Minutes of the Ordinary Meeting of the Campbelltown City Council held on 16 August 2016

Present His Worship the Mayor, Councillor P Hawker
Councillor F Borg
Councillor G Brticevic
Councillor A Chanthivong
Councillor W Glynn
Councillor G Greiss
Councillor R Kolkman
Councillor P Lake
Councillor D Lound
Councillor C Mead
Councillor M Oates
Councillor T Rowell
Councillor R Thompson

Acknowledgement of Land

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

Council Prayer

The Council Prayer was presented by the General Manager.

1. APOLOGIES

It was **Moved** Councillor Greiss, **Seconded** Councillor Borg that the **APOLOGY** from Councillor Dobson and Matheson be received and accepted.

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

2. CONFIRMATION OF MINUTES

2.1 Minutes of the Ordinary Meeting of Council held 19 July 2016

It was **Moved** Councillor Kolkman, **Seconded** Councillor Thompson that the Minutes of the Ordinary Meeting of Council held 19 July 2016, copies of which have been circulated to each Councillor, be taken as read and confirmed.

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

3. 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 Brticevic advised that he is an employee of the NSW Police Force and if he considers there may be a perceived conflict necessitating him to declare an interest, he will do so and if appropriate, leave the Chamber.

Councillor Chanthivong advised that as a member of the NSW Parliament he will seek legal advice regarding his need to declare an interest on any issues that may potentially involve the NSW State Government. Councillor Chanthivong noted that if any issues arise where he considers there may be a perceived conflict necessitating him to declare an interest, he will do so and if appropriate, leave the Chamber.

Councillor Hawker - Notice of Motion Item 17.4 - Macarthur Memorial Park - Councillor Hawker advised that he is a member of the Joint Regional Planning Panel and that he will leave the Chamber and not take parking in debate nor vote on the matter.

Councillor Hawker - Notice of Motion Item 17.5 - 22-32 Queen Street, Campbelltown - Councillor Hawker advised that he is a member of the Joint Regional Planning Panel and that he will leave the Chamber and not take parking in debate nor vote on the matter.

Councillor Lake - Notice of Motion Item 17.4 - Macarthur Memorial Park - Councillor Lake advised that he is a member of the Joint Regional Planning Panel and that he will leave the Chamber and not take parking in debate nor vote on the matter.

Councillor Lake - Notice of Motion Item 17.5 - 22-32 Queen Street, Campbelltown - Councillor Lake advised that he is a member of the Joint Regional Planning Panel and that he will leave the Chamber and not take parking in debate nor vote on the matter.

Other Disclosures - nil

Minutes Summary

Extraordinary Meeting held at 7.00pm on Tuesday, 27 September 2016.

APOLOGIES

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

Other Disclosures

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Minutes of the Extraordinary Meeting of the Campbelltown City Council held on 27 September 2016

Present Councillor F Borg
Councillor G Brticevic
Councillor M Chivers
Councillor M Chowdhury
Councillor R George
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 T Rowell
Councillor R Thompson

Apology Nil

Acknowledgement of Land

An Acknowledgement of Land was presented by the General Manager.

Council Prayer

The Council Prayer was presented by the General Manager.

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

Welcome

The General Manager noted that there were a large contingent of Councillors' family and friends in attendance for the inauguration of the new Council and welcomed all present to the meeting.

EXTRAORDINARY MEETING OF THE CAMPBELLTOWN CITY COUNCIL MEETING TO BE HELD ON 27 SEPTEMBER 2016

1. BUSINESS: REPORT OF THE GENERAL MANAGER

1.1 Oath/Affirmation of Office

Attachments

Excerpt of section 233A from the *Local Government Act 1993*

Report

Under Section 233A of the *Local Government Act 1993,* Councillors are now required to undertake an Oath of Office or Affirmation of Office at the first meeting of the Council after the Councillor is elected.

The oath or affirmation may be taken or made before the general manager of the council, an Australian legal practitioner or a justice of the peace and is to be in the following form:

Oath

I [name of councillor] swear that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

Affirmation
I [name of councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

Officer's Recommendation

That Councillors participate in the Oath of Office or Affirmation of Office.

Extraordinary Meeting 27 September 2016

The General Manager administered the Oath or Affirmation of Office for each Councillor.

ATTACHMENT 1

Local Government Act 1993 No 30

Current version for 30 August 2016 to date (accessed 6 September 2016 at 12:11)

233A Oath and affirmation for councillors

(1) A councillor must take an oath of office or make an affirmation of office at or before the first meeting of the council after the councillor is elected.

(2) The oath or affirmation may be taken or made before the general manager of the council, an Australian legal practitioner or a justice of the peace and is to be in the following form:

Oath

I [*name of councillor*] swear that I will undertake the duties of the office of councillor in the best interests of the people of [*name of council area*] and the [*name of council*] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

Affirmation

I [*name of councillor*] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of [*name of council area*] and the [*name of council*] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

(3) A councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of office in accordance with this section is not entitled to attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected to the office or a meeting at which the councillor takes the oath or makes the affirmation) until the councillor has taken the oath or made the affirmation.

(4) Any absence of a councillor from an ordinary meeting of the council that the councillor is not entitled to attend because of this section is taken to be an absence without prior leave of the council.

(5) Failure to take an oath of office or make an affirmation of office does not affect the validity of anything done by a councillor in the exercise of the councillor's functions.

(6) The general manager must ensure that a record is to be kept of the taking of an oath or the making of an affirmation (whether in the minutes of the council meeting or otherwise).

1.2 Election of Mayor

Attachments

Nil

Report

Detailed below are the procedures to be followed at the Extraordinary meeting for the election of the Mayor.

Election of the Mayor

The provisions of the *Local Government Act 1993* governing the election of the Mayor are contained in Schedule 7 of the *Local Government (General) Regulation 2005*. The Schedule outlines that where more than one Councillor is nominated, the Council is to resolve whether the election is to proceed by open voting or by ordinary ballot or preferential ballot.

To be nominated for election to the position of Mayor, a nomination form must be completed. The nomination form must be signed by two Councillors, one of whom may be the nominee and must indicate consent of the nominee.

The completed nomination forms must be submitted to the General Manager. To assist, a number of nomination forms have been distributed under separate cover Councillors.

If only one candidate is nominated, the General Manager will declare the candidate elected.

If more than one nomination is received, Council will be required to resolve the method of voting, either open voting (show of hands), ordinary ballot or preferential ballot.

Once the method of voting is determined, with the exception of show of hands, voting ballot papers will be handed to each Councillor for completion. It is important that the ballot papers are completed correctly to ensure they are formal votes. Informal votes, i.e those completed contrary to instructions, are excluded from the election count.

In the event of a tied vote, that is, two or more candidates with the same number of votes, the election is determined by the draw by lot.

As a result of the recent amendments to the *Local Government Act 1993*, the Mayoral term is now two years. The Mayor will therefore be elected for the period of September 2016 to September 2018.

Officer's Recommendation

1. That Council determine the method of voting for the office of Mayor.

2. That an election be held at the Extraordinary meeting of Council held 27 September 2016 and once the result is known, the General Manager is to declare the candidate with the majority elected as Mayor for the 2016-2018 term.

Extraordinary Meeting 27 September 2016

The General Manager assumed the role of Returning Officer and received a single nomination for Councillor George Brticevic for the position of Mayor, the nomination was moved by Councillor Hunt, seconded Councillors Chivers and Chowdhury.

Councillor Brticevic accepted the nomination.

As Councillor Brticevic was the sole nomination, The General Manager then declared Councillor Brticevic as the new Mayor of Campbelltown City. The General Manager vacated the chair and the Mayor assumed the Chair.

1.3 Election of Deputy Mayor

Attachments

Nil

Report

Detailed below are the procedures to be followed at the Extraordinary meeting for the election of the Deputy Mayor.

Election of the Deputy Mayor

The provisions of the *Local Government Act 1993* governing the election of the Deputy Mayor is contained in Schedule 7 of the *Local Government (General) Regulation 2005*. The Schedule outlines that where more than one Councillor is nominated, the Council is to resolve whether the election is to proceed by open voting or by ordinary ballot or preferential ballot.

To be nominated for election to the position of Deputy Mayor, a nomination form must be completed. The nomination form must be signed by two Councillors, one of whom may be the nominee and must indicate consent of the nominee.

The completed nomination forms must be submitted to the General Manager. To assist, a number of nomination forms have been distributed under separate cover Councillors.

If only one candidate is nominated, the General Manager will declare the candidate elected.

If more than one nomination is received, Council will be required to resolve the method of voting, either open voting (show of hands), ordinary ballot or preferential ballot.

Once the method of voting is determined, with the exception of show of hands, voting ballot papers will be handed to each Councillor for completion. It is important that the ballot papers are completed correctly to ensure they are formal votes. Informal votes, i.e those completed contrary to instructions, are excluded from the election count.

In the event of a tied vote, that is, two or more candidates with the same number of votes, the election is determined by the draw by lot.

The Deputy Mayor may be elected for a period of up to two years, that is, September 2016 to September 2018.

Officer's Recommendation

1. That Council determine the method of voting for the office of Deputy Mayor.

2. That an election be held at the Extraordinary meeting of Council held 27 September 2016 and once the result is known, the General Manager is to declare the candidate with the majority elected as Deputy Mayor for the 2016-2018 term.

Extraordinary Meeting 27 September 2016

The General Manager assumed the role of Returning Officer and received a single nomination for Councillor Meg Oates for the position of Deputy Mayor, the nomination was moved by Councillor Hunt, seconded Councillors Chivers and Chowdhury.

Councillor Oates accepted the nomination.

As Councillor Oates was the sole nomination, The General Manager then declared Councillor Oates as the new Deputy Mayor of Campbelltown City.

1.4 Election of Council Delegates to various Statutory Committees, Authorities and other organisations

Attachments

List of various Statutory Committees, Authorities and other Organisations

Report

Detailed below are the procedures to be followed at the Extraordinary Meeting for the election of Council delegates to various Statutory Committees, Authorities and other organisations.

Officer's Recommendation

That Council elect delegates to the various Statutory Committees, Authorities and other organisations as outlined in Attachment 1.

Extraordinary Meeting 27 September 2016 (Lake/Lound)

That this item be deferred to the Extraordinary meeting to be held 4 October 2016.

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

ATTACHMENT 1

1. Traffic Committee

The Local Traffic Committee membership consists of representatives from the NSW Police (Local Area Commands), Roads and Traffic Authority, Local State Members of Parliament and Council. This committee deals with a wide variety of local traffic matters under specific delegation from the Roads and Traffic Authority. The Chairperson of the Committee is Council's delegate.

Meetings are generally held monthly at Council on Thursdays and commence at 9.00am.

Council is requested to appoint one delegate to the Committee who will be the Chairperson and the Director of City Delivery, who will Chair the meeting in the absence of the Chairperson.

2. Audit, Risk and Improvement Committee

In accordance with the guidelines issued by the Office of Local Government, Council on 19 October 2010 approved the establishment of an Audit Committee.

Pursuant to the Local Government Amendment (Governance and Planning) Bill 2016, the *Local Government Act 1993* is to be amended with respect to the governance and planning functions and auditing of councils.

As such, the Audit, Risk and Improvement Committee is re-established to review council's operations with respect to:

a) compliance
b) risk management
c) fraud control
d) financial management
e) governance
f) implementation of the strategic plan, delivery program and strategies
g) service reviews
h) collection of performance measurement data by the council
i) any other matters prescribed by the regulations.

The Committee is also to provide information to the council for the purpose of improving the council's performance of its functions.

Under Schedule 6 19B, Local Government Regulations will further prescribe Council's internal audit, risk and business improvement functions.

The Audit, Risk and Improvement Committee membership will consist of three independent members, (including the Chairperson), and the Mayor (or suitably qualified delegate). The current independent members have been appointed for the 12 months up to 9 September 2017 and shall then be eligible for reappointment for a further four years. An expression of interest will be advertised to select an additional independent member to be appointed for a term to coincide with the existing independent members.

The Audit, Risk and Improvement Committee will be administered by the Office of the General Manager, and the General Manager and Director City Governance will attend all meetings.

The Audit, Risk and Improvement Committee will meet at Council at least three times a year. Further meetings will be scheduled if necessary.

Council is requested to appoint the Mayor (or suitably qualified delegate) to the Audit, Risk and Improvement Committee.

3. Council Delegates to Various Statutory Authorities and Other Organisations

(a) Camden Gas Project Community Consultative Committee

The purpose of the Community Consultative Committee is to provide a forum for open discussion between representatives of the company, the community, Council and other stakeholders on the issues directly relating to the project operations, environmental performance and community relations, and to keep the community informed on these matters.

The Community Consultative Committee meets twice per year on a as needs basis, usually on a Thursday at 5.30pm at Medhurst Road, Menangle.

Council is entitled to one delegate.

Council's current delegate is the General Manager (or nominee).

Council is requested to nominate one delegate to this Committee.

(b) Floodplain Management Authorities of NSW

The Floodplain Management Authorities comprise some 20 Local Government authorities concerned with flood mitigation. Meetings are held three or four times a year and are normally held during the day.

One meeting is held each year as part of the Floodplain Management Authorities (FMA) Annual General Meeting (AGM) held on rotation around NSW. At this meeting each member has two votes, which are normally exercised by those attending the AGM.

Council is entitled to two delegates, one of whom is a Councillor and the other the Director City Delivery (or nominee).

Council is requested to nominate one Councillor delegate, as well as Director City Delivery (or nominee).

(c) Floodplain Risk Management Committee

Council, in May 2000, resolved to establish a Floodplain Risk Management Committee to oversee the preparation and implementation of a Floodplain Risk Management Plan for the Campbelltown Local Government Area.

The Sub Committee consists of representatives of Council, Department of Planning, State Emergency Services and the community, and is usually chaired by Council's nominated representative to the Floodplain Management Authorities.

The Committee does not currently have a set meeting schedule, meeting as required to discuss relevant issues as they arise.

Council is requested to nominate one delegate to the Committee.

(d) Georges River Combined Councils Committee

The Committee's membership is drawn from the nine councils within the Georges River catchment from Wollondilly Shire to Botany Bay. The Committee currently meets bi-monthly on a Thursday at 6.00pm and is focussed on strategic alliances among member councils and other key stakeholders involved in the management of the Georges River Catchment. Meetings are hosted on a rotational basis amongst the member councils.

The Committee's incorporation rules allow participating councils to have up to three delegates at any one time.

Council is requested to nominate two Councillor delegates, as well as Director City Development (or nominee) to the Committee.

(e) Hawkesbury Nepean Local Government Advisory Group

The Hawkesbury Nepean Local Government Advisory Group (LGAG) was established in June 2001 by the State Government, to provide strategic advice on natural resource management investment in the Nepean Hawkesbury Catchment.

The LGAG represents 21 councils in the catchment and the membership comprises Councillors and Council officers.

Meetings are held quarterly on a Thursday from 2.00pm to 5.00pm at the Catchment Management Authorities Office at Penrith. Delegates comprise one Councillor and one staff member (Director Planning and Environment or nominee).

Council is requested to nominate one Councillor delegate, as well as Director City Development (or nominee).

(f) Macarthur Regional Organisation of Councils (MACROC)

MACROC consists of Campbelltown, Camden and Wollondilly Councils, and is generally concerned with matters of regional significance.

The MACROC Board meetings are held four times a year on a Wednesday evening at 7.00pm, with the location rotating between member councils.

Council is entitled to three delegates who are appointed together with an alternate delegate, for the term of the Council (2012-2016). In addition the Mayor of the day is also a delegate.

Council is requested to nominate three Councillors as delegates and an additional Councillor as an alternate delegate. The appointments are for the term of the Council.

(g) Macarthur Zone Bush Fire Management Committee

This Committee membership is drawn from representatives from Camden, Campbelltown and Liverpool Councils and also includes landholders and emergency services representatives.

The Committee meets four times a year on a Monday at 10.30am at West's Leagues Club with the responsibility for preparing, coordinating, reviewing and monitoring the Macarthur Bush Fire Risk Management Plan and the Plans of Operation.

The Committee Chairperson is elected annually and will, from time to time, include the Local Government elected representative. Council is requested to nominate one delegate to the Committee and one alternative delegate. The General Manager (or nominee) is also a member of this Committee.

Council is requested to nominate one Councillor delegate and an alternate to the Committee as well as the General Manager (or nominee).

(h) Macarthur Zone Rural Fire Service District Liaison Committee

This Committee has been established to monitor the performance of the Service Level Agreement between Council and the Macarthur Zone Rural Fire Service and review the annual budget, business plan and quarterly performance report.

The Committee meets at least once every three calendar months and meetings are held during the evening.

The Rural Fire Service has requested that Council nominate one delegate to the Committee and one alternate delegate. The General Manager (or nominee) is also a member of this Committee.

Council is requested to nominate one Councillor delegate and an alternate delegate to the Committee as well as the General Manager (or nominee).

(i) Public Libraries New South Wales - Metropolitan Association

Campbelltown City Council Library Service is an active member of the Public Libraries New South Wales-Metropolitan Association. The Association endeavours to develop library services within the wider community, as well as offering a support network to ensure equity of State funding.

The Association meets every three months at various locations.

Council is requested to nominate one Councillor delegate and an alternate to the Committee.

(j) Road Safe Committee

The Road Safe Committee was established to look at road safety initiatives throughout the Local Government Area, and to review and monitor the implementation of Council's Road Safety Strategy.

The Committee meets on a quarterly basis on a Thursday morning at 7.30am and is chaired by a Councillor.

Council is requested to nominate one delegate (usually the same Councillor as the Traffic Committee Chairperson) and the Director City Delivery, who will Chair the meeting in the absence of the Chairperson.

(k) Sydney Metro West Region Joint Regional Planning Panel

Joint Regional Planning Panels commenced on 1 July 2009. The Sydney West Regional Panel is made up of members appointed by the NSW Government and by the local council in whose area the development application being determined is lodged.

The Sydney Metro West Joint Regional Panel will determine a range of developments with a value of between $20m and $100m, plus a number of categories of development such as eco-tourism or development by the Crown with a value of greater than $5m and designated development. Many of these developments were previously determined either by local councils or by the NSW Government, but will now be determined by the Joint Regional Planning Panels. Panels may be called on by the Minister for Planning to give advice on other regionally significant planning issues.

Council is represented on the Panel by three elected members (one as an alternate). The representatives are generally appointed for the term of the Council and may satisfy certain criteria:

- At least one of the nominated persons should have experience in planning, architecture, heritage, the environment, urban design, land economies, traffic and transport, law, engineering or tourism.

Council is requested to appoint two Councillors as delegates and an additional Councillor as an alternate delegate. The appointments are for the term of the Council.

(l) South West Sydney Academy of Sport

The South West Sydney Academy of Sport provides high quality, community focused, junior, talented athlete identification and development programs to the region.

Programs provide athletes with access to specialist support services including coaching, sports science and sports medicine. The Academy provides a clear pathway for athletes from junior development through to state and national representation.

Council is requested to nominate one delegate to the Board of Directors. The Board meets every two months usually at 6.00pm and rotating between participating Local Government Area venues.

The Board member is automatically identified as a member of the Financial Committee which meets on the alternate month usually at 6.00pm in Campbelltown.

Council is requested to nominate one Councillor delegate.

1.5 Local Government NSW Annual Conference 2016

Attachments

Nil

Report

The 2016 Local Government NSW Annual Conference will be held at the WIN Entertainment Centre, Wollongong from Sunday 16 October to Tuesday 18 October 2016.

The conference is the annual policy making event for councils. Councils work together with Local Government NSW to promote Local Government and advocate on behalf of their communities for local democracy, informed decision making and good governance.

The conference is the pre-eminent event of the Local Government event calendar, where Councillors come together to share ideas and debate issues contained within the conference business paper.

As a member of the Local Government NSW Council is entitled to nominate ten Councillors as voting delegates to the Conference. It has also been Council's practice that any other interested Councillor be authorised to attend the Conference.

Officer's Recommendation

1. That Council nominate ten voting delegates to the 2016 Local Government NSW Annual Conference.

2. That other interested Councillors also be authorised to attend together with the General Manager and/or delegate.

3. That the registration fees and accommodation expenses be met in accordance with Council's Policy.

Extraordinary Meeting 27 September 2016 (Moroney/Lound)

1. That Councillors Borg, Brticevic, Chivers, George, Greiss, Hunt, Lound, Oates, Moroney and Morrison be appointed as voting delegates to the 2016 Local Government NSW Annual Conference.

2. That other interested Councillors also be authorised to attend together with the General Manager and/or delegate.

3. That the registration fees and accommodation expenses be met in accordance with Council's Policy.

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

There being no further business the meeting closed at 7.43pm.

Confirmed by Council on

..... General Manager ..... Chairperson

ATTACHMENT 1

LOCAL GOVERNMENT NSW

Local Government NSW Annual Conference 2016

Sunday 16 – Tuesday 18 October 2016

Main conference venue is WIN Entertainment Centre, Crown and Harbour Streets, Wollongong, 2500.
This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.

DRAFT PROGRAM (as of 9 September 2016)

SUNDAY 16 OCTOBER	
1.00pm – 4.45pm	Bump in sponsors to WIN Entertainment Centre Foyer
1.00pm – 4.00pm	Registration opens in WIN Entertainment Centre Foyer
2.00pm – 4.45pm	Councillor training sessions in Winners Room 1, Winners Room 2, Victory Room 1 - Understanding changes to the Local Government Act - Know your planning - Principles of good governance
2.00pm – 4.45pm	LGNSW briefing for General Managers and Interim General Managers in Premiers Room. This briefing will give progress on negotiation for a new 2017 Local Government (State) Award and workplace reform
3.00pm – 3.30pm	Afternoon tea meet the sponsors in trade exhibition next to Premiers Room
4.45pm – 5.00pm	Pre-booked local transfer buses from WIN to Lagoon Seafood Restaurant, Stuart Park, George Hanley Drive, North Wollongong
5.00pm – 7.00pm	President's Opening Reception in Lagoon Seafood Restaurant - Welcome To Country - Welcome **from Cr Gordon Bradbery OAM**, Lord Mayor of Wollongong City Council - Opening from **Cr Keith Rhoades AFSM**, President, LGNSW
7.00pm	Pre-booked local transfer buses will drop off back to WIN Entertainment Centre
MONDAY 17 OCTOBER – Business Session Day 1 **Chaired by Cr Keith Rhoades AFSM, WIN Entertainment Centre**	
7.00am – 5.00pm	Registration opens in Box Office of WIN Entertainment Centre Foyer Distribution of voting materials and electronic handsets
7.30am – 8.45am	NSW Reconciliation Council Breakfast, Victory Room 1 - 2 - Welcome from the Hon Leslie Williams MP, Minister for Aboriginal Affairs - Address to be advised Supported by NSWALC and sponsored by Aboriginal Affairs NSW
8.15am -9.00am	Trade exhibition opens in WIN Entertainment Centre Foyer
9.00am – 9.30am	Address from **The Hon Mike Baird MP**, Premier of New South Wales
9.30am – 10.00am	Address from **Cr Keith Rhoades AFSM**, President, LGNSW

10.00am – 11.00am	Opening of the Federal Conference, chaired by **Cr Keith Rhoades AFSM** including demonstration of voting units, adoption of standing orders, presentation of the auditor's report, general financial report and operating report to members. Business session and consideration of motions Opening of the State Conference, chaired by **Cr Keith Rhoades AFSM** including adoption of standing orders**,** business session and consideration of motions
11.00am - 11.30am	Morning tea in trade exhibition sponsored by LG Super
11.30am – 1.00pm	Consideration of Conference business continued, chaired by the President
1.00pm – 2.00pm	Lunch in trade exhibition sponsored by LG Super General Managers Lunch Sponsored by StateCover: StateCover, LG Super, LGP, LGNSW Member Services and councils: Building mutually beneficial partnerships, Winners Room 1 and 2
2.00pm – 3.30pm	Consideration of Conference business continued, chaired by the President
3.30pm – 4.00pm	Afternoon tea in trade exhibition
4.00pm – 5.30pm	Consideration of Conference business continued, chaired by the President Collection of all electronic handsets and voting cards Conference business session closes
5.30pm – 6.30pm	Delegate networking function in trade exhibition
6.30pm	Trade exhibition closes. Free night for delegates
TUESDAY 18 OCTOBER – Business Session Day 2 **WIN Entertainment Centre**	
7.00am – 5.00pm	Registration opens in WIN Entertainment Centre Foyer
7.30am – 8.45am	Australian Local Government Women's Association (ALGWA) Breakfast Victory Room 1 - 2: **Tracy Howe**, Chief Executive Officer, NSW Council of Social Service (NCOSS) Anti-Poverty Week 'Fighting Poverty Together', Winners Room 1
8.00am – 5.30pm	Trade exhibition opens in WIN Entertainment Centre Foyer
9.00am – 9.15am	Introduction by Master of Ceremonies, **Tracey Spicer**
9.15am – 9.30am 9.30am – 9.45am	Address from **The Hon Paul Toole MP**, Minister for Local Government Facilitated questions from the conference to the Minister
9.45am – 10.00am	**Launch of NSW Workforce Development Strategy**
10.00am – 10.30am	Morning tea in trade exhibition sponsored by NSW EPA
10.30am – 10.45am	Address from **The Hon Peter Primrose MLC,** Shadow Minister for Local Government
10.45am – 11.00am	Facilitated questions from the conference to the Shadow Minister
11.00am – 11.45am	**Keynote:** Rethinking the role of local government, **Peter McKinlay**, Executive Director, McKinlay Douglas Ltd.

11.45am – 12.30pm	**Tracey Spicer** facilitates a Local Government Reform Panel: Challenges and Achievements. Panellists: - **Jane Mills**, Chief Operating Officer, City of Parramatta Council - **Luke Johnson**, General Manager, Wollondilly Shire Council - **Peter Tegart**, Interim General Manager, Queanbeyan-Palerang Regional Council
12.30pm – 12.45pm	Address on Association business from **Cr Keith Rhoades AFSM**, **President, LGNSW**
12.45pm – 1.00pm	Treasurer's Report
1.00pm – 1.45pm	Lunch in the trade exhibition WIN Entertainment Centre sponsored by NSW EPA
1.45pm – 3.00pm	**MOVE TO CONCURRENT SESSIONS**
1.45pm – 3.00pm 1.45pm – 2.00pm	**CONCURRENT SESSION 1 - Natural Resources and Environment Stream**, Winners Room 1 – 2 Facilitated by **Barry Buffier,** Chair and Chief Executive Officer, NSW Environment Protection Authority
2.00pm – 2.15pm	Underground petroleum storage systems, **Justin Turk**, Operations Officer, Hazardous Incidents and Environmental Health
2.15pm – 2.30pm	Developing sound planning decisions, **Paul Wearne**, Senior Regional Programs, Metropolitan Branch
2.30pm – 2.50pm	Crown Lands Review Update, **David Clarke**, Group Director Governance & Strategy, NSW Department of Primary Industries – Lands
1.45pm – 3.00pm	**CONCURRENT SESSION 2 - Infrastructure and Planning**, Auditorium
1.45pm – 1.50pm	Facilitated by Kylie Yates, Director Advocacy, LGNSW
1.50pm – 2.10pm	Fixing Country Roads, **Fredric Horst**, Principal Manager for Freight Strategy and Investment, Transport NSW
2.10pm – 2.30pm	Engaging councils in the process of allowing access to local roads for heavy vehicles, **Sal Petroccitto**, Chief Executive Officer, National Heavy Vehicle Regulator
2.30pm – 2.50pm	Councils investment in human and cultural infrastructure /sporting facilities, **Paul Doorn**, Executive Director – Sport Infrastructure, NSW Office of Sport
1.45pm – 3.00pm 1.45pm – 1.50pm	**CONCURRENT SESSION 3 - Capacity Building and Diversity**, Victory Rooms 1 – 2 Facilitated by Sarah Artist, Senior Manager, Innovation and Capacity, LGNSW
1.50pm – 2.05pm	Designing a capability framework for NSW local government – towards an integrated package for job design, recruitment, performance management and capacity building, **Jo Grisard**, Principal, Grisard Consulting (invited)
2.05pm – 2.30pm	Developing council's workforce: Case studies from Wollongong and Port Stephens Councils presented by **David Farmer**, General Manager, Wollongong Council and **Wayne Wallis**, General Manager, Port Stephens Council
2.30pm – 2.50pm	Change – Fit for Purpose presented by **Nigel Ward**, Chief Executive Officer and

	Director, Australian Business Lawyers & Advisors
3.00pm – 3.15pm	**RETURN TO PLENARY SESSION AND CLOSE OF CONFERENCE**
3.30pm – 4.00pm	**Final Keynote**: Resilient leadership through cultural change within a challenging environment, **Kitty Chiller**, Chef de Mission, Australian Olympic Team, Rio 2016
4.00pm – 4.30pm	Afternoon tea and delegate networking function in trade exhibition
7.30pm – 11.00pm	**CONFERENCE DINNER** **WIN Entertainment Centre (within the conference room)**
7.30pm	Doors Open
7.45pm	Delegates seated and entrée served
8.00pm	LGNSW President introduces Elite Sponsor, StateCover Mutual Limited
8.10pm 8.30pm	LGNSW President and Elite Sponsor present the Outstanding Service Awards LGNSW Chief Executive and Bluett Trustees present AR Bluett Awards
9.00pm	Main Course served
	Entertainment and dancing
11.00pm	Function finishes
CLOSE OF CONFERENCE	

30 September 2016

You are hereby notified that an Extraordinary Meeting of the Council will be held at the Civic Centre, Campbelltown on Tuesday 4 October 2016 at 7.00pm.

Lindy Deitz
General Manager

Agenda Summary

Extraordinary Meeting to be held at 7.00pm on Tuesday, 4 October 2016.

APOLOGIES

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

Other Disclosures

ITEM	TITLE	PAGE
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1.1	Annual Financial Reports 2015-2016	4
1.2	Election of Council Delegates to various Statutory Committees, Authorities and other organisations	9
1.3	Council Meeting Structure and Cycle	17
1.4	Use of Community Facilities	22

Minutes of the Extraordinary Meeting of the Campbelltown City Council held on 4 October 2016

Present The Mayor, Councillor G Brticevic
Councillor F Borg
Councillor M Chivers
Councillor M Chowdhury
Councillor R George
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 T Rowell
Councillor R Thompson

Apology Nil

Also in Attendance

Mrs L Smith - Intentus Chartered Accountants

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.

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

EXTRAORDINARY MEETING OF THE CAMPBELLTOWN CITY COUNCIL MEETING TO BE HELD ON 4 OCTOBER 2016

1. BUSINESS: REPORT OF THE GENERAL MANAGER

1.1 Annual Financial Reports 2015-2016

Reporting Officer

Manager Financial Services

Attachments

Financial Statements 2015-2016 (available on Council's website - due to the size of the document)

A copy of the attachment is available on Council's website via the below link:

http://www.campbelltown.nsw.gov.au/RCC/CouncilandCouncillors/FinancialInformation

Report

Council resolved at its meeting held on 9 August 2016 to refer the 2015-2016 General Purpose Financial Reports and the 2015-2016 Special Purpose Financial Reports to audit. Following completion of the audit by Council's independent auditing firm Intentus Chartered Accountants and in accordance with Section 417 of the *Local Government Act 1993,* Council was issued with an audit opinion as outlined in the Auditor's reports.

Presentation of Financial Reports

Section 415 to Section 421 of the *Local Government Act 1993* outlines Council's annual financial reporting and auditing requirements. Council must give notice of the public meeting at which the audited financial reports together with the Auditor's reports are to be presented. Initial public notice was given on Tuesday 27 September via Council's website followed by an advertisement in the Macarthur Advertiser.

In accordance with Section 420 of the *Local Government Act 1993*, any person may make written submissions to the Council with respect to the audited financial reports or the Auditor's reports. Council must ensure that copies of all submissions are referred to Council's Auditor together with any action that Council considers appropriate in response to submissions received. There have been no submissions received in regard to the Financial Reports at the time of writing this report.

In accordance with Section 418 of the *Local Government Act 1993*, Council is required to hold a public meeting to review the Financial Reports within five weeks of receiving the Auditor's reports. Section 419 of the *Local Government Act 1993* advises that Council's Auditor may attend the meeting at which the Financial Reports are presented. Mrs Leanne Smith, Partner of Council's independent auditing firm, Intentus Chartered Accountants will be in attendance to make a presentation and discuss any matters that Council may wish to raise.

The Financial Report

The Financial Reports have been prepared in accordance with the Australian equivalents to International Financial Reporting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations, the *Local Government Act 1993* and regulations thereunder, the Local Government Code of Accounting Practice and Financial Reporting (Update 24) and the Asset Accounting Manual.

Operational Result

The operating result for the period is an increase in equity of $153m which includes depreciation of Council's infrastructure assets, capital grants and contributions and gains on revaluation of infrastructure, property, plant and equipment. The operating result before capital grants and contributions provided a surplus of $13.9m. Capital grants and contributions amounted to $27.5m which results in an adjusted operating result after capital grants and contributions of a surplus of $41.4m.

In complying with the Australian Accounting Standards, any income received during the year must be brought to account in that financial period. As such any grant income, developer contributions and other income is brought to account when received or raised as an account receivable. The subsequent expenditure required from this income may not be carried out until a future financial period which distorts the operating result. These funds are however, protected by placing a restriction over the income. Details of restricted funds are disclosed in Note 6c to the Financial Statements. For the 2015-2016 financial year externally restricted funds, which are required to be committed to the purposes for which they were provided, amount to $30m.

Performance Measures

The Office of Local Government requires a minimum number of prescribed indicators to be presented in Note 13 of the Financial Reports as follows:

Operating Performance
The operating performance percentage measures Council's achievement in containing operating expenditure within operating revenue. This indicator has significantly improved for 2015-2016 to 9.65% and Council continues to strive to meet the benchmark of >0.

2016	2015
9.65%	4.86%

Own Source Operating Revenue
The own source operating revenue percentage measures fiscal flexibility and the degree of reliance on external funding sources such as grants and contributions. This indicator has remained consistent for 2015-2016 at 67.3% and remains above the benchmark of >60%.

2016	2015
67.3%	73.8%

Unrestricted Current Ratio
The unrestricted current ratio assesses the adequacy of working capital and the ability to satisfy obligations in the short term from the unrestricted activities of Council. This indicator has increased for 2015-2016 to 4.61:1. This ratio has consistently remained above the benchmark of 2:1 as a result of the retirement of debt and continued budget surpluses.

2016	2015
4.61:1	3.67:1

Debt Service Cover Ratio
The debt service cover ratio measures the availability of operating cash to service debt and lease repayments. It is Council's current policy to maintain a low ratio and has been consistently higher than the benchmark of >2.

2016	2015
7.29:1	5.49%

Rates and Annual Charges Outstanding Percentage
The rates and annual charges outstanding percentage is reported to Council on a monthly basis as part of the Rates Summary Report. The percentage as at 30 June 2016 stood at 3.41%, which is a significant improvement on recent years. Council continually monitors opportunities to improve the collection of outstanding amounts as well as the adequacy of recovery efforts impacted by socio-economic factors.

2016	2015
3.41%	4.05%

Cash Expense Cover Ratio
Indicates the number of months Council can contribute paying immediate expenses without additional cash flow. Council is above the benchmark of >3 months.

2016	2015
10.71	10.39

The Budget Result

The budget result for the year is aligned to funding and takes into consideration Council's total expenditure and revenue, including not only operational items but capital expenditure, loan borrowings and sale of assets. Council's original budget predicted a balanced budget for the 2015-2016 financial year, which was maintained through quarterly reviews. The final result was a small surplus of $40k which is an excellent outcome for Council.

Infrastructure Assets

Council's fixed assets continue to be re-valued in accordance with Australian Accounting Standards and as at 30 June 2016, all asset classes are stated at their fair value and will be re-valued every three years or as significant changes affect assets. Council should note that this significantly impacts depreciation which has a flow on effect, increasing the difficulty in maintaining a surplus operating result before capital grants and contributions.

Special Schedule 7 details the condition of Council's buildings and infrastructure and highlights a current backlog of $25.5m. This backlog and future funding gaps is being addressed by the special rate variation and loan borrowings under the Local Infrastructure Renewal Scheme over an eight year period.

Summary

Council as at 30 June 2016 remains in a sound and stable financial position for the short to medium term. After allowing for capital grants and contributions, the operational surplus of $41.3m has now been consolidated into Council's total equity which now stands at $2.279b.

Council's financial performance indicators continue to be above industry benchmarks. The ratios adequately provide for the delivery of the objectives set out in Council's Operational Plan. Council's financial indicators will be highlighted in the presentation at the Annual General Meeting.

Some of the items to note for the 2015-2016 financial period include:

- $47m increase to Council's infrastructure assets, of which $20m related to renewal or refurbishment works. Of the total capital expenditure increase:
    - $27m on roads, bridges and footpaths, including $18.3m on Council's road network, of which $6m related to the Eaglevale Drive upgrade, $5m on Council's kerb and gutter network and $2.3m on Council's footpath network
    - $4m on buildings, of which $2m was for the refurbishment of amenities at Blinman Oval, Worrell Park and Fullwood Reserve as well as $340k upgrade of the kennels and cattery at the Animal Care Facility
    - $1.4m on land improvements on the synthetic surface at Lynwood Park
    - $4m of community land purchases and dedications.

- Funds set aside for internally restricted reserves have increased by $8.8m to $75m

- Council's investment portfolio contributed $3.9m in revenue to Council's operational result as per budget predictions despite a slowing of the economy and subsequent reductions in interest rates to record lows

- Recognition of non-cash dedication revenue of $16.4m, being $3.8m in S94 contributions for Glenfield and the balance of $12.6m in dedicated road, kerb and gutter and stormwater asset values recognised for areas including Bardia and Minto

- Reduction of Council's external debt outstanding of $3.9m through the introduction of an internal borrowing strategy

- Reduction of Council's infrastructure asset backlog by $8.3m to $25.5m since the implementation of the Special Rate Variation in 2014-2015.

Overall, Council is proving its financial sustainability through meeting key financial performance indicators. These indicators underpin a 'Fit for the Future' status and ensures Council is able to deliver quality services and infrastructure to the community.

Officer's Recommendation

That the Financial Reports and Auditor's Reports for the period 1 July 2015 to 30 June 2016 be received and noted.

Council Meeting 4 October 2016 (Borg/Lound)

That the Financial Reports and Auditor's Reports for the period 1 July 2015 to 30 June 2016 be received and noted.

Council Minute Resolution Number 155

That the Financial Reports and Auditor's Reports for the period 1 July 2015 to 30 June 2016 be received and noted.

1.2 Election of Council Delegates to various Statutory Committees, Authorities and other organisations

Attachments

List of various Statutory Committees, Authorities and other Organisations

Report

Detailed below are the procedures to be followed at the Extraordinary Meeting for the election of Council delegates to various Statutory Committees, Authorities and other organisations.

Officer's Recommendation

That Council elect delegates to the various Statutory Committees, Authorities and other organisations as outlined in Attachment 1.

Council Meeting 4 October 2016 (Borg/Lound)

That the following Councillors be elected as delegates to the various Statutory Committees, Authorities and other organisations.

Council Minute Resolution Number 156

That the following Councillors be elected as delegates to the various Statutory Committees, Authorities and other organisations.

1. Traffic Committee

Councillor: Lake - Chairperson
Director City Delivery

2. Audit, Risk and Improvement Committee

Mayor or delegate: Councillor Morrison

3. Council Delegates to Various Statutory Authorities and Other Organisations

(a) Camden Gas Project Community Consultative Committee

Councillor: Moroney
General Manager (or Nominee)

(b) Floodplain Management Authorities of NSW

Councillor: Borg
Director City Delivery (or Nominee)

(c) Floodplain Risk Management Committee

Councillor: Borg
Director City Delivery (or Nominee)

(d) Georges River Combined Councils Committee

Councillors: Moroney
Lound
Director City Development (or Nominee)

(e) Hawkesbury Nepean Local Government Advisory Group

Councillor: Borg
Director City Development (or Nominee)

(f) Macarthur Regional Organisation of Councils (MACROC)

Councillors: Chivers
Morrison
Rowell
Moroney (Alternate)

The Mayor is automatically a member of MACROC.

(g) Macarthur Zone Bush Fire Management Committee

Councillors: Morrison
Chowdhury (Alternate)
General Manager (or Nominee)

(h) Macarthur Zone Rural Fire Service District Liaison Committee

Councillors: Moroney
Manoto (Alternate)
General Manager (or Nominee)

(i) NSW Public Libraries Association New South Wales

Councillors: Chivers
Moroney (Alternate)

(j) Road Safe Committee

Councillor: Lake
Director City Delivery

(k) Sydney Metro West Region Joint Regional Planning Panel

Councillors: Greiss
Lound
Oates (Alternate)
Director City Development (or Nominee)

(l) South West Sydney Academy of Sport

Councillor: Hunt

ATTACHMENT 1

1. Traffic Committee

The Local Traffic Committee membership consists of representatives from the NSW Police (Local Area Commands), Roads and Traffic Authority, Local State Members of Parliament and Council. This committee deals with a wide variety of local traffic matters under specific delegation from the Roads and Traffic Authority. The Chairperson of the Committee is Council's delegate.

Meetings are generally held monthly at Council on Thursdays and commence at 9.00am.

Council is requested to appoint one delegate to the Committee who will be the Chairperson and the Director of City Delivery, who will Chair the meeting in the absence of the Chairperson.

2. Audit, Risk and Improvement Committee

In accordance with the guidelines issued by the Office of Local Government, Council on 19 October 2010 approved the establishment of an Audit Committee.

Pursuant to the Local Government Amendment (Governance and Planning) Bill 2016, the *Local Government Act 1993* is to be amended with respect to the governance and planning functions and auditing of councils.

As such, the Audit, Risk and Improvement Committee is re-established to review council's operations with respect to:

a) compliance
b) risk management
c) fraud control
d) financial management
e) governance
f) implementation of the strategic plan, delivery program and strategies
g) service reviews
h) collection of performance measurement data by the council
i) any other matters prescribed by the regulations.

The Committee is also to provide information to the council for the purpose of improving the council's performance of its functions.

Under Schedule 6 19B, Local Government Regulations will further prescribe Council's internal audit, risk and business improvement functions.

The Audit, Risk and Improvement Committee membership will consist of three independent members, (including the Chairperson), and the Mayor (or suitably qualified delegate). The current independent members have been appointed for the 12 months up to 9 September 2017 and shall then be eligible for reappointment for a further four years. An expression of interest will be advertised to select an additional independent member to be appointed for a term to coincide with the existing independent members.

The Audit, Risk and Improvement Committee will be administered by the Office of the General Manager, and the General Manager and Director City Governance will attend all meetings.

The Audit, Risk and Improvement Committee will meet at Council at least three times a year. Further meetings will be scheduled if necessary.

Council is requested to appoint the Mayor (or suitably qualified delegate) to the Audit, Risk and Improvement Committee.

3. Council Delegates to Various Statutory Authorities and Other Organisations

(a) Camden Gas Project Community Consultative Committee

The purpose of the Community Consultative Committee is to provide a forum for open discussion between representatives of the company, the community, Council and other stakeholders on the issues directly relating to the project operations, environmental performance and community relations, and to keep the community informed on these matters.

The Community Consultative Committee meets twice per year on a as needs basis, usually on a Thursday at 5.30pm at Medhurst Road, Menangle.

Council is entitled to one delegate.

Council's current delegate is the General Manager (or nominee).

Council is requested to nominate one delegate to this Committee.

(b) Floodplain Management Authorities of NSW

The Floodplain Management Authorities comprise some 20 Local Government authorities concerned with flood mitigation. Meetings are held three or four times a year and are normally held during the day.

One meeting is held each year as part of the Floodplain Management Authorities (FMA) Annual General Meeting (AGM) held on rotation around NSW. At this meeting each member has two votes, which are normally exercised by those attending the AGM.

Council is entitled to two delegates, one of whom is a Councillor and the other the Director City Delivery (or nominee).

Council is requested to nominate one Councillor delegate, as well as Director City Delivery (or nominee).

(c) Floodplain Risk Management Committee

Council, in May 2000, resolved to establish a Floodplain Risk Management Committee to oversee the preparation and implementation of a Floodplain Risk Management Plan for the Campbelltown Local Government Area.

The Sub Committee consists of representatives of Council, Department of Planning, State Emergency Services and the community, and is usually chaired by Council's nominated representative to the Floodplain Management Authorities.

The Committee does not currently have a set meeting schedule, meeting as required to discuss relevant issues as they arise.

Council is requested to nominate one delegate to the Committee.

(d) Georges River Combined Councils Committee

The Committee's membership is drawn from the nine councils within the Georges River catchment from Wollondilly Shire to Botany Bay. The Committee currently meets bi-monthly on a Thursday at 6.00pm and is focussed on strategic alliances among member councils and other key stakeholders involved in the management of the Georges River Catchment. Meetings are hosted on a rotational basis amongst the member councils.

The Committee's incorporation rules allow participating councils to have up to three delegates at any one time.

Council is requested to nominate two Councillor delegates, as well as Director City Development (or nominee) to the Committee.

(e) Hawkesbury Nepean Local Government Advisory Group

The Hawkesbury Nepean Local Government Advisory Group (LGAG) was established in June 2001 by the State Government, to provide strategic advice on natural resource management investment in the Nepean Hawkesbury Catchment.

The LGAG represents 21 councils in the catchment and the membership comprises Councillors and Council officers.

Meetings are held quarterly on a Thursday from 2.00pm to 5.00pm at the Catchment Management Authorities Office at Penrith. Delegates comprise one Councillor and one staff member (Director Planning and Environment or nominee).

Council is requested to nominate one Councillor delegate, as well as Director City Development (or nominee).

(f) Macarthur Regional Organisation of Councils (MACROC)

MACROC consists of Campbelltown, Camden and Wollondilly Councils, and is generally concerned with matters of regional significance.

The MACROC Board meetings are held four times a year on a Wednesday evening at 7.00pm, with the location rotating between member councils.

Council is entitled to three delegates who are appointed together with an alternate delegate, for the term of the Council (2012-2016). In addition the Mayor of the day is also a delegate.

Council is requested to nominate three Councillors as delegates and an additional Councillor as an alternate delegate. The appointments are for the term of the Council.

(g) Macarthur Zone Bush Fire Management Committee

This Committee membership is drawn from representatives from Camden, Campbelltown and Liverpool Councils and also includes landholders and emergency services representatives.

The Committee meets four times a year on a Monday at 10.30am at West's Leagues Club with the responsibility for preparing, coordinating, reviewing and monitoring the Macarthur Bush Fire Risk Management Plan and the Plans of Operation.

The Committee Chairperson is elected annually and will, from time to time, include the Local Government elected representative. Council is requested to nominate one delegate to the Committee and one alternative delegate. The General Manager (or nominee) is also a member of this Committee.

Council is requested to nominate one Councillor delegate and an alternate to the Committee as well as the General Manager (or nominee).

(h) Macarthur Zone Rural Fire Service District Liaison Committee

This Committee has been established to monitor the performance of the Service Level Agreement between Council and the Macarthur Zone Rural Fire Service and review the annual budget, business plan and quarterly performance report.

The Committee meets at least once every three calendar months and meetings are held during the evening.

The Rural Fire Service has requested that Council nominate one delegate to the Committee and one alternate delegate. The General Manager (or nominee) is also a member of this Committee.

Council is requested to nominate one Councillor delegate and an alternate delegate to the Committee as well as the General Manager (or nominee).

(i) New South Wales Public Library Association (NSWPLA)

Campbelltown City Council Library Service is an active member of the New South Wales Public Library Association. The Association endeavours to develop library services within the wider community, as well as offering a support network to ensure equity of State funding.

The Association meets every three months at various locations.

Council is requested to nominate one Councillor delegate and an alternate to the Committee.

(j) Road Safe Committee

The Road Safe Committee was established to look at road safety initiatives throughout the Local Government Area, and to review and monitor the implementation of Council's Road Safety Strategy.

The Committee meets on a quarterly basis on a Thursday morning at 7.30am and is chaired by a Councillor.

Council is requested to nominate one delegate (usually the same Councillor as the Traffic Committee Chairperson) and the Director City Delivery, who will Chair the meeting in the absence of the Chairperson.

(k) Sydney Metro West Region Joint Regional Planning Panel

Joint Regional Planning Panels commenced on 1 July 2009. The Sydney West Regional Panel is made up of members appointed by the NSW Government and by the local council in whose area the development application being determined is lodged.

The Sydney Metro West Joint Regional Panel will determine a range of developments with a value of between $20m and $100m, plus a number of categories of development such as eco-tourism or development by the Crown with a value of greater than $5m and designated development. Many of these developments were previously determined either by local councils or by the NSW Government, but will now be determined by the Joint Regional Planning Panels. Panels may be called on by the Minister for Planning to give advice on other regionally significant planning issues.

Council is represented on the Panel by three elected members (one as an alternate). The representatives are generally appointed for the term of the Council and may satisfy certain criteria:

- At least one of the nominated persons should have experience in planning, architecture, heritage, the environment, urban design, land economies, traffic and transport, law, engineering or tourism.

Council is requested to appoint two Councillors as delegates and an additional Councillor as an alternate delegate. The appointments are for the term of the Council.

(l) South West Sydney Academy of Sport

The South West Sydney Academy of Sport provides high quality, community focused, junior, talented athlete identification and development programs to the region.

Programs provide athletes with access to specialist support services including coaching, sports science and sports medicine. The Academy provides a clear pathway for athletes from junior development through to state and national representation.

Council is requested to nominate one delegate to the Board of Directors. The Board meets every two months usually at 6.00pm and rotating between participating Local Government Area venues.

The Board member is automatically identified as a member of the Financial Committee which meets on the alternate month usually at 6.00pm in Campbelltown.

Council is requested to nominate one Councillor delegate.

1.3 Council Meeting Structure and Cycle

Reporting Officer

Manager Governance and Risk

Attachments

Nil

Purpose

This report presents options for the Council meeting structure and cycle for consideration by the Council.

History

Council currently operates on a monthly meeting cycle, with meetings held on Tuesday evenings as follows:

Week 1	Inspections and Briefings	
Week 2	Committee meetings	
	Corporate Governance/Community Services	Meet concurrently at 5.30pm
	Planning and Environment/City Works	Meet concurrently at 7.30pm
Week 3	Council meeting	
Week 4	Inspections and Briefings	

Report

The commencement of the new term of Council and the implementation of the new organisational structure adopted by Council on 29 March 2016, presents the opportunity to review the structure and cycle of Council and Committees meetings in order to provide recommendations to Council about the most appropriate and effective meeting structure for the future.

Discussion of meeting structure and cycle options
Three different meeting structure and cycle options have been considered as part of this review.

Option One – Two Ordinary Council meetings per month
Two Ordinary Council meetings per month to be held on the second and fourth Tuesday commencing at 6.30pm with the first meeting to be held on Tuesday, 25 October 2016.

Council operates on a four weekly meeting cycle, with meetings held on Tuesday evenings.

Councillor Inspections and Briefing sessions be held on the first and third Tuesday of each month.

Week One Inspections and Briefings

Week Two Council meeting

Week Three Inspections and Briefings

Week Four Council meeting

The option for an additional Councillor Briefing on the fifth Tuesday of the month, when the there is sufficient business to warrant an additional briefing.

Key features
- Members of the public will address the full Council meeting, so all Councillors are able to hear all speakers
- More certainty for members of the public who attend and speak at meetings as decisions are made at the same meeting
- More efficient decision making as matters are considered once and decision made
- Increased opportunity to make decisions with meetings held twice monthly
- Greater focus on strategic decision making, less information only reports
- Business papers distributed to Councillors and published on Tuesday, one week prior to the meeting.

Option Two – Two standing Committees
Retain the standing committee structure, however, consolidate the current four standing Committees down to two Committees of the whole, each comprising all 15 Councillors.

Council operates on a four weekly meeting cycle, with meetings held on Tuesday evenings.

Councillor Inspections and Briefing Sessions be held on the first and fourth Tuesday of each month.

Week One Inspections and Briefings

Week Two Committee Meetings

City Service, Outcomes and Strategy Committee at 5.30pm

City Development Committee at 7.30pm

Week Three Council meeting

Week Four Inspections and Briefings

The option for an additional Councillor Briefing on the fifth Tuesday of the month, when the there is sufficient business to warrant an additional briefing.

Key features
- All 15 Councillors are members of each Committee
- Members of the public will address the Committee comprising all Councillors, so all Councillors are able to hear all speakers
- One Ordinary Council meeting per month
- No delegated powers, Committees will make recommendations to Council only, therefore items of business will still proceed to full Council for decision
- Business papers distributed to Councillors and published on Friday prior to the meeting.

Option Three –retain the existing monthly meeting cycle
Retain Status Quo with minor change to Standing Committee names and functions to reflect the Division names of the new organisational structure.

Council operates on a four weekly meeting cycle, with meetings held on Tuesday evenings.

Week One	Inspections and Briefings	
Week Two	Four Committee meetings	
	City Governance, Growth & Economy/City Lifestyles	Meet concurrently at 5.30pm
	City Delivery/City Development	Meet concurrently at 7.30pm
Week Three	Council Meeting	
Week Four	Inspections and Briefings	

The option for an additional Councillor Briefing on the fifth Tuesday of the month, when the there is sufficient business to warrant an additional briefing.

Key features
- Each Committee comprises seven Councillors plus the Mayor
- One Ordinary Council meeting per month
- Members of the public will continue to address Committees only
- No delegated powers, Committees will make recommendations to Council only, therefore items of business will still proceed to full Council for decision
- Business papers distributed to Councillors and published on Friday prior to the meeting.

Please note, should the Council prefer Option Two or Three, the Chairperson for each Committee will also have to be determined by Council resolution.

Conclusion
The twice monthly Council meeting structure and cycle outlined in Option One of this report is considered the most efficient option to accommodate the growing volume of business the Regional City Centre of Campbelltown will be required to determine in the coming years, with a greater focus on strategic decision making.

There is general acceptance that the combination of Councillor Inspection and Briefing Sessions and Council meetings enables all Councillors to be fully briefed on key issues to develop a understanding of the matters coming before Council for determination.

The increased frequency of decision making with the two monthly Council meetings provide greater opportunity for decision making and eliminates the duplication of debate of items of business in both Committee and Council meetings. Option One also allows all Councillors to listen to the views of the speakers and participate in the discussion and determination of issues and provides greater certainty to community members attending and speaking to the Council as the items of business are considered once and decisions are made in the same meeting.

Officer's Recommendation

1. That Council adopt Option 1 as the preferred meeting structure comprising two Ordinary Council Meetings per month on the second and fourth Tuesdays at 6.30pm commencing on 25 October 2016.

2. That the annual meeting calendar be advertised reflecting the Option 1 meeting schedule.

3. That the Corporate Governance, City Works, Community Services and Planning and Environment Standing Committees be abolished.

4. That Council resolve to allow members of the public to speak at Council meetings.

5. That the Code of Meeting Practice be reviewed and amended and a further report be presented back to Council.

6. That a review of the operation of the revised Council meeting cycle be conducted and presented to Council within 12 months of the commencement of the new structure, that is by no later than September 2017.

Council Meeting 4 October 2016 (Greiss/Oates)

1. That Council adopt Option 1 as the preferred meeting structure comprising two Ordinary Council Meetings per month on the second and fourth Tuesdays at 6.30pm commencing on 25 October 2016.

2. That the annual meeting calendar be advertised reflecting the Option 1 meeting schedule.

3. That the Corporate Governance, City Works, Community Services and Planning and Environment Standing Committees be abolished.

4. That Council resolve to allow members of the public to speak at Council meetings.

5. That the Code of Meeting Practice be reviewed and amended and a further report be presented back to Council.

6. That a review of the operation of the revised Council meeting cycle be conducted and presented to Council within 12 months of the commencement of the new structure, that is by no later than September 2017.

Council Minute Resolution Number 157

1. That Council adopt Option 1 as the preferred meeting structure comprising two Ordinary Council Meetings per month on the second and fourth Tuesdays at 6.30pm commencing on 25 October 2016.

2. That the annual meeting calendar be advertised reflecting the Option 1 meeting schedule.

3. That the Corporate Governance, City Works, Community Services and Planning and Environment Standing Committees be abolished.

4. That Council resolve to allow members of the public to speak at Council meetings.

5. That the Code of Meeting Practice be reviewed and amended and a further report be presented back to Council.

6. That a review of the operation of the revised Council meeting cycle be conducted and presented to Council within 12 months of the commencement of the new structure, that is by no later than September 2017.

Amendment: **(Borg/Moroney)**

That the commencement time of Ordinary Council meetings remain at 7.00pm.

LOST

A **Division** was called in regard to the Amendment for Item 1.3 - Council Meeting Structure and Cycle with those voting for the Motion being Councillors Borg, George, Greiss, Moroney, Morrison, Rowell and Thompson.

Voting against the Amendment were Councillors Brticevic, Chivers, Chowdhury, Hunt, Lake, Lound, Manoto and Oates.

Motion (Greiss/Oates)

A **Division** was called in regard to the Resolution for Item 1.3 - Council Meeting Structure and Cycle with those voting for the Motion being Councillors Brticevic, Chivers, Chowdhury, George, Greiss, Hunt, Lake, Lound, Manoto, Moroney, Oates, Rowell and Thompson.

Voting against the Resolution were Councillors Borg and Morrison.

1.4 Use of Community Facilities

Reporting Officer

Director City Lifestyles

Attachments

Nil

Purpose

To advise Council of issues that have arisen for small volunteer based community organisations hiring Council's community facilities, following the adoption of the 2016-2017 Fees and Charges; and to propose an interim arrangement to support these groups whilst a review of fair use of community facilities is undertaken.

Report

Council in adopting the fees and charges for the 2016-2017 financial year increased the fees applied for community use of Council's facilities. The fees adopted were generally consistent with those applied by other surrounding local government areas for use of community facilities. However, following the application of these fees concerns have been raised by some local volunteer based organisations. These organisations do not receive external government funding and generally rely on donations from members to meet the costs of their activities. This includes parent run playgroups and the Country Women's Association (CWA).

Informal community based activities play a critical role in the social fabric of our community and Council has a history of supporting such groups. It is also critical that there is fair and equitable access for the full range of groups and services that utilise Council's facilities, balanced with the operational needs around being sustaining.

It is proposed that a review of the use of Council's community facilities be undertaken over the coming 12 months and be the subject of further discussion and consultation. To assist existing small groups who are volunteer based and do not receive any external funding, in the interim, whilst this work is undertaken it is proposed that Council subsidise the difference between the former fees and the adopted 2016-2017 fees.

Financial Impact

It is proposed that as part of the first quarter budget review that an allocation is made for $15,000. This allocation to be used to subsidise the difference between the 2015-2016 and the adopted 2016-2017 fees for the bookings in place by existing volunteer based community groups.

Officer's Recommendation

1. That Council undertakes a review of use of community facilities by community groups that balances financial and social outcomes.

2. That a further report be provided to Council following this review for consideration.

3. That existing community groups, that are volunteer based and do not receive any external government funding, receive a subsidy from Council of the difference between the fees previous paid by the groups and the fees that would have applied for the 2016-2017.

4. That Council write to those groups to advise of this arrangement.

5. That a budget adjustment be made in the end of September quarterly review to establish funds up to $15,000 to fund the level of subsidy.

Procedural Motion

It was **Moved** Councillor Moroney, **Seconded** Councillor Thompson that Item 1.4 - Use of Community Facilities be moved forward and dealt with earlier to accommodate interested community groups in the gallery.

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

Council Meeting 4 October 2016 (Lound/Moroney)

1. That Council undertakes a review of use of community facilities by community groups that balances financial and social outcomes.

2. That a further report be provided to Council following this review for consideration.

3. That existing community groups, that are volunteer based and do not receive any external government funding, receive a subsidy from Council of the difference between the fees previous paid by the groups and the fees that would have applied for the 2016-2017.

4. That Council write to those groups to advise of this arrangement.

5. That a budget adjustment be made in the end of September quarterly review to establish funds up to $15,000 to fund the level of subsidy.

Council Minute Resolution Number 158

1. That Council undertakes a review of use of community facilities by community groups that balances financial and social outcomes.

2. That a further report be provided to Council following this review for consideration.

3. That existing community groups, that are volunteer based and do not receive any external government funding, receive a subsidy from Council of the difference between

the fees previous paid by the groups and the fees that would have applied for the 2016-2017.

4. That Council write to those groups to advise of this arrangement.

5. That a budget adjustment be made in the end of September quarterly review to establish funds up to $15,000 to fund the level of subsidy.

There being no further business the meeting closed at 8.18pm.

Confirmed by Council on

..... General Manager ..... Chairperson

4. MAYORAL MINUTE

4.1 Eric Kontos and Mandy Perrin

Attachments

Nil

Tonight, I would like to formally recognise two of our most outstanding local community members – Eric Kontos and Mandy Perrin – for their contributions to the city.

Between them, they have clocked up almost 70 years of reporting on the local scene in Campbelltown and the wider Macarthur region. While I may not always agree with their point of view, their commitment and dedication to the city cannot be overstated.

Eric Kontos

From a young age, Eric knew that a life in news reporting was for him. He migrated with his family from Greece when he was just 10, and despite no knowledge of English, went on to achieve his goal of becoming a journalist.

During the course of his career, Eric has worked at a variety of suburban newspapers, including the Liverpool Leader and Bankstown-Canterbury Express, and went on to become editor of the Macarthur Chronicle in 1988, followed by the Campbelltown-Macarthur Advertiser in 1994, before taking up the editor's role at the Liverpool Champion in 2004. The Macarthur Advertiser was recognised as Best Local Newspaper in Australia in 2001, under the leadership of Eric.

After many years in print media, Eric turned his attention to the digital space and launched his own online paper, the South West Voice, in 2014. With the goal of providing timely, relevant information to the community, 'without fear or favour', his online endeavours are going from strength to strength.

Mandy Perrin

Earlier this year, Mandy received a Jubilee Award, recognising that she has been a member of the Campbelltown community for 50 years. After graduating from Hurlstone Agricultural High School, where she was part of the first intake of girls, Mandy joined the Macarthur Chronicle as a cadet reporter.

She has since forged a 31 year strong association with the local newspaper, including 23 years as editor. To have such a long affiliation goes to show how committed Mandy is – not just to the newspaper, but to her local community. The Macarthur Chronicle masthead has been recognised with many accolades while Mandy has been at its helm, and she regularly campaigns on behalf of readers to make the community an even better place to live, seeing her role as editor as a privilege to be able to advocate on behalf of her community.

5. PETITIONS

No Petitions this round

6. CORRESPONDENCE

6.1 Facilities at the Service NSW Macarthur Service Centre

Attachments

1. copy of letter to Council from the Parliamentary Secretary for Treasury (contained within this report)
2. copy of letter from Council to Minister for Finance, Services and Property (contained within this report)

Response to Council's letter regarding toilet facilities at the Service NSW Macarthur Service Centre.

Officer's Recommendation

That the letter be received and the information be noted.

Council Meeting 16 August 2016 (Lake/Greiss)

That the letter be received and the information be noted.

Council Resolution Minute Number 130

That the letter be received and the information be noted.

Reports of the Planning and Environment Committee Meeting held at 7.30pm on Tuesday, 9 August 2016.

APOLOGIES

ACKNOWLEDGEMENT OF LAND

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

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Reports of the City Works Committee Meeting held at 7.30pm on Tuesday, 9 August 2016.

APOLOGIES

ACKNOWLEDGEMENT OF LAND

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

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Minutes of the City Works Committee held on 9 August 2016

Present His Worship the Mayor, Councillor P Hawker
Councillor S Dobson (Chairperson)
Councillor F Borg
Councillor G Brticevic
Councillor A Chanthivong
Councillor W Glynn
Councillor P Lake
Councillor C Mead
Acting Director Business Services - Mrs S Peroumal
Acting Director Community Services - Mrs J Uluibau
Director City Works - Mr W Rylands
Acting Manager Assets and Supply Services - Mr K Stares
Manager Emergency Management and Facility Services - Mr R Blair
Manager Financial Services - Mrs C Mears
Manager Healthy Lifestyles - Mr M Berriman
Manager Library Services - Mr G White
Manager Operational Services - Mr A Davies
Manager Property Services - Mr J Milicic
Manager Technical Services - Mr K Lynch
Executive Assistant - Mrs J Worden

Apology **Nil**

Acknowledgement of Land

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

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

1. TECHNICAL SERVICES

No reports this round

2. OPERATIONAL SERVICES

No reports this round

3. ASSETS AND SUPPLY SERVICES

3.1 T16/17 Heating Ventilation and Air Conditioning System at Campbelltown Arts Centre

Reporting Officer

Manager Assets and Supply Services and Manager Sustainable City and Environment

Attachments

Nil

Purpose

To advise Council of the tenders received for the upgrade of the Heating Ventilation and Air Conditioning (HVAC) system at the Campbelltown Arts Centre and recommend that Council decline to accept any of the tenders received and enter into negotiations with five nominated organisations.

History

The current air conditioning units at Campbelltown Arts Centre are beyond their economic life. A need was identified to replace these units with a new centralised energy efficient system including associated building works and electrical upgrades.

Report

Legislation

This tender process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy and Procedures.

Advertising of Tenders

Tenders were advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 16 and 23 May 2016. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Mandatory Tender Briefing

A mandatory tender briefing was held at the Campbelltown Arts Centre to give any potential tenderers an understanding of the project requirements. The briefing included an inspection of the existing plant. The following organisations attended the tender briefing:

- FDC Mechanical Services Pty Ltd
- Setpoint Mechanical Services Pty Ltd
- Ultimate 1 Air Conditioning Pty Ltd

Following the site inspection, but prior to the closing of tenders FDC Mechanical Services Pty Ltd advised that they would not be tendering for the services as their current work schedule commitments conflicted with the installation timeframes proposed by Council at the briefing.

Tender Document

Organisations were requested to submit the following information with their tender:

- company details
- references
- company experience, particularly as they relate to these services
- details of any subcontractors and their experience, particularly as they relate to the services
- program and methodology
- technical data
- pricing
- insurances
- environmental practices
- Work Health and Safety management systems
- conflict of interest declaration
- collusive submission declaration
- additional terms of contract, if proposed.

Tenders Received

Tenders closed on Tuesday 31 May 2016. Two on-time responses were received from the following organisations:

- Setpoint Mechanical Services Pty Ltd
- Ultimate 1 Air Conditioning Pty Ltd

Evaluation Process

The Evaluation Panel, consisting of officers from Sustainable City and Environment, Assets and Supply Services, and an independent Mechanical Engineering Consultant evaluated the tenders against the following weighted assessment criteria:

- experience of the company and any subcontractors
- program and methodology
- technical data
- price
- work health and safety
- environmental systems.

When undertaking the evaluation, it became apparent that the tenderers may not have fully understood Council's requirements for each component (e.g. electrical, building, ductwork etc.). Both tenders exceeded Council's budget. The pricing of each component of both tenders differed quite substantially from each other tender and from the consultant's initial estimates.

Whilst conducting routine company searches on the tenderers during the evaluation period it was discovered that Setpoint Mechanical Services Pty Ltd had been placed under external administration.

The Evaluation Panel considered Council may achieve significant cost savings with adjustment to the specification to exclude certain componentry and clarification of any points of uncertainty.

The Evaluation Panel considered it appropriate that Council decline to accept the tenders in accordance with clause 178(1)(b) *Local Government (General) Regulation 2005*. As Council continues to require the upgrade of the HVAC system at the Campbelltown Arts Centre, the Evaluation Panel recommend entering into negotiations with a view to entering into a contract in relation to the subject matter of the tender in accordance with clause 178(3)(e) *Local Government (General) Regulation 2005*.

Clause 178(3)(e) allows a council to "*enter into negotiations with any person (whether or not the person was a tenderer)*" following a resolution to that effect. Considering Setpoint Mechanical Services Pty Ltd's recent demise, the pool of competition is insufficient to undertake a productive negotiation process. Therefore, the Consultant participating in the Evaluation Panel recommended a number of organisations with the requisite experience in works commensurate with the size and technical nature of the Campbelltown Arts Centre's HVAC installation.

The organisations recommended to be invited in the negotiations are as follows:

- Austral Air Conditioning Services Pty Ltd
- Clarke & Wootton Pty Ltd
- FDC Mechanical Services Pty Ltd
- Midas Construction Group Pty Ltd
- Ultimate 1 Air Conditioning Pty Ltd

Assurance of the Process Undertaken

In accordance with Council's Procurement Procedures, a Tender Review Panel, consisting of members of Council's Executive reviewed the Tender to assure the process was undertaken in a manner that was fair, transparent and resulted in the best value outcome to Council.

In order to monitor and mitigate the potential negotiation risks, a negotiation protocol will be developed and a probity advisor engaged prior to the commencement of any negotiations. The negotiation will be restricted to the specifications of equipment supplied, the clarification of Council's specification and pricing for each component.

Officer's Recommendation

1. That Council decline to accept any of the tenders.

2. That Council enter into negotiations with the following organisations with a view to entering into a contract for the installation of a Heating and Ventilation Air Conditioning system at the Campbelltown Arts Centre:

   - Austral Air Conditioning Services Pty Ltd
   - Clarke & Wootton Pty Ltd
   - FDC Mechanical Services Pty Ltd
   - Midas Construction Group Pty Ltd
   - Ultimate 1 Air Conditioning Pty Ltd

   The Evaluation Panel deemed there to be no benefit in inviting fresh tenders as Council has recently invited tenders for the works.

3. That the Tenderers be notified of the results of tender process.

4. That the results of the negotiation be reported to Council for its approval.

Committee's Recommendation: **(Brticevic/Chanthivong)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Lake/Glynn)

That the Officer's Recommendation be adopted.

Amendment: (Hawker/Greiss)

1. That Council decline to accept any of the tenders.

2. That Council enter into negotiations with the following organisations with a view to entering into a contract for the installation of a Heating and Ventilation Air Conditioning system at the Campbelltown Arts Centre:

   - Austral Air Conditioning Services Pty Ltd
   - Clarke & Wootton Pty Ltd
   - FDC Mechanical Services Pty Ltd
   - Midas Construction Group Pty Ltd
   - Ultimate 1 Air Conditioning Pty Ltd

   The Evaluation Panel deemed there to be no benefit in inviting fresh tenders as Council has recently invited tenders for the works.

3. That the Tenderers be notified of the results of tender process.

4. That the results of the negotiation be reported to Council for its approval.

5. That Council seek legal advice to determine if any additional companies can be approached to participate in the negotiations.

WON and became the Motion

Council Resolution Minute Number 137

1. That Council decline to accept any of the tenders.

2. That Council enter into negotiations with the following organisations with a view to entering into a contract for the installation of a Heating and Ventilation Air Conditioning system at the Campbelltown Arts Centre:

   - Austral Air Conditioning Services Pty Ltd
   - Clarke & Wootton Pty Ltd
   - FDC Mechanical Services Pty Ltd
   - Midas Construction Group Pty Ltd
   - Ultimate 1 Air Conditioning Pty Ltd

   The Evaluation Panel deemed there to be no benefit in inviting fresh tenders as Council has recently invited tenders for the works.

3. That the Tenderers be notified of the results of tender process.

4. That the results of the negotiation be reported to Council for its approval.

5. That Council seek legal advice to determine if any additional companies can be approached to participate in the negotiations.

3.2 T16/19 Lift Maintenance

Reporting Officer

Acting Manager Assets and Supply Services

Attachments

The following confidential attachment has been distributed to Councillors under separate cover as numerous tenderers have indicated that the contents of their tender are commercial-in-confidence:

Evaluation and Pricing Matrix

Purpose

To advise Council of the tenders received for lift maintenance and recommend that Council accept the tender submitted by Kone Elevators Pty Ltd.

History

Council currently has in place a contract for the maintenance of ten lifts across Council which is due to expire. As Council continues to require maintenance of lifts, a new contract is required.

Report

Legislation

This tender process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy and Procedures.

Contract Expenditure

Funds for these works are allocated in Council's budget.

Contract Term

The term for this contract will be for a period of five years, from 1 September 2016 until 1 September 2021.

Advertising of Tenders

Tenders were advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 13 and 20 June 2016. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Tender Document

Organisations were requested to submit the following information with their tender response:

- company details
- references
- company experience, particularly as they relate to these services
- details of any subcontractors and their experience, particularly as they relate to the services
- Comprehensive Lift Maintenance Proposal
- pricing
- insurances
- environmental practices
- Work Health and Safety management systems
- conflict of interest declaration
- collusive submission declaration
- additional terms of contract, if proposed.

Tenders Received

Tenders closed on Tuesday 5 July 2013. Two on-time responses were received from the following organisations:

- Kone Elevators Pty Ltd
- Otis Elevator Company Pty Ltd.

Evaluation Process

The Evaluation Panel, consisting of officers from Assets and Supply and Community Resources and Development evaluated the tenders against the following weighted assessment criteria:

- experience of the company
- proposed service inclusions/maintenance proposal
- suitability of pricing
- work health and safety
- environmental commitment.

The Evaluation Panel used Council's standard 0-10 scoring system for all non-pricing criteria with 10 being the highest score.

The Work Health and Safety and Environmental Practices criteria were assessed on the basis of unsatisfactory, satisfactory or exceptional.

The scoring of tendered prices was determined on the annual total for servicing all lifts.

Recommendation of the Evaluation Panel

Kone Elevators Pty Ltd is recommended for lift maintenance as they:

- provided comprehensive details of experience in similar services
- detailed a satisfactory maintenance proposal
- provided a competitive price
- have provided a satisfactory service to Council in the past
- provided details of satisfactory WHS management and environmental systems

Tender Not Recommended

Otis Elevator Company Pty Ltd is not recommended as they did not provide comprehensive details of their experience in similar works and details of their maintenance proposal were not as comprehensive as the recommended Tenderer.

Assurance of the Process Undertaken

In accordance with Council's Procurement Procedures, a tender review panel, consisting of members of Council's Executive reviewed the tender to assure the process was undertaken in a manner that was fair, transparent and resulted in the best value outcome to Council.

Management of Proposed Contract

The contractor will be subject to contract management and safety reviews throughout the duration of the contract in accordance with Council's contract management requirements.

Officer's Recommendation

1. That Council accept the offer of Kone Elevators Pty Ltd for the provision of lift maintenance for a period of five years from 1 September 2016.

2. That the Contract documents be executed under the Common Seal of Council.

3. That the unsuccessful Tenderer be notified of the results of tender process.

Committee's Recommendation: **(Borg/Glynn)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Lake/Glynn)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 137

That the Officer's Recommendation be adopted.

4. EMERGENCY SERVICES

No reports this round

5. GENERAL BUSINESS

Nil.

Confidentiality Motion: (Glynn/Brticevic)

That the Committee in accordance with Section 10A of the *Local Government Act 1993,* move 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 Committee's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

CARRIED

22. CONFIDENTIAL ITEMS

22.1 Directors of Companies - City Works

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: -

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Motion: (Borg/Brticevic)

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

CARRIED

There being no further business the meeting closed at 7.50pm.

S Dobson
CHAIRPERSON

Minutes of the Planning and Environment Committee held on 9 August 2016

Present Councillor G Greiss (Chairperson)
Councillor R Kolkman
Councillor D Lound
Councillor A Matheson
Councillor M Oates
Councillor T Rowell
Councillor R Thompson
General Manager - Mrs L Deitz
Director Strategy - Mr J Lawrence
Director Planning and Environment - Mr J Baldwin
Manager Community Resources and Development - Mr B McCausland
Acting Manager Development Services - Mr B Leo
Manager Environmental Planning - Mr A Spooner
Manager Governance and Risk - Mrs M Dunlop
Executive Assistant - Mrs K Peters

Apology Nil

Also in Attendance

At the conclusion of the City Works Committee Meeting the following Councillors attended the Planning and Environment Committee Meeting:

His Worship the Mayor Councillor Hawker
Councillor Mead

Acknowledgement of Land

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

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

1. WASTE AND RECYCLING SERVICES

No reports this round

2. ENVIRONMENTAL PLANNING

2.1 Outcome of the Public Exhibition of Amendment to the Campbelltown City Section 94 Development Contributions Plan

Reporting Officer

Manager Environmental Planning

Attachments

Campbelltown City Section 94 Development Contributions Plan (contained within this report)

Purpose

To inform Council of the outcome of the recent public exhibition of the draft Campbelltown City Section 94 Development Contributions Plan.

History

At its meeting on 17 May 2016, Council considered a report on a proposed amendment to the Campbelltown City Section 94 Development Contributions Plan (the plan) which sought Council's approval to extend the physical limits of the plan as it relates to the Bow Bowing area. This was to allow for the provision of recreational facilities within the proposed extended area. After considering the report, Council resolved to publicly exhibit the draft Campbelltown City Section 94 Development Contributions Plan (the draft plan) which showed the extended physical limits of the Bow Bowing area for a period of 28 days.

Report

The draft plan was placed on public exhibition on Tuesday 31 May 2016 until Friday 1 July 2016. Copies of the draft plan were available for inspection at Council's Civic Centre, HJ Daley Library, Eagle Vale Library and Council's website. Notification of the public exhibition was given by means of advertisements in the local newspaper.

No submissions on the draft plan were received.

Conclusion

Having regard to there being no submissions made during the exhibition period, it is recommended that in accordance with clause 31(1)(b) of the Environmental Planning and Assessment Regulation 2000, Council approve the draft Campbelltown City Section 94 Development Contributions Plan (as shown in the attachment and as exhibited) and give public notice of its approval in the local newspaper within 28 days of Council's decision.

Officer's Recommendation

1. That Council approve the Campbelltown City Section 94 Development Contributions Plan in the form in which it is attached.

2. That in accordance with clause 31 of the Environmental Planning and Assessment Regulation 2000, Council give public notice of the making of the Campbelltown City Section 94 Development Contributions Plan.

Committee's Recommendation: **(Thompson/Rowell)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 134

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Campbelltown City Council

Campbelltown City Section 94 Development Contributions Plan

Amended April 2016

campbelltown city council

Contents

1. Part A: Executive Summary

1.1 Works Schedules
1.2. Development Contributions under This Plan
1.3. Additional Facilities Provided Under This Plan

2. Part B: Administration and Operation

2.1. What is the Name of the Plan?
2.2. Area Plan Applies To
2.3. What Is The Purpose Of This Development Contributions Plan?
2.4. Commencement of The Plan
2.5. Relationship with Other Plans and Policies
2.6. When Will Contributions Be Payable To Council?
2.7. Construction Certificates and the Obligation Of Accredited Certifiers
2.8. Complying Development and the Obligation Of Accredited Certifiers
2.9. Deferred/Periodic Payments
2.10. Contributions "In Kind"
2.11. Exemptions
2.12. Review of Contribution Rates
2.13. How Are Contributions Adjusted At The Time Of Payment?
2.14. Pooling Of Contributions
2.15. Contributions Register
2.16. Savings and Transitional Arrangements
2.17. When Did This Plan Come Into Force?
3.1. Anticipated Development: Population and Dwelling Structure
3.1 Anticipated Development: Population and Dwelling Structure
Eagle Vale/Eschol Park: Lot/Dwelling Projections
Raby: Lot/Dwelling Projections
Rosemeadow: Lot/Dwelling Projections
Ambarvale: Lot/Dwelling Projections
Bow Bowing: Lot/Dwelling Projections

3. Part C: Strategic Plan

3.1 Anticipated Development: Population and Dwelling Structure
Eagle Vale and Eschol Park
Raby
Bow Bowing
3.2. Timing of Development
Eagle Vale and Eschol Park
Raby
Rosemeadow
Ambarvale
Bow Bowing
3.3. Rationale for New Facilities and Services
3.4. Existing Levels of Provision
3.5. Demand for New Facilities and Services
Skate Park - St Helens Park
Stadium Lighting - Campbelltown Sports Stadium

Skate Park - Macquarie Fields
Road Works
Drainage Works
Administration
3.6. Works Schedule
3.7. Timing of Expenditure
3.8. Calculation of Contribution Rates

4. Part D: Supporting Material

1. PART A: EXECUTIVE SUMMARY

This Plan is the "Campbelltown City Section 94 Development Contributions Plan 2016".

The Plan applies to Eagle Vale/Eschol Park, Raby, Ambarvale, Rosemeadow and Bow Bowing, and repeals and supersedes the corresponding Section 94 Plans for those areas.

The contributions from this Plan will provide for passive open space (parks, playgrounds etc) and active open space (playing fields, skate park).

In addition to the facilities originally planned for in the repealed and superseded Section 94 Plans, a series of additional facilities have been identified. The facilities to be provided will contribute towards satisfying the needs of the incoming population into the areas noted above.

The costs and status of required community facilities, open space embellishment, and other works are summarised below.

1.1 Works Schedules

Ambarvale

Facility	Name	Stage	S94 $ IPD Sept 06
Community Hall	Crispsparkle Drive	Completed	
Child Care Centre	Crispsparkle Drive	Completed	
Youth Centre	Off Wickfield Circuit	Completed	
Community Hall	Cnr Woodhouse & Copperfield	Completed	
Upgrade Community Hall	Woodhouse Drive	Completed	
Amenities Building	Cnr Codlin & Jiniwin	Completed	
Amenities Building	Thomas Acres Reserve	Completed	
Local Park 1	Cleopatra Reserve	Completed	
Local Park 1	Lack Reserve	Completed	
Local Park 1	Clerkenwell Reserve	Completed	
Local Park 1	Throsby Park	Completed	
Local Park 3	Shiel Park	Completed	
Local Park 1	Patrick Newman Park	Completed	
Local Park 2	Fred Sheather Park	Completed	
Local Park 1	Copperfield Park	Completed	
Local Park 1	Cargery Reserve	Completed	
Local Park 1	Trotwood Reserve	Completed	
Local Park 2	Startop Reserve	Completed	
Local Park 2	Boythorn Park	Completed	
Local Park 1	Nurra Reserve	Completed	
Local Park 1	Fieldhouse Park	Completed	
Local Park 1	Englorie Park	Completed	
Local Park 1	Thomas Acres Reserve	Completed	
Winter Playing Field	Ambarvale Sports Complex	Completed	
Winter Playing Field	Ambarvale Sports Complex	Completed	
Winter Playing Field	Ambarvale Sports Complex	Completed	
Summer Playing Field	Ambarvale Sports Complex	Completed	
Winter & Summer Field	Thomas Acres Reserve	Completed	
Street Tree Planting		Completed	
Sub Total			$0

Rosemeadow

Facility	Name	Stage	S94 $ IPD Sept 06
Car Parking Rosemeadow Open Space Complex	District Centre	Completed	
Land in District Centre	District Centre	Not Required	
Neighbourhood Centre	Glendower Street	Completed	
Amenities Building (half cost)	Rosemeadow Sports Complex	Completed	
Amenities Building	Oswald Reserve	Completed	
Local Park 1	Haredale Reserve	Completed	
Local Park 1	Mandurama Reserve	Completed	
Local Park 1	Rizal Park	Completed	
Local Park 2	Ceres Reserve	Completed	
Local Park 1	Ophelia Reserve	Completed	
Local Park 1	Desdemona Reserve	Completed	
Local Park 2	Canidius Reserve	Completed	
Local Park 1	Octavia Park	Completed	
Local Park 2	Reserve No.1	Completed	
Local Park 2	Reserve No.2	Completed	
Local Park 1	Reserve No.3	Completed	
Local Park 1	Reserve No.4	Completed	
Local Park 1	Oswald Reserve	Completed	
Winter Playing Field	Oswald Reserve	Completed	
Winter Playing Field	Oswald Reserve		
Summer Playing Field	Oswald Reserve	Completed	
Winter Playing Field	Rosemeadow Sports Complex	Completed	
Winter Playing Field	Rosemeadow Sports Complex	Completed	
Winter Playing Field	Haydon Park	Completed	
Environmental Project	Noorumba Reserve		$379,797
Street Tree Planting		Completed	
Cycleway	Ambarvale/Rosemeadow	Completed	
Sub Total			**$379,797**

Eagle Vale/Eschol Park

Facility	Name	Stage	S94 $ IPD Sept 06
Small Hall	Eschol Park Cottage	Completed	
Swimming Pool	Eagle Vale Pool Complex	Completed	
40 Place Child Care Centre	Eagles Nest	Completed	
Neighbourhood Centre	Neighbourhood Centre	Completed	
Amenities Building	Eschol Park No.1 & No.2	Completed	
Amenities Building	Fullwood Reserve	Completed	
Local Park 1	Thomas Clarkson Reserve	Completed	
Local Park 1	Eagle Vale Reserve	Completed	
Local Park 1	Fluorite Park	Completed	
Local Park 3	Talc Reserve	Completed	
Local Park 1	Amber Reserve	Completed	
Local Park 1	ER Jones Reserve	Completed	
Local Park 1	Topaz Gardens	Completed	
Local Park 1	Alabaster Reserve	Completed	
Local Park 2	Brady Park	Completed	
Local Park 1	Fullwood Reserve	Completed	
Local Park 1	Young Reserve	Completed	
Local Park 3	Newbury Reserve	Completed	
Local Park 3	Murch Park	Completed	
Local Park 3	Reserve No.1	Completed	
Local Park 1	Reserve No.2	Completed	
Local Park 1	Reserve No.3	Completed	
Local Park 2	Minchinbury Reserve	Completed	
Local Park 2	Burgundy park	Completed	
Local Park 1	Eagle Creek Reserve	Completed	
Local Park 1	Eschol Park Sports Complex	Completed	
Local Park 1	Sauvignon Reserve	Completed	
Local Park 3	Vale Brook Reserve	Completed	
Local Park 1	Figtree Park	Completed	
Local Park 1	Malbec Reserve	Completed	
Local Park 2	William Fowler reserve	Completed	
Local Park 1	Flying Pieman Park	Completed	

Winter Playing Field	Eschol Park Sports	Completed	
Summer Playing Field	Complex 1	Completed	
Winter Playing Field	Eschol Park Sports	Completed	
Summer Playing Field	Complex 2	Completed	
Winter Playing Field	Eschol Park Sports	Completed	
Summer Playing Field	Complex 3	Completed	
Amenities Building	Eschol Park Sports Complex 3	Completed	
Street Tree Planting		Completed	
Sub Total			$0

Raby

Facility	Name	Stage	S94 $ IPD Sept 06
Swimming Pool	Eagle Vale Pool Complex	Completed	
Neighbourhood Centre	Raby Neighbourhood Centre	Completed	
Amenities	Raby Oval Meeting Room	Completed	
Amenities	Raby Oval Amenities 1	Completed	
Amenities	Raby Oval Amenities 2	Completed	
Local Park 1	Heathfield Park	Completed	
Local Park 1	Blain Park	Completed	
Local Park 1	Jack Donohoe Park	Completed	
Local Park 1	Spitfire Park	Completed	
Local Park 1	Mirage Park	Completed	
Local Park 1	Raby Sports Complex	Completed	
Local Park 1	Kooringa Reserve	Completed	
Local Park - Special	Burrendah Reserve	Completed	
Local Park 1	Manaleuka Park	Completed	
Local Park 2	Wirraway Park	Completed	
Local Park 2	Convair Reserve	Completed	
Winter Playing Field	Raby Sports Complex 1	Completed	
Winter Playing Field	Raby Sports Complex 1	Completed	
Summer Playing Field	Raby Sports Complex 1	Completed	
Winter Playing Field	Raby Sports Complex 2	Completed	
Winter Playing Field	Raby Sports Complex 2	Completed	
Summer Playing Field	Raby Sports Complex 2	Completed	
Street Tree Planting		Completed	
Sub Total			**$0**

Additional Facilities

Facility	Name	Stage	S94 $
Skate Park	Rosemeadow	Completed	
Stadium Lighting	Campbelltown Sports Stadium	Completed	
Skate Park	Macquarie Fields	Completed	
Sub Total			**$0**

Bow Bowing

Facility	Name	Stage	S94 $ IPD Sept 06
Neighbourhood Centre and Tennis Court Clubroom	Carnarvon Street	Completed	
Local Park 1	Lookout Park East	Completed - in one location (East/West)	
Local Park 1	Lookout Park West	Completed - in one location (East/West)	
Local Park 1	Kuringai park	Completed	
Local Park 2	Bouddi Park North	Not Required	
Local Park 2	Bouddi Park South	Not Required	
Local Park 1	Central Park	Completed	
Bus Shelters x 2		Completed	
Cycleway/Footpath		Completed	
Street Planting		Completed	
Tennis Courts	Central Park	Completed	
Car Park	Central Park	Completed	
Recreation Facility	Central Park		$85,826
Sub Total			**$85,826**

			S94 $ Grand Total
Total			**$465,623.00**

NOTE: Park Types applicable to this plan

Type 1 Park: includes an item of playground equipment, a park seat, tree planting, kopper log barriers, water service and ancillary treatment to Council's specification.

Type 2 Park: includes a park seat, tree planting, kopper log barriers, water service and ancillary treatment to Council's specification.

Type 3 Park: includes tree planting, kopper log barriers, water service and ancillary treatment to Council's specification.

1.2. Development Contributions under This Plan

The Section 94 Plans repealed and superseded by the "***Campbelltown City Section 94 Development Contributions Plan***" were all prepared in the early 1990's. In this regard, the majority of new development is practically complete, with very little 'greenfield' development potential remaining in the corresponding catchment areas. As there are sufficient funds available to complete the remaining works included in the superseded Section 94 Plans, along with additional projects identified, no Section 94 contributions are to be levied under this Plan on new development in the defined catchment areas.

