

2018

ORDINARY BUSINESS PAPER

CAMPBELLTOWN CITY COUNCIL



13 November

COMMON ABBREVIATIONS

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



06 November 2018

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

Lindy Deitz
General Manager

Agenda Summary

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1. ACKNOWLEDGEMENT OF LAND

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

2. APOLOGIES

Nil at time of print.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Extraordinary Meeting of Council held 9 October 2018

Officer's Recommendation

That the Minutes of the Extraordinary Meeting of Council held 9 October 2018, copies of which have been circulated to each Councillor, be taken as read and confirmed.

Report

That the Minutes of the Extraordinary Meeting of Council held 9 October 2018 are presented to Council for confirmation.

Attachments

1. Minutes of the Extraordinary Meeting of Council held 9 October 2018 (contained within this report)

CAMPBELLTOWN CITY COUNCIL

Minutes Summary

Extraordinary Council Meeting held at 6.30pm on Tuesday, 9 October 2018.

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Minutes of the Extraordinary Meeting of the Campbelltown City Council held on 9 October 2018

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

1. ACKNOWLEDGEMENT OF LAND

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

Council Prayer

The Council Prayer was presented by the General Manager.

2. APOLOGIES

Nil

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

3. DECLARATIONS OF INTEREST

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

Pecuniary Interests

Nil

Non Pecuniary – Significant Interests

Nil

Non Pecuniary – Less than Significant Interests

Nil

Other Disclosures

Nil

Councillor Gilhome joined the meeting at 6:45pm.

4. REPORTS FROM OFFICERS

4.1 Financial Statements 2017-2018

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

That the financial reports and the Auditors reports for the period 1 July 2017 to 30 June 2018 be received and noted.

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

There being no further business the meeting closed at 7.23pm.

Confirmed by Council on

..... General Manager Chairperson

3.2 Minutes of the Ordinary Meeting of Council held 9 October 2018

Officer's Recommendation

That the Minutes of the Ordinary Meeting of Council held 9 October 2018, copies of which have been circulated to each Councillor, be taken as read and confirmed.

Report

That the Minutes of the Ordinary Meeting of Council held 9 October 2018 are presented to Council for confirmation.

Attachments

1. Minutes of the Ordinary Meeting of Council held 9 October 2018 (contained within this report)

CAMPBELLTOWN CITY COUNCIL

Minutes Summary

Ordinary Council Meeting held at the conclusion of the Annual General Meeting on Tuesday, 9 October 2018.

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Minutes of the Ordinary Meeting of the Campbelltown City Council held on 9 October 2018

Present

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

1. ACKNOWLEDGEMENT OF LAND

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

Council Prayer

The Council Prayer was presented by the General Manager.

2. APOLOGIES

Nil

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

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held 11 September 2018

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

That the Minutes of the Ordinary Meeting held 11 September 2018 copies of which have been circulated to each Councillor, be taken as read and confirmed.

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

3.2 Minutes of the Extraordinary Meeting of Council held 11 September 2018

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

That the Minutes of the Extraordinary Meeting held 11 September 2018 copies of which have been circulated to each Councillor, be taken as read and confirmed.

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

4. DECLARATIONS OF INTEREST

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

Pecuniary Interests

Councillor Brticevic – Item 8.2 – Remove Clause 4.1A Cap on Maximum Number of Dwellings at Claymore, Western Sydney University Site and Airds/Bradbury – Councillor Brticevic advised that he has property interests in the area.

Non Pecuniary – Significant Interests

Nil

Non Pecuniary – Less than Significant Interests

Councillor Greiss – Item 12 – Urgent General Business – Councillor Greiss advised that he works with the Member for Wollondilly.

Other Disclosures

Nil

5. MAYORAL MINUTE

5.1 Director City Governance Retirement

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

That the information be noted.

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

5.2 Supporting Drought Relief

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

1. That Council staff contact Coonamble Shire Council to offer to assist with developing an event or activity that supports its community at this time of drought devastation, with the activity being funded and delivered by Campbelltown City Council.
2. That Council determine funding of \$20,000 to be made available through Council's Grants, Sponsorship and Donation Policy, to fund a relief activity in Coonamble that provides a recreational opportunity for families in the region.

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

6. PETITIONS

7. CORRESPONDENCE

7.1 Status Resolution Support Services (SRSS) Payments

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

That the letter be received and the information be noted.

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

7.2 State Government Funding Public Libraries

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

That the letter be received and the information be noted.

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

8. REPORTS FROM OFFICERS

8.1 Draft City Wide Contributions Plan

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

1. That the draft Campbelltown Local Infrastructure Contributions Plan 2018 be placed on public exhibition for a minimum of 28 days.
2. That Council receives a further report that outlines the responses to any submissions received during the exhibition period.

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

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 R George.

Voting against the Resolution were Nil.

Having declared an interest in Item 8.2 Councillor Brticevic left the Chamber at 8:09pm and did not take part in the discussion or vote on the matter.

8.2 Planning Proposal - Remove Clause 4.1A Cap on Maximum Number of Dwellings at Claymore, Western Sydney University Site and Airds/Bradbury

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

1. That Council supports the draft planning proposal to remove Clause 4.1A from the Campbelltown Local Environmental Plan 2015.
2. That Council forward the draft planning proposal (refer to attachment 1) to the Greater Sydney Commission for a gateway determination.
3. That subject to no major issues raised by the gateway determination, Council proceeds to public exhibition of the draft planning proposal.
4. That Council request that the gateway determination only require the public exhibition be for a period of 14 days.
5. That Council request delegation from the Greater Sydney Commission to allow Council to finalise the draft planning proposal.
6. That subject to no objections being received, as a result of the public exhibition, Council proceed to finalising the draft planning proposal.

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

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

Voting against the Resolution were Councillor B Thompson.

Councillor Brticevic returned to the Chamber at 8:36pm at the conclusion of Item 8.2.

8.3 Status of Applications

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

That the information be noted.

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

8.4 Greater Macarthur Koala Partnership Forum

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

That:

1. Council collaborate with relevant stakeholders in supporting the creation of a 'Greater Macarthur Koala Partnership Forum' to further investigate:
 - a) the implementation of a natural assets corridor network for the Greater Macarthur Growth Area supporting the long term vision of future-proofing koala habitat and movement within the region.
 - b) the feasibility of developing a koala care program for the Greater Macarthur region; and in doing so explore opportunities for the establishment of local facilities for a koala hospital and rehabilitation sanctuary (that could provide contingencies to further leverage eco-tourism and draw visitors to the area).
2. Council invite Wollondilly Shire Council, relevant community groups including representatives of WIRES and other local koala rescue groups, local veterinarians, relevant State and Commonwealth agencies, landowners within the Greater Macarthur Growth Area, local Members of Parliament and the Georges River Combined Councils' Committee (GRCCC) 'Riverkeeper' seeking their direct involvement in the Forum. The structure and membership of the Forum should allow for the addition of future relevant stakeholders as identified.
3. Council invites Wollondilly Shire Council to extend an invitation to interested landholders of the Wollondilly Shire, where their land holdings also exist within the Greater Macarthur Growth Area (Wollondilly) and form part of important koala corridors.

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

8.5 Minutes of Campbelltown Arts Centre Strategic Committee held 29 August 2018

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

That the minutes be noted with an amendment to Item 6.2 to replace 'Carmel Blanco' with Carmen Blanco.

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

8.6 Reports and Letters Requested

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

That the information be noted.

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

8.7 Proposed Naming of a Park in Bardia

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

1. That Council endorse Russell Copeman Park as the proposed name for a future park in the suburb of Bardia.
2. That Council publicly exhibit this naming proposal for a period of 28 days for public comment.
3. That, should no objections to this naming proposal be received during the public exhibition period, Council submit an application to the Geographical Names Board of NSW to have Russell Copeman Park assigned as the geographical name for this park.

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

8.8 Work Health and Safety Policy

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

1. That the Work Health and Safety Policy be adopted.
2. That the review date for the Work Health and Safety Policy be set at 30 September 2021.

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

8.9 Insurance Renewals

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

That the information be noted.

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

8.10 Investment and Revenue Report - August 2018

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

That the information be noted.

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

8.11 Disclosure of Interest Returns 2017-2018

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

That the information be noted.

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

8.12 Financial Assistance Grant 2018-2019

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

1. That the information be noted.
2. That the 2018-2019 Financial Assistance Grant budget be adjusted along with the corresponding increase to the local roads expenditure forecast.

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

9. QUESTIONS WITH NOTICE

Nil

10. RESCISSION MOTION

10.1 Rescission - Campbelltown Alliance

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

That the Council decision at the Ordinary Meeting of Council held 11 September, **8.13 - Campbelltown Alliance** -

That Council endorses the creation of the Campbelltown Alliance, a high level stakeholder advisory group to provide independent strategic advice and feedback to Council for major

CBD related projects and that all interested Councillors be invited to participate in the group.

be rescinded.

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

11. NOTICE OF MOTION

11.1 Campbelltown Alliance

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

That should the rescission motion be carried, Council not proceed with the Campbelltown Alliance, at this time.

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

12. URGENT GENERAL BUSINESS

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

That the item of Urgent General Business – Drought Relief Assistance to Wollondilly be brought forward.

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

12.1 Drought Relief Assistance to Wollondilly

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

That an urgent report be considered by Council at the November Council meeting on the most appropriate means to provide drought relief assistance to Wollondilly.

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

13. PRESENTATIONS BY COUNCILLORS

1. Councillor Bob Thompson passed on his thanks to the Council staff in City Delivery for the upkeep of our beautiful Mawson Park and the dedication that goes into maintaining this for the community to enjoy.
2. Councillor Warren Morrison advised that an invitation has been sent to all Councillors for the 24 Hour Fight Against Cancer Macarthur to be held on 20 October, at Campbelltown Sports Stadium. The 24 Hour Fight Against Cancer Macarthur is an annual fundraising event that provides cancer services in Macarthur and Camden with additional equipment needed to assist in the treatment, care and comfort of children and adults fighting cancer. Councillor Morrison extended the invitation to all council staff and residents to create a team and be involved in this event.
3. Councillor Ben Moroney attended the John Pat Memorial Day march at Koshigaya Park on 29 September. The memorial was a day of healing and community spirit to remember John Pat, a 16 year old Aboriginal boy who died and all the Aboriginal people who have died in custody. Councillor Moroney thanked the event organisers.
4. Councillor Margaret Chivers attended the Women in Business Leadership Development Program graduation on 24 September. The program is facilitated by MacPac HR and involved a diverse group of Women from all industries. Councillor Chivers noted the positive feedback from the graduates and were keen for the program to continue so other Women in the community can benefit. Councillor Chivers thanked the Economic Development team for being a positive symbol of what Council is doing for the community.
5. Councillor Margaret Chivers attended Sarah Redfern High School on 26 September for the Year 12 graduation ceremony. Councillor Chivers spoke with the students and noted the confidence the students have as they shared their passion for their school and expressed how grateful they are for the selection of subject choices. Councillor Chivers noted that the school has morphed into a wonderful school and it was wonderful to spend time with the students.
6. Councillor Karen Hunt along with Councillor Meg Oates attended Thomas Redall High School on 27 September for the Year 12 graduation ceremony. Councillors Hunt and Oates noted the comradery that the students have for their peers and that it was wonderful to witness.
7. Councillor Karen Hunt attended St Gregory's College on 28 September for the Year 12 graduation ceremony. Councillor Hunt noted the students were vibrant and happy and pleased to have finished their school education, but apprehensive as they approach the HSC examination. Councillor Hunt commented on the robust voices as the students sung during the ceremony and how moving it was to witness the teachers sing back to the students.
8. Councillor Masood Chowdhury, along with Councillors Lound and Hunt attended FEAST Campbelltown at Redfern Park on 22 September, where 2,500 people attended to celebrate the diverse food and culture in our community. The festival involved cultural performances, food stalls and cooking demonstrations.
9. Councillor Meg Oates attended the Campbelltown Arts Centre to celebrate the 30 year anniversary. The celebrations involved a lunch which was attended by former and current artists and staff and was an opportunity for those who were very much involved in the

centre to celebrate the journey to date. Councillor Oates received feedback that the Arts Centre has put Campbelltown on the international stage.

10. Councillor Meg Oates attended San-ju, a Japanese Garden event held at Campbelltown Arts Centre on 6 October which celebrated the anniversary of the Arts Centre when the Japanese Gardens tea house was built and donated to Campbelltown in 1986. The celebrations included traditional music displays of taiko drumming, traditional dance performances, origami and kimono dress ups.
11. Councillor George Brticevic attended Mount Carmel Catholic College on 27 September, for the Year 12 graduation ceremony that celebrated the end of their formal schooling, reflecting the students journey at Mount Carmel.
12. Councillor George Brticevic attended the Australian Croatian Chamber of Commerce NSW on 26 September for Croatian Independence Day to celebrate the Independence of Croatia, which occurred on 8 October 1991.

Confidentiality Recommendation

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

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

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

The Ordinary Meeting of Council was adjourned at 9.40pm and reconvened as a meeting of the Confidential Committee at 9.41pm.

14. CONFIDENTIAL REPORTS FROM OFFICERS

14.1 Land Acquisitions within Menangle Park

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

1. That Council approve the purchase of the two properties described below, on the terms outlined within this report.
 2. That Council approve the compulsory acquisition of the properties pursuant to section 186 and 187 of the *Local Government Act 1993* and undertake the necessary actions for compulsory acquisition if an agreement cannot be reached between Council and the affected owners.
-

-
3. That Council proceeds with the necessary application to the Minister for Local Government and the Governor in accordance with the provisions of the *Local Government Act 1993* to obtain approval to provide an application notice under the *Land Acquisitions (Just Terms) Act 1991*.
 4. That upon purchase or acquisition, each site is classified as 'operational'.
 5. That all documentation associated with the purchase or acquisition of the subject lands be executed under the Common Seal of Council.

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

14.2 Licence Agreement - Council Land in Ambarvale

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

1. That Council agrees to enter into a Licence Agreement over the property referred to below under the terms and conditions outlined in the body of this report.
2. That any documentation associated with the Licence Agreement be executed under the Common Seal of Council, if required.

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

14.3 Licence Agreement, Council Land in Campbelltown

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

1. That Council agree to enter into a new two year Management Agreement with the entity named in this report to operate and maintain the subject property, on the terms outlined in this report.
2. That all documentation associated with the Management Agreement be executed under the Common Seal of Council, if required.

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

It was **Moved** Councillor Lake, **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.

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

At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 9.59pm.

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

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

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

There being no further business the meeting closed at 10.00pm.

Confirmed by Council on

..... General Manager Chairperson

3.3 Minutes of the Extraordinary Meeting of Council held 30 October 2018

Officer's Recommendation

That the Minutes of the Extraordinary Meeting of Council held 30 October 2018, copies of which have been circulated to each Councillor, be taken as read and confirmed.

Report

That the Minutes of the Extraordinary Meeting of Council held 30 October 2018 are presented to Council for confirmation.

Attachments

1. Minutes of the Extraordinary Meeting of Council held 30 October 2018 (contained within this report)

CAMPBELLTOWN CITY COUNCIL

Minutes Summary

Extraordinary Council Meeting held at 6.30pm on Tuesday, 30 October 2018.

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6.1	Acquisition Opportunities, Campbelltown	4

Minutes of the Extraordinary Meeting of the Campbelltown City Council held on 30 October 2018

Present The Mayor, Councillor G Brticevic
 Councillor M Chivers
 Councillor M Chowdhury
 Councillor B Gilholme
 Councillor K Hunt
 Councillor D Lound
 Councillor B Moroney
 Councillor W Morrison
 Councillor M Oates

1. ACKNOWLEDGEMENT OF LAND

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

Council Prayer

The Council Prayer was presented by the Acting General Manager.

2. APOLOGIES

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

That the apology from Councillor G Greiss, Councillor R George, Councillor P Lake, Councillor R Manoto and Councillor B Thompson be received and accepted.

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

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

3. DECLARATIONS OF INTEREST

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

Pecuniary Interests

Nil

Non Pecuniary – Significant Interests

Nil

Non Pecuniary – Less than Significant Interests

Nil

Other Disclosures

Nil

4. REPORTS FROM OFFICERS

4. Review of Campbelltown Local Environmental Plan 2015

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

1. That Council support the LEP Review Report and the Draft Project Plan attached to this Report.
2. That Council forward the Report and the attached Draft Project Plan to the Greater Sydney Commission in accordance with the legislative requirements outlined in the Environmental Planning and Assessment Act 1979.

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

5. URGENT GENERAL BUSINESS

Nil

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

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

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

The Ordinary Meeting of Council was adjourned at 6.52pm and reconvened as a meeting of the Confidential Committee at 6.53pm.

6. CONFIDENTIAL REPORTS FROM OFFICERS

6.1 Acquisition Opportunities, Campbelltown

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

1. That Council seeks to acquire the properties described in this report on the terms and conditions outlined in the Summary section below.
2. That all documentation be executed under the Common Seal of Council if required.

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

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.

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

At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 7.08pm

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

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

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

There being no further business the meeting closed at 7.09pm.

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 Spraying of Noxious Weeds on the M31

Officer's Recommendation

That the letter be received and the information be noted.

A follow up letter to the Hon Melissa Price MP regarding the spraying of Noxious Weeds on the M31.

Attachments

1. Copy of Letter to the Hon Melissa Price MP regarding the Spraying of Noxious Weeds on the M31 (contained within this report)



23 October 2018

The Hon Melissa Price MP
Parliament House
CANBERRA ACT 2600

Dear Madam,

African Olive and Blackberry along Hume Hwy (M31)

I refer to Council's letter in December 2017 requesting the spraying of Blackberry and African Olive along both sides of M31 from Brooks Road to St Andrews Road in the Campbelltown Local Government Area (LGA).

African Olive and Blackberry are widespread weeds within the Campbelltown Local Government Area and are present in high densities within the Hume Hwy road corridor. The spread of these weed species is impacting on surrounding lands including Critically Endangered Cumberland Plain Woodland and Endangered River-flat Eucalypt Forest vegetation. Whilst Council understands that these weed species are not high priorities within the Greater Sydney Strategic Weed Management Plan 2017-2022, land managers still have a responsibility to ensure that weeds on their land do not impact on surrounding properties.

Council would like to understand the management practices in place to control these weeds in terms of both their visual impacts and the control of the spread to surrounding lands.

If you require any further information please contact Council's Director City Delivery, Kevin Lynch on (02) 4645 4636.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Lindy Deitz
General Manager

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

7.2 Supporting Drought Relief - Coonamble Shire Council

Officer's Recommendation

That the letter be received and the information be noted.

Letter of appreciation from Coonamble Shire Council regarding the support offered from Campbelltown City Council for the drought relief community event.

Attachments

1. Letter from Mr Rick Warren, General Manager, Coonamble Shire Council (contained within this report)

Our Ref:

L3
RW JM

Your Ref

18 October 2018



Cr George Brticevic
Mayor
Campbelltown City Council
Post Office Box 57
CAMPBELLTOWN NSW 2560

Dear Cr Brticevic

DONATION FOR COMMUNITY EVENT

Council received advice from your Executive Officer, Ms Amanda King, that your Mayoral Minute to support Coonamble through a community event during this time of drought was endorsed at a recent meeting.

I responded to Amanda with the information she was seeking and I am delighted to have my Director of Community Services, Ms Robyn Ryan, working with her to identify an appropriate event and to start the process.

Your Council's decision is, indeed, a generous one and will be extremely well received by our drought stricken community.

I look forward to catching up with you during the Fisher's Ghost Festival later in the year and thank you for your Council's concern at this time.

Yours sincerely

SIGNATURE HAS BEEN REMOVED

RICK WARREN
General Manager

8. REPORTS FROM OFFICERS

8.1 Drought relief assistance to Wollondilly

Reporting Officer

General Manager

Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.1 - Support the resilience, growth and diversity of the local economy

Officer's Recommendation

1. That Council support the Dilly Drought Drive through fundraising opportunities at a range of upcoming Council events, with all funds raised matched dollar for dollar
2. That the matched funding provided by Council be capped at \$5,000.

Purpose

To provide Council with a range of opportunities to support local drought relief efforts, through a number of fundraising activities.

History

Council at its meeting held 9 October 2018 resolved:

that an urgent report be presented at the November Council meeting on the most appropriate means to provide drought relief assistance to Wollondilly.

Report

Wollondilly's population of 51,000 people includes approximately six percent of residents that rely on agriculture for employment. In 2015-2016, the total value of agricultural output in Wollondilly Shire was \$97m. Wollondilly is currently feeling the effects of drought throughout their community, both directly and indirectly.

A range of fundraising activities have taken place across our region, particularly over past six months, to fundraise and increase awareness for the current drought situation, which sees all of New South Wales considered to be in drought, or drought affected. These activities have been undertaken by a range of community and business led fundraising groups, with most fundraising in the Wollondilly area being facilitated through the Dilly Drought Drive, a local fundraising group that has been auspiced by the Lions Club of Tahmoor.

Campbelltown Council has supported the fundraising activities of groups raising funds for the Dilly Drought Drive, including promoting fundraising efforts at the West Tigers v Manly-Warringah Sea Eagles game at Campbelltown Sports Stadium in August, as well as supporting a family fun and fundraising event, run by Eat Shop Love in Mawson Park in August.

Council's upcoming community event calendar provides a range of opportunities to further support the fundraising efforts of the Dilly Drought Drive, with access to a broad and engaged local audience.

The following fundraising opportunities have been identified:

- the Rotary Club's of Campbelltown and Macarthur Sunrise participate annually in the Campbelltown Christmas Carols event, with funds raised through the community barbecue and the sale of light-up merchandise, being donated to local causes and programs supported Rotary. Both groups have agreed to direct funds raised on the night to drought relief fundraising under this initiative
- an optional gold coin donation in return for the Carols booklets provided by Council to attendees, would also be promoted at the Christmas Carols event
- a collection tin be available at the Information Tent at New Year's Eve celebrations in Koshigaya Park, with the MC to encourage donations throughout the event
- at Council's Australia Day event, flag wavers are made available to attendees and these are always a popular giveaway. It is proposed that these items be provided in return for a gold coin donation to the fundraising effort, and that a collection tin be available at the event.

To demonstrate a commitment to supporting our neighbours in Wollondilly, it is recommended that Council match any funds raised through these efforts, dollar for dollar, up to a cap of \$5,000 under the Disaster Relief category in Council's Grants, Sponsorship and Donation Policy with the funds donated to the Dilly Drought Drive in early February 2019.

Attachments

Nil

8.2 Assisting Koala Carers with the Management of Koala Food

Reporting Officer

Director City Development
City Development

Community Strategic Plan

Objective	Strategy
2 Outcome Two: A Respected and Protected Natural Environment	2.1 - Implement and advocate for initiatives that conserve the city's natural environment

Officer's Recommendation

That Council provide, on formal request, a 240L garden organics bin free of charge to registered koala carers residing in the Campbelltown Local Government Area holding a valid licence issued by the National Parks and Wildlife Service, to assist with the disposal of organic waste arising from their carer duties.

Purpose

To provide a response to Council's request for information in relation to the sourcing of koala food and food assistance options for registered koala carers within the Campbelltown Local Government Area.

History

Council at its meeting of 28 November 2017 requested that a report be presented to Council investigating how Council can assist carers in obtaining and disposing of koala food.

Suggestions for how this assistance may be provided included:

- Council staff and contractors identifying and setting aside branches from eucalyptus trees from worksites and tree-clearing activities for carers to access; and
- Council providing a free green waste drop-off for registered koala carers to dispose of unused or inappropriate leaves.

Report

Council is committed to working towards securing a sustainable future for our local koala population. An important part of this work is ensuring that there are adequate food resources available to local wildlife carers and veterinarians whom care for sick and/or injured koalas.

