1826. At the trial Solomon gave his opinion of a receipt produced by Worrall, purported in Fisher's handwriting, as being a forgery. He was granted the first license for the

	Forbes Hotel in Campbelltown in 1830. The Forbes Hotel later became the site of Lack's Hotel on the corner of Railway and Queen Streets. In 1836 Solomon was tried and convicted of stealing a horse valued at 20 pounds. He was sentenced to transportation for life at Norfolk Island. In 1845 Lewis Solomon wrote asking for mercy and was allowed to return to Sydney from Norfolk Island after serving only 5 years of his sentence.
Hickey Street	Mrs Hickey conducted a general store in Queen Street in a small weatherboard building with a shingle roof, where she sold an assortment of manufactured goods, including pots, pans, lamps, cutlery and fabric, in the 1870s. Mrs Hickey's shop was situated 50 metres south of the Queen Street and Bradbury Avenue intersection on the western side of Queen Street.
McSullea Street	Edward McSullea was one of the largest storekeepers in Campbelltown during the 1870s.
Gamble Street	Thomas Gamble's store and home was located in Queen Street during the 1890s and still stands as part of the group of heritage buildings. Thomas Gamble was also the Mayor of Campbelltown in 1895.

8.15 Reports and Letters Requested

Reporting Officer

Director City Governance
City Governance

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.3 - Ensure that Campbelltown is an inclusive city

Officer's Recommendation

That the information be noted.

Report

Attached for the information of Councillors is a status list of reports and letters requested from Council as at 13 February 2018.