1.3. Additional Facilities Provided Under This Plan

As part of a review of its existing Section 94 Plans, Council engaged the consultancy firm PotatoPoint and Cite Urban Strategies Pty Limited to evaluate the current status of the Section 94 Plans. In identifying the remaining works in each of the various Plan areas, it was also determined that on completion of those works, funds would remain available as collected from previous development.

With regard to the remaining funds, Council has identified a series of projects throughout the City to which the funds will be applied, that will benefit the incoming population from whence the development contributions were previously levied. Further details of the additional projects identified by Council are listed in section 3.5 of this Plan.

2. Part B: Administration and Operation

2.1. What is the Name of the Plan?

This Plan is the "***Campbelltown City Section 94 Development Contributions Plan***". This Plan repeals and supersedes the following Section 94 Plans (and/or parts thereof) previously adopted by Campbelltown City Council:

- The following nominated parts of Section 94 Contributions Plan No. 1 - Planning District No. 4 - Neighbourhoods of Eagle Vale/Eschol Park and Raby (Note: The area of Blairmount in the Section 94 Contributions Plan No. 1 - Planning District No. 4, has been repealed).
- Section 94 Contributions Plan No. 2 - Planning District No. 6 - Neighbourhoods of Ambarvale and Rosemeadow (Note: The areas of St. Helens Park and Glen Alpine in the Section 94 Contributions Plan No. 2 - Planning District No. 6, have been repealed).
- Section 94 Contributions Plan No.3 - Bow Bowing Neighbourhood Community Facilities.

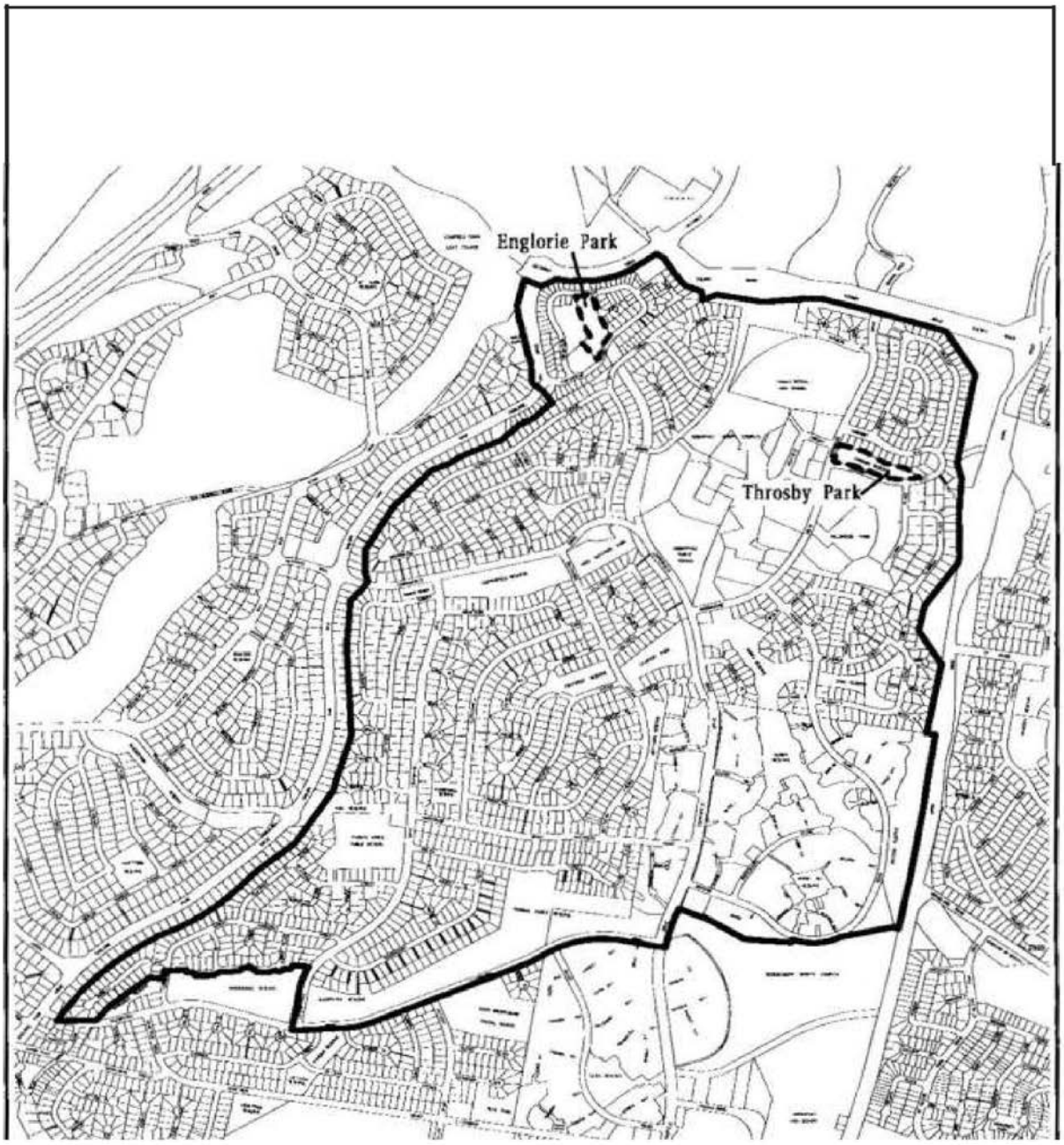
The "***Campbelltown City Section 94 Development Contributions Plan 2007***" was made by Council, under the direction of the Minister for Planning, in accordance with Section 94 EAA and Section 94E(1) of the ***Environmental Planning and Assessment Act 1979*** (***the EP&A Act***)

Note: Site of skate Park relocated from Rosemeadow to St Helens Park as per Miniserial Direction dated 8 April 2012, in accordance with Section 94EAA and Section 94E(1) of the ***Environmental Planning and Assessment Act 1979*** (the EP&A Act).

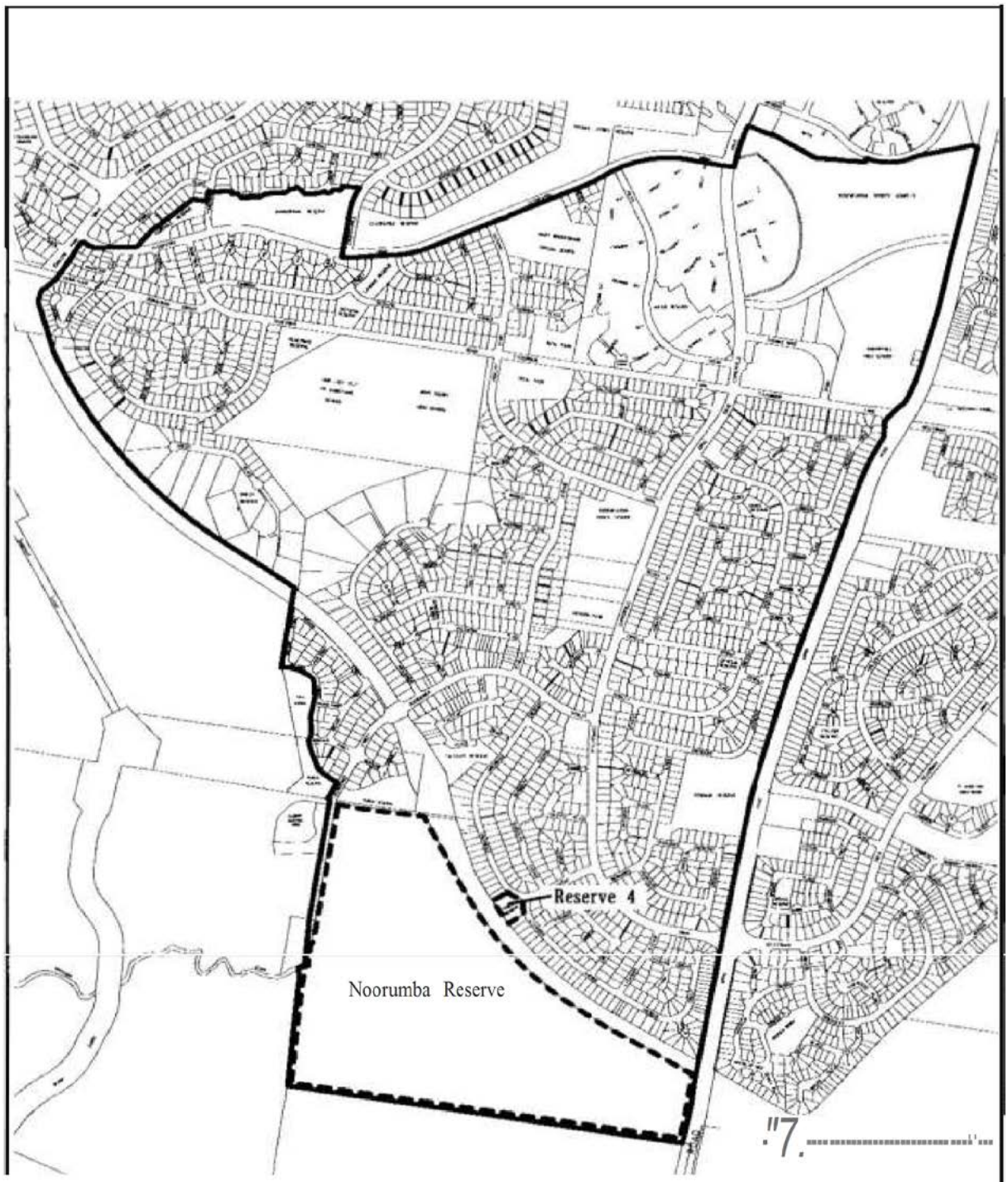
2.2. Area Plan Applies To

This Plan applies to the following catchment areas, as depicted in the Locality Maps.

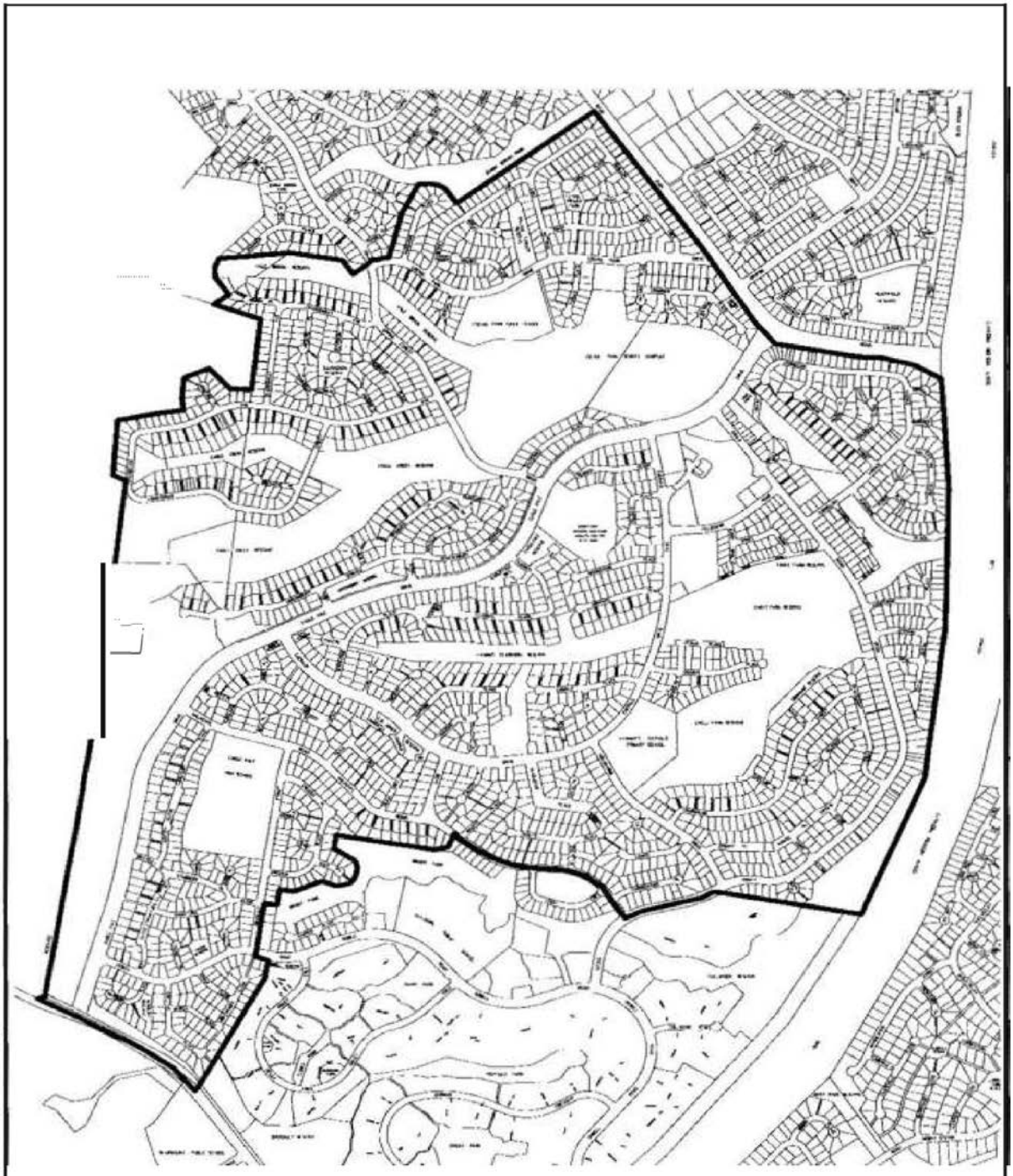
Maps - Land Area Applying to Contributions



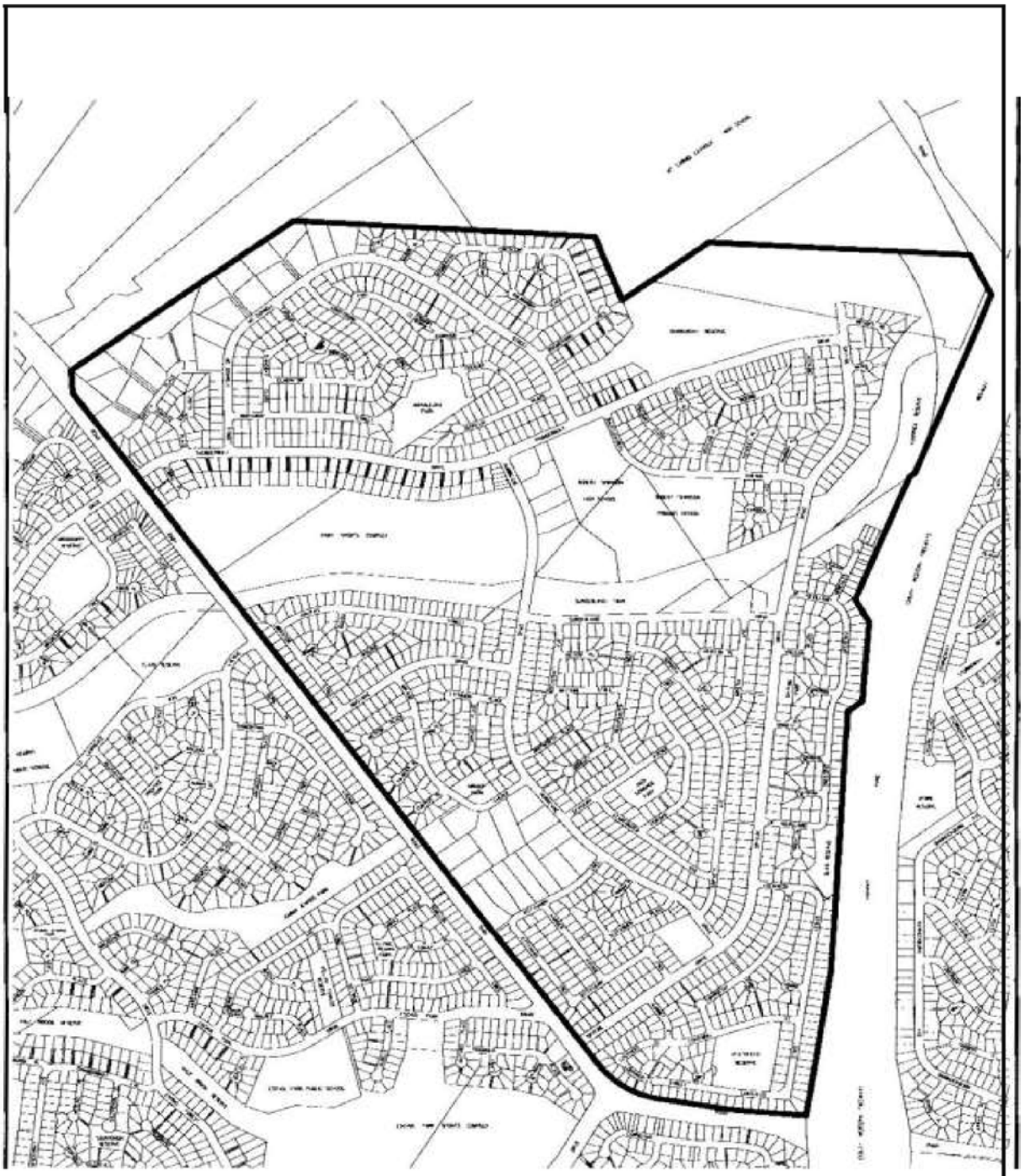
Ambarvale



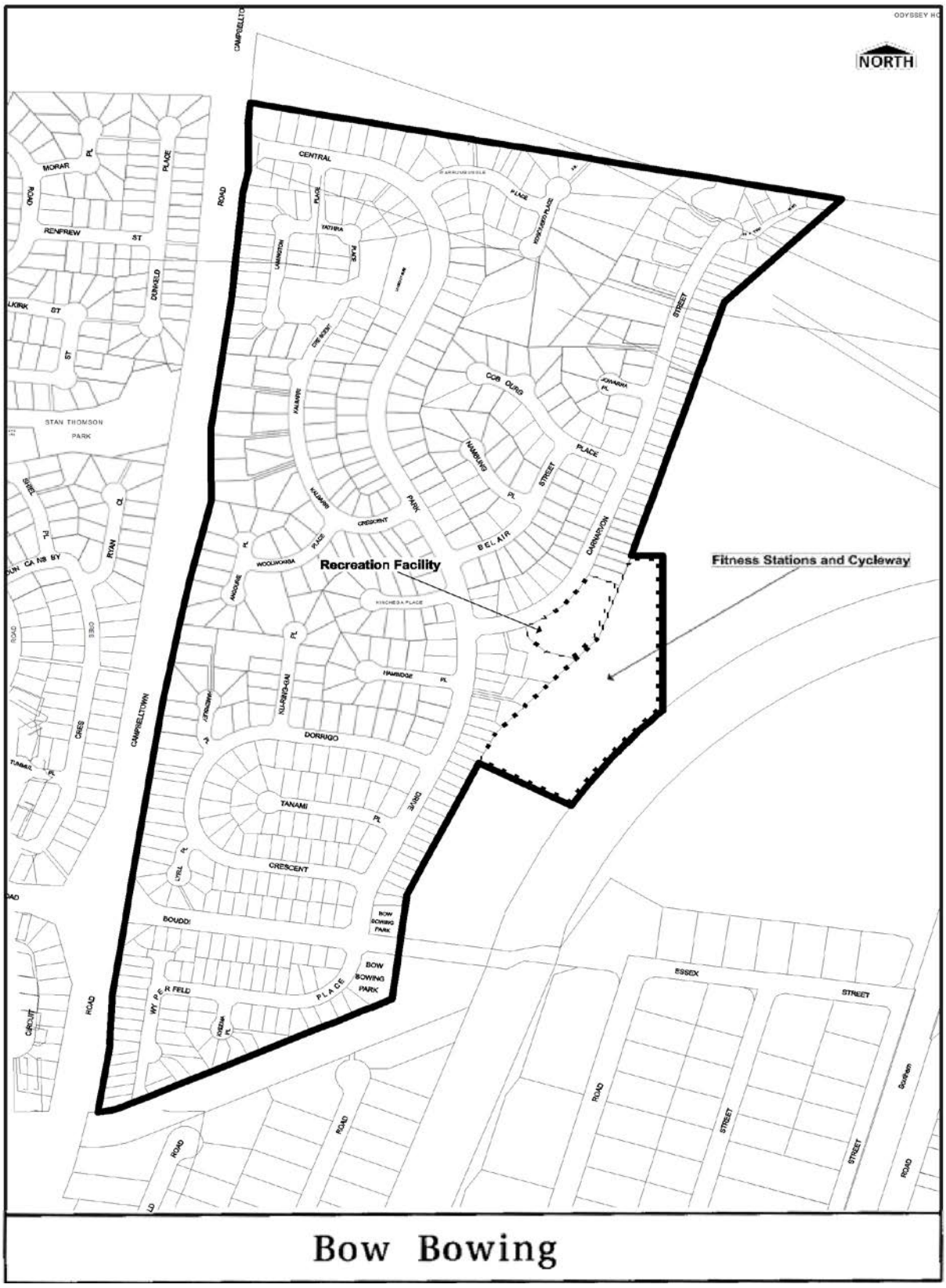
Rosemeadow

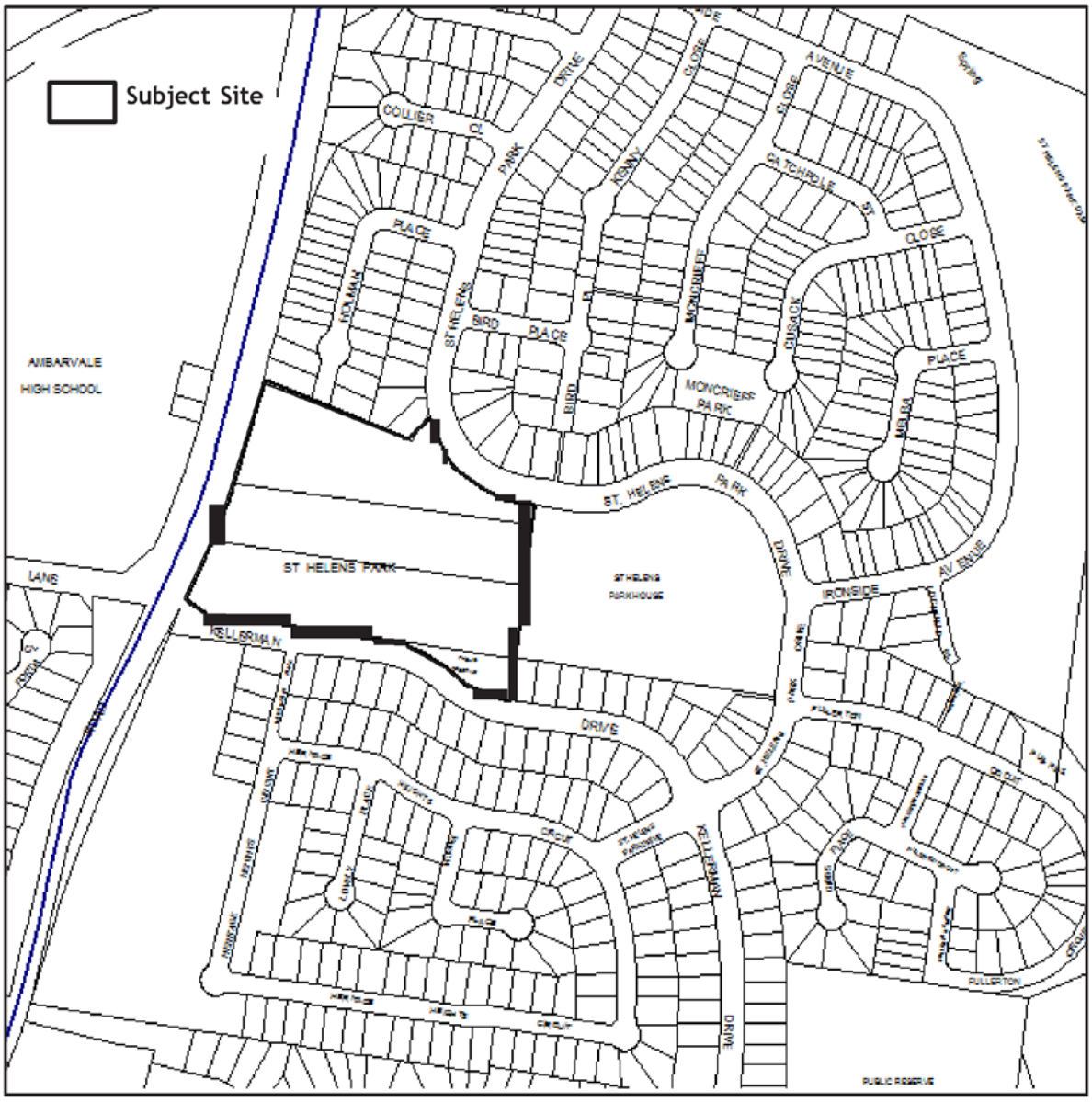


Eschol Park/Eagle Vale

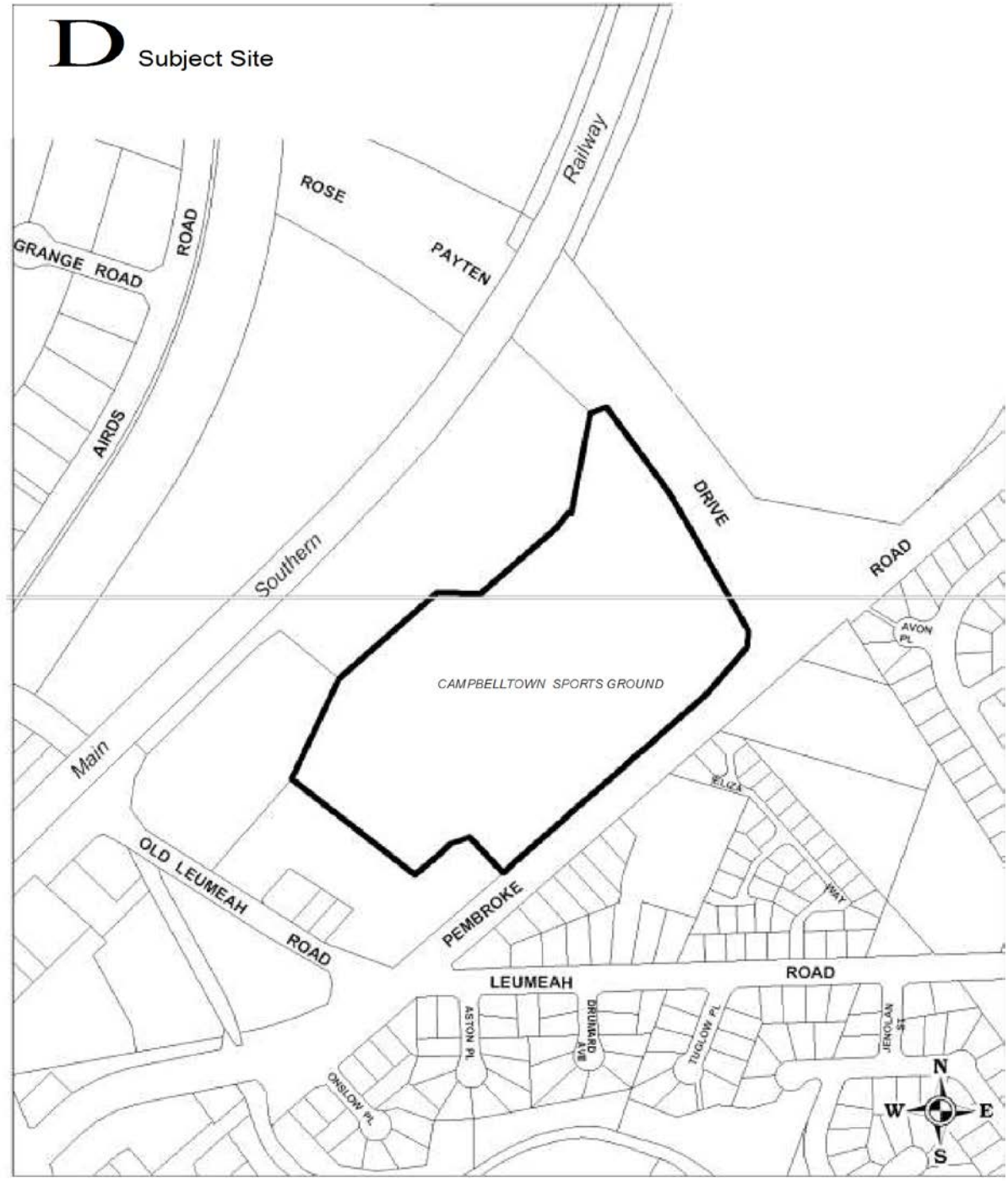


Raby

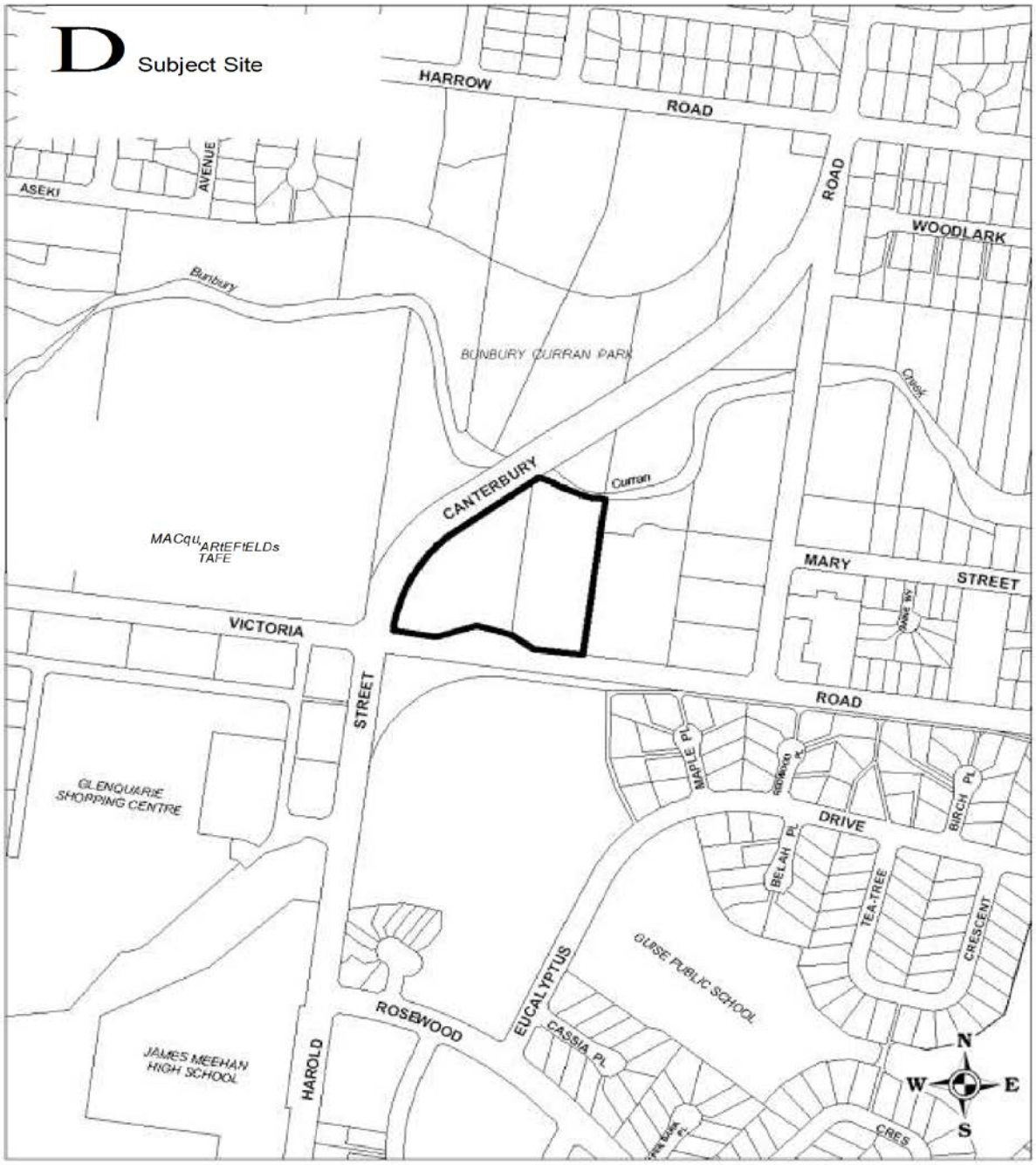

NORTH
Recreation Facility
Fitness Stations and Cycleway
Bow Bowing



Location of Skate Park - Lot 1 DP 810691, Lot 70 DP 1068130, Lot 703 DP 833443, St Helens Park (Corner of Appin Road and St Helens Park Drive, St Helens Park)



Location of Stadium Lights - Campbelltown Sports Stadium



Location of Skate Park -Lot 201 DP 573904 Cnr Victoria and Canterbury Roads, Macquarie Fields

2.3. What Is The Purpose Of This Development Contributions Plan?

The purpose of this development contributions plan is to:

(a) authorise the council to allocate funds to the provision of public infrastructure in accordance with Section 94 of the *EP&A Act* in providing an administrative framework under which specific public facilities strategies may be implemented and coordinated;
(b) ensure that adequate public facilities are provided for as a result of development in the identified catchment areas;
(c) provide a comprehensive strategy for the assessment, expenditure accounting and review of development contributions as they apply to those lands identified in this plan;
(d) ensure that the existing community is not burdened by the provision of public amenities and public services required as a result of future development; and
(e) enable the council to be both publicly and financially accountable in its assessment and administration of the development contributions plan.

2.4. Commencement of The Plan

This development contributions plan has been prepared pursuant to the provisions of Section 94 of the EP&A Act and Part 4 of the ***Environmental Planning and Assessment Regulation, 2000 (EP&A Regulation)*** and takes effect from the date on which public notice was published, pursuant to clause 31(4) of the *EP&A Regulation*.

2.5. Relationship with Other Plans and Policies

As described in section 2.1, this development contributions plan repeals and supersedes various Section 94 Plans previously adopted by Council. Preparation of this Plan has involved review of the works schedules contained in the repealed contributions plans (and/or their relevant parts). Where individual works have not yet been completed and the works remain appropriate, as well as uncommitted surplus funds, this plan absorbed the works and funds from the previous plans into the works schedule. This accounts for funding attributed to additional projects as identified in the works schedule.

As development contributions are not payable under this Plan, Council's ***Section 94A Development Contributions Plan*** will apply to any new development application lodged or consent determined under that contributions plan.

Development approvals containing conditions requiring the payment of development contributions under the previous plans will only be required to pay the contribution amount identified in the consent, as adjusted by the relevant means of indexation nominated in the consent. That is, the previous contribution plans will continue to apply to the extent that any contributions condition attached to a development consent imposed under a previous contributions plan will continue to apply while ever the consent remains current.

The development contributions plan supplements the provisions of the Campbelltown (Urban Area) Local Environmental Plan 2002 and any amendment or local environmental plan that it may supersede.

2.6. When Will Contributions Be Payable To Council?

In accordance with the intent of this contributions plan, no contributions are payable to Council resulting from new development under this Plan, pursuant to the date from which it takes effect. Development contributions are payable in the relevant catchment areas under the "***Campbelltown***

City Council Section 94A Development Contributions Plan".

To the extent that any contribution is payable on a consent determined under any of the previous Section 94 Plans, the timing of payment will be in accordance with the conditions of those Plans.

2.7. Construction Certificates And The Obligation Of Accredited Certifiers

Where a development consent is subject to the provisions of this Plan further to the date of its effectiveness (refer to section 2.17), no development contributions are applicable to the subject consent. However, where a development consent was determined under the provisions of the previous Section 94 Plans, those conditions will continue to apply, in addition to the application of the following information.

In accordance with section 94EC of the ***EP&A Act*** and Clause 146 of the ***EP&A Regulation***, a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of monetary contributions has been satisfied.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that contributions have been fully paid and copies of such receipts must be included with copies of the certified plans provided to the council in accordance with clause 142(2) of the ***EP&A Regulation***. Failure to follow this procedure may render such a certificate invalid.

The only exceptions to the requirement are where a works in kind, material public benefit, dedication of land or deferred payment arrangement has been agreed by the Council. In such cases, Council will issue a letter confirming that an alternative payment method has been agreed with the applicant.

2.8. Complying Development and the Obligation of Accredited Certifiers

In reference to S94EC(1) of the ***EP&A Act***, accredited certifiers are not required to impose a condition requiring monetary contributions in accordance with this development contributions plan for all types of development permitted. Where appropriate, the "Campbelltown City Council Section 94A Development Contributions Plan" will apply.

2.9. Deferred/Periodic Payments

The Council may accept a written request for a deferred or periodic payment of a contribution, relevant to the previous Section 94 Plans, if the applicant or any other person entitled to act upon the relevant consent satisfies the Council that:

- Compliance with the provisions relating to when contributions are payable is unreasonable or unnecessary in the circumstances of the case.
- Deferred or periodic payment will not prejudice the timing or the manner of the provision of the public amenity or service for which the contribution was required, as outlined in the Works Schedule.
- There will be no prejudice to the community deriving benefit from the public amenity of service of facility required by the proposed development.
- There will be no prejudice to the operation of this Contributions Plan.

The decision to accept a deferred or periodic payment is at the sole discretion of the Council.

The Council may accept deferred or periodic settlements by way of installments subject to the condition that the installments are to be paid before work commences on any stage of the development, or as otherwise agreed to by the Council.

The Council may, if it decides to accept the deferred or periodic payments of a contribution, require the applicant to provide a bank guarantee by an Australian bank for the amount of the contribution, or the outstanding balance, plus any interest likely to accrue, on condition that:

a) The bank guarantee requires the bank to pay the guaranteed amount unconditionally to the consent authority where it so demands in writing not earlier than 6 months (or other term so determined by the Council) from the provision of the guarantee or completion of the development or stage of the development to which the contribution, or the outstanding balance, relates.

b) The guarantee prohibits the bank from:
- having recourse to the applicant or other person entitled to act upon the consent; and
- having regard to any appeal, dispute, controversy, issue or other matter relating to the consent or the carrying out of development in accordance with the consent, before paying the guaranteed amount.

c) The bank's obligation under the guarantee are discharged:
- when payment is made to the consent authority in accordance with the terms of the bank guarantee; or
- if the related consent lapses; or
- if the consent authority otherwise notifies the bank in writing that the bank guarantee is no longer required.

d) The applicant pays interest to the Council on the contribution, or the outstanding balance at the overdraft rate on and from the date when the contribution would have been otherwise payable, as set out in this Contribution Plan.

Where the Council does not require the applicant to provide a bank guarantee, it may require a public positive covenant under Section 88E of the Conveyancing Act 1919 to be registered on the title to the land to which the relevant application relates.

2.10. Contributions "In Kind"

Works in kind will be accepted by the Council only under the following circumstances:

1. A written request is made to the Council by the applicant; or other person entitled to act upon the relevant consent; and
2. The Council determine that the works in kind are appropriate; and
3. The works to be carried out are identified in the Works Schedule attached to this Contributions Plan; and
4. The value of the works to be undertaken is at least equal to the value of the contribution assessed in accordance with this Plan;
5. Where the value of the proposed works in kind is less than the monetary value of the contribution, the difference will be met by way of a monetary contribution.

In assessing the request, Council will take into account the following:

a) Consistency with the detailed design of the facilities, as agreed to by the Council;

b) The proposed works will not pre-empt the future provision of facilities identified in the Works Schedule, or beyond what the Council has prioritised.

Plans of the proposed works are to be prepared and submitted by the applicant.

Should an offer of works in kind be accepted, Council will establish with the applicant the following:

- An acceptable standard for workmanship and materials;
- Timing of inspection of works in progress;
- A program for completion of works; and
- An appropriate defects liability period.

2.11. Exemptions

As this Plan will not levy development contributions, all new development is exempt under this Plan. However, as noted in section 2.5 and 2.6, the "***Campbelltown City Council Section 94A Development Contributions Plan***" will apply.

2.12. Review Of Contribution Rates

As this Plan will not levy contributions on development, there will be no need for the review of contributions rates. Where a development consent is determined under one of the previous Section 94 Plans, so the indexation methodology under that plan will continue to apply with regard to the review of contribution rates.

2.13. How Are Contributions Adjusted At The Time Of Payment?

The contributions stated in a development consent are calculated on the basis of the Section 94 plans, as they existed previously. If the contributions are not paid within the quarter in which consent is granted, the contributions payable will be adjusted according to the formulas outlined in the previous Section 94 Plans.

The current contributions are published by Council and are available from Council offices, or on Council's web site, at www.campbelltown.nsw.gov.au. Should the Council not validly publish the applicable contribution rates at any of these locations, the rate applicable will be calculated in accordance with the rate prevailing in the previous quarter.

2.14. Pooling Of Contributions

Pursuant to Section 93E(2) of the *EP&A Act* and Clause 27 of the *EP&A Regulation*, this plan authorises that Council may pool monetary contributions collected under Sections 94 (and 94A) of the EP&A Act and be applied progressively to the projects identified in the works schedule.

2.15. Contributions Register

A Contributions Register will be maintained for this Contributions Plan in accordance with the EP&A Regulation and may be inspected upon request. This register will be updated at regular intervals and include the following:

(a) Details of each development consent for which contributions have been sought;

(b) Nature and extent of the contribution required by the relevant condition of consent;

(c) Name of the Contributions Plan imposing the condition of consent; and

(d) Date the contribution was received, for what purpose and the amount.

At the end of the each financial year, the Council is required to make an annual statement within the yearly budget. This statement must include the following:

(a) Opening and closing balances of money held in the "***Campbelltown City Section 94 Development Contributions Plan***" by the Council for the accounting period;

(b) Total amounts received by way of monetary contribution under this Plan;

(c) Total amount spent in accordance with this Plan; and

(d) Outstanding obligations of the Council to provide works for which contributions have been received.

2.16. Savings and Transitional Arrangements

A development application, which is submitted after the commencement of this Plan, will be assessed in accordance with the provisions of this Plan, relative to the extent that the "Campbelltown City Council Section 94A Development Contributions Plan" will apply to that development application.

A development application that has been submitted prior to the commencement of this Plan but not determined shall be determined in accordance with the provisions of this Plan, relative to the extent that the "Campbelltown City Council Section 94A Development Contributions Plan" will apply to that development application.

A development application which has been determined in accordance with a previous Development Contributions Plan and which requires the making of a contribution, but which has not been settled, shall be reviewed and if necessary adjusted in accordance with the provisions of the Development Contributions Plan which applied at the date of determining the application.

2.17. When Did This Plan Come Into Force?

This Plan came into force on 14 April 2009, with further amendments in April 2012 and April 2016.

The costs in the Plan are as at the IPD Quarter for September 2006.

3. Part C: Strategic Plan

3.1 Anticipated Development: Population and Dwelling Structure

The anticipated development and population projection, as identified in the previous Section 94 Plans, are as follows;

Eagle Vale/Eschol Park: Lot/Dwelling Projections

	Pre Sec 94	Current Sec 94	Future Sec 94	Urban Cons.	Total Lots
No. of Lots	1862	711	187	100	
Cumulative Total	1862	2573	2760	2860	2860

Raby: Lot/Dwelling Projections

	Pre Sec 94	Current Sec 94	Future Sec 94	Urban Cons.	Total Lots
No. of Lots	1248	638	90	79	
Cumulative Total	1248	1886	1976	2055	2055

Rosemeadow: Lot/Dwelling Projections

	Pre Sec 94	Current Sec 94	Urban Cons.	Total Lots
No. of Lots	337	1558	94	
Cumulative Total	337	1895	1989	1989

Ambarvale: Lot/Dwelling Projections

	Pre Sec 94	Current Sec 94	Urban Cons.	Total Lots
No. of Lots	1690	358	97	
Cumulative Total	1690	2048	2145	2145

Bow Bowing: Lot/Dwelling Projections

	Pre Sec 94	Current Sec 94	Future Sec 94	Urban Cons.	Total Lots
No. of Lots	0	16	94	25	135
No. of Lots Long Industries	0	393	0	0	393
Cumulative Total	0	409	503	528	528

Total Estimated Population

The total estimated population, as stated originally in each of the previous Section 94 Plans, are listed as follows;

Eagle Vale and Eschol Park

	1993	1994	1995	1996
Population	9181	9531	9881	10010

Raby

	1993	1994	1995	1996
Population	6776	6951	7126	7193

Bow Bowing

	1993	1994	1995	1996
Population	1432	1607	1747	1848

Although no pro-rata population projections were noted for Ambarvale and Rosemeadow under the previous Section 94 Plans, the corresponding 'Lot Dwelling Projections' for these Plans are noted above.

3.2. Timing Of Development

While the majority of development is complete in the various catchment areas, the following tables represent the projected development rates as set down in the previous Section 94 Plans;

Eagle Vale and Eschol Park

	1993	1994	1995	1996
No. of Lots	50	100	100	37
Cumulative Total	2623	2723	2823	2860

Raby

	1993	1994	1995	1996
No. of Lots	50	50	50	19
Cumulative Total	1936	1986	2036	2055

Rosemeadow

	1993	1994	1995	1996	1997	1998
No. of Lots	92	50	50	40	40	31
Cumulative Total	1778	1828	1878	1918	1958	1989

Ambarvale

	1993	1994	1995	1996	1997	1998
No. of Lots	30	80	80	60	60	47
Cumulative Total	1818	1898	1978	2038	2098	2145

Bow Bowing

	1993	1994	1995	1996
No. of Lots	80	50	40	29
Cumulative Total	409	459	499	528

3.3. Rationale for New Facilities and Services

A key principle of Section 94 is to demonstrate a relationship between the anticipated development, or incoming population, and the demand for additional public infrastructure e.g. open space, community facilities etc. The demonstration of a relationship between new development and such demand is a core requirement of a valid Development Contributions Plan.

Open space, community facilities and the like are public facilities for which there is a reasonable expectation for Council to provide, in association with the urban development throughout the City of Campbelltown. This Section 94 Development Contributions Plan was prepared to ensure the allocation of funds toward facilities that will meet the needs of those residents contributing under this Plan, as a result of this urban development.

3.4. Existing Levels of Provision

There are no existing works or services of any relevance to the demand that will originate from the new population moving into the area.

3.5. Demand for New Facilities and Services

Skate Park - St Helens Park

Council has conducted preliminary investigations, and will subsequently conduct a feasibility study for a skate park at Appin Road/St Helens Park. The feasibility study has identified site suitability, vehicular and pedestrian traffic and parking, design process and funding options.

The site to be occupied by the St Helens Park Skate Park, being Lot 1 DP 810691, Lot 70 DP 1068130, Lot 703 DP 833443, St Helens Park (Corner of Appin Road and St Helens Park Drive) is owned by Council. The area is classified Operational Land and zoned 6(a) Local Open Space, which is suitable for the purpose of a skate park facility.

A Planning Consultative Group will be identified by Council and will include local youth services and local skate, BMX, in-line and scooter users. This group will meet with local users to provide them with an opportunity to present their ideas and requirements for the skate park. These meetings will allow the users to become part of the design process and offer a sense of ownership, which is critical to the long-term success of the skate park.

Stadium Lighting - Campbelltown Sports Stadium

Council has investigated the upgrading of existing light poles at Campbelltown Sports Stadium (Leumeah), to compliment the installation of four new smaller light poles. These works will not require an increase to the current electrical capacity to the Stadium, and involves less earthworks and structural footings. The estimated cost for the stadium lighting upgrade is $630,000.

The upgrade of lighting will enhance the profile of Campbelltown Sports Stadium for a variety of sports as an option for televised and night sporting events.

Skate Park - Macquarie Fields

Council has conducted a feasibility study for a skate park at the north-eastern corner of Canterbury Road and Victoria Road, Macquarie Fields. The feasibility study has identified site suitability, vehicular and pedestrian traffic and parking, design process and funding options.

The site to be occupied by the Macquarie Fields Skate Park, being Lot 201 DP 573904 at the corner of Victoria and Canterbury Roads, Macquarie Fields and adjoining property Lot 22 in Section 6 DP 960 is owned by Council. The areas are classified Community Land and are zoned 6(a) Local Open Space, which is suitable for the purpose of a skate park facility.

As with the Skate Park for Rosemeadow, a Planning Consultative Group has been identified by Council and will include local youth services, Macquarie Fields TAFE representatives, and local skate, BMX, in-line and scooter users. This group will meet with local users to provide them with an opportunity to present their ideas and requirements for the skate park. These meetings will allow the users to become part of the design process and offer a sense of ownership, which is critical to the long-term success of the skate park.

Road Works

There are no Road Works levied for on new development under this Development Contributions Plan.

Drainage Works

There are no Drainage Works levied for on new development under this Development Contributions Plan.

Administration

Council considers that the costs involved with preparing and administering this Section 94 Development Contributions Plan are an integral component for the efficient provision of services and amenities generated by future development, without putting undue pressure on facilities that the existing community utilises.

However, in the instance of the "Draft Campbelltown City Section 94 Development Contributions Plan 2016", as the cost of administration had not been recouped under the previous Section 94 Plans no funding will be allocated under this Plan.

3.6. Works Schedule

The majority of items in this work schedule have been completed, with the exception of some minor projects, and the additional facilities included in the schedule, as follows;

Table 11 Works Schedule

Ambarvale

Facility	Name	Stage	S94 $ IPD Sept 06
Community Hall	Crispsparkle Drive	Completed	
Child Care Centre	Crispsparkle Drive	Completed	
Youth Centre	Off Wickfield Circuit	Completed	
Community Hall	Cnr Woodhouse & Copperfield	Completed	
Upgrade Community Hall	Woodhouse Drive	Completed	
Amenities Building	Cnr Codlin & Jiniwin	Completed	
Amenities Building	Thomas Acres Reserve	Completed	
Local Park 1	Cleopatra Reserve	Completed	
Local Park 1	Lack Reserve	Completed	
Local Park 1	Clerkenwell Reserve	Completed	
Local Park 1	Throsby Park	Completed	
Local Park 3	Shiel Park	Completed	
Local Park 1	Patrick Newman Park	Completed	
Local Park 2	Fred Sheather Park	Completed	
Local Park 1	Copperfield Park	Completed	
Local Park 1	Cargery Reserve	Completed	
Local Park 1	Trotwood Reserve	Completed	
Local Park 2	Startop Reserve	Completed	
Local Park 2	Boythorn Park	Completed	
Local Park 1	Nurra Reserve	Completed	
Local Park 1	Fieldhouse Park	Completed	
Local Park 1	Englorie Park	Completed	
Local Park 1	Thomas Acres Reserve	Completed	
Winter Playing Field	Ambarvale Sports Complex	Completed	
Winter Playing Field	Ambarvale Sports Complex	Completed	
Winter Playing Field	Ambarvale Sports Complex	Completed	
Summer Playing Field	Ambarvale Sports Complex	Completed	
Winter & Summer Field	Thomas Acres Reserve	Completed	
Street Tree Planting		Completed	
Sub Total			$0

Rosemeadow

Facility	Name	Stage	S94 $ IPD Sept 06
Car Parking Rosemeadow Open Space Complex	District Centre	Completed	
Land in District Centre	District Centre	Not Required	
Neighbourhood Centre	Glendower Street	Completed	
Amenities Building (half cost)	Rosemeadow Sports Complex	Completed	
Amenities Building	Oswald Reserve	Completed	
Local Park 1	Haredale Reserve	Completed	
Local Park 1	Mandurama Reserve	Completed	
Local Park 1	Rizal Park	Completed	
Local Park 2	Ceres Reserve	Completed	
Local Park 1	Ophelia Reserve	Completed	
Local Park 1	Desdemona Reserve	Completed	
Local Park 2	Canidius Reserve	Completed	
Local Park 1	Octavia Park	Completed	
Local Park 2	Reserve No.1	Completed	
Local Park 2	Reserve No.2	Completed	
Local Park 1	Reserve No.3	Completed	
Local Park 1	Reserve No.4	Completed	
Local Park 1	Oswald Reserve	Completed	
Winter Playing Field	Oswald Reserve	Completed	
Winter Playing Field	Oswald Reserve		
Summer Playing Field	Oswald Reserve	Completed	
Winter Playing Field	Rosemeadow Sports Complex	Completed	
Winter Playing Field	Rosemeadow Sports Complex	Completed	
Winter Playing Field	Haydon Park	Completed	
Environmental Project	Noorumba Reserve		$379,797
Street Tree Planting		Completed	
Cycleway	Ambarvale/Rosemeadow	Completed	
Sub Total			**$379,797**

Eagle Vale/Eschol Park

Facility	Name	Stage	S94 $ IPD Sept 06
Small Hall	Eschol Park Cottage	Completed	
Swimming Pool	Eagle Vale Pool Complex	Not Required	
40 Place Child Care Centre	Eagles Nest	Completed	
Neighbourhood Centre	Neighbourhood Centre	Completed	
Amenities Building	Eschol Park No.1 & No.2	Completed	
Amenities Building	Fullwood Reserve	Completed	
Local Park 1	Thomas Clarkson Reserve	Completed	
Local Park 1	Eagle Vale Reserve	Completed	
Local Park 1	Fluorite Park	Completed	
Local Park 3	Talc Reserve	Completed	
Local Park 1	Amber Reserve	Completed	
Local Park 1	ER Jones Reserve	Completed	
Local Park 1	Topaz Gardens	Completed	
Local Park 1	Alabaster Reserve	Completed	
Local Park 2	Brady Park	Completed	
Local Park 1	Fullwood Reserve	Completed	
Local Park 1	Young Reserve	Completed	
Local Park 3	Newbury Reserve	Completed	
Local Park 3	Murch Park	Completed	
Local Park 3	Reserve No.1	Completed	
Local Park 1	Reserve No.2	Completed	
Local Park 1	Reserve No.3	Completed	
Local Park 2	Minchinbury Reserve	Completed	
Local Park 2	Burgundy park	Completed	
Local Park 1	Eagle Creek Reserve	Completed	
Local Park 1	Eschol Park Sports Complex	Completed	
Local Park 1	Sauvignon Reserve	Completed	
Local Park 3	Vale Brook Reserve	Completed	
Local Park 1	Figtree Park	Completed	
Local Park 1	Malbec Reserve	Completed	
Local Park 2	William Fowler reserve	Completed	
Local Park 1	Flying Pieman Park	Completed	

Winter Playing Field	Eschol Park Sports	Completed	
Summer Playing Field	Complex 1	Completed	
Winter Playing Field	Eschol Park Sports	Completed	
Summer Playing Field	Complex 2	Completed	
Winter Playing Field	Eschol Park Sports	Completed	
Summer Playing Field	Complex 3	Completed	
Amenities Building	Eschol Park Sports Complex 3	Completed	
Street Tree Planting		Completed	
Sub Total			**$0**

Raby

Facility	**Name**	**Stage**	**S94 $ IPD Sept 06**
Swimming Pool	Eagle Vale Pool Complex	Completed	
Neighbourhood Centre	Raby Neighbourhood Centre	Completed	
Amenities	Raby Oval Meeting Room	Completed	
Amenities	Raby Oval Amenities 1	Completed	
Amenities	Raby Oval Amenities 2	Completed	
Local Park 1	Heathfield Park	Completed	
Local Park 1	Blain Park	Completed	
Local Park 1	Jack Donohoe Park	Completed	
Local Park 1	Spitfire Park	Completed	
Local Park 1	Mirage Park	Completed	
Local Park 1	Raby Sports Complex	Completed	
Local Park 1	Kooringa Reserve	Completed	
Local Park - Special	Burrendah Reserve	Completed	
Local Park 1	Manaleuka Park	Completed	
Local Park 2	Wirraway Park	Completed	
Local Park 2	Convair Reserve	Completed	
Winter Playing Field	Raby Sports Complex 1	Completed	
Winter Playing Field	Raby Sports Complex 1	Completed	
Summer Playing Field	Raby Sports Complex 1	Completed	
Winter Playing Field	Raby Sports Complex 2	Completed	
Winter Playing Field	Raby Sports Complex 2	Completed	
Summer Playing Field	Raby Sports Complex 2	Completed	

Street Tree Planting		Completed	
Sub Total			**$0**

Additional Facilities

Facility	**Name**	**Stage**	**S94 $**
Skate Park	St Helens Park	Completed	
Stadium Lighting	Campbelltown Sports Stadium	Completed	
Skate Park	Macquarie Fields	Completed	
Sub Total			**$0**

Bow Bowing

Facility	**Name**	**Stage**	**S94 $ IPD Sept 06**
Neighbourhood Centre and Tennis Court Clubroom	Carnarvon Street	Completed	
Local Park 1	Lookout Park East	Completed - in one location (East/West)	
Local Park 1	Lookout Park West	Completed - in one location (East/West)	
Local Park 1	Kuringai park	Completed	
Local Park 2	Bouddi Park North	Not Required	
Local Park 2	Bouddi Park South	Not Required	
Local Park 1	Central Park	Completed	
Bus Shelters x 2		Completed	
Cycleway/Footpath		Completed	
Street Planting		Completed	
Tennis Courts	Central Park	Completed	
Car park	Central Park	Completed	
Recreation Facility	Central Park		$85,826
Sub Total			**$85,826**

			S94 $ Grand Total
			$465,623.00

3.7. Timing of Expenditure

It is anticipated that the expenditure on the projects originally included in the previous Section 94 Plans will be completed within the 2008 to 2017 period.

3.8. Calculation Of Contribution Rates

While no Section 94 Contributions will be levied under this Plan, the basis of the calculation of contribution rates included on any current development consent, as determined under the previous Plans, is as follows.

Section 94 contributions will be based on the total cost of providing identified facilities and services divided by the projected lot or dwelling yield in each catchment for all residential development which is subject to Section 94 contributions.

Pre Section 94 development in each of the neighbourhoods is not included in the contribution rate, as this development has been provided with a level of facilities and services funded from other sources.

The contribution rate will be based on the creation of new lots in the case of subdivision and additional dwellings in the case of medium density development.

The formula for calculating contributions is based on the following:

(a) The number of lots or dwellings, which have or will be subject to Section 94 contributions.

(b) The cost of providing community facilities including where appropriate cost of acquiring land.

(c) The present day costs of community facilities already provided by Council in anticipation of development.

The contribution formula is

$$\text{Contribution Rate (\$ per lot/dwg)} = \frac{(F1 + F2)}{P}$$

F1 = The actual cost to Council to date of constructing community facilities (adjusted to present day values by the I.P.D.).

F2 = The estimated cost of constructing future community facilities.

P = The estimated lot/dwelling yield in the contribution catchment.

* I.P.D. - Implicit Price Deflator

(I.P.D.) is an index obtained by dividing a current price value by its corresponding constant price value. Implicit Price Deflators (seasonally adjusted) are published on a quarterly or annual basis for all items of expenditure shown in the Australian National Account, Expenditure on GDP

(Gross Domestic Product).

This Section 94 Contributions Plan has been prepared in accordance with the EP&A Act and the EP&A Regulation, Department of Planning Section 94 Practice Notes and relevant supporting material.

4. Part D: Supporting Material

The following list identifies reports, documents and studies, which have been used for researching the basis of strategies in the Campbelltown City Section 94 Development Contributions Plan:

Department of Planning (2005), Section 94 Contributions Plans Practice Notes

Environmental Planning and Assessment Act 1979

Environmental Planning and Assessment, Regulation 2000

Ministerial Direction issued under Section 94EAA and Section 94E(1) of the Environmental Planning and Assessment Act 1979.

3. DEVELOPMENT SERVICES

3.1 Development Services Section Statistics - May and June 2016

Reporting Officer

Acting Manager Development Services

Attachments

Development Services application statistics for May and June 2016 (contained within this report)

Purpose

To advise Council of the status of development and other applications within the Development Services section.

Report

In accordance with Council's resolution of 23 August 2005 that Councillors be provided with regular information regarding the status of development applications, the attachment to this report provides details of key statistics for May and June 2016 as they affect the Development Services section.

Officer's Recommendation

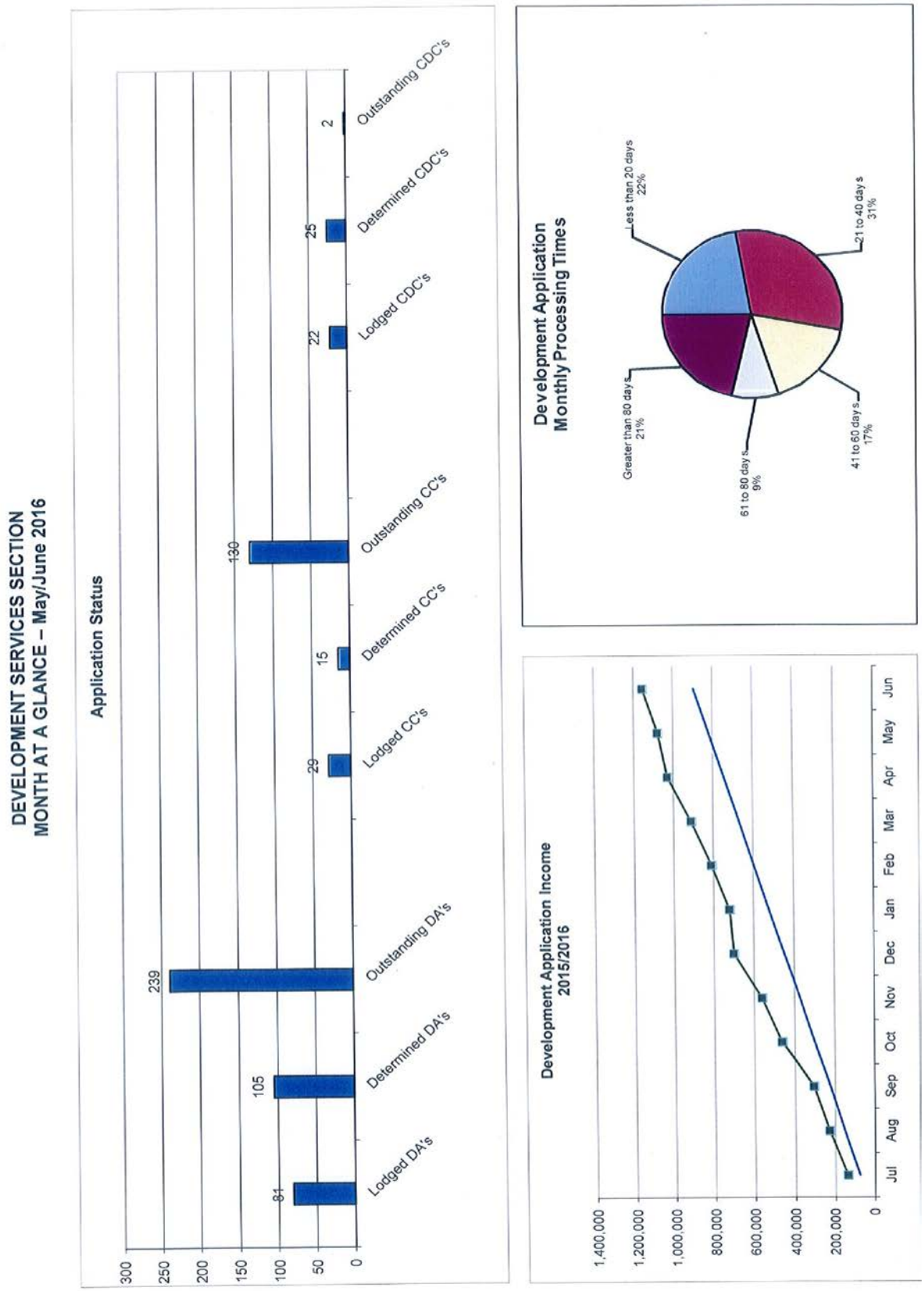
That the information be noted.

Committee's Recommendation: **(Kolkman/Lound)**

That the Officer's Recommendation be adopted.

CARRIED

ATTACHMENT 1



3.2 Council's Monitoring and Reporting obligations of Variations to Development Standards allowed under State Environmental Planning Policy No. 1 - Development Standards or Clause 4.6 of the Campbelltown Local Environmental Plan 2015

Reporting Officer

Acting Manager Development Services

Attachments

SEPP 1 variations approved for the period April to June 2016 (contained within this report)

Purpose

To advise Council of development applications approved for the period 1 April 2016 to 30 June 2016 that involved a variation of a development standard allowed under the relevant provisions of the State Environmental Planning Policy No. 1 - Development Standards (SEPP 1 applications) or Clause 4.6 of the Campbelltown Local Environmental Plan 2015 (CLEP) Standard Instrument.

Report

In accordance with the NSW Department of Planning and Environment's requirement for all SEPP 1 applications to be reported to Council, the attachment to this report provides details of all SEPP 1 applications that were determined within the period stated above.

Further to the above, a copy of the attachment to this report was included in the quarterly report to the NSW Department of Planning and Environment and the information is also made available to the public under the SEPP 1 register on Council's website.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: **(Thompson/Oates)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 134

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Council DA reference number	Lot number	DP number	Apartment/ Unit number	Street number	Street name	Suburb/Town	Postcode	Category of development	Environmental planning instrument	Zoning of land	Development standard to be varied	Justification of variation	Extent of variation	Concurring authority	Date DA determined dd/mm/yyyy
2883/2015/DA-O	1	DP 526146		37	Blaxland Road	Campbelltown	2560	Industrial	LEP 2002	4(b) - Industry B Zone	Clause 37	Reasons for support: does not set undesirable precedent; complementary to existing building; large quantity of signage in the area already creates inconsistent streetscape/setback appearance in Blaxland Road precinct; extent of variation not considered to be significant.	22.50%	Council	27/05/2016

3.3 Construction of a 14 room boarding house at No. 38 Parliament Road, Macquarie Fields

Reporting Officer

Acting Manager Development Services

Attachments

1. Recommended conditions of consent (contained within this report)
2. Locality plan (contained within this report)
3. Streetscape perspectives (contained within this report)
4. Elevations (contained within this report)
5. Shadow diagrams (contained within this report)
6. Schedule of finishes (contained within this report)
7. Landscape plans (contained within this report)
8. Plan of Management (contained within this report)
9. Floor plans (distributed under separate cover - confidential - for privacy reasons these plans are not available to the public)
10. Notification plan (distributed under separate cover - confidential - for privacy reasons this plan is not available to the public)

Purpose

To assist Council in its determination of the subject Development Application in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

This development application is required to be reported to Council due to the nature of the proposed development being a boarding house and the receipt of submissions from the occupants of seven properties in response to the public exhibition and notification of the proposed development.

Property Description	Lot 18A DP 389816 No. 38 Parliament Road, Macquarie Fields
Application No	3552/2015/DA-BH
Applicant	Michael Kitmiridis Architect
Owner	Gwydir Holdings Pty Ltd
Provisions	Campbelltown 2025 - Looking Forward
	Glenfield to Macarthur Corridor Strategy
	State Environmental Planning Policy (Affordable Rental Housing) 2009
	Campbelltown (Urban Area) Local Environmental Plan 2002
	Campbelltown Local Environmental Plan 2015

	Campbelltown (Sustainable City) Development Control Plan 2014
	Campbelltown City Council Section 94A Development Contributions Plan
Date Received	14 December 2015

Report

The development application was lodged with Council on 14 December 2015 for the demolition of an existing single storey dwelling and construction of a 14 room boarding house for up to 16 adult lodgers at No. 38 Parliament Road, Macquarie Fields.

The Site and Surrounds

The site is located on the northern side of Parliament Road, and currently contains a single storey dwelling. It has an area of 651.1sqm and is rectangular in shape. It is a corner allotment with the primary street frontage to Parliament Road and the secondary street frontage to Parkland Avenue. The site is adjoined to the west by a two-storey strata development consisting of four units and to the north by a single storey dwelling. Opposite the site, on the southern side of Parliament Road, is Dale Lane which provides egress to the shops in Macquarie Fields. An entry point to Dale Lane is provided further west along Parliament Road.

The Proposal

The proposed boarding house would contain 14 boarding rooms over two stories for up to 16 adult lodgers. Each boarding room would contain its own kitchen and bathroom. One adaptable room is proposed. A communal living area and laundry facilities would be provided. The proposed boarding house would have three car parking spaces (including one accessible parking space) and bicycle and motorcycle parking accessed from Parkland Avenue.

1. Non-Statutory Provisions

1.1 Campbelltown 2025 - Looking Forward

Campbelltown 2025 Looking Forward' is a statement of broad town planning intent for the longer term future of the City of Campbelltown that:

- responds to what Council understands people want the City of Campbelltown to look, feel and function like
- recognises likely future government policies and social and economic trends
- sets down the foundations for a new town plan that will help achieve that future.

The document establishes a set of strategic directions to guide decision making and development outcomes.

The strategic directions relevant to this application are:

- growing the Regional City
- creating education, employment and entrepreneurial opportunities.

The application is consistent with the above strategic directions as the proposal would provide well-located higher density housing that would enable the Regional City to grow as well as providing employment opportunities within the construction industry.

Some of the relevant desired outcomes of the strategic directions included in Campbelltown 2025 include:

- urban environments that are safe, healthy, exhibit a high standard of design, and are environmentally sustainable
- development and land use that matches environmental capacity and capability.

The development is consistent with desired outcomes within Campbelltown 2025 specifically in relation to providing a development that is functional and of a high quality design, and one that matches the environmental capacity and capability of the site in accordance with the relevant controls.

1.2 Glenfield to Macarthur Corridor Strategy

A coordinated project between the Department of Planning and Environment, Campbelltown City Council and various other agencies has commended and seeks to establish a strategic planning framework to guide future development and infrastructure delivery in the walking catchment surrounding the seven train stations from Glenfield to Macarthur over the next 20 years. Specifically, the strategy has assessed opportunities for more homes, jobs, better public spaces, shops and cafes within these precincts. The subject site is located within the Macquarie Fields precinct and the site enjoys close proximity to Macquarie Fields train station.

The strategy identifies and discusses a range of existing and possible future land use types and development densities around the existing train stations after consideration of land constrains and desired neighbourhood characters. The strategy was publicly exhibited during 2015 and will be used to inform future strategic planning work to achieve the Government's desired density increases near public transport hubs.

Under the strategy, the subject site would be nominated as being suitable for 'medium rise residential'. This precinct is nominated as accommodating a mix of town houses and medium rise apartments where the site is an appropriate size to deliver a high level of amenity. This precinct could comprise 3-4 storey apartment buildings, with potential for communal open space and landscape setbacks to enhance the existing streetscape. It could be argued that the subject site is located on the transition zone between the medium density and residential components of the precinct. The proposed two storey height is 'stepped-down' to provide for a transition in building height to the adjoining 'low-rise residential' on the eastern side of Parkland Avenue.

The strategy recognises that a relatively low proportion of dwellings in the precinct have been redeveloped which provides opportunities for a large number of sites in the precinct to be redeveloped over the next 20 years. The proposed development is considered to align with the visions for the precinct, by adding to the variety of housing types within close proximately to regular Sydney bus services and walking distance from Macquarie Fields station.

2. Planning Provisions

The development has been assessed in accordance with the heads of consideration under Section 79C of the *Environmental Planning and Assessment Act 1979*, and having regard to those matters, the following issues have been identified for consideration.

2.1 Relationship of Environmental Planning Instruments

The development application was lodged on 14 December 2015. At that time, Campbelltown Local Environmental Plan 2015 (CLEP 2015) had been gazetted, however, it did not actually commence until 11 March 2016. This means that despite CLEP 2015 now being the relevant local planning instrument, the previous planning instrument, which was Campbelltown (Urban Area) Local Environmental Plan 2002, is the relevant local planning instrument for this application and has been referenced as such in this assessment report.

2.2 State Environmental Planning Policy (Affordable Rental Housing) 2009

Clause 3 of the Affordable Rental Housing SEPP, outlines that the Policy aims to:

(a) to provide a consistent planning regime for the provision of affordable rental housing

(b) to facilitate the effective delivery of new affordable rental housing by providing incentives by way of expanded zoning permissibility, floor space ratio bonuses and non-discretionary development standards

(c) to facilitate the retention and mitigate the loss of existing affordable rental housing

(d) to employ a balanced approach between obligations for retaining and mitigating the loss of existing affordable rental housing, and incentives for the development of new affordable rental housing

(e) to facilitate an expanded role for not-for-profit-providers of affordable rental housing

(f) to support local business centres by providing affordable rental housing for workers close to places of work

(g) to facilitate the development of housing for the homeless and other disadvantaged people who may require support services, including group homes and supportive accommodation.

Clause 6 of the Affordable Rental Housing SEPP, outlines that ‘affordable housing’ means housing for very low income households, low income households or moderate income households, being such households as are prescribed by the regulations or as are provided for in an environmental planning instrument.

When the application was made, the site was zoned '2(b) – Residential', pursuant to Campbelltown (Urban Area) Local Environmental Plan 2002 (LEP 2002) and in accordance with the relevant provisions of the *Environmental Planning Assessment Act 1979,* the application has been assessed having regard to that plan. Notwithstanding this, it is of note that the newly operational Campbelltown Local Environmental Plan 2015 (CLEP 2015) zones the site R2 - Low Density Residential. Given that the '2(b) – Residential' zone of LEP 2002 is equivalent to 'Zone R2 Low Density Residential' and that the site is within an accessible area (as the land is within 800 metres walking distance of a public entrance to a railway station and/or 400 metres walking distance of a bus stop used by a regular bus service), Part 2 Division 3 of the Affordable Rental Housing SEPP applies.

The following compliance table details the assessment of the proposal in accordance with the relevant requirements of Part 2 Division 3 of the Affordable Rental Housing SEPP.

Criteria	**Proposed**	**Compliance**
Clause 29 (1) – Density and Scale A consent authority must not refuse consent to development to which this Division applies, on the grounds of density or scale if the density and scale of the buildings when expressed as a floor space ratio are not more than: (a) the existing maximum floor space ratio for any form of residential accommodation permitted on the land.	A maximum floor space ratio of 0.55:1 applies to the subject land pursuant to Section 3.7.1 (a) of the Campbelltown (Sustainable City) Development Control Plan 2014. The proposed development has a floor space ratio of 0.53:1 and therefore complies with this Clause.	Yes
Clause 29 (2) (a) – Building Height A consent authority must not refuse consent to development to which this Division applies, if the building height of all proposed buildings is not more than the maximum building height permitted under another environmental planning instrument for any building on the land.	When the application was made there were no building height limit controls contained within an Environmental Planning Instrument (Council's Sustainable City DCP 2014 sets a maximum two storey 9.5m height limit, however the SCDCP is not an environmental planning instrument).	NA

Criteria	Proposed	Compliance
Clause 29 (2) (b) – Landscaped Area A consent authority must not refuse consent to development to which this Division applies, if the landscape treatment of the front setback area is compatible with the streetscape in which the building is located.	The landscape treatment is considered to enhance the streetscape.	Yes
Clause 29 (2) (c) – Solar Access A consent authority must not refuse consent to development to which this Division applies, where the development provides for one or more communal living rooms, if at least one of those rooms receives a minimum of three hours direct sunlight between 9.00am and 3.00pm in mid-winter.	The proposal provides for one common room on the ground floor of the development which is oriented to receive in excess of three hours direct sunlight during mid-winter.	Yes
Clause 29 (2) (d) – Private Open Space A consent authority must not refuse consent to development to which this Division applies, if at least the following private open space areas are provided (other than the front setback area): (i) one area of at least 20sqm with a minimum dimension of 3m is provided for the use of the lodgers	The layout includes a common open space area (adjacent to the common room) approximately 27sqm in area and 5m wide for the use of all lodgers. The proposed boarding house would also contain an area located adjacent to the access stairs that can be used for clothes drying and bicycle storage purposes.	Yes
Clause 29 (2) (d) – Private Open Space A consent authority must not refuse consent to development to which this Division applies, if at least the following private open space areas are provided (other than the front setback area): (ii) if accommodation is provided on site for a boarding house manager – one area of at least 8sqm with a minimum dimension of 2.5m is provided adjacent to that accommodation.	Based on the capacity of the proposed boarding house, the proposal does not propose or require a boarding house manager to reside on-site. Therefore this clause is not applicable to the subject application.	N/A

Criteria	Proposed	Compliance
Clause 29 (2) (e) – Parking A consent authority must not refuse consent to development to which this Division applies, if: (i) in the case of development in an accessible area-at least 0.2 parking spaces are provided for each boarding room.	The subject site is located within an accessible area, as it is within 400m of a bus stop on the 870, 871, 872 route, which operates the prescribed number of services under the definition of 'accessible area'. Accordingly, a car parking space of 0.2 spaces per boarding room is applicable. Based on 14 boarding rooms, three car parking spaces are required. Three car parking spaces are provided.	Yes
Clause 29 (2) (f) – Accommodation Size A consent authority must not refuse consent to development to which this Division applies, if each boarding room has a gross floor area (excluding any area used for the purposes of private kitchen or bathroom facilities) of at least: (i) 12sqm in the case of a boarding room intended to be used by a single lodger, or (ii) 16sqm in any other case.	The proposal includes 12 single boarding rooms which are minimum 12sqm and two rooms that would be used by more than one lodger which are both 16sqm or greater.	Yes
Clause 29 (3) – Kitchen and Bathroom Facilities A boarding house may have private kitchen or bathroom facilities in each boarding room but is not required to have those facilities in any boarding room.	The proposed boarding house provides private kitchen and bathroom facilities in each boarding room.	Yes
Clause 30 (1) (a) – Communal Living Room A consent authority must not consent to development to which this Division applies, unless if a boarding house has five or more boarding rooms, at least one communal living room will be provided.	The proposed boarding house contains 14 boarding rooms and provides a communal living room.	Yes

Criteria	Proposed	Compliance
Clause 30 (1) (b) – Gross Floor Area A consent authority must not consent to development to which this Division applies, unless no boarding room will have a gross floor area (excluding any area used for the purposes of private kitchen or bathroom facilities) of more than 25sqm.	All proposed boarding rooms are less than 25sqm (excluding the area of the private kitchen and bathroom facilities).	Yes
Clause 30 (1) (c) – Number of Lodgers A consent authority must not consent to development to which this Division applies, unless no boarding room will be occupied by more than two adult lodgers.	The application details that 12 boarding rooms will be occupied by a maximum of one adult lodger. Two boarding rooms will be used to accommodate a maximum of two adult lodgers. A total of 16 adult lodgers may be housed at the development.	Yes. Furthermore, a condition has been included within the recommendation requiring the occupation of the suites by no more than the number of lodgers proposed.
Clause 30 (1) (d) – Bathroom and Kitchen Facilities A consent authority must not consent to development to which this Division applies, unless adequate bathroom and kitchen facilities will be available within the boarding house for the use of each lodger.	Each boarding room has been provided with private bathroom and kitchen facilities, which are considered to be of an appropriate size.	Yes
Clause 30 (1) (e) – Boarding House Manager A consent authority must not consent to development to which this Division applies, unless if the boarding house has capacity to accommodate 20 or more lodgers, a boarding room or on site dwelling will be provided for a boarding house manager.	A Boarding House Managers room is not proposed. A boarding house manager is not required as the proposed boarding house has a maximum capacity of 16 adult lodgers.	N/A
Clause 30 (1) (g) – Residential Space Fronting a Street A consent authority must not consent to development to which this Division applies unless, if the boarding house is on land zoned primarily for commercial purposes, no part of the ground floor of the boarding house that fronts a street will be used for residential purposes unless another environmental planning instrument permits such a use.	The site is not zoned primarily for commercial purposes.	NA

Criteria	Proposed	Compliance
Clause 30 (1) (h) – Bicycle and Motorcycle Parking A consent authority must not consent to development to which this Division applies, unless at least one parking space will be provided for a bicycle and one will be provided for a motorcycle, for every five boarding rooms. Equating to three bicycle and three motorcycle parking spaces for a 14 room boarding house.	Three motorcycle spaces have been provided in the parking area accessed from Parkland Avenue. A bicycle rack which includes four bicycle spaces has been provided on the southern wall of the common room on the ground floor. Sufficient bicycle and motorcycle parking has been provided.	Yes
Clause 30A – Character of Local Area A consent authority must not consent to development to which this Division applies unless it has taken into consideration whether the design of the development is compatible with the character of the local area.	An assessment of the proposal in terms of various aspects of its built form is outlined below the table.	Yes
Clause 52 - No subdivision of Boarding House A consent authority must not grant consent to the strata subdivision or community title subdivision of a boarding house.	The proposal does not involve subdivision.	Yes

Clause 30A Character of local area

A consent authority must not consent to development to which this division applies unless it has taken into consideration whether the design of the development is compatible with the character of the local area.

An assessment of the proposal in terms of various aspects of its built form is outlined below:

- **Building Height** - The proposed boarding house is a two-storey building which is consistent with the building height applicable to the site under the Campbelltown (Sustainable City) Development Control Plan 2014. The maximum height of the building above natural ground level would be 7.6 metres, which is less than the maximum building height for single dwellings (9.5 metres) allowed under Council's (Sustainable City) DCP. The height of the proposed boarding house is not inconsistent with that of the two-storey brick townhouse development adjoining the subject property at No. 24 Parliament Road.

- **Building bulk and scale/site coverage** - The size of the proposed boarding house, as measured by its floor space ratio, is compliant with the provisions of the Affordable Housing SEPP, which requires a boarding house to comply with the maximum floor space ratio applicable for residential development permissible on the land. In this case, the maximum floor space ratio is 0.55:1, being the maximum floor space ratio that a single dwelling would be able to achieve. The floor space ratio of the proposed development is 0.53:1, which is less than the maximum floor space permitted under the provision of Campbelltown (Sustainable City) Development Control Plan. It must be noted that residential lots adjoining the subject site and within the immediate visual catchment also have a maximum floor space of 0.55:1 under the current Campbelltown Local Environmental Plan 2015.

  Under the Campbelltown (Sustainable City) Development Control Plan, there is no site coverage percentage for residential dwellings.

  Overall, the bulk and scale of the proposed boarding house is considered to be compatible with the future character of the local area.

- **Setbacks** - The setbacks of the proposed boarding house are entirely consistent with those specified for single dwellings under Part 3 of the Campbelltown (Sustainable City) Development Control Plan 2014 and mostly consistent with multi-dwellings developments as demonstrated in the table below:

Control	**Dwelling house**	**Multi-dwelling**	**Proposed**	**Compliance**
Primary street setback	Minimum 5.5m	Minimum 5.5m	5.5m setback provided from Parliament Road.	Yes
Secondary street setback	Minimum 3m	Minimum 3m	3m from Parkland Avenue.	Yes
Side boundary at ground level	Minimum 0.9m	Minimum of 0.9m from any side boundary for the ground level	0.9m	Yes
Side boundary - levels above ground level	Minimum 0.9m	Minimum of 1.5m from any side boundary for all levels above the ground level	1.5m	Yes
Rear setback - ground level	Minimum 3m for any part of the building that is up to 4.5m in height from existing ground level	Minimum of 5m from the rear boundary for the ground level	5m	Yes

Control	Dwelling house	Multi-dwelling	Proposed	Compliance
Rear setback - levels above ground level	Minimum 8m for any part of the building that is higher than 4.5m from existing ground level	Minimum of 10m from the rear boundary for all levels above the ground level	8.5m Room 14 on the first floor is setback 10m from the rear boundary. However, a terrace is included and is setback 8.5m from the rear boundary which is consistent with dwelling house provisions.	Partial non-compliance with multi-dwelling setback.

The setbacks of the proposed boarding house allow for adequate spatial relief between the proposed boarding house and the adjoining properties which negates overlooking opportunities. The first floor rear terrace includes a privacy screen to further reduce overlooking opportunities. A privacy screen has been incorporated into the design along the breezeway on the first floor to limit overlooking opportunities to the adjoining property at No. 24 Parliament Road. Further, the primary and secondary street setbacks allow for adequate landscaping which is considered to enhance the streetscape.

- **Architectural style/materials** - It is important to note that the majority of buildings immediately adjacent to and surrounding the site are from previous eras of architectural building design. For this reason, it is important for the boarding house to be consistent with the future desired character of the area, than exhibit the current character of the area, which is the case in the instance. Overall, the proposed architectural design of the development would not be unexpected were a dwelling house to be constructed on the site.

- **Landscaping/Fencing** - Overall, the proposed landscaping treatment is satisfactory and adequately softens the visual impact of the development. Landscaping is proposed between the fence and the property boundary to soften the appearance of the fence and reduce the likelihood of graffiti to be applied to the fence. Four large tree species have been proposed in this location which range between 3 - 8 metre mature heights which is considered to enhance the existing streetscape.

2.3 Campbelltown (Urban Area) Local Environmental Plan 2002

The subject site was zoned '2(b) – Residential' under the provisions of Campbelltown (Urban Area) Local Environmental Plan 2002 (LEP 2002) when the application was made. The proposed development was defined as a 'Boarding-house', which was permissible in the zone. Under the provisions of LEP 2002, a boarding-house is defined to include a house let in lodgings or a hostel, but does not include a motel.

The proposed development was also found to be consistent with the following objectives of the '2(b) – Residential' zone:

(b) to permit the development of a range of housing types, and

(c) to encourage a variety of forms of housing that are higher in density than traditional dwelling houses, including accommodation for older people and people with disabilities, in locations which are accessible to public transport, employment, retail, commercial and service facilities.

Consequently the proposal was deemed to satisfy the provisions of Clause 9 of LEP 2002 at the time of the lodgement of the application.

In accordance with the *Environmental Planning and Assessment Act 1979,* despite the CLEP 2015 being the current planning document at the time of reporting to the Council, LEP 2002 is the relevant document for the purposes of assessing this application.

2.4 Campbelltown (Sustainable City) Development Control Plan 2014

The following details the assessment of the proposal in accordance with the relevant requirements of the Campbelltown (Sustainable City) Development Control Plan 2014.

Part 2 - Requirements Applying to All Types of Development

The general provisions of Part 2 of the Plan apply to all types of development. Compliance with the relevant provisions of Part 2 of the Plan is discussed as follows:

Views and Vistas - The proposed development would not obstruct views of any of Campbelltown's important views and vistas.

Sustainable Building Design - A BASIX certificate is not required for the proposed development, as the proposed boarding house is not a BASIX affected building within the meaning of the EP&A Regulation 2000. However, the proposed development includes a 3000 litre rainwater tank.

Landscaping - A landscape plan has been prepared by a landscape architect. The application provides an adequate amount of landscaping, which surrounds the boundaries of the site and within the private open spaces areas of the ground floor apartments. The application proposes to retain two existing mature native trees, which would enhance the landscape quality and visual character of the development.

Cut, Fill and Floor Levels - Any excavation within the zone of influence of any other structure requires a dilapidation report demonstrating that adequate ameliorative measures are to be implemented to protect the integrity of any structure. A condition requiring a dilapidation report to be obtained has been recommended.

Stormwater - The application was referred to Council's Development Engineer for comment. The proposed method of stormwater management and disposal was considered to be satisfactory subject to conditions of consent provided.

Security - The proposed development is satisfactory with regard to security. Appropriate delineation between public and private space would be provided, and casual surveillance opportunities have been incorporated into the design.

Waste Management - A Waste Management Plan for construction and operation of the development has been submitted. Waste is proposed to be collected from the kerb and this arrangement is supported by Council's Waste Services Section.

Section	Control	Requirement	Proposed	Compliance
2.4.1 (b)	Rain Water Tanks	A 5,000L rainwater tank is to be provided for new buildings containing a roof area of between 201sqm and 1,000sqm.	A 3000L underground rainwater tank within the secondary setback.	Yes
2.5 (a)	Landscaping	Landscape design shall enhance the visual character of the development and complement the design / use of spaces within and adjacent to the site.	The proposed landscaping treatment is satisfactory and adequately softens the visual impact of the development.	Yes
2.5 (b)	Landscaping	Landscape design shall retain and enhance the existing indigenous flora and fauna characteristics of a site wherever possible.	The site does not contain or propose to remove any indigenous flora and fauna.	N/A
2.5 (c)	Landscaping	Landscape design shall add value to the quality and character of the streetscape.	The proposed landscaping enhances the existing streetscape.	Yes
2.5 (e)	Landscaping	The Landscape Concept Plan shall illustrate mature height, spread of species, trees to be removed / retained and shall be prepared by a suitably qualified person.	The landscape plan has been prepared by a suitably qualified landscape professional and lists the relevant information.	Yes
2.5 (f)	Landscaping	Landscaping shall maximise the use of locally indigenous and other drought tolerant native plants and avoid the use of invasive species.	The landscaping is considered satisfactory.	Yes
2.7	Erosion and Sediment Control	An Erosion and Sediment Control Plan shall be provided, when construction and/or activities involving the disturbance of the land surface are involved.	A detailed Erosion and Sediment Control Plan has not been provided.	No. A condition has been included within the recommendation requiring compliance with this provision.

Section	Control	Requirement	Proposed	Compliance
2.12 (c)	Retaining Walls	In the case of retaining walls constructed to support proposed fill on an allotment, the following design criteria shall apply: i) no filling shall be permitted within 2m of any property boundary unless sufficient details are submitted to Council illustrating how privacy, overshadowing, stormwater management and access issues have been addressed to Council's Satisfaction. Note: Council may allow for a zero setback of retaining walls, where neighbours' consent has been obtained and submitted as part of the DA.	Retaining walls do not form part of the application.	N/A
2.15.1	Waste Management	A detailed Waste Management Plan shall accompany multi dwelling applications.	A detailed Waste Management Plan accompanied the application.	Recommended condition of consent.

