

# **Reports from the Corporate Governance Committee Meeting held at 5.30pm on Tuesday, 17 August 2010.**

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## **APOLOGIES**

## **ACKNOWLEDGEMENT OF LAND**

## **DECLARATIONS OF INTEREST**

### **Pecuniary Interests**

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

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

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## **Minutes of the Corporate Governance Committee held on 17 August 2010**

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### **Present**

His Worship the Mayor, Councillor A Rule  
Councillor P Hawker (Chairperson)  
Councillor A Chanthivong  
Councillor S Dobson  
Councillor G Greiss  
Councillor P Lake  
Acting Director Business Services - Ms M McIlvenny  
General Manager - Mr P Tosi  
Manager Assets and Supply Services - Mr G Mitchell  
Acting Manager Communications and Marketing - Ms J Uluibau  
Manager Corporate Support - Mr S Kelly  
Manager Emergency Management - Mr J Dodd  
Manager Executive Services - Mr N Smolonogov  
Manager Financial Services – Ms C Mears  
Manager Human Resources - Mr B Mortimer  
Manager Information Management and Technology - Mr S McIlhatton  
Acting Manager Operational Services - Mr R Weeding  
Manager Property Services - Mr J Milicic  
Manager Waste and Recycling Services - Mr P MacDonald  
Communications Coordinator - Ms P Gismondo  
Revenue Accountant - Mr A Butcher  
Executive Assistant - Mrs D Taylor

### **Apologies (Dobson/Chanthivong)**

That the apologies from Councillors Borg and Matheson be received and accepted.

### **CARRIED**

### **Acknowledgement of Land**

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

### **DECLARATIONS OF INTEREST**

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

#### **Pecuniary Interests**

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

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

Councillor Chanthivong - Item 4.2 - Sundry Debtors Report - July 2010 - Councillor Chanthivong advised that he is a member of Campbelltown Golf Club.

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Councillor Rule - Item 4.2 - Sundry Debtors Report - July 2010 - Councillor Rule advised that he is a member of Campbelltown Golf Club.

Councillor Rule - Item 2.1 - 24 Hour Fight Against Cancer - Councillor Rule advised that he has been made patron of the 24 Hour Fight Against Cancer fundraiser. It is noted that Councillor Rule was not in the room during discussions on this item.

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## **1. COMMUNICATIONS AND MARKETING**

### **1.1 Visit Macarthur Website Statistics Report January - June 2010**

#### **Reporting Officer**

Acting Manager Communications and Marketing

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#### **Attachments**

Nil

#### **Purpose**

To update Council on the usage patterns of the Visit Macarthur website for the period January 2010 to June 2010.

#### **History**

Council at its meeting on 3 February 2009 resolved that a report be presented at six monthly intervals showing the usage pattern of Council's joint tourism website.

#### **Report**

The Visit Macarthur website was launched in July 2006 as a joint initiative between Campbelltown City Council and Camden Council. The site forms a part of Campbelltown Council's existing website, but is accessible from its own URL, [www.visitmacarthur.com.au](http://www.visitmacarthur.com.au).

Regular maintenance of the website ensures that visitors can easily and quickly find up to date information on all tourism related operators in the Macarthur region including attractions, events, accommodation, restaurants, shopping centres, function facilities, sporting venues, guided tours and transport providers. The website also provides contact details for the Visitor Information Centres in Campbelltown and Camden, maps and an electronic customer contact/feedback form.

In January 2010 the Visit Macarthur website was revamped to include more interactive features, with an option to view publications on the region page by page, or download an entire brochure. Other features now included on the website are a photo library and Macarthur video, featuring footage of activities available in the region such as horse riding, hot air ballooning, go-karting and bushwalking.

Statistics for the site provide information on the total number of visits to the site, as well as the number of new visitors, return visitors and the average number of pages viewed per visit.

Over the six month period from 1 January 2010 to 30 June 2010, the total number of visits to the Visit Macarthur website was 26,880. Of this, more than 8,500 are new visitors to the site. A breakdown of visits per month, as well as the number of total pages viewed, is listed below.

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Month	Total Visits	Page Views
January	4,005	23,150
February	3,235	18,482
March	4,099	22,362
April	5,924	16,273
May	4,740	15,865
June	4,877	14,755
<b>TOTAL</b>	<b>26,880</b>	<b>110,887</b>

The busiest periods of the week to access the Visit Macarthur site are Tuesday's and Friday's. The most popular time is between 10am and 3pm.

The majority of visitors access the website directly or via a favourites/bookmark link. Google is the most popular search engine directing traffic to the website. Further visitors access the site via the links on the Campbelltown City Council, Camden Council, Sydney.com and Visit NSW websites.

The Campbelltown Visitor Information Centre often receives feedback about the site via the feedback email facility. Each listing on the site is also checked bi-monthly and changes are implemented as required.

Website statistics reports for the Visit Macarthur website will continue to be presented on a bi-annual basis.

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Lake/Dobson)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## **1.2 Tourism Media Familiarisation Program**

### **Reporting Officer**

Acting Manager Communications and Marketing

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### **Attachments**

Nil

### **Purpose**

To update Council on the success of the Tourism Media Familiarisation Program and subsequent positive media generated.

### **Report**

The Macarthur Regional Tourism Strategy 2008 – 2011, collaboration between Campbelltown City Council and Camden Council, was adopted in October 2008. A key objective of the strategy is to develop and enhance the image of the Macarthur region and to promote the experiences available within the region.

To deliver on this objective, tourism staff at Campbelltown and Camden Council's have worked consistently to promote the region to travel journalists and have actively implemented a media familiarisation program. Story ideas and unique experiences are pitched to travel journalists from various media. Once successful an itinerary is developed, with support from the local tourism operators, to suit the target audience of the proposed article. The familiarisation program involves journalists visiting Macarthur for a three day period, on average, and experiencing the range of attractions within the region first hand.

Between the 12 month period of February 2009 - February 2010, a total of 16 journalists participated in a familiarisation tour of the Macarthur region, including representatives from the Daily Telegraph, the Sunday Telegraph, the Sydney Morning Herald, the Sun Herald, the Cumberland Newspaper Group, the Fairfax Newspaper Group and Mature Traveller.

Also during this period, interviews with tourism operators from the Macarthur region featured on 2UE and three times on 2GB radio stations. Additionally, Sydney Weekender filmed two separate segments, the first on the Food Safari Tours in Campbelltown and the second on the Billy Tea Rides at Scenic Hills Riding Ranch.

A Media Monitors Report was compiled to determine the amount of publicity generated by the visiting journalists during this twelve month period. The finding of this report concluded:

- The total volume of coverage was 129 articles and reports, which potentially reached an estimated readership of more than twenty million people.
  - The cost of this publicity would have totalled \$782,225 if the space gained as editorial was purchased as advertising, at the value of commercial rates.
-

- Press was the leading media type, with 83 articles, followed by television with 30 reports. Press coverage also made up the greatest proportion of audience share at 95%.
- The majority of the coverage (excluding the internet) appeared in New South Wales Media, totalling 96%.
- The leading press outlet was the Daily Telegraph with 27 articles, and 2GB was the leading radio station, with three reports. Channel 7 and a range of its regional affiliates broadcast two reports each and three items appeared on [www.whatsoninsydney.com](http://www.whatsoninsydney.com) and [www.visitnsw.com](http://www.visitnsw.com)

The familiarisation program will continue throughout 2010 and into 2011, with four journalists having already participated since February 2010. An additional four journalists are scheduled to visit during July and August this year.

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Chanthivong/Greiss)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## **2. CORPORATE SUPPORT**

### **2.1 24 Hour Fight Against Cancer**

#### **Reporting Officer**

Director Business Services

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#### **Attachments**

Correspondence from the 24 Fight Against Cancer Macarthur Inc.

#### **Purpose**

To seek Councils support for the 24 Hour Fight Against Cancer Macarthur walkathon.