A lack of access to koala food resources, or 'browse', was first flagged as an issue for local veterinarians working at the Koala Health Hub in Camden, back in 2014. Since this time, Council has prioritised the planting of preferred koala food tree species, and undertaken a number of community tree planting activities and events with the aim of serving the additional purpose of creating an arboretum of koala food trees.

The intention of this work is to, over time, and across various Council Reserves, provide much needed browse feed, which can be harvested by local veterinarians and wildlife carers alike.

These initiatives include the:

- planting of 500 trees - Koala food tree planting day, organised as part of a collaborative grant project with Greater Sydney Local Land Services (GS-LLS) Improving Urban Koala Habitat Linkages and Community Stewardship held adjacent to Georges River Road in Airds, Smiths Creek Reserve (National Tree Day, 2015)
- planting of 650 trees - Rehabilitation of core koala habitat as part of a collaborative grant project with GS-LLS Menangle Creek Riparian Restoration Project held at Noorumba Reserve, Rosemeadow (2015-2016)
- planting of 100 trees - Restoration of core koala habitat as part of a collaborative grant project with the Federal Government's Green Army to help improve Quirk Reserve, Bradbury (National Tree Day, 2016)
- planting 1500 trees - Koala food tree planting day organised as part of a collaborative grant project with GS-LLS titled 'Mitigating key threats to Campbelltown's koala population' held at Noorumba Reserve, Rosemeadow (National Tree Day, 2017)
- planting of 1000 trees - Koala food tree planting day organised in conjunction with local wildlife care and advocacy groups held at Thomas Acres Reserve, Ambarvale (National Tree Day, 2018)
- planting of 500 trees - Koala food tree planting day organised in conjunction with the Campbelltown Catholic Club Do Something Day at Pinaroo Reserve, Bradbury (2018)
- planting of 25 preferred koala food trees by Council Officers and local residents at Stromlo Reserve, Ruse (Offset plantings, 2018)

Wildlife care and rescue groups are licenced as fauna rehabilitation groups under the NSW National Parks and Wildlife Services (NPWS). Eligibility and the maintaining of registration requires volunteers to adhere to relevant policies and legislation in the rehabilitation and care of native wildlife. A key part of the licencing is that carers are authorised to harvest native vegetation on public lands that exist within and around the Campbelltown LGA, to use as food resources for sick and/or injured wildlife in care.

In addition to the embellishment of peri-urban Council Reserves with preferred koala food trees for this purpose; wildlife carers in Campbelltown are fortunate by way of their authority under the NPWS registration, in that they are able to access extensive areas of native vegetation along the Georges River and Dharawal National Park, which serve as an endless supply of harvesting opportunities for koala browse.

Currently, it is understood that NPWS have three registered koala carers located within the Campbelltown Local Government Area, and consultation with these carers was undertaken to establish their requirements for the obtaining of koala food stock and the disposal of organic waste arising from their carer duties.

Of these registered carers, two indicated that they have been able to accommodate the disposal of excess organic waste within their existing kerbside garden organics service, and the third indicated that one additional 240L garden organics bin would be sufficient to accommodate any excess material requiring disposal.

An additional 240L garden organics bin is considered to be the most feasible, convenient and cost effective option for providing an organics disposal service to koala carers. It is likely that a designated organics drop-off location would attract dumping of other items by the general public, which would result in greater waste disposal costs to Council, and is therefore not considered to be a feasible option.

If required, an additional 240L garden organics bin can be arranged for a registered koala carer at no cost. The standard domestic charge for an additional 240L garden organics bin is \$110.75 per bin, per annum.

To arrange this additional service, a registered carer would be required to provide a written request to Council accompanied by a copy of their current licence with the National Parks and Wildlife Service (NPWS) to demonstrate their registered carer status. An additional garden organics bin could then be provided to the registered carer, and the associated fee waived for the duration of the financial year, or the period of their registration.

Should the additional service be required over multiple financial years, the registered carer would be required to confirm their ongoing formal carer status, with a current copy of their licence with NPWS provided to the Council on an annual basis, in order for the annual fee to be waived for that year.

Attachments

1. National Tree Planting Day Site - July 2015 (contained within this report)
2. National Tree Planting Day Site - October 2018 (contained within this report)





8.3 Household E-Waste Drop Off Event

Reporting Officer

Director City Development
City Development

Community Strategic Plan

Objective	Strategy
2 Outcome Two: A Respected and Protected Natural Environment	2.3 - Promote and educate our community on sustainable practices and encourage practicable take up of more sustainable life-choices

Officer's Recommendation

1. That the report be received and noted.
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.

Purpose

To update Council on the results of the Household E-Waste Drop Off Event held on 4 and 5 August, 2018.

History

Electronic waste (e-waste) is among the fastest growing waste streams, and according to ABS data, Australians buy more than four million computers and three million televisions each year. Prior to the introduction of the National Television and Computer Recycling Scheme (the Scheme) in 2011, no formal arrangements were in place to fund or regulate the recycling of e-waste, and as a result, e-waste recycling that took place prior to 2011 was funded largely by individual consumers and through council funded recycling initiatives.

With the introduction of the Scheme, e-waste recycling is now formalised and funded by the electronics industry and regulated under the *Product Stewardship Act 2011* and the Product Stewardship (Televisions and Computers) Regulations 2011. Free drop-off points have been established under the Scheme to allow householders and small businesses to access a free recycling service for their e-waste through businesses such as Officeworks, Harvey Norman and The Good Guys.

There is currently only one permanent drop-off location that has been established within the Campbelltown Local Government Area, which is located at Officeworks Campbelltown. With e-waste continuing to be disposed of to landfill via the kerbside clean up service, Council provided a free Household E-Waste Drop Off Event to allow greater access for residents to e-waste recycling opportunities, and therefore improve landfill diversion and resource recovery from this growing waste stream.

Report

The Household E-Waste Drop Off Event was held on 4 and 5 August 2018 at Leumeah Station commuter car park, Plough Inn Road, Leumeah. The event was held over Saturday and Sunday between 8am and 3pm on both days, and was open to all households in the region.

The event was well attended, with 654 vehicles participating over the course of the weekend, representing a total of 675 households. Collectively, participants dropped off a total of 22,103kg of e-waste, an average of approximately 33kg per household. From this total, only 23kg (0.1 percent) of materials was sent to landfill, achieving a recycling rate of approximately 99.9 percent for the event.

Televisions and computers accounted for more than half of all e-waste dropped off (54 percent collectively), with household appliances making up 38 percent of the total (by weight). A breakdown of the items collected is provided in Figure 1 below:

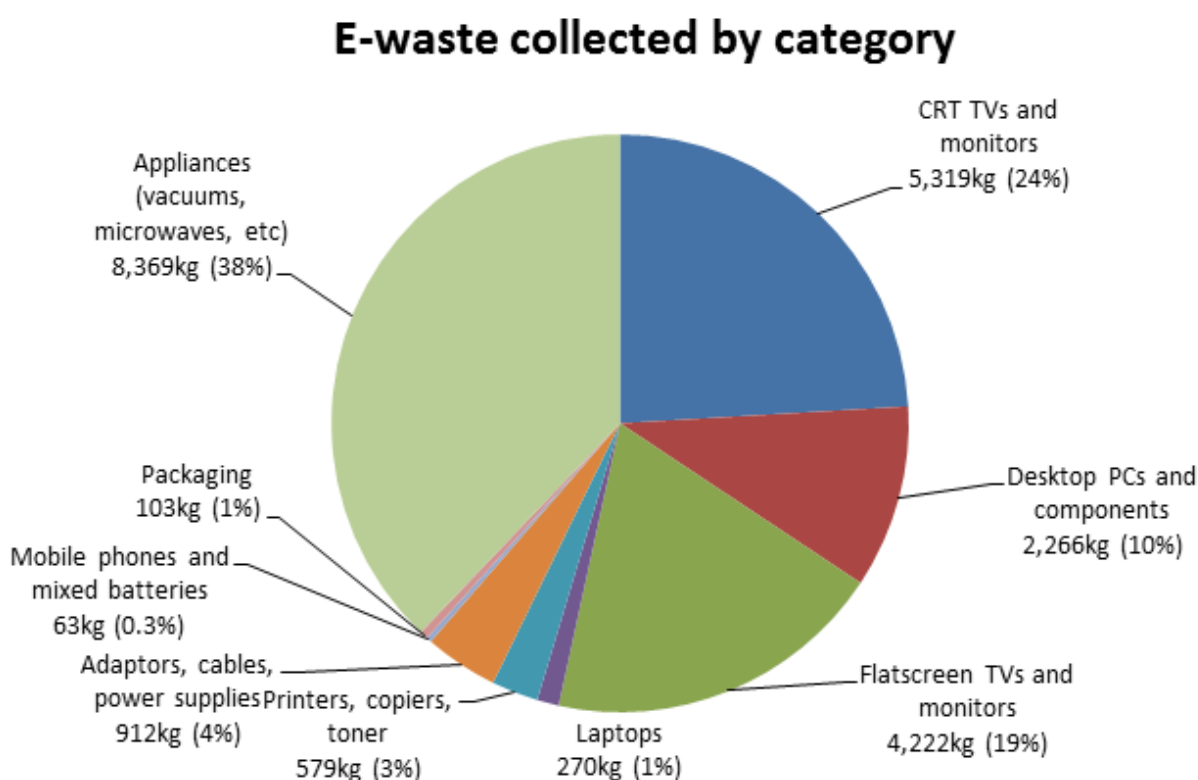


Figure 1: E-waste collected by category (in kilograms)

As indicated in Figure 1, the most common items collected during the event were:

- Cathode Ray Tube (CRT) televisions and monitors (24.1 percent)
- Flat screen televisions and monitors (19.1 percent)
- Desktop computers and components (10.3 percent)
- Household and garden appliances (37.9 percent)

In addition to the Household E-Waste Drop Off Event, Council also organised the collection of redundant computer and IT equipment located at the Civic Centre. This arrangement resulted in the collection of a further 1,127kg of e-waste for recycling.

Electronic items, especially televisions and computers, contain valuable resources such as gold, steel, copper, zinc, aluminium and brass, which are recovered during the recycling process. Televisions and computers also contain hazardous materials such as lead, mercury and cadmium, which require specialised handling and recycling processes to ensure the health and safety of those undertaking processing activities.

For this reason, an appropriately licensed and reputable contractor was appointed to facilitate e-waste collection and recycling for this event following a public tendering process. The tender evaluation process emphasised the importance of data security during the recycling process and environmental compliance of processing operations. The evaluation process also included site visits to potential processing facilities to ensure compliance with environmental, health and safety standards.

The Household E-Waste Drop Off Event was promoted in the Macarthur Chronicle and Macarthur Advertiser, on Council's website and Facebook page, in Council's Compass newsletter and the C91.3 Mayor's message, and in brochures and posters at Council's facilities.

Feedback received over the course of the event was overwhelmingly positive, with many attendees enquiring about the possibility of further drop off events being held in the future. It was encouraging to note that many attendees indicated that they had been stockpiling their e-waste in anticipation of a recycling event rather than disposing of it to landfill, which suggests a level of awareness within the community surrounding the constraints associated with environmentally friendly e-waste disposal.

Attachments

Nil

8.4 Status of Applications

Reporting Officer

Director City Development
City Development

Community Strategic Plan

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

Officer's Recommendation

That the information be noted.

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
1585/2015/DA-MP	Lot 1097 Goldsmith Ave, Campbelltown	Masterplan for Macarthur Gardens North and construction of stages 1 and 2 of Macarthur Gardens North, involving the construction of 72 dwellings, civil works and subdivision	\$19,640,000	>\$5million Crown	Assessing	
206/2016/DA-RS	Lot 1097 Goldsmith Ave, Campbelltown	Subdivision into nine superlots, a residue allotment, construction of 86 residential dwellings and associated Torrens and Strata subdivision and minor alterations to masterplan	\$19,600,000	>\$5million Crown	Assessing	
726/2016/DA-RS	Lot 1097 Goldsmith Ave, Campbelltown	Masterplan amendments, medium density housing and associated subdivision within stages 7, 8 and 9 in Macarthur Gardens north	\$20,640,000	>\$5million Crown	Assessing	
4204/2016/DA-RA	6-12 Dumaresq Street, Campbelltown	Demolition of existing structures and construction of a 15 storey mixed use residential flat building comprising of 85 residential units, four levels of basement car parking, one level of retail, two levels of commercial and a communal rooftop open space area	\$28,000,000	>20million (registered prior to \$30mil threshold)	Panel determination meeting scheduled for 29 October 2018	
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	>20million (registered prior to \$30mil threshold)	Assessing	

Development Application Register

DA No.	Address	Description	Value	Authority Criteria	Status	Determination
497/2017/DA-SW	Riverside Drive, Cheviot Place, Ryeland Place, Southdown Place and Deans Road, Airds	Airds Bradbury Stage 4 subdivision to create 180 residential lots and associated civil works	\$11,200,000	>\$5million Crown	Assessment completed; reporting to Planning Panel commenced	
2138/2017/DA-SW	Briar Road, Waterhouse Place, Kingston Place, Merino Crescent and Dorchester Park, Airds	Airds Bradbury Stage 6 subdivision to create 144 residential lots and associated civil works	\$9,088,028	>\$5million Crown	Assessment completed; reporting to Planning Panel commenced	
3652/2017/DA-RS	Passiflora Ave and Wiregrass Ave, Denham Court	Construction of 76 attached dwellings and one detached dwelling and subdivision into 77 Torrens title allotments	\$23,179,218	>20million (registered prior to \$30mil threshold)	Panel briefing and inspection undertaken 29 October 2018	
3293/2017/DA-C	166 - 176 St Andrews Road Varroville	Construction and use of a new cemetery and parklands	\$38,077,510	>\$5million Crown	Referred by Planning Minister to Independent Planning Commission for determination	
3280/2016/DA-RA	12 & 28 Cordeaux Street, Campbelltown	Demolition of existing structures, construction of a 10 storey residential apartment building consisting of 105 residential units, basement car parking, 2 retail/commercial units	\$29,900,000	>20million (registered prior to \$30mil threshold)	Deemed refusal Lodged with L&E Court. Amended plans recently re- exhibited	
3511/2018/DA-C	Farrow Road, Campbelltown	Construction of a commercial building for use as a hardware and building supplies outlet with associated signage, earthworks and landscaping	\$35,860,000	>30million	Preparing for public exhibition	

Development Application Register

DAs to be considered by the Local Planning Panel						
DA No.	Address	Description	Value	Authority Criteria	Status	Determination
1985/2017/DA-RA	16 - 20 Palmer Street, Ingleburn	Demolition of existing structures and construction of a five storey residential apartment building containing 52 apartments and two levels of basement carparking, and provision of space for a childcare centre on the ground floor of the building	\$15,137,815	Residential Flat Building - more than 3 storeys	To Panel determination meeting held on 26 September 2018	Approved by Panel
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 carparking	\$8,712,418	Residential Flat Building - more than 3 storeys	Deferred for more information	
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	Deferred for more information	
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 superlots	\$19,330,000	VPA	Assessing	
559/2018/DA-RS	10 Wickfield Circuit, Ambarvale	Construction of a mixed use development consisting of 27 residential units, 9 retail premises with basement car parking and strata s'division	\$8,026,960	Residential Flat Building - more than 3 storeys	Deferred for more information	

Development Application Register

DA No.	Address	Description	Value	Authority Criteria	Status	Determination
736/2017/DA-S	2 & 5 Culverston Street, Minto	Subdivision of Culverston Road and the construction of a cul-de-sac head	\$414,639	Council land	Assessing	
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	VPA	Assessing	
1361/2016/DA-C	7/4 Grange Road, Leumeah	Fit out and use of premises as a brothel – 7/4 Grange Road, Leumeah	\$80,000	Number of objections	Deferred for more information	
1623/2016/DA-SW	39, 41A, 41B & 43 Sebastian Avenue, Rosemeadow	Demolition of existing dwelling and structures and subdivision to create 35 lots residential allotments in stages	\$910,000.00	Number of objections	Deferred for more information	
1700/2017/DA-SW	Lots 1, 6, 8, 9 and 12 (DP 258940), Dobell Reserve, Burdekin Park, Eldred Park and Tate Park, Gidley Crescent, Claymore	Subdivision into 113 residential lots and one residue lot for future development and associated civil works. Stages 3A and 3B Claymore Urban Renewal Project	\$4,616,000	VPA	To Panel determination meeting held on 26 September 2018	Deferred by Panel for further information
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	Deferred for more information	
1698/2017/DA-M	2 Albert Street, Ingleburn	Demolition of existing dwelling and construction of two x two storey semi attached dwelling	\$400,000	CLEP variation	Deferred for more information	
1203/2018/DA-M	8 Figtree Crescent, Glen Alpine	Demolition of existing dwelling, removal of trees and subdivision into three allotments	\$100,000	Number of objections	To Panel determination meeting held on 24 October 2018	Unavailable at time of report preparation. To be confirmed

Development Application Register

DA No.	Address	Description	Value	Authority Criteria	Status	Determination
774/2018/DA-C	111 Oxford Road, Ingleburn	Partial demolition of existing heritage-listed dwelling and alterations and additions to the existing dwelling for use as a childcare centre for 150 children and associated car parking	\$1,250,000	Heritage	Deferred for more information	

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
509/2018/DA-RS	11 – 13 Tallawarra Road, Leumeah	Construction four dwellings and subdivision	\$1,125,678	N/A	Approved	19 October 2018

8.5 Fred Borg Memorial

Reporting Officer

Executive Manager Open Space
City Delivery

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 Council approves to permanently locate the memorial in the garden bed that separates the Athletics Stadium from Campbelltown Stadium as a permanent reminder of the great work undertaken by Fred Borg in founding the 24hr Fight Against Cancer Macarthur which has an annual walkathon event located nearby.

Purpose

To seek Council approval to permanently install a memorial that has been gifted to Council by the late Alfred (Fred) Borg's family in a garden bed on the grounds of Campbelltown Sports Stadium. This memorial is in honour of Fred's contribution to founding the 24hr Fight Against Cancer Macarthur.

History

Alfred (Fred) Borg was born in Malta in 1943 and migrated with his family after the Second World War.

Councillor Fred Borg was first elected to Campbelltown City Council in September 1999, as an Independent and has been successfully re-elected for a further three terms, boasting more than 17 years as a representative of the people of Campbelltown.

During his term, Councillor Fred Borg held the position of Deputy Mayor, as well as Chair and Deputy Chair of a range of committees and sub committees, including Access for the Disabled, Works Recreation and Emergency Services, Community Safety, City Works and Corporate Governance.

Councillor Fred Borg was also passionate about local issues including but not limited to, the fight against coal seam gas, the ongoing lobbying of all levels of Government regarding the widening of Appin road and the preservation of the scenic hills.

Fred Borg is fondly remembered for his dedication to the Macarthur Community for over 50 years. He was a family man, local businessman, keen sports fan and a local Councillor. Fred was also an active member of many community organisations including the Rotary Club of Campbelltown, West Leagues Club, Campbelltown Catholic Club, Campbelltown Chamber of Commerce, Kids of Macarthur Foundation, Careflight Macarthur and Collegians Soccer Club.

Fred founded the 24hr Fight Against Cancer Macarthur in 2005 to raise funds for local cancer services.

Report

The family of Fred Borg gifted a memorial to Council at the 24hr Fight Against Cancer Macarthur walk on Sunday 21 October. The memorial has been temporarily located in a garden bed that separates the Athletics track and Campbelltown Sports Stadium and was unveiled by the Mayor and family.

The memorial is in honour of the work Fred had undertaken on behalf of the 24hr Fight Against Cancer Macarthur. As the 24 hour walk at the Campbelltown Athletics track was such a significant community event it was felt this would be an appropriate place for the memorial.

It is recommended that Council approve the current location (see attached plan) as a permanent location of the memorial. Due to the memorials location adjacent to the access pathway to the 24hr Fight Against Cancer Macarthur walk, it would be a fitting reminder to the great work undertaken by Fred. At the time of Fred's passing the Foundation had raised over \$3.7m for Campbelltown and Camden Hospitals.

The placement of the memorial would be in accordance with Council's recently adopted Memorials and Monuments on Council Open Space Policy.

Attachments

1. Map of Campbelltown Sports Stadium/Campbelltown Athletics Track (contained within this report)



8.6 Additional bus services for Blaxland Road and Parkside Crescent, Campbelltown

Reporting Officer

Director City Delivery
City Delivery

Community Strategic Plan

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

Officer's Recommendation

1. That Council approve an additional bus stop in Badgally Road near the intersection with Blaxland Road.
2. That a strategy be developed for the provision of additional CBD bus services to be considered as part of the Reimagining Campbelltown CBD Phase 2.

Purpose

To advise Council of the outcomes of the assessment for potential bus services for Blaxland Road and Parkside Crescent, Campbelltown.

History

Council at its meeting held 12 December 2017 resolved:

1. That a report be presented to Council investigating the feasibility of extending the current bus service from Campbelltown Public Hospital through Parkside Crescent past Campbelltown Private Hospital to Macarthur Square.
2. That a further report be presented to Council on the possibility of a new bus service being established to service the businesses along Blaxland Road and that Council Staff contact the individual businesses along Blaxland Road for their input on the benefits of a bus service including the hours and days of service.

In 2016, the Member for Campbelltown made representations on behalf of Council to the Minister for Transport and Infrastructure for a bus service on Blaxland Road which was noted by Council at its meeting held 25 October 2016. The Minister's office subsequently responded advising that the Government at that time had no plans to alter existing services; however, it will be considered as part of future planning.

Currently, there are two bus stops on Blaxland Road between Badgally Road and The Kraal Drive, one near the service station and the other near The Kraal Drive. These stops are serviced by a part time bus service (route 880) between 5.00am and 8:40am only. Outside of these hours, the (route 880) bus service runs between Minto Station and Campbelltown Station via Kearns, Badgally Road, Farrow Road, Campbelltown station (west side), Macarthur Station, Campbelltown station (east side) and return.

In addition, there is a part time bus service via route 878, that runs along Blaxland Road for most of its length for only three trips each Saturday morning (5.43am, 6.21am and 6.53am).

Route 878, together with Route 877, are loop services on the same route as 880 above (see attachment 1).

Generally, bus services that run on the western side of Campbelltown Railway Station focus their trips to Macarthur Square.

Report

Parkside Crescent, Campbelltown – bus route servicing Campbelltown Private Hospital

Campbelltown Public Hospital is presently serviced by buses travelling through Macarthur Square Shopping Centre from Liverpool via Therry Road. There is presently no bus service from Campbelltown Public Hospital that travels through Parkside Crescent past Campbelltown Private Hospital. For residents relying on public transport, they are required to access bus transport along Gilchrist Drive and Kellicar Road or walk to Macarthur Station.

In this regard, Council Officers have met with the Officers from Transport for NSW (TfNSW) to discuss the feasibility of planning a bus route that can traverse from Campbelltown Public Hospital through Parkside Crescent past Campbelltown Private Hospital to Macarthur Square. TfNSW suggested that a bus service can be re-routed from Macarthur Square to Campbelltown Public Hospital via Parc Guell Drive, Parkside Crescent, Campbelltown Private Hospital as a return route. If the re-route was accepted, this would require the removal of 34 car parking spaces along Parc Guell Drive in order for the bus service to operate, the re-route would include new bus stops and revised drop off and pick up facilities at Campbelltown Private Hospital. The planning for this service may be able to be completed in six months.

Council Officers have also met with the bus company who expressed concerns that they would find it difficult to service any bus service along Parkside Crescent due to the congested nature of the road particularly out the front of the private hospital.