Attachments

1. Reports and Letters requested (contained within this report)

Reports Requested as at 13 February 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Lifestyles			
29.7.14 PL 3934158	CG3.3 - Report identifying alternative methods for managing the hire of Council's sporting fields. Comment: To be considered following the adoption of the Sport and Recreation Strategy	CL	March 2018
16.08.16 GB 4976615	NM17.3 - That Council prepare a feasibility report into a possible Vivid Lighting Event or similar event during the Fishers Ghost Festival, with a ghost theme, to assist in promoting a night time economy/entertainment for Campbelltown. Comment: To be considered as part of the events review in the first half of 2018.	CL	June 2018
26.09.17 BG	NM - 11.2 - That a report be presented to Council outlining the feasibility of contacting the creators of the Pokemon brand with the request to host a Pokemon Go event in the Campbelltown Local Government Area.	CL	June 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Delivery			
21.06.16 FB 4851108	CW1.3 - 3. - That following completion of the Floodplain Risk Management Study and Plan, a further report be tabled for Council's consideration.	CD	October 2018
08.11.16 MO 5095792	ORD - NM - 11.1 1. That a report be presented to Council investigating the potential to establish a Georges River Bush Cycle Track from Glenfield to Wedderburn. 2. That this report include: <ul style="list-style-type: none"> possible route and various access points potential and existing sources of funding - Local, State, Federal and Non-Governmental Organisation estimated initial construction costs and ongoing maintenance costs suggested time frame and schedule potential impediments to the development an assessment of environmental issues. 	CD	April 2018
22.11.16 GB 5116854	ORD - 11.1 - That Council seeks a report on the feasibility of creating a BMX track at the St Helens Park skate park and other sites, taking into consideration using the soil from the civil works creating the car park at that location.	CD	April 2018
18.04.17 GB 5311171	ORD - NM - 11.1 1. That a report be presented on the implementation of a roundabout beautification program, which would include at least one large tree and other lower level plantings, on larger roundabouts within the Campbelltown Local Government Area. 2. That the report include costings and timeframes.	CD	March 2018
18.04.17 KH 5311169	ORD - NM - 11.3 1. That Council identify appropriate park spaces in all sections of the Local Government Area that are suitable for the installation of accessible perimeter pathways for use by residents of all ages. 2. That a report be presented on the costs and possible time frame for providing such pathways.	CD	March 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
18.04.17 RM 5311168	<p>ORD - NM - 11.4</p> <ol style="list-style-type: none"> That Council investigate and review the Campbelltown Boundary Signs/Markers on all roads going into the City entry/exit points e.g. <ul style="list-style-type: none"> Welcome to Campbelltown - landscaping or entry statement Thank you for visiting or Campbelltown Exit Statement. That Council provide alternative designs, perspective layout/blueprints, appropriate entry and exit wordings, list of specific locations and cost estimates. That a comprehensive report be presented at a future Briefing evening for consideration. <p>Comment: Awaiting this item to be listed at a future briefing evening.</p>	CD	May 2018
18.04.17 GB 5311166	ORD - NM - 11.6 - That Council seek a report establishing a request line/email for use by residents who wish to have an appropriate tree planted by Council on their immediate nature strip.	CD	April 2018
18.04.17 GB 5311165	ORD - NM - 11.7 - That Council seek to create further avenues of trees in significant locations such as Emerald Drive, Eaglevale Drive, Eagle Vale and Campbelltown Road, Woodbine. That a report be provided on the costs and benefits of Council's annual tree planting program.	CD	April 2018
26.09.17 M. Chowdhury	<p>ORD - NM - 11.1</p> <ol style="list-style-type: none"> That a report be presented to Council on the feasibility of constructing an open air entertainment space [stage or platform] in the amphitheatre at Redfern Park, Minto. That the report include potential designs, material types, provision for weatherproof 3-phase power access and relevant costings. 	CD	May 2018
12.12.17 RM	<p>ORD - NM - 11.2</p> <ol style="list-style-type: none"> That a report be presented to Council investigating an area in Campbelltown where Jacaranda trees can be planted contiguously and prominently on both sides of the street or road, including the median strip if possible with a minimum of 45 trees should there be a median strip or 50 trees if just both sides of the road. 	CD	April 2018
12.12.17 PL	<p>ORD - NM - 11.4</p> <ol style="list-style-type: none"> That a report be presented to Council investigating the feasibility of extending the current bus service from Campbelltown Public Hospital through Parkside Crescent past Campbelltown Private Hospital to Macarthur Square. That a further report be presented to Council on the possibility of a new bus service being established to service the businesses along Blaxland Road and that Council Staff survey the individual businesses along Blaxland Road for their input on the benefits of a bus service including the hours and days of service. That Council investigate the feasibility of reintroducing the free bus service with the State Government. 	CD	May 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
13.02.18 WM	ORD - NM - 11.1 3. That a report be presented to Council investigating Council's capacity to secure free or subsidised parking at Campbelltown Hospital for patients, visitors and staff.	CD	May 2018
13.02.18 BM	ORD - NM - 11.2 2. That a report be presented to Council investigating these concerns, in consultation with the residents.	CD	May 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Governance			
