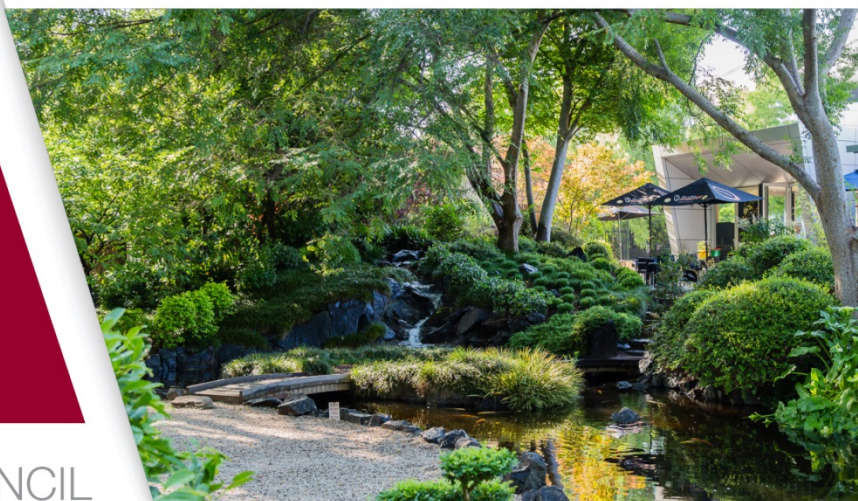


# 2017

ORDINARY BUSINESS PAPER

CAMPBELLTOWN CITY COUNCIL



28 FEBRUARY 2017



21 February 2017

You are hereby notified that the next Ordinary Meeting of the Council will be held at the Civic Centre, Campbelltown on Tuesday 28 February 2017 at 6.30pm.

Lindy Deitz  
General Manager

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## **Agenda Summary**

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## **1. ACKNOWLEDGEMENT OF LAND**

## **2. APOLOGIES**

Nil at time of print.

## **3. CONFIRMATION OF MINUTES**

### **3.1 Minutes of the Ordinary Meeting of Council held 14 February 2017**

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#### **Attachments**

Minutes of the Ordinary Meeting of Council held 14 February 2017 (contained within this report)

#### **Report**

That the Minutes of the Ordinary Meeting of Council held 14 February 2017 are presented to Council for confirmation.

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

That the Minutes of the Ordinary Meeting of Council held 14 February 2017, copies of which have been circulated to each Councillor, be taken as read and confirmed.

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## ATTACHMENT 1

### Minutes Summary 14 February 2017

ITEM	TITLE
2.	APOLOGIES
3.	CONFIRMATION OF MINUTES
3.1	Minutes of the Ordinary Meeting of Council held 13 December 2016
4.	DECLARATIONS OF INTEREST
	Pecuniary Interests - nil
	Non Pecuniary – Significant Interests - nil
	Non Pecuniary – Less than Significant Interests
	Other Disclosures - nil
5.	MAYORAL MINUTE
5.1	Councillor Fred Borg OAM
6.	PETITIONS
	No Petitions this round
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8.3	Varroville Lawn Cemetery - Avenues of Appeal
8.4	NSW Asian Cup 2015 Legacy Fund - Proposed Projects
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8.6	Investments and Revenue Report - November and December 2016
8.7	Reports and Letters Requested
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8.9	Update on partnership with Western Sydney Business Connection
8.10	Draft Memorandum of Understanding (MoU) between Campbelltown City Council and TAFE NSW - South Western Sydney Institute
9.	QUESTIONS WITH NOTICE
10.	RESCISSION MOTION
	No rescission motion this round
11.	NOTICE OF MOTION
11.1	Revised Structure for Regional Collaboration
12.	URGENT GENERAL BUSINESS
	No reports this round
13.	PRESENTATIONS BY COUNCILLORS
13.1	Presentations by Councillors
14.	CONFIDENTIAL REPORTS FROM OFFICERS
14.1	Directors of Companies - City Development

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**Minutes of the Ordinary Meeting of the Campbelltown City Council held on 14 February 2017**

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**Present**           The Mayor, Councillor G Brticevic  
                          Councillor M Chivers  
                          Councillor M Chowdhury  
                          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

**Acknowledgement of Land**

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

**Council Prayer**

The Council Prayer was presented by the General Manager.

**2. APOLOGIES**

It was **Moved** Councillor Greiss, **Seconded** Councillor Rowell that the **APOLOGY** from Councillor George be received and accepted.

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

**3. CONFIRMATION OF MINUTES**

**3.1 Minutes of the Ordinary Meeting of Council held 13 December 2016**

It was **Moved** Councillor Lound, **Seconded** Councillor Manoto that the Minutes of the Ordinary Meeting of Council held 13 December 2016, copies of which have been circulated to each Councillor, be taken as read and confirmed.

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

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#### **4. DECLARATIONS OF INTEREST**

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

##### **Pecuniary Interests - nil**

##### **Non Pecuniary – Significant Interests - nil**

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

Councillor Brticevic - Item 8.4 - NSW Asian Cup 2015 Legacy Fund - Proposed Projects - Councillor Brticevic advised that he was a former coach of St Marys Eagle Vale Soccer Club.

Councillor Lound - Item 8.4 - NSW Asian Cup 2015 Legacy Fund - Proposed Projects - Councillor Lound advised that he is the Chair of Macarthur Football Association.

##### **Other Disclosures - nil**

#### **5. MAYORAL MINUTE**

##### **5.1 Councillor Fred Borg OAM**

It was **Moved** Councillor Brticevic, **Seconded** Councillor Morrison that a letter of condolence be forwarded to the Borg family with a copy of this Mayoral Minute.

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

##### **Note:**

A number of Councillors addressed the Chamber reflecting on their memories of Councillor Fred Borg and passing on their condolences to Councillor Borg's family.

##### **Councillor Morrison**

Councillor Morrison spoke on behalf of the Borg family and thanked Council for arranging the guard of honour during the funeral procession which was a wonderful gesture during this difficult time.

Councillor Morrison urged all Councillors regardless of where they stand in the Chamber, to stand together to work for the community of Campbelltown in Fred's honour.

##### **Councillor Lound**

Councillor Lound noted that the sudden passing of Councillor Borg was very sad, not only sad for him but for his family and the community. Councillor Borg was a great advocate for our City, his biggest legacy not only for Campbelltown but for the community was the work he undertook for charitable foundations. Fred was the Chair of many boards, including the 24hr Fight Against Cancer Macarthur it was Fred's drive that built the charity it is today. Councillor Lound also acknowledged Councillor Borg for giving him the opportunity to become a Councillor and noted that he will never forget him.

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**Councillor Moroney**

Councillor Moroney acknowledged Councillor Borg and noted that he wished he had more time to get to know him better. Councillor Borg was a great advocate for our community and displayed loyalty and dedication. This Council was blessed to have Fred who was connected to his community. On behalf of the Greens, Councillor Moroney advised that they will continue to work to honour Fred's community work.

**Councillor Lake**

Councillor Lake acknowledged Councillor Borg and noted that they knew each other for many years, back when he was a local business man in the sporting and apparel industry.

Fred was also formerly part of the Western Suburbs Leagues Club Sports Council, Fred's individual commitment to our community was outstanding, he was passionate about the upgrade of Appin Road, Mine Subsidence in the area and the 24hr Fight Against Cancer Macarthur, it is important to note that all funds raised in the 24hr Fight Against Cancer Macarthur go directly to our local hospitals benefitting our community.

Councillor Lake was very saddened by the news of Fred's passing right before Christmas, had talked about Fred's holiday down the South Coast fishing with his family. Whilst many battles were had in this Chamber, Councillors always walked out of these doors as friends. Councillor Lake noted that he will miss Fred and offered his condolences to the family.

**Councillor Rowell**

Councillor Rowell noted he had known Fred for over 20 years and met Fred when Coral worked with his son at the UWS Student Union and during that time they became great friends. He will miss Fred and his great support over the past four years.

One thing that Fred held very dear to his heart was meeting Barry O'Farrell. Mr O'Farrell advised Fred that he was glad they had the opportunity to meet as he felt Fred to be a true independent.

Fred will be missed by all and Councillor Rowell offered his condolences to the family.

**Councillor Greiss**

Councillor Greiss acknowledged Fred and noted that he was extremely saddened when he had heard that Fred had passed.

Fred dedicated himself to the Campbelltown community and you could see his standing in the community from the large attendance of mourners at his funeral, Fred earned respect for his work and friendship. Councillor Greiss wished the Borg family all the best during this difficult time, he also wished Councillor Morrison and Councillor Lound all the best.

**Councillor Brticevic**

Councillor Borg left many legacies, he worked hard for our community. It is important to note that Fred had a very close relationship with Father Sarkis from Our Lady Help of Christians, Rosemeadow and was very proud of the new church being approved under his watch.

Councillor Brticevic passed on his condolences to the Borg family.

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## **6. PETITIONS**

### **No Petitions this round**

## **7. CORRESPONDENCE**

### **7.1 Anoulack Chanthivong MP**

It was **Moved** Councillor Lound, **Seconded** Councillor Chowdhury that the letter be received and the information be noted.

An **Amendment** was **Moved** Councillor Thompson, **Seconded** Councillor Hunt that Council undertake noise monitoring investigations in the vicinity of Ingleburn Railway Station.

**WON** and became the Motion

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

### **7.2 Fit for the Future**

It was **Moved** Councillor Oates, **Seconded** Councillor Greiss that the letter be received and the information be noted.

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

## **8. REPORTS FROM OFFICERS**

### **8.1 Demolition of St James Anglican Church - No. 2 Kent Street, Minto**

**Meeting Note:** Mrs Porter, Ms Cootes, Ms Andrews, Mr Strajn addressed the meeting.

It was **Moved** Councillor Rowell, **Seconded** Councillor Lound that a decision in this matter be deferred and the item be listed for an inspection.

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

Voting for the Council Resolution were Councillors: Brticevic, Chivers, Chowdhury, Greiss, Hunt, Lake, Lound, Manoto, Moroney, Morrison, Oates, Rowell and Thompson.

Voting against the Council Resolution: nil.

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## **8.2 Construction of a takeaway food premises at No. 4 Rennie Road, Campbelltown**

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

1. That Council allow the objection to the 10m boundary setback standard under clause 37 of Campbelltown (Urban Area) Local Environmental Plan 2002.
2. Subject to recommendation 1, Council approve the development application 257/2016/DA-C for the construction of a takeaway food premises, subject to the conditions detailed in attachment 1 of this report.

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

Voting for the Council Resolution were Councillors: Brticevic, Chivers, Chowdhury, Greiss, Hunt, Lake, Lound, Manoto, Moroney, Morrison, Oates, Rowell and Thompson.

Voting against the Council Resolution: nil.

## **8.3 Varroville Lawn Cemetery - Avenues of Appeal**

It was **Moved** Councillor Lound, **Seconded** Councillor Lake that the information be noted.

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

## **8.4 NSW Asian Cup 2015 Legacy Fund - Proposed Projects**

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

1. That Council endorse the proposed Asian Cup funding applications which are listed below in priority order:
    - i. St Marys Football Club: Koorringa Reserve up to \$55,400
    - ii. Eschol Park Football Club: Eschol Park up to \$76,800
    - iii. Gunners Football Club: Bensley Reserve up to \$52,400
    - iv. Minto District Football Club: Sarah Redfern Playing Fields up to \$76,800
    - v. Bradbury Ambarvale Football Club: Ambarvale Sports Complex up to \$76,800
    - vi. Ingleburn Eagles Soccer Club: Macquarie Fields Park up to \$32,400
    - vii. Campbelltown Uniting Church Soccer Club: Lynwood Park up to \$76,800
  2. That Council provide landowners consent for each of the proposed projects as contained in the report to the NSW Asian Cup Legacy Fund to enable the Clubs to submit applications for funding.
  3. That a further report be provided to Council when the outcomes of the Asian Cup applications are known for further consideration and confirmation of Council's contribution.
  4. That Council write to each Club submitting projects to advise of Council's decision.
  5. That Council writes to each of the State Members advising of Council's decision and seeking their support for the applications.
- 9** The Motion on being Put was **CARRIED**.
-

## 8.5 Online Report

It was **Moved** Councillor Lound, **Seconded** Councillor Moroney that the information be noted.

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

## 8.6 Investments and Revenue Report - November and December 2016

It was **Moved** Councillor Lound, **Seconded** Councillor Thompson that the information be noted.

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

## 8.7 Reports and Letters Requested

It was **Moved** Councillor Manoto, **Seconded** Councillor Lound that the information be noted.

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

## 8.8 Emergency Services Property Levy System Testing

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

1. That Council enter into a contract with Infor Global Solutions (ANZ) Pty Ltd for the provision of software upgrades for the Emergency Services Property Levy pursuant to section 55(3)(i) and (k) of the *Local Government Act 1993* on the basis that a satisfactory result would not be achieved by inviting tenders, due to the following reasons:
  - a) the impending introduction of the Emergency Services Property Levy
  - b) the urgent requirement for councils to have an adequate facility for administering the levy
  - c) opportunity for Council to be intimately involved in the testing and introduction of the levy, at NSW Treasury's cost; and
  - d) best value for money to Council as Infor is Council's current provider of the services.
2. That the General Manager be delegated the authority to negotiate mutually suitable terms and conditions with Infor Global Solutions (ANZ) Pty Ltd.

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

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## **8.9 Update on partnership with Western Sydney Business Connection**

It was **Moved** Councillor Morrison, **Seconded** Councillor Thompson that the information be noted.

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

## **8.10 Draft Memorandum of Understanding (MoU) between Campbelltown City Council and TAFE NSW - South Western Sydney Institute**

It was **Moved** Councillor Greiss, **Seconded** Councillor Moroney that Council adopt the draft Memorandum of Understanding (MoU) between Campbelltown City Council and TAFE NSW - South Western Sydney Institute.

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

## **9. QUESTIONS WITH NOTICE**

Nil at time of print.

## **10. RESCISSION MOTION**

**No rescission motion this round**

## **11. NOTICE OF MOTION**

### **11.1 Revised Structure for Regional Collaboration**

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

1. That Council request a report on options for implementing a revised structure for regional collaboration given the State Government's framework in being Fit for the Future and the implementation of joint organisations for regional New South Wales.
2. That the report to explore a more cost effective option in dealing with regional issues.

**16** The Motion on being Put was **CARRIED** unanimously.

## **12. URGENT GENERAL BUSINESS**

**No reports this round**

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### **13. PRESENTATIONS BY COUNCILLORS**

#### **13.1 Presentations by Councillors**

1. Councillor Hunt advised that she recently represented the Mayor at the Waitangi Festival held at the Campbelltown Showground. It was noted that despite the high temperature on the day it was a very well attended and successful event.
2. Councillor Oates congratulated all staff for their efforts, planning and work to ensure events such as New Years Eve and Australia Day celebrations are successful. It was noted that wonderful feedback was provided by the community for both events.
3. Councillor Thompson thanked the Director City Development with regards to a number of requests that he has made that have been investigated in a timely manner.
4. Councillor Chivers advised that she recently represented the Mayor at the Small Business Reference Group, which was coordinated by the Director City Growth and Economy. This group provides Council with an opportunity to engage with local businesses assisting us with regards to our Community Strategic Plan. Councillor Chivers advised that she enjoyed the meeting and would like to form part of the group on a permanent basis.
5. Councillor Rowell advised that he recently represented the Mayor at the Scout Jamboree at Cataract Scout Park. The theme this year was Myths and Legends and the event was well attended with over 2000 scouts and 1000 support staff.

Councillor Rowell noted that he participated in many activities on the day.

6. Councillor Greiss advised that he recently attended two very successful events held at Campbelltown Sports Stadium, the Western Sydney Wanderers game and the NRL Trial game between Souths and Manly. Councillor Greiss noted that it is wonderful to see the stadium being used for various events.
7. Councillor Brticevic noted that the use of Campbelltown Sports Stadium has been fantastic and the response by the community has been outstanding and it should be noted that the Western Sydney Wanderers have not lost a game at Campbelltown.

The NRL trial of South Sydney vs Manly was wonderful to see, the Macarthur area has the largest number of South Sydney Rabbitohs members in NSW. Given the 40° weather on the day the Executive Manager Sport, Recreation and Leisure was congratulated for arranging blow up water slides on the day ensuring a great time was had by all.

It was further noted that a trial game will be held this week between Wests Tigers and the Cowboys and in 2017 Wests Tigers will be playing local clubs Penrith Panthers and the Sydney Roosters at Campbelltown Sports Stadium.

It is imperative that we promote our stadium, our stadium is located adjacent to the railway, we provide free parking ensuring easy access also making it cost effective for visitors and it is a real asset to our community.

It is absolutely wonderful that the Western Sydney Wanderers have included Campbelltown City Council as part of their journey, our logo is on their sponsor boards, the Western Sydney Wanderers have some very big games coming up at Campbelltown Sports Stadium and I am looking forward to being part of it.

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## Confidentiality Recommendation

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

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

The Ordinary Meeting of Council was adjourned at 8.17pm and reconvened as a meeting of the Confidential Committee at 8.18pm.

## 14. CONFIDENTIAL REPORTS FROM OFFICERS

### 14.1 Directors of Companies - City Development

It was **Moved** Councillor Oates, **Seconded** Councillor Lake that the information be noted.

**CARRIED**

At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 8.19pm.

### Motion

It was **Moved** Councillor Rowell, **Seconded** Councillor Moroney that the Council in accordance with Section 10 of the *Local Government Act 1993*, move to re-open the meeting to the public.

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

It was **Moved** Councillor Rowell, **Seconded** Councillor Moroney that the reports of the Confidential Committee and the recommendations contained therein be adopted.

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

There being no further business the meeting closed at 8.20pm.

