



**CAMPBELLTOWN**  
CITY COUNCIL

# **ORDINARY BUSINESS PAPER**

**11 FEBRUARY 2020**

## COMMON ABBREVIATIONS

AEP	Annual Exceedence Probability
AHD	Australian Height Datum
BASIX	Building Sustainability Index Scheme
BCA	Building Code of Australia
BIC	Building Information Certificate
BPB	Buildings Professionals Board
CLEP 2002	Campbelltown Local Environmental Plan 2002
CLEP 2015	Campbelltown Local Environmental Plan 2015
CBD	Central Business District
CPTED	Crime Prevention Through Environmental Design
CSG	Coal Seam Gas
DA	Development Application
DCP	Development Control Plan
DDA	<i>Disability Discrimination Act 1992</i>
DPE	Department of Planning and Environment
EIS	Environmental Impact Statement
EPA Act	<i>Environmental Planning and Assessment Act 1979</i>
EPA	Environmental Protection Authority
EPI	Environmental Planning Instrument
FPL	Flood Planning Level
FFTF	Fit for the Future
FSR	Floor Space Ratio
GRCCC	Georges River Combined Councils Committee
GSC	Greater Sydney Commission
HIS	Heritage Impact Statement
IDO	Interim Development Order
IPR	Integrated Planning and Reporting
KPoM	Koala Plan of Management
LEC	Land and Environment Court
LEC Act	<i>Land and Environment Court Act 1979</i>
LEP	Local Environmental Plan
LGA	Local Government Area
LG Act	<i>Local Government Act 1993</i>
LPP	Local Planning Panel
LTFP	Long Term Financial Plan
NGAA	National Growth Areas Alliance
NOPO	Notice of Proposed Order
NSWH	NSW Housing
OEH	Office of Environment and Heritage
OLG	Office of Local Government, Department of Premier and Cabinet
OSD	On-Site Detention
OWMS	Onsite Wastewater Management System
PCA	Principal Certifying Authority
PoM	Plan of Management
POEO Act	<i>Protection of the Environment Operations Act 1997</i>
PMF	Probable Maximum Flood
PN	Penalty Notice
PP	Planning Proposal
PPR	Planning Proposal Request
REF	Review of Environmental Factors
REP	Regional Environment Plan
RFS	NSW Rural Fire Service
RL	Reduced Levels
RMS	Roads and Maritime Services
SANSW	Subsidence Advisory NSW
SEE	Statement of Environmental Effects
SEPP	State Environmental Planning Policy
SREP	Sydney Regional Environmental Plan
SSD	State Significant Development
STP	Sewerage Treatment Plant
SWCPP	Sydney Western City Planning Panel (District Planning Panel)
TCP	Traffic Control Plan
TMP	Traffic Management Plan
TNSW	Transport for NSW
VMP	Vegetation Management Plan
VPA	Voluntary Planning Agreement
PLANNING CERTIFICATE	– A Certificate setting out the Planning Rules that apply to a property (formerly Section 149 Certificate)
SECTION 603 CERTIFICATE	- Certificate as to Rates and Charges outstanding on a property
SECTION 73 CERTIFICATE	- Certificate from Sydney Water regarding Subdivision



04 February 2020

You are hereby notified that the next Ordinary Council Meeting will be held at the Civic Centre, Campbelltown on Tuesday 11 February 2020 at 6.30pm.

Lindy Deitz  
General Manager

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## Agenda Summary

ITEM	TITLE	PAGE
1.	<b>ACKNOWLEDGEMENT OF LAND</b>	<b>5</b>
2.	<b>APOLOGIES</b>	<b>5</b>
3.	<b>CONFIRMATION OF MINUTES</b>	<b>6</b>
3.1	Minutes of the Ordinary Meeting of Council held 10 December 2019	6
4.	<b>DECLARATIONS OF INTEREST</b>	<b>30</b>
	Pecuniary Interests	
	Non Pecuniary – Significant Interests	
	Non Pecuniary – Less than Significant Interests	
	Other Disclosures	
5.	<b>MAYORAL MINUTE</b>	<b>30</b>
6.	<b>PETITIONS</b>	<b>30</b>
7.	<b>CORRESPONDENCE</b>	<b>31</b>
7.1	Local Government Election Costs	31
7.2	Greater Macarthur Koala Partnership Forum	39
7.3	The Hon Shelly Hancock MP	44
8.	<b>REPORTS FROM OFFICERS</b>	<b>46</b>
8.1	Development Application Status	46
8.2	Establishment of a new Alcohol Free Zone - Raby (Zone 2)	51

8.3	Result of Pre-Gateway Review - 71 St Andrews Road, Varroville	59
8.4	Pop Culture Evaluation Report	68
8.5	Local Government Bushfire Recovery Support Program	70
8.6	Investments and Revenue Report - November/December 2019	83
8.7	National General Assembly of Local Government Motions	91
8.8	Revised Investment Policy	105
8.9	Minutes of the Audit Risk and Improvement Committee meeting held 26 November 2019	119
8.10	Quarterly Business Review Statement as at 31 December 2019	129
8.11	Reports and Letters Requested	145
<b>9.</b>	<b>QUESTIONS WITH NOTICE</b>	<b>154</b>
	Nil	
<b>10.</b>	<b>RESCISSION MOTION</b>	<b>154</b>
	Nil	
<b>11.</b>	<b>NOTICE OF MOTION</b>	<b>154</b>
	Nil	
<b>12.</b>	<b>URGENT GENERAL BUSINESS</b>	<b>154</b>
<b>13.</b>	<b>PRESENTATIONS BY COUNCILLORS</b>	<b>154</b>
<b>14.</b>	<b>CONFIDENTIAL REPORTS FROM OFFICERS</b>	<b>155</b>
14.1	Proposed Sale of Council Property	155



## **1. ACKNOWLEDGEMENT OF LAND**

I acknowledge the Dharawal people whose ongoing connection and traditions have nurtured and continue to nurture this land.

I pay my respects and acknowledge the wisdom of the Elders – past, present and emerging and acknowledge all Aboriginal people here tonight.

## **2. APOLOGIES**

Nil at time of print.

### **3. CONFIRMATION OF MINUTES**

#### **3.1 Minutes of the Ordinary Meeting of Council held 10 December 2019**

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##### **Officer's Recommendation**

That the Minutes of the Ordinary Meeting of Council held 10 December 2019, copies of which have been circulated to each Councillor, be taken as read and confirmed.

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##### **Report**

That the Minutes of the Ordinary Meeting of Council held 10 December 2019 are presented to Council for confirmation.

##### **Attachments**

1. Minutes of the Ordinary Meeting of Council held 10 December 2019 (contained within this report)

# CAMPBELLTOWN CITY COUNCIL

## Minutes Summary

**Ordinary Council Meeting held at 6.30pm on Tuesday, 10 December 2019.**

ITEM	TITLE	PAGE
1.	<b>ACKNOWLEDGEMENT OF LAND</b>	<b>3</b>
2.	<b>APOLOGIES</b>	<b>3</b>
3.	<b>CONFIRMATION OF MINUTES</b>	<b>3</b>
3.1	Minutes of the Ordinary Meeting of Council held 12 November 2019	3
4.	<b>DECLARATIONS OF INTEREST</b>	<b>4</b>
	Pecuniary Interests	
	Non Pecuniary – Significant Interests	
	Non Pecuniary – Less than Significant Interests	
	Other Disclosures	
5.	<b>MAYORAL MINUTE</b>	<b>4</b>
5.1	Support to Farmers in the Macarthur Region	4
6.	<b>PETITIONS</b>	<b>5</b>
6.1	Establishment of a Community and Cultural Centre in the Hillcroft Estates	5
7.	<b>CORRESPONDENCE</b>	<b>5</b>
	Nil	
8.	<b>REPORTS FROM OFFICERS</b>	<b>5</b>
8.1	Campbelltown (Sustainable City) Development Control Plan: Housekeeping Amendments	5
8.2	Urban Development Institute of Australia - National Congress Sydney 2020	6
8.3	Planning Proposal Request for the Reduction of the Minimum Lot Size Applying to No.s 7 & 30 Minerva Road and No.s 15 & 26 Aberfoyle Road, Wedderburn	6
8.4	Development Application Status	6
8.5	Revised House Numbering on Kerbs Policy	7
8.6	Revised Asset Management Policy	7
8.7	Revised Closed Circuit Television (CCTV) Policy	7
8.8	Revised Grants, Sponsorships and Donations Policy	8

8.9	Library Strategic Plan Update - Connect, Create, Learn Our Future is Limitless	8
8.10	Revised and Rescinded Library Policies	8
8.11	Appin Road Silos Public Artwork	9
8.12	Findings of Initial Phase of Investigation for Establishing a Women's Domestic Violence Service	9
8.13	Investments and Revenue Report - October 2019	9
8.14	Revised Rates Recovery Procedures Policy	10
8.15	Revised Unclaimed Money Policy	10
8.16	Revised Partial Property Transfer Policy	10
8.17	Outcome of Public Exhibition - Revised Policy - Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors	11
8.18	Reports and Letters Requested	11
8.19	Draft Local Strategic Planning Statement – Consideration of Submissions and Greater Sydney Commission Feedback	11
8.20	Revised Policy - Sustainable Events	12
8.21	Minutes of the Campbelltown Arts Centre Strategic Committee Report	12
8.22	Western Parkland City Overseas Study Tour	12
<b>9.</b>	<b>QUESTIONS WITH NOTICE</b>	<b>12</b>
	Nil	
<b>10.</b>	<b>RESCISSION MOTION</b>	<b>13</b>
	Nil	
<b>11.</b>	<b>NOTICE OF MOTION</b>	<b>13</b>
11.1	QR Codes on Monuments and Street Signage	13
11.2	Grey Water Usage	13
<b>12.</b>	<b>URGENT GENERAL BUSINESS</b>	<b>14</b>
<b>13.</b>	<b>PRESENTATIONS BY COUNCILLORS</b>	<b>14</b>
<b>14.</b>	<b>CONFIDENTIAL REPORTS FROM OFFICERS</b>	<b>19</b>
	Confidentiality Recommendation	
	Recommendations of the Confidential Committee	
14.1	3-17 Queen Street, Campbelltown	20
14.2	Request for Caveator Consent	20
14.3	Activation of Council land	21
14.4	Campbelltown Sports Stadium Naming Rights Expressions of Interest	21
14.5	Relocation of Services - Macquarie Fields	21
14.6	Acquisition of land for Road Widening	22

## Minutes of the Ordinary Meeting of the Campbelltown City Council held on 10 December 2019

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**Present**

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

### 1. ACKNOWLEDGEMENT OF LAND

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

#### Council Prayer

The Council Prayer was presented by the General Manager.

### 2. APOLOGIES

Nil.

Note: The Mayor welcomed Councillor T Rowell back to the Chamber after his leave of absence.

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

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### 3. CONFIRMATION OF MINUTES

#### 3.1 Minutes of the Ordinary Meeting of Council held 12 November 2019

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

That the Minutes of the Ordinary Council Meeting held 12 November 2019, copies of which have been circulated to each Councillor, be taken as read and confirmed.

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

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#### 4. DECLARATIONS OF INTEREST

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

##### **Pecuniary Interests**

Councillor Chivers – Item 14.2 – Request for Caveator Consent. Councillor Chivers advised that she is purchasing land in this location and that she will leave the chamber.

##### **Non Pecuniary – Significant Interests**

Councillor Greiss – Item 8.3 – Planning Proposal Request for the Reduction of the Minimum Lot Size Applying to No.s 7 & 30 Minerva Road and No.s 15 & 26 Aberfoyle Road, Wedderburn. Councillor Greiss advised he is a member of the Sydney Western City Planning Panel and that he will leave the chamber.

Councillor Lound – Item 8.3 – Planning Proposal Request for the Reduction of the Minimum Lot Size Applying to No.s 7 & 30 Minerva Road and No.s 15 & 26 Aberfoyle Road, Wedderburn. Councillor Lound advised he is a member of the Sydney Western City Planning Panel and that he will leave the chamber.

##### **Non Pecuniary – Less than Significant Interests**

Nil

##### **Other Disclosures**

Nil

#### 5. MAYORAL MINUTE

##### 5.1 Support to Farmers in the Macarthur Region

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

That Council notes the struggles faced by farmers across NSW, particularly those in the Macarthur region affected by the drought and recent bushfires, and extend our gratitude to all the firefighters, emergency services and volunteers who have fought the bushfires.

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

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## 6. PETITIONS

### 6.1 Establishment of a Community and Cultural Centre in the Hillcroft Estates

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

That the petition be received and the petitioners be advised in terms of the comment below.

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

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## 7. CORRESPONDENCE

Nil

## 8. REPORTS FROM OFFICERS

### 8.1 Campbelltown (Sustainable City) Development Control Plan: Housekeeping Amendments

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

1. That Council endorse public exhibition of the proposed draft amendment to Campbelltown (Sustainable City) Development Control Plan as provided in attachment No. 1.
2. That where non-supportive submissions are received during the public exhibition period, a further report be presented to the Council on the outcome of the public exhibition and the response to the submissions.
3. That subject to recommendations No.1 and 2, the General Manager be authorised to adopt and formally notify the commencement of the amended plan.

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

Voting against the Resolution were Nil.

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

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## 8.2 Urban Development Institute of Australia - National Congress Sydney 2020

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

That interested Councillors be authorised to attend the 2020 UDIA Congress in Sydney.

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

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**Meeting note:** Having declared an interest in Item 8.3 Councillor Greiss and Councillor Lound left the Chamber at 6:50pm and did not take part in the discussion or vote on the matter.

## 8.3 Planning Proposal Request for the Reduction of the Minimum Lot Size Applying to No.s 7 & 30 Minerva Road and No.s 15 & 26 Aberfoyle Road, Wedderburn

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**Meeting note:** Mr David Haskew addressed the meeting.

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

1. That Council not proceed with the subject Planning Proposal Request to amend the minimum lot size standard for the subject lands at Wedderburn.
2. That the proponent be notified of Council's decision.

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

Voting against the Resolution were Nil.

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

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**Meeting note:** At the conclusion of the discussion regarding Item 8.3 Councillor Greiss and Councillor Lound returned to the Chamber at 6:57pm.

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## 8.4 Development Application Status

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

That the information be noted.

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

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## **8.5 Revised House Numbering on Kerbs Policy**

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

1. That the revised House Numbering on Kerbs Policy as attached to this report be adopted.
2. That the House Numbering on Kerbs Policy review date be set at 30 December 2022.

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

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## **8.6 Revised Asset Management Policy**

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

1. That the revised Asset Management Policy as attached to this report be adopted subject to minor grammatical corrections.
2. That the Asset Management Policy review date be set at 30 December 2022.

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

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## **8.7 Revised Closed Circuit Television (CCTV) Policy**

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

1. That the revised CCTV Policy as attached to this report be adopted.
2. That the CCTV Policy review date be set at 30 December 2020.

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

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## 8.8 Revised Grants, Sponsorships and Donations Policy

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

1. That the revised Grants, Sponsorships and Donations Policy as attached to this report be adopted.
2. That the Grants, Sponsorships and Donations Policy review date be set at 30 December 2022.

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

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## 8.9 Library Strategic Plan Update - Connect, Create, Learn Our Future is Limitless

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

That the information be noted.

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

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## 8.10 Revised and Rescinded Library Policies

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

1. That the revised Library Regulations Policy be adopted.
2. That the Library Regulations Policy review date be set to 30 June 2022.
3. That the Freedom of Collection and Access for Local Government Libraries Policy be rescinded.
4. That the Knowledge Foundation Donations Policy be rescinded.

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

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### 8.11 Appin Road Silos Public Artwork

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

1. That Council undertake an Expression of Interest process in early 2020 to develop a proposed Appin Road Silos artwork concept to be lodged, as part of a Development Application process.
2. That funding for the installation of works be investigated through grant opportunities and/or the 2020-2021 budget development process.

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

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### 8.12 Findings of Initial Phase of Investigation for Establishing a Women's Domestic Violence Service

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

1. That a detailed feasibility assessment be undertaken to meet the needs in Campbelltown for a further domestic violence service, including culturally appropriate services and approaches for women and families from culturally diverse communities.
2. That in order to inform this feasibility assessment, and to build awareness of the services available in Campbelltown, a local domestic violence forum be held in early 2020.

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

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### 8.13 Investments and Revenue Report - October 2019

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

That the information be noted.

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

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### 8.14 Revised Rates Recovery Procedures Policy

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

1. That the revised Rates Recovery Procedures Policy as attached to this report be adopted.
2. That the Rates Recovery Procedures Policy review date be set at 31 December 2022.

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

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### 8.15 Revised Unclaimed Money Policy

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

1. That the revised Unclaimed Money Policy as attached to this report be adopted.
2. That the Unclaimed Money Policy review date be set at 31 December 2022.

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

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### 8.16 Revised Partial Property Transfer Policy

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

1. That the revised Partial Property Transfer Policy as attached to this report be adopted.
2. That the Partial Property Transfer Policy review date be set at 31 December 2022.

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

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### 8.17 Outcome of Public Exhibition - Revised Policy - Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors

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

1. That the Policy - Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors shown as the attachment to this report be adopted.

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

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### 8.18 Reports and Letters Requested

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

That the information be noted.

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

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### 8.19 Draft Local Strategic Planning Statement – Consideration of Submissions and Greater Sydney Commission Feedback

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

1. That Council endorse the preparation of a Revised Draft Campbelltown Local Strategic Planning Statement to:
    - a. address the matters outlined in this report, including those matters raised by the Greater Sydney Commission, Government departments and agencies, and in public submissions, that align with the role and scope of a Local Strategic Planning Statement
    - b. more closely align the document to the Greater Sydney Region Plan and the Western City District Plan.
  2. That Council endorse the lodgement of the Revised Draft Campbelltown Local Strategic Planning Statement with the Greater Sydney Commission for the formal Health Check.
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**273** The Motion on being Put was **CARRIED**.

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## **8.20 Revised Policy - Sustainable Events**

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

That the revised Sustainable Events Policy as attached to this report be adopted subject to minor grammatical corrections.

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

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## **8.21 Minutes of the Campbelltown Arts Centre Strategic Committee Report**

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

That the minutes of the Campbelltown Arts Centre Strategic Committee held 9 October 2019 be noted.

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

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## **8.22 Western Parkland City Overseas Study Tour**

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

1. That the Mayor and General Manager be authorised to attend the 2020 City Deal Study Tour to the United Kingdom and Amsterdam.
2. That a full report be presented to Council.

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

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## **9. QUESTIONS WITH NOTICE**

Nil

## 10. RESCISSION MOTION

Nil

## 11. NOTICE OF MOTION

### 11.1 QR Codes on Monuments and Street Signage

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

1. That as part of the development of Menangle Park, the opportunity and feasibility of QR codes or similar electronic internet based information devices/portal be investigated for inclusion on all street signs, monuments, plaques, information/historic name plates or similar, that display a name and/or other historic information within a public area for the education of the community.
2. That subject to item No.1, the developer of land within Menangle Park provide Council with relevant historical background information for inclusion in the portal prior to the release of the respective subdivision certificate.
3. That in addition to street sign plates, the opportunity and feasibility of QR codes or similar electronic internet based information devices to be included on all similar information devices referred to in item No.1, across the Campbelltown LGA, be investigated and reported back to Council for its consideration.

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

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### 11.2 Grey Water Usage

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

1. That a report be presented on the feasibility of the re-use of grey water within the community.

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

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## **12. URGENT GENERAL BUSINESS**

Nil

## **13. PRESENTATIONS BY COUNCILLORS**

1. Councillor Meg Oates passed on her thanks to the General Manager, Directors, Executive Managers and all Council staff for all their work over the year, for their professionalism and willingness to respond. It has been very much appreciated.
2. Councillor Masood Chowdhury on 16 November with Councillor Oates attended the Erica Lane Planting Project. The project is the planting of a garden bed next to Minto station to help beautify the area. Councillor Chowdhury commented on how well attended the event was with lots of locals coming to provide their opinion and give feedback.
3. Councillor Masood Chowdhury on 22 October with Councillor Manoto participated in the Driving Out Violence Convoy which aims to stop violence in the community. The Convoy was lead by the NSW Police with many local services taking part. Councillor Chowdhury noted the support as the convoy passed through the community and the supporters who greeted the Convoy at Koshigaya Park.
4. Councillor Masood Chowdhury on 29 November attended The Grange Public School Christmas Carols. The carols had a large turnout from the local community and were run by the local P&C being an important fundraiser for the school.
5. Councillor Masood Chowdhury on 2 December with Councillor Manoto attended Al-Faisal End of Year Assembly. Councillor Chowdhury congratulated all the students on the fantastic results received this year.
6. Councillor Masood Chowdhury thanked the all the Directors and all Council staff for all their hard work for the community. Councillor Chowdhury passed on his well wishes and wished all Councillors and everyone in the chamber Merry Christmas.
7. Councillor Karen Hunt on 23 November attended the 2019 State Relay Championships at Campbelltown Athletics Centre. The relay was run by Athletics NSW and NSW Institute of Sport (NSWIS) and attended by athletes from across the state. Councillor Hunt noted what a magnificent track we have that has been built to the highest athletic standards as it includes a steeplechase course. Councillor Hunt shared the feedback she received from officials and participants on the day with nothing but praise for the venue and the condition of the facilities.
8. Councillor Karen Hunt thanked the Mayor, the General Manager, the Directors and all staff for their leadership, hard work and patience. Councillor Hunt wish the Council and fellow Councillors a Merry Christmas and Happy New Year.
9. Councillor Darcy Lound on 5 December with Councillor Chowdhury attended the Minto on the Go annual awards at Minto Marketplace. Awards were presented for Community Spirit, Local Hero and Individual Achievement followed by Christmas Carols. Councillor Lound congratulated the local schools on their performances at the carols.



10. Councillor Darcy Lound on 10 December attended Sackville Street Public School awards and achievements for the year 3-6 students. The presentation thanked the current prefects and announced the incoming prefects. Councillor Lound thanked Michelle Murham for coordinating this event.
11. Councillor Darcy Lound thanked the Mayor for his leadership in 2019 and thanked the General Manager for her hard work. Councillor Lound also passed on his thanks the Directors, Executive Managers and all Council staff. Councillor Lound wished his fellow Councillors and everyone in the chamber a Merry Christmas.
12. Councillor Rey Manoto on 28 November attended the Muslim Women Association (MWA) annual dinner celebrating their 36<sup>th</sup> anniversary. Councillor Manoto was joined by Director City Lifestyles, Jenny Franke and Council staff Justine Uluibau, Rebecca Whitburn, Kerry Flynn, Caroline Holmes and Brittany Duncan. The CEO, Hajeh Maha Abdo, extended her appreciation to Campbelltown for the continuing support. The event was especially significant with speeches and panel discussions about bringing awareness of the impact of men's violence against women, domestic and family violence under the program of Linking Hearts, in which, Mayor George Bricevic was made an Ambassador a few years back. Councillor Manoto noted that Council is working hard on domestic violence through our programs and projects.
13. Councillor Ben Gilholme on 13 November attended Ottimo house with Councillor Hunt and Councillor Morrison for Ingleburn Public School's Parent Children Interaction Therapy (PCIT) Gala Dinner. The dinner raised just over \$13,000 for program which helps students work out behaviours to better interact in school life. The additional funding now enables the project run three days a week.
14. Councillor Ben Gilholme on 7 and 8 December attended the 9<sup>th</sup> annual National Quidditch Tournament at Kayess Park, Minto. The QUAFL - The Australian Quidditch Championships tournament had 20 teams battle over two days with all teams enjoying themselves. Councillor Gilholme gave a special mention to Macarthur Weasleys Quidditch Club who organised and ran the tournament.
15. Councillor Ben Gilholme on 9 December attended both the St Peter's Anglican, Campbelltown and Thomas Reddall High School's end of year presentations. Councillor Gilholme congratulated all the students and noted his amazement in seeing how much a school community can help to grow a city and thanked the staff at both schools for encouraging interactions within the wider community.
16. Councillor Ben Gilholme thanked the Mayor and the General Manager for their leadership through the year and wished everyone a Merry Christmas.
17. Councillor Margaret Chivers on 21 November attended the Minto Community of Schools Cultural and Education Award. The awards celebrated student achievements from Minto Public School, Sarah Redfern Public School, The Grange Public School, Sarah Redfern High School and Campbellfield Public School. Councillor Chivers spoke to the students about leadership and finding leadership in the community and reminded the students the best place to look for a leader is inside themselves first.

18. Councillor Margaret Chivers on 27 November attended the Zonta Club of Macarthur Annual Special Dinner at Wests Leagues Club. The focus was on supporting the elimination of gender based violence against women and girls with a guest speaker, Sherin Fishwick from Dignity, a charity that supports people in Campbelltown experiencing homelessness.
19. Councillor Margaret Chivers on 30 November with Councillor Gilholme attended the Special Olympics Macarthur 2019 presentation night at Wests Leagues Club. Councillor Chivers noted how magical the night was with everyone in attendance in high spirits. Councillor Chivers passed on the thanks from the CEO, Corene Strauss noting how grateful Special Olympics were that they were the recipient of the 2019 Mayoral Ball, noting that Campbelltown was the first Council with the Special Olympics as the recipient for a Mayoral Ball. Councillor Chivers was presented with a plaque of gratitude on behalf of the Mayor and presented this to the Mayor at tonight's Council meeting.
20. Councillor Margaret Chivers on 4 December with Councillor Gilholme and Councillor Morrison attended the CSIRO's Generation STEM Community Partnership Program. The program involved students from Ingleburn High School, Macquarie Fields High School, Sarah Redfern High School, Robert Townsend High School, Thomas Reddall High School and Macarthur Adventist College. Councillor Chivers shared the positive feedback from industry representatives and the STEM organisers who were impressed with the high level work produced by the year 9 students and the passion and pride the students took in their work.
21. Councillor Margaret Chivers on 10 December with Dr Mike Freeland MP attended Campbellfield Public School's Presentation Day. Councillor Chivers was a former teacher at the school and expressed the joy she receives when returning. Councillor Chivers commented on the wonderful behaviour and manners of all the students and thanked the principal, Nicole Wade, for her passion for the students and school.
22. Councillor Margaret Chivers thanked the Mayor for his leadership and the Directors for a productive year. Councillor Chivers thanked her fellow Councillors for their collaboration and collegiality and is pleased that Councillor Rowell has returned.
23. Councillor Paul Lake wished a Merry Christmas to all the staff and everyone in the public gallery. Councillor Lake thanked those in the gallery for attending all the Council meetings. Councillor Lake wished everyone a joyful Merry Christmas and all the best for 2020. Councillor Lake shared with the chamber his wishes for rain for our farmers.
24. Councillor Ben Moroney wished the chamber and everyone present 'Chag Sameach' (happy holidays).
25. Councillor Warren Morrison passed on his congratulations to Councillor Chowdhury and Councillor Manoto for their efforts at the Driving Out Violence Convoy. Councillor Morrison passed on his appreciation to Senior Constable David Blom for his efforts in running the event and engaging with the local youth.
26. Councillor Warren Morrison on 23 November attended the Campbelltown Arts Centre for the concert Conscious Presents which showcased the work of five socially minded artists Rebecca Hatch, Jessica Jade, Mirrah, Nardean and Zeadala. Councillor Morrison commented on the amazing talent here in our own LGA.

27. Councillor Warren Morrison on 27 November attended Macquarie Fields for the AFL Aboriginal Awareness Education Prevention Shield. The event was attended by a number of schools from Western Sydney with Councillor Morrison congratulating all schools involved.
28. Councillor Warren Morrison passed on his thanks to the Community Learning and Library Services Volunteers for their assistance at the library for our community.
29. Councillor Warren Morrison on 4 December attended the CSIRO Generation STEM Community Partnership Program with Councillor Chivers and Councillor Gilholme. Councillor Morrison commented on the wonderful ideas from the students and passed on the positive feedback given to him by some students in regards to Councillor Chivers speech.
30. Councillor Warren Morrison welcomed Councillor Rowell back to Council. Councillor Morrison thanked everyone in the gallery and wished everyone a safe and happy Christmas.
31. Councillor Bob Thompson thanked the Mayor, the General Manager and all Council staff for their efforts all year. Councillor Thompson wished everyone all the best over the holiday and reminded everyone of the importance to return in 2020 safe.
32. Councillor George Greiss attended a self-funded, State of Australia Cities Conference in WA. The conference provided participants the opportunity to see the developments in the city centre. Councillor Greiss shared with the chamber some of the initiatives he witnessed such as dancing in the street noting the enjoyable atmosphere it created and variety of ages participating.
33. Councillor George Greiss spoke about the State of Australia Cities Conference which he presented a paper. Councillor Greiss noticed the increased interest in Western Sydney with strong interest in what is happening with city deals and interest in Liverpool which is positive for our region. Councillor Greiss expects papers from the conference will be released in 2020.
34. Councillor George Greiss wished everyone a happy and Merry Christmas, passing on thanks to all Council staff and fellow Councillors for their support, time and efforts. Councillor Greiss wished the residents a Merry Christmas and Happy New Year noting that he is praying for rain as there are over 80 fires currently burning. Councillor Greiss sent his thoughts and prayers to the trying to keep us all safe. Councillor Greiss welcomed the return of Councillor Rowell.
35. Councillor George Greiss shared the news that Hurlstone Agricultural High School is no longer moving to the Hawkesbury area and will remain at its current location in Glenfield.
36. Councillor Ted Rowell acknowledged his absence from the chamber for last two years. Councillor Rowell thanked the Mayor and fellow Councillors for their support during this time and is thankful, happy and proud to be at the Council meeting tonight. Councillor Rowell thanked the press for their kindness during his absence.

