

2016

BUSINESS PAPER



4 October 2016



30 September 2016

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

Lindy Deitz
General Manager

Agenda Summary

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

APOLOGIES

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

Other Disclosures

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

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

Apology Nil

Also in Attendance

Mrs L Smith - Intentus Chartered Accountants

Acknowledgement of Land

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

Council Prayer

The Council Prayer was presented by the General Manager.

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

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

1. BUSINESS: REPORT OF THE GENERAL MANAGER

1.1 Annual Financial Reports 2015-2016

Reporting Officer

Manager Financial Services

Attachments

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

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

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

Report

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

Presentation of Financial Reports

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

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

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

The Financial Report

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

Operational Result

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

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

Performance Measures

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

Operating Performance

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

2016	2015
9.65%	4.86%

Own Source Operating Revenue

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

2016	2015
67.3%	73.8%

Unrestricted Current Ratio

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

2016	2015
4.61:1	3.67:1

Debt Service Cover Ratio

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

2016	2015
7.29:1	5.49%

Rates and Annual Charges Outstanding Percentage

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

2016	2015
3.41%	4.05%

Cash Expense Cover Ratio

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

2016	2015
10.71	10.39

The Budget Result

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

Infrastructure Assets

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

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

Summary

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

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

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

- \$47m increase to Council's infrastructure assets, of which \$20m related to renewal or refurbishment works. Of the total capital expenditure increase:
 - \$27m on roads, bridges and footpaths, including \$18.3m on Council's road network, of which \$6m related to the Eaglevale Drive upgrade, \$5m on Council's kerb and gutter network and \$2.3m on Council's footpath network
 - \$4m on buildings, of which \$2m was for the refurbishment of amenities at Blinman Oval, Worrell Park and Fullwood Reserve as well as \$340k upgrade of the kennels and cattery at the Animal Care Facility
 - \$1.4m on land improvements on the synthetic surface at Lynwood Park
 - \$4m of community land purchases and dedications.
 - Funds set aside for internally restricted reserves have increased by \$8.8m to \$75m
 - Council's investment portfolio contributed \$3.9m in revenue to Council's operational result as per budget predictions despite a slowing of the economy and subsequent reductions in interest rates to record lows
 - Recognition of non-cash dedication revenue of \$16.4m, being \$3.8m in S94 contributions for Glenfield and the balance of \$12.6m in dedicated road, kerb and gutter and stormwater asset values recognised for areas including Bardia and Minto
 - Reduction of Council's external debt outstanding of \$3.9m through the introduction of an internal borrowing strategy
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- Reduction of Council's infrastructure asset backlog by \$8.3m to \$25.5m since the implementation of the Special Rate Variation in 2014-2015.

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

Officer's Recommendation

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

Council Meeting 4 October 2016 (Borg/Lound)

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

Council Minute Resolution Number 155

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

1.2 Election Of Council Delegates To Various Statutory Committees, Authorities And Other Organisations

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

Attachments

List of various Statutory Committees, Authorities and other Organisations

Report

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

Officer's Recommendation

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

Council Meeting 4 October 2016 (Borg/Lound)

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

Council Minute Resolution Number 156

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

1. Traffic Committee

Councillor: Lake - Chairperson
Director City Delivery

2. Audit, Risk and Improvement Committee

Mayor or delegate: Councillor Morrison

3. Council Delegates to Various Statutory Authorities and Other Organisations

(a) Camden Gas Project Community Consultative Committee

Councillor: Moroney
General Manager (or Nominee)

(b) Floodplain Management Authorities of NSW

Councillor: Borg
Director City Delivery (or Nominee)

1.2 Election Of Council Delegates To Various Statutory Committees, Authorities And Other Organisations

(c) Floodplain Risk Management Committee

Councillor: Borg
Director City Delivery (or Nominee)

(d) Georges River Combined Councils Committee

Councillors: Moroney
Lound
Director City Development (or Nominee)

(e) Hawkesbury Nepean Local Government Advisory Group

Councillor: Borg
Director City Development (or Nominee)

(f) Macarthur Regional Organisation of Councils (MACROC)

Councillors: Chivers
Morrison
Rowell
Moroney (Alternate)

The Mayor is automatically a member of MACROC.

(g) Macarthur Zone Bush Fire Management Committee

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

(h) Macarthur Zone Rural Fire Service District Liaison Committee

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

(i) NSW Public Libraries Association New South Wales

Councillors: Chivers
Moroney (Alternate)

(j) Road Safe Committee

Councillor: Lake
Director City Delivery

(k) Sydney Metro West Region Joint Regional Planning Panel

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

(l) South West Sydney Academy of Sport

Councillor: Hunt

ATTACHMENT 1

1. Traffic Committee

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

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

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

2. Audit, Risk and Improvement Committee

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

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

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

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

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

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

1.2 Election Of Council Delegates To Various Statutory Committees, Authorities And Other Organisations

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

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

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

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

3. Council Delegates to Various Statutory Authorities and Other Organisations

(a) Camden Gas Project Community Consultative Committee

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

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

Council is entitled to one delegate.

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

Council is requested to nominate one delegate to this Committee.

(b) Floodplain Management Authorities of NSW

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

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

1.2 Election Of Council Delegates To Various Statutory Committees, Authorities And Other Organisations

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

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

(c) Floodplain Risk Management Committee

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

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

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

Council is requested to nominate one delegate to the Committee.