It should also be noted that Parc Guell Drive was also seen as a possible active transport link and the provision as a bus route may compromise such a connection.

Council Officers have investigated various other options to provide a bus service without having extensive loss of on-street parking and have identified potential routes utilising Centennial Drive and other routes via Hyde Parade. A discussion was held with TfNSW about utilising these routes and Council was advised that these would be considered as completely new routes which would need to be investigated. As they are not planned investigation routes at this stage it would be a number of years before they could be considered.

Any bus service to the private hospital would require the removal of the current drop off area on the park side of the road and the removal of three parking spaces on the hospital side of the road. These facilities are currently heavily utilised and the removal of them will have to be extensively consulted with the community. As the only option at this stage for an early provision of a bus service also involves the removal of 34 parking spaces in Parc Guell Drive, an extensive consultation process would also need to be undertaken on this aspect. It is envisaged that there would be significant concerns raised by the community regarding the impacts of these changes being applied. Given the concerns raised by the bus company, it is unlikely that this area can be serviced with conventional buses.

At this stage, the loss of the pickup and drop off zone and parking could be far more significant than the benefit of providing the current possible re-routed bus service via Parc Guell Drive. As with Blaxland Road, Council would be in a stronger position to discuss improved CBD public transport connectivity options (which would include the private hospital) once the growth information is available from the Reimagining Campbelltown CBD Phase 2.

To commence community consultation regarding the impacts of providing a bus solution at this point in time, may not be the overall best outcome and may be counterproductive. It is recommended at this point not to pursue the Parc Guell Drive option but to ensure discussion with TfNSW that will occur as part of Reimagining Campbelltown CBD Phase 2 explores the best possible connectivity options.

Blaxland Road, Campbelltown – bus route

Council Officers have held various discussions with Transport for NSW (TfNSW) seeking opportunities to amend an existing service or add additional services along Blaxland Road during the first half of 2018. A subsequent site meeting with a representative from TfNSW was held on 13 June 2018 to discuss the potential of having a bus route along the full length of Blaxland Road, between Campbelltown Road and Narellan Road. Council Officers were advised by TfNSW that this route had recently been investigated and does not have enough patronage to divert an existing route from the local suburbs and match rail timetables at the local stations.

Following this meeting Council Officers then undertook community consultation, seeking feedback with regards to the feasibility of a new bus route to service businesses along Blaxland Road, Campbelltown.

The survey was open for comments via Council's webpage for a period of three weeks and closed on 31 August 2018. Letters were also sent to businesses along Blaxland Road advising of the consultation being undertaken by Council. Businesses were requested to voluntarily place a notice in their premises regarding this consultation to advise customers that Council is seeking feedback.

Council received 35 responses with 31 supporting a bus service and four respondents objecting to the provision of a bus service. Unfortunately this level of response does not provide the level of support that would support a bus service. This level of interest in a service along Blaxland Road does align with the comments made by TfNSW.

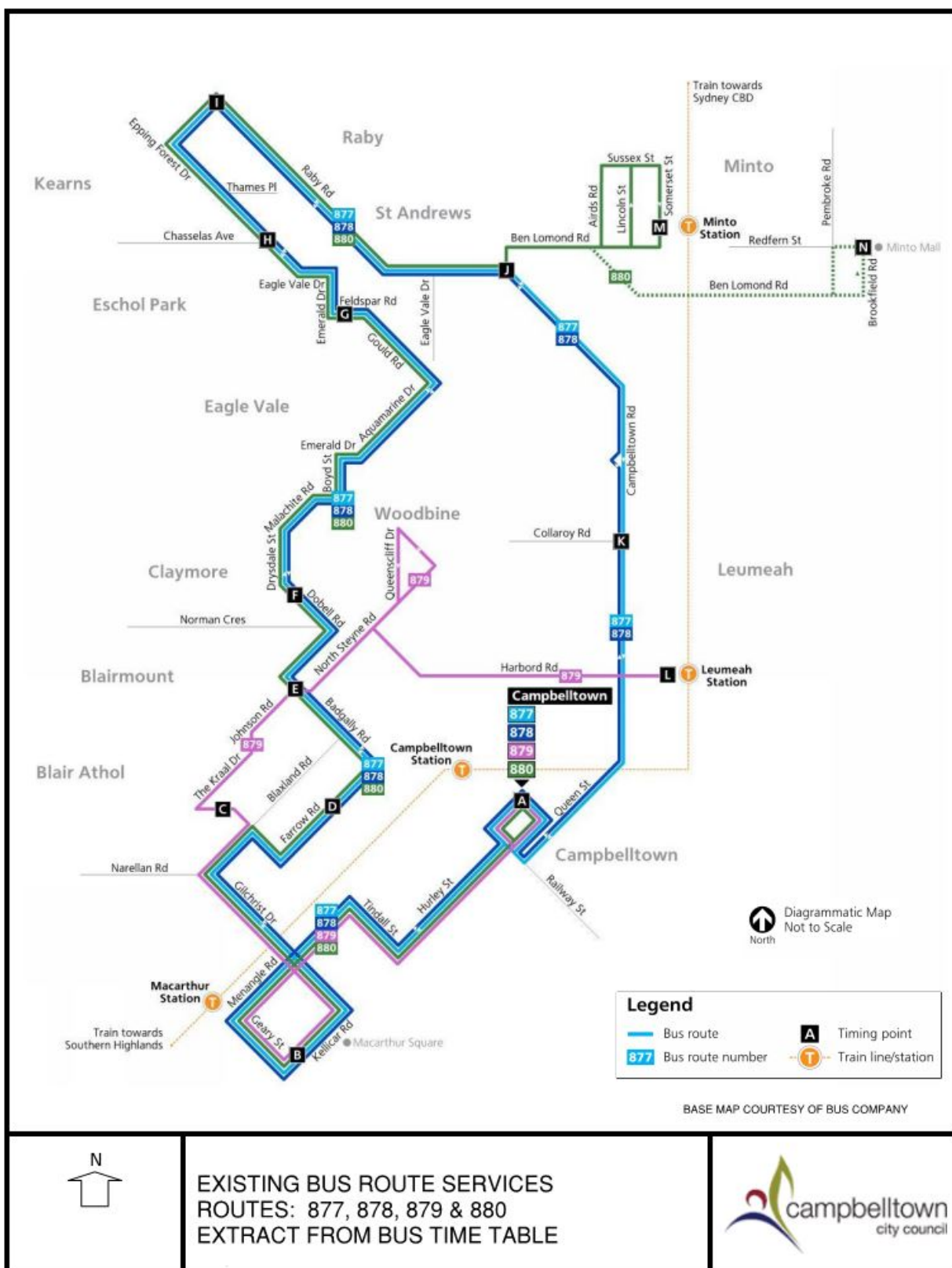
Council Officers have identified an opportunity to add an additional bus stop on the outbound side of Badgally Road near Blaxland Road. This bus stop will provide the opportunity for people arriving at Campbelltown Station to catch a bus to the area and may further service the businesses in Blaxland Road. When taking in to account a 400m radius from each of the bus stops, the existing service does provide reasonable service coverage of Blaxland Road (see attachment 2). With the additional bus stop, a significantly increased percentage of patrons and businesses can receive an increased level of service.

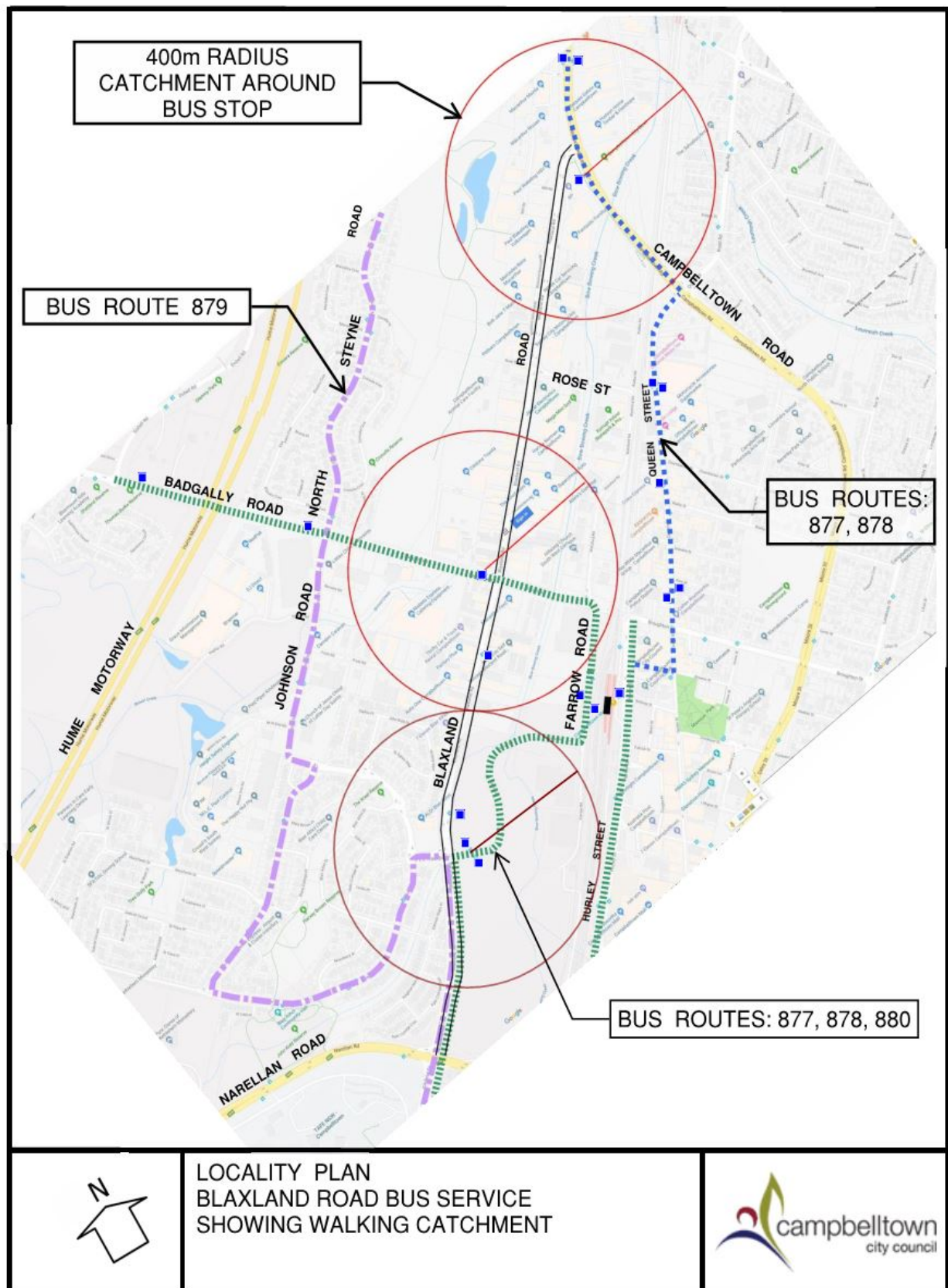
Representatives from TfNSW advised Council Officers that the NSW State Government has undertaken planning for buses and services as part of the 2017-2018 Growth Centres program where it was identified that an additional bus route is required from Leppington to Campbelltown (Public Hospital) via Gregory Hills and Campbelltown Railway Station and is expected to be introduced by the end of 2018. These would access the hospital via the existing routes.

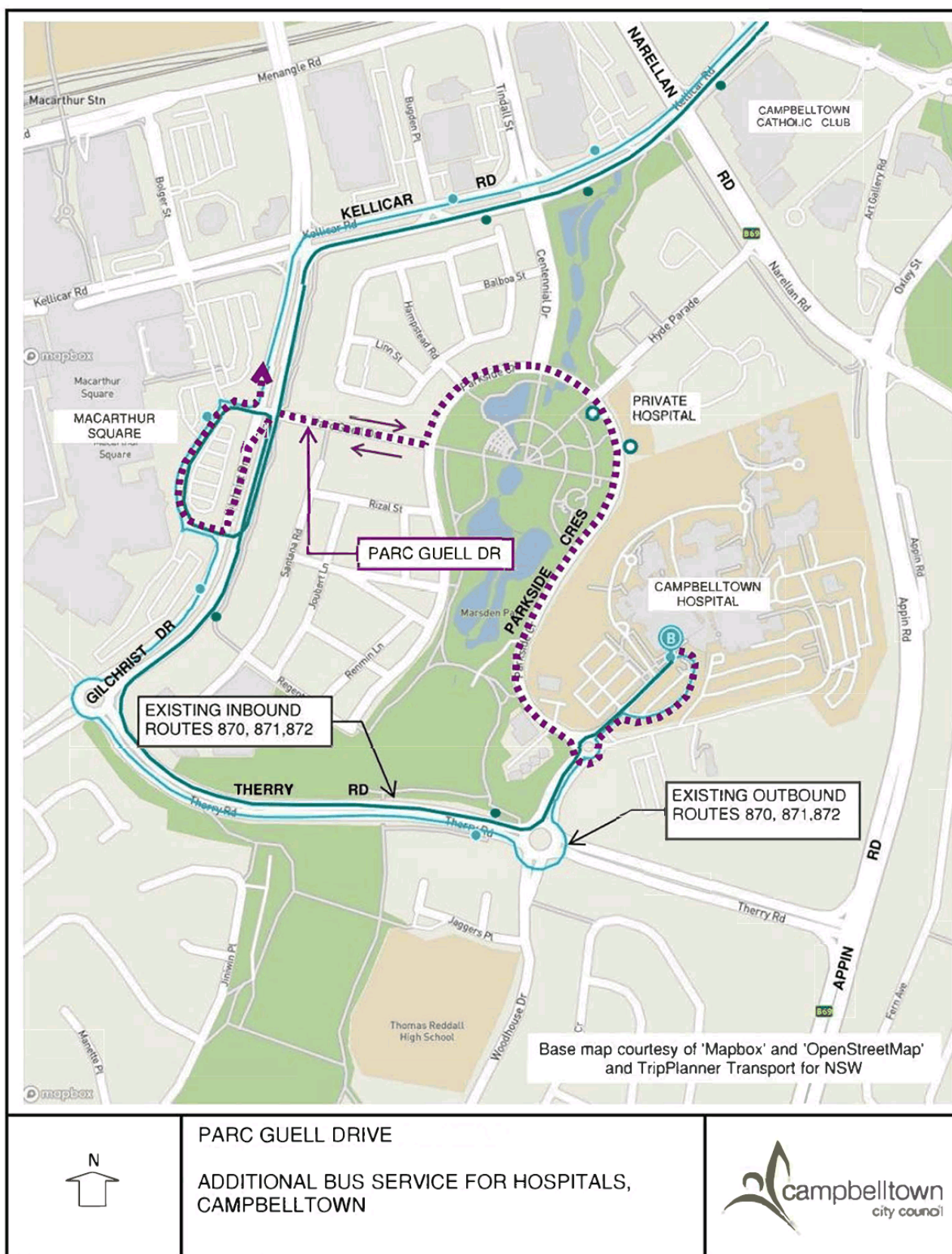
Reimagining Campbelltown CBD Phase 2 will also provide additional information into the future growth that will be experienced in the Campbelltown CBD. Based on this information, further discussions will be held with TfNSW as to how to best service this increased growth in public transport. It would be envisaged that increased services will be required to be delivered to the western side of Campbelltown Station therefore providing an increased opportunity for buses having to utilise the full length of Blaxland Road.

Attachments

1. Existing Bus Routes (contained within this report)
2. Blaxland Road Locality Plan (contained within this report)
3. Bus Service Map - Campbelltown Private Hospital (contained within this report)







8.7 Tree Request Line

Reporting Officer

Executive Manager Open Space
City Delivery

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.9 - Create places where people feel good, are likely to stay, to return to and tell others about their experience

Officer's Recommendation

That the information be noted.

Purpose

To update Council on the status of the tree request line.

History

Council at its meeting held 18 April, 2017 resolved:

To seek a report to establish a request line/email for use by residents who wish to have an appropriate tree planted by Council on their immediate nature strip.

Report

Residents can currently request tree planting on their nature strip through Council's customer request system. This is undertaken by phoning or emailing through to the customer service section. There are four tree choices consisting of natives and exotics.

These plant species are:

Elaeocarpus reticulatus (Blueberry Ash)
Tristainiopsis laurina (Water Gum)
Lagerstromia indica (Crepe Myrtle)
Callistemon viminalis (Bottlebrush)

The species of tree to be planted is determined by Council's Specialist Horticulturalist in the Open Space and Horticulture Team. The proposed tree selected is dependent on what tree already exists in the street. Council currently receives approximately ten requests per week.

Additional information has been added to the Council web page advising residents how to apply for a street tree under the current procedures, which at present can only be requested by phone. In addition a new electronic request form for street trees is currently being developed. This form will be added to the Council web page under the Forms / Apply for it button to provide a further method for the community to be able to apply for a street tree.

Council's newly created Open Space Team will be employing an Urban Forest Officer next financial year. They will be tasked with preparing an Urban Tree Strategy and Street Tree Master Plan for Council. Once these plans have been adopted by Council, Council's tree request system will be further reviewed at this time to align with the new strategy and master plan.

Attachments

Nil

8.8 Policy - Library Collection Development

Reporting Officer

Community Learning & Library Services Lead
City Lifestyles

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.1 - Provide opportunities for our community to be engaged in decision making processes and to access information

Officer's Recommendation

1. That the Library Collection Development Policy as attached to this report be adopted.
2. That the Library Collection Development Policy review date be set at 30 November 2020.

Purpose

To seek Councils endorsement of the Library Collection Development Policy.

History

The abovementioned Policy replaces the former internal Collection Development Guidelines which outlined the principles of developing library collections.

Consultation for the development of the Policy has occurred with library staff, Executive Managers, and key departments such as Governance and Assets

Report

Campbelltown City Library service maintains a number of print and non-print collections across its four physical branches and its digital library. The Library also maintains a number of specialist collections including Aboriginal, Community Language, Family History, Higher School Certificate (HSC), Large Print, Literacy/Numeracy and Local Studies collections. The Collection Development Policy outlines the principals around purchasing and disposing of items in the collection; details the length of time items will remain the collection; and allows for the development of new non-traditional collections, such as the Cake Tins.

In May 2018, Council endorsed Connect, Create, Learn: Our Future is Limitless Library Strategic Plan 2018-2038. This plan outlines the direction of the library service for the next 20 years and includes recommendations on future locations of libraries (based on projected growth), programs and services and collection sizes. Whilst this policy does not specify exact

sizes of specific collections, it provides principals around funding and selection of items across the library service.


The objective of this Policy is to facilitate the following:

1. To provide an up-to-date collection that meets the current and future educational and recreational needs of the Campbelltown community in suitable formats
2. To provide guidance to staff in developing collections which meet the educational and recreational needs of the community
3. To provide quality collections that promote literacy and enjoyment of reading within the community

The above mentioned policy has been developed in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review. Once the Policy is approved by Council it will be placed on the website so that the community can access it.

Attachments

1. Collection Development Guidelines 2016 (contained within this report)
2. Library Collection Development Policy (contained within this report)

		POLICY
Policy Title	Library Collection Development Policy	
Related Documentation	Connect, Create, Learn: Our future is limitless Library Strategic Plan 2018-2038 Asset Management Policy Disposal Policy	
Relevant Legislation	Library Act 1939	
Responsible Officer	Community Learning and Library Services Lead	

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

Objectives

The objective of this Policy is to facilitate the following:

1. To provide an up-to-date collection that meets the current and future educational and recreational needs of the Campbelltown community in suitable formats
2. To provide guidance to staff in developing collections which meet the educational and recreational needs of the community
3. To provide quality collections that promote literacy and enjoyment of reading within the community

Policy Statement

Background

The Campbelltown Local Government area (LGA) is located 53 kilometres southwest of Sydney and covers an area of 312 square kilometres. It borders Glenfield in the north, Menangle Park in the south, Scenic Hills in the west and the Georges River in the east. The LGA is strategically positioned along the Hume Highway with transport links north to the Sydney metropolitan area.

Campbelltown City is a residential and rural area, with substantial commercial and industrial areas. Public Library services have operated in Campbelltown since 1883 and have expanded over time in order to meet the increasing demand for access to informational and recreational resources and services. Currently there are four physical libraries in the network, located at Campbelltown, Eagle Vale, Ingleburn and Macquarie Fields.

Further access to resources is provided through our Home Library Service, which caters for those who are housebound, and through an extensive array of online databases and other online resources which are made available through the libraries webpage.

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The library service also maintains a number of specialist collections including Aboriginal, Community Language, Family History, Higher School Certificate (HSC), Large Print, Literacy/Numeracy and Local Studies collections. The service takes a proactive approach to the development of literacy in the local community with programs such as Books for Babies, Baby Read and Rhyme lap-sit sessions, regular story-times, HSC lectures and school holiday activities, all designed to promote literacy to children, their parents and caregivers in a supportive environment.

In May 2018, Council endorsed *Connect, Create, Learn: Our Future is Limitless Library Strategic Plan 2018-2038*. This plan outlines the direction of the Library Service for the next 20 years and includes recommendations on future locations of libraries (based on projected growth), programs and services and collection sizes.

Campbelltown is undergoing significant development and population growth, as well as continuing changes in the demographic nature of the city. As such, Campbelltown City Library is committed to developing library services and resources which are responsive to the community. This Policy outlines the principles for developing library resources to meet the current and future educational and recreational needs of the Campbelltown community.

Council Assets

Campbelltown City Council has adopted an Asset Management Policy which sets the broad framework for undertaking asset management in a structured and coordinated way. The Asset Management Policy aims to provide a guideline for asset management from acquisition through to disposal in a transparent manner. The policy states:

- "An asset is a resource controlled by Council which has a value and purpose as a result of past events and from which future economic benefits are expected to flow to Council."
- "All physical assets under Council's control that have a life exceeding 12 months and replacement value greater than the Council's minimum asset limits are recorded".

Principles set out in the Asset Management Policy which would apply to the library collections and their maintenance include:

- Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service
- An inspection process will be used as part of asset management procedures to check that service levels are maintained and that asset renewal priorities have been established.
- Systematic and cyclic reviews will be applied to all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards
- Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets
- Asset provision will incorporate sustainability elements in their delivery and functional capability.

Funding of Collections

The Collection Development budget is allocated annually in July each year. In addition to expending the annual budget, the library will endeavour to build partnerships with educational, social and entrepreneurial bodies so as to provide funding support for some aspects of collection development.

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Adjustments to the budget may be made in line with the CPI or after analysis of population figures regularly published in the Community Profile. Budget distribution is also based on priorities laid out in the Library Strategic Plan. However, budget resources are finite and collection priorities may alter from year to year in order to maintain collection currency.

Campbelltown City Library Service is registered as a Deductible Gift Recipient (DGR) under Division 30 of the Income Tax Assessment Act 1997. The Library can accept monetary bequests and gifts for material or equipment where appropriate.

Donations

The library does not accept donation of items unless of significant value to the local community. The library reserves the right to discard donations received at any time in line with the Inventory Management Procedure. Any donations accepted become the property of the library.

Replacement of Lost or Damaged Items

Lost, damaged or long overdue items will incur a replacement fee equal to the value of the item, plus a nominal processing fee. Campbelltown City Library Service does not accept replacement copies for lost, damaged or long overdue or damaged. The decision to replace such an item will be made in line with this Policy.

Scope

This policy includes all material collected and held by the Campbelltown Library Service.

Definitions

The Library – refers to Campbelltown City Library Service and all associated branches.

Selection – the act of selecting appropriate material for the library.

De-selection – the removing of material from the library collection according to the policy.