37. Councillor Ted Rowell advised that while on a leave of absence he has still being receiving phone calls and emails from the community and passed on his thanks to the Directors for handling all his requests. Councillor Rowell thanked Council staff in particular Corinne Mears and Monique Dunlop for all the support they have given him over the past two years.
38. Councillor Ted Rowell wished Merry Christmas to the Mayor, the General Manager and all Council staff.
39. The Mayor, Councillor Brticevic thanked all the Councillors for their wishes and kind words.
40. The Mayor, Councillor Brticevic on 15 November attended the Claymore Community end of year celebrations. Councillor Brticevic thanked the library staff for holding a pop up library at the celebrations.
41. The Mayor, Councillor Brticevic on 28 November attended the opening of St Vincent de Paul Housing NSW's affordable rental housing in Chamberlain Street. The opening provides an additional 48 affordable dwellings for Campbelltown. The Bishop of Wollongong, Peter Ingham blessed the site and Uncle Ivan Wellington performed a smoking ceremony.
42. The Mayor, Councillor Brticevic on 1 December attended the bicentennial celebration launch #OurCampbelltown2020 a year-long program to celebrate more than 60,000 years of the Dharawal people living off the land and 200 years since Governor Macquarie proclaimed Campbelltown a township. Councillor Brticevic thanked the all the committee members including Councillor Oates and Councillor Chowdhury and thanked to the Director of City Development and the Director of City Lifestyles for their leadership and the coming program of events.
43. The Mayor, Councillor Brticevic on 3 December attended Glenquarie Library for the Community Learning and Library Services Volunteers Afternoon Tea. Councillor Brticevic thanked the volunteers for their time and hard work. Councillor Brticevic noted wonderful improvements from the \$60,000 refurbishments to the library.
44. The Mayor, Councillor Brticevic on 8 December with Councillor Chowdury and Councillor Hunt attended the Campbelltown Christmas Carols at Campbelltown Athletics Centre. Councillor Brticevic noted the great leadership by the staff with donations to the Dilly Drought Drive which was well received by the community with a moving personal stories shared by farmers who are affected by the drought.
45. The Mayor, Councillor Brticevic on 30 November attended the Help Save the Wildlife and Bushlands in Campbelltown's Christmas Party. The event was run by Riccardo Lonza which aims to look after the best interest for the native fauna and flora. The event raised \$800 which has been donated to the Shoalhaven Bat Clinic and Sanctuary and Port Macquarie Veterinary Hospital which is caring for injured koalas with the current bushfires.
46. The Mayor, Councillor Brticevic welcomed Councillor Rowell back to the chamber, thanking him for his commitment to represent the community. Councillor Brticevic wished Councillor Rowell and his family the best of health.

47. The Mayor, Councillor Brticevic passed on his thanks the General Manager, the Directors, the Executive Managers, and all staff. Councillor Brticevic passed on his thanks to his Deputy Mayor and fellow Councillors for their efforts, support, cohesiveness and united effort for the community.
48. The Mayor, Councillor Brticevic wished everyone a Merry Christmas and Happy New Year and reminded everyone to stay safe on the roads with the holiday time being an opportunity for rest and relaxation.
49. The Mayor, Councillor Brticevic passed on his congratulations to Eric Kontos for the South West Voice and delivering the news to the community.
50. The Mayor, Councillor Brticevic acknowledged the 4-5 Council staff who are Rural Fire Service (RFS) volunteers who are currently in front line of the fire protecting homes. Councillor Brticevic thanked all the RFS and National Parks and Wildlife for their efforts with the bush fires.

## 14. CONFIDENTIAL REPORTS FROM OFFICERS

### Confidentiality Recommendation

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

1. That this Ordinary Meeting of Council be adjourned and reconvened as a meeting of the Confidential Committee for discussion of items 14.1, 14.2, 14.3, 14.4, 14.5 and 14.6 which are considered to be confidential in accordance with Section 10A(2) of the *Local Government Act 1993*, as indicated below:

**Item 14.1 3-17 Queen Street, Campbelltown**

Item 14.1 is confidential in accordance with Section 10A(2)(g) of the *Local Government Act 1993* as the report refers to advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**Item 14.2 Request for Caveator Consent**

Item 14.2 is confidential in accordance with Section 10A(2)(c) of the *Local Government Act 1993* as the report refers to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**Item 14.3 Activation of Council land**

Item 14.3 is confidential in accordance with Section 10A(2)(c) of the *Local Government Act 1993* as the report refers to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**Item 14.4 Campbelltown Sports Stadium Naming Rights Expressions of Interest**

Item 14.4 is confidential in accordance with Section 10A(2)(d)(i) of the *Local Government Act 1993* as the report refers to commercial information of a confidential nature that would, if disclosed prejudice the commercial

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position of the person who supplied it.

**Item 14.5 Relocation of Services - Macquarie Fields**

Item 14.5 is confidential in accordance with Section 10A(2)(d)(i) of the *Local Government Act 1993* as the report refers to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**Item 14.6 Acquisition of land for Road Widening**

Item 14.6 is confidential in accordance with Section 10A(2)(c) of the *Local Government Act 1993* as the report refers to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

2. Council considers that discussion of the business in open meeting would be, on balance, contrary to the public interest.

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

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The Ordinary Meeting of Council was adjourned at 9.04pm and reconvened as a meeting of the Confidential Committee at 9.05pm.

## Recommendations of the Confidential Committee

### 14.1 3-17 Queen Street, Campbelltown

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

That Council note the findings of the report.

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

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**Meeting note:** Having declared an interest in Item 14.2 Councillor Chivers left the chamber at 9:06pm and did not take part in the discussion or vote on the matter.

### 14.2 Request for Caveator Consent

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

1. That Council agrees to the registration of a mortgage over the property noted below under the terms and conditions contained in this report.
  2. That the Mortgage Deed be executed under the Common Seal of Council, if required.
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**281** The Motion on being Put was **CARRIED**.

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**Meeting note:** At the conclusion of the discussion regarding Item 14.2 Councillor Chivers returned to the Chamber at 9:07pm.

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### **14.3 Activation of Council land**

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

That Council delegate the General Manager authority to negotiate with the Federal Government with regards to the use or part use of one of Councils land parcels on the western side of Campbelltown Railway Station.

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

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### **14.4 Campbelltown Sports Stadium Naming Rights Expressions of Interest**

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

1. That Council declines to accept the Expression of Interest received for the Exclusive Naming Rights Sponsor for Campbelltown Sports Stadium and abandon the process.
2. That the respondent be notified of the results of Request for Expressions of Interest process.
3. That a further report be provided to Council to resolve any future Expression of Interest process.

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

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### **14.5 Relocation of Services - Macquarie Fields**

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

- 
1. That Council approve the decommissioning of the existing Telstra Telecommunications
-

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Tower and Equipment Shelter from Lot 23 in Section 31, Deposited Plan 1391 in exchange for the construction of a new Telecommunications tower and Equipment shelter being constructed on Lot 23 in Section 31, Deposited Plan 1391 located in Macquarie Fields Park, Fourth Avenue Macquarie Fields.

2. That Council approve the terms of a new Access Deed formalising the commercial agreement between parties.
3. That any documentation associated with the new Access Deed would be executed under the Common seal of Council (if required).

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

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## **14.6 Acquisition of land for Road Widening**

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

1. That Council notes the compulsory acquisition for Part 50 Badgally Road, Claymore (Lot 2 DP 1017017) resolved in the Council paper dated 13 August 2018 has been expedited.
2. That Council notes that the original recommendation to proceed with a negotiated sale of the property with the Land Owner could not be facilitated.
3. That Council notes that the Valuer General determination for compensation is likely to exceed the original stated value of \$227,000 as set out in the report dated 13 March 2018.

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

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

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

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

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**At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 9.08pm**



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

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

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

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There being no further business the meeting closed at 9.09pm.

Confirmed by Council on

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

**4. DECLARATIONS OF INTEREST**

**Pecuniary Interests**

**Non Pecuniary – Significant Interests**

**Non Pecuniary – Less than Significant Interests**

**Other Disclosures**

**5. MAYORAL MINUTE**

**6. PETITIONS**

## **7. CORRESPONDENCE**

### **7.1 Local Government Election Costs**

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#### **Officer's Recommendation**

That the letters be received and the information be noted.

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Letters from Anne Stanley MP and the Hon Shelley Hancock MP in response to Council's correspondence regarding the Local Government election costs.

#### **Attachments**

1. Copy of the letter from Anne Stanley MP regarding Local Government election costs (contained within this report)
2. Copy of the letter from the Hon Shelley Hancock MP regarding the Local Government election costs (contained within this report)
3. Copy of the letter sent to Anne Stanley MP regarding the Local Government election costs (contained within this report)
4. Copy of the letter sent to the Hon Shelley Hancock MP regarding the the Local Government election costs (contained within this report)



# ANNE STANLEY MP

FEDERAL MEMBER FOR WERRIWA



18<sup>th</sup> November 2019

Ms Lindy Deitz  
Campbelltown City Council  
PO Box 57  
Campbelltown 2565

21NOV'19 07:39 RCVD

21065232P/191118/NP

Dear Lindy,

Thank you for your letter dated 6<sup>th</sup> November 2019 regarding Council's resolution about the upcoming 2020 Council Elections.

While I fully support the motion and issues explored in your letter as these costs and the elections are regulated by the NSW State Government there is little I can do at a Federal level to assist.

I note that you have written to Mr Chanthivong and Mr Warren I am sure that they are best placed to support your concerns.

Please do not hesitate to contact me again if there is anything I can do.

Yours sincerely

*SIGNATURE HAS BEEN REMOVED*

**Anne Stanley MP**  
Federal Member for Werriwa

Shop 7, 441 Hoxton Park Rd, Hinchinbrook NSW 2168 | PO Box 88, Hoxton Park, 2171 | T: (02) 8783 0977  
F: (02) 9825 0244 | E: Anne.Stanley.MP@aph.gov.au | www.annestanley.com.au | f Anne.Stanley.Werriwa

Authorised by Anne Stanley MP, Australian Labor Party, Shop 7, 441 Hoxton Park Rd, Hinchinbrook NSW. Printed by Jeffries Printing, 5/71a Milperra Rd, Revesby NSW.



**The Hon. Shelley Hancock MP**  
Minister for Local Government

Ref: A680991

Ms Lindy Deitz  
General Manager  
Campbelltown City Council  
PO Box 57  
CAMPBELLTOWN NSW 2560 DX5114

Dear Ms Deitz

Thank you for your correspondence of 6 November 2019 on behalf of Campbelltown City Council regarding council election costs and voter participation at the upcoming council election.

The Government is pleased to have contributed close to \$20m to fund the NSW Electoral Commission's (NSWEC) corporate overheads in relation to the 2020 local government elections thereby ensuring these costs are not passed onto councils.

The Government is committed to further reducing councils' election costs and, as indicated in its response to IPART's final report, will be consulting with the local government sector early next year on extending to all councils the option of conducting their elections by universal postal voting instead of attendance voting from the 2024 elections.

Universal postal voting has operated successfully in Victoria for some years. At the 2016 Victorian local government elections, 72 out of 79 (92.7 percent) councils conducted their elections by universal postal voting. In 2016, universal postal voting elections cost 12.2 percent less than attendance voting elections and had higher participation rates. Participation rates at council elections using universal postal voting elections was 73.8 percent compared to 61.5 percent for attendance voting elections.

I fully support Council's objective to maximise voter turnout at the upcoming elections and encourage your Council to engage with its community to raise awareness. The NSWEC also undertakes a range of strategies to increase participation at council elections at both a state-wide and at a local level in conjunction with councils. In 2016 and 2017, the NSWEC supported communities with traditionally lower participation rates, providing community education resources and assistance to electors.

I am aware that the Campbelltown City local government area is a culturally and linguistically diverse community with a high percentage of the population speaking a language other than English. In 2017, the NSWEC operated an enquiry centre, utilising a translation and interpreting service which provided support in 160 languages, to ensure that information was available to all electors.

Given the role of the NSWEC and the support it provides in this area, I suggest that your Council contact the NSWEC to discuss strategies to increase voter turnout in the community vote.

Your Council may also take the opportunity to raise awareness of the elections and encourage members of its community to stand as candidates by holding candidate information sessions. The Office of Local Government (OLG) has provided guidance to councils on the development

GPO Box 5341 Sydney NSW 2001 ▪ P: (02) 8574 5400 ▪ W: [nsw.gov.au/ministerhancock](https://nsw.gov.au/ministerhancock)

and delivery of candidate information sessions in its *Councillor Induction and Professional Development Guidelines* which are available on OLG's website [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).

As you also made representations to the Member for Werriwa, Ms Anne Stanley MP, the Member for Macquarie Fields, Mr Anoulack Chanthivong MP and the Member for Campbelltown, Mr Greg Warren MP, I have provided them with a copy of this response.

Thank you for taking the time to bring this matter to the Government's attention.

Yours sincerely

*SIGNATURE HAS BEEN REMOVED*

The Hon. Shelley Hancock  
**Minister for Local Government**

09 DEC 2019

Cc. Ms Anne Stanley MP, Member for Werriwa  
Mr Anoulack Chanthivong MP, Member for Macquarie Fields  
Mr Greg Warren MP, Member for Campbelltown





6<sup>th</sup> November 2019

Ms Anne Stanley MP  
Member for Werriwa  
PO BOX 88  
HOXTON PARK NSW 2171

Dear Ms Stanley,

I am writing in response to a recent resolution of Council in relation to Local Government elections.

Council notes the recent response by the State Government to the recommendations made by the Independent Pricing and Regulatory Tribunal following the review of Local Government Election Costs. Whilst Council welcomes the Government's announcement to contribute funding of \$19.9 million to the core costs component of the 2020 election, Council strongly opposes the shift of a greater burden of core election costs onto councils for local government elections beyond 2020.

The Council supports the Government's commitment to investigate other election cost saving measures to minimise the financial burden on Councils of elections.

As the Government would be aware, voter turnout at Local Government elections has been steadily declining over recent elections. Further, data reported by the NSW Electoral Commission shows that whilst declining voter participation is an issue across all Australian jurisdictions, the experience appears to be more pronounced at a local government level with voter turnout in excess of ten percent lower than that of State and Federal Government elections.

At the 2016 election the NSW Electoral Commission reports a voter turnout rate of 84 percent with 376,189 non-voter notices issued. The voter turnout rate in the Campbelltown Local Government Area was even lower at 80 percent.

Voter participation is a measure of citizen engagement and fundamental to the legitimacy of electoral outcomes. In order to address the declining voter turnout at Local Government elections, Campbelltown City Council calls upon the NSW Government to allocate additional funding to Councils to implement community engagement strategies to maximise voter turnout at the Local Government election in 2020 from revenue raised by Revenue NSW through failure-to-vote penalties from prior elections.

**Campbelltown City Council**  
91 Queen Street, Campbelltown  
PO Box 57, Campbelltown NSW 2560 DX5114

**[campbelltown.nsw.gov.au](http://campbelltown.nsw.gov.au)**  
Tel: 02 4645 4000  
Email: [council@campbelltown.nsw.gov.au](mailto:council@campbelltown.nsw.gov.au)

ABN: 31 459 914 087





Please note, in accordance with the resolution of the Council, I have also written to the following local Federal and State members of parliament seeking their support of the issues identified:

Mr Anoulack Chanthivong  
Member for Macquarie Fields

Mr Greg Warren MP  
Member for Campbelltown

Yours Sincerely

*SIGNATURE HAS BEEN REMOVED*

Lindy Deitz  
General Manager





6<sup>th</sup> November 2019

The Honourable Shelley Hancock MP  
PO BOX 1436  
NOWRA NSW 2541

Dear Minister Hancock,

I am writing in response to a recent resolution of Council in relation to Local Government elections.

Council notes the recent response by the State Government to the recommendations made by the Independent Pricing and Regulatory Tribunal following the review of Local Government Election Costs. Whilst Council welcomes the Government's announcement to contribute funding of \$19.9 million to the core costs component of the 2020 election, Council strongly opposes the shift of a greater burden of core election costs onto councils for local government elections beyond 2020.

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Please note, in accordance with the resolution of the Council, I have also written to the following local Federal and State members of parliament seeking their support of the issues identified:

Ms Anne Stanley MP  
Member for Werriwa

Mr Anoulack Chanthivong  
Member for Macquarie Fields

Mr Greg Warren MP  
Member for Campbelltown

Yours Sincerely

*SIGNATURE HAS BEEN REMOVED*

Lindy Deitz  
General Manager

## **7.2 Greater Macarthur Koala Partnership Forum**

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### **Officer's Recommendation**

That the letter be received and the information be noted.

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Letter from Anoulack Chanthivong MP in response to Council's correspondence regarding the Greater Macarthur Koala Partnership Forum.

### **Attachments**

1. Copy of letter to Anoulack Chanthivong MP in response to his letter regarding the Greater Macarthur Koala Partnership Forum (contained within this report)
2. Copy of the letter from Anoulack Chanthivong MP regarding the Greater Macarthur Koala Partnership Forum (contained within this report)
3. Copy of the letter sent to Anoulack Chanthivong MP regarding the Greater Macarthur Koala Partnership Forum (contained within this report)



4 December 2019

Mr A Chanthivong MP  
Member for Macquarie Fields  
PO Box 882  
INGLEBURN NSW 1890

Dear Mr Chanthivong

**Letter regarding the Greater Macarthur Koala Partnership Forum held on 6 March 2019**

Thank you for your letter dated 2 December 2019 regarding the above matter.

I have forwarded your suggestions to the Director City Development for appropriate investigation and follow up in due course.

If you require any further information please contact the Director, Mr Jim Baldwin on 4645 4575.

Yours sincerely

*SIGNATURE HAS BEEN REMOVED*

Lindy Deitz  
**General Manager**

Campbelltown City Council  
91 Queen Street, Campbelltown  
PO Box 57, Campbelltown NSW 2560

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ABN: 31 459 914 087



131 450





04DEC'19 07:39 RCUD

## Anoulack Chanthivong MP

MEMBER FOR MACQUARIE FIELDS

The General Manager  
Campbelltown City Council  
PO Box 57  
CAMPBELLTOWN NSW 2560

2 December 2019

Dear Lindy,

I refer to your recent correspondence regarding the Greater Macarthur Koala Partnership Forum held on 6 March 2019.

I note that you have sought the support of local Federal and State Members of Parliament in relation to the 12 priority issues identified at the forum.

I am happy to support the identified broad areas where action is required.

In order to facilitate such action, it would be helpful for Council to compile a list of specific initiatives or programs that require NSW Government support or funding. I would be happy to advocate for initiatives within my electorate.

It may also be useful for Council to approach the National Parks and Wildlife Service to identify suitable land to be included in the national parks system, based on data and information presented at the forum. I understand the Service is currently seeking feedback on additional land that can be incorporated into the national parks system.

I look forward to hearing from you on action moving forward.

Yours sincerely,

SIGNATURE HAS BEEN REMOVED

Anoulack Chanthivong MP  
Member for Macquarie Fields

Office: Shop 3, 2-6 Oxford Road Ingleburn NSW 2565 Mail: PO Box 882 Ingleburn NSW 1890  
Phone: 02 9618 2077 Fax: 02 9618 2088 Email: [macquariefields@parliament.nsw.gov.au](mailto:macquariefields@parliament.nsw.gov.au)  
Website: [www.letsbackanoulack.com](http://www.letsbackanoulack.com)



11 October 2019

Mr Anoulack Chantivong MP  
Member for Macquarie Fields  
Po Box 882  
INGLEBURN NSW 1890

Dear Mr Chanthivong

**Greater Macarthur Koala Partnership Forum**

I am writing to you in response to a recent resolution of Council seeking the support of State and Federal government representatives in relation to the priority issues identified at the Greater Macarthur Koala Partnership Forum.

On Wednesday 6 March 2019, Council hosted the Greater Macarthur Koala Partnership Forum at the Campbelltown Art Centre. The Forum was established as a result of a notice of motion from Councillors at the Ordinary Council Meeting of the 9 October, 2018. The Forum built on Council's long-term commitment to koala care and conservation in the region, and a number of industry and community koala experts were engaged to present on the key issues and threats affecting the long-term viability of koalas in the Greater Macarthur region.

A total of fifty-four people attended the Forum with representation from a range of stakeholder groups including Campbelltown, and Wollondilly Council Mayors and councillors, State and Federal Local members, State and Commonwealth government agencies, community advocacy groups, researchers and scientists, veterinarians, developers and landowners.

The theme of the Forum was '*Local Issues, Collaborative Solutions*', to recognise that while the issues relating to the care and conservation of koalas are regional specific, the actions required to address these issues are the responsibility of a broad range of stakeholders; both within and outside the Greater Macarthur region. A copy of the outcomes report is available and I am hopeful that you will review the report on reading this letter from our website:

<https://www.campbelltown.nsw.gov.au/CouncilandCouncillors/MeetingsandMinutes/2019BusinessPapers#Council-Meeting-11-June-3>

Please note that in accordance with the resolution of the Council, I have also written to the following local Federal and State members of parliament seeking their support of the priority issues identified:

Dr Mike Freeland MP  
Member for Macarthur

Ms Anne Stanley MP  
Member for Werriwa

Mr Greg Warren MP  
Member for Campbelltown

Campbelltown City Council  
91 Queen Street, Campbelltown  
PO Box 57, Campbelltown NSW 2560 DX5114

[campbelltown.nsw.gov.au](https://www.campbelltown.nsw.gov.au)  
Tel: 02 4645 4000  
Email: [council@campbelltown.nsw.gov.au](mailto:council@campbelltown.nsw.gov.au)

ABN: 31 459 914 087

Council appreciates your full consideration and assistance with the above, and looks forward to a response outlining the Government's commitment to the long term care of koalas in the region.

If you require any further information in relation to the above, please contact Mr Jim Baldwin, Director City Development on (02) 4645 4575.

Yours sincerely

*SIGNATURE HAS BEEN REMOVED*

**Phu Nguyen**  
**Acting General Manager**

### **7.3 The Hon Shelly Hancock MP**

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#### **Officer's Recommendation**

That the letter be received and the information be noted.

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Letter from the Hon Shelly Hancock MP congratulating Council for being recognised as a winner at the recent IPWEA Excellence Awards.

#### **Attachments**

1. Copy of the letter from the Hon Shelley Hancock MP (contained within this report)





**The Hon. Shelley Hancock MP**  
Minister for Local Government

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

By email: [council@campbelltown.nsw.gov.au](mailto:council@campbelltown.nsw.gov.au)

Dear Mrs Deitz

I am writing to congratulate Campbelltown City Council on being recognised as a winner at the IPWEA Excellence Awards in the category of *New or Improved Techniques including: Innovation and/or Introduction of Techniques or Outstanding Management Initiatives or Outstanding Achievement in Asset Management*. It was a wonderful evening and I was pleased to be able to join with so many councils in celebrating the excellence projects and programs delivered by the local government sector in 2019.

The local government sector in many cases is considered the lifeblood of their community employing over 45,000 staff through the 128 councils across our state; and the NSW Government is committed to continuing our supportive collaboration with the sector.

Congratulations on everything Council has achieved for its community this year and I look forward to working closely with you and council on its continued success and helping all councils across the state replicate your success.

Yours sincerely

*SIGNATURE HAS BEEN REMOVED*

**The Hon. Shelley Hancock MP**  
Minister for Local Government

25 NOV 2019

## **8. REPORTS FROM OFFICERS**

### **8.1 Development Application Status**

#### **Reporting Officer**

Director City Development  
City Development

#### **Community Strategic Plan**

<b>Objective</b>	<b>Strategy</b>
1 Outcome One: A Vibrant, Liveable City	1.8 - Enable a range of housing choices to support different lifestyles

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#### **Officer's Recommendation**

That the information be noted.

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#### **Purpose**

To advise Council of the status of development applications within the City Development Division.

#### **Report**

In accordance with the resolution of the Council meeting held 13 March 2018, that:

Councillors be provided with monthly information detailing the status of each report considered by the (IHAP), now known as the Local Planning Panel (LPP), South Western City Planning Panel and approved by the General Manager under delegation of a value of more than \$1m, the attachment to this report provides this information as requested.

#### **Attachments**

1. List showing status of Development Applications (contained within this report)

## Development Application Register

DAs to be considered by the Regional Panel						
DA No.	Address	Description	Value	Authority Criteria	Status	Determination
389/2017/DA-RA	'Raith' 74 Fern Avenue, Campbelltown	Construction of a residential development containing 134 residences and alterations to and use of the existing heritage building.	\$26,000,000	>20 million (registered prior to \$30mil threshold)	Under assessment	
4435/2018/DA-SL	Lot 1 Pembroke Road, Minto	Construction of a seniors living development comprising 315 independent living units, 100 bed residential aged care facility and 32 villas, associated car parking, site works and landscaping in stages	\$157,872,000	>\$30 million capital investment value	Land and Environment Court appeal received – on-site conference held	
130/2019/DA-SL	247 Jamboree Avenue, Denham Court	Construction of a 144 bed residential aged care facility with onsite parking for 48 cars, loading facility and associated site and landscaping works	\$39,051,242	>\$30 million capital investment value	Waiting on information from applicant	
308/2019/DA-C	22-32 Queen Street, Campbelltown	Concept plan for a proposed multi-storey mixed use residential and commercial development	\$132,572,272	>\$30 million capital investment value	Under assessment	
1227/2019/DA-M	12-16 Francis Street and 121 Minto Road, Minto	Demolition of four existing dwellings and construction of 23 'affordable rental housing' townhouses and basement car parking	\$7,995,408	>\$5 million capital investment value for affordable rental housing	Preparing to re-exhibit amended plans	
2117/2019/DA-DE	Lot 104 Hephher Road, Campbelltown	Construction and operation of a waste management facility in the form of a community recycling centre	\$480,000	Designated development	Under assessment	

## Development Application Register

DAs to be considered by the Department of Planning						
DA No.	Address	Description	Value	Authority Criteria	Status	Determination
SSD 17_8593	16 Kerr Road, Ingleburn	Expansion of existing waste recovery and reuse facility, extension of operating hours to 24 hours per day	\$1,813,000	State Significant Development	Under assessment	
SSD-9476	Commissioners Drive, Denham Court	Construction and operation of a new public primary school	Unavailable	State Significant Development	Under assessment	

DAs to be considered by the Local Planning Panel						
DA No.	Address	Description	Value	Authority Criteria	Status	Determination
2238/2017/DA-RA	37 Cumberland Road, Ingleburn	Demolition of an existing dwelling and construction of a five storey residential apartment building containing 30 units, basement car parking	\$8,712,418	Residential Flat Building - more than 3 storeys	Deferred for amendments at December 2019 Panel meeting	
3598/2017/DA-SL	1 Reddall Street, Campbelltown	Demolition of existing dwelling and construction of a three storey senior living building consisting of 14 independent living units	\$2,400,000	Residential Flat Building – more than 3 storeys	Report prepared to Panel meeting March 2020	
3885/2017/DA-SW	Lot 3 Menangle Rd, Menangle Park	Stage 1 – Menangle Park Urban Release Area – civil works and subdivision of land to create 255 residential lots and seven super lots	\$19,330,000	VPA	Under assessment	

## Development Application Register

DAs to be considered by the Local Planning Panel						
DA No.	Address	Description	Value	Authority Criteria	Status	Determination
368/2016/DA-U	150 Georges River Road, Kentlyn	Extension of existing poultry sheds	\$10,000	Number of objections	Awaiting further information from applicant	
743/2018/DA-SW	901 & 913 Appin Road, Campbelltown	Subdivision into 333 residential allotments, 5 residue allotments with associated civil works including road construction, stormwater management facilities and tree removal Stage 1	\$19,072,587	Number of objections	Under assessment	
4457/2018/DA-M	50 Badgally Road, Claymore	Construction of 73 dwellings, roadworks, tree removal and car parking	\$16,126,344	Heritage	Refused by Panel and Land and Environment Court appeal since received	Refused
3493/2017/DA-RS	Lot 1 Linum and Lot 143 Lantana Streets, Macquarie Fields	Construction of 12 two storey dwellings and subdivision into 12 Torrens title allotments	\$3,200,000	Council land	Awaiting further information from applicant	
975/2019/DA-S	10 Dowie Drive, Claymore	Subdivision and change of use of a residential building	No cost	Council staff	Assessing	
2246/2019/DA-U	Campbelltown Sportsground, 12 Old Leumeah Road, Leumeah	Use of Campbelltown Stadium for temporary non-sporting events up to 46 days per calendar year	Nil	Council land	Completed	Approved by Panel with conditions at December 2019 meeting
1124/2018/DA-M	5A and 7 Old Glenfield Road, Glenfield	Demolition of existing structures and construction of 34 multi-dwellings and associated site works	\$5,250,000	Variation to development standard request	Completed	Approved by Panel with conditions at December 2019 meeting
774/2018/DA-C	111 Oxford Road, Ingleburn	Partial demolition of existing heritage-listed dwelling and alterations to the existing dwelling for use	\$1,250,000	Heritage	Amended proposal notified, under assessment	



## Development Application Register

		as a childcare centre for 150 children and associated car parking				
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DAs with a stated value of \$1 million or more approved under Delegated Authority by the General Manager since last Council meeting						
DA No.	Address	Description	Value	Authority Criteria	Status	Determination
3740/2016/DA-CW	Various Streets	Airds/Bradbury Renewal Project—Construction of a road extension to Campbellfield Avenue to Riverside Drive including earthworks, boundary adjustments for 16 residential lots, demolition of houses, landscaping and installation of associated services at Campbellfield Ave, Creigan Rd and St Johns Rd, Bradbury and Riverside Dr, Airds	\$1,687,500	Delegated	Completed	Approved with conditions on 19 December 2019
2949/2018/DA-I	4 Lancaster Street, Ingleburn	Construction of 11 industrial units with mezzanine and lunch rooms	\$4,000,000	Delegated	Completed	Approved with conditions on 28 November 2019
374/2019/DA-M	37 Aubrey Street, Ingleburn	Demolition of existing structures and construction of 3 narrow lot attached dwellings	\$1,038,569	Delegated	Completed	Approved with conditions on 13 December 2019

## 8.2 Establishment of a new Alcohol Free Zone - Raby (Zone 2)

### Reporting Officer

Manager City Standards and Compliance  
City Development

### Community Strategic Plan

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

### Officer's Recommendation

1. That Council establish an Alcohol Free Zone to be known as Raby (Zone 2) over the streets, footpaths and car park areas detailed in attachment 1 to the report.
2. That subject to recommendation No.1, the Raby (Zone 2) Alcohol Free Zone be:
  - a) placed on Council's website giving notice of Council's decision
  - b) sign-posted in accordance with Council's standard Alcohol Free Zones sign template including a contact phone number of the Police Local Area Command; and
  - c) reviewed prior to the expiration of the North Area Alcohol Free Zones re-establishment period, being 24 December 2023.