Confirmed by Council on

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

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#### **4. DECLARATIONS OF INTEREST**

**Pecuniary Interests**

**Non Pecuniary – Significant Interests**

**Non Pecuniary – Less than Significant Interests**

**Other Disclosures**

#### **5. MAYORAL MINUTE**

**No mayoral minute this round**

#### **6. PETITIONS**

**No Petitions this round**

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## **7. CORRESPONDENCE**

### **7.1 Office of Local Government - Street Lighting Reform**

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#### **Attachments**

1. copy of letter from Office of Local Government (contained within this report)
2. copy of letter from Council to the Premier NSW (contained within this report)


Response to Council's letter regarding street lighting reform.

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

That the letter be received and the information be noted.

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## ATTACHMENT 1



**Office of  
Local Government**

5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A514922  
Your Reference:  
Contact: Policy  
Phone: (02) 4428 4100

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

DEC20'16 07:30:50 RCVD

Dear Mrs Deitz

Thank you for your letter of 8 August 2016 to the Premier, the Hon Mike Baird MP about street lighting reform. Your letter was referred to the Minister for Local Government, the Hon Paul Toole MP, who has asked me to respond to you on his behalf. I apologise for the delay in responding.

Firstly, let me acknowledge the concerns you have outlined in relation to the governance framework for street lighting. The NSW Government notes and appreciates the concerns that have been raised by you and a number of your fellow councillors.

The NSW Government has recently released the *NSW Climate Change Policy Framework* and the associated *A Draft Plan to Save NSW Energy and Money*. Incorporated within this package is consideration of options for street lighting reform, which would ultimately lead to reduced cost and energy usage for councils and ratepayers. More information on the policy framework and associated proposed funding package is available at [www.oeh.nsw.gov.au](http://www.oeh.nsw.gov.au)

Once again thank you for bringing these matters to the Government's attention.


Yours sincerely

SIGNATURE HAS BEEN REMOVED

**Tim Hurst**  
Acting Chief Executive  
Office of Local Government

13/12/16

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046



## ATTACHMENT 2



8 August 2016

The Hon Mike Baird MP  
Premier  
GPO Box 5341  
SYDNEY NSW 2001

Dear Premier

### **Street Lighting Reform**

I am writing to you to express a concern that the governance framework supporting the State's street lighting networks is in need of major reform.

Campbelltown City Council currently sources its street lighting services from Endeavor Energy, at a cost of \$3.3 million in 2015/16.

Over the past 5 years street lighting costs (capital and maintenance) have significantly escalated.

Council is of the view that despite having the responsibility to provide street lighting for their communities, Councils have little control over key aspects of service delivery, maintenance and improvement. Council is not aware of any service level contracts nor binding service regulation. Further, the NSW Public Lighting Code is limited in its effect and is not mandated.

The privatisation of providers such as Endeavour Energy is likely to leave Councils with little certainty over the level and nature of service to be provided into the future. Council is concerned that there is the potential for higher than reasonable "residual values" for aging street light assets to emerge, thereby acting to constrain future and timely lighting upgrades.

Council seeks your Government's support for reforms that will provide greater confidence surrounding street lighting pricing and service levels and which encourages the take up of new energy efficient and cost effective lighting solutions.

As you may be aware, there are many global and "smart" cities that are reducing their street lighting costs, improving public safety and minimising environmental impacts through the deployment of new technologies such as LED lighting and "smart" control systems. Effective street lighting reforms can help to deliver more sustainable city operation, greater efficiencies and community satisfaction.



7.1 Office Of Local Government - Street Lighting Reform

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Council recently considered a report on LED street lighting and subsequently resolved:

1. *That Council, as a first step in a staged approach, proceed with calling for Expressions of Interest from suitably qualified companies to take on responsibility for designing, installing, maintaining (and possibly financing) a new Council owned LED public lighting network that includes the Campbelltown and Ingleburn CBDs, Minto, Leumeah, and Campbelltown Station car parks, Park Central and Mawson Park as well as Eagle vale Drive.*
2. *That Council write to the State Government requesting that the street lighting network not form part of the "Poles and Wires" sale as currently proposed.*

Council believes that the reforms required to make the NSW Public Lighting Code more effective, would be more readily facilitated by excluding the street lighting component of the "poles and wires" sale. This action would also provide sufficient time to properly address where control of street lighting is best positioned to ensure that levels of service and cost outcomes are optimised for the benefit of the greater community.

Council is very firmly of the opinion that Councils should have the appropriate level of control over street lighting in order to satisfy the expectations of local communities and meet their legal obligations, including those relating to safety.

Council is committed to working towards the creation of Campbelltown as a "smart city" and believes that a new approach to street lighting is a fundamental step in this process. The benefits would include the introduction of:

- Smart pole technology
- Electric vehicle recharge stations servicing electric cars, mobility scooters and the like
- Precinct based wireless meshed communications systems delivering CCTV, WiFi, emergency assistance request points and public address systems

As I am sure you would be aware, the technology that could be enabled by this type of system and the community benefits to be gained therefrom would be extraordinary. Allowing Councils to control the street lighting network would facilitate the cost effective and timely delivery of "Smart Cities", especially in areas away from the central Sydney CBD.

In considering this matter, Council has determined that Tariff 5 charges associated with the buy-back of Endeavour Energy's street lighting network would cost in the order of \$10 million. Council is currently assessing the financial viability of such a proposal, and at this stage is of the view that the sale of the "poles and wires" inclusive of street lighting networks, would complicate and constrain its final financial consideration. Any additional financial burden generated by the inclusion of the street lighting network would only serve to lessen the economic viability of Council's street lighting strategy, thereby working against the community's best interests.

I would welcome the opportunity of discussing these concerns and the opportunities associated with the development of "smart city" technology in Campbelltown with you, at time which meets with your convenience. I can be contacted on (02) 4645 4659.

Should you require any further technical information concerning Council's street lighting position, contact should be made with Council's Director City Delivery, Mr. Wayne Rylands on (02) 4645 4636

Yours sincerely

SIGNATURE HAS BEEN REMOVED

Lindy Deitz  
General Manager

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## **8. REPORTS FROM OFFICERS**

### **8.1 Outcome of the 2017 Free Recyclables Drop Off Day**

#### **Division**

City Development

#### **Reporting Officer**

Manager Waste and Recycling Services

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#### **Attachments**

Nil

#### **Purpose**

To update Council on the outcome of the annual Free Recyclables Drop off Day held on Saturday 7 January 2017.

#### **History**

Council held its inaugural Free Recyclables Drop off Day in January 2009, and due to the success of the event, Council at its meeting held 3 February 2009 resolved to hold the event each year following Christmas and New Year.

#### **Report**

The ninth annual Free Recyclables Drop off Day was held Saturday 7 January 2017. Residents were provided the opportunity to drop off (at no cost), recyclable materials that would normally be collected in their household yellow-lid recycling bin.

As in previous years, residents were also able to drop off polystyrene for recycling, which cannot be placed in domestic recycling bins, but is a common waste accumulated during the festive season.

Council's domestic waste contractor SUEZ Recycling and Recovery Australia provided sponsorship for the 2017 event, by providing two compactor waste vehicles free of charge to assist with the collection of the recyclables at the event. In addition, SUEZ waived the charged for processing and recycling of the recyclables.

Since its commencement in 2009 the event has been held in the car park at Coronation Park, Minto. However as the event's steady increase in popularity out grew this venue, the 2017 event was moved to a larger venue at the Leumeah Station car park (western side of the railway line).

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## 8.1 Outcome Of The 2017 Free Recyclables Drop Off Day

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Due to its increase in popularity, in recent years customers unfortunately experienced waiting times of up to an hour to drop off their recyclables. This year's larger venue enabled a change to the drop off configuration, enabling faster unloading. This, combined with a small increase in staff numbers, resulted in a reduction in waiting time to an average of ten to fifteen minutes, despite the significant increase in participants.

The 2017 event saw the highest participation to date, with 940 residents utilising the service. This is an increase of 176 participants, or 23 per cent on last year's event. While the event is not restricted to Campbelltown residents, 98 per cent of participants lived in the Campbelltown LGA, with 28 visitors coming from other LGAs, namely Camden (14), Wollondilly (12) and Liverpool (2).

The increase in participation of course resulted in a corresponding increase in tonnages of recyclables. A total of 17.4 tonnes of material was dropped off, which is the equivalent of approximately 1480 full recycling bins. The recyclables collected consisted primarily of cardboard packaging and glass bottles.

The polystyrene drop-off service proved to be popular again in 2017, with over 54 per cent of participants dropping off approximately 150 cubic metres, or the equivalent of approximately 625 bins.

The increased number of participants was most likely due to a highly successful advertising and promotion campaign. The event was promoted through local newspapers, radio, rates notice flyers, Council's Facebook page and website, electronic roadside message boards, Council facilities and bus shelters. Survey results showed that the most popular means by which residents became aware of the event were:

Local newspaper:	21.4 per cent
Rates notice flyer:	6.3 per cent
Facebook:	14.4 per cent
Website:	12.8 per cent
Roadside message board:	12.7 per cent

The budget for the 2017 event was \$15,900. The actual cost was approximately \$14,200. Participants generally provided very positive feedback at the event, and also on Council's Facebook page. Those who had used the service in previous years, complimented Council on the new venue and the reduced waiting time. Survey results showed that of the 940 participants, 929 said they would utilise the service again. A small number commented that the waiting time was still too long. A number of participants requested that the service be provided on more than one occasion per year.

The annual Free Recyclables Drop off Day was an initiative created by Campbelltown City Council staff nine years ago, following their observation of residents experiencing difficulty managing excess recyclable materials over the festive season. It is understood that the event remains unique to Campbelltown City. Its success was recognised at the Local Government NSW Excellence in the Environment Awards in November 2016, where it was named large council category winner of the Resource Recovery Award, in acknowledgement of its innovative and effective contribution to waste management.

### Officer's Recommendation

That the information be noted.

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## **8.2 Ingleburn Reserve Plan of Management 2017**

### **Division**

City Development

### **Reporting Officer**

Director City Development

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### **Attachments**

Draft Ingleburn Reserve Plan of Management 2017 (distributed under separate cover due to size of document 91 pages)

### **Purpose**

To seek Council's endorsement to publicly exhibit the draft Ingleburn Reserve Plan of Management 2017.

### **History**

An inaugural site specific Plan of Management (PoM) for Ingleburn Reserve was enacted in September 2003. This has been used to guide management activities within the reserve since this time. However legislation and policies relating to the reserve have continued to evolve over time, moreover the focus, community needs and interests and potential recreational options for the reserve have changed, prompting a review of the plan.

In this regard the draft Ingleburn Reserve Plan of Management 2017 (draft PoM) (see attachment) has been prepared to supersede the 2003 Plan when adopted.

The draft PoM has been prepared in accordance with the *Local Government Act 1993*. The broad purpose of the draft PoM is to provide a management framework that facilitates the conservation and enhancement of the natural and cultural values of the reserve whilst providing appropriate recreational and engagement opportunities for the local community.

### **Report**

#### **Background**

Ingleburn Reserve (also known as Kings Park or Picnic Park), is located in the suburb of Ingleburn approximately three kilometres east of the Ingleburn Central Business District. The reserve has a total area of 9.35 hectares and is bounded by the Georges River and the Holsworthy Army Reserve to the east and Bensley Road to the west.

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Council recognises the reserve as a key access point to the Georges River within the Campbelltown Local Government Area (LGA). The reserve has provided for a wide variety of recreational opportunities in a bushland setting for local residents since the 1920s.

A key feature of the reserve is its position adjacent to the Georges River and the inlying Ingleburn Weir, which is recognised by Council as having local heritage significance. The reserve also contains large stands of bushland, including Threatened Ecological Communities, providing habitat for a range of native fauna.

Lands within the reserve comprise 66 Council-owned lots, 18 lots owned by NSW Government (Planning and Environment Commission), and three road reserves. Council is responsible for the ongoing management of the entire reserve.

The area of the reserve is zoned RE1 - Public Open Space under the provisions of the Campbelltown Local Environmental Plan 2015.

### **Aim and structure of the Plan**

The draft PoM is structured in accordance with the requirements set in Section 36 of the *Local Government Act 1993*: Preparation of draft plans of management for community land. This establishes the requirements for PoMs for community lands prepared by a council.

In accordance with this provision, the draft PoM describes the reserve including land ownership, land categorisation and applicable legislative and planning instruments. It identifies past, current and future intended land use, and it addresses the historical, social and ecological values of the reserve.

The draft PoM provides the framework, including future targets and objectives, for the management of the reserve. This is outlined in the form of an Implementation Action Plan (IAP) within the draft PoM.

The aims of the draft PoM are designed to preserve and enhance the natural, cultural and recreational values of the reserve sustainably across the longer term. The specific aims of the draft PoM are to:

- protect, conserve and enhance the values of Ingleburn Reserve in accordance with government policy and statutory frameworks
  - provide strategies to increase the patronage of the reserve through the provision of appropriate passive recreational opportunities complementary to the land categorisation
  - maintain and enhance flora and fauna in the bushland area of the reserve
  - guide the ongoing maintenance and management of the reserve
  - promote community awareness of the natural and cultural significance of the reserve and its recreational value
  - detail the responsibilities, means of implementation, and performance targets for achieving projected outcomes
  - provide an approach for monitoring, reviewing and achieving the objectives and actions specified in the plan.
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### **Land categorisation**

The draft PoM continues to categorise lands therein into the following categories in accordance with Section 36 of the *Local Government Act 1993*:

- natural area: bushland
- park
- general community use.

There is also a network of road reserves located within the reserve, which are not currently classified as Community Land and therefore cannot be categorised under the *Local Government Act 1993*. However, it is proposed that these sections of the reserve be managed according to the core objectives of natural area: bushland and park according to the surrounding lands. The proposed boundaries for each of these land categories are presented within section 1.6 of the draft PoM.

### **Values of the reserve**

The reserve has significant conservation, recreation, Aboriginal cultural heritage and aesthetic values.

- **Aboriginal Heritage**

The Campbelltown Local Government Area Aboriginal Heritage Study (2002) identifies that the steeper terrain within the reserve is archaeologically sensitive and likely to contain rock shelters. Site inspections with local Aboriginal groups, undertaken in the preparation of this draft PoM have concurred with these findings and in addition have recognised the flatter terrain in the central and western areas of the reserve as having potential to contain artefacts and subsurface deposits.

- **European Heritage**

Ingleburn Weir which is located within the Georges River along the north eastern corner of the reserve is the prime feature of historical significance associated with the reserve. The weir has historical value in terms of its sandstone composition and purpose of construction.

The weir was constructed by Council in 1940 and provided an in-stream swimming facility for local residents. Its use was discontinued in the 1960s.

The weir is not currently listed as a local heritage item; however a heritage study, prepared for Council during 2011 to inform the Campbelltown LEP 2015 identified Ingleburn Weir as a potential heritage item.

- **Natural Values**

The reserve is contiguous with the Georges River Regional Open Space (GRROS) and the Scenic Protection Corridor, which together provide a linear bushland corridor along the Georges River. The area also links the sandstone based vegetation communities in the east (Holsworthy Military Area) and shale based vegetation communities to the west.

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The vegetation in the reserve comprises three distinct vegetation communities of high diversity. These communities include Cumberland Plain Woodland and Shale/Sandstone Transition Forest, which are listed as Endangered Ecological Communities under the *Threatened Species Conservation Act 1995*.

- **Community appeal and recreational access**

The reserve is a key local access point to the Georges River and plays an important role as a destination for a range of recreation activities available to the broader community. Activities include nature study, bushwalking, picnicking and informal games. The draft PoM contains actions to further facilitate recreation opportunities associated with these activities that are consistent with the natural and cultural values of the reserve.

The reserve is primarily situated atop a steep gorge reflective of much of the landscape along the upper reaches of the Georges River. The track from the reserve down to the weir provides views of the river and associated landscapes. The large area of bushland and open woodland within the passive reserve has an aesthetic appeal appreciated by visitors seeking recreation opportunities in a natural setting.

### **Management issues**

Based on the values of the reserve and the extensive community consultation, key management issues to be addressed within the draft PoM have been identified, these include:

- Aboriginal Heritage
- Ingleburn Weir
- native flora and fauna
- protection of koala habitat
- noxious and high priority environmental weeds
- pest and domestic animals
- stormwater
- vehicular access and parking
- pedestrian access
- bushfire management
- recreational use
- community awareness and participation
- unauthorised activities and community safety
- maintenance and Infrastructure provision
- land ownership and classification.

### **Implementation Action Plan**

The IAP provides a framework for the implementation of and prioritising of management actions and associated expenditure. The IAP contains actions to address the identified management issues for the reserve. The aims and objectives of this draft PoM will direct works and programs within the five year period of the IAP. The timetable presented in the IAP should however be considered as indicative only, and may be adjusted to reflect Council's resources and funding priorities.

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Table 1 outlines key management actions in the IAP prescribed to address the management issues impacting on the reserve.