Legislative Context

Library Act 1939

Principles

Items considered for inclusion in the library collection will be assessed on the following criteria:

- Relevance and anticipated interest to the community
- Popularity of author
- Quality of binding or materials
- Australian content
- Subject contribution to a balanced subject
- Suitability of format
- Material held in high regard for its accuracy, style and language
- Material produced by a local author or of local historical value and interest

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Resources that will not be added to the collection include:

- Items prohibited by Australian law
- Superseded, out of date or fragile material – unless specifically acquired for the Local History Collection
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers
- Items in a format not in general use

Specific Collections

Fiction

The Library aims to provide a broad spectrum of contemporary and classic titles, to all ages, in excellent condition. This includes junior, young adult and adult titles.

Selection Criteria

- Best sellers
- Authors and publishers held in high regard with positive reviews from reputable sources
- Titles shortlisted for literary prizes
- Literary prize winners
- General fiction, including crime, horror, romance, science fiction and westerns etc.
- Fiction titles by local authors will be acquired for inclusion in the borrowing and Local Studies collections

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years. Titles may be replaced with contemporary editions if demand warrants.

Non-Fiction

The non-fiction lending collection will include material that provides information for life-long learning, education support, recreation and leisure for all reading levels. This includes junior, young adult and adult titles.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Titles shortlisted for literary prizes
- Literary prize winners
- Publications that support the academic needs of Campbelltown's students

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

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Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years. Some areas of this collection, such as Computer Science, Law, Health and medicine, and Travel, are considered for de-selection after a period of three years. Titles may be replaced with contemporary editions if demand warrants.

Reference Collections

The Reference Collection will provide current, accurate and non-circulating material that supports quick and easy access to information on diverse subjects. The emphasis is on materials designed to be consulted for information rather than consecutive reading.

Selection Criteria

- High quality non-fiction material, at a tertiary level, that compliments the lending collection.
- Legal Information Access Centre (LIAC) and Drug Info @ Your Library provided by the State Library of NSW
- Research material on specialised subjects of interest to Campbelltown's community

Exclusion Criteria

- Items prohibited by Australian law
- Superseded, out of date or fragile material
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers
- Items in a format not in general use
- Items more suited to the lending collections
- Textbooks

De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years. Some areas of this collection, such as Law, Health and medicine, and street directories, are considered for de-selection after a period of one year.

Periodical Collections

The periodical collection will provide the community with current information on a variety of subjects and interests. Periodicals in languages other than English are selected to reflect Campbelltown's diverse community.

Selection Criteria

- Items considered to be a reputable source of news on science and current affairs
- Items with a high level of demand from community
- Subjects with a high rate of obsolescence and so not covered widely in the monograph collection.
- Subjects not covered in the monograph collection

Exclusion Criteria

- Items with a "Restricted" classification
- Superseded or out of date titles
- Items considered of limited interest or value to the community
- Prohibitively expensive items
- Items unavailable through normal library suppliers

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De-selection

Issues are retained for up to one year depending on frequency, popularity and condition.

DVDs and Music CDs

The library will provide a range of recreational and informational titles on DVD. This includes Junior, Young Adult and Adult titles. The Library will place restrictions of access on material as advised by the Office of Film and Literature Classification. A classification and explanatory statement is clearly marked on material considered unsuitable for people under the age of 18 years.

A selection of music CDs covering a wide range of musical tastes is maintained by the Library.

Selection Criteria

- Relevance and anticipated interest to the community
- Popularity of subject
- Australian content

Exclusion Criteria

- Items prohibited by Australian law
- Items with a "Restricted" classification
- Superseded or out of date titles
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years.

Audio Books

The Library will provide a collection of fiction and non-fiction audio books covering a wide range of interests and genres. These titles, available in CD and electronic formats, have appeal for general readership as well as the visually impaired.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Titles shortlisted for literary prizes
- Literary prize winners
- General fiction, including crime, horror, romance, science fiction and westerns etc.
- Non-fiction titles cover a wide range of popular subjects

Exclusion Criteria

- Items prohibited by Australian law
- Items with a "Restricted" classification
- Superseded or out of date titles
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

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De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years.

Cultural and Linguistically Diverse Collections

The City of Campbelltown has a culturally diverse population with, noted by the ABS Census 2016, 31.4% of its residents born overseas and 24% of Campbelltown residents born in a country where English was not the first language. This population is growing.

The library purchases material in community languages identified, through the Australian Bureau of Statistics, as being one of those most commonly spoken at home other than English. Material is sourced for customers, who speak languages other than these, through the State Library Multicultural Services. The collection is developed in consultation with relevant community groups located within the local government area.

Material is purchased to cater to all age groups and, where available, in all formats, including print, audio visual, magazine and downloadable electronic format.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Items considered a reputable source of news on science, and current affairs
- Items with a high level of demand from community

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Irrespective of condition, most monographs and audio/visual items will be considered for de-selection after they have been in the collection for five years. Community language periodical issues are retained for up to one year depending on frequency, popularity and condition.

eCollections

Electronic resources provide an opportunity for the library service to reach beyond the physical boundaries of the library walls to customers with limited mobility and those who simply elect to access recreational and educational resources electronically.

The library provides access to an extensive range of e-resources, including databases and downloadable lending collections, available via the libraries web site. These resources provide access to reference titles, as well as fiction and non-fiction e-books, e-audiobooks and magazines suitable for all age groups. Streaming music and movie services are also available.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Titles shortlisted for literary prizes
- Literary prize winners
- Items that are out of print, but with significant demand from the community
- Popular titles

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- Publications that support the academic needs of Campbelltown's students
- Family history research
- General recreational and lifelong learning subjects

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community
- Items unavailable through normal library suppliers

De-selection

De-selection of e-resources depends on the loan model provided by the vendor. In most instances e-resources will be retained for the length of the contract and replaced or retained only if demand warrants. The library will also consider annual usage statistics when determining the renewal of contracts.

Local Studies Collections

Local Studies sources, acquires and preserves material which records the history of the Campbelltown area and its residents. Items in this collection may include the following formats:

- Books and pamphlets
- Audio/visual
- Maps
- Art and photography
- Newspapers and newspaper clippings
- Microfilm

The Local Studies collection is for use only within the library and is not available for loan.

Selection Criteria

- Material that supports research of Campbelltown's history and its residents
- Material written by Campbelltown residents.

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community

De-selection

Local studies material will be considered for de-selection on the basis of condition and relevance.

Family History Collections

The Family History collection provides genealogical resources aimed at helping library users research their ancestors. The Family History collection is maintained at the HJ Daley branch of Campbelltown City Library and is for use only within the library and is not available for loan. Items in this collection may include the following formats:

- Books and pamphlets
- Maps
- Microfilm and microfiche
- Online resources

Selection Criteria

- Titles specific to the study of family history

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- Authors, publishers or corporate entities, specializing in genealogy, held in high regard with positive reviews from reputable sources
- Annually updated authoritative genealogy publications such as encyclopaedias, concordances, dictionaries, atlas's etc.

Exclusion Criteria

- Items prohibited by Australian law
- Superseded, out of date or fragile material
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Family History material will be considered for de-selection on the basis of condition and relevance.

Non-Traditional Collections

Campbelltown City Library continually investigates, and reviews suggestions for, the introduction of non-traditional collections.

Items considered "non-traditional" that have been introduced for loan include, tablet computers, e-readers and decorative cake moulds. The library will consult with internal and external stakeholders when developing these collections, providing support for programs that contribute to an enhanced lifestyle for residents of Campbelltown.

Selection Criteria

- Relevance and anticipated interest to the community
- Suitability for repeated circulation

Exclusion Criteria

- Items prohibited by Australian law
- Items with a "Restricted" classification
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal suppliers and so difficult to source

De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years.

Collection Maintenance

Collection Reports and Evaluation

Evaluation reports are periodically generated to provide responsible officers with data useful to maintaining collection currency, condition and relevance. These reports are produced through interrogation of the Library Management System and via third party statistics applications.

De-selection

Criteria for discarding an item include, but are not limited to:

- Items more than five years old
- Superseded editions
- Damaged items
- Items with a history of low or no circulation

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- Multiple copies with diminished demand
- Superseded content

Replacement

Items will be replaced after damage or loss has made an item not suitable for loan if:

- there is still sufficient demand for the title
- the information in the item is still relevant and/or current
- if the title has not been superseded by a later edition

Disposal

Items considered to be no longer presentable or current will be offered for sale or disposed of in an environmentally responsible manner and in line with the Disposal Policy.

Suggestions for Purchase

The community can make suggestions for purchase online 24/7 using the Library's online suggestion for purchase form. If the item conforms to the Collection Development Policy, it may be purchased and reserved for the customer.

The library does not guarantee that it will purchase a requested item but customers will be informed if their request has been unsuccessful.

Community Feedback**Equity of Access**

Campbelltown City is a community diverse in age, culture, political and social views. The Library aims to preserve the right of the individual to access information, where not restricted by law, even though the content may be controversial or considered objectionable by others.

The Library Service will provide equal access to all members of the community to information and resources that are, as far as possible, representative of all points of view on both historical and current issues.

Complaints Regarding Material

Customers with complaints regarding the inclusion or exclusion of an item in the collection should be referred to the Collection Development Policy or the Freedom of Collection and Access for Local Government Libraries Policy.

If a customer complaint cannot be resolved by referring to the Collection Development Policy or Freedom of Collection and Access for Local Government Libraries Policy, they can put their complaint in writing via letter or by email addressed to the Community Learning and Library Services Lead. Reviews will be carried out by the appropriate staff according to the criteria set out within the Collection Development Policy.

Parental Responsibility

Supervision of material read or accessed by persons under the age of 18 is the responsibility of the parent or legal guardian.

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Campbelltown City Council

Responsibility

All Library staff involved in collection development will be responsible for this policy.

Effectiveness of this Policy

The key performance indicators of a library collection include:

- Size of collection
- Number of items per capita
- Age of the collection
- Loans
- Turnover (circulation divided by collection size).


Over time, as the primary purpose of a library evolves, the priority of one key performance indicator over others, changes. Library strategy is to reduce both the age and size of the collections which will result in a higher turnover figure, this being a more representative measure of collection efficacy.

Effectiveness of the strategy will be achieved through adherence to de-selection guidelines, which will result in a collection that meets, and maintains public interest.

To maintain effectiveness of this policy, a review will be conducted every two years, taking into account changes in technology, services and user expectation. This review will be carried out by the Collection Development Librarian.

END OF POLICY STATEMENT

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 campbelltown city council		POLICY
Policy Title	Library Collection Development Policy	
Related Documentation	Connect, Create, Learn: Our future is limitless Library Strategic Plan 2018-2038 Asset Management Policy Disposal Policy	
Relevant Legislation	Library Act 1939	
Responsible Officer	Community Learning and Library Services Lead	

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

Objectives

The objective of this Policy is to facilitate the following:

1. To provide an up-to-date collection that meets the current and future educational and recreational needs of the Campbelltown community in suitable formats
2. To provide guidance to staff in developing collections which meet the educational and recreational needs of the community
3. To provide quality collections that promote literacy and enjoyment of reading within the community

Policy Statement

Background

The Campbelltown Local Government area (LGA) is located 53 kilometres southwest of Sydney and covers an area of 312 square kilometres. It borders Glenfield in the north, Menangle Park in the south, Scenic Hills in the west and the Georges River in the east. The LGA is strategically positioned along the Hume Highway with transport links north to the Sydney metropolitan area.

Campbelltown City is a residential and rural area, with substantial commercial and industrial areas. Public Library services have operated in Campbelltown since 1883 and have expanded over time in order to meet the increasing demand for access to informational and recreational resources and services. Currently there are four physical libraries in the network, located at Campbelltown, Eagle Vale, Ingleburn and Macquarie Fields.

Further access to resources is provided through our Home Library Service, which caters for those who are housebound, and through an extensive array of online databases and other online resources which are made available through the libraries webpage.

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Division: City Lifestyles	Adopted Date: 00/00/00	Page: 1 of 12
Section: Community and Culture	Revised Date: 00/00/00	
DocSet:	Minute Number: 000	
	Review Date: 00/00/00	

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The library service also maintains a number of specialist collections including Aboriginal, Community Language, Family History, Higher School Certificate (HSC), Large Print, Literacy/Numeracy and Local Studies collections. The service takes a proactive approach to the development of literacy in the local community with programs such as Books for Babies, Baby Read and Rhyme lap-sit sessions, regular story-times, HSC lectures and school holiday activities, all designed to promote literacy to children, their parents and caregivers in a supportive environment.

In May 2018, Council endorsed *Connect, Create, Learn: Our Future is Limitless Library Strategic Plan 2018-2038*. This plan outlines the direction of the Library Service for the next 20 years and includes recommendations on future locations of libraries (based on projected growth), programs and services and collection sizes.

Campbelltown is undergoing significant development and population growth, as well as continuing changes in the demographic nature of the city. As such, Campbelltown City Library is committed to developing library services and resources which are responsive to the community. This Policy outlines the principles for developing library resources to meet the current and future educational and recreational needs of the Campbelltown community.

Council Assets

Campbelltown City Council has adopted an Asset Management Policy which sets the broad framework for undertaking asset management in a structured and coordinated way. The Asset Management Policy aims to provide a guideline for asset management from acquisition through to disposal in a transparent manner. The policy states:

- "An asset is a resource controlled by Council which has a value and purpose as a result of past events and from which future economic benefits are expected to flow to Council."
- "All physical assets under Council's control that have a life exceeding 12 months and replacement value greater than the Council's minimum asset limits are recorded".

Principles set out in the Asset Management Policy which would apply to the library collections and their maintenance include:

- Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service
- An inspection process will be used as part of asset management procedures to check that service levels are maintained and that asset renewal priorities have been established.
- Systematic and cyclic reviews will be applied to all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards
- Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets
- Asset provision will incorporate sustainability elements in their delivery and functional capability.

Funding of Collections

The Collection Development budget is allocated annually in July each year. In addition to expending the annual budget, the library will endeavour to build partnerships with educational, social and entrepreneurial bodies so as to provide funding support for some aspects of collection development.

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Adjustments to the budget may be made in line with the CPI or after analysis of population figures regularly published in the Community Profile. Budget distribution is also based on priorities laid out in the Library Strategic Plan. However, budget resources are finite and collection priorities may alter from year to year in order to maintain collection currency.

Campbelltown City Library Service is registered as a Deductible Gift Recipient (DGR) under Division 30 of the Income Tax Assessment Act 1997. The Library can accept monetary bequests and gifts for material or equipment where appropriate.

Donations

The library does not accept donation of items unless of significant value to the local community. The library reserves the right to discard donations received at any time in line with the Inventory Management Procedure. Any donations accepted become the property of the library.

Replacement of Lost or Damaged Items

Lost, damaged or long overdue items will incur a replacement fee equal to the value of the item, plus a nominal processing fee. Campbelltown City Library Service does not accept replacement copies for lost, damaged or long overdue or damaged. The decision to replace such an item will be made in line with this Policy.

Scope

This policy includes all material collected and held by the Campbelltown Library Service.

Definitions

The Library – refers to Campbelltown City Library Service and all associated branches.

Selection – the act of selecting appropriate material for the library.

De-selection – the removing of material from the library collection according to the policy.

Legislative Context

Library Act 1939

Principles

Items considered for inclusion in the library collection will be assessed on the following criteria:

- Relevance and anticipated interest to the community
- Popularity of author
- Quality of binding or materials
- Australian content
- Subject contribution to a balanced subject
- Suitability of format
- Material held in high regard for its accuracy, style and language
- Material produced by a local author or of local historical value and interest

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Resources that will not be added to the collection include:

- Items prohibited by Australian law
- Superseded, out of date or fragile material – unless specifically acquired for the Local History Collection
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers
- Items in a format not in general use

Specific Collections**Fiction**

The Library aims to provide a broad spectrum of contemporary and classic titles, to all ages, in excellent condition. This includes junior, young adult and adult titles.

Selection Criteria

- Best sellers
- Authors and publishers held in high regard with positive reviews from reputable sources
- Titles shortlisted for literary prizes
- Literary prize winners
- General fiction, including crime, horror, romance, science fiction and westerns etc.
- Fiction titles by local authors will be acquired for inclusion in the borrowing and Local Studies collections

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years. Titles may be replaced with contemporary editions if demand warrants.

Non-Fiction

The non-fiction lending collection will include material that provides information for life-long learning, education support, recreation and leisure for all reading levels. This includes junior, young adult and adult titles.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Titles shortlisted for literary prizes
- Literary prize winners
- Publications that support the academic needs of Campbelltown's students

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

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Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years. Some areas of this collection, such as Computer Science, Law, Health and medicine, and Travel, are considered for de-selection after a period of three years. Titles may be replaced with contemporary editions if demand warrants.

Reference Collections

The Reference Collection will provide current, accurate and non-circulating material that supports quick and easy access to information on diverse subjects. The emphasis is on materials designed to be consulted for information rather than consecutive reading.

Selection Criteria

- High quality non-fiction material, at a tertiary level, that compliments the lending collection.
- Legal Information Access Centre (LIAC) and Drug Info @ Your Library provided by the State Library of NSW
- Research material on specialised subjects of interest to Campbelltown's community

Exclusion Criteria

- Items prohibited by Australian law
- Superseded, out of date or fragile material
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers
- Items in a format not in general use
- Items more suited to the lending collections
- Textbooks

De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years. Some areas of this collection, such as Law, Health and medicine, and street directories, are considered for de-selection after a period of one year.

Periodical Collections

The periodical collection will provide the community with current information on a variety of subjects and interests. Periodicals in languages other than English are selected to reflect Campbelltown's diverse community.

Selection Criteria

- Items considered to be a reputable source of news on science and current affairs
- Items with a high level of demand from community
- Subjects with a high rate of obsolescence and so not covered widely in the monograph collection.
- Subjects not covered in the monograph collection

Exclusion Criteria

- Items with a "Restricted" classification
- Superseded or out of date titles
- Items considered of limited interest or value to the community
- Prohibitively expensive items
- Items unavailable through normal library suppliers

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De-selection

Issues are retained for up to one year depending on frequency, popularity and condition.

DVDs and Music CDs

The library will provide a range of recreational and informational titles on DVD. This includes Junior, Young Adult and Adult titles. The Library will place restrictions of access on material as advised by the Office of Film and Literature Classification. A classification and explanatory statement is clearly marked on material considered unsuitable for people under the age of 18 years.

A selection of music CDs covering a wide range of musical tastes is maintained by the Library.

Selection Criteria

- Relevance and anticipated interest to the community
- Popularity of subject
- Australian content

Exclusion Criteria

- Items prohibited by Australian law
- Items with a "Restricted" classification
- Superseded or out of date titles
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years.

Audio Books

The Library will provide a collection of fiction and non-fiction audio books covering a wide range of interests and genres. These titles, available in CD and electronic formats, have appeal for general readership as well as the visually impaired.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Titles shortlisted for literary prizes
- Literary prize winners
- General fiction, including crime, horror, romance, science fiction and westerns etc.
- Non-fiction titles cover a wide range of popular subjects

Exclusion Criteria

- Items prohibited by Australian law
- Items with a "Restricted" classification
- Superseded or out of date titles
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

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De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years.

Cultural and Linguistically Diverse Collections

The City of Campbelltown has a culturally diverse population with, noted by the ABS Census 2016, 31.4% of its residents born overseas and 24% of Campbelltown residents born in a country where English was not the first language. This population is growing.

The library purchases material in community languages identified, through the Australian Bureau of Statistics, as being one of those most commonly spoken at home other than English. Material is sourced for customers, who speak languages other than these, through the State Library Multicultural Services. The collection is developed in consultation with relevant community groups located within the local government area.

Material is purchased to cater to all age groups and, where available, in all formats, including print, audio visual, magazine and downloadable electronic format.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Items considered a reputable source of news on science, and current affairs
- Items with a high level of demand from community

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Irrespective of condition, most monographs and audio/visual items will be considered for de-selection after they have been in the collection for five years. Community language periodical issues are retained for up to one year depending on frequency, popularity and condition.

Aboriginal Resources

The library purchases material for lending and reference collections which contain content specific to Australia's indigenous population in a variety of available formats. Where possible, the community will be consulted in the purchase of appropriate material and the collection.

Material is purchased to cater to all age groups and, where available, in all formats, including print, audio visual, magazine and downloadable electronic format.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Items considered a reputable source of information
- Items with a high level of demand from community
- Items recommended by the Aboriginal and Torres Strait Islander community

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community

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- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Aboriginal Resources will be considered for de-selection on the basis of condition and relevance.

eCollections

Electronic resources provide an opportunity for the library service to reach beyond the physical boundaries of the library walls to customers with limited mobility and those who simply elect to access recreational and educational resources electronically.

The library provides access to an extensive range of e-resources, including databases and downloadable lending collections, available via the libraries web site. These resources provide access to reference titles, as well as fiction and non-fiction e-books, e-audiobooks and magazines suitable for all age groups. Streaming music and movie services are also available.

Selection Criteria

- Best sellers
- Authors or publishers held in high regard with positive reviews from reputable sources
- Titles shortlisted for literary prizes
- Literary prize winners
- Items that are out of print, but with significant demand from the community
- Popular titles
- Publications that support the academic needs of Campbelltown's students
- Family history research
- General recreational and lifelong learning subjects

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community
- Items unavailable through normal library suppliers

De-selection

De-selection of e-resources depends on the loan model provided by the vendor. In most instances e-resources will be retained for the length of the contract and replaced or retained only if demand warrants. The library will also consider annual usage statistics when determining the renewal of contracts.

Local Studies Collections

Local Studies sources, acquires and preserves material which records the history of the Campbelltown area and its residents. Items in this collection may include the following formats:

- Books and pamphlets
- Audio/visual
- Maps
- Art and photography
- Newspapers and newspaper clippings
- Microfilm

The Local Studies collection is for use only within the library and is not available for loan.

Selection Criteria

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- Material that supports research of Campbelltown's history and its residents
- Material written by Campbelltown residents.

Exclusion Criteria

- Items prohibited by Australian law
- Items considered of limited interest or value to the community

De-selection

Local studies material will be considered for de-selection on the basis of condition and relevance.

Family History Collections

The Family History collection provides genealogical resources aimed at helping library users research their ancestors. The Family History collection is maintained at the HJ Daley branch of Campbelltown City Library and is for use only within the library and is not available for loan. Items in this collection may include the following formats:

- Books and pamphlets
- Maps
- Microfilm and microfiche
- Online resources

Selection Criteria

- Titles specific to the study of family history
- Authors, publishers or corporate entities, specializing in genealogy, held in high regard with positive reviews from reputable sources
- Annually updated authoritative genealogy publications such as encyclopaedias, concordances, dictionaries, atlas's etc.

Exclusion Criteria

- Items prohibited by Australian law
- Superseded, out of date or fragile material
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal library suppliers

De-selection

Family History material will be considered for de-selection on the basis of condition and relevance.

Non-Traditional Collections

Campbelltown City Library continually investigates, and reviews suggestions for, the introduction of non-traditional collections.

Items considered "non-traditional" that have been introduced for loan include, tablet computers, e-readers and decorative cake moulds. The library will consult with internal and external stakeholders when developing these collections, providing support for programs that contribute to an enhanced lifestyle for residents of Campbelltown.

Selection Criteria

- Relevance and anticipated interest to the community
- Suitability for repeated circulation

Exclusion Criteria

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- Items prohibited by Australian law
- Items with a "Restricted" classification
- Items considered of limited interest or value to the community
- Rare or prohibitively expensive items
- Items unavailable through normal suppliers and so difficult to source

De-selection

Irrespective of condition, most items will be considered for de-selection after they have been in the collection for five years.

Collection Maintenance**Collection Reports and Evaluation**

Evaluation reports are periodically generated to provide responsible officers with data useful to maintaining collection currency, condition and relevance. These reports are produced through interrogation of the Library Management System and via third party statistics applications.