#### **History**

The 24 Hour Fight Against Cancer Macarthur event was first held at the Campbelltown Stadium in 2005. In the last five years a small Committee, comprised totally of volunteers, has raised more than \$870,000 for essential equipment and services to support cancer patients of the Macarthur Cancer Therapy Centre and the Paediatric Ambulatory Care Unit both located in Campbelltown Hospital and also the Palliative Care Unit at Camden Hospital.

#### **Report**

The Organising Committee has written to Council seeking support for this community event by arranging suitable Public Liability coverage. Organisers have also requested additional sponsorship through the provision of security during the 24 hour period of the event.

The Relay has been particularly well supported by the Macarthur community in the past and the concept of all funds raised being utilised in the Macarthur area is worthy of Council's support.

In the past Council has donated the hire costs of the Athletics Stadium for the event and arranged through our Insurance Brokers suitable Public Liability coverage. It is recommended that Council continue to support this worthwhile event through the provision of Public Liability Insurance and the hire costs for the Campbelltown Athletics Stadium.

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

1. That Council make a donation of the hire costs for the Campbelltown Athletics Stadium for the event.
  2. That Council arrange suitable Public Liability Coverage for this community event.
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**Committee's Recommendation: (Greiss/Lake)**

That the Officer's Recommendation be adopted.

**CARRIED**

Having declared an interest in Item 2.1, Councillor Borg left the Chamber and did not take part in debate nor vote on the matter.

**Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 163**

That the Officer's Recommendation be adopted.

Following discussion of Item 2.1 Councillor Borg returned to the Chamber for the remainder of the meeting.

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## ATTACHMENT 1



Fight Against Cancer Macarthur Inc  
PO Box 233N  
Campbelltown North NSW 2560

Paul Tosi  
General Manager  
Campbelltown City Council  
PO Box 57  
CAMPBELLTOWN NSW 2560

JUL16'10 08:20:34 RCVD

Dear Paul,

I write to request that Campbelltown City Council continue their sponsorship of the 24 Fight Against Cancer Macarthur by covering the insurance indemnity for the event and providing security at the Campbelltown Athletics Stadium Leumeah over the 24 hour period.

Over 1100 local residents participated last year during the weekend and their efforts, combined with a number of other high profile fundraising events, raised more than \$210,000 for the Macarthur Cancer Therapy Centre and the Paediatric Ambulatory Care Unit both located in Campbelltown Hospital and the Palliative Care Unit at Camden Hospital.

It is my pleasure to inform you that this brings the total raised for local cancer care by the 24 Fight Against Cancer Macarthur to more than \$870,000 in just five years with this year's efforts set to exceed the \$1 million mark. I am sure you agree that this is an outstanding achievement by our local residents and businesses.

The generous sponsorship of the Campbelltown City Council will be acknowledged on all printed publicity material eg banners, signage, brochures, posters and team booklets and on the event T-shirts. The logo will also be displayed on the Macarthur Cancer Therapy Centre patient transport bus that was purchased through this fundraising.

I look forward to welcoming you on the day and announcing the details of the continued support of Campbelltown City Council.

Yours sincerely

Clr Fred Borg  
Chairperson  
9 July 2010

### **3. PROPERTY SERVICES**

#### **3.1 One Minto Redevelopment Project**

##### **Reporting Officer**

Manager Property Services

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##### **Attachments**

Nil

##### **Purpose**

To advise Council that the One Minto Redevelopment Project has won a major industry award being the Urban Taskforce Australia 2010 Development Excellence Award for Affordable Housing.

##### **Report**

A submission was made on behalf of Landcom, Housing NSW and Campbelltown City Council to the Urban Taskforce Australia 2010 Development Excellence Awards which recognises Australia's most impressive urban development projects.

Urban Taskforce Australia is a property development industry group which represents a small group of property developers and equity financiers.

The awards recognise the efforts developers made to ensure their projects deliver community projects, care for the environment, are a commercial success, demonstrate innovation and adopt high standards of urban design and architectural distinction.

It is advised that Landcom, Housing NSW and Campbelltown City Council were awarded the Development Excellence Award for affordable housing for the One Minto development.

This development has been ranked as one of Australia's top 11 development projects based on the 2010 Development Excellence Awards conducted by Urban Taskforce Australia.

It was identified that this remarkable project revitalises and completely transforms a public housing estate and establishes a benchmark for a careful rethinking of public housing estates by reintegrating public housing into the broader community.

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**Officer's Recommendation**

That the information be noted.

**Committee's Recommendation: (Lake/Dobson)**

That the Officer's Recommendation be adopted.

**CARRIED**

**Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## **4. FINANCIAL SERVICES**

### **4.1 Monthly Rates Summary**

#### **Reporting Officer**

Manager Financial Services

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#### **Attachments**

1. Monthly Rates Summary
2. Actual to Budget Result
3. Rates Statistics

#### **Purpose**

To provide Council with an update on the collection of rates and charges together with a comparative budget to actual financial result for the month ending 31 July 2010.

#### **Report**

Rates and charges levied for the period totalled \$74,364,854, representing the annual levy for the current financial year. It is anticipated that adjustments will occur each month due to the receipt of new valuations determined by the Valuer General's Department and the addition of new garbage services.

Receipts collected to the end of July totalled \$2,408,804. In percentage terms this amount represents 3.28% of all rates and charges due to be paid. In comparison, the amount collected for the same period last year was 6.64%.

Council adopted the 2010/11 rating structure on 15 June 2010. These rates and charges were used to successfully complete the annual levy on 1 July 2010 with notices issued to ratepayers on 22 July 2010.

In total 53,450 notices were printed with a total value of \$77,514,615. Rate notices for the 6,101 Housing NSW dwellings have been removed from this total and will be paid separately via an electronic file.

Rate notices were also emailed in PDF form through the eNotice electronic delivery process. This service continues to increase in popularity with 805 ratepayers currently registered to receive their accounts electronically.

Pension rebates were granted to 6,337 eligible pensioners entitled to reductions of up to \$250 from their total rates and charges bill. These rebates totalled \$1,528,827 and have been applied to each assessment on a pro-rata basis between rates and waste collection charges. A claim will be submitted to the Division of Local Government in September 2010 for 55% of the amount written off.

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Action taken in the form of legal debt recovery has involved the issue of 199 Statements of Claim and 4 Writs where ratepayers have either defaulted on an arrangement or failed to respond to efforts in making alternative arrangements.

Currently 377 ratepayers with a combined balance due of \$762,527 have made an arrangement to clear their debt through regular payments. No further action is taken on these accounts provided the arrangement is maintained.

Ratepayers who purchased property since the rate notice had been issued and have an unpaid balance are issued a "Notice to New Owner" letter. During the month, 316 of these notices were sent advising the amount levied by Council in annual rates and charges and the unpaid balance remaining.