### Purpose

To submit to Council for endorsement the proposal to establish the Raby (Zone 2) Alcohol Free Zone.

### History

Council at its meeting held 8 October 2019, considered recommendations regarding the proposal to re-establish the North Area Alcohol Free Zones and to establish a new zone to be known as Raby (Zone 2) and resolved:

1. That Council re-establish Alcohol Free Zones over the streets, footpaths and car park areas detailed in attachment 1 to the report.
2. That the Alcohol Free Zones referred to in Recommendation 1 commence on 25 December 2019 and that a public notice advising of Council's decision be notified on Council's website at least seven days in advance of re-establishing the zones.

3. That Alcohol Free Zones referred to in Recommendation 1 be sign-posted in accordance with Council's standard Alcohol Free Zones sign template including a contact phone number of the Police Local Area Command.
4. That the Alcohol Free Zones footpath stencils be replaced as considered necessary.
5. That the Alcohol Free Zones referred to in Recommendation 1 be reviewed prior to the expiration of the re-establishment period, being 24 December 2023.
6. That a notice be placed on Council's website inviting submissions in relation to the intention to establish an Alcohol Free Zone for Raby (Zone 2) over the streets, footpaths and car park areas as details in attachment 8 of the report.
7. That Council write to relevant organisations seeking comment in relation to the intention to establish an Alcohol Free Zone for Raby (Zone 2) in accordance with the Ministerial Guidelines for establishing Alcohol Free Zones.
8. That a further report be submitted to Council to advise of any submissions received as a result of notification referred to in Recommendation 6 and 7.

## Report

The North Area Alcohol Free Zones (Raby Zone 2 excepted) have been re-established, sign-posted and stencils replaced as necessary.

A notice was placed on Council's website advising of the re-establishment of the North Area Alcohol Free Zones and inviting submissions in relation to the intention to establish the Raby (Zone 2) Alcohol Free Zone. No public submissions were received.

Subsequently, Council wrote to the Anti-Discrimination Board, Tharawal Aboriginal Corporation, Campbelltown City Police Area Command and Raby Tavern seeking comment in relation to the proposal to establish the Raby (Zone 2) Alcohol Free Zone.

A response was received from Campbelltown City Police Area Command (attachment 2) advising of their support for the establishment of the Raby (Zone 2) Alcohol Free Zone based on the history of alcohol related anti-social behaviour in the locality.

A response was also received from the Anti-Discrimination Board advising that they have no objection to the proposal providing Council follows the Guidelines in establishing the zone.

In view of the above, Council is now in a position to declare the establishment of the Raby (Zone 2) Alcohol Free Zone, and set a review date of 24 December 2023, in line with the review date of the other alcohol free zones in the north area of the LGA.

## Attachments

1. Raby (Zone 2) Alcohol Free Zone Map (contained within this report)
2. Response letter from Campbelltown Police regarding the proposal to establish the Raby (Zone 2) Alcohol Free Zone (contained within this report)
3. Response letter from Anti-Discrimination Board of New South Wales regarding the proposal to establish the Raby (Zone 2) Alcohol Free Zone (contained within this report)







NSW Police

**Campbelltown City Police Area Command**  
LICENSING UNIT3<sup>rd</sup> December 2019

Paul Curley  
Campbelltown City Council  
City Standards and Compliance  
PO Box 57  
Campbelltown NSW 2560

**RE: PROPOSAL TO ESTABLISH RABY (ZONE 2) ALCOHOL FREE ZONE**

We acknowledge receipt of your letter dated 15<sup>th</sup> November 2019 advising that Council met on 8<sup>th</sup> October 2019 at which time, discussions were made in relation to the establishment of a new Alcohol Free Zone (AFZ) at Raby (Zone 2). We note in your correspondence that no submissions have been received objecting to the establishment of this new AFZ.

As per your request for our comments on this matter, I enclose a copy of correspondence from Campbelltown City Police Area Command, Licensing Unit dated 29<sup>th</sup> July 2019 to Campbelltown Council addressing this issue.

*SIGNATURE HAS BEEN REMOVED*

S/C Henry

Licensing Officer  
Campbelltown City PAC  
D/2019/1036517

---

Campbelltown City Police Area Command  
65 Queen Street, Campbelltown NSW 2560  
PH (02) 46201103



Campbelltown City Council  
Manager City Standards and Compliance  
Civic Centre, Queen Street  
Campbelltown NSW 2560

See map below, highlighting the requested alcohol free zone areas for Raby – ***Possibly to be known as Raby 2.***



TTY 02 9211 3776 for the hearing and speech impaired ABN 43 408 613 180

Report crime anonymously



## For Official Use Only



NSW Police Force

Currently, security personnel contracted from the Raby Tavern assist police in reporting antisocial behaviour. Should this area be designated, police will utilise legislative powers, to seize and dispose of liquor consumed in this area.

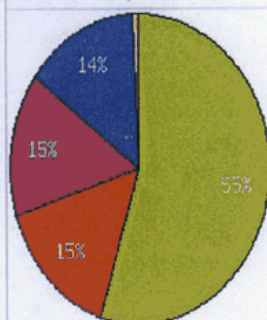
In every circumstance when enforcing AFZ areas, police have discretion to use the powers given to Police under Section 642 Local Government Act 1993, that enables police to seize and dispose liquor from any person about to drink, who is drinking or who recently been drinking. Police find this power very useful to disperse unwanted groups of people who are intoxicated and who choose to congregate in public streets or car parks, causing fear amongst the community.

A download of statistics for Alcohol Related incidents from June 2015 to June 2019, was conducted on 27/07/19. Police found that there were 137 incidents of street offences; consume liquor in alcohol free zones and 118 incident of alcohol related offensive behaviour. The statistics showed that the current zones are being enforced on a regular basis; hence the need to re-establish the zones, to assist police in the continuation of reducing alcohol related crime.

Furthermore, 14% of incidents were reported as their last of place of consumption, being a public place. (Alcohol Related Crime Information Exchange June 2016 – June 2019)

## Last Place of Alcohol Consumption Report

LAC: CAMPBELLTOWN CITY PAC (Jun 2016 to Jun 2019)



■ LICENSED PREMISES  
■ HOME/PRIVATE RESIDENCE  
■ PUBLIC PLACE  
■ OTHER  
■ NOT KNOWN

Last Place of Alcohol Consumption by Month					
Month	Licensed Premises	Home/Private Residence	Public Place	Other	Not Known
Jun 2019	39	161	31	0	56
May 2019	26	180	49	0	63
Apr 2019	50	204	31	2	75
Mar 2019	57	225	39	1	76
Feb 2019	83	226	45	6	57
Jan 2019	53	222	29	0	64
Dec 2018	44	264	39	2	79
Nov 2018	30	242	21	2	38
Oct 2018	32	151	15	0	45
Sep 2018	55	182	29	2	49
Aug 2018	59	177	89	2	72
Jul 2018	52	200	29	1	53
Jun 2018	52	202	29	3	47
May 2018	58	121	52	2	60
Apr 2018	82	183	54	1	44
Mar 2018	23	218	40	1	71
Feb 2018	30	153	58	0	47
Jan 2018	31	270	30	2	65
Dec 2017	86	307	45	7	71
Nov 2017	38	238	72	8	35
Oct 2017	43	221	88	1	56
Sep 2017	39	179	80	6	35
Aug 2017	73	181	70	3	50
Jul 2017	73	145	51	3	84
Jun 2017	123	198	55	0	45
May 2017	50	164	114	1	60
Apr 2017	59	211	85	1	33
Mar 2017	58	155	64	2	53
Feb 2017	82	179	94	5	59
Jan 2017	67	274	45	0	49
TOTAL	1647	6033	1572	64	1691

## CAMPBELLTOWN CITY POLICE AREA COMMAND – LICENSING UNIT

65 Queen Street, Campbelltown NSW 2560

T 02 4620 1172 F 02 4620 1221 W [www.police.nsw.gov.au](http://www.police.nsw.gov.au)

TTY 02 9211 3776 for the hearing and speech impaired ABN 43 408 613 180

TRIPLE ZERO (000)

Emergency only

POLICE ASSISTANCE LINE (131 444)

For non emergencies

CRIME STOPPERS (1800 333 000)

Report crime anonymously

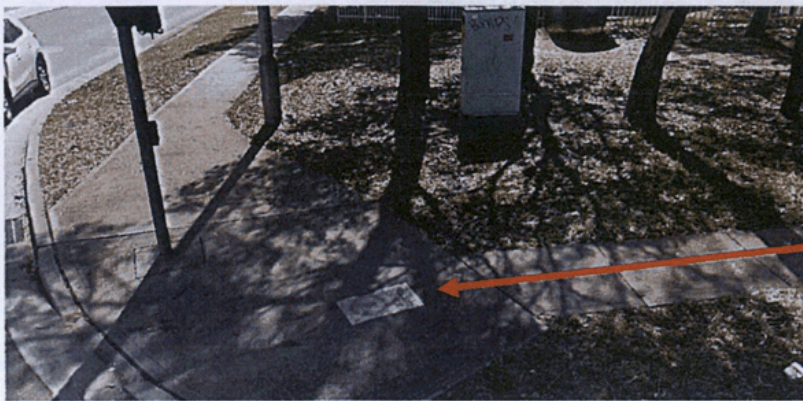


For Official Use Only



NSW Police Force

Police respectfully request Council, that should the AFZ be re-established, that the dates on the existing notices be updated and for the Campbelltown City Council to consider stencilling footpaths. This strategy was implemented some 5 years ago, in only some areas of the South Zone. By placing stencils strategically along footpaths around the CBD areas, hotels, schools and footpaths around parks, assists in educating those who insist on drinking in designated areas. The stencil appeared similar to the diagram shown below.



Sample of stencils already in use.



Although Campbelltown City Police Area Command has experienced an overall reduction in alcohol related crime, the re-establishment of AFZ's would contribute to maintaining and minimising the harm associated with the consumption of liquor, in public places.

Should you have any further questions in respect to this recommendation, please contact me on 02 4620 1172 or email [REDACTED]

SIGNATURE HAS BEEN REMOVED

Sergeant Carol Ray  
Licensing Supervisor  
Campbelltown Police Area Command  
29 July 2019

**CAMPBELLTOWN CITY POLICE AREA COMMAND – LICENSING UNIT**

65 Queen Street, Campbelltown NSW 2560

T 02 4620 1172 F 02 4620 1221 W [www.police.nsw.gov.au](http://www.police.nsw.gov.au)

TTY 02 9211 3776 for the hearing and speech impaired ABN 43 408 613 180

**TRIPLE ZERO (000)**

Emergency only

**POLICE ASSISTANCE LINE (131 444)**

For non emergencies

**CRIME STOPPERS (1800 333 000)**

Report crime anonymously



19DEC'19 14:36 RCVD

Our ref: LS/14/004

Paul Curley  
Manager City Standards and Compliance  
Campbelltown City Council  
PO Box 57  
CAMPBELLTOWN NSW 2560

Dear Paul,

**Establishment of Alcohol Free Zones – Raby (Zone 2)**

I refer to your email to the Anti-Discrimination New South Wales (ADNSW) received 9 December 2019, regarding the proposed establishment of an alcohol free zone in the Campbelltown City Council Local Government Area.

Providing that you have contacted Local Police and Service Providers, and that you have published the proposed zones in local media, on the Council's website and have written to relevant interested parties as required by the Ministerial Guidelines on the Establishment of Alcohol-Free Zones (the **Guidelines**).

If the Council follows the Guidelines in all respects, particularly in relation to consultation with local Aboriginal or ethnic groups, the Board has no objection to the proposal to establish alcohol-free zones in the Campbelltown City Council Local Government Area.

Yours sincerely,

*SIGNATURE HAS BEEN REMOVED*

Tracie Harvey  
**Administration Support Officer**  
Date: 13 December 2019

PO Box W213, Parramatta Westfield NSW 2150 | Level 7, 10 Valentine Avenue, Parramatta NSW 2150  
Ph (02) 9268 5555 | F (02) 9268 5500 | Freecall 1800 670 812 | Enquiries (02) 9268 5544  
[www.antidiscrimination.justice.nsw.gov.au](http://www.antidiscrimination.justice.nsw.gov.au)



### 8.3 Result of Pre-Gateway Review - 71 St Andrews Road, Varroville

#### Reporting Officer

Executive Manager Urban Release and Engagement  
City Development

#### Community Strategic Plan

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

#### Officer's Recommendation

1. That Council note the decision of the Sydney Western City Planning Panel to support the submission of a draft Planning Proposal for 71 St Andrews Road, Varroville for a Gateway determination.
2. That Council notify the Department of Planning, Industry and Environment that it declines the offer of undertaking the role of local Planning Proposal Authority in this instance.

#### Purpose

1. To advise Council of a decision made by the Sydney Western City Planning Panel to forward a draft Planning Proposal for 71 St Andrew Road, Varroville for a Gateway determination. This decision was made subsequent to the Council's previous decision not to support a request for the same proposal.
2. To advise the Council of a formal offer made by the Sydney Western City Planning Panel for the Council to undertake the role of Planning Proposal Authority and prepare and submit a draft Planning Proposal to the Gateway for a determination.
3. To seek Council's decision as to whether to accept the offer to undertake the role of Planning Proposal Authority.

#### History

At its meeting of 11 June 2019, Council considered a report relating to a Planning Proposal Request to amend Campbelltown Local Environmental Plan 2015 (CLEP 2015) to rezone a portion of property at No. 71 St Andrews Road, Varroville from rural to residential purposes. Notwithstanding the officer's report that recommended the proposal be supported for Gateway Determination, Council voted not to support the recommendation.

On 12 July 2019, the Department of Planning, Industry and Environment (DPIE) advised Council that a request for a rezoning review (review of the Council's decision) had been submitted by the proponent to the Sydney Western City Planning Panel. This process enables an independent review of rezoning applications (Planning Proposal Requests) that have not proceeded to the next stage of assessment (Gateway). This could be in the circumstances where a Council has either formally decided not to support a Planning Proposal Request or there has been no decision by the Council within 90 days of the Planning Proposal Request being lodged. This receipt of advice from DPIE about the rezoning review was communicated in the Councillor Weekly Bulletin of 19 July 2019.

## Report

At its meeting of 9 December 2019, the Sydney Western City Planning Panel (the Panel) considered a report on the review request prepared by the DPIE. The Panel considered representations from staff representing DPIE, Council and the proponent. The Panel subsequently determined that the proposal has sufficient strategic and site specific merit to be submitted for a Gateway Determination. A copy of the Panel's decision is shown as attachment 1.

The DPIE has now invited Council to be the Planning Proposal Authority (PPA) for this proposal. The PPA is responsible for ensuring that the level of detail in the draft Planning Proposal documentation being forwarded to the Gateway is sufficient to respond to the statutory requirements of the *Environmental Planning and Assessment Act 1979* and the requirements set out in DPIE guidelines. The PPA would also be responsible for ongoing work with the proposal including agency and public consultation and reviewing any required studies. A copy of the correspondence inviting Council to be the PPA is shown as attachment 2.

Given the Panel's decision is contrary to the Council's adopted position, it may not be unreasonable for some to form an opinion that Council is conflicted given the officers report and resolution of 11 June 2019. Therefore, it is recommended that Council not accept the role of PPA in this instance, noting that any future progress by the Panel and DPIE would involve further consultation with staff.

## Attachments

1. Copy of the Panel's decision (contained within this report)
2. Letter to Council advising of the Panel's decision (contained within this report)





**Planning  
Panels**

**REZONING REVIEW  
RECORD OF DECISION**  
SYDNEY WESTERN CITY PLANNING PANEL

<b>DATE OF DECISION</b>	Monday, 9 December 2019
<b>PANEL MEMBERS</b>	Justin Doyle (Chair), Bruce McDonald, Julie Savet Ward, George Greiss, Darcy Lound
<b>APOLOGIES</b>	None
<b>DECLARATIONS OF INTEREST</b>	None

**REZONING REVIEW**

2019WCI041 – Campbelltown – RR\_2019\_CAMPB\_002\_00 – at St. Andrews Road, Varroville (AS DESCRIBED IN SCHEDULE 1)

**Reason for Review:**

- ☒ The Council has notified the proponent that the request to prepare a planning proposal has not been supported
- ☐ The Council has failed to indicate its support 90 days after the proponent submitted a request to prepare a planning proposal or took too long to submit the proposal after indicating its support

**PANEL CONSIDERATION AND DECISION**

The Panel considered: the material listed at item 4 and the matters raised and/or observed at meetings and site inspections listed at item 5 in Schedule 1.

Based on this review, the Panel determined that the proposed instrument:

- ☒ should be submitted for a Gateway determination because the proposal has demonstrated strategic and site specific merit
- ☐ should not be submitted for a Gateway determination because the proposal has
- ☐ not demonstrated strategic merit
  - ☐ has demonstrated strategic merit but not site specific merit

The decision was unanimous.

**REASONS FOR THE DECISION**

**The Planning Proposal considered**

In this matter the applicant had applied for a planning proposal which would permit more dense development of land located at St. Andrews Road, Varroville.

A threshold issue that arose for the Panel was the question of whether it was reviewing Council's decision to reject the planning proposal as submitted by the Applicant to the Council meeting at which the planning proposal was rejected, or whether the Panel should consider the amended planning proposal that was recommended for Gateway approval by the Council staff.

The planning proposal form described the proposal as "Rezone land from E3 Environmental Management to Part R2 Low Density Residential". The planning proposal made by the applicant when considered by Council as described in the Council staff assessment report was:

- Zone the western part of the site (between service easements and western boundary) to R2 Low Density Residential
- Amend the Lot Size Map and Height of Buildings Map to permit a minimum lot size of 300 sqm and building height of 9m

- Zone a portion of land for a drainage corridor to SP2 Local Drainage, adjoining drainage land in the Willowdale development
- Zone a portion of land for open space to RE1 Public Recreation, adjoining open space in the Willowdale development
- Introduce a minimum dwelling density of 15 dwellings per hectare for the proposed R2 Low Density Residential Zone
- Zone a portion of land as R2 Low Density Residential to permit a caretaker's dwelling on the remaining bushland area
- Retain the E3 Environmental Management Zone on the remaining land.

By letter of 12 July 2019, the Team Leader, Sydney Region West Planning and Assessment wrote to the Chair of the Panel requesting that the Panel consider a rezoning review "to amend the Campbelltown Local Environmental Plan 2015 to rezone part of land at 71 St Andrews Road, Varroville from E3 Environmental Management to R2 Residential Low Density and amend the associated development controls". The planning proposal described in the Departmental Report to the Panel, reflected not the planning proposal as made, but the Council staff recommendation. Specifically, the planning proposal was described as:

- rezoning the northern portion of the site from E3 Environmental Management to part: R2 Low Density Residential; RE1 Public Recreation; SP2 Infrastructure (Drainage); and E2 Environmental Conservation;
- applying a minimum lot size for the land rezoned to R2 zone on the western portion of the site of 420m<sup>2</sup>;
- applying a minimum lot size for dual occupancy development for the proposed R2 zone on the western portion of the site of 700m<sup>2</sup>;
- not applying a minimum lot size to the land rezoned to RE1 and SP2 on the site;
- identifying the RE1 and SP2 zone on the land reservation acquisition map;
- identifying the site on the terrestrial biodiversity map excluding the service easement; and,
- identifying the site on the urban release area map of Campbelltown LEP 2015.

On the question of the proposal to be considered by the Panel, consideration should be given to the final 2015 report of the "review of the NSW Government's Rezoning Review process" (2015 Report) that includes the following advice:

"The Recommendations Report recommended that the pre-Gateway review should be refocused to be a review of the proposal as submitted to and considered by Council. If the Department forwarded a review request to the Regional Panel, it would concurrently notify the Council and request that any comments, additional information and confirmation that the proposal is consistent with the original submission be forwarded to the relevant Regional Panel within 21 days. The role of the Department will be administrative only."

In all meaningful ways, what was "considered by" Council was the recommendation of the Council assessment staff. Notably, while the Applicant said that it continued to argue for the planning proposal it had submitted, it was content for the Panel to consider that recommended by the Council staff and would like that proposal referred for Gateway assessment if the Panel was minded to so resolve.

On that basis, the proposal considered was that as recommended by the Council staff to the Council, rather than the planning proposal submitted. It is that proposal which the Panel has unanimously decided to refer for Gateway review.



### Improvement on earlier Site Rezoning Proposal

The site has previously been subject to a rezoning proposal review by the Sydney South West Planning Panel. That proposal was substantially different from that now being considered. The earlier proposal sought to convert almost the whole of the site to residential development while a substantial area of the site is now proposed to be retained for conservation.

Specifically, the large majority of the area located between the existing power infrastructure easements and the heritage listed Sydney Water Canal is proposed to be zoned principally as E2 Environmental Conservation and RE1 Public Recreation. That is seen as a substantial improvement both in terms of strategic and site specific merit.

The Applicant's planning proposal included a single residential lot within the E2 zone recommended by Council staff. The Applicant anticipated that through the conditions of DA subdivision consent the owner of that lot would be obliged to manage the vegetation on the E2 Conservation parcel, as well as an area of 'special purposes infrastructure' zoning to allow for a stormwater detention basin also within the E2 zoned land proposed by Council staff.

With the resulting asset protection zones there would be a significant increase in bushland clearing through that proposal. If the detention basin was kept to the R2 zoned land as proposed by Council staff, there would also be less bushland clearing.

The ecological benefit of the bushland dedication is an important factor in justifying the proposal and the desirability of minimising clearing of the critically endangered Cumberland Plain Woodland on the site will be important factors during any Gateway assessment of the planning proposal.

Another discrepancy between the Applicant's proposal and that recommended by Council staff is the extent of the RE1 zoned land. The Council staff proposed that it be extended for the full length of the transmission line easement. Again, the desirability of extending through links for public access is an important factor in the strategic and site specific justification for the proposal.

However, the Panel is of the view that final consideration of the acceptability of locating any development to the south east of the transmission easement, and the extent of the RE1 zoning, is a matter best left to the Gateway process. The Panel anticipates that some consideration of these matters will occur in determining the proposal most appropriate for exhibition.

### Councils Assessment Report

The Panel takes into account the assessment recommendation presented to Campbelltown Council on 11 November 2019 that the Planning Proposal be forwarded to the Department of Planning and Environment, seeking endorsement for Gateway Determination. While that recommendation was not adopted by Council, the Panel considers it provides a considered evaluation of the Proposal and concur its 'recommendation 1' that the proposal described in the assessment report be forwarded to the Department for Gateway Determination endorsement generally for the reasons set out in that report.

### STRATEGIC MERIT CONSIDERATION

#### GREATER SYDNEY REGION PLAN / WESTERN CITY DISTRICT PLAN

- Metropolitan Rural Area

Under the Greater Sydney Region Plan the subject site is within the Metropolitan Rural Area. Consideration of the impact of divorcing that section of the site proposed for residential development from the Metropolitan Rural Area is the context against which the proposal must be evaluated. Relevant GSRP objectives relate to the protection of urban bushland, remnant vegetation enhancement and

importantly, protection of scenic and cultural landscapes which in this case includes the Campbelltown Scenic Hills.

Allied to that are Western Sydney District Plan Planning Priority W14- *Protecting and enhancing bushland and diversity* and Planning Priority W15- *increasing urban tree canopy cover and delivering Green Grid connections*.

Whilst the proposal to utilise a section of the site for residential use is inconsistent with these Metropolitan Rural Area related objectives and priorities, the Panel accepts the analysis that the site does not exhibit the rural or landscape qualities that comprise the MRA and that zoning of that section of the site west of the onsite service easement is anomalous. In that regard the section of the site proposed to be developed for housing through a traditional subdivision represents a logical extension of the recently established suburban settlement which flanks it on two sides.

The proposed zoning of the substantial section of the site east of the service easement as R1 Public Recreation and E2 Environmental Conservation is consistent with MRA objectives as it provides the opportunity to re-establish the ecological communities reinforcing the Green Grid. The Panel considers a specific mechanism to ensure this bushland is protected and enhanced should be incorporated in the terms of any decision to Gazette any change to the zoning under the planning proposal.

While recognising the importance of the established Campbelltown Scenic Hills concept as an element of Campbelltown's regional setting the Panel accepts that the proposal will not materially impact on the Scenic Hills given the current rural / urban setting of the site, its topography and as it is not visible from the broader public domain.

While it is not a matter requiring resolution at this initial Gateway stage, and may well be a matter for DA stage, the Panel saw merit in a subdivision layout designed to preserve as reasonably feasible trees on the land to be rezoned for urban development. Preservation of existing trees in that area will assist the value of the parcel as a transition between the preserved bushland and the more dense development to the north.

- Housing Supply

The proposal is considered to be consistent with Planning Priority W5 of the Western City District Plan of providing housing supply, choice and availability. While not making a significant contribution to housing supply the land proposed for housing integrates with the existing/ planned residential layout and being defined by the onsite service easement establishes a logical and distinct edge to the MRA. Further the additional residential area will have access to the services and amenities provided to this developing element of the South West Priority Growth Centre.

Final determination of the minimum site area which would be permitted by the rezoning changes is more appropriate for later stages in the rezoning process. However, the minimum lot size of 420m<sup>2</sup> recommended by Council staff seems more suited to achieving the desired transition. The minimum lot size for dual occupancy to be adopted in the exhibited proposal also needs attention to ensure that the potential density is what is intended.

#### SITE SPECIFIC MERIT

Having regard to Council's assessment, the Panel considered there are site specific merits in the rezoning:

- The land proposed to be zoned R2 Low Density Residential is substantially cleared with individual trees scattered across the site, providing a landscape setting.
- The Proposal provides opportunity to require the natural flora to be re-established on that section of the land proposed to be rezoned E2 Environmental Conservation. This will allow extension of the tree canopy of the Metropolitan Rural Area.



- Residential development of that section of the site northeast of the infrastructure service easements would provide a logical definition of the urban development and Metropolitan Rural Area.
- The site has been assessed as not containing contaminants that would disqualify residential development.
- The site is accessible from the established road network.
- The Proposal would not impact on the Sydney Water Canal heritage item.

#### CONCLUSION

The Panel considers the Planning Proposal has sufficient strategic and site specific merit to be referred to the Department of Industry and Environment for a Gateway Determination.

However, a number of issues including those outlined above will require careful consideration during the exhibition and detailed assessment stages of the planning proposal process.

PANEL MEMBERS	
<i>SIGNATURE HAS BEEN REMOVED</i>	<i>SIGNATURE HAS BEEN REMOVED</i>
Justin Doyle (Chair)	Bruce McDonald
<i>SIGNATURE HAS BEEN REMOVED</i>	<i>SIGNATURE HAS BEEN REMOVED</i>
Julie Savet Ward	George Greiss
<i>SIGNATURE HAS BEEN REMOVED</i>	
Darcy Lound	

SCHEDULE 1		
1	PANEL REF – LGA – DEPARTMENT REF - ADDRESS	2019WCI041 – Campbelltown – RR_2019_CAMPB_002_00 – at St. Andrews Road, Varroville
2	LEP TO BE AMENDED	Campbelltown Local Environmental Plan 2015
3	PROPOSED INSTRUMENT	The proposal seeks to amend the Campbelltown Local Environmental Plan 2015 to rezone part of land at 71 St Andrews Road, Varroville from E3 Environmental Management to R2 Residential Low Density and amend the associated development controls.
4	MATERIAL CONSIDERED BY THE PANEL	<ul style="list-style-type: none"> <li>• Rezoning review request documentation</li> <li>• Briefing report from Department of Planning, Industry and Environment</li> </ul>

5	<b>BRIEFINGS AND SITE INSPECTIONS BY THE PANEL</b>	<ul style="list-style-type: none"> <li>• <b>Site Inspection: 9 December 2019</b> <ul style="list-style-type: none"> <li>○ Panel members in attendance: Justin Doyle (Chair), Bruce McDonald, Julie Savet Ward, George Greiss, Darcy Lound</li> <li>○ Department of Planning, Industry and Environment (DPIE) staff in attendance: Terry Doran, Thomas Holmes</li> </ul> </li> <li>• <b>Briefing with Department of Planning, Industry and Environment (DPIE): 9 December 2019, 12.15pm</b> <ul style="list-style-type: none"> <li>○ Panel members in attendance: Justin Doyle (Chair), Bruce McDonald, Julie Savet Ward, George Greiss, Darcy Lound</li> <li>○ DPIE staff in attendance: Thomas Holmes, Terry Doran</li> </ul> </li> <li>• <b>Briefing with Council: 9 December 2019, 12.15pm</b> <ul style="list-style-type: none"> <li>○ Panel members in attendance: Justin Doyle (Chair), Bruce McDonald, Julie Savet Ward, George Greiss, Darcy Lound</li> <li>○ DPIE staff in attendance: Terry Doran, Thomas Holmes</li> <li>○ Council representatives in attendance: Fletcher Rayner, Graham Pascoe, Alexandra Saprun, Belinda Borg, Barry Millwood</li> </ul> </li> <li>• <b>Briefing with Proponent: 9 December 2019, 1.25pm</b> <ul style="list-style-type: none"> <li>○ Panel members in attendance: Justin Doyle (Chair), Bruce McDonald, Julie Savet Ward, George Greiss, Darcy Lound</li> <li>○ DPIE staff in attendance: Terry Doran, Thomas Holmes</li> <li>○ Proponent representatives in attendance: Gerard Turrisi, Melissa Rodrigues, Pak Lau, Angelina Petrin, Dario Petrin, Michael Sheather- Reid</li> </ul> </li> </ul>
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Mrs Lindy Deitz  
General Manager  
Campbelltown City Council  
PO Box 57  
Campbelltown

Attn: Mr Jeff Lawrence (Director, Planning and Environment)

19 December 2019

Dear Mrs Lindy Deitz

**Request for a Rezoning Review – 2019CW1041 – RR\_2019\_CAMPB\_002\_00**

I refer to the request for a Rezoning Review for a proposal at 71 St. Andrews Road Varroville to amend the Campbelltown Local Environmental Plan 2015 to rezone part of land at 71 St Andrews Road, Varroville from E3 Environmental Management to R2 Residential Low Density and amend the associated development controls.