Table 1 Key management actions

Management Issue	Key Action
Aboriginal Heritage	Undertake an aboriginal archaeological assessment of Ingleburn Reserve
Management of Ingleburn Weir	Register Ingleburn weir as a local heritage item
Native Flora and Fauna	Undertake a comprehensive biodiversity survey of Ingleburn Reserve in accordance with applicable guidelines
Protection of Koala habitat	Conserve Koalas and their habitat in accordance with the recommendations of the Campbelltown Comprehensive Koala Plan of Management
Noxious and high priority environmental weeds	Undertake noxious weed control and bush regeneration activities particularly within high risk areas
Pest and domestic animals	Conduct activities to control pest and domestic animals within the reserve in partnership with key stakeholders, including the NSW government and surrounding landholders
Stormwater management	Design a stormwater management system for Ingleburn Reserve, incorporating water sensitive urban design and best practice, to mitigate stormwater runoff impacts
Vehicle access and parking	Construct appropriate barriers restricting indirect and unauthorised access to the reserve from adjoining lands
Pedestrian access	Undertake a review of existing formal and informal tracks within the reserve and recommend opportunities for embellishment, upgrade and/or closure of tracks
Bushfire management	Undertake hazard reduction activities in accordance with the Macarthur Bushfire Risk Management Plan and as part of Council's ongoing hazard reduction program.
Recreational use	Review the provision of recreational facilities and activities in the reserve on annual basis with regard to patronage and community expectations
Community Awareness and Participation	Explore opportunities for community and school education workshops, activities and associated infrastructure within the reserve highlighting the cultural and environmental significance of the reserve
Unauthorised activities and community safety	Install and maintain regulatory signage at strategic locations within the reserve, advising of the unauthorised activities and associated fines for non-compliance

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Maintenance and infrastructure provision	Investigate the provision of animal proof bins incorporating decorative designs that highlight the cultural and natural values of the reserve
Land ownership and classification	Investigate actions to acquire all lands within the reserve boundary from the respective owners to assist in long term protection and management of the reserve

### **Policy and legislative framework**

The draft PoM is consistent with the requirements for Specific Plans of Management as outlined in the *Local Government Act 1993*. In addition the draft PoM is informed by a suite of legislation, policy and strategy including:

- *Threatened Species Conservation Act 1995*
- *Environment Protection and Biodiversity Conservation Act 1999*
- *Rural Fires Act 1994*
- *Environmental Planning and Assessment Act 1979*
- *Noxious Weeds Act 1993*
- Campbelltown Local Environmental Plan 2015
- Campbelltown Community Strategic Plan
- Noxious Weed Management Strategy
- Macarthur Destination Management Plan.

### **Community consultation and stakeholder engagement**

Consultation with a range of key stakeholders was undertaken during the preparation of the draft PoM. This was done to ensure broad support for the management actions it contains.

A site inspection was held with representatives of local Aboriginal groups during the preparation of this draft PoM to assist in identifying the Aboriginal Heritage values of the reserve and appropriate management measures for the protection of these values.

In developing the draft PoM consultation was conducted with local school students with the aim of better understanding how young people in the community perceived the reserve and would be inclined to engage and interact with its natural features and assets.

Council and Campbelltown Performing Arts High School were able to collaborate on a place-based learning program project at the reserve that saw students developing project ideas to assist in guiding the development of this draft PoM. Their ideas have been incorporated into the IAP within the draft PoM where feasible and a report on the consultation process is attached to the draft PoM.

Letters advising on the preparation of the draft PoM and inviting comment were sent to adjoining residents. As the draft PoM does not involve a change to the land categorisation of the reserve a public meeting is not required.

Consultation was also undertaken with key internal stakeholders including representatives from Council's: Open Space, Compliance Services, Property Services, Technical Services, Operational Services, Healthy Lifestyles, Environmental Planning and Emergency Management and Facility sections. Staff worked through the PoM and provided input into its development.

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### **Public Exhibition of the draft Plan of Management**

Should Council allow the draft PoM to be placed on public exhibition, the document will be exhibited in accordance with the *Local Government Act 1993* and standard procedures for a period of 28 days at Council's Civic Centre, all Council libraries, and on Council's website. Submissions will be accepted for a further 42 days following the cessation of the public exhibition period.

In addition, letters would be sent to adjoining landholders advising that the draft PoM has been placed on exhibition and inviting their comment. Notice of the exhibition and copies of the draft PoM will also be sent to the Tharawal Local Land Council, NSW Department Planning and Environment, NSW Rural Fire Service and Commonwealth Department of Defence.

At the conclusion of the public exhibition process, a report on any submissions received on the draft PoM will be provided to Council. However, should no submissions objecting to the draft PoM be received, it is considered appropriate for the draft Ingleburn Plan of Management 2017 to be adopted on the first day after the end of the exhibition period.

### **Officer's Recommendation**

1. That the attached draft Ingleburn Plan of Management 2017 be placed on public exhibition for a 28 day period.
  2. That subject to no submissions of objection being received during the exhibition period, the draft Ingleburn Plan of Management 2017 be adopted on the first day after the end of the exhibition period.
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## **8.3 Urban Development Industry of Australia National Congress - Perth 2017**

### **Division**

City Development

### **Reporting Officer**

Director City Development

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### **Attachments**

Urban Development Industry of Australia Congress Program (contained within this report)

### **Report**

The Urban Development Industry of Australia Congress (the Congress) for 2017 will be held in Perth for the period 4-6 April 2017. The theme for the three day Congress is Today's Vision Tomorrow's Reality. The program includes a number of informative speakers who will discuss the future of development in Australia. The program will include a number of tours of award winning urban developments in and around the Perth area.

As usual, the congress will bring together politicians from all levels of government, developers, academics, practitioners and professionals from around Australia and abroad to hear and discuss leading practices in the development industry. The congress will examine the challenges and opportunities facing Australia's land development sector and the wider property development industry as a whole. It provides a platform for industry to discuss the big issues and share best practice experiences.

In particular, this years congress has been designed to highlight various disruptions occurring across many development related areas, causing a need to rethink how all those who have a role in the development industry, approach development in the future. The speakers and plenary sessions will take hundreds of congress delegates on a thought-provoking journey into how technology, transportation, urban infrastructure and social trends are going to shape the way cities develop in the future.

The congress will illuminate the importance of today's thinking in realising the cities and towns of tomorrow and is a chance for participants to hear presentations from a range of experts from development related fields, about where the industry should be investing now, to ensure that we have the places we need in the future.

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Infrastructure planning and funding, housing supply, affordable housing, integrated land use and transport planning, smart cities and growth will continue to be major issues that will be raised at the congress. These are all issues that are relevant and critical to the successful future of Campbelltown and in that regard, it is considered important that the Council representatives attend the National Congress as it will provide important first hand insight into how all levels of Government and the private sector are planning for the future growth in housing and population, which directly relate to the future planning outcomes for the Local Government Sector.

Importantly, 2017 will see Council again taking an active role in the National Congress by participating as a stallholder for the whole period of the congress.

Council's successful marketing experience at the 2016 congress at Adelaide has highlighted the importance and value of the Council being more than just present at the congress. Council's 2016 involvement resulted in a significant level of exposure during the congress, with the hard work of staff communicating and selling the benefits and opportunities of the Campbelltown area to congress delegates, resulting in unexpected levels of interest from various commercial and development fronts representing both national and international organisations.

It is anticipated that Council's presence at the 2017 Congress will assist in the continued positive marketing of the City of Campbelltown, and the capture of further positive interest from the development industry.

Having regard to the above, it is considered appropriate and recommended that the General Manager or her nominee, the Director City Growth and Economy, the Director City Development, relevant staff and any interested Councillors be authorised to attend the 2017 UDIA Congress in Perth.

### **Officer's Recommendation**

1. That the General Manager or her nominee, the Director City Growth and Economy, the Director City Development, relevant staff and any interested Councillors be authorised to attend the 2017 UDIA Congress in Perth.
  2. That all associated expenses be paid in accordance with Council's Policy.
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## ATTACHMENT 1

# LEARNING AND NETWORKING

The 2017 Congress program has been specifically designed to provide an excellent balance of practical learning, informative speakers sessions and networking opportunities.

Concurrent sessions will allow delegates to tailor their Congress program to suit specific backgrounds and expertise in order to maximise the professional development aspects of Congress.

Of course after a full day of discussion and learning, there is no better way to wind down and catch up with colleagues and make new business connections than at the fantastic social functions that cap off each day.

More detailed information regarding each session will be provided closer to the Congress date.

### Day 1 - Tuesday, 4 April 2017

### UDIA National Congress

9:00am

Registration Open

### Congress Opening

### Keynote Presentation

11:00am - 12:00noon

The Urberfication of Everything. How Uber is changing the way the world moves.

David Rohsheim, CEO, Uber Australia & New Zealand

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	<b>Study Tours</b>
	- From Quay to CBD
	- East Perth Pedal Power
	- Southern Sights
	- Northern Neighbourhoods
	- North Eastern Highlights
	- Inovative Affordable & Social Housing
12:00noon - 5:00pm	
5:00pm - 6:00pm	<b>Exhibition Networking Function -</b> Exhibition Space
6:00pm - 8:00pm	<b>Lendlease Welcome Reception</b> White Nights 'Bianco' Party, Poolside at Crown

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<b>Day 2 - Wednesday, 5 April 2017</b>	<b>UDIA National Congress</b>
8:00am	Registration Open
	<b>Congress Welcome</b> The Right Honourable the Lord Mayor of Perth Lisa Scaffidi
9:00am - 10:30am	<b>Keynote Presentation</b> Future Cities - Where We Want to Live Ryan Gravel, Urban Planner, Designer and Authour, Sixpitch, USA  Launch of the State of the Land Report Robert Papaleo, National Executive Director Research, Charter Keck Cramer
10:30am - 11:00am	Morning Tea

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	<b>Concurrent Sessions</b>
	- Affordability: New ways to deliver affordable homes
11:00am - 12:30pm	- Market Trends: What you need to know
	- Liveable Communities: Creating places and spaces
	- Technological Innovation and Infrastructure
12:30pm - 1:30pm	Lunch
	<b>Concurrent Sessions</b>
1:30pm - 3:00pm	- Built Form for the Next Generation
	- Doing it Better: Opportunities for Urban Design Renewal
	- Managing Environmental Outcomes
	- Innovation in Infrastructure Financing
3:00pm - 3:30pm	Afternoon Tea
	<b>Keynote Presentation</b>
	Transforming Cities - The Australian Government's Cities Policy
	Angus Taylor, Federal Minister for Cities
3:30pm - 5:00pm	<b>Keynote Presentation</b>
	No, They're not Aliens They're Millenials - Understanding the Next Generation of Home Buyers
	Holly Ransom, CEO, Emergent
5:00pm - 6:00pm	<b>Exhibition Networking Function - Exhibition Space</b>
6:00pm - 9:00pm	<b>Social Night</b>
	Northbridge Brewing Company
9:00pm - Late	<b>Laneway Tour</b>

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Day 3 - Thursday, 6 April 2017	UDIA National Congress
8:00am	Registration Open
9:00am - 10:30am	<p><b>Keynote Presentation</b></p> <p>Delivering Affordability through Growth in the City of Houston, USA</p> <p>Patrick Walsh, Director of Planning, City of Houston USA</p>
10:30am - 11:00am	Morning Tea
11:00am - 12:00pm	<p>National President's Address</p> <p>Michael Corcoran, UDIA National President</p> <p><b>Panel Discussion</b></p> <p>The Rise of International Investment in Capital Markets - Will it Last?</p> <p>Nigel Satterley, Managing Director &amp; Chief Executive, Satterley Property Group</p> <p>John Poynton, Director, Linc Property</p> <p>Michael Corcoran, UDIA National President</p>
12:00pm - 1:00pm	Lunch
1:00pm - 2:00pm	<p><b>Keynote Presentation</b></p> <p>What happens when normal planning rules don't apply? Enabling Revitalisation through Pink Zones in the City of Detroit, USA</p> <p>Maurice Cox, Director Planning and Development, City of Detroit, USA</p>
2:00pm - 3:00pm	Congress Closing Session and the Launch of the 2018 National Congress

## **8.4 Animal Care Facility Capital Works Improvement Program**

### **Division**

City Development

### **Reporting Officer**

Manager City Standards and Compliance

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### **Attachments**

1. Concept Plan for Camden Impounded Companion Animal Housing Facility (contained within this report)
2. Draft Animal Care Facility Capital Works Improvement Program (contained within this report)
3. Animal Care Facility Site Plan - showing proposed capital works improvements (contained within this report)

### **Purpose**

To report to Council on the proposed companion animal holding facility for Camden Council and a proposed Capital Works Improvement Program relating to the Animal Care Facility (ACF).

### **History**

In 2014 Council requested a report detailing a best practice and industry standard upgrade of the Animal Care Facility taking into account proposed pound and shelter standards.

A consultant (Therian Animal Care Solutions) prepared an upgrade report (Therian Report) which was considered by Council in April 2015.

In lieu of adopting the complete upgrade recommendations of the Therian Report (primarily due to cost), Council opted for an interim upgrade involving partial capital upgrade (modified cattery, vet treatment, grooming and store rooms) and operational improvements (including the appointment of a companion animal rehoming officer, additional animal control and attendant staff, introduction of parvo virus vaccination program) which has since been implemented.

In March 2016, Campbelltown City Council was approached by Camden Council (following an announcement that their existing animal shelter facility was to close), regarding entering into an arrangement for Campbelltown to provide animal shelter services for Camden.

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Council on 16 August 2016, considered recommendations from its Planning and Environment Committee Meeting of 9 August 2016 in relation to a report regarding a proposed shared service agreement with Camden Council to provide animal shelter services and resolved in part, in general terms, as follows:

That a full report be presented to the November/December meeting with details of the following:

- (a) any refurbishments made to the Animal Care Facility to accommodate the relocation of Camden's animals including any costs.
- (b) update the Therian report including costs, to bring the Animal Care Facility up to a standard that will accommodate all future impounding requirements including any associated issues that may impact on Council.
- (c) write to the Minister for Primary Industries requesting a timeframe as to when the draft Prevention of Cruelty to Animals (Dogs and Cats in Council Pounds and Animal Shelters) Standards 2014 will be mandated.

## **Report**

### **a) Proposed Refurbishments for relocation of Camden Council's Impounded Companion Animals**

In responding to part (a) the abovementioned resolution, it should be noted that Camden Council has since obtained a short term lease extension on the current Renbury Farm site from the end of November until the end of March, 2017.

Recent communication with Camden Council has indicated an intention to seek a further minor extension to afford additional time for shared service arrangements with Campbelltown City Council to be finalised. At the time of writing the report, a shared service agreement has been drafted for consideration by Camden Council.

Under the proposed shared service arrangement Camden is proposing to install a modular demountable building at their cost to house their impounded cats and dogs. Camden have undertaken a request for quotation process which closed on 31 January, 2017.

The Camden companion animal holding facility building will be 7.2m wide by 21m in length and is intended to consist of modular construction allowing future relocation as and when required.

The building shall be designed to meet relevant Australian Standards and BCA requirements and be subject to prior development consent and construction certificate approvals.

The building will consist of external colorbond walls and skillion roofing with internal linings adequate for the intended use. The floor will require a non-slip vinyl covering to allow easy washout of the facilities as and when required.

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## 8.4 Animal Care Facility Capital Works Improvement Program

The building shall include four rooms of the following dimensions:

- Store Room – 3m x 3.2m
- Entrance Room – 3m x 4m
- Dog Room – 15m x 7.2m
- Cat Room – 3m x 7.2m

The building will have the capacity to house 20 dog pens and housing for 12 cats.

Further details relating to the location and siting of the holding facility are shown in the attached concept plan (see attachment 1).

**b) Future upgrade of the ACF to cater for future impounding requirements**

In considering a future upgrade of the Animal Care Facility, it was considered appropriate that a review of the Therian Report (which outlines a best practice capital upgrade of the Animal Care Facility) be undertaken, giving due consideration to future population growth forecasting for the LGA and companion animal impounding requirements for the next ten years.

As a result, a Capital Works Improvement Plan has been developed identifying key capital works improvements to cater for ACF impounding requirements taking into account the projected population growth (approximately 54,000) of the LGA over the next decade and other factors that may impact on the facility (ie Camden Shared Service Agreement).

The significant capital works improvements identified in the plan, together with preliminary cost estimates are summarised below:

<b>Capital Works Projects</b>	<b>Preliminary Cost Estimate (excl GST)</b>
Construction of three dog exercise yards	\$85,000
Construction of on leash dog walk and meet and greet area for dogs	\$100,000
Construction of additional three dog kennel buildings (including provision for five dangerous dog pens and 25 other dog pens)	\$480,000
Extension to Cattery (including provision for additional 24 cat enclosures, cat meet and greet area)	\$450,000
Upgrade of security fencing to perimeter of grounds and companion animal shelter building compound	\$150,000
Office Extension/Car parking	\$350,000
Construction of replacement horse stable/shelter and aviary/poultry housing	\$50,000
Construction of additional three off leash exercise yards and staged extension of on leash dog walk track	\$180,000

**ACF Capital Works Program - Commentary:**

A number of capital projects are proposed over the ensuing ten year period having due regard to the Therian Best Practice Upgrade Report (2015) and the future needs and demands on the facility.

**Construction of three exercise yards**

The Therian Report identified a need for additional exercise yards at the ACF. An additional three exercise yards are proposed to cater for current ACF exercise facility demands which will increase when additional companion animals are housed in the short term as a result of the Camden shared service arrangements. The additional yard areas will also serve anticipated demand in the medium term stemming from forecast population growth. Given existing demand for additional facilities and the pending commencement of the Camden shared service arrangements where occupancy is anticipated to increase by 20 per cent, this project is considered a priority.

**Construction of meet and greet and on leash walking path for dogs**

This facility is proposed as an on leash facility for staff to walk animals and for potential dog adopters to walk and interact with dogs available for sale. This is to be located alongside (east side) of the facility entrance driveway and will be equipped with outdoor tables/chairs and landscaping to provide an attractive and welcoming open space strategically placed at the entrance for customers to interact with ACF dogs. Other staged extensions of the track can be considered into the future.

**Construction of additional dog kennels**

The Therian (2015) Report proposed additional dog accommodation to provide accommodation for an additional 60 dogs. It is proposed that additional dog accommodation (two kennel blocks) to expand existing holding capacity by 1/3 (20 pens) be provided within the ten year program to cater for the anticipated 30 per cent population growth over the program period. An additional kennel block of 10 pens is proposed as a replacement for a kennel block (Block C) that is to be refurbished to form part of expansion of the existing cattery. Five pens are to be constructed specifically to house dangerous dogs, to enable the dogs to be handled safely, particularly during routine cleaning and pen maintenance.