De-selection

Criteria for discarding an item include, but are not limited to:

- Items more than five years old
- Superseded editions
- Damaged items
- Items with a history of low or no circulation
- Multiple copies with diminished demand
- Superseded content

Replacement

Items will be replaced after damage or loss has made an item not suitable for loan if:

- there is still sufficient demand for the title
- the information in the item is still relevant and/or current
- if the title has not been superseded by a later edition

Disposal

Items considered to be no longer presentable or current will be offered for sale or disposed of in an environmentally responsible manner and in line with the Disposal Policy.

Suggestions for Purchase

The community can make suggestions for purchase online 24/7 using the Library's online suggestion for purchase form. If the item conforms to the Collection Development Policy, it may be purchased and reserved for the customer.

The library does not guarantee that it will purchase a requested item but customers will be informed if their request has been unsuccessful.

Community Feedback**Equity of Access**

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Campbelltown City is a community diverse in age, culture, political and social views. The Library aims to preserve the right of the individual to access information, where not restricted by law, even though the content may be controversial or considered objectionable by others.

The Library Service will provide equal access to all members of the community to information and resources that are, as far as possible, representative of all points of view on both historical and current issues.

Complaints Regarding Material

Customers with complaints regarding the inclusion or exclusion of an item in the collection should be referred to the Collection Development Policy or the Freedom of Collection and Access for Local Government Libraries Policy.

If a customer complaint cannot be resolved by referring to the Collection Development Policy or Freedom of Collection and Access for Local Government Libraries Policy, they can put their complaint in writing via letter or by email addressed to the Community Learning and Library Services Lead. Reviews will be carried out by the appropriate staff according to the criteria set out within the Collection Development Policy.

Parental Responsibility

Supervision of material read or accessed by persons under the age of 18 is the responsibility of the parent or legal guardian.

Responsibility

All Library staff involved in collection development will be responsible for this policy.

Effectiveness of this Policy

The key performance indicators of a library collection include:

- Size of collection
- Number of items per capita
- Age of the collection
- Loans
- Turnover (circulation divided by collection size).

Over time, as the primary purpose of a library evolves, the priority of one key performance indicator over others, changes. Library strategy is to reduce both the age and size of the collections which will result in a higher turnover figure, this being a more representative measure of collection efficacy.

Effectiveness of the strategy will be achieved through adherence to de-selection guidelines, which will result in a collection that meets, and maintains public interest.

To maintain effectiveness of this policy, a review will be conducted every two years, taking into account changes in technology, services and user expectation. This review will be carried out by the Collection Development Librarian.

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END OF POLICY STATEMENT

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8.9 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 6 November 2018.

Attachments

1. Reports and Letters Requested as at 6 November 2018 (contained within this report)

Reports Requested as at 6 November 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Lifestyles			
City Delivery			
21.06.16 FB 4851108	<p>CW1.3 – Flood Study for Bow Bowing Bunbury Curran Creek Catchment 2016</p> <p>3. - That following completion of the Floodplain Risk Management Study and Plan, a further report be tabled for Council's consideration.</p> <p>Comment Council is in the process of undertaking community consultation with residents. At the conclusion of the consultation period, this item will be reported back to Council and will be placed on public exhibition.</p>	CD	December 2018
18.04.17 GB 5311166	<p>ORD - NM - 11.6 Customer Request Line – Tree Planting</p> <p>That Council seek a report establishing a request line/email for use by residents who wish to have an appropriate tree planted by Council on their immediate nature strip.</p> <p>Comment Report presented to Council at the November 2018 meeting.</p>	CD	November 2018
13.02.18 WM	<p>ORD - NM - 11.1 Parking at Campbelltown Hospital</p> <p>3. That a report be presented to Council investigating Council's capacity to secure free or subsidised parking at Campbelltown Hospital for patients, visitors and staff.</p> <p>Comment Council is currently investigating and liaising with NSW Health and will report back to Council.</p>	CD	December 2018
12.12.17 PL	<p>ORD - NM - 11.4 Proposed additional bus services to benefit the community</p> <p>1. That a report be presented to Council investigating the feasibility of extending the current bus service from Campbelltown Public Hospital through Parkside Crescent past Campbelltown Private Hospital to Macarthur Square.</p> <p>2. That a further report be presented to Council on the possibility of a new bus service being established to service the businesses along Blaxland Road and that Council Staff survey the individual businesses along Blaxland Road for their input on the benefits of a bus service including the hours and days of service.</p> <p>3. That Council investigate the feasibility of reintroducing the free bus service with the State Government.</p> <p>Comment Report presented to Council at the November 2018 meeting.</p>	CD	November 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
14.08.18 MC	<p>ORD - NM - 11.5 Badminton Courts</p> <p>That a report be presented to Council investigating the feasibility of developing outdoor badminton courts for local community use.</p> <p>Comment Council is currently investigating suitable locations for the courts. At the conclusion of the investigation a report will be presented to Council.</p>	CD	December 2018
14.08.18 RM	<p>ORD - NM - 11.6 Avenue of Native Trees</p> <ol style="list-style-type: none"> 1. That Council prepare a feasibility report to consider the development of an avenue of native trees, such as Angophora and Claret Ash or any other appropriate local native species to be planted contiguously on the nature strip and either side of Appin Road, between Narellan Road and Fitzgibbon Lane or other suitable areas, to create a prominent entrance into the City. 2. The report to include the potential to maintain the current road name but to call the new planted area 'Angophora Ave' or 'Claret Ash Lane' or other name appropriate to the selected native species with appropriate signage and well developed wider footpaths to complement the new planting section. <p>Comment Council is currently liaising with the RMS and investigating native plant species. At the conclusion of the investigation a report will be presented to Council.</p>	CD	December 2018
City Governance			
14.10.14 RK 4033794	<p>CG2.3 – Claymore Urban Renewal Project – VPA Land Acquisitions, Transfers and Dedications</p> <ol style="list-style-type: none"> 4. That a further report will be submitted to Council once a draft VPA/Infrastructure Services Delivery Plan (ISDP) have been finalised which will deal with the compulsory acquisition/land transfer issues concerning the whole of the Claymore Urban Renewal Project. <p>Comment Still in the process of finalising the VPA/ISDP with Urban Growth. Strategic Property and Urban Release and Engagement currently reviewing.</p>	CG	February 2019
11.09.18 BM	<p>ORD – 12.1 Drought Relief Assistance to Wollondilly</p> <p>That an urgent report be considered by Council at the November Council meeting on the most appropriate means to provide drought relief assistance to Wollondilly.</p> <p>Comment The report was prepared and presented to Council at the November 2018 meeting.</p>	CG	November 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Development			
19.04.16 MO 4770730	<p>CS8.1- Old Clinton's development site</p> <p>That a report be presented outlining any action taken by Council with regards to the dead trees on the old Clinton's development site - Queen Street, Campbelltown.</p> <p>Comment Further discussion currently being organised with development representatives to discuss financial contribution for street tree damage. Estimate of financial contribution prepared for further consideration and consultation.</p>	CDVP (CS)	February 2019
13.12.16 PL 5146315	<p>ORD 8.5 – Outcome of the Public Exhibition of the draft Campbelltown Comprehensive Koala Plan of Management</p> <p>That a report be provided investigating the use of a drone with heat detecting cameras to track and monitor Koala movement in the Local Government Area.</p> <p>Comment A report is currently being prepared in a cross organisational approach involving a number of internal stakeholders with an anticipated final report for consideration in February 2019.</p>	CD	February 2019
28.11.17 BM	<p>ORD - 11.1 Caring for the Koala Population in the Local Government Area</p> <p>3. That a report be presented to Council investigating how Council can assist carers in obtaining and disposing of koala food, for example:</p> <ul style="list-style-type: none"> a. Council staff and contractors identifying and setting aside eucalyptus trees from worksites and tree-clearing activities for carers to access b. Council providing a free green waste drop-off for registered koala carers to dispose of unused or inappropriate leaves. <p>Comment The report was prepared and presented to Council at the November 2018 meeting.</p>	CDVP	November 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
09.10.18 MO	ORD – 8.1 Draft City Wide Contributions Plan 1. That the draft Campbelltown Local Infrastructure Contribution Plan 2018 be placed on public exhibition for a minimum of 28 days. 2. That Council receives a further report that outlines the responses to any submissions received during the exhibition period. Comment The draft Campbelltown Local Infrastructure Contribution Plan 2018 is currently on exhibition until 16 November 2018.	CDVP	December 2018
City Growth and Economy			
11.09.18 MC	ORD – 11.3 Campbelltown Arts Centre Shop 1. That a report be returned to council on the feasibility of expanding the shop at Campbelltown Arts Centre. a) The report should consider expanding the retail offering of goods from local artists and makers and consider the size, location and appearance of the current shop as well as social media marketing opportunities to highlight the offerings from the shop. b) The report should also explore the future feasibility of an online retail platform or ecommerce store that acts as an extension of the physical store, highlighting local handmade products and makers and showcasing Campbelltown Arts Centre. Comment The report is being prepared with the anticipation of being presented in December 2018.	CGE	December 2018

Letters Requested as at 6 November 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
City Lifestyles			
14.08.18	<p>ORD - 11.2 -Status Resolution Support Services (SRSS) payments</p> <p>4. That Council write to the Federal Members of Parliament Dr Mike Freeland and Ms Anne Stanley to make appropriate representations to the Minister for Home Affairs, Peter Dutton MP.</p> <p>Comment: Letter sent 07/09/18 and a response was received from Ms Anne Stanley MP on 19/09/18. Awaiting a response from the Minister for Home Affairs, Peter Dutton MP.</p>	CL	COMPLETED
City Delivery			
26.09.17	<p>NM 11.5 – Spraying of Noxious Weeds on the M31</p> <p>That Council write to the Minister for the Environment, requesting the spraying of noxious weeds (Blackberry Bush and African Olive) along both sides of M31 from Brooks Road to St Andrews Road in the Campbelltown Local Government Area.</p> <p>Comment: Correspondence was sent to the Minister in December 2017. Since this time Council has made a number of attempts to follow up Council's correspondence including telephone calls and emails (recent emails include: 6 September, 19 September and 26 September).</p> <p>A follow up letter was sent on 23/10/18 to the Hon Melissa Price MP, the Minister for the Environment. A copy of this letter is included in the November 2018 agenda (item 7.1).</p>	CD	COMPLETED
City Governance			
14.08.18 PL	<p>ORD - NM - 11.7 - Paediatric Intensive Care Units</p> <p>1. That Council write to the state Member for Campbelltown, Greg Warren, to make appropriate representations to the Premier, Gladys Berejiklian, and the leader of the Opposition, Luke Foley, with the intention to secure support for Paediatric Intensive Care Units at Campbelltown Hospital.</p> <p>2. That the General Manager and Mayor lobby on behalf of the Council the Premier, Gladys Berejiklian, and the leader of the Opposition, Luke Foley, with the intention to secure support for Paediatric Intensive Care Units at Campbelltown Hospital.</p> <p>Comment: Letter sent 31/08/18 awaiting a response letter.</p>	CG	COMPLETED

City Development			
13.02.18 WM	<p>ORD - NM - 11.1 Parking at Campbelltown Hospital</p> <p>2. That Council write to the Minister for Health, the Hon. Brad Hazzard MP, stating our objection to the introduction of paid parking for patients, visitors and staff at Campbelltown Hospital, and a copy of this letter be sent to the Member for Campbelltown Mr. Greg Warren MP.</p> <p>Comment: Letter sent awaiting a response letter.</p>	CDVP	COMPLETED
11.09.18 KH	<p>ORD – NM 11.4 – Emergency Veterinary Care for Injured Koalas</p> <p>1. Council write to the relevant State and Federal government ministers seeking urgent intervention and provision of financial assistance to local veterinary clinics that care for injured koalas; and</p> <p>2. a forum be organised with local key stakeholders including local veterinarians, representatives of WIRES and other local koala rescue groups, and relevant State and Commonwealth agencies, to identify a viable and sustainable care program for injured koalas; and</p> <p>3. the above correspondence be forwarded to all Local State and Federal Members with in the Campbelltown Local Government Area, seeking their support with this issue.</p> <p>Comment: Initial discussions have been held with key stakeholders. Letters sent 05/11/18 to the Hon Andrew Constance MP, the Hon Gabrielle Upton MP, the Hon Melissa Price MP, the Hon Melinda Pavey MP, the Hon Michael McCormack MP and the Hon Anthony Roberts MP.</p>	CDVP	COMPLETED
City Growth and Economy			

8.10 2019 Council Meeting Calendar

Reporting Officer

Executive Manager Corporate Services and Governance
City Governance

Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.8 - Provide strong governance for all Council activities

Officer's Recommendation

That the 2019 Council meeting calendar be noted and adopted.

Purpose

To submit for Council's consideration a meeting calendar for 2019.

Report

The meeting calendar for 2019 proposes that meetings continue to be held on Tuesday evenings with Council meetings being held on the 2nd Tuesday of each month and briefings on other Tuesdays available within that month. The schedule is as follows:

- 1st Tuesday of the month - Briefing
- 2nd Tuesday of the month - Council meeting
- 3rd Tuesday of the month - Briefing
- 4th Tuesday of the month - Briefing
- 5th Tuesday of the month – Briefing (if required)

The draft meeting calendar for 2019 provides for the first briefing to be held on Tuesday 29 January and the first Council Meeting to be held on Tuesday 12 February.

Under section 365 of the *Local Government Act 1993*, a council is required to meet at least 10 times each year, each time in a different month.

Attachments

1. 2019 Council Meeting Calendar (contained within this report)

2019 Council Meeting Calendar

S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S									
January							February							March							April								
		1	2	3	4	5						1	2	31						1	2			1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	10	7	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20	21	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27	28	
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30						
May							June							July							August								
		1	2	3	4		30					1	1	2	3	4	5	6						1	2	3			
5	6	7	8	9	10	11	2	3	4	5	6	7	7	8	9	10	11	12	13	4	5	6	7	8	9	10	11		
12	13	14	15	16	17	18	9	10	11	12	13	14	14	15	16	17	18	19	20	11	12	13	14	15	16	17	18		
19	20	21	22	23	24	25	16	17	18	19	20	21	21	22	23	24	25	26	27	18	19	20	21	22	23	24	25		
26	27	28	29	30	31		23	24	25	26	27	28	28	29	30	31			25	26	27	28	29	30	31				
September							October							November							December								
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7	8	
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	15	
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	22	
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	29	
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31						

Council Meetings

Council and Extraordinary Meeting

Briefings and Extraordinary Meetings

Councillor Strategic Planning Days

Briefing Nights

Annual General / Council Meeting

8.11 Investment and Revenue Report - September 2018

Reporting Officer

Executive Manager Corporate Services and Governance
City Governance

Community Strategic Plan

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

Officer's Recommendation

That the information be noted.

Purpose

To provide a reporting outlining activity in Council's financial services portfolio for the month of September 2018.

Report

Investment Portfolio

Council's Investment Portfolio as at 30 September 2018 stood at approximately \$230m. Funds are currently being managed both by Council staff and fund managers and are in accordance with the *Local Government Act 1993*, Local Government (General) Regulation 2005 and Council's Investment Policy.

All investments are placed with approved deposit taking institutions and no funds are placed with any unrated institutions. Any funds placed with institutions that have a BBB long term rating have maturity lengths in the short term of up to 12 months, effectively A-2 rated, in accordance with Council's Investment Policy. All investments have a short term rating of A-2 or higher.

The return on Council's investments is tracking in accordance with budget expectations and continues to outperform the benchmark of the AusBond Bank Bill Index.

The portfolio is diversified with maturities ranging between three months and five years.

The official cash rate has remained steady, with no movement since August 2016 at its present level of 1.50 percent.

Regular liaison with Council's external financial advisor in assessing any new investment products offered, assists in monitoring all of the risk factors, to maximise Council's return on the investment portfolio.

Council expects to execute binding documentation in the near future with Bunning's Group Ltd ("Bunning's") for the construction of a new Bunning's Warehouse ("Bunning's premises") on Council land described as proposed Lot 2411, as contained in title reference 241/1222763.

The documentation will be subject to delivery of a Development Application and other conditions. However execution will largely commit Council to the acquisition of the Bunning's premises on completion, expected in late 2020. The forecast acquisition price is \$36m with an expected year one return of 8.8 percent on the acquisition price.

Rates

Rates and Charges levied for the period ending 30 September 2018 totalled \$115,016,326 representing 100 percent of the current budget estimate.

The rates and charges receipts collected to the end of September totalled \$37,658,043. In percentage terms 33.1 percent of all rates and charges due to be paid have been collected, compared to 33.05 percent collected in the same period last year.

Debt recovery action during the month involved the issue of 14 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 13 Judgments and 11 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 398 ratepayers, with a total arrears balance of \$451,195, 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, 27 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 30 September 2018 are \$1,688,223 reflecting an increase of \$21,054 since August 2018. During the month, 1480 invoices were raised totalling \$628,657. The majority of these are paid within a 30 day period. Those that are not paid within the 30 day period are reflected in the ageing report in attachment 3. Debts exceeding 90 days of age totalled \$582,983 as at 30 September 2018. A significant portion of this debt relates to Government and Other Grants, one of which is for the upgrade of Bensley Reserve under the Stronger Communities Grants Program totalling \$330,000 with final payment made in early October 2018.

Other debt relates to Various Sundry Items with an amount of \$15,500 raised for costs involved relating to a motor vehicle accident and damage to Council property (bus shelter) in Ambarvale. This is proving to be a difficult debt to recover as the debtor was uninsured and facing extensive personal circumstances, debt is highly unlikely to be recoverable however efforts are still continuing. Another account with a significant debt of \$10,515 is for commission on amusement rides at a Council event, this account has been referred to Council's collection agency and a letter of demand has been issued, no contact has been made regarding the account and a Summons request is pending. A debt of \$22,057 relating

to Council's 1/3 share of expenses of the Rural Fire Service has now been paid in early October 2018.

Public hall hire fees of \$43,075 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 the 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, seven accounts were issued a Letter of Demand on Council's letterhead, advising that if the account was not settled or an appropriate arrangement was not made, the account will escalate to formal legal action through Council's agent.

Council's agents were instructed to issue five letters of demand requiring payment within 14 days of issue to avoid legal action. Other legal action issued within the month included three Examination Notices, one for an abandoned motor vehicle, one for unpaid hall hire fees and one for unpaid health licence fees, a Writ was also issued on one account for unpaid health licence fees. No further legal action was taken.

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

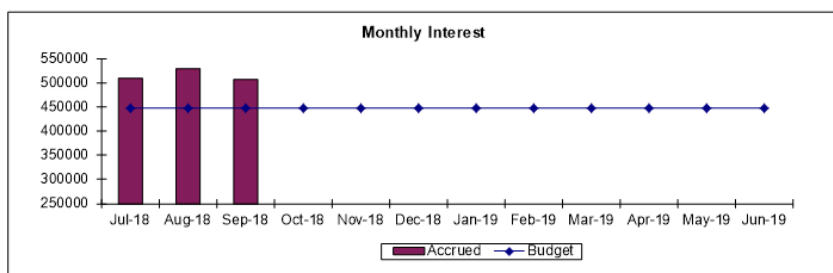
Attachments

1. Investment Report - September 2018 (contained within this report)
2. Rates summary and statistics - September 2018 (contained within this report)
3. Debtors Summary and Ageing September 2018 (contained within this report)

CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO
Sep-18

Benchmark AusBond Bank Bill Index
Portfolio Balance 230,551,380.97

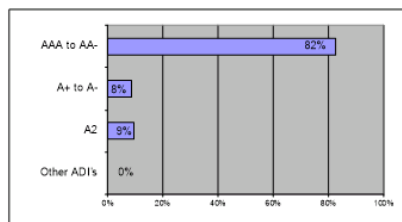
Monthly Performance	Return (mth)	Return (pa)
AusBond Bank Bill Index	0.16%	1.89%
Portfolio - Direct Investments	0.23%	2.82%
Performance to Benchmark	+ 0.08%	+ 0.93%
Short Term Call Accounts	0.14%	1.75%
Managed Funds	0.17%	2.01%



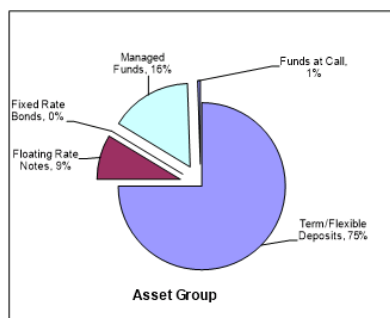
Year to Date Performance **Credit Exposure (S&P Long Term Rating)**

Rolling 12 Month Period
2.73% Council Managed Funds
1.85% Benchmark

Interest Budget to Actual
Budget to Period \$1,342,500
Actual Accrued to Period \$1,549,351



Portfolio Diversity



			%
Funds at Call	\$ 1,178,982.43	AA-	1%
NSW Treasury	\$ 40,214,085.08	AA+	17%
National Australia Bank	\$ 45,553,729.62	AA-	20%
Westpac Bank	\$ 62,207,828.79	AA-	27%
Commonwealth Bank	\$ 25,211,375.58	AA-	11%
Bank Western Australia	\$ 15,336,902.07	AA-	7%
AMP Bank	\$ 10,000,000.00	A	4%
Suncorp Metway	\$ 6,299,103.28	A+	3%
ING Bank	\$ 3,120,655.31	A-	1%
Members Equity Bank	\$ 4,000,000.00	A2	2%
Rural Bank	\$ 6,133,921.54	A2	3%
Bank of Queensland	\$ 7,119,388.32	A2	3%
Credit Union Aust	\$ 4,175,408.94	A2	2%
Total	\$ 230,551,380.97		100%

RATES SUMMARY

STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES

RATE - CHARGE	NET ARREARS 1/7/2018	NET LEVY FOR YEAR	PENSION REBATES	EXTRA CHARGES	TOTAL RECEIVABLE	CASH COLLECTED	NET AMOUNT DUE	POSTPONED RATES & INTEREST	GROSS AMOUNT DUE
RESIDENTIAL	2,322,157.05	62,729,041.08	1,356,184.58	194,980.38	63,889,993.93	20,059,726.95	43,830,266.98	269,926.01	44,100,407.65
BUSINESS	327,431.34	18,877,099.98		5,911.26	19,210,442.58	7,503,377.72	11,707,064.86		11,707,064.86
FARMLAND	0.00	373,575.99	459.05	181.14	373,298.08	110,714.31	262,583.77	151,783.77	414,367.54
MINING	0.00	27,126.00		0.00	27,126.00	27,126.00	0.00		0.00
SR - LOAN	0.00	0.00		75.34	75.34	0.00	75.34	658.79	0.00
SR - INFRASTRUCTURE	284,463.25	6,195,008.44		2,517.57	6,481,989.26	2,062,894.30	4,419,094.96	42,058.18	4,461,887.27
TOTAL	52,934,051.64	588,201,851.49	51,356,643.63	5203,665.69	589,982,925.19	529,763,839.28	560,219,085.91	5464,426.75	560,683,777.32
GARBAGE	682,743.31	23,790,931.85		10,371.21	23,600,185.12	7,418,007.13	16,182,177.99		16,182,177.99
STORMWATER	52,436.22	1,380,637.44		142.29	1,433,215.95	476,196.86	957,019.09		957,019.09
GRAND TOTAL	53,669,231.17	5113,373,420.78	52,240,504.88	5214,179.19	5115,016,326.26	537,658,043.27	577,358,282.99	5464,426.75	577,822,924.40

Total from Rates Financial Transaction Summary	77,409,307.97
Overpayments	-413,616.43
Difference	0.00

ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears	283,703.44
Rate accounts greater than 12 months less than 18 months in arrears	66,771.01
Rate accounts greater than 18 months in arrears	38,795.24
TOTAL rates and charges under instruction with Council's agents	5389,269.69

RATES STATISTICS

No. of documents issued	July	August	September	October	November	December	January	February	March	April	May	June	Sep-17
Rate Notices	50,402												
Electronic - DoH	5,190												
Instalment Notices													
Electronic - DoH													
Missed Instalment Notices			8,136										8,283
- Pensioners > \$15.00			719										733
Notice to new owner	149	47	27										36
7-day Letters - Council issued			2,105										1,793
- Pensioners > \$500.00			184										160
7-day Letters - Agent issued			576										485
Statement of Claim	108	16	12										14
Judgments	6	31	19										13
Writs	12	20	21										11
Electronic - eRates & BPAYView	4,316	4,629	4,679										3,578
Arrangements	311	259	425										398

DEBTORS SUMMARY 1 September 2018 to 30 September 2018

DEBTOR TYPE/DESCRIPTION	ARREARS AT 31/08/2018	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 30/09/2018	% DEBT RATIO
Corporate Administration	199,767	94,023	133,538	160,252	29.49%
Abandoned Items	1,068	0	0	1,068	0.35%
Education and Care Services	18,710	0	0	18,710	0.98%
Community Bus	89	0	0	89	0.01%
Sportsground and Field Hire	124,703	102,629	115,309	112,024	5.46%
Government and other Grants	757,783	7,950	-0	765,732	12.87%
Public Hall Hire	165,677	69,152	59,547	175,283	1.39%
Health Services	350	0	0	350	0.02%
Land and Building Rentals	74,479	150,108	140,117	84,470	5.63%
Healthy Lifestyles	20,459	53,895	44,782	29,571	0.15%
Library Fines and Costs	0	0	0	0	0.00%
Licence Fees	87,594	18,302	40,387	65,509	1.85%
Pool Hire	6,717	3,697	6,356	4,057	0.39%
Private Works	2,612	0	0	2,612	0.52%
Road and Footpath Restoration	12,831	8,942	-0	21,773	28.17%
Shop and Office Rentals	25,047	44,502	38,470	31,079	2.17%
Various Sundry Items	172,934	52,718	14,158	211,494	6.42%
Waste Collection Services	35,027	22,739	14,940	42,827	6.17%
	1,667,169	628,657	607,603	1,688,223	100%

AGEING OF SUNDRY DEBTOR ACCOUNTS - 30 September 2018

	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Administration	90,797	49,900	4,660	14,895	160,252	13,770
Abandoned Items	0	0	0	1,068	1,068	1,068
Education and Care Services	18,710	0	0	0	18,710	0
Community Bus	89	0	0	0	89	0
Sportsground and Field Hire	65,286	39,500	2,594	4,644	112,024	6,072
Government and other Grants	7,950	102,200	250,000	405,583	765,732	0
Public Hall Hire	67,357	46,188	18,663	43,075	175,283	49,296
Health Services	0	0	0	350	350	350
Land and Building Rentals	82,294	43	0	2,133	84,470	0
Healthy Lifestyles	14,910	6,621	3,218	4,823	29,571	4,450
Licence Fees	15,093	34,700	1,440	14,276	65,509	13,816
Pool Hire	3,757	300	0	0	4,057	0
Private Works	1,189	0	0	1,423	2,612	1,423
Road and Footpath Restoration	8,942	7,960	1,742	3,128	21,773	2,338
Shop and Office Rentals	30,909	169	0	1	31,079	642
Various Sundry Items	46,833	18,205	58,872	87,584	211,494	64,764
Waste Collection Services	22,409	11,521	8,897	0	42,827	0
	437,847	317,308	350,085	582,983	1,688,223	159,989

8.12 Quarterly Budget Review Statement as at 30 September 2018

Reporting Officer

Executive Manager Corporate Services and Governance
City Governance

Community Strategic Plan

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

Officer's Recommendation

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

Purpose

To advise Council that the quarterly financial review has been conducted on the original income and expenditure estimates presented in the 2018-2019 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 30 September 2018.

In June 2018, Council adopted a balanced budget for 2018-2019. 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:

City Cleansing - \$75,000 decrease in expenditure
Operational Services Management - \$200,000 decrease in expenditure
Stormwater Design - \$30,000 decrease in expenditure
Traffic and Transport - \$44,500 decrease in expenditure
Natural Areas - \$37,500 decrease in expenditure
Payroll - \$25,000 decrease in expenditure
PC & LAN Support - \$130,000 decrease in expenditure
Records - \$20,000 decrease in expenditure
City Growth & Strategy - \$25,000 decrease in expenditure

As part of the budget preparation process the organisational salary structure is fully funded. The above salary savings have resulted from budgeted positions not being filled to date due to comprehensive consultation programs in the implementation of the restructure. These savings have been utilised to fund other programs and requests. There are some areas of increased expenditure resulting from short term contract appointments to fill vacancies however these are fully offset by savings.

Adjustments to hired personnel and consultants across the following functions:

City Delivery Directorate - \$44,500 increase in expenditure
Stormwater Design - \$30,000 increase in expenditure
PC and LAN Support - \$130,000 increase in expenditure
Payroll - \$25,000 increase in expenditure
Records - \$20,000 increase in expenditure
City Growth & Strategy - \$65,000 increase in expenditure

The above consulting and hired personnel costs have resulted from the use of agencies and contracted staff to fill budgeted positions. These positions may have been vacant for a number of reasons including critical operational roles during turnover periods, unsuccessful recruitment process or skill shortages. These costs have been offset by salary savings.

Land Use Legal Costs - \$84,000 increase in expenditure and income

Council has been involved in an environmental compliance legal case which has incurred significant costs. This adjustment will provide funding for expenses to date. It is anticipated that the costs will be recovered.

Rangers Services - \$48,400 increase in expenditure and income

As part of the restructure of the City Standards and Compliance Section, two new parking ranger designated vehicles were provided to enable a better and more visible parking patrol service. This adjustment will fund the purchases and will be offset by additional income generated from parking enforcement activities.

Consolidated LEP - \$750,000 increase in expenditure and income

Council has signed an Accelerated LEP Review Program Funding agreement with the NSW Department of Planning. This grant funding will enable Council to review and revise its LEP in line with the changing planning controls of the City.

City Delivery Directorate - \$50,000 increase in expenditure

Funds have been expended on the recruitment of the new City Delivery Director which were not included in the original budget.

Operational Services- \$350,000 increase in expenditure

Additional funds are required in the Operational Services areas of waste disposal, public spaces and road maintenance due to increased waste disposal and maintenance costs such as plant hire and materials. These increased costs have been offset by other savings within the section

Road Opening Permit and Occupancy Fees - \$100,000 increase in income

Additional income has been generated from road opening and occupancy fees as a result of the increased development activity in the City. This increase has offset some of the additional costs in the operational area.

Property Development - \$90,000 increase in income

The Strategic Property section has generated additional income from a new lease agreement for St Andrews Cottage and a deed of compensation for a drainage easement over Council land.

Cycleway Construction Program - \$200,000 decrease in expenditure and income

Council budgets annually for grant funding of the cycleway construction program, with matching Council funds. This year Council's application for the RMS grant was unsuccessful. This adjustment removes the grant funding from the program.

Destination Projects - \$140,000 decrease in expenditure and income

During the original budget preparation it was raised that a grant opportunity may be available for destination projects. It eventuated that this grant funding was not available. This adjustment removes the grant funding from the budget.

Arts Market Project - \$25,000 increase in expenditure

A new program, the Arts Market Project, is to be delivered in November 2018. Expenses in this program relate to equipment hire, stalls, some marketing and costs to run workshops throughout the day. This adjustment will fund the program.

Campbelltown Sports Ground Athletics Track - \$30,000 increase in expenditure

The high jump bags at the athletics facility are in need of replacement. The cost of replacement is above the original budget allocation for capital expenditure at the facility. This adjustment will enable the replacement of the equipment at an earlier stage.

Strategic Koala Corridor-Saving Our Species - \$31,000 increase in expenditure

The Natural Areas section of the Open Space Department currently has grant funding for the strategic koala corridor project. This additional allocation will enable the completion of the works and is funded from savings within the section.

Finance & Tax - \$54,500 increase in expenditure

This adjustment funds an upgrade to Councils accounts payable invoice scanning and character recognition solution. The upgrade will provide a more efficient internal process, less manual handling and faster payment turnaround for customers. The upgrade is funded from savings within the section. Funds are also required for Council to participate in the Local Government Performance Excellence Program which began after the original budget development.

Fleet Vehicles - \$50,000 decrease in expenditure

Due to the additional post tax contributions from staff that have leaseback vehicles, Council's fringe benefits tax liability has been reduced. This saving will be utilised to offset some of the increased costs in other areas.

Industrial Relations - \$40,000 increase in expenditure

These funds are required to fund industrial relations matters that require legal expenses that were above the normal budget allocated.

Place and Projects - \$50,000 increase in expenditure

These funds are requested to supplement the place project in 2018-2019.

Live Arts Program - \$50,000 transfer of funds

The Live Arts Program at the Arts Centre currently has a budget for the engagement of performance artists and contractors to run the program. These funds are requested to resource a position to coordinate the program going forward. This transfer from the contractors budget will enable the funding of the position.

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 2018-2019 financial year.

As per the Responsible Accounting Officer's statement, the 2018-2019 results continue to support Council's sound financial position in the short to medium term. During 2018-2019, Council will further refine its financial strategy in line with the development of the ten 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 Financial Review statement as at 30 September 2018 (contained within this report)

Campbelltown City Council

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18

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 30 September 2018.

It is my opinion that the Quarterly Budget Review Statement for Campbelltown City Council for the quarter ended 30/09/18 indicates that Council's projected financial position at 30/6/19 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: 20.10.18

Corinne Mears
Responsible Accounting Officer

Campbelltown City Council

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18

Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2018

Income & Expenses - Council Consolidated

	Original Budget 2018/19	Approved Changes				Revised Budget 2018/19	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
Income										
Rates and Annual Charges	109,397	-	-	-	-	109,397	-		109,397	111,787
User Charges and Fees	13,231	-	-	-	-	13,231	207	1	13,438	3,708
Interest and Investment Revenues	5,457	-	-	-	-	5,457	-		5,457	471
Other Revenues	5,900	-	1	-	-	5,901	117	2	6,019	2,030
Grants & Contributions - Operating	24,772	-	(4,750)	-	-	20,022	665	3	20,687	6,515
Grants & Contributions - Capital	12,250	-	526	-	-	12,776	(200)	4	12,576	1,010
Net gain from disposal of assets	-	-	-	-	-	-	-		-	-
Share of interests in Joint Ventures	-	-	-	-	-	-	-		-	-
Total Income from Continuing Operations	171,007	-	(4,224)	-	-	166,784	789		167,573	125,521
Expenses										
Employee Costs	72,298	-	755	-	-	73,053	(553)	5	72,500	17,128
Borrowing Costs	754	-	-	-	-	754	-		754	(7)
Materials & Contracts	27,256	-	2,907	-	-	30,163	332	6	30,494	6,473
Depreciation	21,293	-	-	-	-	21,293	-		21,293	4,008
Legal Costs	1,085	-	-	-	-	1,085	43	7	1,128	274
Consultants	3,963	-	1,621	-	-	5,584	762	8	6,345	681
Other Expenses	33,226	-	1,193	-	-	34,419	209	9	34,628	9,582
Interest & Investment Losses	-	-	-	-	-	-	-		-	-
Net Loss from disposal of assets	-	-	-	-	-	-	-		-	-
Share of interests in Joint Ventures	-	-	-	-	-	-	-		-	-
Total Expenses from Continuing Operations	159,875	-	6,475	-	-	166,350	792		167,142	38,139
Net Operating Result from Continuing Operation	11,132	-	(10,699)	-	-	434	(3)		430	87,383
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-		-	-
Net Operating Result from All Operations	11,132	-	(10,699)	-	-	434	(3)		430	87,383
Net Operating Result before Capital Items	(1,118)	-	(11,224)	-	-	(12,342)	197		(12,145)	86,373

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRs report

Campbelltown City Council

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18**Income & Expenses Budget Review Statement**
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	The income from road opening and occupancy fees is higher than anticipated, mainly due to increased building activity. There was also additional property rental income.
2	Minor adjustments to various revenues, mainly, legal costs recovered and parking fines.
3	Various adjustments, including new grant funds received for the LEP review and the removal of grant funding not to be received for destination projects.
4	Unsuccessful grant application for the RMS Cycleway program.
5	Variations in employee costs due to staff vacancies which in some case have been transferred to fund contract staff, or used to offset costs incurred in other sections.
6	Increases in operational costs for road maintenance materials, waste contract negotiations and various events and projects.
7	Minor adjustments to legal costs budget.
8	Engagement of consultants to progress the grant funded LEP review and recruitment costs for senior staff.
9	Various increases and decreases across a number of areas, the majority being for hired personnel used due to staff vacancies.

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18

Campbelltown City Council

Capital Budget Review Statement

Budget review for the quarter ended 30 September 2018

Capital Budget - Council Consolidated

	Original Budget 2018/19	Approved Changes				Revised Budget 2018/19	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
(\$000's)										
Capital Expenditure										
New Assets										
- Plant & Equipment	2,117	-	5,028	-	-	7,145	-		7,145	-
- Land & Buildings										4
- Other										-
Renewal Assets (Replacement)										
- Plant & Equipment	3,869	-	77	-	-	3,946	78	1	4,024	1,007
- Office Equipment/Furniture & Fittings	233	-	241	-	-	474	10	2	484	206
- Land & Buildings	18,746	-	(8,454)	-	-	10,292	(70)	3	10,222	1,523
- Roads, Bridges, Footpaths	19,904	-	8,752	-	-	28,655	(200)	4	28,455	4,145
- Stormwater/Drainage	100	-	(45)	-	-	55	-		55	-
- Other Assets	310	-	-	-	-	310	-		310	50
Loan Repayments (Principal)	3,275	-	-	-	-	3,275	-		3,275	3,526
Total Capital Expenditure	48,553	-	5,599	-	-	54,152	(181)		53,971	10,460
Capital Funding										
Rates & Other Untied Funding	28,777	-	4,007	-	-	32,784	8	5	32,792	9,089
Capital Grants & Contributions	12,250	-	605	-	-	12,855	(200)	6	12,655	1,010
Reserves:										
- External Restrictions/Reserves	-	-	39	-	-	39	-		39	-
- Internal Restrictions/Reserves	4,068	-	948	-	-	5,016	10	7	5,026	-
New Loans										
Receipts from Sale of Assets										
- Plant & Equipment	1,353	-	-	-	-	1,353	-		1,353	361
- Land & Buildings	2,100	-	-	-	-	2,100	-		2,100	-
- Other Assets	6	-	-	-	-	6	-		6	1
Total Capital Funding	48,553	-	5,599	-	-	54,153	(181)		53,971	10,460
Net Capital Funding - Surplus/(Deficit)	0	-	-	-	-	0	-		0	-

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRs report

Campbelltown City Council

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18

Capital Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	Purchase of new plant items and athletics equipment.
2	Purchase of new office equipment to furnish new positions.
3	Deferral of anticipated renovation works.
4	Unsuccessful grant application for the RMS Cycleway program.
5	Reconciliation of untied funds as a result of capital movements utilised to fund capital works.
6	Unsuccessful grant application for the RMS Cycleway program.
7	Funding of equipment from the replacement reserve.

Campbelltown City Council

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18

Cash & Investments Budget Review Statement

Budget review for the quarter ended 30 September 2018
Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2018/19	Movement in Reserves		Current Balance 2018/19	Projected Movement Sep Qtr	Notes	Projected Year End Balance	Actual YTD figures
		Income/ Expenses	Transfers to/from	Works in Kind				
Externally Restricted ⁽¹⁾								
Stormwater Management	2,066	-	-	-	(2,000)		66	2,066
Specific Purpose Grants	13,845	-	(5,156)	-	(4,500)		4,188	8,688
Specific Purpose Contributions	3,594	-	-	-	(750)		2,844	3,594
Developer Contributions - S94	17,594	567	-	-			18,161	18,161
Developer Contributions - Other	1,214	-	-	-			1,214	1,214
Domestic Waste Management	7,437	-	-	-			7,437	7,437
Self Insurance Workers Compensation Claims	3,200	-	-	-			3,200	3,200
Total Externally Restricted	48,950	567	(5,156)	-	(7,250)		37,111	44,361
(1) Funds that must be spent for a specific purpose								
Internally Restricted ⁽²⁾								
Property Development	80,479	-	-	-			80,479	80,479
Committed Works	13,231	-	50	-	(5,000)		8,281	13,281
Self Insurance Workers Compensation Claims	2,410	-	-	-			2,410	2,410
Replacement of Plant and Vehicles	4,986	-	45	-	(2,000)		3,031	5,031
Committed Works funded by Loans	3,789	-	-	-	(1,500)		2,289	3,789
Employee Leave Entitlements	9,600	-	-	-	(1,000)		8,600	9,600
Environmental Sustainability	265	-	37	-			302	302
Asset Replacement	6,727	-	884	-			7,611	7,611
Infrastructure Replacement Fund	29,836	-	-	-			29,836	29,836
Olympic Ambassador	115	-	5	-			120	120
Insurance Claims - Excess	6,050	-	1,150	-			7,200	7,200
Local Government Elections	430	-	200	-			630	630
Other	137	-	-	-			137	137
Total Internally Restricted	158,056	-	2,370	-	(9,500)		150,927	160,427
(2) Funds that Council has earmarked for a specific purpose								
Unrestricted (i.e. available after the above Restricti...	16,621	-	-	30,651	-		30,651	30,651
Total Cash & Investments	223,628			235,439	(16,750)		218,689	235,439

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/18 and should be read in conjunction with the total QBRs report

Campbelltown City Council

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18

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 & Investment Statement totals \$235,438,845

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 30/09/2018.

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

		\$ Amount
Cash at Bank (as per bank statements)		5,597,248
Investments on Hand		230,551,381
less: Unpresented Cheques	(Timing Difference)	(73,081)
add: Undeposited Funds	(Timing Difference)	49,052
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	(686,035)
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	280
Reconciled Cash at Bank & Investments		235,438,845
Balance as per Review Statement:		235,438,845
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 01/07/18 to 30/09/18

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

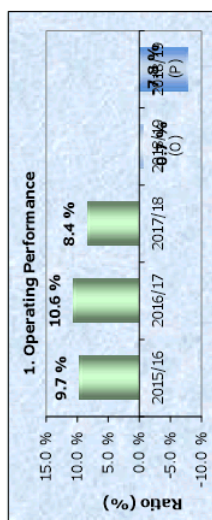
Budget review for the quarter ended 30 September 2018

(\$000's)	Current Projection		Original Budget	Actuals	
	Amounts	Indicator		Prior Periods	
	18/19	18/19	18/19	17/18	16/17

NSW Local Government Industry Key Performance Indicators (OLG):

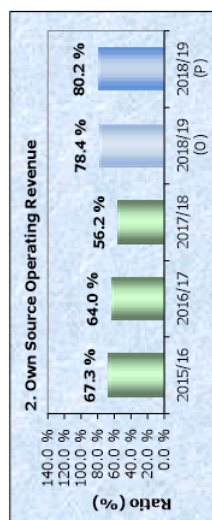
1. Operating Performance					
Operating Revenue (excl. Capital) - Operating Expenses	-12,145	-7.8 %	-0.7 %	8.4 %	10.6 %
Operating Revenue (excl. Capital Grants & Contributions)	154,997				

This ratio measures Council's achievement of containing operating expenditure within operating revenue.



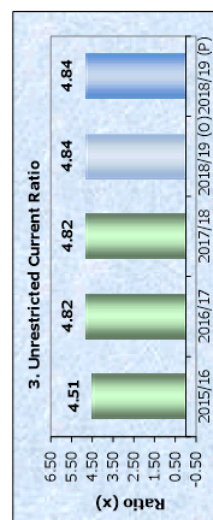
2. Own Source Operating Revenue					
Operating Revenue (excl. ALL Grants & Contributions)	134,310	80.2 %	78.4 %	56.2 %	64.0 %
Total Operating Revenue (incl. Capital Grants & Cont)	167,573				

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	114,800	4.84	4.84	4.82	4.82
Current Liabilities less Specific Purpose Liabilities	23,700				

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 01/07/18 to 30/09/18

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 30 September 2018

(\$000's)	Current Projection		Original Budget	Actuals	
	Amounts	Indicator		Prior Periods	
	18/19	18/19	18/19	17/18	16/17

NSW Local Government Industry Key Performance Indicators (OLG):

4. Debt Service Cover Ratio					
Operating Result before Interest & Dep. exp (EBITDA)	17,019	4.23	6.88	8.33	8.17
Principal Repayments + Borrowing Interest Costs	4,028				

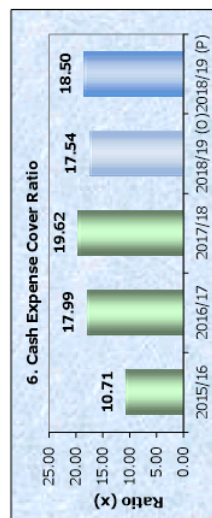
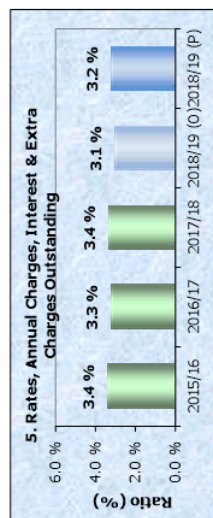
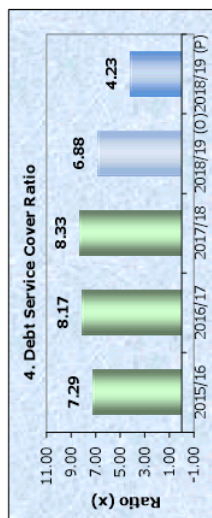
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.