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Chanthivong/Greiss)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1

### RATES SUMMARY

#### STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES

RATE - CHARGE	NET ARREARS 1/7/2010	NET LEVY FOR YEAR	PENSION REBATES	EXTRA CHARGES	TOTAL RECEIVABLE	CASH COLLECTED	NET AMOUNT DUE	POSTPONED RATES & INTEREST	GROSS AMOUNT DUE
RESIDENTIAL	2,477,935.51	41,553,190.58	1,527,827.47	131,556.47	42,634,855.09	1,471,231.09	41,163,624.00	291,237.56	41,454,861.56
BUSINESS	324,331.59	7,075,993.82		25,877.96	7,426,203.37	117,946.74	7,308,256.63		7,308,256.63
BUSINESS - IND	262,872.53	7,170,447.11		4,899.19	7,438,218.83	157,457.91	7,280,760.92		7,280,760.92
FARMLAND	-670.68	313,758.17	1,000.00	41.58	312,129.07	5,440.36	306,688.71	113,133.08	419,821.79
MINING	0.00	12,695.71		0.00	12,695.71	0.00	12,695.71		12,695.71
LOAN	242,260.26	3,976,583.97		1,246.48	4,220,090.71	137,768.95	4,082,321.76	41,589.62	4,123,911.38
F5 ACCESS RAMPS	39,230.24	1,073,764.89		232.33	1,113,227.46	23,612.64	1,089,614.82		1,089,614.82
MAIN STREET	72.86	0.00		0.00	72.86	0.00	72.86		72.86
TOTAL	\$3,346,032.31	\$61,176,434.25	\$1,528,827.47	\$163,884.01	\$63,157,493.10	\$1,913,457.69	\$61,244,035.41	\$445,960.26	\$61,689,995.67
GARBAGE	590,475.36	12,831,714.63	0.00	3,197.92	13,425,387.91	458,733.59	12,966,654.32		12,966,654.32
SANITARY	0.00	970.88		0.00	970.88	0.00	970.88		970.88
STORMWATER	51,489.31	879,026.28		247.03	930,762.62	36,613.18	894,149.44		894,149.44
GRAND TOTAL	\$3,987,996.98	\$74,888,146.04	\$1,528,827.47	\$167,298.96	\$77,514,614.51	\$2,408,804.46	\$75,105,810.05	\$445,960.26	\$75,551,770.31

Total from Rates Financial Transaction Summary	75,418,549.77
Overpayments	-133,220.54
Difference	0.00

### ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears	1,076,712.49
Rate accounts greater than 12 months less than 18 months in arrears	130,053.74
Rate accounts greater than 18 months in arrears	48,118.69
TOTAL rates and charges under instruction with Council's agents	\$1,254,884.92



## ATTACHMENT 2

### COMPARISON OF BUDGET TO ACTUAL

DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL	BALANCE STILL REQD.	% RAISED
RESIDENTIAL	41,106,767	41,106,767	41,553,191	(446,424)	101.09%
BUSINESS	7,069,000	7,069,000	7,075,994	(6,994)	100.10%
BUSINESS - INDUSTRIAL	7,140,000	7,140,000	7,170,447	(30,447)	100.43%
FARMLAND	360,500	360,500	313,758	46,742	87.03%
MINING	12,500	12,500	12,696	(196)	101.57%
LOAN	4,344,500	4,344,500	3,976,584	367,916	91.53%
F5 ACCESS RAMPS	1,070,000	1,070,000	1,073,765	(3,765)	100.35%
TOTALS	61,103,267	61,103,267	61,176,434	(73,167)	100.12%
INTEREST CHARGES	275,000	275,000	17,278	257,722	6.28%
LEGAL COSTS RECOVERED	860,000	860,000	147,402	712,598	17.14%
PENSIONERS - Sec 575	(1,587,000)	(1,587,000)	(1,528,827)	(58,173)	96.33%
PENSIONERS SUBSIDY	872,850	872,850	840,855	31,995	96.33%
SUB TOTAL	61,524,117	61,524,117	60,653,142	870,975	98.58%
DOMESTIC WASTE CHARGES	12,685,048	12,685,048	12,528,783	156,265	98.77%
COMMERCIAL WASTE CHARGES	285,690	285,690	302,932	(17,242)	106.04%
SANITARY INCOME	1,000	1,000	971	29	97.09%
STORMWATER MNGMNT	878,000	878,000	879,026	(1,026)	100.12%
GRAND TOTALS	75,373,855	75,373,855	74,364,854	1,009,001	98.66%

### COLLECTIONS AS A % OF:

	TOTAL RECEIVABLE	TOTAL LEVIED	TOTAL RECEIVABLE	TOTAL LEVIED
RESIDENTIAL	3.45%	3.54%		
BUSINESS	1.59%	1.67%	RATES	3.13%
BUSINESS - INDUSTRIAL	2.12%	2.20%	GARBAGE	3.57%
FARMLAND	1.74%	1.73%	SANITARY	0.00%
LOAN	3.26%	3.46%	STORMWATER	4.17%
F5 ACCESS RAMPS	2.12%	2.20%		
ALL RATES	3.03%	3.13%	TOTAL RATES & CHARGES	3.39%
				3.28%

## ATTACHMENT 3

[illegible]

## 4.2 Sundry Debtors Report - July 2010

### Reporting Officer

Manager Financial Services

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### Attachments

1. Debtors Summary
2. Ageing of Sundry debts – July 2010

### Purpose

To provide a report detailing the amount outstanding by type and age for sundry and miscellaneous debts for the period ending 31 July 2010.

### Report

Debts outstanding to Council as at 31 July 2010 were \$1,673,977 reflecting a decrease of \$488,086 since 30 June 2010. The ratio of outstanding debts to current invoices has increased from 27% in June to the current level of 30%. This debtor management ratio is a measure of the effectiveness of recovery efforts, however is impacted by Council policies as well as economic and social conditions.

During the period, 595 invoices were raised totalling \$1,235,690 and of these, the most significant have been in the following areas:

#### Corporate Administration – \$382,809

The main invoices relate to:

Wollondilly Shire Council – annual contribution towards MACROC programs	\$88,917
Camden Council – annual contribution towards MACROC programs	\$88,917
Alinta LGA Ltd – Gas mains assessment December 2009	\$53,612
Ingleburn Tennis Club Inc – contribution towards courts 1-4 refurbishment	\$32,025
University of Western Sydney – contribution towards on-line tutoring programme	\$31,350
Optus Mobile – Access Fees at Blain Reserve Raby	\$44,781

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**Government and other Grants - \$99,750**

The main invoices relate to:

NSW Rural Fire Service – Construction maintenance works to fire trails in Minto Heights and St Helens Park	\$16,750
Department of Infrastructure, Transport & Regional Development – National Bike Path and Triathlon Track, Macquarie Fields	\$80,000

**Land and Building Rentals - \$75,581**

The main invoices relate to:

Glenquarie Hotel - Macquarie Fields	\$18,392
Caltex Service Station – Macquarie Fields	\$13,842
BP Petrol Station – Macquarie Fields	\$12,319
RailCorp – Occupation of Council land (Menangle Road)	\$6,050
Aldi Stores – Macquarie Fields	\$20,277

**Shop and Office Rentals - \$48,606**

The main invoices relate to:

Dumaresq Street Cinema - Campbelltown	\$20,429
McDonalds Restaurant - Glenquarie	\$6,812
Amcal Pharmacy - Campbelltown	\$4,995
Neighbourhood Store – Macquarie Fields	\$3,702
Arts Centre Café - Campbelltown	\$3,795
Neighbourhood Store - Woodbine	\$3,486

Receipts to the value of \$1,235,690 have been received during the period, the most notable in the following areas:

Corporate Administration	\$542,249
Sportsground and Field Hire	\$55,510
Government and other Grants	\$281,516
Land and Building Rentals	\$66,597

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.

Debts exceeding 90 days of age totalled \$396,263 as at 31 July 2010. The major invoices relating to this balance include:

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**Government and other Grants - \$80,400**

Department of Planning - Master planning of Campbelltown, Macarthur and Ingleburn Centres. Department of Planning have advised the cheque was posted on 3 August 2010.	\$22,000
Roads and Traffic Authority - 2009/10 Campbelltown Bike Plan Grant. Payment was received 2 August 2010 and will be reflected in next months report.	\$55,000

**Corporate Administration - \$180,871**

6 Lithgow St Pty Limited - Installation of Class A Hoarding at the old RSL site. Debt recommended to be written off as this debtor has now been declared bankrupt. Councils Auditors have agreed with a recommendation to write this debt off.	\$63,879
Department of Education and Training - Contribution to Regional Sport Facility at Sarah Redfern High School. Council has finalised works at the facility and has been advised payment will be made in the coming weeks.	\$44,000
Campbelltown Golf Club Limited - Land rates for 2009/10. Arrangement has been made to finalise the account in full by August once membership income has been received and the Clubs amalgamation arrangements have been finalised.	\$38,889
Campbelltown Golf Club Limited – Lease of land owned by Council. Arrangement has been made to finalise the account in full by August once membership income has been received and the Clubs amalgamation arrangements have been finalised.	\$18,600

During the month, two accounts progressed to the first stage of legal recovery action, one being for unpaid shop licence fees and the other for damage caused to Councils asset. The defaulting debtors were issued a Letter of Demand by Councils agents, Executive Collections advising that if the account was not settled or an appropriate arrangement was not made their account may be escalated to Statement of Claim.