Expansion of companion animal accommodation facilities will generate additional animal care and maintenance workloads which will need to be supplemented by the appointment of additional staff. In the event the Camden Shared Service Agreement proceeds an additional two animal attendant staff will be appointed on a temporary basis for the term of the agreement. It is intended the construction of additional accommodation be staged to facilitate ongoing employment of the temporary staff if/when the Camden agreement concludes.

**Construction of cattery extension**

The Therian (2015) Report recommended the construction of a separate cattery to house 72 cat enclosures. As a lower cost alternative, the former office building was converted to a cattery to house 32 cat enclosures and provide a meet and greet area for prospective adopters to interact with cats and kittens available for sale. This area also provides an exercise/activity area for cats and kittens.

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Given due consideration of the limited capacity of the existing facility (particularly during cat breeding season of September to March), and the expected population growth of 30 per cent over the next 10 years, it is proposed to expand the existing cattery by connecting it to the adjoining kennel block (Block C) to house additional cat enclosures and provide for an additional cat/kitten meet and greet area in the void between the two existing buildings. It is proposed an additional 24 cat enclosures be provided to increase the number of cat enclosures from 32 to 56 to improve our holding capacity and cater for future population growth pressures.

### **Upgrade security fencing**

The fencing surrounding the current facility is in a state of disrepair and is in need of an upgrade or replacement. It is proposed that perimeter fencing and internal fencing surrounding the cattery and dog kennel buildings be upgraded to improve ground security, prevent the escape of animals from the facility and deter break-ins.

### **Extension of the ACF administrative office building**

The increase in animal holding capacity of the ACF (stemming from additional cat and dog accommodation) will generate a need to employ additional animal attendant staff. As the existing ACF office building will be at capacity with the engagement of additional staff to accommodate the Camden shared service arrangement, additional office space and parking provision will be required to accommodate staffing and customer needs when additional cat and dog accommodation is constructed and into the future.

In addition, consideration could be given to providing vet accommodation and surgery facilities on site in conjunction with the ACF administrative building extensions. A veterinary consultation room was included as a recommendation in the Therian Report.

### **Construction of other animal accommodation facilities**

The existing horse stable/shelter facility will need to be demolished and make way for construction of additional dog kennel buildings. A new horse stable/shelter facility will need to be constructed. In addition, current provision for poultry housing is deficient and there is a need for more suitable housing to be provided on site to accommodate birds/fowls that are occasionally surrendered to or received at the ACF. The provision of poultry housing was a need identified in the Therian Report.

### **Other considerations**

#### **Pound / Animal Shelter Standards**

A consultation draft of the Prevention of Cruelty to Animals (Dogs and Cats in Council Pounds and Animal Shelters) Standards 2014 and Guidelines was circulated in 2014. Following concerns being expressed by a range of industry stakeholders (particularly Council Pound operators), about the lack of prior consultation and the onerous provisions contained within the draft documentation, progress of the draft standards and guidelines was halted pending further consultation. To date this has not occurred.

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## 8.4 Animal Care Facility Capital Works Improvement Program

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As further consultation and consideration of the draft standards and guidelines has not progressed, any eventual structural or operational impact remains unknown and has not been allowed for in the capital works program. It is envisaged that if and when the standards and guidelines are implemented, an extended transitional period will apply in respect of existing facilities. A transitional period of five years was initially proposed in respect of significant construction standards with the initial draft documentation and it is anticipated this would continue to remain, as a minimum.

### **Project funding**

Preliminary estimates have been made with respect to individual projects nominated in the capital works improvement plan. These estimates will need to be revised and considered progressively in future annual budgets over the ensuring ten year program period. Details of proposed project timing are outlined in the capital works improvement program (attachment 2).

### **Regional facility**

In considering the forecast population growth within the Macarthur region, the proposed shared service agreement with Camden, potential efficiency gains and funding opportunities for regional initiatives between Councils, there is merit in exploring the feasibility of a regional animal shelter moving forward and beyond the Camden shared service arrangements.

It is considered that given the location and capacity of the current site to expand beyond the footprint of the proposed works contained in the ACF Capital Works Improvement Program, there is potential for the current site to accommodate a regional facility into the future.

### **Draft Prevention of Cruelty to Animals (Dogs and Cats in Council Pounds and Animal Shelters) Standards 2014**

Council has written to the Minister for Primary Industries requesting advice on the anticipated timing as to when the guidelines will be circulated for further consultation and be mandated.

### **Officer's Recommendation**

1. That the Animal Care Facility Capital Works Improvement Program as outlined in the report and in attachment 2, be approved in principle, with estimates for each project finalised and considered in annual budget deliberations progressively over the ten year program period.
  2. That Council be advised of the response from the Minister for Primary Industries on the likely timing of future consultation and enactment of the Prevention of Cruelty to Animals (Dogs and Cats in Council Pounds and Animal Shelters) Standards.
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[illegible]



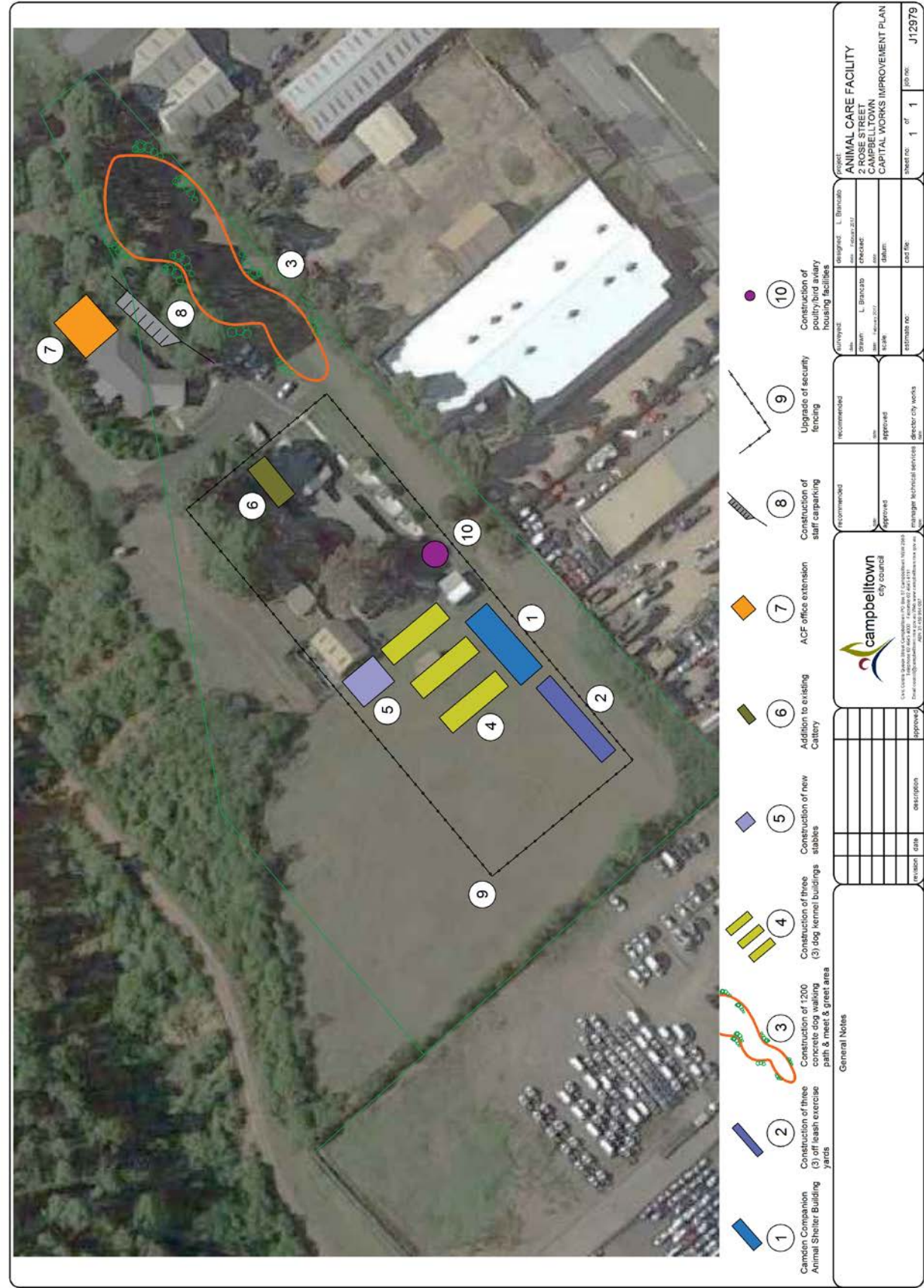
## ATTACHMENT 2

Draft ACF Capital Works Improvement Program			
Project	Proposed commencement date	Preliminary project cost estimate (Excluding GST)	Comments
Construction of three off leash exercise yards	2016/2017	\$85,000	<ul style="list-style-type: none"> <li>Considered a priority due to existing and short term needs upon commencement of shared service agreement arrangements with Camden.</li> </ul>
Construction of dog walking path / meet and greet area	2017/2018	\$100,000	<ul style="list-style-type: none"> <li>On leash exercise and meet and greet facility for dogs.</li> <li>Visual appeal to ACF visitors</li> <li>Landscaped walk path with seated resting areas</li> <li>Track can be extended and link to other areas of the facility.</li> </ul>
Construction of three dog kennel buildings	2019/2020	\$480,000	<ul style="list-style-type: none"> <li>3 x 10 pen kennel buildings</li> <li>1 x kennel building to replace lost kennel (Block C) to house future Cattery expansion</li> <li>5 x dangerous dog pens for the safe handling of dangerous dogs</li> <li>Remaining 2 kennel blocks to cater for 30% population growth</li> <li>Construction of replacement horse stable / shelter. Existing shelter to be demolished. The need for a replacement stable will be reviewed at the time, giving due consideration to other off site horse/stock holding facilities.</li> </ul>
Cattery extension	2020/2021	\$450,000	<ul style="list-style-type: none"> <li>Includes provision for 24 additional cat enclosures and additional cat play / meet and greet area.</li> <li>Holding capacity increased from 32 to 56 individual enclosures.</li> <li>Involves linkage of existing cattery via walkway to existing kennel block C and block refurbishment to include additional cattery / storage areas.</li> <li>Additional staffing required. Construction may be timed to coincide with termination of Camden Shared Service Agreement (2-5 year term)</li> </ul>

## 8.4 Animal Care Facility Capital Works Improvement Program

Draft ACF Capital Works Program (continued)			
Project	Proposed commencement date	Preliminary project cost estimate (Excluding GST)	Comments
ACF Office extension and additional car parking	2020/2021	\$350,00	<ul style="list-style-type: none"> <li>Extend office to cater for future staffing needs.</li> <li>Consider construction of onsite vet surgery facilities (cost not included in preliminary project cost estimate).</li> </ul>
Upgrade of security fencing	2021/2022	\$150,000	<ul style="list-style-type: none"> <li>Perimeter and internal cat/dog accommodation compound fencing to be upgraded with palisade or similar fencing to prevent animal escape or facility break in / theft of animals.</li> </ul>
Construction of poultry / bird aviary housing facilities	2023/2024	\$50,000	<ul style="list-style-type: none"> <li>Construction of suitable poultry and bird housing facilities as recommended in the Therian (2015) report.</li> </ul>
Construction of additional off and on leash dog exercise / meet and greet facilities	2025/2026	\$180,000	<ul style="list-style-type: none"> <li>Staged extension of dog walk path / meet and greet facility</li> <li>Provision of 3 x additional off leash exercise yards (Proposed to occupy space vacated by Camden's holding facility upon expiry of agreement)</li> </ul>

ATTACHMENT 3





## **8.5 Submission to Environmental Planning and Assessment Act Amending Bill**

### **Division**

City Development

### **Reporting Officer**

Director City Development

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### **Attachments**

Summary of *Environmental Planning and Assessment Act 1979* amendments (contained within this report)

### **Purpose**

To seek Council's endorsement of the draft submission on the proposed amendments to the *Environmental Planning and Assessment Act 1979*.

### **History**

The NSW Government as part of its regulatory reform process, aimed at improving the planning system, has prepared an amending Bill and supporting explanatory documents that outline proposed updates to the *Environmental Planning and Assessment Act 1979* (EPA Act).

These updates aim to build greater confidence in the planning system by enhancing community participation, strengthening up front strategic planning and facilitating greater probity and integrity in other decision making processes.

Staff briefings and workshops were conducted on 18 and 23 January 2017, to discuss the changes with the view to gathering feedback for a submission to the Department of Planning and Environment (DPE). Council's submission is due to Department of Planning and Environment by 10 March 2017.

### **Report**

#### **Exhibition Overview**

On 10 January 2017 the DPE placed on exhibition the following documents:

1. Summary of Proposals
  2. Bill Guide
-

3. Draft Bill
4. Stakeholder Feedback

The summary of proposals provides an overview of the intent behind changes to the EPA Act. The amending bill provides detail on how the Act will be changing including new clauses and consequential changes. The draft bill paves the way for changes to EPA Regulations as it applies to community engagement, strategic planning, development assessment and complying development, however the detail that resides in the regulations has not been provided at this stage. The lack of detail is due to the need for further research to be undertaken before such changes would be specified in regulations. It is expected that further consultation will be undertaken in relation to the outstanding work and once the work is completed the regulations would be placed on exhibition. It is noted that the DPE is exhibiting the amending bill until 10 March 2017.

### **Proposed Amendments to the *Environmental Planning and Assessment Act 1979***

Council generally supports the changes to the Act in particular digital lodgement, community consultation plans and strategic planning changes however, Council notes that there is still further work to be undertaken to refine the detail contained within the regulations. The key areas of concern for Council are noted to focus on development assessment and certification. Without this information it is difficult to understand the magnitude of change and the impacts it will have on strategic planning, development assessment, certification and compliance processes. Nonetheless Council submits the following comments for the Department's consideration.

The main amendments to the EPA Act that affect Council are detailed in attachment 2 and summarised to include:

#### **Community Engagement**

- requiring a Community Participation Plan
- requiring a statement outlining reasons for a decision on development applications.

Council supports the proposed requirements for each planning authority to prepare a Community Participation Plan. It is noted that Campbelltown City Council has an Engagement Framework and Toolkit for its Community Strategic Plan and that it may be necessary to review and amend its current approach in line with the proposed amendments in the Act, the forthcoming changes to the regulations, and any guidance provided by DPE. It will be important for this work to be undertaken using a collaborative approach to ensure it addresses all types of consultation in the planning, policy making and community strategic plans.

#### **Strategic Planning**

- requiring a Local Strategic Planning Statement
  - requiring a Local Environmental Plan (LEP) check
  - introducing a standard Development Control Plan (DCP) format.
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Council recognises that there is merit in better aligning state, regional, district and local plans (both organisational and land use planning). On this basis the local strategic planning statement is supported. It is understood that the statement will be considered as part of the assessment of planning proposals, however, clarification is sought as to the role, if any, of the statement in relation to development assessment and whether it will form part of the 79C considerations.

While frequent review of the statement is also supported, the review should not be tied to set timeframes.

It is important that Councils remain engaged and are consulted as the framework for the statement is prepared to ensure that it reflects the local government environment. Furthermore, the statement should allow for local content and reflect the need to create a sense of place for the community. The creation and focus on place performs an important role in delivering community focused outcomes and therefore it should be capable of integrating with and be reflected in environmental planning instruments. It is envisaged that the statement could assist in strengthening Councils strategic planning policies and instruments.

Council acknowledges that the LEP review will be resource intensive initially but it is considered that this approach encourages a proactive and strategic approach to planning and ensures that Environmental Planning Instruments stay relevant. This is particularly important for high growth areas. It is for these reasons that the LEP review is supported.

Council recognises that a standard format DCP will improve consistency and legibility of development controls across the State and assist with integration in the NSW Planning Portal. While Council supports the initiative it notes that it will be important for the new format to allow flexibility in content thereby enabling Council to respond to locality based planning matters. To this end Council makes itself available to discuss content and a draft framework further.

### **Development Assessment**

- introducing early neighbour consultation
- enable development applications to be lodged through NSW Planning Portal
- changes to development application modifications
- changes to Complying Development Certificates (CDC)
- changes to Construction Certificate (CC).

Council generally supports the proposed amendments to development assessment including strengthening the Act as it relates to Construction Certificates (CC) and the proposed changes to regional development thresholds however there are concerns about the implications of the proposed changes to Section 96 modifications to consent and the inability to grant retrospective approval in particular. Council highlights that some acceptable departures do occur during the construction process and there needs to be a way to regularise works that depart from approved plans but still otherwise comply with relevant development standards and controls.

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## 8.5 Submission To Environmental Planning And Assessment Act Amending Bill

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It is unclear from the amending bill whether or not an alternative pathway to authorise works that depart from consents will be adopted or whether the intent is to prevent any retrospective changes being carried out entirely. As an example a dwelling with an approved 6m setback and is built with a 6.5m setback instead, with no other non-compliances, it may be unreasonable to require demolition. Further clarity is requested from the Department in this regard.

Furthermore it is unclear the impact that this will have on occupation certificates. Final Occupation Certificates must not be issued to authorise a person to commence occupation unless a development consent or CDC is in force. If the building works are not in accordance with the consent and a building certificate is issued, is it still considered as being in place? If not, have the ramifications been considered to the housing industry such as banks, and insurers that rely on occupation certificate. Given that a building certificate only ensures Council will not take action for seven years, there is no certainty that low impact irregular works would ever be fully approved. It is also noted that as there is no consultation involved in the issue of building certificates it would not allow the same ability to consult neighbours as a Section 96 application. Council seeks the DPE advice on this matter.