The Sydney Western City Planning Panel has recommended that the proposal should be submitted for a Gateway determination. In making this decision, the Planning Panel considered the request and advice provided by Council. A copy of the panel's decision is attached.

Consequently, Council is invited to be the Planning Proposal Authority (PPA) for this proposal and to advise the Planning Panels Secretariat within 42 days of the date of this letter whether it will undertake the role of PPA for this proposal. Should Council agree to be the PPA, it will need to prepare a planning proposal under section 3.33 (formerly section 55) of the *Environmental Planning and Assessment Act 1979* and submit it for a Gateway determination within 42 days after accepting this role.

If Council does not wish to progress this matter, the panel will be appointed to prepare the planning proposal.

If you have any queries on this matter, please contact Stuart Withington, Manager, Planning Panels Secretariat on (02) 8217 2062 or via email to [stuart.withington@planning.nsw.gov.au](mailto:stuart.withington@planning.nsw.gov.au)

Yours sincerely

Justin Doyle  
Chair, Sydney Western City Planning Panel

encl. Rezoning Review Record of Decision

**Planning Panels Secretariat**

320 Pitt Street Sydney | GPO Box 39 Sydney NSW 2001 | T 02 8217 2060 | [www.planningpanels.nsw.gov.au](http://www.planningpanels.nsw.gov.au)

## 8.4 Pop Culture Evaluation Report

### Reporting Officer

Executive Manager Community Life  
City Lifestyles

### Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.4 - Provide and support exciting and curious events and festivals for the local community and visitors

### Officer's Recommendation

That the information be noted.

### Purpose

The purpose of this report is to provide an update to Council following the recent Pop Culture event Nerd Con 2019 and recommend future delivery of the event by a third party operator.

### History

Council at its meeting held 11 June 2019 resolved:

1. That Council investigate the feasibility of a Pop Culture Convention event to be held in Campbelltown LGA.
2. That the outcome of the feasibility investigation be reported back to Council.

Council at its meeting held 6 August 2019 resolved:

1. That Council notes the outcome of the feasibility investigation into a Pop Culture Convention event to be held in Campbelltown.
2. That Council notes the planned delivery of "Nerd-Con" as part of the 2019 Festival of Fisher's Ghost.
3. That an evaluation be reported to Council following this pilot event with a view to delivery of future events by a commercial operator.



## Report

The inaugural Pop Culture Event, Nerd Con 2019, was incorporated into the 2019 Festival of Fisher's Ghost and was held at the Civic Hall on Saturday 2 November from 10.00am to 4.00pm.

The event was well attended with crowd numbers estimated at 600 throughout the day and included a cosplay competition, gaming zones, food stalls, artist alley, colouring in competitions, pin ball machines and other pop culture themed activations.

Council worked in partnership with two external parties to deliver the inaugural event being:

- Iconic Nerd, who was responsible for the cosplay, artist alley and gaming zone elements
- Collector Con Toy and Hobby Fair Campbelltown, who was responsible for stallholder management and trade show set up.

A post event debrief and event review was undertaken with each event partner. Key feedback showed that:

- the cosplay competition was well attended with 49 entrants across all categories and further scope to increase participation numbers in future
- strong attendance and feedback on the day demonstrated a demand need for an annual Pop Culture style event in the Campbelltown Local Government Area
- stallholders at the event indicated that they were happy with their sales and future business opportunities, many of which were local small businesses
- a larger venue may be required in order to accommodate future growth should the event be held again.

Toy and Hobby Fair currently host a trade show event at Wests League Club however they have advised that they will look to include a cosplay element into this event following the success of Nerd Con.

Iconic Nerd has expressed their interest in delivering Nerd Con in 2020 as part of the Festival of Fisher's Ghost with a view to continuing to grow the event in the region annually. Council staff have completed a handover of Nerd Con to Iconic Nerd in preparation for the delivery of the 2020 event.

The Civic Hall has been booked for Saturday 31 October 2020 on behalf of Iconic Nerd and Council will continue to support the event with security and first aid, providing the event is held during the Festival of Fisher's Ghost. However it was agreed that Iconic Nerd would now become the sole proprietor of Nerd Con with a view to delivering this event as a commercial activity as per the Council resolution of 6 August 2019 that the delivery of the event in future would be by a commercial operator.

## Attachments

Nil

## 8.5 Local Government Bushfire Recovery Support Program

### Reporting Officer

Executive Manager Community Life  
City Lifestyles

### Community Strategic Plan

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

### Officer's Recommendation

That the information be noted.

### Purpose

1. To provide an update on the Bushfire Recovery support provided by Council at a local level.
2. To update Council on the Bushfire Recovery Support Program being coordinated by the Office of Local Government NSW, City of Sydney and Resilience Sydney at a state level.

### History

Since the start of the bushfire crisis, Council has been actively involved with neighbouring Councils, Emergency Services agencies and the Regional Emergency Management Office to coordinate resources and offer support to help deal with the then daily increasing fire emergency.

### Report

Council set up the Emergency Operations Centre at the Minto Depot, in preparation, if the regional emergency management team called upon Council for help. Council provided a Liaison Offer to the Regional Emergency Management Centre, over a number of days to assist in the coordination of the fire events, both in terms of extreme weather day preparedness, evacuation centres readiness, resources and initial recovery efforts. Council had resources on standby should urgent calls for help be required and continual daily communications with emergency services were maintained throughout November to January to ensure Campbelltown was well prepared should help be called upon and to be ready to act had the fires extended into the LGA.

Council on its own initiative also provided information and support to local residents and neighbouring councils in the following ways:

- promoting, via Council's website, ways that the community can donate and access support services
- bushfire fundraising initiatives at Council's key events including Christmas Carols, New Year's Eve and Australia Day

- cancelling planned fireworks in light of the fire emergency in our region and instead donating \$4,500 to the Dilly Drought Drive
- providing resources to Wollondilly Shire Council to support their bushfire fighting efforts including:
  - provision of a water cart on three separate occasions
  - plant operator to operate a loader to undertake general clean-up for two days
  - mechanic including Council mobile service truck for seven days to maintain RFS trucks when returning from the fire front
  - traffic control crew.

From a state perspective, Council received correspondence from the Office of Local Government NSW (OLG) on 6 January 2020, advising that it had partnered with the City of Sydney and the Sydney Resilience Office, in leading an initiative called the Local Government Bushfire Recovery Support Group which aims to provide a disaster recovery resource co-ordination service to councils impacted by the bushfire crisis.

Within this correspondence, the OLG is inviting councils not directly affected by the bushfires to support those in bushfire affected areas through the provisions of shared resourcing, staff and expertise. This includes:

- admin staff for enquiries
- IT staff
- counselling/referral staff
- building assessment
- engineering assessment
- manual labour for clean up
- planners for assessment of Development Applications for rebuilds.

The OLG has requested that councils who are able to help affected areas complete a support register detailing the type of support services that each council is able to provide and to which location. This register would then be compiled at a state level with the Local Government Bushfire Recovery Support Group coordinating the deployment of resources to effected areas as and when required.

Since receiving this correspondence, Council teams have compiled a list of support services that it could provide to bushfire effected councils should it be required. This includes:

- support with development assessments and building surveying
- engineer certifications and inspections
- family day care support
- media and marketing support
- waste water assessment and recovery advice
- hosting community forums and place planning support to bring the community together
- road safety assessments.

Council will participate in the Local Government Bushfire Recovery Support Program, in line with the support services identified in the Campbelltown Local Government Support Register if requested.

Council have recently received advice from the OLG about the Government's preferred platform for managing charity donations for affected communities. Not-for-profit organisation, GIVIT is managing all offers of donated goods, services, and funds including corporate offers of assistance, following the bushfires.

GIVIT matches real and urgent requests for goods and services with resources from the community. Their online donation management platform acts as a referral pathway for individuals and organisations to pledge items and services, and then matches them with requests received via local government agencies, charities and frontline recovery services.

GIVIT has been in partnership with the Queensland Government since 2013 to manage all offers of goods and services in times of disaster and has recently been adopted by the NSW Government. This approach to fundraising enables community led recovery and builds resilience by working with all local Governments, charities, recovery agencies and support organisations by providing exactly what affected residents need. GIVIT's virtual warehouse also encourages donors to pledge their donations online removing the need for frontline services to receive, sort, store and ultimately dispose of unwanted items.

Some of the key benefits to the platform include:

- meeting real and urgent need
- no unsolicited physical donations
- supporting all local organisations
- supporting long term recovery
- wherever possible, GIVIT buys locally
- 100 percent of funds received go towards purchasing essential items.

Council have received a number of enquiries from the community and other organisations seeking advice about supported charities and platforms, Council will direct these enquiries to the GIVIT platform and update our website accordingly.

## **Attachments**

1. Bushfire Recovery Support Program FAQs (contained within this report)

## **LOCAL GOVERNMENT BUSHFIRE RECOVERY SUPPORT V1**

### **FREQUENTLY ASKED QUESTIONS FOR COUNCILS OFFERING SUPPORT**

**13 January 2020**

Contact Coordination team at the LGBRSG on 02 9246 7709 or email  
[recovery@cityofsydney.nsw.gov.au](mailto:recovery@cityofsydney.nsw.gov.au)



Office of  
Emergency Management



Office of  
Local Government

**CITY OF SYDNEY** 



## FREQUENTLY ASKED QUESTIONS

1. ABOUT LOCAL GOVERNMENT BUSHFIRE RECOVERY SUPPORT GROUP.	3
1.1 What is the Local Government Bushfire Recovery Support Group? .....	3
1.2 What does the Bushfire Recovery Support Group do? .....	3
1.3 How does the recovery matching service work? .....	3
1.4 What type of support will bushfire affected areas require? .....	3
1.5 Who will complete the risk assessment and prepare the safe work method statements? .....	4
2. INFORMATION FOR SUPPORTING COUNCILS .....	4
2.1 What support will be available to supporting council's staff? .....	4
2.2 Is disaster funding available to reimburse expenses incurred during recovery support? .....	5
2.3 Who is responsible for logistics, including transport, meals, accommodation and personal protective equipment? .....	5
2.4 Who will manage staff during the deployment? .....	5
2.5 What are the transport arrangements? .....	6
2.6 What are my Work Health and Safety responsibilities? .....	6
2.7 What are the risks associated with working in bushfire affected areas? .....	6
2.8 How do I report an injury while undertaking this work? .....	7
2.9 Will staff be required to work in active fire zones? .....	7
2.10 Can supporting council's planning staff exercise planning functions for another council such as assessing development application? .....	7
2.11 Are vehicles and other assets insured when working in bushfire affected areas? .....	7
3. INFORMATION FOR STAFF .....	7
3.1 Who will be my contact when I arrive at the bushfire affected area? .....	7
3.2 Am I covered by workers compensation while undertaking disaster recovery work? .....	7
3.3 What are the pay arrangements while I am away? .....	8
3.4 Will I be reimbursed for out of pocket living expenses? .....	8
3.5 Where will I be staying? .....	8
3.6 What should I bring? .....	8
3.7 How long will I be deployed for? .....	8
3.8 How will I be supported during my deployment and on my return home? .....	8
3.10 What else do I need to know? .....	9
3.11 Who can I speak to for further information? .....	9
4. MISCELLANEOUS .....	9
4.1 How can we deal with goods donated by the community? .....	9

*Disclaimer: the information contained in this document is provided for NSW councils seeking to offer support to bushfire affected councils. This document does not take into consideration your council's individual circumstances and should be considered as a general guide. Access to these documents is provided on the understanding they are not a substitute for specific legal advice. Councils should seek their own legal advice.*

## Frequently Asked Questions

V1 13 January 2020

## **1. ABOUT LOCAL GOVERNMENT BUSHFIRE RECOVERY SUPPORT GROUP**

### **1.1 What is the Local Government Bushfire Recovery Support Group?**

The Local Government Bushfire Recovery Support Group (LGBRSG) has been established by Office of Local Government in partnership with the City of Sydney, Local Government NSW, and Sydney Resilience Office, to assist council disaster recovery and support operations in local communities.

### **1.2 What does the Bushfire Recovery Support Group do?**

- Maintains a database of services and resources being offered by local government.
- A matching service between councils offering support and councils requiring support.
- A source of information on risks and safe methods of work.
- Connection to organisations that can provide advice on supporting disaster recovery.

### **1.3 How does the recovery matching service work?**

The LGBRSG will collate offers of support from participating local government areas.

The Office of Emergency Management (OEM) will collate requests for support from bushfire affected areas.

The LGBRSG and OEM will match offers of support with requests for assistance, provide introductions for the nominated representatives, after which point the LGBRSG and OEM will step back.

The LGBRSG will continue to maintain the database, including records of who is helping who. It is important that it be advised of the duration of the deployment and when resources become available again.

### **1.4 What type of support will bushfire affected areas require?**

Typically, a disaster occurs where the scale of the event exceeds a community's capacity to manage the impact. The type of support will vary according to each area, the capability of existing resources, and the scale of the disaster.

The level and type of support may also vary throughout the disaster recovery period. Councils may need support for business as usual activities so that the local staff can contribute to the recovery work.

Further, recovery support can be provided onsite or remotely or both. Recovery support may include personnel, plant and equipment, and materials for the following:

- Logistics
- Communications
- Tree Management – assessment and removal
- Planning

**Frequently Asked Questions**

V1 13 January 2020

- Cleaning and Waste Services
- Engineering Assessment
- Infrastructure Maintenance
- Building Surveyors
- Environmental Health Officer
- Case Manager / Social Workers / Counselling Services
- Finance Officers
- Data Management Specialists
- Asset Inspectors
- Any other

**1.5 Who will complete the risk assessment and prepare the safe work method statements?**

In the first instance, staff that are deployed must be trained, skilled and competent in the undertaking of duties required by the council in the affected area.

It is the responsibility of the host council to induct all deployed staff and provide completed risk assessments and safe work method statements as required.

**2. INFORMATION FOR SUPPORTING COUNCILS**

Whilst you are asked to provide availability when nominating staff, needs can change over time resulting in shorter or longer periods of deployment. Staff may also be required to change projects or locations at short notice.

We acknowledge there may be several staff who are enthusiastic about participating, however there are a few factors associated with this type of work which may impact on the employee's suitability or willingness to be deployed. Please note that working in bushfire affected areas is not without risk, a number of these risks are noted later in this document.

**2.1 What support will be available to supporting council's staff?**

Staff will be provided with ongoing support from the supporting council throughout their deployment. Prior to being deployed, staff will be provided with contact information for the coordination team, who will be providing remote support, including outside of regular business hours.

It is recommended that regular check-ins be undertaken by supporting councils, giving an opportunity for regular debriefs and to ensure staff have the support they need.



**Frequently Asked Questions**

V1 13 January 2020

**2.2 Is disaster funding available to reimburse expenses incurred during recovery support?**

The declaration of a natural disaster makes funding available for recovery operations which includes replacement / repair of essential public assets. However, every situation is unique, and it is not possible to confirm that disaster recovery funding will be provided to offset recovery support. In addition, it is important to note that funding is not dollar for dollar, and expenditure thresholds are used.

The Disaster Recovery Funding Arrangement (DRFA) guidelines state that 'In accordance with their responsibilities, the states and local governments should draw on their own resources to provide disaster assistance before seeking support from the Australian Government through the DRFA. Therefore, supporting councils should assume that recovery operations are funded from their operational budgets.

It is also important that supporting councils maintain accurate records of expenditure relating to recovery support as this would be required by the State if federal government funding becomes available. Funding is provided to and administered by the State.

**2.3 Who is responsible for logistics, including transport, meals, accommodation and personal protective equipment?**

The supporting council is responsible for logistics. Given the workload of affected councils and potential damage to infrastructure, impact on services, etc, supporting councils must be self-sufficient. Supporting councils will be provided with further information about ongoing communication with the LGBRSG to ensure that the database is maintained as we move through the recovery operations period.

Where possible, supporting councils should support local business in affected areas, including accommodation, meals, consumables, etc.

Where possible, supporting council's pool vehicles should be used to transport staff without plant to the affected areas, and should not rely upon the availability of hire cars.

Offers of support will be matched with offers of assistance from other councils. A match of skills and abilities will be undertaken.

Prior to deployment, staff will be assigned a liaison officer from the affected local government area. This officer will be a good source of advice about the availability of services, such as accommodation, meals, fuel, consumables, power, water, etc, to support your team.

**2.4 Who will manage staff during the deployment?**

It is expected that staff deployed during recovery operations will be appropriately supervised by the council providing recovery support. Staff supervision is on a case by case basis, informed by the supporting councils risk assessment.

**Frequently Asked Questions****V1 13 January 2020**

In some cases, it may be appropriate to pool council resources and appoint a supervisor to oversee multiple council staff.

**2.5 What are the transport arrangements?**

Supporting councils will organise transport for their employee/s. If there is a pool of staff from different local government areas travelling to support one council, transport arrangements can be finalised amongst supporting councils.

**2.6 What are my Work Health and Safety responsibilities?**

Each organisation should not assume that someone else is taking care of their health and safety. All parties need to consult together to establish who is doing what and work together so that risks are eliminated or minimised or as far as is reasonably practicable.

Each council's legislative WHS obligations remain unchanged and host councils will have obligations to ensure the health safety and welfare of persons from outside their area.

Any specific risks or hazards associated with carrying out work requirements must be identified and managed accordingly with the host council.

It is recommended deployed staff advise and communicate their whereabouts to both the supporting council and host council.

**2.7 What are the risks associated with working in bushfire affected areas?**

Risks may vary from area to area and is dependant on the role you are undertaking. Some of the risks you need to be aware of are:

- Blocked access
- Slippery surfaces
- Fatigue and heat
- Proximity of untrained workers/observers
- Poor health, illness or injury
- Ignorance or lack of safety procedures
- Contaminated water
- Poor air quality and visibility
- Trip/slip/fall due to uneven surfaces
- Weather conditions
- Falling objects – structures, trees, branches and rocks
- Dysfunctional or damaged equipment
- PPE/PPC damage
- Fire, burns, smoke,
- Ash, steam, embers in eyes

**Frequently Asked Questions**

V1 13 January 2020

- Electrical, asbestos and other hazardous materials
- Unpredictable and changing conditions

**2.8 How do I report an injury while undertaking this work?**

If you are involved in an incident or are injured while undertaking any work during this period, you will need to comply with the host and supporting council's incident reporting and workers compensation procedures.

**2.9 Will staff be required to work in active fire zones?**

No, Specialist skills are required to work in active fire areas.

**2.10 Can supporting council's planning staff exercise planning functions for another council such as assessing development application?**

Supporting council's staff can exercise planning functions if the staff member has been given delegated authority by the hosting council.. It will vary from council to council so ask LGBRSG if you require further information or clarification.

**2.11 Are vehicles and other assets insured when working in bushfire affected areas?**

Insurance policies are unique for each council. It is the responsibility of each supporting council to contact their insurance provider to ensure adequate coverage.

Host councils will not insure supporting councils providing recovery support.

**3. INFORMATION FOR STAFF****3.1 Who will be my contact when I arrive at the bushfire affected area?**

You will be assigned a liaison officer from the host local government area. Your council will provide you with information prior to your arrival about whom, where and when to meet.

**3.2 Am I covered by workers compensation while undertaking disaster recovery work?**

All staff undertaking disaster recovery work will be 'on duty' and therefore covered by the workers compensation policy of the council they come from if they are injured.

## Frequently Asked Questions

V1 13 January 2020

**3.3 What are the pay arrangements while I am away?**

The deployment of staff is on a voluntary basis and will generally be for one week at a time. However, this may be shorter or longer depending on the project you are assigned to. Participating staff will have their normal rate of pay paid to them via their council's payroll system. It is for the supporting councils to provide information to their employees whether they need to supply timesheets etc.

The terms and conditions of your deployment will be consistent with the existing terms and conditions of your substantive employment. Work undertaken in excess of ordinary hours or outside of ordinary hours, or on weekends will be paid in accordance with the industrial instrument governing your substantive employment.

**3.4 Will I be reimbursed for out of pocket living expenses?**

You need to check with your council's arrangements for reimbursement.

**3.5 Where will I be staying?**

Accommodation will be arranged for all staff involved in disaster recovery work. This accommodation may be arranged by the supporting council or the host council

**3.6 What should I bring?**

Details of what to bring will be determined at the time of matching host council's needs with the offers of support.

**3.7 How long will I be deployed for?**

As you can appreciate, disaster recovery work is unpredictable in nature. Whilst you were asked to provide your availability when you volunteered to assist, needs can change over time resulting in shorter or longer periods of deployment.

It is important that you consider your personal commitments such as caring responsibilities, planned leave, children's activities and social commitments. If you have pressing matters in the near future, you may need to consider if now is the appropriate time to get involved. Whilst we appreciate your enthusiasm, we need workers who can be focused on the project they are assigned to. There may be further opportunities to assist in the coming months depending upon the assistance required in the recovery effort.

**3.8 How will I be supported during my deployment and on my return home?**

Disaster recovery work, whilst usually rewarding, can be emotionally distressing. You may be exposed to confronting scenes or upsetting stories from members of the local area.

**Frequently Asked Questions****V1 13 January 2020**

It is common and normal to experience a range of emotions such as fear, helplessness, sadness, or anger. Additionally, you may experience feelings of loneliness being away from home and your support network.

You should ensure that you have the contact details of your council's Employee Assistance Program as well as your HR team prior to your deployment.

You will be provided with a local liaison officer who will be able to either assist you or provide you with appropriate referral information.

**3.10 What else do I need to know?**

Whilst disaster recovery work can be a very rewarding experience, it is important that you remember that you may be going into a community who have experienced significant loss, some people may want to share their stories and others may not. Be mindful of this throughout your deployment.

Remember that you are representing your council. Please show empathy in your interactions with the local community and display the standard of behaviour expected of local government employees.

You may be required to work with staff from other councils, agencies or contractors. Please be respectful and remember that everyone is working toward a common purpose.

You may be required to work long hours, over weekends and usual days off. You should consider if this is something you are willing and/or able to do prior to being deployed.

**3.11 Who can I speak to for further information?**

You can contact:

- Coordination team at the LGBRSG on 02 9246 7709 or email [recovery@cityofsydney.nsw.gov.au](mailto:recovery@cityofsydney.nsw.gov.au)
- Your liaison person, or
- Your supervisor.

**4. MISCELLANEOUS****4.1 How can we deal with goods donated by the community?**

Following a disaster, our spirit of generosity and desire to help those impacted is a wonderful thing.

However, we need to be careful that we only donate things that are needed by our impacted communities.

Locals are already doing what they do best and looking after people around them who have been hit by these horrific fires. NSW Government agencies along with charity partners and local community organisations are helping to provide emergency shelter, food and water.



**Frequently Asked Questions****V1 13 January 2020**

The best way to help our impacted communities is to donate money to one of the many charities or appeals that have been established. Money gives people the choice to buy things they need and support local businesses that have also been impacted.

Please do not donate physical goods such as toys, furniture and clothes. They are usually not needed and fill up local community spaces while taking volunteers away from other important tasks.

Please advise your community that if they have unwanted physical goods please consider selling them or donating the proceeds instead to:

- The Salvation Army 13 72 58
- Vinnies 13 18 12
- The Red Cross 1800 733 276
- Wires 1300 094 737
- Or other local, trusted charities

The NSW Office of Emergency Management has created a social media campaign, launched on 22 December 2019 to say thank you for the generosity and explain to people how they can help. You can watch the video at <https://www.facebook.com/NSWDisasterRecovery/videos/537465066845734/>

## 8.6 Investments and Revenue Report - November/December 2019

### Reporting Officer

Executive Manager Corporate Services and Governance  
City Governance

### Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.7 - Public funds and assets are managed strategically, transparently and efficiently

### Officer's Recommendation

That the information be noted.

### Purpose

To provide a report outlining activity in Council's financial services portfolio for the months of November and December 2019.

### Report

#### Investments

Council's investment portfolio as at 31 December 2019 stood at approximately \$233m. Funds are currently being managed by both Council staff and fund managers and are in accordance with the *Local Government Act 1993*, Local Government (General) Regulation 2005 and Council's Investment Policy.

All investments are placed with approved deposit taking institutions and no funds are placed with any unrated institutions.

The return on Council's investments whilst continues to outperform the AusBond Bank Bill Index benchmark, may not reach the estimated original budget, which is a direct result of the sluggish economy coupled with financial institutions holding large liquidity in comparison to the rate at which funds are being borrowed, which also impacts interest rates. For the months of November and December, Council's return exceeded the benchmark by some 86 basis points on an annualised basis.

The portfolio is diversified with maturities ranging up to a period five years in accordance with Council's Investment Policy.

The official cash rate remains unchanged at three quarters of one percent with economists predicting further rate cuts may be required after the Reserve Bank assesses the impact of previous reductions on economic data in the coming months.

With credit margins continuing to contract particularly for term deposits, where better value can be obtained investing in floating rate notes, these opportunities will continue to be taken.

The ASX200 closed at 6684.10 at the completion of December. This represents an annualised monthly performance result of negative 28 percent ex dividend, the monthly change was negative 2.36 percent. It is important to note that councils are restricted to conservative investments only in line with the Minister's Investment Order of 17 February 2011 and other relevant legislation including the *Local Government Act 1993* and the *Trustee Act 1925*. Investments in equities are prohibited under the legislation and therefore a benchmark such as the Bank Bill Index is used in line with Council's Investment Policy and the recommendations of the Office of Local Government Guidelines.

### **Rates**

Rates and Charges levied for the period ending 31 December 2019 totalled \$119,482,091 representing 100 percent of the current budget estimate.

The rates and charges receipts collected to the end of December totalled \$65,118,831. In percentage terms 55 percent of all rates and charges due to be paid have been collected, compared to 54.6 percent collected in the same period last year.

Debt recovery action during the month involved the issue of six Statements of Claim to ratepayers with two or more instalments outstanding and a combined balance exceeding \$500. Further recovery on accounts with previous action resulted in four Judgments and 12 Writs being served on defaulters that have not made suitable payment arrangements or failed on multiple occasions to maintain an agreed payment schedule.

Council staff continue to provide assistance to ratepayers experiencing difficulty in settling their accounts. This includes the monitoring of 487 ratepayers with a total arrears balance of \$937,310, who have made suitable payment arrangements.

Ratepayers who purchased property since the annual rates and charges notices are issued with a 'Notice to new owner' letter. During the month, 31 of these notices were sent to ratepayers advising them of the amount unpaid on their account and the amount levied in annual rates and charges.

### **Sundry Debtors**

Debts outstanding to Council as at 31 December 2019 were \$1,554,685 reflecting a decrease of \$1,803,223 since November 2019. During the month, 1459 invoices were raised to the value of \$813,974. The majority of these are paid within a 30 day period. Those that are not paid within the 30 day period are reflected in the ageing report. Debts exceeding 90 days of age totalled \$288,227 as at 31 December 2019.

The majority of accounts exceeding 90 days relates to Various Sundry Items totalling \$116,111. Within this ageing group are costs of \$26,354 outstanding for road and footpath occupancy fees regarding a development in Broughton Street. The company has entered into a legally binding settlement of \$5271 per month, this will see the debt finalised by April 2020. Another major debt of \$15,500 is for a motor vehicle accident and damage to Council property (bus shelter) in Ambarvale, this account has been identified by our recovery agent as unrecoverable and have recommended a write-off of the account. A claim relating to a Council vehicle damaged in a traffic incident totalling \$9786 has also been identified by our agent as unrecoverable and has also been recommended for write-off.

Public hall hire fees of \$45,004 are a result of debts that have been raised in advance and in accordance with council policy do not need to be finalised until two weeks prior to function.

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, eight 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 officers continue to provide assistance to debtors experiencing difficulties in paying their accounts. Debtors are encouraged to clear their outstanding debts through regular payments where possible, to avoid any further recovery action.