2.5 Campbelltown City Council Section 94A Development Contributions Plan

Development contributions are not applicable for boarding house type developments, pursuant to the provisions of Section 94E of the *Environmental Planning and Assessment Act 1979*.

3. Planning Assessment

3.1 Impacts on Natural and Built Environment

Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979 requires* the consent authority to assess the development's potential impacts on the natural and built environment. The scale, density and built form is considered satisfactory with respect to the context of the site and the future desired character of the area. The bulk and scale of the development is not considered to result in any significant amenity impacts to the adjoining residential developments.

The following issues are considered to be relevant when considering the development's potential impacts on the natural and built environment:

Vehicular Manoeuvring - A swept path analysis was provided with the application demonstrating that all vehicles can enter and exit the site in a forward direction. The proposed parking arrangements meet the Affordable Rental Housing SEPP standards and are therefore considered satisfactory.

Noise Generation - An acoustic report, prepared by Acoustic Logic, dated 14 June 2016, was submitted with the development application. In order to ensure that noise emissions are controlled to prevent any impact on the nearby residences, the following construction requirements were recommended to manage noise impacts:

- windows and glass doors to the indoor common area are to be constructed using 10.38mm thick laminated glass
- bounding walls of the indoor common area are to be masonry
- minimum 1.8 metres high solid fencing must be retained around the northern and western boundaries of the site to provide noise screening to the adjacent residences. In the event any part of this fencing is altered/replaced, any new fencing must also be at least 1.8 metres high and must be imperforated.

The following boarding house management restrictions also form part of the recommendations:

- outdoor common area is not used after 10.00pm or before 7.00am
- the outdoor area used for clothes drying is not to be used as an outdoor common area
- doors and windows to the indoor communal area are to be kept closed after 10.00pm and before 7.00am
- no music to be played in outdoor areas
- radios or similar are permitted in the common area when the windows to the common area are kept closed.

The acoustic report concludes that through the adoption of the above recommendations, noise generated by the site is expected to be consistent with what would be expected from typical residential development of the site, and would therefore be satisfactory to ensure that the amenity of nearby residents is preserved. A condition of consent is recommended for the recommendations within the acoustic report to be adopted in the construction and management of the boarding house.

Waste - The application was referred to Council's Waste section. A response was received which confirmed that the kerbside presentation of the bins is satisfactory due to adequate street frontage for bin placement. The proposed waste management arrangements for the boarding house are satisfactory.

A condition of consent has been recommended for the provision of six 240 Litre general waste bins and six 240 Litre recycle bins to be accommodated within the bin storage area.

Tree Removal - The development application proposes the removal of a mature Camphor laurel. The applicant submitted an Arboricultural Assessment Report, prepared by TALC, dated 8 June 2016, with the development application. The report concludes that the tree exhibits dieback throughout its crown and exhibits signs of stress through the production of epicormic growth. If the tree were to be retained, it would only provide for short term landscape contribution and is not considered a specimen suitable for retention with any proposed re-development of the land. It is recommended that the tree be removed and replaced with an alternative specimen to provide a long term landscape element for the immediate area. It is considered that the landscape plan provides for sufficient replacement plantings in accordance with the recommendations of the arborist report.

Overshadowing Impacts - At Council's request, amended architectural plans were submitted which increased the separation between the northern and western property boundaries and the proposed boarding house. As a result, revised hourly shadow diagrams between 9.00am and 3.00pm on 21 June were submitted. The revised shadow diagrams demonstrate that the overshadowing impacts of the development would be minor and would not result in any adverse effects to adjoining properties.

3.2 Social and Economic Impacts

It is anticipated that the development would contribute to the wider choice of housing available in Campbelltown which is considered to be a social benefit to the Campbelltown community. The scale and density of the development respects the identified desired planning outcome and takes advantage of nearby transport, commercial and educational facilities.

3.3 Site Suitability

Section 79C(1)(c) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to assess the suitability of the site for the proposed development.

The principal matters for attention have been discussed in considering Campbelltown (Sustainable City) DCP and State Environmental Planning Policy (Affordable Rental Housing) 2009. It is considered that the site is suitable for the development of a boarding house.

4. Public Participation

Section 79C(1)(d) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to consider submissions made to the proposal.

The application was publicly exhibited and notified to surrounding property owners between 20 January and 4 February 2016. During this period Council received seven submissions objecting to the development. The issues of objection raised during the notification period and Council's response to these issues, are discussed below.

Theme	Objection Detail	Response
Privacy	Overlooking concerns from the proposed development to No. 1 Parkland Avenue.	The front yard of No. 1 Parkland Avenue is located approximately 20m from the site boundary of the subject site. This distance is considered satisfactory to reduce overlooking impacts.
Building Design and Privacy Issues	The three-storey development would be an eye sore and people residing around the development would not have sufficient privacy.	The proposed boarding house is a two storey development and is considered to be a modern architectural design. The design incorporates sufficient privacy measures to ensure overlooking of adjoining properties is minimised.
Building Design	Design is considered to be a 'large double storey lego block type building on such a small block of land'. It is suggested that three to five townhouses would be more appropriate for the land size.	The boarding house is considered to be a modern architectural design. The proposal does not exceed the permissible height or floor space ratio for the subject site. Further, Under the provisions of Council's (Sustainable City) DCP 2014, the subject property is not large enough to support the development of three to five townhouses.
Location of boarding house	A boarding house would be more suitable closer to a railway station, away from densely populated areas.	The boarding house is located within an accessible area, as it is within 400m of a bus stop which operates the prescribed number of services under the definition on 'accessible area' under the State Environmental Planning Policy (Affordable Rental Housing) 2009.
Noise generation/boarder behaviour	Concerns in relation to noise levels generated by the boarding house in a quiet neighbourhood.	An Acoustic Report, prepared by Acoustic Logic, dated 14 June 2016, was submitted with the development application which includes both construction and management recommendations. The Acoustic Report concludes that through the adoption of recommendations within the report, noise generated by the site is expected to be consistent with what would be expected from typical residential development of the site, and would therefore be satisfactory to ensure that the amenity of nearby residents is preserved. A condition has been recommended requiring the development to include the Acoustic Report recommendations.

Theme	Objection Detail	Response
Use	Concern is raised as it is suggested that boarding houses can 'mean a range of things and can turn into anything underhanded'.	No evidence has been submitted to support this claim.
Use	Concern is raised that businesses are taking over the immediate residential area.	The proposed boarding house is permissible with consent in the zone and under the provisions of the Affordable Housing SEPP.
Use	A boarding house would create a bad name or reputation for the area.	No evidence has been submitted to support this claim.
Control on number of lodgers	Concern is raised as to how the number of lodgers would be monitored and control of boarder behaviour.	The Boarding House Management Plan states that the Managing Agent will monitor the number of lodgers. Access to all rooms will be controlled by an electronic swipe card provided to each lodger. The access cards would not be transferred to any other person other than the authorised lodgers. In the first instance, boarder behaviour is controlled by the Managing Agent in accordance with the Boarding House Management Plan. If the Boarding House Management Plan is not adhered to, Council is able to undertake enforcement action.
Socio-economic status of residents	Concern is raised that the boarding house may accommodate undesirable individuals, adding to the crime rate.	It is noted that Council cannot control who the ultimate tenants of the building will be. However, the design and management and proposed conditions of the boarding house are considered to mitigate potential issues. There is no evidence to suggest that there would be increased criminal or antisocial behaviour associated with the boarding house.
Traffic Management during construction	The proposed development is on a particularly busy section of Parliament Road. The applicant has not provided a plan for the control of building and construction vehicle traffic and its impact on current residents.	A condition of consent has been recommended for a Construction Management Plan to be submitted to Council for written approval prior to the issue of a construction certificate. The Construction Management Plan is required to demonstrate how the works will not impact on existing traffic and pedestrian movements.
Controlled removal of demolition of existing structures	A plan has not been provided for the safe and controlled removal of the fibro cottage and garage.	The provision of a detailed work plan which identifies any hazardous materials and disposal methods for any identified hazardous materials in accordance with the relevant Australian Standard is recommended as a condition of consent in attachment 1.

Theme	Objection Detail	Response
Insufficient car parking	Concern is raised that the proposed boarding house would generate around 30 to 35 people lodging at the premises at any given time. Thirty five people would have around thirty cars. Cars on the street would further congest the narrow roads impeding free movement for vehicles. Due to lack of car parking, boarders will park on the footpath and over the kerb.	A boarding house that is located in an 'accessible area' such as the subject site is only required to provide 0.2 parking spaces per boarding room. The Affordable Rental Housing SEPP states that a consent authority must not refuse to grant consent on the basis of car parking if the proposed development complies with this standard. The rationale of this standard is that there would be low car ownership rates among boarding house tenants, and this is also reflected in the requirement for a boarding house to provide parking for motorcycles and bicycles. The boarding house has 14 rooms, and therefore requires three car parking spaces which complies with the provisions of the State Environmental Planning Policy (Affordable Rental Housing) 2009.
Insufficient car parking	Concern is raised to the lack of visitor car parking provision on the subject site.	Visitor spaces are not required under the provisions of the State Environmental Planning Policy (Affordable Rental Housing) 2009.
No benefit of a boarding house at this location	Concern is raised as to why this site was selected for a boarding house.	The development is permissible in the zone via state and local planning instrument and is satisfactory with regards to the applicable planning controls.
Adverse noise generation during construction	Concern is raised for noise during demolition of the existing structures, removal of tree and construction of the proposed building.	A condition has been recommended to limit the construction hours as follows: Monday to Friday 7.00am to 6.00pm, Saturday 8.00am to 5.00pm and no work on Sundays or public holidays.
Overshadowing concerns	Overshadowing concerns for existing dwellings on Parklands Avenue.	Due to the orientation of the site, the proposed development does not result in significant overshadowing impacts to adjoining properties.
Overshadowing concerns	Concern is raised that the existing garden along the driveway of No. 24 Parliament Road will have less sunlight during the day. The proposed development will block morning sun from the complex and the residence's windows facing the east.	At Council's request, the northern and southern boundary setback of the proposed boarding house was increased. The revised shadow diagrams submitted with the application show that the adjoining house at No. 24 Parliament Road will be minimally impacted between the hours of 9.00am and 10.00am and not affected after 11.00am. Further, the proposed development does not impact upon the solar access

Theme	Objection Detail	Response
		provision in the courtyards of any unit at No. 24 Parliament Road.
Overshadowing concerns	Shadow diagrams have been provided for June 21st. Units 1 and 2 of No. 24 Parliament Road would have no morning sunlight at all as after 12 noon the natural sunlight will be over our roof line.	Shadow diagrams submitted with the application illustrate that the proposal would minimally impact No. 24 Parliament Road between 9.00am and 10.00am. Overshadowing impacts are considered acceptable.
Waste	Concerns regarding the amount of bins facing the street on waste collection morning in contradiction with on-street car parking.	The application was referred to Council's Waste Section for comment. A response was received which confirmed that the kerbside presentation of the bins is satisfactory due to adequate street frontage for bin placement.
Waste	Concern has been raised regarding waste being dumped on the kerb.	No evidence is submitted with the objection to suggest that boarding houses result in waste being dumped on the kerb. If in the instance waste is dumped, Council's Compliance Section can take enforcement action to remove the waste.
Character	Concern is raised that the proposed development is out of character with existing development in the street.	A relatively low proportion of dwellings in the area have been redeveloped. In this instance, it is important for the boarding house to be consistent with the future desired character of the area, than the current character of the area. To reinforce this position, the strategic planning vision within The Glenfield to Macarthur Corridor Strategy reinforces that this precinct provides opportunity for a large number of sites to be redeveloped over the next 20 years due to the conditions and age of the existing building stock. Furthermore, it is considered that the proposed architectural design of the development would not be unexpected were a dwelling house constructed on the site.
Decline in value of surrounding properties	Concern is raised in relation to the decline of surrounding property value if the proposed were to be approved.	No evidence has been submitted to support this claim.
Boarding House Management	Concerns regarding the management of the boarding house to resolve any issues that arise at the premises.	Under the provisions of State Environmental Planning Policy (Affordable Rental Housing) 2009, the proposal is not required to include a boarding house manager.

Theme	Objection Detail	Response
		A Boarding House Management Plan was submitted with the application which states that the boarding house would be managed by a Managing Agent who would appoint one Manager who would then be responsible for the management of the boarding house 24 hours per day. Further, the Boarding House Management Plan states that residents within a 100m radius of the site would be provided with the contact details in writing of the manager/caretaker. If any details of the manager/caretaker change, residents would be notified within 14 days.
Notification Period	The application was placed on public exhibition during the school holiday period giving little or no time to respond to the development.	The application was placed on public exhibition from 20 January to 4 February 2016 in accordance with Council's Notification Policy.
Permissibility	This development is a commercial development due to rent being collected. The site is zoned residential and therefore the proposed development should not be considered.	The development is permissible in the zone via state and local planning instrument and is satisfactory with regards to the applicable planning controls.
Theft	Concerns regarding theft generated by this proposed development.	There is no evidence to suggest that there will be increased criminal or antisocial behaviour associated with the boarding house.
Control of boarding house residence numbers	Concerns in relation to how the maximum number of people proposed would be controlled.	The Manager of the boarding house would ensure that the total number of boarders would be controlled. If the boarding house is in breach of the number of lodgers, enforcement action can be taken by Council's Compliance section.
Non-compliance with Section 1.2 of Council's (Sustainable City) Development Control Plan 2014	The proposed development is not considered to achieve this aim the following aim of Part 1.2 of Council's (Sustainable City) DCP 2014: 'Ensure that new development maintains or enhances the character and the quality of the natural and built environment'.	A relatively low proportion of dwellings in the area have been redeveloped. In this instance, it is important for the boarding house to be consistent with the future desired character of the area. It is considered that the proposed architectural design of the development would not be unexpected were a dwelling house constructed on the site. Further, the primary and secondary street setback allow for adequate

Theme	Objection Detail	Response
		landscaping which is considered to enhance the streetscape.
Non-compliance Part 3 of Campbelltown (Sustainable City) Development Control Plan 2014	The proposal does not comply with several sections listed in Part 3 Campbelltown (Sustainable City) Development Control Plan 2014.	The controls within Part 3 of Council's (Sustainable City) Development Control Plan do not apply to boarding house development. However, the setbacks of multi-dwellings and single dwelling developments have been used in order to ascertain the character of the area as discussed in Section 2.2 of this report.
Non-compliance with Part 5 of Council's (Sustainable City) Development Control Plan 2014	The proposal does not comply with several factors listed in Part 5 of Council's (Sustainable City) DCP 2014.	The controls within Part 5 of Council's (Sustainable City) Development Control Plan do not apply to boarding house development.

5. Conclusion

Having regard to the matters for consideration under Section 79C of the *Environmental Planning and Assessment Act 1979* and the issues raised above, it is considered that the application is generally consistent with the relevant planning legislation.

The application is fully compliant with the provisions of the State Environmental Planning Policy (Affordable Rental Housing) 2009 and is fully compliant with Campbelltown (Urban Area) Local Environmental Plan 2002.

In addition, the application is entirely compliant with the relevant standards for dwelling houses within the Campbelltown (Sustainable City) Development Control Plan 2014. The proposed boarding house has a form and scale this is generally consistent with a dwelling house that would be permissible on the site.

Seven submissions in relation to the proposal were received. Matters raised in the submissions have been discussed and responded to within this report.

Accordingly, the application is recommended for approval.

Officer's Recommendation

That development application 3552/2015/DA-BH for the demolition of an existing dwelling and construction of a 14 room boarding house at No. 38 Parliament Road, Macquarie Fields, be approved, subject to the conditions detailed in attachment 1 of this report.

Committee Note: Mr Dunn, Mr McLean, Mr Wood and Mr Kitmiridis addressed the Committee.

Committee's Recommendation: (Kolkman/Hawker)

That the Officer's Recommendation be adopted subject to Condition 26 being amended to read - Rainwater Tanks to a minimum total of 5,000 litres shall be installed onsite for the collection of stormwater for irrigation and reuse purposes (eg flushing of toilets).

CARRIED on the Casting Vote of the Chairperson

Voting for the Committee's Recommendation were Councillors: Greiss, Hawker, Kolkman and Matheson.

Voting against the Committee's Recommendation were Councillors: Lound, Oates, Rowell and Thompson.

Council Meeting 16 August 2016 (Greiss/Rowell)

That the Committee's Recommendation be adopted.

LOST

Voting for the above Motion were Councillors: Greiss, Lake and Mead.

Voting against the above Motion were Councillors: Borg, Brticevic, Chanthivong, Glynn, Hawker, Kolkman, Lound, Oates, Rowell and Thompson.

Council Meeting 16 August 2016 (Oates/Borg)

That development application 3552/2015DA-BH be refused for the following reasons:

1. Inappropriate in terms of scale and size of potential occupancy.

2. The proposal does not maintain or enhance quality and amenity of the existing low density residential area.

3. Concerns regarding the adequacy and implementation of parking provisions.

4. The potential to seriously disrupt the peaceful enjoyment of the existing residents environment.

WON and became the Motion

Council Resolution Minute Number 135

That development application 3552/2015DA-BH be refused for the following reasons:

1. Inappropriate in terms of scale and size of potential occupancy.

2. The proposal does not maintain or enhance quality and amenity of the existing low density residential area.

3. Concerns regarding the adequacy and implementation of parking provisions.

4. The potential to seriously disrupt the peaceful enjoyment of the existing residents environment.

Voting for the Council Resolution were Councillors: Borg, Brticevic, Chanthivong, Glynn, Hawker, Kolkman, Lound, Oates, Rowell and Thompson.

Voting against the Council Resolution were Councillors: Greiss, Lake and Mead.

ATTACHMENT 1

Recommended Conditions of Consent

GENERAL CONDITIONS

The following conditions have been applied to ensure that the use of the land and/or building is carried out in such a manner that is consistent with the aims and objectives of the planning instrument affecting the land.

For the purpose of these conditions, the term 'applicant' means any person who has the authority to act on or benefit of the development consent.

1. Approved Development

The development shall be carried out in accordance with the approved plans and documents listed in the table below, and all associated documentation supporting this consent, except as modified in red by Council and / or any conditions within.

Drawing No.	Drawing Name	Prepared by	Issue	Date
DA100	Cover page/site analysis/site calculation	Michael Kitmiridis Architect	B	June 2016
DA101	Site Plan/roof plan/GFA calculations	Michael Kitmiridis Architect	B	June 2016
DA102	Ground Level/demolition plan	Michael Kitmiridis Architect	B	June 2016
DA103	First Level	Michael Kitmiridis Architect	B	June 2016
DA104	Typical Room Layout/construction management plan	Michael Kitmiridis Architect	B	June 2016
DA105	Elevations/schedule of external finishes/windows and doors schedule	Michael Kitmiridis Architect	B	June 2016
DA106	Shadow Diagrams	Michael Kitmiridis Architect	B	June 2016
DA107	Front Fence Details	Michael Kitmiridis Architect	B	June 2016
DA108	Perspectives	Michael Kitmiridis Architect	B	June 2016
DA109	Sections	Michael Kitmiridis Architect	A	June 2016
L101	Landscape Plan	QTN Landscape	B	June 2016
1657/S1/2	Stormwater drainage/sediment control details	John Romanous and Associates	D	9 June 2015
1657-S2/2	Stormwater drainage/sediment control details	John Romanous and Associates	D	9 June 2015

2. Boarding House Management Plan

The operator of the boarding house shall ensure that the approved Boarding House Management Plan is complied with at all times. The Boarding House Management Plan shall not be varied without the consent of Council.

A copy of the Boarding House Management Plan must be kept by the owner, the Managing Agent and Council.

3. Building Code of Australia

All building work must be carried out in accordance with the provisions of the Building Code of Australia. In this clause, a reference to the Building Code of Australia is a reference to that Code as in force on the date the application for the relevant construction certificate is made.

4. Contract of Insurance (residential building work)

In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.

This clause does not apply:

a. To the extent to which an exemption is in force under Clause 187 or 188 of the Environmental Planning and Assessment Regulation 2000, subject to the terms of any condition or requirement referred to in Clause 187(6) or 188(4) of that regulation, or

b. To the erection of a temporary building.

5. Notification of *Home Building Act 1989* Requirements

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being Council) has given Council written notice of the following information:

a. In the case of work for which a principal contractor is required to be appointed:

   i. The name and licence number of the principal contractor, and
   ii. The name of the insurer by which the work is insured under Part 6 of that Act.

b. In the case of work to be done by an owner-builder:

   i. The name of the owner-builder, and
   ii. If the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being Council) has given Council written notification of the updated information.

6. Landscaping

The provision and maintenance of landscaping shall be in accordance with the approved landscape plan containing Council's approved development stamp including the engagement of a suitably qualified landscape consultant/ contractor for landscaping works. All landscaping must be contained within the property boundary. The landscape design shall incorporate a significant portion of native, low water demand plants.

All tree removal must be in accordance with Work Cover NSW 2007, Code of Practice Tree Work.

7. Acoustic Construction Requirements

The development shall incorporate the construction requirements recommended in the Acoustic Report, prepared by Acoustic Logic, dated 14 June 2016, as follows:

i. windows and glass doors to the indoor common area are to be constructed using 10.38mm thick laminated glass (R_w no less than 34)
ii. bounding walls of the indoor common area are to be masonry
iii. minimum 1.8 metres high solid fencing must be retained around the northern and western boundaries of the site to provide noise screening to the adjacent residences. In the event any part of this fencing is altered/replaced, any new fencing must also be at least 1.8 metres high and must be imperforated.

8. Noise Mitigation Measures

The following boarding house management restrictions recommended within the Acoustic Report, prepared by Acoustic Logic, dated 14 June 2016, must be adhered to at all times:

i. outdoor common area is not used after 10.00pm or before 7.00am
ii. the outdoor area used for clothes drying is not to be used as an outdoor common area
iii. doors and windows to the indoor communal area are to be kept closed after 10.00pm and before 7.00am
iv. no music to be played in outdoor areas
v. radios or similar are permitted in the common area when the windows to the common area are kept closed.

9. Waste Storage Area and Waste Management

The waste storage area identified on the approved plans shall:

i. include six 240 litre general waste bins and six 240 litre recycle bins
ii. not be stored within vehicle parking, vehicle manoeuvring areas of landscaped areas
iii. be provided with a concrete floor, with concrete or cement rendered internal walls coved to the floor

iv. the floor shall be graded to an approved sewer connection incorporating a sump and galvanised grate cover or basket
v. a hose chock shall be provided within the storage area.

The waste bins shall adhere to the following:

i. the bins shall be stored within the waste storage area at all times other than for collection
ii. all bins shall be presented to the street and returned to the waste storage room by a building manager. Boarding house residents shall not be responsible for presentation and return of bins
iii. all waste and recycling generated from the premises is to be kept within an appropriate storage receptacle on the premises. Waste is not to be stored or placed outside of a waste storage receptacle or in such a manner that it will become a litter, odour or health nuisance.

10. External Finishes

The external finishes shall be in accordance with the approved plans and the schedule of finishes submitted with this application. Any proposed alterations to these finishes are considered to be a modification to the development consent and require separate approval by Council.

11. Fencing

A 1.8 metre high fence shall be erected on the site's side and rear boundaries behind the front building alignment and between each required courtyard at the sole cost of the developer. 'Colorbond' style metal fences that face a public space are not permitted.

12. Switchboards/Utilities/Air Conditioning Units

Switchboards, air conditioning units, garbage storage areas and storage for other utilities shall not be attached to the front elevations of the building or side elevations that can be seen from a public place.

13. Advertising Signs

This consent does not permit the erection or display of any advertising signs.

14. Driveway

The gradients of driveways and manoeuvring areas shall be designed in accordance with Australian Standards AS 2890.1 and AS 2890.2 (as amended).

Driveways shall be constructed using decorative paving materials such as pattern stencilled concrete, coloured stamped concrete or paving bricks. The finishes of the paving surfaces are to be non-slip and plain concrete is not acceptable.

All driveways in excess of 20 metres in length shall be separated from the landscaped areas by the construction of a minimum 150mm high kerb, dwarf wall or barrier fencing.

15. Vehicular Access to and Egress from the Site

All vehicles entering and exiting the site shall be in a forward direction.

16. Lighting

Illumination of the site is to be arranged to provide an appropriate level of lighting and in accordance with the requirements of Australian Standard 4282 (as amended) so as not to impact upon the amenity of the occupants of adjoining and nearby residential premises or traffic.

17. Unreasonable Noise

The development, including operation of vehicles, shall be conducted so as to avoid the generation of unreasonable noise and cause no interference to adjoining or nearby occupants.

The applicant shall place signs in the vehicle car parking and outdoor recreation areas that contain wording to the effect that residents and visitors are requested to refrain from making noise after 9.00pm.

18. Graffiti Removal

In accordance with the environmental maintenance objectives of 'Crime Prevention Through Environmental Design', the owner/lessee of the building shall be responsible for the removal of any graffiti which appears on the buildings, fences, signs and other surfaces of the property within 48 hours of its application.

19. Engineering Design Works

The design of all engineering works shall be carried out in accordance with the requirements detailed in Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended), Engineering Design Guide for Development (as amended) and Campbelltown (Sustainable City) DCP (as amended).

20. Unreasonable Noise, Dust and Vibration

The development, including operation of vehicles, shall be conducted so as to avoid the generation of unreasonable noise, dust or vibration and cause no interference to adjoining or nearby occupants. Special precautions must be taken to avoid nuisance in neighbouring residential areas, particularly from machinery, vehicles, warning sirens, public address systems and the like.

In the event of a noise related issue arising during construction, the person in charge of the premises shall when instructed by Council, cause to be carried out an acoustic investigation by an appropriate acoustical consultant and submit the results to Council. If required by Council, the person in charge of the premises shall implement any or all of the recommendations of the consultant and any additional requirements of Council to its satisfaction.

21. Car Parking Spaces

Three car parking spaces shall be designed, sealed, line marked and made available to all users of the site in accordance with Australian Standards 2890.1 and 2 (as amended). Three motorcycle and a minimum of four bicycle spaces shall also be provided and made available to all users of the site.

22. Acts and Regulations

The boarding house must comply with the following Acts and Regulations:

Public Health Act 2010
Public Health Regulation 2012
Boarding Houses Act 2012
Local Government Act 1993
Local Government (General) Regulation 2005
Protection of the Environment (Noise Control) Regulation 2008

23. Maximum Number of Lodgers per Room

The building is to contain a maximum of 16 persons. The maximum occupancy rate of each boarding room shall be in accordance with the table below:

Room Number	Maximum occupancy
Ground Level	
RM1	One
RM2	One
RM3	Two
RM4	One
RM5	One
RM6	One
First Floor	
RM7	One
RM8	One
RM9	Two
RM10	One
RM11	One
RM12	One
RM13	One
RM14	One

In order to maintain this occupancy rate, a sign is to be erected immediately adjacent to the doorway accessing the building detailing the maximum sleeping capacity of the occupancy.

The occupier of the premises must not allow any room or cubicle in the premises to be used for the purposes of sleeping accommodation unless the room or cubicle has a floor area of 5.5sqm or more for each person sleeping in it (in the case of long-term sleeping accommodation) or 2.0sqm or more for each person sleeping in it (in any other case) (Public Health Regulation 2012).

24. Maximum Number of Adult Lodgers in the Building

The maximum number of adult lodgers in the building at any given time is 16.

25. Shoring and Adequacy of Adjoining Property

If the development referred to in this development consent involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the development consent must at the person's own expense:

a. protect and support the adjoining premises from possible damage from the excavation, and

b. where necessary, underpin the adjoining premises to prevent any such damage.

This condition does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

26. Rain Water Tank(s)

Rain water tank/s shall be installed on site for the collection and storage of stormwater for irrigation and reuse purposes (eg the flushing of toilets), in accordance with the approved plans.

27. Construction Certificate

Prior to the commencement of any works that require a construction certificate:

a. the applicant shall obtain a construction certificate for the particular works
b. the applicant shall appoint a principal certifying authority and
c. the private certifying authority shall notify Council of their appointment no less than two days prior to the commencement of any works.

PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

The following conditions of consent must be complied with prior to the issue of a construction certificate by either Campbelltown City Council or an accredited certifier. All necessary information to comply with the following conditions of consent must be submitted with the application for a construction certificate.

28. Acoustic Construction Requirements

Prior to the issue of a Construction Certificate, all of the recommendations in the Acoustic Report, prepared by Acoustic Logic, dated 14 June 2016, shall be incorporated into the Construction Certificate plans. Certification from a qualified acoustic consultant shall be submitted to the Principal Certifying Authority, indicating that the building design as shown on the Construction Certificate plans will prevent any impact on the nearby residences. Should these requirements necessitate amendments to the design of the building or finishes, approval from Council must be obtained.

29. Utility Servicing Provisions

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall obtain a letter from both the relevant electricity authority and the relevant telecommunications authority stating that satisfactory arrangements have been made to service the proposed development.

Note: The applicant should also contact the relevant water servicing authority to determine whether the development will affect the authorities water or sewer infrastructure.

30. Waste Management Plan

Prior to Council or an accredited certifier issuing a construction certificate, the relevant provisions of Council's Waste Management Plan is to be completed to the satisfaction of Council.

31. Demolition of Existing Dwelling

Prior to Council or an accredited certifier issuing a construction certificate, the existing dwelling on the property shall be demolished and all materials removed from the site.

32. Construction Management Plan

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall submit a Construction Management Plan to Council, for written approval by the Manager of Development Services, demonstrating that the works will not impact on the existing traffic and pedestrian movements on the site.

33. Geotechnical Report

Prior to Council or an accredited certifier issuing a construction certificate, a geotechnical report prepared by a NATA registered lab shall be submitted which indicates that the land will not be subject to subsidence, slip, slope failure or erosion where excavation and/or filling exceeds 900mm in depth or identified as filled land.

34. Soil and Water Management Plan

Prior to Council or an accredited certifier issuing a construction certificate, a detailed soil and water management plan shall be submitted for approval.

35. Stormwater Management Plan (Development)

Prior to Council or an accredited certifier issuing a construction certificate, a plan indicating all engineering details and calculations relevant to site regrading and the collection and disposal of stormwater from the site, building/s and adjacent catchment, shall be submitted for approval.

Floor levels of all buildings shall be a minimum of 150mm above the adjacent finished site levels and stormwater shall be conveyed and discharged directly to the rear of the kerb and gutter in Parkland Avenue utilising Council's standard kerb roof water outlets and kerb adaptors. The kerb roof water outlet shall be positioned in front of the subject lot and not within the frontage of the adjacent downstream property.

All proposals shall comply with the requirements detailed in Council's Engineering Design Guide for Development (as amended).All proposals shall comply with the Campbelltown (Sustainable City) DCP - Volumes 1 and 3 (as amended).

36. Dilapidation Report

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall submit a dilapidation report for all buildings on lands that adjoin the subject works.

37. Work on Public Land

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall obtain written approval from Council for any proposed work on public land. Inspection of this work shall be undertaken by Council at the applicant's expense and a compliance certificate approving the works shall be obtained from Council, prior to the principal certifying authority issuing an occupation certificate.

38. Design for Access and Mobility

Prior to Council or an accredited certifier issuing a Construction Certificate, the applicant shall demonstrate by way of detailed design, compliance with the relevant access requirements of the BCA and AS 1428 – Design for Access and Mobility.

39. Telecommunications Infrastructure

a. If the development is likely to disturb or impact upon telecommunications infrastructure, written confirmation from the service provider that they have agreed to proposed works must be submitted to the Principal Certifying Authority prior to the issue of a Construction Certificate or any works commencing, whichever occurs first; and

b. The arrangements and costs associated with any adjustment to telecommunications infrastructure shall be borne in full by the applicant/developer.

40. Sydney Water

Prior to Council or an accredited certifier issuing a construction certificate, the approved plans must be submitted to Sydney Water via the Sydney Water Tap In service, to determine whether the development will affect any Sydney Water wastewater and water mains, stormwater drains and/or easements, and if any requirements need to be met. An approval receipt will be issued if the building plans have been approved. The approval receipt shall be submitted to the Principal Certifying Authority prior to Council or an accredited certifier issuing a construction certificate.

The Sydney Water Tap In service can be accessed at www.sydneywater.com.au.

PRIOR TO THE COMMENCEMENT OF ANY WORKS

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with prior to the commencement of any works on site.

41. Erosion and Sediment Control

Prior to the commencement of any works on the land, adequate/approved erosion and sediment control measures shall be fully installed/implemented.

42. Erection of Construction Sign

Prior to the commencement of any works on the land, a sign/s must be erected in a prominent position on the site:

a. showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours
b. stating that unauthorised entry to the work site is prohibited
c. pollution warning sign promoting the protection of waterways (issued by Council with the development consent)
d. stating the approved construction hours in which all works can occur
e. showing the name, address and telephone number of the principal certifying authority for the work.

Any such sign/s is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

43. Toilet on Construction Site

Prior to the commencement of any works on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out, at the rate of one toilet for every 20 persons or part thereof. Each toilet provided must be a standard flushing toilet and be connected to:

a. a public sewer, or
b. of connection to a public sewer is not practicable, to an accredited sewage management facility approved by Council, or
c. if connection to a public sewer or an accredited sewage management facility is not practicable, to some other management facility approved by Council.

44. Trade Waste

Prior to the commencement of any works on the land, a trade waste facility shall be provided on-site to store all waste pending disposal. The facility shall be screened, regularly cleaned and accessible to collection vehicles.

45. Vehicular Access during Construction

Prior to the commencement of any works on the land, a single vehicle/plant access to the site shall be provided, to minimise ground disturbance and prevent the transportation of soil onto any public road system. Single sized aggregate, 40mm or larger and placed 150mm deep, extending from the kerb and gutter to the property boundary, shall be provided as a minimum requirement.

46. Public Property

Prior to the commencement of any works on site, the applicant shall advise Council of any damage to property controlled by Council which adjoins the site including kerbs, gutters, footpaths, walkways, reserves and the like. Failure to identify existing damage may result in all damage detected after completion of the development being repaired at the applicant's expense.

47. Demolition Works

Demolition works shall be carried out in accordance with the following:

a. Prior to the commencement of any works on the land, a detailed demolition work plan designed in accordance with Clause 1.7.3 of Australian Standard AS 2601-2001 – The Demolition of Structures, prepared by a suitably qualified person with suitable expertise or experience, shall be submitted to and approved by Council and shall include the identification of any hazardous materials, method of demolition, precautions to be employed to minimise any dust nuisance and the disposal methods for hazardous materials.

b. Prior to commencement of any works on the land, the demolition Contractor(s) licence details must be provided to Council.

c. The handling or removal of any asbestos product from the building/site must be carried out by a NSW Work Cover licensed contractor irrespective of the size or nature of the works. Under no circumstances shall any asbestos on site be handled or removed by a non-licensed person. The licensed contractor shall carry out all works in accordance with NSW Work Cover requirements.

d. An appropriate fence preventing public access to the site shall be erected for the duration of demolition works

e. Immediately prior to the commencement of the demolition or handling of any building or structure that contains asbestos, the applicant shall request that the principal certifying authority attend the site to ensure that all appropriate safety measures are in place. The applicant shall also notify the occupants of the adjoining premises and WorkCover NSW prior to the commencement of any works.

48. Fencing

An appropriate fence preventing public access to the site shall be erected for the duration of construction works.

49. Structural Engineer Details

Prior to the commencement of any works, the submission to the principal certifying authority of all details prepared by a practicing structural engineer.

50. Demolition of Existing Dwelling

Prior to the commencement of any other works, the existing dwelling and all other improvements on the land shall be demolished in accordance with the conditions of this consent.

DEVELOPMENT REQUIREMENTS DURING CONSTRUCTION

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with during the construction of the development on site.

51. Construction Work Hours

All work on site shall only occur between the following hours:

Monday to Friday	7.00am to 6.00pm
Saturday	8.00am to 5.00pm
Sunday and public holidays	No Work.

52. Erosion and Sediment Control

Erosion and sediment control measures shall be provided and maintained throughout the construction period, in accordance with the requirements of the manual – Soils and Construction (2004) (Bluebook), the approved plans, Council specifications and to the satisfaction of the principal certifying authority. The erosion and sedimentation control devices shall remain in place until the site has been stabilised and revegetated.

Note: On the spot penalties up to $1,500 will be issued for any non-compliance with this requirement without any further notification or warning.

53. Work Zones

All loading, unloading and other activities undertaken during construction shall be accommodated on the development site.

Where it is not practical to load, unload or undertake specific activities on the site during construction, the provision of a 'Work Zone' external to the site may be approved by Council following an application being submitted to Council's Traffic Unit outlining the proposal for the work zone. The application is required to be made prior to the commencement of any works and is to include a suitable 'Traffic / Pedestrian Management and Control Plan' for the area of the work zone that will be affected. All costs of approved traffic / pedestrian control measures, including relevant fees, shall be borne by the applicant.

54. Protection of Existing Trees

During construction, no trees are to be cut down, lopped, destroyed or removed without the separate written approval of Council.

All trees that are to be retained are to be protected by fencing, firmly staked within the drip line/ canopy of the tree and maintained during the duration of the works. The area within the fencing must not be used for stockpiling of any material, nor for vehicle or pedestrian convenience.

All useable trees and shrubs shall be salvaged for re-use, either in log form, or as woodchip mulch for erosion control or garden beds or site rehabilitation. Non-salvable materials such as roots and stumps shall be disposed of to a waste management centre or other approved form.

55. Excavation and Backfilling

All excavations and backfilling associated with the approved works must be executed safely and in accordance with appropriate professional standards. All excavations must be properly guarded and protected to prevent them from being dangerous to life or property.

If an excavation associated with the approved works extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made:

a. must preserve and protect the building from damage, and

b. if necessary, must underpin and support the building in an approved manner, and

c. must, at least seven days before excavating below the level of the base of the footings of a building on an adjoining allotment of land, give notice of intention to do so to the owner of the adjoining allotment of land and furnish particulars of the excavation to the owner of the building being erected or demolished.

The owner of the adjoining allotment of land is not liable for any part of the cost of work carried out, whether carried out on the allotment of land being excavated or on the adjoining allotment of land.

56. Dust Nuisance

Measures shall be implemented to minimise wind erosion and dust nuisance in accordance with the requirements of the manual – Soils and Construction (2004) (Bluebook). Construction areas shall be treated/regularly watered to the satisfaction of the principal certifying authority.

57. Certification of Location of Building during Construction

Prior to the positioning of wall panels/ bricks or block work, the applicant shall submit to the principal certifying authority a qualified practicing surveyor's certificate showing the boundaries of the allotment, distances of walls and footings from the boundaries, and the dimensions of the building.

58. Certification of Location of Building upon Completion

Upon completion of the building, the applicant shall submit to the principal certifying authority a qualified practicing surveyors certificate showing the boundaries of the allotment, distances of walls and footings from boundaries.

59. Certification of Levels of Building during Construction

Prior to the placement of any concrete of the basement/ground floor slab, the applicant shall submit to the principal certifying authority a qualified practicing surveyor's certificate showing that the formwork levels are in accordance with the approved plan.

60. Public Safety

Any works undertaken in a public place are to be maintained in a safe condition at all times. In this regard, the applicant shall ensure that a safe, fully signposted passage, a minimum of 1.2 metres wide and separated from the works and moving vehicles by suitable barriers and lights, is maintained for pedestrians, including disabled pedestrians, at all times. The applicant shall ensure that traffic control is undertaken and maintained strictly in accordance with Australian Standard AS 1742.3, the requirements set out in the RMS manual Traffic Control at Work Sites (as amended), all applicable Traffic Management and/or Traffic Control Plans. The contractor shall also ensure that all WorkCover Authority requirements are complied with. Council may

at any time and without prior notification make safe any such works that be considered to be unsafe, and recover all reasonable costs incurred from the applicant.

61. Compliance with Relevant Authority's Specifications

All design and construction work shall be in accordance with:

a. Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended)
b. Council's Engineering Design Guide for Development (as amended)
c. Council's Campbelltown (Sustainable City) DCP (as amended)
d. Soils and Construction (2004) (Bluebook) and
e. Relevant Australian Standards and State Government publications.

62. Footpath Kerb and Gutter

The applicant shall re-construct all damaged bays of concrete path paving and kerb and gutter, adjacent to the site. Areas not concreted shall be re-graded, topsoiled and turfed. All works shall be in accordance with Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended) and Engineering Design Guide for Development (as amended).

63. Medium Density Driveway and Layback Crossing

The applicant shall provide a reinforced concrete footpath crossing and layback at the entrance to the property, in accordance with Council's Medium Density Vehicle Crossing Specification and Engineering Design Guide for Development (as amended).

A separate application for this work, which will be subject to a crossing inspection fee and inspections by Council, must be lodged with Council prior to pouring the concrete. Where necessary, conduits shall be provided under the footpath crossing in accordance with the relevant service authority's requirements.

64. Associated Works

The applicant shall undertake any works external to the development, that are made necessary by the development, including additional road and drainage works or any civil works directed by Council, to make a smooth junction with existing work.

65. Redundant Laybacks

All redundant laybacks shall be reinstated as conventional kerb and gutter, in accordance with Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended) and Engineering Design Guide for Development (as amended).

66. Demolition Work/Plan

All work shall be completed in accordance with the approved demolition work plan designed in accordance with clause 1.7.3 of Australian Standard A52601-2001 The Demolition of Structures.

67. Completion of Construction Works

Unless otherwise specified in this consent, all construction works associated with the approved development shall be completed within 12 months of the date of the notice of the intention to commence construction works under Section 81A of the Act.

In the event that construction works are not continually ongoing, the applicant shall appropriately screen the construction site from public view with architectural devices and landscaping to Council's written satisfaction.

PRIOR TO THE ISSUE OF AN OCCUPATION CERTIFICATE

The following conditions of consent must be complied with prior to the issue of an occupation certificate by either Campbelltown City Council or an accredited principal certifying authority. All necessary information to comply with the following conditions of consent must be submitted with the application for an occupation certificate.

Note: Under this subheading, for the purpose of issuing an occupation certificate, any reference to "occupation certificate" shall also be taken to mean "interim occupation certificate".

68. Section 73 Certificate

Prior to the principal certifying authority issuing an occupation certificate (or subdivision certificate, whichever shall occur first), a Section 73 Compliance Certificate under the *Sydney Water Act 1994* must be obtained from Sydney Water Corporation. Early application for the certificate is suggested as this can also impact on other services and building, driveway or landscape design.

Application must be made through an authorised Water Servicing Coordinator.

For help either visit www.sydneywater.com.au > Building and developing > Developing your Land > Water Servicing Coordinator or telephone 13 20 92.

The Section 73 Certificate must be submitted to the Principal Certifying Authority prior to the issue of an occupation certificate.

69. Structural Engineering Certificate

Prior to the principal certifying authority issuing an occupation certificate, the submission of a certificate from a practising structural engineer certifying that the building has been erected in compliance with the approved structural drawings and relevant SAA Codes and is structurally adequate.

70. Completion of External Works Onsite

Prior to the principal certifying authority issuing an occupation certificate, all external works, repairs and renovations detailed in the schedule of treatment/finishes, landscaping, driveways, fencing and retaining walls to be completed to the satisfaction of the principal certifying authority.

71. Works as Executed Plans

Prior to the principal certifying authority issuing an occupation certificate, the applicant shall submit to Council two copies of a work as executed plan, certified by a qualified surveyor in accordance with Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended) and Engineering Design Guide for Development (as amended).

72. Restoration of Public Roads

Prior to the principal certifying authority issuing an occupation certificate, any restoration of the public road pavement required as a result of the development, shall be carried out by Council and all costs shall be paid by the applicant.

73. Public Utilities

Prior to the principal certifying authority issuing an occupation certificate, any restoration of the public road pavement required as a result of the development, shall be carried out by Council and all costs shall be paid by the applicant.

74. House Numbers

Prior to the principal certifying authority issuing an occupation certificate, all lot house numbers shall be stencilled onto the kerb at appropriate locations with black letters/numbers 75mm high on a white background using approved pavement marking grade paint.

For all new additional lots created, please contact Council's Land Information Unit on (02) 4645 4465 to ensure the correct house number is stencilled.

75. Council Fees and Charges

Prior to the principal certifying authority issuing an occupation certificate, the applicant shall ensure that all applicable Council fees and charges associated with the development have been paid in full.

BOARDING HOUSE CONDITIONS

The following conditions have been applied to ensure that the use of the building is carried out in such a manner that is consistent with the *Boarding Houses Act 2012, Public Health Act 2010*, *Regulations, Local Government Act 1993* and associated technical standards.

76. Registration

The boarding house must be registered with The Office of Fair Trading and Campbelltown City Council.

77. Notices

A sign indicating the permissible maximum length of time during which a person may board or lodge in the premises must be conspicuously displayed to public view outside the premises.

A schedule showing the numeral designating each bedroom and the number of persons permitted to be accommodated in each must be conspicuously displayed on the premises.

Each bedroom must be numbered in accordance with the schedule and there must be displayed clearly on the door of or in each bedroom the maximum number of persons allowed to be accommodated in the bedroom.

78. Cleanliness

All parts of the premises and all appurtenances (including furniture, fittings, bedsteads, beds and bed linen) must be kept in a clean and healthy condition, and free from vermin.

Any kitchen facilities and utensils for the storage or preparation of food must be kept in a clean and healthy condition, in good repair, free from foul odours and, as far as practicable, free from dust, flies, insects and vermin.

79. Pest and Vermin

All practicable measures are to be taken to keep the premises free from fleas, other disease-carrying insects, rats and mice (except any such animals kept as pets).

80. Lighting and Ventilation

Adequate light and ventilation must be maintained in the premises.

81. Long term residences

If persons may board or lodge for seven days or longer, an adequate number of beds (each provided with a mattress and pillow and an adequate supply of clean blankets or equivalent bed clothing), adequate storage space and blinds, curtains or similar devices to screen bedroom windows for privacy must be provided for the occupants.

82. Neighbourhood Amenity

The implementation and ongoing operation of this development must not adversely affect the amenity of the neighbourhood or interfere unreasonably with the comfort or repose of a person who is outside the premises by reason of the emission or discharge of noise, fumes, odour, dust, waste products or other products. In addition, the recommendations included in the Acoustic Report, prepared by Acoustic Logical, dated 14 June 2016, and the approved Boarding House Management Plan must be implemented and complied with at all times.

ADVISORY NOTES

The following information is provided for your assistance to ensure compliance with the *Environmental Planning and Assessment Act 1979*, Environmental Planning and Assessment Regulation 2000, other relevant Council Policy/s and other relevant requirements. This information does not form part of the conditions of development consent pursuant to Section 80A of the Act.

Advice 1. *Environmental Planning and Assessment Act 1979* Requirements

The Environmental Planning and Assessment Act 1979 requires you to:

a. Obtain a construction certificate prior to the commencement of any works. Enquiries regarding the issue of a construction certificate can be made to Council's Customer Service Centre on 4645 4000.

b. Nominate a principal certifying authority and notify Council of that appointment prior to the commencement of any works.

c. Give Council at least two days notice prior to the commencement of any works.

d. Have mandatory inspections of nominated stages of the construction inspected.

e. Obtain an occupation certificate before occupying any building or commencing the use of the land.

Advice 2. Tree Preservation Order

To ensure the maintenance and protection of the existing natural environment, you are not permitted to ringbark, cut down, top, lop, remove, wilfully injure or destroy a tree outside three metres of the building envelope unless you have obtained prior written consent from Council. Fines may be imposed if you choose to contravene Council's Tree Preservation Order.

A tree is defined as a perennial plant with self-supporting stems that are more than 3 metres or has a trunk diameter more than 150mm measured 1 metre above ground level, and excludes any tree declared under the *Noxious Weeds Act (NSW).*

Advice 3. Provision of Equitable Access

Nothing in this consent is to be taken to imply that the development meets the requirements of the *Disability Discrimination Act 1992* (DDA1992) or Disability (Access to Premises – Buildings) Standards 2010 (Premises Standards).

Where a Construction Certificate is required for the approved works, due regard is to be given to the requirements of the Building Code of Australia (BCA) and the Premises Standards. In this regard it is the sole responsibility of the certifier, building developer and building manager to ensure compliance with the Premises Standards.

Where no building works are proposed and a Construction Certificate is not required, it is the sole responsibility of the applicant and building owner to ensure compliance with the DDA1992.

Advice 4. Smoke Alarms

From 1 May 2006 all NSW residents must have at least one working smoke alarm installed on each level of their home. This includes owner occupier, rental properties, relocatable homes and any other residential building where people sleep.

The installation of smoke alarms is required to be carried out in accordance with AS 3786. The licensed electrical contractor is required to submit to the Principal Certifying Authority a certificate certifying compliance with AS 3000 and AS 3786.

Advice 5. Covenants

The land upon which the subject building is to be constructed may be affected by restrictive covenants. Council issues this approval without enquiry as to whether any restrictive covenant affecting the land would be breached by the construction of the building, the subject of this permit. Persons to whom this permit is issued must rely on their own enquiries as to whether or not the building breaches any such covenant.

Advice 6. Inspections – Civil Works

Where Council is nominated as the principal certifying authority for civil works, the following stages of construction shall be inspected by Council.

a. EROSION AND SEDIMENT CONTROL –

   i. Direction/confirmation of required measures
   ii. After installation and prior to commencement of earthworks
   iii. As necessary until completion of work.

b. STORMWATER PIPES – Laid, jointed and prior to backfill

c. VEHICLE CROSSINGS AND LAYBACKS – Prior to pouring concrete

d. FINAL INSPECTION – All outstanding work.

Advice 7. Inspection within Public Areas

All works within public areas are required to be inspected at all stages of construction and approved by Council prior to the principal certifying authority releasing the Occupation Certificate.

Advice 8. Buried Waste

Should buried materials/wastes or the like be uncovered during the excavation of footings or trenches on site works, Council is to be contacted immediately for advice on the treatment/removal methods required to be implemented.

Advice 9. Salinity

Please note that Campbelltown is an area of known salinity potential and as such any salinity issues should be addressed as part of the construction certificate application. Further information regarding salinity management is available within Council's Engineering Design Guide for Development (as amended) and Campbelltown (Sustainable City) DCP (as amended).

Advice 10. Asbestos Warning

Should asbestos or asbestos products be encountered during construction or demolition works you are advised to seek advice and information prior to disturbing the material. It is recommended that a contractor holding an asbestos-handling permit (issued by Work Cover NSW), be engaged to manage the proper disposal and handling of the material. Further information regarding the safe handling and removal of asbestos can be found at:

www.environment.nsw.gov.au
www.nsw.gov.au/fibro
www.adfa.org.au
www.workcover.nsw.gov.au

Alternatively, call WorkCover Asbestos and Demolition Team on 8260 5885.

Advice 11. Rain Water Tank

It is recommended that water collected within any rainwater tank as part of the development be limited to non-potable uses. NSW Health recommends that the use of rainwater tanks for drinking purposes not occur where a reticulated potable water supply is available.

Advice 12. Dial before you Dig

Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before you dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

Advice 13. *Telecommunications Act 1997 (Commonwealth)*

Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any persons interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995 (Cth)* and is liable for prosecution.

Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

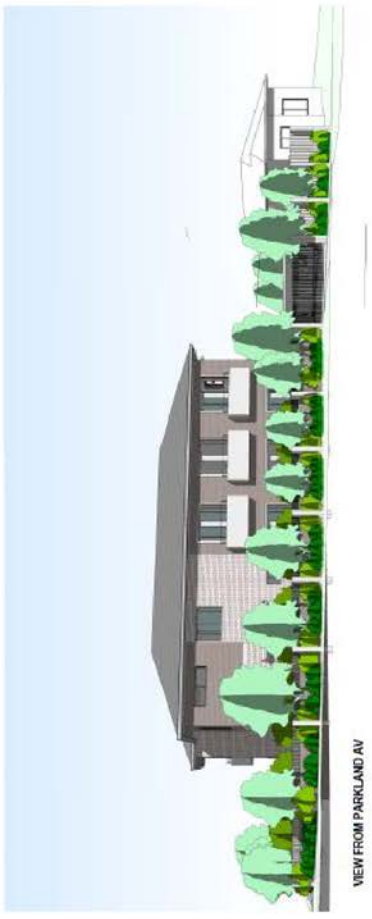
END OF CONDITIONS

ATTACHMENT 2

Locality Plan

ATTACHMENT 3

Streetscape Perspectives



ATTACHMENT 4

Street Elevations

ATTACHMENT 5

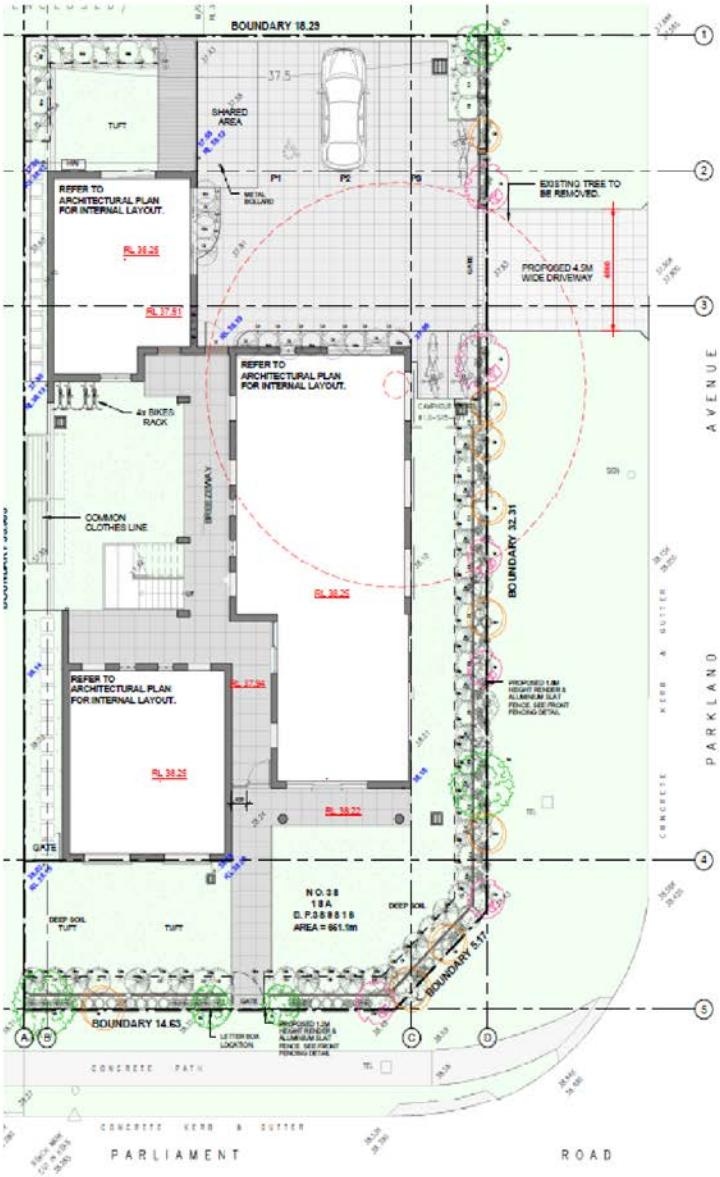
Shadow Diagrams

ATTACHMENT 6

Schedule of Finishes

ATTACHMENT 7

Landscape Plan



PLANT SCHEDULE

Code	Latin Name (Common Name - Mature Height)	Qty	Size	Stake
Small Trees				
Ap	Acacia Parramattensis (Sydney Green Wattle - 6m)	1	75 litre	-
Bs	Banksia Spinulosa (Hairpin Banksia - 2m)	1	75 litre	-
Er	Elaeocarpus Reticulatus (Blueberry Ash 4-10m)	1	75 litre	-
Ml	Melaleuca Linariifolia (Snow in Summer - 9m)	1	75 litre	-
Sa	Syzygium Australe (Brush Cherry 3-6m)	1	75 litre	-
Shrubs				
Da	Daviesia ulicifolia (Gorse bitter pea - 1m)	22	5 litre	-
Ol	Olearia microphylla (Small-leaved Daisy Bush - 1.m)	22	5 litre	-
Me	Melaleuca thymifolia (Thyme Honey Myrtle - 1m)	10	5 litre	-
Di	Dillwynia sieberi (Eggs & bacon, parrot pea - 1.5m)	11	5 litre	-
De	Doryanthes Excelsa (Gymea Lily - 1m- 2m)	5	5 litre	-
Ia	Indigophere Australis (Native Indigo - 1m - 1.5m)	5	5 litre	-
Pl	Persoonia Linearis (Narrow-Leaf Geebung)	5	5 litre	-
Groundcovers				
Dia	Dianella caerulea (Paroo Lily, Blue Flax Lily - 0.5m)	52	150mm pot	
Lo	Lomandra longifolia (Spiny-headed Mat-Rush - 0.5m)	23	150mm pot	
Cb	Blandfordia spp. (Christmas Bell)	3	150mm pot	
Gt	Glycine Tabacina (Love Creeper)	3	150mm pot	
Am	Antropodium Milleiforum (Pale Vanilla Lily - 0.2 - 0.5m)	3	150mm pot	

ATTACHMENT 8

BOARDING HOUSE MANAGEMENT PLAN

FOR A

14 ROOM BOARDING HOUSE

AT

38 PARLIAMENT ROAD, MACQUARIE FIELDS

1.0 OBJECT OF THIS PLAN

The primary purpose of this plan is to ensure the proposed boarding house at 38 Parliament Road, Macquarie Fields maintains a high level of amenity for neighbouring properties and for all lodgers residing at the premises. To achieve this, the following matters have been considered:

- Contact details of the manager/ caretaker
- Proposed staffing arrangements
- Proposed measures to ameliorate any potential noise or amenity impacts
- Proposed safety and security measures
- Proposed management practices preventing the use of the outdoor common open space during certain times
- Waste bins and waste storage
- Register of tenants' names and details
- Register of complaints

2.0 CONTACT DETAILS OF MANAGER/ CARETAKER

There will be one dedicated contact telephone number for lodgers and third parties alike to contact the manager/ caretaker. The manager/ caretaker will be available to be contacted 24 hours a day, seven days a week.

All lodgers will be provided with the dedicated telephone number as well as the name of the manager/ caretaker. In addition, these details will be displayed on signage in an accessible location on the premises.

Residents within a 100m radius of the site will be provided with the contact details in writing of the manager/ caretaker. If any details of the manager/ caretaker change, then residents living within a 100m radius of the site will be notified of any changes within 14 days.

3.0 PROPOSED STAFFING ARRANGEMENTS DURING THE DAY TIME AND NIGHT TIME

The boarding house is to be managed by a Managing Agent appointed by the owner. The Managing Agent will be available between the hours 9:00am to 5:00pm, Monday to Saturday.

The owner will appoint one Manager to oversee the day to day running of the property. The Manager will be the first point of contact for any lodgers or visitors requiring assistance. The Manager will also be the first point of contact for any third party wishing to contact the Boarding House.

It will be the responsibility of the Manager to escalate any issues arising on site to the Managing Agent (and, if the incident occurs outside of the usual hours of the Managing Agent, to the relevant authorities as required). The Manager will be available and on call seven days a week, 24 hours a day.

The owner will also hire contract staff to undertake the regular cleaning and maintenance of the boarding house, including maintenance of the gardens and the indoor and outdoor communal areas.

4.0 PROPOSED MEASURES TO AMELIORATE POTENTIAL NOISE OR AMENITY IMPACTS

The following measures are aimed at ameliorating any potential noise or amenity impacts within the building and upon the surrounding locality:

Use of the outdoor communal area

See section 6.0 below.

House Rules

House rules will be displayed at the entrance to the property, behind each entry door of each room and in all indoor and outdoor common areas.

House Rules as well as the Occupancy Agreement will be signed by each lodger on initial entry to the property. A 'no signature, no entry' policy applies.

Lodgers are to respect other lodgers and neighbouring residents and to keep noise at an acceptable level.

Lodgers who do not respect and adhere to the House Rules, may have their Occupation Agreement terminated by the Managing Agent.

Alcohol

Alcohol is not permitted to be consumed in the indoor or outdoor communal areas.

Smoking

Smoking will not be permitted indoors.

Drugs

The boarding house is free from the use of illegal and illicit drugs and substances at all times.

The boarding house policy is that the use, sale or possession of illegal or illicit drugs, or any suspicion of such acts being performed in or about the premises or any person found using illegal or illicit drugs, shall be immediately reported to the Police and their Occupancy Agreement shall be terminated.

Misconduct

Any lodger failing to observe the House Rules and any cases of serious misconduct will be dealt with by the Managing Agent who may require the lodger to vacate the premises.

Lodgers are instructed to call the police if any lodger or visitor is performing illegal acts on the property.

Outdoor Communal Area

See section 6.0 below.

Noise

Live music will not be permissible on the premises at any time.

No amplified music is permitted at any time within the outdoor communal areas.

Disposing of Waste

Lodgers are to ensure all rubbish and recycling is deposited within the respective bins provided in the waste bin area.

Pets

No pets are allowed within the boarding house at any time.

Nuisance

The carrying out of activities likely to cause a nuisance to other lodgers, the management or neighbours will not be tolerated. This may include, but is not limited to, theft, use of illegal drugs, violence or noise-generating activities outside permissible times.

Any lodger failing to observe the House Rules and/or involved in serious misconduct will be reported to the Manager or Assistant on duty and, depending on the seriousness of the misconduct, will be reported to the Police. This may result in the termination of the Occupancy Agreement.

5.0 PROPOSED SAFETY AND SECURITY MEASURES

The following safety and security measures will be employed within the boarding house:

Swipe Card Access to Premises

New lodgers will only be permitted to have initial access to the boarding house through the Managing Agent. Access to all rooms will be controlled by an electronic swipe card provided to each lodger by the Managing Agent once the lodger has signed the Occupancy Agreement and met all of the requirements to be a lodger at the boarding house.

All accessible doors will have swipe card access. The swipe cards provide access to the rooms for the relevant period of lodging. Once the tenancy has expired (or has otherwise been terminated) the swipe card is rendered useless.

All swipe cards will contain an ID tag and be assigned by the Managing Agent to an individual lodger. The system used will allow management to read all locks to see which swipe card has been used recently on the lock, further increasing security. The relevant readers will be located at the correct height for disabled lodgers.

These cards, for security reasons, shall not be transferred to any other persons other than the authorised lodgers.

Each lodger is required to sign that they have received an electronic swipe card key, which will be placed with their Occupancy Agreement. The Managing Agent will keep a Key Register recording the issuance of the electronic swipe card (with its unique identifier) against the lodger's details.

Emergency Contacts

The Managing Agent will issue to each approved lodger an information sheet containing emergency contact details for the following:

(a) The Managing Agent (available 9:00am to 5:00pm, Monday to Saturday);
(b) The Manager (to be the first port of call for all lodgers and third parties); and
(c) Emergency contact numbers for essential services such as fire, ambulance and police.

These details will also be displayed prominently within the boarding house.

Availability of Managing Agent and Manager/ Caretaker

The Managing Agent will be available to monitor and manage the Boarding House Mondays to Saturdays from 9.00am to 5.00pm.

The Managing Agent will be supported in its management function by the Manager who will, together, provide the day to day management of the boarding house 24 hours a day, seven days a week.

House Rules

Lodgers are required to observe the House Rules. See section 4.0 above.

6.0 PROPOSED MANAGEMENT PRACTICES REGARDING THE USE OF OUTDOOR COMMON OPEN SPACE

The use of the outdoor communal area shall be restricted to between the hours of 7:00am and 10:00pm, 7 days per week. That is, the outdoor communal area is NOT to be used between the hours of 10:00pm and 7:00am. No amplified music is permitted at ANY time within the outdoor communal area.

Although cleaning contractors will be engaged at the premises, it is the responsibility of all lodgers to ensure that the outdoor communal area is kept clean and tidy at all times. It is expected that all lodgers using the outdoor communal area will leave it in a clean and tidy state after use.

7.0 WASTE BINS

The caretaker will be responsible for presenting the waste bins to the kerb for waste collection as well as for bringing the waste bins back into the property in a timely manner following collection of the waste.

The caretaker will also be responsible for cleaning the bins as well as the maintenance of the waste storage area.

8.0 REGISTER OF TENANTS' DETAILS

The Managing Agent will keep a register of the tenants' names and details and will be responsible for updating and maintaining the accuracy and completeness of this register.

The register will be stored in a lockable cupboard in the common room on the premises and will be available for inspection by public authorities.

9.0 REGISTER OF COMPLAINTS

The Managing Agent will keep a register of complaints and will be responsible for updating and maintaining the accuracy and completeness of this register.

The register will be stored in a lockable cupboard in the common room on the premises and will be available for inspection by public authorities.

3.4 Demolition of three existing dwellings and construction of a five storey residential flat building comprising of 40 units and two levels of basement car parking at Nos. 7-11 Norfolk Street, Ingleburn

Reporting Officer

Acting Manager Development Services

Attachments

1. Recommended conditions of consent (contained within this report)
2. Locality plan (contained within this report)
3. Site plan (contained within this report)
4. Elevations (contained within this report)
5. Shadow diagrams (contained within this report)
6. Landscape plans (contained within this report)
7. Roof plan (contained within this report)
8. Schedule of finishes (contained within this report)
9. Floor plans (distributed under separate cover - confidential - for privacy reasons this plan is not available to the public)
10. Section plan (distributed under separate cover - confidential - for privacy reasons this plan is not available to the public)
11. Notification plan (distributed under separate cover - confidential - for privacy reasons this plan is not available to the public)

Purpose

To assist Council in its determination of the subject Development Application in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

Property Description	Lots 3 - 5 SEC B DP 6446, Nos. 7 - 11 Norfolk Street, Ingleburn
Application No	184/2015/DA-RA
Applicant	Seghabi Developments Pty Ltd and JS Architects Pty Ltd
Owner	Seghabi Developments Pty Ltd
Provisions	State Environmental Planning Policy 65 - Design Quality of Residential Flat Development
	Residential Flat Design Code (RFDC)
	State Environmental Planning Policy (BASIX) 2004
	Campbelltown (Urban Area) Local Environmental Plan 2002
	Draft Campbelltown Local Environmental Plan 2014
	Campbelltown (Sustainable City) Development Control Plan 2014

3.4 Demolition Of Three Existing Dwellings And Construction Of A Five Storey Residential Flat Building Comprising Of 40 Units And Two Levels Of Basement Car Parking At Nos. 7-11 Norfolk Street, Ingleburn

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Non-Statutory Campbelltown 2025 - Looking Forward

Glenfield to Macarthur Corridor Strategy

Draft Ingleburn Structure Plan

Date Received 29 January 2015

Report

This application proposes the demolition of three existing dwellings and ancillary structures and the construction of a five storey residential flat building comprising of 40 apartments and two levels of basement car parking levels at Nos. 7 - 11 Norfolk Street, Ingleburn.

The Site and Surrounds

The subject site consists of three high density allotments with a total area of 2073.5sqm. The site is located south-west of the Ingleburn Town Centre on the corner of Norfolk and Carlisle Streets.

Situated to the north-east of the site is a service station and shopping centre carpark. In other directions, the site adjoins and is adjacent to one and two storey residential buildings.

The Proposal

Development consent is sought for the construction of a 40 apartment, five storey residential flat building that would contain the following apartment mix:

- four studio apartments
- 9 x one bedroom apartments
- 23 x two bedroom apartments
- 4 x three bedroom apartments.

Each storey would contain 10 apartments.

The proposed residential flat building contains communal open space and a recreation room located on the top of the building. An architectural roof feature has been provided to define the top of the building. The development has been articulated to address both street frontages.

The main pedestrian and vehicle entrance would be accessed from Carlisle Street. All ground floor level apartments contain front gardens or terraces and separate entries that are accessible from the street or ground level.

A total of 54 car parking spaces would be provided, including four accessible spaces and four visitor spaces. All visitor spaces are located on basement level one. Two accessible spaces are located on each basement level.

Basement level one contains the waste bin storage room, a vehicle loading bay and car wash bay. Basement level two contains the storage cages for each apartment and eight bicycle racks.

To service the building, two lifts and a garage chute would be available to each storey.

A temporary bin holding bay would be provided adjacent to the side boundary of the Norfolk Street frontage.

History

The development was originally lodged as a six storey building, with no architectural roof feature to define the top of the building. The proposed building exceeded the maximum building height permitted under the draft Campbelltown Local Environmental Plan 2014. The application sought to vary the maximum building height based on the indicative building height envisaged under the draft Ingleburn Structure Plan.

The variation was not considered to be well founded for the following reasons:

- under S79C of the *Environmental Planning and Assessment Act 1979* the draft Ingleburn Structure Plan is not recognised as a relevant matter for consideration

- there is no certainty the draft Ingleburn Structure Plan would be adopted and bring about any statutory change to building height within the Local Environmental Plan

- the proposal had several non-compliances with the Campbelltown (Sustainable City) DCP 2014 and the Residential Flat Design Code.

The proposed development has since been amended to be more modest in height and to include an architectural roof feature. While the proposal still does not comply with some aspects of the Campbelltown (Sustainable City) DCP 2014 and the Residential Flat Design Code, these variations are discussed later on within this report and are considered to be acceptable in the circumstances of this case.

1. Non-Statutory Provisions

1.1 Campbelltown 2025 – Looking Forward

'Campbelltown 2025 Looking Forward' is a statement of broad town planning intent for the longer term future of the City of Campbelltown that:

- responds to what Council understands people want the City of Campbelltown to look, feel and function like
- recognises likely future government policies and social and economic trends
- sets down the foundations for a new town plan that will help achieve that future.

The document establishes a set of strategic directions to guide decision making and development outcomes.

The strategic directions relevant to this application are:

- growing the Regional City
- creating education, employment and entrepreneurial opportunities.

The application is consistent with the above strategic directions as the proposal would provide well-located higher density housing that would enable the Regional City to grow as well as providing employment opportunities within the construction industry.

Some of the relevant desired outcomes of the strategic directions included in Campbelltown 2025 include:

- urban environments that are safe, healthy, exhibit a high standard of design, and are environmentally sustainable
- development and land use that matches environmental capacity and capability.

The development is consistent with desired outcomes within Campbelltown 2025 specifically in relation to providing a development that is functional and of a high quality design, and one that matches the environmental capacity and capability of the site.

1.2 Glenfield to Macarthur Corridor Strategy

A joint venture project between the Department of Planning and Environment, Campbelltown City Council and various other agencies has commenced and seeks to look at opportunities for more homes, jobs, better public spaces, shops and cafes that are within walking distance from the seven train stations between Glenfield to Macarthur.

The Strategy identifies and discusses a range of existing and possible future land use types and development densities around the existing train stations within the City after consideration of land constraints and desired neighbourhood characters. The strategy was publicly exhibited during 2015 and will be used to inform future strategic planning work to achieve the Government's desired density increases near public transport hubs.

Under the strategy, the subject site would be nominated as being suitable for 'high density residential', which the strategy defines as:

> This area could accommodate apartment housing to deliver a high level of amenity for the existing and future residents. This could comprise 7-8 storey apartment buildings, with potential for communal open spaces and shared facilities. The new dwellings should be carefully designed to integrate with the existing streetscape.

The subject application proposes a building with a height that technically exceeds Council's current controls, however, when having regard to the relevant aspects of the Strategy, the proposal could be seen as an 'under development' of the site.

Notwithstanding, the Strategy has not yet formally established future densities and characters and is referenced in this case to demonstrate the Government's commitment to increasing population densities near to public transport and service amenities.

Accordingly, the proposal is not considered to hinder or contradict the strategy.

1.3 Draft Ingleburn Structure Plan

The draft Ingleburn Structure Plan is founded upon a vision for the desired future development of Ingleburn CBD. The draft plan establishes a planning and management framework to help guide development and land use decisions to achieve environmental, social and economic objectives. These objectives are necessary to ensure the change in the centre anticipated by Council and Government policy is managed appropriately. The draft plan also enables the community and stakeholders to actively participate in the consideration of the future appearance and function of the centre.

The proposed development is located within the six storey higher density residential area of the draft plan, being a short walk from the mixed use and commercial retail core adjacent to the railway station. The built form being four storeys accords with the draft plan and is not expected to result in an adverse impact to the emerging streetscape, and will provide additional and varied housing choices consistent with the desired increased residential density for the area.

During the construction phase, the development will provide employment opportunities and once completed reinforce the viability of the emerging Ingleburn village centre. More specifically, the proposal is considered to be consistent with the higher density residential objective by providing a range of high density living options close to the city centre. It is also considered that the height and scale is consistent with the emerging urban village built form.

Having regard to the above, it is considered that the proposed residential flat building is not inconsistent with the draft Ingleburn Structure Plan.

2. Planning Provisions

The development has been assessed in accordance with the heads of consideration under Section 79C of the *Environmental Planning and Assessment Act 1979*, and having regard to those matters, the following issues have been identified for further consideration.

2.1 Relationship of Environmental Planning Instruments

Due to the timing of the development application's submission to Council and the changes that have been made to local planning instruments during its assessment timeframe, it is important to describe how each of the local environmental plans relate to each other.

At the time of lodgement in January 2015, the Campbelltown (Urban Area) Local Environmental Plan 2002 (Urban Area LEP 2002) was the relevant local planning instrument. Council had also publicly exhibited a draft Local Environmental Plan at the time the development application was lodged and as such, the draft is a 'matter for consideration' pursuant to Section 79C(1)(a)(ii) of the *Environmental Planning and Assessment Act 1979* (the Act). The draft Local Environmental Plan (known at the time as draft Campbelltown Local Environmental Plan 2014 (CLEP 2014)) has since been gazetted and has commenced and is now known as Campbelltown Local Environmental Plan 2015 (CLEP 2015).

According to transitional provisions within the draft CLEP 2014 and recently commenced CLEP 2015, the Urban Area LEP 2002 takes precedence in the assessment of this application, as it was the presiding planning instrument at the time the application was lodged. The lodgement date of a development application dictates its assessment, more so than its determination date.

However and as mentioned above, Council must also consider the CLEP 2014 as it was a draft instrument at the time of the application's lodgement. As such, both Plans have relevance (although different weightings) and are discussed within this report.

To comply with the LEP transitional arrangements mentioned above, this report has been written as if CLEP 2015 had not commenced. Instead, despite the commencement of CLEP 2015, the Urban Area LEP 2002 is recognised as the current local planning instrument.

2.2 State Environmental Planning Policy 65 – Design Quality of Residential Flat Development

State Environmental Planning Policy 65 – Design Quality of Residential Flat Development (SEPP 65) applies to the proposed residential flat building. Accordingly, the proposal has been assessed under the provisions of this policy.

Part 4 of SEPP 65 states that a development application that relates to residential flat development must be accompanied by design verification from a qualified designer, being a statement in which the qualified designer verifies:

a. that he or she designed, or directed the design, of the residential flat development, and

b. that the design quality principles set out in Part 2 of State Environmental Planning Policy No 65 - Design Quality of Residential Flat Development are achieved for the residential flat development.

A design verification statement has been provided by Simon Ochudzawa of JS Architects Pty Ltd (NSW Architects Registration Board Reg. No. 6865).

Part 2 of SEPP 65 outlines 10 design quality principles that apply to residential flat development. Under this policy, the qualified designer must verify that that the design quality principles set out in Part 2 of SEPP 65 are achieved for the residential flat development.

The qualified designer Simon Ochudzawa has provided such verification. Excerpts of the design quality principles by Simon Ochudzawa are presented in the table below.

Principle One: Context Good design responds and contributes to its context. Context can be defined as the key natural and built features of an area. Responding to context involves identifying the desirable elements of a location's current character or, in the case of precincts undergoing a transition, the desired future character as stated in planning and design policies. New buildings will thereby contribute to the quality and identity of the area.	**Response** The proposed development has been designed to accord with the provisions of Council's planning instruments so as to ensure an appropriate design solution is derived to reflect the desired character of the existing precinct. The site is located approximately 150m South/East of Ingleburn Town Centre and 350m from the railway station. There is existing (bus) public transport on Norfolk Street, which includes regular bus services and within 20m walking distance from the site. The site lies in an area undergoing transition as the site and surrounding areas have been zoned to encourage high-rise residential buildings. The site slopes towards Norfolk Street which is on low side. There are no heritage items on the subject site or on adjoining properties. The proposed design ensures reasonable spatial separation will be established between existing neighbouring residential buildings. In view of the above, the proposed development is appropriate in its context and complies with the objectives.
Principle Two: Scale Good design provides an appropriate scale in terms of the bulk and height that suits the scale of the street and the surrounding buildings. Establishing an appropriate scale requires a considered response to the scale of existing development. In precincts undergoing a transition, proposed bulk and height needs to achieve the scale identified for the desired future character of the area.	**Response** The proposal complies with the draft Ingleburn Structure Plan 2014 in terms of scale and character. The design solution has responded to the topography of the site and adjoining properties, by means of configuring building envelope to respond to due north orientation which best achieves its orientation and provide adequate building separation from neighbouring properties. The height and scale of the development is well contained on-site. The height of the building and orientation of the land ensures that adjoining properties are not compromised in terms of solar access.

Principle Three: Built Form	**Response**
Good design achieves an appropriate built form for a site and the building's purpose, in terms of building alignments, proportions, building type and the manipulation of building elements. Appropriate built form defines the public domain, contributes to the character of streetscapes and parks, including their views and vistas, and provides internal amenity and outlook.	The proposed development has been designed with well articulated elevations which allow a variety of exposures from the units, increasing the cross ventilation across the units. All units have opportunity for cross ventilation. The articulated built form results in an improved streetscape presentation and visual appearance when viewed from adjoining properties (relative to the existing built form in the immediate locality). The proposed development provides excellent solar access to all individual units. 100% of the units in the development will receive more than three hours of direct sunlight during the year, in particular on the solstice (21 June). In this regard to all units: • 70 per cent of units have dual aspect for cross ventilation • 80 per cent of units have internal living areas and private balconies with a northerly or north-westerly or north-easterly orientation to sunlight. There are no dwellings within the development with a restricted southerly orientation. The building elevations use a combination of materials and finishes to enhance the appearance of the development (refer to architectural plans and schedule for details and 3D montage). The communal open space on the roof top will receive good sunlight access and is located well away from services or infrastructure that could affect its amenity.

Principle Four : Density	**Response**
Good design has a density appropriate for a site and its context, in terms of floor space yields (or number of units or residents). Appropriate densities are sustainable and consistent with the existing density in an area or, in precincts undergoing a transition, are consistent with the stated desired future density. Sustainable densities respond to the regional context, availability of infrastructure, public transport, community facilities and environmental quality.	The proposed density can be comfortably contained on-site in respect of car parking provision and site facilities. The site does not have any density requirements and it complies with relevant codes in a manner that does not compromise the amenity of future occupants particularly in respect of solar access, cross ventilation and privacy considerations. It does not compromise the amenity of the adjoining properties; and which reflects the urban design.
Principle Five : Resource, Energy and Water Efficiency	**Response**
Good design makes efficient use of natural resources, energy and water throughout its full life cycle, including construction. Sustainability is integral to the design process. Aspects include demolition of existing structures, recycling of materials, selection of appropriate and sustainable materials, adaptability and reuse of buildings, layouts and built form, passive solar design principles, efficient appliances and mechanical services, soil zones for vegetation and reuse of water	The proposed design solution is entirely consistent with the principles of the SEPP No 65 particularly through the orientation and design of the units (solar access and ventilation) and the choice of construction materials to reduce heating and cooling costs; the provision of substantial areas of deep soil to assist in natural water absorption and reduce run off and the selection of appropriate planting/landscaping (refer to landscape plan).

Principle Six : Landscape Good design recognises that together landscape and buildings operate as an integrated and sustainable system, resulting in greater aesthetic quality and amenity for both occupants and the adjoining public domain. Landscape design builds on the existing site's natural and cultural features in responsible and creative ways. It enhances the development's natural environmental performance by co-ordinating water and soil management, solar access, micro-climate, tree canopy and habitat values. It contributes to the positive image and contextual fit of development through respect for streetscape and neighbourhood character, or desired future character. Landscape design should optimise useability, privacy and social opportunity, equitable access and respect for neighbours' amenity, and provide for practical establishment and long term management.	**Response** The proposed landscape design has been prepared with the intent of achieving the following: • using planting and landscape elements appropriate to the scale of the development and relative to existing character • improve the energy efficiency and solar efficiency of dwellings and the microclimate of open space • provides substantial deep soil depths to enable the growth of mature trees • minimise maintenance by using robust landscape elements.
Principle Seven : Amenity Good design provides amenity through the physical, spatial and environmental quality of a development. Optimising amenity requires appropriate room dimensions and shapes, access to sunlight, natural ventilation, visual and acoustic privacy, storage, indoor and outdoor space, efficient layouts and service areas, outlook and ease of access for all age groups and degrees of mobility.	**Response** Each unit has private recreation area either on balconies or ground floor terraces to the ground floor units, of which have functional areas and configuration conducive to recreational use. The private recreation areas are directly accessible from the internal living areas and benefit form good solar access. 70 per cent of units have dual aspect for cross ventilation and 80 per cent of units have northerly exposure to sunlight. Privacy between balconies has been maintained through the use of blade walls, and moveable louvered screens.

Principle Eight : Safety and Security Good design optimises safety and security, both internal to the development and for the public domain. This is achieved by maximising overlooking of public and communal spaces while maintaining internal privacy, avoiding dark and non-visible areas, maximising activity on streets, providing clear, safe access points, providing quality public spaces that cater for desired recreational uses, providing lighting appropriate to the location and desired activities, and clear definition between public and private spaces.	**Response** The following design initiatives have been incorporated: • the design utilises direct access from the public domain to one of the front entrances • building entrances are oriented where practicable towards the public street • the balconies protrude beyond the building alignment permitting causal surveillance • lighting details will be furnished in accordance with Australian Standards at the lodgement of the Construction Certificate.
Principle Nine : Social Dimensions Good design responds to the social context and needs of the local community in terms of lifestyles, affordability, and access to social facilities. New developments should optimise the provision of housing to suit the social mix and needs in the neighbourhood or, in the case of precincts undergoing transition, provide for the desired future community. New developments should address housing affordability by optimising the provision of economic housing choices and providing a mix of housing types to cater for different budgets and housing needs.	**Response** The locality has been zones to permit flat building developments. The proposal incorporates a broad range of units with different characteristics and each offers a good level of amenity.
Principle Ten : Aesthetics Quality aesthetics require the appropriate composition of building elements, textures, materials and colours and reflect the use, internal design and structure of the development. Aesthetics should respond to the environment and context, particularly to desirable elements of the existing streetscape or, in precincts undergoing transition, contribute to the desired future character of the area.	**Response** The proposed development has been suitably treated and includes appropriate finishes to have a high aesthetic content. The proposal provides an appropriate mix of finishes and an appropriate scale and form of building. The proposed design reflects contemporary design initiatives.

2.3 Residential Flat Design Code (RFDC)

Clause 30(2)(c) of SEPP 65 states that in determining a development application for consent to carry out a residential flat development, a consent authority is to take into consideration the publication Residential Flat Design Code (RFDC). It should be noted that the RFDC is a set of guidelines and need not be strictly complied with in every circumstance. Where the current proposal departs from these guidelines, the objectives of the recommended standards have been met.

An assessment of the application against the RFDC prepared by Council is presented below. The proposal departs from some of the recommended standards, however these departures are considered to be justified on the basis that the objectives of the standards have been met. Each proposed departure from the Code is discussed in detail after the following table.

Control	Required	Proposed	Compliance
Building depth	Max. 18m	16.7m	Yes
Building separation (up to four storeys)	12m between habitable rooms/balconies.	While the building has a minor fifth storey component, given the nature of the fifth storey, the assessment has been based on a four storey building and the relevant requirements for a building of that size.	Yes - See discussion
		7.6m (between the apartment building and the existing dwelling at No. 50 Carlisle Street).	No
		9.5m (between the apartment building and the existing multi dwelling at No. 5 Norfolk Street).	No
		13.5m (between the proposed apartment building and the existing dwelling at No. 12A Nardoo Street).	Yes
		13.5m (between the proposed apartment building and the existing dwelling at No. 12A Nardoo Street).	Yes
	9m between habitable and non-habitable.	No instances of this proposed.	N/A
	6m between non-habitable.	No instances of this proposed.	N/A

Control	Required	Proposed	Compliance
Deep soil zones	25 per cent of the open space area should be a deep soil zone.	Open space area located on the top of the building is 622.17sqm. Minimum required deep soil zone is 155.54sqm. A total of 60.42 per cent (375.9sqm) of deep soil zone would be provided at ground level.	Yes
Open space	Communal open space should be 25-30 per cent of site area located with deep soil planting at ground level. 25sqm private open space per ground floor dwelling, 4m width.	Communal open space located on top of building is 31.9 per cent (622.17sqm) of site area. This area includes the planter boxes and excludes the enclosed recreation rooms. Other than unit 2, all ground floor dwellings have >25sqm POS with >4m width.	No Partial non-compliance

Control	Required	Proposed	Compliance
Site access	Vehicular access - Limit driveway width to 6m.	Basement entrance 5.5m - 8.15m	No
Apartment layout	Single-aspect apartments limited in depth to 8m from a window. The back of kitchen should be no more than 8m from a window.	Some single-aspect apartments are greater than 8m in depth from a window. Kitchens are within 8m from a window.	No Yes
Apartment mix	Provide diversity of apartment types.	Good mix of studios, one, two and three bedroom apartments.	Yes
Suggested Apartment Sizes	Studio apartment - 38.5sqm. One bedroom apartment - 50sqm. Two bedroom apartment - 80sqm recommended, but rule of thumb allows 70sqm.	All studio apartments 45.5sqm. One bedroom apartments range between 61.86 - 63.59sqm. Two bedroom apartments range between 70.35 - 89.58sqm.	Yes Yes Yes

Control	Required	Proposed	Compliance
	Three bedroom apartment - 124sqm recommended, but current Apartment Design Guide allows 90sqm.	All three bedroom apartments 90.07sqm.	Satisfactory
Balconies	Provide balconies for all units - min. depth of 2m.	Balcony depth ranges 2 - 3.17m.	Yes
Ceiling heights	2.7m minimum	Floor to ceiling 2.85m high.	Yes
Ground floor apartments	Optimise number of ground floor apartments with separate entries and access to private open space.	All ground floor units have separate external entries to private open space and terraces.	Yes
Internal circulation	Entry from corridor to maximum eight units.	Each floor contains 10 apartments which are accessed from shared corridors.	No
Storage	Studio apartment - 6m³	All 6m³ or greater.	Yes
	One bedroom apartment unit - 6m³	All 6m³ or greater.	Yes
	Two bedroom apartment unit - 8m³	All 8m³ or greater.	Yes
	Three bedroom apartment unit - 10m³	All 10m³ or greater.	Yes
Solar access	70 per cent of units to receive three hours of solar access to living rooms and POS between 9.00am and 3.00pm on 21 June.	70 per cent of apartments will receive compliant solar access to living rooms (28 of 40).	Yes
		72.5 per cent of apartments will receive compliant solar access to POS (29 of 40).	Yes
	Max. 10 per cent of apartments to be single-aspect with southerly aspect (SW-SE).	No single-aspect apartments with a southerly aspect. All south facing apartments have dual aspects.	Yes
Natural ventilation	60 per cent of units to be naturally cross ventilated.	80 per cent of units would be naturally cross ventilated (32 of 40).	Yes

Control	Required	Proposed	Compliance
	25 per cent of kitchens to have access to natural ventilation.	80 per cent of kitchens would have access to natural ventilation.	Yes
Building Form	Consider the relationship between the whole building form and the facade and/or building elements. The number and distribution of elements across a façade determine simplicity or complexity. Columns, beams, floor slabs, balconies, window openings and fenestrations, doors, balustrades, roof forms and parapets are elements, which can be revealed or concealed and organised into simple or complex patterns.	Satisfactory	Yes
	Compose facades with an appropriate scale, rhythm and proportion, which respond to the building's use and the desired contextual character. Design solutions may include but are not limited to:	Satisfactory	Yes
	- defining a base, middle and top related to the overall proportion of the building	Satisfactory	Yes
	- expressing key datum lines in the context using cornices, a change in materials or building set back	Satisfactory	Yes
	- expressing the internal layout of the building, for example, vertical bays or its structure, such as party wall-divisions	Satisfactory	Yes
	- expressing the variation in floor to floor height, particularly at the lower levels	Satisfactory	Yes

Control	Required	Proposed	Compliance
	- articulating building entries with awnings, porticos, recesses, blade walls and projecting bays	Satisfactory	Yes
	- selecting balcony types which respond to the street context, building orientation and residential amenity: cantilevered, partially recessed, wholly recessed, or Juliet balconies will all create different facade profiles	Satisfactory	Yes
	- detailing balustrades to reflect the type and location of the balcony and its relationship to the façade detail and materials	Satisfactory	Yes
	- using a variety of window types to create a rhythm or express the building uses, for example, a living room versus a bathroom	Satisfactory	Yes
	- incorporating architectural features which give human scale to the design of the building at street level. These can include entrance porches, awnings, colonnades, pergolas and fences	Satisfactory	Yes
	- using recessed balconies and deep windows to create articulation and define shadows thereby adding visual depth to the facade	Satisfactory	Yes
	- design facades to reflect the orientation of the site using elements such as sun shading, light shelves and bay windows as environmental controls, depending on the facade orientation	Satisfactory	Yes

Control	Required	Proposed	Compliance
	- express important corners by giving visual prominence to parts of the facade, for example, a change in building articulation, material or colour, roof expression or increased height	Satisfactory	Yes
	- coordinate and integrate building services, such as drainage pipes, with overall facade and balcony design	Satisfactory	Yes
	- coordinate security grills / screens, ventilation louvres and car park entry doors with the overall facade design.	Satisfactory	Yes
Waste management	Supply waste management plan.	Waste management plan submitted and considered by Council's Waste Section to be satisfactory.	Yes

The proposed development is for the most part consistent with the RFDC. While there are some aspects that do not satisfy the numerical recommendations highlighted in the above table, these are discussed in greater detail below:

Building Separation

The RFDC recommends building separation distances between buildings to be proportionate to building height, to facilitate better urban form and improved residential amenity.