14.10.14 RK 4033794	CG2.3 - 4. That a further report will be submitted to Council once a draft VPA/Infrastructure Services Delivery Plan (ISDP) have been finalised which will deal with the compulsory acquisition/land transfer issues concerning the whole of the Claymore Urban Renewal Project. Comment: Still in the process of finalising the VPA/ISDP with Urban Growth.	CG	April 2018
23.05.17 BM	ORD - NM11.1 1. That a report be presented to Council detailing a procedure for Councillors to request that a delegated decision be called up to a meeting of Council. 2. That a report be presented to Council detailing the procedures for: a. Councillors right and responsibility regarding access to administrative information. b. Councillors right and responsibilities regarding the ability to communicate with staff. c. Councillors right and responsibility to review decisions undertaken under delegated authority and the process to call the decisions to be reviewed. Comment: Briefing date requested however has been deferred given the announcement of IHAP.	CG	April 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Development			
19.04.16 MO 4770730	<p>CS8.1- Old Clinton's development site</p> <p>That a report be presented outlining any action taken by Council with regards to the dead trees on the old Clinton's development site - Queen Street, Campbelltown.</p> <p>Comment: Further discussion currently being organised with development representatives to discuss financial contribution for street tree damage. Estimate of financial contribution prepared for further consideration and consultation.</p>	CDVP (CS)	June 2018
08.11.16 GG 5095788	<p>ORD - 11.5</p> <ol style="list-style-type: none"> 1. That a report and a briefing be presented to Council detailing the cost associated with establishing and running a Design Excellence Panel (DEP) to encourage high quality urban design within the Campbelltown Local Government Area (LGA) including any honorariums, and the feasibility of any other options to ensure the best practice function of the panel. 2. That the report consider establishing a panel to provide an independent and transparent specialist peer review of major urban development and high density dwellings within the Local Government Area based on the following criteria: <ol style="list-style-type: none"> a. The Design Excellence Panel be comprised of five members consisting of, four professionals and one community representative, with membership open to: <ul style="list-style-type: none"> o well-known and respected professionals who are involved in the design of major projects and have extensive expertise in areas of architecture, urban design and/or landscape architecture; and o a community representative with a demonstrated understanding and experience in architecture, urban design, landscape architecture or a related field. o to ensure the panel's independence, a panel member cannot be a Councillor or council employee. b. Expert members must not live or do business in the council area in a related field. Community representatives must live in the area, but not do business in the Campbelltown area in a related field. c. That the panel members' tenure should be limited to two years with an optional extension for another two years. d. That a selection committee be established to undertake the selection of panellists. The selection committee should include the Mayor or his/her Councillor, representative and one other Councillor. Two senior staff members and two distinguished independent people with knowledge of the development assessment system. All members of the selection committee to be approved by a council resolution. e. That the appropriate Policy and Procedure and Code of Conduct be developed in line with ICAC recommendations to ensure the panel demonstrate the highest ethical standards in the exercise of their duties and responsibilities, maintain the integrity of the panel and to provide for fair and transparent dealings in making decisions. <p>Comment: Information currently being compiled.</p>	CDVP	April 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
13.12.16 PL 5146315	ORD 8.5 - That a report be provided investigating the use of a drone with heat detecting cameras to track and monitor Koala movement in the Local Government Area. Comment: Investigation will be undertaken and report compiled.	CDVP	April 2018
12.12.17 WM	ORD - NM - 11.1 1. That a report be presented investigating the feasibility and funding options to use the silos known as Vardy's Estate on the eastern side of Menangle Road, Menangle Park for art work associated with the use of Menangle Park by the Defence Forces during the first (Beersheba) and second world wars.	CDVP	July 2018
28.11.17 BM	ORD - NM - 11.1 3. That a report be presented to Council investigating how Council can assist carers in obtaining and disposing of koala food, for example: a. Council staff and contractors identifying and setting aside eucalyptus trees from worksites and tree-clearing activities for carers to access b. Council providing a free green waste drop-off for registered koala carers to dispose of unused or inappropriate leaves.	CDVP	July 2018
13.02.18 BM	ORD - NM - 11.3 1. That a report be presented to Council investigating the implementation of an organic bin program for Campbelltown, including a briefing for Councillors. 2. That the report include the results of Bathurst Regional Council's "organic bin" program, with the diversion of 4000 tonnes of organic waste from landfill to commercial compost in its first year.	CDVP	May 2018
18.04.17 KH 5311170	ORD - NM - 11.2 - That a report be presented to Council that as part of the planning process involving all development applications relating to Appin Road and Gilead, Council include a requirement for Fauna Exclusion Fencing and appropriate tunnels and high crossing points to be provided by the applicant, to enable safe access for fauna through the wildlife corridors. Comment: Being presented at the Ordinary Meeting of Council 13 March 2018.	CDVP	Complete