Council also seeks clarification on the proposed changes to CDC notification processes and their impact on timeframes for issuing a CDC. At what point in the assessment timeframe is Council expected to notify immediate neighbours of intention to issue a CDC. The amendments propose that the certifier provide a copy of the proposed certificate to the neighbour prior to the issue of CDC. Currently there is a 21 day turn around and a requirement to be notified for 14 days. A certificate may not be assessed straight away and it is not until the assessment is complete that it is known whether the CDC would be issued and a draft of the CDC would become available. If this assessment occurs later in the 21 day period, i.e. day 15 to 20 where would the logic be in issuing a draft of the CDC to adjoining neighbours only to send out a final approved CDC within a matter of days.

In relation to the proposed new enforcement action available for investigating complaints further clarification on the use of stop work orders and their limitation to investigate genuine complaints is required. How will a genuine complaint be distinguished from other complaints or who determines whether or not a complaint is genuine.

Regarding deferred commencement for CDC, in particular CDC in greenfield areas, Council seeks clarity regarding at what stage of the subdivision process the CDC can be issued. It is expected that the regulation should specify if it can be issued prior to subdivision works or prior to subdivision approval and how a CDC interacts with 88B instruments if it is issued prior to the 88B being established on the lot.

### **State Significant Development**

Council supports the proposed amendments.

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**Facilitation Infrastructure Delivery**

Council is supportive of planning for major infrastructure corridors being governed by statutory planning mechanisms ensuring that they are protected to support future growth however Council notes that agencies should be required to comply in the same manner as Councils are required to comply with requirements for planning and construction. Furthermore Council needs to be consulted and engaged with when identifying the corridors for inclusion in a State Environmental Planning Policy (SEPP), when planning for zoning and acquisition and managing development within the corridors.

Council seeks further clarification on whether the Government needs to own the land affected by a major corridor in order to identify it within a SEPP or if it can be held in private ownership. If the latter is likely, clarification will be required on how to assist land owners affected by infrastructure corridors understand any changes.

**Planning Agreements**

Council supports the proposed amendment to provide clearer direction and guidance for planning agreements.

**Decision Making**

Council supports better guidance on appropriate levels of delegation for assessment staff, Local Planning Panels and Council.

**Building Provisions**

Council supports the consolidation of building provisions into one part of the Act, as well as the ability to condition a construction certificate (CC) and stronger enforcement of CC where there are departures from the development approval.

**Elevating Design**

Council supports the addition of a new objective in the Act to promote good design. It is important to recognise that any design guidelines and controls must respect and respond appropriately to, and leverage against, place, character and context. To assist in promoting good design greater flexibility in the application of the existing design excellence clause of the standard instrument is necessary and recognition that as new release areas come online and lots become smaller, there is an increased need for local government involvement in assessment of the design of spaces and buildings.

**Enforcement**

Council supports these proposed amendments.

**Decision Making**

- introduction of Local Planning Panels (LPP)
  - review of delegations to staff, Local Planning Panels and Council.
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**Community Participation Plan**

Council already has an existing engagement plan which places Council in good stead. It will, however, need to be reviewed in light of any changes to the EPA Act.

**Statement of reasons for decision**

Decision makers will be required to give reasons for decisions when determining a development application. This statement is expected to help community understand how their views were taken into account during the assessment process. DPE is intending to release guidelines on how to prepare these statements.

**Local Strategic Planning Statement**

Council will need to prepare a Statement that aligns local and district planning matters. The statement will contain goals and actions that support the achievement of the district plan, the Community Strategic Plan while also demonstrating the manner in which Councils LEP and other planning policy enable these goals to be achieved. It will be important for this Statement to be prepared using an integrated, whole of Council approach given that the document will be used as a basis for strategic planning decision making across the organisation including the review of planning policy, assessment of planning proposals and is expected to support the Community Strategic Plan.

**LEP Update**

Council will be required to undertake a regular check of the LEP, at least every five years. The outcome will need to be provided to DPE. Appropriate action will need to be instigated to amend the LEP to address necessary changes, ensuring the LEP is achieving the goals set in the District Plan and the Local Strategic Planning Statement.

**Standard Format Development Control Plan**

Council will be required to deliver their DCP content in a standardised format. However, content will remain at the discretion of Council and reflect local circumstances.

**Early Neighbour Consultation**

There will be further research undertaken by DPE and a pilot program with select Councils that facilitates neighbour consultation prior to lodging a development application.

**Agency Referrals**

There will be step in powers for the Secretary to act on behalf of state agencies where that state agency has failed to provide feedback, concurrence or general terms of approval within statutory timeframes.

**Digital lodgement of development applications**

The NSW Planning Portal will be the mechanism for lodging development applications in NSW. The same portal will be responsible for collecting applicable fees and disseminating information.

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**Section 96 Modifications to Development Applications**

Currently where application is lodged seeking modification to an existing consent, Council has the discretion to approve works already built if it generally complies with Council planning policy. This will no longer be the case under the proposed changes. The effect of this change could mean greater compliance action.

**Complying Development Certificate (CDC)**

CDC will need to fully comply with State Policy or face the possibility of being declared invalid by the Court. Council and private certifiers will be subject to greater notification requirements prior to issuing a CDC. Furthermore, only Council will be able to certify certain works. Enforcements tools such as stop work orders will be given to Council to follow up on complaints regarding CDC. Lastly, it is proposed to introduce deferred commencement provisions for CDC.

**Construction Certificates**

A Construction Certificate will no longer be able to depart significantly from the development approval and the Court will be given powers to declare a construction certificate invalid where it is found inconsistent with the development approval.

**Local Planning Panels**

The Minister will have the power to direct Council to appoint a LPP to improve timeliness, manage conflicts of interest and potential for corruption. DPE will determine the delegation of LPP in relation to Council and assessment staff. The panel will require approval by DPE.

**Delegation**

The Minister will have power to require more planning functions to be carried out by staff.

DPE will provide advice on what matters will be determined by staff, by Council and LLP.

**Conclusion**

Generally, support is given to the proposed changes outlined in the amending bill including Community Participation Plan, the regular LEP review, Local Strategic Planning Statements, and standard DCP format. However, there are some proposed changes within the amending Bill that pave the way for reforms without operational information, making it difficult for Council to support the changes. Such changes include early neighbour consultation where the amending bill requires certain activities to be undertaken but it is not understood what these activities will entail. Another example is Section 96 Modifications of Consent no longer being available to accommodate retrospective approvals, which might be desirable in some instances, however, there is no detail on how to deal with changes when they otherwise comply with the relevant development standards and controls. With no other mechanism for approval identified the flow on impacts for enforcement action could create unnecessary stress for home owners. These matters are all outlined in Council's submission provided in attachment 1.

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Where the DPE has committed to undertaking further work, Council should make itself available, where appropriate and resources permit, to enable effective representation during the change process.

**Officer's Recommendation**

1. That Council endorse the draft submission on the *Environmental Planning and Assessment Act 1979*.
  2. That Council advise the respective local State Members of Parliament of its position seeking their support where appropriate.
  3. That the Council formally request the Department of Planning and Environment to meet with Council staff when undertaking further work in response to the issues raised in Council's submission.
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## ATTACHMENT 1

### **1 Community participation**

#### **Participation plan:**

- Prepare a community participation plan
- Details engagement requirements for planning policy and assessment including how a community member can:
  - Provide views on a proposal
  - Participate in plan making
  - Participate in planning decisions.
- Regulations will specify the process i.e. exhibition timeframes and required content etc.
- The plan once made can only be challenged within the first three months of publication.
- If council has an existing engagement strategy and it meets the EPA Act it does not need to prepare another plan but rather can update the existing Plan.

#### **Statement of reasons for decisions:**

- Decision makers will be required to give reasons for decisions
- The statement is intended to assist community in understanding how their views have been taken into account
- Further guidance to be provided by DPE on how to explain decisions
- Statements are expected to be proportional to development impact
- DPE is to develop a suite of tools to assist

### **2 Strategic Planning**

#### **Local Strategic Planning Statement (LSPS)**

- Prepare and publish LSPS
- It will have 20 year lifespan and be reviewed at least every five years
- It should be easy to read and provide insight into future direction of an area
- The LSPS is expected to provide context for Local Environmental Plan (LEP) demonstrating:
  - Why certain zones and controls apply
  - Consistency and how they give effect to regional and district plans
  - Aligning with relevant goals in the Community Strategic Plan
- It will not be part of LEP but rather explain the LEP
- It will be used to inform decision making and will be taken into account when preparing planning proposals and planning policy generally
- It will be developed in consultation with stakeholders including NSW Agencies
- It will require endorsement by DPE or GSC
- DPE will provide guidance and model statements
- Implementation will align with current regional and district plan process.
- Published on planning portal

#### **LEP updates**

- Undertake a five yearly check against a set criteria including where:
    - The Regional or District Plan necessitates change
    - Significant demographic change occurs
    - Significant infrastructure investment is necessary
    - High number of planning proposals is evident
    - Consistency is required with SEPP, S117 and Regulations
    - Community requests significant change
  - Outcome of check to be provided to Minister Planning or GSC
-

- DPE will help plan for implementation actions identified in LEP Check

**DCP**

- Require DCP to follow standard format
- Enabling the DCP to be uploaded on NSW Planning Portal
- Content will still be dictated by Council but in line with LSPS
- Further work required by DPE on proposed format
- Library of model provisions to be created

**3 Development Assessment****Early neighbour consultation**

- Require certain engagement activities to be completed before lodging development applications
- DPE to conduct more research including the identification of barriers, creating tools and providing incentives
- There will be pilot programs with selected Councils

**Agency referrals/concurrences**

- Secretary can act in the place of a State Agency where:
  - They have not provided advice, granted/refused concurrence or provided General Terms of Approval (GTA) within statutory timeframes
  - Advice, concurrence or GTA conflict between Agencies
- When exercising this function the Secretary will have regard to State Assessment Requirements – to be a statutory policy to guide decisions of Secretary
- This will only apply where Council is consent authority
- Regulations to be amended to allow the recommencement of assessment process where paused by an Agency

**Digital lodgment**

- Intended to create accountability and transparency
- Allow payment to multiple agencies (integrated development)
- Facilitate information sharing
- Can be used for data collection
- Track progress of an application
- Provide for publication of decisions

**Modification to development applications**

- Remove the ability to grant retrospective approval on work already undertaken not in line with a development consent
- Act will be amended to prevent planning authorities including Courts from approving modifications that relates to completed works, excepting limited circumstances
  - Limited circumstances include minor error, misdescription or miscalculation.
- Effect being that unauthorized works will likely be subject to enforcement action, such as demolition or new building certificate
- Furthermore modifications will need to consider the “statement of reasons for decision”

**Complying Development Certificate (CDC)**

- Amend the EPA Act to allow for CDC that does not comply with State Policy to be declared invalid
-

8.5 Submission To Environmental Planning And Assessment Act Amending Bill

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- Amendments will allow persons to bring proceedings to challenge CDC
- Court can then determine if it is in accordance with the relevant standards
- New Regulations will require certifiers intending to issue CDC to:
  - Provide copy of certificate and any plans/documents to Council and immediate neighbours prior to issuing a CDC
  - Copy of the certificate and endorsed plan to be provided to immediate neighbours and Council after the issue of CDC
- New Regulations will specify that certain complying development types will only be able to be certified by Council
- To facilitate investigation powers Council will be able to issue a temporary stop work order
  - Stop work orders are only for a maximum of 7 days and power limited to investigate "genuine complaint".
- A new levy proposed to support enforcement action
  - As part of fee structure for CDC
  - Can also be extended to DA
  - Revenue provided to Council to resource investigation and enforcement activity
- Allow deferred commencement of CDC in certain circumstances including requiring a subdivision to be registered prior to commencement to facilitate CDC in greenfield
- Allow SIC to be required and planning agreements to be entered

**4 State Significant Development**

- Improve conditions of consent via:
    - Transferrable conditions
      - Conditions that are no longer needed because they are substantially consistent with other conditions imposed under other regulatory approvals or licenses
      - Responsibility for enforcement will lie with government agency that issued lease, licence or other approval rather than with the original consent authority.
    - Minister will have power to vary or revoke monitoring or environmental audit requirements in existing approvals (particularly relevant for older consents).
    - Conditions can require financial securities to fund decommissioning or rehabilitation of sites
      - Particularly relevant where landholder is not the proponent or the holder of development consent
      - Regulations will specify what type of development these conditions can be applied to.
      - To be further considered - other conditions for use as offsets not just in the case of biodiversity
  - To provide support DPE will:
    - Develop guidance on new conditioning powers for both community and consent authorities
    - Material for consent authorities to write consistent and legally enforceable conditions
    - Database of enforceable standard or model conditions
  - Modification to Part3A
    - Prevent ongoing use of former Section 75W to modify Part 3A
    - The arrangements will be repealed and moved across to SSD and SSI pathways ensuring that development completed or under construction will not be affected
-



- Applications for SSD will also be required consult community prior to lodging application

#### **5 Facilitating Infrastructure Delivery**

- Extend the ability of an EPI to require concurrence or notification of public authorities activities under Part 5 in future infrastructure corridors
  - Avoid inappropriate development that will create problems into future

#### **6 Planning Agreements**

- Strengthens the Minister's power to make a direction about the methodology underpinning planning agreements
- Currently Planning Agreements are subject to a separate review process

#### **7 Decision-making**

##### **Local Planning Panels and Delegation**

- Bring IHAP, JRPP and other panels under one framework
- Minister will have power to direct Councils to appoint a LPP to improve timeliness, manage conflicts of interest or corruption
- Approval of Panel by Minister is required
- Ensure Council is delegating the determination of development applications to Council staff to remove delays and support good decision making
- New powers will enable Minister to require more planning functions be carried out by staff
- DPE will provide best practice setting out which matters should be determined by staff and which by Council or LPP.

##### **Thresholds for regional development**

- New thresholds being moved from EPA Act to SEPPS.
  - Developments with more than \$30M capital investment
  - Council investment greater than \$15M
  - Private infrastructure and community facilities greater \$5M
  - Educational facilities more than \$30M
  - Ecotourism more than \$5M
  - Designated development extractive industries, marinas and waste management or works facilities
  - Development greater than \$10M but less than \$30M undetermined within 120 days and at the applicants request
  - Development designated by order where the Council development assessment is unsatisfactory.

##### **Independent Planning Commission (IPC)**

- Name change for the former Planning Assessment Commission to IPC
- Will become a determining authority
- As determining authority it will guide assessments under the DPE
- Two part public hearing process.
- Expansion of expertise into soil, agricultural science, hydrogeology, economics, mining and petroleum.

##### **Code of Conduct**

- Planning bodies and panels will have a model code of conduct in consultation with ICAC.
-

**Internal review**

- Expand the scope for reviews of determinations to include integrated development and SSD
  - Providing State Agencies are involved in the process
- Applicants can also request the Minister reviews SSD decisions made under delegation by IPC or other delegate.
  - This will not be available for high-risk development i.e. heavy industry, intensive livestock, mining operations, if IPC held a public hearing.

**8 Building Provisions**

- Changes occurring to Regulations as part of broader initiatives
- Consolidating building regulations and subdivision certification provisions into a single part of the EPA Act
- Allow the Regulations to permit accredited certifiers to place conditions on the issues of CCs and CDC
- Ensure CC does not allow proponent to depart significantly from the planning approval
  - To achieve this the EPA Act will clarify the requirement that a CC must be consistent with development consent
- Enable the Court to declare a CC invalid if inconsistent with a development approval but limit proceedings to 3 months after the issue of a CC

**9 Elevating Design**

- New objective in the EPA Act promoting good design (SCH 1.1(1.4) PG3)
- Office of Government Architect will develop design-led planning strategy, incentives and measure to assist planning system users.
  - Linked to draft Architecture and Design Policy for NSW

**10 Enforcement**

- Allow the DPE and Council to enter into enforceable undertakings with consent holders
  - Enforceable undertakings are taken to be Agreements that rectify harm caused via development/land use instead of imposing a penalty
  - The Court will have the power to enforce these agreements
-

## **8.6 Update on Renaming of Gilchrist Drive Bridge**

### **Division**

City Delivery

### **Reporting Officer**

Director City Delivery

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### **Attachments**

Nil

### **Purpose**

To provide an update to Council on the results of the community consultation for the possible renaming of Gilchrist Drive Bridge to James Rookes Bridge.

### **Report**

Council at its meeting held 8 November 2016, item 8.6 Renaming of Gilchrist Drive Bridge resolved to advertise and place on public exhibition the proposal to rename the Gilchrist Drive Bridge, Campbelltown as the James Rookes Bridge and that a report be presented to Council with the results of the consultation.

Advertising of the proposal commenced on 22 November 2016 in the local Macarthur Chronicle, and a week later, on 30 November in the Macarthur Advertiser for the Community to provide feedback by 20 December 2016. The proposal was also published on Council's website during this consultation period. Public authorities were also notified about this proposal and Council has not received any feedback from them.

Council received two responses to the proposal. The details of the community response received are as follows;

1. A community member, who is not aware of the connection of James Rookes with the immediate area, suggested that the bridge be named after Elvastock. When the bridge was constructed a house which was known as Elvastock had to be demolished. His family lived in it for many years. The resident also suggested a number of alternative names after residents who had lived in the precinct of the bridge and still have descendants living in the area.
  2. The second community member objected to the use of James Rookes as there was no act of bravery or of selfless sacrifice involved and suggested that there are possibly more noteworthy citizens the bridge could be named after.
-

In relation to the first proposal, Council's Library Services further researched the matter and provided the following history of the suggested names;

#### **Elvastock**

Elvastock was the name of the property in Campbelltown - Peter Flitcroft (1857-1933) was a dairyman at Bradbury Park in 1913, and he worked at Elvastock. Elvastock was owned by Clarence Alwyn Ducat who lived on Menangle Road. The farm became Campbelltown Golf Course before being moved to make way for Macarthur Square.

#### **Ducat**

Vic Ducat was an Alderman who lived in Blairmount on a farm off Bagdally Road, named Belmont. Vic Ducat was one of the first to use cactoblastus cactorum: - the cochineal bug, to rid his property of prickly pear which had achieved plague like proportions in the area in 1926.