## Attachments

1. Summary of Council's Investment Portfolio November 2019 (contained within this report)
2. Summary of Council's Investment Portfolio December 2019 (contained within this report)
3. Rates and Charges summary and statistics December 2019 (contained within this report)
4. Debtors Summary and Ageing Report December 2019 (contained within this report)

## Summary of Council's Investment Portfolio

Portfolio as at 30 November 2019

Product Type	Face Value	% of Total
At Call Deposits	1,208,726	1%
Term Deposits - Fixed Rate	78,321,206	33%
Term Deposits - Fixed/Floating	5,000,000	2%
Term Deposits - Floating Rate	84,000,000	36%
FRN	30,400,000	13%
Managed Funds - TCorp	37,292,829	16%
<b>Grand Total</b>	<b>236,222,761</b>	<b>100%</b>

### Total Term Deposits (Fixed and Floating Rate) by Institution's Long-Term Credit Rating

Credit Rating	Holdings	% of Total
AAA	4,810,000	2.9%
AA-	126,244,749	75.5%
A+	2,087,487	1.2%
A	5,000,000	3.0%
BBB+	24,178,970	14.5%
BBB	3,000,000	1.8%
Baa2	2,000,000	1.2%
<b>Total Term Deposits</b>	<b>167,321,206</b>	<b>100.0%</b>

## Floating Rate Notes

ISIN	Issuer	Issuer Rating	Maturity Date	Coupon	Face Value
AU3FN0028189	CBA	AA-	17-Jul-20	3m BBSW + 0.90%	\$5,000,000
AU3FN0039160	ME Bank	BBB	9-Nov-20	3m BBSW + 1.25%	\$2,500,000
AU3FN0046769	Newcastle Perm	BBB	26-Feb-21	3m BBSW + 1.10%	\$500,000
AU3FN0051561	Citibank	A+	14-Nov-24	3m BBSW + 0.88%	\$1,000,000
AU3FN0031886	CBA	AA-	12-Jul-21	3m BBSW + 1.21%	\$5,000,000
AU3FN0044269	Credit Union Aus	BBB	6-Sept-21	3m BBSW + 1.25%	\$500,000
AU3FN0034021	Newcastle Perm	BBB	24-Jan-22	3m BBSW + 1.65%	\$1,500,000
AU3FN0046793	Credit Union Aus	BBB	4-Mar-22	3m BBSW + 1.23%	\$3,200,000
AU3FN0051165	Teachers Mutual Bank	BBB	28-Oct-22	3m BBSW + 0.90%	\$2,400,000
AU3FN0046777	NAB	AA-	26-Feb-24	3m BBSW + 1.04%	\$4,000,000
AU3FN0048724	NAB	AA-	19-Jun-24	3m BBSW + 0.92%	\$1,300,000
AU3FN0049730	ANZ	AA-	29-Aug-24	3m BBSW + 0.77%	\$3,500,000

Long-Term Credit Rating	Exposure of Entire Portfolio			
	Actual	Minimum	Maximum	Compliant
AA+, AA, AA- and above (or MTB*)	79.7%	50%	100%	Yes
A+, A, A- and above	83.2%	70%	100%	Yes
BBB+, BBB, BBB- and above	100.0%	100%	100%	Yes
TCorp Hour Glass Cash Fund	15.8%	0%	20%	Yes

## Portfolio Return

Council's investment portfolio (excluding At Call Deposits but includes TCorp Cash Fund) provided a weighted average return (running yield) of:

30 November 2019	Monthly Return	Annual Return
Campbelltown City Council – Investment Portfolio	0.16%	2.43%
Benchmark – Bloomberg Ausbond Bank Bill Index	0.08%	1.58%
Performance Relative to Benchmark	0.08%	0.85%

## Summary of Council's Investment Portfolio

Portfolio as at 31 December 2019

Product Type	Face Value	% of Total
At Call Deposits	709,540	0.3%
Term Deposits - Fixed Rate	75,321,206	32.4%
Term Deposits - Fixed/Floating	5,000,000	2.1%
Term Deposits - Floating Rate	84,000,000	36.1%
FRN	30,400,000	13.1%
Managed Funds - TCorp	37,322,628	16.0%
<b>Grand Total</b>	<b>232,753,374</b>	<b>100.0%</b>

### Total Term Deposits (Fixed and Floating Rate) by Institution's Long-Term Credit Rating

Credit Rating	Holdings	% of Total
AAA	4,810,000	2.9%
AA-	121,244,749	73.8%
A+	7,087,487	4.3%
BBB+	26,178,970	15.9%
BBB	3,000,000	1.8%
Baa2	2,000,000	1.2%
<b>Total Term Deposits</b>	<b>164,321,206</b>	<b>100.0%</b>

## Floating Rate Notes

ISIN	Issuer	Issuer Rating	Maturity Date	Coupon	Face Value
AU3FN0028189	CBA	AA-	17-Jul-20	3m BBSW + 0.90%	\$5,000,000
AU3FN0039180	ME Bank	BBB	9-Nov-20	3m BBSW + 1.25%	\$2,500,000
AU3FN0046769	Newcastle Perm	BBB	26-Feb-21	3m BBSW + 1.10%	\$500,000
AU3FN0051561	Citibank	A+	14-Nov-24	3m BBSW + 0.88%	\$1,000,000
AU3FN0031886	CBA	AA-	12-Jul-21	3m BBSW + 1.21%	\$5,000,000
AU3FN0044269	Credit Union Aus	BBB	6-Sept-21	3m BBSW + 1.25%	\$500,000
AU3FN0034021	Newcastle Perm	BBB	24-Jan-22	3m BBSW + 1.65%	\$1,500,000
AU3FN0046793	Credit Union Aus	BBB	4-Mar-22	3m BBSW + 1.23%	\$3,200,000
AU3FN0051165	Teachers Mutual Bank	BBB	28-Oct-22	3m BBSW + 0.90%	\$2,400,000
AU3FN0046777	NAB	AA-	26-Feb-24	3m BBSW + 1.04%	\$4,000,000
AU3FN0048724	NAB	AA-	19-Jun-24	3m BBSW + 0.92%	\$1,300,000
AU3FN0049730	ANZ	AA-	29-Aug-24	3m BBSW + 0.77%	\$3,500,000

Long-Term Credit Rating	Exposure of Entire Portfolio			
	Actual	Minimum	Maximum	Compliant
AA+, AA, AA- and above (or MTB*)	78.6%	50%	100%	Yes
A+, A, A- and above	82.1%	70%	100%	Yes
BBB+, BBB, BBB- and above	100.0%	100%	100%	Yes
TCorp Hour Glass Cash Fund	16.0%	0%	20%	Yes

## Portfolio Return

Council's investment portfolio (excluding At Call Deposits but includes TCorp Cash Fund) provided a weighted average return (running yield) of:

31 December 2019	Monthly Return	Annual Return
Campbelltown City Council – Investment Portfolio	0.15%	2.36%
Benchmark – Bloomberg Ausbond Bank Bill Index	0.07%	1.50%
Performance Relative to Benchmark	0.08%	0.86%



## RATES SUMMARY

### STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES

RATE - CHARGE	NET ARREARS 1/7/2019	NET LEVY FOR YEAR	PENSION REBATES	EXTRA CHARGES	TOTAL RECEIVABLE	CASH COLLECTED	NET AMOUNT DUE	POSTPONED RATES & INTEREST	GROSS AMOUNT DUE
RESIDENTIAL	2,811,810.14	66,517,271.68	1,418,670.50	332,801.88	68,243,213.20	36,136,054.53	32,107,158.67	263,233.79	32,370,392.46
BUSINESS	355,656.57	19,609,476.01		23,907.41	19,689,039.99	12,131,824.06	7,857,215.93		7,857,215.93
FARMLAND	165,474.11	540,664.14	678.09	215.93	705,676.09	501,249.11	204,426.98	249,933.67	454,360.65
MINING	0.00	27,902.16		0.00	27,902.16		0.00		0.00
SR - LOAN	278.81	0.00		109.83	388.64	0.00	388.64	396.77	785.41
SR - INFRASTRUCTURE	319,047.27	6,562,384.24		4,709.85	6,886,141.36	3,665,483.01	3,220,658.35	52,181.62	3,272,839.97
TOTAL	\$3,652,266.90	\$93,257,698.23	\$1,419,348.59	\$361,744.90	\$95,852,361.44	\$52,462,512.87	\$43,389,848.57	\$565,745.85	\$43,955,594.42
GARBAGE	891,143.33	22,089,861.51	847,081.56	19,756.97	22,153,680.25	11,849,879.57	10,303,800.68		10,303,800.68
STORMWATER	60,278.75	1,415,508.82		261.56	1,476,049.13	806,438.19	669,610.94		669,610.94
GRAND TOTAL	\$4,603,688.98	\$116,763,068.56	\$2,266,430.15	\$381,763.43	\$119,482,090.82	\$65,118,830.63	\$54,363,260.19	\$565,745.85	\$54,929,006.04

Total from Rates Financial Transaction Summary	54,291,622.60
Overpayments	-637,383.44
Difference	0.00

### ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears 395,000.00

Rate accounts greater than 12 months less than 18 months in arrears 211,734.00

Rate accounts greater than 18 months in arrears 70,356.00

TOTAL rates and charges under instruction with Council's agents \$677,090.00

**RATES STATISTICS**

No. of documents Issued	July	August	September	October	November	December	January	February	March	April	May	June	Dec-18
Rate Notices	50,115	76		109									
Electronic - DoH	5,055												
Instalment Notices				48,385									
Electronic - DoH				5,048									
Missed Instalment Notices			8,232			6,957							6,504
- Pensioners > \$15.00			716			768							723
Notice to new owner	161	39	25	22	20	31							53
7-day Letters - Council issued			2,358			2,377							2,310
- Pensioners > \$500.00			206			199							201
7-day Letters - Agent issued			617										
Statement of Claim	182	22	6	143	34	6							8
Judgments	46	15	47	9	19	4							6
Writs	32	27	22	8	20	12							10
Electronic - eRates & BPAYView	6,162	6,275	6,304	6,487	7,499	7,503							4,966
Arrangements	266	229	403	239	515	487							412

**DEBTORS SUMMARY 1 December 2019 to 31 December 2019**

DEBTOR TYPE/DESCRIPTION	ARREARS AT 30/11/2019	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 31/12/2019	% DEBT RATIO
Corporate Administration	471,364	19,588	286,056	204,895	29.49%
Abandoned Items	0	0	0	0	0.35%
Education and Care Services	18,710	0	0	18,710	0.98%
Community Bus	0	0	0	0	0.01%
Sportsground and Field Hire	117,466	276	44,148	73,594	5.46%
Government and other Grants	1,885,911	294,088	1,807,571	372,428	12.87%
Public Hall Hire	139,492	18,878	26,462	131,908	1.39%
Health Services	350	0	0	350	0.02%
Land and Building Rentals	112,468	185,875	155,126	143,217	5.63%
Healthy Lifestyles	36,756	49,750	41,122	45,384	0.15%
Library Fines and Costs	0	0	0	0	0.00%
Licence Fees	69,457	17,580	14,359	72,678	1.85%
Pool Hire	26,818	26,665	26,562	26,920	0.39%
Private Works	2,612	0	0	2,612	0.52%
Road and Footpath Restoration	238,179	60,997	111,060	188,117	28.17%
Shop and Office Rentals	46,250	57,335	41,150	62,435	2.17%
Various Sundry Items	230,754	62,053	42,692	250,114	6.42%
Waste Collection Services	0	20,890	20,890	0	6.17%
	<b>3,357,908</b>	<b>813,974</b>	<b>2,617,197</b>	<b>1,554,685</b>	<b>100%</b>

**AGEING OF SUNDRY DEBTOR ACCOUNTS - 31 December 2019**

	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Administration	13,973	36,941	115,430	38,551	204,895	16,925
Abandoned Items	0	0	0	0	0	0
Education and Care Services	18,710	0	0	0	18,710	0
Community Bus	0	0	0	0	0	0
Sportsground and Field Hire	457	59,349	0	13,788	73,594	5,588
Government and other Grants	294,088	21,340	57,000	0	372,428	50,924
Public Hall Hire	37,657	22,926	26,321	45,004	131,908	44,413
Health Services	0	0	0	350	350	350
Land and Building Rentals	124,683	18,534	0	0	143,217	0
Healthy Lifestyles	13,656	7,031	9,691	15,006	45,384	8,295
Licence Fees	15,826	7,031	4,060	45,761	72,678	49,463
Pool Hire	23,826	300	1,090	1,704	26,920	1,947
Private Works	1,189	0	0	1,423	2,612	1,423
Road and Footpath Restoration	56,625	118,390	4,223	8,878	188,117	69,462
Shop and Office Rentals	54,291	6,494	0	1,650	62,435	1,650
Various Sundry Items	53,742	68,732	11,530	116,111	250,114	97,478
Waste Collection Services	0	0	0	0	0	0
	<b>670,044</b>	<b>367,070</b>	<b>229,345</b>	<b>288,227</b>	<b>1,554,685</b>	<b>347,919</b>

## 8.7 National General Assembly of Local Government Motions

### Reporting Officer

Manager Governance and Risk  
City Governance

### Community Strategic Plan

Objective	Strategy
4 Outcome Four: A Successful City	4.5 - Work in partnership with the State Government to achieve positive planning outcomes

### Officer's Recommendation

1. That Council determine the Councillors attending the 2020 National General Assembly of Local Government in Canberra between 14 -17 June 2020.
2. That Council endorse the attendance of the General Manager or delegate/s to the 2020 National General Assembly of Local Government in Canberra between 14 -17 June 2020.

### Purpose

To provide Council information on the criteria related to the Motions that may be submitted for discussion and consideration at the 2020 National General Assembly.

### History

Council Representatives have attended the Australian Local Government Association National General Assembly infrequently in previous years depending on the availability Councillors.

### Report

The 2020 National General Assembly of Local Government (NGA) is to be held in Canberra between 14 -17 June 2020. It provides an opportunity for council to influence the national policy agenda with the theme for the 2020 conference being Working Together for Our Communities.

A short discussion paper prepared by the Australian Local Government Association (ALGA) is attached to assist with the identification of motions that address the 'Working Together for Our Communities' theme of the NGA. Motions can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. be consistent with the themes of the NGA
3. complement or build on the policy objectives of your state and territory local government association
4. be submitted by a council which is a financial member of their state or territory local government association
5. propose a clear action and outcome
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

### **Councillor Lodgement of Motions**

Councillors wishing to lodge a motion should do so by way of submitting a notice of motion to the Council meeting to be held on 10 March 2020. Notices of motion for this meeting need to be lodged by 9am Tuesday 3 March 2020 via [motions@campbelltown.nsw.gov.au](mailto:motions@campbelltown.nsw.gov.au).

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. For example: that this National General Assembly call on the Federal Government to restore funding for local government financial assistance grants to a level equal to at least one percent of Commonwealth taxation revenue.

### **Attachments**

1. Australian Local Government Association 2020 Conference - Call for Motions (contained within this report)
2. National General Assembly 2020 Call for Motions (contained within this report)



4 December 2019

Campbelltown City Council  
PO Box 57  
CAMPBELLTOWN NSW 2560

Dear Mayor, Councillors and CEO (please distribute accordingly)

The Australian Local Government Association (ALGA) is now calling for Notices of Motions for National General Assembly 2020 (NGA).

The NGA provides a platform for Local Government to address national issues and advocate to the federal government on critical issues facing our sector.

The theme for the 2020 NGA is '*Working Together for our Communities*'. This theme acknowledges the need to come together and with other partners, including the Federal Government, to deliver for our communities.

ALGA received significant feedback on the motions process and topics from the 2018 and 2019 NGA. In response to the feedback received, ALGA has prepared a discussion paper that explores data that identifies critical areas local government needs to consider now and into the future.

To inform the submission of motions, please read the discussion paper (included with this letter) and ensure motions meet the identified criteria.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally;
2. be consistent with the themes of the NGA;
3. complement or build on the policy objectives of your state and territory local government association;
4. be from a council which is a financial member of their state or territory local government association;
5. propose a clear action and outcome; and
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be lodged online at [alga.asn.au](http://alga.asn.au) no later than 11:59pm on Friday 27 March 2020.

Any administrative inquiries can be directed to ALGA by calling 02 6122 9400.

*SIGNATURE HAS BEEN REMOVED*

Adrian Beresford-Wyllie  
ALGA CEO



**WORKING  
TOGETHER  
FOR  
OUR  
COMMUNITIES  
NGA20**

**Call for Motions**  
**Discussion Paper 2020**

**14-17 June 2020**  
National Convention Centre Caberra

**[nga20.com.au](https://nga20.com.au)**



AUSTRALIAN  
LOCAL GOVERNMENT  
ASSOCIATION

### KEY DATES

**18 November 2019**

Opening of Call for Motions

**27 March 2020**

Acceptance of motions close

**14 - 17 June 2020**

National General Assembly

**To submit your motion go to:**

[alga.asn.au/nga20-motions/](http://alga.asn.au/nga20-motions/)

## SUBMITTING MOTIONS

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda.

To assist you to identify motions that address the theme of the 2020 NGA – Working Together for Our Communities, the Australian Local Government Association (ALGA) Secretariat has prepared this short discussion paper. You are encouraged to read all the sections of the paper but are not expected to respond to every question. Your motion/s can address one or more of the issues identified in the discussion paper.

Remember that the focus of the NGA is on partnerships and working together so your questions could focus on how Local Governments can work in partnership with the Australian Government to address the challenges our communities face, or the opportunities that are arising as we approach the crossroads before us.

### Criteria for motions

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. not be focussed on a specific location or region – unless the project has national implications. You will be asked to justify why your motion has strategic importance and should be discussed at a national conference
3. be consistent with the themes of the NGA
4. complement or build on the policy objectives of your state and territory local government association
5. be submitted by a council which is a financial member of their state or territory local government association
6. propose a clear action and outcome i.e. call on the Australian Government to do something
7. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

## OTHER THINGS TO CONSIDER

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. Motions should commence as follows - This National General Assembly calls on the Australian Government to .....

*e.g. This National General Assembly calls on the Australian Government to restore funding for local government Financial Assistance Grants to a level equal to at least 1% of Commonwealth taxation revenue.*

In order to ensure efficient and effective debate where there are numerous motions on a similar issue, the ALGA Board NGA Subcommittee will group the motions together under an overarching strategic motion. The strategic motions have either been drafted by ALGA or are based on a motion submitted by a council which best summarises the subject matter. Debate will focus on the strategic motions. Associated sub-motions will be debated by exception only.

Motions should be lodged electronically using the online form available on the NGA website at: [www.alga.asn.au](http://www.alga.asn.au). All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. **Motions should be received no later than 11:59pm AEST on Friday 27 March 2020.**

Please note that for every motion it is important to complete the background section on the form. Submitters of motions should not assume knowledge. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee, as well as by state and territory local government associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Sub-Committee considers the importance and relevance of the issue to local government.

Please note that motions should not be prescriptive in directing how the matter should be pursued. With the agreement of the relevant council, motions may be edited before inclusion in the NGA Business Papers to ensure consistency. If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer.

Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

There is an expectation that any Council that submits a motion will be present at the National General Assembly to move and speak to the motion.

## INTRODUCTION

The purpose of this discussion paper is to provide guidance to councils developing Motions for Debate at the 2020 National General Assembly (NGA). This NGA will focus on working together for our communities and how local governments can achieve success through partnerships. It will consider how strategic partnerships can assist councils to address the challenges and opportunities we are facing today and tomorrow.

Some of the challenges and opportunities facing Australia were outlined in the CSIRO's Australian National Outlook 2019. Many of the challenges have direct implications for local governments and the communities they represent and provide services for. These challenges can also be opportunities that, if seized and managed appropriately, can ensure that our councils and communities thrive. This will require long-term planning, significant effort, and a cultural shift that will rebuild trust in institutions and all tiers of government, encourage healthy risk taking, and incorporate environmental and social outcomes in decision-making.

Collaboration and partnerships across sectors and with a diverse range of organisations will be vital to develop and implement solutions to the challenges ahead and to seizing the opportunities that emerge.

## The National Outlook

The Australia National Outlook 2019 released by the CSIRO<sup>1</sup> revealed that Australia is at a crossroads. The research highlighted that we need to think and act differently if we are to ensure a bright future where GDP per capita could be as much as 36% higher in 2060 and growth is environmentally sustainable and inclusive. Failure to adequately address the significant economic, environmental and social challenges identified would result in a slow decline.

The CSIRO identified six important challenges that are already taking hold or on the horizon:

- **The rise of Asia** – The development boom in China that fuelled strong demand for Australian commodities (particularly resource and energy exports) is tapering off as China transitions to a new phase of growth fuelled by domestic consumption and services. However, growth in Asia could also create significant opportunities for Australia. By 2030, the Asia-Pacific region is set to consume more than half of the world's food, 40% of its energy, and be home to an estimated 65% of the world's middle class, resulting in increased demand for Australia's quality produce and service exports including tourism, education, health and aged care services, entertainment and financial and professional services.

*How can local government position its communities to reap the benefits of the rise of the Asian middle class and manage any impacts? What partnerships are important?*

- **Technological change** – New disruptive technologies are transforming industries and the way people live, work, and interact with each other. They are also changing the skills that will be needed in the workforce of the future. In the face of declining academic results Australia faces difficulties in ensuring that the workforce is prepared for the jobs of the future. With adaptation strategies in place embracing technology can have a net positive outlook for jobs.



*What are the pre-requisites for commitments to take advantage of technological change?*

*What adaptation strategies are required at a local level to ensure councils and local communities are ready for the jobs of the future? What partnerships may be required?*

- **Climate change and environment** – a broad range of impacts will be experienced in Australia as a result of global climate change, the severity of which will depend on the effectiveness of global emission reductions and local adaptation. The impacts include more extremely high temperatures and few extremely low temperatures, less rainfall and more droughts in southern Australia, less snow, more intense rainfall and fire weather, and fewer but stronger cyclones, and sea level rise. These changes will increase stress on Australia's ecosystems that are already threatened, and significantly affect agriculture, forestry, fisheries, transport, health, tourism, finance and disaster risk management. It is possible to strive towards zero emissions through a range of actions that target key sectors including energy, land use, urban infrastructure and industrial systems.

*How do we work together to ensure that there is local adaptation to climate change and climate extremes? What partnerships are available to achieve zero emissions?*

- **Demographics** – Australia's population is estimated to reach 41 million by 2060. This increase will be accompanied by an ageing of the population resulting in a reduction in the proportion of working age people from 66% in 2018 to an estimated 60% in 2060. This will impact economic output and infrastructure requirements and place pressure on government budgets. The impacts of population growth are likely to be felt most strongly in urban environments, with Sydney and Melbourne projected to be home to 8-9 million people and Brisbane and Perth increasing to 4-5 million people. If density does not increase, more and more people will be distanced from jobs, higher education, health services and transport.

*What partnerships and forward planning are required to manage the impact of population growth in urban areas? How do regional and rural areas work in partnership to realise the benefit of population growth?*

- **Trust** – Trust in institutions including governments, businesses, non-government organisations and the media has declined significantly since 1993 when 42% trusted government compared with just 26% in 2016. The loss of trust threatens the social licence to operate for Australia's institutions, restricting their ability to enact long term strategies.

*How can local governments utilise partnerships to strengthen our social licence to operate?*

- **Social cohesion** – like trust, social cohesion has declined falling from a baseline of 100 in 2007 to 88.5 in 2017, according to the Scanlon Foundation Index. This index considers survey respondents' sense of belonging and worth, social justice and equity, political participation and attitudes towards minorities and newcomers. The drivers of social cohesion are not fully understood but the following factors may all play a role: issues related to trust; financial stress, slow wage growth; poor housing affordability and its disproportionate affect on low income earners; and the rise of inequity.



### *How can local governments work in partnership with their communities and others to build and maintain social cohesion?*

If Australia tackles these six challenges head on using a collaborative approach, we can achieve a bright future as a nation. However, there are five major shifts or changes that must occur. Each of these shifts have several “levers” that support their attainment. Local government has a role in some of the levers.

- An industry shift to enable a productive, inclusive and resilient economy with new strengths in both the domestic and export sectors
  - o Increase the adoption of technology to boost productivity in existing industries that have historically supported Australia’s growth, as well as new industries.
  - o Invest in skills to ensure a globally competitive workforce that is prepared for technology-enabled jobs of the future.
  - o Develop export-facing growth industries that draw on Australia’s strengths and build competitive advantage in global markets and value chains.

### *What can be achieved through partnerships that can address the gap between regions that are struggling and those that are well-off?*

- An urban shift to enable well-connected, affordable cities that offer more equal access to quality jobs, lifestyle amenities, education and other services.
  - o Plan for higher-density, multicentre and well-connected capital cities to reduce urban sprawl and congestion.
  - o Create mixed land use zones with diverse high-quality housing options to bring people closer to jobs, services and amenities.
  - o Invest in transportation infrastructure, including mass-transit, autonomous vehicles and active transit, such as walking and cycling.

### *Rural communities are essential to Australia’s wellbeing. What is required to ensure equitable access to quality jobs, lifestyle amenities, education and other services? What role do partnerships have to play in this?*

### *Local governments are vital partners in achieving the urban shift? What needs to be brought to the partnerships by other parties? What policies need to be developed or changed?*

- An ENERGY shift to manage Australia’s transition to a reliable, affordable, low-emissions energy economy that builds on Australia’s existing sources of comparative advantage.
  - o Manage the transition to renewable sources of electricity, which will be driven by declining technology costs for generation, storage and grid support.
  - o Improve energy productivity using available technologies to reduce household and industrial energy use.
  - o Develop new low-emissions energy exports, such as hydrogen and high-voltage direct current power.



***What role do local governments play in the energy shift? How will local governments and communities benefit?***

- A LAND shift to create a profitable and sustainable mosaic of food, fibre and fuel production, carbon sequestration and biodiversity.
  - o Invest in food and fibre productivity by harnessing digital and genomic technology, as well as using natural assets more efficiently.
  - o Participate in new agricultural and environmental markets, such as carbon forestry, to capitalise on Australia's unique opportunities in global carbon markets.
  - o Maintain, restore and invest in biodiversity and ecosystem health, which will be necessary to achieve increased productivity.

***How can rural and regional communities' benefit from the land shift? What partnerships are required to achieve this shift?***

- A CULTURE shift to encourage more engagement, curiosity, collaboration and solutions, and should be supported by inclusive civic and political institutions.
  - o Rebuild trust and respect in Australia's political, business and social institutions.
  - o Encourage a healthy culture of risk taking, curiosity and an acceptance of fear of failure to support entrepreneurship and innovation.
  - o Recognise and include social and environmental outcomes in decision-making processes.

***How can local governments build partnerships with their local communities that also benefit the nation as a whole?***

***How can local governments work in partnership with the Australian Government and other key stakeholders to achieve these shifts and other significant policy challenges?***

***Can a partnership approach address the current infrastructure backlog and ensure that infrastructure (including transport infrastructure) is available and fit for the future?***

## Trust

To effectively implement the scale of change and reform that will be required for the growing Australian population, government needs to focus on rebuilding trust. According to the *Edelman Trust Barometer*<sup>2</sup>, trust in government around the world fell to record lows in 2018. While modest increases were reported in the 2019 study including in Australia, citizens around the world are struggling to trust that their governments are working in their best interest.

The 2018 report *Trust and Democracy in Australia: Democratic decline and renewal*<sup>3</sup> revealed that Members of the Australian Parliament (MPs) in general are distrusted by nearly half the population (48 per cent) with only one in five (21 per cent) are willing to express that they trust them "a little bit". For State MPs and local councillors, the figure is slightly better with 31 % and 29 % respectively indicating they "trust them a little bit". Table 1 details the level of trust in different generations.

	Generation Z (1995-present)	Millennials (1980-94)	Generation X (1965-79)	Baby Boomers (1946-64)	Builders (1925-45)
State/Territory Government	38.5%	40.0%	26.7%	35.7%	44.1%
Federal Government	39.5%	31.5%	21.5%	30.8%	39.2%
Political parties	26.9%	15.6%	12.2%	16.7%	15.7%
Local Government	66.5%	47.1%	33.6%	47.5%	54.9%
Government ministers	27.5%	24.5%	15.7%	24.3%	31.1%
MPs in general	26.9%	23.2%	16.1%	20.2%	22.3%
Local Councillors	33.8%	31.7%	24.7%	27.2%	33.3%
Public Servants	45.4%	40.4%	34.4%	39.4%	35.9%
Your local MP	29.2%	30.5%	27.5%	31.2%	39.8%

Table 1: Levels of political trust in different generations (source: Stoker et al 2018)

The report revealed that one thing that appears to unite most Australians is complaining about their politicians with the three biggest grievances being:

- politicians are not accountable for broken promises;
- that they don't deal with the issues that really matter; and
- that big business/trade unions have too much power.

Professor Ken Smith, the Dean and CEO of the Australia and New Zealand School of Government (ANZSOG), is intent on understanding the factors that drive distrust in government and developing innovative ways to counter some of these trends. He has highlighted<sup>4</sup> that people look at central government and see bureaucrats far removed from their own local circumstances. In Australia, where people live in very varied conditions, it is crucial for policymaking to be based in local realities. Yet locally-based solutions have not been the method of choice so far in Australian politics. The answer, according to Professor Smith, is devolved government, or subsidiarity where "policies are driven by and tailored to the needs of the local community – to avoid the problem of service provision that completely misses the mark".

Some commentary suggests that declining trust and confidence is driven by a perceived failure of our institutions to uphold promises and deliver outcomes. Research undertaken for *Trust and Democracy in Australia: Democratic decline and renewal*<sup>5</sup> revealed a significant appetite for reform including the co-design of policies with ordinary Australians, citizen juries, to solve complex problems that parliament can't fix, and reforms aimed at creating a stronger community or local focus to decision-making.