In addition, two accounts were escalated to formal recovery through the courts via Statement of Claim resulting in one Judgement and one Writ being executed.

**Officer's Recommendation**

That the information be noted.

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

That the Officer's Recommendation be adopted.

**CARRIED**

**Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1

### *DEBTORS SUMMARY 1 July 2010 to 31 July 2010*

DEBTOR TYPE/DESCRIPTION	ARREARS AT 30/06/2010	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 31/07/2010	% DEBT RATIO
Corporate Administration	725,228	382,809	542,249	565,787	33.80%
Abandoned Items	2,913	738	594	3,057	0.18%
Child Care Debts	46,514	0	0	46,514	2.78%
Community Bus	221	223	36	408	0.02%
Tennis Court Hire	757	0	0	757	0.05%
Sportsground and Field Hire	123,235	31,783	55,510	99,507	5.94%
Government and other Grants	428,061	99,750	281,516	246,295	14.71%
Public Hall Hire	34,746	10,868	23,162	22,453	1.34%
Health Services	350	0	0	350	0.02%
Land and Building Rentals	42,765	75,581	66,597	51,748	3.09%
Library Fines and Costs	151,184	0	0	151,184	9.03%
Healthy Lifestyles	3,067	21,149	11,789	12,427	0.74%
Pool Hire	2,000	10,814	741	12,073	0.72%
Private Works	184,899	7,903	58,977	133,824	7.99%
Road and Footpath Restoration	152,953	42,351	48,494	146,810	8.77%
Shop and Office Rentals	20,198	48,606	52,637	16,166	0.97%
Various Sundry Items	128,790	15,029	22,320	121,499	7.26%
Waste Collection Services	114,184	0	71,067	43,118	2.58%
	<b>2,162,063</b>	<b>747,603</b>	<b>1,235,690</b>	<b>1,673,977</b>	<b>100%</b>

## ATTACHMENT 2

### AGEING OF SUNDRY DEBTOR ACCOUNTS - 31 July 2010

Description	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Administration	289,440	21,489	73,987	180,871	565,787	167,456
Abandoned Items	738	0	0	2,319	3,057	2,913
Child Care Debts	46,514	0	0	0	46,514	0
Community Bus	223	185	0	0	408	0
Tennis Court Hire	757	0	0	0	757	0
Sportsground and Field Hire	14,745	60,306	5,594	18,863	99,507	18,863
Government and other Grants	99,895	66,000	0	80,400	246,295	189,500
Public Hall Hire	8,021	8,013	3,385	3,034	22,453	3,293
Health Services	0	0	0	350	350	350
Land and Building Rentals	24,424	2,897	2,917	21,510	51,748	13,447
Library Fines and Costs	151,184	0	0	0	151,184	0
Healthy Lifestyles	11,904	390	0	134	12,427	932
Pool Hire	10,605	1,000	328	140	12,073	475
Private Works	7,628	93,248	1,062	31,887	133,824	10,802
Road and Footpath Restoration	42,351	88,417	9,803	6,239	146,810	6,359
Shop and Office Rentals	13,942	1,110	1,110	4	16,167	1,082
Various Sundry Items	14,198	51,824	9,409	46,068	121,499	45,263
Waste Collection Services	0	38,673	0	4,445	43,118	4,445
	736,566	433,554	107,593	396,263	1,673,977	465,180

## 4.3 Investment Report - June 2010

### Reporting Officer

Manager Financial Services

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### Attachments

Investment Portfolio Performance – June 2010

### Purpose

To provide a report to Council outlining the investment portfolio performance for June 2010.

### Report

Council invests any surplus funds that become available through the financial instrument designated by the Ministerial Order from the Division of Local Government. The Local Government Act, 1993 and the Local Government (General) Regulation 2005 require a monthly investment report be presented to Council.

Council's Investment Portfolio as at 30 June 2010 stood at approximately \$74m. The increase in funds is attributable to loan funding drawn down in June totalling \$8.250m. 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.

### Monthly Performance

The return for the entire portfolio on an annualised basis was 5.59%. This reflects an out performance of the bank bill index benchmark which returned 4.74%. Funds directly invested returned 5.47% for the month.

<b>Rolling Year to Date (annualised) Return</b>	<b>June</b>
Local Government Ethical Fund	5.47%
Council Managed Funds	4.79%
Local Government Fixed Out Cash Fund	4.31%
Benchmark: 90 Day Bank Bill Index	3.82%

Council's credit exposure as at 30 June shows 58% of investments placed with institutions rated AAA to AA-, 29% in institutions rated A+ to A, 9% in institutions rated A- to BBB- and 4% in other financial institutions. All investments are placed with Approved Deposit Taking Institutions who meet the eligibility for the government wholesale funding guarantee.

The current composition of the portfolio is 23% managed funds, 65% direct council managed term deposits, 11% in floating rate notes and 1% in offset facilities.

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### **Economic Outlook**

The official cash rate remains at 4.50%. Inflation will be closely monitored by the Reserve Bank of Australia (RBA) and if inflation trends higher than acceptable levels, the RBA will be under pressure to lift rates again.

Council's investment portfolio continues to outperform the benchmark of the 90 day bank bill index. The recently published Local Government Investment Guideline leaves little scope for the enhancement of Council's investment portfolio with the various investment products being offered. However, to enhance the portfolio, advantage is taken on the length of maturity of the investment given the rating of the institution and the guarantee of the Federal Government for investments placed with Approved Deposit Taking Institutions.

Regular liaison with Council's external financial advisor, Spectra Financial Services, assists in monitoring all of the risk factors to maximise Council's return on the investment portfolio while minimising the risk associated with this strategy.

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Chanthivong/Dobson)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

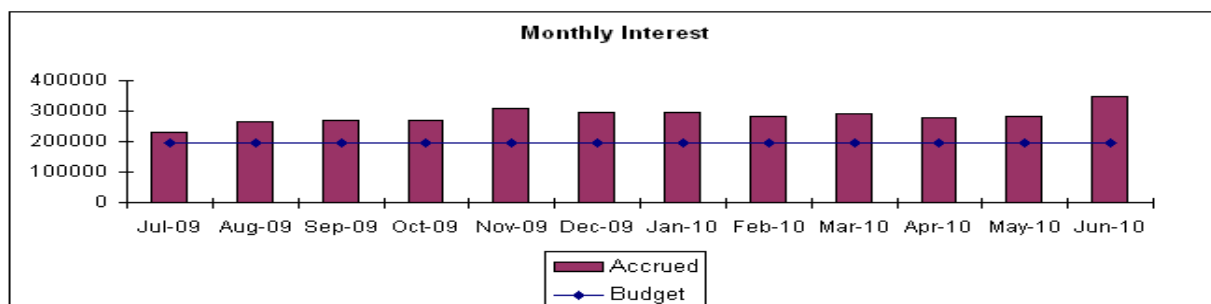
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## ATTACHMENT 1

### CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO Summary June 2010

Benchmark UBS Warburg 90 Day Bank Bill Index  
Portfolio Balance \$74,271,219.69

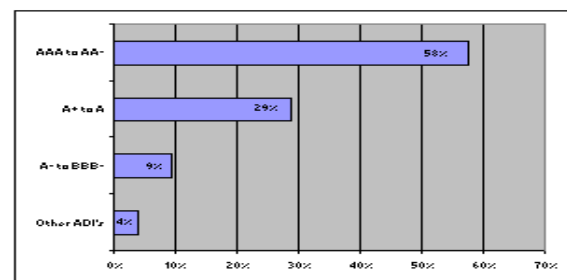
Monthly Performance	Return (mth)	Return (pa)
UBSW 90 Bank Bill Index	0.39%	4.74%
Total Portfolio	0.46%	5.59%
<i>Performance to Benchmark</i>	<i>+</i> 0.07%	<i>+</i> 0.85%
Portfolio - Direct Investments	0.45%	5.47%
<i>Performance to Benchmark</i>	<i>+</i> 0.06%	<i>+</i> 0.73%
Portfolio - Managed Funds	0.50%	6.13%
<i>Performance to Benchmark</i>	<i>+</i> 0.11%	<i>+</i> 1.39%



#### Year to Date Performance

#### Credit Exposure

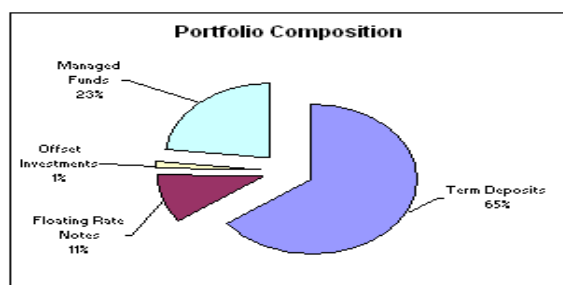
Rolling 12 Month Period  
4.79% Council Managed Funds  
5.47% LGFS Ethical Fund  
4.31% LGFS Fixed Out Cash Fund  
3.82% *Benchmark*



Interest Budget to Actual  
Budget to Period \$2,371,500  
Accrued to Period \$3,411,131

#### Securities

#### Institutions



	Amount Invested	% Portfolio
Macquarie Bank	\$ 1,000,000.00	1%
LGFS Managed Funds	\$ 17,364,650.16	23%
Suncorp Metway	\$ 3,094,142.10	4%
National Australia Bank	\$ 7,920,641.59	11%
NSW Treasury	\$ 4,448,000.00	6%
Westpac Bank	\$ 7,119,374.23	10%
ANZ Bank	\$ 6,081,531.50	8%
Citibank	\$ 1,000,000.00	1%
St George Bank	\$ 3,056,832.07	4%
Commonwealth Bank	\$ 6,050,110.57	8%
Bank Western Australia	\$ 7,135,937.47	10%
Illawarra Mutual BS	\$ 1,000,000.00	1%
Newcastle Perm BS	\$ 1,000,000.00	1%
Heritage BS	\$ 1,000,000.00	1%
Rural Bank	\$ 1,000,000.00	1%
Members Equity Bank	\$ 1,000,000.00	1%
Adelaide Bank	\$ 1,000,000.00	1%
Bank of Queensland	\$ 1,000,000.00	1%
Mystate Financial CU	\$ 1,000,000.00	1%
Defence Services CU	\$ 1,000,000.00	1%
Maitland Mutual BS	\$ 1,000,000.00	1%
	<b>\$74,271,219.69</b>	<b>100%</b>

## **4.4 Write off of Bad Debts**

### **Reporting Officer**

Manager Financial Services

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### **Attachments**

Summary of bad debts recommended for write off as at 30 June 2010

### **Purpose**

To provide a report detailing the amount of debts determined uneconomical to recover.

### **Report**

As part of Council's interim end of year audit, nine debts totalling \$66,884.20 were presented and examined by Council's external Auditors, Morse Group Accountants and Advisors. The Auditors expressed an opinion that further action by Council is unlikely to realise recovery of costs and will only incur further fees which will subsequently require write-off.

The debts in question are over two years old and relate to shop licence inspection fees totalling \$1,900.00, abandoned motor vehicle charges totalling \$885.00, unpaid fees for services provided by Council's Leisure Centres totalling \$220.20 and Class "A" Hoarding fees for a development left unsafe in Lithgow Street (the old RSL site) totalling \$63,879.00.

In regards to the \$63,879.00 invoice relating to hoarding fees, legal documentation has been received as part of the transfer/sale process from the debtor's solicitor stating that the company has gone into liquidation and that recovery of the debt is unlikely. Attempts were made to include this debt as a charge on the land and the amount had been included on certificates issued by Council during the sale. Legal advice has been noted that these charges are the responsibility of the owner at the time they are billed and were therefore not paid on settlement. A provision equal to the amount invoiced was created at the same time the fees were raised.

All reasonable recovery actions have been undertaken by Council to secure payment of the debts detailed in the attachment. Council's Auditors support the recommendation that these debts would be uneconomical and an inefficient use of resources to continue to pursue these debts.

It should be noted, Council authorisation to write off bad debts does not stop Council reinstating the debt if future circumstances change. Once written off, the debtor accounts are identified within Council's financial system ensuring they are easily identifiable should the individual or company try to transact with Council in the future.

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In accordance with accounting standards, Council is required to create a provision for doubtful debts and review that provision at the end of each financial year. For the financial year ending 30 June 2010, the provision balance remains at \$87,587.85. This amount includes the \$63,879 raised independently from Council's sundry debtors.

It is recommended that in accordance with Council's external audit advice, the debts highlighted in the attachment amounting to \$66,884.20 be written off against the provision account.

### **Officer's Recommendation**

That the amount of \$66,884.20 be written off as uneconomical to recover.

### **Committee's Recommendation: (Lake/Dobson)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1

Campbelltown City Council  
**Sundry Debtor Invoices to be Written Off**

Account	Comments	Total Due
664102	Inv 22956 Date 06.03.09 Installation of Class A Hoarding - DX8562007/5680T. Company went into liquidation, property sold. Debt was not paid.	\$63,879.00
678904	Inv 27374 Date 30.10.09 Abandoned vehicle costs towing, impounding and holding fees. Owner of vehicle has been imprisoned	\$885.00
671883	Inv 20052 Date 04.09.08 Outstanding licence fees, business closed. Thorough search by Executive collections and Council completed and were unable to locate debtor.	\$400.00
664482	Inv 13670 Date 08.06.07 Outstanding licence fees, business closed. Thorough search by Executive collections and Council completed and were unable to locate debtor.	\$300.00
664441	Inv 18296 Date 29.05.08 Outstanding licence fees, business sold. Thorough search by Executive collections and Council completed and were unable to locate debtor.	\$400.00
66333.6	Inv 12931 Date 16.04.07 Outstanding licence fees, business closed. Thorough search by Executive collections and Council completed and were unable to locate debtor.	\$500.00
675033	Inv 23787 Date 24.04.09 Able to locate debtor and recovered \$100 of original debt. Had vacated residential address, confirmed by Dept of Housing all phone numbers for debtor disconnected. Debt is for unpaid Gymnastics fees at Macquarie Fields Leisure Centre balance not economical to pursue.	\$81.00
671768	Inv 24812 Date 25.03.09 Debt is for use of pool at Bradbury Swimming Centre, debtor has gone out of business.	\$139.20
649483	Inv 18458 Date 10.06.08 Outstanding licence fees, business closed. Thorough search by Executive collections and Council completed and were unable to locate debtor.	\$300.00

**\$66,884.20**

## **4.5 Menangle Park Land Valuation Objections**

### **Reporting Officer**

Manager Financial Services

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### **Attachments**

Nil

### **Purpose**

To advise Council of the response received from the Valuer General regarding objections made by Council to the land valuation for base date 1 July 2009.

### **History**

Council rates are distributed in accordance with the value of land that is determined by the Valuer General. When new valuations are made (generally every three years) significant changes can occur as both increases or decreases depending upon the degree of difference from the average of the Local Government Area. The residents of Menangle Park have received significant increases over the last three valuation cycles primarily due to speculative land purchasing.

Previously an increase to the minimum amount had been made to help reduce the impact to the ratepayers of Menangle Park.

The new valuations for base date 1 July 2009 were received by Council in November 2009. The valuations were installed onto Council's database and a detailed analysis was undertaken and the results reported to Council in February 2009.