#### **Lloyd King**

Lloyd King was the son of George King; George owned the store on the corner of Queen Street and Broughton Street. They also owned Bradbury Park, Lloyd King dairy farmed there with Archie Walker. When they sold Bradbury Park, Lloyd moved to the farm where TAFE is situated now. Lloyd then moved to Appin Road and stayed there till he passed away a few years ago. It is believed that he was the nephew of Ted King the dentist who had a practice in Lithgow Street. They were prominent people in retail and farming from the 1920s to 1980s.

#### **Sedgwick**

The Sedgwick family had a large farm at Smeaton Grange, from the late 1800s, and also built houses at Kenny Hill in the 1930s. Family operated a dairy farm in the 50s and 60s (brothers Ted and Fred Sedgwick) in the Kenny Hill area. Fred Mate Sedgwick was mayor from 1956-1959 and his father was the Mayor in 1899.

#### **Stan and Margaret Reeve**

Stan and Margaret Reeve lived at Gowrie Farm, a dairy farm at Kenny Hill. The Reeve family still owns farms there and are now third generation dairy farmers to own a farm at Gowrie.

#### **Conclusion**

Although the two responses to the proposal provided alternate names for the bridge, staff are of the view that the original proposal to rename the bridge after James Rookes remains valid.

The proposed name will honour the memory of a life that was lost too early. It should be noted that Council has in a number of previous instances renamed a number of other bridges throughout Campbelltown that have honoured lives lost at the respective locales. It may be apt to retain a register of the alternate names put forward in the submissions that could be assigned to future parks and reserves that Council has planned as Campbelltown commences a program of open space renewal.

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

To seek Council's endorsement of the renaming of Gilchrist Drive Bridge to the James Rookes Bridge.

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## **8.7 Investments and Revenue Report January 2017**

### **Division**

City Governance

### **Reporting Officer**

Executive Manager Corporate Services and Governance

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### **Attachments**

1. Investment portfolio performance for the month of January 2017 (contained within this report)
2. Monthly Rates Summary and Rates Statistics (contained within this report)
3. Debtors summary and ageing of sundry debts to 31 January 2017 (contained within this report)

### **Purpose**

To provide a report outlining activity in Council's financial services portfolio for the month of January 2017.

### **Report**

#### **Investment Portfolio**

Council's Investment Portfolio as at 31 January 2017 stood at approximately \$191m. Funds are currently being managed both by Council staff and Fund Managers and are in accordance with the *Local Government Act 1993*, *Local Government (General) Regulation 2005* and Council's Investment Policy.

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

The return on Council's investments is tracking above budget expectations with the supplemental income being received from the sale of Council land and continues to outperform the benchmark of the AusBond bank bill index.

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

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

### **Rates**

Rates and Charges levied for the month ending 31 January 2017 totalled \$101,759,850 representing 101.2 per cent of the estimated budget for the year.

Rates and Charges collected to the end of January totalled \$60,259,936. In percentage terms this amount represents 58.4 per cent of all rates and charges due to be paid. In comparison, the amount collected in the same period last year was 57.7 per cent.

The February rate instalment notices were issued on 19 January 2017 to 49,558 ratepayers. The number of instalment payers has increased by 1307 over the number issued for the same period last year.

Debt recovery action during the month was limited due to the Christmas School holiday period. Seven day letters were issued to the November instalment defaulters early in December, of these 587 matters were subsequently forwarded onto Council's agents. Statements of Liquidated Claim for 242 delinquent ratepayers are currently being served to those who have not responded to prior correspondence or defaulted on their payment arrangements. Council staff continue to advise and assist those ratepayers experiencing difficulty in settling their accounts.

Ratepayers who purchased property since the November instalment notices were issued receive a 'Notice to new owner' letter. During the month 49 of these notices were sent to ratepayers advising them of the amount still due on their account, together with the annual levy amount.

### **Sundry Debtors**

Debts outstanding to Council as at 31 January 2017 are \$1,861,963 reflecting an increase of \$724,055 since December 2016. During the month, 1728 invoices were raised totalling \$1,620,953. The majority of these are paid within a 30 day period. Those that are not paid within the 30 day period are reflected in the ageing report as attachment 5. Debts exceeding 90 days of age totalled \$290,547 as at 31 January 2017.

Debt recovery action is undertaken in accordance with Council's Sundry Debtors Recovery Procedures Policy and commences with the issue of a tax invoice. A person or entity may be issued any number of invoices during the calendar month for any business, services or activities provided by Council. At the conclusion of each calendar month, a statement of transactions is provided with details of all invoices due and how payments or credit notes have been apportioned. Once an invoice is paid, it no longer appears on any subsequent statement.

All debts that age by 90 days or more are charged a statement administration fee of \$5.50 per statement. Debtors are contacted by telephone, email or in writing to make suitable arrangements for payment of the overdue debt. Where a suitable arrangement is not achieved or not maintained as agreed, a seven day letter is issued referencing referral to Council's debt recovery agents.

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Matters referred to Council's recovery agent are conducted in accordance with relevant legislation and the *Civil Procedures Act 2001*. Formal legal recovery commences with a letter of demand (or letter of intent) providing debtors with at least 14 days to respond. In the event that no response is received, instructions are given to proceed to Statement of Claim allowing a further 28 days to pay or defend the action. Failing this, the matter will automatically proceed to judgment and continue through the *Civil Procedures Act 2001* process.

All costs associated with formal legal recovery are payable by the debtor and staff continue to make every effort to assist debtors to resolve their outstanding debt before escalating it through the local court.

During the month, 26 accounts were issued a letter of demand on Council's letterhead, advising that if the account was not settled or an appropriate arrangement was not made, the account will escalate to formal legal action through Council's agent.

Council's agents were instructed to issue any 17 letters of demand and a Warrant was obtained for one account for unpaid hall hire fees.

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.

### **Officer's Recommendation**

That the information be noted.

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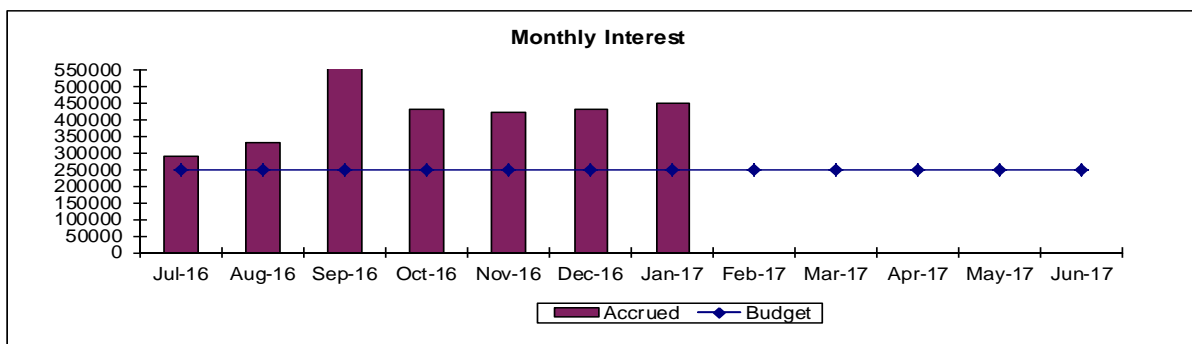
## ATTACHMENT 1

### CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO

January 2017

Benchmark AusBond Bank Bill Index  
Portfolio Balance \$190,971,562.18

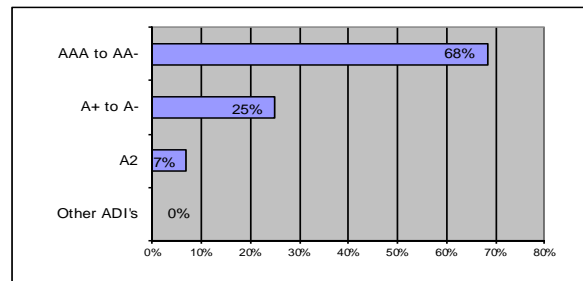
Monthly Performance	Return (mth)	Return (pa)
AusBond Bank Bill Index	0.16%	1.88%
Portfolio - Direct Investments	0.24%	2.77%
<i>Performance to Benchmark</i>	+ 0.08%	+ 0.89%
Short Term Call Accounts	0.17%	1.95%
Managed Funds	0.24%	2.80%



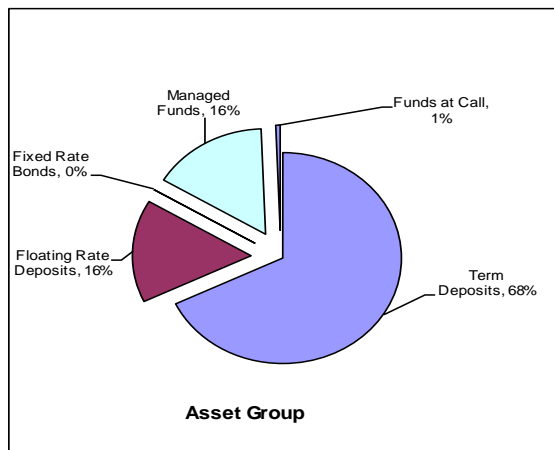
### Year to Date Performance Credit Exposure (S&P Long Term Rating)

*Rolling 12 Month Period*  
2.97% Council Managed Funds  
2.02% Benchmark

*Interest Budget to Actual*  
Avg Original Budget to Period \$1,741,133  
Actual Accrued to Period \$2,920,758



### Portfolio Diversity



			%
Funds at Call	\$ 1,140,205.28	AA-	1%
NSW Treasury	\$ 33,039,542.52	AA+	17%
National Australia Bank	\$ 54,593,138.26	AA-	29%
Westpac Bank	\$ 8,052,520.55	AA-	4%
Commonwealth Bank	\$ 25,000,000.00	AA-	13%
Bank Western Australia	\$ 8,446,531.57	AA-	4%
AMP Bank	\$ 5,000,000.00	A+	3%
Suncorp Metway	\$ 25,514,109.99	A+	13%
ING Bank	\$ 3,000,000.00	A	2%
Rural Bank	\$ 2,038,663.01	A-	1%
Bank of Queensland	\$ 12,063,580.31	A-	6%
MyState Bank	\$ 5,068,722.74	A2	3%
Credit Union Aust	\$ 4,014,547.95	A2	2%
Heritage Bank	\$ 2,000,000.00	A2	1%
ME Bank	\$ 2,000,000.00	A2	1%
	\$ 190,971,562.18		100%

## ATTACHMENT 2

### RATES SUMMARY

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

RATE - CHARGE	NET ARREARS 1/7/2016	NET LEVY FOR YEAR	PENSION REBATES	EXTRA CHARGES	TOTAL RECEIVABLE	CASH COLLECTED	NET AMOUNT DUE	POSTPONED RATES & INTEREST	GROSS AMOUNT DUE
RESIDENTIAL	2,170,990.65	57,729,775.41	1,420,124.94	538,753.72	59,019,394.84	33,779,502.65	25,239,892.19	303,303.31	25,543,195.13
BUSINESS	257,345.68	17,992,644.85		47,675.37	18,297,665.90	11,084,147.99	7,213,517.91		7,213,517.91
FARMLAND	0.00	569,012.08	783.42	2,073.48	570,302.14	352,973.45	217,328.69	170,846.71	388,175.40
MINING	0.00	24,186.96		0.00	24,186.96	24,186.96	0.00		0.00
SR - LOAN	67,957.99	113.44		483.11	68,554.54	7,243.01	61,311.53	17,975.41	79,286.94
SR - INFRASTRUCTURE	202,204.59	5,787,416.67		5,523.35	5,995,144.61	3,445,376.74	2,549,767.87	28,641.81	2,578,409.68
TOTAL	\$2,698,498.91	\$82,103,149.41	\$1,420,908.36	\$594,509.03	\$83,975,248.99	\$48,693,430.80	\$35,281,818.19	\$520,767.24	\$35,802,585.06
GARBAGE	658,148.44	18,928,819.22	831,482.05	21,587.46	18,777,073.07	10,766,390.64	8,010,682.43		8,010,682.43
STORMWATER	45,533.08	1,324,054.12		252.88	1,369,840.08	800,114.10	569,725.98		569,725.98
GRAND TOTAL	\$3,402,180.43	\$102,356,022.75	\$2,252,390.41	\$616,349.37	\$104,122,162.14	\$60,259,935.54	\$43,862,226.60	\$520,767.24	\$44,382,993.47

Total from Rates Financial Transaction Summary	43,852,463.44
Overpayments	-530,530.03
Difference	0.00

### ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears	724,991.77
Rate accounts greater than 12 months less than 18 months in arrears	57,974.06
Rate accounts greater than 18 months in arrears	14,679.68
TOTAL rates and charges under instruction with Council's agents	\$797,645.51

## RATES STATISTICS

No. of documents Issued	July	August	September	October	November	December	January	February	March	April	May	June	Jan-16
Rate Notices	50,590	456		1,005			276						16
Electronic - DoH	5,282												42,834
Instalment Notices				43,817			44,122						5,417
Electronic - DoH				5,517			5,436						
Missed Instalment Notices			7,341			6,692							
- Pensioners > \$15.00			650			592							
Notice to new owner	167	75	32	25	33	52	49						47
7-day Letters - Council issued			1,796			2,172							
- Pensioners > \$500.00			163			244							633
7-day Letters - Agent Issued			495				587						
Statement of Claim	198	27	16	205	20	9	242						262
Judgments	13	22	17	15	59	5	13						11
Writs	14	17	15	6	9	13	9						14
eRates	1,801	1,809	1,814	1,838	1,841	1,867	1,895						1,685
BPAView	49	197	398	503	589	803	866						
Arrangements	320	281	401	422	443	461	397						402

## ATTACHMENT 3

### DEBTORS SUMMARY 1 January 2017 to 31 January 2017

DEBTOR TYPE/DESCRIPTION	ARREARS AT 31/12/2016	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 31/01/2017	% DEBT RATIO
Corporate Administration	90,701	110,746	131,516	69,931	29.49%
Abandoned Items	1,068	0	0	1,068	0.35%
Education and Care Services	18,710	0	0	18,710	0.98%
Community Bus	89	0	0	89	0.01%
Sportsground and Field Hire	79,864	22,984	12,461	90,387	5.46%
Government and other Grants	324,732	991,336	306,132	1,009,936	12.87%
Public Hall Hire	53,167	85,377	43,102	95,442	1.39%
Health Services	350	0	0	350	0.02%
Land and Building Rentals	67,663	137,238	147,829	57,072	5.63%
Healthy Lifestyles	17,134	68,384	71,082	14,436	0.15%
Library Fines and Costs	0	0	0	0	0.00%
Licence Fees	75,083	7,340	26,326	56,098	1.85%
Pool Hire	30,544	744	1,621	29,667	0.39%
Private Works	2,869	0	257	2,612	0.52%
Road and Footpath Restoration	191,834	0	50,149	141,685	28.17%
Shop and Office Rentals	28,058	52,471	46,216	34,313	2.17%
Various Sundry Items	164,988	144,333	30,146	279,175	6.42%
Waste Collection Services	29,733	0	30,063	-330	6.17%
	<b>1,427,065</b>	<b>1,620,953</b>	<b>896,898</b>	<b>1,861,963</b>	<b>100%</b>

## 8.7 Investments And Revenue Report January 2017

**AGEING OF SUNDRY DEBTOR ACCOUNTS - 31 January 2017**

	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Administration	24,367	15,551	12,376	17,638	69,931	18,805
Abandoned Items	0	0	0	1,068	1,068	1,068
Education and Care Services	18,710	0	0	0	18,710	0
Community Bus	89	0	0	0	89	0
Sportsground and Field Hire	21,281	42,423	9,494	17,190	90,387	20,718
Government and other Grants	991,336	18,600	0	0	1,009,936	36,554
Public Hall Hire	69,075	7,511	2,571	16,284	95,442	15,882
Health Services	0	0	0	350	350	350
Land and Building Rentals	56,542	0	530	0	57,072	0
Healthy Lifestyles	5,249	8,253	24	910	14,436	2,120
Licence Fees	6,537	5,930	5,245	38,386	56,098	44,182
Pool Hire	562	15,896	12,405	804	29,667	518
Private Works	1,189	0	0	1,423	2,612	1,680
Road and Footpath Restoration	15,982	49,587	0	76,116	141,685	76,116
Shop and Office Rentals	34,313	0	0	0	34,313	0
Various Sundry Items	143,723	4,910	10,164	120,378	279,175	35,171
Waste Collection Services	-330	0	0	0	-330	0
	<b>1,349,946</b>	<b>168,661</b>	<b>52,808</b>	<b>290,547</b>	<b>1,861,963</b>	<b>253,165</b>

## **8.8 Revised Policy - Accounting Practices**

### **Division**

City Governance

### **Reporting Officer**

Executive Manager Corporate Services and Governance

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### **Attachments**

Revised Accounting Practices Policy (contained within this report)

### **Purpose**

To seek Council's endorsement of the revised Accounting Practices Policy.

### **History**

The abovementioned policy was adopted by Council on 15 July 2003 and was reviewed on 16 August 2016.

### **Report**

The abovementioned policy has been developed in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.


Council was recently advised of a new accounting standard coming into effect from 1 July 2016 regarding Related Party Disclosures and Key Management Personnel. A key element of this new disclosure is for Council to document how the information will be collected and disclosed. After consultation with Council's external auditor, it was deemed appropriate to incorporate this requirement in Council's Accounting Practices Policy. This new policy requirement was included and adopted by Council on 16 August 2016, however it has become apparent that further description needs to be outlined as highlighted in the attachment.

