

Reports of the Corporate Governance Committee Meeting held at 5.30pm on Tuesday, 7 December 2010.

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 7 December 2010

Present His Worship the Mayor, Councillor P Lake (Chairperson)
Councillor F Borg
Councillor G Greiss
Councillor A Rule
Director Business Services - Mr M Sewell
Director City Works - Mr J Hely
Manager Assets and Supply Services - Mr G Mitchell
Manager Business Assurance – Ms M McIlvenny
Acting Manager Communications and Marketing - Ms P Gismondo
Manager Emergency Services - Mr J Dodd
Manager Financial Services – Ms C Mears
Acting Manager Human Resources - Mr B Clarence
Manager Information Management and Technology - Mr S McIlhatton
Acting Manager Operational Services - Mr A Davies
Manager Property Services - Mr J Milicic
Business Review and Improvement Officer - Mr C Taylor
Executive Assistant - Mrs D Taylor

Apologies (Borg/Greiss)

That the apologies from Councillors Dobson, Chanthivong, Hawker and Matheson and be received and accepted.

CARRIED

In the absence of the Chairperson Councillor Dobson, His Worship the Mayor, Councillor Lake assumed the Chair.

Acknowledgement of Land

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

DECLARATIONS OF INTEREST

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

Non Pecuniary – Less than Significant Interests

Councillor Rule - Item 4.3 - Sundry Debtors Report 2010 - October 2010 - Councillor Rule advised that he is a member of Campbelltown Golf Club.

1. COMMUNICATIONS AND MARKETING

1.1 2010 Festival of Fisher's Ghost Post Event Report

Reporting Officer

Manager Communications and Marketing

Attachments

2010 Festival of Fisher's Ghost program

Purpose

To provide Council with a summary of events and activities held as part of the 2010 Festival of Fisher's Ghost.

Report

The 2010 Festival of Fisher's Ghost was held from Thursday 4 November to Sunday 14 November.

This year's festival program featured 18 Council and community events, with 12 of these being organised by Council.

Event summary

The street parade, held Saturday 6 November, included 78 entries and more than 1000 participants incorporating the themes, Women in Local Government, the History of Campbelltown or the colour purple. The parade was officially opened by the Mayor of Campbelltown, Cr Paul Lake and local Olympian, Cheltzie Lee.

The street fair was held on Saturday 13 November, incorporating Mawson Park and Queen Street, beginning in front of the courthouse and concluding at Dumaresq Street. The main stage entertainment was located in Mawson Park along with stall holders and family interactive activities including carnival rides, a circus workshop and an animal farm. The second stage located at Lithgow Street hosted local entertainment which continued for the duration of the event. This year's street fair saw more than 150 stalls on offer, including craft, gifts, show bags food and a host of comprehensive information stands.

This year, OCS Amusements were contracted to operate the Fisher's Ghost carnival. The carnival was held at Bradbury Park for a total of six days throughout the festival, Friday 5 November to Sunday 7 November and Friday 12 to Sunday 14 November. There were more than 20 rides, a sideshow alley, children's entertainment and carnival food available.

The festival was well supported by the local police, St John Ambulance and SES, and involved the cooperation of many sections within Council.

Other events and activities coordinated by Council as part of this year's festival included:

- Festival of Fisher's Ghost Art Award
- Fisher's Ghost Extreme Skate Comp
- Fisher's Gig
- Fisher's Kids
- Fisher's Ghost Craft Exhibition
- Fisher's Ghost Fun Run
- Party in The Park
- Two fireworks spectaculars
- Miss Princess Quest

Sponsorship and income

The festival attracted \$12,800 (inc GST) in sponsorship with three major sponsors: Channel Nine, Cabra-Vale Diggers at Campbelltown RSL and C91.3 FM.

- Silver sponsor: Cabra-Vale Diggers to the value of \$4 400 (inc GST)
- Parade Support sponsor: C91.3FM to the value of \$2,000 (inc GST)
- Television partner: Nine Network to the value of \$6,400 (inc GST)

A number of sponsors also supported the Craft Exhibition, the Fisher's Ghost Art Award, the Fun Run and the Miss Princess Quest.

The carnival generated an income of \$107,801.86 compared to \$81,593 last year.

Final costs from the event are still being finalised with some suppliers. The festival in 2010 was considered to be a very successful community event, which was well received by participants and the wider general community.

Media coverage

Extensive in-kind support was received from local media supporters - C91.3, the Campbelltown-Macarthur Advertiser and the Macarthur Chronicle. Macarthur Community Radio (2MCR) also supported the festival with pre-event promotion and parade day broadcasting, and the Daily Telegraph also featured the festival in its Best Weekend lift out.

Both local newspapers also featured an eight-page wrap promoting the festival, through advertisements, event images and editorial.

This year, the festival was also promoted through advertisements in the two Liverpool community papers (Leader and Champion), as well as the South West Rural Advertiser. A radio campaign was run on C91.3, in addition to the weekly Mayor's Messages on the station in the lead up to the event. A promotional flyer was also distributed with Council's rates notices in the lead up to the event.

Summary

The Festival of Fisher's Ghost remains a major event for Council and the local community. The Fisher's Ghost Sub Committee continues to closely monitor all the Fisher's Ghost events to ensure they remain relevant to the community.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Borg/Rule)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Festival of Fisher's Ghost Street Fair

Saturday 13 November 10am to 2.30pm
Queen Street, Campbelltown

ENTERTAINMENT PROGRAM

LITHGOW STREET STAGE	
10.00am	Opening announcements
10.10am	Platinum Twirling
10.25am	Jemelia - country duo
10.40am	Burns Association of Physical Culture
10.55am	Adam Herman - singer
11.05am	New Age Performing Arts
11.40am	Terry Spencer - singer
11.50am	New Age Performing Arts
12.20pm	Indonesian Community of Campbelltown Assoc - traditional dance
12.30pm	Platinum Twirling
12.45pm	New Age Performing Arts
1.15pm	Sangear Budaya Indonesia
1.40pm	Suzanne Mortimer - acoustic performance
1.55pm	Burns Association of Physical Culture
2.10pm	Kobie Mudson and Brad Marks
2.30pm	CLOSE

MAWSON PARK STAGE	
10.00am	Opening announcements
10.05am	Campbelltown Camden District Band
10.40am	Hot Pot and Aunty Judy
11.10am	The Wizard of Oz Show
11.30am	Shrek - Stompin' The Swamp
12.05pm	Paul's Magic Show
12.35pm	Karen Hursey School of Dance
12.55pm	Announcement - winners of Fisher's Ghost Parade
1.00pm	Stage and Screen Academy performance
1.30pm	Shrek - Stompin' The Swamp
2.00pm	Le Groove Dance Company
2.30pm	CLOSE



Festival of Fisher's Ghost
The Spirit Lives On...

4 to 14 November 2010 PROGRAM OF EVENTS

Proudly brought to you by
campbelltown
city council

Highlights...