5. Rates, Annual Charges, Interest & Extra Charges Outstanding					
Rates, Annual & Extra Charges Outstanding	3,600	3.2 %	3.1 %	3.4 %	3.3 %
Rates, Annual & Extra Charges Collectible	111,400				

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

6. Cash Expense Cover Ratio					
Current Year's Cash & Cash Equivalents (incl.Term Deposits)	223,600	18.50	17.54	19.62	17.99
Operating & financing activities Cash Flow payments	145,000				

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



Quarterly Budget Review Statement
for the period 01/01/18 to 31/03/18

Campbelltown City Council

Contracts Budget Review Statement

Budget review for the quarter ended 31 March 2018

Part A - Contracts Listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Procurement Process Undertaken	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
EXPENDITURE \$50,000 - \$150,000						
ARA Security Services PTY LTD	Q18/05 Cash Collection Services	Public Quotation	01/07/18	2 years with two x 12 month options for extension	Y	1
Amicus Advisory Pty Ltd	Q18/23 Investment Advisory	Public Quotation	01/07/18	12 months with 2 x 12 month options for extension	Y	2
Joyland Amusements Pty Ltd	EO18/01 Community Event: Koshigaya Park Produce and deliver a community event in Koshigaya Park, Cnr of Hurley Street and Camden Road, Campbelltown for the duration of the July 2018 NSW school holidays	Request for Expression of Interest	07/07/18	2 weeks	Y	3
Active Playground Solutions Pty Ltd	Q18/15 Playground equipment and surfacing repairs	Public Quotation	11/08/18	3 years with 1 x 12 month option for extension	Y	1
Star Structures Pty Ltd						
MJK Enterprises (NSW) Pty Ltd	Q18/16 Playground equipment and surfacing inspections	Public Quotation	05/08/18	3 years with 1 x 12 month option for extension	Y	1
Environmental Partnership (NSW) Pty Ltd	Q18/26 Macquarie Fields Open Space Masterplan (LGP1208-3)	Quotation (LGP)	01/08/18	Until completion	Y	3
EXPENDITURE \$150,000 - \$300,000						
Smartbuilt NSW Pty Ltd t/as Termitrust Pest Control	T18/05 Pest Control Services	Public Tender	01/07/18	2 years with two x 12 month options for extension	Y	1
BHCoe Concrete Pty Ltd	T18/20 Supply and Lay Concrete Slabs at Jackson Park and Ambavale Sports Complex	Public Tender	01/09/18	Until completion - October 2019	Y	3
Chubb Fire & Security Pty Ltd	T18/06 Fire Safety Equipment Inspections and Maintenance	Public Tender	01/09/18	One year with three x 12 month options for extension	Y	4
EXPENDITURE > \$300,000						
Ally Property Services Pty Ltd t/as Ally Civil						
Rockpave Civil Pty Ltd	T18/17 Concrete Reconstruction Program 2018/19	Public Tender	01/09/18	Until completion - April 2019	Y	5
State Civil Pty Ltd						
Recoveries & Reconstruction (Aust.) Pty Ltd	Q18/20 Debt Recovery Services (LGP109-3)	Quotation (LGP)	14/07/18	Four years	Y	1

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 for the quarter ended 30/09/18 and should be read in conjunction with the Financial Report

Campbelltown City Council

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18

Contracts Budget Review Statement
Comments & Explanations relating to Contractors Listing

Notes	Details
1	Contract price is per service therefore contract value is an estimation only
2	Annual cost
3	Project price
4	Price is a base inspection price per year, does not include maintenance/replacement pricing
5	Project price, split amongst the panel

Campbelltown City Council

Quarterly Budget Review Statement
for the period 01/07/18 to 30/09/18**Consultancy & Legal Expenses Budget Review Statement**

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	680,533	Y
Legal Fees	273,787	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

8.13 Proposed Naming of Parks in the Willowdale Residential Development

Reporting Officer

Executive Manager Corporate Support Systems
City Governance

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.1 - Provide opportunities for our community to be engaged in decision making processes and to access information

Officer's Recommendation

1. That Council submit an application to the Geographical Names Board of NSW to have Dingu Park, Durelle Park, Ngungi Nguru Park and Yirran Burraay Park assigned as the geographical names of four parks in the Willowdale residential development.
2. That consideration be given to conducting a community event in connection with the naming of these parks to raise awareness of the local Aboriginal heritage

Purpose

To seek Council's approval to submit an application to the Geographical Names Board of NSW (GNB) to have the proposed names of four parks within the Willowdale residential development assigned as geographical names.

History

Council at its meeting on 10 April 2018, Item 8.9 - Proposed Naming of Parks and Reserves in the Willowdale Residential Development, endorsed for public exhibition Dingu Park, Durelle Park, Ngungi Nguru Park and Yirran Burraay Park as the proposed names of four parks within the Willowdale residential development. The report associated with this resolution also stated that if any objections to this proposal were received during the exhibition period, then a further report would be presented to the next available Council meeting.

Report

In accordance with Council's resolution, this naming proposal was publicly exhibited at Council's Administration Centre and on Council's website between 30 July and 31 August 2018. Notice of this naming proposal was also published in local newspapers on 31 July and 1 August 2018. One submission supporting the proposal and one submission objecting to the proposal were received during the exhibition period. The reason stated for the objection to the proposal was that park names should be easily spelt and pronounced to make it easy to

communicate the location of these meeting places. However, two of the four proposed park names were considered to be unpronounceable.

The GNB's policy on place naming states that geographical names shall be easy to pronounce, spell and write. However, this policy also states that an exception to this principle is in the use of Aboriginal names, where a traditional name may at first appear to be complex but will, over time, become more familiar and accepted by the community.

Given this provision in the NSW Place Naming Policy and the significant Aboriginal heritage located within this development, which was used as the source for the proposed park names, it is recommended that Council takes the next step in the formal naming process by submitting an application to the GNB to have Dingu Park, Durelle Park, Ngungi Nguru Park and Yirran Burraay Park assigned as the geographical names for these parks. Should these names be formally assigned by the GNB, it is also suggested that consideration be given to conducting a community event in connection with the naming of these parks to raise awareness of the local Aboriginal heritage. This community event may also help with the future pronunciation of these park names by local residents.

Attachments

Nil

8.14 T18/24 City Identity and Brand Strategy

Reporting Officer

Executive Manager Corporate Services and Governance
City Governance

Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.1 - Provide opportunities for our community to be engaged in decision making processes and to access information

Officer's Recommendation

1. That Council decline to accept all tenders for the city identity and brand strategy.
2. That Council enter into negotiations with Principals Pty Ltd.
3. That the unsuccessful Tenderers be notified of the result of the tender process.

Purpose

To advise Council of the tenders received for city identity and brand strategy and recommend that Council decline to accept all tenders and enter into negotiations with Principals Pty Ltd pursuant to section 178(3)(e) of the Local Government (General) Regulation 2005.

History

Council has recently undertaken to create a brand for Campbelltown City – an identity that means something not only to the local community, but more broadly is an aspirational identity for future potential residents, businesses and investors.

As part of Council's development of the Community Strategic Plan (Campbelltown 2027) (CSP), extensive consultation was undertaken with the community, businesses and Councillors. A constant theme across all consultations was that the image and perception of the city needed to be addressed. The CSP feedback indicated what's important to our residents and businesses, and it is this information that needs to be drawn out into a branding strategy to create a unique point of difference for Campbelltown.

The Evaluation Panel deemed it appropriate to seek expressions of interest in order to gauge the market to see what type of services can be offered and to assist in preparing appropriate tender specifications. As a result of the expressions of interest Council received, a selective tender process was undertaken with selected companies.

Legislation

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

Contract Term

The term for this contract will be from the date of acceptance until completion.

Advertising of Expression of Interest

The Expression of Interest was advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 7 and 14 May 2018. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Expression of Interest Document

Organisations were requested to submit the following information with their expression of interest:

- experience, including details of any subcontractors and their experience
- details of their personnel who will be responsible for delivery of the project
- proposed methodology for creating the strategy and producing the deliverables
- indicative pricing proposal
- conflict of interest declaration
- collusive submission declaration

Expressions of Interest Received

Expressions of Interest closed on Tuesday 29 May 2018. Nineteen on-time responses were received from the following organisations:

- Andrew Hoyne Design Pty Ltd
- Citizen Group Pty Ltd ATF The Citizen Trust
- End of Work Pty Ltd t/as End of Work
- For The People Agency Pty Ltd
- I.M Advertising Pty Ltd
- KPMG Australian Services Pty Ltd
- Principals Pty Ltd
- Protocol Global Consulting Pty Ltd
- Re Team Pty Ltd
- Roberts Day Group Pty Ltd ATF The RDD Trust
- Sparrowly Group Pty Ltd
- Tactical Directions Pty Ltd
- Tamlyn Creative Pty Ltd
- Friday: The Creative Intelligence Collective Pty Ltd ATF The Creative Intelligence Collective Unit Trust
- The Precinct Group Pty Ltd
- Frost Design Pty Ltd
- Urbis Pty Ltd

- VCD Pty Ltd
- Workshop Australia Pty Ltd

Evaluation Process

The Evaluation Panel consisting of officers from City Marketing and Economy and Communications, evaluated the expression of interests taking into account the experience, personnel, proposed methodology and an indicative price.

Recommendation

The following companies were invited to select tender for the city identity and brand strategy as they all provided acceptable responses for each of the criteria:

- Citizen Group Pty Ltd ATF The Citizen Trust
- For The People Agency Pty Ltd
- Frost Design Pty Ltd
- Principals Pty Ltd

The remaining companies were not invited to tender as they did not provide an acceptable response for each of the criteria.

Select Tender

The selected companies were invited to tender on Thursday 19 July 2018.

Select Tender Document

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

- personnel, including details of the project lead who will be responsible for delivering the project, and the details of additional personnel who will be assisting on the project
- details of their proposed methodology for creating the strategy and producing the deliverables and key objectives as detailed in the specifications, including a timeline of their proposed methodology
- price
- insurances
- work health and safety management system
- environmental practices
- conflict of interest declaration
- collusive submission declaration
- additional terms of contract protecting the organisation's business requirements.

Tenders Received

Select Tenders closed on Thursday 9 August 2018. Three on-time responses were received from the following organisations:

- Citizen Group Pty Ltd ATF The Citizen Trust
- Frost Design Pty Ltd
- Principals Pty Ltd

Evaluation Process

The Evaluation Panel consisting of officers from City Marketing and Economy and Community Learning & Library Services evaluated the tenders against the following weighted assessment criteria:

- personnel
- proposed methodology
- price
- work health and safety
- environmental commitment

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

The scoring of tendered prices was determined using the 'normalised price score' methodology (lowest tendered price/tendered price x 10 (maximum score)) based on the lump sum price.

The Work Health and Safety and Environmental Practices criteria were assessed on the basis of none, partially complies or fully complies.

Following the initial evaluation, all tenderers were invited to present their submission to the evaluation panel and selected Council officers.

Recommendation of the Evaluation Panel

As all tenders submitted a greater than acceptable price, the Tender Evaluation Panel recommends to decline to accept all tenders and enter into negotiations with the tenderer that provided the best overall response to Council, Principals Pty Ltd, in accordance with the relevant provisions of section 178 of the Local Government (General) Regulation 2005 which provides, in part:

- (1) After considering the tenders submitted for a proposed contract, the council must either:
 - a) accept the tender that, having regard to all the circumstances, appears to it to be the most advantageous, or
 - b) decline to accept any of the tenders.
- (3) A council that decides not to accept any of the tenders for a proposed contract must, by resolution, do one of the following:
 - e) enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender.

Principals Pty Ltd (Principals) provided the best overall response to Council as they:

- provided excellent details of their personnel
- detailed an excellent proposed methodology, supported by evidence outlined in their presentation, in particular their community engagement processes. Principals showed a collaborative approach towards the project in their proposed methodology which was reinforced at their presentation
- provided acceptable work, health, safety and environmental practices.

It was shown through Principals' submission and presentation they could provide the best service to Council in order to achieve the desired outcome. It is therefore recommended that Council negotiate with Principals to discuss opportunities to achieve an outcome within Council's budget.

Tenders Not Recommended

The evaluation panel recommends not entering into negotiations with the remaining tenderers as their methodologies were not as thorough as Principals. The evaluation panel did not see any benefit in entering into negotiations with remaining tenderers.

Delegation

As the recommendation is to decline to accept the tender, the Council must resolve to do so. The General Manager does not hold the delegation under the *Local Government Act 1993*.

Assurance of the Process Undertaken

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

Management of Proposed Contract

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

Attachments

Nil

8.15 Resilient Campbelltown

Reporting Officer

Sustainability Officer
City Growth and Economy

Community Strategic Plan

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

Officer's Recommendation

1. That Council note the development of a Resilience Strategy for the Campbelltown CBD utilising the foundations of the Resilient Sydney Strategy as part of the Reimagining Campbelltown CBD Phase 2.
2. That the Resilience Strategy for the Campbelltown CBD guide the delivery of enhanced resilience outcomes across the wider City of Campbelltown Local Government Area.
3. That Council provide on-going support, and actively participate in the 35 actions and flagship items contained within the Resilient Sydney Strategy as resources allow.

Purpose

1. To provide an overview of the Resilient Sydney Strategy.
2. To seek Council's support in the implementation of the Resilient Sydney Strategy as resources allow.

History

A Councillor Weekly Bulletin Item dated 27 July 2018 provided information on the launch of Sydney's first ever metropolitan scale resilience strategy – Resilient Sydney. The Councillor Weekly Bulletin advised that:

“over the coming months, further information will be provided to Councillors, including the development of a Campbelltown specific resilience strategy”.

In 2016, Council accepted an invitation from City of Sydney Council to participate in a world-wide 100 Resilient Cities initiative established by the Rockefeller Foundation.

The Rockefeller Foundation was established in 1913 with a vision to bring people together from around the globe to solve the world's most challenging problems. In doing so, the Rockefeller Foundation identified a number of critical areas to focus its advocacy and intervention attention. These areas have evolved over time, and currently include:

Health	Ending millions of preventable deaths through more equitable, effective health systems
Food	Advancing a nourishing and sustainable food system
Power	Innovating new models to generate and provide access to clean energy
Jobs	Expanding opportunities to ensure more American workers have jobs
Resilient Cities	Helping cities worldwide to adapt to major shocks and chronic stresses
Innovation	Supporting scientific and social change innovations that foster 'new' thinking and aspire to solve complex problems
Co-Impact	Developing a global collaborative system for positive, transformative change

The 100 Resilient Cities initiative is a project of the Resilient Cities focus area.

Report

1. What is 100 Resilient Cities?

Launched in 2013 by the Rockefeller Foundation, the 100 Resilient Cities (100 RC) initiative seeks to build the resilience of cities around the globe to the physical, social and economic challenges they face in the 21st century. Participating cities are provided with four resources to develop a roadmap to resilience over two years. These resources include:

- financial guidance for the creation of a Chief Resilience Officer
- support for the development of a resilience strategy
- access to solutions, service providers and partners from private, public and not-for-profit sectors
- membership to a global network of member cities.

In 2015, Sydney and its 33 metropolitan councils became the fourth city in Oceania to join Melbourne, Wellington and Christchurch in participating in the 100 RC initiative.

2. A road map to resilience:

Of the four resources available, the development of a resilience strategy identifies the strategic directions and collaborations required to achieve resilience.

Resilience is defined as:

The capacity of individuals, communities, institutions and systems to survive, adapt, and thrive in the face of major shocks (single event disasters) and chronic stresses (daily/recurring pressures).

Resilience seeks to ensure that a city thrives in both good times and bad, for the benefit of all of its residents. It recognises that disasters and recurring pressures can be expensive and impactful – people can lose their lives, and livelihoods and mental health can be affected. Cities build their resilience by gaining a better understanding of these challenges, prioritising

those that are the most important, and developing interventions. Importantly, underpinning all of this, are the collaborations and connections established between business, government, academia, communities and individuals to forge integrated solutions.

Extensive consultation with over 1,000 residents and first nations people, as well as 100 businesses and government organisations provided the foundation for informing Sydney's main challenges impeding resilience. The following shocks and stressors were identified:

Shocks	Stressors
extreme weather	health services demand
infrastructure failure	housing affordability
financial institution failure	social cohesion
water crisis	employment diversity
digital network failure	inequity
terror attack	chronic illness
disease pandemic	transport diversity
cyber attack	drug and alcohol abuse

3. What is the Resilient Sydney Strategy:

On Tuesday 24 July 2018, Sydney launched its first metropolitan-scale resilience strategy – Resilient Sydney.

The Strategy is governed by a vision statement which provides an overarching sentiment for achievement over the Strategy's five year currency:

Metropolitan Sydney is connected, inclusive and resilient.

Supporting this vision are five directions and 35 actions, of which five actions are identified as flagship actions. The five directions and their corresponding flagship actions and milestones include:

DIRECTION 1: People centred

Sydney is growing resulting in an increase in inequity, with not all sharing in the benefits of prosperity. To be resilient, communities need to be included in the decision-making that shapes their lives.

Flagship action: Shocks and stresses managed through planning for growth

Councils are adopting a resilience approach in their community strategic planning processes and operational plans. Engaging communities across Sydney in these issues will support integrated planning for resilience in economic development, employment opportunities, education, integrated transport, infrastructure, services and technology.

Milestone: To incorporate Sydney's resilience challenges and directions in local government community plans by 2020.

DIRECTION 2: Live with the climate

Sydney's climate is changing - sea levels are rising and heatwaves, droughts and bushfires are becoming more frequent and intense. To be more resilient, councils must adapt to these changes to ensure its communities are safe and comfortable, while safeguarding the economy and environment.

Flagship action: Cool suburbs – turn down the heat target

This action seeks to use the latest in data sensing, materials science, built environment planning and performance monitoring to develop a 'cool score' for new and existing suburbs.

Milestone:

Publish the 'Cool Suburbs Strategy and Action Plan' with targets to reduce temperatures in urban areas by 2⁰C, improve canopy cover, reduce morbidity and mortality, and monitor economic impacts of extreme heat across three years.

DIRECTION 3: Connect for strength

Communities in Sydney are diverse and cohesive but intolerance and inequity are rising. This undermines the wellbeing and vital connections communities require to manage everyday stresses and respond to shock events. To be resilient, we all need a sense of belonging and equal access to engage in society, the economy and all the city has to offer.

Flagship action: City cohesion and wellbeing target

A coordinated approach is required to understand how to effectively support and invest in social cohesion and wellbeing. As such, this action will connect government, business, academia, social services and communities to share and explore a range of social cohesion indicators. These include measures of community connectedness, levels of trust and wellbeing.

Milestone:

Five percent improvement in five years in community cohesion. This milestone is proposed to be measured through alignment with an annual survey of capital cities undertaken by the Australian established Scanlon Foundation. The survey has been undertaken across the past decade and provides longitudinal research to monitor the health of social cohesion within Australia.

DIRECTION 4: Get ready

Like other cities, Sydney relies on networks of infrastructure and essential services to provide food, energy, water, transport and waste management. These assets and services are connected to one another. When disruptions occur there can be serious knock-on effects across city systems. As these systems become more complex, it is crucial each organisation understands these connections and their role in managing risks. It is also vital communities understand how to prepare themselves and their networks for shock events.

Flagship action: Preparedness target

The Red Cross and the Insurance Australia Group Limited (IAG) have developed a free mobile application called 'Get Prepared' to help communities prepare for emergencies.

The mobile application provides a user-friendly process enabling users to establish a network of emergency contacts, review the risks relevant to where they live and create checklists of actions to undertake. The application also links users with emergency services and provides individualised emergency plan that can be printed and shared with others.

Milestone: 100,000 app downloads by the third year.

DIRECTION 5: One city

Sydney is not governed as a single city – three layers of government share overlapping responsibilities for supporting our community, economy and environment. Disjointed governance makes integrated decision making difficult. To be resilient, governing organisations need to build their capacity to understand and manage vulnerabilities, interdependencies and risks.

Flagship action: Collaboration community target

By taking this commitment, organisations will ensure safety and continuity for their customers, employees and local communities during shock events. They will increase their understanding of risks, clarify their role in managing these risks, include communities in decision making, engage in training and capacity building and take collaborative action to address our challenges.

Milestone: 100 organisations make a commitment by 2021.

4. Council's role in the Resilient Sydney Strategy and future commitments:

As one of the 33 metropolitan councils of Sydney, Campbelltown City Council played a pivotal role in the development of the Resilient Sydney Strategy. Council's General Manager, Mayor and members of the Executive Team facilitated consultation forums with community members, provided advice, and contributed as active members on multi-agency steering and advisory committees.

Although resilience is a relatively new concept to city planning, Council has been working toward implementing a number of initiatives to ensure that the City of Campbelltown thrives into the future. This is at the heart of resilience.

Attachment 1 provides a 'systems' map of documents across various levels of government which are attempting to guide sustainability, sustainable development and resilience. The map also identifies Council initiatives and their relationship to these documents. Of importance, this map:

- recognises leverage points, opportunities and partnerships available to enhance Council's position
- showcases the pivotal work undertaken by Re-imagining Campbelltown CBD (provided in more detail below) and its role in advocating for resilience.

Reimagining Campbelltown CBD

This document reimagines the Campbelltown CBD as a world class destination city. This commitment builds on aspirations of the community, articulated in Council's Community Strategic Plan, Campbelltown 2027, and various metropolitan planning statements showcasing Campbelltown as a key metropolitan city cluster.

Phase 1 was recently endorsed by Council, and provides the foundational work and evidence-base to support and inform the transformation of Campbelltown over future phases. Phase 1 articulates a bold vision for the future, which challenges the business-as-usual response, and acknowledges the holistic and integrated approach to enhance positive transformation across the City of Campbelltown.

The vision for Campbelltown CBD is underpinned by the following six pillars for growth and subsequent commitments:

- no grey to be seen
- city and bush
- connected place
- confident and self-driven
- centre of opportunity
- the good life.

Recently, Council embarked on the procurement of phase 2 to progress the success of phase 1. Phase 2 is proposed to involve the design and establishment of a range of planning and implementation tools including master planning, economic development planning, infrastructure planning, as well as resilience planning.

Of specific relevance to the Resilience Sydney Strategy and Council's commitment to its implementation, is the development of a CBD smart city sustainability and resilience plan. The development of the plan seeks to incorporate:

- actions and performance targets aligned with the Resilient Sydney Strategy
- smart city thinking and technology opportunities
- flagship demonstrations of sustainable and efficient integrated planning options.

That development of a CBD smart city sustainability and resilience plan, (or City of Campbelltown Resilience Strategy for the CBD), will assist to motivate the delivery of resilience across the CBD and the wider City of Campbelltown Local Government Area.

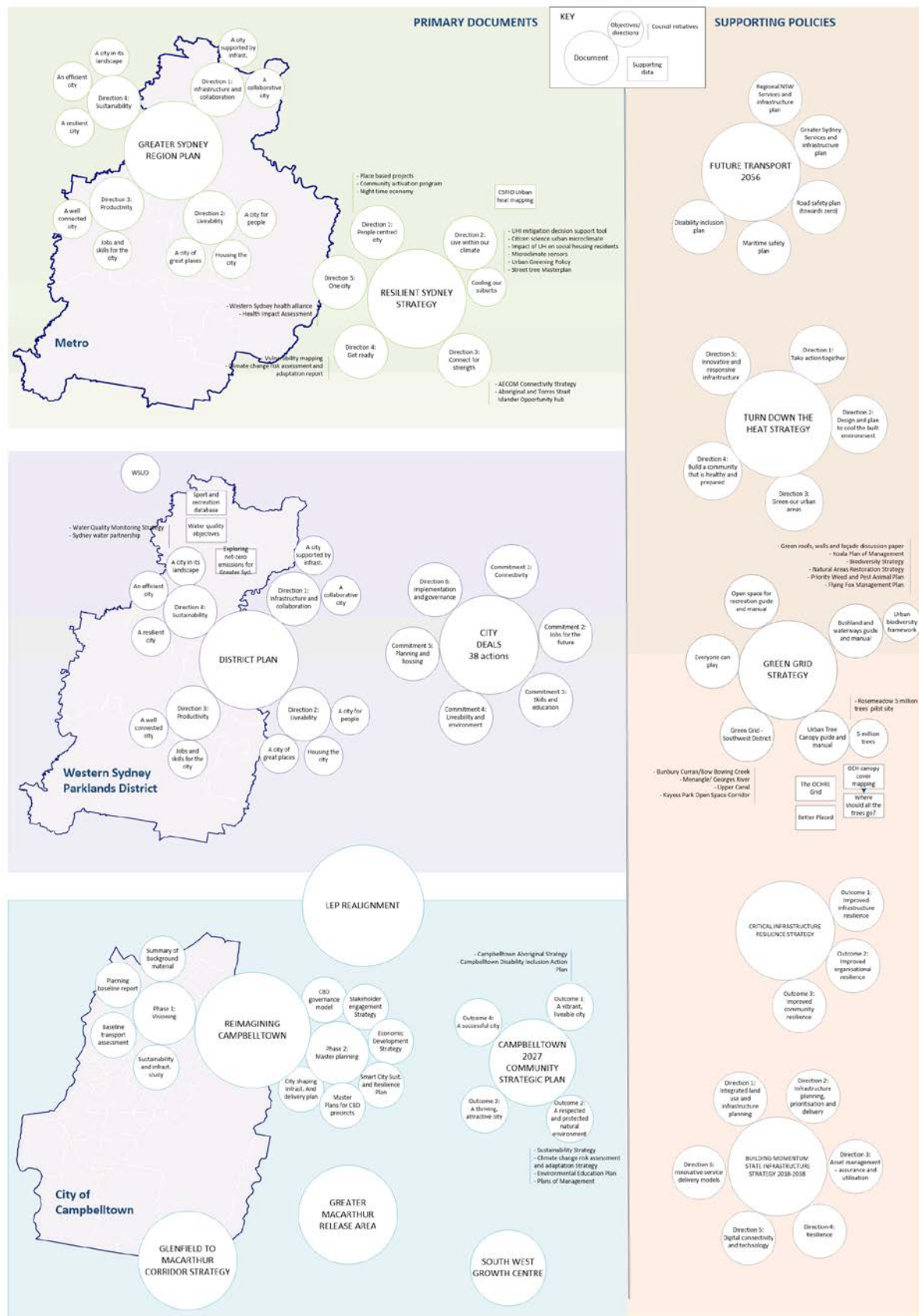
5. Conclusion:

The Resilient Sydney Strategy provides key strategic directions and collaborations required to ensure that Sydney, and its 33 metropolitan councils thrive in both good times and during bad. Through the identification of shocks and stresses, Sydney is well placed to plan for, and implement the necessary approaches to ensure a stronger, more resilient and connected community.