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Growth and Economy			

Letters Requested as at 13 February 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Lifestyles			
*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Delivery			
13.02.18 WM	ORD - NM - 11.1 2. That Council write to the Minister for Health, the Hon. Brad Hazzard MP, stating our objection to the introduction of paid parking for patients, visitors and staff at Campbelltown Hospital, and a copy of this letter be sent to the Member for Campbelltown Mr. Greg Warren MP.	CD	
*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Governance			
*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Development			
*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Growth and Economy			

9. QUESTIONS WITH NOTICE

Nil

10. RESCISSION MOTION

Nil

11. NOTICE OF MOTION

11.1 Proposed Road Names - Menangle Park

Councillor Warren Morrison has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 13 March 2018.

That Council approaches the Dahau group to consider naming the streets, roads and avenues in the new Menangle Park Estate after the soldiers that participated in World War One and World War Two, who have connection to the site and the original owners of the Estates from the early 1800's that were awarded land Titles from Government.

12. URGENT GENERAL BUSINESS

Nil

13. PRESENTATIONS BY COUNCILLORS

14. CONFIDENTIAL REPORTS FROM OFFICERS

14.1 Partial Purchase of Land for Road Widening

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)((c)) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following: -

information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

14.2 Licence for Groundwater Monitoring Bore at Lot 3 DP 1187569

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)((c)) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following: -

information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

CAMPBELLTOWN CITY COUNCIL

Minutes Summary

Ordinary Council Meeting held at 6.30pm on Tuesday, 13 March 2018.

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Minutes of the Ordinary Meeting of the Campbelltown City Council held on 13 March 2018

Present

- The Mayor, Councillor G Brticevic
- Councillor M Chivers
- Councillor M Chowdhury
- Councillor R George
- Councillor B Gilholme
- Councillor G Greiss
- Councillor K Hunt
- Councillor D Lound
- Councillor R Manoto
- Councillor B Moroney
- Councillor W Morrison
- Councillor M Oates

1. ACKNOWLEDGEMENT OF LAND

An Acknowledgement of Land was presented by the Chairperson Councillor Brticevic.

Council Prayer

The Council Prayer was presented by the General Manager.

2. APOLOGIES

It was **Moved** Councillor Greiss, **Seconded** Councillor Moroney:

That the apology from Councillor P Lake and Councillor B Thompson be received and accepted.

Note: Councillor T Rowell has been granted a leave of absence from Council incorporating all Council meetings until further notice.

033 The Motion on being Put was **CARRIED**.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held 13 February 2018

It was **Moved** Councillor Gilholme, **Seconded** Councillor Lound:

That the Minutes of the Ordinary Meeting held 13 February 2018 copies of which have been circulated to each Councillor, be taken as read and confirmed subject to the following correction:

Item 4 – Declarations of Interest – Councillor Gilholme – Item 8.4 – Rezoning of Goodsell Street, Minto - Councillor Gilholme noted that his family reside in the area.

034 The Motion on being Put was **CARRIED**.

3.2 Minutes of the Extraordinary Meeting of Council held 27 February 2018

It was **Moved** Councillor Gilholme, **Seconded** Councillor Lound:

That the Minutes of the Extraordinary Meeting held 27 February 2018 copies of which have been circulated to each Councillor, be taken as read and confirmed.

035 The Motion on being Put was **CARRIED**.

4. DECLARATIONS OF INTEREST

Declarations of Interest were made in respect of the following items:

Pecuniary Interests - Nil

Non Pecuniary – Significant Interests - Nil

Non Pecuniary – Less than Significant Interests

Councillor Lound - Item 8.6 - Revised Draft Hire of Playing Fields Policy for Public Exhibition
- Councillor Lound advised that he is the Chairperson of Macarthur Football Association.

Other Disclosures - Nil

5. MAYORAL MINUTE

Nil

6. PETITIONS

Nil

7. CORRESPONDENCE

7.1 Member for Campbelltown - Mr Greg Warren MP

It was **Moved** Councillor Hunt, **Seconded** Councillor Oates:

That the letter be received and the information be noted.

036 The Motion on being Put was **CARRIED**.

8. REPORTS FROM OFFICERS

Meeting Note: Ms Hobhouse, Mr Montier, Mr Kite, Mr Mir, Mr Durman, Mr Lonza and Ms Makowski addressed the meeting in regards to Item 8.1.

8.1 South Campbelltown Koala Habitat Connectivity Study

It was **Moved** Councillor Hunt, **Seconded** Councillor Moroney:

1. That Council note the South Campbelltown Koala Habitat Study.
2. That Council staff continue to engage with the respective land owners in order to finalise the identification of appropriate primary natural asset corridors.
3. That Council note and acknowledge the comments within the South Campbelltown Koala Habitat Study, made in relation to ongoing land management practices on the subject lands are based on a presumption and all references to the same are to be removed from the report and study.
4. That Council write to the Minister for Planning seeking an urgent meeting in relation to the provision of koala overpasses, underpasses, wildlife exclusion fencing and koala grids along Appin Road and the provision of east-west natural asset corridors in future planning for South Campbelltown.

037 The Motion on being Put was **CARRIED**.

Meeting Note: Mr Durman and Mr Montier addressed the meeting in regards to Item 8.2.

8.2 Mt Gilead Voluntary Planning Agreement

It was **Moved** Councillor Lound, **Seconded** Councillor Oates:

1. That Council endorse the draft Mt Gilead Voluntary Planning Agreement for the purpose of public exhibition in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and Regulations for a period of 28 days.
2. That all non-supportive submissions received during the public exhibition period be reported to Council. Where no non-supportive submissions are received for the draft Voluntary Planning Agreement, then Councils General Manager be authorised to execute that draft Voluntary Planning Agreement on behalf of Council.

A Division was recorded in regard to the Resolution for Item 8.2 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, B Moroney, W Morrison, G Greiss and R George.

Voting against the Resolution were Nil.

038 The Motion on being Put was **CARRIED**.

8.3 Quarterly Legal Status Report October to December 2017

It was **Moved** Councillor Lound, **Seconded** Councillor Oates:

That the information be noted.

039 The Motion on being Put was **CARRIED**.

8.4 Draft Open Space Strategic Plan

It was **Moved** Councillor Lound, **Seconded** Councillor Oates:

That Council adopt the Open Space Strategic Plan 2018.

040 The Motion on being Put was **CARRIED**.

8.5 Draft Open Space and Land Review Strategy

It was **Moved** Councillor Greiss, **Seconded** Councillor Morrison:

1. That Council endorse the Draft Open Space and Land Review Strategy 2018 for the purpose of placing it on public exhibition for a period of at least 42 days.
2. That following the public exhibition period a further report be tabled on the Draft Open Space and Land Review Strategy 2018 for Council's consideration, highlighting any changes to the draft.

041 The Motion on being Put was **CARRIED**.

8.6 Revised Draft Hire of Playing Fields Policy for Public Exhibition

It was **Moved** Councillor Hunt, **Seconded** Councillor Gilholme:

1. That Council endorse the Draft Hire of Playing Field Policy for public exhibition for a period of 28 days.
2. That all sporting clubs be advised of the public exhibition of the Draft Hire of Playing Field Policy.
3. That a further report be presented to Council at the conclusion of the exhibition period to consider any submissions and with a view to adopt the policy.

042 The Motion on being Put was **CARRIED**.

8.7 Community Capacity Building Grants Program

It was **Moved** Councillor Gilholme, **Seconded** Councillor Chowdhury:

1. That Council approve funding under the Community Capacity Building Seeding Grants program.
2. That each of the applicants receive the funding as detailed within the body of the report.

043 The Motion on being Put was **CARRIED**.

8.8 Disability Inclusion Action Plan Advisory Group

It was **Moved** Councillor Greiss, **Seconded** Councillor Chivers:

1. That Council endorse the following nominations of the community and disability service provider representatives that have been received through Expression of Interest:
 - Pat Thomson
 - Hayley Clapham
 - Peter Hickey
 - Elisa Lockhart.
2. That Councillor Gilholme be appointed as the representative of the Disability Inclusion Action Plan Advisory Group and Councillor Chivers be appointed as the alternate.

044 The Motion on being Put was **CARRIED**.

8.9 Campbelltown Bicentenary 2020 - Project Governance and Community Engagement

It was **Moved** Councillor Greiss, **Seconded** Councillor Brticevic:

1. That Council establish a Community Advisory Group, with membership and Terms of Reference as contained in attachment 1.
2. The Council establish an internal cross-divisional working group, with membership determined by Council's Executive.
3. That the Community and Stakeholder Engagement Strategy for the early planning phase as proposed in attachment 2 be endorsed.
4. That a report be presented to Council in July 2018 on the community and stakeholder engagement process and next steps.
5. That Councillor Oates and Councillor Chowdhury be appointed as the Councillor representatives of the Campbelltown Bicentenary 2020 Community Advisory Group.