Saturday 6 November
Fisher's Ghost Street Parade
1.30pm to 3pm, Queen Street, Campbelltown

Family Fun Festival
1pm to 4.30pm, Koshigaya Park

Fisher's Gig
2pm to 9pm, Bradbury Park

Sunday 7 November
Fisher's Kids
11am to 3pm, Campbelltown Arts Centre

Saturday 13 November
Fisher's Ghost Street Fair
10am to 2.30pm, Mawson Park and Queen Street, Campbelltown

Fisher's Ghost Extreme skate comp
1pm to 6pm, Campbelltown Skate Park, Leumeah

Party in the Park
Outdoor concert featuring rock cover bands
6pm to 10pm, Bradbury Park

Sunday 14 November
Fisher's Ghost Fun Run
8.30am, UWS Campbelltown

4645 4921
www.fishersghost.com.au

THE FESTIVAL OF FISHER'S GHOST IS A DRUG AND ALCOHOL FREE EVENT

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Festival of Fisher's Ghost
The Spirit Lives On...

4 to 14 November 2010 PROGRAM OF EVENTS

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campbelltown
city council

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4645 4921
www.fishersghost.com.au

THE FESTIVAL OF FISHER'S GHOST IS A DRUG AND ALCOHOL FREE EVENT



**DON'T MISS
STOMPIN' THE SWAMP
AT MAWSON PARK!**

11.30am and 1.30pm

Shrek Forever After™ & © 2010 DreamWorks Animation LLC.
Shrek is a registered trademark of DreamWorks Animation LLC.

Festival of Fisher's Ghost

Get into the spirit with a funky Festival of Fisher's Ghost t-shirt for just \$10!

Kids sizes 2, 4 and 6
 Adults sizes XS, S, M, L, XL, XXL

Available from Council's Civic Centre or Council's stall at the Street Fair



Fisher's Ghost Carnival

This year's carnival will boast a host of new rides, with something for everyone - from the thrill seekers to the littlies!

Fridays (5 and 12 Nov) - 6pm to 10.30pm
 Saturdays (6 and 13 Nov) - 2pm to 10.30pm
 Sundays (7 and 14 Nov) - 2pm to 9.30pm
 Bradbury Oval, Campbelltown

Tickets available on location at the carnival, or from the ticket booth at the Street Fair

More fun events for the whole family...

Living Macarthur Nature Photography Exhibition

Thursday 4 to Friday 19 November
 Monday and Friday 9.30am to 8.30pm
 Tuesday to Thursday 9.30am to 5pm
 Saturday 9am to 12pm
 Ingleburn Library, cnr Oxford and Cumberland Roads, Ingleburn

Festival of Fisher's Ghost Craft Exhibition

Friday 5 to Friday 12 November 8.30am to 4.30pm weekdays
 Saturday 6 November 10am to 4pm
 Civic Centre, Queen Street, Campbelltown

Festival of Fisher's Ghost Art Award

Saturday 6 November to Sunday 21 November
 Campbelltown Arts Centre
 Cnr Camden and Appin Roads, Campbelltown

Fisher's Ghost Stamp Fair

Sunday 7 November 10am to 4pm
 Campbelltown Civic Hall, Queen Street, Campbelltown

NSW Sports Aircraft Club Open Day

Sunday 14 November 9.30am to 3pm
 Napper Airfield, Lysaght Road, Wedderburn
 Contact: 0404 360 489
 Gold coin donation - proceeds to Angel Flight

Razorback Crankhandle Association Inc - Veteran, Vintage and Classic Car Tour

Sunday 14 November 9.30am to 1pm
 Homemaker Centre, Crossroads
 Tour of district, finishing at Marsden Park
 Contact: 0427 002 947

Spirit of Camden Ghost Tours

12 to 14 November
 Studley Park House
 Contact: 4655 3703



Thank you to the 2010 Festival of Fisher's Ghost Supporters

Silver Sponsor



Television Partner



Parade Support Sponsor



Media Supporters **Chronicle** Advertiser

Council would like to thank NSW Police, St John Ambulance and the State Emergency Service for their support of the 2010 Festival of Fisher's Ghost

1.2 Macarthur Regional Tourism Strategy - Second Year Milestones

Reporting Officer

Manager Communications and Marketing

Attachments

Nil

Purpose

To update Council on the Macarthur Regional Tourism Strategy, including the second year milestones achieved.

History

Council adopted the Macarthur Regional Tourism Strategy 2008 – 2011 in October 2008. The first year milestones were reported to Council on 25 August 2009. This report will expand on some of the key second year milestones achieved to date.

Report

The Macarthur Regional Tourism Strategy, a collaboration between Campbelltown City Council and Camden Council, provides a number of key objectives and actions to implement by the conclusion of the strategy period including:

- To establish the Macarthur region as a well recognised, well respected and desirable place to visit, stay and explore
 - To enhance the image of the Macarthur region, and the experiences available within the region, in order to appeal to a broader market
 - Develop collaboration between all businesses directly and indirectly involved in tourism within Macarthur to encourage:
 - Working together to promote the region
 - Sharing knowledge and experiences
 - Development of new and existing products
 - Development of product bundles and packaging themes
 - Joint funding of marketing initiatives
 - To increase visitation to and length of stay within the region
 - To provide visitors with quality tourism experiences.
-

Key second year milestones achieved since October 2009 include:

Strategy 1.2 Develop Brand Macarthur

Actions:

- A minimum of one media release per month distributed to mainstream media travel editors. Media releases cover a broad spectrum of topics including the Macarthur region, attractions, events and tours. Articles on the region have appeared in various newspapers and publications including Canberra Times, Daily Telegraph, Sunday Telegraph, Sydney Morning Herald, North Shore Times, Manly Daily, Australian Associated Press and SPICE News. Additionally, Mike Smith, travel writer – The Daily Telegraph, presented a segment on the Macarthur region on 2UE in August 2010.
- Travel journalists from various newspapers and publications have been encouraged to visit the Macarthur region on familiarisation weekends. Twelve journalists since January 2010 have toured the region including journalists from the Daily Telegraph, NRMA Open Road Magazine, Sunday Telegraph, 2UE, Sydney Morning Herald, Canberra Times and Australian Associated Press. This has resulted in media coverage in the above publications.
- Lifestyle and travel shows have been encouraged to film various attractions and experiences within the region. Sydney Weekender filmed a segment at two of the region's restaurants on Saturday 25 September and Today Tonight filmed a ghost tour segment on Wednesday 20 October.