The Review into the Australian Public Service (APS) had a focus on delivering local solutions<sup>6</sup> not only in terms of place-based policy making but also by paying attention to communities (often specific communities determined by interest or identity). The review found that there is currently no guiding set of administrative principles or coordinated holistic architecture either within the APS or across the APS and other levels of government to fully support and enable local delivery solutions.

The report<sup>7</sup> went on "evidence suggest the need for increasing localised solutions in genuine partnership with communities to achieve best social, economic and environmental outcomes. Top down policy making is no longer sufficient alone to deal with community expectations or the complexity of challenges faced in community settings. Communities themselves need to be part of the solutions, right from problem conception to design, implementation and evaluation". "There are opportunities for the APS to get closer to the communities it services directly and indirectly (through effective partnerships with other levels of government and civil society".

*How can local governments address the trust deficit with their local communities and assist the Australian Government to do the same?*

*How can the Australian Government and local governments maximise the strengths and abilities of the public service (including council staff) and deliver in partnership for our communities?*

*How can we draw on the strengths and resourcefulness of local governments and local communities to work in partnership with the Australian Government to tackle issues of national significance and lift key economic and social indicators?*

*What do local governments bring to the table to tackle issues of national significance?*

## REFERENCES

PAGE 4

1. CSIRO (2019) Australian National Outlook 2019 Commonwealth Scientific and Industrial Research Organisation

PAGE 7

2. Edelman (2019) 2019 Edelman Trust Barometer Global Report <https://www.edelman.com.au/research/trust-barometer-2019>

3. Stoker, G; Evans, M and Halupka, M (2018) Trust and Democracy in Australia: Democratic decline and renewal. Report No.1 Democracy 2025 Canberra

PAGE 8

4. Centre for Public Impact (2019) Subsidiarity, leadership and an empowered public service: keys to rebuilding trust in government. <https://www.themandarin.com.au/98763-subsidiarity-leadership-and-an-empowered-public-service-keys-to-rebuilding-trust-in-government/>

5. Stoker, G; Evans, M and Halupka, M (2018) Trust and Democracy in Australia: Democratic Decline and Renewal. Report No.1 Democracy 2025 Canberra

6. Althaus, C and McGregor C (2019) Ensuring a world-class Australian Public Service: delivering local solutions. An ANZSOG research paper for the Australian Public Service Review Panel Australian & New Zealand School of Government ANZSOG.EDU.AU

7. Ibid.



AUSTRALIAN  
**LOCAL GOVERNMENT**  
ASSOCIATION

AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION  
8 Geils Court Deakin ACT 2600      PHONE (02) 6122 9400  
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## 8.8 Revised Investment Policy

### Reporting Officer

Executive Manager Corporate Services and Governance  
City Governance

### Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.7 - Public funds and assets are managed strategically, transparently and efficiently

### Officer's Recommendation

1. That the revised Investment Policy attached to this report be adopted.
2. That the Investment Policy review date be set at 30 June 2021.

### Purpose

To advise Council that the current Investment Policy has been reviewed.

### History

The abovementioned policy was reviewed and adopted by Council on 11 December 2018. The policy is again due for review in accordance with the Record Management Policy and Department of Premier and Cabinet Investment Policy Guidelines dated May 2010.

### Report

Council's external investment advisor, Amicus Advisory were consulted and have advised that, in their view, the policy remains consistent with the conservative approach required for the stewardship of Council's restricted and unrestricted reserve monies. This approach is a fundamental consideration of policy settings.

Amicus Advisory have however, indicated that expanding the maximum duration from three years to five years for financial institutions with an A range rating and five years to seven years for financial institutions rated AA and above, would allow for potentially higher than average returns.

The duration for BBB rated institutions of up to three years will remain unchanged.


The diversification limits will be in accordance with the following restrictions:

Rating	Individual Counterparty Limit	Cumulative Portfolio Limit
AA- and higher	45%	40%
A- and higher	20%	60%
BBB+ to BBB-	5%	100%
TCorp Funds	20%	N/A

Provisions have also been included for consideration of a long term defence strategy where Council may wish to match long term liabilities with longer term investments which contain a capital growth as well as an income component.

### **Attachments**

1. Current Investment Policy (contained within this report)
2. Revised Investment Policy (contained within this report)

 <b>CAMPBELLTOWN CITY COUNCIL</b>		<b>POLICY</b>
Policy Title	Investment Policy	
Related Documentation	Accounting Practices Statement	
Relevant Legislation/ Corporate Plan	<i>Local Government Act 1993</i> <i>Local Government General Regulation 2005</i> Ministerial Investment Order Local Government Code of Accounting Practice and Financial Reporting Australian Accounting Standards Office of Local Government Circulars	
Responsible Officer	Executive Manager Corporate Services and Governance	

Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.

### Objectives

To comply with the legislative requirements and regulations relevant to the management of Council's investments.

To maximise returns to Council consistent with all requirements of the policy.

To preserve the capital of the investment portfolio. Investments are to be placed in a manner that seeks to ensure the security and safeguarding of the investment portfolio. This includes managing credit and interest rate all risks within identified thresholds and parameters.

To ensure the investment portfolio has sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.

To establish a framework for monitoring the investments. The investment portfolio is expected to achieve a predetermined market average rate of return that considers Council's risk tolerance. Any additional return target set by Council will also consider appropriate risk limitations and prudent investment principles.

To confirm delegations and other relevant governance matters in relation to Council's investments.

### Policy Statement

Interest on these investments represents a significant contribution to the total income of Council and it is essential ~~that~~ Council has clear policy guidelines as to how funds can be invested. While the *Local Government Act 1993* – Order (relating to investments by Councils) is quite explicit as to the types of institutions with which Council can invest, there are nevertheless variations in the financial ratings of these institutions and the types of investments that can be purchased, which are not

DATA AND DOCUMENT CONTROL		
<b>Division:</b> City Governance <b>Section:</b> Financial Services <b>DocSet:</b> 2169952	<b>Adopted Date:</b> 03/08/1984 <b>Revised Date:</b> 11/12/2018 <b>Minute Number:</b> 311 <b>Review Date:</b> 30/06/2021	<b>Page:</b> 1 of 6

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**Campbelltown City Council**

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explained. This policy aims to clearly state the institutions and parameters within which Council can invest the maximum proportion of funds that may be placed with individual organisations and the types of investments acquired. Council aims to operate within stricter risk controls than those specified under the legislation because of its conservative nature.

**Scope**

This policy applies to Investment monies built up through:

- General unrestricted reserves created through rate income and other revenue sources exceeding (re)current expenditure, sale of properties and other assets
- Restricted reserves that accrue through contributions under Section 7.11 of the *EPA Act* and grants and contributions etc
- Internally restricted reserves
- Loan proceeds drawn down awaiting expenditure
- Revenues received from the sale of property
- Timing differences within the year between rate receipts and expenditures.

**Definitions**

MTB Major Trading Bank

ADI Approved Deposit Taking Institution

TCorp New South Wales Treasury Corporation

**Legislative Context**

Council's power to invest is derived from Section 625 of the *Local Government Act 1993*, as amended by the *Statute Law (Miscellaneous Provisions) Act 2000* – which limits investments to only those that the Minister approves.

*The Local Government Act 1993*

Section 625 (2) of the Act provides that:

"Money may be invested only in a form of investment notified by order of the Minister published in the *Gazette*".

The current Ministerial order – 12 January 2011.

**Principles**

*Authority for Investment*

Investment of Council funds is limited to those allowed by the most current Ministerial Investment Order that has been issued by the NSW Minister for Local Government in accordance with the following guidelines:

**Guidelines****Authorised Investments**

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 2 of 6	

### Campbelltown City Council

- i) Public funds or securities issued by or guaranteed by the Commonwealth, State of the Commonwealth or a Territory
- ii) Debentures or securities issued by a Council (within the meaning of the *Local Government Act 1993* (NSW))
- iii) Interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit taking institutions (as defined by the *Banking Act 1959 (Cwlth)*), but excluding subordinated debt obligations
- iv) Bills of exchange which have maturity dates of not more than 200 days; and if purchased for value confers on the holder in due course the right of recourse against a bank which has been designated as an authorised deposit taking institution by the Australian Prudential Regulation Authority (APRA)
- v) Deposits with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation.

All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income.

### Long Term Credit Ratings

The rating scale from Standard and Poor's (S&P) ratings agency, a globally recognised rating agency is:

AAA } an extremely strong capacity to repay debt

AA+ }  
to } a very strong capacity to repay debt  
AA- }

A+ }  
to } a strong capacity to repay debt  
A- }

BBB+ }  
to } an adequate capacity to repay debt  
BBB- }

Council will use S&P ratings in the first instance for assessing the credit rating of any debt instrument under this policy. However, if the debt instrument is not rated by S&P, but is rated by either of the other globally recognised credit ratings agencies, being Fitch and Moody's, their equivalent S&P rating will be used. If the instrument is rated by both Fitch and Moody's but not S&P and the Fitch and Moody's rating differ, then the S&P equivalent of the lower of the two ratings will be used.

### Quotations on Investments

If practical, not less than three quotations shall be obtained from authorised institutions whenever an investment is proposed. The best quote on the day will be successful after allowing for administrative and banking costs, as well as having regard to the limits set in the schedule. The purpose of this requirement is to ensure prices obtained by Council are competitive within the market. However, if this objective can be achieved by other means then this requirement of the policy will be satisfied.

### General Policy Guidelines

#### Diversification

Diversification is used to spread risk through utilisation of maximum percentage investment limits to the following:

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 3 of 6	



### Campbelltown City Council

- Individual Institutions (varies per credit rating)
- Credit Rating Bands (eg, AAA v BBB) - these are Standard & Poor's Long Term ratings (or Moody's and Fitch equivalents).

These limits are as per the following schedule:

Credit Rating of Institution Standard & Poors Long Term Rating	Minimum % of Total Investments (cumulative)	Maximum % with one Institution	Maximum Term
AA+, AA, AA- and above (or MTB)	<del>5</del> 40%	45%	<del>5</del> 7 yrs
A+, A, A- and above	<del>7</del> 60% <sup>^</sup>	20%	<del>3</del> 5 yrs
BBB+, BBB, BBB- and above	100%	5%	3 yrs
T Corp <del>Hour Glass Cash Fund</del> <del>MTGF and LTGF</del>	<del>0</del> %	20%	<del>At Call</del> <del>N/A</del>

Investments in the TCorpIM Core Funds facilities will be regarded as AA- rated in line with the majority of underlying investments in the funds in the case of the Cash or Short Term Income Funds.  
Investments in the TCorp Medium Term Growth Fund (MTGF) or Long Term Growth Fund (LTGF) will form part of the limits for TCorp MTGF and LTGF above.

^An additional restriction will also apply of 70% of the total portfolio must be rated A- or above when the TCorp MTGF and LTGF are excluded from the calculation of total portfolio investment size.

#### Authorised Investments

- a) Major trading banks (MTB's) refer to ANZ Banking Group Ltd, Commonwealth Bank of Australia, National Australia Bank and Westpac Banking Corporation, and the wholly owned and guaranteed subsidiaries of these banks provided the investment is authorised under the current Order; and the subsidiary carries the same credit rating as the parent from Standard and Poor's, Moody's and Fitch;

- b) Any debt security issued by an Authorised Deposit Taking Institution (ADI) whose rating is BBB- or higher at the time of purchase and which is authorised under the current Investment Order.

- b)c) Any Fund approved by TCorp and falling under the current Investment Order.

#### Liquidity

Working funds representing Council's liquidity requirements available to finance day to day requirements are managed so as to minimise the use of expensive overdraft to meet Council's day to day trading needs. Access to cash for operational purposes on a day to day basis will be managed through the timing of maturities, cash at call and the overdraft facility. A balance will be struck between keeping excessive amounts of cash in short term investments at low interest rates and the associated costs of doing so as compared with the risks and costs of having to utilise the overdraft facility.

#### Maturities

Funds may be invested for a period up to five-seven years in accordance with the credit rating restrictions outlined in the diversification section above.

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 4 of 6	

## Campbelltown City Council

The maturity allocation of core funds, and whether fixed or floating rates, will be determined by the interest rate outlook and be apportioned based on Council's cash flow forecast in conjunction with Council's Independent Investment Advisor and as per the restrictions outlined in this policy.

### Grandfathering

Any investment purchased when compliant with the investment policy may be held to maturity or sold as Council believes best, dependent on the individual circumstances, so long as the chosen risk management strategy is in accordance with the principles of the Investment Guidelines above; the prevailing legislation and the prudent person guidelines.

Specifically, grandfathering will apply to any investment that:

- Was made ineligible by a previous change to the external legislation if that change allows for grandfathering,
- Is made ineligible as a result of a change to this investment policy,
- Is in breach of the investment policy due to a change of circumstance (because the investment has been downgraded or has had its credit rating withdrawn post purchase),
- Is in breach due to a change of portfolio size or composition (eg. because the overall portfolio size has decreased causing the percentage of total portfolio limit which applies to individual remaining investments to increase therefore causing a breach).

### Environmental, Social and Governance (ESG) Investing

Where financial institutions are offering equivalent investment returns with the same credit rating and assessed financial risk and the investment fits within the provisions of this Investment Policy, consideration will be given to placing funds with institutions identified as having the higher ESG standards, which may include but not limited to, investing with institutions not financing fossil fuel companies.

### Trading Policy

It is not Council's intention to trade instruments within the portfolio to seek capital gains, rather Council will be a hold to maturity investor, excepting for circumstances where monies are held in tradable securities for the purposes of providing a contingent liquidity buffer as an alternative to using the overdraft facility or where monies have been invested as part of a long term liability defeasance strategy and a rebalancing is necessary due to changes in the assessed value of either the liabilities or the investments used to hedge those liabilities

### Long Term Liability Defeasance

Council may seek to invest monies in the appropriate TCorp funds in line with the restrictions outlined in the diversification section of this policy for the purpose of defeasing long term liabilities held by Council. Council may have long term liabilities which may be better matched (the risks hedged) by longer term investments which contain a capital growth as well as an income component. Council will only purchase assets with a growth component as part of a long term liability defeasance strategy and will not purchase assets with a growth component for the prospect of short term speculative gains.

### Investment Strategy

Council will formulate an ongoing investment strategy with the assistance of its Independent Investment Advisor. This will be a "living document" and whilst a formal annual review will be performed, the strategy will be subject to ongoing review with regards to market conditions and any changes to Council's risk tolerance or cash flow requirements. The Investment Strategy will always operate within the limits of this Investment Policy and will under normal conditions operate with

<b>DATA AND DOCUMENT CONTROL</b>		
DocSet: 2169952	Page: 5 of 6	

## Campbelltown City Council

adequate buffers within the Investment Policy limits to avoid any potential breaches as part of Council's conservative management of risks.

### Independent Investment Advice

Council's Independent Investment Advisor must be licensed by the Australian Securities and Investment Commission. The Advisor must be independent person who has no actual or potential conflict of interest in relation to investment products being recommended.

New investment instruments that are promoted by an appropriately rated financial institution must be the subject of a review by Council's Independent Investment Advisor. Funds may not be placed in any new financial product before this review has been completed.

### Review of Investment Portfolio Performance

Council is presented with a monthly report on the performance of each fund/product that makes up Council's Investment portfolio. In conjunction with Council's ~~i~~independent ~~i~~investment advisor, the Investment Policy will be reviewed at least annually or as required in the event of legislative or other changes.

Council's Independent Investment Advisor will provide a ~~quarterly-monthly~~ compliance ~~certificate check~~ based on Council's portfolio at the end of each ~~calendar-quarter~~month.

### Benchmarks

Cash	Reserve Bank Cash Reference Rate
Direct Investments	AUSBOND Bank Bill Index
<u>TCorp Funds</u>	<u>As per the specific fund as specified by TCorp</u>
<u>Overall Portfolio</u>	<u>AUSBOND Bank Bill Index</u>

### Responsibility


Executive Manager Corporate Services and Governance, Senior Financial Accountant and other authorised signatories.

### Effectiveness of this Policy

This policy will be reviewed annually in accordance with Regulations and Departmental Guidelines to ensure its continuing suitability and effectiveness. Records of reviews shall be maintained.

## END OF POLICY STATEMENT

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 6 of 6	

 <b>CAMPBELLTOWN CITY COUNCIL</b>		<b>POLICY</b>
Policy Title	Investment Policy	
Related Documentation	Accounting Practices Statement	
Relevant Legislation/ Corporate Plan	<i>Local Government Act 1993</i> <i>Local Government General Regulation 2005</i> Ministerial Investment Order Local Government Code of Accounting Practice and Financial Reporting Australian Accounting Standards Office of Local Government Circulars	
Responsible Officer	Executive Manager Corporate Services and Governance	

**Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.**

### Objectives

To comply with the legislative requirements and regulations relevant to the management of Council's investments.

To maximise returns to Council consistent with all requirements of the policy.

To preserve the capital of the investment portfolio. Investments are to be placed in a manner that seeks to ensure the security and safeguarding of the investment portfolio. This includes managing all risks within identified thresholds and parameters.

To ensure the investment portfolio has sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.

To establish a framework for monitoring the investments. The investment portfolio is expected to achieve a predetermined market average rate of return that considers Council's risk tolerance. Any additional return target set by Council will also consider appropriate risk limitations and prudent investment principles.

To confirm delegations and other relevant governance matters in relation to Council's investments.

### Policy Statement

Interest on these investments represents a significant contribution to the total income of Council and it is essential Council has clear policy guidelines as to how funds can be invested. While the *Local Government Act 1993* – Order (relating to investments by Councils) is quite explicit as to the types of institutions with which Council can invest, there are nevertheless variations in the financial ratings of these institutions and the types of investments that can be purchased, which are not explained.

DATA AND DOCUMENT CONTROL		
<b>Division:</b> City Governance <b>Section:</b> Financial Services <b>DocSet:</b> 2169952	<b>Adopted Date:</b> 03/08/1984 <b>Revised Date:</b> 11/12/2018 <b>Minute Number:</b> 311 <b>Review Date:</b> 30/06/2021	<b>Page:</b> 1 of 6

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**Campbelltown City Council**

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This policy aims to clearly state the institutions and parameters within which Council can invest the maximum proportion of funds that may be placed with individual organisations and the types of investments acquired. Council aims to operate within stricter risk controls than those specified under the legislation because of its conservative nature.

**Scope**

This policy applies to Investment monies built up through:

- General unrestricted reserves created through rate income and other revenue sources exceeding (re)current expenditure, sale of properties and other assets
- Restricted reserves that accrue through contributions under Section 7.11 of the *EPA Act* and grants and contributions etc
- Internally restricted reserves
- Loan proceeds drawn down awaiting expenditure
- Revenues received from the sale of property
- Timing differences within the year between rate receipts and expenditures.

**Definitions**

MTB Major Trading Bank

ADI Approved Deposit Taking Institution

TCorp New South Wales Treasury Corporation

**Legislative Context**

Council's power to invest is derived from Section 625 of the *Local Government Act 1993*, as amended by the *Statute Law (Miscellaneous Provisions) Act 2000* – which limits investments to only those that the Minister approves.

*The Local Government Act 1993*

Section 625 (2) of the Act provides that:

"Money may be invested only in a form of investment notified by order of the Minister published in the *Gazette*".

The current Ministerial order – 12 January 2011.

**Principles**

*Authority for Investment*

Investment of Council funds is limited to those allowed by the most current Ministerial Investment Order that has been issued by the NSW Minister for Local Government in accordance with the following guidelines:

**Authorised Investments**

- i) Public funds or securities issued by or guaranteed by the Commonwealth, State of the Commonwealth or a Territory

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 2 of 6	



### Campbelltown City Council

- ii) Debentures or securities issued by a Council (within the meaning of the *Local Government Act 1993* (NSW))
- iii) Interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit taking institutions (as defined by the *Banking Act 1959 (Cwlth)*), but excluding subordinated debt obligations
- iv) Bills of exchange which have maturity dates of not more than 200 days; and if purchased for value confers on the holder in due course the right of recourse against a bank which has been designated as an authorised deposit taking institution by the Australian Prudential Regulation Authority (APRA)
- v) Deposits with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation.

All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income.

#### Long Term Credit Ratings

The rating scale from Standard and Poor's (S&P) ratings agency, a globally recognised rating agency is:

AAA } an extremely strong capacity to repay debt

AA+ }  
to } a very strong capacity to repay debt  
AA- }

A+ }  
to } a strong capacity to repay debt  
A- }

BBB+ }  
to } an adequate capacity to repay debt  
BBB- }

Council will use S&P ratings in the first instance for assessing the credit rating of any debt instrument under this policy. However, if the debt instrument is not rated by S&P, but is rated by either of the other globally recognised credit ratings agencies, being Fitch and Moody's, their equivalent S&P rating will be used. If the instrument is rated by both Fitch and Moody's but not S&P and the Fitch and Moody's rating differ, then the S&P equivalent of the lower of the two ratings will be used.

#### Quotations on Investments

If practical, not less than three quotations shall be obtained from authorised institutions whenever an investment is proposed. The best quote on the day will be successful after allowing for administrative and banking costs, as well as having regard to the limits set in the schedule. The purpose of this requirement is to ensure prices obtained by Council are competitive within the market. However, if this objective can be achieved by other means then this requirement of the policy will be satisfied.

#### General Policy Guidelines

##### Diversification

Diversification is used to spread risk through utilisation of maximum percentage investment limits to the following:

- Individual Institutions (varies per credit rating)

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 3 of 6	

### Campbelltown City Council

- Credit Rating Bands (eg, AAA v BBB) - these are Standard & Poor's Long Term ratings (or Moody's and Fitch equivalents).

These limits are as per the following schedule:

<b>Credit Rating of Institution Standard &amp; Poors Long Term Rating</b>	<b>Minimum % of Total Investments (cumulative)</b>	<b>Maximum % with one Institution</b>	<b>Maximum Term</b>
AA+, AA, AA- and above (or MTB)	40%	45%	7 yrs
A+, A, A- and above	60%^	20%	5 yrs
BBB+, BBB, BBB- and above	100%	5%	3 yrs
T Corp MTGF and LTGF	0%	20%	N/A

Investments in the TCorpIM Core Funds facilities will be regarded as AA- rated in line with the majority of underlying investments in the funds in the case of the Cash or Short Term Income Funds.  
Investments in the TCorp Medium Term Growth Fund (MTGF) or Long Term Growth Fund (LTGF) will form part of the limits for TCorp MTGF and LTGF above.

^An additional restriction will also apply of 70% of the total portfolio must be rated A- or above when the TCorp MTGF and LTGF are excluded from the calculation of total portfolio investment size.

#### Authorised Investments

- Major trading banks (MTB's) refer to ANZ Banking Group Ltd, Commonwealth Bank of Australia, National Australia Bank and Westpac Banking Corporation, and the wholly owned and guaranteed subsidiaries of these banks provided the investment is authorised under the current Order; and the subsidiary carries the same credit rating as the parent from Standard and Poor's, Moody's and Fitch;
- Any debt security issued by an Authorised Deposit Taking Institution (ADI) whose rating is BBB- or higher at the time of purchase and which is authorised under the current Investment Order.
- Any Fund approved by TCorp and falling under the current Investment Order.

#### Liquidity

Access to cash for operational purposes on a day to day basis will be managed through the timing of maturities, cash at call and the overdraft facility. A balance will be struck between keeping excessive amounts of cash in short term investments at low interest rates and the associated costs of doing so as compared with the risks and costs of having to utilise the overdraft facility.

#### Maturities

Funds may be invested for a period up to seven years in accordance with the credit rating restrictions outlined in the diversification section above.

The maturity allocation of core funds, and whether fixed or floating rates, will be determined by the interest rate outlook and be apportioned based on Council's cash flow forecast in conjunction with Council's Independent Investment Advisor and as per the restrictions outlined in this policy.

#### Grandfathering

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 4 of 6	

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**Campbelltown City Council**

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Any investment purchased when compliant with the investment policy may be held to maturity or sold as Council believes best, dependent on the individual circumstances, so long as the chosen risk management strategy is in accordance with the principles of the Investment Guidelines above; the prevailing legislation and the prudent person guidelines.

Specifically, grandfathering will apply to any investment that:

- Was made ineligible by a previous change to the external legislation if that change allows for grandfathering,
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- Is in breach of the investment policy due to a change of circumstance (because the investment has been downgraded or has had its credit rating withdrawn post purchase),
- Is in breach due to a change of portfolio size or composition (eg. because the overall portfolio size has decreased causing the percentage of total portfolio limit which applies to individual remaining investments to increase therefore causing a breach).

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**Long Term Liability Defeasance**

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**Independent Investment Advice**

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 5 of 6	

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**Campbelltown City Council**

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Council's Independent Investment Advisor must be licensed by the Australian Securities and Investment Commission. The Advisor must be independent person who has no actual or potential conflict of interest in relation to investment products being recommended.

New investment instruments that are promoted by an appropriately rated financial institution must be the subject of a review by Council's Independent Investment Advisor. Funds may not be placed in any new financial product before this review has been completed.

**Review of Investment Portfolio Performance**

Council is presented with a monthly report on the performance of each fund/product that makes up Council's Investment portfolio. In conjunction with Council's Independent Investment advisor, the Investment Policy will be reviewed at least annually or as required in the event of legislative or other changes.

Council's Independent Investment Advisor will provide a monthly compliance check based on Council's portfolio at the end of each month.

**Benchmarks**

Cash	Reserve Bank Cash Reference Rate
Direct Investments	AUSBOND Bank Bill Index
TCorp Funds	As per the specific fund as specified by TCorp
Overall Portfolio	AUSBOND Bank Bill Index

**Responsibility**

Executive Manager Corporate Services and Governance, Senior Financial Accountant and other authorised signatories.

**Effectiveness of this Policy**

This policy will be reviewed annually in accordance with Regulations and Departmental Guidelines to ensure its continuing suitability and effectiveness. Records of reviews shall be maintained.

**END OF POLICY STATEMENT**

DATA AND DOCUMENT CONTROL		
DocSet: 2169952	Page: 6 of 6	

## **8.9 Minutes of the Audit Risk and Improvement Committee meeting held 26 November 2019**

### **Reporting Officer**

Executive Manager Corporate Services and Governance  
City Governance

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### **Officer's Recommendation**

That the minutes of the Audit Risk and Improvement Committee held 26 November 2019 be noted.

### **Purpose**

To seek Council's endorsement of the minutes of the Audit Risk and Improvement Committee meeting held 26 November 2019.

### **Report**

Detailed below are the recommendations of the Audit Risk and Improvement Committee. Council officers have reviewed the recommendations and they are now presented for Council's consideration.

### **Reports listed for consideration**

#### **6.1 Audit Office Performance Report - Domestic Waste Management**

That the verbal update be noted.

#### **6.2 Internal Audit Progress Report on 2019-2020**

That the Committee receive and note the progress report on the 2019-2020 Audit Plan.

#### **6.3 Customer Request and Service Handling Review**

That the Committee receive and note the Customer Request and Service Handling Review.

#### **6.4 Audit, Risk and Improvement Committee Annual Report 2018-2019**

That the Committee receive and endorse the Annual Report 2018-2019, subject to the requested amendments.

#### **6.5 Audit Office of New South Wales Management Representation Letter**

That the information be noted.



#### **6.6 Update on Enterprise Risk Management**

That the Committee note the information contained in this report.

#### **6.7 Business Excellence**

That the information be noted.

#### **6.8 2020 ARIC Meeting Calendar**

That the 2020 ARIC meeting calendar be noted and adopted.

#### **6.9 Outstanding Actions**

That the information be noted.

### **Attachments**

1. Minutes of the Audit Risk and Improvement Committee held 26 November 2019 (contained within this report)

# CAMPBELLTOWN CITY COUNCIL

## Minutes Summary

**Audit Risk and Improvement Committee Meeting held at 4.00pm on Tuesday, 26 November 2019.**

ITEM	TITLE	PAGE
1.	<b>ACKNOWLEDGEMENT OF LAND</b>	<b>2</b>
2.	<b>APOLOGIES</b>	<b>2</b>
3.	<b>CONFIRMATION OF MINUTES</b>	<b>2</b>
3.1	Minutes of the Ordinary Meeting of the Audit Risk and Improvement Committee held 17 September 2019	2
4.	<b>DECLARATIONS OF INTEREST</b>	<b>2</b>
5.	<b>GENERAL MANAGER – VERBAL UPDATE</b>	<b>3</b>
6.	<b>REPORTS</b>	<b>4</b>
6.1	Audit Office Performance Report - Domestic Waste Management	4
6.2	Internal Audit Progress Report on 2019-2020	4
6.3	Customer Request and Service Handling Review	5
6.4	Audit, Risk and Improvement Committee Annual Report 2018-2019	5
6.5	Audit Office of New South Wales Management Representation Letter	6
6.6	Update on Enterprise Risk Management	6
6.7	Business Excellence	7
6.8	2020 ARIC Meeting Calendar	7
6.9	Outstanding Actions	8
7.	<b>GENERAL BUSINESS</b>	<b>8</b>

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**Minutes of the Audit Risk and Improvement Committee Meeting held on 26 November 2019**

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<b>Present</b>	Mr Bruce Hanrahan - Independent Member (Chairperson) Mr Robert Rofe - Independent Member Mr Jim Mitchell - Independent Member Councillor Warren Morrison - Elected Council Representative
<b>In attendance</b>	Ms Lindy Deitz - General Manager Mr Sam Helweh - Internal Auditor Mr Phu Nguyen - Director City Governance Mr Jim Baldwin - Director City Development Ms Corinne Mears - Executive Manager Corporate Services and Governance Mr Kenneth Leung - Audit Leader - Audit Office of NSW Ms Monique Dunlop - Manager Governance and Risk Mr Paul Curley - Manager City Standards and Compliance Ms Cathy Gavin - Senior Financial Accountant Ms Melinda Champion - Senior Business Excellence Officer Ms Erin Austin - Executive Support

**1. ACKNOWLEDGEMENT OF LAND**

An Acknowledgement of Land was presented by the Chairperson Mr Bruce Hanrahan.