While the proposed development is technically five storeys in height, due to the inclusion of a 50.76sqm recreation room on the top of the building, for the purposes of this assessment it is not considered unreasonable to allow the 12 metre building separation standard recommended for a four storey building in lieu of the controls for a five storey building, due to the nature and relatively minor floor area of the fifth storey element and its distance from adjoining property boundaries. Furthermore, all units are contained within the first four storeys and the vast the bulk of the development is only four storeys.

This purpose of this standard is to control the relative bulk and scale of a building and its impact on the surrounding area, and as the fifth storey element is not considered to add to the bulk and scale or have a direct impact on the amenity of the surrounding area, it is not seen as unreasonable to treat the building as a four storey building for the purposes of this standard.

In this regard, the RFDC recommends for a four storey building, a 12 metre building separation between the habitable rooms/balconies of the proposed residential flat building and the buildings on adjoining sites.

The proposed habitable rooms/balconies of the residential flat building are situated 6 metres from property boundaries, resulting in a building separation of 7.6 metres to 9.5 metres to the habitable rooms/balconies of existing adjoining dwellings.

The proposed development is likely to be the first residential flat building within Norfolk and Carlisle Streets. Due to the high density residential zone of the locality, it is anticipated that future developments within the vicinity will comprise of residential flat buildings. In this scenario, a building separation distance of 12 metres could be achieved, providing that future adjoining residential flat buildings allocate a 6 metre setback. Council's DCP also requires a 6 metre building setback for future residential flat buildings on adjoining lands which assists in achieving the ultimate 12 metres separation distance.

For the time being, the adjoining sites contain one and two storey high buildings with setbacks less than 6 metres. However it is considered the proposed development has been scaled to support the desired character of the area with appropriate massing and spaces between buildings. The proposed development is considered to be satisfactory in terms of visual and acoustic privacy and daylight access to adjacent properties.

In this regard, and despite the current non-compliance with the setback standard, the proposed building separation distances are considered to be satisfactory in this instance is placed well in readiness for future development of adjoining lands.

Open Space - Communal

The RFDC recommends communal open space to be at least 25 to 30 per cent of site the area co-located with deep soil planting at ground level. Open space provides 'breathing space' for residential flat buildings and provides residents with amenity through passive and active recreational opportunities, soft landscaping and deep soil planting, useable and attractive spaces and a pleasant outlook.

The proposed development provides 31.9 per cent of the site area as communal open space located on the top of the building, which is separated from the deep soil planting areas on the ground level.

The RFDC states that communal open space may be accommodated on a roof in a mixed-use building with commercial or retail on the ground floor providing it has adequate amenity. However the proposed development does not involve any commercial or retail components on the ground floor.

While the proposed roof top open space is separated from the deep soil zones, it is considered the roof top open space has been designed to provide adequate amenity to residents. Furthermore, adequate deep soil areas have been provided at ground floor level.

The proposed communal open space has been provided with a roof to provide residents with shade from the sun in summer, shelter from rain/wind, while also allowing for access to the sun in winter.

Tables, seats and barbeques would be provided to offer residents with opportunities for social interaction. The communal open space area is also complemented by an adjoining and enclosed recreation room.

The perimeter of the roof is proposed to be provided with planter boxes and soft landscaping to enhance visual amenity when viewed from within the space and also from public spaces. A condition has been imposed upon the development consent requiring the perimeter of the communal open space on the top floor of the building to be fitted with appropriate barrier fencing to ensure the space is safe to use and to prevent children from climbing and falling over edges. The communal open space would also offer pleasant views of the surrounding locality.

Having regard to these aspects, the proposed communal open space located on the top of the building is considered to be satisfactory in this instance.

Open Space - Private

The RFDC recommends a minimum of 25sqm of private open space for ground floor units with a minimum dimension in one direction of 4 metres. Proposed unit 2 does not meet with this standard and has 11.28sqm of private open space located on the outdoor terrace.

Despite non-compliance, this is considered satisfactory as unit 2 adjoins the basement vehicle ramp and is only partially located on ground floor with side access to the pedestrian pathway located at ground level.

While an enlarged private open space area could be achieved by reducing the internal floor area of the two bedroom unit, it is considered unnecessary to enforce compliance in this instance, as the terrace will be completely overshadowed due to its southerly orientation.

It is therefore considered more desirable to utilise the overshadowed area as floor area and to have a reduced but still adequate amount of private open space. Generous communal open space would be available on the top of the building with optimum solar access which could be used for a range of passive and recreational opportunities. In this regard, the proposed private open space is considered to be satisfactory in this instance.

Site Access

The RFDC recommends limiting vehicle access driveways to 6 metres wide so as to integrate car parking and servicing access without compromising street character, landscape or pedestrian amenity and safety, and to encourage active street frontages.

The proposed width of the driveway ranges from 5.5 metres to 8.15 metres.

The combined lane width is predominantly 5.5 metres wide which complies with the Australian Standard 2890.1 minimum width. The driveway widens to 8.8 metres at the property boundary due to the need for sight triangles to be provided so as to provide necessary sight distances to approaching pedestrians and vehicles and to prevent visual obstruction in accordance with the Australian Standards.

The width of the driveway is not detrimental to the character of the street. The site benefits from two wide street frontages that would incorporate various landscape treatments. The width of the driveway is considered insignificant compared to combined width of both street frontages. The vehicle entry to the basement has been setback substantially from the street and provided with a security roller door which would avoid a 'black hole' in the building façade.

Having regard to these aspects, the proposed driveway width is considered to be satisfactory in this instance.

Apartment Layout

The RFDC recommends that single-aspect apartments be limited in depth to 8 metres from a window.

Units 5, 6, 15, 16, 25, 26, 35 and 36 are all single aspect rooms that are 8.8 metres from a window. This is considered acceptable as all the habitable rooms, including the bedroom, living, study, dining and kitchen have been designed to be located within 7 metres from a window.

Only the bathroom and laundry are located outside of the 8 metres depth which are non-habitable rooms. Therefore adequate internal residential amenity would be provided to living areas for occupants.

All eight units are oriented in a northerly direction and would receive adequate solar access. Three windows would be provided within each unit to promote ventilation of living and kitchen areas.

Therefore, it is considered the proposed depth of single aspect apartments from a window is satisfactory in this instance.

Apartment Size - Two bedroom apartments

The RFDC recommends that two bedroom corner apartments have a minimum floor area of 80sqm to allow well-organised, functional and high quality apartment layouts.

Proposed units 2, 12, 13, 22, 23, 32 and 33 have a floor area ranging from 70.35sqm to 71.03sqm.

While the proposed units are less than the floor area mentioned for 'high quality apartments', it is acknowledged the RFDC provides a 'rule of thumb' which allows a minimum floor area of 70sqm for two bedroom apartments in order to promote housing affordability. However it is noted that apartment size is only one factor influencing affordability.

The proposed sizes of the units are considered capable of providing occupants with adequate residential amenity. All bedrooms and bathrooms have a window in an external wall and do not rely on borrowing daylight and ventilation from other rooms. The spatial arrangement of the apartments are relatively well organised and indicate the usability and functionality of the space. All living areas are located adjacent to private open space.

Therefore, it is considered the proposed size of the two bedroom apartments is satisfactory in this instance.

Apartment Size - Three bedroom apartments

The RFDC recommends that three bedroom apartments have a minimum floor area of 124sqm. The proposal provides units 7, 17, 27 and 37 (three bed units) with a size of 90.07sqm in floor area.

While the proposed units are less than the floor area mentioned for 'high quality apartments', it is acknowledged the RFDC provides a 'rule of thumb' which allows a minimum floor area of 95sqm for three bedroom apartments in order to promote housing affordability.

On assessment, and despite the RFDC 'rule of thumb', the proposed sizes of the units are considered capable of providing occupants with adequate residential amenity. The apartments are located on the corner of the building with north-easterly and north-westerly aspects. All living areas and private open spaces would receive ample daylight. Each unit would contain seven windows which would enable natural ventilation. The living areas have been oriented towards the primary outlook and away from neighbouring windows. All living areas are located adjacent to private open space.

The spatial arrangement of the apartments is considered satisfactory with respect to usability and functionality of the space.

It should also be recognised that since the lodgement of the development application, the NSW Government concluded its extensive review of SEPP 65 including the overhaul of the Residential Flat Design Code into the Apartment Design Guide (ADG). The changes were made to support further improvements in apartments design and to facilitate housing supply and affordability. The changes were adopted and officially commenced on 17 July 2015.

Under the new ADG, three bedroom units are permitted and accepted with a minimum floor area of 90sqm. While the proposed three bedroom unit sizes do not satisfy the RFDC requirements current at the time of the lodgement of the development application, the dimensions satisfy the current ADG numerical standards being three bedroom units with areas not less than 90sqm.

It is important to note that should a development proposal with the same apartment sizes to that of the proposal subject of this report be lodged today, the proposal would comply with the apartment size requirements of the ADG, and as such it is not considered unreasonable in the circumstances to allow the three bedroom unit size proposed under this application despite its non-compliance with the redundant RFDC.

Therefore, it is considered the proposed size of the three bedroom apartments is satisfactory in this instance.

Internal Circulation

The RFDC recommends that a maximum of eight units be accessed from a shared hallway. Exceptions may be permitted where developments can demonstrate the achievement of the desired streetscape character and entry response and where developments can demonstrate a high level of amenity for common lobbies, corridors and units.

The proposed development involves ten units accessed from a shared hallway on each level.

The overall building height, scale, setbacks, materials, colours and landscaping are considered to be compatible with the desired streetscape character of the high density zone. Building elements such as balconies, window projections and blade walls have been integrated into the façade design and built form. All corner apartments are expressed through articulation.

The main entry is distinguished through the use of vertical building elements such as columns and blade walls and is well defined by a change in colour from the surrounding façade. The entry is provided with an awning for rain and shade protection. The multiple private entries of ground floor units also activate the street and create visual interest.

Hallway widths range from 2 metres to 3.16 metres. It is considered the width of the hallways would allow for comfortable movement and access, particularly outside of lifts, apartment entry doors and the entrance lobby. The hallway would be provided with windows facing Carlisle Street which would offer natural light and potential ventilation. The ceiling height of hallways and apartments would be 2.85 metres, exceeding the minimum ceiling height of 2.7 metres. To service the increased number units, two elevators and garbage chutes would be provided to each level.

Having regard to these aspects, the proposed number of units accessed from a shared hallway is considered to be satisfactory in this instance.

2.4 Campbelltown (Urban Area) Local Environmental Plan 2002

The subject site was zoned 10(b) – District Comprehensive Centre Zone under the provisions of Campbelltown (Urban Area) Local Environmental Plan 2002 (Urban Area LEP) being the relevant planning instrument at the time the application was lodged. The proposed development is defined as a residential flat building, and is permissible with Council's development consent within the zone.

(a) to provide space for a wide range of retail, commercial and like needs to serve the districts within the City of Campbelltown, and

(b) to encourage employment and business activities in order to promote the economic well-being of the community, and

(c) to accommodate a range of cultural, entertainment and like facilities for the benefit of the community, and

(d) to permit limited industrial uses that are compatible with the proper operation of a commercial centre serving a district, and

(e) to encourage a variety of forms of higher density housing, including accommodation for older people and people with disabilities, in locations which are accessible to public transport, employment, retail, commercial and service facilities.

A further objective of this zone is to encourage a high quality standard of development which is aesthetically pleasing, functional and relates sympathetically to nearby and adjoining development.

Consent must not be granted for development on land within this zone unless the consent authority is of the opinion that carrying out the proposed development would be consistent with one or more of the objectives of this zone. The proposed development is consistent with objective (e) listed above, as it proposes a higher density form of housing in a location which is highly accessible to public transport, employment, retail, commercial and service facilities. In addition, the proposed development is consistent with the further objective of the zone (encouraging a high quality standard of development which is aesthetically pleasing, functional and relates sympathetically to nearby and adjoining development). As discussed earlier in the report, despite the proposed variations to the recommended standards of the RFDC, the proposal is considered to be satisfactory as it responds to the context of the site well and satisfies the objectives of the applicable recommended standards. Council is therefore able to approve the application should it deem it appropriate to do so.

Town Centre within Zone 10(b)

Clause 65 of the Urban Area LEP states the following:

(1) This clause applies to so much of the land at Ingleburn within Zone 10(b) as is shown coloured light blue, lettered “10(b)” and hatched on Sheet 1 of the map marked “Campbelltown (Urban Area) Local Environmental Plan 2002 (Amendment No 8)”.

(2) Despite any other provision of this plan, all development on the land to which this clause applies is prohibited except development for the purpose of residential flat buildings or home activities.

The subject site is located within the area affected by this clause. Accordingly, the only permissible land uses on the site are residential flat buildings and home activities. As the application proposes a residential flat building, the application is compliant with this clause.

2.5 Draft Campbelltown Local Environmental Plan 2014

The application was lodged after the commencement of the exhibition of the draft Campbelltown Local Environmental Plan 2014 (draft CLEP) on 12 June 2014. Accordingly, under Section 79C(1)(a)(ii), the provisions of the draft CLEP must be taken into consideration in the assessment of the application. An assessment of the application against the relevant provisions of the draft CLEP is presented below:

Zoning

The draft zoning of the subject property under the draft CLEP is R4 - High Density Residential. Residential flat buildings are permissible within the R4 zone.

The objectives of the R4 zone are as follows:

- to provide for the housing needs of the community within a high density residential environment
- to provide a variety of housing types within a high density residential environment
- to enable other land uses that provide facilities or services to meet the day to day needs of residents
- to encourage high density residential development in close proximity to centres and public transport hubs
- to maximise redevelopment and infill opportunities for high density housing within walking distance of centres
- to enable development for purposes other than residential only if that development is compatible with the character and scale of the living area
- to minimise overshadowing and ensure a desired level of solar access to all properties.

The proposed development satisfies these objectives.

Height of Buildings

The objectives of this clause are as follows:

(a) to nominate a range of building heights that will provide a transition in built form and land use intensity across the Campbelltown Local Government Area

(b) to ensure that the heights of buildings reflect the intended scale of development appropriate to the locality and the proximity within and to business centres and transport facilities

(c) to provide for built form that is compatible with the hierarchy and role of centres

(d) to assist in the minimisation of opportunities for undesirable visual impact, disruption to views, loss of privacy and loss of solar access to existing and future development and to the public domain.

Under the draft CLEP, the maximum building height applying to the subject site is 15 metres (regardless of the number of storeys), whereas the residential flat building was originally lodged with a height of 23.1 metres. Notwithstanding this, the original proposal was amended with the residential flat building subject of this report now having a maximum height of 18 metres when the fifth storey element is considered. When considering the four storey residential element, the maximum ceiling height of the residential component of the building is under 15 metres, with an external facade parapet at the top of the building extending approximately 1.2 metres above the 15 metre height limit.

The applicant has sought a variation to this draft instrument with the following justification:

- the proposed residential flat building including the proposed variation to the building height is consistent with the objectives for development within the R4 High Density Residential Zone under the draft LEP

- the proposal is consistent with the objectives of the height of building development standard

- the proposal will not have any unreasonable environmental impacts on any adjoining property

- the proposal will not create an unreasonable shadowing effect on the adjoining residential properties due to the orientation of the subject site to north

- the proposed building height is a reflection of the new intended scale of development outlined in the draft Ingleburn Structure Plan 2014

- the subject variation will not create a precedent as the development is consistent with Council's strategic objectives for the area.

It is considered that based on the matters of justification provided above, the non-compliance with the draft CLEP height limits, having regard to the fact that the height of the development (given its built form) is unlikely to have a significantly adverse impact on the locality, is not considered unreasonable in this instance. It is further noted the part of the building above 15 metres contains the necessary communal open space, the recreation room and the architectural roof feature which positively contributes to the building design and overall visual relief of the building across the skyline.

2.6 Campbelltown (Sustainable City) Development Control Plan 2014

The application has been assessed under the provisions of the Campbelltown (Sustainable City) Development Control Plan 2014 (SCDCP), as the application was lodged before the Campbelltown (Sustainable City) Development Control Plan 2015 came into effect.

Part 2 – Requirements Applying to All Types of Development

Views and Vistas - The proposal would be sited on relatively level land and would not obstruct any of Campbelltown's important views and vistas.

Sustainable Building Design - A BASIX Certificate (No. 594868M_02) has been submitted for the proposed apartment building demonstrating that the relevant water, energy and thermal comfort targets will be met. Two 4,000 litre rainwater tanks would be provided on the top of the building to enhance the sustainability and to facilitate the watering of the roof top landscaping.

Landscaping - A landscape plan has been prepared by the architect incorporating native species. Landscape planting would be provided within the private open spaces of ground floor units. Planting would be provided within front setbacks to contribute to streetscape character and soften the bulk of the development. Planter boxes would be provided around the perimeter of the roof top communal open space to enhance internal and external amenity. External footpaths would be provided to all ground floor units.

Cut, Fill and Floor Levels - Any excavation within the zone of influence of any other structure requires a dilapidation report demonstrating that adequate ameliorative measures are to be implemented to protect the integrity of any structure. A condition requiring a dilapidation report to be obtained has been recommended.

Stormwater - The application was referred to Council's Development Engineer, and conditions of consent were provided. Council's Technical Services section advised that the proposal was satisfactory in terms of potential flooding impact.

Retaining Walls - In the case of retaining walls constructed to support proposed cut on an allotment, the retaining wall shall be setback a minimum of 450mm from the rear and side boundary of the lot containing the cut. The proposed development involves retaining walls 300mm to 500mm from the adjoining property to support the entrance to the basement. The wall is noted as being designed to engineering specifications and is therefore considered satisfactory.

Security - The distinction between private and public spaces is reinforced through the use of level change, planter boxes, landscaping, picket fencing and private footpaths. Causal surveillance opportunities would be provided to the street from habitable room windows, balconies and terraces. It is considered the proposal is capable of being provided with an appropriate level of illumination to prevent dark alcoves along corridors and walkways.

Waste Management - A Waste Management Plan has been submitted regarding the demolition, construction and ongoing waste generation caused by the development.

With respect to ongoing waste management, Council would require the care taker to transport bins from the basement to the temporary bin holding bay located adjacent to the property boundary and Norfolk Street.

Council would arrange for its contractor to perform a walk in walk out service which involves collecting the bins from the temporary bin holding bay, loading the bins to the adjacent waste vehicle, returning the emptied bins back to the temporary holding bay, after which the caretaker would return the bins back to the building.

Part 5 – Residential Apartment Buildings

Control	Required	Proposed	Compliance
Building Height	Four storeys	While the building has a minor five storey component, given the nature of the fifth storey, the assessment has been based on a four storey building and the relevant requirements for a building of that size.	Yes
Building Design	Building design shall consider foremost the qualities (both natural and built) and character of the surrounding area including the significance of any heritage item on land. Building design shall incorporate the following features to assist in the achievement of high quality architectural outcomes:	No heritage items on land or surrounding land. Built character consistent with desired future character.	Yes
	i) Incorporation of appropriate facade treatments that helps the development to properly address the relevant street frontages, key vistas and to add visual interest to the skyline.	Complies	Yes
	ii) Incorporation of articulation in walls, variety of roof pitch, architectural features (balconies, columns, porches, colours, materials etc.) into the facade of the building.	Complies	Yes
	iii) Variation in the planes of exterior walls in depth and/or direction.	Complies	Yes
	iv) Variation in the height of the building so that it appears to be divided into distinct base, middle and top massing elements.	Complies	Yes

Control	Required	Proposed	Compliance
	v) Articulation of all building's facade (including rear and side elevations visible from a public place) by appropriate use of colour, arrangement of facade elements, and variation in the types of materials used.	Complies	Yes
	vi) Utilisation of landscaping and architectural detailing at the ground level.	Complies	Yes
	vii) Avoidance of blank walls at the ground and lower levels.	Complies	Yes
	Building design shall demonstrate to Council's satisfaction that the development will:		
	i) Facilitate casual surveillance of and active interaction with the street.	Complies	Yes
	ii) Be compatible with a higher density character where schedule 1 applies.	Complies	Yes
	iii) Be sufficiently setback from the property boundary to enable the planting of vegetation to soften the visual impact of the building.	Complies	Yes
	iv) Maximise cross flow ventilation, therefore minimising the need for air conditioning.	Complies	Yes
	v) Building colours, materials and finishes shall generally achieve subtle contrast. The use of highly reflective or gloss materials or colours shall be minimised.	Complies	Yes

Control	Required	Proposed	Compliance
	vi) Building materials shall be high quality, durable and low maintenance.	Complies	Yes
	vii) Within the Ingleburn Business Centre the location of a residential apartment building shall be in accordance with Figure 5.3.4.	Complies	Yes
Site Services	Development shall ensure that adequate provision has been made for all essential services (i.e. water, sewerage, electricity, gas, telephone, broadband and stormwater drainage).	Substation location shown. Stormwater plan provided.	Yes
	All roof-mounted air conditioning or heating equipment, vents or ducts, lift wells and the like shall not be visible from any public place and shall be integrated into the design of the development.	No roof mounted services shown.	Yes
	All communication dishes, antennae and the like shall be located to minimise visual prominence.	No communication dishes shown.	Yes
	An external lighting plan shall be prepared by a suitably qualified person and submitted with the development application.	Condition of consent to comply.	Yes
Minimum Site Area/Width	1,200sqm site area 30m width	2,073.5sqm 43.90m - 47.25m	Yes Yes
Setbacks	5.5m from street boundary. 6m from any other boundary.	5.5m 6m from side and rear boundaries.	Yes Yes
Amalgamation	Site shall be amalgamated where required.	Condition of consent to comply.	Yes

Control	Required	Proposed	Compliance
Design Requirements	A minimum of 5 per cent of the total number of dwellings within a residential apartment building shall be one bedroom apartment(s) or a studio(s).	32.5 per cent of units are one bedroom and studio apartments (13 of 40).	Yes
	A minimum of 10 per cent of the total number of dwellings within a residential apartment building shall be adaptable dwelling(s).	1 per cent of dwellings will be adaptable dwellings (4 of 40).	Yes
	The floor space occupied by each dwelling within a residential apartment building shall not be less than:		
	i) 40sqm in the case of a studio apartment.	All larger than 40sqm.	Yes
	ii) 60sqm in the case of a one bedroom apartment.	All larger than 60sqm.	Yes
	iii) 90sqm in the case of a two bedroom apartment.	All are less than 90sqm. Areas range 70.35sqm - 89.58sqm.	No However complies with Residential Flat Design Code
	iv) 125sqm in case of a three bedroom apartment or more.	All are less than 125sqm. All areas are 90.07sqm.	No However meets new Apartment Design Guide
	A maximum of eight dwellings shall be accessible from a common lobby area or corridor on each level of a residential flat building.	Ten dwellings would be accessed from a common lobby area.	No
	All residential apartment buildings shall contain at least one lift for access from the basement to the upper most storey that provide access to a dwelling space. Further, the lifts shall extend to provide access to the roof space if the roof is intended for use by occupants of the building as a roof terrace.	Two lifts to provide access between basement parking levels and all floors within the building including communal open space on the top of the building.	Yes
	A maximum of 50 dwellings shall be accessible from a single common lift.	40 dwellings would be accessible from two common lifts.	Yes

Control	Required	Proposed	Compliance
	Access to lifts shall be direct and well illuminated. A minimum of 25 per cent of the required open space area, or 15 per cent of the total site area, whichever is the greater, shall be available for deep soil planting.	Centralised lifts that could be adequately illuminated. Greater than 15 per cent of the open space area would constitute a deep soil zone.	Yes Yes
Car Parking and Access	All car parking and access for vehicles, including disabled access spaces, shall be in accordance with AS2890 parts 1 and 2 (as amended). The minimum dimensions of any parking space shall be 2.5m x 5.5m. The minimum width of any car parking space shall be increased by 300mm for each side that adjoins a vertical edge. For development incorporating 75 or more dwellings, the DA shall be accompanied by a 'Traffic Impact Assessment Report'. Where existing, vehicular entry points shall be located at the rear or side streets. Development containing three or more storeys shall provide all required car parking at basement level. Each dwelling shall be provided with a minimum of one car parking space, and: i) an additional car parking space for every four dwellings (or part thereof); and	All car parking and access for vehicles, including accessible spaces indicate compliance with AS2890 parts 1 and 2 (as amended). All spaces indicate compliance. 2.75m wide however all spaces comply with AS2890 at 2.7m wide. Less than 75 dwellings proposed, however traffic report provided. Proposal would have minimal impact on surrounding road network. Vehicle access proposed from Carlisle Street. All parking to be provided at basement level. 40 + 10 +	Yes Yes Satisfactory Yes Yes Yes Yes

Control	Required	Proposed	Compliance
	ii) an additional visitor car parking space for every 10 dwellings (or part thereof) No required car parking space shall be in a stacked configuration. Each development shall make provision for bicycle storage at a rate of one space per five dwellings within common property.	4 Total spaces required = 54 Total provided = 54 No stacked car parking spaces. Space for eight bicycles required. Eight bicycle spaces provided.	 Yes Yes
Solar Access	Buildings shall be orientated and sited to maximise northern sunlight to internal living and open spaces. A minimum 20sqm area of the required private open space on adjoining land (having a minimum width of 3m), shall receive three hours of continuous direct solar access on 21 June, between 9.00am and 3.00pm, measured at ground level.	Building has been oriented and sited to maximise sunlight to living areas and open space areas. The adjoining dwellings would continue to receive three hours of continuous direct solar access on 21 June, between 9.00am and 3.00pm, measured at ground level.	Yes Yes
Balconies and Ground Level Courtyards	Apartments shall be provided with a private courtyard and/or balcony. Courtyards / balconies shall be: i) not less than 8sqm in area and have a minimum depth of 2m ii) clearly defined and screened for private use iii) oriented to achieve comfortable year round use iv) accessible from a main living area of the apartment.	All apartments have a courtyard or balcony. Smallest balcony area is 7.99sqm. Smallest balcony depth is 2m. Complies Complies Complies	Yes Satisfactory Yes Yes Yes Yes

Control	Required	Proposed	Compliance
Privacy	Ground level apartments, incorporating a courtyard shall be provided with a privacy screen. No window of a habitable room or balcony shall directly face a window of another habitable room, balcony or private courtyard of another dwelling located within 9m of the proposed window or balcony. Notwithstanding 5.4.7(b) a window of a habitable room may be permitted only where it: i) is offset by 2m to limit views between windows, or ii) has a sill height 1.7m above the floor level, or iii) is splayed to avoid direct views between windows, or iv) has a fixed translucent glazing in any part of the window within 1.7m of the floor level, or v) is otherwise appropriately screened Notwithstanding 5.4.7(b), a balcony will be considered where the private open space area of any adjacent dwelling is screened from view.	Ground level apartments courtyards are separated with 1.2m high fences. Windows of habitable rooms as well as balconies do not overlook adjoining habitable rooms and balconies. Where there is potential for overlooking to occur, 1.8m highlight windows and privacy screens have been provided which integrate with the building design.	Yes Yes
Communal Recreation Facilities	Each residential apartment building shall be provided with communal recreation facilities for the use of all the occupants of the building comprising: i) A recreation room with a minimum area of a 50sqm per 50 dwellings (or part thereof); and	50.76sqm recreation room provided for 40 apartments.	Yes

Control	Required	Proposed	Compliance
	ii) A BBQ/outdoor dining area with a minimum area of 50sqm per 50 dwellings (or part thereof).	BBQ/outdoor dining area larger than 50sqm to be provided.	Yes
	Communal recreation facilities shall not be located within the primary or secondary street boundary setback.	Complies	Yes
	All communal recreational facilities shall be provided on the same land as the residential apartment building.	Complies	Yes
	Communal open space provided on the roof of a building shall not be included as part of the required communal open space.	The required communal open space area is provided on the top of the building.	No
	All required communal and recreational facilities are required to be constructed prior to the issue of an interim occupation certificate for any residential units within a staged development.	Condition of consent to comply.	Yes
Waste Management	All buildings shall be provided with household garbage bins at the following rates: i) a 240L bin/three dwellings/week for household garbage; or ii) 1,000L bulk bin/12 dwellings or part thereof All buildings shall be provided with dry recyclable bins at the rate of a 240L bin /three dwellings / fortnight for dry recyclable.	Council's Waste Section has no objections to the waste storage capacity proposed.	Yes

Control	Required	Proposed	Compliance
	All buildings with a rise of four storeys or more shall make provision for a household garbage chute on each level which is accessible for all occupants.	Household garbage chute on each level provided.	Yes
	All garbage chutes shall have input points located within waste service rooms. Waste service rooms shall also make provision for a sufficient number of dry recycle bins for intermediate storage of recyclable materials for access by occupants on each level.	Complies	Yes
	Garbage chutes shall not be located adjacent to habitable rooms in each apartment.	Garbage chutes adjacent to hallways.	Yes
	Garbage chutes shall feed into a garbage container or mechanical compaction device located in the bin storage room.	Garbage chutes would feed into garbage containers.	
	The outlet area in which the garbage chute outlets and mechanical collection devices are located shall be secured to prevent access by occupants.	Secured with security roller door.	Yes
	The development shall make provision for an appropriately sized communal bin storage room(s) that provides convenient access for occupants and collection contractors.	An appropriately sized bin storage room is proposed at basement level. A caretaker could transport bins to street level for collection or a private contractor could manoeuvre a waste collection vehicle into the basement for collection.	Yes
	The storage room shall: i) be located behind the primary and secondary building alignment	Complies	Yes

Control	Required	Proposed	Compliance
	ii) have a non-slip floor constructed of concrete or other approved material at least 75mm thick and provided with a ramp to the doorway (where necessary)	Condition of consent to comply.	Yes
	iii) be graded and drained to a Sydney Water approved drainage fitting	Condition of consent to comply.	Yes
	iv) have coving at all wall and floor intersections	Condition of consent to comply.	Yes
	v) be finished with a smooth faced, non-absorbent material(s) in a light colour and capable of being easily cleaned	Condition of consent to comply.	Yes
	vi) be provided with an adequate supply of hot and cold water mixed through a centralised mixing valve with hose cock	Condition of consent to comply.	Yes
	vii) have a self-closing door openable from within the room.	Condition of consent to comply.	Yes
	Bin storage rooms shall be ventilated by: i) a mechanical exhaust ventilation system; or ii) permanent, unobstructed natural ventilation openings having direct access to external air, and a total area of not less than one-twentieth (1/20th) of the floor area of the room.	Condition of consent to comply.	Yes

Control	Required	Proposed	Compliance
	Exterior doors of communal bin storage rooms shall be: i) consistent with the overall design of the building ii) located away from the frontage of the building and iii) (if collection service is to be carried out by Council), fitted with a Council compatible keyed locking system that provides access to the room or activates the electronic opening and closing of the door.		
	All bin storage rooms and service rooms shall be constructed in such a manner to prevent the entry of vermin.	Condition of consent to comply.	Yes
	Waste collection contractors shall have adequate access to bin storage rooms for collection of waste as required.	Condition of consent to comply.	Yes
	Signage on the use of the waste management system shall be displayed in all bin storage rooms.	Condition of consent to comply.	Yes
	Any mechanical compaction device within the building shall comply with the following requirements: i) maximum compaction rate of 2:1 ii) designed to accommodate general household garbage only and iii) not be used to compact recyclables	Condition of consent to comply.	Yes

Control	Required	Proposed	Compliance
	Any development containing 30 or more dwellings shall be designed to accommodate a 'Wheel-Out Wheel- Back' service or a 1,000L bulk bin on-site collection service. A Wheel-Out Wheel-Back service shall meet the following requirements:	Wheel-out wheel-back service proposed.	Yes
	i) bins shall be no larger than 240L capacity	240L bins	Yes
	ii) the maximum grade of any path of travel between the collection point and the bin storage area shall be 1V:8H	The driveway ramp has a grade of 1:5.	Yes
	iii) the maximum distance between the collection point and the bin storage area shall not exceed 25m.	Temporary bin holding bay within 8.2m to16.4m of Norfolk Street.	Yes

Building Height

The SCDCP specifies a maximum building height of four storeys for the locality.

The proposed building height is five storeys, due to the provision of the recreation room on the top of the building. The recreation room is enclosed and has an area of 50.76sqm.

It is considered the recreation room would complement the recreational activities associated with the use of the communal open space and the room is unlikely to cause an adverse impact on the amenity of the surrounding community.

It is noted that the major bulk of the building is four storeys and all of the residential units are contained within the first four storeys. The recreation room is setback from the Norfolk and Carlisle Streets and is contained within the architectural roof feature which is considered to be the main visual focus. The recreation room is unlikely to be visually intrusive from street level and as such, is not considered to directly add to the immediate bulk and scale of the building.

Having regard to the design of the recreation room, it is considered the additional storey would not bring about any significant impacts than if the building was only four storeys and would not result in an unacceptable impact on the amenity of adjoining properties in terms of privacy or overshadowing.

The proposed variation is considered to be consistent with the objectives of the zone and the desired future character of the area and is therefore considered satisfactory in this instance.

Apartment Size - Two bedroom apartments

Clause 30A of SEPP 65 (Design Quality of Residential Flat Development) states that Council must not refuse consent to a residential flat building on the basis of apartment area if it satisfies the numerical apartment size requirements of the RFDC.

The proposed development contains seven two bedroom units with floor areas ranging from 70.35sqm to 71.03sqm.

The SCDCP specifies that two bedroom units are to have a minimum size of 90sqm.

The RFDC recommends that two bedroom corner apartments have a minimum floor area of 80sqm to allow well-organised, functional and high quality apartment layouts.

The RFDC also provides a ‘rule of thumb’ which allows a minimum floor area of 70sqm for two bedroom units in order to promote housing affordability.

The size of the proposed two bedroom units are considered acceptable in this instance as they comply with the RFDC rule of thumb of 70sqm to promote housing affordability.

Apartment Size - Three bedroom apartments

The proposed development contains four three bedroom units with floor areas of 90.07sqm.

The SCDCP specifies that three bedroom units are to have a minimum size of 125sqm.

The RFDC recommends that three bedroom units have a minimum floor area of 124sqm to allow well-organised, functional and high quality apartment layouts.

The RFDC also provides a ‘rule of thumb’ which allows a minimum floor area of 95sqm for three bedroom units in order to promote housing affordability.

The proposed three bedroom units do not comply with the apartment size specified by the RFDC current at the time of the lodgement of the development application.

However, it is relevant to note the new Apartment Design Guide (superseded the RFDC) now permits three bedroom units with a minimum floor area of 90sqm, under which the proposal would be assessed if the application was lodged today.

In this regard, it is not considered unreasonable for the proposed variation to the size of the three bedroom units, required under the RFDC.

Internal Circulation

The proposed development involves ten units accessed from a shared hallway on each level.

The SCDCP specifies that a maximum of eight dwellings shall be accessible from a common lobby area or corridor on each level of a residential building.

The RFDC also recommends that a maximum of eight units be accessed from a shared hallway.

The proposed variation to the number of units accessed from a shared hallway has been justified earlier under the RFDC section of this report and is considered acceptable in this instance.

Communal Open Space

The SCDCP specifies that communal open space provided on the roof of a building shall not be included as part of the required communal open space.

The proposed development involves 622.17sqm of communal open space located on the top of the building.

The ground floor level does not provide communal open space that is usable for passive and active recreational activities.

The SCDCP specifies that communal open space may be provided on the roof of a building for mixed use developments. However the proposed residential apartment building is not a mixed use development.

The proposed variation to the location of the communal open space has been justified earlier under the RFDC section of this report and is considered acceptable in this instance as by locating the communal open space on the roof ensures a usable large area is provided benefits residents.

3. Planning Assessment

3.1 Impacts on Natural and Built Environment

Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to assess the development's potential impacts on the natural and built environment.

It is considered the impacts of the development on the natural environment would be minimal. The proposal involves the removal of three Camphor Laurel trees which are recognised as weed species and not worthy of retention. Stormwater would be collected and discharged into the stormwater pit situated in Norfolk Street.

It is considered the impacts of the development on the built environment would be positive. The proposal would enhance the appearance of the built environment as the existing aged dwellings would be demolished and replaced with an architecturally designed residential flat building. The building has been articulated to address the corner of Norfolk and Carlisle Streets.

The proposed building height, building bulk and scale, setbacks, architectural style and materials and landscape planting and fencing are considered to be compatible with the desired future character of the area.

The design of the proposal has given satisfactory regard to the amenity of existing adjoining residential dwellings, in terms of separation, privacy and overshadowing.

An architectural roof feature has been added to compose and express the building. The design of the roof would provide a positive addition to the character of the area and form part of the skyline.

The developments traffic generation, waste management and flooding affectation are discussed as follows:

Traffic Generation

The application was accompanied by a Traffic and Parking Impacts Report, prepared by TEF Consulting, dated 25 February 2016. The report states the total additional traffic generated by the proposed development would be five additional trips during the AM peak and three additional trips during the PM peak.

The report states the additional traffic from the proposed development will be minimal and will have no negative impacts on street network operation. The report states the proposed parking provision complies with Council's Development Control Plan requirements and the design of access, car parking and servicing facilities complies with the relevant standards. The report concludes the proposed development is supportable on traffic and parking grounds.

The report was referred to Council's City Works and was considered satisfactory. While City Works does not agree with the peak hour traffic generation of 0.19 (am) and 0.15 (pm) trips per unit, additional calculations were undertaken using more appropriate rates of 0.67 (am) and 0.22 (pm) trips per unit in which the proposal showed no marked increase in traffic volumes in the area. Council's City Works also confirmed the proposed retaining wall adjoining the driveway complies with the sight line requirement for pedestrian safety.

Waste Management

The application was referred to Council's Waste and Recycling Services. A response was received which confirmed the proposed use of 240 litre bins and a temporary bin holding area is appropriate. The bin holding area is located between 3 metres to 11.2 metres from the boundary of Norfolk Street.

The caretaker would transfer the bins from the basement bin room to the temporary holding area the day before collection. Council would then arrange for its contractor to provide a 'walk-in walk-out' service to and from the temporary holding area. The caretaker would then return the empty bins to the building for use.

It is considered the proposed use of the temporary bin holding bay is beneficial as it would maintain higher levels of on-street car parking, as bins would not be presented to the kerb for an extended period of time awaiting collection.

The design of the temporary bin holding area would be set at 90 degrees to the street and adjacent to the side boundary and behind site landscaping to reduce unsightliness.

Flooding Affectation

The site is identified as being a flood control lot with respect the 1 per cent Annual Exceedance Probability (AEP) flood. The application was referred to Council's Technical Services section.

A response was received which advised the levels of the proposed building appear to comply with the minimum required levels for the 1 per cent AEP flood event.

3.2 Social and Economic Impacts

It is considered the social and economic impacts of the proposed development would be positive.

Socially, the proposal would contribute to the supply of housing choices within Ingleburn. The location of the site would benefit from the services offered by the Ingleburn town centre and broader region due to its close proximity to commercial premises, educational establishments and public transport.

Economically, it is considered the proposal is beneficial to the local economy overall with construction workers being employed during the construction phase of the development and future residents spending in the local economy once the building is complete.

3.3 Site Suitability

Section 79C(1)(c) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to assess the suitability of the site for the proposed development.

It is considered the proposed development is of a scale and design that is suitable for the site. No constraints or hazards have been identified which would deem the site unsuitable for the proposed development.

4. Public Participation

Section 79C(1)(d) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to consider submissions made to the proposal.

The application was notified between 23 February 2015 and 9 March 2015 and publicly exhibited in the newspaper, Ingleburn and Campbelltown libraries as well as at Council’s Civic Centre.

During the notification period, four submissions were received. A discussion of the matters raised is below.

Issue 1: The proposed building may result in a loss of privacy to nearby properties.

Comment: The proposed building is setback 6.0 metres from the neighbouring boundaries. Where proposed living areas or balconies would overlook windows or private open space of adjoining dwellings, privacy screens have been incorporated. Planter boxes would be provided around perimeter of the communal open pace to prevent overlooking. Accordingly, the privacy of the adjoining dwelling would not be significantly affected by the proposed development.

Issue 2: Potential impacts on the supply of utility services including water, gas, electricity and sewerage.

Comment: The applicant is required to satisfy the requirements of the relevant servicing authority prior to the issue of a construction certificate.

Issue 3: The proposed development may cause traffic congestion.

Comment: A Traffic and Parking Impacts Report has been submitted demonstrating the proposal would cause minimal impacts on the operation of the surrounding street network. Council's City Works also assessed the proposal using higher traffic generation rates and confirmed there would be no unacceptable increase in traffic volume in the area. A total of 54 off street car parking spaces would also be provided which satisfies Council's development controls.

Issue 4: Concern was raised regarding the safety of the drop off and pick up zone of the nearby school with respect to increased traffic cause by the development.

Comment: It is considered that any vehicles using the road network are required to comply with road rules and park legally.

Issue 5: Potential dust and noise concerns caused by vehicles and construction activity.

Comment: It is acknowledged that vehicles and construction activity may generate dust, noise and odour; however these impacts are considered to be temporary and acceptable. Appropriate conditions of consent have been included to mitigate potential negative impacts on nearby and adjoining residences.

Issue 6: The proposal may result in an increase of unauthorised dumping of rubbish in the area.

Comment: Council officers actively monitor Ingleburn area for the unauthorised dumping of waste. The development provides adequate residential waste management facilities and servicing arrangements. Any demolition and construction waste generated would need to be disposed of appropriately by the developer.

Issue 7: The proposed development exceeds the height limit of four storeys.

Comment: The proposed building is five storeys, including the recreation room provided on the top of the building. All of the apartments are within the first four storeys and the bulk of the building would be four storeys.

Issue 8: The proposal may cause an increase in burglaries in the area.

Comment: It is considered the development is capable of being fitted with appropriate crime prevention devices. The development presents good passive surveillance opportunities to public places. The open spaces of all ground floor units are defined as private areas. The proposal is considered to be consistent with the principles of Crime Prevention Through Environmental Design with respect to access control, territorial reinforcement and space management.

Issue 9: The proposal may affect the objector's listed medical conditions as detailed in a doctor's certificate.

Comment: The site in which the objector resides is approximately 85 metres away from the subject site. There is also no evidence to suggest the development would affect the objector's medical conditions. In addition, under S79C of the *Environmental Planning and Assessment Act 1979* medical conditions are not recognised as a relevant matter for consideration. Notwithstanding, appropriate conditions have been included to reduce potential environmental impacts.

Issue 10: The main entry, basement and letterboxes should be accessed from Norfolk Street not Carlisle Street.

Comment: Having the main entry, basement and letterboxes fronting Carlisle Street is not considered to be inappropriate.

Issue 11: For the duration of the construction works the main entry to the development should be accessed from Norfolk Street not Carlisle Street

Comment: This may be impractical during the construction phases and hinder the construction of the development while providing little utility.

Issue 12: The maximum FSR for apartment buildings in Ingleburn CBD should be 1:1 or 1.2:1.

Comment: The relevant planning instruments do not specify a maximum FSR for the subject high density residential zone.

Issue 13: An assessment has not been provided for deep soil zones under the Design Verification Statement.

Comment: The Design Verification Statement states the landscape design has been prepared with the intent of achieving substantial deep soil depths to enable the growth of mature trees. In addition, adequate deep soil zones have been provided in compliance with the RFDC.

Issue 14: Apartments do not comply with the minimum floor areas requirements.

Comment: Despite some apartments not meeting the numerical requirements, the floor areas of the apartments are considered satisfactory as occupants would be provided with adequate daylight, ventilation and functional spaces.

Issue 15: Insufficient facilities for children living in the development.

Comment: It is considered that children could use the communal open space and recreation room located on the top of the building under adequate parental supervision.

Issue 16: The communal open space on the top of the building should not be included as part of the required communal open space.

Comment: The proposed communal open space is considered to be functional and capable of offering residents both passive and active recreational opportunities.

Issue 17: Children may climb the planter boxes around the edge of the communal open space located on the top of the building.

Comment: The principal certifying authority is required to ensure the building satisfies the requirements of the Building Code of Australia and not be unsafe for children.

Issue 18: The proposal involves 10 units per floor exceeding the limit of eight units per floor.

Comment: Ten units per floor is considered satisfactory as the proposal achieves the desired streetscape character and entry response and a high level of amenity would be provided for common lobbies, corridors and units. Two lifts service each floor.

Issue 19: The internal highlight windows only have a separation of 3 metres and should be separated between 9 metres to 12 metres.

Comment: A separation of 9 metres to 12 metres is unnecessary as the 3 metre separation is used to provide ventilation and reduce the bulk mass of the development. The highlight windows would have 1.8 metre sill heights to prevent potential overlooking.

Issue 20: The building has a depth greater than 26 metres.

Comment: The proposed building depth is not excessive due to the provision of ventilation corridors which break up the mass of the building.

Issue 21: The balconies encroach within the setback areas from boundaries.

Comment: The balconies have been amended to comply with the 5.5 metres street boundary setback and 6 metres setback from other boundaries.

Issue 22: The BASIX Certificate and Traffic and Parking Impacts Report were not available to view.

Comment: It is understood that the documents were available for viewing during public exhibition. A request could be placed post exhibition to view these documents.

5. Conclusion

Having regard to the matters for consideration under Section 79C of the *Environmental Planning and Assessment Act 1979* and the issues raised above, it is considered that the application is generally consistent with the relevant planning legislation.

The application is generally compliant with the 10 design quality principles under the provisions of the State Environmental Planning Policy 65 - Design Quality of Residential Flat Development and is compliant with Campbelltown (Urban Area) Local Environmental Plan 2002.

The application is compliant with most of the recommended standards of the RFDC. It should be noted that the RFDC is a set of guidelines similar to a DCP and need not be strictly complied with in every circumstance. Where the current proposal departs from these guidelines, the departure is considered to have merit in the circumstances and is not considered to be at odds with the objectives of the relevant guidelines.

In addition, the application is considered to be generally compliant with the relevant standards within the Campbelltown (Sustainable City) Development Control Plan 2014, and where the proposal departs from these standards, the objectives of the standards are considered to have been met.

Accordingly, the application is recommended for approval.

Officer's Recommendation

That development application 184/2015/DA-RA for the demolition of three existing dwellings and construction of a five storey residential flat building comprising of 40 units and two levels of basement car parking at Nos. 7 - 11 Norfolk Street, Ingleburn be approved, subject to the conditions detailed in attachment 1 of this report.

Committee's Recommendation: **(Kolkman/Rowell)**

That the Officer's Recommendation be adopted.

CARRIED

Voting for the Committee's Recommendation were Councillors: Greiss, Hawker, Kolkman, Rowell and Thompson.

Voting against the Committee's Recommendation were Councillors: Lound, Matheson and Oates.

Council Meeting 16 August 2016 (Greiss/Rowell)

That development application 184/2015/DA-RA for the demolition of three existing dwellings and construction of a five storey residential flat building comprising of 40 units and two levels of basement car parking at Nos. 7 - 11 Norfolk Street, Ingleburn be approved, subject to the conditions detailed in attachment 1 of this report.

LOST

Voting for the Motion were Councillors: Greiss, Hawker, Kolkman, Lake, Mead and Thompson.

Voting against the Motion were Councillors: Borg, Brticevic, Chanthivong, Glynn, Lound, Oates and Rowell.

Council Meeting 16 August 2016 (Greiss/Rowell)

That development application 184/2015/DA-RA be refused for the following reasons:

1. Inadequate private open space.

2. Non-compliance with building height code.

3. Non-compliance with the driveway requirements.

4. Non-compliance with unit floor space requirements.

WON and became the Motion

Council Resolution Minute Number 136

That development application 184/2015/DA-RA be refused for the following reasons:

1. Inadequate private open space.

2. Non-compliance with building height code.

3. Non-compliance with the driveway requirements.

4. Non-compliance with unit floor space requirements.

Voting for the Council Resolution were Councillors: Borg, Brticevic, Chanthivong, Glynn, Lound, Oates and Thompson.

Voting against the Council Resolution were Councillors: Greiss, Hawker, Kolkman, Lake, Mead and Rowell.

ATTACHMENT 1

Recommended Conditions of Consent

GENERAL CONDITIONS

The following conditions have been applied to ensure that the use of the land and/or building is carried out in such a manner that is consistent with the aims and objectives of the planning instrument affecting the land.

For the purpose of these conditions, the term 'applicant' means any person who has the authority to act on or benefit of the development consent.

1. Approved Development

The development shall be carried out in accordance with the approved plans and documents listed in the table below, and all associated documentation supporting this consent, except as modified in red by Council and / or any conditions within.

Project/Ref No.	Drawing No.	Revision	Prepared by	Date
027-14/15	01/18	B	JS Architects	05.11.14
027-14/15	02/18	E	JS Architects	15.04.16
027-14/15	03/18	E	JS Architects	15.04.16
027-14/15	04/18	E	JS Architects	15.04.16
027-14/15	05/18	E	JS Architects	15.04.16
027-14/15	06/18	E	JS Architects	15.04.16
027-14/15	07/18	E	JS Architects	15.04.16
027-14/15	08/18	E	JS Architects	15.04.16
027-14/15	09/18	E	JS Architects	15.04.16
027-14/15	10/18	E	JS Architects	15.04.16
027-14/15	11/18	E	JS Architects	15.04.16
027-14/15	12/18	E	JS Architects	15.04.16
027-14/15	13/18	E	JS Architects	15.04.16
027-14/15	14/18	E	JS Architects	15.04.16
027-14/15	15/18	E	JS Architects	15.04.16
027-14/15	16/18	E	JS Architects	15.04.16
027-14/15	17/18	E	JS Architects	15.04.16
101114-01	1 of 5	C	VNK Consulting	18.05.16
101114-01	2 of 5	C	VNK Consulting	18.05.16
101114-01	3 of 5	C	VNK Consulting	18.05.16
101114-01	4 of 5	C	VNK Consulting	18.05.16
101114-01	5 of 5	C	VNK Consulting	18.05.16

Associated Documentation:

a. BASIX Certificate, Certificate Number: 594868M_02, Prepared by: Gradwell Consulting, Dated: 14.07.16.

b. Exterior Finishes Schedule, Pages: 1 to 3 (inclusive), Prepared by: JS Architects, Dated: 01/06/2016.

2. Amended Plans

The development is to incorporate the following amendments and the amended plans are to be submitted to the Principal Certifying Authority, for approval, prior to the issuing of a Construction Certificate:

- stormwater plans prepared VNK Consulting to be amended to be consistent with drawing number 17/18 prepared by JS Architects with respect to rainwater tanks

- kids play area shown within communal open space on top of building to be fitted with soft fall rubber surfacing and suitable play equipment

- perimeter of communal open space on top of building to be fitted with appropriate barrier fencing to ensure the space is safe to use and to prevent children from climbing and falling over edges.

3. Building Code of Australia

All building work must be carried out in accordance with the provisions of the Building Code of Australia. In this clause, a reference to the Building Code of Australia is a reference to that Code as in force on the date the application for the relevant construction certificate is made.

4. Contract of Insurance (residential building work)

In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.

This clause does not apply:

a. To the extent to which an exemption is in force under Clause 187 or 188 of the Environmental Planning and Assessment Regulation 2000, subject to the terms of any condition or requirement referred to in Clause 187(6) or 188(4) of that regulation, or

b. To the erection of a temporary building.

5. Notification of *Home Building Act 1989* Requirements

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being Council) has given Council written notice of the following information:

a. In the case of work for which a principal contractor is required to be appointed:

   i. the name and licence number of the principal contractor, and

ii. the name of the insurer by which the work is insured under Part 6 of that Act.

b. In the case of work to be done by an owner-builder:

i. the name of the owner-builder, and
ii. if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being Council) has given Council written notification of the updated information.

6. Landscaping

The provision and maintenance of landscaping shall be in accordance with the approved landscape plan containing Council's approved development stamp including the engagement of a suitably qualified landscape consultant/contractor for landscaping works. The landscape design shall incorporate a significant portion of native, low water demand plants consistent with BASIX requirements.

The reduction of deep soil zones, increase of impervious areas or removal of landscape planting within the private open spaces of ground floor units is not permitted.

All landscaping shall be maintained in good order at all times.

7. External Finishes

The external finishes shall be in accordance with the approved plans and the schedule of finishes submitted with this application. Any proposed alterations to these finishes are considered to be a modification to the development consent and require separate approval by Council.

8. Garbage Room

The garbage storage room identified on the approved plans shall:

a. be fully enclosed and shall be provided with a concrete floor, with concrete or cement rendered walls coved to the floor

b. have a non-slip floor constructed of concrete or other approved material at least 75mm thick and provided with a ramp to the doorway (where necessary)

c. be graded to an approved sewer connection incorporating a sump and galvanised grate cover or basket and drained to a Sydney Water approved drainage fitting

d. have coving at all wall and floor intersections

e. be finished with a smooth faced, non-absorbent material(s) in light colour and capable of being easily cleaned

f. be provided with an adequate supply of hot and cold water mixed through a centralised mixing valve with hose cock

g. have a self-closing door openable from within the room

h. be constructed in such a manner to prevent the entry of vermin and

i. signage on the use of the waste management system shall be displayed in all bin storage rooms.

The bin storage rooms shall be ventilated by:

a. a mechanical exhaust ventilation system or

b. permanent, unobstructed natural ventilation openings having direct access to external air, and a total capacity.

9. Retaining Walls

All retaining walls adjacent to Council property or existing public infrastructure shall be of masonry construction and must be wholly within the property boundary, including footings and agricultural drainage lines.

Construction of retaining walls or associated drainage works along common boundaries shall no compromise the structural integrity of any existing structures.

Where retaining structures exceed 600mm in height, they shall be designed by an appropriately qualified engineer. Upon completion, the retaining structures shall again be certified by an appropriately qualified engineer as having been constructed in accordance with the approved design.

10. Basement Storage Compartments

Storage compartments are to be provided within the basement levels in accordance with the Residential Flat Design Code.

11. Air Conditioning Units/Hot Water Systems

Air conditioning units and hot water systems shall not be affixed to external walls of the building or placed on balconies in such a manner they are visible from a public place.

12. Waste Collection

The caretaker is required to transport bins to the temporary bin holding bay the night before collection. After the bins have been emptied, the caretaker must rerun the bins to the basement and building. Only 240 litre bins may be used.

13. Fencing

A 1.8 metre high fence shall be erected on the site's side and rear boundaries behind the front building alignment and between each required courtyard at the sole cost of the developer. 'Colorbond' style metal fences that face a public space are not permitted.

14. Switchboards/Utilities/Air Conditioning Units

Switchboards, air conditioning units, garbage storage areas and storage for other utilities shall not be attached to the front elevations of the building or side elevations that can be seen from a public place.

15. Lighting

Illumination of the site is to be arranged to provide an appropriate level of lighting and in accordance with the requirements of Australian Standard 4282 (as amended) so as not to impact upon the amenity of the occupants of adjoining and nearby residential premises or traffic.

16. Basement Car Parking

The applicant shall ensure that the basement car park complies with the requirements detailed in Section 4.13.8 of Council's Engineering Design Guide for Development (as amended), AS 2890.1 and AS 2890.6 (as amended).

The basements shall be provided with electronic access controls to ensure the safety of residents and to also ensure the availability of off-street parking in accordance with Council's controls.

54 car parking spaces shall be designed, sealed, line marked and made available to all users of the site in accordance with Australian Standard 2890 (as amended).

The ceiling of basement car parking levels is to be finished in gloss white paint along manoeuvring paths to increase the effectiveness of lighting.

17. Driveway

The gradients of driveways and manoeuvring areas shall be designed in accordance with Australian Standard AS 2890.1 and AS 2890.2 (as amended).

18. Graffiti Removal

In accordance with the environmental maintenance objectives of 'Crime Prevention Through Environmental Design', the owner/lessee of the building shall be responsible for the removal of any graffiti which appears on the buildings, fences, signs and other surfaces of the property within 48 hours of its application.

19. Unreasonable Noise, Dust and Vibration

The development, including operation of vehicles, shall be conducted so as to avoid the generation of unreasonable noise, dust or vibration and cause no interference to adjoining or nearby occupants. Special precautions must be taken to avoid nuisance in neighbouring residential areas, particularly from machinery, vehicles, warning sirens, public address systems and the like.

In the event of a noise related issue arising during construction, the person in charge of the premises shall when instructed by Council, cause to be carried out an acoustic investigation by an appropriate acoustical consultant and submit the results to Council. If required by Council, the person in charge of the premises shall implement any or all of the recommendations of the consultant and any additional requirements of Council to its satisfaction.

20. Wayfinding Map

The applicant shall prepare and permanently affix a way finding map in the building's central lobby on the ground floor for use by visitors and emergency services personnel.

21. Engineering Design Works

The design of all engineering works shall be carried out in accordance with the requirements set out in the Council's Engineering Design Guide for Development (as amended).

22. Flood Level Controls

The subject sites are identified as Flood Controls Lots with respect to flooding from a 1% Annual Exceedance Probability (AEP) flood from Redfern Creek. The minimum fill level control which affects this land is RL 33.20 metres AHD. The minimum floor level control which affects this land is RL 33.70 metres AHD.

23. Sight Distance

Sight distances for motorists and pedestrians at each entry to and egress from the proposed development, shall comply with the general requirements of Australian Standard AS2890.1 (specifically Clause 3.2.4).

24. Work Zone

All loading, unloading and other activities undertaken during construction shall be accommodated on the development site.

Where it is not practical to load, unload or undertake specific activities on the site during construction, the provision of a 'Work Zone', external to the site, may be approved by Council.

The applicant is advised that if a work zone is warranted, an application is to be made to Council's Traffic Unit at least eight weeks prior to the commencement of works. The application shall detail why a work zone is required and include a suitable 'Traffic/Pedestrian Management/Control Plan'.

All costs incurred in the preparation of the traffic/pedestrian management/control plan, including any associated fees, shall be borne by the applicant.

25. Shoring and Adequacy of Adjoining Property

If the development referred to in this development consent involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the development consent must at the person's own expense:

a. Protect and support the adjoining premises from possible damage from the excavation, and

b. Where necessary, underpin the adjoining premises to prevent any such damage.

This condition does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

26. Rain Water Tank(s)

Rain water tank/s shall be installed on site for the collection and storage of stormwater for irrigation in accordance with Section 2.4.1 of Campbelltown (Sustainable City) Development Control Plan. The rain water tanks must be located behind the front building line and not visible from a public place.

27. Construction Certificate

Prior to the commencement of any works that require a construction certificate:

a. the applicant shall obtain a construction certificate for the particular works;
b. the applicant shall appoint a principal certifying authority; and
c. the private certifying authority shall notify Council of their appointment no less than two days prior to the commencement of any works.

PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

The following conditions of consent must be complied with prior to the issue of a construction certificate by either Campbelltown City Council or an accredited certifier. All necessary information to comply with the following conditions of consent must be submitted with the application for a construction certificate.

28. Utility Servicing Provisions

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall obtain a letter from both the relevant electricity authority and the relevant telecommunications authority stating that satisfactory arrangements have been made to service the proposed development.

Note: The applicant should also contact the relevant water servicing authority to determine whether the development will affect the authorities water or sewer infrastructure.

29. Geotechnical Report

Prior to Council or an accredited certifier issuing a construction certificate, a geotechnical report prepared by a NATA registered lab shall be submitted which indicates that the land will not be subject to subsidence, slip, slope failure or erosion where excavation and/or filling exceeds 900mm in depth or identified as filled land.

30. Soil and Water Management Plan

Prior to Council or an accredited certifier issuing a construction certificate, a detailed soil and water management plan shall be submitted for approval.

31. Traffic Control Plans

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall prepare and obtain approval from an accredited person, a Traffic Control Plan (TCP) in accordance with the State Roads Authority manual "Traffic Control at Work Sites" and Australian Standard AS 1742.3 (as amended). A copy of the approved TCP shall be kept on site for the duration of the works in accordance with Work Cover Authority requirements. A copy shall be submitted to Council for its records.

32. Construction Traffic Management Plan

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall prepare and receive Council's written approval (via its Local Traffic Committee) for a 'Construction Traffic Management Plan', which shall contain details of the following as a minimum:

- required loading zones and parking restriction areas near the development site to allow for manoeuvring and loading/unloading of heavy vehicles associated with the development
- 'staging' locations, where heavy vehicles wait until such time that adequate space is available adjacent to the development site for loading/unloading
- traffic management and intersection control near to the development site including the intersections of Nardoo and Suffolk Streets (if necessary, subject to proposed loading/staging locations)
- proposed access routes for heavy vehicles loading/unloading at the site
- hours of truck movements
- consultations made with potentially affected residents in preparation of the Plan.

Copies of the approved CTMP shall be kept on site for the duration of the works, in accordance with Safe Work NSW requirements and copies shall also be forwarded to Council for its records.

Council reserves the right to request modification to the CTMP during the development works, in order to maintain adequate and safe management of vehicular and pedestrian traffic.

33. Salinity Analysis and Remedial Action Plan

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall provide a detailed Salinity Analysis and Remedial Action Plan to Council for written approval.

34. Architectural Finishes Validation Statement

A construction certificate shall not be issued for the subject building until the qualified designer who prepared the 'Design Verification Statement' submitted with the development application, prepares a separate written 'Architectural Finishes Validation Statement'.

The 'Architectural Finishes Validation Statement' shall confirm that the plans relied upon for issue of the construction certificate are not inconsistent with the approved plans described in Conditions 1 and 2 with specific regard to the architectural design elements, colours, finishes and treatments that are provided to the building's exterior.

Where circumstances require, another qualified designer may prepare the written confirmation, subject to receipt of written approval for such a change from Council's Manager Development Services.

35. Traffic Committee

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall submit plans and obtain approval from Council's Local Traffic Committee for any proposals for the construction of prescribed traffic control devices and traffic control facilities and all associated line marking and/or sign posting.

Sign posting implementing parking restrictions along the boundary adjacent to Norfolk Street, preventing obstruction of garbage trucks on collection day, shall be erected. In this regard, details and location of the required signage can be obtained from Council's Technical Services section.

36. Stormwater Management Plan

Prior to Council or an accredited certifier issuing a construction certificate, a plan indicating all engineering details and calculations relevant to the site regrading and the collection and disposal of stormwater from the site, building/s and adjacent catchment, shall be submitted for approval. Stormwater shall be conveyed from the site to the nearest drainage system under Council's control. All pipes shall be laid at a minimum 1 per cent gradient. Any proposed car wash bay facilities in the basement car parking shall be serviced by a surface inlet pit and pipe system to convey any effluent from the car washing activities. All proposals shall comply with the details within Council's Engineering Design Guide for Development (as amended).

37. Nuisance Flooding – Basement Car Park

The basement car park shall be provided with a minor stormwater system to cater for nuisance flows from the rainfall on the entry ramp and water from cars entering the basement. A higher capacity system such as an automatically activated electric pump with an appropriate safety backup system is also to be provided to remove any overland flows from larger storm events.

38. Dilapidation Report

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall submit a dilapidation report for all buildings on lands that adjoin the subject works.

39. Work on Public Land

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall obtain written approval from Council for any proposed work on public land. Inspection of this work shall be undertaken by Council at the applicant's expense and a compliance certificate, approving the works, shall be obtained from Council prior to the principal certifying authority issuing an occupation certificate.

40. Consolidation of Allotments

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall submit a copy of the plan which consolidates the allotments that are the subject of the development application prior to registration at the Department of Land and Property Information (NSW).

41. Section 94A Developer Contribution - Community Facilities and Services

Prior to Council or an accredited certifier issuing a Complying Development Certificate or a Construction Certificate (or where a Construction Certificate is not required, a Subdivision Certificate), the applicant shall provide a receipt for the payment to Council of a community facilities and services contribution in accordance with the provisions of the Campbelltown City Council Section 94A Development Contributions Plan.

For the purposes of calculating the required S94A contribution, where the value of the total development cost exceeds $100,000, the applicant is required to include with the application for the respective certificate, a report setting out a cost estimate of the proposed development in accordance with the following:

- where the value of the proposed development is greater than $100,000 but less than $500,000, provide a Cost Summary Report by a person who, in the opinion of the Council, is suitably qualified to provide a Cost Summary Report (Cost Summary Report Template 1). All Cost Summaries will be subject to indexation on a quarterly basis relative to the Consumer Price Index - All Groups (Sydney) where the contribution amount will be based on the indexed value of the development applicable at the time of payment; or

- where the value of the proposed development is $500,000 or more, provide a detailed development cost report completed by a quantity surveyor who is a registered member of the Australian Institute of Quantity Surveyors (Quantity Surveyors Estimate Report Template 2). Payment of contribution fees will not be accepted unless the amount being paid is based on a Quantity Surveyors Estimate Report (QS Report) that has been issued within 90 days of the date of payment. Where the QS Report is older than 90 days, the applicant shall provide an updated QS Report that has been indexed in accordance with clause 25J(4) of the Environmental Planning and Assessment Regulation 2000 to ensure quarterly variations in the Consumer Price Index All Group Index Number for Sydney have been incorporated in the updated QS Report.

Copies of the Cost Summary Report - Template 1 and the Quantity Surveyors Estimate Report - Template 2 are located under "Developer Contributions" on Council's web site (www.campbelltown.nsw.gov.au) or can be collected from Council's Planning and Environment Division during normal business hours.

On calculation of the applicable contributions, all amounts payable will be confirmed by Council in writing.

Payment of Section 94A Developer Contributions will only be accepted by way of Cash, Credit Card or Bank Cheque issued by an Australian bank. Payment by any other means will not be accepted unless otherwise approved in writing by Council.

Note: This condition is only applicable where the total development value exceeds $100,000.

42. Design for Access and Mobility

Prior to Council or an accredited certifier issuing a Construction Certificate, the applicant shall demonstrate by way of detailed design, compliance with the relevant access requirements of the BCA and AS 1428 – Design for Access and Mobility.

43. Telecommunications Infrastructure

a. If the development is likely to disturb or impact upon telecommunications infrastructure, written confirmation from the service provider that they have agreed to proposed works must be submitted to the Principal Certifying Authority prior to the issue of a Construction Certificate or any works commencing, whichever occurs first; and
b. The arrangements and costs associated with any adjustment to telecommunications infrastructure shall be borne in full by the applicant/developer.

44. Waste Management

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall submit to Council details of the collection and disposal of internal waste generated by the occupants to be arranged through a licensed contractor (which may include Council's contractor).

The details to be submitted shall also include information regarding the appointment and retention of a caretaker, who would be responsible for circulating the recycling bins throughout the building and the bins beneath the chute in the garbage room and to the temporary bin holding bay for collection.

The details shall also include information regarding the method for collection, storage and disposal of 'green waste' resulting from maintenance of the site's landscaped areas.

45. Sydney Water

Prior to Council or an accredited certifier issuing a construction certificate, the approved plans must be submitted to Sydney Water via the Sydney Water Tap In service, to determine whether the development will affect any Sydney Water wastewater and water mains, stormwater drains and/or easements, and if any requirements need to be met. An approval receipt will be issued if the building plans have been approved. The approval receipt shall be submitted to the Principal Certifying Authority prior to Council or an accredited certifier issuing a construction certificate.

The Sydney Water Tap In service can be accessed at www.sydneywater.com.au.

PRIOR TO THE COMMENCEMENT OF ANY WORKS

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with prior to the commencement of any works on site.

46. Erosion and Sediment Control

Prior to the commencement of any works on the land, adequate/approved erosion and sediment control measures shall be fully installed/implemented.

47. Erection of Construction Sign

Prior to the commencement of any works on the land, a sign/s must be erected in a prominent position on the site:

a. showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours

b. stating that unauthorised entry to the work site is prohibited

c. pollution warning sign promoting the protection of waterways (issued by Council with the development consent)

d. stating the approved construction hours in which all works can occur

e. showing the name, address and telephone number of the principal certifying authority for the work.

Any such sign/s is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

48. Toilet on Construction Site

Prior to the commencement of any works on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out, at the rate of one toilet for every 20 persons or part thereof. Each toilet provided must be a standard flushing toilet and be connected to:

a. a public sewer, or

b. if connection to a public sewer is not practicable, to an accredited sewage management facility approved by Council, or

c. if connection to a public sewer or an accredited sewage management facility is not practicable, to some other management facility approved by Council.

49. Trade Waste

Prior to the commencement of any works on the land, a trade waste facility shall be provided on-site to store all waste pending disposal. The facility shall be screened, regularly cleaned and accessible to collection vehicles.

50. Vehicular Access during Construction

Prior to the commencement of any works on the land, a single vehicle/plant access to the site shall be provided, to minimise ground disturbance and prevent the transportation of soil onto the public road system. Single sized aggregate, 40mm or larger and placed 150mm deep, extending from the kerb and gutter to the property boundary, shall be provided as a minimum requirement.

51. Public Property

Prior to the commencement of any works on the subject site, the applicant shall advise Council of any damage to property which is controlled by Council and adjoins the site, including kerbs, gutters, footpaths and the like. Failure to identify existing damage may result in all damage detected after completion of the development being repaired at the applicant's expense.

52. Demolition Works

Demolition works shall be carried out in accordance with the following:

a. Prior to the commencement of any works on the land, a detailed demolition work plan designed in accordance with Clause 1.7.3 of Australian Standard AS 2601-2001 – The Demolition of Structures, prepared by a suitably qualified person with suitable expertise or experience, shall be submitted to and approved by Council and shall include the identification of any hazardous materials, method of demolition, precautions to be employed to minimise any dust nuisance and the disposal methods for hazardous materials.

b. Prior to commencement of any works on the land, the demolition Contractor(s) licence details must be provided to Council.

c. The handling or removal of any asbestos product from the building/site must be carried out by a NSW WorkCover licensed contractor irrespective of the size or nature of the works. Under no circumstances shall any asbestos on site be handled or removed by a non-licensed person. The licensed contractor shall carry out all works in accordance with NSW WorkCover requirements.

d. An appropriate fence preventing public access to the site shall be erected for the duration of demolition works

e. Immediately prior to the commencement of the demolition or handling of any building or structure that contains asbestos, the applicant shall request that the principal certifying authority attend the site to ensure that all appropriate safety measures are in place. The applicant shall also notify the occupants of the adjoining premises and WorkCover NSW prior to the commencement of any works.

53. Hoarding/Fence

Prior to the commencement of any works, a hoarding or fence must be erected between the work site and a public place if the work involved in the development is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or if the building involves the enclosure of a public place in accordance with WorkCover requirements.

The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

A separate land use application under Section 68 of the *Local Government Act 1993* shall be submitted to and approved by Council prior to the erection of any hoarding on public land.

54. Fencing

An appropriate fence preventing public access to the site shall be erected for the duration of construction works.

55. Geotechnical Reference

Prior to the commencement of any works, a certificate prepared by the designing structural engineer certifying that the design is in accordance with the geotechnical investigation of the site shall be submitted to the PCA. The designing structural engineer shall also nominate a site classification in accordance with AS2870 – Residential Slabs and Footings.

56. Structural Engineer Details

Prior to the commencement of any works, the submission to the principal certifying authority of all details prepared by a practicing structural engineer.

57. Demolition of Existing Dwelling

Prior to the commencement of any other works, the existing dwellings and all other improvements on the land shall be demolished in accordance with the conditions of this consent.

DEVELOPMENT REQUIREMENTS DURING CONSTRUCTION

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with during the construction of the development on site.

58. Construction Work Hours

All work on site shall only occur between the following hours:

Monday to Friday	7.00am to 6.00pm
Saturday	8.00am to 5.00pm
Sunday and public holidays	No Work.

59. Erosion and Sediment Control

Erosion and sediment control measures shall be provided and maintained throughout the construction period, in accordance with the requirements of the manual - Soils and Construction (2004) (Bluebook), the approved plans, Council specifications and to the satisfaction of the principal certifying authority. The erosion and sediment control devices shall remain in place until the site has been stabilised and fully revegetated.

Note: On the spot penalties of up to $1500 will be issued for any non-compliance with this requirement without any further notification or warning.

60. Excavation and Backfilling

All excavations and backfilling associated with the approved works must be executed safely and in accordance with appropriate professional standards. All excavations must be properly guarded and protected to prevent them from being dangerous to life or property.

If an excavation associated with the approved works extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made:

a. must preserve and protect the building from damage, and

b. if necessary, must underpin and support the building in an approved manner, and

c. must, at least seven days before excavating below the level of the base of the footings of a building on an adjoining allotment of land, give notice of intention to do so to the owner of the adjoining allotment of land and furnish particulars of the excavation to the owner of the building being erected or demolished.

The owner of the adjoining allotment of land is not liable for any part of the cost of work carried out, whether carried out on the allotment of land being excavated or on the adjoining allotment of land.

61. Dust Nuisance

Measures shall be implemented to minimise wind erosion and dust nuisance in accordance with the requirements of the manual - ‘Soils and Construction (2004) (Bluebook). Construction areas shall be treated/regularly watered to the satisfaction of the principal certifying authority.

62. Certification of Location of Building during Construction

Prior to the positioning of wall panels/ bricks or block work, the applicant shall submit to the principal certifying authority a qualified practicing surveyor's certificate showing the boundaries of the allotment, distances of walls and footings from the boundaries, and the dimensions of the building.

63. Certification of Levels of Building during Construction

Prior to the placement of any concrete of the basement/ground floor slab, the applicant shall submit to the principal certifying authority a qualified practicing surveyor's certificate showing that the formwork levels are in accordance with the approved plan.

64. Excess Material

All excess material is to be removed from the site. The spreading of excess material or stockpiling on site will not be permitted without prior written approval from Council.

65. Public Safety

Any works undertaken in a public place are to be maintained in a safe condition at all times. In this regard, the applicant shall ensure that a safe, fully signposted passage, a minimum of 1.2 metres wide and separated from the works and moving vehicles by suitable barriers and lights, is maintained for pedestrians, including disabled pedestrians, at all times. The applicant shall, if necessary, ensure that traffic control is undertaken and maintained strictly in accordance with AS 1742.3, the requirements set out in the RTA manual "Traffic Control at Work Sites" (as amended) and all applicable Traffic Management and/or Traffic Control Plans. The contractor shall also ensure that all Work Cover Authority requirements are complied with. Council may at any time and without prior notification make safe any such works that are considered to be unsafe and recover all reasonable costs incurred, from the applicant.

66. Compliance with Relevant Specifications

All design and construction work shall be in accordance with:

a. Council's specification for Construction of Subdivisional Road and Drainage Works (as amended)
b. Council's Engineering Design Guide for Development (as amended)
c. 'Soils and Construction (2004) (Bluebook), and
d. all relevant Australian Standards and State Government publications.

67. Footpath Kerb and Gutter

The applicant shall re-construct all damaged bays of concrete path paving and kerb and gutter, adjacent to the site, in Norfolk Street and Carlisle Street. Areas not concreted shall be re-graded, topsoiled and turfed. All works shall be in accordance with the details contained within Council's Engineering Design Guide for Development (as amended).

68. Medium Density Footpath Crossing and Layback

The applicant shall provide a reinforced concrete footpath crossing and layback at the entrance to the property, in accordance with to Council's Medium Density Vehicle Crossing Specification (as amended).

A separate application for this work, which will be subject to a crossing inspection fee and inspections by Council, must be lodged with Council prior to pouring the concrete.

Where necessary, conduits shall be provided under the footpath crossing, in accordance with the relevant service authority's requirements.

69. Associated Works

The applicant shall undertake any works external to the development, that are made necessary by the development, including additional road and drainage works or any other civil works directed by Council, to make a smooth junction with existing work.

70. Redundant Laybacks

All redundant laybacks shall be reinstated as conventional kerb and gutter, in accordance with Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended) and the details contained within Council's Engineering Design Guide for Development (as amended).

71. Certification of Location of Building upon Completion

Upon completion of the building, the applicant shall submit to the principal certifying authority a qualified practicing surveyor's certificate showing the boundaries of the allotment, distances of walls and footings from boundaries.

PRIOR TO THE ISSUE OF AN OCCUPATION CERTIFICATE

The following conditions of consent must be complied with prior to the issue of an occupation certificate by either Campbelltown City Council or an accredited principal certifying authority. All necessary information to comply with the following conditions of consent must be submitted with the application for an occupation certificate.

Note: Under this subheading, for the purpose of issuing an occupation certificate, any reference to "occupation certificate" shall also be taken to mean "interim occupation certificate".

72. Section 73 Certificate

Prior to the principal certifying authority issuing an occupation certificate (or subdivision certificate, whichever shall occur first), a Section 73 Compliance Certificate under the *Sydney Water Act 1994* must be obtained from Sydney Water Corporation. Early application for the certificate is suggested as this can also impact on other services and building, driveway or landscape design.

Application must be made through an authorised Water Servicing Coordinator.

For help either visit www.sydneywater.com.au > Building and developing > Developing your Land > Water Servicing Coordinator or telephone 13 20 92.

The Section 73 Certificate must be submitted to the Principal Certifying Authority prior to the issue of an occupation certificate.

73. Completion of External Works Onsite

Prior to the principal certifying authority issuing an occupation certificate, all external works, repairs and renovations detailed in the schedule of treatment/finishes, landscaping, driveways, fencing and retaining walls to be completed to the satisfaction of the principal certifying authority.

74. Splay Corner

Prior to the principal certifying authority issuing an occupation certificate, the applicant shall dedicate a 4 metre x 4 metre splay corner, as road widening and at no cost to Council, in the property boundary at the intersection of Carlisle and Norfolk Streets.

75. Public Indemnity Insurance – Onsite Waste Collection

The applicant to the development application indemnifies Council and its contractors and agents against any claims, proceedings, actions or demands arising from or in relation to any damage howsoever caused to the road surface, paving or drainage within the Development by the operation by Council or its contractors or agents in the collection of domestic waste except to the extent that such damage results from any misconduct or negligent act or omission of Council or its contractors or agents.

Prior to the issue of an occupation certificate, the applicant shall provide Council with a copy of its public liability insurance policy valid for 12 months to satisfy Council that in the event that such a claim arises, a public liability insurance policy is in place to respond to any claim arising. Each year the body corporate must furnish Council with a copy of its renewed public liability insurance policy valid for the next 12 months to satisfy Council that in the event that such a claim arises, a public liability insurance policy is in place to respond to any claim arising.

76. Consolidation of Allotment

Prior to Council or an accredited certifier issuing an occupation certificate, the applicant shall submit a copy of the plan which consolidates the allotments that are the subject of the development application prior to registration at the Department of Land and Property Information NSW.

77. Works as Executed Plans

Prior to the principal certifying authority issuing an occupation certificate the applicant shall submit to Council two copies of a work as executed plan, certified by a qualified surveyor, which is in accordance with the details contained within Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended) and Engineering Design Guide for Development (as amended).

78. Restoration of Public Roads

Prior to the principal certifying authority issuing an occupation certificate any restoration of the public road pavement, required as a result of the development, shall be carried out by Council and all costs shall be paid by the applicant.

79. Public Utilities

Prior to the principal certifying authority issuing an occupation certificate any adjustments to public utilities, required as a result of the development, shall be completed to the satisfaction of the relevant authority and at the applicant's expense.

80. Line Marking / Sign Posting Documentation

Where applicable and prior to the principal certifying authority issuing an occupation certificate, the applicant shall submit to Council for Local Traffic Committee records, two copies of a work as executed plan for the line marking / sign posting. The plans should show all works undertaken and the date of installation.

81. BASIX

Prior to the principal certifying authority issuing an occupation certificate, completion of all requirements listed in the relevant BASIX certificate for the subject development shall be completed/installed.

82. Landscaping

Prior to the principal certifying authority issuing an occupation certificate the applicant shall complete the landscaping in accordance with the approved landscape plan.

83. End Architectural Finishes Validation Statement

An occupation certificate shall not be issued for the subject building until the qualified designer who prepared the 'Design Verification Statement' submitted with the development application, prepares a separate written 'End Architectural Finishes Validation Statement'.

The 'End Architectural Finishes Validation Statement' shall confirm that the building's exterior has been constructed and completed in a manner that is not inconsistent with the approved plans described in Conditions 1 and 2 and the plans relied upon for issue of the construction certificate, with specific regard to the architectural design elements, colours, finishes and treatments.

Where circumstances require, another qualified designer may prepare the written 'End Architectural Finishes Validation Statement', subject to receipt of written approval for such a change from Council's Manager Development Services.

84. Loading Zone Signage

Prior to the principal certifying authority issuing an occupation certificate, the applicant shall erect suitable signage identifying that the loading bay within the basement is to be kept clear at all times, except when loading/unloading/waste collection vehicles are utilising the zone. The signage is not to be unsightly or impede sight lines.

85. Council Fees and Charges

Prior to the principal certifying authority issuing an occupation certificate the applicant shall ensure that all applicable Council fees and charges, associated with the development, have been paid in full.

86. Consolidation of Allotments

Prior to Council or an accredited certifier issuing any occupation certificate, the applicant shall provide evidence that the allotments that are the subject of the application have been consolidated. The registered plan of consolidation as endorsed by the Registrar General shall be submitted to Council for information. Should the allotments be affected by easements, restrictions, or covenants, for which Council is the relevant authority to release, vary or modify, then the plan of consolidation must be endorsed by Council prior to lodgement with Land and Property Information NSW.

ADVISORY NOTES

The following information is provided for your assistance to ensure compliance with the *Environmental Planning and Assessment Act 1979*, Environmental Planning and Assessment Regulation 2000, other relevant Council Policy/s and other relevant requirements. This information does not form part of the conditions of development consent pursuant to Section 80A of the Act.

Advice 1. *Environmental Planning and Assessment Act 1979* Requirements

The *Environmental Planning and Assessment Act 1979* requires you to:

a. Obtain a construction certificate prior to the commencement of any works. Enquiries regarding the issue of a construction certificate can be made to Council's Customer Service Centre on 4645 4000.

b. Nominate a principal certifying authority and notify Council of that appointment prior to the commencement of any works.

c. Give Council at least two days notice prior to the commencement of any works.

d. Have mandatory inspections of nominated stages of the construction inspected.

e. Obtain an occupation certificate before occupying any building or commencing the use of the land.

Advice 2. Provision of Equitable Access

Nothing in this consent is to be taken to imply that the development meets the requirements of the *Disability Discrimination Act 1992* (DDA1992) or Disability (Access to Premises – Buildings) Standards 2010 (Premises Standards).

Where a Construction Certificate is required for the approved works, due regard is to be given to the requirements of the Building Code of Australia (BCA) and the Premises Standards. In this regard it is the sole responsibility of the certifier, building developer and building manager to ensure compliance with the Premises Standards.

Where no building works are proposed and a Construction Certificate is not required, it is the sole responsibility of the applicant and building owner to ensure compliance with the DDA1992.

Advice 3. Smoke Alarms

From 1 May 2006 all NSW residents must have at least one working smoke alarm installed on each level of their home. This includes owner occupier, rental properties, relocatable homes and any other residential building where people sleep.

The installation of smoke alarms is required to be carried out in accordance with AS 3786. The licensed electrical contractor is required to submit to the Principal Certifying Authority a certificate certifying compliance with AS 3000 and AS 3786.

Advice 4. Buried Waste

Should buried materials/wastes or the like be uncovered during the excavation of footings or trenches on site works, Council is to be contacted immediately for advice on the treatment/removal methods required to be implemented.

Advice 5. Covenants

The land upon which the subject building is to be constructed may be affected by restrictive covenants. Council issues this approval without enquiry as to whether any restrictive covenant affecting the land would be breached by the construction of the building, the subject of this permit. Persons to whom this permit is issued must rely on their own enquiries as to whether or not the building breaches any such covenant.

Advice 6. Inspections – Civil Works

Where Council is nominated as the principal certifying authority for civil works, the following stages of construction shall be inspected by Council.

a. EROSION AND SEDIMENT CONTROL –

i) Direction/confirmation of required measures.
ii) After installation and prior to commencement of earthworks.
iii) As necessary until completion of work.

b. STORMWATER PIPES – Laid, jointed and prior to backfill.

c. VEHICLE CROSSINGS and LAYBACKS – Prior to pouring concrete.

d. FINAL INSPECTION – All outstanding work.

Advice 7. Salinity

Please note that Campbelltown is an area of known salinity potential and as such, any salinity issues should be addressed as part of the construction certificate application.

Further information regarding salinity management is available within Council's Engineering Design Guide for Development (as amended).

Advice 8. Asbestos Warning

Should asbestos or asbestos products be encountered during construction or demolition works you are advised to seek advice and information prior to disturbing the material. It is recommended that a contractor holding an asbestos-handling permit (issued by Work Cover NSW), be engaged to manage the proper disposal and handling of the material. Further information regarding the safe handling and removal of asbestos can be found at:

www.environment.nsw.gov.au
www.nsw.gov.au/fibro
www.adfa.org.au
www.workcover.nsw.gov.au

Alternatively, call WorkCover Asbestos and Demolition Team on 8260 5885.

Advice 9. Dial before you Dig

Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before you dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

Advice 10. ***Telecommunications Act 1997 (Commonwealth)***

Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any persons interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995 (Cth)* and is liable for prosecution.

Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

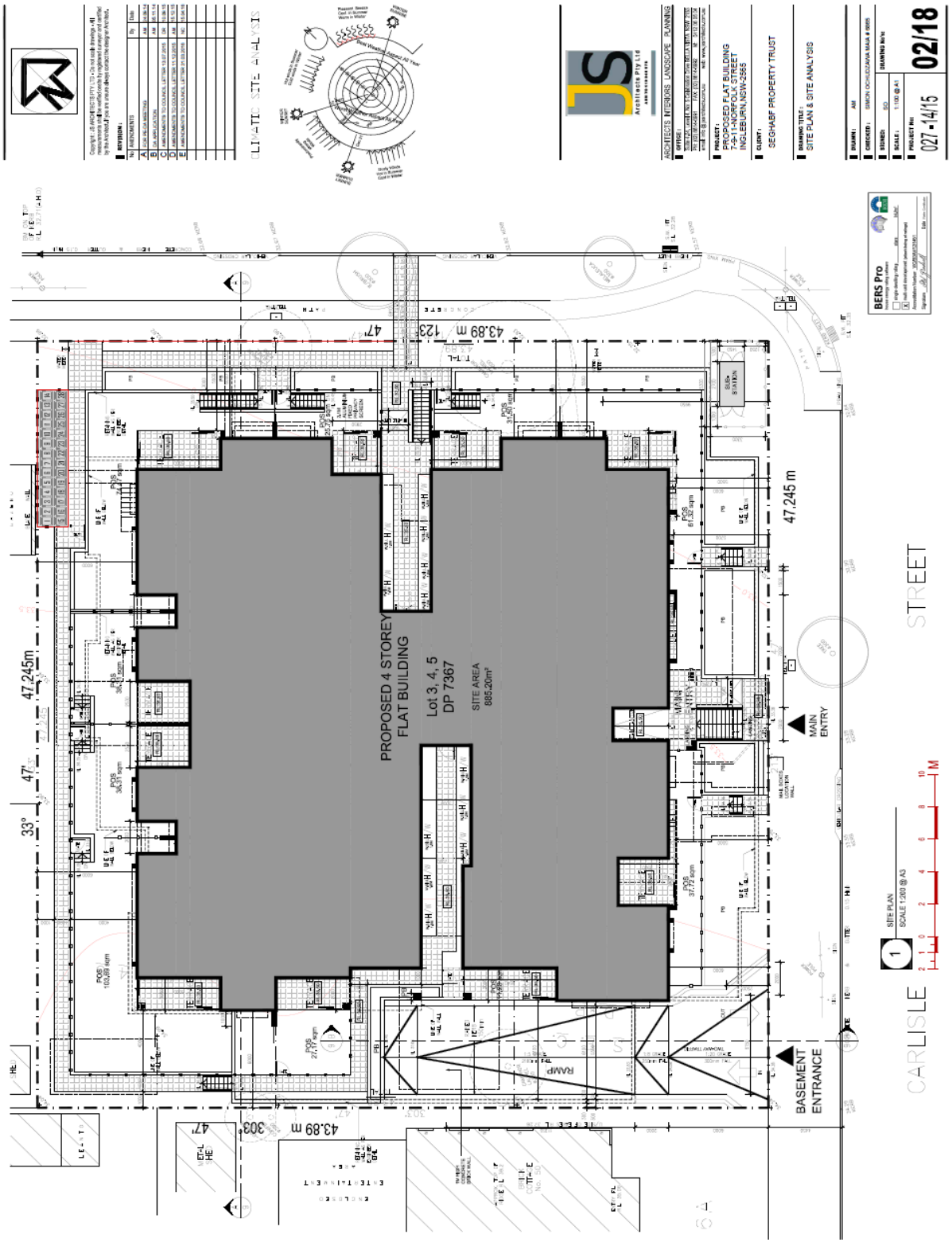
END OF CONDITIONS

ATTACHMENT 2

Locality Plan

ATTACHMENT 3

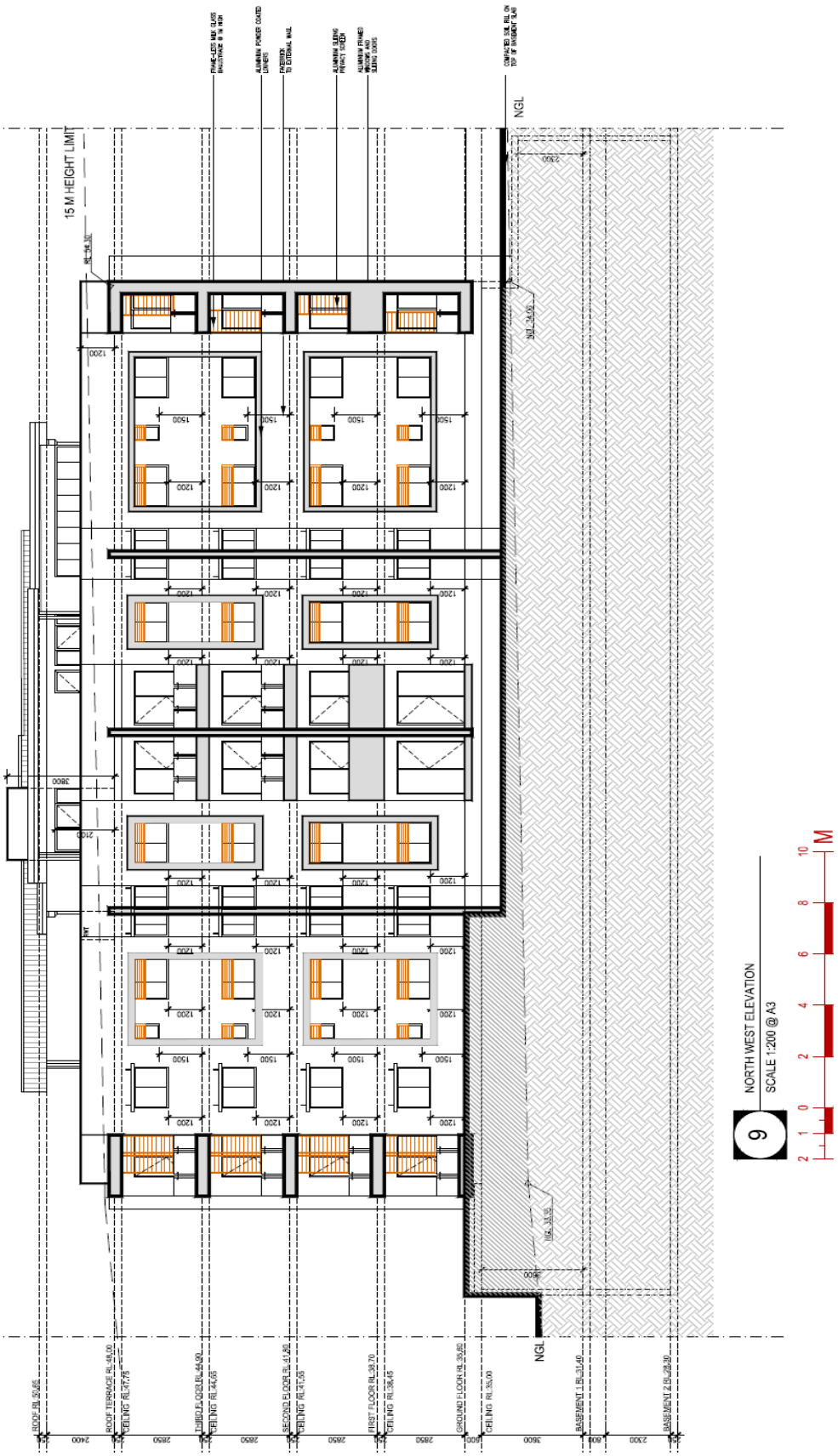
Site Plan



ATTACHMENT 4

Elevations

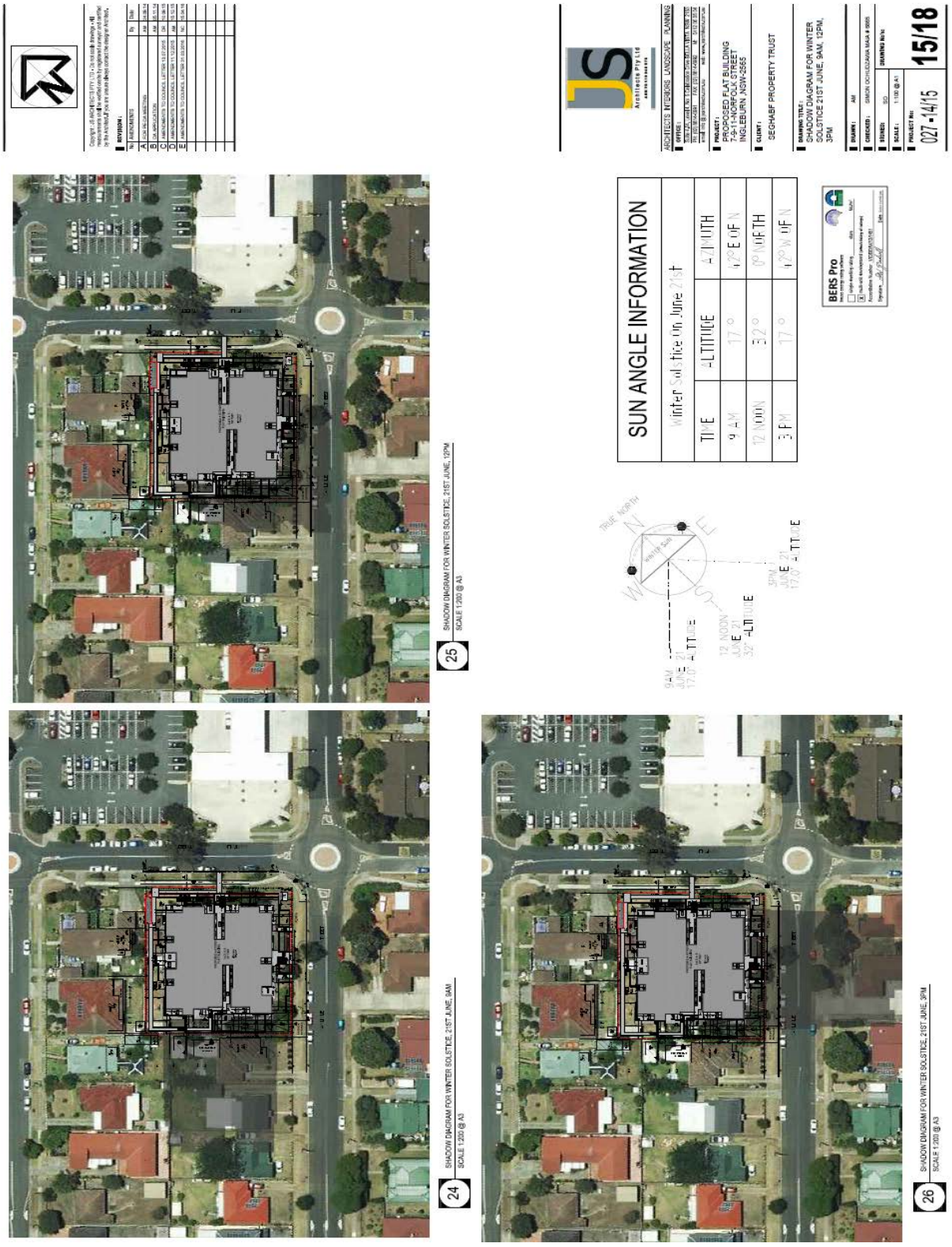
15 M HEIGHT LIMIT
NGL
NGL
ROOF RL 59.85
ROOF TERRACE RL 48.00
CEILING RL 47.75
THIRD FLOOR RL 44.80
CEILING RL 44.55
SECOND FLOOR RL 41.60
CEILING RL 41.35
FIRST FLOOR RL 38.70
CEILING RL 38.45
GROUND FLOOR RL 35.60
CEILING RL 35.00
BASEMENT 1 RL 31.40
BASEMENT 2 RL 28.20
NORTH EAST ELEVATION (NORFOLK STREET)
SCALE 1:200 @ A3
8
M


15 M HEIGHT LIMIT
NGL
NGL
NORTH WEST ELEVATION
SCALE 1:200 @ A3
9
0 2 4 6 8 10 M

15 M HEIGHT LIMIT
NGL
SOUTH WEST ELEVATION
SCALE 1:200 @ A3
10

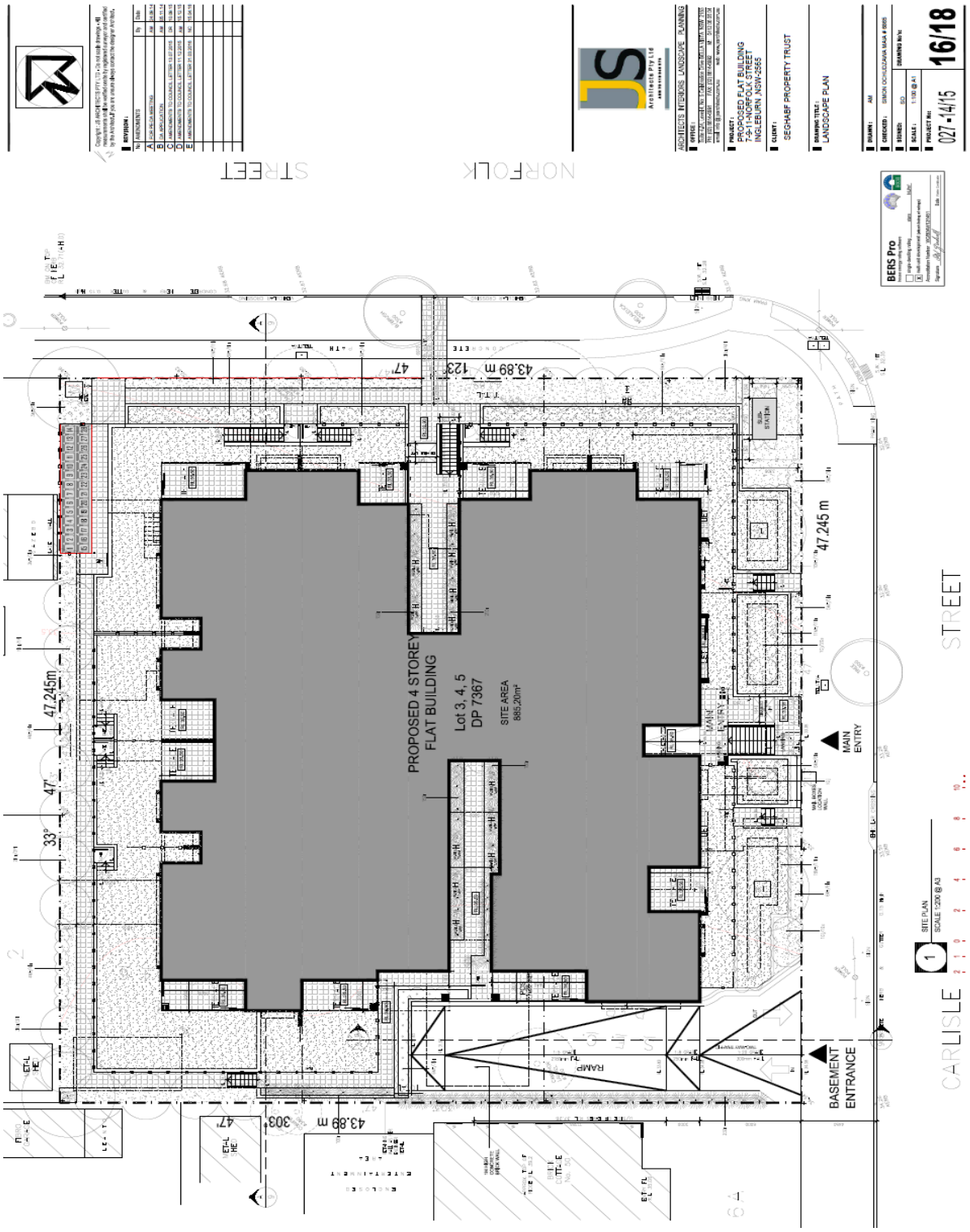
ATTACHMENT 5

Shadow Diagrams

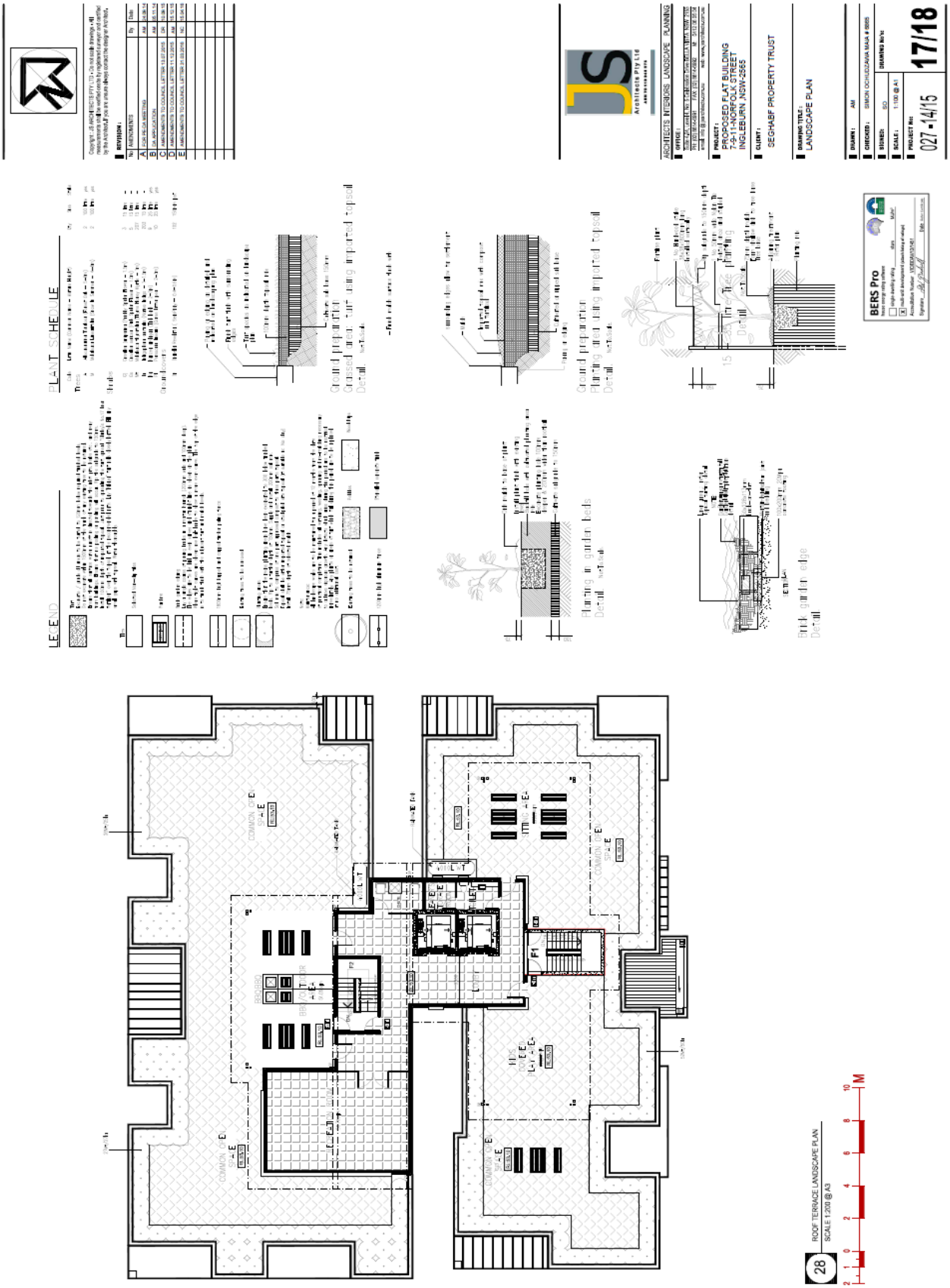


ATTACHMENT 6

Landscape Plans

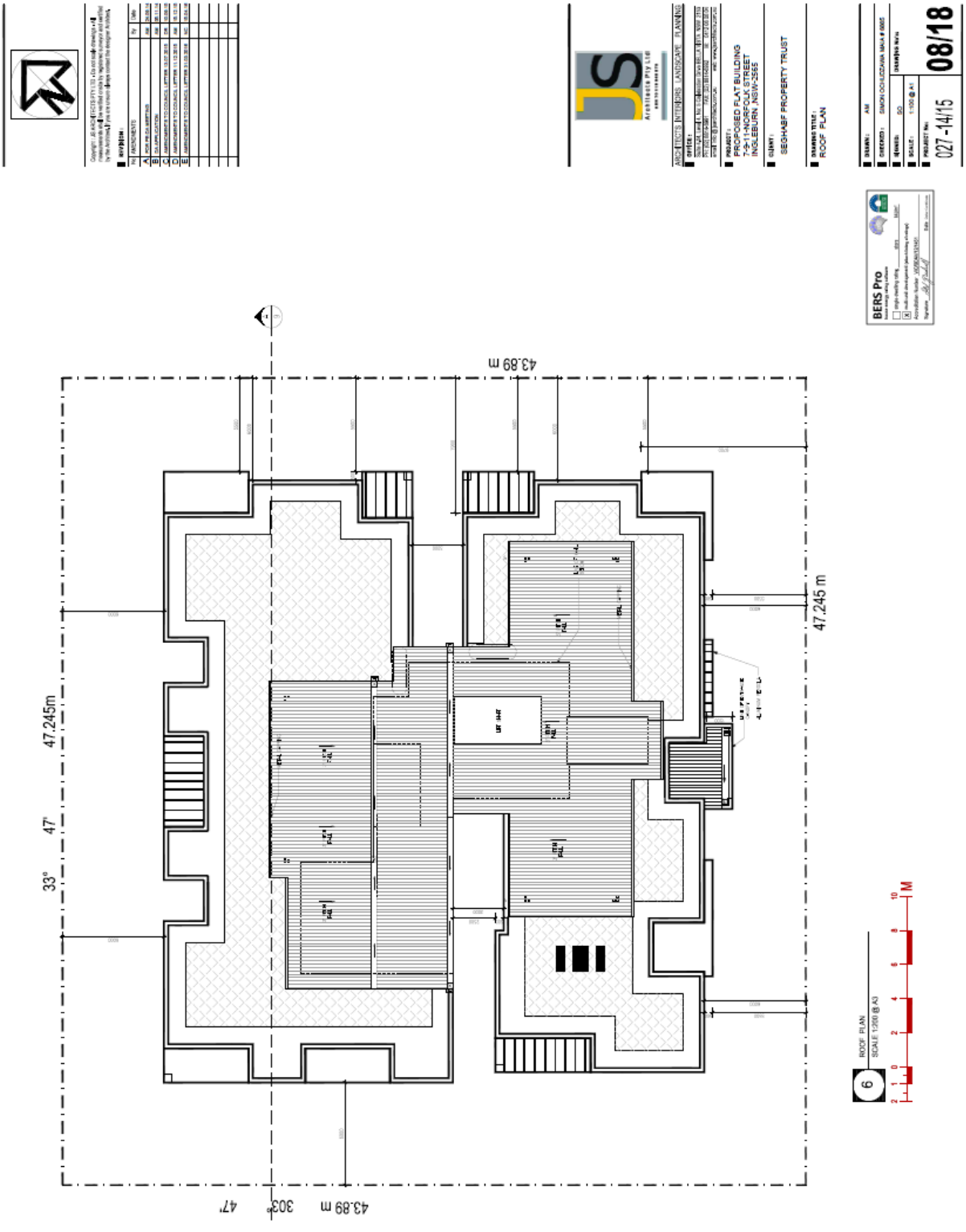


3.4 Demolition Of Three Existing Dwellings And Construction Of A Five Storey Residential Flat Building Comprising Of 40 Units And Two Levels Of Basement Car Parking At Nos. 7-11 Norfolk Street, Ingleburn



ATTACHMENT 7

Roof Plan

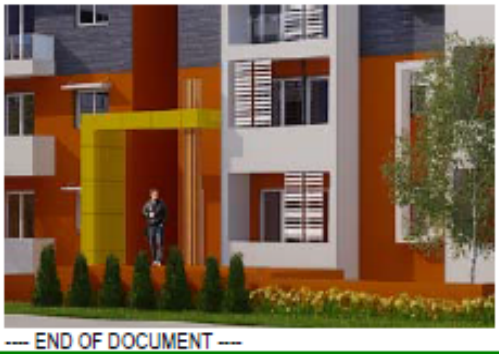


ATTACHMENT 8

Schedule of Finishes

Location	Specification / Finish	Comment / Reference
Cement Render Main Walls: Orange colour; Off White Colour:		Dulux Paints.
Alum Powder coated RW Heads		www.cspout.co.nz/rain water_heads.php

Location	Specification / Finish	Comment / Reference
Aluminium Downpipes & Fascia	**Dune®**	BlueScope Steel Direct Locked Bag 8825 Wollongong DC NSW 2500 Phone: 1800 800 789 Fax: 1800 800 744
Hamlet Ash /Blue		australbricks
Aluminium Powder coated windows and sliding doors:	**Surfmist®**	BlueScope Steel Direct Locked Bag 8825 Wollongong DC NSW 2500 Phone: 1800 800 789 Fax: 1800 800 744
Exterior Aluminum Awning louvers over windows as per exterior image.		
Aluminium Powder coated Roofing on roof top and all sliding screening and awnings over windows:	**Surfmist®**	BlueScope Steel Direct Locked Bag 8825 Wollongong DC NSW 2500 Phone: 1800 800 789 Fax: 1800 800 744

Location	Specification / Finish	Comment / Reference
Sliding Alum Louver Screens on Balconies		
Front Entry Porch: CFC Matrix Board Painted Yellow; Timber or Aluminum vertical blades to match timber brow color;		Dulux Paints; James Hardy Products;

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4. COMPLIANCE SERVICES

4.1 Legal Status Report

Reporting Officer

Manager Compliance Services

Attachments

Planning and Environment Division Monthly Legal Matters Status and Costs Summary (contained within this report)

Purpose

To update Council on the current status of the Planning and Environment Division's legal matters.

Report

This report contains a summary of the current status of the Division's legal matters for the 2016-2017 period 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 and the total number of matters is also included.

Note: The year to date cost totals itemised in sections one to ten inclusive of the report do not necessarily correlate with the costs to date total of individual matters listed in each section, as the costs to date total of individual matters shown refer to total costs from commencement of the matter, which may have commenced before 1 July.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Kolkman/Thompson)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 134

That the Officer's Recommendation be adopted.

ATTACHMENT 1

1. Land and Environment Court Class 1 Matters – Appeals Against Council's Determination of Development Applications

Total ongoing Class 1 DA appeal matters (as at 19/07/2016)	**1**
Total completed Class 1 DA appeal matters (as at 19/07/2016)	**0**
Costs from 1 July 2016 for Class 1 DA appeal matters:	**$3,709.50**

1 (a)	**JD One Enterprise Pty Ltd**
Issue:	An appeal against Council's refusal of development application No. 2952/2014/DA-C that sought consent for the construction of a medical centre and a childcare centre, and associated car parking.
Property:	Lot 50 DP 1028174, Campbellfield/Redfern's Cottage, 20 Lind Street, MINTO
Property Owner:	JD One Enterprise Pty Ltd
Council File:	Development Application No: 2952/2014/DA-C
Court Application:	Filed on 14 April, 2016 - File No. 10351 of 2016
Applicant:	JD One Enterprise Pty Ltd
Costs Estimate:	$40,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Costs to date:	$10,826.50
Status:	Ongoing - proceedings listed for conciliation conference on 9 August 2016.
Progress:	The Applicant filed an appeal in the Land and Environment Court of NSW against Council's refusal of development application No. 2952/2014/DA-C that sought consent for the construction of a medical centre and a childcare centre, and associated car parking on land known as Campbellfield/Redfern's Cottage, 20 Lind Street, Minto. The proceedings were before the Court for first callover on 12 May 2016. The Registrar made certain directions and adjourned the proceedings to 9 August 2016 for conciliation conference to commence onsite at 9:30 AM.

1 (b)	**Gwydir Holdings Pty Ltd**
Issue:	An appeal against Council's deemed refusal of development application No. 3552/2015/DA-BH that sought consent for the demolition of existing structures, removal of a tree, construction of a new generation boarding house with car parking.
Property:	Lot 18A, DP 389816, 38 Parliament Road, MACQUARIE FIELDS
Property Owner:	Mr Justin Cyril Veness
Council File:	Development Application No: 3552/2015/DA-BH
Court Application:	Filed on 14 July, 2016 - File No. 16/213119
Applicant:	Gwydir Holdings Pty Ltd
Costs Estimate:	$25,000.00 (exclusive of Barristers, Court Appointed Experts or disbursement fees)
Costs to date:	Nil
Status:	Proceedings listed for first callover on 10 August 2016.
Progress:	The Applicant filed an appeal in the Land and Environment Court of NSW against Council's deemed refusal of development application No. 3552/2015/DA-BH that sought consent for the demolition of existing structures, removal of a tree, construction of a new generation boarding house with car parking on land at 38 Parliament Road, Macquarie Fields. The proceedings are listed before the Court for first callover on 10 August 2016.

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

Total ongoing Class 1 and 2 appeal matters (as at 19/07/2016)	**0**
Total completed Class 1 and 2 appeal matters (as at 19/07/2016)	**0**
Costs from 1 July 2016 for Class 1 & 2 appeal matters:	**$0.00**

3.	Land and Environment Court Class 4 Matters – Civil Enforcement in respect of non-compliance with Planning Law or Orders issued by Council	
	Total ongoing Class 4 matters before the Court (as at 19/07/2016)	0
	Total completed Class 4 matters (as at 19/07/2016)	0
	Costs from 1 July 2016 for Class 4 matters	$0.00

4.	Land and Environment Court Class 5 - Criminal enforcement of alleged pollution offences and various breaches of environmental and planning laws	
	Total ongoing Class 5 matters before the Court (as at 19/07/2016)	0
	Total completed Class 5 matters (as at 19/07/2016)	0
	Costs from 1 July 2016 for Class 5 matters	$0.00

5.	Land and Environment Court Class 6 - Appeals from convictions relating to environmental matters	
	Total ongoing Class 6 matters (as at 19/07/2016)	0
	Total completed Class 6 matters (as at 19/07/2016)	0
	Costs from 1 July 2016 for Class 6 matters	$0.00

6.	Supreme Court of NSW – Contractual proceedings with WSN Environmental Solutions concerning South West Sydney Councils Resource Recovery Project	
	Total ongoing matters (as at 19/07/2016)	0
	Total completed (as at 19/07/2016)	0
	Costs contribution from 1 July 2016 for this matter	$0.00

7.	District Court of NSW – Appeals from the Local Court in respect of the Magistrate erred at law or severity of sentence imposed	
	Total ongoing matters (as at 19/07/2016)	0
	Total completed (as at 19/07/2016)	0
	Costs contribution from 1 July 2016 for this matter	$0.00

8. Local Court prosecution matters

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

Total ongoing Local Court Matters (as at 19/07/2016)	**3**
Total completed Local Court Matters (as at 19/07/2016)	**6**
Costs from 1 July 2016 for Local Court Matters	**$0.00**

File No:	LP08/16 – Penalty Notice Court Election
Offence:	Transport waste to unlawful waste facility
Act:	*Protection of the Environment Operations Act 1997*
Costs to date:	$0.00 – Matter being dealt with by Council's Legal and Policy Officer. Solicitor from Council's external panel to be instructed.
Status:	Ongoing – listed for hearing on 28 July 2016.
Progress:	The matter was before the Court for first mention on 24 May 2016 where the defendant entered a not guilty plea. The Registrar adjourned the proceeding to 28 July 2016 for hearing.

File No:	LP10/16 – Penalty Notice Court Election
Offence:	Neglect to comply with Chapter 7 requirement (failed to attend interview to answer questions regarding waste dumping incident)
Act:	*Protection of the Environment Operations Act 1997*
Costs to date:	$0.00 – Council's Legal and Policy Officer instructing external solicitor in this matter.
Status:	Ongoing – listed for hearing on 8 August 2016
Progress:	The matter was before the Court for first mention on 21 June 2016 where the defendant entered a not guilty plea. The Registrar adjourned the proceedings to 8 August 2016 for hearing.

File No:	LP14/16 – Penalty Notice Court Election
Offence:	Disobey no-stopping sign
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 without conviction/penalty
Progress:	The matter was before the Court for first mention on 28 June 2016 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:	LP15/16 – Charge matter
Offence:	Dog attack animal (cat)
Act:	*Companion Animals Act 1998*
Final Costs:	$87.00 – Matter dealt with by Council's Legal and Policy Officer.
Status:	Completed – Fine and Council costs order imposed
Progress:	The matter was before the Court for first mention on 12 July 2016 where the defendant, Stefan Hansen, made no appearance. The Magistrate granted Council's application for the matter to proceed in the defendant's absence and after hearing the evidence and submissions found the offence proved and convicted the defendant imposing a $1,000 fine and an order for Council's costs of $87.

File No:	LP16/16 – Charge matter
Offence:	Allow dog to escape premises where kept
Act:	*Companion Animals Act 1998*
Final Costs:	$87.00 – Matter dealt with by Council's Legal and Policy Officer.
Status:	Completed – Fine and Council costs order imposed
Progress:	The matter was before the Court for first mention on 12 July 2016 where the defendant, Stefan Hansen, made no appearance. The Magistrate granted Council's application for the matter to proceed in the defendant's absence and after hearing the evidence and submissions found the

	offence proved and convicted the defendant imposing a $500 fine and an order for Council's costs of $87.
File No: **Offence:** **Act:**	LP17/16 – Penalty Notice Court Election Stop on path/strip in built up area *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 - Fine and Court costs imposed
Progress:	The matter was before the Court for first mention on 5 July 2016, where the defendant, Manuel Jorge Andrade, entered a guilty plea. After considering the facts and submissions, the Magistrate found the offence proved and imposed a $106 fine and an order for $85 Court costs.
File No: **Offence:** **Act:**	LP18/16 – Penalty Notice Court Election Stop within 10-metres of intersection *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 - Fine and Court costs imposed
Progress:	The matter was before the Court for first mention on 5 July 2016, where the defendant, Pir Lin Tse, entered a guilty plea. After considering the facts and submissions, the Magistrate found the offence proved and imposed a $248 fine and an order for $85 Court costs.
File No: **Offence:** **Act:**	LP19/16 – Penalty Notice Court Election Disobey no-stopping sign (school zone) *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 - Fine and Court costs imposed.
Progress:	The matter was before the Court for first mention on 28 June, 2016 where the defendant, MD Ashraful Minhaz made no appearance. The Magistrate granted Council's application for the matter to proceed and after hearing the evidence

	and submissions found the offence proved and convicted the defendant imposing a fine of $200 and an order for Court costs of $85.
File No: **Offence:** **Act:**	LP20/16 – Penalty Notice Court Election Disobey no-stopping sign (school zone) *Road Rules 2014*
Costs to date:	$0.00 – Matter being dealt with by Council's Legal and Policy Officer in conjunction with the Police Prosecutor.
Status:	New Matter – listed for mention
Progress:	The matter is listed for first mention on 9 August 2016.

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 Advice Matters (as at 19/07/2016)	**0**
Costs from 1 July 2016 for advice matters	**$0.00**

10. Legal Costs Summary

The following summary lists the Planning and Environment Division's net legal costs for the 2016/2017 period.

Relevant attachments or tables	Costs Debit	Costs Credit
Class 1 Land and Environment Court - appeals against Council's determination of Development Applications	$3,709.50	$0.00
Class 1 and 2 Land and Environment Court - appeals against Orders or Notices issued by Council	$0.00	$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	$0.00	$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	$0.00	$0.00
District Court appeal matters	$0.00	$0.00
Local Court prosecution matters	$0.00	$0.00
Matters referred to Council's solicitor for legal advice	$0.00	$0.00
Miscellaneous costs not shown elsewhere in this table	$0.00	$0.00
Costs Sub-Total	$3,709.50	$0.00
Overall Net Costs Total (GST exclusive)	**$3,709.50**	

4.2 Shared services agreement to provide companion animal pound facility services for Camden Council

Reporting Officer

Manager Compliance Services

Attachments

Nil

Purpose

To seek Council's endorsement for Campbelltown City Council to pursue negotiations and to finalise a shared service arrangement with Camden Council to house, care for and re-home its impounded cats and dogs at the Campbelltown Animal Care Facility.

History

Camden Council currently uses Renbury Farm Animal Pound (Renbury) to care for, house and re-home its impounded cats and dogs.

Councillors would be aware that the owner of Renbury has made a decision to close the Renbury Farm Animal Pound. Most recent information suggests this will be by 1 December 2016, in lieu of October 2016, as originally proposed.

As a consequence, Campbelltown City Council was informally approached by Camden Council following the Renbury Farm closure announcement, regarding the possibility of entering into an arrangement to care for and house its impounded companion animals at the Campbelltown Animal Care Facility.

Liverpool City Council on 27 July 2016, resolved that it will undertake to operate Renbury Farm. It is understood Liverpool City Council will take up an offer of a two year lease of the facility from 1 December 2016.

Report

Given the pending closure of Renbury, Camden Council has indicated a preference to utilise the Campbelltown Animal Care Facility (ACF) on a temporary basis (approximately 2-5 years) for the housing, care and rehoming of their impounded cats and dogs, subject to the terms of a shared service agreement. This will provide an interim impounding facility for Camden Council whilst it considers options for the long term.

Camden Council impounds approximately 430 dogs and 230 cats per annum (based on 2014-2015 impounding statistics). Camden Council will require 20 dog pens and 12 cat enclosures to house its impounded animals, which will allow capacity to hold animals beyond the statutory holding period.

The shared service arrangement will necessitate an expansion of cat and dog holding facilities at the ACF. Camden Council has advised that with any shared service agreement it intends to fund costs for construction of the additional facilities. In addition, Camden Council will be charged an ongoing management fee to cover the operational expenditure associated with the caring for, housing and rehoming of Camden's impounded animals.

Having regard to the above, it is estimated that a minimum of two additional animal attendant staff will be required to care for the additional animals from the Camden Local Government Area. Additional staff may also be required to assist with associated office administration and promotion of animals lost and for sale, depending on the shared service arrangements.

It is understood that Renbury (under the current contract arrangements) will close as of 1 December 2016. The owner of the facility has offered contracted Councils the opportunity of an ongoing lease agreement for up to two years from 1 December 2016, where those Council/s would be responsible for staffing and operating the facility.

Liverpool City Council has since resolved to operate the facility (subject to successful lease negotiations) from 1 December for a further two years. Liverpool City Council has indicated there will be an opportunity for other Councils to access this facility for the period of its lease.

However, despite an opportunity for Camden Council to retain its animal housing facility at Renbury Farm beyond 1 December 2016, Camden has identified Campbelltown's Animal Care Facility as the preferred short to medium term option as it considers the facility to be of a high standard and conveniently located to serve the Camden community.

In light of the above, and in considering the lead time required to finalise necessary arrangements including the execution of a potential shared service agreement; the design and construction of additional animal housing; obtaining required development consent/ construction approval; and implementation of operational changes (including staffing), timing to finalise a satisfactory shared service agreement arrangement by 1 December 2016 is considered critical.

Importantly, both Camden and Campbelltown City Councils do not wish to co-house animals at the existing ACF prior to the completion of additional animal housing and shared service arrangements, particularly in recognition of the extreme pressure and adverse impact this interim arrangement would have on current euthanasia rates.

Conclusion

The proposed shared service agreement presents an excellent opportunity to trial a partnership between Camden and Campbelltown City Councils in the delivery of impounded animal housing, care and rehoming services for the Campbelltown and Camden communities. Additionally, it is considered that this collaborative arrangement would provide a solid foundation to inform any future discussions that may occur in relation to the establishment of a regional animal care facility servicing the wider Macarthur area.

Having due regard to the context of the report and the potential benefits stemming from regional collaboration, Council's endorsement to actively pursue negotiations to enter into a shared service agreement with Camden Council is recommended.

Given the potential timing constraints as identified in the report, it is also recommended that in the event Council wishes to pursue negotiations to enter into a shared service agreement the General Manager be given delegated authority to finalise the terms and conditions of a satisfactory shared service agreement, to achieve a timely outcome for this significant initiative.

In the event Council wishes to pursue negotiations to enter into a shared service agreement, it is also recommended that its prior resolution of 21 April 2015, relating to the invitation and consideration of tenders for the future operation of the ACF be stayed and revisited by way of a further report to Council following completion of shared service agreement negotiations with Camden Council.

Officer's Recommendation

1. That Campbelltown City Council work collaboratively with Camden Council to negotiate a shared service agreement for the Campbelltown Animal Care Facility to house, care for and rehome Camden Council's impounded cats and dogs.

2. That the terms of any shared service agreement be negotiated on the basis that it does not financially disadvantage Campbelltown City Council.

3. That authority be delegated to the General Manager to finalise the terms and conditions of a satisfactory shared service agreement as referred to in recommendation 1 above.

4. That Council's prior resolution of 21 April 2015, relating to the invitation and consideration of tenders for the future operation of the Animal Care Facility be stayed and revisited by way of a further report to Council following completion of shared service agreement negotiations with Camden Council.

Committee’s Recommendation: **(Lound/Oates)**

That the Officer’s Recommendation be adopted.

Amendment: **(Rowell/Thompson)**

1. That Campbelltown City Council work collaboratively with Camden Council to negotiate a shared service agreement for the Campbelltown Animal Care Facility to house, care for and rehome Camden Council's impounded cats and dogs.

2. That the terms of any shared service agreement be negotiated on the basis that it does not financially disadvantage Campbelltown City Council.

3. That authority be delegated to the General Manager to finalise the terms and conditions of a satisfactory shared service agreement as referred to in recommendation 1 above.

4. That Council's prior resolution of 21 April 2015, relating to the invitation and consideration of tenders for the future operation of the Animal Care Facility be stayed and revisited by way of a further report to Council following completion of shared service agreement negotiations with Camden Council.

5. That the current Rose Street, Campbelltown location be retained for the Animal Care Facility including any future consideration of the Animal Care Facility becoming a regional facility.

6. That a full report be presented to the November/December meeting of Council with the details of the following points:

   a) any refurbishments made to the Animal Care Facility to accommodate the relocation of Camden's animals including any costs.

   b) update the 2014 Therian report including costs, to bring the Animal Care Facility up to the *Companion Animals Act 1998* standards.

   c) write to appropriate Minister asking for a time frame as to when the draft *Companion Animals Act 2016* will be considered for legislation.

CARRIED on Casting Vote of Chairperson

A **Division** was called in regard to the Resolution for Item 4.2 - Shared services agreement to provide companion animal pound facility services for Camden Council with those voting for the Motion being Councillors Greiss, Matheson, Rowell and Thompson.

Voting against the Resolution were Councillors Hawker, Kolkman, Lound and Oates.

Council Meeting 16 August 2016 (Greiss/Rowell)

1. That Campbelltown City Council work collaboratively with Camden Council to negotiate a shared service agreement for the Campbelltown Animal Care Facility to house, care for and rehome Camden Council's impounded cats and dogs.

2. That the terms of any shared service agreement be negotiated on the basis that it does not financially disadvantage Campbelltown City Council.

3. That authority be delegated to the General Manager to finalise the terms and conditions of a satisfactory shared service agreement as referred to in recommendation 1 above.

4. That Council's prior resolution of 21 April 2015, relating to the invitation and consideration of tenders for the future operation of the Animal Care Facility be stayed and revisited by way of a further report to Council following completion of shared service agreement negotiations with Camden Council.

5. That the current Rose Street, Campbelltown location be retained for the Animal Care Facility including any future consideration of the Animal Care Facility becoming a regional facility.

6. That a full report be presented to the November/December meeting of Council with the details of the following points:

    a) any refurbishments made to the Animal Care Facility to accommodate the relocation of Camden's animals including any costs.

    b) update the 2015 Therian report including costs, to bring the Animal Care Facility up to the *Companion Animals Act 1998* standards.

    c) write to appropriate Minister asking for a time frame as to when the draft *Companion Animals Act 2016* will be considered for legislation.

Amendment: (Rowell/Greiss)

1. That Campbelltown City Council work collaboratively with Camden Council to negotiate a shared service agreement for the Campbelltown Animal Care Facility to house, care for and rehome Camden Council's impounded cats and dogs.

2. That the terms of any shared service agreement be negotiated on the basis that it does not financially disadvantage Campbelltown City Council.

3. That authority be delegated to the General Manager to finalise the terms and conditions of a satisfactory shared service agreement as referred to in recommendation 1 above.

4. That Council's prior resolution of 21 April 2015, relating to the invitation and consideration of tenders for the future operation of the Animal Care Facility be stayed and revisited by way of a further report to Council following completion of shared service agreement negotiations with Camden Council.

5. That a full report be presented to the November/December meeting of Council with the details of the following points:

    a) any refurbishments made to the Animal Care Facility to accommodate the relocation of Camden's animals including any costs.

    b) update the 2015 Therian report including costs, to bring the Animal Care Facility up to a standard that will accommodate all future impounding requirements including any associated issues that may impact on Council.

    c) write to appropriate Minister asking for a time frame as to when the draft *Companion Animals Act* will be considered for legislation.

WON and became the Motion

Council Resolution Minute Number 134

1. That Campbelltown City Council work collaboratively with Camden Council to negotiate a shared service agreement for the Campbelltown Animal Care Facility to house, care for and rehome Camden Council's impounded cats and dogs.

2. That the terms of any shared service agreement be negotiated on the basis that it does not financially disadvantage Campbelltown City Council.

3. That authority be delegated to the General Manager to finalise the terms and conditions of a satisfactory shared service agreement as referred to in recommendation 1 above.

4. That Council's prior resolution of 21 April 2015, relating to the invitation and consideration of tenders for the future operation of the Animal Care Facility be stayed and revisited by way of a further report to Council following completion of shared service agreement negotiations with Camden Council.

5. That a full report be presented to the November/December meeting of Council with the details of the following points:

    a) any refurbishments made to the Animal Care Facility to accommodate the relocation of Camden’s animals including any costs.

    b) update the 2015 Therian report including costs, to bring the Animal Care Facility up to a standard that will accommodate all future impounding requirements including any associated issues that may impact on Council.

    c) write to appropriate Minister asking for a time frame as to when the draft *Companion Animals Act* will be considered for legislation.

5. GENERAL BUSINESS

5.1 Phasing of Traffic Lights at the intersection of Kellicar Road and Tindall Street - Campbelltown

Committee's Recommendation: (Kolkman/Lound)

That Council request the RMS review and adjust the phasing of the traffic lights at the intersection of Kellicar Rd and Tindall St, Campbelltown and other traffic lights throughout the city.

CARRIED

Council Meeting 16 August 2016 (Greiss/Rowell)

That the Committee's Recommendation be adopted.

Council Resolution Minute Number 134

That the Committee's Recommendation be adopted.

5.2 200th Anniversary of Campbelltown's founding

Committee's Recommendation: (Kolkman/Lound)

That Council be provided with a report outlining how the 200th anniversary of Campbelltown's founding in 1820 will be celebrated.

CARRIED

Council Meeting 16 August 2016 (Greiss/Rowell)

That the Committee's Recommendation be adopted.

Council Resolution Minute Number 134

That the Committee's Recommendation be adopted.

5.3 Feasibility of Local Employment Incentives

Committee's Recommendation: (Kolkman/Lound)

That Council be provided a report outlining what Campbelltown City Council, independently or in partnership with State and/or Federal Government, can/should do to provide incentives for businesses to establish in our City and create local employment opportunities for our residents.

CARRIED

Council Meeting 16 August 2016 (Greiss/Rowell)

That the Committee's Recommendation be adopted.

Council Resolution Minute Number 134

That the Committee's Recommendation be adopted.

5.4 Secondary Access Point - Wedderburn

Committee's Recommendation: (Kolkman/Rowell)

That Council be provided a report identifying the best practical means of securing a second point of access to and from Wedderburn. The report to specifically explore the viability, with the in-principal support of Wollondilly Shire Council, of securing State Government agreement to the re-opening of the fire trail, informally and formerly known as Lysaght Road, as an unsealed local road.

CARRIED

Council Meeting 16 August 2016 (Greiss/Rowell)

That the Committee's Recommendation be adopted.

Council Resolution Minute Number 134

That the Committee's Recommendation be adopted.

Confidentiality Motion: (Kolkman/Rowell)

That the Committee in accordance with Section 10A of the *Local Government Act 1993,* move 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 Committee's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

CARRIED

21. CONFIDENTIAL ITEMS

21.1 Directors of Companies - Planning and Environment

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: -

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Motion: (Thompson/Lound)

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

CARRIED

There being no further business the meeting closed at 9.05pm.

G Greiss
CHAIRPERSON

ATTACHMENT 1

Matt Kean MP
Parliamentary Secretary for Treasury

Our Ref: D16/6847

JUL 26'16 07:32:47 RCVD

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

Dear Ms Deitz

Service NSW – Macarthur Service Centre

Thank you for your correspondence of 2 May 2016 to the Minister for Finance, Services and Property on behalf about Macarthur Service Centre. The Minister has asked me to respond to you on his behalf.

I acknowledge your comments about toilet facilities at Macarthur Service Centre, located in Gregory Hills.

I am advised that careful consideration was given to the provision of toilet facilities during the time of designing the Macarthur Service Centre. Like many other organisations, a decision was made to locate facilities in the staff area, for reasons such as health, safety and security. Customers may ask a staff member for access to the staff toilets and they will be escorted to them.

I am advised that public toilet facilities were not provided at the former Ingleburn and Campbelltown motor registries.

Thank you for your continued interest in Service NSW. Feedback such as yours is important in shaping the growth and future of Service NSW and I would like to thank you for taking the time to provide your comments.

If you wish to discuss this matter further, please contact Mr Ben Johnson, A/Director, Corporate Relations at Service NSW, on 8059 2162 or ben.johnson@service.nsw.gov.au.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Matt Kean MP
Parliamentary Secretary for Treasury
15.7.16

GPO Box 5341 Sydney NSW 2000
Phone: 02 8574 6900 Fax: 02 8574 6901 Email: office@perrottet.minister.nsw.gov.au

ATTACHMENT 2

campbelltown
city council

2 May 2016

The Hon Dominic Perrotet MP
Minister for Finance and Services and Property
GPO Box 5341
SYDNEY NSW 2001

Dear Minister,

Facilities at Service NSW Centre Gregory Hills

As you are aware, Campbelltown City Council has, and continues to, oppose the closure of the Roads and Maritime Services Registry offices located at Ingleburn and Campbelltown.

With the new Service NSW Centre at Gregory Hills now operational, Council has been contacted by concerned residents regarding the provision of toilet facilities at the new centre.

At the Council meeting on 19 April 2015, Council resolved to:

" ....write to the Minister for Finance and Services requesting the provision of toilet facilities at the Gregory Hills Service NSW Centre and that a copy of the letter also be sent to Member for Camden, Mr Chris Patterson MP, Member for Macquarie Fields, Mr Anoulack Chanthivong MP and Member for Campbelltown, Mr Greg Warren MP."

Also, attached for your information is a recent article from the Macarthur Chronicle which highlights the community concerns regarding the Service NSW Gregory Hills Centre facilities.

Having regard to the above, it is urgently requested that the Minister review the provision of toilet facilities at the Gregory Hills Service NSW Centre.

If you require any further information please contact Mr Michael Sewell, Director Business Services on 4645 4663.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Lindy Deitz
General Manager

Civic Centre Queen Street Campbelltown PO Box 57 Campbelltown NSW 2560 DX5114
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ABN 31 459 914 087

GREGORY HILLS

Loo needed urgently

Failure to provide public toilets at Service NSW a disaster, says elderly customer

Kimberley Calnes

THE *Macarthur Chronicle* is calling on the State Government to install public toilets at Macarthur Service Centre as a matter of urgency.

The community has demanded public toilets at the new Service NSW centre at Gregory Hills as part of our Go Macarthur campaign.

We don't believe residents who have travelled long distances to the new centre should have to hang on.

Nor should they have to seek out amenities at nearby stores

Leumeah resident Alex Clark, 85, was told to go to Masters Home Improvements, which is a 190m walk, or McDonald's, 270m away.

"It takes me at least 20 minutes to get there and then there are no public toilets," Mr Clark said.

"Quite frankly the move to Gregory Hills was not in everyone's interest and the failure to plan public bathroom facilities for those having to travel to the centre is a complete disaster.

"We have an ageing population in the Macarthur region and all of those who wish to continue driving will be forced, at some time, to travel to the centre at Gregory Hills.

"Ageing populations are subject to a greater variety of ailments which will be sorely tested if there are no public bathroom facilities provided at this centre."

The one-stop shop at Steer Rd, which followed the closure of Roads and Maritime Services offices at Campbelltown, Ingleburn and Narellan last year, is one of the biggest Service NSW stores.

It has 18 counters, 24 self-service kiosks, four driver-testing stations, concierge counters and free Wi-Fi.

Mr Clark said he had written a letter to NSW Finance and Services Minister Dominic Perrottet but failed to receive a reply.

"They (Roads and Traffic Authority centres) were always very close to shopping centres. There are no shops near the Gregory Hills centre," he said.

"I won't let this rest. It's a requirement to provide a toilet. It's just infuriating."

After the publication of the *Chronicle*'s report "One-stop shop shortfall" on April 12, Campbelltown Council decided to write to the Mr Perrottet requesting the provision of toilets at the centre and send a copy of the letter to local MPs.

"Under extreme circumstances, there can be and will be toilets made available," Camden state Liberal Chris Patterson said.

"There are quite a few toilets around the precinct."

Alex Clark, 85, is appalled there are no public toilets at the Macarthur Service Centre in Gregory Hills.
Picture: Robert Pozo

READERS' FURY OVER NO TOILET

There should be toilets in the block for all patrons of the shops there. I was at the pet store yesterday and had to leave to go find a toilet. I was planning on going to the pet store then to Paul's Warehouse but left when there was no toilets available in the complex so they missed out on my spend. I went elsewhere to buy my items.
Teresa Bateup

First they move everything to a place that some of us need to catch two buses and a hefty walk with our walking frames (to get there). Then when we get there (there are) no toilets. Oh then we need to get home ... all day and no bathroom.
Sandra Chilcott-Smith

What happens when and if Masters closes? When the motor registry was at Campbelltown, they had a toilet there. If you needed to go, you ask the staff and they would kindly let you use it.
Cheryl Grimshaw

Basically inaccessible via public transport for folks with a physical disability. How are the elderly supposed to update photo identification unless they have someone to take them? A couple of disabled parking spots and no bathroom in an out-of-the-way place is not an improvement. This is supposed to be a service provider. There is no choice as to whether we are customers or not. Access is essential, what a joke!
Sharon Lyons

They should build a toilet block just like they have in shopping centres. To keep it clean could be a job for Work for the Dole.
Linda Hauptmann
Chronicle Facebook

6.2 Parliamentary Secretary for Corrections, Emergency Services, Veterans and the Centenary of ANZAC

Attachments

1. copy of letter to Council from Parliamentary Secretary for Corrections, Emergency Services, Veterans and the Centenary of ANZAC (contained within this report)
2. copy of letter from Council to the NSW Premier (contained within this report)

Response to Council's letter regarding opposition to the proposed Super Max Gaol.

Officer's Recommendation

That the letter be received and the information be noted.

Council Meeting 16 August 2016 (Rowell/Lake)

That the letter be received and the information be noted.

Council Resolution Minute Number 131

That the letter be received and the information be noted.

ATTACHMENT 1

Daryl Maguire MP
Parliamentary Secretary for Corrections,
Emergency Services, Veterans and The Centenary
of ANZAC

IM16/17970
MLU16/00987

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

JUL26'16 07:32:26 RCVD

Dear Ms Deitz

I refer to your letter of 5 June 2016 to the Hon Mike Baird MP, NSW Premier, on behalf of Campbelltown City Council, opposing the construction of a new correctional centre in the Wollondilly area. Your letter was referred to the Hon David Elliott MP, Minister for Corrections, for direct response to you. The Minister has asked me to reply on his behalf.

Council's concern about the construction of a new correctional centre in the Wollondilly area is noted.

I can advise the NSW Government is looking for a suitable site for a new correctional centre to replace Long Bay Correctional Complex (Long Bay) which is not conducive to delivering contemporary correctional outcomes. Given that many of the facilities at Long Bay are more than a century old, with limited capacity for upgrade due to the heritage significance of the site, alternatives will need to be considered in the future.

As any new gaol to replace Long Bay will need to be built in the Greater Sydney area, the NSW Government is looking at potential sites in Sydney's south west. A new prison would not only enable better delivery of programs and services to inmates, but would also help to alleviate the problems resulting from the increasing inmate population, and create significant job opportunities in the area.

No decision has been made on the size and location of the replacement prison. Should a suitable site be found, there will be consultation with the relevant community bodies.

Corrective Services NSW will continue to fully utilise Long Bay for the foreseeable period.

I trust the information provided is of assistance.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Daryl Maguire MP
Parliamentary Secretary

July 2016

GPO Box 5341, Sydney NSW 2001
Phone: (61 2) 8574 6290 Email: office@elliott.minister.nsw.gov.au

ATTACHMENT 2

campbelltown
city council

5 June 2016

The Hon. Mike Baird MP
NSW Premier
GPO Box 5341
Sydney NSW 2001

Dear Premier

Opposition to Super Max Gaol

I refer to the above matter, and advise that at Council's meeting held on Tuesday 17 May 2016, Council resolved:

1. That Council write to the Premier, the Hon Mike Baird and the Minister for Corrections, David Elliott, opposing the plan to build a Super Max Gaol in the Macarthur region.
2. That Council write to Mr Jai Rowell MP, Member for Wollondilly and Mr Greg Warren MP, Member for Campbelltown, thanking them for their public stance opposing the Super Max Gaol and seeking their written support for Council's position in this matter.

Council opposes the proposed plans to establish a Super Max Gaol in the Wollondilly area which has been reported to have the capability of housing 5000 inmates.

Whilst Council understands there is increasing demand for correctional facilities within New South Wales, the recent sudden announcement of the proposed facility has generated significant concerns and opposition within the local community.

Given that the NSW Government has identified South West Sydney as the most significant growth area in metropolitan Sydney for the next 20 years, with new urban release areas at the South West Growth Centre, Mount Gilead and Menangle Park, Wilton Junction as well as significant business centre renewal along the T2 Southern Rail Line, the Government's recent announcement of the proposed Super Max Gaol is entirely incompatible with the future growth planned for the region.

Campbelltown City Council has successfully worked in partnership with the NSW Government regarding future urban growth plans and land release areas within the region and is extremely concerned that local councils and communities in the Macarthur region have not been consulted regarding this proposal.

If you require any further information please contact Michael Sewell Director Business Services on 02 4645 4662.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Lindy Deitz
General Manager

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

6.3 NSW State Emergency Services

Attachments

Copy of letter from the NSW State Emergency Services (contained within this report)

Thanking Council for its continued support during the flood and storm operations in June 2016.

Officer's Recommendation

That the letter be received and the information be noted.

Council Meeting 16 August 2016 (Thompson/Borg)

That the letter be received and the information be noted.

Council Resolution Minute Number 132

That the letter be received and the information be noted.

ATTACHMENT 1

NSW STATE EMERGENCY SERVICE

Thursday 30 June 2016

Campbelltown City Council
PO Box 57
CAMPBELLTOWN NSW 2560

JUL12'16 07:40:03 RCVD

Dear General Manager,

RE: Thank you for your continued support during recent storm events

On behalf of the NSW State Emergency Service (NSW SES), Sydney Southern Region, I would like to express my sincere appreciation of your support to the NSW SES Volunteers of the Campbelltown Unit during the recent Flood and Storm Operations in June 2016.

This event caused a significant impact on the local community of Campbelltown and surrounding areas. Our volunteers worked tirelessly to assist the community, to recover from these impacts and this could not be achieved without your support and that of your colleagues.

This event produced in excess of 3000 Requests for Assistance (RFA) across Sydney Southern Region with 272 RFAs in the Campbelltown LGA alone.

I would like to take this opportunity to thank you and your colleagues for their continued support to the NSW State Emergency Service and look forward to working with you again in future events.

Kind Regards,

SIGNATURE HAS BEEN REMOVED

Samantha Colwell
Region Controller

NSW GOVERNMENT

SYDNEY SOUTHERN REGION
HEADQUARTERS
4 148-150 Canterbury Road, Bankstown NSW 2200
PO Box M54, Manahan 2200
P (02) 9766 9000 F (02) 9766 9060
E ssr.admin@ses.nsw.gov.au
www.ses.nsw.gov.au
ABN: 88 712 649 015

6.4 Replacement of Firefighting Truck

Attachments

1. copy of letter from NSW Fire and Rescue (contained within this report)
2. copy of letter from Council to the Minister of Emergency Services (contained within this report)

Response to Council's letter regarding the proposed replacement of the 37 metre Bronto Firefighting Truck.

Officer's Recommendation

That the letter be received and the information be noted.

Council Meeting 16 August 2016 (Lake/Mead)

That the letter be received and the information be noted.

Council Resolution Minute Number 133

That the letter be received and the information be noted.

ATTACHMENT 1

For Official Use Only

NSW GOVERNMENT | Fire & Rescue NSW

JUL15'16 08:33:25 RCVD

File Ref. No: FRN15/1435
TRIM Ref. No: D16/53674

Mr Paul Hawker
PO Box 57
Campbelltown NSW 2560

8 July 2016

Re: Fire & Rescue NSW (FRNSW) changes to fire service resources in the Campbelltown area

Dear Mayor Hawker,

I wish to inform you that FRNSW as a leading and best practice fire and rescue service, continuously review its service delivery to safeguard people, property and the environment from fires, emergencies, natural and human caused disasters. This ensures our services remain relevant, reliable and keep pace with community and Government expectations.

A risk based review of service delivery in south western Sydney has identified improvements can be achieved in addressing local hazards with changes to the resources allocated to St Andrews Fire Station. Specifically these changes are the replacement of the 37 metre Aerial Ladder Platform (ALP) with a 15 metre Aerial Pumper (AP) and 9000 litre Compressed Air Foam System (CAFS) Tanker in the second half of 2016.

If you wish to discuss the FRNSW resource strategy for south western Sydney please don't hesitate to contact the Area Commander for Metropolitan South Chief Superintendent Craig Brierley on (02) 9587 9605 and we will organise a meeting between us to further explain the strategy.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Assistant Commissioner Rob McNeil
Director Metropolitan Operations
Fire & Rescue NSW

Fire & Rescue NSW | **ABN** 12 593 473 110 | **www.fire.nsw.gov.au**
Corporate Head Office | PO Box A249, Sydney South NSW 1232 | **T** (02) 9265 2999 **F** (02) 9265 2979

For Official Use Only

ATTACHMENT 2

28 June 2016

The Honourable David Elliott
Minister for Emergency Services
Level 33
1 Farrer Place
SYDNEY NSW 2000

Dear Minister

St Andrews Fire Station - Replacement of Firefighting Truck

A Notice of Motion was discussed at Council's meeting of 21 June 2016 regarding the replacement of a Bronto 37 metre ladder firefighting truck at the St Andrews Fire Station.

It was resolved: *That Council write to you advising of Council's opposition to the removal of the truck and to request that any future replacement be with a like-for-like firefighting truck.*

It would be appreciated if you would consider Council's request and advise us of your determination at your earliest convenience.

If you require any further information with respect to this request, please contact Council's Director City Delivery, Wayne Rylands, on 4645 4637.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Jeff Lawrence
Acting General Manager

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

Both Eric and Mandy are proud and vocal supporters of the Campbelltown community. The passion they display for the city and its residents is genuine and authentic; their hearts are entrenched in Campbelltown and the wider Macarthur region.

On behalf of Campbelltown City Council and the local community, I would like to present Eric Kontos and Mandy Perrin with a Community Service Award each to thank them for their considered efforts to showcase the best of what our city has to offer. May their excellent work continue for many more years to come.

Recommendation

That the information be noted.

Council Meeting 16 August 2016 (Hawker)

That the information be noted.

Council Resolution Minute Number 129

That the information be noted.

Reports of the Community Services Committee Meeting held at 5.30pm on Tuesday, 9 August 2016.

APOLOGIES

ACKNOWLEDGEMENT OF LAND

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

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Minutes of the Community Services Committee held on 9 August 2016

Present

Councillor T Rowell (Chairperson)
Councillor G Brticevic
Councillor W Glynn
Councillor D Lound
Councillor M Oates
Councillor R Thompson
General Manager - Mrs L Deitz
Acting Director Community Services - Mrs J Uluibau
Director Strategy - Mr J Lawrence
Manager Communications and Marketing - Mrs B Naylor
Manager Community Resources and Development - Mr B McCausland
Manager Cultural Services - Mr M Dagostino
Acting Manager Education and Care Services - Ms G Vickers
Manager Healthy Lifestyles - Mr M Berriman
Manager Library Services - Mr G White
Manager Technical Services - Mr K Lynch
Executive Assistant - Mrs J Worden

Apology

(Rowell/Oates)

That the apology from Councillor Matheson, be received and accepted.

CARRIED

Acknowledgement of Land

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

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

1. COMMUNICATIONS AND MARKETING

1.1 National General Assembly of Local Government, Canberra

Reporting Officer

Manager Communications and Marketing

Attachments

Campbelltown City - Right Place Right Time Right Now brochure (contained within this report)

Purpose

To update Council on the recent trade exhibition at the National General Assembly in Canberra from 19 to 22 June 2016.

Report

Following the announcement of a new structure, Council recognised that it must develop a more formal approach and involvement in the economic and business development of the city, and needs to play a role in securing new and strategic investment into local job creation to help make Campbelltown a more sustainable community in the longer term.

The promotion of Campbelltown to key business networks is a strategic area of economic development work for Council to drive a greater metropolitan, state-wide and national recognition of Campbelltown as a place for business to invest.

The 2016 National General Assembly of Local Government presented itself as an opportunity to raise the profile of Campbelltown City at a national level, with up to 800 representatives attending from local councils across Australia. The theme for this year's event was Partners in an Innovative and Prosperous Australia, and included looking at the role that local government has in local economics.

With tourism identified as a major, yet untapped opportunity for Campbelltown, it was considered the event would be a chance to highlight the liveability aspects of the city and its surrounds, to drive further enterprise development and employment creation.

The Australian Local Government Association, who organises the National General Assembly of Local Government, has a strategic priority of building capacity and sustainability in local communities, improving natural and built environmental outcomes, enhancing regional development and boosting local productivity - which ties in with outcomes Council is driving towards.

Council took a stall in the trade exhibition space for the duration of the National General Assembly of Local Government, which was ideally located near the entry/exit point of the conference area. Staff coordinated a custom fit-out of the stall, similar to what was developed for the UDIA conference earlier in the year, so the style was consistent. It was noted by the event organisers that Campbelltown City Council was the first local council to take a stall at the trade exhibition. There were approximately 40 stalls in total.

A new brochure was developed internally with a focus on Campbelltown as a destination, titled 'Campbelltown City – right place, right time, right now'. The brochure complemented other documents developed by staff for previous events, as well as the recently released feature on Campbelltown through the Western Sydney Business Access publication.

There was a lot of interest from conference attendees and other stallholders in the Council stall, with approximately 60 to 70 showbags which contained the marketing collateral handed out across the event. Conversations with several stallholders have led to particular project opportunities including:

- a proposal for an RV park in Campbelltown that is managed by the Campervan and Motorhome Club of Australia Ltd
- partnership opportunities for greenfield development sites like Macarthur South with the Clean Energy Finance Corporation
- a case study opportunity for Council with the Australian Urban Research Infrastructure Network (AURIN) to highlight modelling and analytical information to support policy, infrastructure and decision making
- a Campbelltown City feature in the October edition of LG Focus, a national local government publication. This will be published just prior to the LGNSW annual conference in October, where Council is also taking a trade stall.

The National General Assembly of Local Government was a beneficial experience, and one which provided an opportunity to profile Campbelltown City and all the benefits it has of being a Regional City Centre. With a number of potentially strategic connections made during the event due to the stall, it showcased the City to a national audience and resulted in a lot of positive attention.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: **(Glynn/Lound)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 138

That the Officer's Recommendation be adopted.

ATTACHMENT 1

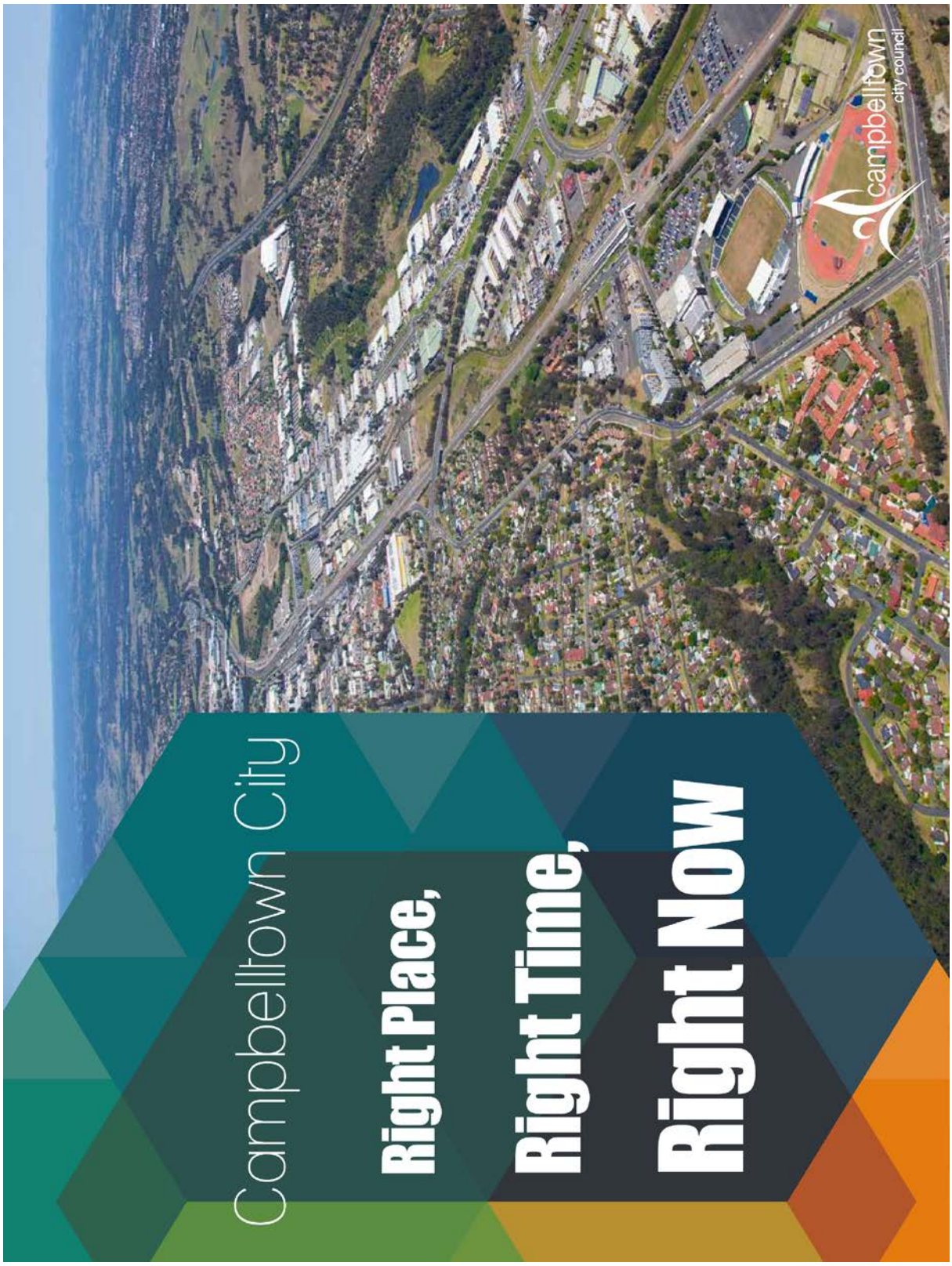

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Image: Campbelltown Japanese Gardens

DISCOVER
CAMPBELLTOWN CITY
Campbelltown, located less than an hour south west of Sydney, is at the centre of one of the most significant current and future growth corridors in NSW.
As one of only three Regional City Centres outside of Sydney CBD and Parramatta, Campbelltown is a major economic and social entity, with the ability to attract a range of new business, government, health, cultural, retail and recreational opportunities to support the growing population of Macarthur and Greater Sydney.
A changing city, Campbelltown is experiencing a hive of new activity. The city has unlimited opportunities for people who are looking for a community where they can live, work, play and invest – all in the one area.
Campbelltown is developing into a city that is a metropolitan destination in its own right; a destination of choice; a destination where people want to be.
Campbelltown is the place to live, learn, play and grow.

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Image: Campbelltown Visitor Centre

Our city
A population anticipated to grow from 158,941 today towards approximately 300,000 by 2036 and more into the future.
The city has enormous connectivity with seven railway stations on the Sydney to Melbourne rail line; easy access to M7, M31 and M5; and close proximity to Sydney International Airport and the proposed Western Sydney Airport.
47,260 local jobs in 2015*.
One in five people in Greater Sydney will live in the south west by 2031.
More than $438 million worth of building approvals in Campbelltown during the first seven months of the 2015/16 financial year, with almost half for non-residential developments**.
Campbelltown is the Regional City Centre for south west Sydney with the greatest potential for growth, one of only three city centres located outside of Sydney CBD and Parramatta.
CARGO
6

More than $2 billion in residential and non-residential building approvals in Campbelltown between July 2011 and January 2016**.
*source: National Institute of Economic and Industry Research 2015, compiled and presented by .ID The Population Experts
**source: ABS 2015, and Profile .ID The Population Experts
Images (L to R): Freight train; Construction worker; Ingleburn Library; Apartment construction Park Central.
Home to more than 8,000 businesses*.
More than 50,000 new dwellings being planned for Campbelltown LGA.
$5.3 billion contribution to the national economy (2015)*.
Currently more than 1,000 apartments subject to current DA on sites within Campbelltown CBD.
Campbelltown is accessible from everywhere:
• Sydney CBD – 45km (45 minutes)
• Sydney International Airport – 30km (30 minutes)
• Proposed Western Sydney Airport – 23km (20 minutes)
• Southern Highlands – 58km (45 minutes)
• Wollongong – 66km (50 minutes)
• Canberra – 230km (2 hours).

Our Regional City Centre

In December 2014, Campbelltown was designated a Regional City Centre by the NSW Government. As one of only three Regional City Centres outside of Sydney and Parramatta, Campbelltown is the capital of south west Sydney, meeting the higher order employment, service and facility needs of Sydney's most significant future growth corridor.

Jeff Lawrence, Council's Directory of Strategy, explains why the city was selected as a Regional City Centre.

"Campbelltown is a well-connected contemporary city centre and has a number of major riches such as Western Sydney University, the Campbelltown Public Hospital, the Clinical School of Medicine and the Campbelltown Arts Centre," said Jeff.

"Campbelltown is a centre where the city meets country. It's a distinctive destination of high amenity which makes it stand apart from other parts of Sydney and attract a range of visitors.

"With the appointment of Campbelltown as a Regional City Centre, Campbelltown City Council's vision for the future is one of a growing, changing, busy and friendly city, with buildings and public spaces that respect people and place, and embrace the natural environmental character that our community has come to cherish."

To achieve that vision, Council is putting plans in place to shape Campbelltown into a city that meets the needs of the growing population of the future.

"Campbelltown is growing into a metropolitan, national and international gateway," said Jeff. "We see businesses here pursuing excellence in sport, education, health and advanced manufacturing. We will be a city that will embrace change, innovation and technology, but at the same time, demonstrate proper respect for its natural and cultural heritage.

"A city which offers a range of opportunities to participate in culture, sport, learning, entertainment, and recreation, Campbelltown is proud to be Sydney's newest and most prosperous Regional City Centre."

Images (L to R): Campbelltown Stadium; Graduating student from WSU; Campbelltown Private Hospital

Images (L to R): Nurse health worker; WSU School of Medicine; Indigenous Guide, Dharawal NP.

Our community

The City of Campbelltown stands on the traditional lands of the Dharawal people. Today, Campbelltown maintains a large Aboriginal community, which is supplemented by a culturally diverse population. More than 28% of Campbelltown's residents are born overseas, with an increasing proportion of the community speaking a language other than English.

Campbelltown's cultural diversity is evidenced by the large variety of food stores and ethnic dining options available throughout the city, and is celebrated by the community with an annual calendar of vibrant events and festivals. These events not only add to the enrichment our city, but also foster a connected and inclusive community environment.

Campbelltown has a young dynamic population, with more than 50% of the population under 34 years of age, which provides a skilled and varied labour force. The city also has a large education sector, boasting some of the best performing schools in the state, as well as a range of quality tertiary education facilities including Western Sydney University (WSU) Campbelltown Campus and South West Institute of TAFE.

- WSU is ranked in the top two percent of universities worldwide
  (source: Times Higher Education World University Rankings, 2015)
- WSU Campbelltown Campus is the designated Integrated Health Hub of the Western Sydney Innovation Corridor
- WSU School of Medicine and Macarthur Clinical School are attracting and developing a high-quality, specialised clinical workforce.

Campbelltown's world class and expanding education sector provides a strong pool of talent for current and future businesses aiming to recruit an increasingly educated workforce.

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Profile piece: The Macarthur Clinical School

Construction of the $21 million, four-level Macarthur Clinical School of Medicine is underway, and is set to transform training for local medical students from Western Sydney University and the staff at Campbelltown Hospital.

The new state-of-the-art facility is a joint project of South Western Sydney Local Health District and Western Sydney University. It features a simulation laboratory, lecture theatre, offices, teaching spaces and a new patient clinic. The Clinical School will also improve the facilities for both students and hospital staff in the future, with the inclusion of the hospital library and a lecture theatre that will provide a larger space for key hospital education and training sessions than is currently available.

Professor Annemarie Hennessy AM, Dean of the School of Medicine, said the facility will provide innovative training opportunities for the future and current health workforce.

"Campbelltown is already a major training centre for doctors with the School of Medicine on the university campus, as well as the Schools of Health and Science and Nursing and Midwifery, and the new Macarthur Clinical School is only going to build on this already solid engagement," said Prof Hennessy.

"We have been working closely on this project with Campbelltown City Council and we look forward to sharing the benefits of the school with the wider community."

Image: WSU School of Medicine

Campbelltown is the hub of health and education services for south west Sydney

Campbelltown City Council General Manager, Lindy Deitz, said it was an exciting time for the partnership between Council and the university.

"We really value the contribution Western Sydney University makes to Campbelltown and the wider Macarthur region, and I'm pleased to see that what were once just plans on paper is now coming to life," Lindy said.

"Campbelltown is the hub of health and education services for south west Sydney, and we will continue to work alongside the university and hospital to further expand this reputation as our city continues to grow as an important metropolitan centre."

It is anticipated that the clinical school will be ready for the beginning of the 2017 academic year.

Campbelltown leads diabetes research

Internationally acclaimed diabetes researcher, Professor David Simmons, was awarded a National Health and Medical Research grant of more than $2 million to lead a gestational diabetes project from Campbelltown.

The trial is addressing an important health issue, especially in a growing community like the Macarthur region. Gestational diabetes mellitus (GDM) related pregnancy complications are reduced with treatment from 24-28 weeks pregnant. Many women are diagnosed and treated earlier without evidence of benefit and possible risk of harm. The purpose of this study is to investigate this existing scenario further.

Professor David Simmons joined the university in 2015, having moved from the Institute of Metabolic Science and Cambridge University Hospitals NHS Foundation Trust in the United Kingdom. He is the head of Endocrinology at Campbelltown Hospital.

Our lifestyle

Campbelltown's environment is characterised by a diversity of land uses and housing variety, ranging from contemporary, high-density urban developments around the railway stations, to rural bushland environments along the Georges River Corridor.

Between those areas and to the west, lie traditional low-density suburban neighbourhoods with a distinctive 'green' character. Major areas of broad-acre rural pastureland are located in the southern parts of the city and in the Scenic Hills which flank the western edge of the city's urban areas, helping to define the city's landscape setting.

Campbelltown City Council General Manager, Lindy Deitz, explains that the reason people choose to live in Campbelltown has changed over recent years.

"Once upon a time, Campbelltown was chosen merely for the fact that it was affordable, whereas now people are choosing it for the beauty and the attractions that the area has to offer," said Lindy.

"Campbelltown is preparing for a further 25 years of sustained population growth through new green-field subdivision and redevelopment of older urban areas at higher densities, within and around existing railway station based business centres, to reach an estimated total population in excess of 300,000 by 2036," said Lindy. "This population growth will see Campbelltown continue to be the economics, service and jobs focus for the Macarthur region."

Campbelltown has immense capacity to grow more houses, apartments, population, employment, facilities, and overall quality of life for people who choose to live and invest in Campbelltown. Residents can enjoy some of the most pristine natural surrounds on the doorstep of everything that comes with city living. This combination of relaxing lifestyle, a diverse blend of culture, open spaces and unique attractions makes Campbelltown the ideal place to call home.

Images (L to R): Macarthur Square Shopping Centre; Campbelltown Arts Centre Cafe

Profile piece: Stockland – building more than just houses

Australia's largest diversified property group, Stockland prides itself on creating places where people want to be.

With interests in retail centres, business parks, logistics centres, office buildings, residential communities and retirement living villages, Stockland has been investing in local communities since 1952 – including Campbelltown.

Steve Barlow, Residential Regional Manager, said investing in Campbelltown was a logical decision for the company.

"When we chose to concentrate our NSW residential business in the key growth corridors of the Sydney metropolitan market some four years ago, we gave due consideration in who to invest with and Campbelltown was ultimately the Council we chose," Steve said. "They don't want to just approve something for approval sake. They want to make sure that the community will use it, value it and benefit from it."

Stockland is currently making rapid progress on the next stages of its $1.2 billion, 350 hectare master planned community, Willowdale, in the heart of Sydney's South West Growth Centre. With more than 1,000 residential lots already sold, the completed development will be testament to the Stockland style of high quality homes.
Andrew Whitson, Residential CEO, said Stockland's diversified real estate development capabilities are what's helping them create well thought out communities.

"We've put a lot of thought into Willowdale to make the community a great place to live," explained Andrew. "The location has everything going for it, and we're investing millions of dollars in community infrastructure, including future neighbourhood shops, walking paths, cycleways, parks and playgrounds to make Willowdale a safe, fun and convenient place to live."

Macarthur Gardens Retirement Village is another high quality Stockland development that is setting a benchmark for quality and affordable retirement living in Campbelltown. Chosen for its location close to shopping, medical and transport facilities, the 10 hectare site is set within beautiful gardens and is home to more than 320 residents.

According to Steve Barlow, the future for Stockland in Campbelltown is looking very bright, thanks to the growth the area and its surrounds are experiencing.

"You've got a really strong population base that is growing at a very good number, you've got a council that supports quality projects and really partners with you to deliver those, and you've got infrastructure and investment, more broadly, that is supporting continued investment," said Steve.

Our open space

While Campbelltown is experiencing population growth, economic development and a hive of activity within the CBD and new land release areas, much emphasis is still placed on protecting the natural environment which Campbelltown is renowned for.

Campbelltown is surrounded by pristine, natural bushland and open spaces, including the Australian Botanic Garden Mount Annan. The immediate vicinity of Campbelltown also has the Dharawal National Park, a 65 square kilometre expanse of natural beauty and a major attraction for its walking and bike tracks, waterfalls and swimming spots.

Campbelltown City Council General Manager, Lindy Deitz, said that Council is committed to enhancing the rich natural and cultural heritage of the region.

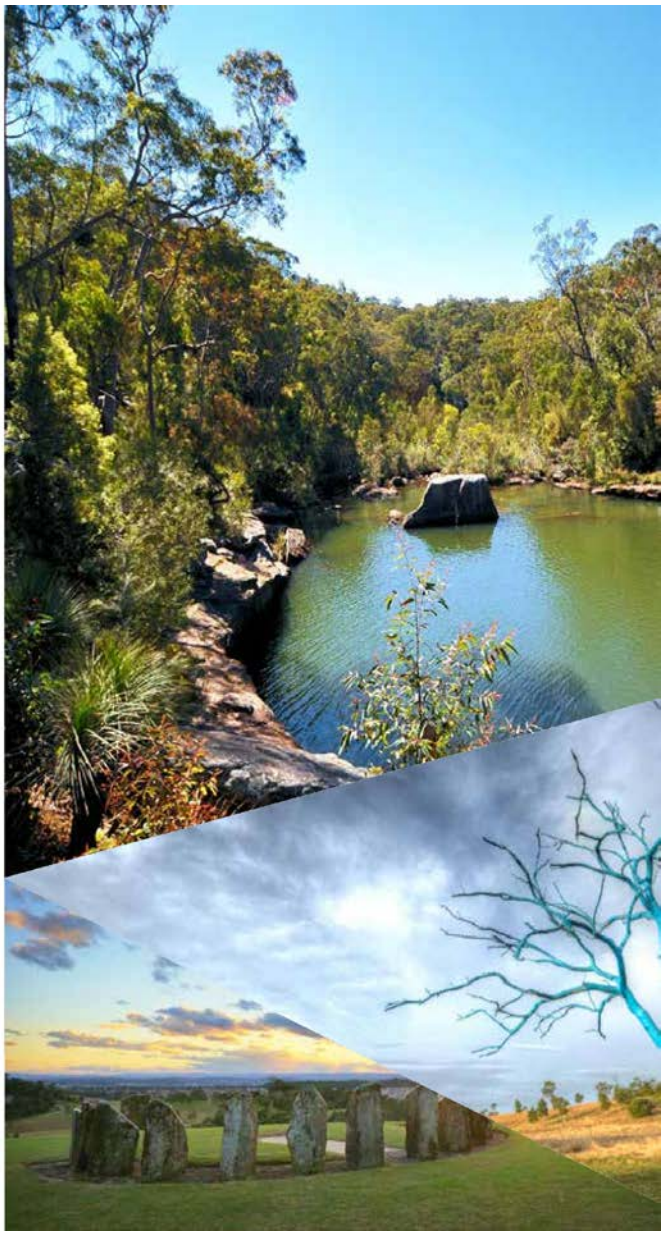
"Campbelltown's natural environment and open spaces offer a diversity of high quality recreational opportunities and experiences. Council's vision is to celebrate these highly valued assets, which contribute to the distinctive character and liveability of our contemporary city," said Lindy.

"We are implementing plans to balance the developing regional city centre with the protection of our natural areas and the provision for enhanced and more accessible open space networks. This balance is essential to ensure that we provide for community recreation needs, both now and into the future, while protecting biodiversity conservation and heritage values."

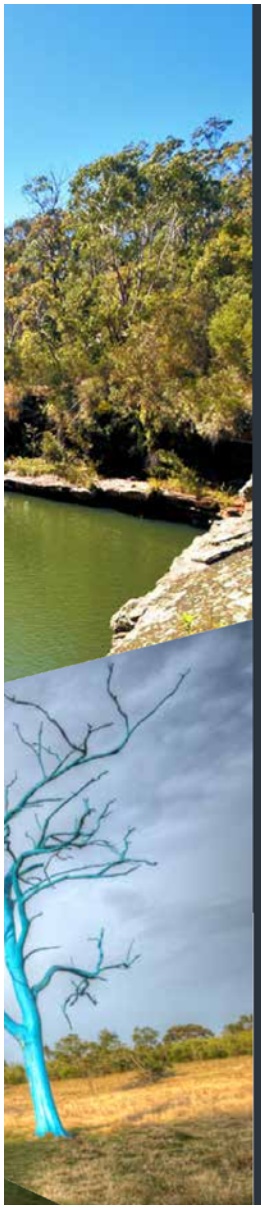
Campbelltown's location between the Nepean and Georges Rivers, and the large areas of bushland along the Georges River Regional Corridor which links to the Dharawal National Park, not only offers attractive green vistas from the central urbanised valley of Campbelltown, but many opportunities for locals and visitors to connect with nature.

"Campbelltown City truly is a city of choice in a natural environment," said Lindy.

Campbelltown has more than 340 parks and reserves located across the local government area



Images (CW from top): Minerva Pool, Dharawal NP; Blue Tree, Australian Botanic Garden; Sundial Hill, Australian Botanic Garden



Profile piece: Dharawal National Park

Dharawal was proclaimed a national park in 2012 following significant involvement from the Campbelltown community. It stands on the traditional land of the Dharawal Aboriginal people. Their long connection with this country, the land and waterways, and the plants and animals that live in it, feature in all facets of Aboriginal culture and are associated with Dreaming stories and cultural learning that is passed on today. The park protects several ancient Aboriginal sites, including drawings and axe-grinding grooves.

Dharawal National Park is the perfect antidote to city living. At 6,500 hectares, the park supports more than 500 plant species, and provides a home to a wide range of animals, including Koalas and Long-nosed Potoroos, Swamp Wallabies, Eastern Wallaroos, New Holland Honeyeaters and countless birds. The O'Hares Creek catchment, on the Register of the National Estate, is home to 17 vulnerable, rare or threatened species, and feeds the park's eucalypt forest, woodland, heathland, and sedgeland habitats.

Visitors to the park will experience many natural eco-systems including eucalypt and shale forests, stunted woodlands, windswept heath, patches of rainforest and extensive sedgeland among the scenic terrain. There are a number of different walking and riding tracks, as well as picnic facilities and scenic viewing platforms overlooking the escarpment and Minerva Pool waterfalls. And it's all just a stone's throw from Campbelltown CBD.

Profile piece: The Australian Botanic Garden, Mount Annan

The Australian Botanic Garden, Mount Annan is Australia's largest botanic garden, covering more than 416 hectares and featuring more than 4,000 species of native plants. Mount Annan, the native plant garden of the Royal Botanic Gardens and Domain Trust, was established more than 25 years ago and has attracted more than 2.4 million visitors since then. It features themed gardens with BBQ and picnic facilities, a café, walking tracks, a mountain bike trail and interactive sculptures such as the Sundial of Human Involvement, the Federation Flower Maze and Room with a View.

Since October 2013, the garden has also been home to the Australian PlantBank, a $20 million science and education facility which houses seedbank and research laboratories specialising in conservation, restoration and horticultural research. Visitors to the PlantBank gain insight into this facility, aided by award-winning interpretation.

The garden has become an increasingly popular green space. The size of the site and interesting variety of landscapes, has made it an important fauna refuge. More than 160 bird species have been seen in the garden, and native mammals such as the Wallaroo and Swamp Wallaby are commonly seen in their natural grassland habitat.

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Our culture and events

Campbelltown's culture is celebrated through an annual calendar of festivals and events, engaging the local community and attracting visitors from across greater Sydney.

Major events in the Campbelltown calendar include Ingleburn Alive, Riverfest, New Year's Eve celebrations and the Campbelltown City Festival of Fisher's Ghost, one of the longest running community events in Australia, having been staged since 1956.

The AnnanROMA Food and Wine Festival is another highlight of the region's event calendar. Held each autumn, the festival showcases local food producers, restaurants and wineries from the Macarthur region.

Campbelltown Arts Centre and Japanese Gardens, along with The Cube Exhibition Centre, are the entertainment heart of the city. Many exciting events, performances, concerts, workshops, exhibitions and expos are held at these venues throughout the year. While sporting enthusiasts get their thrills at the various festivals and sporting events held at Tabcorp Park, Menangle; Campbelltown Sports Stadium and Campbelltown Athletics Track.

Images (L to R): Colour Run, Tabcorp Park; Festival of Fisher's Ghost; Fisher's Kids; AnnanROMA Food and Wine Festival

Profile piece: Campbelltown Arts Centre – a cultural icon
AMP
BELL
TOWN
R.T.S
ENTRE
20

Campbelltown Arts Centre (CAC) is south west Sydney's major cultural service provider – a flagship cultural venue that is in a unique position to forge collaborative exchanges between artists, disciplines and communities.

CAC has undergone many incarnations over the past few decades. From its beginnings in 1988 as the Campbelltown Art Gallery, then re-launched in 2005 as Campbelltown Arts Centre, it aims to engage, inspire and respond to social issues and topics through the production of high quality contemporary arts and cultural programs.

Campbelltown City Council, along with the NSW State Government, has been an active partner in the development of this world class arts infrastructure and its delivery of programs to south west Sydney.

Director of Campbelltown Arts Centre, Michael Dagostino, ensures that the Centre is a national leader in the delivery of an expanding contemporary artistic program.

"As a cultural producer, we are dedicated to supporting artists in creating new works and expanding their practice," said Michael. "The Centre has forged an excellent reputation for presenting new and exciting works and secured our identity as a generator of high quality collaborations, partnerships and programs that span across local, national and international spheres."

Greater Sydney is one of the state's most rapidly changing regions and is now more culturally and economically diverse than ever before, with the Campbelltown area currently undergoing great change and expansive growth.

"Key to the success of the Centre has been our ability to engage, inspire and respond to social issues through the production of quality cultural programming that is relevant and important to our audiences," said Michael.