### **Officer's Recommendation**

1. That the revised Accounting Practices Policy as attached to this report be adopted.
  2. That the Policy review date be set at 30 March 2020.
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## ATTACHMENT 1

		<b>POLICY</b>
Policy Title	Accounting Practices	
Related Documentation	Significant Accounting Policy	
Relevant Legislation	<i>Local Government Act 1993</i> The Australian Accounting Standards Board Local Government Code of Accounting Practices and Financial Reporting <i>Local Government (General) Regulations 2005</i>	
Responsible Officer	Executive Manager Corporate Services and Governance	

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

### Objectives

The purpose of this policy is to document the accounting practices by Campbelltown City Council. These accounting practices are in addition to the 'significant accounting policies' listed in the annual financial statements and refer to matters which are of less significance or considered immaterial.

### Policy Statement

This policy has been developed in conjunction with Council's external Auditor to develop a process for the dealing of various transactions affecting Council's end of year financial position. The policy has been developed taking into account all relevant legislation.

#### Scope

The scope of this policy is to formalise the accounting treatment for transactions affecting Council's end of year financial position.

#### Definitions

Contingent Asset - is recognised in the Notes to the end of year financial reports. This is reliant on a set of events and does not affect the Income Statement or the Statement of Financial Position as presented in Council's end of year financial reports.

Immaterial - relates to the quantum of the amount of a transaction and where this amount is of a minor nature, it is considered to be immaterial.

#### Legislative Context

This policy is in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulations 2005*, the Local Government Code of Accounting Practice and Financial Reporting and the Accounting Standards as released by the Australian Accounting Standards Board.

### **Principles**

#### **Childcare Income, Childcare Fees in advance and Childcare Debtors**

Council's policy is to only recognise childcare income on a cash basis. The extent of any childcare fees in advance or childcare debtors is considered immaterial and the cost of gathering the information on a monthly basis is prohibitive.

The recoverability of childcare debtors is also considered doubtful so any debtors would need to be provided for by way of a doubtful debts provision liability.

#### **Library Fines**

Library fines are brought to account as income on a cash received basis. Outstanding fines are accrued as a debtor with an offsetting provision to enable Council to monitor the balance. The Library system is used as the subsidiary ledger. Due to the minor nature and likelihood recoverability, no contingent asset is recognised.

#### **Prepayments**

Although Council prepares its accounts on an accrual basis, prepayments will only be recognised if the prepayment exceeds \$1,000 per month.

Issues such as prepaid motor vehicle registration or telephone services in advance are considered immaterial and not recorded as prepayments.

#### **Income In Advance**

Although Council prepares its accounts on an accruals basis, income in advance will only be recognised if the advance exceeds \$1,000 per month.

Specific issues such as prepaid childcare fees or leisure centre membership fees are considered immaterial and not recorded as income in advance.

#### **Stock on Hand**

Stock on hand at Council's Central Store is accounted for by the Council's Inventory Module within the Financial Management Information System and an annual stocktake is performed to reconcile the physical stock to the expected stock levels.

Other stock owned by Council such as stationery, kiosk supplies and clothing and equipment at leisure centres is expensed when purchased and not recorded as an asset of the Council.

#### **Parking Fines**

Fines are referred to the Infringement Processing Bureau for monitoring and recovery. The Infringement Processing Bureau maintains the controls and checks to monitor outstanding fines. Fines are subject to appeal and negotiation. Therefore it is Council's policy only to recognise the income on a cash received basis.

Additionally, Council also chooses not to recognise these debtors as a contingent asset as Council has no control over the recovery process.

#### **Section 94**

Section 94 Contributions are brought to account on a cash received basis. This accounting approach is consistent with the funding of Section 94 works, ie: the funds are received before the works can commence.

Although a contingent asset exists, this asset is matched with an obligation of Council to perform tasks documented in the Section 94 plan. Therefore, no contingent asset or liability is recognised in the accounts in relation to Section 94.

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#### Developer Contributions

Developer contributions are brought to account as soon as Council has a legal claim to the contribution. The allocation of the subsequent receivable between current and non-current will be determined by the conditions of the approval where an agreement is executed.

#### Related Party Disclosures

For the purposes of AASB 124 Related Party Disclosures, Council will review and identify Key Management Personnel (KMP) and related party transactions annually. This will include but not limited to the review of Key Management Personnel Disclosure Forms, Pecuniary Interest Disclosure Statements, minutes of Council meetings, Annual Reports, development applications lodged and financial accounts such as rates and sundry debtors. A determination will then be made to assess the materiality, whether quantitative or qualitative, of any transactions to be disclosed in Council's Financial Statements.

Information obtained on Key Management Personnel Disclosure Forms will be accessed and reviewed by the Responsible Accounting Officer, Manager Governance and Risk, Finance and Tax Accountant and Council's External Auditors.

#### Fixed Assets Derecognition

For the purposes of AASB 116 (68) Property Plant and Equipment, Council will disclose gains and losses arising from the derecognition of each item within any asset class of property, plant and equipment through the profit and loss account, with the exception of partial disposals of road assets. Road assets are subject to a fair valuation process each financial year and due to the complex nature of accounting for partial disposals, will be absorbed in fair valuations.

#### Responsibility

The Manager Financial Services shall ensure that all transactions are treated in accordance with this policy at the end of each financial year and reflected consistently in Council's end of year financial reports.

#### Effectiveness of this Policy

This policy will be reviewed on a three year basis or where alterations in legislation will require a review of the treatment of transaction associated within this policy.

### END OF POLICY STATEMENT

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## **8.9 Quarterly Budget Review Statement as at 31 December 2016**

### **Division**

City Governance

### **Reporting Officer**

Executive Manager Corporate Services and Governance

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### **Attachments**

Quarterly Budget Review Statement for the period 1 October 2016 to 31 December 2016  
(contained within this report)

### **Purpose**

A quarterly financial review has been conducted on the original income and expenditure estimates presented in the 2016-2017 budget. The adjustments relating to the review of the original budget allocations are presented for Council's consideration.

### **Introduction**

The current planning and reporting framework for NSW Local Government has a greater focus on financial sustainability. In an effort to achieve consistency in reporting between councils, the Office of Local Government introduced a set of minimum requirements and predefined templates to assist councils in meeting their legislative obligations. Collectively, these documents are known as the quarterly budget review statement (QBRS). The latest QBRS under the reporting framework is attached.

### **Report**

In accordance with Clause 203 of the *Local Government (General) Regulations 2005*, the Responsible Accounting Officer is required to prepare a quarterly budget review of income and expenditure estimates and submit a report to Council. The QBRS must also include an opinion of the Responsible Accounting Officer concerning the financial position of Council. This report provides an overview of the results of the financial review for the quarter ended 31 December 2016.

In June 2016, Council adopted a balanced budget for 2016-2017. There is no proposed change to the budget result in this review.

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

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The following items are detailed with corresponding adjustments recommended following the completion of the quarterly financial review:

**Organisation Restructure - \$136,800 decrease in expenditure**

Changes in the structure functions have been reallocated in the new framework resulting in savings in the Office of the General Manager and City Governance. It is proposed that part of these savings be utilised to fund other expenditure required within the section, including the purchase of new Councillor equipment.

**Councillor Support - \$61,800 increase in expenditure**

As is customary with the election of a new Council each Councillor is furnished with new electronic equipment (for Council purposes), if required. Also included in this adjustment is funding to enable training programs for Councillors (Foundations of Directorship).

**Election Expenses - \$500,000 increase in expenditure**

A by-election for the Campbelltown LGA is required following the recent passing of a long standing councillor. Council has been advised by the NSW Electoral Commission that the cost of holding the by-election will be in the vicinity of \$500,000. This additional expense has been funded by an increase in the rating income.

**Animal Management - \$100,000 increase in expenditure**

As per previous Council resolutions, additional staff have been employed at the Animal Care Facility to improve operational service levels and the standard of animal welfare and care provided at the facility. These positions were not included in the original budget and will be funded from savings in other operational areas. Also additional funds are required to finalise capital works at the facility, these increases are part offset by additional animal sales at the facility.

**On Street Parking - \$80,000 increase in income**

The income being generated from parking compliance is anticipated to be greater than the amount estimated when the original budget was calculated. This increase will be used to fund the increase in salary expenditure at the Animal Care Facility.

**Arts Centre Operations - \$145,000 increase in expenditure**

Campbelltown Arts Centre is in the process of developing a business case application for funding to the NSW State Government to part fund the expansion of the centre to increase the performing arts capacity and improve the facilities and gallery amenity. Consultants have been engaged to assist with the research and preparation of this application in order for Council to put forward its best opportunity for funding to be considered. This increase has been offset by savings in various arts centre programs.

**Sport and Recreation Projects - \$120,000 increase in expenditure**

Some of the works identified in the 2017-2018 Draft Budget and the Draft Sport and Recreation Strategy include the following projects:

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- Koorunga Reserve - Awning and slab at canteen - \$50,000
- Skate Parks - Shade and seating - \$50,000
- Milton Park - Softball dugout - \$20,000.

There has been an opportunity to bring these items forward through operational savings and additional income in the Sport, Recreation and Leisure area. This adjustment will allow these works to proceed in this financial year.

#### **Civic Functions - \$50,000 increase in expenditure**

Due to an increase in the number of civic functions required and a change in the catering arrangements for these functions, additional funds will be required in this budget. Increases in catering budgets will be part offset by salary savings in the catering cost centre.

#### **Operational Services - \$100,000 increase in expenditure**

In order to meet the revised work health and safety regulations with regards to safe work wear, whilst in addition to refresh the uniforms for outdoor staff and improve their appearance when working within the community, it is proposed to renew the uniforms of the outdoor operational staff. These additional funds are required for this is a significant renewal program. A saving in the salaries budget for Operational Services will offset this additional expense.

#### **Works Depot - \$50,000 increase in expenditure**

The unit cost of waste disposal has increased significantly in this financial year. Additional funds are required for the works depot budget to fund this increase.

#### **Auditor Remuneration - \$52,000 increase in expenditure**

As Council would be aware, the Auditor General has taken over responsibility for the audit of Council's financial records and annual financial statements. At this stage it is unclear as to the extent of the increased cost, but it is anticipated from discussions with other councils that there will be a significant increase in costs due to the new arrangements.

#### **Revenue - \$72,500 increase in income**

Under new arrangements with the administration of the Emergency Services Property Levy between the State Government and NSW Councils, Councils will be collecting the levy of behalf of the Government. The State Government has advanced Councils a lump sum payment to defray the set up costs of this new system. This funding will be used to offset any additional staff time, software amendments, system changes etc.

#### **Rates-General Purpose Revenue - \$510,500 increase in income**

The actual rates levied at the start of this financial year were greater than the amount that was calculated when the original budget was prepared. This has occurred due to changed circumstances such as additional ratepayers in the Local Government Area, new supplementary rate levies issued as a result of the subdivision of land parcels etc. This has generated additional rating income. These additional funds have been utilised to primarily offset costs of the unexpected bi-election.

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**Summary**

As reported to Council in previous years, the financial objective has been to budget a surplus to improve Council's liquidity ratio. The liquidity ratio has improved to a satisfactory level and as such, a balanced budget is proposed for the 2016-2017 financial year.

As per the Responsible Accounting Officer's statement, the 2016-2017 results continue to support Council's sound financial position in the short to medium term. During 2016-2017, Council will further refine its financial strategy in line with the development of the ten year Long Term Financial Plan, required by the Integrated Planning and Reporting Framework and determine the most appropriate and financially responsible action for future periods.

**Officer's Recommendation**

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

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## ATTACHMENT 1

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

### Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005: as at 31 December 2016.

It is my opinion that the Quarterly Budget Review Statement for Campbelltown City Council for the quarter ended 31/12/16 indicates that Council's projected financial position at 30/6/17 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



Corinne Mears  
Responsible Accounting Officer

date: 6.2.17



## 8.9 Quarterly Budget Review Statement As At 31 December 2016

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

Campbelltown City Council

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 31 December 2016

**Income & Expenses - Council Consolidated**

(\$'000's)	Original Budget 2016/17	Approved Changes				Revised Budget 2016/17	Variations for this Dec Qtr	Notes Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs				
<b>Income</b>									
Rates and Annual Charges	97,889	-	155	449	-	98,493	511	1	99,004
User Charges and Fees	12,431	-	-	36	-	12,467	51	2	12,518
Interest and Investment Revenues	3,215	-	-	-	-	3,215	-	-	3,215
Other Revenues	6,381	-	(5)	-	-	6,376	88	3	6,464
Grants & Contributions - Operating	28,039	872	(631)	(483)	-	27,797	326	4	28,123
Grants & Contributions - Capital	1,279	3,609	247	-	-	5,135	-	-	5,135
<b>Total Income from Continuing Operations</b>	<b>149,234</b>	<b>4,481</b>	<b>(234)</b>	<b>2</b>	<b>-</b>	<b>153,483</b>	<b>976</b>		<b>154,459</b>
<b>Expenses</b>									
Employee Costs	62,537	190	(351)	(158)	-	62,218	(452)	5	61,766
Borrowing Costs	1,122	-	-	-	-	1,122	-	-	1,122
Materials & Contracts	26,501	4,414	(262)	(352)	-	30,301	273	6	30,574
Depreciation	22,664	-	-	-	-	22,664	-	-	22,664
Legal Costs	1,099	-	-	17	-	1,116	56	7	1,172
Consultants	1,378	1,217	(91)	222	-	2,726	248	8	2,974
Other Expenses	32,320	682	(259)	302	-	33,045	799	9	33,844
<b>Total Expenses from Continuing Operations</b>	<b>147,621</b>	<b>6,503</b>	<b>(963)</b>	<b>31</b>	<b>-</b>	<b>153,192</b>	<b>924</b>		<b>154,116</b>
<b>Net Operating Result from Continuing Operation</b>	<b>1,613</b>	<b>(2,022)</b>	<b>729</b>	<b>(29)</b>	<b>-</b>	<b>291</b>	<b>52</b>		<b>343</b>
Discontinued Operations - Surplus/(Deficit)						-			-
<b>Net Operating Result from All Operations</b>	<b>1,613</b>	<b>(2,022)</b>	<b>729</b>	<b>(29)</b>	<b>-</b>	<b>291</b>	<b>52</b>		<b>343</b>
<b>Net Operating Result before Capital Items</b>	<b>334</b>	<b>(5,631)</b>	<b>482</b>	<b>(29)</b>	<b>-</b>	<b>(4,844)</b>	<b>52</b>		<b>(4,792)</b>
									<b>55,181</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/16 and should be read in conjunction with the total QBRs report

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details
1	Additional rates levied during the quarter due to changed circumstances such as additional ratepayers in the LGA, new supplementary rate levies issued as a result of the subdivision of land parcels etc.
2	Increase in income from additional usage of sanitary waste disposal facility and anticipated increase in income from S611 charges.
3	Additional income from the sale of animals generated under the new arrangements in place and anticipated increase in income from regulatory parking activities.
4	Increase in income from the RFS Hazard Reduction grant, and new funds received for an Arts Centre project and set up costs for the Emergency Services Property levy.
5	Variations in employee costs due to staff vacancies which in some case have been transferred to fund contract staff and other projects.
6	Funding of contracted positions due to staff vacancies, new contracted sport & recreation and hazard reduction projects and the replacement of outdoor staff uniforms.
7	Funding required for unanticipated legal costs.
8	Additional funds required to employ consultants to assist in the development of the Arts Centre capital expansion proposal, to conduct an employee opinion survey and a Section 149 process audit.
9	Various increases and decreases across a number of areas, the major items including the transfer of funds from salary savings to fund hired personnel, and provision of funding to conduct the bi-election.

## 8.9 Quarterly Budget Review Statement As At 31 December 2016

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

## Campbelltown City Council

## Capital Budget Review Statement

Budget review for the quarter ended 31 December 2016

## Capital Budget - Council Consolidated

	Original Budget 2016/17	Approved Changes				Revised Budget 2016/17	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
<b>((\$000's))</b>										
<b>Capital Expenditure</b>										
New Assets										
- Land & Buildings	332	1,688	-	-	-	2,020	9	1	2,029	10
Renewal Assets (Replacement)										
- Plant & Equipment	2,904	-	-	-	-	2,904	-	-	2,904	1,431
- Office Equipment/Furniture & Fittings	243	604	50	35	-	932	14	2	946	336
- Land & Buildings	3,666	4,196	160	(13)	-	8,009	191	3	8,200	2,500
- Roads, Bridges, Footpaths	13,477	3,984	286	5	-	17,752	-	-	17,752	11,687
- Stormwater/Drainage	100	665	189	-	-	954	-	-	954	172
- Other Assets	280	-	-	-	-	280	-	-	280	112
Loan Repayments (Principal)	3,743	-	-	-	-	3,743	-	-	3,743	2,138
<b>Total Capital Expenditure</b>	<b>24,745</b>	<b>11,137</b>	<b>685</b>	<b>27</b>	<b>-</b>	<b>36,594</b>	<b>214</b>	<b>-</b>	<b>36,808</b>	<b>18,386</b>
<b>Capital Funding</b>										
Rates & Other Untied Funding	20,090	-	266	(64,973)	-	(44,617)	214	4	(44,403)	(52,778)
Capital Grants & Contributions	1,279	3,610	232	-	-	5,121	-	-	5,121	6,160
Reserves:										
- External Restrictions/Reserves	-	1,575	-	-	-	1,575	-	-	1,575	(1,741)
- Internal Restrictions/Reserves	2,102	5,952	187	-	-	8,241	-	-	8,241	140
New Loans	-	-	-	-	-	-	-	-	-	-
Receipts from Sale of Assets										
- Plant & Equipment	1,268	-	-	-	-	1,268	-	-	1,268	619
- Land & Buildings	-	-	-	65,000	-	65,000	-	-	65,000	65,983
- Other Assets	6	-	-	-	-	6	-	-	6	3
<b>Total Capital Funding</b>	<b>24,745</b>	<b>11,137</b>	<b>685</b>	<b>27</b>	<b>-</b>	<b>36,594</b>	<b>214</b>	<b>-</b>	<b>36,808</b>	<b>18,386</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/16 and should be read in conjunction with the total QBRs report

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

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1 Contract work on Council property, including Sport & Recreation projects.