### **Report**

The residents of Menangle Park have experienced increases in their land rates above the average due to the inflation of their rateable land valuations that is a direct result of speculative buying as advised by the Valuer General.

The remaining opportunity to provide some relief to the ratepayers of Menangle Park has been to object to the valuations on the basis that they are inflated. Discussions were held with the General Manager where agreement was reached to lodge an objection to the valuations to assist the residents of Menangle Park. In February 2010, Council advised the 141 land owners within Menangle Park that an objection to the current land valuations had been forwarded to the Valuer General for consideration.

The Valuer General has now responded to Council's request and aside from three assessments the valuations are to remain unchanged.

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Council could lodge an appeal against the Valuer General's determination in the Land and Environment Court if this outcome was unsatisfactory. Such an objection must be lodged by 28 September 2010. Such action would incur considerable expense and may not achieve any beneficial result to the affected ratepayers. Given that Council is not the land owner and the expense that would be incurred for further objections, it is considered inappropriate to take any further action. Council has provided the appropriate support in discharging its role in supporting the residents of Menangle Park.

### **Officer's Recommendation**

That the residents of Menangle Park be advised of the Valuer General's determination.

### **Committee's Recommendation: (Greiss/Rule)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## **5. BUSINESS ASSURANCE**

### **5.1 Actuarial Report 2010**

#### **Reporting Officer**

Manager Business Assurance

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#### **Attachments**

Nil

#### **Purpose**

This report is to provide Council with information on the actuarial assessment completed for 2009/10 financial year as it relates to Council's Self Insurance Licence for Workers Compensation.

#### **Report**

Council is required to prepare an actuarial assessment of the potential outstanding liability that relates to Workers Compensation each financial year. An independent external consultant is contracted by Council to provide the actuarial report in meeting the legislative requirements developed by the WorkCover Authority.

The assessment has been undertaken in accordance with the Institute of Actuaries Professional Standard (PS300) relating to outstanding claims in general insurance as issued by The Institute of Actuaries of Australia. (Generally set in the broader context of general insurance companies, including an emphasis on satisfying APRA requirements, and not always fully relevant for self-insured employers). This report also provides results intended for accounting standards AASB137 as it relates to the disclosure of provisions.

Council has held a Workers Compensation Self Insurance Licence since July 2000. At the completion of each financial year, an independent actuarial assessment is obtained on Council's liability in respect to outstanding claims. The estimate for Council's liability for outstanding claims is the sum of estimates of reported claims for each past year plus an estimate for future development of open cases. The estimate is then discounted for notional investment earnings.

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Statistics provided are as follows:

<b>Claims Experience</b>			
<b>Accident Year to 30 June</b>	<b>No. of claims</b>	<b>No. of claims outstanding</b>	<b>Estimated Ultimate Claim Costs</b>
2001	129	2	338,046
2002	98	2	321,847
2003	113	1	72,028
2004	88	0	0
2005	78	0	0
2006	91	2	60,044
2007	92	5	153,241
2008	74	3	94,563
2009	76	5	87,169
2010	81	26	148,351
<b>TOTAL</b>	<b>920</b>	<b>46</b>	<b>1,275,290</b>

In the 2009/10 financial year 80 claims were finalised and closed. This has assisted in minimising the increase in the amount required to be held as an investment for the liabilities.

<b>Actuarial Liability of Outstanding Claims as at 30 June 2010</b>	
Current Component	635,000
Non Current Component	2,815,000
Provision as at 30 June 2008	<b>3,450,000</b>

<b>Security Deposit 2010-2011</b>	
Estimated liabilities	3,262,680
50% Prudential Margin	1,631,340
Security Deposit	<b>4,894,020</b>

Council is required to lodge a bank guarantee or an investment with NSW Treasury Corporation to represent the security deposit for the Workers Compensation Licence. Council holds an investment with the NSW Treasury Corporation which has now increased to an amount of \$4.9m from \$4.449m.

Every effort is made to ensure a safe working environment and this is reflected by Council's commitment to Occupational Health and Safety. Council continues to provide safety awareness, increased training and improvements in identifying risk profiles associated with all work activities undertaken.

In the finalisation of the 2009/10 financial accounts, an amount of \$4.9m has been restricted for future liabilities in accordance with the legislation. This restriction is required to be fully cash backed. There is also an internal restriction for future unforeseen potential liabilities of \$200,000.

The Workers Compensation vote has not increased for several years and provides for all expenses associated with the administration of the Workers Compensation Licence and also caters for three Safety Officers within Council's Employee Health and Safety Unit. Interest achieved through investments of the funds are placed in general fund for other operational services.

Council has over the last six months reviewed its claims management process to comply with changes in legislative requirements. An independent consultant has reviewed Council's files to ensure that procedures are in place and effective claims management outcomes are achieved.

### **Officer's Recommendation**

That Council restrict funds of \$4.9m as per legislative requirements developed by the WorkCover Authority.

### **Committee's Recommendation: (Chanthivong/Rule)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## **5.2 Quarterly Report Against the 2009/12 Management Plan - August 2010**

### **Reporting Officer**

Manager Business Assurance

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### **Attachments**

Progress against significant projects in 2009/12 Management Plan

### **Purpose**

To advise Council of the progress in undertaking the significant projects detailed in the 2009/12 Management Plan.

### **History**

It is a requirement of the *Local Government Act 1993*, that Council receive a quarterly report against the activities in the Management Plan, two months after the end of the quarter.

### **Report**

In June 2009, Council adopted a new 2009/12 Management Plan, Budget and Fees and Charges. The Management Plan outlines the services and projects that Council will undertake during 2009/12.

Projects completed in the quarter include:

- Upgrade to Campbelltown Sports Stadium
- Upgrade to Coronation Park (major works)
- Upgrade to Sarah Redfern playing fields
- Annual footpath and cycleway program
- Environmental Education Strategy

Progress against implementing some of the more complex projects outlined in the plan is continuing. Some are moving slowly as they are strategic in nature (e.g. Local Planning Strategy) and require significant consultation and consideration to ensure they are successful, others have long implementation timeframes.

The attachment provides a summary of the fourth quarter progress for the significant projects outlined in the 2009/12 Management Plan.

This will be the last quarterly report against the 2009/12 Management Plan. Any outstanding items will be carried forward to the 2010/13 Management Plan and reported under the new plan.

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**Officer's Recommendation**

That the information be noted.

**Committee's Recommendation: (Lake/Greiss)**

That the Officer's Recommendation be adopted.

**CARRIED**

**Council Meeting 24 August 2010 (Hawker/Chanthivong)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 162**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1

### Progress against significant projects in 2009/12 Management Plan, August 2010

Principle Activity 1 -	Campbelltown's Environment - preserving our hills , rivers and bushland
Significant projects 2009/12	
Implementation of Council's Energy Savings Action Plan	<p>Council continues to implement the cost effective initiatives in accordance with the action list contained within the Energy Savings Action Plan. The plan is continually reviewed to ensure the activities remain contemporary.</p> <p>A formal review of the plan to meet the Department of Environment, Climate Change and Water (DECCW – The program administrators) requirements will be completed shortly. The results will be reported to Council prior to submitting to the Department.</p> <p>Council continues to promote the responsible use of energy to its employees through the staff education and engagement programs.</p> <p>Council's Sustainability Committee has actively focused on the development of a prioritised listing of initiatives to implement when other sources of funding become available.</p>
Cities for Climate Protection Program (CCP)	<p>Council continued to support CCP throughout the quarter. Council will review options relating to ongoing participation in the program as the funding has ceased.</p>
Expansion of Council's Streamcare program	<p>Council now has four Streamcare groups operating within the Local Government Area at the following locations; Noorumba (Rosemeadow), Redfern Creek (Ingleburn), Spring Creek (St Helens Park) and Botany Place (Kentlyn).</p> <p>Council's Streamcare group at Noorumba Reserve, Rosemeadow continues to be successful with a group of dedicated volunteers participating in the program on a regular basis. The group have been focusing on the control of African Olive and Prickly Pear across the reserve as well as undertaking some direct seeding of Cumberland Plain species.</p> <p>At the other sites the groups have been focusing on the control of a range of environmental and noxious weeds including; Fennel, African Olive, Bridal Creeper and Asparagus Fern.</p> <p>Thus far this year volunteers have donated around 380 hours of their time to the program.</p>