**2. APOLOGIES**

Nil.

**3. CONFIRMATION OF MINUTES****3.1 Minutes of the Ordinary Meeting of the Audit Risk and Improvement Committee held 17 September 2019**

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**Committee's Recommendation: (Mitchell/Rofe)**

That the information be noted.

---

**4. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

## 5. GENERAL MANAGER – VERBAL UPDATE

The General Manager provided the Committee with an update covering:

- The Executive Group attended a workshop to review the top 10 strategic risks with another session scheduled for January 2020. The committee was advised that going forward the Executive Group are now incorporating risk reviews into the Executive Group Meetings.
- The Committee was advised that Council had signed a Memorandum of Understanding with Western Sydney University which provides a framework for the exploration of the feasibility and delivery of a number of potential projects for Campbelltown including:
  - a comprehensive CBD campus in Campbelltown
  - Campbelltown Civic, Community and Justice Precinct
  - Campbelltown Sports Centre of Excellence
  - Macarthur Medical Research Centre
  - Reimagining Campbelltown CBD, including the Health and Education Innovation Precinct
- The continued collaboration with NSW Department of Communities and Justice to investigate the feasibility of an expanded Justice Precinct in the Campbelltown CBD. The Committee was advised that this would be a wonderful opportunity for the LGA to provide economic uplift and job opportunities.
- The City Growth division is currently undergoing a realignment, with the Strategic Property team moving to City Growth. A search for a new Executive Manager Economic and Investment Growth is currently underway with this role to take the next steps on the Billabong, Centre of Excellence and the new city library projects.

The General Manager provided the Committee with an update of the major projects covering:

- Re-imagining Campbelltown Phase 2 – The General Manager advised this project is coming to an end with extensive stakeholder input and feedback received. The next steps will be for the project to be endorsed by Council for public exhibition in the new year.
- Council has been collaborating with the Greater Sydney Commission (GSC) and the State Government to develop the Campbelltown Macarthur Collaboration Area Strategy, a report to be presented at the next ARIC meeting.
- The Committee was advised that the Local Strategic Planning Statement (LSPS) is being fine-tuned with additional details being added, a report is being presented to Council in December 2019.

## **6. REPORTS**

### **6.1 Audit Office Performance Report - Domestic Waste Management**

#### **Purpose**

To brief the Audit, Risk and Improvement Committee on the performance report conducted by the NSW Audit Office on Domestic Waste Management.

---

#### **Officer's Recommendation**

That the verbal update be noted.

#### **Committee's Recommendation: (Mitchell/Rofe)**

That the verbal update be noted.

---

### **6.2 Internal Audit Progress Report on 2019-2020**

#### **Purpose**

To provide the Committee an update on the progress of the internal audit work undertaken in accordance with the approved 2019-2020 Audit Plan.

---

#### **Officer's Recommendation**

That the Committee receive and note the progress report on the 2019-2020 Audit Plan.

#### **Committee's Recommendation: (Mitchell/Rofe)**

That the Committee receive and note the progress report on the 2019-2020 Audit Plan.

---



### **6.3 Customer Request and Service Handling Review**

#### **Purpose**

To report on the progress of the 2019-2020 Audit Plan.

---

#### **Officer's Recommendation**

That the Committee receive and note the Customer Request and Service Handling Review.

#### **Committee's Recommendation: (Morrison/Hanrahan)**

That the Committee receive and note the Customer Request and Service Handling Review.

---

### **6.4 Audit, Risk and Improvement Committee Annual Report 2018-2019**

#### **Purpose**

To report to Council the activities of the Audit, Risk and Improvement Committee for the year ending 30 June 2019.

---

#### **Officer's Recommendation**

That the Committee receive and endorse the Annual Report 2018-2019.

#### **Committee's Recommendation: (Hanrahan/Morrison)**

That the Committee receive and endorse the Annual Report 2018-2019, subject to the requested amendments.

---

## **6.5 Audit Office of New South Wales Management Representation Letter**

### **Purpose**

To provide the Committee with the management letter on the final phase of the audit for financial year 1 July 2018 to 30 June 2019.

---

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Morrison/Hanrahan)**

That the information be noted.

---

## **6.6 Update on Enterprise Risk Management**

### **Purpose**

To provide the Committee with a progress update on the Risk Management.

---

### **Officer's Recommendation**

That the Committee note the information contained in this report.

### **Committee's Recommendation: (Rofe/Mitchell)**

That the Committee note the information contained in this report.

---

## **6.7 Business Excellence**

### **Purpose**

To provide the Committee with an update on continuous improvement activities for 2019 as a follow-on to the August ARIC report.

---

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Rofe/Mitchell)**

That the information be noted.

---

## **6.8 2020 ARIC Meeting Calendar**

### **Purpose**

To submit for the Committee's consideration a meeting calendar for 2020.

---

### **Officer's Recommendation**

That the 2020 ARIC meeting calendar be noted and adopted.

### **Committee's Recommendation: (Rofe/Mitchell)**

That the 2020 ARIC meeting calendar be noted and adopted.

---

## 6.9 Outstanding Actions

### Purpose

To ensure the Committee is aware of all outstanding actions and all completed actions.

---

### Officer's Recommendation

That the information be noted.

### Committee's Recommendation: (Morrison/Hanrahan)

That the information be noted.

---

## 7. GENERAL BUSINESS

- The Committee looks forward to discussing the Office of Local Government finalised recommendations regarding Audit, Risk and Improvement Committees in Local Government with a report to be presented at the next ARIC meeting. The Committee noted that many draft recommendations are in practice with this Committee.
  - The Committee raised potential concerns regarding the members to be selected only from the NSW Government pre-approved members and that they need to be paid at current rates of the NSW Government. The Committee noted that the NSW Government rates are substantially higher than current Local Government and the effect on the budget.
  - Independent member, Jim Mitchell raised the benefit of having a Councillor as a member as the Councillor allows the flow of information from Council meetings to the Committee.

The next meeting of the Audit Risk and Improvement Committee will be held Tuesday 25 February 2020 at the Committee Room 3, Level 3, Campbelltown City Council.

Bruce Hanrahan

**Chairperson**

Meeting Concluded: 4.59pm.

## 8.10 Quarterly Business Review Statement as at 31 December 2019

### Reporting Officer

Executive Manager Corporate Services and Governance  
City Governance

### Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.7 - Public funds and assets are managed strategically, transparently and efficiently

### Officer's Recommendation

That the adjustments recommended in the Quarterly Business Review be adopted.

### Purpose

To advise Council that the quarterly business review has been conducted on the original income and expenditure estimates presented in the 2019-2020 budget. The adjustments relating to the review of the original budget allocations are presented for Council's consideration.

### Introduction

The current planning and reporting framework for NSW Local Government has a greater focus on financial sustainability. In an effort to achieve consistency in reporting between councils, the Office of Local Government introduced a set of minimum requirements and predefined templates to assist councils in meeting their legislative obligations. Collectively, these documents are known as the quarterly budget review statement (QBRS). The latest QBRS under the reporting framework is attached.

### Report

In accordance with Clause 203 of the Local Government (General) Regulations 2005, the Responsible Accounting Officer is required to prepare a quarterly budget review of income and expenditure estimates and submit a report to Council. The QBRS must also include an opinion of the Responsible Accounting Officer concerning the financial position of Council. This report provides an overview of the results of the financial review for the quarter ended 31 December 2019.

In June 2019, Council adopted a balanced budget for 2019-2020. There is no proposed change to the budget result in this review.

The recommended movements relating to income and expenditure are summarised in the attachment and details of significant items greater than \$20,000 are listed in the body of this report for Council's consideration.

The following items are detailed with corresponding adjustments recommended following the completion of the quarterly financial review:

**Adjustments to salaries across the following functions:**

Strategic Partnerships - \$35,000 increase in expenditure  
Executive Support - \$20,000 increase in expenditure  
Communications & Marketing - \$50,800 decrease in expenditure  
Environmental Health - \$50,000 decrease in expenditure  
Rangers – Parking - \$7,000 decrease in expenditure  
Planning & Development - \$315,000 decrease in expenditure  
Family, Education & Community Services Management - \$76,400 decrease in expenditure  
Stormwater Design - \$12,400 decrease in expenditure  
Procurement - \$23,700 decrease in expenditure  
Employee Leave Entitlements-Termination - \$308,700 increase in expenditure  
PC & LAN Support - \$60,000 decrease in expenditure  
Records - \$45,000 decrease in expenditure  
Project Management Office - \$45,000 increase in expenditure  
City Strategy - \$45,000 decrease in expenditure  
City Marketing & Destination - \$30,000 decrease in expenditure

As part of the budget preparation process, the organisational salary structure is fully funded. The above salary savings have resulted from vacancies and general staff turnover. These savings have been utilised to fund reprioritised programs and requests. There are some areas of increased expenditure resulting from short term contract appointments however these are fully offset by savings.

**Adjustments to hired personnel and consultants across the following functions:**

Rangers – Parking - \$32,500 increase in expenditure  
Records - \$45,000 increase in expenditure  
Planning & Development Management - \$160,000 increase in expenditure  
Property Management & Administration - \$32,700 increase in expenditure

The above costs have been incurred for a number of reasons including critical operational roles during turnover periods and back fill during extended staff leave. These costs have been offset by salary savings.

**Animal Care Facility - \$81,000 increase in expenditure**

Additional funds have been allocated to the Animal Care Facility to enhance ongoing operations following a review of the facility. These funds have been allocated to additional staffing during the transition to implement a workforce plan resulting from the review.

In addition, the income estimate has been reduced as the income received from impounding fees and sale of animals has been less than expected when the budget was prepared. The additional costs have been part offset by reduced veterinary costs following a renegotiated contract.



**On Street Parking - \$150,000 increase in income**

Additional income has been generated as a result of changes to the parking surveillance program which aims to improve service coverage and free up available parking in high demand locations. The additional funds have been utilised to offset increased expenditure in other areas.

**Planning & Development - \$50,000 increase in expenditure, \$115,000 decrease income**

Due to the restructure of the Planning section and reallocation of responsibilities, an allowance for the advertising of Development Application's and other policies was overlooked when the original budget was being prepared. This adjustment will allow for the funding required this year. There has also been a downturn in development activity this year which has resulted in a shortfall of budget forecasts in income from the Development Application process.

**A-League Partnership - \$450,000 increase in expenditure**

Council has recently agreed to contribute to the A-League Community Partnership for the 2019-2020 year to support the delivery of community programs. This budget adjustment funds the contribution.

**Child care Fees & Charges and Grants - \$261,600 decrease in income**

A number of Council's education and care services have recently been advised that the grant funding currently received will cease from December 2019 resulting in a loss of income for quarter three and four of \$140,673. This will be partly offset by a transitional grant to be received later in this financial year of \$64,000 and salary savings from within the section. In addition, a number of long day care centres have been operating to an average projected utilisation target however the budget was developed with a higher anticipated utilisation figure which will not be achieved. This has resulted in a further loss of income.

**Leisure Facilities - \$59,000 increase in expenditure**

There was a delay in receiving the prior year's gas bills for heating at the Campbelltown and Macquarie Fields pools. This wasn't identified in the annual accounts until after the end of the financial year, resulting in additional costs being allocated to the current financial year. This adjustment will fund the costs that relate to the prior year.

**Risk Management - \$41,200 decrease in expenditure**

The Risk Management section has renegotiated the insurance premiums payable for public liability, professional indemnity, councillor and officer liability etc. This has resulted in a lower premium payable and this saving to the budget.

**Rates-General Purpose Revenue - \$256,500 increase in income**

As part of normal operations, additional supplementary rates have been issued during the last quarter resulting in this additional rating income being generated. The additional funds have been utilised to offset increased expenditure in other areas.

## **Summary**

As reported to Council in previous years, the financial objective has been to budget a surplus to improve Council's liquidity ratio. The liquidity ratio has improved to a satisfactory level and as such, a balanced budget is proposed for the 2019-2020 financial year.

As per the Responsible Accounting Officer's statement, the 2019-2020 results continue to support Council's sound financial position in the short to medium term. During 2019-2020, Council will further refine its financial strategy in line with the development of the 10 year Long Term Financial Plan, required by the Integrated Planning and Reporting Framework and determine the most appropriate and financially responsible action for future periods.

## **Attachments**

1. Quarterly Business Review Statement as at 31 December 2019 (contained within this report)

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005: as at 31 December 2019.

It is my opinion that the Quarterly Budget Review Statement for Campbelltown City Council for the quarter ended 31/12/19 indicates that Council's projected financial position at 30/6/20 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Signed:** SIGNATURE HAS BEEN REMOVED

**date:** 17/01/2020

Corinne Mears  
Responsible Accounting Officer

## Campbelltown City Council

## Income &amp; Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2019

## Income &amp; Expenses - Council Consolidated

Quarterly Budget Review Statement  
for the period 01/10/19 to 31/12/19

(\$000's)	Original Budget 2019/20	Approved Changes				Revised Budget 2019/20	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
<b>Income</b>										
Rates and Annual Charges	113,155	-	15	-	-	113,170	276	1	113,446	114,040
User Charges and Fees	13,958	-	-	-	-	13,958	(152)	2	13,806	6,565
Interest and Investment Revenues	6,001	-	-	-	-	6,001	18	3	6,019	1,615
Other Revenues	5,006	28	(49)	23	-	5,007	184	4	5,191	3,112
Grants & Contributions - Operating	28,045	14	(2,151)	(107)	-	25,802	24	5	25,825	13,605
Grants & Contributions - Capital	14,925	8,333	200	-	-	23,457	(200)	6	23,257	14,148
<b>Total Income from Continuing Operations</b>	<b>181,090</b>	<b>8,375</b>	<b>(1,985)</b>	<b>(84)</b>	<b>-</b>	<b>187,396</b>	<b>149</b>		<b>187,544</b>	<b>153,085</b>
<b>Expenses</b>										
Employee Costs	75,570	841	142	(355)	-	76,198	(215)	7	75,983	35,929
Borrowing Costs	638	-	-	-	-	638	-		638	233
Materials & Contracts	28,755	6,935	(1,476)	472	-	34,686	(35)	8	34,651	12,320
Depreciation	23,862	-	-	-	-	23,862	-		23,862	10,454
Legal Costs	1,077	30	(0)	19	-	1,126	88	9	1,214	387
Consultants	3,284	1,395	1,686	16	-	6,380	190	10	6,570	2,296
Other Expenses	35,633	839	369	416	-	37,257	742	11	37,999	17,164
<b>Total Expenses from Continuing Operations</b>	<b>168,819</b>	<b>10,041</b>	<b>721</b>	<b>568</b>	<b>-</b>	<b>180,148</b>	<b>769</b>		<b>180,917</b>	<b>78,784</b>
<b>Net Operating Result from All Operations</b>	<b>12,271</b>	<b>(1,666)</b>	<b>(2,706)</b>	<b>(652)</b>	<b>-</b>	<b>7,248</b>	<b>(620)</b>		<b>6,627</b>	<b>74,301</b>
<b>Net Operating Result before Capital Items</b>	<b>(2,653)</b>	<b>(9,998)</b>	<b>(2,906)</b>	<b>(652)</b>	<b>-</b>	<b>(16,210)</b>	<b>(420)</b>		<b>(16,630)</b>	<b>60,153</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/19 and should be read in conjunction with the total QBRs report

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details
1	The rates budget for 2019-2020 was set based on anticipated growth factors and developments. Additional rate income has been generated from supplementary levies.
2	Reduction in child care fees due to decrease in utilisation, delay in finalising new property rentals and reduced building activity, partly offset by new ground lease income.
3	Finalisation of Southern Phone dividend.
4	Additional income generated from parking fines and street furniture advertising income, partly offset by a downturn in the impounding and sale of companion animals.
5	Various adjustments for grant/contribution movements, including the loss of childcare grants, reduction in building activity and additional environmental grants, contribution for leave liability from other Councils and Library Local Priority grant.
6	Original budget included grant funding for Cycleway construction, this didn't eventuate.
7	Variations in employee costs due to new staff and staff vacancies which in some case have been transferred to fund contract staff, or used to offset costs incurred in other sections.
8	Minor adjustments and transfers across a number of areas in Council.
9	Minor adjustments to legal costs budget including Industrial Relations and Property Services.
10	Funding of consultant work through staff vacancies, additional funds required for Planning advice and Property Services.
11	Various increases and decreases across a number of areas, the majority being for hired personnel used due to staff vacancies, advertising, motor vehicle insurance claims and the A-League Community Partnership Contribution 2019/20 funded from the City Hosting Reserve.

## Campbelltown City Council

## Capital Budget Review Statement

Quarterly Budget Review Statement  
for the period 01/10/19 to 31/12/19

Budget review for the quarter ended 31 December 2019

## Capital Budget - Council Consolidated

	Original Budget 2019/20	Approved Changes				Revised Budget 2019/20	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
<b>(\$000's)</b>										
<b>Capital Expenditure</b>										
New Assets										
- Plant & Equipment	1,047	2,952	140	-	-	4,139	-		4,139	3,147
- Land & Buildings										
- Other										
Renewal Assets (Replacement)										
- Plant & Equipment	3,496	16	(13)	-	-	3,499	-		3,499	2,396
- Office Equipment/Furniture & Fittings	52	1,085	1,307	-	-	2,444	-		2,444	845
- Land & Buildings	20,838	17,886	3,118	-	-	41,842	-		41,842	3,670
- Roads, Bridges, Footpaths	12,321	7,877	912	50	-	21,160	(181)	1	20,980	17,771
- Stormwater/Drainage	100	1,688	-	-	-	1,788	-		1,788	-
- Other Assets	313	-	-	-	-	313	9	2	322	147
Loan Repayments (Principal)	3,100	-	-	-	-	3,100	-		3,100	1,822
<b>Total Capital Expenditure</b>	<b>41,267</b>	<b>31,504</b>	<b>5,464</b>	<b>50</b>	<b>-</b>	<b>78,285</b>	<b>(172)</b>		<b>78,113</b>	<b>29,798</b>
<b>Capital Funding</b>										
Rates & Other Untied Funding	21,616	-	4,031	650	-	26,297	28	3	26,326	11,617
Capital Grants & Contributions	14,925	8,333	200	-	-	23,457	(200)	4	23,257	14,203
Reserves:										
- External Restrictions/Reserves	700	6,826	785	-	-	8,311	-		8,311	(1,059)
- Internal Restrictions/Reserves	(2,134)	16,345	448	-	-	14,660	-		14,660	4,402
New Loans										
Receipts from Sale of Assets										
- Plant & Equipment	1,279	-	-	-	-	1,279	-		1,279	634
- Land & Buildings	4,875	-	-	(600)	-	4,275	-		4,275	-
- Other Assets	6	-	-	-	-	6	-		6	1
<b>Total Capital Funding</b>	<b>41,267</b>	<b>31,504</b>	<b>5,464</b>	<b>50</b>	<b>-</b>	<b>78,285</b>	<b>(172)</b>		<b>78,114</b>	<b>29,798</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>-</b>		<b>0</b>	<b>-</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/19 and should be read in conjunction with the total QBRs report



Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes   Details**

1	Additional funding received for roads program from supplementary infrastructure rates levy.
2	Removal of grant funded cycleway program due to grant funding not being awarded.
3	Reconciliation of untied funds as a result of capital movements utilised to fund capital works.
4	Removal of grant funded cycleway program due to grant funding not being awarded.

## Campbelltown City Council

## Cash &amp; Investments Budget Review Statement

Quarterly Budget Review Statement  
for the period 01/10/19 to 31/12/19

Budget review for the quarter ended 31 December 2019

## Cash &amp; Investments - Council Consolidated

(\$000's)	Original Budget 2019/20	ment in Reserves		Current Balance 2019/20	Projected Movement Dec Qtr	Notes	Projected Year End Balance	Actual YTD figures
		Income/ Expenses	Transfers to/from					
<b>Externally Restricted <sup>(1)</sup></b>								
Stormwater Management	3,045	-	(17)	3,028	-		3,028	3,028
Specific Purpose Grants	15,755	-	(5,911)	9,844	-		9,844	9,844
Specific Purpose Contributions	3,025	-	(144)	2,881	-		2,881	2,881
Developer Contributions - S7.11	19,676	4,330	(187)	21,487	-		21,487	21,487
Developer Contributions - Other	1,385	36	-	1,421	-		1,421	1,421
Domestic Waste Management	12,339	-	-	12,339	-		12,339	12,339
Self Insurance Workers Compensation Claims	4,810	-	-	4,810	-		4,810	4,810
<b>Total Externally Restricted</b>	<b>60,036</b>	<b>4,366</b>	<b>(6,259)</b>	<b>55,811</b>	<b>-</b>		<b>55,811</b>	<b>55,812</b>
(1) Funds that must be spent for a specific purpose								
<b>Internally Restricted <sup>(2)</sup></b>								
Property Development	81,066	-	(1,214)	79,852	-		79,852	79,672
Committed Works	14,401	-	(3,737)	10,664	-		10,664	10,664
Self Insurance Workers Compensation Claims	801	-	-	801	-		801	5,611
Replacement of Plant and Vehicles	6,889	-	154	7,043	-		7,043	7,043
Committed Works funded by Loans	2,499	-	(225)	2,273	-		2,273	2,273
Employee Leave Entitlements	8,450	-	-	8,450	-		8,450	8,450
Environmental Sustainability	1,604	-	43	1,647	-		1,647	1,647
Asset Replacement	6,261	-	917	7,178	-		7,178	7,178
Infrastructure Replacement Fund	28,224	-	(493)	27,731	-		27,731	27,731
Olympic Ambassador	120	-	5	125	-		125	125
Event Attraction	1,049	-	(44)	1,005	-		1,005	1,005
Insurance Claims - Excess	7,004	-	976	7,980	-		7,980	7,980
Local Government Elections	630	-	200	830	-		830	830
Other	138	0	-	138	-		138	138
<b>Total Internally Restricted</b>	<b>159,135</b>	<b>0</b>	<b>(3,418)</b>	<b>155,718</b>	<b>-</b>		<b>155,718</b>	<b>160,348</b>
(2) Funds that Council has earmarked for a specific purpose								
<b>Unrestricted (i.e. available after the above Restricti</b>	<b>14,799</b>			<b>27,698</b>	<b>-</b>		<b>27,698</b>	<b>23,068</b>
<b>Total Cash &amp; Investments</b>	<b>233,970</b>			<b>239,227</b>	<b>-</b>		<b>239,227</b>	<b>239,227</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/19 and should be read in conjunction with the total QBRs report

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Cash & Investments Budget Review Statement****Comment on Cash & Investments Position**

Not Applicable

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The Cash at Bank figure included in the Cash &amp; Investment Statement totals \$239,227,206

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.  
The date of completion of this bank reconciliation is 31/12/2019.

**Reconciliation Status**

The YTD Cash &amp; Investment figure reconciles to the actual balances held as follows:

		<b>\$ Amount</b>
Cash at Bank (as per bank statements)		7,144,453
Investments on Hand		232,722,761
less: Unpresented Cheques	(Timing Difference)	(65,776)
add: Undeposited Funds	(Timing Difference)	216,836
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	(792,567)
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	1,499
<b>Reconciled Cash at Bank &amp; Investments</b>		<b>239,227,206</b>
<b>Balance as per Review Statement:</b>		<b>239,227,206</b>
Difference:		-

**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

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## Campbelltown City Council

# Quarterly Budget Review Statement

for the period 01/10/19 to 31/12/19

## Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2019

(\$000's)	Current Projection		Original Budget	Actuals Prior Periods
	Amounts 19/20	Indicator 19/20	19/20	18/19 17/18

NSW Local Government Industry Key Performance Indicators (OLG):

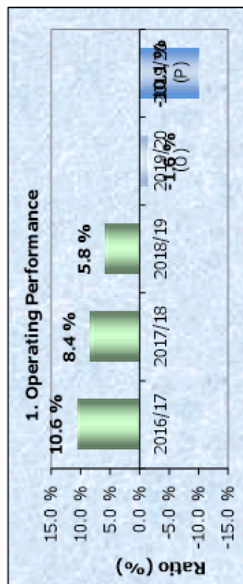
### 1. Operating Performance

Operating Revenue (excl. Capital) - Operating Expenses	-16,630
Operating Revenue (excl. Capital Grants & Contributions)	164,287

-10.1 %

5.8 %

8.4 %



This ratio measures Council's achievement of containing operating expenditure within operating revenue.

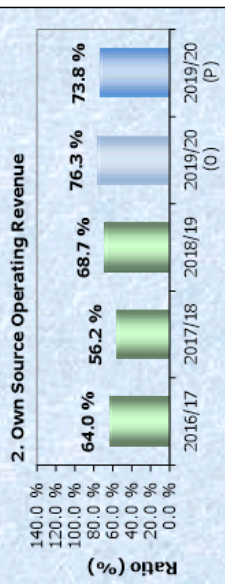
### 2. Own Source Operating Revenue

Operating Revenue (excl. ALL Grants & Contributions)	138,462
Total Operating Revenue (incl. Capital Grants & Cont)	187,544

73.8 %

68.7 %

56.2 %



This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.

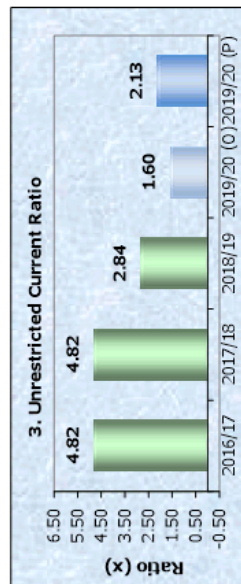
### 3. Unrestricted Current Ratio

Current Assets less all External Restrictions	64,000
Current Liabilities less Specific Purpose Liabilities	30,000

2.13

2.84

4.82



To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

## Campbelltown City Council

Quarterly Budget Review Statement  
for the period 01/10/19 to 31/12/19

## Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

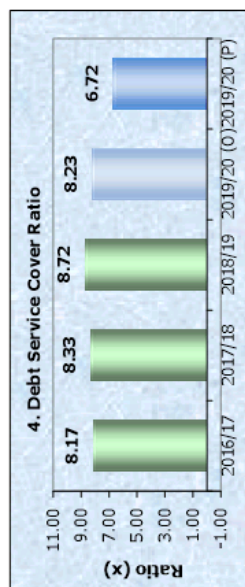
Budget review for the quarter ended 31 December 2019

(\$000's)	Current Projection		Original Budget	Actuals Prior Periods
	Amounts 19/20	Indicator 19/20	19/20	18/19 17/18

NSW Local Government Industry Key Performance Indicators (OLG):

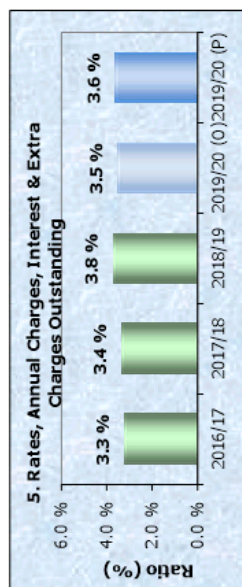
<b>4. Debt Service Cover Ratio</b>				
Operating Result before Interest & Dep. exp (EBITDA)	25,108		8.23	8.72
Principal Repayments + Borrowing Interest Costs	3,738	6.72		8.33

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



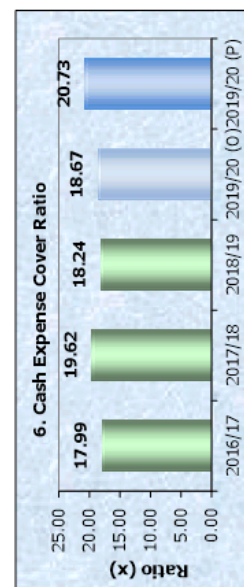
<b>5. Rates, Annual Charges, Interest &amp; Extra Charges Outstanding</b>				
Rates, Annual & Extra Charges Outstanding	4,100		3.5 %	3.8 %
Rates, Annual & Extra Charges Collectible	112,700	3.6 %		3.4 %

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



<b>6. Cash Expense Cover Ratio</b>				
Current Year's Cash & Cash Equivalents (incl. Term Deposits)	239,300		18.67	18.24
Operating & financing activities Cash Flow payments	138,500	20.73		19.62

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



## Campbelltown City Council

## Contracts Budget Review Statement

Budget review for the quarter ended 31 December 2019

**Part A - Contracts Listing** - contracts entered into during the quarterQuarterly Budget Review Statement  
for the period 01/10/19 to 31/12/19

Contractor	Contract detail & purpose	Procurement Process Undertaken	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
<b>EXPENDITURE \$50,000 - \$150,000</b>						
A Space Australia Pty Ltd	Q19/19 Outdoor Fitness Equipment	Public Quotation	21/10/19	Until Completion	Y	
<b>EXPENDITURE \$150,000 - \$300,000</b>						
M & M Truck Bodies Pty Ltd	T19/18 Manufacturing Truck Bodies	Public Tender	01/12/19	Two years with two options for extension of 12 months each	Y	1
Deloitte Consulting Pty Limited	Q19/28 Customer Service Request Management System	Quotation - State	20/12/19	12 months	Y	
<b>EXPENDITURE &gt; \$300,000</b>						
Place Design Group Pty Ltd	T19/25 Landscape Architect Design Consultancy Services for the Campbelltown Billabong Parklands	Public Tender	07/11/19	Until Completion		
CJD Equipment Pty Ltd	Q19/12 Supply of One Loader	Quotation - LGP	07/11/19	Until Completion		
Ultimate 1 Air Conditioning Pty Ltd	T19/22 Air Conditioning Services	Public Tender	01/12/19	Two years with two options for extension of 12 months each	Y	2
Fuji Xerox Australia Pty Limited	Q19/11 Replacement of MFDs	Quotation - Procurement Australia	10/12/19	36 months with the option to extend for a further 24 months	Y	

## Notes:

\*\* Contract Values are commercial in confidence

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

This statement forms part of Council's Ordinary Budget Review Statement (ORS) for the quarter ended 31/12/19 and should be read in conjunction with the tabled ORS report



Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19

**Contracts Budget Review Statement**  
**Comments & Explanations relating to Contractors Listing**

**Notes Details**

1 Price is per service, therefore price is estimate only

2 Price is based on preventative maintenance cost over the life of the contract

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/19 to 31/12/19**Consultancy & Legal Expenses Budget Review Statement**

## Consultancy &amp; Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	2,380,060	Y
Legal Fees	390,913	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD figure but not budgeted includes:

**Details**

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## 8.11 Reports and Letters Requested

### Reporting Officer

Director City Governance  
City Governance

### Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.3 - Ensure that Campbelltown is an inclusive city

### Officer's Recommendation

That the information be noted.