2 Purchase of new equipment for the incoming Council.

3 Transfer of funds from operational budgets to complete capital works at the animal management facility and environmental projects, and the replacement of plant & equipment at the sanitary facility.

4 Reconciliation of untied funds as a result of capital movements utilised to fund capital works.

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8.9 Quarterly Budget Review Statement As At 31 December 2016

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

Campbelltown City Council

**Cash & Investments Budget Review Statement**

Budget review for the quarter ended 31 December 2016

**Cash & Investments - Council Consolidated**

(\$000's)

**Externally Restricted <sup>(1)</sup>**

Stormwater Management  
Specific Purpose Grants  
Specific Purpose Contributions  
Developer Contributions - S94  
Developer Contributions - Other  
Domestic Waste Management  
Self Insurance Workers Compensation Claims  
**Total Externally Restricted**

(1) Funds that must be spent for a specific purpose

**Internally Restricted <sup>(2)</sup>**

Property Development  
Committed Works  
Self Insurance Workers Compensation Claims  
Replacement of Plant and Vehicles  
Committed Works funded by Loans  
Employee Leave Entitlements  
Environmental Sustainability  
Asset Replacement  
Infrastructure Replacement Fund  
Olympic Ambassador  
Insurance Claims - Excess  
Local Government Elections  
Other  
**Total Internally Restricted**

(2) Funds that Council has earmarked for a specific purpose

**Unrestricted (ie. available after the above Restrictions)**

**Total Cash & Investments**

	Opening Balance 2016/17	Movement in Reserves		Current Balance 2016/17	Projected Movement Dec Qtr	Notes Year End Balance	Actual YTD figures
		Income/ Expenses	Transfers to/from				
			Works in Kind				
	746	-	-	746	-	746	746
	4,004	-	(181)	3,823	(1,000)	2,823	3,823
	3,976	-	(6)	3,970	-	3,970	3,970
	11,572	2,390	(678)	13,284	-	13,284	13,284
	1,199	-	-	1,199	-	1,199	1,199
	4,201	-	-	4,201	-	4,201	4,201
	3,870	-	-	3,870	-	3,870	3,870
	<b>29,568</b>	<b>2,390</b>	<b>(865)</b>	<b>31,092</b>	<b>(1,000)</b>	<b>30,092</b>	<b>31,092</b>
	13,960	-	64,883	78,843	-	78,843	78,843
	5,454	-	(856)	4,598	(1,000)	3,598	4,598
	1,510	-	-	1,510	-	1,510	1,510
	3,620	-	381	4,001	(1,000)	3,001	4,001
	2,504	-	(20)	2,484	-	2,484	2,484
	10,577	-	-	10,577	-	10,577	10,577
	390	-	(53)	337	-	337	337
	5,535	-	1,034	6,569	-	6,569	6,569
	25,457	-	1,622	27,079	-	27,079	27,079
	105	-	5	110	-	110	110
	5,136	-	746	5,882	-	5,882	5,882
	639	-	200	839	(600)	239	839
	130	-	-	130	-	130	130
	<b>75,017</b>	<b>-</b>	<b>67,943</b>	<b>142,960</b>	<b>(2,600)</b>	<b>140,360</b>	<b>142,960</b>
	14,132	-	-	20,336	-	20,336	20,336
	<b>118,717</b>			<b>194,388</b>	<b>(3,600)</b>	<b>190,788</b>	<b>194,388</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/16 and should be read in conjunction with the total QBRs report

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

**Cash & Investments Budget Review Statement**

**Comment on Cash & Investments Position**

The recommended variations and projected position will not impact on Council's management plan.

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$194,388,482.

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.  
The date of completion of this bank reconciliation is 31/12/16

**Reconciliation Status**

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

**\$ 000's**

Cash at Bank (as per bank statements)		5,466,957
Investments on Hand		190,882,739
less: Unpresented Cheques	(Timing Difference)	(31,221)
add: Undeposited Funds	(Timing Difference)	213,488
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	(2,143,652)
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	171
less: Unidentified Deposits (not yet actioned)	(Require Investigation)	-
add: Unidentified Outflows (not yet actioned)	(Require Investigation)	-
<b>Reconciled Cash at Bank &amp; Investments</b>		<b>194,388,482</b>
<b>Balance as per Review Statement:</b>		<b>194,388,482</b>
Difference:		-

**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

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## 8.9 Quarterly Budget Review Statement As At 31 December 2016

# Quarterly Budget Review Statement for the period 01/10/16 to 31/12/16

Campbelltown City Council

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

Budget review for the quarter ended 31 December 2016

(\$000's)	Current Projection		Original Budget	Actuals	
	Amounts	Indicator	Budget	Prior Periods	
	16/17	16/17	16/17	15/16	14/15

NSW Local Government Industry Key Performance Indicators (OLG):

<b>1. Operating Performance</b>					
Operating Revenue (excl. Capital) - Operating Expenses	-4,792		0.2 %	9.7 %	4.9 %
Operating Revenue (excl. Capital Grants & Contributions)	149,324	-3.2 %			

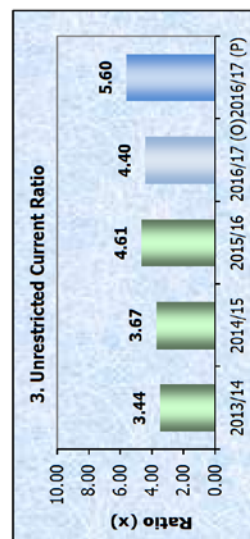
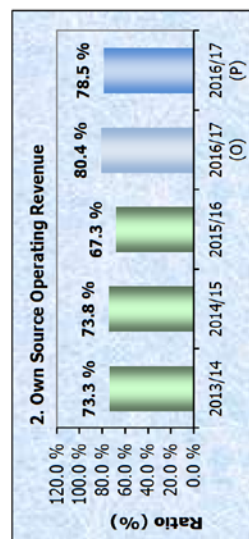
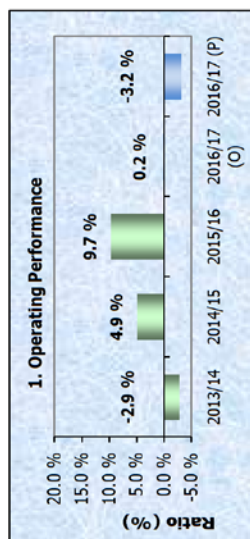
This ratio measures Council's achievement of containing operating expenditure within operating revenue.

<b>2. Own Source Operating Revenue</b>					
Operating Revenue (excl. ALL Grants & Contributions)	121,201	78.5 %	80.4 %	67.3 %	73.8 %
Total Operating Revenue (incl. Capital Grants & Cont)	154,459				

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants &amp; contributions.

<b>3. Unrestricted Current Ratio</b>					
Current Assets less all External Restrictions	140,000	5.60	4.40	4.61	3.67
Current Liabilities less Specific Purpose Liabilities	25,000				

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

Campbelltown City Council

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

Budget review for the quarter ended 31 December 2016

(\$'000's)	Current Projection		Original Budget	Actuals	
	Amounts	Indicator		Prior Periods	
	16/17	16/17	16/17	15/16	14/15

NSW Local Government Industry Key Performance Indicators (OLG):

<b>4. Debt Service Cover Ratio</b>					
Operating Result before Interest & Dep. exp (EBITDA)	18,994		5.38	7.29	5.49
Principal Repayments + Borrowing Interest Costs	4,485	4.24			

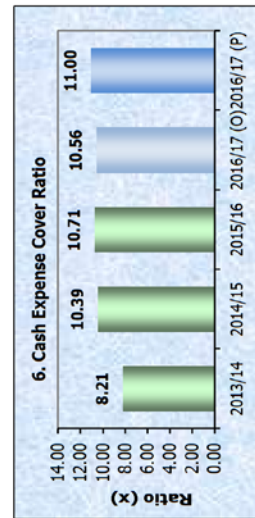
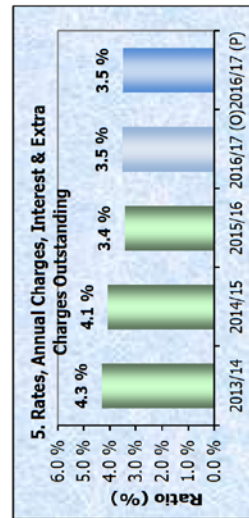
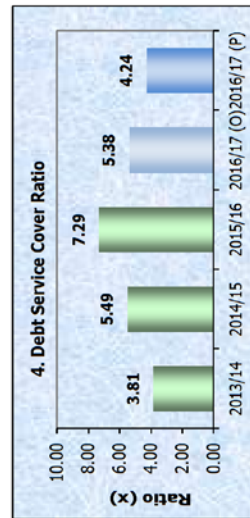
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.

<b>5. Rates, Annual Charges, Interest &amp; Extra Charges Outstanding</b>					
Rates, Annual & Extra Charges Outstanding	3,600		3.5 %	3.4 %	4.1 %
Rates, Annual & Extra Charges Collectible	103,500				

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

<b>6. Cash Expense Cover Ratio</b>					
Current Year's Cash & Cash Equivalents (incl.Term Deposits)	165,000		10.56	10.71	10.39
Operating & financing activities Cash Flow payments	180,000	11.00			

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





## 8.9 Quarterly Budget Review Statement As At 31 December 2016

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

**Campbelltown City Council**

**Contracts Budget Review Statement**

Budget review for the quarter ended 31 December 2016

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

Contractor	Contract detail & purpose	Procurement Process Undertaken	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
<b>EXPENDITURE \$50,000 - \$150,000</b>						
JCB Construction Equipment Australia	Q16/17 Supply and Deliver Backhoe	LGP quotation	21/10/16	Until completion	Y	
<b>EXPENDITURE \$150,000 - \$300,000</b>						
Volvo Group Australia Pty Ltd	Q16/23 Supply and Deliver Crane Truck	Select quotation following tender	21/12/16	Until Completion	Y	
Kone Elevators Pty Ltd	T16/19 Lift Maintenance	Tender	01/10/16	5 years	Y	
Sydney Trucks and Machinery Centre Pty Ltd	Q16/19 Supply and Deliver 5 Cab Chassis	LGP Quotation	27/10/16	Until Completion	Y	
Sydney Trucks and Machinery Centre Pty Ltd	Q16/25 Supply and Deliver Tipper Truck	LGP Quotation	23/11/16	Until Completion	Y	
Fuji Xerox Australia Pty Ltd	Q16/24 Supply and Deliver Printer	NSW Procurement quotation	19/12/16	5 years	Y	3
<b>EXPENDITURE &gt; \$300,000</b>						
Ultimate 1 Airconditioning Pty Ltd	T16/17 HVAC	Tender	15/12/16	Until completion	Y	
Coles Supermarkets Australia Pty Ltd T/A Coles Online	T16/22 Education and Care Centre Food Supplies	Tender	01/12/16	Three years with two 12 month options for extension	Y	1
B.R.E.C Pty Ltd / Preferred Flooring S R Flooring Australia Pty Ltd	T16/20 Floor Coverings	Tender	01/11/16	Two years with the option of two 12 month extensions	Y	2

**Notes:**

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

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Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

**Contracts Budget Review Statement**

**Comments & Explanations relating to Contractors Listing**

**Notes Details**

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1 Contract price is per services only therefore contract value is an estimation only.

2 Contract price is per service, distributed amongst the panel therefore contract value is an estimation only.

3 Price is based on purchase plus per print therefore contract value is an estimation only.

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Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/16 to 31/12/16

**Consultancy & Legal Expenses Budget Review Statement**

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	806,006	Y
Legal Fees	479,459	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD figure but not budgeted includes:

**Details**

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## **8.10 New Population Forecast for the Campbelltown Local Government Area**

### **Division**

City Growth and Economy

### **Reporting Officer**

Director City Growth and Economy

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### **Attachments**

Campbelltown City Council – Campbelltown City Population and Household Forecasts 2011 to 2036 (distributed under separate cover due to size of document).

### **Purpose**

To advise Council of the new population forecast that has been prepared for the Campbelltown Local Government Area (LGA) and to seek Council's endorsement of this forecast as the official base data to inform future planning for the organisation and the City.

### **History**

The consultants .id the population experts (also known as .id informed decisions) are a team of demographers, statisticians, population forecasters, Census data experts and housing analysts who specialise in converting data into useable information.

Council has worked closely with .id for over ten years to develop and provide demographic and statistical information about the LGA, including a community profile, community atlas, economic profile and population and housing forecasts. This information is updated regularly and provided on Council's website for use by both internal and external customers. .id provides a number of data sets:

1. the population forecast (forecast .id), which is the subject of this report, outlines the factors driving local population change and forecasts how the population, age structure and household types will change between now and 2036.
  2. the community profile (profile .id) uses Census data to identify the characteristics of a local community and how it is changing.
  3. the community atlas (atlas .id) is a companion to the community profile and provides Census data via themed thematic maps which show how target populations are distributed across a local government area.
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4. the economic profile (economy .id) which is a detailed economic profile of the local government area that provides details about local employment and business.

## Report

The population forecast for Campbelltown (which had last been updated in March 2015) required a detailed review to take account of the significant predicted population growth that is expected to occur in the Campbelltown LGA. The vast majority of the anticipated growth is expected to occur as a consequence of strategic policy directions and other decisions made by the NSW Government:

- the Draft Glenfield to Macarthur Corridor Strategy (Draft GMCS) released for public comment in July 2015
- the Greater Macarthur Land Release Investigation Area (Draft GMLRI) released for public comment in September 2015
- the sale of approximately 140 hectares of land at the Hurlstone Agricultural High School site at Glenfield (announced in November 2015)
- the Greater Macarthur Priority Growth Area (announced in July 2016), which incorporates the areas subject to the three actions listed above
- various Urban Renewal Projects across the City
- current Planning Proposals that will result in the creation of additional dwellings
- urban infill policies that allow the redevelopment of established areas at higher densities (subject to being permissible under a Local Environmental Plan)
- NSW policies that allow secondary dwellings in new and established areas.

The forecast estimates the current population in 2017 to be 162,902 persons and the population in 2036 to be 273,541 persons – a projected change (increase) of 67.92 per cent.

A summary forecast of the population, households and dwellings for the Campbelltown LGA to 2036 is provided in the following table.

### Forecast population, households and dwellings

Campbelltown City	Forecast year					
Summary	2011	2016	2021	2026	2031	2036
Population	151,213	160,041	179,749	210,922	242,572	273,541
Change in population (5yrs)	—	8,828	19,708	31,173	31,650	30,969
Average annual change	—	1.14%	2.35%	3.25%	2.84%	2.43%
Households	50,691	54,435	61,676	72,217	83,149	93,629
Average household size	2.96	2.91	2.89	2.90	2.90	2.90
Population in non private dwellings	1,354	1,524	1,550	1,586	1,610	1,622
Dwellings	51,918	55,341	62,913	73,862	85,073	95,749
Dwelling occupancy rate	97.64	98.36	98.03	97.77	97.74	97.79

Population and household forecasts, 2011 to 2036, prepared by .id, the population experts, January 2017.

Tables showing more detailed analysis of overall projected growth across the LGA and projected growth in different parts of the LGA are provided in attachment 1.

The new projections provide Council with a rigorous evidence base for decision-making and strategic planning for both the organisation and the LGA. It is considered that the new data will enable Council to:

- build confidence in decision making
- provide a trusted evidence base for strategic planning
- better allocate resources when and where they are most needed
- better manage assets to meet changing demands
- minimise spending on research projects (as one set of data will be available for all consultants)
- deliver consistent figures in reports and information
- enhance funding requests with reliable evidence
- successfully advocate for the community
- support businesses and investment by providing free access to the information.

It is considered appropriate for the new forecast data for population, households and dwellings (as amended by .id the population experts from time to time) to be adopted as a standard across the organisation for use in any reports, studies, strategies or any other work that requires population related data. Council's endorsement of this data as a corporate standard is sought.

### **Officer's Recommendation**

That Council note the population forecasts prepared by .id the population experts in January 2017 (and any updates made thereto over time) as the corporate standard to be used in any reports, studies, strategies or other work that requires population related data.

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## **8.11 Six Monthly Progress Report against the Delivery Program July to December 2016**

### **Division**

City Growth and Economy

### **Reporting Officer**

Executive Manager City Growth and Strategy

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### **Attachments**

Campbelltown City Council Six Monthly Progress Report against the 2012-2016 Delivery Program, July to December 2016 (distributed under separate cover due to size of document).

### **Purpose**

To advise Council of the progress in undertaking the principle activities outlined in the 2012-2016 Delivery Program.

### **History**

It is a requirement of the *Local Government Act 1993*, that Council receive a progress report on the principle activities outlined in the 2012-2016 Delivery Program.

### **Report**

In 2012 Council adopted the 2012-2016 Delivery Program. The Delivery Program outlines the objectives, strategies, services and functions, programs of work and activities that Council will undertake during 2012-2016.

This report provides an update on the progress of the principle activities outlined in the Delivery Program. The principle activities of Council are defined as the services and functions it provides to the community. It is required to indicate Council's progress towards meeting the community vision.

The actions within each strategy contribute towards Councils achievement of the community vision through its operations.

### **Officer's Recommendation**

That the information be noted.

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**9. QUESTIONS WITH NOTICE**

Nil at time of print.

**10. RESCISSION MOTION**

**No rescission motion this round**

**11. NOTICE OF MOTION**

**No notice of motion this round**

**12. URGENT GENERAL BUSINESS**

**No reports this round**

**13. PRESENTATIONS BY COUNCILLORS**

**14. CONFIDENTIAL REPORTS FROM OFFICERS**

**No reports this round**

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