**Progress against significant projects in 2009/12 Management Plan, August 2010**

<b>Principle Activity 1 -</b>	<b>Campbelltown's Environment - preserving our hills , rivers and bushland</b>
<b>Significant projects 2009/12</b>	
<b>The Georges River Combined Councils' Committee (GRCCC)</b>	<p>Council is a member of the GRCCC and continues to be involved in GRCCC initiatives and projects. Council provided the GRCCC with a program of works for the Campbelltown LGA for the 2010 Riverkeeper Program which related to weed and rubbish removal at priority locations. These works under the Riverkeeper Program have recently commenced.</p> <p>As previously reported the GRCCC have initiated a Riverhealth Monitoring Program with the purpose of developing a report card on river health for the Georges River catchment. The program, commenced in November 2009 with 200 volunteers undertaking water testing and flora and fauna analysis along the river. The first report card for the program depicting the results for the Spring 2009 monitoring was released in April 2010. The results for Campbelltown were relatively positive with most sites being graded as good to fair.</p> <p>The Autumn 2010 sampling round has been undertaken and the results are anticipated to be released soon.</p>
<b>Environmental Education Strategy</b>	<p><b>Completed.</b>                      Council's first Environmental Education Strategy was endorsed in March 2010.</p> <p>Programs prescribed under the Strategy are now being developed and delivered, including; sustainability training for staff and the Threatened Species art competition.</p>
<b>Biodiversity Strategy</b>	<p>Council is continuing to work on the implementation of the recommendations of the Campbelltown Biodiversity Study. Those recommendations of relevance to the strategic planning process are currently being implemented as part of the Comprehensive LEP process. Other recommendations which address threats to biodiversity as well as the restoration, protection and enhancement of local biodiversity will be integrated into the Campbelltown Biodiversity Strategy.</p>



**Progress against significant projects in 2009/12 Management Plan, August 2010**

Principle Activity 1 -	<b>Campbelltown's Environment - preserving our hills , rivers and bushland</b>
Significant projects 2009/12	
<b>Stormwater Management Levy</b>	<p>Council is undertaking the following activities to increase opportunities for stormwater recycling:</p> <ul style="list-style-type: none"> <li>• Campbelltown Stadium Installation of storm water retention tanks linked to water for the playing fields is now complete. Therefore reducing the demand on the potable water supply.</li> <li>• Coronation Oval Stage one – Stormwater improvements to car park and Redfern Rd are complete. Stage two –The installation of the eco garden and waster harvesting are to be constructed in the 2<sup>nd</sup> quarter of 2010.</li> <li>• Jackson Oval Due to restrictions within the site, further design is required. Once complete water will be used on playing fields and surrounding street garden beds.</li> <li>• Small Stormwater projects Design plans are being finalised for a number of small stormwater projects to alleviate the effects of runoff, erosion and property flooding. Five of these projects have been completed.</li> </ul>
<b>The Macarthur Resource Recovery Park</b>	<p><b>Completed.</b> The facility continues to process all of Campbelltown City Council's domestic waste.</p>
<b>Program of Works at Noorumba Reserve and Reserve 4, Rosemeadow</b>	<p>Council has programmed the installation of recreational facilities for the local community comprising playground equipment, bicycle paths and seating in Reserve four (in an area of open space located at the entrance to Noorumba Reserve) which commenced in 2010 following archaeological excavations in late 2009.</p> <p>The bush regeneration work in the reserve is ongoing and has continued throughout the quarter.</p> <p>Design work for the park layout is now 90% complete. An artist has been approached to supply further details. Works are to commence in the first quarter of 2011.</p>
<b>Urban Sustainability Project – Campbelltown Golf Course</b>	<p>Work continues under this project approved by the NSW Environmental Trust in partnership with Campbelltown Golf Club. The Sustainable Environmental Management Plan continues to be prepared, it will guide strategic investment of funding into sustainable initiatives.</p> <p>On-ground works undertaken during the quarter include Community tree plantings by local schools.</p>

**Progress against significant projects in 2009/12 Management Plan, August 2010**

<b>Principle Activity 1 -</b>	<b>Campbelltown's Environment - preserving our hills , rivers and bushland</b>
<b>Significant projects 2009/12</b>	
<b>Noxious Weed and Pest Animal Management Strategy</b>	<b>Completed.</b> The strategy was adopted by Council in November 2009. Implementation of the strategy continues.
<b>Macarthur Water Quality Monitoring Program</b>	Council continues with the process of reviewing the water quality monitoring program to ensure that it continues to meet Council's and the community's needs, while being cost effective. The recommendations from the review are anticipated to be available later this year.
<b>Schools Climate Change Initiative</b>	Council continues to be a partner in the Schools Climate Change Initiative. The project involves Kentlyn Primary, Ruse Primary, Leumeah Primary and Leumeah High Schools and aims to develop teacher and student understandings of measures required to reduce greenhouse gas emissions and adapt to climate change in NSW.  The program is currently being evaluated by a research team from the University of Newcastle.
<b>Macarthur Nature Photography Competition (MNPC)</b>	The 2010 Macarthur Nature Photography competition will be held in conjunction with the Fishers Ghost Festival in November.  Camden and Wollondilly Councils, Macarthur Camera House and The Macarthur Advertiser have also been invited to be involved and possibly sponsor the event. Council will continue to be a gold sponsor of the event in 2010.
<b>Local Planning Strategy (LPS) and New Local Environmental Plan</b>	Council's draft Campbelltown Local Planning Strategy (LPS) and Residential Strategy (RS) continue to be developed. Additional studies are required to inform the LPS and RS.  Work has commenced on an additional review of existing Employment Lands within the Campbelltown LGA to determine future demand and supply of land that is available for job creating land uses.  It is expected that the employment study will be completed towards to the end of 2010.



**Progress against significant projects in 2009/12 Management Plan, August 2010**

<b>Principle Activity 2 - Significant projects 2009/12</b>	<b>Campbelltown's Economy - growing our regional city</b>
<b>Menangle Park Urban Release Area</b>	The Local Environmental Study (LES) for the Menangle Park Urban Release Area has been finalised. The LES and all the detailed technical studies which were required to be completed to inform the LES process, including matters relating to flooding, flora and fauna, traffic and transport, landscape and visual impacts, have been forwarded to all relevant government agencies for their comments. On receipt of all comments the preparation of the draft local environmental plan (LEP), draft development control plan (DCP) and draft section 94 development contributions plan (s94) will be completed. It is anticipated that the draft LEP, draft DCP and draft s94 plan will be available for public exhibition later this year.
<b>South West Growth Centre</b>	<p>The South West Growth Centre (SWGC), which forms part of the NSW Government's Metropolitan Strategy, is anticipated to accommodate approximately 100,000 new dwellings. While the main portion of the SWGC is located within the LGAs of Camden and Liverpool, the implications of its development will have major impacts on the services and facilities of the Campbelltown Local Government Area (LGA). The two precincts which are partly within the Campbelltown LGA are Edmondson Park and East Leppington.</p> <p>Council continues to work closely with the Department of Planning in the finalisation of the relevant planning documents for the Edmondson Park Urban Release Area, and is currently in the process of preparing a draft development control plan and infrastructure package.</p>
<b>Local Planning Strategy (LPS) and New Local Environmental Plan</b>	See earlier items reported.
<b>Upgrade to Campbelltown Sports Stadium</b>	<p><b>Completed.</b></p> <p>The stadium was opened in early May 2010. The \$8.9 million project was delivered inline with budget. Council has received positive feedback from users of the stadium.</p>
<b>Open Space and Community Facilities Review</b>	The desktop review on the availability and demand for open space within the Campbelltown LGA continues, once finalised it will inform the preparation of Council's comprehensive LEP.
<b>Works Associated with Developer Contributions</b>	<p>Works have commenced on developer funded works at:</p> <ul style="list-style-type: none"> <li>• John Kidd Reserve, Blair Athol – the community centre, playground and half basketball court are complete.</li> <li>• Rosemeadow – Reserve 4: Permits from the State Government are still outstanding for the construction of a playground area and car park.</li> <li>• Rosemeadow – Noorumba Reserve: Bush generation works are ongoing.</li> </ul>