Council has already laid some of the cornerstones of our resilient city through the Reimagining Campbelltown CBD initiative and broader connectivity studies. The development of a Campbelltown Resilience Strategy for the CBD will further enhance these efforts, and promote the health and wellbeing of Campbelltown and its community into the future.

Attachments

1. Systems Map (contained within this report)



8.16 Urban heat initiatives and opportunities

Reporting Officer

Sustainability Officer
City Growth and Economy

Community Strategic Plan

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

Officer's Recommendation

1. That the information regarding Council's involvement in urban heat initiatives be noted.
2. That \$40,000 is sourced from Council's corporate sustainability reserve to enable participation in the project titled Data collection of the outdoor thermal environment.
3. That Council supports and participates in the implementation of the Resilient Sydney Strategy.

Purpose

1. To advise Council of the initiatives currently in place to understand the impact of heat within the City of Campbelltown and on its residents
2. To gain support to proceed with a range of initiatives to further develop an evidence-base for future decision-making and cooling intervention opportunities.

History

Setting the 'heat' scene

The summer of 2017/18 broke several climate records for its exceptionally warm conditions, and has since been identified as Australia's second-warmest summer on record. New South Wales experienced its hottest day with the average maximum temperature across the State reaching 44 degrees Celsius (°C), and on a more localised level, Sydney experienced its hottest summer.

Across the Sydney-basin there is a significant temperature disparity between Western Sydney and the Eastern suburbs. Heat in Western Sydney is more pronounced due largely to its location, which favours hotter and drier conditions. In contrast, the Eastern suburbs frequently welcome sea breezes which provide cooler, more moderate thermal conditions. While sea breezes are not uncommon to Western Sydney, the increased development occurring in the Sydney Central Business District and neighbouring Local Government Areas (LGAs) is starting to delay and even obstruct the flow of these cooling breezes.

Recent analysis of daily maximum temperatures further demonstrates the disparity between Western Sydney and the Eastern suburbs. During the summer of 2017, the City of Campbelltown experienced 19 more days with temperatures greater than 35°C and eight more days with temperatures greater than 40°C, compared to Sydney. With regard to days with temperatures greater than 40°C, Sydney did not experience any.

With summer now approaching and recent projections from the Bureau of Meteorology warning of drier and warmer than average conditions, it is pertinent that Council continue to support the implementation of initiatives to reduce the impact of urban heat, as well as develop an evidence-base to guide future decision-making and cooling intervention opportunities.

Report

1. Defining urban heat, the Urban Heat Island Effect and heatwaves

Urban heat

High temperatures, typically those greater than 28°C, that pose a risk to the community and the built environment (i.e. infrastructure and services).

The Urban Heat Island Effect (UHIE)

Describes the temperature variation between cities and their rural surrounds. Temperatures in urban areas are typically several degrees warmer due to the increased presence of surfaces such as roads and roofs which absorb, hold, and re-radiate heat. Please refer to figure one.

The UHIE is often worsened in areas where development favours the replacement of green spaces and water bodies, and in areas where there are high population densities, from which human activities, such as driving cars and using air conditioners, actively generate additional heat.

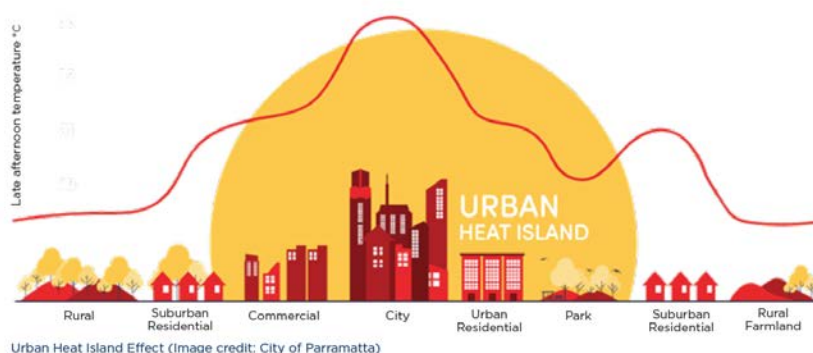


Figure one: The UHIE

Heat waves

A period of three or more consecutive days where maximum and minimum temperatures are higher than average. Heatwaves are especially dangerous as the human body does not have an opportunity to recover from prolonged heat exposure.

2. Why is urban heat an issue of concern?

Extreme or prolonged exposure to heat has substantial impacts on many areas of modern systems. The below impacts provide a collection of research presented across a number of Government documents and academic literature:

Social impacts:

- heatwaves kill more Australians than any other natural disaster. They are more deadly than storms, fire and floods combined
- between 1987 and 2016, over 500 Australians lost their lives as a result of heatwaves and a further 2,800 recorded injuries
- heat-related mortality can be up to three times higher in Western Sydney than in Sydney during heatwave periods
- people over the age of 65 are especially vulnerable to the impacts of heatwaves, with heat contributing to the deaths of over 1,000 Australians aged over 65 each year. Western Sydney is particularly vulnerable with an expanding aging community
- chronic illness rates are higher in Western Sydney, with approximately 55 percent of the population identified as obese. Extreme temperatures actively contribute to a more sedentary population
- Western Sydney is home to a higher proportion of residents with lower incomes, and several suburbs identified to be in the top 10 percent of disadvantage. This can hamper access to opportunities to seek relief from heatwave conditions, for instance.

Environmental impacts:

- extreme heat causes stress to trees and vegetation, especially when combined with drought conditions. There is a growing research base exploring the vulnerability of plant species to heat, with suggestions that many species will need to migrate to survive.

Economic impacts:

- heatwaves place the greatest pressure on city assets causing energy, water and health demands to soar
- peak electricity demand increases by almost 100 percent when temperatures increase from 20°C degrees to 40°C as the take-up of air conditioning increases
- residential electricity use can be three to four times higher than average on days 35°C and higher
- the total cost of the 2009 heatwave in Victoria is estimated to have been approximately \$800 million. Such costs relate to losses in revenue for small businesses, reduced labour productivity, repairs to demerged infrastructure and extra demand on the health system, to name a few
- heatwaves place a greater stress on the agricultural industry, with impacts ranging from food production loss due to sunburn and disease, as well as decreases in milk production in dairies
- during the summer of 2017, a heat wave placed considerable pressure on the electrical network with supply in NSW coming very close to failing. At the time, the electricity spot price inflated to \$140/kWh. To put this into perspective, Council's large sites currently pay an average price of \$0.09/kWh.

3. Building Council's evidence-base

The City of Campbelltown has experienced significant population growth since 2011. As our understanding of the multi-disciplinary and multi-dimensional impacts of urban heat increases, it is pertinent that Council pursues a qualitative and holistic approach.

For this reason, Council has commenced the following urban heat investigations. These investigations, supported by others in the future, seek to collect an evidence-base to better inform strategic decision-making, with a particular focus on the State and Local planning instruments.

Urban heat island mitigation decision-support tool

Council is participating in a multi-agency working party, facilitated by the Cooperative Research Centre for Low Carbon Living, to develop an urban heat island mitigation and support tool (the Tool). The Tool compiles evidence from a number of existing and emerging studies to inform policy and decision-making relating to cooling streetscapes, precincts and cities. Stakeholders will be able to “virtually” interact with a precinct and trial different cooling interventions (e.g. tree planting, lighter coloured paths) to calculate their impact on the thermal conditions of the environment. This is the first study of its kind to also quantify the impacts of urban heat on energy consumption and human health.

Two sites in the City of Campbelltown (Macarthur Heights and Willowdale) have been included in the wider study. Heat imagery from these precincts (provided in attachment 1 and 2) was captured earlier this year and illustrates:

- significant temperature differences between darker-coloured and lighter-coloured roofs
- significant temperature differences between healthy and dead grass
- temperature differences between concrete and dead grass
- the positive cooling effects of healthy trees, as well as the combination of trees and waterways.

Working with the community to educate about urban heat

Council is participating in two projects to engage the community in studying and understanding urban heat:

- A project facilitated by the University of NSW titled ‘scientists working with communities to improve urban microclimate’. The project seeks to engage 100 residents (through workshops) with information and equipment to monitor three microclimates – urban (houses), greenery (open space) and materials (car parks). Workshops are scheduled to commence in the coming summer.
- A project in partnership with the University of NSW, the University of Wollongong and the NSW Office of Environment and Heritage to understand the impact of heat on residents who live in social housing without access to air conditioning. The project will collect temperature information across one year to identify how hot homes are, how this heat is affecting the residents and ways the residents are keeping cool.

4. Future opportunities to enhance Council's evidence-base

Data collection of the outdoor thermal environment

Council has been liaising with the Western Sydney University on a potential partnership opportunity to collect localised baseline temperature information from across the City. The initiative includes the placement of 120 temporary temperature sensors for a three month period commencing in December 2018. The sensors will collect temperature information at 10 minute intervals, with the information being analysed to generate:

- detailed day and night time temperature graphs
- spatio-temporal variation of thermal regimes
- geo-referenced maps of temperature distribution across the City
- geo-referenced streaming video clips depicting daily evolution of temperature variation
- special attention to heat wave events and their impact
- report and presentation to Council on the findings.

This initiative has the opportunity to proceed in a staged approach, culminating with the placement of permanent sensors and the support of a dedicated Western Sydney University PHD student. The financial implications range from \$40,000 to \$169,000.

It is recommended that Council proceed with the first stage at a cost of \$40,000 sourced through Council's corporate sustainability reserve. Government funding attracting research partnerships may provide a suitable avenue to finance future stages.

Resilient facilities

Many of Council's facilities provide a safe place for some of our most vulnerable community members (for example, children and the elderly) to learn, play and socialise. In this regard, this proposed project seeks to implement a range of initiatives to increase Council's understanding of how these facilities perform and identify opportunities to safeguard comfort and function in the future. These initiatives include:

- energy and water interventions examining resource consumption trends and savings opportunities
- installation of solar systems, with battery back-up where possible to ensure facilities remain accessible during high demand periods or network failures
- investigation of the use of cool materials and surfaces through two partnership opportunities with the Western Sydney University.
 - the first opportunity is a 'cool car park' pilot research initiative. Currently, the total combined car parking in the City of Campbelltown is equivalent in size to approximately 18 football fields. This initiative seeks to trial the incorporation of best-practice cooling interventions, as well as collect baseline information to monitor and evaluate the effectiveness of such interventions
 - the second opportunity is a 'cool kindy's' research initiative. This initiative seeks to understand the impact of 'materials' selection in Council's Early Learning Centres. This is achieved through monitoring the heat profile of common materials (for example, grass, sand, wood chips, astroturf and soft fall).

Children are more vulnerable to heat than adults due to a range of developing anatomical processes, their inherent preference for the outdoors and their enhanced vulnerability to understand and perceive risk. A study undertaken across four kindergartens in Parramatta by the Western Sydney University found some sunlit materials to hold temperatures of up to 82.8°C, with plastic toys left in direct sunlight to reach an average of 76°C.

There are no financial implications associated with this project at this stage.

Support and participate in the implementation of the Resilient Sydney Strategy

In July 2018, Sydney and its 33 metropolitan councils, including Campbelltown, launched its first ever metropolitan-scale resilience strategy – Resilient Sydney. Resilience is defined as ‘the capacity of individuals, communities, institutions and systems to survive, adapt, and thrive in the face of major shocks (single event disasters) and chronic stresses (daily/recurring pressures)’.

The Strategy identified that Sydney is highly vulnerable to extreme weather events, with extreme heat found to be Sydney’s biggest shock. The Strategy includes five directions and 35 actions, of which five actions are identified as flagship actions. Specific to urban heat is the second direction – live with the climate and its flagship action Cool suburbs – turn down the heat target. This action seeks to implement a ‘cool suburbs’ initiative using the latest in data sensing, materials science, built environment planning and performance monitoring to develop a ‘cool score’ for new and existing suburbs.

While support for the implementation of the wider Resilient Sydney Strategy is sought in the accompanying Council report on this Council meeting agenda titled Resilient Campbelltown, it is important to note the linkages and further partnerships available to enhance Council’s approach to urban heat.

There are no financial implications associated with this project at this stage.

5. Conclusion

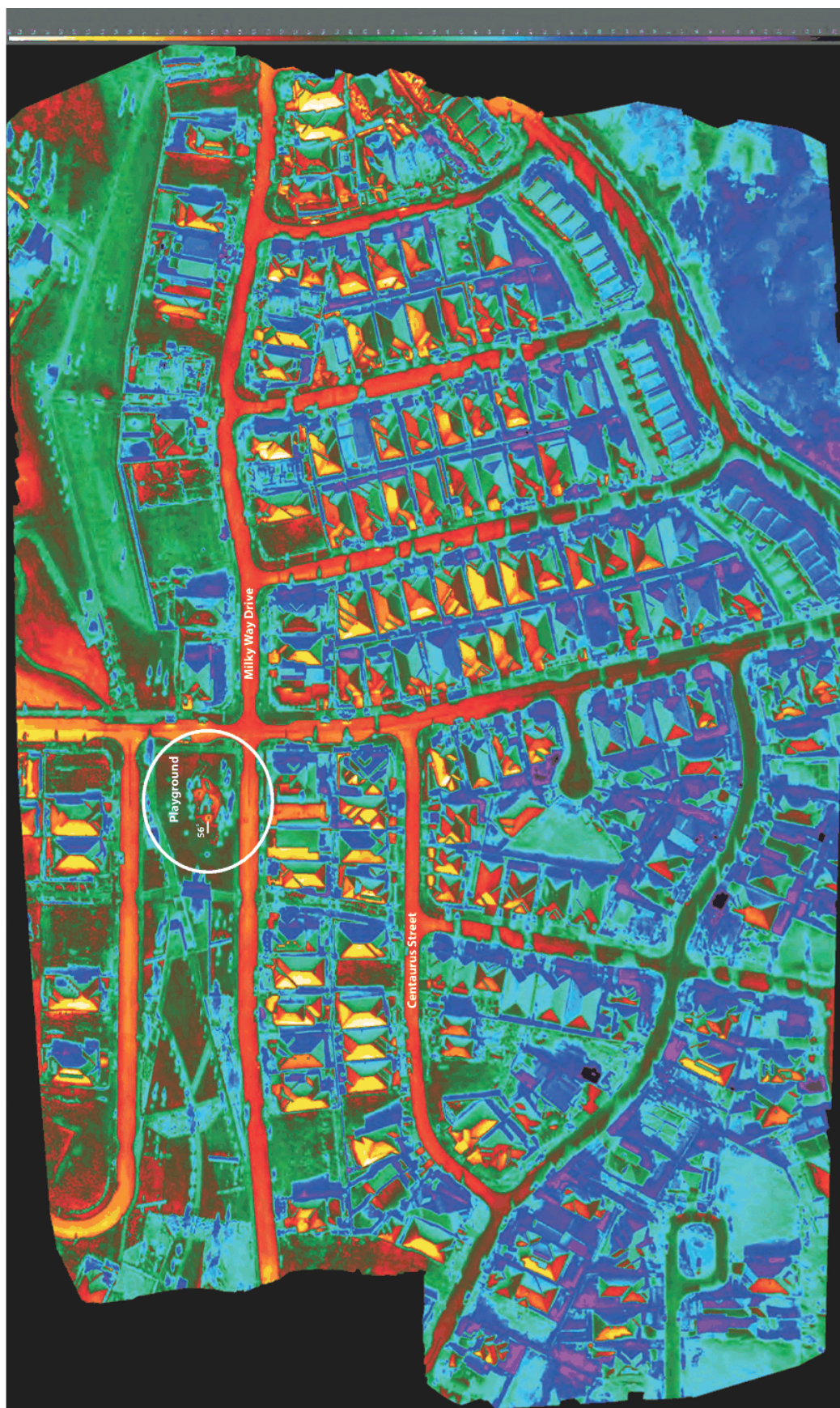
Urban heat will increasingly challenge the ability of our City and its residents to thrive. Understanding the dynamics of urban heat, and responding accordingly, will be critical in the ongoing development of the region.

In order to achieve this, it will be important for Council to continue to work with other Government departments, universities and stakeholders to better understand urban heat, advocate for change, and prevent or mitigate its impacts on our community, economy and environment.

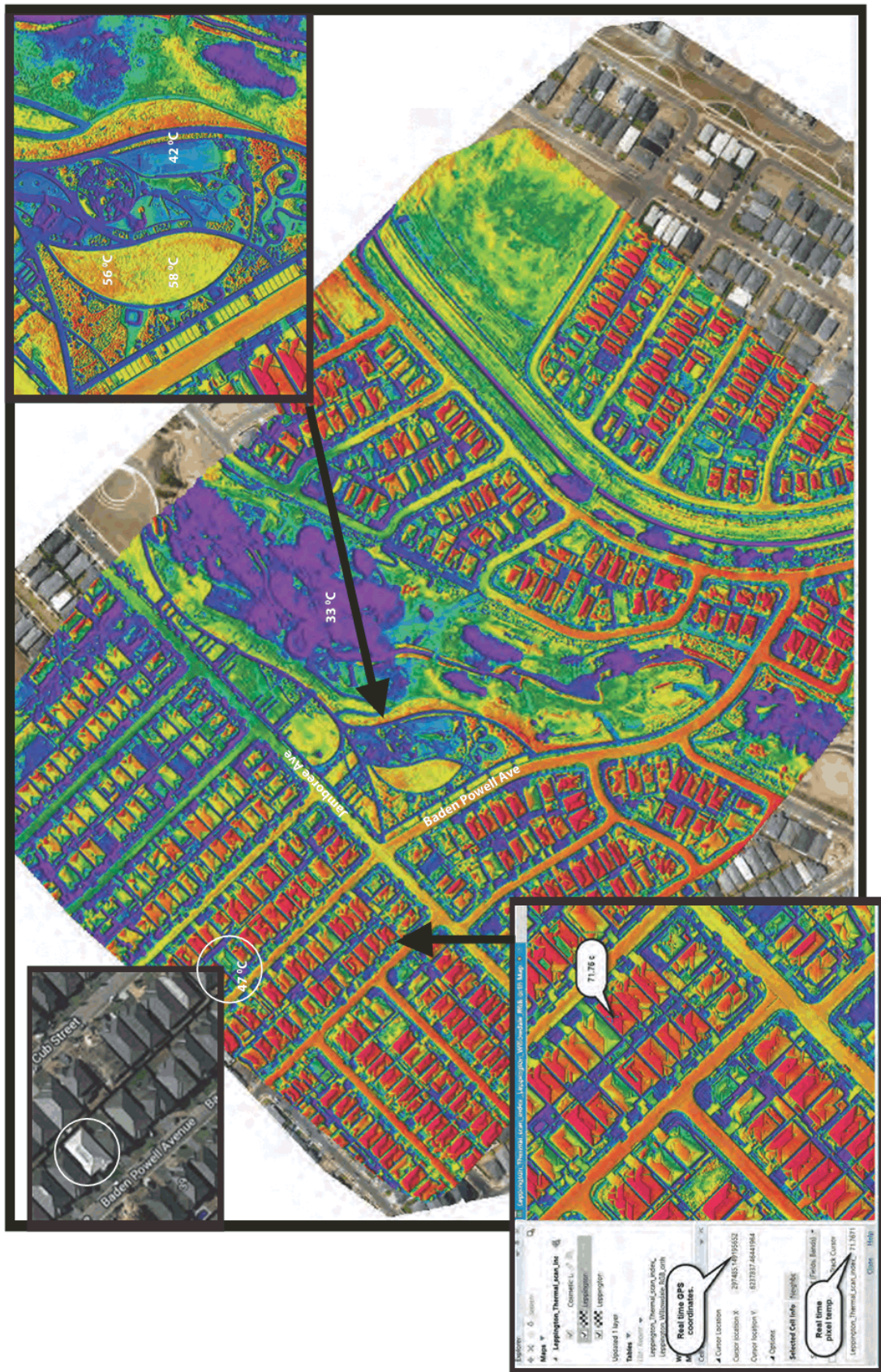
Attachments

1. Heat imagery from Macarthur Heights (contained within this report)
2. Heat imagery from Willowdale (contained within this report)

MACARTHUR HEIGHTS
Thermal mapping _ Wednesday 14 February 2018 at 4.30pm
Day time maximum temperature 38.6 degrees



WILLOWDALE
Thermal mapping _ Thursday 15 February 2018 at 12pm
Day time maximum temperature 33.4 degrees



8.17 2017-2018 Annual Report

Reporting Officer

Coordinator Corporate Planning and Strategy
City Growth and Economy

Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.8 - Provide strong governance for all Council activities

Officer's Recommendation

That Council endorse the 2017-2018 Annual Report.

Purpose

To seek Council endorsement of the 2017-2018 Annual Report.

Report

In line with the Integrated Planning and Reporting guidelines, Council is required to produce a report detailing the achievements and accomplishments over the course of the previous financial year aligning with the ongoing delivery of Council's Integrated Planning and Reporting documents.

The Annual Report is a key piece of Council's reporting and accountability to its community and stakeholders. The Report presents progress towards the outcomes of the Community Strategic Plan, projects and actions in the Delivery Program and Operational Plan, as well as key financial and statutory data. Reading this report will give a thorough overview of key projects completed, budget alignment and the current position of Council in relation to its service delivery to the community.

This Annual Report provides the first update on Council's achievements against the 2017-2021 Delivery Program and 2017-2018 Operational Plan.

During the past 12 months, Council has strived to position itself as a leader and facilitator of growth and opportunity for the region. Whilst continuing to place emphasis on delivering outstanding service for its community, the 2017-2018 year focused on priming Campbelltown for the growth the City will welcome over the next two decades.

The launch of the Re-imagining Campbelltown CBD project, signing of the Western Sydney City Deal and development of the Health and Education Precinct Strategy and Vision show the commitment to becoming a cultural, entertainment and services hub grounded sustainability.

Council also delivered a significant program of capital works, fun and exciting events, environmental protection initiatives, business and economic development strategies and continued to tell Campbelltown's story, challenge perceptions and helping position the city as a vibrant and attractive place to live and play.

Attachments

1. Draft 2017-2018 Annual Report - due to size (distributed under separate cover)

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 Tender Outcome - Child Care Centre Bardia

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)((c)) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following: -

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

14.2 Lease, Council Premises - Campbelltown

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)((c)) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following: -

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