### Report

Attached for the information of Councillors is a status list of reports and letters requested from Council as at 4 February 2020.

### Attachments

1. Reports requested listing (contained within this report)
2. Letters requested listing (contained within this report)

### Reports Requested effective 4 February 2020

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
<b>City Delivery</b>			
12.11.19 RM	ORD NM - 11.2 Stormwater Usage  That a report be presented to Council on exploring ways and means for the public and private sectors as well as the Council itself to implement stormwater capture, storage, filtration, treatment and its subsequent use.		March 2020
10.12.19 WM	ORD NM - 11.2 Grey Water Usage  1. That a report be presented on the feasibility of the re-use of grey water within the community.		
<b>City Governance</b>			
11.06.19 BG	ORD NM - 11.1 Legal Advice - Standard Contracts  1. That legal advice be sought on making amendments, if necessary, to Council's existing standard contract clauses to ensure they are providing the best value and flexibility for rate payers of Campbelltown. 2. That a report be presented on the findings and any recommended changes.	Council has engaged an external legal expert to undertake a review of Council's suite of standard contracts.	March 2020
<b>City Development</b>			
13.11.18 GB	ORD - 8.3 Household E-Waste Drop Off Event  2. That a further report be provided to Council on the future recycling arrangements for e-waste upon confirmation of the completion timeframe for the construction of the Community Recycling Centre.	This report is subject to the time frame of the Community Recycling Centre.	April 2020

### Reports Requested effective 4 February 2020

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
<b>City Development</b>			
09.04.19 WM	ORD - 8.2 Planning Proposal - Ingleburn CBD  4. That a further report be provided to Council after the Gateway Determination with public exhibition with the planning proposal a draft Development Control Plan for Ingleburn CBD to be placed on public exhibition with the draft planning proposal.	Still awaiting Gateway determination from Department.	April 2020
09.04.19 BT	ORD 8.6 Submission Report - Amendment to Campbelltown Sustainable City Development Control Plan (Caledonia Precinct)  5. That a further report be submitted to Council in regard to the acquisition of No. 306 Bensley Road, Ingleburn for open space purposes.	To be included in the next amendment to the Contributions Plan.	June 2020
11.06.19 MC	ORD 8.10 Planning Proposal 22-32 Queen St, Campbelltown  2. That subject to the Gateway Determination and prior to public exhibition, a further report be presented to Council with a draft development control plan for the site.	Currently awaiting Gateway determination.	April 2020
09.07.19 BT	ORD 8.2 Outcome of the 2019 Free Recyclables Drop Off Day  4. That a further update be provided to Council following the Free Recyclables Drop Off Day in January 2020 advising on the outcome of the August and January trial events.	Drop Off Day held on 17 August 2019 with next Drop Off Day scheduled for 4 January 2020. A report will be prepared after the January Drop Off Day.	April 2020

### Reports Requested effective 4 February 2020

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
<b>City Development</b>			
06.08.19 GG	ORD 14.1 Campbelltown Design Excellence Panel  That a report providing a review of the Panel's operation be provided to Councillors after it has been in operation for 1 year.		October 2020
10.09.19 KH	ORD 8.1 Mount Gilead Planning Proposal - Relocation of Proposed Community Hub Building and Additional Permitted Use  5. That following an exhibition, a report on submissions be presented to Council.	Exhibition subject to the Gateway determination.	June 2020
08.10.19 BG	ORD 8.5 - Re-establishment of North Area Alcohol Free Zones  8. That a further report be submitted to Council to advise of any submissions received as a result of notification referred to in Recommendation 6 and 7.	A report to be presented to Council at the February 2020 meeting.	February 2020
10.12.19 MO	ORD 8.1 Campbelltown (Sustainable City) Development Control Plan: Housekeeping Amendments  2. That where non-supportive submissions are received during the public exhibition period, a further report be presented to the Council on the outcome of the public exhibition and the response to the submissions.	Currently on public exhibition until 21 February 2020.	April 2020



## Reports Requested effective 4 February 2020

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
<b>City Development</b>			
10.12.19 WM	NM 11.1 - QR Codes on Monuments and Street Signage  3. That in addition to street sign plates, the opportunity and feasibility of QR codes or similar electronic internet based information devices to be included on all similar information devices referred to in item No.1, across the Campbelltown LGA, be investigated and reported back to Council for its consideration.		June 2020
<b>City Growth</b>			
11.12.18 BM	ORD - 14.4 - Engagement of Architects for Construction of a New Childcare Centre  1. That Council approves the engagement of the preferred Architects based on their fee proposal submitted to Council – subject to legal confirmation that the negotiated contract terms are satisfactory 2. That the scope of works and risk mitigation strategies are undertaken in accordance with this report and within the cost estimates 3. That a further report be submitted to Council once a Development Approval has been obtained consistent with the analysis contained in this report.	Council has engaged the architect and commenced Stage one of the scope works. Stage one has been completed and Stage two is now in progress.	May 2020
11.06.19 BM	ORD NM 11.5 Global Climate Change  That a report and briefing be provided to Council detailing the IPCC and IPBES reports and what actions other Councils have taken in regards to declarations of climate emergency.	A report is being prepared and anticipated to be presented to Council at the March 2020 meeting.	March 2020

## Reports Requested effective 4 February 2020

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
<b>City Growth</b>			
09.07.19 KH	ORD NM 11.1 Reimagining Campbelltown  1. That a report be provided to Council investigating the feasibility and benefit including the costs and potential risks of installing at appropriate locations electric car charging stations.  2. That a report be provided to Council investigating the feasibility and benefit including the costs and potential risks of energy- generating footpaths.	1. The team is investigating with a report on electric car charging stations expected to be presented to Council in March 2020.  2. A report on energy generating footpaths was prepared and presented to Council at the November 2019 meeting.	March 2020
12.11.19 BM	ORD NM 11.3 Coffee Cup Recycling  That a report be presented to Council investigating options, in collaboration with local business owners, for the provision of takeaway coffee cup recycling along Queen St.	A report is expected to be presented in March 2020.	March 2020
<b>General Manager</b>			
08.10.19 MO	ORD NM 11.2 Digital Advertising in Shopping Precincts  1. That a report be presented to Council that explores the opportunities for digital advertising in public locations such as shopping centres to regularly promote Council's activities and programs.  The report should focus on key shopping precincts including Macarthur Square, Campbelltown Mall, Glenquarie Town Centre and Minto Marketplace and any other appropriate locations, assessing costs, feasibility of producing marketing material and any other operational benefits or implications.	A Creative Marketing Specialist commences in January 2020 and will undertake the investigations so a report can be presented.	April 2020

### Reports Requested effective 4 February 2020

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
<b>General Manager</b>			
10.12.19 RM	<p>ORD 8.22 Western Parkland City Overseas Study Tour</p> <p>1. That the Mayor and General Manager be authorised to attend the 2020 City Deal Study Tour to the United Kingdom and Amsterdam.</p> <p>2. That a full report be presented to Council.</p>		May 2020

### Letters requested effective 4 February 2020

*Date of Decision *Mover	Action Item	Comments / updates
<b>City Development</b>		
11.06.19 KH	<p>ORD - 8.8 - Greater Macarthur Koala Partnership Forum</p> <p>4. That representations be made to the relevant Federal, State and Local members of parliament in support of the priority issues identified.</p>	<p>Letters sent on 11/10/2019 to Anouack Chanthivong MP, Dr Mike Freeland MP, Anne Stanley MP and Greg Warren MP.</p> <p>Response received on 4/12/2019 from Anouack Chanthivong MP and have been included in the February 2020 agenda.</p>
11.06.19 KH	<p>ORD 8.11 Proposed Biodiversity Certification Process Mount Gilead Stage 2</p> <p>3. That a letter be sent to the Department of Planning and Infrastructure noting our previous stated objections to the state Governments treatment of Beulah and Noorumba reserves and seek commitment that future bio banking sites will remain accessible to local wildlife populations.</p>	<p>Letter sent on 3/10/2019 to the Department of Planning and Industry and Environment.</p>
08.10.19 BG	<p>ORD - 8.5 Re-establishment of North Area Alcohol Free Zones</p> <p>7. That Council write to relevant organisations seeking comment in relation to the intention to establish an Alcohol Free Zone for Raby (Zone 2) in accordance with the Ministerial Guidelines for establishing Alcohol Free Zones.</p>	<p>Letters sent on 15/11/2019 to the Anti-Discrimination Board of NSW, Campbelltown Police, Raby Tavern and Tharawal Aboriginal Corporation.</p> <p>Responses received on 6/12/2019 from Campbelltown Police and on 19/12/2019 from the Anti-Discrimination Board and have been included in the February 2020 agenda as Item 8.2. No comments were received from Raby Tavern or Tharawal Aboriginal Corporation.</p>

### Letters requested effective 4 February 2020

*Date of Decision *Mover	Action Item	Comments / updates
<b>City Development</b>		
12.11.19 GB	<p>ORD NM - 11.1 Development Applications</p> <p>1. That representations be made to the Office of Local Government NSW, the Minister for Local Government, the shadow Minister for Local Government, the Minister for Planning and the shadow Minister for Planning expressing the Council's and the communities' frustration with the NSW Government's decision to remove the powers of determination for development applications away from elected councillors who represent their community.</p> <p>5. That Council writes to the Local State Members of Campbelltown and Macquarie Fields seeking their support on bringing decision making powers back to Council.</p>	Letters are currently being drafted.
<b>City Governance</b>		
08.10.19 MO	<p>ORD NM 11.1 Local Government Election Costs</p> <p>3. That Council write to the State Government seeking:</p> <p>a. Additional funding to implement community engagement strategies to maximise voter turnout at the Local Government election in 2020 from revenue raised by Revenue NSW through failure-to-vote penalties from prior elections.</p> <p>b. Further investigation of other election cost saving measures to minimise the financial burden on Councils.</p> <p>4. That Council write to both our State members seeking their support for this motion.</p>	<p>Letters sent on 6/11/19 to the Hon Shelly Hancock MP, Anoulack Chanthivong MP, Anne Stanley MP and Greg Warren MP.</p> <p>Responses received on 21/11/19 from Anne Stanley MP and 9/12/19 from The Hon Shelley Hancock MP and have been included in the February 2020 agenda.</p>

**9. QUESTIONS WITH NOTICE**

Nil

**10. RESCISSION MOTION**

Nil

**11. NOTICE OF MOTION**

Nil

**12. URGENT GENERAL BUSINESS**

**13. PRESENTATIONS BY COUNCILLORS**



## **14. CONFIDENTIAL REPORTS FROM OFFICERS**

### **14.1 Proposed Sale of Council Property**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following: -

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

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# CAMPBELLTOWN CITY COUNCIL

## Minutes Summary

**Ordinary Council Meeting held at 6.30pm on Tuesday, 11 February 2020.**

ITEM	TITLE	PAGE
1.	<b>ACKNOWLEDGEMENT OF LAND</b>	<b>3</b>
2.	<b>APOLOGIES</b>	<b>3</b>
3.	<b>CONFIRMATION OF MINUTES</b>	<b>3</b>
3.1	Minutes of the Ordinary Meeting of Council held 10 December 2019	3
4.	<b>DECLARATIONS OF INTEREST</b>	<b>4</b>
	Pecuniary Interests	
	Non Pecuniary – Significant Interests	
	Non Pecuniary – Less than Significant Interests	
	Other Disclosures	
5.	<b>MAYORAL MINUTE</b>	<b>4</b>
6.	<b>PETITIONS</b>	<b>4</b>
7.	<b>CORRESPONDENCE</b>	<b>4</b>
7.1	Local Government Election Costs	4
7.2	Greater Macarthur Koala Partnership Forum	5
7.3	The Hon Shelly Hancock MP	5
8.	<b>REPORTS FROM OFFICERS</b>	<b>5</b>
8.1	Development Application Status	5
8.2	Establishment of a new Alcohol Free Zone - Raby (Zone 2)	6
8.3	Result of Pre-Gateway Review - 71 St Andrews Road, Varroville	6
8.4	Pop Culture Evaluation Report	7
8.5	Local Government Bushfire Recovery Support Program	7
8.6	Investments and Revenue Report - November/December 2019	8
8.7	National General Assembly of Local Government Motions	8
8.8	Revised Investment Policy	8
8.9	Minutes of the Audit Risk and Improvement Committee Report	8
8.10	Quarterly Business Review Statement as at 31 December 2019	9

8.11	Reports and Letters Requested	9
<b>9.</b>	<b>QUESTIONS WITH NOTICE</b>	<b>9</b>
	Nil	
<b>10.</b>	<b>RESCISSION MOTION</b>	<b>9</b>
	Nil	
<b>11.</b>	<b>NOTICE OF MOTION</b>	<b>9</b>
	Nil	
<b>12.</b>	<b>URGENT GENERAL BUSINESS</b>	<b>9</b>
<b>13.</b>	<b>PRESENTATIONS BY COUNCILLORS</b>	<b>10</b>
<b>14.</b>	<b>CONFIDENTIAL REPORTS FROM OFFICERS</b>	<b>12</b>
	Confidentiality Recommendation	
	Recommendations of the Confidential Committee	
14.1	Proposed Sale of Council Property	13

## Minutes of the Ordinary Meeting of the Campbelltown City Council held on 11 February 2020

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**Present**

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

### 1. ACKNOWLEDGEMENT OF LAND

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

#### Council Prayer

The Council Prayer was presented by the General Manager.

### 2. APOLOGIES

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

That the apology from Councillor P Lake be received and accepted.

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

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

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### 3. CONFIRMATION OF MINUTES

#### 3.1 Minutes of the Ordinary Meeting of Council held 10 December 2019

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

That the Minutes of the Ordinary Council Meeting held 10 December 2019, copies of which have been circulated to each Councillor, be taken as read and confirmed with an amendment to Presentations by Councillors, point 7.

---

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

---

#### **4. DECLARATIONS OF INTEREST**

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

##### **Pecuniary Interests**

Nil

##### **Non Pecuniary – Significant Interests**

Councillor Greiss – Item 8.3 – Result of Pre-Gateway Review – 71 St Andrews Road, Varroville. Councillor Greiss advised he is a member of the Sydney Western City Planning Panel and that he will leave the chamber.

Councillor Lound – Item 8.3 – Result of Pre-Gateway Review – 71 St Andrews Road, Varroville. Councillor Lound advised he is a member of the Sydney Western City Planning Panel and that he will leave the chamber.

Councillor Hunt – Item 14.1 – Proposed Sale of Council Property. Councillor Hunt is a director on the Board that has significant interests in relation to the subject property and that she will leave chamber.

##### **Non Pecuniary – Less than Significant Interests**

Nil

##### **Other Disclosures**

Nil

#### **5. MAYORAL MINUTE**

#### **6. PETITIONS**

#### **7. CORRESPONDENCE**

##### **7.1 Local Government Election Costs**

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

That the letters be received and noted.

---



An **Amendment** was **Moved** Councillor Morrison, **Seconded** Councillor Hunt:

1. That the letters be received and noted.
2. That Council requests a report that outlines the costs and benefits of universal postal voting.

The Amendment became the motion.

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

---

## **7.2 Greater Macarthur Koala Partnership Forum**

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

That the letter be received and the information be noted.

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

---

## **7.3 The Hon Shelly Hancock MP**

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

That the letter be received and the information be noted.

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

---

## **8. REPORTS FROM OFFICERS**

### **8.1 Development Application Status**

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

That the information be noted.

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

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## 8.2 Establishment of a new Alcohol Free Zone - Raby (Zone 2)

---

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

1. That Council establish an Alcohol Free Zone to be known as Raby (Zone 2) over the streets, footpaths and car park areas detailed in attachment 1 to the report.
2. That subject to recommendation No.1, the Raby (Zone 2) Alcohol Free Zone be:
  - a) placed on Council's website giving notice of Council's decision
  - b) sign-posted in accordance with Council's standard Alcohol Free Zones sign template including a contact phone number of the Police Local Area Command; and
  - c) reviewed prior to the expiration of the North Area Alcohol Free Zones re-establishment period, being 24 December 2023.

Voting against the resolution was Councillor B Moroney.

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

Meeting note: Voting against the resolution was Councillor B Moroney.

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**Meeting note:** Having declared an interest in Item 8.3 Councillor Lound and Councillor Greiss left the Chamber at 6:49pm and did not take part in the discussion or vote on the matter.

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## 8.3 Result of Pre-Gateway Review - 71 St Andrews Road, Varroville

---

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

1. That Council note the decision of the Sydney Western City Planning Panel to support the submission of a draft Planning Proposal for 71 St Andrews Road, Varroville for a Gateway determination.
2. That Council notify the Department of Planning, Industry and Environment that it declines the offer of undertaking the role of local Planning Proposal Authority in this instance.

---

An **Amendment** was **Moved** Councillor Oates, **Seconded** Councillor Moroney:

1. That Council note the decision of the Sydney Western City Planning Panel to support the submission of a draft Planning Proposal for 71 St Andrews Road, Varroville for a Gateway determination.
-

2. That Council notify the Department of Planning, Industry and Environment that it declines the offer of undertaking the role of local Planning Proposal Authority in this instance.
3. That Council reaffirms by writing to the department its original resolution to not support the draft planning proposal submission to Gateway determination.

The Amendment was **CARRIED**

The Amendment became the **MOTION**.

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

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

Voting against the Resolution were Nil.

---

**Meeting note:** At the conclusion of the discussion regarding Item 8.3 Councillor Lound and Councillor Greiss returned to the Chamber at 6:55pm.

---

## 8.4 Pop Culture Evaluation Report

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

That the information be noted.

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

---

## 8.5 Local Government Bushfire Recovery Support Program

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

That the information be noted.

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

---

## 8.6 Investments and Revenue Report - November/December 2019

---

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

That the information be noted.

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

---

## 8.7 National General Assembly of Local Government Motions

---

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

That Council endorse the attendance of the Mayor and General Manager or delegate/s and any interested Councillors to the 2020 National General Assembly of Local Government in Canberra between 14 -17 June 2020.

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

---

## 8.8 Revised Investment Policy

---

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

1. That the revised Investment Policy attached to this report be adopted.
2. That the Investment Policy review date be set at 30 June 2021.

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

---

## 8.9 Minutes of the Audit Risk and Improvement Committee Report

---

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

That the minutes of the Audit Risk and Improvement Committee held 26 November 2019 be noted.

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

---

### **8.10 Quarterly Business Review Statement as at 31 December 2019**

---

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

That the adjustments recommended in the Quarterly Business Review be adopted.

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

---

### **8.11 Reports and Letters Requested**

---

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

That the information be noted.

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

---

## **9. QUESTIONS WITH NOTICE**

Nil

## **10. RESCISSION MOTION**

Nil

## **11. NOTICE OF MOTION**

Nil

## **12. URGENT GENERAL BUSINESS**

### 13. PRESENTATIONS BY COUNCILLORS

1. Councillor Meg Oates on 16 January with Councillor Hunt attended Campbelltown Arts Centre for the opening of two significant projects co-presented with Sydney Festival. The exhibition on display was The Island by Vernon Ah Kee which looked at different aspects of being an Aboriginal person living in society. The other project was the premiere of a new accessible performance by internationally acclaimed artist Justene Williams titled She Conjured the Clouds with Councillor Oates noting what a vibrant, colourful and remarkable performance. Councillor Oates encouraged all the community to attend and was pleased that Campbelltown Arts Centre was a destination for the Sydney Festival again.
2. Councillor Meg Oates on 24 January with The Mayor, Councillor Breticevic and Councillor Chowdhury attended Ingleburn Village to support the Silver Coin Project. The Silver Coin Project has been operating for four years in Campbelltown and provides financial support for students providing uniforms, lunches, school stationary and excursion fees. This year a special collection took place at Ingleburn with the community helping to raise funds and provide for local students who were impacted by bush fires with stationary going to Bargo Public, Buxton Public, Yandeera Public, Oakedale Public, Colo Vale Public, Tahmoor Public and Hill Top Public. Councillor Oates noted the strong community spirit and phenomenal effort by all the volunteers.
3. Councillor Masood Chowdhury on 29 January celebrated the Festival of Puja which a time when Hindu Bengali communities celebrate during February with a cultural program with food and activities for Children that was highly attended by local residents.
4. Councillor Masood Chowdhury on 1 February with Councillors Lound, Hunt, Gilholme and Morrison attended Light Up the Lane at Erica Lane, Minto. The event was attended by a large number of locals with a great variety of cultures attending to celebrate Minto. Councillor Chowdhury thanked Uniting Minto and Council's City Lifestyle team for providing this opportunity for the residents of Minto.
5. Councillor Karen Hunt on 8 February attended the official opening of the Little Athletics NSW Regional Championships to be held over three days - One of eight regions holding the same championships. Over 1200 athletes in groups spanning under eight years to under 17 years representing clubs covering a large area from Campbelltown, Ingleburn, Ambarvale, Bankstown, Camden, Girraween, Douglas Park, Cabra Vale/Fairfield, Liverpool, Prestons, Warradale, Everley Park (Chester Hill), Eschol Park, Holroyd, Greystanes, Western Blues from Austral and Smithfield to gain a place at the next level and be a NSW State representative.

The competition proceeded in ghastly weather conditions. The first two places of each event from the eight regions qualify automatically to progress to State representation. Little Athletics NSW then selects the next best eight from across all regional championships to reach a total of 24 athletes in each event at State Championships.

Councillor Hunt congratulated each and every athlete on reaching this highly competitive level of athletics and thank their parents for the never-ending support to help them reach their goals. Councillor Hunt thanked the numerous club volunteers and officials who continue to ensure these events continue. Councillor Hunt thanked the Director and stadium staff who always ensure the field is in excellent order to hold these events.

6. Councillor Darcy Lound on 7 February attended Campbelltown Stadium to watch the Australian female soccer team, the Matildas play to qualify for Olympics. Councillor Lound thanked the staff for their efforts in arranging these games on such short notice and commented on the excellent condition of the ground how wonderful it was to have the Matildas and world class teams play at our stadium. Councillor Lound noted the great form the Matildas were in placing in top of their division for Olympic qualification.
7. Councillor Darcy Lound on 5 February attended the Ingleburn Lions Club Annual Dinner which was attended by the District Governor, Gordon Matthews and his wife Lyn. Councillor Lound thanked the Lions Club for their work with many BBQ to raise funds for the local community supporting St Vincent de Paul, Youth Solutions, Campbell House and Odyssey House.
8. Councillor Rey Manoto on 14 January with Councillor Chowdhury, the General Manager and the Director of City Governance attended Campbelltown Police Station for the 19<sup>th</sup> year memorial service for Senior Constable James Affleck. Senior Constable James Affleck was tragically killed in the line of duty and gave the ultimate sacrifice. Councillor Manoto passed on his appreciation to Senior Constable John Crawford for arranging a memorial to pay tribute each year.
9. Councillor Ben Gilholme on 31 December attended the New Year's Eve celebrations at Koshigaya Park. This year had no fireworks in light of the recent bush fires and Councillor Gilholme supported and congratulated Council on this decision. Bella and Christian from C91.3 were present and kept the crowd's energy levels up. Councillor Gilholme thanked all involved.
10. Councillor Warren Morrison on 11 December attended the Gift of Time Awards at the Civic Centre. Councillor Morrison noted his appreciation for all award recipients for their hard work and support they provide to the community.
11. Councillor Warren Morrison on 18 January with Councillors Chowdhury, Hunt and Manoto attended the Tennis Macarthur Open Day at Wests Tennis Club. Councillor Morrison noted what a great opportunity this was to showcase the tennis facilities at Leumeah. Councillor Morrison passed on his thanks to everyone at Tennis Macarthur for organising the open day and the coaching and opportunities they provide for the area.
12. Councillor Warren Morrison passed on his appreciation for the Silver Coin Project and the financial support they provide in providing resources to students at primary schools in the local area.
13. Councillor Warren Morrison on 26 January attended the Australia Day Awards at the Greg Percival Community Centre, Ingleburn. Councillor Morrison congratulated all recipients and welcomed all the new citizens.
14. Councillor Warren Morrison on 1 February attended Light Up the Lane at Erica Lane, Minto. Councillor Morrison thanked the community group, Uniting Minto for all their help with Council to organise this community event.
15. Councillor Bob Thompson thanked the City Delivery team for their efforts in keeping our LGA looking great, in particular the parks. Councillor Thompson thanked the City Development team for responding to all his queries from residents in a timely manner.



16. The Mayor, Councillor Brticevic on 11 December attended the Gift of Time Awards. Councillor Brticevic noted the large number of awards presented and thanked all receivers for their community spirit and volunteering their time.
17. The Mayor, Councillor Brticevic welcomed all Councillors, Council Executive and staff, the media and the regular attendees in the public gallery back to Chambers for the 2020 Council year.
18. The Mayor, Councillor Brticevic on 25 January attended Our Lady of Mount Carmel, Varroville to celebrate mass and the view relics of St Therese, St Martin and St Zelig. Councillor Brticevic thanked Bishop Brian Mascord, Father Shane and the Carmelite Community.
19. The Mayor, Councillor Brticevic on 26 January attended the Australia Day Awards. The 2020 Citizen of the year was Emma Macfarlane. Councillor Brticevic congratulated all the Australia Day Award Winners and congratulated all the new citizens noting the vast range of cultures and what a wonderful multicultural community Campbelltown LGA represents. Councillor Brticevic passed on his thanks to the Council event staff for their help at these events.
20. The Mayor, Councillor Brticevic on 2 February attended the postponed Volunteer Bush Care Christmas party at Simmos Beach. Councillor Brticevic commented on how enjoyable it was to see the bush care volunteers in the different areas and appreciated their efforts with continuous tree planting, weeding and removing rubbish.
21. The Mayor, Councillor Brticevic on 7 February attended Campbelltown Stadium to watch the Matildas. Councillor Brticevic shared that their win has put them in a good position for the qualifying match for the Olympics. Councillor Brticevic shared that one of the Matildas players, Alanna Kennedy is a Campbelltown local and passed on her excitement to play in front of family and friends at Campbelltown. Councillor Brticevic passed on his appreciation to all the Matildas players for taking the time after matches to take pictures and sign autographs with local kids.

## 14. CONFIDENTIAL REPORTS FROM OFFICERS

### Confidentiality Recommendation

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

1. That this Ordinary Meeting of Council be adjourned and reconvened as a meeting of the Confidential Committee for discussion of item 14.1 which is considered to be confidential in accordance with Section 10A(2) of the *Local Government Act 1993*, as indicated below:

#### **Item 14.1 Proposed Sale of Council Property**

Item 14.1 is confidential in accordance with Section 10A(2)(c) of the *Local Government Act 1993* as the report refers to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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2. Council considers that discussion of the business in open meeting would be, on balance, contrary to the public interest.
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**The Ordinary Meeting of Council was adjourned at 7.35pm and reconvened as a meeting of the Confidential Committee at 7.36pm.**

## **Recommendations of the Confidential Committee**

**Meeting note:** Having declared an interest in Item 14.1 Councillor Hunt left the Chamber at 7:37pm and did not take part in the discussion or vote on the matter.

### **14.1 Proposed Sale of Council Property**

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

That Council deals with the subject property on the terms and conditions outlined in this report.

Voting against the resolution was Councillor G Greiss and Councillor T Rowell.

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

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**Meeting note:** At the conclusion of the discussion regarding Item 14.1 Councillor Hunt returned to the Chamber at 7:41pm.

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

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

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

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**At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 7.42pm and the Mayor read the resolution for Item 14.1 to the open meeting.**

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

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

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

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

Confirmed by Council on

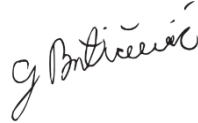
..... General Manager ..... Chairperson

## **CONFIRMATION OF COUNCIL'S ORDINARY MEETING MINUTES**

**At the Council Meeting held 10 March 2020 the following Council minutes were adopted:**

There being no further business at the meeting of 11 February 2020, the meeting closed at 7.43pm.

Confirmed by the Chairperson:

A handwritten signature in black ink, appearing to read 'G. McIntyre', is written above the 'Confirmed by the Chairperson:' text.