045 The Motion on being Put was **CARRIED**.

8.10 Draft Library Strategic Plan - Connect, Create, Learn

It was **Moved** Councillor Chivers, **Seconded** Councillor Moroney:

1. That Council endorse the Draft Library Strategic Plan Connect, Create, Learn for the purpose of public exhibition for a period of 28 days.
2. That a further report be provided to Council following the exhibition period to consider any submissions with a view to adopt the strategy.

046 The Motion on being Put was **CARRIED**.

8.11 Evaluation of the Trial of the Library Education Autism Program (LEAP) at HJ Daley Library

It was **Moved** Councillor Chivers, **Seconded** Councillor Gilholme:

1. That Council note the outcome of the Trial Library Education Autism Program (LEAP) for children on the autism spectrum.
2. That future funding of the program be considered in the draft 2018-2019 Operational Plan/Budget.
3. That Council write to both State and Federal members to seek support to secure Government funding.

047 The Motion on being Put was **CARRIED**.

8.12 National General Assembly of Local Government Motions

It was **Moved** Councillor Greiss, **Seconded** Councillor Gilholme:

1. That Council forward any relevant motions to the Director City Governance for forwarding to the ALGA for discussion at the 2018 National General Assembly by 30 March 2018.
2. That any interested Councillors contact the Director City Governance in regard to attending the 2018 ALGA Conference in Canberra between 17-20 June 2018.

048 The Motion on being Put was **CARRIED**.

8.13 Investments and Revenue Report - January 2018

It was **Moved** Councillor Morrison, **Seconded** Councillor Hunt:

That the information be noted.

049 The Motion on being Put was **CARRIED**.

8.14 Proposed Road Names – Western Sydney University Campbelltown Residential Project Stage 5

It was **Moved** Councillor Hunt, **Seconded** Councillor Chowdhury:

1. That Council approve the proposed road names in the attachment to this report for use within Stage 5 of the Western Sydney University Campbelltown Residential Project.
2. That Council advertise its proposal to use these road names in local newspapers for a period of 28 days and notifies the authorities prescribed by the Roads Regulation 2008.
3. That should no objections to the proposal to use these road names be received during the exhibition period, Council publish notice of these new road names in the NSW Government Gazette.

050 The Motion on being Put was **CARRIED**.

8.15 Reports and Letters Requested

It was **Moved** Councillor Greiss, **Seconded** Councillor Hunt:

That the information be noted.

051 The Motion on being Put was **CARRIED**.

9. QUESTIONS WITH NOTICE

Nil

10. RESCISSION MOTION

Nil

11. NOTICE OF MOTION

11.1 Proposed Road Names - Menangle Park

It was **Moved** Councillor Morrison, **Seconded** Councillor Greiss:

That Council approaches the Dahua Group to consider naming the streets, roads and avenues in the new Menangle Park Estate after the soldiers that participated in World War One and World War Two, who have connection to the site and the original owners of the estates from the early 1800's that were awarded land Titles from Government.

052 The Motion on being Put was **CARRIED**.

12. URGENT GENERAL BUSINESS

Nil

13. PRESENTATIONS BY COUNCILLORS

1. Councillor Hunt advised that she represented the Mayor at the opening ceremony of the Special Olympics basketball competition held at Minto, this event was fantastic and it was noted all athletes were very excited to be participating and very appreciative of Council allowing them to hold this event.
2. Councillor Moroney advised that he attended the Great Synagogue Shabbat Service recently and noted that this facility is outstanding and that he was proud to represent Council at this event.
3. Councillor Manoto advised that he represented the Mayor at the Diversity Gardens at Glenfield Park School, noting that it was a wonderful event. The school expressed their gratitude to Council for contributing the seeds and assisting the students. After the formalities Councillor Manoto was also given a tour of the school.
4. Councillor Gilholme advised that he attended Ingleburn Alive and noted that it was a great opportunity to watch our local community enjoy this wonderful event. It was also great to see the multicultural event that was held on the grand stage.
5. Councillor Gilholme that he represented the Mayor at the Special Olympics Closing Ceremony, noting that it was such a wonderful event and it was great to watch the athletes enjoying the celebration.
6. Councillor Oates advised that she represented the Mayor at a number of International Womens Day events, noting that one that particularly stands out was held at the Catholic Club. Councillor Oates advised that the General Manager presented at this event and spoke very well about her passion for the local government area and her achievements. It was great to celebrate women in our community.