**Progress against significant projects in 2009/12 Management Plan, August 2010**

<b>Principle Activity 3 -</b>	<b>Campbelltown's People - strengthening our vibrant and connected community</b>
<b>Significant projects 2009/12</b>	
<b>Emergency Management</b>	<p>The treatment options identified in the Macarthur Bushfire Risk Management Plan are now being implemented.</p> <p>The community education strategy has been reviewed and a range of new activities have been identified for 2010/11.</p> <p>The risks and treatments identified in the Emergency Risk Management Study are currently being considered by the emergency services agencies.</p> <p>Hazard Reduction program for the year continues.</p>
<b>Community Options</b>	<p>Continued expansion of the Community Options Program, funded through NSW Health and the State Department of Ageing, Disability and Home Care. This will include an increase in the general program, the post-hospital care services and further improvement of a case management program for Aboriginal and Torres Strait Islanders. For example</p> <ul style="list-style-type: none"> <li>• Additional Episodic Care services have been received.</li> <li>• An additional 29 ComPacks packages have been received, and agreed service levels increased</li> <li>• Aboriginal Case Management services and other agencies now operating from Bonnie Cottage in Bargo</li> </ul>
<b>Restricted Dog Officer</b>	<p><b>Completed</b></p> <p>The restricted dog officer continues to work with owners of restricted dogs to ensure compliance with <i>Companion Animal Act 1998</i>.</p>
<b>Complete the annual footpath and cycleway programs of works</b>	<p><b>Completed.</b></p> <p>The annual footpath and cycleway program of works was completed in March 2010.</p> <p>The 2010/11 footpath and cycleway program is currently being developed.</p>
<b>Upgrade to Sarah Redfern Playing Fields</b>	<p><b>Completed</b></p> <p>The jointly funded project is complete with the grass growing program finalised and the ongoing maintenance of the field programmed into Councils maintenance program.</p> <p>The ground is scheduled for its first use in September 2011.</p>



**Progress against significant projects in 2009/12 Management Plan, August 2010**

<b>Principle Activity 4 -</b>	<b>Campbelltown's Infrastructure - strategically managing our civic assets and infrastructure</b>
<b>Significant projects 2009/12</b>	
<b>Blair Athol Community Centre</b>	<b>Completed.</b> Project was completed on time and within the budget allocated in September 2009.
<b>Regional Local Government Infrastructure Grants</b>	<p>All first round projects completed by September as required.</p> <p>The second round of projects have commenced. The completion date has been extended from June 2010 through to the end of September 2010.</p> <p>The percentage completion of the second round projects are below:</p> <ul style="list-style-type: none"> <li>• Hurley park - amenities 20%</li> <li>• Ambarvale sporting fields – Storage facilities 95%</li> <li>• Kooronga Reserve – Change rooms 95%</li> <li>• Waminda Oval – Change rooms 50%</li> <li>• Milton Park – Floodlighting 70%</li> <li>• Old Town Hall – refurbishment of kitchen facilities 100%</li> </ul> <p>Projects for round three of the Federal Governments Regional and Local Community Infrastructure program have been nominated. They are:</p> <ul style="list-style-type: none"> <li>• Hallinan Park - Liberty swing and equipment project</li> <li>• Marsden Park - Fitness circuit for the elderly project</li> <li>• Gilchrist oval - Storage and change room project</li> <li>• Victoria Park – Change room and floodlight project</li> <li>• Ruse Community Hall – A/C refurbishment project</li> <li>• Seddon Park – Floodlighting project</li> <li>• Milton Park – RL power upgrade project</li> </ul> <p>These projects are subject to approval from the Federal Government.</p>
<b>Asset Management Program</b>	<b>Completed</b> Asset rehabilitation projects program is complete
<b>Intersection Upgrades</b>	Design plans are now finalised for the intersection up grade works at Queen Street / Moore Oxley Bypass, Council is awaiting RTA approval.
<b>Pedestrian Overbridge at Leumeah</b>	A Project Manager has been appointed to manage the construction of the overbridge and tenders are under review. Negotiations relating to design are continuing with the Australian Rail Track Corporation and Railcorp. A track closure request will be submitted once the tender is awarded.

**Progress against significant projects in 2009/12 Management Plan, August 2010**

Principle Activity 5 -	Campbelltown's Governance - developing a dynamic organisation
Significant projects 2009/12	
<b>Human Resources Strategy</b>	<ul style="list-style-type: none"> <li>• Draft Human Resources Strategic Plan completed. Consultation process commenced.</li> <li>• Review of HRIS continued with examination of data collection and reporting capabilities. Review leading to provision of a standard suite of HR metrics across Council.</li> <li>• Probation Authorised Statement and support review document introduced and currently in review with Consultative Committee.</li> <li>• Draft Managers Performance Agreement distributed for consultation/feedback.</li> <li>• Commenced review of performance management system.</li> <li>• Diploma of Management commenced for senior staff.</li> <li>• Pilot People Management Program for MANEX group undertaken.</li> <li>• Commenced preparation of training and assessment documentation for "Stream Skills" for team leaders.</li> <li>• Action plan developed from EOS outcomes and initial actions currently underway.</li> </ul>
<b>Customer Service and Information Technology</b>	<p>Council continues a program to centralise customer service functions to the ground floor to improve the customer's experience. Some identified functions have already been moved to the customer service team. With the remaining identified functions to move with the completion of the entry foyer and customer service counter renovations due for completion in August 2010</p>
<b>Employee Health and Safety</b>	<p>Employee Health and Safety Management Plan Annual Report for 2009/10 and the EHS Management Plan 2010-2013 are due to be approved and adopted by Executive in September</p> <p>The nominations and elections for the employee OHS Representatives on the OHS Indoor and Outdoor Committee were conducted in June/July 2010.</p> <p>Health and Wellbeing workshops are currently being investigated and for staff as a way to improve the health and fitness of all staff and their families.</p> <p>7 teams comprising of staff from across Council started the Global Corporate Challenge. The aim of the challenge is to increase awareness in health and fitness. The challenge runs over 16 weeks and is due to end in September 2010</p> <p>An example of some training that Council has provided is Library and Children Services staff attended Child Protection - Identify and Respond to Children and Young Persons at Risk of Harm training with a refresher course being developed incorporating the "keep them safe" competency.</p>
<b>New Corporate Plan</b>	<p><b>Completed.</b></p> <p>The Corporate Plan and Management Plan have been endorsed by Council.</p>

**Progress against significant projects in 2009/12 Management Plan, August 2010**

<b>Principle Activity 5 -</b>	<b>Campbelltown's Governance - developing a dynamic organisation</b>
<b>Significant projects 2009/12</b>	
<b>Business Continuity</b>	A draft Business Continuity Plan has been developed for the Civic Centre and is currently being considered by the Executive.

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**6. HUMAN RESOURCES**

**No reports this round**

**7. INFORMATION MANAGEMENT AND TECHNOLOGY**

**No reports this round**

**8. CUSTOMER SERVICES**

**No reports this round**

**9. GENERAL BUSINESS**

Nil.

**21. CONFIDENTIAL ITEMS**

**No reports this round**

There being no further business the meeting closed at 5.55pm.

P Hawker  
CHAIRPERSON

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