"We have generated solid and strategic partnerships that have forged long lasting relationships to benefit our communities and to strengthen the arts sector as an important social and economic driver within south west Sydney."

The Centre produces a range of arts projects that include new work commissions, artist residencies, publications, community projects, education and public programs. The artistic program is inspirational and challenging, and works across five program areas including visual arts, music, dance, live art and emergent practices. The programs encourage the examination of issues and events that influence and shape contemporary experience.

"The CAC looks to the future with great confidence," said Michael. "We have an amazing base from which we will strengthen our dialogue between artists and wider audiences. We will continue to explore opportunities for the broader community to engage with contemporary multi-disciplinary practice and develop new approaches to sustaining an ever growing regional creative eco-system."

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Our sporting home

Campbelltown is home to a number of world class facilities catering to elite sporting teams, as well as a range of sporting and recreational fields suitable for community groups.

Tabcorp Park Menangle, the largest harness racing track in Australiasia, has made its mark on the Australian harness racing scene and is now acclaimed as one of the best racing tracks in the world. The racing precinct hosts more than 100 meets a year, including the pinnacle race carnival on the Australasian harness racing calendar, the Miracle Mile, as well as a variety of annual exhibitions and community events.

The city is also home to Campbelltown Sports Stadium, one of NSW's premier football stadiums and an international standard athletics facility.

Campbelltown features three golf courses, including Macarthur Grange Country Club, Macquarie Links International Golf Club and Campbelltown Golf Club – the host location for the Golf NSW Foursomes Championships in November 2016 and 2017.

Image: Macquarie Links International Golf Club

23
Campbelltown has more than 50 sporting grounds throughout the city

Profile piece:

Campbelltown Sports Stadium – investing in the future

Since its establishment in 1970, Campbelltown Sports Stadium has developed into one of the state's premier sporting facilities – but its evolution won't stop there.

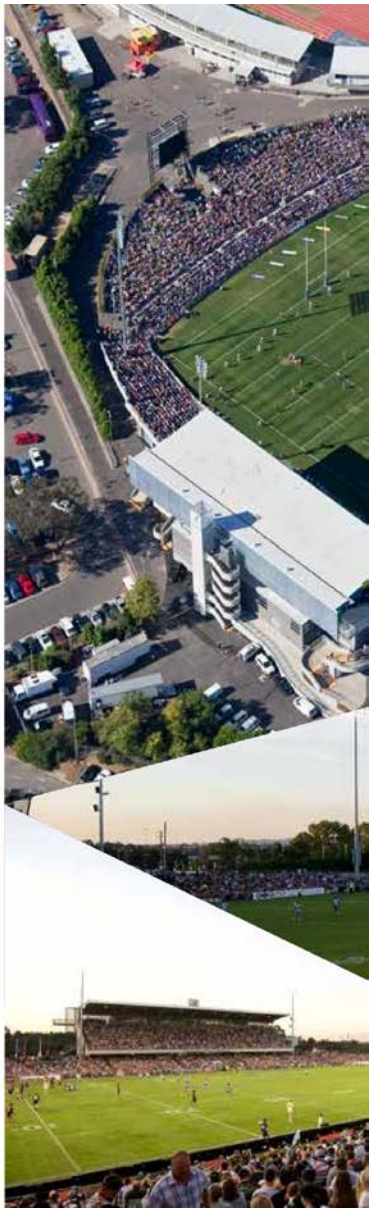
Mark Berriman, Council's Manager Healthy Lifestyles, said that in addition to the previous expansion and redevelopments of the stadium (previously known as Orana Park), Council is working with the State Government and other stakeholders to make more of the opportunity that is presented by the precinct.

"With its close proximity to the railway station, Council has proposed that the surrounding area be redeveloped over the next five to 10 years as a regional sporting, recreation and entertainment hub, which we envisage will be a catalyst for growth in services, retail, sporting and entertainment employment within the city," said Mark.

The stadium and adjacent athletics centre is already a major entertainment provider, having hosted a diversity of entertainment and sporting events. A regular host of local, regional, state and national level events, the stadium attracts an average of 55 individual events and more than 150 games of football on an annual basis. This brings more than 120,000 spectators to the area, as well as an additional 5,000 players, support staff and officials. Additionally, the adjacent athletics centre hosts more than 120 events annually, attracting more than 60,000 athletes from across NSW.

In recent times, the stadium has also attracted overseas teams who have come to Campbelltown to stay, train and play in the lead up to significant sporting events.

"In 2015 alone, Campbelltown attracted 11 teams from China, Oman, Qatar, Mexico and Myanmar for football (soccer) training camps and international friendly matches. This is in addition to the international rugby league matches involving the Cook Islands, Tonga, South Africa and Niue which were also played at the stadium," said Mark.



Sports, recreation and community infrastructure lie at the core of active, healthy and prosperous communities. The stadium is not only a lynch pin for sports within Campbelltown, but is also a driver for economic development across the city.

"Attendees at events and major sporting matches represent a significant boost to economic spend within the region," said Mark. "As an example, hosting national rugby league games generates more than 450 event-day jobs ranging from security, customer service, media, TV and venue operations, through to event coordination, entertainment, production and ticketing.

"Additionally, there is a whole multiplier effect, with economic benefits realised by businesses not normally associated with either sports or the stadium. Money spent within the city on a mix of additional services, whether it is accommodation, hospitality, transport, retail or entertainment, has a direct impact on the local economy. As an example, the Chinese Football team alone injected more than $200,000 into the local economy during their 10 day visit. This economic injection is consistent with other national and international teams that stay in Campbelltown.

"Already a major asset to Campbelltown City, the future possibilities for this sporting and entertainment precinct is hugely exciting," said Mark. "The combination of the stadium's current use, together with its potential for growth and enhancement, makes this precinct an ideal location to drive entertainment and investment for the city of Campbelltown into the future."

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Profile piece: Tabcorp Park Menangle – Australia's harness racing home

With world class facilities at Tabcorp Park Menangle, Campbelltown is the home of Australian harness racing, but the NSW Harness Racing Club is not resting on its laurels with more expansion plans in the wings.

Today, the Club, which contributes more prize money than any other harness racing club in Australia, holds more than 100 race meetings each year, including Australia's richest sprint race – the Miracle Mile – and many other internationally recognised races.

Incorporated in 1902, the Club was originally based at Harold Park Paceway in inner Sydney. In the 1950s, the Menangle Park site was purchased and in 2008, members voted in favour of the Board's recommendation to sell Harold Park and relocate the Club's entire operation to Menangle Park.

Chief Executive of NSW Harness Racing Club, Bruce Christison, said that in the years leading up to the decision to relocate, the Club undertook an extensive feasibility study to select the future site.

"Campbelltown, as expected, has become one of the most significant growth areas in the country and the Club was, and still is, excited by the opportunities this presents both now and in the future," Bruce said.

"The Club took into account the forecasted growth of the Campbelltown area, which was a major factor in the decision to relocate to Menangle Park. The growth that we have experienced, both as a Club and as a venue, has more than justified that decision."

Stage one of the development of the Menangle Park site commenced with the construction of a 1400m race track, the largest harness racing track in Australiasia. In December 2010, the Harold Park site was sold and all racing activities moved to the Menangle Park complex, now known as Tabcorp Park Menangle.

The Club then set about building international standard facilities including three grandstands, a 350 seat restaurant, outstanding function rooms, a state of the art television studio and world class stables.

"In 2015, when NSW hosted the World Driving Championship, we had the best drivers from all over the world competing throughout the state," Bruce said. "These entrants told the world that both the track and facilities at Tabcorp Park are better than any they have experienced."

In the years since the decision was made to sell the iconic Harold Park complex and base its future in the city of Campbelltown, the Club has invested more than $50 million in the site, which continues to develop as both a racetrack and entertainment complex.

"Recently, land adjoining the track was purchased and a permanent world class training complex has been established on the site," said Bruce. "These stables have already attracted 160 horses from throughout NSW, Victoria, Queensland and New Zealand, which is boosting employment and the economy in Campbelltown."

Late last year, the Club purchased the historic Menangle House site located nearby the race track, and has long term plans to develop a registered club, hotel accommodation and associated businesses as the area continues to grow.

"The long term objective is to establish an entire entertainment precinct, which will offer a wide variety of options for the rapidly increasing population of south west Sydney," said Bruce. "With many families looking for affordable housing options with accessibility to all areas of Sydney, the Campbelltown area is the ideal demographic for our rapidly growing business.

"The announcement to locate the second Sydney airport at Badgerys Creek, and the associated infrastructure this will entail, further demonstrates the foresight the Club had in selecting Campbelltown as the location for the NSW Harness Racing Club, and can only further increase the appeal of Campbelltown for commercial and residential potential."

Our recreation

Campbelltown is a one-stop destination – with high quality facilities, a multitude of recreational opportunities, diversity of culture and many unique attractions, it is not only a great place to live and work, but also a great place to visit.

Campbelltown City Council General Manager, Lindy Deitz, said it is the city's diversity that makes it stand out from the crowd.

"We have iconic heritage attractions, first-class sporting and cultural facilities, award-winning restaurants and spectacular bushland and national parks located only minutes from the city CBD," said Lindy.

"Campbelltown has so many places to visit and adventures to experience – experiences that are as vibrant and creative as those who live and work here. There is truly something for everyone to enjoy."

Heritage, history and character

Settled in the early 1800s, Campbelltown is a historically significant region that has developed into a dynamic and energetic city.

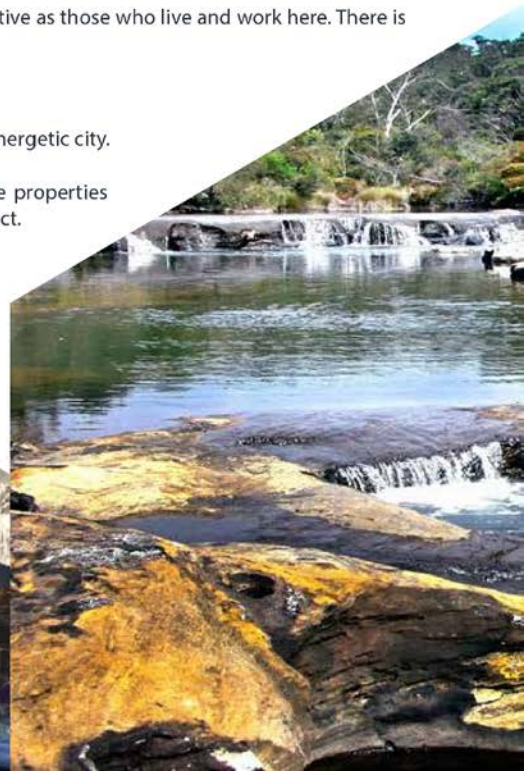
Rich in history and character, links to the city's colonial settlement are reflected in the large number of heritage properties scattered throughout the city, including Glenalvon House, Quondong Cottage and the Queen Street Heritage Precinct.

The city's innovative and dynamic arts scene is showcased at the Campbelltown Arts Centre which features an annual calendar of contemporary exhibitions and performances, as well as an interactive Sculpture Garden and tranquil Japanese Garden, complete with teahouse, koi fish and waterfalls.

Sport and racing

Campbelltown Sports Stadium and Athletics Track, together with Tabcorp Park Menangle, the headquarters for Harness Racing NSW, provide world-class facilities catering for both professional sporting associations and community groups.

Campbelltown's first class golf courses are a big drawcard for golfers of all standards. Whether a social player, or a professional contender, there are many fantastic courses to enjoy a round or two.



Images (L to R): Night food markets; Dharawal NP; Campbelltown Arts Centre; Campbelltown Heritage Precinct

Our natural bushland

Campbelltown's bushland surrounds offer a scenic escape from the city. Bordered by nature reserves and the Dharawal National Park, if you enjoy a bushwalk, picturesque lookouts or a relaxing picnic – there are plenty of places to escape to. Guided bushwalks are available and offer a specialised insight and interpretation of the local environment and Indigenous history.

The Australian Botanic Garden, Mount Annan, the largest botanic garden in the southern hemisphere, is also located in Campbelltown City. The garden is set on 416 hectares and features themed gardens, picnic areas, walking and cycling tracks, and the internationally significant research facility, The Australian PlantBank.

Shopping and dining

Macarthur Square Shopping Centre, one of the largest in the state, is the leading retail destination for the entire south west Sydney region, featuring an expansive dining and entertainment precinct, as well as boutique specialty shops and department stores. Another large shopping facility is Campbelltown Mall, operated by the Perron Group who is based in Western Australia. Retailing is a significant employer for Campbelltown and Council is working closely with local businesses such as this to ensure sustainable future growth, as well as increase employment opportunities for residents.

The city also provides the perfect opportunity to indulge in gourmet decadence, with a range of restaurants and cafes that offer an eclectic array of dining options. High teas, unique artisan gelato, and craft beers at the local boutique brewery are just some of the tastes on offer at one of Campbelltown's hidden culinary gems.

From hipster cafes that offer a funky and fresh vibe and innovative cuisine, to sophisticated fine dining with contemporary menus created by acclaimed chefs, every taste is catered for and you are sure to find something to awaken your palette and whet your appetite.

Something for everyone

More than you imagine and closer than you think, the region offers something for everyone. The combination of relaxing lifestyle, diverse blend of culture and unique attractions is what makes Campbelltown City an ideal destination to visit, live and play.

Profile piece: Rydges Hotel – a Campbelltown success story

In 2007, when Campbelltown Catholic Club announced that they were planning to build a four-and-a-half star hotel in Campbelltown, some claimed it would never work. However, Rydges Campbelltown has not only thrived, but recently announced a major $12 million expansion, exciting enough to silence any critic.

Campbelltown Catholic Club, the owner of the site, plans to take the hotel from 116 to 154 rooms, as well as expanding its conference facilities. The result? Rydges Campbelltown is set to become one of the largest hotels in south west Sydney.

Campbelltown City Council General Manager, Lindy Deitz, has described it as a wonderful success story for the city.

"Rydges Campbelltown is an asset not only to Campbelltown, but to the entire south west Sydney region.

"Campbelltown is transforming into a destination where people choose to visit for a number of reasons, including business, sport and recreation. The latest expansion of the hotel will place Campbelltown in a position to continue to cater for this increased visitation."

Catholic Club Chief Executive, Michael Lavorato, said the redevelopment of the existing public areas, restaurant and terrace is creating a buzz in the industry.

"During the past 12 months, the hotel – which includes OTIS Grill Bar with its own micro-brewery – has enjoyed an occupancy average of about 80 per cent, and is often booked out," Michael said. "Those figures put it on par with top accommodation in Parramatta, even nipping at the heels of Sydney CBD.

THE CUBE
"In February and March this year, the hotel hit a record occupancy rate of 100 per cent. The numbers are just blowing us away. The foundations for extension are already there, built as part of our master plan when we opened Rydges nearly nine years ago. We were always hopeful that there would be a business case to expand sometime in the future – but that time has come a lot earlier than we imagined."
The new accommodation tower has been designed by Scott Carver Architects, who were also the designers of Aquafit Leisure Centre, The Cube Entertainment Centre and the renovated Campbelltown Catholic Club – which are all located within the one destination precinct in the Campbelltown CBD.
Norman Arundel, Group General Manager - Rydges Hotels, is delighted with the success of the partnership with the Catholic Club.
"The new rooms and conference facilities will be an exciting addition and further capitalise on the hotel's enviable location, quality accommodation and food and beverage offerings," Norman said.
Brett Barlow, Rydges Campbelltown General Manager, said the strength of local corporate customers, plus a growing domestic and international leisure market, have helped.
"The added space was designed to cater for the booming conference and wedding market, a bedrock of our success, and we're already taking bookings for the new 200 seat venue," Brett said.
"The repeat business we are getting from corporate customers and other visitors would tell you they love the Campbelltown experience. The price point is an advantage, in that they're not paying city prices, but we are providing everything they would get in the city – minus the congestion."
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Our economic opportunities

Accessible and affordable land

The Campbelltown Local Government Area (LGA) has key land for residential, commercial and industrial development and redevelopment, located close to major road and rail transport networks, and available at competitive prices.

- Industrial rents (for LGA) $80 - $100/m2
- Commercial rents $150 - $250/m2
- Commercial property sale value $280 - $833/m2
- Median apartment price $410,000.

(Figures for Campbelltown CBD and industrial land – January 2016)

Campbelltown City has room to expand your business

There is huge potential for business growth, development and relocation to Campbelltown City.

With seven urban precincts located along the Glenfield to Macarthur rail corridor, plus 24 hectares of land to be utilised for employment within proposed release areas south of the LGA, as well as potential key locations for business parks, there is much opportunity to expand employment options for local people – something that Campbelltown City Council is very keen to achieve for the local community.

Campbelltown LGA currently has land zoned for the following purposes:

- 764 hectares of land zoned for employment and centre support purposes (land zoned IN1, IN2 and B5)
- 290 hectares of land zoned for business and commercial purposes (land zoned B1, B2, B3 and B4)
- 9,460 hectares of land currently zoned for residential purposes (land zoned R1, R2, R3, R4, R5 and B4), 77 hectares of which is zoned B4 Mixed Use and located in the Campbelltown and Ingleburn CBD areas.

Council's Director of Strategy, Jeff Lawrence, said that in addition to the number of services and facilities which are already a major drawcard for people looking to move to or invest in the area, Council wants to work with key stakeholders to further develop the city.

"Our vision is to position Campbelltown as a self-sustaining city, with access to the highest-level services, facilities and amenities, combined with a diversity of employment options available within the Regional City Centre," said Jeff.

"Council has a number of strategic land holdings located in Campbelltown CBD. It is proposed that future options for some of these sites will be considered by Council for their capacity to help shape the future of the Regional City Centre. We are also seeking to ensure that all future developments in the Campbelltown Precinct are complementary and work together to create a vibrant, livable, mixed-use centre."

Jobs jobs jobs

As the south west Sydney region continues to grow, Campbelltown City will have an ever increasing role in the provision of diversified employment opportunities.

Campbelltown City Council General Manager, Lindy Deitz, explains that eliminating the need to travel long distances for work is of primary importance for Council.

"Campbelltown will play a key role in providing the necessary jobs for the growing population in south west Sydney. It is one of Council's top priorities to develop Campbelltown into a '30 minute city'," said Lindy, "where residents can work and play within 30 minutes of their front door.

"We are putting plans in place to develop Campbelltown into a self-sustaining and resilient city. We have the amenities, infrastructure and educational institutions, and our next focus is on increasing the number and diversity of employment opportunities that are available to the community."

A forecast for the future

Campbelltown City Council General Manager, Lindy Deitz, said Campbelltown's recognition as a Regional City Centre will see the area continue to grow and prosper via development intensification along the rail corridor from Glenfield to Macarthur, and the release of new greenfield areas for urban development.

"In the rail corridor alone, it is estimated that at least 20,700 new jobs will be created by 2036, adding to the 47,260 jobs that already exist across the LGA," said Lindy.

In the Greater Macarthur Urban Land Release Strategy, released in September 2015 by the NSW State Government, the Menangle Park and Mount Gilead Priority Precincts have been earmarked for major metropolitan scale land release, and work is taking place now to coordinate the delivery of high level infrastructure that is necessary to support growth in the area.

"Within the Menangle Park and Mount Gilead Precincts, there are 24 hectares of land proposed to be utilised for employment. This equates to a new expected opportunity for an additional 6,800 jobs to be generated," said Lindy. "We want to make sure our community has access to high order facilities and employment close to their homes – there is a wide range of opportunities for us to achieve this, so it's really exciting."

Table: Projected growth – employment along the Glenfield to Macarthur Urban Renewal Corridor

Precinct	2021	2031	2036
Glenfield	380	770	970
Macquarie Fields	320	620	780
Ingleburn	1,750	3,250	4,000
Minto	860	1,570	1,900
Leumeah	895	1,550	1,880
Campbelltown	2,850	5,350	6,850
Macarthur	1,770	3,410	4,320
Total	*8,825*	*16,520*	*20,700*

Note:
The Glenfield to Macarthur Urban Renewal Corridor Strategy is currently being reconsidered due to the changes in the Glenfield precinct relating to the sale of land at Hurlstone Agricultural High School.

Profile piece: Breseight Group Australia

From humble beginnings as a contract tooling and job workshop, Breseight Group Australia has transformed into an internationally acclaimed, advanced manufacturing and engineering business with global connections. Founded in 1983, Breseight remains under the control of the two founding families (Cullen and Rix) and operates from a purpose-built facility in Ingleburn with 28 employees. With a long history in toolmaking, the business now has a diverse offering of advanced manufacturing and engineering products and services.

Managing Director, Kevin Cullen, recognised the need for the business to expand beyond its toolmaking origins if it were to thrive in the manufacturing industry.

"Traditional manufacturing in Australia has declined in recent years, and along with fellow Director, Tracy Rix and CEO, Marcos Perez, we wanted to ensure the sustainability of the business well into the future," Kevin said.

"We recognised that we needed to align with internationally recognised leaders in manufacturing, so in 2005, we partnered with German technology companies and introduced EOS 3D high-end printing into Australia for use with plastic and metal materials – and we haven't looked back."

Since then, Breseight has won design, development and supply contracts with companies such as Telstra, NBN, ResMed and Alcatel for a range of telecommunication and medical products, and they have transitioned from traditional base manufacturing into new industry sectors. Their latest creation, ImplaNav, was developed and tested in Campbelltown and is now being showcased across Europe. ImplaNav is an oral surgical navigation system focused on dental implant implantology and better patient health outcomes relating to areas such as osseointegration, trauma, oncology, edentulous (lack of teeth) and bone augmentation.

The company is also providing solutions for prostheses jaw reconstruction implants, and Patient Specific Instrumentation (PSI) solutions are also being sourced for leading Australian medical companies for ankle, knee, and hip reconstructions.

"We acknowledge that for manufacturing to exist in Australia in its own right, technology and innovation must be integrated and delivered organically with industry partners, including those in education," Kevin said.

"Some of today's fastest growing occupations require STEM (science, technology, engineering and maths) related skills and experience, so we need to enable opportunities for future training within the industry. We are working on a framework called 'dynamic learning 24/7' which will create an online platform for innovation in manufacturing and deliver home-grown, sustainable, environmentally considered, world class products and services.

"It's an exciting time to be in advanced manufacturing and Campbelltown is leading the charge."

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campbelltown
city council

2. COMMUNITY RESOURCES AND DEVELOPMENT

2.1 Revised Policy Report - Lowering of Flags

Reporting Officer

Manager Community Resources and Development

Attachments

Lowering of flags for the passing of significant members of the Aboriginal and/or the Torres Strait Islander Community Policy (contained within this report)

Purpose

To seek Council's endorsement on the lowering of flags for the passing of significant members of the Aboriginal and/or the Torres Strait Islander Community Policy.

History

The above mentioned policy was adopted by Council on 26 March 2013, and is due for review by 30 June 2016 in accordance with the Records and Document Management Policy.

Report

The abovementioned policy was reviewed in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.

The lowering of flags for the passing of significant members of the Aboriginal and/or the Torres Strait Islander community. The policy has been reviewed a minor amendment which has been highlighted in the attachment.

It is recommended that the policy be adopted and a new review date set.

Officer's Recommendation

1. That the lowering of flags for the passing of significant members of the Aboriginal and/or Torres Strait Islander Community Policy in attachment 1 be adopted.

2. That the Policy review date be set for 30 June 2019.

Committee's Recommendation: (Lound/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 138

That the Officer's Recommendation be adopted.

ATTACHMENT 1

campbelltown city council	**POLICY**
Policy Title	Lowering of flags for the passing of significant members of the Aboriginal and / or the Torres Strait Islander community
Related Documentation	Australian Flags Booklet 2006
Responsible Officer	Manager Community Resources and Development

Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.

Objectives

To provide consistent guidelines for the flying of flags and to ensure that the Australian flags are flown with dignity and respect.

Policy Statement

The flying of Australian flags is guided by the protocols outlined in the 'Australian Flags' booklet published by the Commonwealth of Australia in 2006. This publication provides guidance about who can fly the Australian National Flag, the dignity of the flag, flying and handling the flag and disposal of flags.

The protocols outlined in the booklet also include the correct way to fly the Australian National Flag with other Australian flags (including the Aboriginal flag) and the procedure for flying flags at half-mast.

Council recognises and follows the protocols outlined in the booklet.

1. In addition to this Council will arrange for the flying of flags at half-mast on the day of the passing of a significant member of the Aboriginal and / or the Torres Strait Islander community, and on the day of their funeral.

2. This will only occur on receipt of a request from the local representative body for Aboriginal and / or Torres Strait Islander people, the Tharawal Local Aboriginal Land Council or the Aboriginal Medical Service (Tharawal Aboriginal Corporation).

3. Where requests are received from individual members of the Aboriginal and/or the Torres Strait Islander community, Council would seek confirmation from Tharawal Local Aboriginal Organisation and/or any relevant Aboriginal organisation.

Effectiveness of this Policy

The Manager Community Resources and Development will review the Policy in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.

END OF POLICY STATEMENT

2.2 White Ribbon Accreditation

Reporting Officer

Manager Community Resources and Development

Attachments

Why White Ribbon Accreditation Matters to Your Business (contained within this report)

Purpose

To seek Council's approval for an application to undertake White Ribbon accreditation.

Report

White Ribbon is the world's largest movement of men and boys working to end men's violence against women and girls, promote gender equality, healthy relationships and a new vision of masculinity.

The vision of White Ribbon Australia is: "A nation that respects women, in which every woman lives in safety, free from all forms of men's abuse."

Campbelltown City Council currently convenes the Campbelltown Men's White Ribbon Group, which conducted a very successful series of events on White Ribbon Day in 2015. The Workplace Accreditation Program recognises workplaces that are taking active steps to prevent and respond to violence against women, accrediting them as a White Ribbon Workplace. Sixty five organisations in Australia have been accredited under this program including the City of Sydney and Blacktown City Council. Independent Assessors who are specialists with expertise in organisational development, business management, organisational change, quality improvement, gender equity and accreditation assess White Ribbon Workplaces against set criteria. Accreditation lasts for three years.

White Ribbon Workplaces are centres of respect and proactivity in relation to the safety of women in the workplace. The program is an award-winning initiative which is complementary to women's empowerment initiatives and strengthens the organisation's stance in relation to anti-bullying legislation. Undertaking the White Ribbon Accreditation program will have many benefits for Council including strengthening Council's preparation for the Safe Work NSW audit to be conducted in 2017.

Some of the benefits of accreditation identified by White Ribbon Australia are:
- improved office safety and morale
- improved work productivity and reduced absenteeism
- increased staff knowledge and skills to address this issue

- improved retention rates and lower staff turnover
- mitigation of risks
- improved reputation

Officer's Recommendation

1. That Council formally recognise and commit to addressing men's violence against women, whether inside or outside the workplace.

2. That Council apply to undertake the workplace accreditation program through White Ribbon Australia.

Committee's Recommendation: **(Lound/Oates)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

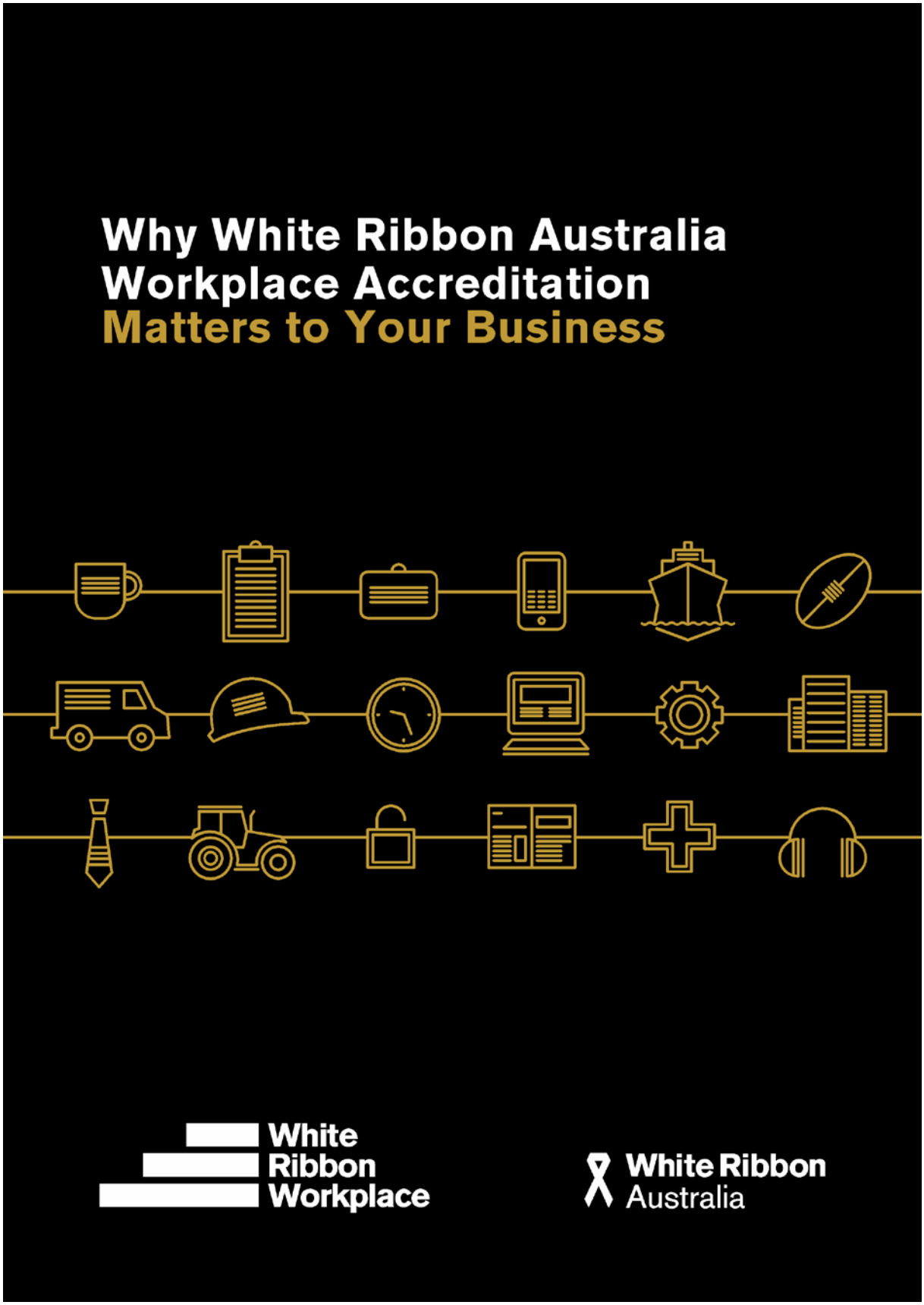
That the Officer's Recommendation be adopted.

Council Resolution Minute Number 138

That the Officer's Recommendation be adopted.

Councillor Mead asked for his name to be recorded in opposition to the resolution for Item 2.1 – White Ribbon Accreditation.

ATTACHMENT 1



Men's violence against women – whether it occurs in or beyond the workplace – impacts the health and safety of women at work, their wellbeing and productivity. It can also negatively impact the reputation of workplaces and bottom-line profit and loss.
Organisations become accredited to:
• prevent men's violence against women
• drive social change
• refine support offered to employees who are victims of violence
• showcase a workplace committed to equity and respect
• directly address and mitigate risk in terms of anti-bullying legislation
• 'walk the talk', aligning organisational values with action
• improve office safety and morale, and staff retention as a result
• reduce costs associated with HR claims and staff absenteeism.

White Ribbon Australia
Workplace Accreditation Program

2013 ACT PARTNERS in PREVENTION AWARDS

The Accreditation Program recognises workplaces that are taking active steps to prevent and respond to violence against women, accrediting them as a White Ribbon Workplace. It is an award-winning accreditation initiative.

The pilot was funded by the Australian Government Department of Social Services and developed and implemented by White Ribbon Australia.

What is involved?
The Program consists of 3 Steps:

1 Step 1: Recognition

The organisation formally recognises and commits to addressing men's violence against women, whether inside or outside the workplace.

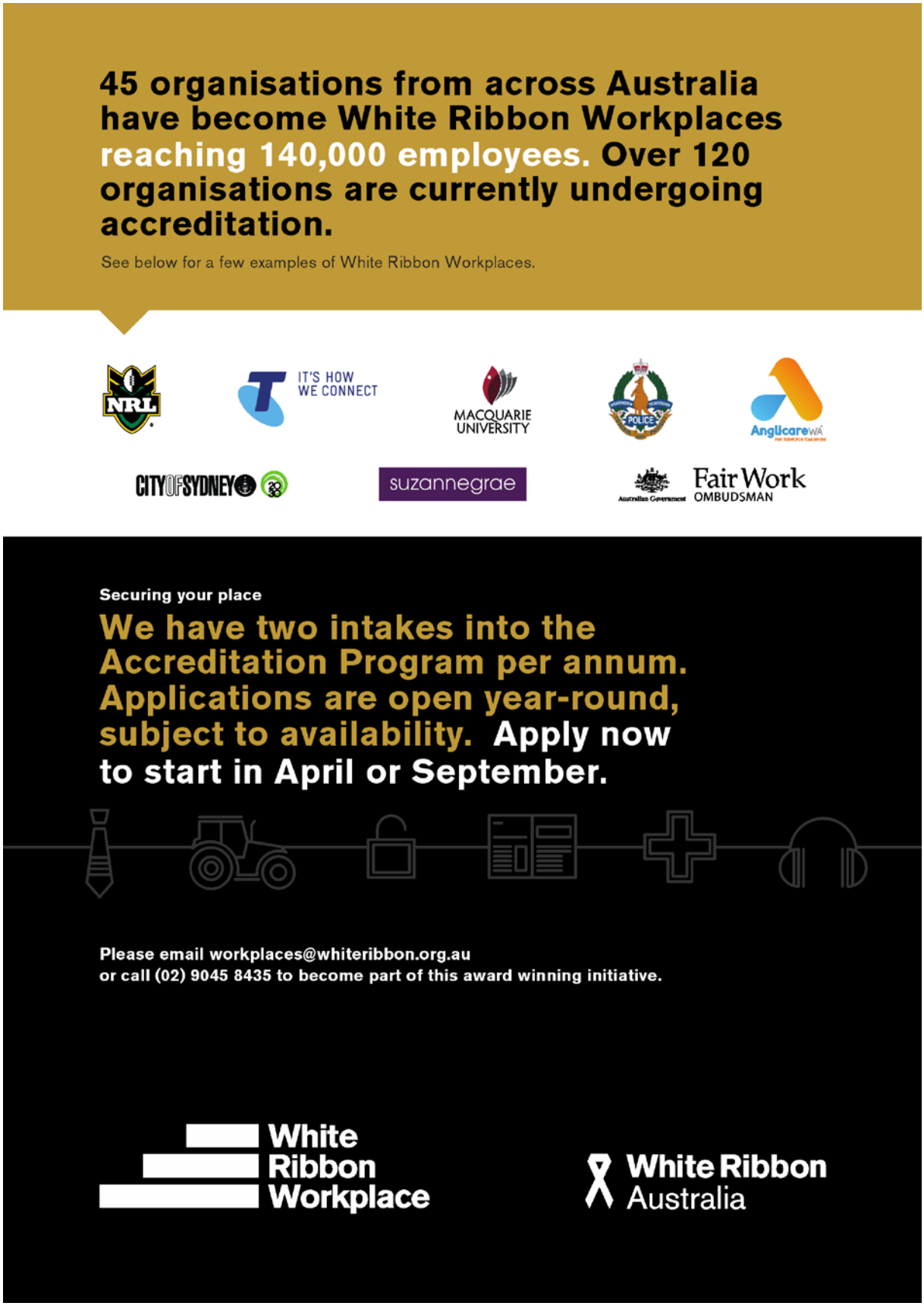
2 Step 2: Accreditation

'Walk the talk' by embedding policies, procedures, responses, leadership and training and become accredited as a White Ribbon Workplace through meeting all Criteria under 3 Standards. Accreditation lasts for 3 years.

3 Step 3: Awards

An award above and beyond accreditation recognising organisations doing outstanding work to end violence against women within the organisation and/or community.

To become an accredited White Ribbon Workplace, organisations must complete Steps 1 and 2. Step 3 is voluntary and reinforces an organisation's commitment to preventing men's violence against women.


45 organisations from across Australia have become White Ribbon Workplaces reaching 140,000 employees. Over 120 organisations are currently undergoing accreditation.
See below for a few examples of White Ribbon Workplaces.
NRL
IT'S HOW WE CONNECT
MACQUARIE UNIVERSITY
POLICE
Anglicare WA
CITY OF SYDNEY
suzannegrae
Australian Government
Fair Work OMBUDSMAN
Securing your place
We have two intakes into the Accreditation Program per annum. Applications are open year-round, subject to availability. Apply now to start in April or September.
Please email workplaces@whiteribbon.org.au
or call (02) 9045 8435 to become part of this award winning initiative.
White Ribbon Workplace
White Ribbon Australia

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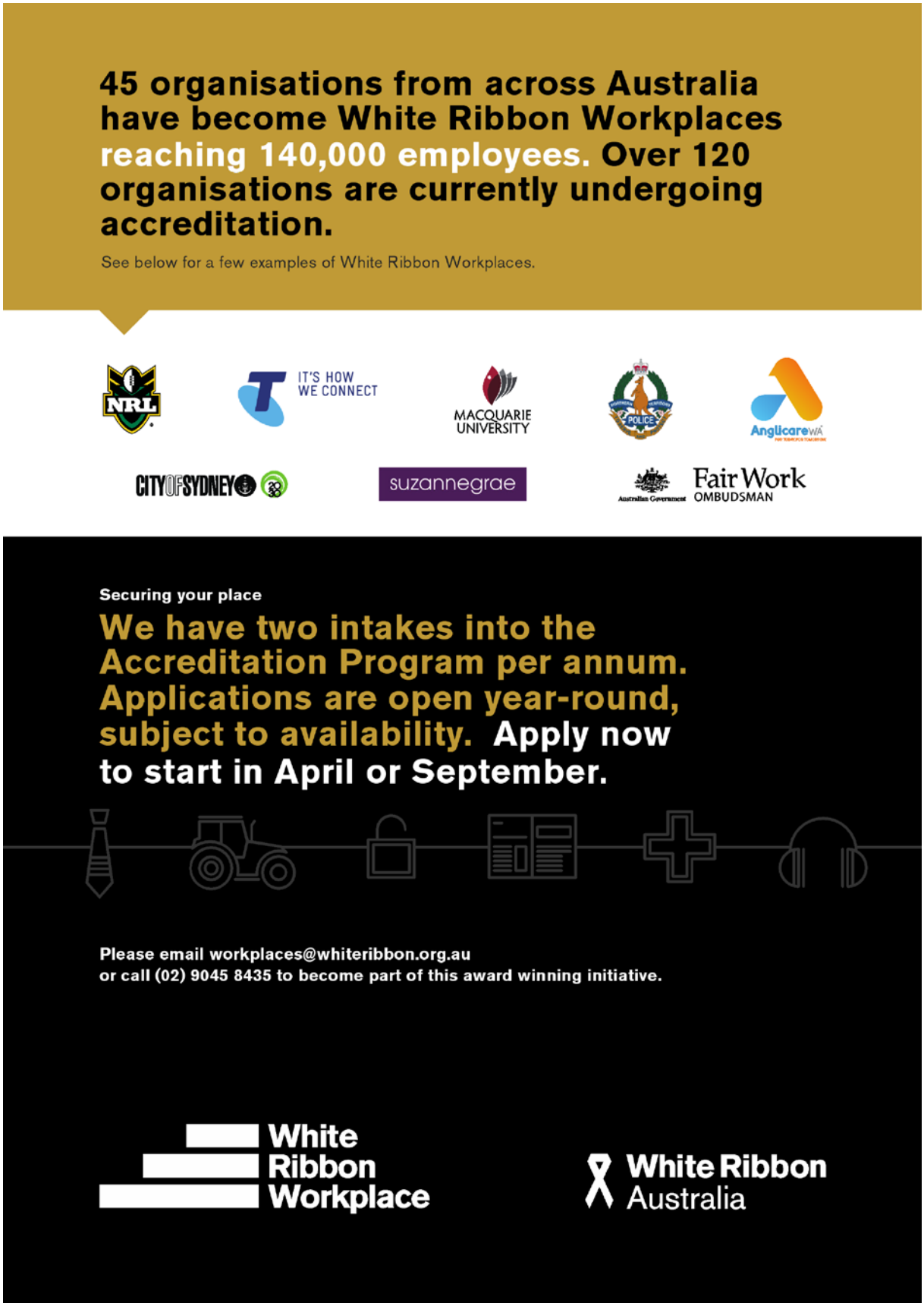
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White Ribbon Workplace
White Ribbon Australia

3. CULTURAL SERVICES

3.1 Community Strategic Plan End of Term Report

Reporting Officer

Director Community Services

Attachments

Campbelltown City Council End of Term Report 2012-2016 (distributed under separate cover due to file size and type)

Purpose

To advise Council of the progress in implementing the Community Strategic Plan over the current Council term.

History

In 2009, the *Local Government Act 1993* (the Act) was amended to include Integrated Planning and Reporting (IP&R). The implementation of the IP&R framework was staged, and Council resolved to be a group 3 Council, required to implement the framework by 30 June 2012.

Section 428(2) of the Act, requires an End of Term Report be tabled at the last meeting of the outgoing Council and attached to the Annual Report, along with the State of the Environment report.

Report

In 2012, Campbelltown City Council developed a Community Strategic Plan in consultation with community members and organisations. From this plan, key themes or objectives that the people of Campbelltown believe are important were identified. They are:

1. a sustainable environment
2. a strong local economy
3. an accessible city
4. a safe, healthy and connected community
5. responsible leadership

Within each of these key themes, Council has identified strategies to achieve each of the objectives. Indicators to monitor progress against these objectives were also developed. The End of Term Report details how these indicators have been achieved, as well as highlighting significant key achievements throughout the term. The report looks at outcomes for the community and council as a result of the activities, services and functions and programs of work undertaken.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: **(Glynn/Brticevic)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 138

That the Officer's Recommendation be adopted.

3.2 Six Monthly Progress Report against the Delivery Program

Reporting Officer

Director Community Services

Attachments

2013-2017 Delivery Program Six Monthly Progress Report January - June 2016 (contained within this report).

Purpose

To advise Council of the progress in undertaking the principle activities outlined in the 2013-2017 Delivery Program.

History

It is a requirement of the *Local Government Act 1993,* that Council receive a progress report on the principle activities outlined in the 2013-2017 Delivery Program.

Report

In 2012, Council adopted the 2012-2016 Delivery Program, and has since been reviewed annually. The current Delivery Program outlines the objectives, strategies, services and functions, programs of work and activities that council will undertake during 2013-2017.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: **(Oates/Lound)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 138

That the Officer's Recommendation be adopted.

ATTACHMENT 1

2013-2017 Delivery Program

Six Monthly Progress Report

January-June 2016

Introduction

In June 2013, Council adopted the Integrated Planning and Reporting (IPR) framework. As a requirement of the *Local Government Act 1993,* a bi-annual progress report is to be submitted to Council, highlighting the key achievements of the principle activities, as well as any exceptions. Council's principle activities are defined as its services and functions as outlined in the Delivery Program. Council provides 27 services and nine functions as part of its operations.

Services

- Provision of environmental education
- Management of natural resources
- Regulation of environmental compliance
- Management of natural waterways
- Land use planning for the City
- Completion of Development Application assessments
- Support of MACROC
- Encouraging tourism to the Campbelltown region
- Promotion of City centres
- Provision of the road network
- Provision of a stormwater and drainage network
- Management of City traffic network
- Provision of the footpath and cycleway network
- Provision of education and care for children
- Provision of library services
- Provision of sport and recreational services
- Provision of services to targeted community groups
- Operation of the Campbelltown Arts Centre
- Provision of waste management
- Provision of community safety programs
- Provision of animal care services
- Provision of public health information and services
- Emergency bushland management
- Maintain the public spaces of the City
- Community events
- Community access to Council information
- Provision of customer service

Functions

- Governance
- Business management
- Work with State and Federal Governments
- Human resources
- Information technology
- Management of activities to support organisational sustainability
- Asset management
- The management of Council's property assets
- Financial management

This progress report identifies whether we, as a community, are moving towards the vision

"a connected community with opportunities to grow in a safe and sustainable environment"

The legend below describes if the principle activity (service or function) is moving towards or away from delivering on the community vision.

➡	Strongly progressing towards the vision
➡	Making progress towards the vision
⬅	Shifting away from the vision
⬅	Rapidly moving away from the vision

A sustainable environment

Strategy - 1.1 Promotion of sustainability

Function - 1.1.1 Management of activities to support organisational sustainability	Status
• Council commenced implementation of its Sustainability Strategy focusing on policy development, organisational improvement and reduction of natural resource consumption. • Council continued to monitor its progress towards a sustainable organisation through the use of a Sustainability Accounting Tool (SAT). The SAT offers cost and consumption information on six key areas – electricity, gas, water, paper, waste and vehicle fleet. • Council's Sustainability Committee continued to meet regularly to discuss and facilitate a diverse range of sustainable initiatives. These initiatives involved the development of policies, the design and implementation of on-ground works, the expenditure of funds and project accounting. • Quarterly health check reports were prepared on Council's electricity and paper consumption. • Council's Corporate Sustainability Fund guidelines were further amended to improve funding opportunities for future projects and ensure the sustainability and effectiveness of the fund. • Tenders were requested to implement upgrades of the heating, ventilation and air conditioning system at Campbelltown Arts Centre to reduce electricity consumption. • Council continued to implement its Sustainable Paper Authorised Statement. • Council continued to implement its Sustainable Events Policy. • Investigations were undertaken into opportunities to reduce energy consumption at some of our key facilities, including the installation of solar panels on HJ Daley library.	➡

A sustainable environment

Service - 1.1.2 Provision of environmental education	Status

• Council continued to engage the Macarthur Centre for Sustainability to provide community and school workshops. The workshops educate participants in reducing and appropriately managing the waste they produce. 42 workshops were attended by 761 residents and covered:
  • green cleaning
  • worm farming and composting
  • garden to table cooking
  • simple and easy native gardening
  • keeping chickens at home
  • no dig gardens and mulching
  • winter vegetable gardens
  • microwave cooking
• Council released its bi-annual environment calendar – 'Your connection to our natural environment'. The calendar is a one-stop shop for anyone seeking information on environmental events and initiatives in the community, and how to get involved.
• In collaboration with the Macarthur Centre for Sustainable Living, Council delivered waste, recycling, food avoidance training to seven Council early learning centres and more than 10 local primary schools.
• Council staff delivered 25 environmental education workshops to 1120 local school children on a range of topics including recycling, composting, storm water and stewardship through art.
• Council provided an interactive education and information stall at the Ingleburn Alive festival where residents learnt about environmental initiatives Council offers.
• In celebration of Earth Hour 2016, Council held 'Caring for our Future', a free event featuring Indigenous stories and dance, paying homage to the local environment and its connection to Indigenous people. The event was attended by around 80 people.
• Council installed innovative, new environmentally-themed interpretive signage at Eagle Vale Reserve, inspired by the work of local high school students. The signage highlights the importance of the local waterway and biodiversity and how the community can act to promote ecosystem health.
• The 2016 Catch a carp fishing competition was held at Lake Mandurama reserve in March. The event was held in partnership with the Dharawal Men's Aboriginal Corporation and saw 530 residents participate in helping to rid the pond of the invasive species.
• Council worked in collaboration with the Georges River Combined Councils Committee and the Georges River Environmental Education Centre to develop and deliver a comprehensive pilot education program focusing on our local waterways and the importance of reducing stormwater pollution through one of our local primary schools.
• Council commenced an education program with Year 8 students from Macquarie Fields High School focusing on the environmental values of Simmos Beach Reserve, aiming to develop innovative, educational signage for the reserve.
• A review of Campbelltown's bushwalking tracks was initiated which aims to identify and promote Campbelltown's bushwalking opportunities.
• Council was awarded funding from the NSW Environment Protection Authority's Love Food Hate Waste program to develop and deliver Cook it! Macarthur, a project aimed at promoting healthy eating and reducing waste.
• Students at Eagle Vale High School created artworks in celebration of World Environment Day under our Art for the Planet program. We transposed these artworks into educational posters for the school.
	→

A sustainable environment

Strategy - 1.2 Protection of the natural environment

Service 1.2 1 - Management of natural resources	Status
• Council adopted a revised Noxious Weed Management Strategy to guide ongoing management of noxious weeds within the Campbelltown local government area. • Control and management activities for Australian White Ibis (AWI) were undertaken at Lake Mandurama under Council's adopted AWI Management Plan. • Council drafted an AWI Management Plan for the AWI population at Eagle Vale pond, which aims to control the local population of the species and their impacts. • The implementation of the Tree Swap Program continued. • Council completed bush regeneration and ecosystem enhancement projects at Smiths Creek and Noorumba Reserve based on funding from Greater Sydney Local Land Services. • Council coordinated bush regeneration works at four key sites through the Federal Government's Green Army Program: Varroville Reserve, Fisher's Ghost Creek, Cook Park and Smiths Creek. • Council has continued to partner with the Georges River Combined Councils Committee and its Aboriginal Riverkeeper and Green Army teams in undertaking bush regeneration works at: Spring Creek, Mansfield Creek and Eagle Farm Reserve. • Six workshops were delivered under the Indian Myna Bird Action Program. The program is run in partnership with local men's sheds to educate residents about the pest bird species and reduce their impacts on human health and the environment. • Council was awarded grant funding from Greater Sydney Local Land Services for a biodiversity conservation project to reduce the impacts of road fatalities, dog attacks and habitat loss on the local koala population. • Council partnered with Conservation Volunteers Australia, Wollondilly and Wingecarribee Councils under the Conserving Koala Corridors grant program to undertake research, improve habitat and educate the community on koalas. • Council coordinated bush regeneration and weed control works by Landcare NSW Green Army team at Milton Park. • The Weed Action Program continued to be implemented. • Council commenced bush regeneration works and revegetation activities at Campbelltown Golf Course through our Bushcare Program, with funding from Greater Sydney Local Land Services. • Council participated in the South West Regional Weeds Committee. • The draft Comprehensive Koala Plan of Management (CKPoM) for Campbelltown was prepared under the provisions of State Environmental Planning Policy (SEPP44) and placed on public exhibition. • Council was awarded funds from the NSW Environmental Trust for Green and Golden Bell Frog protection, restoring and enhancing threatened species habitats. • Quarterly population counts of Grey-headed Flying Foxes were undertaken at known camp sites. • Council continued to provide strategic advice on the environmental impact of development applications for Campbelltown. • A biobanking assessment was conducted for Noorumba Reserve and submitted to the NSW Office of Environment and Heritage for approval. • We provided a submission to the NSW Government on the draft Biodiversity Conservation Bill and associated reforms.	➡

A sustainable environment

• Work continued on the Draft Campbelltown Biodiversity Conservation Plan. • Council partnered with Greater Sydney Local Land Services (GSLLS), the Barragal Landcare Group, the NSW Department of Primary Industries and Wollondilly and Camden Councils under the Menangle Fox Control program which aims to educate landowners and managers on best practice methods to reduce fox numbers. • The Draft Vegetation Management Plan guidelines were prepared to facilitate the revegetation of cleared areas and protect existing native vegetation.	

Service 1.2.2 - Regulation of environmental compliance	Status
• Council received and investigated 398 customer requests relating to illegal construction/development (171), pollution (162) and rubbish dumping (65). • Council issued 146 notices/orders under the Environmental Planning and Assessment Act (96) and the Protection of the Environment Operations Act (50). • A total of 58 penalty notices were issued in relation to environmental (51) and land use (7) offences.	➡

Strategy - 1.3 Care for natural waterways

Service 1.3.1- Management of natural waterways	Status
• Council undertook mapping and control of aquatic weeds along 51km of waterway within the local government area. • Council, in partnership with Wollondilly and Camden Councils, continued to treat aquatic weeds on the Nepean River. • We coordinated works by the Georges River Combined Councils Committee Corrective Services teams to remove rubbish from 26 key sites within the local government area. • Waterway improvement works were undertaken within Fisher's Ghost Creek, Quirk Reserve, Bradbury. • We coordinated works by the Georges River Combined Council Committee's Green Army Teams to remove rubbish and weeds from Quirk Reserve, Redfern Creek and Panorama estate. • Continuation of a Water Quality Monitoring program involving the sampling and monitoring of 13 strategically selected sites within the Georges River and Nepean River catchments (against National Guidelines for Fresh and Marine Water Quality, developed by the Australian and New Zealand Environment and Conservation Council, ANZECC, 2000).	➡

A strong local economy

Strategy - 2.1 Encourage balanced development within the City

Service 2.1.1 - Land use planning for the City	Status
• The integration of eight existing planning instruments into the State Governments Standard Instrument Template was completed on 11 March 2016, and the Campbelltown Local Environmental Plan 2015 (CLEP 2015) became effective. • Further amendments to the Campbelltown (Sustainable City) Development Control Plan (SCDCP 2015) were endorsed by Council in February 2016. • Planning Proposals (rezoning requests) were progressed for Menangle Park, Mt Gilead, Maryfields, Glenfield Waste Services and land at Amundsen St Leumeah. • A draft Comprehensive Koala Plan of Management was placed on public exhibition.	➡

Strategy - 2.2 Attraction of business to the local area to create jobs

Service 2.2.1 - Completion of Development Application assessments	Status

• A total of 441 Development Applications (DA), 498 Construction Certificates (CC) and 556 Complying Development Certificates (CDC) were determined within the reporting period.
• The net median DA assessment/determination timeframe was 51 days.
• The DA's determined had a total capital works value of more than $238m. Of the DAs lodged:
  • 11 had a value of between $1m and $5m
  • 13 had a value of between $5m and $20m
  • 2 had a value of more than $20m.
• The Construction Certificates determined had a total capital works value of more than $48m and the Complying Development Certificates determined had a total capital works value of more than $570m.
	➡

Service 2.2.2 - Support of MACROC	Status
• Council continued to support and actively participate as a member of MACROC to promote the Macarthur region.	➡

A strong local economy

Strategy - 2.3 Promote Campbelltown as a regional City through the growth of the City's major business centres

Service 2.3.1 - Encouraging tourism to the Campbelltown region	Status
• Council adopted the Macarthur Destination Management Plan (DMP) in December 2015 is an important element of Council's approach to economic development. While it has been developed to complement and add value to Council's existing strategies, the DMP recognises the potential significance of increased visitation to Campbelltown as a destination for recreation, art and culture, leisure, and a range of other tourism experiences, to a wide market ranging from local residents and businesses to international visitors. • The strategy embedded in the DMP outlines ways in which to build on the visitor opportunities that Campbelltown City currently has to offer, but also identifies opportunities for future growth and development. It leverages against the distinctive assets of Campbelltown – both natural and man-made – as opportunities to identify and develop as tangible visitor experiences, with an economic and community value. • Staff have commenced work on some of the major projects highlighted in the DMP, including: ◦ an audit of bushwalking tracks across the LGA to identify opportunities for enhancement and recommendations for complementary tourism opportunities such as orienteering, zip lining and high ropes courses ◦ undertaking an accommodation feasibility study to assess market demand for additional accommodation opportunities ◦ working with National Parks and Wildlife to explore ways to further encourage tourism opportunities through the Dharawal National Park.	➡

A strong local economy

Service 2.3.2 - Promotion of City centres	Status
• An important part of Council's work has been to take leverage from its strategic alliances to drive a greater metropolitan, state-wide and national recognition of Campbelltown as a place for business to invest. This strategic 'profiling' of Campbelltown City has been showcased at a number of major events during the period, including the annual Urban Development Institute of Australia (UDIA) conference in Adelaide in March 2016 and the National General Assembly for Local Government in Canberra in June 2016. • Council also led two major promotional events for the strategic development of the Campbelltown Macarthur Regional City Centre during the reporting period: ○ A panel discussion and awareness workshop on the business opportunities associated with the Campbelltown Health – Education Hub, convened by the Western Sydney Business Connection that enjoyed the attendance of 250 people at the Castle Hill RSL Club in February. ○ A State of the Campbelltown Regional City Address session held at the Campbelltown Catholic Club in May, conducted by the Sydney Business Chamber and sponsored by the NRMA. Approximately 150 business people attended. • A strong centrepiece of Council's efforts to promote the city of Campbelltown as a place to live, work, play and invest during this period has been the development of major marketing collateral, including a business prospectus titled 'Choose Campbelltown', a tourism themed brochure called 'Campbelltown City: Right place, right time, right now'. This marketing of the city will continue throughout the year. • Ongoing regular parking enforcement of public parking areas continued to encourage fair and convenient access to restricted parking spaces and ensure traffic flow through the City centres.	➡

An accessible City

Strategy - 3.1 The development and implementation of infrastructure plans to support efficient movement around the City

Service 3.1.1 - Provision of the road network	Status
• The annual roads renewal program 2015-2016 was successfully implemented, which included more than 230 road segments equivalent to 356,000 square metres of road. The high profile road projects include asphalt resheeting work at St Helens Park Drive, St Helens Park and Eucalyptus Drive, Macquarie Fields, pavement stabilisation at Guernsey Avenue, Minto and pavement reconstruction at Mercedes Road, Ingleburn. • Renewal works were completed on Coogan Lane car park and Ingleburn Fair car park. • Expansion joint repairs were completed at Henderson Road Bridge over the railway. • More than 3200 metres of kerb and gutter was reconstructed, including Burrendong Avenue, Leumeah and Somerset Street, Minto. • Council successfully completed the annual roads rehabilitation program with works carried out at suburbs across the local government area, consisting of asphalt overlay, mill and fill, stabilisation, spray seal, micro-surfacing crack sealing and kerb and gutter reconstruction. In addition, as part of Council's Capital Works Program, dual lane upgrades to Eagle Vale Drive has continued and is 80% completed. • As part of Council's roads maintenance program, 15,400 square metres of heavy patching to various roads across the local government area was carried out. Road shoulder maintenance was completed at Wedderburn, Kentlyn, St Andrews, Minto and Macquarie Fields, totalling approximately 5 kilometres. The Minor Works Program included new traffic facilities installed at Pembroke Road, Rudd Road, Redfern and Kent St Minto, Farrow Road, Brooks and First Avenue. • Councils annual road line marking and street signage program was completed. • Technical advice and designs were provided as required, including major road projects such as the upgrade of Eagle Vale Drive, Badgally Road and the Beverley Road extension.	➡

An accessible City

Service 3.1.2 - Provision of a stormwater and drainage network	Status
• The inspection of stormwater pits was 100% completed. In total, 28 stormwater pits were reconstructed and 200 metres of channel joint sealing work was completed as part of the 2015-2016 reconstruction program. • The Annual Stormwater Maintenance Repair program was completed, consisting of the stormwater pit reconstruction program, upgrades to Stromeferry Reserve culvert, cleaning and maintenance of the Georges River, Bunburry Curran Creek, Smiths Creek, Bow Bowing Creek, major storm water systems, culverts, pits and gross pollutant devices. Council also experienced two major storms during this period which created isolated flooding and minor damage. • The flood study for the Bow Bowing Bunburry Curran Creek System was completed. Council has now provided technical advice and designs as required on development proposals.	➡

Service 3.1.3 - Management of city traffic network	Status
• Council has acted as an advocate to the State Government on transport improvements required across the city. A number of traffic studies and network improvement designs are being undertaken which will ensure Council is able to provide advice on development proposals.	➡

Strategy 3-2 - The encouragement of the use of alternative transportation in, out and around the City

Service 3.1.4 – Provision of the footpath and cycleway network	Status
• More than 2200 square metres of footpaths have been reconstructed on Minto and Pembroke Roads, Minto and Eucalyptus Drive, Macquarie Fields. • Successful completion of Council's Annual Footpath Reconstruction Program Stages 1, 2 and 3 has been achieved. In addition, capital works included the construction of new footpaths and cycle ways to Campbelltown, Leumeah, Minto, Ingleburn, Macquarie Fields, Glenfield, St Andrews, Raby, Ambarvale and Rosemeadow. Additional cycle ways have been provided on Airds Road and Williamson Road. • Council has completed the Annual Pedestrian Access Management Program.	➡

Strategy - 4.1 The provision of a balanced range of services to the community

Service 4.1.1 - Provision of education and care for children	Status
• Council provided eight Long Day Care, two Out of School Hours Care, two School Holiday Care and one Family Day Care Service. All services operated in accordance with the National Regulations and Licencing standards. • The Mobile Toy and Book Library and Child and Family Centre continued to operate according to their funding guidelines and business plans. • Family Day Care was assessed by NSW Department of Education and Communities against the National Quality Standards (NQS). The service was awarded the highest rating, "exceeding the national quality standard".	➡

Service 4.1.2 - Provision of library services	Status
• Council's Library Services has continued to maintain and develop a range of balanced services to the community. During the review period, Council's Library Services operated as planned and delivered a number of programs to address specific needs within the community. A growing area for service provision is in the area of technology training for seniors and people from culturally and linguistically diverse (CALD) backgrounds. A number of programs have been delivered in conjunction with the State Library of NSW and Telstra to these target groups, in addition to our regular IT & Biscuits sessions. Technology training has also expanded to encompass programs aimed at younger people with the implementation of Code Club sessions, where younger students can develop advanced skills in computer programing and design. • Literacy programs remain at the heart of Library Services and during the review period, these activities have been very well attended. Many of the preschool story time sessions are completely subscribed and our adult book clubs are expanding as demand for these programs grows. • During the review period, significant future planning work has been undertaken, to ensure library facilities are growing to meet the anticipated future demand. The new Library Facilities Plan will guide the redevelopment of existing libraries and the creation of new facilities in the southern growth area over the next 10 years.	➡

A safe, healthy and connected community

Service 4.1.3 - Provision of sport and recreational services	Status
• The Draft Sport and Recreation Strategy and Play Space Strategy were developed during the reporting period. Phase 1 of community consultation has been completed for both. Recommendations from the Play Space Strategy have already informed Council's forward planning. It is anticipated that both strategies will become operational later in 2016. • Council continues to provide support to sporting clubs through the provision of facilities and services. • Four grants have been obtained to enhance or upgrade existing facilities. • Work has progressed on a new fees and charges structure and site specific maintenance plans. • The Stadium continues to host four Wests Tigers NRL matches and a trial match. • The Athletics Centre has hosted more than 110 school, zone, regional and state athletics carnivals. • The athletics centre has also been a significant training facility for NSW Fire & Rescue recruits. • The Bicycle Education Centre hosted 42 school programs and 81 private bookings. 2,629 visitors attended the centre during the January and April school holidays, while 2,196 visitors attended the free open days. The Learn to Ride program had 23 private lessons and 12 student bookings. • The Leisure Centres offered 900 swimming classes and 60 swim squad sessions per week, as well as general aquatic recreational access to three facilities. The swim school enrolment base reached 3,600 enrolments in the first term of 2016. The aquatic centres hosted 67 school swimming carnivals including regional and club based carnivals. • The Leisure Centres also offered 54 land based group exercise classes and 18 aquatic group exercise classes per week, as well as personalised fitness and exercise training assessments and programs and general cardio and weights area access to the community. • The Leisure Centres offered six indoor sporting sessions per week and accommodate six indoor sporting clubs, three school sports groups and a community based children's activity program called "Go 4 Fun".	➡

Service 4.1.4 - Provision of services to targeted community groups	Status

• During the reporting period, the following events were held:
  ○ International Women's Day
  ○ Seniors Week
  ○ Youth Week
  ○ Open Access Forums on the National Disability Insurance Scheme
  ○ skate workshops
• The St Helens Park skate park was officially opened and has been successfully utilised by the community.
Residents were engaged in projects to promote positive community spirit, develop leadership skills and improve access to local services and involvement in community activities.
• Council continues to support Western Sydney University, with the Ian Porter Scholarship, Brenton Banfield Medical Scholarship and the John E Hely Engineering Scholarship awarded in the period January to June 2016. Through these scholarships, Council provides assistance and access to academically able individuals from the Campbelltown Local Government Area who through economic, social or other disadvantage, have difficulty participating in university study.
	➡

A safe, healthy and connected community

Service 4.1.5 - Operation of the Campbelltown Arts Centre	Status
• The Visual Arts programs completed included "With Secrecy and Despatch", featuring work by Australian and Canadian Indigenous artists attracting more than 1,000 visitors and national press coverage and "VIDEO OEDIV", an exhibition of video works featuring works by Rosie Deacon and Giselle Stanborough among others. • The dance program presented "Bunny", two sold out performances by Luke George (Australia) and Daniel Kok (Singapore), and a residency with Kristina Chan developing work to be performed in 2017. • The music programs included "Kids Cushion Concert", "Pixel Sounds" workshops and performances, and nationally recognised Indigenous artist, Vic Simms, facilitating community workshops, mentoring and undertaking residency and presentation. • The Theatre program presented the final development and performances of "One Billion Beats", featuring Romaine Moreton with a successful education program aimed at local high schools. Public education programs included workshops during school terms and school holidays, coinciding with and responding to our program. Other community focused public programs included events and workshops for Seniors Week and Heritage Week. The ATSIA program delivered a film and music program in Airds throughout January. • Across our program, we supported six community based groups to deliver and showcase multi-artform activities/works that engaged local emerging and hobby artists based in the Macarthur region. Operations of the Arts Centre included 10 or more external hires per week and the operation of the Arts Centre Café.	➡

Service 4.1.6 - Provision of waste management	Status
• Council continued to provide one of the most economical domestic waste collection services in the metropolitan area. In addition to a three-bin service, Council continues to offer up to four kerbside clean-ups per for residential properties. • Council once again conducted its unique annual 'Free Recyclables Drop-Off Day' on Saturday 2 January 2016. This event continues to grow in popularity and assists residents to recycle the increased volumes of beverage containers, cardboard and polystyrene which residents typically experience during the festive season. • Council continues to operate its Effluent Disposal Facility which enables the economical disposal of septic effluent from properties in the Macarthur region that aren't connected to the sewer.	➡

Service 4.1.7 - Provision of community safety programs	Status
• Council continued to support the Campbelltown Liquor Accord. • Child restraint fitting days and driver log book runs occurred throughout the period. More than 160 seats were fitted and more than 70 cars were involved in the log book runs. • Council supported driver education by assisting in the "U-Turn the Wheel" program at local schools. • Community safety campaigns were implemented targeting theft from motor vehicles and protecting private property. • A review of existing and proposed public areas was undertaken to minimise future safety risks. • During the reporting period, 149 school zones were patrolled resulting in the issue of 185 penalty notices. • Rangers continued to undertake patrols of known trail bike riding hot spots in response to community complaints and to deter illegal trail bike riding. • Council conducted five after hours truck parking patrols, resulting in the issue of 69 penalty notices.	➡

A safe, healthy and connected community

Service 4.1.8 - Provision of animal care services	Status
Councils Animal Care Facility continued to operate with: • 756 dogs seized, surrendered, abandoned and impounded • 707 dogs were sold or released to owners or rescue organisations • 614 impounded cats seized, surrendered or abandoned and impounded • 478 impounded cats sold or released to owners or rescue organisations.	➡

Service 4.1.9 - Provision of public health information and services	Status
• A total of 815 Regulated Health Premise inspections were conducted during the reporting period, incorporating inspections of food premises (618), public health premises including cooling towers, hairdressers, beauty salons and body/ear piercing establishments (82) and domestic/commercial wastewater management systems (115). • Child immunisation clinics were provided free of charge to the public every second and fourth Thursday of the month. • Each week, a health focus article was sent to Fairfax Media for publication in the local newspaper, The Campbelltown-Macarthur Advertiser, covering many different health topics. • The Health Tips newsletter publication was mailed out to stakeholders, including an online version for Council staff.	➡

Service 4.1.10 - Emergency bushland management	Status
• Council undertook several hazard reduction burns in addition to its standard programmed hazard reduction works across the LGA. During the reporting period, mechanical hazard reduction was conducted at 60 sites, with 149 treatments conducted. Mechanical hazard reduction, such as slashing, is typically carried out in urban areas where burning is not an appropriate method of hazard reduction. Mechanical hazard reduction covered an area of 130,064 hectares and protected 2164 assets. • Hazard reduction burning was conducted at two sites and covered an area of 37,149 hectares, protecting 58 assets.	➡

A safe, healthy and connected community

Strategy - 4.2 The provision of clean and safe public spaces

Service 4.2.1 - Maintain the public spaces of the City	Status
• Playground program maintenance work including painting and major repairs was carried out at the following locations: Bellevue Park, Leumeah Benham Oval, Minto Bon Wrightson Reserve, Campbelltown Colorado Reserve, Kearns Denfield Green, St. Helens Park Digger Black Reserve, Ingleburn Englorie Park Reserve, Englorie Park Eschol Park Sports Complex Fieldhouse Park, Ambarvale Flying Pieman Park, Eschol Park Hallinan Park, Ingleburn Kingfisher Reserve, Ingleburn Lookout Park, Bow Bowing Lorraine Cibilic Reserve, Woodbine Macquarie Fields Leisure Centre Midlothian Reserve, St Andrews Oswald Reserve, Rosemeadow Pembroke Park, Minto Prentice Park, Kearns Rosemeadow Playing Fields Simmo's Beach, Macquarie Fields Spence Reserve, St Helens Park Spitfire Park, Raby Stranraer Reserve, St. Andrews Swan Reserve, Ingleburn Trotwood Reserve, Ambarvale Valley Vista Park, Minto Waminda Oval, Campbelltown Willow Court Park, Bradbury. The above work was done to ensure that play equipment meets current compliance standards. • Renewal of play equipment and installation of park furniture has been completed at the following locations: Salter Reserve, Minto Moncrieff Reserve, St. Helens Park Merino Park, Airds Macquarie Fields Indoor Sports Centre Lookout Park, Bow Bowing Gargery Reserve, Ambarvale.	➡

- Installation of new play equipment was also completed at Budbury Reserve, Glenfield, with residents now able to access a range of brand new equipment.
- The following major works were completed:
  - renewal of perimeter fencing at Biehler Reserve, Leumeah
  - installation of new floodlight fixtures at Lynwood Park
  - construction of concrete steps at South Access at Simmos Beach
  - installation of 20 x 240L litterbins around new and existing playgrounds.
- Council's mowing and horticultural maintenance programs were carried out, with strong demands on resources due to the extended high seasonal growth periods experienced.
- Installation of new bins to the Ingleburn CBD was carried out providing a more efficient capacity.
- Council continued with its street cleaning program across the local government area consisting of sweeping of roads, footpaths, car parks, and removal of litter and dumped rubbish.
- Council has continued to address graffiti vandalism with cleaning and applying protective coating to various assets (ie; signs, furniture and buildings across the local government area). With the introduction of a rotating weekend Graffiti Action Team attending to highly affected areas such as CBDs; Council has reduced the negative effects of the vandalism with early removal.
- Restorations to the Campbelltown CBD area were carried out, including footpath repairs and cleaning, furniture upgrades and painting and replacement of the Lithgow /Queen St sail.
- LED lighting upgrades continue in various areas throughout the city. Safety audits are being carried out as locations are identified.
- Designs for park improvements such as Mawson Park Memorial and John Kidd Reserve have been provided.
- Council has upgraded the access control systems for all public halls. The upgrade is expected to result in greater flexibility in the management of hall hiring and contractor management.

A safe, healthy and connected community

Strategy - 4.3 The provision of activities that foster a sense of community

Service 4.3.1 - Community events	Status
• Council continued to coordinate and deliver high quality, popular festivals and events for the local community, with most activities associated with the events free to attend. During this period, 11 civic functions were successfully organised, along with two major community events and regular citizenship ceremonies. • Major events included Australia Day celebrations and the Ingleburn Alive festival, as well as the unveiling of an Anzac memorial in Mawson Park and the opening of the St Helens Park skate park. • Council consults with the community through a variety of means to get feedback on events, including social media, and staff regularly research for ideas to improve event offerings and appeal to a broad audience. • Campbelltown's relationship with Koshigaya began in 1982, and was made official in 1984. The Sister City relationship celebrated 32 years in 2016. • In 2002, Campbelltown developed a relationship with Coonamble as part of the Year of the Outback celebrations. The relationship was so successful it was made permanent, and continues today to promote resource sharing between Councils, and foster a greater understanding between urban and rural Australia. • Council participated in a biennial staff exchange program with Koshigaya City Office, and are also a major sponsor of the Coonamble Rodeo each year. There were no student or staff exchange programs conducted during this period. • The Campbelltown City Challenge Walk celebrated its 25th year at the annual event on Sunday 13 March 2016. There were a total of 2066 participants.	➡

Responsible leadership

Strategy - 5. 1 The encouragement of a collaborative approach across all levels of Government

Function 5.1.1 - Work with State and Federal Governments	Status
• Council is continually in discussions with and working alongside Public Utility Authorities such as the RMS and their associated contractors to ensure quality services are delivered to the Campbelltown Local Government Area. • Council has strongly advocated for the provision of improved commuter parking through the provision of satellite parking stations with high frequency bus services to the stations. • Council worked closely with the Federal and State Governments to seek funding opportunities as well as providing advice on proposed infrastructure. • Council has advocated and worked closely with the State Government for the provision of a rail connection from the proposed station at Narellan to Macarthur via Menangle Park with provision for expansion of public transport into the Macarthur South precinct. • Work continued on improving conditions in social housing estates, and a coordinated response began for the resettlement of refugees from the Syrian crisis. • Council actively promoted the Arts Centre and lobbied for policies and funding allocations to our activities across the region. Ongoing liaison with State and Federal Government agencies, submission of funding applications and contribution to reviews and discussions around arts and cultural policy has been ongoing, with the intention to create positive outcomes for our services and the region. • Council continues to partner with UrbanGrowth and Department of Housing on the renewal of Minto, Airds-Bradbury and Claymore. This partnership with UrbanGrowth also focusses on the residential release areas of Western Sydney University, Menangle Park and Edmondson Park. Council has also worked with the Department of Planning and Infrastructure regarding the ePlanning portal, Electronic Housing Code, reviews of various State Environmental Planning Policies and Standardised Development Application submission requirements. • Council continued to liaise with emergency services both in planning for and the management of emergency events, and support regional responses to events such as the east coast low storm/flooding which occurred on 5 June. Council was also involved in discussions with Treasury and Local Government NSW on the Emergency Services Property Levy. • Council meeting minutes and reports have been lodged with State Records through OpenGov. • Council was involved in the IPART rating system review. • Council was involved in a “Permit of Access” for the Geological Monitoring Station on Council land, collaborating with NSW Department of Industry Division of Resources and Energy and the NSW Division of Resources and Energy and Geoscience Australia. • Council worked with Sydney Water in the acquisition of a section of Oswald Reserve, Rosemeadow for chemical dosing.	➡

Responsible leadership

• Council continued to provide input into important waste-related legislative and policy matters at a State and Federal Government level. Examples include Council's representation on a working party convened by the NSW Environmental Protection Authority (EPA) to advise on the implementation of drop-off and collection arrangements under the Container Deposit Legislation. • Council provided important input to the review of the National e-Waste product stewardship scheme. • Council continued to provide input into a NSW EPA initiative to develop consistent and workable development control plans for waste management in multi-unit residential properties. • Council worked closely with the Australian Electoral Commission on the Federal election held on 2 July 2016 and has commenced working with the NSWEC on the planning for the Local Government election scheduled to be held on 10 September 2016. • Council continued to work in collaboration with the State Government on key planning strategies including the Greater Macarthur Land Release Investigation; the Glenfield to Macarthur Urban Renewal Corridor Strategy and the Greater Sydney Commission in developing the South-West District Plan.	

Responsible leadership

Strategy - 5.2 The smooth running of Council's operations

Function 5.2.1 - Business management	Status
• Council conducted its annual business continuity exercise to test the organisation's ability to continue to deliver services in the event of a business disruption. Further sub plans are to be developed to further strengthen these arrangements. • Since 1 January 2016, Council's Audit Committee has met twice and reported on policy management, contract management, and progress towards the implementation of prior recommendations for improvement. The Internal Audit plan for 2016-2017 was approved at the June 2016 meeting.	➡

Function 5.2.2 - Human resources	Status
• A new comprehensive induction program was developed and delivered for operations staff to align with the bi-annual induction. New staff received a detailed induction to Council focusing on WHS, risk and skills based topics. • A Human Resources year book was published, highlighting a range of data about Council's workforce, including learning and development, community interaction and work arrangements. • A new medical provider was engaged, providing a more targeted medical assessment program for new and existing staff. • The Recruitment and Selection Toolkit was made available to support the Recruitment and Selection Strategy. It provides supervisors with a range of resources to guide them through the recruitment and selection process. • To further enhance the induction of new staff, an induction pack has been introduced to provide a comprehensive set of information to ensure new staff have a successful transition into Council. • A new format for job descriptions was introduced to identify key job responsibilities as well as the general responsibilities of all staff and the performance standards expected. • The creation of job dictionaries for high risk roles continues, providing a more detailed base to determine the suitability of applicants for these roles. • Council introduced Water Jet Training for operational staff to meet legislative compliance. • A review of Council's Learning and Development Strategy was undertaken. • Environmental Protection Training was introduced for operational staff. • Outlook training was provided across the organisation. • Council continues to work on implementing the corrective actions that came out of the Work Cover audit. Four WHS audits have been completed within the reporting period: 1. WHS Management system audit 2. Plant and Equipment Workshop, Stores and Construction 3. Noise Management in Open Spaces 4. Depot site specific audit against the National Self-Insurer OHS Audit Tool • The senior leadership team attended compulsory WHS Due Diligence training during the reporting period which was facilitated by Safety Australia Group.	➡

Responsible leadership

Function 5.2.3 - Information technology	Status
• Council launched its new mobile responsive website in April 2016. The new website includes many new enhancements and features requested by our community such as comprehensive site search, a discover your area function, bin and kerbside clean up collection days, accessible content, language translation, more searchable content with filters for key services, a quick website tour and on page content feedback. • Parks and recreation content and imagery was developed for inclusion on Council's website. • A number of new e-Services were implemented on Council's website as well as Google Maps to locate addresses. • The implementation of CCTV cameras in both the Campbelltown and Ingleburn CBD areas occurred to monitor street safety was completed. • A secondary high bandwidth internet link was installed at Ingleburn Library to cater for increased public internet access demands. • Standardisation of Council's online forms was completed to ensure consistency and an improved customer experience. • A new mobile responsive design to Council's online job application platform was completed. • Council's PC fleet was updated with more powerful and highly energy efficient equipment. • An upgrade of Council's UPS (uninterruptible power supply) was undertaken to ensure business continuity. • An upgrade of Council's primary web browser to Internet Explorer 11 was undertaken to ensure efficiency and compatibility with corporate systems. • Capabilities within Pathway were introduced to send correspondence and documents electronically. • An upgrade of Council's security systems was undertaken to protect against cyber-attacks. • Consolidation of Council's faxes was undertaken to improve information management. • Information was transitioned to Camden Council by April 2016 as a result of recent boundary adjustments. • A number of Council's corporate systems were upgraded to enable additional functionality. • A number of projects were undertaken to ensure Council records are secure and accessible.	➡

Responsible leadership

Function 5.2.4 - Governance	Status
• Work has continued on the areas identified in the Governance Improvement Plan. • Council's Access to Information Policy and Privacy Management Plan have been reviewed and new forms develop to improve access to information governance. • The Naming of Parks, Reserves, Assets and Facilities policy has been reviewed and was adopted by Council in May 2016. • The revised Fit for the Future Improvement Proposal was adopted by Council on 19 July 2016 and will be resubmitted to the Office of Local Government for reassessment by end July 2016. The proposal shows improved financial sustainability and demonstrates Campbelltown City Council's status as a 'Fit for the Future' Council.	➡

Strategy - 5.3 The transparent provision of information to the community to encourage participation in decision making

Service 5.3.1 - Community access to Council information	Status
• Council published a quarterly residential newsletter, Compass, which was distributed to more than 56,500 households. The newsletter keeps the community informed about Council achievements, as well as future plans. • Council information is also available online via Council's website, which provides a range of information on programs, initiatives, services and events, along with Council reports, financial statements and strategic planning documents. • The website was redeveloped during this period, making it even easier for residents to find Council information fast. The new mobile-friendly site has a host of new features including a smart search tool and the ability to tailor information to your location – you can find out everything from your nearest parks, playgrounds and community facilities, to when your next bin collection is scheduled, city improvements in your area, or any upcoming events near you, all with the click of a button. The site is also more accessible, with language translation and ReadSpeaker, allowing visitors to the site to listen to the page content. • Council's website is supplemented by 13 Facebook pages, dedicated to providing targeted information to followers about the various services and facilities provided by Council. • A monthly eNewsletter complements these communications methods, and currently has more than 700 subscribers.	➡

Responsible leadership

Service 5.3.2 - Provision of customer service	Status
• The Customer Service section has continued to focus on providing exceptional service to residents through all channels, and strived to provide first contact resolutions. A review of the structure and processes of the section has been undertaken, and recommendations have been made to provide optimal service response. • The after-hours phone service has provided assistance to the community, primarily with emergencies and general information. • Payments continue to be made between 8.30am – 4.30pm over the counter, and Council is exploring a number of payment gateway alternatives to provide greater flexibility for customers. • A range of online (e-Services) have been introduced for a variety of requests to provide improved access options with increased uptake by residents. • The introduction of Interactive Voice Response (IVR) and Virtual Hold Technology (VHT) has been planned and is scheduled for roll out by the end of August 2016. The IVR will provide customers with the option for their call to be answered by the required section. The VHT will provide customers with an option to receive a call back in the event there is a longer wait time within the same response time as if they chose to hold in the queue.	➡

Responsible leadership

Strategy - 5.4 The sound management of public assets and funds

Function 5.4.1 - The management of Council's property assets	Status
• Council has ensured property assets are being appropriately managed throughout the One Minto development and the Airds Bradbury Renewal Project. • Marketing of Council's land holdings at Menangle Park via Expression of Interest has occurred throughout the period. • The lease of the building previously used to operate Ingleburn Occasional Care Centre was successfully organised and a new privately operated child care service is operating from the premises. • The lease of Suite 5, Milgate Arcade, Queen Street, Campbelltown was successfully organised. • The renewal of the Multideck car park agreement for the car park in Carberry Lane was completed. • The RMS acquisition of Council land at Glenfield Road, Glenfield for road widening was successfully negotiated.	➡

Function 5.4.2 - Asset management	Status
• The following new buildings and major renovation works were completed during the reporting period: ○ Blinman Oval amenities, Glenfield – new amenities and canteen building. The demolition of old amenities will be undertaken. ○ Jackson Park, Woodbine – addition of a new awning to the amenities building. ○ Eschol Park Soccer amenities, Eschol Park – addition of a storeroom to the amenities building. ○ Oswald Road amenities, Rosemeadow – addition of storeroom to the amenities building. • The following works have commenced and are due for completion early 2016-2017: ○ Worrell Park amenities, Ruse – construction of new amenities and canteen building is 90% complete. ○ Woodlands Road amenities, St Helens Park – extension to existing amenities block to include toilets and storage is 90% complete. ○ Koshigaya Park amenities - renovation of amenities block has commenced. ○ Nepean Reserve, Menangle – renovation of amenities block has commenced. ○ Eaglevale NHC – backyard renovations have commenced.	➡

Function 5.4.3 - Financial management	Status
• Council has entered into 22 contracts with a value of approximately $3,115,684 during the period, following a public procurement process. • Council has monitored scenarios modelled using the Long Term Financial Plan to analyse borrowing strategies (ie internal vs external borrowings to facilitate alternative funding arrangements for Council's long term budget decisions). • Direct monitoring of special rate variation funded renewal and maintenance projects has occurred to ensure delivery within appropriate timeframes, and the achievement of planned outcomes to reduce Council's asset renewal and maintenance backlog. • Council has managed its investment and borrowings in accordance with the Long Term Financial Plan and associated policies. Investment income achieved budget forecasts. • Council has also monitored and advised on strategies to achieve and maintain the objectives of the Fit for the Future sustainability benchmarks.	➡

3.3 Committee for Museums and Collections of Modern Art (CiMAM) Annual Conference

Reporting Officer

Manager Cultural Services

Attachments

Nil

Purpose

To advise Council that the Manager Cultural Services has been invited to participate in the International Committee for Museums and Collections of Modern Art (CiMAM) Annual Conference.

Report

The Manager Cultural Services has been invited to present and participate in a panel discussion as part of the 2016 CiMAM Annual Conference being held from 18–20 November 2016 in Barcelona, Spain. This unique opportunity will see the Manager Cultural Services participate in an internationally renowned forum speaking on behalf of Campbelltown Arts Centre.

CiMAM is an international forum of professional character for the discussion of theoretical, ethical and practical issues concerning the collection and exhibition of modern and contemporary art.

CiMAM Members are museum professionals; they include the directors and curators of museums or institutions qualifying as Museums as well as training and research institutions which are beneficial for the advancement of the modern and contemporary art museum community respecting the International Council of Museums Code of Ethics for Museums and CiMAM's Principles of Deaccession.

The Manager Cultural Services will speak about the Centre generally and its position within contemporary art in Australia. He will make specific references to visual arts programs that highlight the achievements of the program locally, across Australia and internationally.

CiMAM will cover expenses including travel, accommodation and event registration. There will be no additional cost to Council.

Officer's Recommendation

That Council endorse the Manager Cultural Services attendance and participation at the International Committee for Museums and Collections of Modern Art (CiMAM) Annual Conference being held from 18-22 November 2016 in Barcelona, Spain.

Committee's Recommendation: (Oates/Lound)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 138

That the Officer's Recommendation be adopted.

4. CUSTOMER SERVICE

No reports this round

5. EDUCATION AND CARE SERVICES

No reports this round

6. HEALTHY LIFESTYLES

No reports this round

7. LIBRARY SERVICES

7.1 Revised Policy Library Regulations

Reporting Officer

Manager Library Services

Attachments

Policy – Library Regulations

Purpose

To seek Council's endorsement on the Library Regulations Policy.

History

The abovementioned policy was adopted by Council on 15 April 1986, was last reviewed on 30 September 2013 and is now due for review in accordance with the Records and Document Management Policy.

Report

The abovementioned policy was reviewed in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.

The Library Regulations Policy has been reviewed and found that no changes were required. It is recommended that the policy be adopted and a new review date set.

Officer's Recommendation

1. That the Library Regulations Policy as shown in Attachment 1 be adopted.

2. That the Policy review date be set at 30 September 2019.

Committee's Recommendation: **(Glynn/Lound)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 138

That the Officer's Recommendation be adopted.

ATTACHMENT 1

campbelltown city council	**POLICY**
Policy Title	Library Regulations
Responsible Officer	Manager Library Services

Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.

Objectives

To specify operational guidelines and an appropriate basis for the imposition of penalties under the provisions of the regulations incorporated in Part IV of the Library Act, 1939.

Policy Statement

That Council adopts the Library Regulations 2010.

END OF POLICY STATEMENT

7.2 Revised Policy Freedom of Collection and Access for Local Government Libraries

Reporting Officer

Manager Library Services

Attachments

Policy – Freedom of Collection and Access for Local Government Libraries (contained within this report)

Purpose

To seek Council's endorsement on the Freedom of Collection and Access for Local Government Libraries Policy.

History

The abovementioned policy was adopted by Council on 6 November 1984, was last reviewed on 30 September 2013 and is now due for review in accordance with the Records and Document Management Policy.

Report

The abovementioned policy was reviewed in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.

The Freedom of Collection and Access for Local Government Libraries Policy has been reviewed and found that no changes were required. It is recommended that the policy be adopted and a new review date set.

Officer's Recommendation

1. That the Freedom of Collection and Access for Local Government Libraries Policy as shown in attachment 1 be adopted.

2. That the Policy review date be set at 30 September 2019.

Committee's Recommendation: (Oates/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 138

That the Officer's Recommendation be adopted.

ATTACHMENT 1

campbelltown city council	**POLICY**
Policy Title	Freedom of Collection and Access for Local Government Libraries
Responsible Officer	Manager Library Services

Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.

Objectives

To facilitate equitable access to information and recreational resources which are relevant to the needs of the local community.

Policy Statement

1. The Library Service will provide equal access to all members of the community to information and resources that are, as far as possible, representative of all points of view on both current and historical issues.

2. The provision and maintenance of resources will be undertaken within the boundaries of budget, space and material availability.

3. Materials selected for the collection will be evaluated on merit and community need and will not be excluded on moral, political, racial, religious or other grounds except where subject to lawful Federal and State conditions.

4. Material will be made available in a variety of appropriate formats including traditional materials and modern technology.

5. Access to resources will be provided without restriction, except where legally required, or as set out in the Campbelltown City Council Library Service Lending Rules. It is the responsibility of parents or guardians to monitor the suitability of library resources used by their children.

6. The arrangement of collections will facilitate ease of access.

7. Continuous review of the collection will be undertaken to ensure the ongoing relevance and usefulness of the collection in meeting community needs.

8. Each user's right to privacy will be protected with respect to information sought or received and materials consulted, borrowed or acquired.

END OF POLICY STATEMENT

8. GENERAL BUSINESS

8.1 Feasibility of a Summer Basketball Competition

Committee's Recommendation: (Brticevic/Lound)

That a report be presented investigating the feasibility of holding a summer basketball competition (similar to the Midnight basketball competition) at the new multipurpose courts located at Macquarie Fields.