7. Councillor Brticevic advised that he recently attended the Macarthur Football Launch which was a fantastic event. This event is shared with Secretaries and Presidents of local clubs together with the Referees'. Councillor Brticevic noted that there are currently 11,000 soccer players registered within the Macarthur area.
8. Councillor Brticevic advised that he recently attended the signing of the City Deals. Councillor Brticevic noted that he was fortunate enough to sign this on behalf of Campbelltown, alongside seven other neighbouring Mayors. Councillor Brticevic thanked the Director City Governance and Economy and the General Manager for all of their hard work and commitment with regards to the City Deal which will see many benefits for our community, further to this connectivity for our region will be enhanced.

Confidentiality Recommendation

It was **Moved** Councillor Gilholme, **Seconded** Councillor George:

That the Council in accordance with Section 10A of the *Local Government Act 1993*, resolve to exclude the public from the meeting during discussions on the items in the Confidential Agenda, due to the confidential nature of the business and the Council's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

053 The Motion on being Put was **CARRIED**.

The Ordinary Meeting of Council was adjourned at 8.06pm and reconvened as a meeting of the Confidential Committee at 8.07pm.

14. CONFIDENTIAL REPORTS FROM OFFICERS

14.1 Partial Purchase of Land for Road Widening

It was **Moved** Councillor Gilholme, **Seconded** Councillor Chowdhury:

1. That Council approve the purchase for part of 50 Badgally Road Claymore (Lot 2 DP 1017017) based on the terms outlined within this report for public works.
2. That Council approve the compulsory acquisition for part of 50 Badgally Road Claymore (Lot 2 DP 1017017) and undertake the necessary actions for compulsory acquisition as outlined in this report if an agreement cannot be reached between Council and the affected owner.
3. That Council approve to proceed with the necessary application to the Minister for Local Government and the Governor in accordance with the provisions of the *Local Government Act 1993* to obtain approval to provide an acquisition notice under the *Land Acquisitions (Just Terms Compensation) Act 1991*.
4. That upon acquisition or purchase, the land be classified as operational.
5. That all documentation associated with the purchase of the subject land if an agreement could be reached be executed under the Common Seal of Council.

054 The Motion on being Put was **CARRIED**.

14.2 Licence for Groundwater Monitoring Bore at Lot 3 DP 1187569

It was **Moved** Councillor Lound, **Seconded** Councillor Hunt:

1. That Council enter into a Deed of Licence with the Department of Primary Industries – Water (NSW) for a groundwater monitoring bore, based on the terms and conditions outlined in the body of this report.
2. That all documentation associated with the licence be executed under the Common Seal of Council.

055 The Motion on being Put was **CARRIED**.

Motion

It was **Moved** Councillor Lound, **Seconded** Councillor Gilholme:

That the Council in accordance with Section 10 of the *Local Government Act 1993*, move to re-open the meeting to the public.

056 The Motion on being Put was **CARRIED**.

At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 8.08pm.

Motion

It was **Moved** Councillor George, **Seconded** Councillor Manoto:

That the reports of the Confidential Committee and the recommendations contained therein be adopted.

057 The Motion on being Put was **CARRIED**.

There being no further business the meeting closed at 8.09pm.

Confirmed by Council on

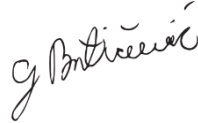
..... General Manager Chairperson

CONFIRMATION OF COUNCIL'S ORDINARY MEETING MINUTES

At the Council Meeting held 10 April 2018 the following Council minutes were adopted:

There being no further business at the meeting of 13 March 2018, the meeting closed at 8.09pm.

Confirmed by the Chairperson:

A handwritten signature in black ink, appearing to read 'G. McIntyre', is written over the text 'Confirmed by the Chairperson:'.