(d) Georges River Combined Councils Committee

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

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

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

(e) Hawkesbury Nepean Local Government Advisory Group

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

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

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

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

1.2 Election Of Council Delegates To Various Statutory Committees, Authorities And Other Organisations

(f) Macarthur Regional Organisation of Councils (MACROC)

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

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

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

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

(g) Macarthur Zone Bush Fire Management Committee

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

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

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

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

(h) Macarthur Zone Rural Fire Service District Liaison Committee

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

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

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

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

1.2 Election Of Council Delegates To Various Statutory Committees, Authorities And Other Organisations

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

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

The Association meets every three months at various locations.

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

(j) **Road Safe Committee**

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

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

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

(k) **Sydney Metro West Region Joint Regional Planning Panel**

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

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

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

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

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

1.2 Election Of Council Delegates To Various Statutory Committees, Authorities And Other Organisations

(l) South West Sydney Academy of Sport

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

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

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

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

Council is requested to nominate one Councillor delegate.

1.3 Council Meeting Structure and Cycle

Reporting Officer

Manager Governance and Risk

Attachments

Nil

Purpose

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

History

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

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

Report

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

Discussion of meeting structure and cycle options

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

Option One – Two Ordinary Council meetings per month

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

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

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

Week One Inspections and Briefings

Week Two Council meeting

Week Three Inspections and Briefings

Week Four Council meeting

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

Key features

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

Option Two – Two standing Committees

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

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

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

Week One Inspections and Briefings

Week Two Committee Meetings

City Service, Outcomes and Strategy Committee at 5.30pm

City Development Committee at 7.30pm

Week Three Council meeting

Week Four Inspections and Briefings

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

Key features

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

Option Three –retain the existing monthly meeting cycle

Retain Status Quo with minor change to Standing Committee names and functions to reflect the Division names of the new organisational structure.

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

Week One Inspections and Briefings

Week Two Four Committee meetings

<i>City Governance, Growth & Economy/City Lifestyles</i>	Meet	concurrently	at
	5.30pm		
<i>City Delivery/City Development</i>	Meet	concurrently	at
	7.30pm		

Week Three Council Meeting

Week Four Inspections and Briefings

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

Key features

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

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

Conclusion

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

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

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

Officer's Recommendation

1. That Council adopt Option 1 as the preferred meeting structure comprising two Ordinary Council Meetings per month on the second and fourth Tuesdays at 6.30pm commencing on 25 October 2016.
2. That the annual meeting calendar be advertised reflecting the Option 1 meeting schedule.
3. That the Corporate Governance, City Works, Community Services and Planning and Environment Standing Committees be abolished.
4. That Council resolve to allow members of the public to speak at Council meetings.
5. That the Code of Meeting Practice be reviewed and amended and a further report be presented back to Council.
6. That a review of the operation of the revised Council meeting cycle be conducted and presented to Council within 12 months of the commencement of the new structure, that is by no later than September 2017.

Council Meeting 4 October 2016 (Greiss/Oates)

1. That Council adopt Option 1 as the preferred meeting structure comprising two Ordinary Council Meetings per month on the second and fourth Tuesdays at 6.30pm commencing on 25 October 2016.
 2. That the annual meeting calendar be advertised reflecting the Option 1 meeting schedule.
 3. That the Corporate Governance, City Works, Community Services and Planning and Environment Standing Committees be abolished.
 4. That Council resolve to allow members of the public to speak at Council meetings.
 5. That the Code of Meeting Practice be reviewed and amended and a further report be presented back to Council.
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6. That a review of the operation of the revised Council meeting cycle be conducted and presented to Council within 12 months of the commencement of the new structure, that is by no later than September 2017.

Council Minute Resolution Number 157

1. That Council adopt Option 1 as the preferred meeting structure comprising two Ordinary Council Meetings per month on the second and fourth Tuesdays at 6.30pm commencing on 25 October 2016.
2. That the annual meeting calendar be advertised reflecting the Option 1 meeting schedule.
3. That the Corporate Governance, City Works, Community Services and Planning and Environment Standing Committees be abolished.
4. That Council resolve to allow members of the public to speak at Council meetings.
5. That the Code of Meeting Practice be reviewed and amended and a further report be presented back to Council.
6. That a review of the operation of the revised Council meeting cycle be conducted and presented to Council within 12 months of the commencement of the new structure, that is by no later than September 2017.

Amendment: (Borg/Moroney)

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

LOST

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

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

Motion (Greiss/Oates)

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

Voting against the Resolution were Councillors Borg and Morrison.

1.4 Use of Community Facilities

Reporting Officer

Director City Lifestyles

Attachments

Nil

Purpose

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

Report

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

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

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

Financial Impact

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

Officer's Recommendation

1. That Council undertakes a review of use of community facilities by community groups that balances financial and social outcomes.
2. That a further report be provided to Council following this review for consideration.
3. That existing community groups, that are volunteer based and do not receive any external government funding, receive a subsidy from Council of the difference between the fees previous paid by the groups and the fees that would have applied for the 2016-2017.
4. That Council write to those groups to advise of this arrangement.
5. That a budget adjustment be made in the end of September quarterly review to establish funds up to \$15,000 to fund the level of subsidy.

Procedural Motion

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

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

Council Meeting 4 October 2016 (Lound/Moroney)

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2. That a further report be provided to Council following this review for consideration.
3. That existing community groups, that are volunteer based and do not receive any external government funding, receive a subsidy from Council of the difference between the fees previous paid by the groups and the fees that would have applied for the 2016-2017.
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Council Minute Resolution Number 158

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 2. That a further report be provided to Council following this review for consideration.
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the fees previous paid by the groups and the fees that would have applied for the 2016-2017.

4. That Council write to those groups to advise of this arrangement.
5. That a budget adjustment be made in the end of September quarterly review to establish funds up to \$15,000 to fund the level of subsidy.

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

Confirmed by Council on

..... General Manager Chairperson