CARRIED

Council Meeting 16 August 2016 (Rowell/Brticevic)

That the Committee's Recommendation be adopted.

Council Resolution Minute Number 138

That the Committee's Recommendation be adopted.

23. CONFIDENTIAL ITEMS

No reports this round

There being no further business the meeting closed at 5.41pm.

T Rowell
CHAIRPERSON

Reports of the Corporate Governance Committee Meeting held at 5.30pm on Tuesday, 9 August 2016.

APOLOGIES

ACKNOWLEDGEMENT OF LAND

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

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Minutes of the Corporate Governance Committee held on 9 August 2016

Present

His Worship the Mayor, Councillor P Hawker
Councillor G Greiss (Chairperson)
Councillor C Mead (arrived late to the meeting during discussion of item 3.3)
Councillor F Borg
Councillor R Kolkman
Councillor P Lake
Acting Director Business Services - Mrs S Peroumal
Director Business Services - Mr M Sewell
Director City Works - Mr W Rylands
Acting Manager Assets and Supply Services - Ms K Stares
Manager Emergency Management and Facility Services - Mr R Blair
Manager Financial Services - Mrs C Mears
Manager Governance and Risk - Mrs M Dunlop
Manager Operational Services – Mr A Davies
Manager Property Services - Mr J Milicic
Internal Auditor - Mrs D Goodyear
Executive Assistant - Mrs K Peters

Election of the Chairperson

In the absence of the Chairperson Councillor Mead, Councillor Greiss was elected to Chair the meeting.

Apology

(Lake/Kolkman)

That the apology from Councillor Chanthivong and Dobson be received and accepted.

CARRIED

Also in Attendance

Bruce Hanrahan – Audit Committee

Acknowledgement of Land

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

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

1. GOVERNANCE AND RISK

1.1 Actuarial Report 2016

Reporting Officer

Manager Governance and Risk

Attachments

Nil

Purpose

This report is to provide Council with information on the actuarial assessment completed for the 2015-2016 financial year as it relates to Council's Self-Insurance Licence for Workers Compensation.

Report

Campbelltown City Council enacted its Self-Insurance Licence for Workers Compensation on 1 July 2000. Under condition 3.4(a) of the licence, Council is required to have an actuarial report prepared by a qualified actuary, estimating Council's potential outstanding liability for its Workers Compensation claims each financial year. An independent external consultant (actuary) is contracted by Council to provide the actuarial report in meeting the requirements developed by the State Insurance Regulatory Authority.

The 2016 report has been prepared in accordance with the Institute of Actuaries Professional Standard (PS300) relating to outstanding claims in general insurance as issued by The Institute of Actuaries of Australia. This report also provides results intended for accounting standards AASB137 as it related to the disclosure of provisions.

Statistics provided are as follows:

Claims Experience			
Year	No of Claims	No of Claims Outstanding	Estimated Ultimate Claim Costs ($)
Prior to 2010	927	2	$215,000
2010-2011	80	2	$135,000
2011-2012	93	3	$175,000
2012-2013	66	2	$30,000
2013-2014	66	4	$110,000
2014-2015	58	6	$265,000
2015-2016	44	24	$330,000
Total	1334	43	$1,260,000

In the 2015-2016 financial year, 44 claims were reported and 43 claims remain outstanding. 24 of the claims relate to 2015-2016 and 19 relate to earlier years. Of the 24 claims, three have a precautionary estimate. The 21 remaining are not considered serious and are just waiting finalisation.

Based on these claims figures, Council's outstanding liability has decreased in this financial year due to finalisation of two tail end claims.

Actuarial Liability of Outstanding Claims as at 30 June 2016	
Current Component	$680,000
Non-Current Component	$1,089,000
Provision as at 30 June 2016	$2,570,000

Security Deposit 2016-2017	
Estimated liabilities	$2,570,000
50 per cent Prudential Margin	$1,290,000
Security Deposit	$3,860,000

Council is required to lodge a bank guarantee or an investment with NSW Treasury Corporation (TCorp) to represent the security deposit for the Workers Compensation Licence. In the past Council was only in a position to accept the interest rates offered by TCorp, which were conservative when compared to those offered by other financial institutions. The Licence now contains provisions to allow TCorp to source interest rates from other approved financial institutions, giving Council the capacity to earn better returns on these invested funds. The investment that Council will hold has decreased to an amount of $3.86m from $4.21m. This is a $350,000 return to Council.

Every effort is made to ensure a safe working environment for staff and this is reflected by Council’s commitment to Work Health and Safety. Council continues to provide safety awareness, increased training and improvements in identifying risk profiles associated with all work activities undertaken.

In the finalisation of the 2015-2016 financial accounts, an amount of $3.86m has been restricted for future liabilities in accordance with the legislation. This restriction is required to be fully cash backed. There is also an internal restriction for future unforeseen potential liabilities of $1.5m respectively.

The Workers Compensation vote in the budget has not increased for several years and provides for all expenses associated with the administration of the Workers Compensation Licence and also provides for three Safety Officers within Council’s Work Health and Safety Unit.

Officer's Recommendation

That Council restrict funds of $3.86m as per legislative requirements developed by the State Insurance Regulatory Authority.

Committee's Recommendation: (Lake/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

1.2 Local Government NSW Annual Conference 2016

Reporting Officer

Manager Governance and Risk

Attachments

1. LGNSW Annual Conference draft program (contained within this report)
2. LGNSW Conference Business Submission form (contained within this report)

Purpose

To advise Councillors of the 2016 Local Government NSW Annual Conference.

Report

The 2016 Local Government NSW Annual Conference will be held at WIN Entertainment Centre, Wollongong from Sunday 16 October to Tuesday 18 October 2016.

The conference is the annual policy making event for councils. Councils work together with Local Government NSW to promote Local Government and advocate on behalf of their communities for local democracy, informed decision making and good governance.

The conference is the pre-eminent event of the Local Government event calendar, where Councillors come together to share ideas and debate issues contained within the conference business paper.

Motions
Councils will be able to submit motions for consideration of the conference. Motions will be included in the business paper for the conference where they:

1. are consistent with the objects of the Association (see Rule 4 of the Association's rules)
2. relate to Local Government in NSW and/or across Australia
3. concern or are likely to concern Local Government as a sector
4. seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association
5. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws)
6. are clearly worded and unambiguous in nature
7. do not express preference for one or several members over one or several other members.

Further, for a motion to be included in the business paper for the conference, Council should resolve to submit the motion for consideration by the conference.

Councillors proposing a motion for the conference should put the proposed motion to Council for its consideration by Notice of Motion. Motions should identify the proposed category, the heading, details of the issue and the motion or proposed solution. Staff will lodge motions supported by Council via the electronic LGNSW Conference Business Sessions Submission Form. Motions should be lodged prior to Monday 22 August 2016.

Councils should identify motions relating to the following overall categories:

1. Industrial Relations and Employment
2. Economic
3. Environmental
4. Governance/Civic Leadership
5. Social Policy.

Details of what functions or issues fall in each category are set out in the LGNSW Conference Business Submission Form (attachment 2).

Voting

Council will be required to nominate the ten voting delegates for voting on motions at the Extraordinary Meeting of Council after the local government election.

It has been Council's practice to authorise the attendance at the conference of any Councillor interested in attending, but not nominated as a voting delegate.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Lake/Kolkman)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT 1

LOCAL GOVERNMENT NSW

Local Government NSW Annual Conference 2016

Sunday 16 – Tuesday 18 October 2016

Main conference venue is WIN Entertainment Centre, Crown and Harbour Streets, Wollongong, 2500
This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.

DRAFT PROGRAM (as of 18 July 2016)

SUNDAY 16 OCTOBER	
1.00pm – 4.45pm	Bump in sponsors to WIN Entertainment Centre Foyer
1.00pm – 4.00pm	Registration opens in WIN Entertainment Centre Foyer
2.00pm – 4.45pm	Councillor training sessions in Winners Room 1, Winners Room 2, Victory Room - Understanding changes to the Local Government Act - Know your planning - Principles of good governance
2.00pm – 4.45pm	LGNSW briefing for General Managers and Interim General Managers in Premiers Room. This briefing will give progress on negotiation for a new 2017 Local Government (State) Award and workplace reform.
3.00pm – 3.30pm	Afternoon Tea meet the sponsors in trade exhibition next to Premiers Room
4.45pm – 5.00pm	Pre-booked local transfer buses from WIN to Lagoon Seafood Restaurant, Stuart Park, George Hanley Drive, North Wollongong
5.00pm – 7.00pm	President's Opening Reception in Lagoon Seafood Restaurant - Welcome To Country - Welcome **from Cr Gordon Bradbery OAM**, Lord Mayor of Wollongong City Council - Opening from **Cr Keith Rhoades AFSM**, President, LGNSW
7.00pm	Pre-booked local transfer buses will drop off back to WIN Entertainment Centre
MONDAY 17 OCTOBER – Business Session Day 1 **Chaired by Cr Keith Rhoades AFSM, WIN Entertainment Centre**	
7.00am – 5.00pm	Registration opens in Box Office of foyer WIN Entertainment Centre Distribution of voting materials and electronic handsets
7.30am – 8.45am	NSW Reconciliation Council Breakfast, Winners Room 1 - Welcome from the Hon Leslie Williams MP, Minister for Aboriginal Affairs - Address from **Mick Gooda**, Aboriginal and Torres Strait Islander Social Justice Commissioner - Address from **Stan Grant**, journalist, author, and Referendum Councillor Supported by NSWALC and sponsored by Aboriginal Affairs NSW
8.15am -9.00am	Trade exhibition opens in WIN Entertainment Centre Foyer
9.00am – 9.30am	Address from **The Hon Mike Baird MP**, Premier of New South Wales

9.30am – 10.00am	Address from **Cr Keith Rhoades AFSM**, President, LGNSW
10.00am – 11.00am	Opening of the Federal Conference, chaired by **Cr Keith Rhoades AFSM** including demonstration of voting units, adoption of standing orders, presentation of the auditor's report, general financial report and operating report to members. Business session and consideration of motions. Opening of the State Conference, chaired by **Cr Keith Rhoades AFSM** including adoption of standing orders**,** business session and consideration of motions
11.00am - 11.30am	Morning tea in trade exhibition sponsored by LG Super
11.30am – 1.00pm	Consideration of Conference business continued, chaired by the President
1.00pm – 2.00pm	Lunch in trade exhibition sponsored by LG Super General Managers Lunch: StateCover, LG Super, LGP, LGNSW Member Services and councils: Building Mutually Beneficial Partnerships, Winners Room 1 and 2
2.00pm – 3.30pm	Consideration of Conference business continued, chaired by the President
3.30pm – 4.00pm	Afternoon tea in trade exhibition
4.00pm – 5.30pm	Consideration of Conference business continued, chaired by the President Collection of all electronic handsets and voting cards Conference business session closes
5.30pm – 6.30pm	Delegate networking function in trade exhibition
6.30pm	Trade exhibition closes. Free night for delegates
TUESDAY 18 OCTOBER – Business Session Day 2 **WIN Entertainment Centre**	
7.00am – 5.00pm	Registration opens in WIN Entertainment Centre Foyer
7.30am – 8.45am	Australian Local Government Women's Association (ALGWA) Breakfast Winners Room 1: **Tracy Howe**, Chief Executive Officer, NSW Council of Social Service (NCOSS) Anti-Poverty Week 'Fighting Poverty Together', Room 1
8.00am – 5.30pm	Trade exhibition opens in WIN Entertainment Centre Foyer
9.00am – 9.15am	Introduction by Master of Ceremonies, **Tracey Spicer**
9.15am – 9.30am 9.30am – 9.45am	Address from **The Hon Paul Toole MP,** Minister for Local Government Facilitated questions from the conference to the Minister
9.45am – 10.00am	**Launch of NSW Workforce Development Strategy**
10.00am – 10.05am	Premier Sponsor Meridian IT Company Update
10.05am – 10.30am	Morning tea in trade exhibition sponsored by EPA
10.30am – 10.45am	Address from **The Hon Peter Primrose MLC,** Shadow Minister for Local Government
10.45am – 11.00am	Facilitated questions from the conference to the Shadow Minister

11.00am – 11.45am	**Keynote:** Rethinking the role of Local Government, **Peter McKinlay**, Executive Director, McKinlay Douglas Ltd.
11.45am – 12.30pm	**Tracey Spicer** facilitates a Local Government Reform Panel: Challenges and Achievements. Panellists: - **Jane Mills**, Chief Operating Officer, City of Parramatta Council - **Luke Johnson**, General Manager, Wollondilly Shire Council
12.30pm – 12.45pm	Address on Association business from **Cr Keith Rhoades AFSM**, **President, LGNSW**
12.45pm – 1.00pm	Treasurer's Report
1.00pm – 1.45pm	Lunch in the trade exhibition WIN Entertainment Centre sponsored by EPA
1.45pm – 3.00pm	**MOVE TO CONCURRENT SESSIONS**
1.45pm – 3.00pm	**CONCURRENT SESSION 1 - Natural Resources and Environment Stream** Facilitated **by Barry Buffier,** Chair and Chief Executive Officer, NSW Environment Protection Agency
1.45pm – 2.30pm	Working Together to Keep our Environment Clean, with presentations on litter prevention by **Steve Beaman**, Executive Director Waste and Resource Recovery Developing sound planning decisions, and underground petroleum storage systems presented by **Justin Turk**, Operations Officer, Hazardous Incidents and Environmental Health
2.30pm – 2.50pm	Crown Lands Review Update, **David Clarke**, Group Director Governance & Strategy, NSW Department of Primary Industries – Lands
1.45pm – 3.00pm	**CONCURRENT SESSION 2 - Infrastructure and Planning**
1.45pm – 2.10pm	Fixing Country Roads, **Fredric Horst**, Principal Manager for Freight Strategy and Investment, Transport NSW
2.10pm – 2.30pm	Engaging councils in the process of allowing access to local roads for heavy vehicles, **Sal Petroccitto**, Chief Executive Officer, National Heavy Vehicle Regulator
2.30pm – 2.50pm	Councils investment in Human and Cultural Infrastructure /Sporting Facilities, **Paul Doorn**, Executive Director – Sport Infrastructure, NSW Office of Sport
1.45pm – 3.00pm	**CONCURRENT SESSION 3 - Capacity Building and Diversity** Facilitated Sarah Artist, Senior Manager, Innovation and Capacity, LGNSW
1.45pm – 2.05pm	Designing a Capability Framework for NSW Local Government – towards an integrated package for job design, recruitment, performance management and capacity building, **Jo Grisard**, Principal, Grisard Consulting (invited)
2.05pm – 2.30pm	Developing Council's Workforce: Case Studies from Wollongong and Port Stephens Councils presented by **David Farmer**, General Manager, Wollongong Council and **Wayne Wallis**, General Manager, Port Stephens Council (invited)
2.30pm – 2.50pm	Change – Fit for Purpose presented by **Nigel Ward**, Chief Executive Officer and Director, Australian Business Lawyers & Advisors

3.00pm – 3.15pm	**RETURN TO PLENARY SESSION AND CLOSE OF CONFERENCE**
3.30pm – 4.00pm	**Final Keynote**: TBC
4.00pm – 4.30pm	Afternoon tea and delegate networking function in trade exhibition
7.30pm – 11.00pm	**CONFERENCE DINNER** **WIN Entertainment Centre (within the conference room)**
7.30pm	Doors Open
7.45pm	Delegates seated and entrée served
8.00pm	LGNSW President introduces Elite Sponsor, StateCover Mutual Limited
8.10pm 8.30pm	LGNSW President and Elite Sponsor present the Outstanding Service Awards LGNSW Chief Executive and Bluett Trustees present A R Bluett Awards
9.00pm	Main Course served
	Entertainment and dancing
11.00pm	Function finishes
CLOSE OF CONFERENCE	

ATTACHMENT 2

LGNSW Conference Business Sessions Submission Form

For assistance completing this form please contact Bilyana Mitrevski 02 9242 4035

Set out below are the definitions for the categories which are used to help sort motions into groups of like motions:

1. INDUSTRIAL RELATIONS & EMPLOYMENT
Industrial relations and employment related legislation; industrial awards and rates of pay; WHS and worker compensation compliance; human resources policy, practice and benchmarking; workforce planning and development; staff and councillor training and development; skills shortages; staff attraction, retention and productivity; employment security; workplace change; Code of Conduct; leadership and management capacity; capability framework; council governance.

2. ECONOMIC
Own source revenue (e.g. rates, fees, charges etc.); intergovernmental fiscal relations (e.g. grants, cost shifting etc.); financial management and governance including long term financial planning and asset management; financial sustainability; economic policy affecting Local Government; local and regional economic development (including tourism); transport (e.g. roads, bridges, airports, pedestrian and cycle facilities, rail); Local Water Utilities; stormwater and floodplain infrastructure; other infrastructure and disaster management and recovery.

3. ENVIRONMENTAL
Land use planning (including environmental, heritage conservation and development planning); ecologically sustainable development; waste management in accordance with the waste hierarchy and extended producer responsibility; natural resource management; protection of local, regional and state natural environments including air quality, rivers and waterways and biodiversity, biosecurity and weeds management; pollution prevention including energy consumption and soil contamination; environmental risk management through reduction of hazards and pollutants and remediation/rehabilitation of degraded environments; climate change mitigation and adaptation; and responsible resource consumption and conservation.

4. GOVERNANCE/CIVIC LEADERSHIP
Local Government legislative and regulatory settings (e.g. Australian and/or NSW Constitutional recognition; Local Government Act review); corporate governance (e.g. role differentiation for Mayors, Councillors, General Managers and senior staff; Codes of Conduct; Political donations); structural reform (e.g. amalgamations and/or boundary changes; shared resources and services); Local Government elections (e.g. financial impact of electoral reforms on councils; impact of electoral reforms); participation (e.g. women's participation rates as councillors; cultural diversity in leadership; other opportunities for citizens to genuinely participate in council processes); and policies and programs of other spheres of government that impact on Local Government governance or citizen involvement in local democracy.

5. SOCIAL POLICY
Social planning, social impact assessment, access, equity and social justice; community development and community cultural development; community halls and neighbourhood centres, ageing and disability services, women's services, youth services and children's care

and education services); issues of concern and interest to NSW Aboriginal and Torres Strait Islander Peoples; cultural services (performing and visual arts, art galleries, performing arts centres, museums, public art, community arts, festivals, celebrations, heritage, new media and digital arts); Libraries; Health services (regulatory activities reducing public health risks; promoting healthy lifestyles; immunisation, early childhood health centres or rural medical services); Recreation facilities and services; and crime prevention planning.

Council*

Contact person*

Email*

Contact phone*

Submissions

Issue 1

Category

Please select:
Industrial Relations and Employment
Economic
Environmental
Governance/Civic Leadership
Social Policy

Heading or Title

Details of issue

Motion or Proposed Solution

2. PROPERTY SERVICES

2.1 Transfer of Land to Council - Glenfield Release Area

Reporting Officer

Manager Property Services

Attachments

1. Locality plan - Mirvac land transfers (contained within this report)
2. Locality plan - Newpro land transfer (contained within this report)
3. Locality plan - Glenvac, Calstruct, Des State, Dasmac and Modolo land transfers (contained within this report)

Purpose

To seek Council approval to accept the transfer of land zoned as Open Space (for open space and drainage reserve purposes) within the Glenfield Road Urban Release Area (GRURA) as identified in the Section 94 Contributions Plan – Glenfield Road Urban Release Area – May 2007 from various owners as outlined in this report.

History

Although sections of open space land have previously been transferred to Council upon registration of the survey plans which identified the land to be transferred, these lots were not transferred at the time of subdivision on the understanding that the developers would undertake the necessary embellishment works to deliver the open space/drainage reserves prior to transfer.

As part of the development of the GRURA some of these parcels were on-sold during the subdivision and development process prior to the necessary works being undertaken in order for the land to be transferred to Council.

Report

As part of the residential development of the Glenfield Road Urban Release Area (GRURA), developers of various parts of the GRURA have been delivering open space lands to the Council. These lands are specifically the open space (environmental corridor) and open space (drainage/riparian) lands identified within the Council's Section 94 Development Contributions Plan - Glenfield Road Urban Release Area, May 2007 (the s94 Plan).

As developers undertake the development of their respective holdings, some of the parcels identified under the s94 Plan as being required for open space and drainage purposes, have been progressively transferred to the Council, through the normal subdivision registration process.

However, some of the open space parcels identified under the s94 Plan and created under previous subdivision releases, have not been transferred to the Council during the normal subdivision registration process, but instead, remained in the ownership of the developer. The usual reason for this is that the developer, at the time of the subdivision release, had not undertaken the specified open space/drainage works required under the s94 Plan, and as such, the Council would not accept ownership of the parcel of land until those specific works had been undertaken to the Council's satisfaction.

Having regard to the above, the following is an account of various lands which had been previously held back by the respective developer, but are now considered to be at a stage of readiness for transferring to the Council.

Mirvac Homes NSW Pty Ltd (Mirvac)

Mirvac has approached Council seeking its acceptance for the transfer of various lands being Lot 18 DP 1159589, Lot 24 DP 1192946, and Lots 301 and 302 DP 1216565 on the basis of providing open space land credits as identified within the s94 Plan.

As background, Lot 30 DP 1192946, which was previously identified as Lot 30 Britannia Drive, was subdivided to create three Torrens Title allotments being Lots 301 and 302 mentioned above, as well as residual lot nominated as Lot 303 under the same Deposited Plan (DP).

In addition to Mirvac's request for open space credits to be provided for Lots 18, 24, 301 and 302, Mirvac has also requested Council provide open space credits for the residual parcel of land being Lot 303 DP 1216565, as this parcel has been identified as containing significant levels of vegetation that cannot be developed for urban purposes following assessment of the land pursuant to the requirements of the Threatened Species Conversation Act 1995.

However, based on the current status of the s94 Plan, Lot 303 DP 1216565 (residual lot) is not identified as open space land, and as such, Council is not able to provide any open space credits for this parcel. The residual land is not identified in the current plan and is zoned R2 Low Density Residential under the Campbelltown Local Environmental Plan 2015.

Having regard to the above, Mirvac has requested that Council accepts the transfer of the following four listed lots which are open space (drainage/riparian) land to be transferred to Council as required under the s94 Plan.

1. Lot 18 DP 1159589 - The subject property is open space land zoned RE1 Public Recreation under the Campbelltown Local Environmental Plan 2015 and has an area of approximately 4,928 square metres and is situated on Morley Place, Glenfield.

2. Lot 24 DP 1192946 - The subject property is open space land zoned RE1 Public Recreation under the Campbelltown Local Environmental Plan 2015 and has an area of approximately 676.2 square metres and is situated on the corner of Regalia Crescent and Britannia Drive, Glenfield.

3. Lot 301 DP 1216565 - The subject property is open space land zoned RE1 Public Recreation under the Campbelltown Local Environmental Plan 2015 and has an area of approximately 9,978 square metres and is situated between Hebe Terrace and Rolla Road, Glenfield.

4. Lot 302 DP 1216565 - The subject property is open space land zoned RE1 Public Recreation under the Campbelltown Local Environmental Plan 2015 and has an area of approximately 2,261 square metres and is situated on the corner of Mary Ann Drive and Britannia Drive, Glenfield.

It is proposed that in return for the land being transferred to Council as open space (environmental corridor/drainage reserve) that the applicable open space credit in accordance with the s94 Plan will be provided by Council to the owner, Mirvac, as part of the reconciliation of the Section 94 Contributions relating to the development. This s94 credit would be for the land only as any works would be subject to a separate credit if applicable.

The acceptance of the transfers would be subject to a final inspection by Council staff prior to transfer documents being issued.

Newpro 10 Pty Limited (Newpro)

Newpro has approached Council seeking that Council accept the transfer of the basin situated on land being Lot 8 DP 1086609 which is identified as open space (environmental corridor/drainage) land to be transferred to Council as required under the s94 Plan.

The developer Newquest Property Pty Ltd (Newpro) also sought additional credits for land currently occupied by a detention basin having an area of approximately 1,805 square metres which was required to facilitate the development of the surrounding land. It is noted that Council was unable to provide any additional credits as the affected land has not been identified in the current s94 Plan and is zoned R2 Low Density Residential under the Campbelltown Local Environmental Plan 2015.

1. Lot 8 DP 1086609 - The subject property is open space land zoned RE1 Public Recreation under the Campbelltown Local Environmental Plan 2015 and has an area of approximately 1,446 square metres and is situated between Glatton Road and the boundary of the adjoining Hurlstone Agricultural site.

It is proposed that in return for the land being transferred to Council as open space (environmental corridor/drainage reserve) that the applicable open space credit in accordance with the s94 Plan will be provided by Council to the owner, Newpro, as part of the reconciliation of the Section 94 Contributions relating to the development. This s94 credit would be for the land only as any works would be subject to a separate credit if applicable.

The acceptance of the transfers would be subject to a final inspection by Council staff prior to transfer documents being issued.

Glenvac Pty Ltd, Calstruct Pty Ltd, Des State Property Pty Ltd, Dasmac Holdings Pty Ltd and Modolo Holdings Pty Ltd

Borvac Developments (Borvac) being the joint developer for the above entities at 35-37 Glenfield Road, Glenfield has requested that Council accepts the part transfer of Lots 2 and 3 DP 1207534 and the entire land parcel of Lot 35 DP 1192946 as open space (drainage/riparian) land to be transferred to Council on the basis of providing land credits as identified in the s94 Plan.

It is understood that part of Lots 2 and 3 DP 1207534 will be subdivided to create a proposed Lot 116 under Development Application 3124/2014/DA-SW for which Borvac would seek credit for the land upon its transfer to Council.

1. Lot 2 DP 1207534 - The subject property is partly zoned open space land zoned RE1 Public Recreation and R2 Low Density Residential under the Campbelltown Local Environmental Plan 2015 and has an area of approximately 4,978 square metres and is situated between Rolla Road and the boundary of the adjoining property 37 Glenfield Road, Glenfield. A land credit under the s94 Plan would only be provided for the land zoned open space identified within the s94 Plan.

2. Lot 3 DP 1207534 - The subject property is partly zoned open space land zoned RE1 Public Recreation and R2 Low Density Residential under the Campbelltown Local Environmental Plan 2015 and has an area of approximately 18,917 square metres and is situated between Glenfield Road and Atlantic Boulevarde, Glenfield. A land credit under the s94 Plan would only be provided for the land zoned open space identified within the s94 Plan.

3. Lot 35 DP 1192946 - The subject property is partly zoned open space land zoned RE1 Public Recreation under the Campbelltown Local Environmental Plan 2015 and has an area of approximately 5,429 square metres and is situated between Lots 4 and 36 Glenfield Road and Lots 33 and 34 Atlantic Boulevarde, Glenfield. A land credit under the s94 Plan would only be provided for the land zoned open space identified within the s94 Plan.

It is proposed that in return for the land being transferred to Council as open space (environmental corridor/drainage reserve) that the applicable open space credit in accordance with the s94 Plan will be provided by Council to the relevant owners as part of the reconciliation of the Section 94 Contributions relating to the development. This s94 credit would be for the land only as any works would be subject to a separate credit if applicable.

The acceptance of the transfers would be subject to a final inspection by Council staff prior to transfer documents being issued.

Budget

The s94 Plan provides that the relevant open space credit is to be applied in accordance with the prevailing rate identified in the plan at the time of transfer.

It is advised that the values of the credits under the s94 Plan for the subject lots are listed as follows.

No.	Lot/DP	Developer	Area zoned open space (sqm) applicable to credits	Approximate Land rate @ $172.50	Approximate credit including Residex index (March 2016)
1.	Lot 18 DP 1159589	Mirvac	4,651	$802,297.50	$1,134,979.91
2.	Lot 24 DP 1192946	Mirvac	670	$115,575.00	$163,499.58

3.	Lot 301 DP 1216565	Mirvac	2,210	$381,225.00	$539,304.58
4.	Lot 302 DP 1216565	Mirvac	9,656	$1,665,660.00	$2,356,346.17
5.	Lot 8 DP 1086609	Newpro Property	1,429	$246,502.50	$348,717.76
6.	Lot 2 DP 1207534	Borvac	914	$157,665.00	$223,042.71
7.	Lot 3 DP 1207534	Borvac	2,692	$464,370.00	$656,926.67
8.	Lot 35 DP 1192946	Borvac	5,379	$927,877.50	$1,312,633.19

Adopting the current Residex indexation (March 2016) the applicable credit for the listed lots and part lots currently total $6,735,450.57 however this is subject to the date that transfer is registered. It is anticipated that the credits for any of the identified land transfers as part of the Contributions Plan will be provided as offsets to developer contributions associated with the adjoining residential development on which basis a cash payment will not be required by Council.

Accordingly it is recommended that Council approve the acceptance of the transfer of the listed 8 allotments (identified in the above Budget table) as per the s94 Plan with open space credits to be applied in accordance with the prevailing rate identified in the plan at the time of transfer.

Section 94 Development Contributions Plan (Land Value Credits)

It is proposed that in return for the land being transferred to Council as open space (drainage/riparian) and (environmental corridor) that the applicable open space credit in accordance with the s94 Plan will be provided by Council to Mirvac, Newpro and Borvac (or the relevant corporate entity holding ownership) as part of the reconciliation of the Section 94 contributions relating to the development. This s94 credit would be for land only as any works would be subject to a separate credit if applicable.

Accordingly it is recommended that Council approve acceptance of the transfer of land as open space as identified in the Section 94 Development Contributions Plan – Glenfield Road Urban Release Area, May 2007 with open space credits to be applied in accordance with the prevailing rate identified in the plan at the time of transfer.

This credit is to only apply to the existing land zoned as open space which has been identified under the s94 Plan (as identified in the above Budget table). No credit is to be provided for land zoned as Residential or which has not been identified in the s94 Plan as subject to a credit.

Officer's Recommendation

1. That Council approve the acceptance of the transfer of open space land (drainage/riparian) being Lot 18 DP 1159589, Lot 24 DP 1192946, Lots 301 and Lot 302 DP 1216565 from Mirvac Homes NSW Pty Ltd on the terms outlined in this report.

2. That Council approve the acceptance of the transfer of open space land (environmental corridor) being Lot 8 DP 1086609 from Newpro 10 Pty Limited on the terms outlined in this report.

3. That Council approve the acceptance of the transfer of open space land (drainage/riparian) being Lots 2 and 3 DP 1207534 from Glenvac Pty Ltd, Calstruct Pty Ltd and Des State Property Pty Ltd on the terms outlined in this report.

4. That Council approve the acceptance of the transfer of open space land (drainage/riparian) being Lot 35 DP 1192946 from Dasmac Holdings Pty Ltd and Modolo Holdings Pty Ltd on the terms outlined in this report.

5. That Council provide approval to enter into any necessary agreement with the developers to reconcile any Section 94 Development Contributions through a Material Public Benefits agreement or Land Dedication/Works In Kind agreement if required on the terms outlined in this report.

6. That all documentation associated with the transfers be executed under the Common Seal of Council if required.

Committee's Recommendation: **(Kolkman/Lake)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT 1

ATTACHMENT 2

ATTACHMENT 3

3. FINANCIAL SERVICES

3.1 Investment Report - June 2016

Reporting Officer

Manager Financial Services

Attachments

Investment portfolio performance for the month of June 2016 (contained within this report)

Purpose

To provide a report outlining Council's investment portfolio performance for June 2016.

Report

Council holds a number of reserves in order to fund significant future liabilities or future objectives. These liabilities include insurance claims, employee leave entitlements and asset replacement. In addition, Council is also required to hold funds that under the *Local Government Act 1993*, are not permitted to be used for any other purposes than those originally collected for. These include developer contributions, specific purpose grants, domestic waste management, contributions and stormwater management funds.

Council invests funds through the financial instrument designated by the Ministerial Order from the Office of Local Government. The *Local Government Act 1993* and the *Local Government (General) Regulation 2005* requires a monthly investment report be presented to Council.

Council's Investment Portfolio as at 30 June 2016 stood at approximately $116m. 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.

Portfolio Performance

Directly managed investments have consistently outperformed the AusBond bank bill index benchmark.

Monthly annualised return	June
Council Managed Funds	3.01%
Benchmark: AusBond Bank Bill Index	1.98%

Investment returns can fluctuate during any one reporting period based on market perceptions, or as in the case of funds under management, changes in asset classes. As such, any measurement of performance is better reflected over a rolling 12 month period to average out any fluctuations in monthly performance. Council's total investment portfolio has outperformed the benchmark on average over the last 12 months.

Council's investment portfolio has returned a surplus over budget of some $100k for the 2015-2016 financial year, which is an excellent outcome for Council considering the current economic climate and historically low interest rates.

Rolling year to date return	June
Council Managed Funds	3.14%
Benchmark: AusBond Bank Bill Index	2.22%

Council's portfolio as at 30 June 2016 is diversified with 73 per cent in term deposits of varying lengths of maturity which are managed in accordance with market expectations and Council's investment strategy, 26 per cent in floating rate deposits which gives Council a set margin above either 30 or 90 day bank bills, 1 per cent in funds in a short term at call account.

Maturity profile	30 June
Short term at call	$1,034,865
0 – 3 months	$56,940,659
3 – 6 months	$22,666,833
6 – 12 months	$21,119,822
12 months +	$15,000,000

All investments are placed with approved deposit taking institutions. 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.

Credit exposure (S&P Long Term / Short Term Rating)	30 June
Long AAA to AA- / Short A-1	57%
Long A+ to A- / Short A-1	31%
Long BBB+ to BBB- / Short A-2	12%

Economic outlook

The Board of the Reserve Bank of Australia (RBA) elected to lower the cash rate by a further 25 basis points to a new low of 1.50 per cent at its 2 August meeting. In the accompanying statement, RBA Governor Glenn Stevens said that "Taking all these considerations into account, the Board judged that prospects for sustainable growth in the economy, with inflation returning to target over time, would be improved by easing monetary policy at this meeting". The Board will now look ahead to the September quarter inflation figures data due out in late October to decide the next move on interest rates and if growth is not sufficient to increase inflation back to within the target band of 2-3 per cent, further reductions may be required to boost the economy.

Summary

Council's investment portfolio continues to outperform the benchmark of the AusBond bank bill index. The Local Government Investment Guideline leaves little scope for the enhancement of Council's investment portfolio with the various investment products being offered. However, to enhance the portfolio, advantage is taken on the length of maturity of the investment given the rating of the institution, as well as reviewing any new investment products offered in consultation with Council's financial advisor, Spectra Financial Services.

Regular liaison with Council's external financial advisor assists in monitoring all of the risk factors to maximise Council's return on the investment portfolio, while minimising the risk associated with this strategy.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: **(Borg/Lake)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

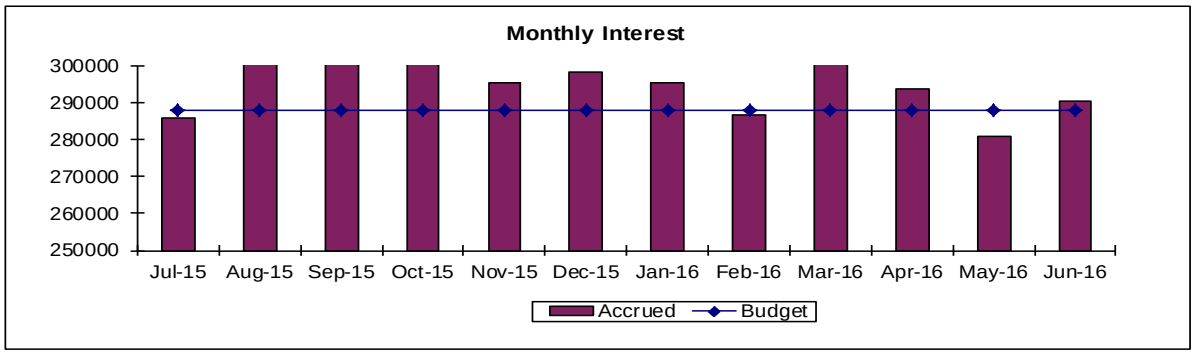
That the Officer's Recommendation be adopted.

ATTACHMENT 1

CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO
June 2016

Benchmark	AusBond Bank Bill Index
Portfolio Balance	$116,762,179.33

Monthly Performance	Return (mth)	Return (pa)
AusBond Bank Bill Index	0.16%	1.98%
Portfolio - Direct Investments	0.25%	3.01%
Performance to Benchmark	+ 0.08%	+ 1.03%
Short Term Call Account	0.18%	2.15%



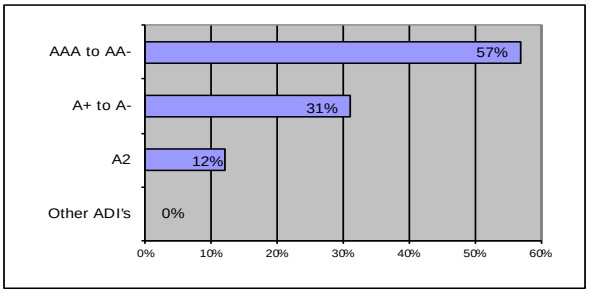
Year to Date Performance

Rolling 12 Month Period
3.14% Council Managed Funds
2.22% Benchmark

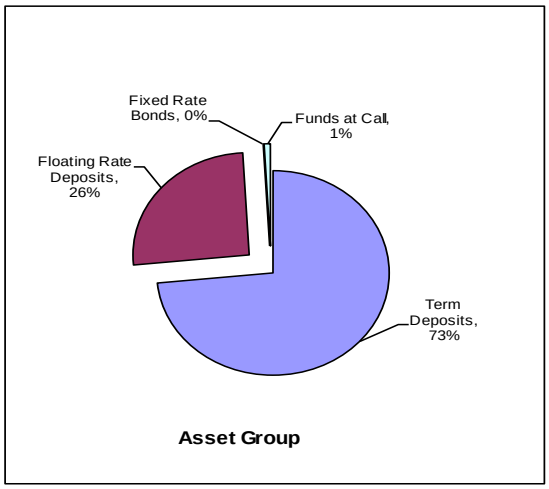
Interest Budget to Actual

Average Budget to Period	$3,453,700
Actual Accrued to Period	$3,561,101

Credit Exposure (S&P Long Term Rating)



Portfolio Diversity



			%
NAB Funds at Call	$ 1,034,864.67	AA-	1%
NSW Treasury	$ 2,810,000.00	AA+	2%
National Australia Bank	$ 46,305,960.02	AA-	40%
ANZ Bank		AA-	0%
Westpac Bank	$ 3,000,000.00	AA-	3%
Commonwealth Bank	$ 5,000,000.00	AA-	4%
Bank Western Australia	$ 8,266,129.89	AA-	7%
AMP Bank	$ 5,000,000.00	A+	4%
Suncorp Metway	$ 20,245,545.61	A+	17%
Rural Bank	$ 4,029,238.36	A-	3%
Bank of Queensland	$ 7,032,067.12	A-	6%
Peoples Choice CU	$ 1,000,000.00	A2	1%
My State CU	$ 3,000,000.00	A2	3%
Credit Union Aust	$ 4,000,000.00	A2	3%
Heritage Bank	$ 2,000,000.00	A2	2%
ME Bank	$ 4,038,373.66	A2	3%
	$ 116,762,179.33		100%

3.2 Monthly Rates Summary - June 2016

Reporting Officer

Manager Financial Services

Attachments

1. Monthly rates summary (contained within this report)
2. Actual to budget result (contained within this report)
3. Rates statistics (contained within this report)

Purpose

To provide details of the 2015-2016 Rates and Charges levy and cash collections for the year ending 30 June 2016.

Report

Rates and charges levied for the year ending 30 June 2016 totalled $97,638,071 representing 100.6 per cent of the annual budget forecast.

Receipts collected to the end of June totalled $97,062,015. In percentage terms this amount represents 97.8 per cent of all rates and charges due to be paid. In comparison, the amount collected in the same period last year was 97.04 per cent.

A process to identify and assist ratepayers experiencing difficulties in meeting the instalment deadlines was conducted early in June. This process commenced with the issue of 2,059 letters of demand to ratepayers with a balance exceeding $500 and two or more instalments outstanding. The letters were issued on 9 June 2016 on Council letterhead requesting payment or suitable payment arrangements in writing by 20 June 2016. During this period 1,478 defaulters paid the amount due, therefore requiring no further action.

Rate payers who purchased property after the fourth instalment notice where a balance remained due have been issued a ‘notice to new owner’ letter. During the month four letters were sent providing information on the annual rate amount and the balance due.

Over the financial year eRates registrations have increased by 30 per cent to a total number of 1,789 as at 30 June 2016.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Kolkman/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

RATES SUMMARY

STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES

RATE - CHARGE	NET ARREARS 1/7/2015	NET LEVY FOR YEAR	PENSION REBATES	EXTRA CHARGES	TOTAL RECEIVABLE	CASH COLLECTED	NET AMOUNT DUE	POSTPONED RATES & INTEREST	GROSS AMOUNT DUE
RESIDENTIAL	2,443,224.65	54,458,661.16	1,446,840.67	828,701.66	56,283,746.80	54,113,134.60	2,170,612.20	241,197.24	2,411,809.07
BUSINESS	436,057.49	17,751,225.03		77,448.33	18,264,730.85	18,007,480.30	257,250.55		257,250.55
BUSINESS - IND	100.30	0.00		0.00	100.30	5.17	95.13		95.13
FARMLAND	0.00	597,545.27	884.79	3,536.95	600,197.43	607,687.19	-7,489.76	116,008.27	108,518.51
MINING	0.00	23,937.48		0.00	23,937.48	23,937.48	0.00		0.00
LOAN	75,640.51	3,055.29		2,040.84	80,736.64	12,778.65	67,957.99	17,507.86	85,465.85
INFRASTRUCTURE	206,769.81	5,681,365.96		11,765.98	5,899,901.75	5,697,697.16	202,204.59	17,303.14	219,507.73
F5 ACCESS RAMPS	379.22	0.00		0.00	379.22	0.77	378.45		378.45
TOTAL	$3,142,670.23	$78,515,790.19	$1,447,725.46	$923,493.76	$81,153,730.47	$78,462,721.32	$2,691,009.15	$392,016.51	$3,083,025.29
GARBAGE	674,774.34	18,338,296.60	846,829.03	43,440.06	18,209,681.97	17,551,533.53	658,148.44		658,148.44
STORMWATER	49,776.92	1,043,009.99		505.92	1,093,292.83	1,047,759.75	45,533.08		45,533.08
GRAND TOTAL	$3,867,221.49	$97,897,096.78	$2,294,554.49	$967,439.74	$100,456,705.27	$97,062,014.60	$3,394,690.67	$392,016.51	$3,786,706.81

Total from Rates Financial Transaction Summary	2,617,333.13
Overpayments	-1,169,373.68
Difference	0.00

ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears	405,119.01
Rate accounts greater than 12 months less than 18 months in arrears	63,128.04
Rate accounts greater than 18 months in arrears	9,896.09
TOTAL rates and charges under instruction with Council's agents	$478,143.14

COMPARISON OF BUDGET TO ACTUAL

DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL	BALANCE STILL REQD.	% RAISED
RESIDENTIAL	53,878,600	54,278,600	54,458,661	(180,061)	100.33%
BUSINESS	17,935,000	17,585,000	17,751,225	(166,225)	100.95%
FARMLAND	459,900	609,900	617,047	(7,147)	101.17%
MINING	23,900	23,900	23,937	(37)	100.16%
INFRASTRUCTURE	5,631,700	5,631,700	5,681,366	(49,666)	100.88%
SUB TOTAL	77,929,100	78,129,100	78,532,237	(403,137)	100.52%
INTEREST CHARGES	238,000	238,000	258,558	(20,558)	108.64%
LEGAL COSTS RECOVERED	840,000	840,000	708,882	131,118	84.39%
PENSIONERS - Sec 575	(1,837,700)	(1,837,700)	(1,912,077)	74,377	104.05%
PENSIONERS - Sec 582	(389,800)	(389,800)	(382,478)	(7,322)	0.00%
PENSIONERS SUBSIDY	1,010,735	1,010,735	1,051,642	(40,907)	104.05%
SUB TOTAL	(138,765)	(138,765)	(275,473)	136,708	198.52%
DOMESTIC WASTE CHARGES	17,621,100	17,621,100	17,810,431	(189,331)	101.07%
COMMERCIAL WASTE CHARGES	444,600	444,600	527,865	(83,265)	118.73%
STORMWATER MNGMNT	1,138,000	1,138,000	1,043,010	94,990	91.65%
	19,203,700	19,203,700	19,381,307	(177,607)	100.92%
GRAND TOTALS	96,994,035	97,194,035	97,638,071	(444,036)	100.46%

COLLECTIONS AS A % OF:	TOTAL RECEIVABLE	TOTAL LEVIED
RESIDENTIAL	96.14%	99.37%
BUSINESS	98.59%	101.44%
FARMLAND	101.25%	101.70%
INFRASTRUCTURE	96.57%	100.29%
ALL RATES	**96.68%**	**99.93%**

	TOTAL RECEIVABLE	TOTAL LEVIED
RATES	96.68%	99.93%
WASTE	96.39%	95.71%
STORMWATER	95.84%	100.46%
TOTAL RATES & CHARGES	**97.78%**	**100.34%**

RATES STATISTICS

No. of documents Issued	July	August	September	October	November	December	January	February	March	April	May	June		*Jun-15*
Rate Notices	50,454	56		121			16							
Electronic - DoH	5,427													
Instalment Notices				43,741			42,834			42,422				
Electronic - DoH				5,389			5,417			5,484				
Missed Instalment Notices			8,315			7,866			7,401			8,393		*8,514*
- Pensioners > $15.00			586			554			498			673		*641*
Notice to new owner	105	51	41	21	56	49	47	19	26	52	31	13		*5*
7-day Letters - Council issued			2,073			2,023			2,060			1,855		*1,887*
- Pensioners > $500.00			170			181			129			204		*187*
7-day Letters - Agent Issued			581				633		621			581		*581*
Statement of Claim	209	29	13	220	18	11	262	40	22	219	22	9		*11*
Judgments	16	40	19	12	64	3	11	64	39	19	65	39		*28*
Writs	11	29	17	9	11	18	14	11	47	30	39	18		*41*
eRates	1,543	1,601	1,611	1,640	1,654	1,660	1,685	1,699	1,701	1,732	1,759	1,789		*1,374*
Arrangements	351	298	373	396	471	355	402	309	401	449	306	443		*416*

3.3 Sundry Debtors Report - June 2016

Reporting Officer

Manager Financial Services

Attachments

1. Debtors summary to 30 June 2016 (contained within this report)
2. Ageing of sundry debts to 30 June 2016 (contained within this report)

Purpose

To provide a report detailing the amount outstanding by type and age for sundry and miscellaneous debts for the period ending 30 June 2016.

Report

Debts outstanding to Council as at 30 June 2016 are $1,235,899 reflecting a decrease of $879,338 since May 2016. The ratio of outstanding debts to current invoices has increased from 7.5 per cent in May to the current level of 12.8 per cent. This debtor management ratio is a measure of the effectiveness of recovery efforts, however is impacted by Council policies as well as economic and social conditions.

Invoices raised – June 2016

During the month, 2054 invoices were raised totalling $2,613,110. The majority of these are paid within a 30 day period. The most significant invoices raised during the month have been in the following areas:

Government and other Grants – $1,573,520 – The main invoices relate to:

Roads and Maritime Services – claim's for various works in the local government area $880,000 paid on 23 June 2016	$1,415,820
Office of Environment and Heritage – Floodplain risk management for Milestone claim 1	$49,816 (paid)
Office of Local Government – rates and waste services pensioner subsidy September 2015 to June 2016	$36,583
Australian Council for the Arts – contemporary performance programs	$25,300

Various Sundry Items – $311,695 – The main invoices relate to:

Sydney Water – costs associated with the acquisition of land and easements – Oswald Reserve	$251,947 (paid)
Red Eight Roofing – road occupancy fees Kellicar road	$12,624 (paid)
Camden Council – WSN regional processing contract, Rural Fire Service shared cost operating expenses and road signage	$12,656 (paid)
Liverpool Council – Rural Fire Service shared cost operating expenses	$8,100 (paid)

Land and Building Rentals – $163,476 – the main invoices relate to:

Telstra Corporation Limited – land lease Eschol Park	$38,695
Aldi Foods Pty Ltd – monthly rental Macquarie Fields	$25,711
Nuvezo Pty Ltd – rental Dumaresq Street Cinema	$24,243
Glenquarie Hotel – monthly rental Glenquarie Shopping Centre	$20,438
Caltex Oil Australia Pty Ltd – monthly rental Macquarie Fields	$15,974
Mycorp Group Pty Ltd – monthly rental Macquarie Fields	$13,878

Corporate Administration - $151,306 – the main invoices relate to:

Jemena Gas Network – gas mains assessment for 2015-2016	$80,106
Campbelltown Camden District Cricket Club – ground maintenance for 2015-2016 season	$30,800

Public Hall Hire - $ 112,761- the main invoices relate to:

Various Accounts – May and June invoices raised for permanent hirers of council facilities	$112,761

Sportsground and Field Hire – $112,695 – the main invoices relate to:

Hire of Campbelltown Sports Stadium	$39,244
Hire of Campbelltown Athletics Centre	$27,282
Cloudmaster floodlighting – various sites October 2015 to March 2016	$10,319

Receipts to the value of $3,492,448 have been received during the period, the most notable in the following areas:

Government and other Grants	$1,759,918
Corporate Administration	$730,418
Various Sundry Items	$296,978
Land and Building Rentals	$179,464
Road and Footpath Restorations	$175,602
Sportsground and Field Hire	$103,000
Public Hall Hire	$79,953
Healthy Lifestyles	$62,160
Shop and Office Rentals	$56,238
Waste Collection Services	$26,630
Licence Fees	$19,829

Sundry debts outstanding – 30 June 2016

Debts exceeding 90 days of age totalled $134,726 as at June 2016. The major invoices relating to this balance include:

Description	**Date Invoiced**	**Balance at 30 June 2016**
Eschol Park Soccer Club - community building partnership program – new storage room facility, club is awaiting work to be completed which is expected by end of June and payment of account will be made	09/03/16	$28,600

Debtor 10076852.2 – recovery of costs associated with the repair of damage to “Blairmount” wall from motor vehicle accident 15 November 2015. Seven day letter issued and contact was made with debtor who has lodged a claim with their insurance company. Insurance company has acknowledged the debt and have requested copies of documentation of the invoice which has been sent. Insurance company is now disputing account , council has met all requirements for proof of debt and it has been requested that they finalise by early August to avoid the account being sent to council’s agent for formal recovery	09/02/16	$12,570
Debtor 10068316.8 – retaining wall between Lot 1451 DP 703487, 2 and 4 Brownlow Place, Ambarvale. Debtor is maintaining arrangement to pay $450 per month as approved by Council	09/06/10	$2,500
Casper's Baseball Club – electricity charges. Club is experiencing financial difficulty, however have been making irregular payments to reduce the debt. New electricity charges added to debt. Contact has been made from new committee member’s, negotiations are continuing	17/12/12 to 17/03/16	$8,991
Insight Mercantile Pty Ltd – abandoned motor vehicle. Vehicles have now been taken over and sold by the auction house on behalf of the finance company. Council is in discussions with the auction house and insurance company	18/07/14	$2,799
GE Automotive – abandoned motor vehicle. Vehicles have now been taken over and sold by the auction house on behalf of the finance company. Council is in discussions with the auction house and insurance company	05/07/12	$5,709
Alphamaga Investments – health licence inspection fees and legal costs. Debtor filed for bankruptcy, can no longer pursue	17/02/14 to 30/11/15	$1,369
Debtor 10073212.2 – shop licence inspection fees and legal recovery costs. All legal avenues have been exhausted and to pursue would be uneconomical	24/09/13	$3,042
Decadance Dance Studio – permanent hall hirer of Ron Moore Community Centre, hire has been cancelled due to defaulting agreement, seven day letter issued February 2016, no response from debtor, matter has been referred to Council’s debt recovery agents and a letter of demand has been sent March 2016. Debtor failed to respond to demand letter and as a result a Statement of Liquidated Claim has been lodged with the local court. Summons was served May 2016, no contact or payment has been received and judgment to secure debt has been obtained , application for Writ has been lodged, legal recovery continues	03/11/15	$2,971

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, 22 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 one statement of claim for unpaid licence fees, obtain judgement and escalate to writ on another debtor for unpaid hall hire fees.

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.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: **(Lake/Kolkman)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT 1

DEBTORS SUMMARY 1 June 2016 to 30 June 2016

DEBTOR TYPE/DESCRIPTION	ARREARS AT 31/05/2016	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 30/06/2016	% DEBT RATIO
Corporate Administration	750,831	151,306	730,418	171,719	29.49%
Abandoned Items	6,662	0	0	6,662	0.35%
Education and Care Services	18,710	0	0	18,710	0.98%
Community Bus	299	230	440	89	0.01%
Sportsground and Field Hire	72,580	112,696	103,000	82,275	5.46%
Government and other Grants	843,498	1,573,521	1,759,918	657,100	12.87%
Public Hall Hire	27,018	112,761	79,953	59,826	1.39%
Health Services	350	0	0	350	0.02%
Land and Building Rentals	60,080	163,476	179,464	44,091	5.63%
Healthy Lifestyles	3,904	64,166	62,160	5,910	0.15%
Library Fines and Costs	0	0	0	0	0.00%
Licence Fees	58,152	14,508	19,829	52,831	1.85%
Pool Hire	2,910	5,911	1,368	7,453	0.39%
Private Works	6,734	0	450	6,284	0.52%
Road and Footpath Restoration	176,533	27,662	175,602	28,593	28.17%
Shop and Office Rentals	24,186	47,322	56,238	15,269	2.17%
Various Sundry Items	85,108	311,695	296,978	99,826	6.42%
Waste Collection Services	16,362	27,858	26,630	17,589	6.17%
	2,115,237	**2,613,110**	**3,492,448**	**1,235,899**	**100%**

ATTACHMENT 2

AGEING OF SUNDRY DEBTOR ACCOUNTS - 30 June 2016

Description	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	*Previous Month 90+ days*
Corporate Administration	137,527	15,940	2,132	16,120	171,719	*18,295*
Abandoned Items	0	0	0	6,662	6,662	*6,662*
Education and Care Services	18,710	0	0	0	18,710	*0*
Community Bus	89	0	0	0	89	*0*
Sportsground and Field Hire	63,253	16,254	1,710	1,058	82,275	*818*
Government and other Grants	618,404	10,096	0	28,600	657,100	*0*
Public Hall Hire	44,028	7,374	1,593	6,831	59,826	*5,217*
Health Services	0	0	0	350	350	*350*
Land and Building Rentals	43,016	0	1,060	15	44,091	*209*
Healthy Lifestyles	4,906	105	300	600	5,910	*357*
Licence Fees	11,498	9,666	1,031	30,636	52,831	*31,172*
Pool Hire	6,214	0	0	1,239	7,453	*732*
Private Works	1,189	0	0	5,095	6,284	*5,545*
Road and Footpath Restoration	22,683	938	3,769	1,204	28,593	*1,204*
Shop and Office Rentals	15,269	0	0	0	15,269	*0*
Various Sundry Items	46,528	7,107	9,874	36,316	99,826	*39,278*
Waste Collection Services	15,439	0	2,150	0	17,589	*0*
	1,010,074	**67,480**	**23,619**	**134,726**	**1,235,899**	*109,839*

3.4 Revised Policy Accounting Practices

Reporting Officer

Manager Financial Services

Attachments

Revised Accounting Practices Policy (contained within this report)

Purpose

To seek Council's endorsement of the revised Accounting Practices Policy.

History

The abovementioned policy was adopted by Council on 15 July 2003 and was reviewed on 22 March 2016.

Report

The abovementioned policy has been developed in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.

Council was recently advised of a new accounting standard coming into effect from 1 July 2016 regarding Related Party Disclosures and Key Management Personnel. A key element of this new disclosure is for Council to document how the information will be collected and disclosed. After consultation with Council's external auditor, it is appropriate to incorporate this requirement in Council's Accounting Practices Policy as highlighted in the attachment.

The opportunity has also been taken to review the Accounting Practices Policy and to also include a statement regarding Council's method of accounting for disposed road assets as highlighted in the attachment.

Officer's Recommendation

1. That the revised Accounting Practices Policy as attached to this report be adopted.

2. That the Policy review date be set at 30 September 2019.

Committee's Recommendation: (Lake/Kolkman)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT 1

campbelltown city council	**POLICY**
Policy Title	Accounting Practices
Related Documentation	Significant Accounting Policy
Relevant Legislation	*Local Government Act 1993* The Australian Accounting Standards Board Local Government Code of Accounting Practices and Financial Reporting *Local Government (General) Regulations 2005*
Responsible Officer	Manager Financial Services

Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.

Objectives

The purpose of this policy is to document the accounting practices by Campbelltown City Council. These accounting practices are in addition to the 'significant accounting policies' listed in the annual financial statements and refer to matters which are of less significance or considered immaterial.

Policy Statement

This policy has been developed in conjunction with Council's external Auditor to develop a process for the dealing of various transactions affecting Council's end of year financial position. The policy has been developed taking into account all relevant legislation.

Scope
The scope of this policy is to formalise the accounting treatment for transactions affecting Council's end of year financial position.

Definitions
Contingent Asset - is recognised in the Notes to the end of year financial reports. This is reliant on a set of events and does not affect the Income Statement or the Statement of Financial Position as presented in Council's end of year financial reports.

Immaterial - relates to the quantum of the amount of a transaction and where this amount is of a minor nature, it is considered to be immaterial.

Legislative Context
This policy is in accordance with the *Local Government Act 1993*, *the Local Government (General) Regulations 2005*, the Local Government Code of Accounting Practice and Financial Reporting and the Accounting Standards as released by the Australian Accounting Standards Board.

Principles

Childcare Income, Childcare Fees in advance and Childcare Debtors

Council's policy is to only recognise childcare income on a cash basis. The extent of any childcare fees in advance or childcare debtors is considered immaterial and the cost of gathering the information on a monthly basis is prohibitive.

The recoverability of childcare debtors is also considered doubtful so any debtors would need to be provided for by way of a doubtful debts provision liability.

Library Fines

Library fines are brought to account as income on a cash received basis. Outstanding fines are accrued as a debtor with an offsetting provision to enable Council to monitor the balance. The Library system is used as the subsidiary ledger. Due to the minor nature and likelihood recoverability, no contingent asset is recognised.

Prepayments

Although Council prepares its accounts on an accrual basis, prepayments will only be recognised if the prepayment exceeds $1,000 per month.

Issues such as prepaid motor vehicle registration or telephone services in advance are considered immaterial and not recorded as prepayments.

Income In Advance

Although Council prepares its accounts on an accruals basis, income in advance will only be recognised if the advance exceeds $1,000 per month.

Specific issues such as prepaid childcare fees or leisure centre membership fees are considered immaterial and not recorded as income in advance.

Stock on Hand

Stock on hand at Council's Central Store is accounted for by the Council's Inventory Module within the Financial Management Information System and an annual stocktake is performed to reconcile the physical stock to the expected stock levels.

Other stock owned by Council such as stationery, kiosk supplies and clothing and equipment at leisure centres is expensed when purchased and not recorded as an asset of the Council.

Parking Fines

Fines are referred to the Infringement Processing Bureau for monitoring and recovery. The Infringement Processing Bureau maintains the controls and checks to monitor outstanding fines. Fines are subject to appeal and negotiation. Therefore it is Council's policy only to recognise the income on a cash received basis.

Additionally, Council also chooses not to recognise these debtors as a contingent asset as Council has no control over the recovery process.

Section 94

Section 94 Contributions are brought to account on a cash received basis. This accounting approach is consistent with the funding of Section 94 works, ie: the funds are received before the works can commence.

Although a contingent asset exists, this asset is matched with an obligation of Council to perform tasks documented in the Section 94 plan. Therefore, no contingent asset or liability is recognised in the accounts in relation to Section 94.

Developer Contributions

Developer contributions are brought to account as soon as Council has a legal claim to the contribution. The allocation of the subsequent receivable between current and non-current will be determined by the conditions of the approval where an agreement is executed.

Related Party Disclosures

For the purposes of AASB 124 Related Party Disclosures, Council will review and identify Key Management Personnel (KMP) and related transactions annually. This will include the review of Pecuniary Interest Disclosure Statements, minutes of Council meetings, Annual Reports, development applications lodged and financial accounts such as rates and sundry debtors. A determination will then be made to assess the materiality, whether quantitative or qualitative, of any transactions to be disclosed in Council's Financial Statements.

Fixed Assets Derecognition

For the purposes of AASB 116 (68) Property Plant and Equipment, Council will disclose gains and losses arising from the derecognition of each item within any asset class of property, plant and equipment through the profit and loss account, with the exception of partial disposals of road assets. Road assets are subject to a fair valuation process each financial year and due to the complex nature of accounting for partial disposals, will be absorbed in fair valuations.

Responsibility

The Manager Financial Services shall ensure that all transactions are treated in accordance with this policy at the end of each financial year and reflected consistently in Council's end of year financial reports.

Effectiveness of this Policy

This policy will be reviewed on a three year basis or where alterations in legislation will require a review of the treatment of transaction associated within this policy.

END OF POLICY STATEMENT

3.5 2015-2016 General Purpose Financial Report and 2015-2016 Special Purpose Financial Report

Reporting Officer

Manager Financial Services

Attachments

Nil

Purpose

To inform Council of its requirement to form an opinion relating to its General Purpose Financial Report and resolve to refer the accounts for audit as per Section 413(2c) of the *Local Government Act 1993.*

Report

In accordance with Section 413(1) of the *Local Government Act 1993*, Council must prepare financial reports for each year and must refer them for audit as soon as practicable after the end of that year. The 2015-2016 General Purpose Financial Reports and Special Purpose Financial Reports have been completed and Council's independent auditor, Intentus Chartered Accountants contacted to commence the end of year audit.

Section 416 of the *Local Government Act 1993* stipulates that council's financial reports for the year must be prepared and audited within a four month period after the end of each financial year. Council is then required to conduct an Annual General Meeting to present the audited financial reports, together with the auditor's reports to the public. This must be done not more than five weeks after receipt of the auditor's reports. The Annual General Meeting will be scheduled during October at a date to be advised.

The actual operational result on an accruals basis (excludes capital expenditure) is a surplus exceeding $41m after capital grants and contributions and a surplus of around $14m before capital grants and contributions. This is a preliminary result pending some minor valuation changes to fixed assets and any accrual adjustments, however is not expected to materially change. The major factors contributing to the operational result include the following:

- growth in rates income continues to be attributed to the special rate variation, with $5.6m dedicated to the annual spend on infrastructure renewal
- increase from growth in ordinary rates of $2.3m (3 per cent)
- increase in income from user charges and fees of $1.5m, particularly in the areas of facility hire and road and footpath restoration
- decrease of $3.6m in depreciation as a result of fair valuation adjustments and changes to accounting methodology.

Depreciation of Council's fixed assets has reduced and will now stabilise to its present level of approximately $22m as all asset classes are now valued in accordance with Australian Accounting Standard (AASB) 116 which has been implemented over the last several years. The change to Australian Accounting Standards requires assets to be re-valued at fair value using market based evidence where available and is undertaken by professionally qualified valuers. Assets with insignificant changes in fair value need only be re-valued every three to five years. The details of the original budget variations are reported in Note 16 to the General Purpose Financial Reports.

Note 13 to the General Purpose Financial Reports provides several financial performance measures of Council for the year. An indicator of significance is the unrestricted current ratio which assesses the adequacy of Council's working capital to satisfy obligations in the short term. The ratio has increased to 4.28:1 which continues to be above the benchmark of 2.0:1 reflecting Councils commitment to responsible budget management.

Council maintained a balanced budget throughout the 2015-2016 financial year with minor adjustments reported as part of the quarterly financial reviews. The actual funded result shows a surplus of approximately $40,000 which is an excellent outcome in light of the current economic and financial environment. This result includes carry over works of some $18m to be revoted in 2016-2017 representing a decrease of $12m on the previous year. Of the revoted amount, material items are for waste performance improvement at the Arts Centre ($1m), sport and recreation programs ($1.5m) and major infrastructure works ($8.5m). A report detailing the carry over works will be submitted in September 2016.

A significant effort from all staff has been made to ensure the end of year accounts were prepared particularly when considering the increased resources required to comply with the ongoing fair value accounting requirements.

The 2015-2016 Financial Reports have been prepared in accordance with the *Local Government Act 1993*, the regulations made thereunder, Australian Equivalents of the International Financial Reporting Standards and professional pronouncements, the Local Government Code of Accounting Practice and Financial Reporting and the Local Government Asset Accounting Manual. These statements are considered to fairly represent Council's financial position and operating result for the period.

Council is now required to refer the Financial Reports to the external auditor, Intentus Chartered Accountants for audit. Council is also required to convene an Annual General Meeting within five weeks of receipt of the Auditor's Reports and as reported above, the Annual General Meeting will be at a date to be advised in October 2016.

Officer's Recommendation

1. That the 2015-2016 General Purpose Financial Reports and the 2015-2016 Special Purpose Financial Reports be referred to audit.

2. That the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer sign the statements as required by Section 413(2) of the *Local Government Act 1993.*

3. That the audited results of the financial year be presented to Council at an Annual General Meeting in October 2016.

Committee's Recommendation: **(Mead/Lake)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

3.6 Expenditure Allocation Revote

Reporting Officer

Manager Financial Services

Attachments

Listing of Recommended Revote of Works from 2015-2016 financial year (contained within this report)

Purpose

To advise Council of the revote of funds for works incomplete by 30 June 2016.

Report

All expenditure authorisations lapse at the end of each financial year. There were a number of works where contracts had been let, or where Council staff had commenced the work prior to the end of June 2016. These works were within Council's budget for 2015-2016 and require a revote of funds to enable completion in 2016-2017.

Attached to this report is the list of works where a funding revote has been requested following discussions with senior staff from each Division and is now submitted for Council's consideration.

The total funds required from 2015-2016 are $17,640,388. This compares to the previous two years where $30,636,946 was revoted from 2014-2015 and $8,894,246 was revoted from 2013-2014. While being less than the previous year, this year's revote request is higher than the average, mainly due to several significant grant funded projects which have commenced, but were incomplete at year end.

The circumstances of the revoted funds this year are detailed below.

Major projects, which were unfinished at the end of the financial year:

- economic development, CBD studies
- Animal Care Facility refurbishment
- Leisure Centre projects
- Asset Services road and bridge works
- building refurbishment works
- Emergency Services security upgrade
- playground refurbishments projects
- stormwater management projects
- major/minor works program

Large grants/contributions being received late in the year or unexpended at year end:
- environmental/planning studies/plans of management
- waste performance improvement program
- sport and recreation projects
- Community Options programs
- Campbelltown Arts Centre, grant funded projects
- MACROC Regional Waste Strategy.

Projects which have yet to commence or fully take up available funds:
- land acquisition
- flood mitigation works

The sources of funding for the revoted funds are as follows:
- revenue (committed works reserve) $4,542,137
- other reserve funds $1,873,980
- loans $2,503,856
- grants $7,353,966
- contributions $1,366,449

All funds must be expended on the project that they were originally allocated to, according to the terms and conditions of the source of funding. A number of minor projects were not completed at the end of the financial year, however have now been finalised or are nearing completion.

Details of the major projects are outlined below.

Economic Development Program - $150k

As Council would be aware there is a renewed focus on the economic development of the Campbelltown area with significant opportunities arising in the near future. The newly appointed Director of City Growth and Economy has been charged with developing these opportunities. This amount will enable the progression of plans and strategies that were incomplete in the previous year.

MACROC-Regional Waste Strategy - $361k

MACROC received grant funds during the year under the Waste Less Recycle More program. The project will run over several years. The project has commenced and an employee has been hired to oversee the project.

Animal Care Facility refurbishment - $115k

During the 2015-2016 financial year funds were allocated to the refurbishment of the Animal Care Facility for various works. Some works were not able to be completed during last financial year and further works have been identified. The remaining works include roof insulation and the modification of afterhours holding pens. The funds have been allocated from unspent funds from the previous year and a favourable result in the Compliance Section budget.

Compliance equipment/site assessment - $105k

The current devices utilised by Rangers have been made obsolete and are either not being replaced or not able to be effectively repaired. Surplus funds from a favourable result are requested to enable the purchase of new hand held devices for the Rangers. These devices are more efficient to use and generate a cost saving to Council of $1 per penalty notice issued in the form of reduced SDR processing fees. Also funds are requested to enable a site assessment and remediation action plan to be developed for a site in Campbelltown. The owner of the property has failed to comply with prior directions and as the site poses a risk to the environment there is a need to progress this assessment work. It is intended that the site assessment and plan development costs be recovered from the owner.

Environmental studies $205k

A number of environmental studies are continuing or yet to commence due to funding being allocated over a number of years or the funds being received late in the financial year. Some of these studies include; Cumberland Plain-Golf Course, Mitigating Threats to Koala Population and Public Reserve Management-Fencing.

Plans of Management $117k

Several Plans of Management have recently commenced or are about to commence. They include a flying fox PoM where there was a Council resolution (21 July 2015) to prepare a plan; the plan is due for completion early 2017. Also a bushwalking track audit and associated works has commenced, a consultant has been engaged to undertake audit, and the report is due October 2016.

Waste Performance Improvement Program - $1.09m

Council has received funding from the NSW Government's Waste and Sustainability Improvement Payments (WaSIP) Scheme in previous years. The funding is conditional on the approval of an action plan of works by the Office of Environment and Heritage which has been approved. These funds are for the Campbelltown Arts Centre Heating and Ventilation Air Conditioning upgrades due for completion early 2017. Projects are facilitated by Council's Sustainability Committee. This project also has a supplementary Council contribution.

Better Waste and Recycling Program - $988k

Grant funds were received during the year under the Better Waste Recycling fund (Waste Less Recycle More), which will be expended on projects which aim to reduce the amount of waste going to landfill. This is an ongoing program with works to continue over several years. Funds have also been received to fund the construction of a Community Recycling Facility. This project is currently underway.

Education and Care Projects - $193k

There are two ongoing grant funded programs within the Education and Care Services Section which had unexpended funds at the end of the financial year. They are the Airds Family Centre and the Mobile Toy and Book Library. Revoted funds will be expended on the operations of the programs.

Education and Care Services also received grant funding for a long day care professional development programme. This is year two of a three year program and funds will be expended over this period.

Campbelltown Arts Centre Programs - $705k

The Campbelltown Arts Centre receives much of its grant funding on a calendar year basis, and depending on the timing of their expenditure there will be unspent funds that will need to be expended in the first half of the next financial year. These grant funded programs include the music, education, exhibition, theatre and dance programs.

Leisure Services Projects - $702k

The Leisure Services section has several projects either underway of yet to commence. These include refurbishment works at the Gordon Fetterplace Swimming Centre and the Macquarie Fields Swimming Centre, minor equipment purchases at the pools, capital purchases for the Minto basketball stadium and the Campbelltown Sports Ground as well as funds revoted for various strategic master plans.

Department of Sport & Recreation Projects - $1.321m

In the last financial year Council was successful in applying for (or partnering with other sporting organisations) Participation and Facility grants. Several are committed or underway and are due for completion in the 2016-2017 financial year. There are also projects committed to as, per the Sport & Recreation grants program, in accordance with previous reports to Council.

Healthy Lifestyles has also received a number of requests from sporting groups regarding improvements required to amenities buildings. Healthy Lifestyles and Assets are currently assessing and prioritising Council's amenities buildings for upgrades. The funds allocated for these projects would be retained for use in these improvements.

Building Assets Maintenance Projects - $1.37m

There were a number of works that were delayed, deferred or incomplete for various reasons during the 2015-2016 financial year. These works include:

- Woodlands Baseball Complex refurbishment
- Menangle Reserve amenities refurbishment
- Worrell Park amenities refurbishment
- Civic Centre office refurbishments

The majority of these works have either been completed or will be completed by September 2016.

Assets Services Projects - $403k

There were a number of works that were delayed or deferred for various reasons during the 2015-2016 financial year. These works include:

- bridge maintenance program
- culvert maintenance program
- parks maintenance program
- footpath reconstruction program
- urban road reconstruction program

The majority of these works have either been completed or will be completed by November 2016.

Playground Equipment - $330k

Funds were allocated as part of the Renew Connect Revitalise program for the rejuvenation of the playground facilities in the Campbelltown area. The rollout of the program includes extensive consultation with the community and design works. A number of sites were put on hold to ensure compliance with the incoming Play Space Strategy. The sites have now been approved and are on track to be completed mid 2016-2017.

Emergency Services Project - $340k

Council's security system is being upgraded to enable a single system across all of Council's buildings and sites. Works had commenced in the last financial year, however additional funds are required to upgrade the older technology to be NBN ready this is estimated to cost approximately $60k. Council's CCTV equipment also requires updating and $240k is to be utilised for this purpose. Also a revote is requested to enable the engagement of a consultant to assist in the development of plans and process mapping required as a result of the new structure and associated tasking. The section has taken advantage of a favourable result in the Property Management function to allocate these funds for revote.

Flood mitigation study and works/drainage - $687k

Council is in the process of implementing the outcomes from the flood mitigation study. An amount of $371k has been revoted to continue the works. Also a surplus has been achieved from prior flood mitigation projects that have come in under budget. These funds will be incorporated and expended with the flood mitigation works.

Stormwater management projects - $1.096m

Funds are for the completion of various stormwater re-use and recycling schemes. A works program is in place for the balance of funds which were received in 2015-2016 and will be spent in accordance with Council's Management Plan. Some of the funds will also be spent on outcomes from the flood study.

Major works program - $5.047m

The majority of surplus funds from within the major works program are for the completion of the following projects:

• Eaglevale Drive upgrade (grant funded)
• Raby Precinct Traffic Study (grant funded)
• Wedderburn Road Bridge

Minor works program - $232k

Funds are for a variety of safety and amenity projects, including footpath baulks, solar lighting upgrades, bus shelter program, city signage programs and traffic facilities.

Community Safety projects - $57k

The bulk of this revote is grant funds that have been received for the Young Driver Assistance Program. This program is to be run over a number of years.

Land acquisition - $1.688m

These funds have been included in previous budgets for various land purchases. The funds will be expended as opportunities arise. Council is continually negotiating with land owners regarding various acquisition opportunities.

Summary

It should be noted that the major contributing projects to the revote total are subject to funding through grants and loans. The combination of these projects amounts in total to $9.9m of the proposed $17.6m carry over. The balance of $7.7m represents approximately 5.1 per cent of total annual expenditure which is considered satisfactory.

Officer's Recommendation

That the works listed in the attachment, which were originally funded in the 2015-2016 budget and subsequent financial reviews, be reallocated for expenditure during 2016-2017.

Committee's Recommendation: **(Kolkman/Lake)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Listing of Recommended Revote of Funds
from 2015-2016 Financial Year

		Funding Source					
Cost Centre	Description	Loans	Grants	Contribs	Reserves	Revenue	TOTAL
1112	Economic Development	0	0	31,140	0	118,900	150,040
1125	Animal Care Facility	0	0	0	0	115,000	115,000
1215	Compliance-Equipment	0	0	0	0	105,000	105,000
1243	Environmental Projects	0	191,630	0	0	130,666	322,296
1361	Waste Performance Improvement Prog	0	988,079	887,639	0	200,000	2,075,718
1530	Children's Services Projects	0	190,522	0	0	2,417	192,939
1666	Community Options Programs	0	89,143	0	0	0	89,143
1730	Community Services Projects	0	57,694	0	0	0	57,694
1735	Youth Services Projects	0	15,500	0	0	0	15,500
1801	Arts Centre Programs	0	705,349	0	0	0	705,349
1920	Leisure Services Projects	0	35,000	0	0	667,250	702,250
1935	Department Sport & Recreation Projects	347,640	694,973	40,670	0	237,642	1,320,925
2240	Building Maintenance Projects	0	0	0	118,800	1,251,400	1,370,200
2235	Assets Services Projects	0	0	0	0	402,900	402,900
2405	Emergency Services Project	0	0	0	0	340,000	340,000
2915	Playground Equipment	0	0	0	0	330,000	330,000
2989	Land Acquisition	1,390,120	0	0	0	298,256	1,688,376
3010	Flood Mitigation Study	0	247,645	0	0	123,823	371,468
3025	Flood Mitigation & Drainage	239,008	76,249	0	0	0	315,257
3027	Stormwater Management	0	0	350,000	745,606	0	1,095,606
3050	Major Works Program	438,997	3,600,600	0	966,174	41,634	5,047,405
3055	Minor Works Program	88,091	100,405	0	43,400	0	231,896
3063	Road Safety Officer Projects	0	0	57,000	0	0	57,000
3180	Community Events	0	0	0	0	45,000	45,000
3335	Corporate Support	0	0	0	0	40,000	40,000
3720	HR Project	0	0	0	0	20,000	20,000
3917	IM&T Software and Projects	0	0	0	0	38,800	38,800
4020	Customer Services-Equipment	0	0	0	0	33,450	33,450
4150	Macroc-Regional Waste Strategy	0	361,177	0	0	0	361,177
		2,503,856	7,353,966	1,366,449	1,873,980	4,542,137	17,640,388

4. HUMAN RESOURCES

4.1 Rescinded Policy - References/Letters of Recommendation and Certificates of Service

Reporting Officer

Director Business Services

Attachments

References/Letters of Recommendation and Certificates of Service Policy (contained within this report)

Purpose

To rescind a policy that has been identified as being no longer relevant to Council.

History

The abovementioned policy was adopted by Council on 25 May 1993 and is due to be reviewed in accordance with Council's Record Management Policy.

Report

The abovementioned policy has been rescinded in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.

This policy is no longer needed as the provision contained within it are largely redundant.

The only exception is point four, "An employee may also request a certificate of service from the Human Resources Section. The certificate will provide details of the employee's period of employment, range of duties and current rate of pay" and this occurs as a matter of course without the need for a policy.

Officer's Recommendation

That Policy References/Letters of Recommendation and Certificates of Service be rescinded.

Committee's Recommendation: **(Borg/Lake)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT 1

campbelltown city council	**POLICY**
Policy Title	References/Letters of Recommendation and Certificates of Service
Responsible Officer	Manager Human Resources

Policy details may change prior to review date due to legislative changes therefore this document is uncontrolled when printed.

Objectives

To provide guidelines on the issue of references, letters of recommendation and certificates of service.

Policy Statement

1. That the General Manager be authorised to sign a reference upon the request of an employee who has submitted their resignation and have served at least 2 years satisfactory service with Council.

2. An employee may also be issued with a reference under any time where it is required for the issue of a certificate of academic achievement or similar.

3. At the request of an employee the Director may issue a letter of recommendation direct to an organisation to which a job application is being made by the employee.

4. An employee may also request a certificate of service from the Human Resources Section. The certificate will provide details of the employee's period of employment, range of duties and current rate of pay.

END OF POLICY STATEMENT

5. INFORMATION MANAGEMENT AND TECHNOLOGY

5.1 Online Report

Reporting Officer

Manager Information Management and Technology

Attachments

Online Report – 1 January to 30 June 2016 (contained within this report)

Purpose

To update Council on Council's overall online presence during the period January to June 2016.

History

Council at its meeting held 17 May 2016 adopted:

> That an undertaking of Council's new website and Customer feedback be given to Councillors by the Manager Information Management and Technology.

Report

Online statistics
Council's website provides a range of information on programs, initiatives, services and events. Using Google Analytics, statistics on the usage patterns of our websites are obtained for reporting purposes.

Due to the launch of Council's new website during the reporting period, statistics presented are for the post-launch period only (28 April 2016 to 30 June 2016).

This report also provides insights into Council's overall online presence, with information and statistics on:

- other council websites
- eServices
- facebook
- eNewsletters.

Council website update
As part of Council's Online Strategy initiatives and following consultation with residents and key users, Council launched its new mobile, touch friendly and accessible website on the 27 April 2016. The new website has many additional features providing a user friendly environment for our community to find information, services and facilities. New features include:

- discover your area – highlighting 'what is happening around me', as well as showcasing Council services and facilities
- collection days – bin and kerbside clean up collection days based on the residents address
- comprehensive site search – including suggested search results, search category filters and full content searching capabilities including documents
- accessible content – plus a text to speech tool
- language translation
- new structured content – with search filter capabilities for key services, parks, animals for sale, news, events, child care, city improvements, and facilities for hire
- quick website tour
- on page content feedback.

Council has engaged with the community via a short online survey to understand their thoughts on the new website design and key features. The survey opened on the 28 April 2016 and will close on 26 August 2016. Survey submissions and comments indicate that new website has been well received by the community – refer to attachment for additional insights.

Other Council websites
Council also has two additional websites:

- the Campbelltown Arts Centre website statistics are presently not included in this report, however will be included in future reports.
- the Visit Macarthur website attracted 87,953 sessions, with 69 per cent of these being new visitors to the site.

Council has taken a consolidated approach to its online presence and has incorporated the Your City Your Future and Fisher's Ghost websites into Council's new website. This includes a number of benefits:

- reducing the ongoing cost of software licences
- reducing hosting, upgrades and training costs
- reducing our security and support risks
- improving the user experience and increasing search capability
- increasing our return on investment for enhancements through upgrades and/or custom built solutions which can be leveraged across all websites.

eServices
Council continues to improve and expand its range of online services. During the reporting period, over 11,000 online requests were lodged by our community, which equates to 11,000 less calls to Customer Service. It is estimated that this will rise to 20,000 by the end of 2016.

There has also been enhancements to Council's Kerbside Clean Up eService, which enables Customer Service to email the customer rather than print and post their confirmation letter. This has resulted in a reduction in postage costs by $3,287 between January and June 2016 with savings projected to reach more than $9,000 over a 12 month period.

Facebook
Utilising Facebook to engage with the community continues to be an effective tool for Council. Popular community posts such as daylight saving ending, double demerit points, Queen Street improvement works as well as competitions and awards prompt much commentary, shares and participation from the community.

Council's corporate Facebook page received 866 new 'likes' and the Visit Macarthur Facebook page received 1,508 new 'likes' over the six month reporting period.

eNewsletters
Council's eNewsletters complement the existing quarterly Council residential newsletter 'Compass' which is delivered to residents as well as Council's Facebook pages.

Council's corporate eNewsletter is distributed via email and informs subscribers on events, Council initiatives, things to do and places to visit, as well as directing traffic to Council's website through links to further information.

There are currently 861 subscribers to Council's eNewsletter, an increase of 9.4 per cent from the previous reporting period. Council's eNewsletter open and click through rates are significantly higher than the average Government email marketing campaigns. This indicates that Council's eNewsletter continues to have a broad and consistent appeal.

Council's Visitor Information Centre's monthly eNewsletter (What's On in Macarthur) provides information about 'What's On' across the Macarthur region. This eNewsletter currently has a subscription base of 1,553, including residents, local tourism operators and visitor information centres across NSW.

The Campbelltown Arts Centre electronic direct mail flyers provide up-to-date information about the Centre's programs and has a current subscription base of 4,719.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: **(Kolkman/Borg)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT

Online Reporting Jan – Jun 2016

Focus: New website feedback

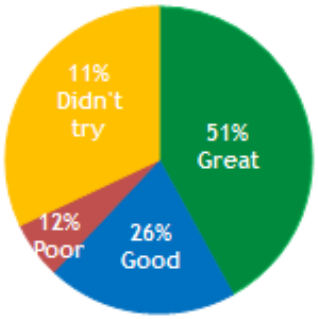
Website survey[1]: 28 Apr 16 – 30 Jun 16

82 entries over 64 days

As part of our Online Strategy initiatives and after consultation with residents and key users, we launched our new mobile and touch friendly website on 27 April 2016. The new website has many new features to make it easier for our community to find information, services and facilities.

To help us learn more about our community's thoughts on the new website design and key features, we invited website visitors to take our short survey to provide their feedback. The survey opened on 28 April 2016 and will close on 26 August 2016. Below are insights from the survey results received up until 30 June 2016.

Feedback from the community on the new website experience[2]:

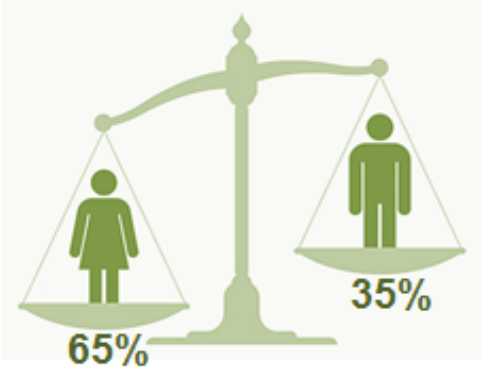


[2]Note: The percentage is calculated on an average basis of homepage layout, general site look & feel, ease of getting around the site and mobile & touch friendly design.

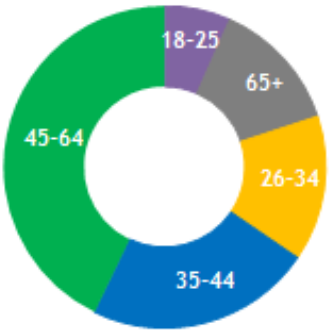
Feedback from the community on the new website features[3]:

[3]Note: The percentage is calculated on an average basis of discover your area, quick tour, bin/kerbside collection days, search filters for what's on, lost/for sale dogs & cats, city improvements, facilities for hire, child care and parks & recreation.

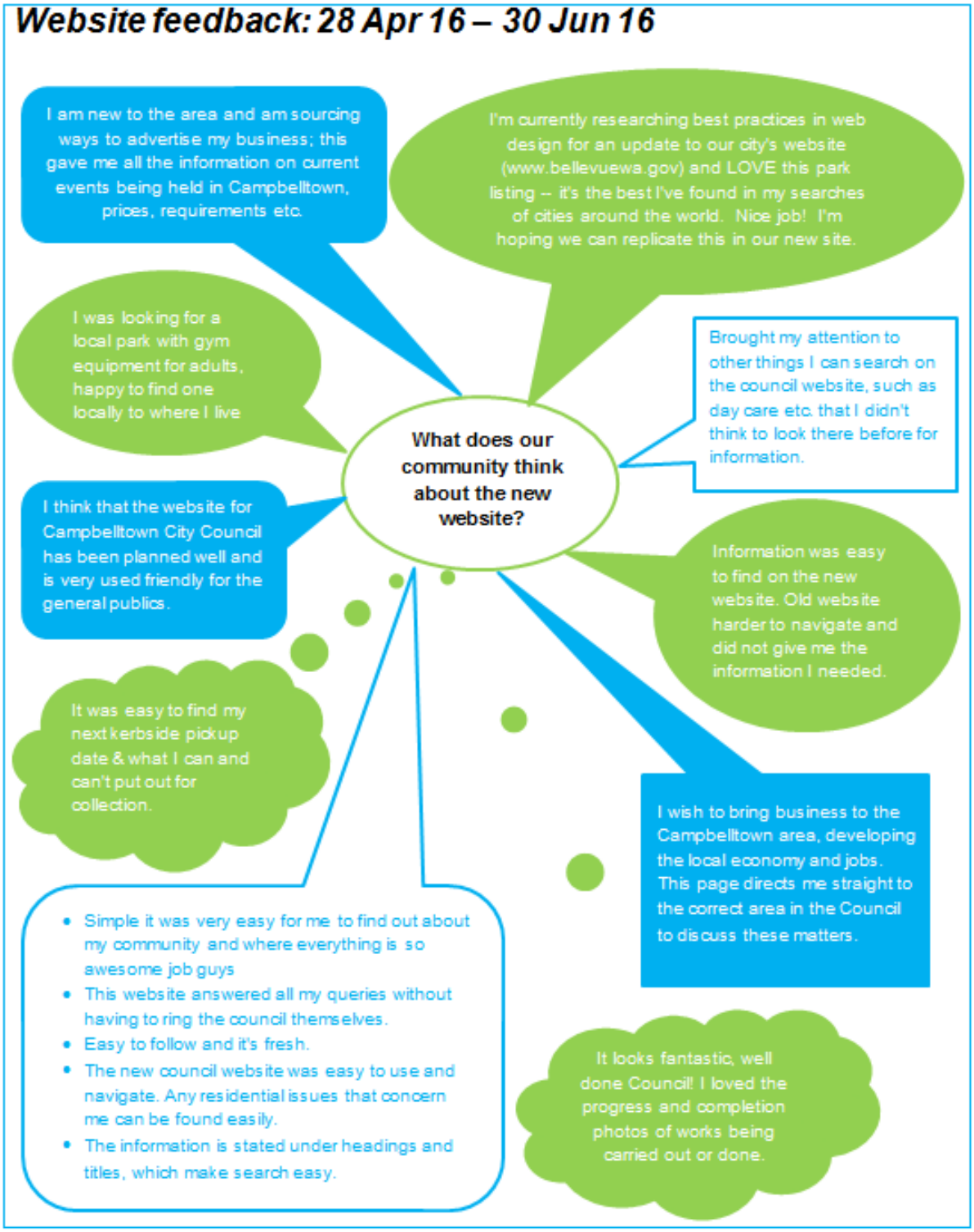
The majority of survey submissions were lodged by women



43% of the survey respondents were aged between 45 and 64



[1]All Council website stats include internal traffic.