Strategy 2.1 Attend relevant travel and trade shows to promote the Macarthur region and its vast array of experiences

Actions:

- A Macarthur stand at the Canberra Spring Home and Leisure Expo – targeting the day trip and short break market from Canberra.
 - A Macarthur stand at the Sydney Adventure and Backpacker Expo – promoting the soft adventure experiences in the Macarthur region including horse riding, sky diving, joy flights, go-karting, mountain biking and paintball.
 - A Macarthur stand at the Trade Travel Expos in Sydney, Brisbane/Gold Coast and Melbourne. Trade Travel is an organisation which coordinates and markets tours to seniors and Probus Clubs across Australia. Small group presentations on the Macarthur region, including a viewing of the Macarthur DVD, were conducted at each of these trade shows encouraging attendees to consider travel to the region.
 - A 'Greater Sydney Tourism' stand at RSVP Expo – promoting the Macarthur region to the conference and incentive market.
 - A Macarthur stand at the Sydney and Canberra Retirement and Lifestyle Expos – promoting group tours and day trips / short breaks to the seniors market.
 - A Macarthur stand at the NSW Education Expo – promoting the school camp and excursion venues within the Macarthur region to teachers and schools.
-

Strategy 2.2 Develop the Macarthur Tourism Brand around positive and appealing attributes

Actions:

- Coordination of advertising and editorial features in key markets utilising a variety of media including WIN TV advertising; editorial features in the Canberra Times, Daily Telegraph, Wollongong Advertiser, Highlands to the Sea , Discover Greater Sydney, Southern Highlands News and NSW Recreation Yearbook.
- Coordination of a competition encouraging Southern Highlanders to visit Macarthur. The competition was entitled 'Win a Day in Macarthur' and featured in the Southern Highlands News and the Highlands Post newspapers. The competition involved readers answering a question on the Macarthur region and submitting their answer to the newspaper. Three major prizes were awarded.

Strategy 2.3 Develop and promote tourism products and experiences within the region

Actions:

- Actively promoted a number of new local tourism ventures including Studley Park House Ghost Tours, Macarthur Farm Fresh Tours and High Tea at Infusion Restaurant. Each new venture has been a highlight of a media familiarisation tour and also appeared in various editorial and advertising features.

Strategy 3.2 Form a Tourism Operator Network

Actions:

- Coordination of quarterly local tourism operator meetings providing industry updates and networking opportunities.
- Supported the Macarthur BEC and the Macarthur Tourism Cluster's application for Industry and Investment NSW Grant Funding.

Strategy 5.2 Increase awareness and desire to travel to Macarthur

Actions:

- Successfully obtained Greater Sydney Tourism Partnership Funding. The funding was utilised to implement a campaign entitled "Visit Macarthur" and entailed the development of a suite of print and digital marketing collateral to promote the Macarthur region to the Wollongong, Illawarra, Southern Highlands and ACT markets. The marketing collateral included a mix of TV advertising with the WIN Illawarra and ACT networks, print advertising and editorial with the Wollongong Advertiser and Canberra Times, plus the development of a tourism DVD and themed vignettes to appear online at www.visitmacarthur.com.au and www.youtube.com

Strategy 5.4 Greater use of the internet and improved search engine optimisation

Actions:

- Content on the Tourism Australia, Tourism NSW and Visit Sydney sites are reviewed and updated bi-annually via changes made to the State Tourism Data Warehouse.
 - Refreshment of the Visit Macarthur website was completed in January 2010. The website is now consistent with the current branding design and also includes various functions to make the site more user-friendly.
-

Strategy 6.1 Continue to provide quality information and service from the Visitor Information Centre

Actions:

- Publications completed by the Visitor Centre staff include:
 - The second edition of the Macarthur Visitor Guide – available from all accredited Visitor Information Centres in NSW, local tourism and accommodation venues and Council customer service counters.
 - Macarthur Group Tour Ideas Kit – mailed out to a database of group tour organisers and coach companies in NSW and distributed at relevant trade shows.
 - Macarthur School Excursion Ideas Kit – mailed out to a database of primary and secondary schools throughout NSW.
 - Macarthur Conference and Weddings Guide – distributed to a Professional Conference Organiser Database and at RSVP trade show.
- Group tour bookings continue to be coordinated by Visitor Centre staff at a steady rate.

The Macarthur Regional Tourism Strategy and Action Plan 2008 – 2011 plays an essential part in increasing the destinational profile of the region, and ultimate success for tourism within Macarthur. The continued implementation of the actions and review of the plan on an annual basis will assist in the realisation of the key outcomes.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Rule/Greiss)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

That the Officer's Recommendation be adopted.

2. CORPORATE SUPPORT

2.1 Loan to Ingleburn RSL Club & Campbelltown Community Pipes and Drums

Reporting Officer

Acting Manager Corporate Support

Attachments

Nil

Purpose

To provide Council with information regarding the request from Ingleburn RSL Club and Campbelltown Community Pipes and Drums to extend their current loan facility to \$10,000.

Report

For over 20 years Council has provided an advance to Ingleburn RSL Club and Campbelltown Community Pipes and Drums for the purposes of upgrading their equipment. The Ingleburn RSL Club and Campbelltown Community Pipes and Drums have requested that Council once again extend the loan facility to \$10,000 consistent with the practice in previous years.

Ingleburn RSL Club and Campbelltown Community Pipes and Drums have provided a community service to the people of Campbelltown and regularly perform at Citizenship ceremonies. Council makes a contribution to the band for their performances at such events. The band has always repaid the loan that has been provided by Council. The current balance of the loan facility is \$3,350.

The band has advised that the advancement of \$6,650 is required to outfit new members with Kilts, jackets and other items of uniform and replace worn items for existing members.

It is recommended that Council extend the loan facility to Ingleburn RSL Club and Campbelltown Community Pipes and Drums by \$6,650.

Officer's Recommendation

That Council extend the loan facility to Ingleburn RSL Club and Campbelltown Community Pipes and Drums by \$6,650.

Committee's Recommendation: (Rule/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

That the Officer's Recommendation be adopted.

2.2 Rescind Policy - Provision of Public Telephones in Council Halls and Community Centres

Reporting Officer

Acting Manager Corporate Support

Attachments

Policy for the Provision of Public Telephones in Council Halls and Community Centres

Purpose

To rescind a Council Policy that has been identified as no longer required due to changes in technology.

History

In 1992 Council resolved to replace coin operated telephone (Gold Phones) in its halls and community centres with normal toll free hand set telephones (STD) and (ISD) barred.

Report

Council has adopted a Records Management Policy with procedures for Policy development and review. The review of all Council Policies is in accordance with the Records Management procedures relating to Policy review.

In reviewing the Policy for the Provision of Public Telephones in Council Halls and Community Centres it was identified that over a number of years public use telephone handsets have been removed from the majority of Council halls and community facilities.

In removing the telephone handsets consideration had been given to the advent of, and widespread use of mobile phones, the problems encountered in maintaining the handset phones due to vandalism, rental costs and the ability to effectively control usage.

As the public handset telephones were initially installed to ensure telephone access during an emergency and given that today, most people carry a mobile phone, it is considered that public telephones are no longer necessary. Accordingly it is recommended that the Policy be rescinded.

Officer's Recommendation

That the Provision of Public Telephones in Council Halls and Community Centres be rescinded.

Committee's Recommendation: (Rule/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Campbelltown City Council Policy Register

	Policy No	1.3.08
Policy Title	Provision of Public Telephones in Council Halls and Community Centres	
File No	51565	
Related Policies		
Section Responsible	Administration services	
Review Date	31 March 2000	

Policy details may change prior to Review Date due to legislative changes, hence printed document details are current as at the stated print date.

Objectives

To determine the most effective type of telephone to install in Council-owned facilities.

Policy Statement

1. That as required Council install normal handset telephones toll free, (STD) and (ISD) barred, in Council-owned facilities.
2. That a list of emergency telephone numbers be provided adjacent to each telephone.

Policy Documentation

Document Number	Document Title

End of Policy Statement

Adopted: Date: 5.5.92 Minute No: 145
Last Reviewed: Date: 19.5.98 Minute No: 111

3. PROPERTY SERVICES

3.1 Revised Policy - Closure and Sale of Walkways

Reporting Officer

Manager Property Services

Attachments

1. Revised Policy – Closure and Sale of Walkways
2. Policy No 2.1.01 Closure of Pathways off Blind Ended Roads

Purpose

To seek Council's endorsement for a revised Policy covering the Closure and Sale of Walkways.

History

The revised Policy originally titled "Closure of Pathways off Blind Ended Roads" was adopted by Council on 20 June 1989 and reviewed 30 June 1992. This Policy is due for review in accordance with the Records and Document Management Policy.

Report

The abovementioned Policy has been reviewed in accordance with Council's Record and Document Management Policy. The revised Policy has been updated to comply with current Legislation and Council practices.

Changes to the Policy include:

- Application of Policy to include all walkways not just Blind Ended Roads;
 - A more concise framework concerning responsibility of parties;
 - Establishment of Principles governing walkway closures;
 - Definition of what constitutes a walkway under the Policy.
-

Summary

Council has adopted a Records Management Policy with adopted procedures for Policy development and review. The review of all Council Policies is in accordance with the Records Management Procedures relating to the Policy Review date. The attached Policy is recommended to Council for adoption.

Officer's Recommendation

1. That the revised Policy for Closure and Sale of Walkways be adopted.
2. That the Policy review date be set at 1 October 2011.

Committee's Recommendation: (Rule/Borg)

That a decision on this item be deferred subject to the provision of further information to the Council meeting to be held 14 December 2010.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Committees Recommendation be adopted.

Amendment Kolkman/Rule


That the revised Policy for closure and sale of walkways be deferred to be workshopped at a briefing night in early 2011.

Won and became the Motion

Council Resolution Minute Number 246

That the revised Policy for closure and sale of walkways be deferred to be workshopped at a briefing night in early 2011.

ATTACHMENT 1

		POLICY
Policy Title	Closure and Sale of Walkways	
Related Documentation	General Information for Applicants on Proposed Walkway Closure and Sales Procedures	
Relevant Legislation/ Corporate Plan	Road Act, 1993 Local Government Act, 1993	
Responsible Officer	Manager Property	

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

Objectives

To establish a consistent method and standard approach for the community and Council as to the circumstances under which walkways can be formally closed.

To provide an overview to the process required to formally close a walkway, define any subsequent sale process that might stem from the formal closure and articulate the responsibility for all parties involved.

Policy Statement

Council acknowledges that under certain circumstances the need may arise to consider the closure of a walkway in the best interest of its community. This Policy seeks to ensure that the community is appropriately informed about the rights and obligations of the various parties involved in a walkway closure.

Scope

This Policy applies to all members of the community seeking walkway closure(s) and all members of staff involved in the consideration of walkway closure applications.

Definitions

Walkways are typically a dedicated public right of passage connecting public areas such as a right of passage between two roads or a right of passage between a road and park/reserve.

Legislative Context

Council has under its control various walkways pursuant to Section 7 (4) of the Roads Act, 1993. Council can under certain circumstances apply to the Minister of Lands to have walkways formally closed pursuant to Part 4 of the Roads Act, 1993.

Council has the authority to sell formally closed walkways to the adjoining landowners pursuant to Part 2 of the Local Government Act, 1993.

Principles

1. All costs associated with pursuing a walkway closure and sale are to be paid by the applicant(s).
2. All adjoining owners must indicate their support for a closure in writing to Council. Should an adjoining owner not agree with a proposed walkway closure Council will not consider an application to close the walkway.
3. In the case where four owners adjoin a walkway, there must be at least two owners willing to purchase the land, one owner from each end of the walkway for Council to consider an application to close the walkway.
4. Public notification to allow public submission on the proposal and a 3-week closure trial period will occur prior to the Council considering a report to close and sell a walkway.
5. The Minister for Lands is authorised to formally close walkways through the provisions of the Road Act, 1993. Council independently has no legislative provision to formally close a walkway and must rely on the Minister for Lands to do so.
6. The effect of a walkway closure is a walkway becomes land, a commodity that can be purchased by adjoining owners.
7. The relevant Council sections and service authorities will be notified to determine if easements or service relocations are required to be created upon closure of walkway.
8. An independent real estate valuer determines the sale price of land.
9. Land sold to an adjoining owner is required to be consolidated with the adjoining owners land through a consolidation survey. The consolidation survey is a requirement of the adjoining owner to whom the land is sold.
10. Applicants should refer to "General Information for Applicants on Proposed Walkway Closure and Sales Procedures" that articulates the responsibility for all parties involved.

Responsibility

The application of this Policy is the responsibility of the Manager Property Services.

Effectiveness of this Policy

This policy will be reviewed in 3 years to ensure its continuing suitability and effectiveness. Records of reviews shall be maintained.

END OF POLICY STATEMENT

DOCUMENT HISTORY AND VERSION CONTROL RECORD

Contact for inquiries and proposed changes

Name	
Position/Section	
Contact Number	

Version Number	Revised Date	Authorised Officer	Amendment Details

ATTACHMENT 2

Campbelltown City Council

Policy Register

Policy No 2.1.01

Policy Title Closure of Pathways off Blind Ended Roads

File No 28909

Related Policies

Section Responsible Engineering, Planning and Property

Review Date 30 June 1992

Policy details may change prior to Review Date due to legislative changes etc, hence printed document details are current as at the stated print date.

Objectives

A rational and objective basis for consideration of applications for closure of pathways off blind ended roads.

Policy Statement

Heads of Consideration

In dealing with each application, in addition to those matters required to be considered under Part 5 of the Environmental Planning & Assessment Act, 1979, and as amended from time to time, the following matters shall be taken into account prior to granting approval for closure:

1. The extent to which the pathway is needed for public access to areas such as open space, schools, shopping facilities, public transport and the like.
2. Does the pathway serve as an overland flow for drainage.
3. Are any services such as electricity, sewerage, drainage, telephone and the like located within the pathway.
4. If the pathway is closed should the land be disposed of by sale to adjoining owners.
5. Will the current use of the pathway alter significantly with future surrounding development.
6. Will its closure contravene any statutory requirements.
7. Comments from the community.
8. That on receipt of laneway closure applications, they be considered by relevant Council departments in accordance with the policy previously adopted by Council.
9. Following the investigation by all relevant departments of Council, each pathway closure to be referred by the Director Property and Development to Council for consideration of all terms and conditions that will apply in any proposed transfer.

2.1.01 continued

10. All costs associated with the pathway closure should be met by the parties interested in acquiring surplus land.

Policy Documentation

Document Number	Document Title

End of Policy Statement

Adopted:

Date: 16.8.88

Minute No: 334

Last Reviewed:

Date: 20.6.89

Minute No: 209

4. FINANCIAL SERVICES

4.1 Investment Report - October 2010

Reporting Officer

Manager Financial Services

Attachments

Investment Portfolio Performance – October 2010

Purpose

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

Councils Investment Portfolio as at 31 October 2010 stood at approximately \$77m. 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 Councils Investment Policy.

Monthly Performance

The return for the entire portfolio on an annualised basis was 5.85%. This reflects an out performance of the 90 day bank bill index benchmark which returned 3.83%. Funds directly invested returned 5.93% for the month.

Rolling Year to Date (annualised) Return	October
Council Managed Funds	5.32%
Local Government Fixed Out Cash Fund	4.86%
<i>Benchmark: 90 Day Bank Bill Index</i>	4.38%

Council's portfolio is diversified with 66% in term deposits of varying lengths of maturity which are dependent on market expectations and Councils investment strategy, 18% in floating rate notes which give Council a set margin above either 30 or 90 day bank bills, 15% in Local Government Financial Services managed fund and 1% in a National Australia Bank offset facility.

All investments are placed with Approved Deposit Taking Institutions who meet the eligibility for the government wholesale funding guarantee.

Credit Exposure	August
AAA to AA-	65%
A+ to A	22%
A- to BBB-	9%
Other Approved Deposit Taking Institutions	4%

Economic Outlook

On 3 November 2010, the Reserve Bank of Australia Board determined to raise the cash rate by 25 basis points to 4.75%. The Reserve Bank of Australia statement observed that the global economy has grown but will probably ease back to a suitable level over the coming year. They did note that while credit growth and public spending has reduced, the increase in the terms of trade that is strengthening national income is likely to lead to increased private spending. The need for a modest tightening bias of monetary policy will still be required if inflation increases as the Reserve Bank of Australia predicts.

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

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Greiss/Rule)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

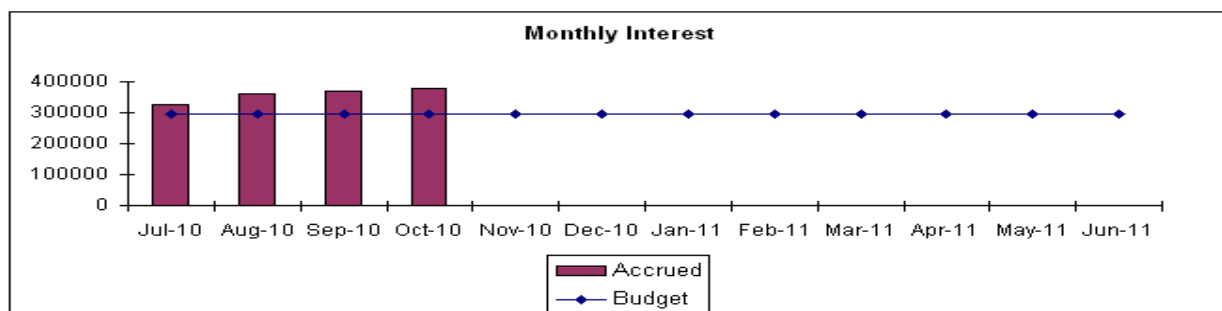
That the Officer's Recommendation be adopted.

ATTACHMENT 1

CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO Summary October 2010

Benchmark UBS Warburg 90 Day Bank Bill Index
 Portfolio Balance \$76,852,974.34

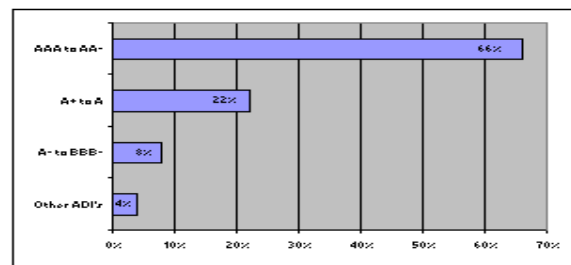
Monthly Performance	Return (mth)	Return (pa)
UBSW 90 Bank Bill Index	0.33%	3.83%
Total Portfolio	0.50%	5.85%
<i>Performance to Benchmark</i>	+ 0.17%	+ 2.02%
Portfolio - Direct Investments	0.50%	5.93%
<i>Performance to Benchmark</i>	+ 0.18%	+ 2.10%
Portfolio - Managed Funds	0.46%	5.42%
<i>Performance to Benchmark</i>	+ 0.13%	+ 1.59%



Year to Date Performance

Credit Exposure

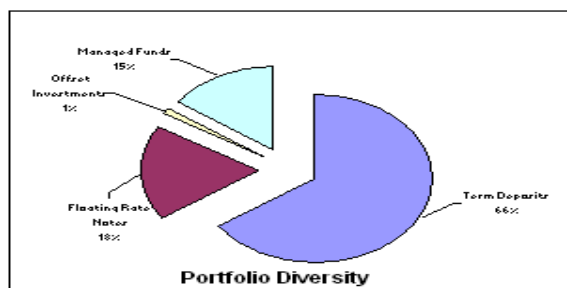
Rolling 12 Month Period
 5.32% Council Managed Funds
 4.86% LGFS Fixed Out Cash Fund
 4.38% Benchmark



Interest Budget to Actual
 Budget to Period \$1,183,333
 Accrued to Period \$1,438,171

Securities

Institutions



	Amount Invested	% Portfolio
AMP Bank	\$ 1,000,000.00	1%
LGFS Managed Funds	\$ 11,836,705.83	15%
ING Bank	\$ 1,000,000.00	1%
Suncorp Metway	\$ 3,142,299.91	4%
National Australia Bank	\$ 6,944,102.78	9%
NSW Treasury	\$ 4,448,000.00	6%
Westpac Bank	\$ 8,205,325.78	11%
ANZ Bank	\$ 3,043,056.09	4%
Citibank	\$ 1,000,000.00	1%
St George Bank	\$ 3,000,000.00	4%
Commonwealth Bank	\$ 13,071,101.27	17%
Bank Western Australia	\$ 11,162,382.68	15%
Illawarra Mutual 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%
Defence Services CU	\$ 1,000,000.00	1%
Savings & Loan CU	\$ 1,000,000.00	1%
Maitland Mutual BS	\$ 1,000,000.00	1%
Total	\$76,852,974.34	100%

4.2 Monthly Rates Summary - October 2010

Reporting Officer

Manager Financial Services

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 October 2010.

Report

Rates and charges levied up to 31 October totalled \$74,673,175, representing 99% of the estimated budget for the year.

Receipts collected to the end of October totalled \$27,379,535. In percentage terms this amount represents 35% of all rates and charges due to be paid. In comparison, the amount collected for the same period last year was 36%.

The November quarterly rate instalment notices were issued on 13 October 2010 to 41,522 ratepayers representing an increase of 438 from the 41,084 issued last year. A Festival of Fishers Ghost information leaflet was included with the instalment mail out. Ratepayers continue to receive their annual and instalment notices via email with 877 instalment notices delivered electronically.

Debt recovery action during the month involved the issue of 239 Statement of Claims to ratepayers who had either failed to maintain arrangements or had not responded to previous correspondence. In addition 107 Writs were served on ratepayers who failed to respond to the Statement of Claim.

Ratepayers who have purchased property since the annual notices were issued have been issued a 'Notice to New Owner' letter. This letter advises ratepayers the annual amount levied and any balance unpaid since settlement occurred. During October, 40 of these notices were sent to ratepayers.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Rule/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

That the Officer's Recommendation be adopted.

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	2,477,937.94	41,621,192.55	1,608,013.70	341,052.17	42,832,168.96	14,643,884.39	28,188,284.57	364,971.60	28,553,256.17
BUSINESS	324,331.59	7,060,561.46		49,249.73	7,434,142.78	2,586,797.15	4,847,345.63		4,847,345.63
BUSINESS - IND	262,872.53	7,167,914.11		13,933.89	7,444,720.53	3,105,245.25	4,339,475.28		4,339,475.28
FARMLAND	-670.68	342,688.61	1,000.00	168.32	341,186.25	125,232.47	215,953.78	123,545.95	339,499.73
MINING	0.00	12,695.71		0.00	12,695.71	12,695.71	0.00		0.00
LOAN	242,260.26	3,985,427.81		4,995.53	4,232,683.60	1,489,275.26	2,743,408.34	48,889.67	2,792,298.01
F5 ACCESS RAMPS	39,230.24	1,073,384.48		873.05	1,113,487.77	464,933.85	648,553.92		648,553.92
MAIN STREET	72.86	0.00		0.00	72.86	0.00	72.86		72.86
TOTAL	\$3,346,034.74	\$61,263,864.73	\$1,609,013.70	\$410,272.69	\$63,411,158.46	\$22,428,064.08	\$40,983,094.38	\$537,407.22	\$41,520,501.60
GARBAGE	590,475.36	12,841,874.66		13,603.62	13,437,740.83	4,620,070.13	8,817,670.70		8,817,670.70
SANITARY	0.00	970.88	8,212.81	0.00	970.88	485.44	485.44		485.44
STORMWATER	51,489.31	881,286.48		1,021.55	933,797.34	330,915.30	602,882.04		602,882.04
GRAND TOTAL	\$3,987,999.41	\$74,987,996.75	\$1,617,226.51	\$424,897.86	\$77,783,667.51	\$27,379,534.95	\$50,404,132.56	\$537,407.22	\$50,941,539.78

Total from Rates Financial Transaction Summary	50,758,662.97
Overpayments	-182,876.81
Difference	0.00

ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears	955,240.97
Rate accounts greater than 12 months less than 18 months in arrears	143,598.80
Rate accounts greater than 18 months in arrears	61,007.17
TOTAL rates and charges under instruction with Council's agents	\$1,159,846.94

ATTACHMENT 2

COMPARISON OF BUDGET TO ACTUAL

DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL	BALANCE STILL REQD.	% RAISED
RESIDENTIAL	41,106,767	41,106,767	41,621,193	(514,426)	101.25%
BUSINESS	7,069,000	7,069,000	7,060,561	8,439	99.88%
BUSINESS - INDUSTRIAL	7,140,000	7,140,000	7,167,914	(27,914)	100.39%
FARMLAND	360,500	360,500	342,689	17,811	95.06%
MINING	12,500	12,500	12,696	(196)	101.57%
LOAN	4,344,500	4,344,500	3,985,428	359,072	91.74%
F5 ACCESS RAMPS	1,070,000	1,070,000	1,073,384	(3,384)	100.32%
TOTALS	61,103,267	61,103,267	61,263,865	(160,598)	100.26%
INTEREST CHARGES	275,000	275,000	71,280	203,720	25.92%
LEGAL COSTS RECOVERED	860,000	860,000	341,650	518,350	39.73%
PENSIONERS - Sec 575	(1,587,000)	(1,587,000)	(1,617,227)	30,227	101.90%
PENSIONERS SUBSIDY	872,850	872,850	889,475	(16,625)	101.90%
SUB TOTAL	61,524,117	61,524,117	60,949,043	575,074	99.07%
DOMESTIC WASTE CHARGES	12,685,048	12,685,048	12,534,553	150,495	98.81%
COMMERCIAL WASTE CHARGES	285,690	285,690	307,322	(21,632)	107.57%
SANITARY INCOME	1,000	1,000	971	29	97.09%
STORMWATER MNGMNT	878,000	878,000	881,286	(3,286)	100.37%
GRAND TOTALS	75,373,855	75,373,855	74,673,175	700,680	99.07%

COLLECTIONS AS A % OF:

	TOTAL RECEIVABLE	TOTAL LEVIED	TOTAL RECEIVABLE	TOTAL LEVIED
RESIDENTIAL	34.19%	35.18%		
BUSINESS	34.80%	36.64%	RATES	36.61%
BUSINESS - INDUSTRIAL	41.71%	43.32%	GARBAGE	35.98%
FARMLAND	36.71%	36.54%	SANITARY	0.00%
LOAN	35.19%	37.37%	STORMWATER	37.55%
F5 ACCESS RAMPS	41.75%	43.31%		
ALL RATES	35.37%	36.61%	TOTAL RATES & CHARGES	36.76%
			35.43%	

4.3 Sundry Debtors Report - October 2010

Reporting Officer

Manager Financial Services

Attachments

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

Purpose

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

Report

Debts outstanding to Council as at 31 October 2010 were \$2,365,841 reflecting an increase of \$52,325 since 30 September 2010. The ratio of outstanding debts to current invoices has increased from 28% in September to the current level of 35%. 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, 624 invoices were raised totalling \$647,049 and of these, the most significant have been in the following areas:

Corporate Administration – \$209,885

The main invoices relate to:

Roads and Traffic Authority of NSW – Landscaping of the Campbelltown Road intersection	\$56,277
Australian Rail Track Corporation Ltd – Occupation fees	\$54,601
Landcom – Contribution to Minto Live 2010	\$27,500
University of Western Sydney – Student training at various childcare centres	\$12,583
Nine Network Australia – Festival of Fishers Ghost 2010 sponsorship	\$8,800
Friends of Campbelltown Arts Centre – Fishers Ghost 2010 sponsorship	\$6,600
Arts Centre Cafe – Recovery of 2009/2010 outgoings as per contract	\$4,835
Camden Council – Share of Regional waste contract share of legal costs and office supplies for RFS	\$4,281
Campbelltown Catholic Club – Fishers Ghost 2010 sponsorship	\$3,300

Government and other Grants - \$127,600

The main invoices relate to:

Australian Council for the Arts – Grants for Edge of Elsewhere, Phase two of Creative Communities Partnership Initiative	\$110,000
Roads and Traffic Authority of NSW – Log book project, Bike Week and Choose Right Buckle Right	\$17,600

Land and Building Rentals - \$69,553

The main invoices relate to:

Aldi Stores – Macquarie Fields	\$20,277
Glenquarie Hotel Pty Ltd – Glenquarie Shopping Centre – Macquarie Fields	\$18,392
Caltex Service Station – Macquarie Fields	\$13,842
Mycorp Group Pty Ltd – BP Petrol Station – Macquarie Fields	\$12,319

Road and Footpath Restoration - \$55,227

The main invoices relate to:

Sydney Water Corporation – Road restorations on various roads within the Local Government Area	\$47,249
Westside Underground Power Pty Ltd	\$5,682

Receipts to the value of \$594,724 have been received during the period, the most notable in the following areas:

Corporate Administration	\$155,235
Sportsground and Field Hire	\$81,760
Land and Building Rentals	\$81,686
Government and other Grants	\$80,000

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 \$425,793 as at 31 October 2010. The major invoices relating to this balance include:

Roads and Traffic Authority of NSW – F5 Pedestrian/Cyclist Overbridge at Claymore Final Instalment. Payment was made in full on 15 November 2010.	\$66,000
Sydney Water Corporation – Road Restorations at various locations within the Local Government Area. Partial payment received with the debt to be finalised in December 2010.	\$41,758
Campbelltown Golf Club Limited - Land rates for 2009/10. Arrangement has been made to finalise the account in full 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 once membership income has been received and the Clubs amalgamation arrangements have been finalised.	\$26,596
Debtor 68316.9 - Retaining Wall between Lot 1451 DP 703487 2 & 4 Brownlow Pl Ambarvale. Debtor has made arrangement to make monthly payments of \$450.	\$33,557
Department of Premier and Cabinet – Pension Subsidy Claim for rates and waste. Payment is expected by the end of November 2010.	\$31,740
Department of Housing – Mowing in various areas in the Local Government Area. 7 day letter issued 5 October 2010, payment is expected in November 2010.	\$20,866
Campbelltown and District Softball Association - Contribution to Milton Park Playing Softball Complex. Advised debt will be finalised at the maturity of a term deposit.	\$13,165
East Campbelltown Eagles JRLFC – Contribution towards Waminda Oval grandstand and hire of Campbelltown Sports Stadium for the 'Bundaberg Reg Cup'. Payment of \$9,625.00 received 9 November 2010. Arrangement has been made to pay \$900 per month to finalise debt.	\$11,383
St Mary's Eagle Vale Soccer Club – Sportsground hire, electricity, waste and security charges. Arrangement has been made to pay \$2,000 bi-monthly. Payment of \$2,000 received 18 November 2010.	\$7,531
Debtor 67360.8 - Contractor Costs at Dandar Place Bradbury, Demolition & Ground Reconstruction Works. Listed as property related debt.	\$6,690
Camden District Cricket Association – Arrangement has been made to finalise the debt in November 2010.	\$6,017

During the month, 30 accounts progressed to recovery action. The defaulting debtors were issued a letter of demand on Councils 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 agents. Two accounts progressed to the first stage of legal recovery action, one for an unpaid compliance order and one for unpaid licence fee. 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 Liquidation Claim. Council's agents were instructed to proceed with two Statement of Liquidation Claims, one being for outstanding Shop Licence inspection fee and the other for a Clean-up compliance order.

In addition, three accounts were escalated to formal recovery through the courts via Statement of Claim, one Examination Order being for unpaid hall hire clean-up costs, and two Writs, one for repair costs to Henderson Bridge and the other for unpaid licence fees.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Greiss/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

That the Officer's Recommendation be adopted.

ATTACHMENT 1

DEBTORS SUMMARY 1 October 2010 to 31 October 2010

DEBTOR TYPE/DESCRIPTION	ARREARS AT 30/09/2010	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 31/10/2010	% DEBT RATIO
Corporate Administration	326,362	209,885	155,235	381,013	16.10%
Abandoned Items	2,172	0	0	2,172	0.09%
Child Care Debts	27,678	0	852	26,826	1.13%
Community Bus	207	131	0	338	0.01%
Tennis Court Hire	757	0	0	757	0.03%
Sportsground and Field Hire	173,152	15,912	81,760	107,303	4.54%
Government and other Grants	1,056,360	127,600	80,000	1,103,960	46.66%
Public Hall Hire	30,372	27,071	17,706	39,736	1.68%
Health Services	350	0	0	350	0.01%
Land and Building Rentals	60,748	69,553	81,686	48,615	2.05%
Library Fines and Costs	155,200	927	0	156,127	6.60%
Healthy Lifestyles	3,127	16,163	2,797	16,494	0.70%
Pool Hire	7,401	16,461	2,816	21,047	0.89%
Private Works	152,782	1,478	48,827	105,433	4.46%
Road and Footpath Restoration	172,935	55,227	4,045	224,117	9.47%
Shop and Office Rentals	22,058	48,778	50,015	20,822	0.88%
Various Sundry Items	112,425	6,133	24,356	94,202	3.98%
Waste Collection Services	48,865	51,730	44,630	55,965	2.37%
	2,313,516	647,049	594,724	2,365,841	100%

ATTACHMENT 2

AGEING OF SUNDRY DEBTOR ACCOUNTS - 31 October 2010

Description	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Administration	197,904	14,186	81,032	87,891	381,013	86,563
Abandoned Items	0	0	0	2,172	2,172	1,434
Child Care Debts	26,826	0	0	0	26,826	0
Community Bus	220	118	0	0	338	0
Tennis Court Hire	757	0	0	0	757	0
Sportsground and Field Hire	6,206	5,737	76,058	19,302	107,303	53,765
Government and other Grants	127,745	890,265	0	85,950	1,103,960	69,200
Public Hall Hire	24,530	8,448	5,282	1,477	39,736	2,308
Health Services	0	0	0	350	350	350
Land and Building Rentals	18,510	2,942	2,917	24,247	48,615	19,006
Library Fines and Costs	156,127	0	0	0	156,127	0
Healthy Lifestyles	14,456	1,583	218	238	16,494	333
Pool Hire	16,506	2,420	0	2,121	21,047	872
Private Works	2,667	36,785	0	65,981	105,433	62,959
Road and Footpath Restoration	56,583	31,900	80,078	55,556	224,117	47,974
Shop and Office Rentals	13,360	7,462	0	0	20,822	555
Various Sundry Items	5,079	12,424	635	76,064	94,202	81,533
Waste Collection Services	51,400	120	0	4,445	55,965	4,445
	679,439	1,014,390	246,220	425,793	2,365,841	431,297

4.4 Budget Review Financial Statement as at 30 September 2010

Reporting Officer

Manager Financial Services

Attachments

First Quarter Financial Statement Summary (distributed under separate cover)

Purpose

A quarterly financial review has been conducted on the original income and expenditure estimates presented in the 2010/11 budget. The adjustments relating to the review of original budget allocations are presented for Council's consideration.

Report

In accordance with Clause 203 of the *Local Government (General) Regulations 2005*, the responsible accounting officer is required to conduct a quarterly review of income and expenditure estimates and submit a report to Council. The budget review statement 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 2010.

In June 2010, Council adopted a balanced budget for 2010/11. In this review the budgeted surplus has been increased to \$250,000 resulting from a favourable Financial Assistance Grant adjustment.

The recommended movements relating to income and expenditure are summarised in the attachment and details of major items greater than \$20,000 are listed in the body of this report for Council's consideration.

Council's current budget position is as follows:

Total projected expenditure on present trends	\$150,993,981
Total projected income on present trends	\$151,243,981
Projected surplus/(deficit) as indicated in the original budget for the year	\$250,000

In the July to September quarter, Council considered a number of reports that either require an adjustment to budget estimates or requested that consideration be given to funding programs. The recommendations from these reports have been included in this review.

The following major items are detailed with corresponding adjustments recommended following the completion of the first quarter financial review:

Executive Services (1010) - \$35,000 increase in expenditure

Legal advice has been required on matters that were not anticipated when the original budget was prepared. This allocation funds the expenditure to date.

Council Website (3242) - \$35,900 increase in expenditure

As recommended to Council previously, it is intended to appoint a Website Officer to perform the maintenance and upkeep of Council's website. This allocation has been funded from the additional Financial Assistance Grant in this general purpose component.

Campbelltown Airids Indoor Sports Centre (1915) - \$35,100 increase in expenditure

When the original budget was prepared it was anticipated that the Indoor Centre would be handed over to Housing NSW by the end of this calendar year, as such only half a year of funding was allocated. The handover is yet to happen and these additional funds will enable the ongoing operation of the centre until the handover occurs later in the financial year.

Arts Centre – General Projects (1800) - \$100,000 increase in income

The Arts Centre receives a triennial grant of \$250,000 per year. When the original budget was prepared this had not been confirmed and a conservative amount was allowed for in the budget. This adjustment allows for the additional funds received and has been allocated to the ongoing River Project and additional art programs.

Assets and Supply Services (2300) - \$51,000 increase in expenditure

As recommended to Council previously, it is intended to appoint two Contracts Officers who will be engaged in contract management and administration. The need for these positions was highlighted in a recent independent review of the contracts section. This allocation has been funded from the additional Financial Assistance Grant and also partially offset by vacancies. Ongoing funding will be required in future budgets.

Major Works Program (3050) - \$250,000 increase in expenditure

Funds have been allocated to allow additional local road works, including footpath construction. This addition to the Major Works Program will allow new works to commence and has been funded from the additional Financial Assistance Grant received.

Campbelltown Sports Ground (2505) - \$75,000 increase in expenditure

In the Community Services Committee Meeting of 20 July 2010, Council requested to consider funding the replacement of the Campbelltown Sports Stadium's irrigation system. In this review an amount of \$75,000 has been identified from the Sports Stadium reserve which is currently available to fund the works.

Property Development (2960) - \$40,000 increase in expenditure

Legal advice has been required on matters that were not anticipated when the original budget was prepared. The expenditure relates to property development works and will be funded from the Development Reserve.

Employee Leave Entitlements (3395) - \$100,000 increase in expenditure

Each year Council sets aside funds in a reserve for the leave entitlements due when an employee leaves Council. As the average age of Council's work force grows it has been necessary to place additional funds in the reserve. This allocation has been funded from the additional Financial Assistance Grant received.

Financial Assistance Grant-General Purpose (3380) - \$758,100 increase in income

Financial Assistance Grant-Roads (2285) - \$77,300 increase in income

As reported to Council in the Corporate Governance Committee Meeting of 9 November 2010, The Financial Assistance Grant received was greater than anticipated in the 2010/11 budget. The roads component has been added to the Urban Road Reconstruction Program to supplement scheduled works. The general purpose component has been used to create a budgeted surplus of \$250,000, allow for additional Local Roads and footpath works, increase the Employee Leave Entitlements Reserve, fund the operations of the Campbelltown Airside Indoor Sports Centre until the end of June 2011, and allow for the creation of three new positions (two contracts administrators and a website officer).

Summary

It has been an ongoing objective of Council to return a surplus budget in order to increase the Current Ratio. A favourable adjustment to the Financial Assistance Grant in this review has enabled this to be achieved in the 2010/11 revised budget. While the economic indicators have seen an improvement of late, the recovery has not impacted significantly on areas such as interest on investments and development income. The ongoing increases in State Government charges as well as increases in energy costs, places additional pressure on retaining our improved financial position. Every effort will be made to maintain the budget surplus in the future.

The 2010/11 results continue to support Council's sound financial position. During 2010/11 Council will review its Financial Strategy in line with the development of the ten year, Long Term Financial Plan and determine the most appropriate and financially responsible action for future periods.

Officer's Recommendation

That the adjustments recommended in the Financial Statement Summary as a result of conducting the September Budget Review be adopted.

Committee's Recommendation: (Rule/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

That the Officer's Recommendation be adopted.

5. BUSINESS ASSURANCE

5.1 Quarterly Report Against the 2010/13 Management Plan - November 2010

Reporting Officer

Manager Business Assurance

Attachments

Campbelltown City Council 2010/13 Management Plan Quarterly review July - September 2010 (Distributed under separate cover).

Purpose

To advise Council of the progress in undertaking the significant projects detailed in the 2010/13 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.

Report

In 2010, Council adopted a new 2010/13 Management Plan. The Management Plan outlines the services, functions and projects that Council will undertake during 2010/13.

The report against the plan has been revised to make it more meaningful and easy to read. This report is the first in the new format and reports against only the projects outlined in the plan. This is similar to the previous reporting structure. Future reports will include information about Council's services, functions, projects and Corporate Performance Indicators as we develop the reporting framework to accommodate this new level of reporting.

The report provided is a summary of the first quarter progress for the significant projects outlined in the 2010/13 Management Plan.

In summary most projects are on track with a small number of projects requiring close monitoring. These include:

- Uppers Georges River Urban Sustainability Project
- Upgrade to Macquarie Fields Swimming Centre
- Open space and community facilities review
- Upgrade to Campbelltown Swimming Centre
- Development of an event induction package
- Leumeah pedestrian bridge

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Greiss/Rule)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 14 December 2010 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 246

That the Officer's Recommendation be adopted.

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.

Confidentiality Motion: (Rule/Borg)

Due to the confidential nature of the business and the Committee's opinion that the public proceedings of the Committee would be prejudicial to the public interest, the Committee in accordance with Section 10 of the Local Government Act 1993 resolves to exclude the public from the meeting during discussions on this item.

CARRIED

21. CONFIDENTIAL ITEMS

21.1 Grant of Easement for RTA Noise Wall, Raby

Reason for Confidentiality

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

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

21.2 Drainage Easement - Glenfield Road, Glenfield

Reason for Confidentiality

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

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

There being no further business the meeting closed at 5.42pm.

P Lake
CHAIRPERSON