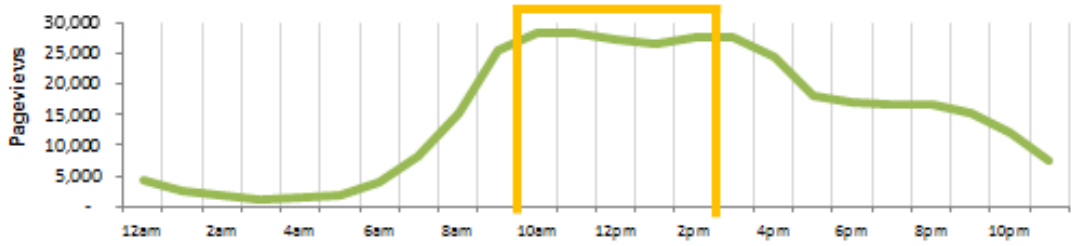

Website feedback: 28 Apr 16 – 30 Jun 16
What does our community think about the new website?
I am new to the area and am sourcing ways to advertise my business; this gave me all the information on current events being held in Campbelltown, prices, requirements etc.
I'm currently researching best practices in web design for an update to our city's website (www.bellevuewa.gov) and LOVE this park listing -- it's the best I've found in my searches of cities around the world. Nice job! I'm hoping we can replicate this in our new site.
I was looking for a local park with gym equipment for adults, happy to find one locally to where I live
Brought my attention to other things I can search on the council website, such as day care etc. that I didn't think to look there before for information.
I think that the website for Campbelltown City Council has been planned well and is very used friendly for the general publics.
Information was easy to find on the new website. Old website harder to navigate and did not give me the information I needed.
It was easy to find my next kerbside pickup date & what I can and can't put out for collection.
I wish to bring business to the Campbelltown area, developing the local economy and jobs. This page directs me straight to the correct area in the Council to discuss these matters.
Simple it was very easy for me to find out about my community and where everything is so awesome job guys
This website answered all my queries without having to ring the council themselves.
Easy to follow and it's fresh.
The new council website was easy to use and navigate. Any residential issues that concern me can be found easily.
The information is stated under headings and titles, which make search easy.
It looks fantastic, well done Council! I loved the progress and completion photos of works being carried out or done.

Website update & insights[1]: 28 Apr 16 – 30 Jun 16

As part of the website development project, the Your City Your Future and Fisher's Ghost websites were incorporated into Council's new website. This website software and provider consolidation has a number of benefits: Reducing the ongoing cost of software licenses; Reducing hosting, upgrades and training costs; Reducing our security and support risks; and increases our return on investment for enhancements through upgrades and/or custom built solutions which can be leveraged across all websites.

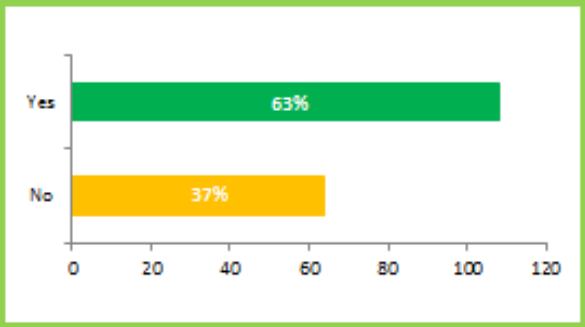
Website visit times[1]

Peak time is 10am – 3pm



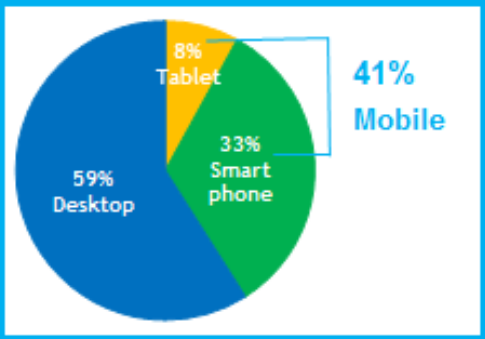
Was this web page helpful?[1]

172 entries over 64 days



This indicates that the majority of website visitors are satisfied with the content on the website.

Device usage breakdown[1]



Mobile usage has increased slightly since the new site launched. However, we predict this will increase as the community find out about our new mobile friendly site and the new features.

Top 10 Search Results[1]

1. dcp
2. rates
3. jobs
4. lep
5. forms
6. events
7. library
8. councillors
9. 149
10. ground closures

Top 10 pages[1]

1. Home
2. Dogs/Cats For Sale
3. Libraries
4. Lost Dogs/Cats
5. Search results
6. Waste & Recycling
7. Facilities for Hire
8. Positions vacant
9. Build & Develop
10. Discover your area

[1]All Council website stats include internal traffic.

eServices update & insights: Jan 16 – Jun 16

11,000+ eService requests were lodged by our community

This means **11,000 LESS CALLS** to Customer Service during this period.

We forecast this will **rise to 20,000** online requests by the year's end.

eServices delivering cost savings

Since introducing enhancements to the Kerbside Clean Up eService, enabling the Customer Service team to email the customer rather than print and post their confirmation letter, resulted in Council **reducing postage costs by $3,287 between Jan to Jun 16.**

At this rate, we are on track to **save a total of $9,000 on postage costs** over the 12 month period.

Visit Macarthur insights: Jan 16 – Jun 16

Overview

- New visitors – **69%**
- Returning visitors – **31%**
- Page views – **193,741**
- Sessions – **87,953**
- Facebook likes for Visit Macarthur page – **12,245** *(which is 1508 new likes over the six month period)*

Top 5 pages

1. What's On
2. Dining
3. Attractions
4. Functions
5. The Georges River

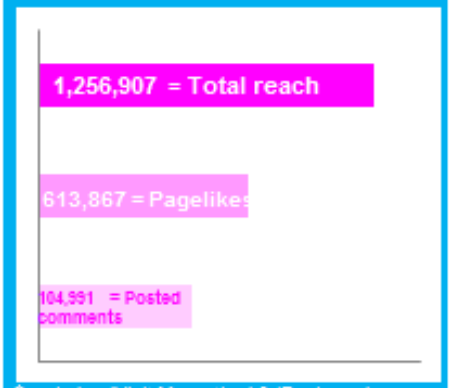
Facebook insights: Jan 16 – Jun 16

Council's Corporate Facebook page - Post highlights

Top posts	Views	Posted comments	Shares
Daylight saving ending	13,743	438	308
Double demerits for Easter long weekend	10,079	80	94
Australia Day Award winner announcement	4,664	165	30
Queen street improvement works	3,948	54	14
Catch a carp competition pre-event post	3,250	37	22

The page has received 866 new likes over the six month period.

11 Facebook pages*: Reach & Engagement



*excludes 'Visit Macarthur' & 'Bushcare'

The new Bushcare Facebook page will be launched on 7 July 2016 to help build the profile of Council's Bushcare volunteer program.

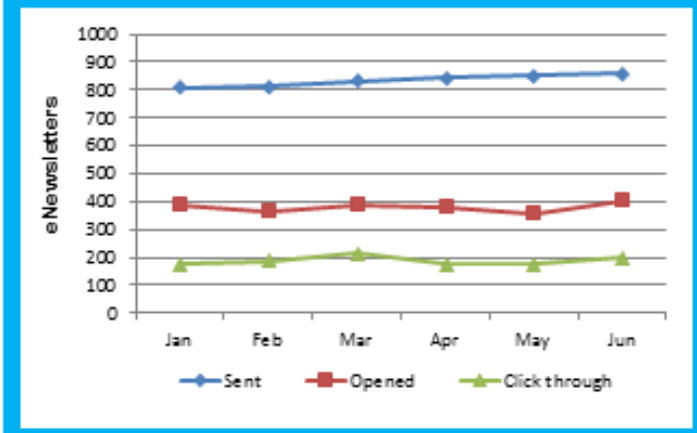
eNewsletter insights: Jan 16 – Jun 16

Total number of subscribers

- Council's corporate eNewsletter = 861
- Visit Macarthur eNewsletter = 1,553
- Arts Centre electronic direct mail flyers = 4,719

Subscriptions continue to grow steadily.

Council's Corporate eNewsletter



The average open rate for Government email marketing is 26%, with a 3% click through rate. The Council open and click through rates are significantly higher than the average Government email marketing, indicating that Council's eNewsletter has a broad and consistent appeal.
Source: MailChimp.com email marketing benchmarks

5.2 Feasibility of public wireless service at Council Skate Parks

Reporting Officer

Manager Information Management and Technology

Attachments

Wireless coverage map (contained within this report)

Purpose

Council at its meeting held 17 May 2016 adopted:

> That a report be presented investigating the feasibility of providing public wireless (Wi-fi) services at all Skate Parks located within the Local Government Area.

This report aims to advise Council on technology, governance, operational and financial considerations to provide public wireless connectivity at Council operated Skate Parks.

Report

Council currently operates four Skate Parks situated at Bradbury, Campbelltown, Macquarie Fields and St Helens Park.

The Skate Parks, being outdoor recreational venues, currently do not have Council IT infrastructure on site.

The cost estimates provided in this feasibility report are based on provisioning wireless systems to the St Helen's Park Skate Park only. The varied locations, sizes and layouts of each site will impact the implemented solution and associated cost.

Considerations for implementing a wireless system include:

- the alignment with Council and IT strategic planning
- the return on investment
- the availability of usable electrical power outlets
- the provision of high speed internet connection and associated cabling to these sites
- the area of wireless coverage and bandwidth requirements for each site
- the secure location for the storage of IT hardware and the associated risks arising from vandalism
- appropriate elevated locations for mounting wireless access points
- the monitoring of the system to ensure a reliable service
- ongoing support for the system

- the long term maintenance and operational expenditure
- internet filtering to safeguard patrons from accessing inappropriate content via the internet
- system security to avoid potential misuse of internet bandwidth

Financial Analysis

- The initial estimate of capital and operational expenses for St Helens Park Skate Park is based on internet bandwidth to cater for up to thirty users simultaneously accessing the internet.

Capital expenditure:

IT Hardware/Service	Quantity	Cost (ex GST)
Broadband line provisioning	1	$300
Netgear router	1	$200
Sonicwall TZ400 Firewall	1	$150
Ruckus T300 outdoor Wifi access point	3	$4,000
Wifi hotspot controller	1	$350
Point to point radio beacon (150Mbps @ 5GHz)	2	$590
Equipment housing cabinet	1	$500
Onsite installation	1	$2,000
Cost of electrical work to provide power for IT equipment		$2,000
Note: Flood light poles selected for mount points of outdoor wireless access points and radio beacon		
	TOTAL:	**$10,090**

Annual operational expenditure:

Hardware Maintenance/Subscription	Quantity	Cost (ex GST)
Sonicwall TZ 400 hardware maintenance	1	$300
Monitoring/Reporting	1	$800
Sonicwall Gateway security subscription	1	$400
Ruckus access point warranty	3	$300
Wireless management system subscription	1	$600
Radio beacon maintenance	2	$150
ADSL2+ annual subscription	1	$1,500
	TOTAL:	**$4,050**

Financial Summary

Based on the cost estimates for the St Helens Park Skate Park, the cost to deliver wireless services to all Council Skate Parks operated by Council:

- the capital outlay will be $40,360
- the annual ongoing expenses will be $16,200 per annum.

Officer's Recommendation

That Council develop a city wide public wireless strategy.

Committee's Recommendation: (Kolkman/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT

Wireless coverage area
Total area approx. 250 sq. m
Legend
Saint Helens Park Reserve
WiFi Coverage Area
Google earth
30 m
N

6. INTERNAL AUDIT

6.1 Internal Audit Annual Report for year ended 30 June 2016

Reporting Officer

Internal Auditor

Attachments

Audit Committee and Internal Audit Annual Report for year ended 30 June 2016 (contained within this report)

Purpose

To report to Council the activities of the Audit Committee and internal audit for the year ended 30 June 2016.

History

The Audit Committee Charter sets out the Committee's composition, roles and responsibilities, and reporting requirements. The revision of the Charter was recommended to be submitted to Council for approval on 14 July 2015 and was approved by Council on 21 July 2015.

Report

The Audit Committee is required to provide a report to Council on its activities each year. The attached report covers both Internal Audit and the Audit Committee's activities for the year ended 30 June 2016.

The report outlines some of Internal Audit and the Audit Committee's key achievements during the year including review and amendment of the Strategic internal Audit Plan on a risk management basis, a regime for providing assurance on key Council changes and local government reform and self-assessment of the internal audit function in accordance with the quality assurance and improvement program.

The Annual Report covers:

- Audit Committee meetings and attendance
- cost of internal audit activities
- performance against the approved internal audit plan, and
- Audit Committee coverage per roles and responsibilities in the Charter.

Officer's Recommendation

That the information be noted.

Committee Note: Mr Bruce Hanrahan, Chairman of the Audit Committee presented the report to Council.

Committee's Recommendation: **(Kolkman/Lake)**

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 16 August 2016 (Greiss/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 139

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Audit Committee and Internal Audit Annual Performance Report to Council for Year Ended 30 June 2016

July 2016

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Background

Audit Committee

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Internal Audit Activities

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Quality Assurance and Improvement Program

Acknowledgments and Appreciation

Background

The Division of Local Government issued revised *Internal Audit Guidelines* under Section 23A of the *Local Government Act 1993* in September 2010. These guidelines recommend the establishment of an Audit Committee to play a pivotal role in the governance framework.

Council approved the establishment of an Audit Committee at its October 2010 meeting and it's principle function is to provide independent advice and assistance to Council on matters related to risk management, control, governance and statutory compliance.

Since that time the Audit Committee's role has evolved with responsibilities to monitor activities including:

- the development and implementation of the annual audit program
- completion of external responsibilities (for example completion of the annual statutory financial statements)
- implementation of recommendations made by internal/external audit, and
- Council's progress in relation to risk management.

The Committee's long-term strategy is to assist with improving corporate governance by monitoring the development of a formal Enterprise Risk Management framework. This framework is intended to assist with the development of risk registers that consider all types of risk facing Council and to therefore allow a more strategic approach to the management of risks. The development of this framework has progressed significantly, with the development and implementation of the strategy and authorised statement during the latter part of 2015-2016. This work, together with development of the internal audit framework and quality assurance and improvement program, have further enhanced Council's ability to build the efficiency and effectiveness of the internal audit function.

Audit Committee

Membership

The Audit Committee currently consists of five voting and four non-voting members. The voting members are two independent members (including the Chairperson), the Mayor, the Deputy Mayor and the Chairperson of the Corporate Governance Committee (or a member of that Committee).

Non-voting attendees are the General Manager, Director Business Services and the Internal Auditor.

To enhance its ability to provide good governance and independently review Council activities, best practice guidance recommends that the Audit Committee should comprise a majority of independent members.
The Audit Committee charter was revised during 2014-2015 to reflect this structure and to coincide with the next round of elections and amendment of the Local Government Act and Internal Audit Guidelines. Further revisions to the Charter will be attended to as necessary once legislative changes are finalised.

Attendance

Committee meetings were held on the following dates:

- 20 October 2015
- 15 March 2016
- 14 June 2016

Per the Audit Committee Charter, the Committee is to meet a minimum of three times per year with the need for any additional meetings to be decided by the Chair of the Committee in consultation with the General Manager.

Attendance at the three meetings held during the year was as follows:

Meeting Participants	No. of Meetings attended
Independent Chairperson	3
Independent member	3
Mayor	3
Deputy Mayor	0
Chairperson of Governance Committee	3
General Manager	3
Director Business Services	3
Internal Auditor	3

Performance against Audit Committee Charter

Audit Committee achievements over the 2015-2016 year are assessed against the roles and responsibilities established by the Audit Committee Charter in the following areas.

Per Audit Committee Charter	Coverage
Risk Management	
Review whether management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of business and financial risks, including fraud	A formal framework for enterprise risk management is currently being developed by Council's Risk Management Coordinator. An authorised statement, strategy and implementation plan have been developed and endorsed by Council.
Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings	Internal Audit has assessed the application of risk management planning to areas such as Contract management, policy management and grant application governance throughout the 2015-2016 scheduled and special audit projects. Further, Internal Audit strategic planning meetings, probity advice and investigations reinforce the need for a risk management

Per Audit Committee Charter	Coverage
	approach in planning for all council projects and undertakings.
Review the impact of the risk management framework on its control environment and insurance arrangements	Considered in strategic planning process and Internal Audit liaison with the Risk Coordinator during development of the risk management framework, policies and systems.
Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.	Reviewed in the strategic planning process via discussions with Council's Manager Emergency Management and Facility Services and participation in desktop testing exercise in May 2016. Statewide has engaged a consultant to conduct a gap analysis review of Council's Business Continuity Plan with a report to be provided to Council within this last quarter.
Control Framework	
Review if Management has adequate internal controls in place, including over external parties such as contractors.	Considered during risk-based strategic planning and with each audit.
Review if Management has in place relevant authorised statements, policies and procedures and these are periodically reviewed and updated.	Considered with each audit, and specifically with the scheduled audit of Policy Management reported in the March 2016 Audit Committee paper.
Review if appropriate processes are in place to assess whether policies and procedures are complied with.	Considered with each audit.
Review if appropriate policies and procedures are in place for the management and exercise of delegations.	Reviewed during strategic planning process and considered with each audit, included contract management, sign shop processes, beverage and snack management, and grant application governance arrangements.
Review if Management has taken steps to embed a culture which is committed to ethical and lawful behaviour through reinforcement of the Code of Conduct.	Ongoing. Examples are; induction, code of conduct, and bullying and harassment training. Direction and advice provided through Mannex, to Directors, Managers and Coordinators.
External Accountability	
Note the completion of the annual financial statements and that they are supported by appropriate management sign-off on the statements and on the adequacy of internal	Included in external audit report on financial statements.

Per Audit Committee Charter	Coverage
controls.	
Review the external audit opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments.	Any external audit issues covered in external audit update.
To consider contentious financial reporting matters raised at the Committee meetings in conjunction with Council's management and external auditors.	None noted at Audit Committee meetings.
Satisfy itself there are appropriate mechanisms in place to review and implement where appropriate relevant State Government reports and recommendations.	Any relevant matters are considered and referred/advised by Council's Governance and Risk Section, other relevant operational sections and external networking bodies such as the Local Government Internal Audit Network, Corruption Prevention Network Council, and Institute of Internal Auditors.
Satisfy itself there is a performance management framework linked to organisational objectives and outcomes.	Considered in internal audit strategic planning; with respect to the human resources section, observed links between performance management and appraisal systems and organisational objectives per the delivery program.
Legislative Compliance	
Determine whether management has appropriately considered legal compliance matters as part of its operations.	Considered in strategic planning process and with each audit, but especially the Policy management review reported in March 2016.
Review the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated government policies.	Considered in strategic planning process and with each audit, but especially the Policy management review reported in March 2016.
Internal Audit	
Act as a forum for communication between the Council, General Manager, senior management, internal audit and external audit.	Ongoing via regular discussions with key stakeholders and reports to Audit Committee.
Review the internal audit coverage and Internal Audit Plan, including ensuring the Plan has considered Council's risk framework, and approval of the Plan.	Report on Status of Internal Audit Plan and annual approval of the Strategic Internal Audit Plan.
Consider the adequacy of internal audit resources to carry out its responsibilities, including completion of the approved Internal Audit Plan.	Status of Internal Audit Plan, Strategic Audit Plan and Annual Report on Audit Committee and Internal Audit.
Review all audit reports and consider issues identified in audit reports and action taken on issues raised, including identification and	IT Security and Access review, Sign Shop review, Beverage and snack management, Policy management,

Per Audit Committee Charter	Coverage
dissemination of better practices.	grant application governance and contract management.
Monitor the implementation of internal audit recommendations by management.	Reports on Implementation of Internal Audit recommendations. Development of program of follow up activities including provision of evidence of implementation by management and Internal Audit review of contentious issues.
Periodically review the Internal Audit Charter to ensure appropriate authority, access and reporting arrangements are in place.	Report on revision of Internal Audit charter submitted to June 2015 meeting. Further revision during 2016-2017 year against amended LG Act and Internal Audit Guidelines.
Periodically review the performance of Internal Audit.	Annual report on Audit Committee and Internal Audit submitted to June 2015 meeting, and periodic self-assessment component of Quality Assurance and Improvement Program commenced. Progress meetings held with Director Business service fortnightly and General Manager monthly.
External Audit	
Act as a forum between the Council, General Manager, senior management, internal audit and external audit.	Ongoing
Review all external audit plans and reports in respect of planned or completed financial statements external audits, monitor the implementation of audit recommendations by management.	External audit update
Consider significant issues raised in relevant external audit reports and better practice guides, and ensure appropriate action is taken.	External audit update
Responsibilities of Members	
Members of the Committee are expected to: • Understand the relevant legislative and regulatory requirements appropriate to Campbelltown City Council. • Contribute the time needed to study and understand the papers provided. • Apply good analytical skills, objectivity and good judgement. • Express opinions frankly and ask questions as deemed necessary.	Ongoing – Audit Committee members attended training on their roles and responsibilities as members of Councils Audit Committee on 15 March 2016.

Internal Audit Activities

Performance to financial budget

The following provides a comparison of the cost of internal audit related activities for the current and prior financial year.

Description	Current Year	Prior Year
Cost of Internal Audit function (excludes training)	$136,236	$87,329
Audit Committee costs	$5,000	$3,500

The increase in internal audit costs is predominantly related to internal audit staff and consultant coverage for the full year as opposed the previous year where there was no incumbent internal auditor between October 2014 and February 2015.

Performance against Internal Audit Plan 2015-2016

At the time of reporting, the fieldwork on the scheduled reviews has been completed for the Child Protection review and is in progress for Accounts Receivables & Debt Recovery. Reports will be submitted to the next Audit Committee meeting.

The internal audits scheduled during the year and their status as at 30 June 2016 are as follows:

Audit Name	Status	Budget days	Actual days
Policy Management & Gap Analysis	Completed	15	19
IT Security & Access	Completed	10	4
Contract Management	Completed	20	18
Child Protection	Reporting	20	18
Accounts Receivable & Debt Recovery - CSA	Fieldwork in progress	20	8
		85	**67**

Other Internal Audit Projects and Activities

The following special requests /adhoc projects have also been completed by Internal Audit during the year:

Description of Special request Project	Qtr	Audit days.
Review of Sign Shop processes & Management		5
Review of Beverage & Snack management		4
Grant application Governance Arrangements		13
Customer Feedback and complaint management Project group advisory		3
Risk Management recruitment – panel member		1
Menangle Park Probity plan advice		1
Tender Evaluation (City Works) – acted as probity adviser and attendance at all tender evaluation meetings		1
Compliance audit & Certification of the 2014-2015 Planning Reform Fund annual return and review of monthly Planning Reform Fund lodgements from July 2014 to June 2015.		13
Compliance audit of the 2014-2015 RMS Drives access system		5
Investigation of allegations of misconduct with respect to breach of policy and procedure.		25
		71

The following **Other Activities** have also been performed or undertaken by Internal Audit:

Other Internal Audit Activities	Audit Days
Strategic Planning	4
Follow up of Implementation of recommendations	6
Adhoc advice & review	2.5
Performance reporting & Audit Committee	24
Training, Professional Development & networking	14

Quality Assurance & Improvement Program	5
Administration & internal meetings	14
	69.5

Strategic Planning

The 2015-2018 Strategic Internal Audit Plan was completely re-developed using a risk based consultation process with the Council Executive team, managers and other key personnel. Consideration was also given to industry risks, Council delivery program objectives, restructure issues and Fit For the Future strategies.
The Plan was approved at the Audit Committee meeting in June 2015.
Given that Council is currently undergoing substantial restructure and significant amendments to both the Local Government Act and associated Internal Audit guidelines are proposed, the 2015-2018 Strategic Audit Plan reflects coverage of areas of potential high risk during the coming years. The main changes to the rolling plan are to reschedule several reviews, and to amend the approach to other reviews given other assurance and compliance work being undertaken by other Council officers or external consultants. The plan was approved at the June Audit Committee meeting.

Quality Assurance and Improvement Program

In order to ensure compliance with *Internal Audit Guidelines* (DLG) September 2010, and the requirements of the *International standards for the Professional Practice of Internal Audit*, a Quality Assurance and Improvement Program has been established.

To facilitate development of a best practice internal audit function within Council the program commenced rollout over the coming 2015-16 year including:

- **Ongoing monitoring** to provide assurance that the processes in place are working effectively to deliver quality on an audit-by-audit basis.
- **Periodic self - assessment** of internal audit activities every 1-2 years for conformance with standards and guidelines and improvement opportunities using criteria for each element being; governance, professional practice and reporting.
- **External assessment** of the internal audit function potentially using an independent certified quality assurance assessor to validate the periodic self-assessment.

The annual self-assessment has been completed for the 2015-2016 year and is attached within this report as **appendix 1**.
The external assessment is proposed be undertaken by a suitably accredited peer council internal auditor, on completion of two years full audit plan undertaken by the current internal auditor.

Acknowledgments and Appreciation

The Committee looks forward to the opportunity to continue to provide input to Council's governance and audit processes over the coming 12 months.

Lindy Deitz
General Manager

Bruce Hanrahan
Independent Chair Audit Committee

Appendix 1 Bi-Annual self-assessment of Internal Audit function.

As part of Internal Audit's Quality Assurance and Improvement Program, a self-assessment of the function is conducted on a Bi-annual basis against the IIA Standards for the Professional Practice of Internal Auditing.
The following documents the findings of the self-assessment.

Legend	
• Generally effective OR • Internal Audit good practice OR • Generally conforms with The International Standards for the Professional Practice of Internal Auditing	
• Opportunity for improvement OR • Partially conforms with The International Standards for the Professional Practice of Internal Auditing	
• Not effective OR • Does not conform with The International Standards for the Professional Practice of Internal Auditing	

No.	Standard	Quality Standard and Elements	Frequency	Date	Result	Assessed by	Signed–off by	Comment/s
1	**1300, 1310**	**Quality Assurance and Improvement Program (QAIP)**						
1.1	QAIP maintained for Internal Audit		Annual review	30 June		Internal Auditor		
1.2	QAIP aligns with IIA Standards		Annual review	30 June		Internal Auditor		
1.3	QAIP comprises: • Internal Assessments – Ongoing • Internal Assessments – Periodic • External Assessments		Annual review	30 June		Internal Auditor		
2	**1311**	**Internal Assessments – Ongoing**						
2.1	Work paper reviews and supervisor sign–off occurs for each in-house internal audit project		Ongoing	During and after each audit		Internal Auditor		Checklist utilised by Internal Auditor in place of independent work paper review. Proposed periodic Council peer review of sample of workpapers. No

No.	Standard	Quality Standard and Elements	Frequency	Date	Result	Assessed by	Signed–off by	Comment/s
								arrangements agreed to at time of self-assessment.
2.2	Performance evaluations performed after each in-house internal audit project		Ongoing	After each audit		Internal Auditor		Weekly and monthly performance/progress meetings held with DBS & GM including monitoring & evaluation of audit projects. Audit evaluation surveys circulated after each audit project.
2.3	Performance evaluations performed after each outsourced internal audit project		Ongoing	After each audit		Internal Auditor		Weekly and monthly performance/progress meetings held with DBS & GM including monitoring & evaluation of audit projects. Audit evaluation surveys circulated after each audit project. Internal auditor completes evaluation of external provider performance at the end of each project.
2.4	Actual versus budgeted analysis (monitoring metrics) conducted after each internal audit engagement for: • Budget versus actual time • Estimate versus actual elapsed time		Ongoing	After each audit		Internal Auditor		Ongoing timekeeping records maintained against all audit activities, including type of activity. Audit Committee Reports on internal audit progress include comparison of budgeted days to actual and status with respect to planned quarter for

No.	Standard	Quality Standard and Elements	Frequency	Date	Result	Assessed by	Signed–off by	Comment/s
								conduct of audit.
2.5		Customer feedback surveys	Ongoing	After each audit		Internal Auditor		Feedback surveys issued to responsible officers on completion of report on audit project.
3	1311							
3.1		Review of Internal Audit Charter	Bi-Annual	30 June		Internal Auditor		Completed June 2015
3.2		Annual self–assessment to assess conformance with the Standards	Bi-Annual	30 June		Internal Auditor		Progressively completed from June 2015 to June 2016
3.3		Staff performance reviews (HR process)	Annual	30 June		Internal Auditor		Annual performance review, regular progress reports provided to both DBS & GM
3.4		Performance measures (KPIs)	Annual	30 June		Internal Auditor		Part of annual performance appraisal for Internal Auditor and Annual report to Council on Internal Audit and Audit Committee activities.
3.5		File reviews for inhouse internal audit engagements	Annual	30 June		Internal Auditor		Primarily completed & signed-off by Internal Auditor against checklists for each audit. Potential to establish an arrangement internally to have an independent review of a sample of workpapers. Or with another councils internal audit function.
3.7		File reviews for outsourced internal audit engagements	Ongoing, after each engagement	30 June		Internal Auditor		Conducted on completion of IT Security & Access Review.

No.	Standard	Quality Standard and Elements	Frequency	Date	Result	Assessed by	Signed–off by	Comment/s
3.8		Staff sign declaration concerning: • Policies and procedures • Professional development • Code of Ethics • Conflict of interest	Annual	30 June		Internal Auditor		Yet to be considered. Sole auditor, completed induction and training on each area and participated in extensive PD program.
3.9		Assertion on Internal Auditing Standards by CAE	Annual	30 June	N/A	Internal Auditor		To be completed after completion of self-assessment post 2015/16 audit year.
4	**1312**							
4.1		An independent External Quality Assessment of Internal Audit performed at least once every 5 years by an independent assessment team from outside the organisation	5–yearly	Function established 2011, and further developed 2015 First Review to be undertaken after 2016/17 financial year.		Internal Auditor		Propose peer validation of self-assessment after 3 years of current internal audit plan.
5	**1320**							
5.1		Results of QAIP reported to Audit Committee and senior management	Annual	30 June		Internal Auditor		This assessment using QAIP to be reported to Council through the Internal Audit and Audit Committee Annual Report 2015/2016.
6	**1321**	**Use of "Conforms with the International Standards for the Professional Practice of Internal Auditing"**						
6.1		Statement may be used but only when QAIP supports this statement			N/A	Internal Auditor		Not currently using the statement in reports. To be considered after

No.	Standard	Quality Standard and Elements	Frequency	Date	Result	Assessed by	Signed–off by	Comment/s
								external review completed.
7	1322	Disclosure of Non–conformance						
7.1		Instances of non–conformance with IIA Standards and associated impact are disclosed to the Audit Committee and senior management	As required (high impact)	Immediately		Internal Auditor		None identified.
			Annual (attestation statement)	30 June				

7. GENERAL BUSINESS

Nil.

Confidentiality Motion: (Lake/Borg)

That the Committee in accordance with Section 10A of the *Local Government Act 1993,* move 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 Committee's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

CARRIED

24. CONFIDENTIAL ITEMS

24.1 Assignment of Lease - Suite 4 and 4a Milgate Arcade, Campbelltown

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: -

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

24.2 Directors of Companies - Corporate Governance

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: -

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Motion: **(Borg/Kolkman)**

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

CARRIED

There being no further business the meeting closed at 5.47pm.

G Greiss
CHAIRPERSON

REPORTS FROM OFFICERS

8. REPORT OF GENERAL MANAGER

No reports this round

9. REPORT OF DIRECTOR BUSINESS SERVICES

9.1 Progress Report: Amounts Expended on Providing Facilities and Payment of Expenses - Mayor, Deputy Mayor and Councillors July 2016

Attachments

Nil

Report

On 15 September 2015, Council reviewed its policy concerning payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors.

Section 217 (a1) of the *Local Government (General) Regulation 2005* requires councils to include additional information for inclusion in annual report:

(a1) details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, councillors in relation to their civic functions (as paid by the council, reimbursed to the councillor or reconciled with the councillor), including separate details on the total cost of each of the following:

(i) the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs)

(ii) telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes

(iii) the attendance of councillors at conferences and seminars

(iv) the training of councillors and the provision of skill development for councillors

(v) interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses

(vi) overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses

(vii) the expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW* prepared by the Director-General from time to time

(viii) expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions.

These expenses are calculated on a monthly basis and reported to Council. Expenses for the month of July 2016 were as follows:

Expenses

1.	**Training Seminars and Conferences** Cost for July 2016.	$828
2.	**Staff** Personal Secretary for the Mayor on a shared basis with the General Manager, together with Receptionist shared with Corporate Services. Apportioned cost for July 2016.	$5,274
3.	**Stationery and Postage** Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for July 2016.	Nil
4.	**Periodicals** Cost of annual subscriptions. Cost for July 2016.	$52
5.	**Meals** Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for July 2016.	$2,711
6.	**Refreshments** Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for July 2016.	$495
7.	**Insignia of Office** Replacement costs Mayoral robes, chain, badge and name plates. Cost for July 2016.	Nil

8. **Memorial and Commemorative Items**
Costs associated with the provision of memorial and commemorative items such as wreaths, commemorative pins, badges, medals etc. Cost for July 2016. — Nil

9. **Travelling Expenses for Use of Private Vehicle**
Reimbursement of travelling expenses on authorised Council business. Claims submitted for July 2016. — $794

Provision of Facilities

1. **Accommodation**
Office located on the Third Floor of the Administration Building - costs are included in total maintenance and operating expenses of the Administration Building and apportioned on an area basis (3.5%). Cost for July 2016. — $4,190

2. **Communication System**
Mobile telephone, personal computer or a laptop, personal digital assistant and combined printer, copier, scanner, facsimile machine and telephone answering machine provided for the Mayor and Councillors.
Cost of equipment for July 2016 in accordance with Councillors Policy. — $117

3. **Office Equipment**
Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for July 2016. — Nil

4. **Council Vehicle**
Costs associated with the use of Council vehicles by the Mayor and Councillors on authorised Council business. All usage is subject to the prior approval of the Mayor. Cost for July 2016. — $845

5. **Internet Facilities**
Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for July 2016. — $1,003

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for July 2016 amounted to $16,309.

Officer's Recommendation

That the information be noted.

Council Meeting 16 August 2016 (Thompson/Glynn)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 140

That the Officer's Recommendation be adopted.

9.2 Reports Requested

Reporting Officer

Director Business Services

Attachments

Status list of reports requested (contained within this report)

Report

Attached for the information of Councillors is a status list of reports requested of Council as at 19 July 2016.

Officer's Recommendation

That the information be noted.

Council Meeting 16 August 2016 (Borg/Mead)

That the Officer’s Recommendation be adopted.

Council Resolution Minute Number 141

That the Officer’s Recommendation be adopted.

ATTACHMENT 1

Reports Requested as at 19 July 2016

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
Community Services			
03.06.14 BT 3859092	CS3.5 - That a report be provided examining the feasibility of establishing an 'artist walk' as part of the new street scape in Queen Street, Campbelltown. **Comment:** Update has been provided to Council via Campbelltown Arts Centre Sub-committee meeting dated 24 June 2015 - "Council's Manager Cultural Services provided the Committee with an update in relation to the proposed Artist Walk project to be located in Queens Street, Campbelltown. It was noted by the Committee that this project will not progress until such a time as restoration works have been completed in Queen Street. Once these works are completed Council's Manager Cultural Services will liaise with Council's City Works Division in relation to the placement of plagues which represent artists that have lived in the Campbelltown area. A report to this project will be submitted to Council for consideration.	CS	November 2016
29.7.14 PL 3934158	CG3.3 - Report identifying alternative methods for managing the hire of Council's sporting fields. **Comment:** Sport and Recreation plan currently being commissioned.	CS	November 2016
19.04.16 PL 4770731	CG7.1 - Bicycle Education and Road Safety Centre That a report be presented investigating the feasibility of hiring out bicycles and helmets to people attending Council's Bicycle Education and Road Safety Centre. **Comment**: Healthy Lifestyles Manager is currently looking at resourcing for this investigation and tasked to the appropriate Council officers.	CS	October 2016
19.04.16 RT 4770735	PE5.2 - Bensley Road Soccer Complex - Macquarie Fields That a report be presented on the current condition of Bensley Road Soccer Complex and any proposed upgrade works including associated costs. **Comment**: Healthy Lifestyles Manager is currently looking at resourcing for this investigation and tasked to the appropriate Council officers.	CS	October 2016
21.06.16 MO 4874926	CS8.1 - That a report be presented investigating opportunities to create arts and cultural activities in the northern part of the Local Government Area.	CS	November 2016

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
City Works			
17.05.16 MO 4816112	CS8.1 - That a report be presented investigating the feasibility of installing shaded seating and BBQ facilities as well as a foam pit at Macquarie Fields Skate Park. **Comment:** Report being drafted by Healthy Lifestyles for presentation at the August meeting.	CW	October 2016
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.	CW	August 2018
19.07.16 GB 4737423	CW1.2- 2. That a further report be presented to Council following completion by Deloitte and Arup of their study work for the Western Sydney Rail Alliance for the provision of a rail solution connecting Campbelltown and Marsden Park	CW	October 2016
19.07.16 RK 4837880	PE5.4 - That a report be presented updating Council on the potential to provide a south bound on-ramp for the M31, skirting around the edges of Jackson Park.	CW (PE)	November 2016

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
Business Services			
18.6.13 PL 3450946	CG3.1 - Further report following expressions of interest on the ground lease in Blaxland road. **Comment:** Currently addressing Sydney Water regarding Section 73 requirements.	BS	November 2016
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.	BS	November 2016
17.02.15 PH 4188336	CG2.1 - That Council note the information contained in this report and that a further report be submitted to Council once the Roads and Maritime Services has made an offer for the compulsory acquisition of the land. **Comment:** Awaiting Valuer General issue of determination of compensation.	BS	October 2016
17.05.16 MO 4816113	CS8.2 - That a report be presented investigating the feasibility of providing wi-fi services at all skate parks located within the Local Government Area. **Comment:** This item is reported as part of the Corporate Governance Committee business paper - Item 5.1.	BS	

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
Planning and Environment			
13.12.11 BT 3421776	2.4PE - Further Report detailing the outcome of all submissions received as a result of the public exhibition of all Menangle Park documentation. **Comment:** The Menangle Park Urban Release Area has been included into the Greater Macarthur Land Release Investigation. The NSW Government is formulating a special infrastructure contribution levy to fund the required road infrastructure. A decision on the levy is expected August 2016.	PE (EP)	November 2016
13.12.11 RK 3421767	2.5PE - Report following the exhibition period detailing all submissions and the outcomes of the exhibition - Draft Macarthur Precinct DCP. **Comment:** Placed on hold pending the outcome of Glenfield-Macarthur Urban Renewal Corridor. Corridor Strategy delayed due to the required redesign of the Glenfield Town Centre following the announcement that Hurlstone Agricultural High School will be relocated. The Corridor Strategy is expected to be placed on public exhibition during August 2016.	PE (EP)	December 2016
5.6.12 RK 3068270	PE5.2 - Report outlining the role, procedures and limits of authority of the Land and Environment Court in so far as they affect amendments to development applications made as part of the Court proceedings. **Comment:** further information is being investigated and considered.	PE (DS)	October 2016
18.6.13 RK 3451045	PE2.4 - Report identifying what impact the creation of the Local Land Services will have on the Campbelltown LGA. **Comment:** Report on rating structure with Minister for consideration.	PE (EP)	December 2016
16.7.13 RK 3483315	PE4.1 - Further report to review implementation of the draft Swimming Pool Barrier Inspection Program including the cost and resourcing implications after 12 months of the programs implementation. **Comment:** Trial completed mid December 2014, information being collated. Additional time required to assess impact of the implementation of the provisions of the *Swimming Pools Act 1992* requiring pool owners to obtain a Certificate of Compliance before selling or leasing their property commencing on 29 April 2016.	PE (CS)	November 2016

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
14.10.14 CM 4033787	CG6.1 - 1.That a report be presented on the development application process, particularly as it relates to residential and small business, regarding: (i) DA approval times – including a comparison to Camden and the councils that fall within the Group 7 Metropolitan Fringe category of the Office of Local Government's Comparative Data publication. (ii) The types of developments which require approval in Campbelltown but do not require approval in other similar councils (e.g. Group 7 councils and Camden). 2.That Council contact the NSW Business Chamber and the local Chambers of Commerce and report on their suggestions regarding: (i) How Council could streamline the DA process for small business. (ii) Any developments currently requiring approval which they believe would be appropriate to be made exempt. **Comment:** Investigation continuing into this matter.	PE (DS)	October 2016
27.10.15 GG 4526199	PE5.2 - That Council's Public Notification Policy, in respect to Development Applications, be reviewed and a report provided back to Council recommending options for a more comprehensive community notification process. **Comment:** Review of notification requirements being incorporated into further review of SCDCP.	PE (EP)	November 2016
15.12.15 RK 4607896	PE5.2 - 1. That a full report be presented to Council outlining the cost of a pet giveaway and the likely implications for sales from the Animal Care Facility in the balance of the year. 2. That the report include information about the potential for pets freely given from the Animal Care Facility to be abandoned by virtue of the fact that they were acquired at no cost. Comment: Deferred by Executive for Briefing	PE (CS)	November 2016
22.03.16 GG	PE2.3 - Amendment to Campbelltown Local Environmental Plan 2015 to reflect the Re-alignment of the Campbelltown - Camden Local Government Boundary 4. That at the conclusion of the public exhibition, a report be submitted to Council detailing any outcome of the exhibition and a "strategy" for finalising the planning proposal amendment. **Comment:** Gateway determination issued 11 May 2016, proposal placed on exhibition until 26 August 2016.	PE (EP)	December 2016
22.03.16 GG 4725155	PE2.4 - Planning Proposal - Rezoning of the Glenfield Waste Site 3. That a further report be submitted to Council on the outcome of the public consultation. **Comment:** Planning Proposal to be placed on public exhibition from 6 April to 6 May 2016, submissions being considered.	PE (EP)	November 2016

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
19.04.16 MO 4770730	CS8.1- Old Clinton's development site 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. **Comment:** Works ongoing	PE (CS)	November 2016
21.6.16 RK 4884516	PE2.1 - 2. That at the conclusion of the public exhibition, a separate report be provided to Council on the outcome of the public exhibition of the Draft Amendment 2 to Campbelltown (Sustainable City) Development Control Plan 2015.	PE (EP)	November 2016
21.6.16 RK 4884516	PE2.6 - 2. That a report be provided identifying opportunities for Council to permanently honour the achievements of Dr Ivor G Thomas. **Comment:** Matter to be considered at the next Heritage Protection Sub Committee meeting to be held 18 August 2016.	PE (EP)	August 2016
19.7.16 MO 4937877	PE5.1 - That a report be presented on the condition of the Bardia Heritage Precinct and the developer's plans for its maintenance and enhancement.	PE (EP)	December 2016
19.7.16 RK 4937879	PE5.3 - That a report be presented on ways through which Council can encourage or mandate developers of residential apartment buildings in the CBD's to design roof space and/or green walls as either private, open or green space for the occupants or for some other beneficial purpose.	PE (EP)	December 2016

Strategy			
29.7.14 PL 3934241	CW5.1 - detailed report on the Leumeah Sports Precinct by the Strategic Planner for a new 40,000 seat sporting/entertainment complex with parking facilities to include both the eastern and western side of the railway line. **Comment:** scoping investigations proceeding under direction of the General Manager. Government Policy - Stadia Strategy under assessment. Review of Policies - Campbelltown Sports Stadium Precinct Draft Options Report under review.	Strategy (DSt)	November 2016
29.7.14 GG 3939939	PE5.3 - Report investigating possible further partnerships with University Western Sydney, Campbelltown and Campbelltown TAFE. **Comment:** Awaiting outcome of further discussions with TAFE and UWS concerning potential economic development initiatives focused on the proposed Campbelltown Health and Education Precinct.	Strategy (DSt)	November 2016
17.02.15 GG 4189107	PE3.3 - 3. That a future report be presented to the Council which investigates options and identifies practical limits for a core Campbelltown CBD precinct, for the purposes of permanently varying the commercial parking rates within that precinct. **Comment:** Campbelltown CBD Parking nearing finalisation by Consultants in conjunction with CBD Traffic Strategy and Campbelltown Information Project. Pending Draft MOU between Council and Tafe prepared and submitted to Tafe for assessment. Once finalised it will be submitted to Council for endorsement and execution.	Strategy (DSt)	November 2016
24.04.15 GG 4275787	PE2.6 - The Council receive a further report on a proposal to establish a Business Advisory Board following further consultation with the Campbelltown and Ingleburn Chambers of Commerce. **Comment:** Continues to be under investigation and proposal to be finalised pending appointment of Manager City Marketing and Economy.	Strategy (DSt)	October 2016

10. REPORT OF DIRECTOR CITY WORKS

10.1 City Works Activity Report

Attachments

Activity Report (contained within this report).

Report

Works activities are proceeding to program and on demand and are outlined in the Activity Report. Statistics on graffiti are also presented in the Activity Report. It should be noted that the Activity Report continues to be reviewed to better reflect the areas and program/projects being undertaken by Council.

Officer's Recommendation

That the information be noted.

Council Meeting 16 August 2016 (Brticevic/Glynn)

That the Officer’s Recommendation be adopted.

Council Resolution Minute Number 142

That the Officer’s Recommendation be adopted.

ATTACHMENT 1

OPERATIONAL SERVICES SECTION (Reporting period 27 June – 24 July 2016)

GRAFFITI

The Graffiti Action Team has for the period undertaken the following graffiti tasks to various Council assets.

Area	Jan to Mar 2015	Apr to June 2015	July to Sept 2015	Oct to Nov 2015	Jan to Mar 2016	Apr to June 2016	July 2016
Area 1	2959	2212	2770	1864	2430	1940	611
Area 2	3285	1534	3260	1285	1568	1788	407
Area 3	1384	1122	1453	763	1110	1149	362
Area 4	2730	1888	2429	1599	2534	1534	177
Total	10358	6756	9912	5511	7642	6411	1557

During the reporting period 3 Graffiti Removal Kits have been requested by the Community.

Jan to Mar 2015	Apr to June 2015	July to Sept 2015	Oct to Nov 2015	Jan to Mar 2016	Apr to June 2016	July 2016
32	4	22	3	15	7	3

OPEN SPACE

Activity	Area 1	Area 2	Area 3	Area 4	Total
Servicing of Parks and Reserves (Sites)	20	10	15	32	77
Road Verges (Sites)	16	20	18	21	75
Community/Childcare Centre's (Sites)	0	0	0	0	226
Servicing Laneways (Sites)	61	87	63	15	226
Litter/Rubbish Pickup (hrs)	158	190	121	145	614
Herbicide Spraying (hrs)	0	0	0	0	0
Mulching (m^3)	0	0	0	0	0
Garden Maintenance	0	0	0	0	0
Garden Refurbishment	0	0	0	0	0
Top Dressing (hrs)	0	0	0	0	0
Aeration of Fields	0	0	0	0	0
Sharps Pickup	0	0	0	0	0
Pathway Requests	2	10	4	2	18
Tractor Road Verge (Sites)	9	3	15	12	39
Tractor Servicing Parks and Reserves	19	11	11	17	58
Cemetery	0	0	0	0	0
Fire Hazard Reduction	0	2	0	0	2
Refilling of Sandpits	0	0	0	0	0

HORTICULTURE

Activity	Area 1	Area 2	Area 3	Area 4	Total
Servicing of Parks and Reserves (Sites)	21	25	18	17	81
Road Verges (Sites)	21	15	19	12	67
Community/Childcare Centre's (Sites)	6	6	6	3	21
Cemetery	0	0	0	0	0
Tractors Servicing Sporting Fields	6	7	9	9	31
Litter/Rubbish Pickups (hrs)	29	25	25	26	105
Herbicide Spraying (hrs)	19	20	21	20	80
Mulching (Sites)	6	3	5	4	18
Garden Maintenance (Sites)	23	15	18	27	83
Garden Refurbishment (Sites)	4	0	1	1	6
Top Dressing (tonne)	0	0	3	0	3
Aeration of Fields (Sites)	0	0	0	0	0
Refilling of Sandpits	0	0	0	0	0
Plumbing	10	9	18	6	43
Placing of goal posts (Sites)	0	0	0	0	0
Cricket Wicket Maintenance	20	20	20	20	80

HORTICULTURE ACTIVITIES

Planting Activities:

Gilchrist Drive, Campbelltown – An additional 1500 native grasses were planted along Gilchrist Drive.

Park Central – 6 advanced trees were replaced in Park Central.

Redfern Road, Minto – 1 advanced tree replaced in the median.

Murray Reserve, Minto – 3 advanced trees planted.

Mulching Activities:

Mulching activities were undertaken at the following locations:

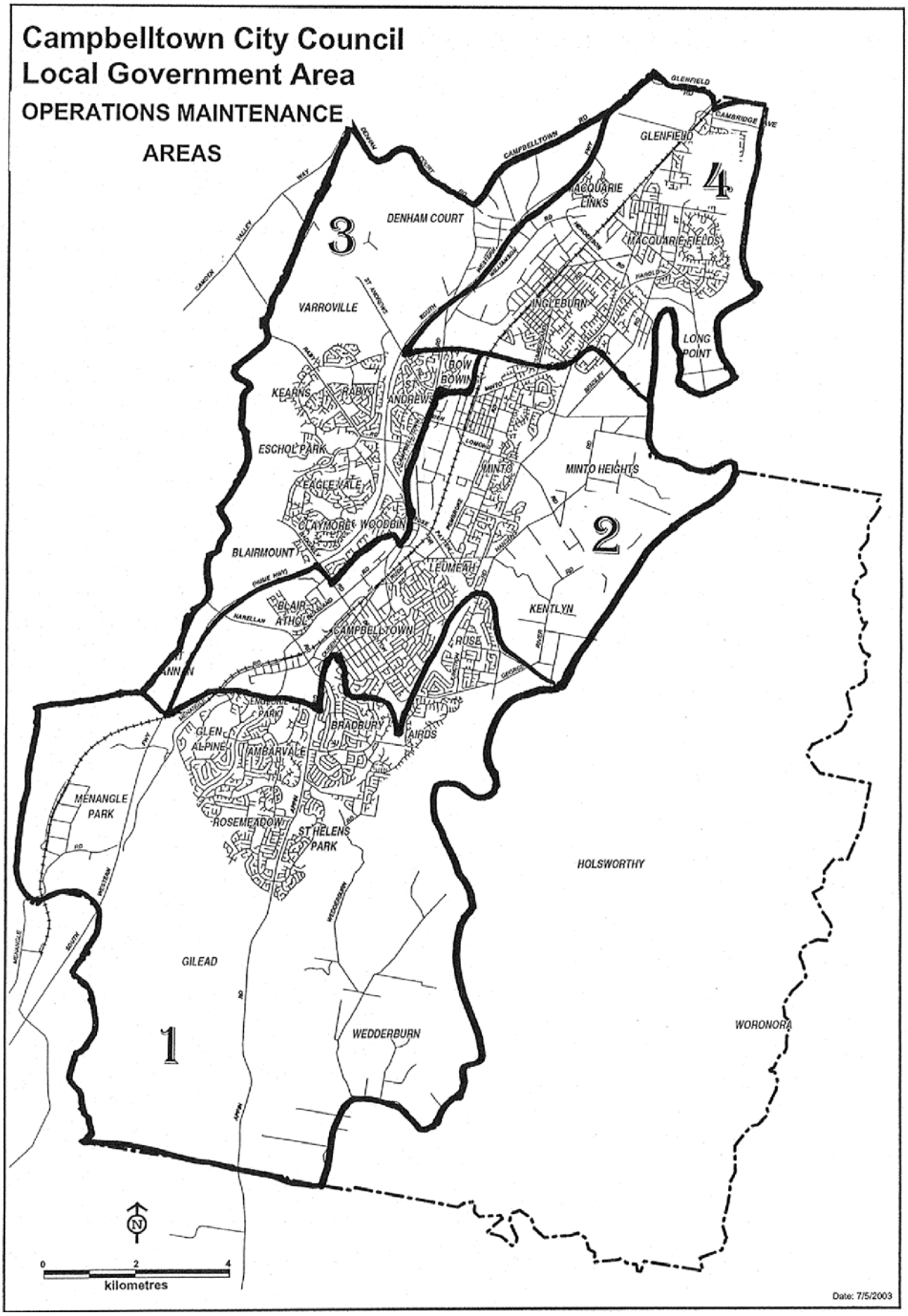
- Blaxland Road service lanes, Bradbury Oval gardens, Memorial Oval, City Entrance median existing garden, Koshigaya Park, Civic Centre, Invergowrie Reserve, Gilchrist Drive, Park Central

COUNCIL TREE INSPECTIONS

Activity	Area 1	Area 2	Area 3	Area 4	Total
Contract	20	10	5	10	45
Council	27	20	15	30	92
Termites	2	1	0	0	3
Plumber - Sewer Chokes	0	0	1	0	1
N/A	13	7	4	7	31
HOLD	1	0	2	0	3
Total	63	38	27	47	175

PRIVATE PROPERTY TREE INSPECTIONS

Activity	Area 1	Area 2	Area 3	Area 4	Total
Private Trees	10	8	7	2	27


Campbelltown City Council
Local Government Area
OPERATIONS MAINTENANCE
AREAS
1
2
3
4
GLENFIELD
GLENFIELD RD
CAMBRIDGE AVE
CAMPBELLTOWN RD
MACQUARIE LINKS
DENHAM COURT
MACQUARIE FIELDS
INGLEBURN
VARROVILLE
LONG POINT
BOW BOWIN
KEARNS
RABY
ANDREWS
ESCHOL PARK
EAGLE VALE
MINTO
MINTO HEIGHTS
CLAYMORE
WOODBIN
BLAIRMOUNT
LEUMEAH
BLAIR ATHOL
KENTLYN
CAMPBELLTOWN
RUSE
BRADBURY
AIRDS
GLEN ALPINE
AMBARVALE
MENANGLE PARK
ROSEMEADOW
ST HELENS PARK
HOLSWORTHY
GILEAD
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kilometres
Date: 7/5/2003

ROADS AND DRAINAGE

A. HEAVY PATCHING - Roads And Footpaths

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs heavy patching	17	400	15	24	456
Road restorations (sqm)	0	7	2	6	15
AC Base Course Total (T)	0	0	0	0	0

B. MINOR PATCHING - Roads And Footpaths

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (no.)	184	804	56	195	1239
Edge breaks (LM)	0	6	0	0	6
Restorations (sqm)	0	3	5	2	10
Car parks pot holes (no.)	0	0	0	2	2
Trip Hazard Footpaths (no.)	3	0	0	1	4

C. ROADS RESERVE OPENING & RESTORATIONS

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	0	18	22	25	65
Telstra Inspections	1	3	1	2	7
Sydney Water inspections	0	4	5	2	11
Endeavour Energy Inspections	0	0	0	0	0
Jemena Gas Inspections	0	0	0	0	0
NBN	0	2	2	3	7
Customer & Road Opening	1	3	12	7	23

D. MULTI FUNCTIONAL VERGE

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash	4	10	0	12	26
Pits cleaned by hand or suction	380	39	106	51	576
Tail out drains/headwalls	2	17	1	2	22
Removal of waste matter (m^3)	3	17	0	10	30
Flushing of stormwater lines (LM)	2350	855	1150	250	4605
Underpass (drainage) cleaning	0	5	0	0	5
Trip hazards/footpath hazards	16	14	2	10	42
Dead animals removed	3	5	0	12	20
Parra webbing drainage	3	6	0	9	18
Sign retrievals and straightening	0	0	0	0	0
Syringes	323	205	8	0	536
Deliver and set up at venues	0	0	0	5	5
Paver repairs (sqm)	0	55	0	0	55
Oil/ paint spill/debris on road	6	3	2	3	14
Median cleaning/poisoning (LM)	92	0	0	338	430
Guide Posts	0	51	0	4	55

E. STREET ACCESSORIES - Sign Manufacturer

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory signs	3	12	12	22	49
Street signs	5	11	5	6	27
Ordinance signs	4	1	2	3	10
Directional signs	0	0	0	0	0
Warning signs	0	8	0	0	8
Community signs	0	13	0	0	13
Various council signs	6	6	6	6	24
Council special events	0	39	0	0	39
Banners/ Posters	0	4	4	0	8
Various Stickers / Labels	0	128	0	0	128
Total	18	222	29	37	306

Sign Erection

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory signs	104	103	47	45	299
Street signs	11	6	13	13	43
Ordinance signs	22	34	7	5	68
Directional signs	12	12	12	25	61
Warning signs	22	22	10	9	63
Community signs	2	55	4	6	67
Various council signs	0	0	0	0	0
Banner / Bin Installation	1	12	0	0	13
Graffiti Removal (sqm)	2	5	0	0	7
Works orders (traffic)	0	3	3	2	8
Bollard replacement/ repair	19	18	10	8	55
Line Marking/Car Park (sqm)	0	0	0	0	0

F. KERB AND GUTTER RECONSTRUCTION 2015 – 2016

Stage 1 - 100% complete.
Stage 2 - 100% complete.
Stage 3A - 100% complete.
Stage 3B - 100% complete.
Stage 4A - 40% complete. (2016 – 2017 program period)
Stage 4B - 100% complete. (2016 – 2017 program period)

G. ROADS PROGRAM 2016 – 2017

Pending.

H. MINOR WORKS

Brooks Road Traffic Satellites – 90% complete.

Rudd Road Pedestrian Threshold – 100% complete.

Wetlands at Eagle Vale and Rosemeadow – 50% complete. Delays due to inclement weather.

Thomas Cook Reserve - Earth Mounding – 80% complete.

Peter Meadows Road - Storm Damage – 100% complete.

Ingleburn Library - Stormwater Grate Replacement – 100% complete.

Park Central Fountain - Outlet Maintenance – 80% complete.

Bus Stop Tactile Program – 100% complete.

I. CAPITAL WORKS

Eagle Vale Drive Road Stage 3 (Widening and Roundabout) - 95% complete. Street lighting and traffic signal installation in progress.

Eagle Vale Drive Road (Wynn Street to Badgally Road) – 90% complete.

Raby Sports Complex Practice Cricket Pitches – 100% complete.

Victoria Park Cricket Pitch – 100% complete.

PLUMBERS ACTIVITIES REPORT

Irrigation Works - Council's irrigation team has been involved in maintenance activities and system checks across the LGA, works have involved changing sprinkler heads, repairing leaks, pump systems, damaged pipes, wiring problems and testing of systems.

WORKSHOP ACTIVITIES REPORT

No vehicles, plant or equipment accrued abnormal downtime during the reporting period.

The following is a breakdown of the work performed since the last report **27 June – 24 July 2016.**

There has been no abnormal down time to machinery this month.

Tyre Repairs	27
Services carried out	29
Repairs to trucks	54
Repairs to heavy plant	19
Repairs to trailers	21
Tractors/implements	18
SES repairs	0
RFS repairs	16
Small plant repairs	38
Repair to cars	13
Repairs to mowers	34
Repairs to sweepers	13
Pathway requests (completed)	1

Of the reported repairs above 19 were out in the field.

The Workshops Solar panel main power switch was turned off. As a result the total amount remains at **66,768 kWh** back to the grid.

HAZARD REDUCTION PROGRAM

Hazard Reduction Burning - No hazard reduction burning has been conducted in the reporting period.

Asset Protection Zones Maintenance - 4 hazard reduction treatments were completed in the reporting period, totalling an area of 5.262 hectares with 106 assets protected.

Fire Trails – Smiths Creek fire trail maintenance and upgrades have been completed as part of the NSW Rural Fire Service, Resilience Grant Funding Program. The improvements include, the construction of a new concrete causeway, embankment armouring and widening of a creek crossing, and improvement works to the trail surface.

Fire Trail Gates – No fire trail gate maintenance was undertaken during the reporting period.

FACILITIES SUPPORT SERVICES

Customer Requests	
Sporting Clubs with overdue keys	40 clubs with 344 keys outstanding
Key access renewals, issues, alarm codes and access	735
Request for access to Council Reserves	5

Procurement and Contract Management Services

Tenders/Quotes/Expressions of Interest and Agreements:

Tenders/Quotes/Expressions of Interest and Agreements being prepared:

- T16/05 Cleaning of Council Facilities and Depot
- T16/11 Sports Grounds Floodlight Installation, Upgrades and Repairs
- T16/22 Food Supply
- Q16/15 Forklift (Quotations to be sought through Local Government Procurement)
- Q16/18 Compactor (Quotations to be sought through Local Government Procurement)
- Q16/13 Wide Area Network (Quotations to be sought through Local Government Procurement)
- Q16/12 Storage Area Network (Quotations to be sought through Local Government Procurement)
- Q16/14 Maintenance of Cisco Equipment (Quotations to be sought through Local Government Procurement)
- Q16/08 Athletics Track Clean and Linemark
- EOI16/02 Public Domain Lighting Project

- Q16/16 Supply and Delivery Tractor (Quotations to be sought through Local Government Procurement)
- Q16/17 Supply and Deliver Backhoe (Quotations to be sought through Local Government Procurement)
- Q16/19 Supply and Deliver 5 Trucks (Quotations to be sought through Local Government Procurement)
- Q16/20 Cricket Wicket Mower
- Q16/21 Truck with Tipper (Quotations to be sought through Local Government Procurement)
- Q16/22 Supply and Deliver 5 Mowers (Quotations to be sought through Local Government Procurement)

Tenders/Quotes currently advertised:

- Nil.

Tenders/Quotes currently under evaluation:

- T16/20 Floor Coverings
- Q16/11 Photovoltaic System HJ Daley Library

ASSET MANAGEMENT

Roads

Quotations for the following 2016-2017 Road renewal programs have been awarded:

- Asphalt Re-sheeting Program
- Stabilisation Program
- Spray Sealing Program
- Mill and Fill Program
- Heavy Patching Program
- Rejuvenation Program
- Microsurfacing Program

- Geotechnical Investigation for Road rehabilitation program 2016-2017 Phase 2 is 80% completed.

Car Parks

- Preparation of quotations for Car Park Asphalt and Microsurfacing program 2016-2017 is 100% completed.

Bridge and Culvert

- The bridge joint repair at Gilchrist Drive Road Bridge is completed.
- The bridge joint repair and protection angle replacement work at Railway Parade Road Bridge is 95% completed.

Kerb and Gutter

- Orders for Zone 1 to 4 Kerb and Gutter reconstruction program 2016-2007 have been issued.
- Kerb and Gutter reconstruction program 2016-2017 Zone 1: 0% completed.
- Kerb and Gutter reconstruction program 2016-2017 Zone 2: 0% completed.
- Kerb and Gutter reconstruction program 2016-2017 Zone 3: 0% completed.
- Kerb and Gutter reconstruction program 2016-2017 Zone 4: 25% completed.
- Kerb and Gutter reconstruction program 2016-2017 Stage 4A and 4B is 79% completed.

Footpath

- Footpath reconstruction program 2016-2017 Zone 1: 35% completed.
- Footpath reconstruction program 2016-2017 Zone 4: 62%completed.
- Footpath duplicate actions validation task in suburb Glenfield and Macquarie Fields is completed and Ingleburn is in progress.

Stormwater Assets:

- Stormwater data has been updated with new valuation parameters in conquest.

Parks and Public Spaces

- 7 Parks and Reserves have been inspected throughout Minto between 30 May and 30 June 2016.
- All reactive issues discovered have been reported and all conditions and actions have been updated in Council's Asset Management System.
- 11 Pathway requests have been forwarded to Operations for actioning.

Building Inspections

- Building inspections have been completed at three locations:

- Worrell Park Amenities and Referees Rooms
- Koshigaya Park Amenities
- Woodlands Road Baseball Amenities

- All reactive issues discovered have been reported and all conditions and actions have been updated in Council's Asset Management System.

Playground Equipment

- Playground Program Maintenance has been completed for the following locations. Works include repainting and addressing compliance issues:

- Kenny Reserve, Bradbury

- Reactive work has been completed at two locations:

- St Helens Park Reserve, St Helens Park
- Macquarie Fields Swimming Centre

- The 2016-2017 Play Space Renewal Program is currently undergoing a phase of community engagement. This process is due for completion early to mid October.

Internal Assets– Electrical Testing and Tagging

- 141 items of electrical equipment have been tested at locations throughout the Local Government Area.

Asset Management System, Grants and Reports

- Conquest III has been upgraded to new version.

- Currently the Asset Section is undergoing revaluations for all Infrastructure and Public Spaces Assets.

BUILDING MAINTENANCE/CONSTRUCTION PROGRAM

Reactive Maintenance

There were 317 reactive maintenance requests during the months of June and July 2016.

Building Program Maintenance

- **Koshigaya Park Amenities Refurbishment-** Refurbishment of the existing accessible toilet is completed. Further works include internal painting to all toilets and roofing. LED lighting has been upgraded throughout the building. Project now completed.

- **Menangle Park Toilet -** Now completed and operational.

- **Eagle Vale Neighbourhood Centre -** Repair to synthetic grass has commenced and will take one week to complete.

- **Ingleburn Community Centre and Library -** A new chiller has been ordered to assist in the segregation of the two building's air conditioning systems. This was due to four ruptured underground chilled and heated water pipes. Delivery expected by the end of August, 2016. Once in place, steel works and commissioning will commence.

- **Wood Park -** Plans for the design and construction of a new amenity facility will commence as soon the Sporting Club has approved the concept.

- **Raby 2 Amenities -** Plans for the design and construction of a new amenity facility will commence as soon as the Sporting Club has approved the concept.

- **Eagle Vale Central Pool Upgrade -** Plans and scope of works have been acquired by a consultant to re fibreglass the existing pool lining due to its deteriorating state. These works are on hold by Healthy Lifestyles.

11. REPORT OF DIRECTOR COMMUNITY SERVICES

No reports this round

12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT

12.1 Request for Legal Assistance - Cowra Shire Council

Attachments

Correspondence from Local Government NSW regarding legal assistance for Cowra Shire Council.

Report

Local Government NSW (LGNSW) has requested under the terms of the Local Government NSW Legal Assistance Policy and Guidelines, that Councils contribute towards legal expenses incurred by Cowra Shire Council in defending an appeal in the Land and Environment Court which relates to the interpretation of a Council's powers under the *Local Government Act 1993 NSW* (the Act) and its ability to rely on the Act to issue notices and orders where animal welfare issues are not covered by other laws.

The Land and Environment Court has agreed that councils should be able to issue orders under section 124 of the Act. The complete judgement is available via the Land and Environment Court's website searching the citation - McCudden v Cowra Shire Council (2016) NSWLEC 14.

The outcome of the decision is that where it was not previously clear, a council can now rely on the Act and issue notices and orders where animal welfare issues are not covered by other laws.

The requested contribution in regard to this matter is $790.06 and it is recommended that Council make this contribution.

Officer's Recommendation

That Council contribute an amount of $790.06 for legal assistance for Cowra Shire Council.

Council Meeting 16 August 2016 (Hawker/Brticevic)

That the Officer’s Recommendation be adopted.

Council Resolution Minute Number 143

That the Officer’s Recommendation be adopted.

Councillor Mead asked for his name to be recorded in opposition to the resolution for Item 12.1 – Request for Legal Assistance - Cowra Shire Council.

ATTACHMENT 1

LOCAL GOVERNMENT NSW

Our ref: R90/0240-02-out 24866

20 July 2016

JUL 29'16 07:51:35 RCVD

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

Dear Ms Deitz

Request for Legal Assistance – Cowra Shire Council

On 23 February 2016, councils were advised that the Local Government New South Wales Board approved an application made by Cowra Shire Council for legal assistance to defend an appeal matter under the LGNSW Legal Assistance Policy & Guidelines. The LGNSW Board considered that this matter to be of importance to all local government throughout NSW as the appeal relates to the interpretation of councils' powers under the *Local Government Act NSW* (the Act) and councils' ability to rely on the Act to issue notices and orders where animal welfare issues are not covered by other laws.

The Land and Environment Court has agreed that councils should be able to issue orders under section 124 of the Act and the judgment can be viewed via that Court's website – the citation is *McCudden v Cowra Shire Council [2016] NSWLEC 14*.

Financial contributions are now being sought from councils as the Land and Environment Court has resolved this matter and the costs of the proceedings have been determined.

You are reminded that there is no obligation for a council to provide assistance. If Council chooses not to provide assistance, the attached invoice can be disregarded.

Please do not hesitate to contact me on (02) 9242 4142 if you have any questions on this matter.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Bruce McCann
Legal Officer

LOCAL GOVERNMENT NSW
GPO BOX 7003 SYDNEY NSW 2001
L8, 28 MARGARET ST SYDNEY NSW 2000
T 02 9242 4000 F 02 9242 4111
LGNSW.ORG.AU LGNSW@LGNSW.ORG.AU
ABN 49 853 913 882

LOCAL
GOVERNMENT
NSW

ABN: 49 853 913 882
GPO Box 7003 SYDNEY NSW 2000
Level 8 28 Margaret Street SYDNEY NSW 2000
Tel: (02) 9242 4000 Fax (02) 9242 4111
www.lgnsw.org.au lgnsw@lgnsw.org.au

Tax Invoice

Invoice Number 74981
Date 20/07/16

Invoice to:

Campbelltown City Council
Po Box 57
CAMPBELLTOWN NSW 2560

Customer Code	Customer Reference
ZZCAMP	

Item Code	Item Description	Invoice Quantity	Per	Price	GST	Amount
LEGA	Legal Assistance Cowra Council for legal costs incurred by Council (refer attached letter)	1		718.24	71.82	790.06

Attn: The General Manager

Terms: 30 Days Invoice Date

Total Includes GST of 71.82

Total 790.06

Payment to: Local Government NSW BSB: 062005 Account No. 00090198

12.2 Council's Membership of the Association of the Mining Related Councils

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Attachments

Nil

Report

Formed in 1982, the Association of Mining Related Councils (AMRC's) mission is to advocate on behalf of members and their communities on mining related issues and to ensure that mining activity is conducted in accordance with the principles of ecologically sustainable development.

The AMRC represents mining related councils and their communities throughout New South Wales, members include 22 local councils: Bland Shire Council, Blayney Shire Council, Broken Hill City Council, Cabonne Council, Campbelltown City Council, Cessnock City Council, Cobar Shire Council, Gunnedah Shire Council, Lachlan Shire Council, Lithgow City Council, Liverpool Plains, Mid-Western Regional Council, Narromine Shire Council, Newcastle City Council, Orange City Council, Parkes Shire Council, Singleton Council, Upper Hunter Shire Council, Warrumbungle Shire Council, Wentworth Shire Council, Wollondilly Shire Council, and Wollongong City Council

Council has been a member of the AMRC for over ten years and currently pays an annual membership fee of $6,936.36. Council's representative on the AMRC is the Mayor Councillor Paul Hawker.

The AMRC meets four times per year, twice in Sydney with the reaming two meetings occurring in regional locations through NSW. The regional meetings include an optional tour of a local mining operations on the afternoon prior to the day of the meeting. The last two regional meetings were held at Narromine Shire Council and Orange City Council. Meetings of the AMRC discuss topical issues associated with mining that have the potential to impact on local government areas and their communities.

Campbelltown has a long history of mining activity within the Local Government Area, initially with underground coal mining (Longwall), sand extraction, rock quarrying and more recently with Coal Seam Gas (CSG) extraction.

The AMRC has played an important role in supporting Council through the development of relevant policy, such as the 2014 Coal Seam Gas Policy, the recent draft VPA Process and making submissions on behalf of its member Councils to the NSW Government on a range of draft mining related policy documents and inquiries.

However, with the completion of the last longwall mining operation (Longwall 37) under Wedderburn in February 2015 and the announcement earlier this year by AGL that it will also cease production at the Camden Gas Project in 2023, (twelve years earlier than previously proposed) the level of mining activity (and associated community concern) within the LGA has significantly declined.

With this in mind it is considered that Campbelltown would no longer be considered a mining related community, and therefore it is considered appropriate that Council review its membership of the Association of Mining Related Councils.

In recent times the key issue of discussion at AMRC meetings has been voluntary planning agreements (VPA's) between mining companies and local government and the need to ensure consistency in the process and outcomes provided via the VPA to the community. These VPA's are mostly for large scale open cut mining operations where the impacts of mining activities upon the environment, road and social infrastructure, often extended far beyond the site and into adjoining local government areas. With the lack of identified resources within the LGA that could be mined via this method and the rapid urbanisation of the remaining greenfield areas where mining could exist it is considered that the VPA standardisation approach is appropriate it would be of limited benefit to Campbelltown Council.

Further over recent years the NSW Government has conducted a number of investigations and implemented a range of new policy initiatives to protect the community from mining activities such as:

- Parliamentary Inquiry into Coal Seam Gas (2012)
- NSW Aquifer Interference Policy (2012)
- Code of Practice for Coal Seam Gas - Well Integrity (2012)
- Code of Practice for Coal Seam Gas - Fracture stimulation activities (2012)
- State Environmental Planning Policy – Mining, Petroleum Production and Extraction (Coal Seam Gas Exclusion zones) Amendment (2013)
- Independent Review of Coal Seam Gas in NSW - Report of the NSW Chief Scientist (2014)
- NSW Gas Plan (2014)

Therefore, considering the decline in mining activity within the LGA combined with the increased safeguards afforded the community by recent policy inactivates of the NSW Government, the Campbelltown Local Government Area is no longer considered to be a mining related community and consequently Council should advise the AMRC that is will no longer remain a member of the Association.

However, in the unlikely event that Council is subject to further unforseen mining operations, the option of renewing its membership with the AMRC could be further considered at that time.

Officer's Recommendation

1. That Council cease to be a member of the Association of Mining Related Councils.

2. That Council write to the Association of Mining Related Councils to advise the Association of its decision and to thank the Association for its support and advocacy on behalf of Council.

Council Meeting 16 August 2016 (Thompson/Glynn)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 144

That the Officer's Recommendation be adopted.

13. REPORT OF DIRECTOR STRATEGY

No reports this round

14. QUESTIONS WITH NOTICE

Nil at time of print.

15. ANSWERS TO QUESTIONS WITH NOTICE

Nil at time of print.

16. RESCISSION MOTION

No rescission motion this round

17. NOTICE OF MOTION

17.1 Affordable Rental Housing State Environmental Planning Policy

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Councillor Kolkman has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 16 August 2016.

That Council invite Mr Gary White, NSW Chief Planner and Chair of the Panel reviewing the Affordable Rental Housing State Environmental Planning Policy (AHSEPP), to attend a briefing of Council and hear Councillors' concerns about the operation of the AHSEPP.

Council Meeting 16 August 2016 (Kolkman/Glynn)

That the Officer’s Recommendation be adopted.

Council Resolution Minute Number 145

That the Officer’s Recommendation be adopted.

17.2 Campbelltown Golf Course

Councillor Kolkman has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 16 August 2016.

That Council be presented with a report with regard to rezoning a large tract of land at Glen Alpine, used as the Campbelltown Golf Course, from R2 (low density residential) to one that reflects Council's long term intentions to preserve the land as open space.

Council Meeting 16 August 2016 (Kolkman/Brticevic)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 146

That the Officer's Recommendation be adopted.

17.3 Feasibility of a Vivid Lighting Event

Councillor Brticevic has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 16 August 2016.

That Council prepare a feasibility report into a possible Vivid Lighting Event during the Fishers Ghost Festival, with a ghost theme, to assist in promoting a night time economy/entertainment for Campbelltown.

Council Meeting 16 August 2016 (Brticevic/Glynn)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 147

That the Officer's Recommendation be adopted.

17.4 Macarthur Memorial Park

Councillor Brticevic has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 16 August 2016.

That this Council urgently write to the Minister for Planning, the Hon Rob Stokes, requesting that the proposal for the Macarthur Memorial Park (cemetery) in the Scenic Hills not be considered by the Joint Regional Planning Panel at their meeting on Thursday 25th August, as the Joint Regional Planning Panel will soon be defunct and will be replaced by the Sydney West Panel of the Greater Sydney Commission.

Council Meeting 16 August 2016

Having declared an interest in regard to Item 17.4, Councillor Hawker and Councillor Lake left the Chamber and did not take part in debate nor vote on this item.

Election of Chairperson

In the absence of the Chairperson, Councillor Hawker and Deputy Mayor Councillor Matheson, Councillor Brticevic was elected to chair the meeting.

Council Meeting 16 August 2016 (Brticevic/Borg)

That this Council urgently write to the Minister for Planning, the Hon Rob Stokes, requesting that the proposal for the Macarthur Memorial Park (cemetery) in the Scenic Hills not be considered by the Joint Regional Planning Panel at their meeting on Thursday 25th August, as the Joint Regional Planning Panel will soon be defunct and will be replaced by the Sydney West Panel of the Greater Sydney Commission.

We request that this proposal be referred to the Sydney West Panel of the Greater Sydney Commission and that it be resubmitted for public consultation.

Council Resolution Minute Number 148

That this Council urgently write to the Minister for Planning, the Hon Rob Stokes, requesting that the proposal for the Macarthur Memorial Park (cemetery) in the Scenic Hills not be considered by the Joint Regional Planning Panel at their meeting on Thursday 25th August, as the Joint Regional Planning Panel will soon be defunct and will be replaced by the Sydney West Panel of the Greater Sydney Commission.

We request that this proposal be referred to the Sydney West Panel of the Greater Sydney Commission and that it be resubmitted for public consultation.

17.5 22-32 Queen Street Campbelltown

Councillor Brticevic has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 16 August 2016.

That this Council urgently write to the Minister for Planning, the Hon Rob Stokes, requesting that development application for a six tower (596 unit) apartment complex for 22-32 Queen Street, Campbelltown, not be considered by the soon to be defunct Joint Regional Planning Panel.

We request that this proposal be referred to the Sydney West Panel of the Greater Sydney Commission and that it be resubmitted for public consultation.

Council Meeting 16 August 2016

Having declared an interest in regard to Item 17.5, Councillor Hawker and Councillor Lake left the Chamber and did not take part in debate nor vote on this item.

Election of Chairperson

In the absence of the Chairperson, Councillor Hawker and Deputy Mayor Councillor Matheson, Councillor Brticevic was elected to chair the meeting.

Council Meeting 16 August 2016 (Brticevic/Glynn)

That this Council urgently write to the Minister for Planning, the Hon Rob Stokes, requesting that development application for a six tower (596 unit) apartment complex for 22-32 Queen Street, Campbelltown, not be considered by the soon to be defunct Joint Regional Planning Panel.

We request that this proposal be referred to the Sydney West Panel of the Greater Sydney Commission and that it be resubmitted for public consultation.

Council Resolution Minute Number 149

That this Council urgently write to the Minister for Planning, the Hon Rob Stokes, requesting that development application for a six tower (596 unit) apartment complex for 22-32 Queen Street, Campbelltown, not be considered by the soon to be defunct Joint Regional Planning Panel.

We request that this proposal be referred to the Sydney West Panel of the Greater Sydney Commission and that it be resubmitted for public consultation.

A **Division** was called in regard to the Resolution for Item 17.5 - 22-32 Queen Street, Campbelltown with those voting for the Motion being Councillors Borg, Brticevic, Chanthivong, Glynn, Kolkman, Lound and Oates.

Voting against the Resolution were Councillors Greiss, Mead, Rowell and Thompson.

At the conclusion of the discussion regarding Item 17.5, Councillor Hawker and Councillor Lake returned to the Chamber for the remainder of the meeting. Councillor Hawker reassumed the Chair.

18. URGENT GENERAL BUSINESS

No reports this round

19. PRESENTATIONS BY COUNCILLORS

19.1 Presentations by Councillors

1. Councillor Kolkman thanked his Councillor colleagues for their friendship, encouragement, loyalty, dedication and commitment during his time on Council.

   Councillor Kolkman congratulated outgoing Mayor, Councillor Paul Hawker for his achievements over the past 12 months and wished him and his family all the best in their future endeavours.

   Councillor Kolkman also thanked Council staff for their ongoing support and guidance and noted that the city of Campbelltown is in very good hands under the leadership of General Manager, Ms Lindy Deitz.

   It was noted that many challenges will be faced in the future however each challenge brings the opportunity to create. Councillor Kolkman wished all incoming Councillors all the very best during the ensuing term.

   Councillor Kolkman also congratulated Councillor Brticevic on his role as the leader of the Labor Party and expressed his complete confidence in this role.

2. Councillor Glynn noted that he has enjoyed his time on Council over the past eight years and wished incoming Councillors all the very best.

   Councillor Glynn acknowledged the staff that were in attendance at the meeting and noted that all staff across the organisation are excellent, helpful and very efficient and thanked them for their assistance.

   Councillor Glynn thanked his Labor Party colleagues and all Councillors for their support, encouragement and assistance over the past eight years.

3. Councillor Brticevic acknowledged retiring Councillors and thanked them for their contribution to our community during their service on Council. Councillor Brticevic recognised the 21 years service by Councillor Kolkman and thanked him for his guidance and assistance.

   Councillor Brticevic thanked all Councillors for their encouragement, friendship and loyalty over the term and wished all Councillors the very best of luck in the future. Councillor Brticevic recognised the service by Councillor Hawker and acknowledged his achievements and contributions to our community.

4. Councillor Chanthivong acknowledged the privilege he has been given in representing the community of Campbelltown and noted that he has been a custodian of trust.

   Councillor Chanthivong acknowledged his Councillor colleagues and thanked them for their support and encouragement and wished retiring Councillors all the very best in their future.

Councillor Chanthivong acknowledged former Councillors including the late Brenton Banfield, Aaron Rule for their leadership, support, encouragement and friendship.

Councillor Chanthivong thanked Council staff and noted that Campbelltown City Council is the breeding ground for the public service with many former staff now leading Councils across the Sydney Metropolitan area. Councillor Chanthivong acknowledged former General Manager Mr Paul Tosi, former Director City Works Mr John Hely and former Manager Executive Services Mr Nicholas Smolonogov for their support and friendship during his time on Council.

Councillor Chanthivong stated that he leaves Council with very fond memories and wished all Councillors and staff all the very best in their future endeavours and noted that he now leaves Council knowing that we can be optimistic about the future and the best is yet to come.

Councillor Chanthivong acknowledged the service of Councillor Hawker and noted that he should be proud of his achievements and contribution to our community and wished him and his family well in the future.

5. Councillor Lake acknowledged Councillor Chanthivong and all that he has achieved during his time in Council, from Councillor to Mayor to State Member they are all remarkable achievements and wished him all the very best in the future.

   Councillor Lake also acknowledged Councillor Glynn for his dedication to our community and wished him all the best.

   Councillor Lake recognised the contributions made by Councillor Kolkman and noted that he has been an asset to Council particularly in the area of planning and stated that he his contribution will be sorely missed. Councillor Lake thanked Councillor Kolkman for his 21 years of service to the community and for all that he has achieved during this time.

   Councillor Lake wished Councillor Matheson all the very best in her future endeavours.

   Councillor Lake thanked Councillor Hawker for his friendship, support and dedication to the community of Campbelltown and acknowledged his outstanding achievements as the Mayor of this great City.

   Councillor Lake also thanked all Councillors for their encouragement and support and wished them all the very best.

6. Councillor Mead thanked all Councillors and staff for their guidance and support during the term. Councillor Mead acknowledged the Manager Financial Services, Manager Governance and Risk, former General Manager Mr Paul Tosi, noting he was a great mentor during his year as Mayor and former employee Mr Terry Rouen for his advice and support.

7. Councillor Thompson thanked all staff particularly those that attend meetings each month for their hard work and the hours of work they undertake.

   Councillor Thompson acknowledged his Councillor colleagues noting that it has been a privilege working with them and he has many fond memories. Councillor Thompson also thanked the media for their efforts.

   Councillor Thompson also acknowledged General Manager, Lindy Deitz for the marvellous work she is doing in her new role.

8. Councillor Greiss acknowledged Councillor Kolkman for his contribution and service to the community of Campbelltown and wished him all the best in his future. Councillor Greiss also recognised the service by Councillor Glynn, Councillor Chanthivong, Councillor Matheson and wished them all the very best.

   Councillor Greiss congratulated Councillor Hawker on his service to our community and noted that he appreciates the encouragement and support given to him. It was also noted that as Mayor of the City of Campbelltown, Councillor Hawker has by far been the best Mayor the City has ever seen and wished him all the very best of luck in his future endeavours.
   Councillor Greiss also wished Councillors all the very best of luck in the upcoming Local Government elections and noted that he has enjoyed working with his colleagues and highlighted that their goal has always been for the better of our community.

   Councillor Greiss thanked Council staff for their support and guidance during his time on Council.

9. Councillor Rowell acknowledged Community Services Committee members, Councillor Brticevic, Councillor Glynn, Councillor Lound, Councillor Matheson, Councillor Oates and Councillor Thompson for their support and encouragement during his role as Chair of the Community Services Committee.

   Councillor Rowell acknowledged his colleagues and thanked them for their support, encouragement, friendship and assistance over the past four years and wished them all the very best of luck in the future.

   Councillor Rowell thanked Council staff for their ongoing dedication and commitment to the community of Campbelltown.

   Councillor Rowell wished all incoming Councillors all the best in the future.

10. Councillor Oates congratulated Councillor Kolkman for his 21 years of service to the community and noted that he is an asset to Council particularly in the area of planning.

    Councillor Oates acknowledged the work that is undertaken by Councillor Kolkman behind the scenes and the number of hours that he dedicated to researching matters and for the benefit of the community. It was noted that his commitment to the community is unwavering and tremendous.

    Councillor Oates noted that she is sad to see Councillor Kolkman leave and is proud of his achievements and contribution to our City and wished Councillor Kolkman and his family all the very best.

11. Councillor Hawker reminisced on his first night on Council and remembers the kind words of encouragement offered to him by the late Brenton Banfield. Councillor Hawker read out a philosophy that he lives by…..

    > In whatever you do, don't let **selfishness** or **pride** be your guide. **Be humble,** and honour others more than yourself. Don't be interested only in your own life, but care about the lives of others too.

    Councillor Hawker advised that the poster on the wall was presented to him by the Chinese community who asked him to hang the poster with pride. Councillor Hawker then advised that the text on the poster means "Mayor of the People".

    Councillor Hawker thanked Council staff across the organisation for their contribution and hard work. Councillor Hawker acknowledged General Manager, Lindy Deitz and the work she is undertaking to lead this Council in to the future noting that there are exciting times ahead.

    Councillor Hawker noted that as a community we are blessed by a natural environment that we must maintain and cherish. Having two rivers surrounding us and our tremendous bushland is unique and should be appreciated by all.

    Councillor Hawker congratulated all Directors and Executive Managers on their appointments and wished them well in their roles.

    Councillor Hawker acknowledged Executive Assistant, Kristy for her years of service and administrative support in the Chamber.

    Councillor Hawker acknowledged the support and guidance he has received from the Manager Financial Services.

    Councillor Hawker thanked his Councillor colleagues for their support and acknowledged that he will leave knowing that you will lead our City into the future.

    Councillor Hawker acknowledged all retiring Councillors and thanked them for their service, dedication and commitment to the community of Campbelltown.

RESOLUTIONS FROM THE CONFIDENTIAL SECTION OF THE ORDINARY MEETING OF COUNCIL HELD 16 AUGUST 2016

Confidentiality Recommendation

It was **Moved** Councillor Glynn, **Seconded** Councillor Rowell 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.

Planning and Environment Committee

21.1 Confidential Report Directors of Companies

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: -

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Council Meeting 16 August 2016 (Greiss/Glynn)

That the information be noted.

Council Resolution Minute Number 152

That the information be noted.

CARRIED

City Works Committee

22.1 Confidential Report Directors of Companies - City Works

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: -

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Council Meeting 16 August 2016 (Kolkman/Glynn)

That the information be noted.

Council Resolution Minute Number 152

That the information be noted.

CARRIED

Community Services Committee

No reports this round

Corporate Governance Committee

24.1 Assignment of Lease - Suite 4 and 4a Milgate Arcade, Campbelltown

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: -

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Council Meeting 16 August 2016 (Lound/Brticevic)

1. That Council provide approval to the assignment of the lease over Suites 4 and 4a Milgate Arcade, Campbelltown on the terms outlined in this report.

2. That Council provide approval to the General Manager or her delegated representative to negotiate the assignment of lease in order to meet the timeframe provisions of the assignment of the existing lease.

3. That all documentation associated with the assignment of the lease be executed under the Common Seal of Council if required.

Council Resolution Minute Number 152

1. That Council provide approval to the assignment of the lease over Suites 4 and 4a Milgate Arcade, Campbelltown on the terms outlined in this report.

2. That Council provide approval to the General Manager or her delegated representative to negotiate the assignment of lease in order to meet the timeframe provisions of the assignment of the existing lease.

3. That all documentation associated with the assignment of the lease be executed under the Common Seal of Council if required.

CARRIED

24.2 Directors of Companies - Corporate Governance

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: -

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Council Meeting 16 August 2016 (Thompson/Greiss)

That the information be noted.

Council Resolution Minute Number 152

That the information be noted.

CARRIED

CONFIRMATION OF COUNCIL'S ORDINARY MEETING MINUTES

At the Council Meeting held 25 October 2016 the following Council minutes were adopted:

There being no further business at the meeting of 16 August 2016, the meeting closed at 9.53pm.

Confirmed by the Chairperson:

At the Council Meeting held 25 October2016 the following Council minutes were adopted:

There being no further business at the meeting of 16 August 2016, the meeting closed at 9.53pm.

Confirmed by the Chairperson:

At the Council Meeting held 25 October2016 the following Council Extraordinary minutes were adopted:

There being no further business at the meeting of 16 August 2016, the meeting closed at 9.53pm.

Confirmed by the Chairperson: