

# 2018

CAMPBELLTOWN CITY COUNCIL

ORDINARY BUSINESS PAPER



13 February



06 February 2018

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

Lindy Deitz  
General Manager

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## **1. ACKNOWLEDGEMENT OF LAND**

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

## **2. APOLOGIES**

Nil at time of print.



### **3. CONFIRMATION OF MINUTES**

#### **3.1 Minutes of the Ordinary Meeting of Council held 12 December 2017**

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

That the Minutes of the Ordinary Meeting of Council held 12 December 2017, copies of which have been circulated to each Councillor, be taken as read and confirmed.

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##### **Report**

That the Minutes of the Ordinary Meeting of Council held 12 December 2017 are presented to Council for confirmation.

##### **Attachments**

1. Minutes of the Ordinary Meeting of Council held 12 December 2017 (contained within this report)

# CAMPBELLTOWN CITY COUNCIL

## Minutes Summary

**Ordinary Council Meeting held at 6.30pm on Tuesday, 12 December 2017.**

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## Minutes of the Ordinary Meeting of the Campbelltown City Council held on 12 December 2017

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**Present**

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

### 1. ACKNOWLEDGEMENT OF LAND

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

#### Council Prayer

The Council Prayer was presented by the General Manager.

### 2. APOLOGIES

Nil

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

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### 3. CONFIRMATION OF MINUTES

#### 3.1 Minutes of the Ordinary Meeting of Council held 28 November 2017

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

That the Minutes of the Ordinary Meeting held 28 November 2017 copies of which have been circulated to each Councillor, be taken as read and confirmed.

**339** 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**

Councillor Gilholme - Item 8.12 - Draft Planning Proposal - No 17 Percival Street, Ingleburn - Councillor Gilholme advised that the applicant is known to him and that he will leave the Chamber.

Councillor Morrison - Item 11.4 - Proposed additional bus services to benefit the community - Councillor Morrison advised that he is a business owner in the area and that he will leave the Chamber.

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

Councillor Moroney - Item 8.5 - Fitout and use of premises as a neighbourhood shop for the purpose of a liquor shop at 6/9 Bradfield Street, Leumeah - Councillor Moroney advised that he resides in the area.

Councillor Greiss - Item 11.3 - 176 St Andrews Road, Varroville - Councillor Greiss advised that he is a member of the Sydney South West Planning Panel and that he will leave the Chamber.

Councillor Lound - Item 11.3 - 176 St Andrews Road, Varroville - Councillor Lound advised that he is a member of the Sydney South West Planning Panel and that he will leave the Chamber.

Councillor Oates - Item 11.3 - 176 St Andrews Road, Varroville - Councillor Oates advised that she is an alternate member of the Sydney South West Planning Panel and that she will leave the Chamber.

##### **Other Disclosures - Nil**

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

Nil

#### **6. PETITIONS**

Nil

#### **7. CORRESPONDENCE**

Nil

## 8. REPORTS FROM OFFICERS

### 8.1 Urban Development Industry of Australia National Congress - Melbourne 2018

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

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 2018 UDIA Congress in Melbourne.

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

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### 8.2 Review of bushwalking tracks and associated facilities within the Campbelltown Local Government Area

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

That Council endorse the Review of Bushwalking Tracks and Associated Facilities within the Campbelltown Local Government Area to guide future works and funding strategies for activation of bushland areas within the Campbelltown Local Government Area.

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

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### 8.3 Georges River Recreational Trail initial scoping/feasibility report

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**Meeting Note:** Mrs Michie and Ms Makowski addressed the meeting.

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

1. That Council endorse the Georges River Recreational Trail initial Scoping Report.
2. That Council support the undertaking of a detailed feasibility study for a River Recreational Trail subject to available funding.

A Division was recorded in regard to the Resolution for Item 8.3 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers and P Lake.

Voting against the Resolution were Councillors B Moroney, W Morrison, B Thompson, G Greiss and R George.

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

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#### **8.4 Demolition of existing structures and construction of an attached dwelling development comprising three dwellings at No. 39 Euroka Street, Ingleburn**

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

1. That Council permit the requested variation to Clause 4.1C of Campbelltown Local Environmental Plan 2015 which relates to the minimum allotment size required for a dwelling.
2. That subject to recommendation 1, development application 1584/2017/DA-M for the demolition of existing structures and construction of an attached dwelling development at 39 Euroka Street, Ingleburn, be approved, subject to the conditions detailed in attachment 1 of this report.
3. That subject to recommendation 1 and 2, approval of the development application be recorded in Council's quarterly report to the Department of Planning and Environment pursuant to Circular PS 08-003.
4. That a housekeeping amendment to the Campbelltown Local Environmental Plan 2015 be prepared to facilitate the development of existing narrow lots within the R2 Low Density Residential zone for the purpose of attached dwellings, consistent with previous planning controls that were in place prior to the commencement of the Campbelltown Local Environmental Plan 2015.

A Division was recorded in regard to the Resolution for Item 8.4 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, B Moroney, W Morrison, B Thompson, G Greiss and R George.

Voting against the Resolution were Nil.

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

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### 8.5 Fitout and use of premises as a neighbourhood shop for the purpose of a liquor shop at 6/9 Bradfield Street, Leumeah

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

That the proposed development be approved for 12 months subject to the recommended conditions of consent as outlined in attachment 1 with an amendment to condition 12 to read operation of hours of 10.00am to 10.00pm.

A Division was recorded in regard to the Resolution for Item 8.5 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, B Moroney, W Morrison, G Greiss and R George.

Voting against the Resolution were Councillor B Thompson.

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

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### 8.6 Draft Amendment No 5 - Campbelltown (Sustainable City) Development Control Plan 2015

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

1. That Council endorse draft Amendment No 5 to Campbelltown (Sustainable City) Development Control Plan 2015 (contained in attachment 1) as outlined in this report for public exhibition in accordance with the *Environmental Planning and Assessment Act 1979* and associated regulation.
2. That at the conclusion of the public exhibition, a separate report be provided to Council on the outcome of the public exhibition of the draft Amendment No 5 to Campbelltown (Sustainable City) Development Control Plan 2015.

A Division was recorded in regard to the Resolution for Item 8.6 with those voting for the Motion being Councillors G Brticevic, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, B Moroney, W Morrison, G Greiss and R George.

Voting against the Resolution were Councillors M Oates and B Thompson.

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

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### **8.7 Quarterly Legal Status Report July to September 2017**

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

That the information be noted.

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

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### **8.8 Draft Section 94 Development Contributions Plan - Menangle Park**

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It was **Moved** Councillor Greiss, **Seconded** Councillor Manoto:

1. That Council endorse the draft Section 94 Development Contributions Plan - Menangle Park – November 2017.
2. That the draft Section 94 Development Contributions Plan - Menangle Park – November 2017 be placed on public exhibition for a minimum of 28 days.
3. That Council receives a further report that outlines the responses to any submissions received during the exhibition period, and seeks the lodgement of an IPART Application to assess the draft Section 94 Development Contributions Plan – Menangle Park.

A Division was recorded in regard to the Resolution for Item 8.8 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, B Moroney, W Morrison, B Thompson, G Greiss and R George.

Voting against the Resolution were Nil.

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

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## 8.9 Demolition of existing structures and construction of a boarding house containing 14 boarding rooms - No. 13 Brooks Street Macquarie Fields

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**Meeting Note:** Mr Sorenson and Mr Kitmiridis addressed the meeting.

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

That development application 2549/2017/DA-BH for the demolition of existing structures and construction of a boarding house containing 14 boarding rooms at No. 13 Brooks Street Macquarie Fields be approved, subject to the conditions detailed in attachment 1 of this report.

A Division was recorded in regard to the Resolution for Item 8.9 with those voting for the Motion being Councillors G Brticevic, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, B Moroney, W Morrison and G Greiss.

Voting against the Resolution were Councillors M Oates, B Thompson and R George.

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

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## 8.10 Use of an existing building as a secondary dwelling at No. 149A Dumaresq Street, Campbelltown

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

1. That Council allow the requested variation to Clause 22(3)(a) of State Environmental Planning Policy (Affordable Rental Housing) 2009, which relates to the total allowable floor area of dwellings and secondary dwellings.
2. That subject to recommendation No.1, development application 2401/2016/DA-U for the use of an existing building as a secondary dwelling at 149A Dumaresq Street, Campbelltown, be approved subject to the conditions detailed in attachment 1 of this report.
3. That subject to recommendations 1 and 2, approval of the development application be recorded in Council's quarterly report to the Department of Planning and Environment pursuant to Circular PS 08-003.

A Division was recorded in regard to the Resolution for Item 8.10 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, W Morrison, B Thompson, G Greiss and R George.

Voting against the Resolution were Councillors P Lake and B Moroney.

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

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### 8.11 Use of an existing building as a secondary dwelling at No. 149 Dumaresq Street, Campbelltown

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

1. That Council allow the requested variation to Clause 22(3)(a) of State Environmental Planning Policy (Affordable Rental Housing) 2009, which relates to the total allowable floor area of dwellings and secondary dwellings.
2. That subject to recommendation No.1, development application 2405/2016/DA-U for the use of an existing building as a secondary dwelling at 149 Dumaresq Street, Campbelltown, be approved subject to the conditions detailed in attachment 1 of this report.
3. That subject to recommendations 1 and 2, approval of the development application be recorded in Council's quarterly report to the Department of Planning and Environment pursuant to Circular PS 08-003.

A Division was recorded in regard to the Resolution for Item 8.11 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, W Morrison, B Thompson, G Greiss and R George.

Voting against the Resolution were Councillors P Lake and B Moroney.

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

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Having declared an interest in regard to Item 8.12, Councillor Gilholme left the Chamber and did not take part in debate nor vote on this item.

### **8.12 Draft Planning Proposal - No. 17 Percival Street, Ingleburn**

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

1. That Council support the draft Planning Proposal to rezone part of the land at Lot 27 DP 1096807 (17 Percival Avenue, Ingleburn) from RE1 - Public Recreation to R2 Low Density Residential.
2. That Council forward the draft Planning Proposal (refer to attachment 3) to the Department of Planning and Environment for a Gateway Determination.
3. That subject to no major issues raised by the Gateway Determination, Council proceed to public exhibition of the draft Planning Proposal.
4. That Council request that the Gateway Determination from the Department of Planning and Environment only require the public exhibition be for a period be 14 days.
5. That Council request delegation from the Department of Planning and Environment to allow Council to finalise the draft Planning Proposal.
6. That subject to no objections being received as a result of the public exhibition, Council proceed to finalising the draft Planning Proposal.
7. That Council advise the owner of the subject land of the resolution.

A Division was recorded in regard to the Resolution for Item 8.12 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, M Chivers, P Lake, B Moroney, W Morrison, B Thompson, G Greiss and R George.

Voting against the Resolution were Nil.

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

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At the conclusion of the discussion regarding Item 8.12, Councillor Gilholme returned to the Chamber for the remainder of the meeting.

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### 8.13 Evaluation of the Macarthur Night Food Markets Pilot

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

1. That Council continue the Macarthur Night Markets as a permanent bi-monthly event, subject to development consent and annual review.
2. That Council continue with the operating model utilised for the pilot, with Council as host and an experienced market operator as operator.
3. That Council pursue a formal procurement process for a market operator to enter into a contract for operation of the night markets, subject to development consent and annual review.
4. That Council extend the existing contract with Eat Shop Love to April 2018 to enable the markets to continue until finalisation of the procurement process.
5. That Council officers work with the market operator to develop a program to build capacity of interested local food businesses to operate successfully in a market setting, as well as make improvements as suggested through community feedback.
6. That Council officers, in partnership with the market operator, undertake annual evaluation of night markets, including but not limited to customer satisfaction, attendance, vendor satisfaction, and ongoing financial feasibility.
7. That a report be presented to Council in early 2018 to propose a new market pilot in a further location within the Local Government Area.

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

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## 8.14 Campbelltown Bicentenary 2020

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**Meeting Note:** Mr Bellman addressed the meeting.

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

1. That Council adopt the high level project plan for Campbelltown Bicentenary 2020 for project establishment in January 2018.
2. That a report be presented to Council in March 2018 outlining the proposed:
  - a. project governance structure, including external and internal working groups
  - b. community and stakeholder engagement to prepare for the commemoration of the City's Bicentenary 2020.
3. That resourcing for the planning phase of Bicentenary 2020 be considered as part of the budget planning process for the 2018-2019 budget.

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

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## 8.15 Feasibility of Murals on Silos on Appin Road

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

1. That Council write to the Minister for Roads, Maritime and Freight requesting formal owner's consent to undertake further feasibility regarding potential artworks on the historic silos on Appin Road.
2. That the letter to the Minister for Roads, Maritime and Freight request copies of previous engineering and heritage reports of the silos.
3. That a further report be presented to Council following outcomes of discussions with the Roads and Maritime Services.
4. That the Appin Road Silos Project and other opportunities for public art on existing structures be considered as part of the development of the city wide Cultural Plan being undertaken in early 2018.

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

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**8.16 A metropolis of three cities - the draft Greater Sydney Region Plan**

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

1. That Council note the information regarding the draft Greater Sydney Region Plan.
2. That Council endorse the preparation of one combined submission to the Greater Sydney Commission by the 15 December 2017 concerning the draft Greater Sydney Region Plan and the draft Western Sydney District Plan, consistent with the issues, suggestions, and other items raised in the Officers' reports at Item 8.16 and Item 8.17 on this Business Paper.
3. That the submission referred to as Item 1 above express Council's support to work in partnership with the Commission to maximise the opportunities that these draft plans present for the City of Campbelltown to make a valuable economic, social and environmental contribution to the future growth, liveability and resilience of metropolitan Sydney.
4. That Council request a meeting between the Mayor and the General Manager with the Minister for Planning, the Chief Commissioner of the Greater Sydney Commission, the CEO of the Greater Sydney Commission and the Secretary of the Department of Planning and Environment to discuss Council's submission.
5. That Council refer copies of Council's submission to local members of State and Federal Parliament seeking support for Council's position.

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

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## 8.17 Draft Western City District Plan

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

1. That Council note the information regarding the draft Western City District Plan.
2. That Council endorse the preparation of one combined submission to the Greater Sydney Commission by the 15 December 2017 concerning the draft Greater Sydney Region Plan and the draft Western Sydney District Plan, consistent with the issues, suggestions, and other items raised in the Officers' reports at Item 8.16 and Item 8.17 on this Business Paper.
3. That the submission referred to as Item 1 above express Council's support to work in partnership with the Commission to maximise the opportunities that these draft plans present for the City of Campbelltown to make a valuable economic, social and environmental contribution to the future growth, liveability and resilience of metropolitan Sydney.
4. That Council request a meeting between the Mayor and the General Manager with the Minister for Planning, the Chief Commissioner of the Greater Sydney Commission, the CEO of the Greater Sydney Commission and the Secretary of the Department of Planning and Environment to discuss Council's submission.
5. That Council refer copies of Council's submission to local members of State and Federal Parliament seeking support for Council's position.

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

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## 9. QUESTIONS WITH NOTICE

Nil

## 10. RESCISSION MOTION

Nil

## 11. NOTICE OF MOTION

### 11.1 Vardy's Estate Silos - Menangle Park

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

1. That a report be presented investigating the feasibility and funding options to use the silos known as Vardy's Estate on the eastern side of Menangle Road, Menangle Park for art work associated with the use of Menangle Park by the Defence Forces during the first (Beersheba) and second world wars.
2. That discussions be commenced with the Dahua Group for the preservation of the silos as a heritage listed item. The silos could be used for parklands incorporating and commemorating Menangle Park history during both world wars as a training ground for our Defence Forces. The parklands could be called Lighthorse Park commemorating Beersheba.

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

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## 11.2 Proposed Jacaranda Lane - Campbelltown

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

1. That a report be presented to Council investigating an area in Campbelltown where Jacaranda trees can be planted contiguously and prominently on both sides of the street or road, including the median strip if possible with a minimum of 45 trees should there be a median strip or 50 trees if just both sides of the road.
2. That Council maintain the name of the street however the section where the Jacaranda trees are planted to be called Jacaranda Lane with appropriate signage and/or markings at both ends of the said lane.
3. That it is noted that there is a Jacaranda Avenue in Bradbury and that several Jacaranda trees are already evident in Campbelltown. However, the trees along Jacaranda Avenue are no longer prominent.
4. That in new developments, Council collaborate with developers to include, as part of their landscaping plans, the planting of Jacaranda trees on major entry roads into the subdivision development.

A Division was recorded in regard to the Resolution for Item 11.2 with those voting for the Motion being Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, B Moroney, W Morrison and R George.

Voting against the Resolution were Councillors B Thompson and G Greiss.

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An **Amendment** was **Moved** Councillor Greiss, **Seconded** Councillor George:

That in new developments Council collaborate with developers to consider planting Jacaranda trees as part of their landscaping plan.

### LOST

A Division was recorded in regard to the Amendment for Item 11.2 with those voting for the Amendment being Councillors B Moroney, G Greiss and R George.

Voting against the Amendment were Councillors G Brticevic, M Oates, M Chowdhury, K Hunt, D Lound, R Manoto, B Gilholme, M Chivers, P Lake, W Morrison and B Thompson.

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

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Having declared an interest in regard to Item 11.3, Councillors Greiss, Lound and Oates left the Chamber and did not take part in debate nor vote on this item.

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### 11.3 176 St Andrews Road, Varroville

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**Meeting Note:** Ms Kirkby addressed the meeting.

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

That the public exhibition period for development application 3293/2017/DA-C, for construction and use of a new cemetery and parklands at 176 St Andrews Road Varroville, be extended until close of business on the 23 March 2018.

A Division was recorded in regard to the Resolution for Item 11.3 with those voting for the Motion being Councillors G Brticevic, M Chowdhury, K Hunt, R Manoto, B Gilholme, M Chivers, B Moroney, W Morrison, B Thompson and R George.

Voting against the Resolution were Councillor P Lake.

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

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At the conclusion of the discussion regarding Item 11.3, Councillors Greiss, Lound and Oates returned to the Chamber for the remainder of the meeting.

Having declared an interest in regard to Item 11.4, Councillor Morrison left the Chamber and did not take part in debate nor vote on this item.

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### 11.4 Proposed additional bus services to benefit the community

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

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

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

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At the conclusion of the discussion regarding Item 11.4, Councillor Morrison returned to the Chamber for the remainder of the meeting.

## **12. URGENT GENERAL BUSINESS**

## **13. PRESENTATIONS BY COUNCILLORS**

1. Councillor Greiss advised that he recently attended the Local Government Conference, he also noted that at the conference he was voted in as one of the Local Government NSW Board of Directors, Councillor Greiss thanked Councillors for their support. Councillor Greiss noted that it was an interesting conference and will be an interesting year ahead.
2. Councillor Greiss, wished all staff, the media and Councillors a very Merry Christmas and a Happy New Year and also passed on best wishes from Councillor Rowell. Councillor Greiss noted that we are expecting a very hot season, and wished emergency services and volunteers the very best.
3. Councillor Thompson thanked all staff for their hard work throughout the year and wished staff and Councillors a Merry Christmas and Happy New Year.
4. Councillor Morrison passed on his congratulations to Councillor Griess on his election to the Local Government NSW Board.
5. Councillor Morrison thanked the Directors for their ongoing support and hard work he also noted that it has been great to work with the Councillors throughout the year. Merry Christmas to everyone.
6. Councillor Moroney echoed the sentiments of the other Councillors to wish staff and the media a Happy Holiday Season.
7. Councillor Moroney advised that the Georges River Combined Committee recently held their Annual General Meeting and formally adopted the renaming of the Committee to Georges River Keeper Committee.
8. Councillor Moroney advised that today represents the first day of Hanukkah which is the Jewish festive season.
9. Councillor Lake wished all staff and the media a very holy and Merry Christmas.
10. Councillor Lake congratulated the Executive Group for the farewell to Paul Tosi especially the guard of honour which was a fitting farewell.
11. Councillor Lake wished Council and the Mayor all the very best for their bid to secure an A-League team for the area.
12. Councillor Chivers advised that she recently attended the Little Koalas Playgroup Christmas Party which was a combined Christmas Party with Eagle Vale and Claymore Playgroups at the Ron Moore Community Centre.
13. Councillor Chivers advised that she recently attended the Sarah Redfern Public School presentation day.

14. Councillor Chivers advised that she recently attended the Campbellfield Public School Presentation day and presented the Citizenship Award.
15. Councillor Chivers advised that she recently attended the Community Christmas Party at Rosemeadow Playing Fields which was organised by Council.
16. Councillor Chivers advised that she recently attended the Passfield Park School Graduation Awards to present HSC recipients with awards. This was a fantastic event.
17. Councillor Chivers wished all staff a Merry Christmas and Happy New Year and thanked the Executive Group for their ongoing support and assistance.
18. Councillor Gilholme advised that he recently attended the Broughton Anglican College Annual Awards Presentation.
19. Councillor Gilholme advised that he recently attended the Briar Road Public School for their annual presentation. Councillor Gilholme noted that it was fantastic to see the school celebrate indigenous culture through the singing of the National Anthem in an Aboriginal language.
20. Councillor Gilholme advised that he recently attended Kentlyn Public School for their annual presentation and noted that it was again fantastic to see the school celebrate indigenous culture through the singing of the National Anthem in an Aboriginal language.
21. Councillor Gilholme advised that he recently represented the Mayor at the Ingleburn High School Presentation day and it was amazing to see the growth of the school and learn about their Autism program.
22. Councillor Gilholme wished all staff a Merry Christmas and a Happy New Year and thanked all Councillors and the Executive Group for their support.
23. Councillor Manoto advised that he recently attended the last Citizenship Ceremony for 2017 and congratulated staff for their hard work throughout the year.
24. Councillor Manoto wished all staff a Merry Christmas and a Happy New Year.
25. Councillor Lound wished all staff a Merry Christmas and a Happy New Year and thanked the Executive Group for their support throughout the year.
26. Councillor Lound passed on his congratulations to Councillor Griess on his election to the Local Government NSW Board.
27. Councillor Lound advised that he recently attended the Minto on the Go Christmas Awards at Minto Marketplace and noted that it was a fantastic event for the community.
28. Councillor Hunt passed on her congratulations to Councillor Griess on his election to the Local Government NSW Board.

29. Councillor Hunt advised that she recently attended the St Peters Annual Presentation, and noted that it is amazing to see the talented kids in the Orchestra.
30. Councillor Hunt advised that she recently attended the Campbelltown North Public School Presentation and noted that it was amazing to see the children singing the National Anthem in the Aboriginal language.
31. Councillor Hunt advised that she recently attended the Campbelltown Performing Arts High School Annual Presentation where there was lots of singing and dancing.
32. Councillor Hunt wished all staff and Councillors a Merry Christmas and a Happy New Year and thanked the Executive Group for their support throughout the year.
33. Councillor Chowdhury advised that he recently attended the Campbelltown Golf Club at the mixed men and womens championship.
34. Councillor Chowdhury advised that he recently attended the Grange Public School Presentation Day and acknowledged the success of students and teachers.
35. Councillor Chowdhury advised that he together with a number of Councillors attended the Refugee Youth Achievement Awards.
36. Councillor Chowdhury thanked the Executive Group and all staff for their hard work and wished everyone a Merry Christmas.
37. Councillor Chowdhury passed on his congratulations to Councillor Griess on his election to the Local Government NSW Board.
38. Councillor Oates passed on her congratulations to Councillor Griess on his election to the Local Government NSW Board.
39. Councillor Oates advised that she recently represented the Mayor at the Sarah Redfern High School Presentation Day and noted that it was an emotional event.
40. Councillor Oates advised that she recently represented the Mayor at the Mary Brooksbank School Presentation and noted that it is an amazing school and was a fantastic event.
41. Councillor Oates advised that she recently represented the Mayor at the Lomandra School Presentation.
42. Councillor Oates thanked the General Manager, Mayor and the Executive Group for all of their hard work and the time they put in to make the role of a Councillor easier. Councillor Oates wished all a Merry Christmas and Happy New Year.
43. Councillor Brticevic wished all staff, the Executive Group, the media and the gallery a Merry Christmas and Happy New Year.
44. Councillor Brticevic thanked all staff for showing their respect and lined Queen Street, with a guard of honour for Paul Tosi. Councillor Brticevic thanked all staff that worked to set up the area for guard of honour, Xavier for printing the Order of Service booklets and noted that it was all greatly appreciated by the family.

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45. Councillor Brticevic passed on his congratulations to Councillor Griess on his election to the Local Government NSW Board.
  46. Councillor Brticevic passed on the best wishes of the Council to Councillor Rowell and his wife for festive season.
  47. Councillor Brticevic thanked all Councillors for their cohesiveness and hard work throughout the year. It has been great working with you all. Councillor Brticevic also thanked the General Manager and the Executive Group for their hard work to promote our City.
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## Confidentiality Recommendation

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

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.

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

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**The Ordinary Meeting of Council was adjourned at 9.29pm and reconvened as a meeting of the Confidential Committee at 9.30pm.**

## 14. CONFIDENTIAL REPORTS FROM OFFICERS

### 14.1 Council Land - Proposed Exclusivity Agreement

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

1. That Council enters into a six month Exclusivity Agreement with the entity nominated in this report, for the purposes and on the terms outlined below.
2. That all documentation be executed under the Common Seal of Council, if required.

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

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## 14.2 Lease, Shop 1 Milgate Arcade Queen Street Campbelltown

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

1. That Council enters into a new lease for Shop 1 Milgate Arcade, Queen Street, Campbelltown, based on the terms and conditions outlined in the body of the report.
2. That all documentation associated with the lease be executed under the Common Seal.

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

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## 14.3 Council Land - Proposed Exclusivity Agreement

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

1. That Council enters into a six month Exclusivity Agreement (EA) with the entity nominated in this report, to undertake investigation and due diligence for the purposes and on the terms outlined below.
2. That all documentation be executed under the Common Seal of Council, if required.

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

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## 14.4 Council Land - Proposed Development

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

1. That Council commits to the investment opportunity with the entity nominated in this report and on the terms and conditions contained within the Summary section.
2. That all documentation be executed under the Common Seal of Council, if required.

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

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## Motion

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

That the Council in accordance with Section 10 of the *Local Government Act 1993*, move to re-open the meeting to the public.

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

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**At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 9.32pm**

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## Motion

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

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

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

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There being no further business the meeting closed at 9.32pm.

Confirmed by Council on

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

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

**Pecuniary Interests**

**Non Pecuniary – Significant Interests**

**Non Pecuniary – Less than Significant Interests**

**Other Disclosures**

## **5. MAYORAL MINUTE**

### **5.1 Vale Stan Knowles MP**

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#### **Recommendation**

That a letter of condolence be forwarded to the Knowles family together with a copy of the Mayoral Minute

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It is with regret that I advise Council of the passing of Mr Stan Knowles on 30 December 2017 at the age of 86 years.

Stan was married to Marie on 11 June 1955 and had two sons, Brent and Craig.

He was the proud grandfather of Jase, Lauren, Hilary, Hamish and Lucinda, and great-grandfather of Bodhi.

Stan was educated at Burwood Primary School and Ashfield Boys High School and became a small business owner.

In his early political career, Stan was elected as Alderman of Liverpool City Council from 1976 until 1982, where he was Deputy Mayor from 1980-1982 and served on all major Council committees.

Stan was elected to the NSW Legislative Assembly on 19 September 1981 as the member for Ingleburn, and delivered his maiden speech on 10 February 1982. He served the Parliament for nine years, retiring as the Member for Macquarie Fields in 1990, and was succeeded by his son Craig at the November 1990 by-election.

He was a long-standing member of the Australian Labor Party and served on caucus committees on Local Government and Water Resources; Transport; Youth and Community Services and Consumer Affairs.

Stan was President of the Liverpool and Districts Senior Citizens Progress Committee, and Deputy Chairman of the Liverpool Bi-centennial Community Sub-Committee. He was also Convenor of Senior Citizens Week Activities from 1980-1987, and Patron of a number of sporting and social clubs throughout the Ingleburn electorate.

On behalf of Council and the community of Campbelltown, I would like to pass on our sincerest sympathy to Stan's wife Marie, his sons, Brent and Craig, and their extended families.

#### **Attachments**

Nil

**6. PETITIONS**

**7. CORRESPONDENCE**

Nil

## 8. REPORTS FROM OFFICERS

### 8.1 Alterations and additions to an existing dwelling and change of use as a church meeting hall (place of public worship), construction of a twenty space car park and associated landscaping at 161-163 Englorie Park Drive, Glen Alpine

#### Reporting Officer

Director City Development  
City Development

#### Community Strategic Plan

Objective	Strategy
4 Outcome Four: A Successful City	4.3 - Responsibly manage growth and development, with respect for the environment, heritage and character of our city

#### Officer's Recommendation

That development application 4212/2016/DA-C for alterations and additions to an existing dwelling and change of use as a church meeting hall (place of public worship), construction of a twenty space car park and associated landscaping at 161-163 Englorie Park Drive, Glen Alpine, be refused, for reasons detailed in attachment 1 of this report.

#### Purpose

To assist Council in its determination of the subject application in accordance with the provisions of the *Environmental Planning and Assessment Act 1979*.

This development application is required to be reported to Council due to the nature of the proposed development being a place of public worship and the receipt of thirty eight submissions of objection, including a petition containing 106 signatures of objection from occupants of nearby properties and objectors outside of the local government area in response to the public notification of the proposed development.

<b>Property Description</b>	161-163 Englorie Park Drive, Glen Alpine
<b>Application No</b>	4212/2016/DA-C
<b>Applicant</b>	Solutions Zane
<b>Owner</b>	Mr P. Ellis, Mr C. Quinsey and Mr K. Davis
<b>Statutory Provisions</b>	State Environmental Planning Policy 55 - Remediation of Land Greater Metropolitan Regional Environmental Plan No. 2 – Georges River Catchment Campbelltown Local Environmental Plan 2015

<b>Other Provisions</b>	Campbelltown (Sustainable City) Development Control Plan 2015 Campbelltown 2027 - Community Strategic Plan
<b>Date Received</b>	23 December 2016

## History

F/1057/1999

An application for the erection of a dwelling at 163 Englorie Park Drive was approved by Council on 28 July 1999.

1351/2014/DA-C

An application was submitted for the construction and use of a religious meeting hall, with associated car parking, front fencing and retaining wall at 161 Englorie Park Drive, Glen Alpine. The application was withdrawn by the applicant, upon the advice of Council on 30 April 2015.

## Site and Surrounding Locality

The site is legally identified as Lots 320 and 321 in Deposited Plan 879911, known as 161-163 Englorie Park Drive, Glen Alpine. The site is rectangular in shape with a north-west (front) boundary measuring 47m, north-east (side) boundary measuring 35.2m, south-east (rear) boundary measuring 44.9m and south-west (side) boundary measuring 36.8m. The site has an area of 1636.3m<sup>2</sup> and the site falls from the south towards the north by approximately 5.5m.

The site is occupied by a single storey detached dwelling at 163 Englorie Park Drive. The adjoining lot at 161 Englorie Park Drive is currently vacant.

The subject site is adjoined by a detached dwelling to the south-west and a semi-detached dwelling to the north-east. The locality is predominantly characterised by detached low density residential development.

The site was located within a mine subsidence district at the time the application was made to Council. The applicant has submitted and obtained the approval of the mine subsidence board for the proposed development. However, the boundaries of the mine subsidence district boundaries were amended on 1 July 2017, and the property no longer falls within the Mine Subsidence District.

The property is not listed as an item of environmental heritage and is not located within a heritage conservation area.

## Proposal

The proposal includes the following works:

- alterations to the internal configuration of the existing dwelling (163 Englorie Park Drive) and use as a place of public worship, church meeting hall. The building would be comprised of a church hall, minister preparation room, male and female amenities, entry foyer and storage area.
- meetings/services are proposed to be run:
  - Monday 6.30pm to 7.00pm – 40 people, weekly meetings
  - Friday 7.15pm and 9.00pm – 70 people, one meeting per month
  - Sunday 6.00am to 7.00am - 45 people, weekly meetings

- Sunday 5.00pm to 6.30pm - 70 people, one meeting every nine weeks
- upon the vacant site (161 Englorie Park Drive), a car park would be constructed to service the parking requirements of the premises with the provision of 20 car parking spaces. Additional car parking in the form of one accessible car parking space, ramp and stairs would be constructed at the rear of the existing dwelling, to provide direct access to the meeting hall and an additional car parking space at the front of the existing dwelling and use of the existing garage to provide two additional car parking spaces. In total, 24 car parking spaces would be provided to service the proposed development.

Compared to the previous application (1351/2014/DA-C), the proposal seeks consent for an additional Friday service to be held monthly.

## Report

### 1. Campbelltown 2027 Community Strategic Plan

Campbelltown 2027 is the Community Strategic Plan (CSP) for the city of Campbelltown. Campbelltown 2027 addresses four key strategic outcomes that Council and other stakeholders will work to achieve:

- Outcome 1: A vibrant, liveable city
- Outcome 2: A respected and protected natural environment
- Outcome 3: A thriving, attractive city
- Outcome 4: A successful city

The proposed development is considered to be inconsistent with the outcomes and strategies of Campbelltown 2027.

### 2. Planning Provisions

#### 2.1 State Environmental Planning Policy 55 - Remediation of Land

The subject site has historically been developed/used for residential purposes and has no known history of contamination. Accordingly, land contamination is considered unlikely and no further investigation is necessary.

#### 2.2 Greater Metropolitan Regional Environmental Plan No. 2 – Georges River Catchment

The proposal is located within the Georges River Catchment and thus this policy applies. The general aims and objectives of this plan are as follows:

- a) to maintain and improve the water quality and river flows of the Georges River and its tributaries and ensure that development is managed in a manner that is in keeping with the national, state, regional and local significance of the catchment

- b) to protect and enhance the environmental quality of the catchment for the benefit of all users through the management and use of the resources in the catchment in an ecologically sustainable manner
- c) to ensure consistency with local environmental plans and also in the delivery of the principles of ecologically sustainable development in the assessment of development within the catchment where there is potential to impact adversely on groundwater and on the water quality and river flows within the Georges River or its tributaries
- d) to establish a consistent and coordinated approach to environmental planning and assessment for land along the Georges River and its tributaries and to promote integrated catchment management policies and programs in the planning and management of the catchment,
- e) (Repealed)
- f) to provide a mechanism that assists in achieving the water quality objectives and river flow objectives agreed under the Water Reform Package.

The proposal does not conflict with any of the relevant provisions of the Greater Metropolitan Regional Environmental Plan No. 2 – Georges River Catchment, and is therefore acceptable.

### 2.3 Campbelltown Local Environmental Plan 2015

The subject site is zoned R2 Low Density Residential Zone in accordance with the Campbelltown Local Environmental Plan 2015. The proposed development is defined as a place of public worship with ancillary development for a car park as follows:

**place of public worship** means a building or place used for the purpose of religious worship by a congregation or religious group, whether or not the building or place is also used for counselling, social events, instruction or religious training.

**car park** means a building or place primarily used for the purpose of parking motor vehicles, including any manoeuvring space and access thereto, whether operated for gain or not.

The proposed place of public worship is permissible within the zone, subject to development consent. Although development for a car park is prohibited in the zone it is considered ancillary to the primary use and therefore permissible.

The proposed development is considered inconsistent with the following objective of the low density residential zone:

- to enable development for purposes other than residential only if that development is compatible with the character of the living area and is of a domestic scale.

The proposed use of the site, the location of the existing building, and the proposed car park are inconsistent with the existing and expected residential character of Glen Alpine.

The Glen Alpine area is characterised by detached single or two storey dwellings, with some occurrences of dual occupancy development, similar to 159a and 159b Englorie Park Drive, which are generally two storey in height. The character is consistent with residential dwelling



development predominantly constructed in the late 1980's and 1990's, being primarily large detached homes on large allotments with substantial landscaping to the front and rear setbacks.

The proposed car park would not be consistent with residential development within the locality and the character of such a development is better suited to development within a commercial area. The size of the car parking area is not of a domestic scale and the appearance of the structure is considered to be inconsistent with the character of the area. Therefore, the development for the purpose of a place of public worship and ancillary development would not be compatible with the character of the area and inconsistent with the relevant objective of the residential zone.

The following details the assessment of the proposal in accordance with the relevant requirements of the Campbelltown Local Environmental Plan 2015.

Provision	Compliance	Comment
<b>Part 4 Principal Development Standards</b>		
4.3 Height of Buildings - 8.5m maximum	N/A	The proposed development does not increase the height of the existing building.
<b>Part 5 Miscellaneous Provisions</b>		
5.9 Preservation of trees or vegetation	Yes	The proposal does not include the removal of existing trees.
<b>Part 7 Additional local provisions</b>		
7.10 Essential Services	Yes	The existing dwelling has provision of essential services.

The proposed development demonstrates compliance with the relevant clauses of CLEP 2015. Notwithstanding, the proposal does not satisfy the objectives of the R2 low density residential zone.

#### **1.4 Campbelltown (Sustainable City) Development Control Plan 2015**

The purpose of Campbelltown (Sustainable City) Development Control Plan 2015 (SCDCP 2015) is to provide more detailed provisions to supplement the Campbelltown Local Environmental Plan 2015 (CLEP 2015).

Pursuant to Clause 79C (1) (a) (iii), Council is required to consider the relevant provisions of the applicable development control plan of the Campbelltown Local Government Area (LGA), being SCDCP 2015.

#### **Volume 1 Part 2 - Requirements Applying to All Types of Development**

The general provisions of Part 2 of the plan apply to all types of development. Compliance with the relevant provisions is discussed below:

Provision	Compliance	Comment
<b>2.2 Site Analysis</b>		
a) The development application for all development involving the construction of a building and the Torrens title subdivision of land.	Yes	The site analysis plan submitted to Council is considered to be compliant with the requirements for a Site Analysis plan in accordance with Section 2.2 of the SCDCP 2015.

<b>2.5 Landscaping</b>		
a) Landscape design shall enhance the visual character	No	The submitted plans state landscaping shall be provided to the site. However, the plans do not detail the type of landscaping provided or the proposed plant species.
b) Landscape design shall retain and enhance the existing native flora and fauna	No	
c) Landscape design shall add value to the quality and character of the streetscape.	No	
<b>2.7 Erosion and Sediment Control</b>		
a) An Erosion and Sediment Control Plan (ESCP) shall be prepared and submitted with a development application. b) Site activities planned and managed to minimise soil disturbance. c) Catch drains or diversion banks. d) Stockpiles located within the sediment control zone and not be located within an overland flow path.	Yes	Erosion and sediment control measures included on site management plan.
<b>2.8 Cut, fill and floor levels</b>		
2.8.1 Cut and Fill a) A Cut and Fill Management Plan (CFMP) shall be submitted with a development application.	No	The proposed car park requires cut and fill to service the proposed development. A cut and fill management plan has not been provided for the proposed development. This matter can be dealt with as a condition of consent.
c) Any excavation within the zone of influence of any other structure requires a dilapidation report	No	Although details of the level of excavation have not been provided, this matter can be dealt with as a condition of consent.
e) All fill shall be Virgin Excavated Natural Material (VENM).	No	Although details of the level of excavation have not been provided, this matter can be dealt with as a condition of consent.
2.8.2 Surface Water and Floor Levels	N/A	The proposal was referred to Council's Engineer who has confirmed the site is not identified as flood affected.
<b>2.10 Water Cycle Management</b>		
2.10.2 Stormwater	No	The dwelling has an existing stormwater connection. The applicant has not submitted a stormwater management plan as part of the proposed development. However, the SEE states the stormwater will be drained through a new arrestor pit, which has not been detailed on plan.
2.10.3 Stormwater Drainage	Not provided	Details with regard to stormwater

		drainage have not been provided with the application.
<b>2.12 Retaining Walls</b>		
<p>a) Any retaining wall that is not complying or exempt development shall be designed by a suitably qualified person.</p> <p>b) Retaining walls to support proposed fill requires:</p> <p>i) No filling within 2 metres of boundaries</p> <p>c) Retaining walls to support proposed cut requires:</p> <p>i) Setback 450mm from rear and side boundaries.</p> <p>d) Not alter surface flows to adjoining private land.</p> <p>e) Retaining wall wholly within the property boundary.</p>	Insufficient detail	<p>Retaining walls shown on the plans located within the property boundary are considered to be acceptable. However, the applicant has not provided details with regard to the proposed retaining walls for the proposed car park.</p> <p>The proposed replacement retaining walls to the front of the existing dwelling are considered to be acceptable.</p> <p>The plans submitted do not adequately convey the level of cut and fill for the car park. Based on the contours provided on the plans and finished level of the car park, filling is anticipated to the front of the property within 2m of the eastern side boundary.</p>
<b>2.15 Waste Management</b>		
<p>2.15.1 Waste Management Plan</p> <p>a) A detailed Waste Management Plan (WMP) shall accompany development applications for certain types of development/land uses.</p>	Yes	The applicant has submitted a waste management plan. The waste management arrangements for the construction of the proposed works are considered to be appropriate.

## Part 10 – Places of public worship

The provisions of Part 10 of the plan apply to places of public worship. Compliance with the relevant provisions of Part 10 of the plan is discussed as follows:

Provision	Compliance	Comment
<p>10.2.1 Locality Requirements</p> <p>a) Development applications for a newly proposed place of public worship or additions and alterations to an existing place of public worship shall be accompanied by a report addressing the suitability of the site, street, neighbourhood and locality for the scale and intensity of the proposed development.</p>	No	The proposed development seeks to alter an existing dwelling to a place of public worship. A separate report has not been provided to address this control.
<p>b) Places of public worship shall not be located within a 150 metre radius (as measured from the point of the main entry of the proposed place of public worship) of a brothel, or any</p>	Yes	The subject site is not located within 150m of restricted premises.

sex-services premises or restricted premises.		
c) Places of public worship on urban land shall be located a minimum of 250 metres (as measured from the point of the main entry of the proposed place of public worship) of any other approved place of public worship development.	Yes	The subject site is not located within 250m of any other place of public worship.
d) Newly proposed places of public worship located on land within a residential zone shall have a maximum capacity of 100 people at any one time.	Yes	The proposed place of public worship has a maximum capacity of 70 people.
10.2.2 Height a) Spires and similar structures shall only be permitted: i) is of appropriate height, bulk and scale; and ii) does not result in overshadowing of private open space and living rooms of adjacent residential development or the residential component of a mixed use development.	N/A	The proposal does not include any provisions for external spire type structures.
10.2.3 Acoustic and Privacy Amenity a) An acoustic report prepared by a suitably qualified person shall be submitted with all place of public worship development applications demonstrating : i) that the noise levels generated from the place of public worship, when measured over a 15 minute period, does not exceed the background noise by more than 5 dBA at the property boundary; ii) that the noise levels comply with the requirement of the <i>Protection of The Environment Operations Act 1997</i> ; and iii) ways to minimise the impacts of noise on adjoining properties.	No	An acoustic report has been submitted by Rodney Stephens Acoustics, see discussion below.
c) On-site noise generating sources including, but not limited to: i) plant rooms and equipment; ii) power supply generators; iii) air conditioning units;	No	On- site noise generation from the operation of air conditioning equipment and noise arising from the general use of the premises as a place of public worship would result in unacceptable acoustic impacts upon the surrounding

iv) pool pumps; and v) recreation areas; shall be designed and located to ensure that the noise levels generated by such facilities do not exceed 5dBa above background levels at the property boundary.		residential dwellings.
d) The use of external amplified sound including public address systems, amplified bells and amplified calls for prayers by places of public worship is prohibited.	Yes	No amplified equipment is proposed.
e) Direct views to and from neighbouring and surrounding properties shall be minimised by means including: i) appropriate building design and location of gathering areas; and  ii) the use of appropriate screening, fencing and landscaping.	Partial Compliance  No  No	The report details the construction of acoustic barriers on the boundary to screen the subject site and surrounding properties. The siting of the meeting room and car park are not considered appropriate. The location of the hall at the rear of the dwelling and the car park adjoining residential properties are in close proximity to the adjoining neighbours. Although screens and landscaping are proposed, insufficient detail is provided in the application to demonstrate whether direct views to and from surrounding properties would be ameliorated. Additional details on plans, proposed planting details and elevations of fencing/acoustic barriers are required to demonstrate privacy concerns can be mitigated.
10.2.4 Streetscape a) The design of new purpose built buildings (including facade treatments, building massing, roof design and entrance features, setbacks and landscaping) shall complement the scale of surrounding development, character and qualities of the desired streetscape.	No	The proposed additions to the existing building are not visible within the streetscape. The proposed car park structure to 161 Englorie Park Drive is required to satisfy the streetscape controls, given the visual prominence of the structure within the streetscape. The proposed car park does not complement the surrounding development and is considered to detract from the residential character and qualities of the established streetscape, which is consistently evident throughout Glen Alpine.
c) Air conditioning units and water tanks shall be screened and not visible when viewed from a public area.	N/A	Air conditioning units are not visible from the street.

d) Off street car parking areas shall be screened by means of landscaping.	No	The provision of landscaping to the front setback of the car park is not sufficient to screen the car park or mitigate the visual impact of the car park within the streetscape.
10.2.5 Fencing a) Fencing along the primary and secondary street boundaries shall: i) not be constructed of bonded sheet metal; ii) not be higher than 1.2 metres; iii) be articulated, incorporate landscape treatments and complement the design and finish of the development	N/A	No fencing to the front boundary is proposed.
b) Fencing to the rear and side boundaries shall: i) be located behind the primary and secondary street setbacks; and ii) be a maximum of 2.1 metres in height (excluding retaining walls).	No	The submitted acoustic report recommends the erection of 2m high barriers on the property boundaries. The height of the proposed barriers would increase shadow impacts to the adjoining properties. However, details have not been provided on the plans and no shadow diagrams have been provided.
c) Despite Clause 10.2.5 b) above, fencing, where applicable, shall be designed to ensure that the privacy of adjacent residential developments is maintained.	Yes	The fencing is designed to provide for acoustic privacy of adjoining neighbours.
d) Bonded sheet metal fencing shall only be permitted where all of the following criteria have been met: i) the fence is located behind a 1.5 metre deep landscaped buffer; and ii) the fence is located behind the building line of all street frontages.	No	Finish details of the screens have not been provided to Council. The proposed barriers extend beyond the front building line, which does not comply with the control.
10.2.6 Places of public worship on land located within residential zones a) Newly proposed places of public worship (whether a newly proposed building is proposed to be built or a change of use of an existing building) located on land within residential zones shall not be located on a site that: i) has an area less than 1,500	Yes	The two lots have a combined site area

sqm; ii) is within a no through road; iii) has principal vehicular access to a road where the carriageway is less than 6.5 metres; and iv) has a width less than 20 metres (measured at the front building line).	Yes Yes  Yes	that exceeds 1500m <sup>2</sup> . The site is on a through street. The carriageway to Englorie Park Drive exceeds 6.5m.  The combined site frontage is 47m.
b) For newly proposed places of public worship within residential zones, the Indoor assembly area shall have a maximum total floor area of 160sqm. For the purpose of this clause, assembly area means the total floor space area of all buildings on the site excluding the areas of offices, library, kitchens, toilets, changing rooms and residential accommodation.	Yes	The combined area of the church hall totals 163.9m <sup>2</sup> . However, as the foyer and storage areas are separated from the church hall by walls, the total area of the church hall area of 87.4m <sup>2</sup> does not exceed 160m <sup>2</sup> .
c) Any area that is immediately adjacent to the assembly area and not fully separated from the assembly area by walls, shall be included in the calculations of the assembly area including open access corridors and areas between aisles.	Yes	A partition wall separates the church hall from the foyer and storage area with doors.
d) Buildings and structures comprising places of public worship shall be setback a minimum of: i) 3 metres from any side boundary;  ii) 5.5 metres from the primary street boundary; and iii) 10 metres from the rear boundary;	No  Yes  No	The existing side setback to the western side boundary does not comply. See discussion below. The existing front setback complies.  The existing rear building setback does not comply. See discussion below.
e) Places of public worship shall not result in loss of solar access that would exceed the minimum requirements specified in clause 3.6 Solar Access.	No	The proposed acoustic barriers to the boundary will increase overshadowing to the adjoining neighbours.
f) Places of public worship shall have appropriate regard to the impact on solar access to useable private open space, windows of living areas, solar collectors and clothes drying areas of adjoining and nearby residential development.	No	The proposal seeks to use an existing single storey dwelling as a place of public worship. The overshadowing impact of the proposed acoustic barriers on the adjoining properties cannot be determined as sufficient detail of the acoustic barriers has not been provided by the applicant. See

		discussion below under point 3.
g) The operation hours of newly proposed places of public worship within residential zones shall be determined on individual merit.	No	The proposed operating hours are discussed in detail below under point 3.
10.3.1 Car Parking a) Car parking areas shall be setback a minimum of 3 metres from the front boundary and any secondary boundary.	Yes	The car park is setback 3m from the front boundary.
b) A minimum of one car parking space shall be provided for every 3.5 site users.	Yes	The proposal requires 20 car parking spaces for the maximum 70 congregants, 24 spaces are proposed.
c) Off street parking and loading shall be designed in accordance with Australian Standards 2890 (as amended), except as otherwise provided by this Plan.	Yes	The applicant has stated the car park can achieve compliance with AS2890.
d) No required car parking space shall be designed in a stacked configuration.	Yes	No stacked car parking spaces are proposed.
f) Pedestrian access shall be separated from vehicular access and car parking areas with clearly defined paths to and from the building.	No	Access to the building is via the existing driveway, or car park which is also used for vehicular access.
g) Each place of public worship shall have a maximum of one ingress and one egress driveway.	No	Single ingress and egress driveway to Englorie Park Drive.
h) The minimum width of a driveway serving a place of public worship shall be: i) 3 metres for one way traffic movement; and ii) 6 metres for two way traffic movement.	Partial Compliance	The car park to 161 Englorie Park Drive has a two way driveway, which complies. The driveway to the existing dwelling at 163 Englorie Park Drive has a 3m access for a single driveway. The applicant has not demonstrated ingress and egress in a forward motion can be achieved from the car parking spaces on the lot.
i) Driveways shall : i) be located a minimum distance of 6 metres from the tangent point of any unsignalled intersection; and ii) be sealed.	Yes  Yes	Driveways are not located near intersections.  The driveways shall be sealed.
j) Sufficient space shall be provided on site so that no vehicle shall be required to make more than a three-point turn to exit the site in a forward direction.	No	Details have not been provided for manoeuvring to the four car parking spaces to 163 Englorie Park Drive.



k) All car parking spaces shall be line marked and delineated with appropriate signage and pavement marking.	Yes	All car parking shall be line marked.
l) Development applications for places of public worship shall include a Traffic Impact Statement, prepared by a suitably qualified person addressing the following criteria: i) the existing traffic environment; ii) anticipated traffic generation from the proposed development; iii) identification of the celebrations, festivals, and the main day of the week for gathering/praying which are likely to attract larger than normal attendance at the premises, the attendance numbers associated with such events and measures to mitigate and manage their impacts upon the traffic movements within the locality; iv) the potential cumulative impact on the locality; v) the need for local traffic improvements in the locality; vi) traffic egress/ingress; and vii) sight distance and other relevant safety issues including vehicular/pedestrian movements.	Yes	The applicant has submitted a traffic assessment, prepared by Varga Traffic Planning. See discussion below.
10.3.2 Access for People with Disabilities a) Places of public worship shall comply with the minimum access requirements contained within the BCA and Australian Standard 1428 – Design for Access and Mobility (as amended).	Yes	One accessible car parking space is provided and accessible toilets.
10.4 Landscaping a) Landscaping shall be provided to a minimum of a: i) 3 metre deep strip along the primary and secondary street frontage (other than vehicle driveways); and	Yes	The plans detail landscaping shall be provided to the front setback. However, details of the species and plants and type of landscaping have not been included.

ii) 1.5 metre deep strip along the full width of side and rear setbacks.	No	The proposed development does not provide landscaping to all setbacks, particularly the western side setback.
b) Where possible, existing on-site mature vegetation shall be retained and incorporated into the development.	No	Details have not been provided for the retention of vegetation.
c) Development applications for places of public worship shall include a Landscape Plan and report, prepared by a suitably qualified person addressing the following: i) species, location, pot size and mature height of proposed planting; ii) separation from car parking spaces and driveway areas; iii) fencing height and material; and iv) enhance the visual amenity of car parking areas.	No	The landscape plan provided does not satisfy the SCDCP requirements.
d) All new landscaping associated with development for places of public worship shall maximise the incorporation of endemic species.	No	The landscape plan provided does not satisfy the SCDCP requirements.
10.5 Waste Management a) A waste minimisation management plan shall be submitted with all development applications for places of public worship.	Yes	The applicant has submitted a waste management plan in support of the proposed development.
b) The waste minimisation management plan shall include proposals for waste management on special events dates.	Yes	No special events are proposed as part of the application.
d) The waste collection area shall be located and designed to minimise amenity impacts and safety hazards for any person within the site or within adjacent private/public areas.	No	The waste storage area is not detailed on the plans.

### 3. Planning Assessment

#### Fences

The proposed acoustic barriers on the boundary have not been detailed on the proposed plans. In addition, details of the method of construction and finish of the barriers have not been included in the plans submitted to Council. Therefore, the impact of such structures cannot be assessed as part of this application. The replacement of the existing boundary fences with 2m high boundary fences would detract from the amenity of the existing

residences, with increased overshadowing to adjoining properties and where the fences extend beyond the front building line, the structures would be inconsistent with the streetscape and predominant character of the area.

### **Noise**

Concern is raised regarding the hours of operation, particularly on Sunday and the location of the development within a residential area as the development will not comply with the noise criteria outlined within the *Protection of the Environment Operations Act 1997*.

The acoustic report prepared by Rodney Stevens Acoustics states the proposal complies with noise emission criteria and the SCDGP 2015.

The report recommends the following measures to be implemented:

- double glazing to specified windows
- upgrade seals to remainder of the windows
- provision of a 2m acoustic barrier around proposed development to be located on the property boundary
- all patrons will be requested to arrive and depart in a quiet manner
- patrons to be advised that congregations outside of the building are not allowed
- no amplified music permitted on site.

The recommendations of the acoustic report have not been fully detailed on the proposed plans, particularly the proposed acoustic barriers to the boundary.

The report has adopted a shoulder period approach for the 6.00am-7.00am service on Sunday, which applies less stringent noise criteria requirements than night time periods. Such an approach is not suitable within a residential area, particularly for weekends. The report states receivers R3 and R4 have a calculated noise level of 38dBA based on a worst case scenario. The report concludes the development is likely to comply with criteria for shoulder periods, however not night time periods, identifying an exceedance of 1dBA. Given the sensitive nature of the surrounding residential area, an exceedance of the maximum permitted noise level at night time is not supported.

### **Traffic**

The traffic assessment report indicates the traffic generation is unlikely to have an unacceptable traffic impact on the road network capacity.

The report states the proposed car park can comply with AS2890-Parking facilities. However, Council's Engineer has advised that the design of the car parking does not currently comply. In addition, the report does not address the access and egress of the proposed car parking spaces at 163 Englorie Park Drive or demonstrate compliance with AS2890-Parking facilities.

### **Building Upgrade**

Due to the proposed change of use of the building, the class of the building would also change as part of the development. Although reference is provided on the plans regarding upgrades for the conversion of the dwelling, the applicant has not submitted a BCA upgrade report to address the required building upgrade to achieve compliance with the BCA. A full assessment and report is required for the proposed development with all requirements detailed in full on the plans.

**Setbacks**

The setback of the existing dwelling to the side and rear boundaries are not appropriate for the proposed development. Council's controls require a setback of 3m to side boundaries and 10m to the rear boundary. The existing dwelling provides for a side setback of 1.2m to the western side boundary and a varied setback of 4-5.6m to the rear boundary. The close proximity of the existing dwelling to the adjoining residences is not appropriate for development that is not of a residential nature. Reliance on the conversion of the existing dwelling is not suitable justification to permit development on the subject site. Therefore, it is considered that the proposed development is inappropriate for the site.

**Operating hours**

Council's controls stipulate the operating hours for a place of public worship are determined on merit. The subject application proposes operating hours of 6.00am on a Sunday morning. Council has a reasonable expectation that parishioners would arrive approximately five to fifteen minutes prior to the starting time (i.e. 5.45am). The acoustic report states the proposed development would exceed the maximum noise impact during night time periods (being prior to 7am), which would adversely affect the amenity of the surrounding residents.

As the hours of operation are determined on merit, approval of similar starting times for other places of public worship in residential zones is not necessarily indicative of operating hours that would be acceptable for the subject site. The subject site has a significant number of directly adjoining residential neighbours to the side and the rear of the property that would be adversely affected by the arrival of people in groups prior to 7.00am. The acoustic report states that the proposed development cannot comply with maximum noise level required during night time periods. Therefore, it is considered that the proposed operating hours are not acceptable for the subject site.

**Site Suitability**

The applicant has drawn comparison between the proposed development and an approved place of public worship at 6 Glen Alpine Drive, Glen Alpine. The sites and proposals share limited comparable features, other than the use of existing dwellings. The current proposal directly adjoins several residential properties, whilst the approved place of public worship meeting room has only one residential neighbour and adjoining open space to the side and rear of the property. The approved design also provides car parking to the rear of the site, which is screened from public view and does not detract from the streetscape. Whereas, the proposed development has a large open deck car park visible from the street, which would detract from the overall residential appearance of the locality and detract from the character of the streetscape.

In light of the above, it is considered that the site is not suitable for the proposed development.

**4. Public Participation**

Part 9 of Campbelltown (Sustainable City) Development Control Plan 2015 outlines Council's public participation policy in regard to Council Strategic Planning Documents (CSPDs) and Development Applications (DAs).

The policy requires applications proposing specified land uses and construction on land adjoining allotments where residential development is permissible to be publicly notified.

The application was notified to forty-three (43) nearby and adjoining land owners from 31 January 2017 for 14 days and a site notice erected on the site, in accordance with Campbelltown (Sustainable City) Development Control Plan 2015.

Thirty-eight submissions objecting to the proposal were received, including one from Mr Mike Freeland, the Federal Member for Macarthur. One petition objecting to the development with 106 signatures was also submitted. The issues raised were generally on the basis of concerns such as:

- the permissibility of the development within the zone
- unacceptable traffic and parking in local streets
- the use of the premises and operating hours
- impact on streetscape character
- noise impacts from the proposed development
- development is not in the public interest.

The merits of the matters raised in community submissions have been addressed in the body of the report with the exception of the following:

**Issue: Classification of the application**

**Response:** Concerns were also raised regarding the classification of the development as commercial by Council's development application numbering system. The classification of the development application as DA-C does not indicate the zoning or permissibility of the application.

Objectors have requested the proposal be relocated to a more appropriate zone such as industrial or commercial, so as to not affect the amenity of the residential area. Although the proposal is permitted with development consent in the R2 zone, the site is not considered suitable to support the proposed use for the purposes outlined in this report.

**Issue: Additional events**

**Response:** Concerns have been raised regarding operation outside of approved operating hours and additional events on the site. Should events be undertaken outside of approved operating hours, the operator would be in breach of consent and appropriate action may be taken by Council to remedy the breach.

**Issue: Impact on bike routes**

**Response:** Concern has been raised that the proposed development will have an adverse impact on local bike routes. It is considered that the proposed development would not affect the bike route to Englorie Park Drive, as no alteration or obstruction to the bike route is proposed as part of the development.

An objector has requested to review the traffic report. The report was made available during the exhibition of the application.

**Issue: Safety of neighbouring children**

**Response:** Several submissions raise concern for the safety of neighbouring children that reside within close proximity to the subject site due to increased number of vehicles in the vicinity of the proposed car park and additional stress and anxiety of children walking on the foot path. As addressed in this report, the proposed development would have little impact on local road networks.

**Issue: Loss of property values of surrounding properties in the immediate area, resultant from the proposed development.**

**Response:** Several objections raise concern regarding the impact of the proposed development on property values in the surrounding area. Consideration of impacts on land value is not a planning matter for consideration under Section 79(C) of the *Environmental Planning and Assessment Act 1979*.

**Issue: Existing hall is sufficient**

**Response:** One submission proposes there is a sufficient number of places of public worship within the locality and further suggests these facilities be put to better uses.

As the proposed land use is permissible in the zone, Council is required to consider the merits of the application against the relevant state and local planning controls. As detailed in this report, the SCDP provides that places of public worship should not be located within 250m of an existing place of public worship. As detailed in this report, the proposal is consistent with Council's policy.

**Issue: Proposed development inconsistent with 88B restrictions on title**

**Response:** An objector has stated the proposed development is inconsistent with the covenants on the title for the property and surrounding development. Pursuant to Clause 1.9A of the CLEP 2015, the covenants referred to have no effect in the determination by Council of this application.

**Issue: Request for site meeting with residents**

**Response:** One submission has requested a site visit with all residents be undertaken. Councillors attended a private inspection of the site in August 2017. Council has notified and assessed the development in accordance with the requirements of the SCDP 2015 and the assessing officer has undertaken a site visit. Submissions have been considered and a recommendation put to Council.

**Issue: View impact on neighbouring properties**

**Response:** An objector has raised a concern with regard to view/outlook to the subject property. The proposed outlook to the vacant property is not considered to constitute a view. Therefore, a view assessment is not considered to be necessary.

**Issue: Not notified on other application**

**Response:** An objector has raised issue with not being notified about a similar application at 6 Glen Alpine Way. The application referred to was approved several years ago.

**Issue: Not the same as 6 Glen Alpine Way**

**Response:** Objectors have raised concern about similarities between the subject application and an existing meeting room at 6 Glen Alpine Way, which share limited comparable features, other than the use of existing dwellings. The current proposal directly adjoins several residential properties, whilst the approved place of public worship meeting room has only one residential neighbour and adjoining open space to the side and rear of the property. The merits of each site are considered to be significantly different.

**Issue: Loss of amenity to surrounding residential properties**

**Response:** Several objectors raised concern regarding the impact of the proposed development on the amenity of the surrounding neighbours and locality. Amenity concerns relating to noise, traffic and the operation of the premises have been addressed elsewhere in this report.

Concerns were raised regarding the effect of the proposed development on existing lifestyle and peace. The overall amenity impact of the proposed development is not considered to be acceptable and the application is recommended for refusal.

One submission raised concern that the proposed car park would be used as a short cut between Englorie Park Drive and Claypole Street. Whilst this report does not recommend that development consent be granted, the security of private property is a matter for the landowner.

**Issue: Proposal sets a dangerous precedent**

**Response:** Objections were raised stating the proposal if approved, may set a dangerous precedent for the establishment of places of public worship elsewhere. The proposed development is permissible in the zone, subject to development consent.

**Issue: Query regarding management of premises**

**Response:** An objector has enquired as to how changes to the premises will be managed with regard to noise, the number of attendees and additional services. In the event of any approval, any modification to the number of attendees or times of services would require prior approval of Council.

**Issue: Neighbours dog barking at people in car park**

**Response:** An objector has submitted the noise from the arrival and departure of attendees to the meeting hall will result in her dogs barking. Whilst this is not a planning consideration, the proposal has not demonstrated compliance with the noise requirements of Council's SCDP.

**Issue: Previous application refused**

**Response:** Objectors state the previous application for a place of public worship on the site was refused. The application referred to was not refused, but withdrawn by the applicant.

**Issue: Request for a higher boundary fence at the rear**

**Response:** The application includes provision for the replacement of the existing fence with a 2m acoustic barrier. Although the acoustic report refers to the provision of 2m acoustic barriers on the site boundaries, further details were not provided in the application.

**Issue: Request to amend Campbelltown (Sustainable City) Development Control Plan 2015**

**Response:** An objector has requested that Council amend the Campbelltown (Sustainable City) Development Control Plan 2015 to prohibit the conversion of existing dwellings into a place of public worship. This would be a form of development prohibition which is inconsistent with the CLEP 2015.

**Issue: Concerns regarding emergency evacuation of the premises**

**Response:** An objector has raised concerns with regard to the location of the assembly area for the evacuation of the premises. Although the applicant has detailed the location on the plans, the designated area is considered too close to the building to provide a safe distance in the event of an emergency.

**5. Public Interest**

Section 79C(1)(e) of the EP&A Act requires Council to consider the public interest when determining an application.

The public interest is an overarching assessment of the benefits or otherwise that a development may have for the immediate area and/or community in general.

Having regard to the above, given the number of objections to the proposed development, the impact of the proposal on the character of the surrounding area, the inconsistency of the proposal within the zone objectives and limited benefits of the proposal to the local community, the application is not considered to be in the public interest and is not supported.

**6. Conclusion**

The development application 4212/2016/DA-C proposes alterations and additions to an existing dwelling and change of use as a church meeting hall (place of public worship), construction of a twenty space car park and associated landscaping at 161-163 Englorie Park Drive, Glen Alpine. The proposal has been assessed under Section 79C of the *Environmental Planning and Assessment Act 1979*.

The development was notified to the adjoining neighbours and publicly exhibited for a period of 14 days. Thirty-eight submissions and a petition were received in relation to the application. Given the number of submissions received to the proposed development, the application is referred to Council for determination.

The proposed conversion of the existing dwelling to a place of public worship and a vacant residential lot to a car park is not considered to be consistent with the character of the Glen Alpine area and is inconsistent with the current and envisioned future streetscape. The proposal is not considered to be a suitable use for the subject site and it is therefore recommended that the application be refused.



**Attachments**

1. Reasons for Refusal (contained within this report)
2. Site Plan (contained within this report)
3. Existing Site Plan (contained within this report)
4. Carpark Plan (contained within this report)
5. Proposed Floor Plan (distributed under separate cover)
6. Landscape Plan (contained within this report)
7. Elevations (contained within this report)
8. Elevations (contained within this report)
9. Locality Map (contained within this report)
10. Notification Plan - confidential for privacy reasons (distributed under separate cover)

## ATTACHMENT 1

### 4212/2016/DA-C

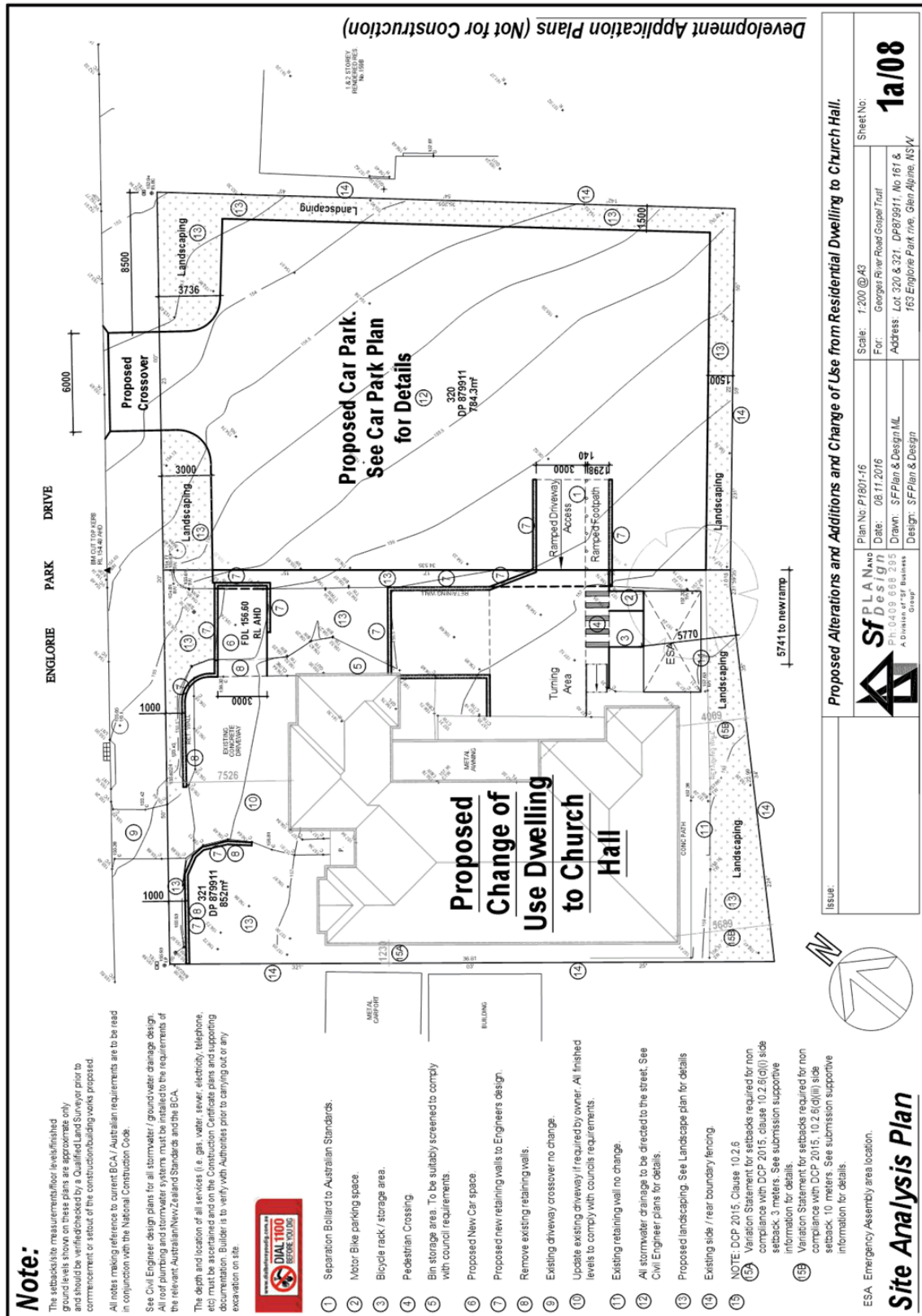
#### Recommended Reasons for Refusal

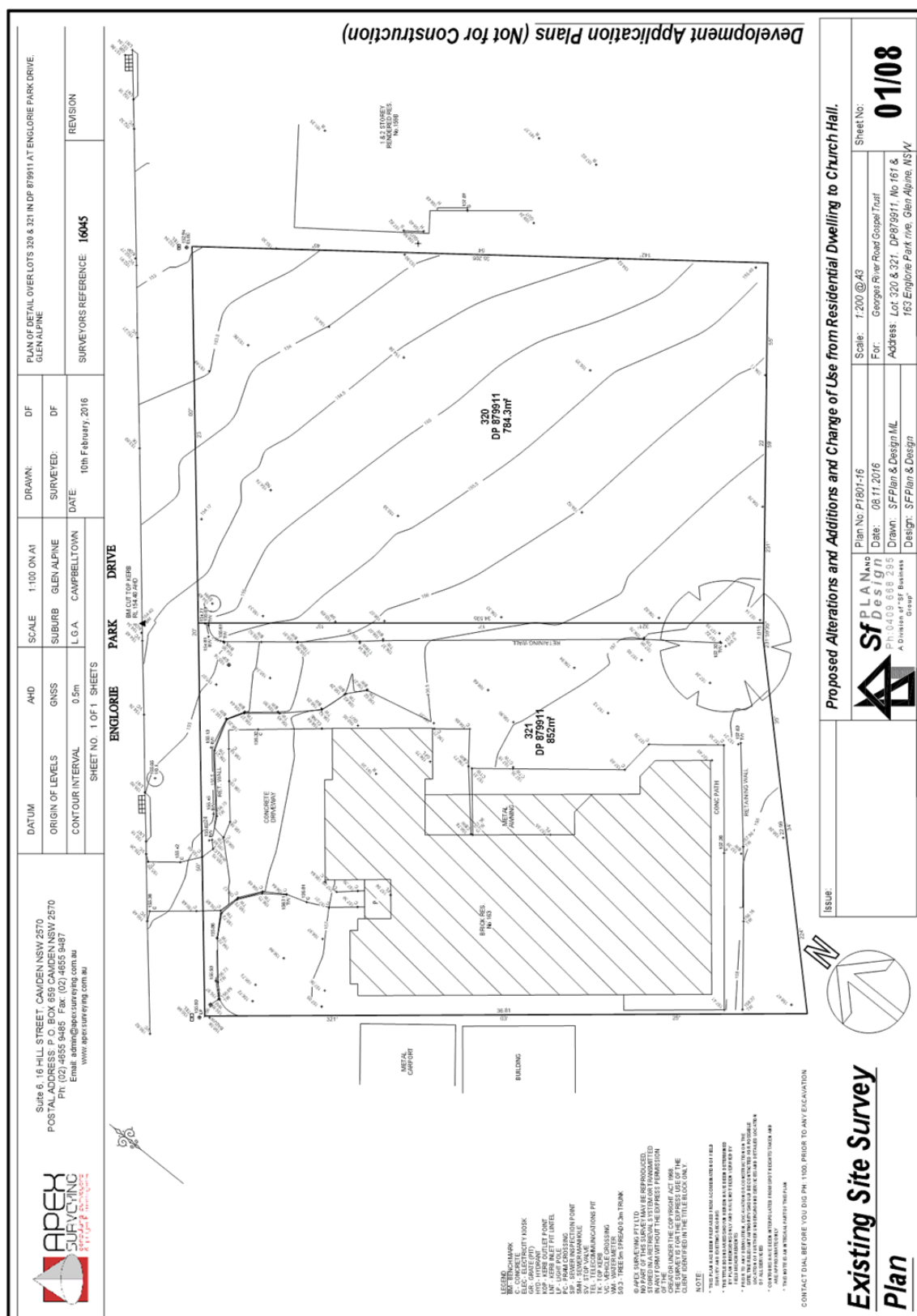
1. Pursuant to the provisions of Section 79C(1)(a)(i) of the *Environmental Planning and Assessment Act 1979*, the proposal does not satisfy the Campbelltown Local Environmental Plan (CLEP) 2015, in particular:
  - a. the proposal does not satisfy the objective (g) of the CLEP 2015 as the proposed development is not considered to be of an appropriate design and scale or add value to the local setting and streetscape.
  - b. the proposal is inconsistent with the objectives of the R2 Low Density Residential zone with regard to compatibility of the proposed development with the character of the living area and of a domestic scale.
2. Pursuant to the provisions of Section 79C(1)(a)(iii) of the *Environmental Planning and Assessment Act 1979*, the proposed development is contrary to Campbelltown (Sustainable City) Development Control Plan (SCDCP) 2015, in particular:
  - a. Volume 1 - Part 1.2;
    - i. The proposal is inconsistent with the objectives of the SCDCP 2015 and is not considered to be located on land capable of supporting the proposed development and is not considered to be development that enhances the character and quality of the natural and built environment.
  - b. Volume 2- Part 2;
    - i. As the applicant has not provided a landscape plan, cut and fill management, stormwater management plan or details of retaining walls for the proposed development.
  - c. Volume 2 - Part 10;
    - i. Section 10.2.3 as the proposed development is not considered to comply with the controls regarding maximum noise levels and has not sufficiently detailed the acoustic screening between the development and the adjoining dwellings.
    - ii. Section 10.2.4 as the proposed development does not complement the scale of the surrounding development, the car park is not appropriately screened from the street and the proposal is inconsistent with the qualities of the desired streetscape.
    - iii. Section 10.2.5 as insufficient details have been provided with regard to the replacement of the boundary fences with acoustic barriers and the issue of the appearance of such structures within the streetscape, where forward of the building line.
    - iv. Section 10.2.6 as the existing side and rear setbacks of the existing dwelling do not meet the requirements for places of public worship and the proposed operating hours are not considered to be appropriate for the subject site.
    - v. Section 10.3.1 as the development does not provide separate pedestrian access to the building and details for manoeuvring to car parking spaces are not considered to comply.
    - vi. Section 10.4 as the proposal does not comply with the landscaping requirements to the side setbacks and the landscape plan provided is insufficient in detail.
3. Pursuant to the provisions of Section 79C(1)(a)(iv) of the *Environmental Planning and Assessment Act 1979*, as the proposal does not satisfy Schedule 1, Part 2 of the

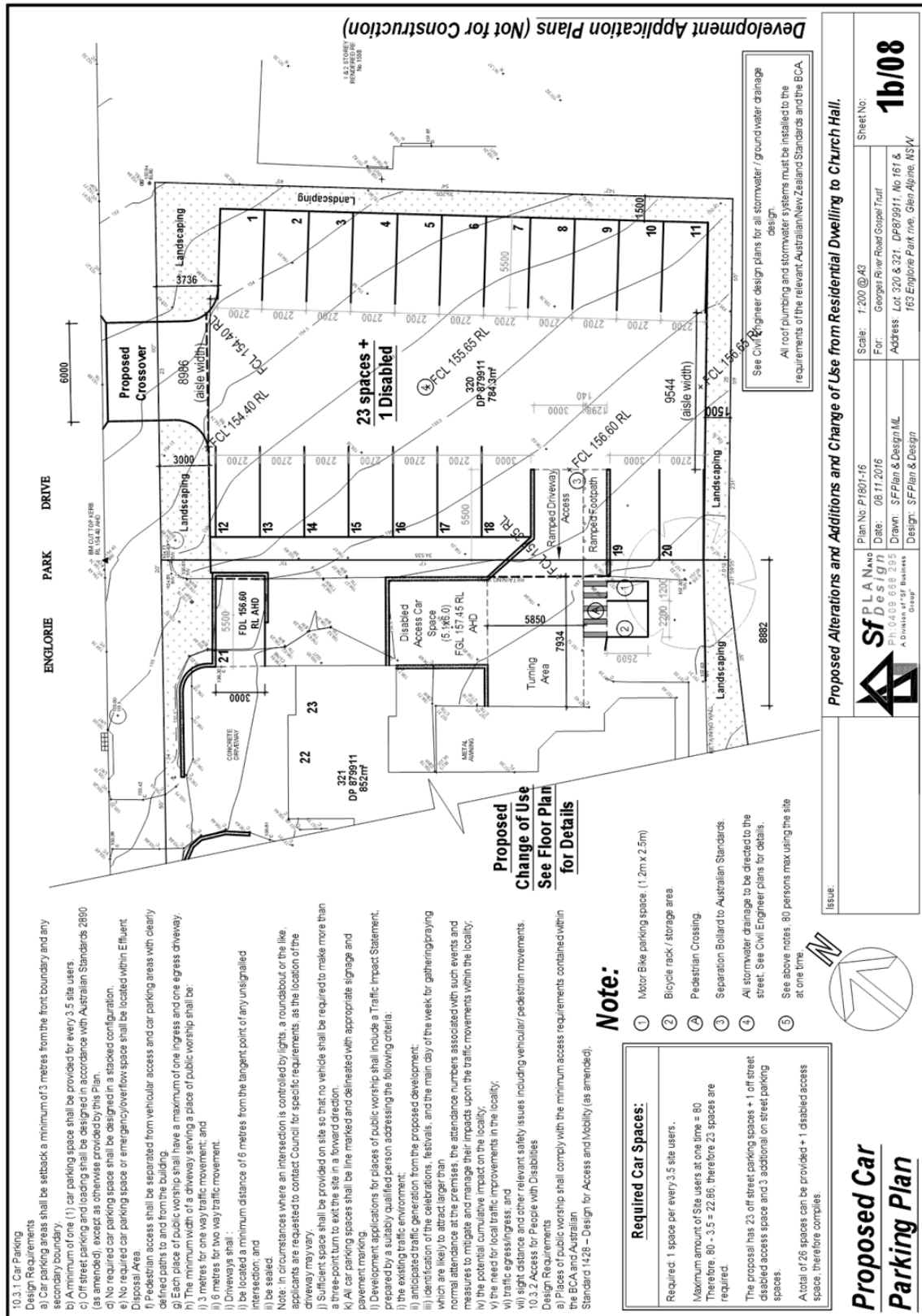
*Environmental Planning and Assessment Regulation 2000*, as insufficient documentation has been provided to properly assess the application.

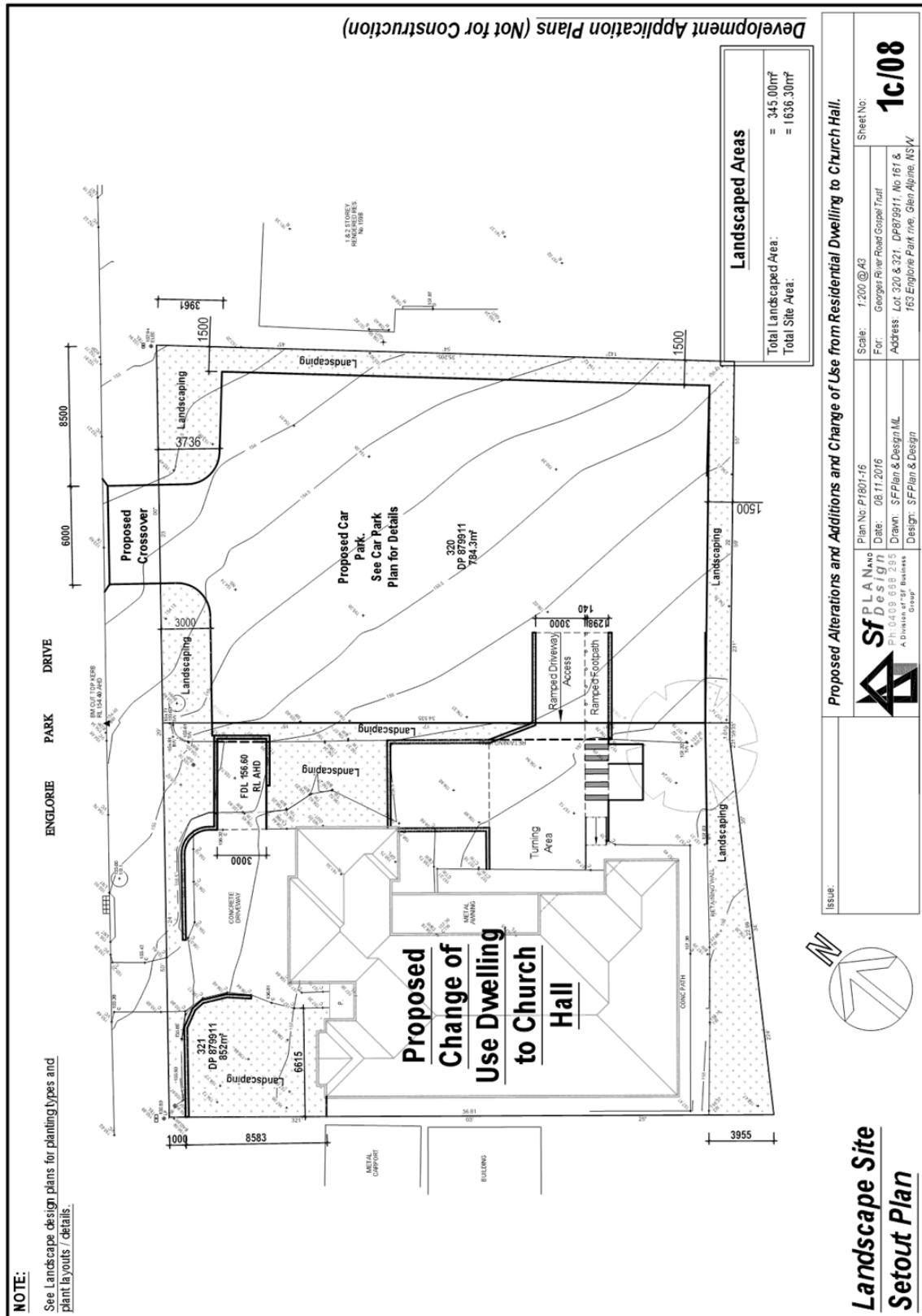
4. Pursuant to the provisions of Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979*, the proposed development fails to demonstrate the acceptable disposal of stormwater from the subject property.
5. Pursuant to the provisions of Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979*, the proposal will have an adverse environmental impact in the locality with regard to an undesirable and unacceptable impact on the streetscape, will adversely affect the surrounding residences with regard to noise and would adversely impact upon the amenity of the locality and surrounding built environment.
6. Pursuant to the provisions of Section 79C(1)(c) of the *Environmental Planning and Assessment Act 1979*, the development is inconsistent with the local area and the operation of the premises will result in adverse amenity impacts upon the surrounding residents and is therefore considered unsuitable for the site.
7. Pursuant to the provisions of Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, it is considered that in the circumstances of the case, approval of the development would set an undesirable precedent for similar inappropriate development and is therefore not in the public interest.

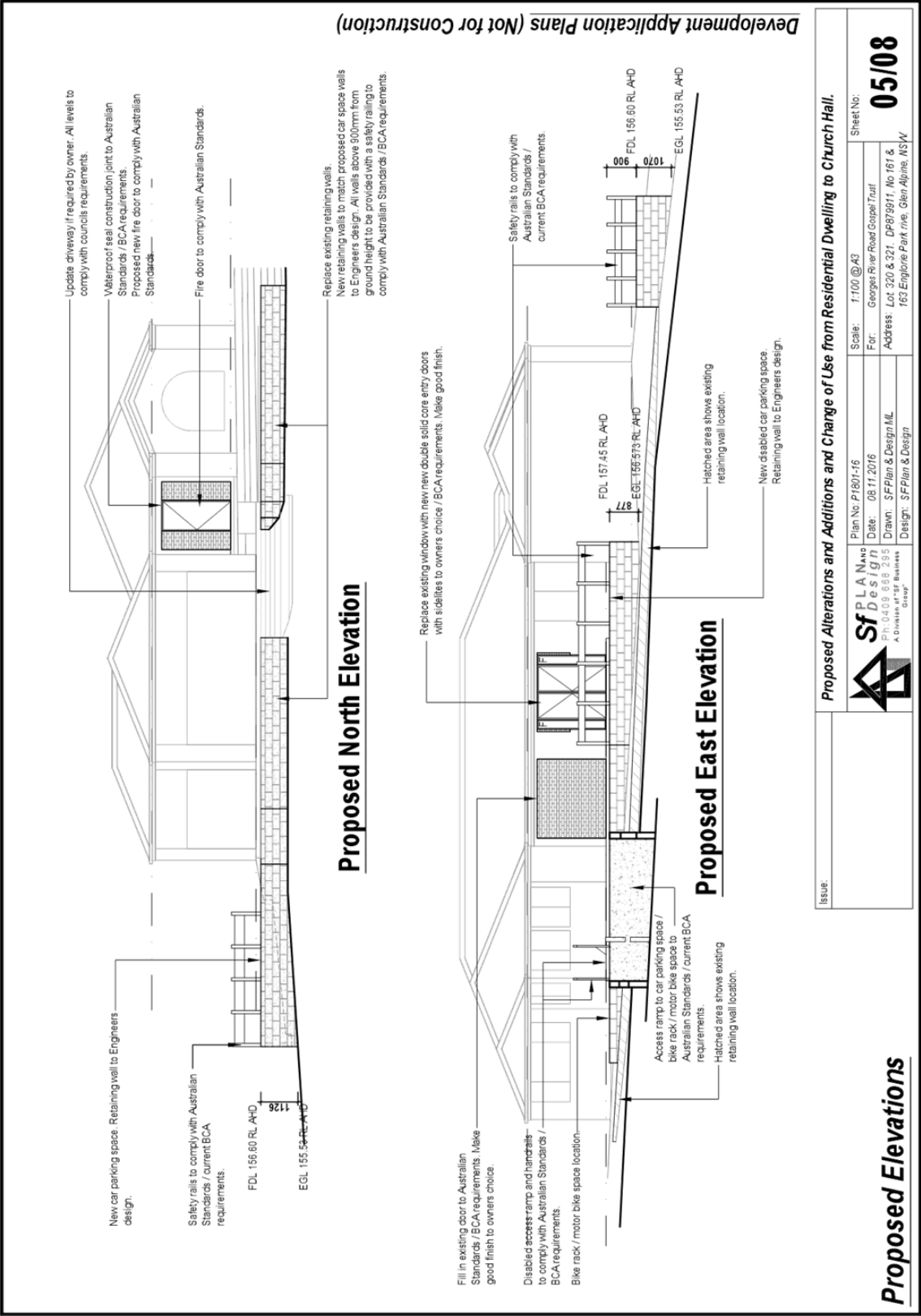
#### **END OF CONDITIONS**



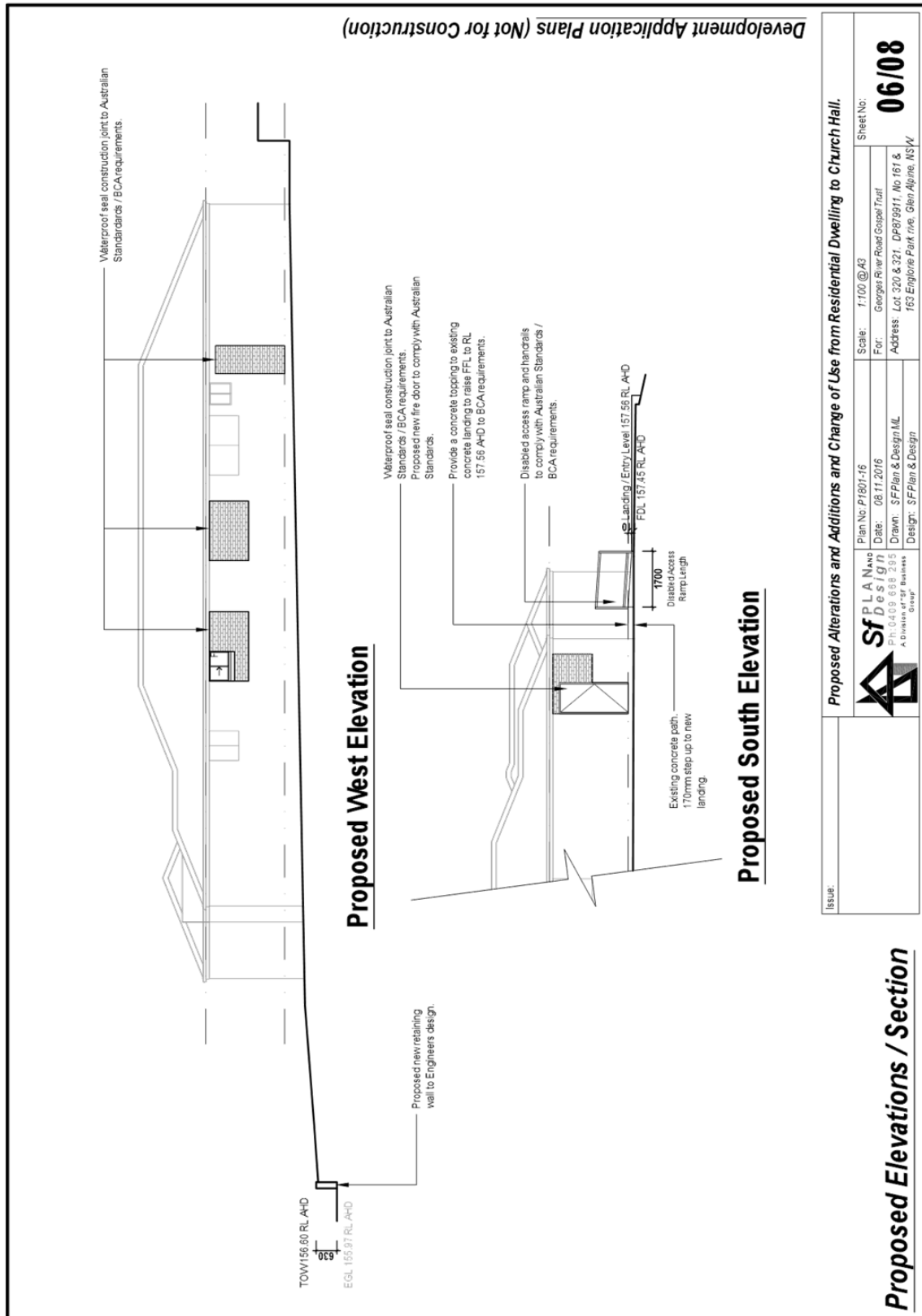














## **8.2 Demolition of an existing dwelling and construction of two semi-detached dwellings - No. 25 Euroka Street, Ingleburn**

### **Reporting Officer**

Director City Development  
City Development

### **Community Strategic Plan**

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

### **Officer's Recommendation**

1. That Council permit the requested variation to Clause 4.1C of Campbelltown Local Environmental Plan 2015 which relates to the minimum allotment size required for a dwelling.
2. That subject to recommendation 1, development application 450/2017/DA-M for the demolition of existing structures and construction of a semi-detached dwelling development at 25 Euroka Street, Ingleburn, be approved, subject to the conditions detailed in attachment 1 of this report.
3. That subject to recommendations 1 and 2, approval of the development application be recorded in Council's quarterly report to the Department of Planning and Environment pursuant to Circular PS 08-003.

### **Background**

A development application was lodged with Council on 16 February 2017 for the demolition of existing structures and construction of a semi-detached dwelling development, comprising two dwellings at 25 Euroka Street, Ingleburn.

The application was deferred by Council on 6 June 2017. The additional information was submitted to Council on 29 September 2017. Further deferral was required on 13 October 2017 and the applicant responded to the request for additional information on 4 December 2017.

The land is within the locality of Ingleburn where the Council has previously approved the same variation and resolved to amend the CLEP 2015 to facilitate the development of existing narrow lots in Ingleburn; without the need for a Clause 4.6 variation request to CLEP 2015.

The required amendment to the CLEP 2015 is currently being undertaken, however, in the meantime, a Clause 4.6 variation request is required in order for Council to formally consider a variation to the Clause 4.1C development standard. Hence, this application has been tabled before Council, seeking formal approval for the variation.

## Purpose

The purpose of this report is to assist Council in its determination of the subject application in accordance with the provisions of the Environmental Planning and Assessment Act 1979.

This development application is required to be reported to Council pursuant to the provisions of Department of Planning Circular PS 08-014 (dated 14 November 2008) as it is seeking a variation of greater than 10 per cent to a development standard contained in CLEP 2015.

A variation is sought from the minimum 700sqm qualifying lot size for semi-detached dwellings in the R2 Low Density Residential land use zone, pursuant to the provisions of Clause 4.1C(2) of the CLEP 2015.

<b>Property Description</b>	Lots 61 & 62 Section L DP 1703, No. 25 Euroka Street, Ingleburn
<b>Application No</b>	450/2017/DA-M
<b>Applicant</b>	Mr S. Kumar
<b>Owner</b>	Mr P. Hargovan
<b>Statutory Provisions</b>	State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004 Campbelltown Local Environmental Plan 2015 Campbelltown (Sustainable City) Development Control Plan 2015
<b>Non-Statutory Provisions</b>	Campbelltown 2027
<b>Date Received</b>	16 February 2017

## Report

The development application was lodged with Council on 16 February 2017 for the demolition of existing structures and construction of a semi-detached dwelling development comprising two dwellings at 25 Euroka Street, Ingleburn.

## Site and Surrounding Locality

The site is legally described as Lots 61 and 62 in Deposited Plan 1703, and is also known as 25 Euroka Street, Ingleburn. Each allotment maintains a site area of 224.8m<sup>2</sup> (with a total site area of 449.6m<sup>2</sup>) and frontage of 6.705m to Euroka Street. The site falls from the front towards the rear by approximately 1m.

The site is occupied by a single storey detached timber clad dwelling with vehicular access provided from Euroka Street to a single detached carport located at the front of the site.

Vegetation on the site is limited to small shrubs in the front setback and small trees and two larger trees located in the rear setback.

The site is situated within the established residential area of Ingleburn. Surrounding development comprises a mix of low and medium density residential development, including dwellings, attached dwellings, dual occupancies and multi dwelling housing. Several of the properties along Euroka Street have undergone redevelopment/are in the process of being redeveloped. The character of the street is currently a mix of older single storey dwellings and newer dwellings and medium density development. The proposed development is consistent with the desired future character of the area.

## **Proposal**

The development application proposes the construction of a semi-detached dwelling development, comprising two dwellings. The works for which consent is sought are detailed below.

- Demolition of the existing dwelling and associated structures on site including a carport and shed. The proposal also includes the removal of three trees and small shrubs.
- Construction of two x two storey semi-detached dwellings which will be located on the existing allotments. Each dwelling will comprise three bedrooms and two bathrooms to the first floor and a single garage, bedroom, bathroom, water closet, laundry, kitchen, living area, and family room on the ground floor.
- External works include driveway access, rear al fresco, hardstand area, rainwater tanks, stormwater drainage and landscaping to each lot.

## **1. Non-statutory provisions**

### **1.1 Campbelltown 2027 Community Strategic Plan**

Campbelltown 2027 is the Community Strategic Plan (CSP) for the city of Campbelltown. Campbelltown 2027 addresses four key strategic outcomes that Council and other stakeholders will work to achieve over the next 10 years:

- Outcome 1: A vibrant, liveable city
- Outcome 2: A respected and protected natural environment
- Outcome 3: A thriving, attractive city
- Outcome 4: A successful city

Outcome 1 is the most relevant to the proposed development.

The strategy relevant to this application is as follows:

#### **1.8- Enable a range of housing choices to support different lifestyles**

The two existing lots are readily capable of facilitating the proposed development. The development is consistent with the above strategy as it would contribute to the provision of affordable housing to meet the needs of the growing local population and presents a design that is consistent with existing residential development along Euroka Street and within the broader Ingleburn locality.

## **2. Planning Provisions**

### **2.1 State Environmental Planning Policy 55 - Remediation of Land**

There is no known history of contamination applicable to the site. The subject site has historically been used for residential purposes. Accordingly, site land contamination is considered unlikely and no further investigation is necessary.

### **2.2 State Environmental Planning Policy (Building Sustainability Index – BASIX) 2004**

A BASIX Certificate for each dwelling (No. 794173S\_03 and 794160S\_04) was submitted with the development application. The BASIX Certificates lists measures to satisfy BASIX requirements which have been incorporated into the proposal. It is considered that the development is acceptable under State Environmental Planning Policy (Building Sustainability Index – BASIX) 2004.

### **2.3 Greater Metropolitan Regional Environmental Plan No. 2 – Georges River Catchment**

The proposal is within the Georges River Catchment and thus this policy applies. The general aims and objectives of this plan are as follows:

- a) to maintain and improve the water quality and river flows of the Georges River and its tributaries and ensure that development is managed in a manner that is in keeping with the national, state, regional and local significance of the Catchment
- b) to protect and enhance the environmental quality of the Catchment for the benefit of all users through the management and use of the resources in the Catchment in an ecologically sustainable manner
- c) to ensure consistency with local environmental plans and also in the delivery of the principles of ecologically sustainable development in the assessment of development within the Catchment where there is potential to impact adversely on groundwater and on the water quality and river flows within the Georges River or its tributaries
- d) to establish a consistent and coordinated approach to environmental planning and assessment for land along the Georges River and its tributaries and to promote integrated catchment management policies and programs in the planning and management of the Catchment
- e) (Repealed)
- f) to provide a mechanism that assists in achieving the water quality objectives and river flow objectives agreed under the Water Reform Package.

The proposal does not conflict with any of the relevant provisions of the Greater Metropolitan Regional Environmental Plan No. 2 – Georges River Catchment, and is therefore considered acceptable in this regard.

## 2.4 Campbelltown Local Environmental Plan 2015

The subject site is zoned R2 – Low Density Residential under the provisions of Campbelltown Local Environmental Plan 2015 (CLEP 2015). The proposed development is defined as a '*semi-detached dwelling*' as follows:

semi-detached dwelling means a dwelling that is on its own lot of land and is attached to only one other dwelling.

The proposed development is considered to be consistent with the following objectives of the R2 – Low Density Residential Zone:

- To provide for the housing needs of the community within a low density residential environment.
- To minimise overshadowing and ensure a desired level of solar access to all properties.

Development for the purpose of an attached dwelling is permissible with consent in the R2 land use zone.

The following table is a discussion of the relevant provisions of CLEP 2015.

Provision	Comment	Compliance
<b>Part 2 Permitted or Prohibited Development</b>		
2.7 Demolition required development consent	Clause 2.7 provides that the demolition of a building or work may be carried out only with development consent. Consent is sought as part of this application for the demolition of the existing single storey dwelling, detached carport and other ancillary structures.	Yes
<b>Part 4 Principal Development Standards</b>		
4.1C Minimum qualifying site area and lot size for certain residential and child care centre development in residential zones	Clause 4.1C provides that development consent may be granted to development for the purpose of a semi-detached dwelling in the R2 Low Density Residential Zone, if the area of the lot is equal to or greater than 700m <sup>2</sup> .  The proposed development is across two existing lots, with a combined site area of 449.6m <sup>2</sup> , a deficit in qualifying site area of 250.4m <sup>2</sup> .	No
4.3 Height of Buildings <ul style="list-style-type: none"> <li>• Maximum 9m building height</li> </ul>	Pursuant to Clause 4.3, a maximum building height of 9m is applicable to the subject site. The proposed development would provide a maximum height of 7.87m, which complies with this clause.	Yes
4.3A Height restriction for certain residential accommodation <ul style="list-style-type: none"> <li>• Maximum two storey residential development</li> </ul>	Clause 4.3A provides that semi-detached residential development is not permitted to exceed two storeys in height. The proposed development does not exceed two storeys.	Yes

4.4 Floor Space Ratio <ul style="list-style-type: none"> <li>Maximum FSR 0.6:1 (134.88m<sup>2</sup> dwelling) per</li> </ul>	The proposed development provides a compliant Floor Space Ratio for the development on each lot as follows: <ul style="list-style-type: none"> <li>Lot 61 0.58:1 (131.2m<sup>2</sup>)</li> <li>Lot 62 0.58:1 (131.2m<sup>2</sup>)</li> </ul>	Yes
4.6 Exceptions to development standards	The application is accompanied by a written request pursuant to clause 4.6 of Campbelltown LEP 2015 to vary the 4.1C development standard. A detailed discussion of the variation to the development standard is presented below this table.	See discussion below
<b>Part 7 Additional Local Provisions</b>		
7.1 Earthworks	The proposed development includes minor earthworks to prepare the site for construction, which are considered to be acceptable for the proposed development.	Yes
7.2 Flood Planning	The application was referred to Council's City Delivery Division, who have stated the site is not identified as a Flood Control Lot.	Yes
7.10 Essential Services	Essential services shall be provided to each lot.	Yes

### Exceptions to Development Standards

Clause 4.1C stipulates the minimum qualifying site area and lot size for certain residential and centre-based child care facility development in residential zones

The proposal has an overall site area of 449.6m<sup>2</sup> which is 250.4m<sup>2</sup> less than the required site area of 700m<sup>2</sup> for a semi-detached dwelling in the R2 zone. This equates to a 36 per cent variation from the development standard.

A written request pursuant to clause 4.6 of Campbelltown LEP 2015 has been made, seeking to vary the development standard. The justification presented in the written request is summarised as follows:

- The departure from the development standard, although numerically significant, is consistent with the surrounding development on Euroka Street. Flexibility of this development control has evidently been accepted by Council in the past.
- The development will result in an acceptable increase in built form density by accommodating two individual dwelling houses on a site area that currently is occupied by a single dwelling house. This increase in density will not adversely affect the streetscape or negatively impact local traffic flows whilst providing a more efficient land use.
- The variation allows for an acceptable degree of flexibility to the semi-detached dwelling lot size control, despite the numerical difference of 250.4m<sup>2</sup>. The proposed development otherwise meets all other built form controls, including height and FSR, and therefore the built form is compatible with housing in the locality and the low-density zone.



- The development is similar to other semi-detached dwelling houses built and currently under construction along Euroka Street including house numbers 19, 17, 13A, 13B, 1A, 22B, 26, 37, 37A, 43, 43C & 45C. The land use, built form and siting of the proposed development is consistent with these properties.
- The proposed semi-detached dwellings meet the height and FSR development standards contained in clause 4.3 - Height and 4.4 - Floor Space Ratio of the Campbelltown LEP 2015 and the Campbelltown (Sustainable City) Development Control Plan 2015.

In seeking a variation to the development standard an assessment against Clause 4.6 is detailed below:

#### 4.6 Exceptions to development standards

- (1) The objectives of this clause are as follows:
  - (a) to provide an appropriate degree of flexibility in applying certain development standards to particular development,

Flexibility in the application of Clause 4.1C is considered to be appropriate for the particular development. Overall, the proposal is generally compliant with the controls with regard to floor space ratio, building height, setbacks, built form, landscaping and car parking.

The proposal results in a departure from the controls primarily resulting from the restriction of the minimum lot size for development over existing narrow lots in Ingleburn. The variation to the development standard will result in a single dwelling on each existing lot of land, which contributes to housing stock in the locality.

Given a review of similar applications within the locality, Council has supported similar applications for development on existing narrow lots in the past.

- (b) to achieve better outcomes for and from development by allowing flexibility in particular circumstances.

The variation to the development standard will result in a preferable design outcome with regard to the streetscape and built form. The proposed development is not considered to detract from the existing streetscape and is considered to be consistent with the bulk and scale of the surrounding residential development.

- (2) Development consent may, subject to this clause, be granted for development even though the development would contravene a development standard imposed by this or any other environmental planning instrument. However, this clause does not apply to a development standard that is expressly excluded from the operation of this clause.

The Clause does not exclude the variation of Clause 4.1C of the CLEP 2015.

- (3) Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:

- (a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and
- (b) that there are sufficient environmental planning grounds to justify contravening the development standard.

The proposed development seeks an overall variation of 36 per cent to the minimum qualifying site area development standard. Compliance with the clause will sterilise the site from redevelopment and the existing lots are capable of facilitating a semi-detached dwelling development. The variation to the development standard does not detract from the amenity of the surrounding residential development with regard to solar access, views or privacy. The proposed development demonstrates compliance with regard to built form, setbacks, landscaping, access, and car parking. The compliance of the proposal with regard to the aforementioned controls demonstrates that variation to the minimum site area development standard is acceptable, given the circumstances of the case.

- (4) Development consent must not be granted for development that contravenes a development standard unless:
  - (a) the consent authority is satisfied that:
    - (i) the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and
    - (ii) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and
  - (b) the concurrence of the Secretary has been obtained.

The proposed variation to Clause 4.1C minimum qualifying site area is considered to satisfy the objectives and is also considered to be in the public interest considering the circumstances of the case. The applicant's written request is considered to be satisfactory for the proposed development having regard to subclause (3). Variation to the development standard is considered to be acceptable given the proposal is consistent with the built form and scale of the surrounding development. The proposed variation is considered to be acceptable and adequate justification is provided for contravention of the development standard. The proposal is consistent with the objectives of Clause 4.1C and the R2 zone, and is therefore supported for approval.

## **2.6 Campbelltown (Sustainable City) Development Control Plan 2015**

Campbelltown (Sustainable City) Development Control Plan (the Sustainable City DCP) is the relevant development control plan for the site and development type.

The development has been assessed against the relevant provisions of Part 2 (Requirements Applying to all Types of Development) and Part 3 (Low and Medium Density Residential Development and Ancillary Residential Structures) of the Sustainable City DCP.

### **Volume 1 Part 2 - Requirements Applying to All Types of Development**

The general provisions of Part 2 of the Plan apply to all types of development. Compliance with the relevant provisions of Part 2 of the Plan is discussed as follows:

## **2.2 Site Analysis**

The site analysis plan submitted to Council is considered to be compliant with the requirements for a Site Analysis plan in accordance with Section 2.2 of the SCDCP 2015.

## **2.3 Views and Vistas**

The subject site or surrounding properties do not benefit from views.

## **2.4 Sustainable Building Design**

The applicant has submitted a BASIX Certificate in support of the development application and the proposal includes appropriate measures to facilitate natural ventilation in accordance with Section 2.4.3 of SCDCP 2015. The proposal includes the provision of a rainwater tank to each dwelling, to be located in the rear setback. Relevant conditions shall be applied to ensure the installation of the rainwater tanks comply with Council's controls as per 2.4.1 (c) of the SCDCP 2015.

## **2.5 Landscaping**

The applicant has submitted a landscape plan in support of the application that is considered to contribute to the character of the streetscape.

## **2.7 Erosion and Sediment Control**

The applicant has provided an erosion and sediment control plan. Appropriate conditions of consent shall be applied with regard to erosion and sediment control.

## **2.8 Cut, fill and floor levels**

The proposed level of cut and fill would not exceed 1m. The design includes deepened edge beams to provide a level building platform. The height of the proposed slabs are elevated above natural ground level and are consistent with Council's requirements.

## **2.9 Demolition**

The demolition of the existing structures is supported. Appropriate conditions of consent are recommended to ensure the demolition is carried out in compliance with the controls.

## **2.10 Water Cycle Management**

The applicant has submitted a stormwater management plan which indicates disposal of stormwater via charged lines to Euroka Street as the property falls to the rear of the site.

Council's approach to charged lines requires the applicant to demonstrate no other stormwater disposal method is available prior to the consideration of a proposal for charged lines. The applicant has contacted the downstream properties to arrange an easement to drain water, to which no response was obtained. The applicant has also provided a geotechnical report which states that the site is not suitable for disposal of stormwater via absorption. Council's Engineer has reviewed the proposal for disposal of stormwater via charged lines to the street, which has been conditioned accordingly.

## 2.12 Retaining Walls

The stormwater management plan submitted proposes retaining walls to either side boundary. The provision of such retaining walls require the consent of the adjoining neighbours, otherwise the retaining walls are required to be setback 450mm from the side property boundaries. Appropriate conditions of consent have been included to require the applicant to obtain written owners consent of the adjoining neighbours for the construction of retaining walls on the boundary, or setback the retaining walls a minimum of 450mm from property boundaries.

## 2.15 Waste Management

The applicant has submitted a waste management plan in support of the proposed development. The proposed development shall be conditioned to ensure the waste management is in accordance with the controls and the waste management plan is amended accordingly prior to the issue of a Construction Certificate.

## Part 3 – Low and Medium Density Residential Development and Ancillary Residential Structures

The development application was further assessed under the relevant controls outlined in Part 3 of the SDCDP 2015 with regard to requirements for residential development.

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Compliance</b>
<b>3.2 Desired Future Character for Low Density Residential</b>	<ul style="list-style-type: none"> <li>• one and two storey dwelling houses that are designed to provide a high level of residential amenity for their occupants and the occupants of adjoining properties;</li> <li>• streetscapes where buildings are setback from the primary street frontage to provide opportunities for deep soil planting and landscaping; and</li> <li>• articulated front facades where garages are setback and do not dominate the streetscapes; and</li> <li>• limited stock of multi dwelling housing and attached dwellings that:               <ul style="list-style-type: none"> <li>– respect the existing character of the low density neighbourhoods; and</li> <li>– are of low scale and density.</li> </ul> </li> </ul>	The proposed re development of the subject site is considered to be consistent with the desired future character of the area. The design includes compliant front setbacks and substantial landscaping. The development of a semi-detached dwelling development is considered to respect the existing character of the locality.	Yes
<b>3.4.1.1 Streetscape</b>	Building design (including facade treatment, massing, roof design and entrance	The building design, setbacks and landscaping complement the	Yes

	features), setbacks and landscaping shall complement the scale of development, and the desired future character of the residential neighbourhoods.	development and the desired future character of the locality.	
	The built form shall relate to the natural landform and setting.	The built form relates to the natural landform of the subject site.	Yes
	On-site parking areas shall be designed and sited to reduce the visual prominence of garage doors and external parking spaces as viewed from the street or other public place.	The design of the development reduces the prominence of the garages with the provision of front balconies over the garage and modified roof forms to provide visual interest.	Yes
	Garage doors facing a public street shall not be wider than 50% of the width of the building's facade fronting the street.	The width of the garage doors are 45% of the frontage of the each dwelling.	Yes
	No carports or garages shall be located within 6 metres of the primary street boundary.	The garages are setback 6m to the property boundary.	Yes
	No bathroom, ensuite, toilet or laundry windows shall face the primary street of an allotment.	No bathroom windows are provided to the front elevation.	Yes
<b>3.4.1.2 Building Height</b>	The height of development shall not result in any significant loss of amenity (including loss of solar access and visual and acoustic privacy) to adjacent properties and public places.	The proposed development complies with the height controls within the CLEP 2015. In addition, the height of the development does not adversely affect the adjoining neighbours with regard to solar access and privacy.	Yes
<b>3.4.2 Car Parking and Access</b>	The minimum dimensions of any required parking space shall be 2.5 metres x 5.5 metres. If the car parking space adjoins a vertical edge which is 100mm or higher, the minimum width of the car parking space shall be 2.7 metres.	The hardstand car parking spaces on the driveways meet the dimensions for hardstand car parking.	Yes
	The minimum internal dimension of an enclosed garage shall be 3 metres x 6 metres.	The internal dimensions of each garage is 3m x 6m.	Yes
	Transitional grades shall	The car parking access shall	Yes,

	comply with AS2890.1 (as amended) Parking Facilities - Off-Street Car Parking.	comply with AS2890.1.	conditioned
	The maximum garage floor levels (above or below) for a garage setback 6 metres from the front property boundary shall be in accordance with the requirements contained under <i>Council's Engineering Guide for Development</i> ,	Council's engineer has reviewed the plans and provided relevant conditions of consent where required.	Yes
	The minimum width of the driveway at the street kerb shall be: i) 2.5 metres where the driveway provides access for one (1) dwelling; and ii) 5 metres where a single driveway provides access for two (2) or more dwellings (excluding secondary dwellings).	The crossover is 5.08m at the back of the layback and splays to the driveway width of 6.3m at the property boundary.	Yes
	Driveways perpendicular to the road	The driveway splays due to the location of the power pole. See discussion below.	No, however this is considered a reasonable variation, subject to conditions.
	Plain concrete driveways including crossover and layback shall not be permitted. Details of driveway colours and patterns shall be submitted with the development application.	The consent shall be conditioned to comply with the control.	Yes, conditioned
<b>3.4.3.1 Acoustic Privacy</b>	Development shall incorporate noise attenuation measures that are compatible with the scale, form and character of the street.	The development is a small scale residential redevelopment, which is not required to incorporate noise attenuation measures.	Yes
	On-site noise generating sources including, but not limited to, plant rooms and equipment, air conditioning units, pool pumps, and recreation areas shall be designed and located to ensure that the noise levels	No on site noise generating sources are proposed for the development.	Yes

	generated by such facilities do not exceed 5 dBA above background levels at the property boundary.		
<b>3.4.3.2 Visual Privacy</b>	No window of a habitable room or balcony shall directly face a window of another habitable room, balcony or private open space of another dwelling located within 6 metres of the proposed window or balcony unless appropriately screened	The development is surrounded by single storey development, therefore the upper level windows do not directly view into existing adjoining properties. Notwithstanding, given the close proximity of windows to the property boundaries, obscure fixed glazing below 1700mm is proposed for the first floor bed 1 windows to ensure privacy to future residents.	Yes
	Notwithstanding Clause 3.4.3.2a) any window of a living room located on an upper level shall: i) be offset by 2 metres to limit views between windows and balconies; or ii) have a sill height 1.7 metres above the floor level; or iii) be splayed to avoid direct views between windows; or iv) have fixed translucent glazing in any part of the window within 1.7 metres of the floor level.	Upper level windows are appropriately located and as stated above, will ensure the privacy of current and future residents.	Yes
	Notwithstanding 3.4.3.2a), a balcony will be considered where the private open space area of any adjacent dwelling is screened from view.	The front balconies are considered to be acceptable first floor development and the privacy of the adjoining neighbours is protected.	Yes
	No wall of a proposed building shall be permitted to be constructed on the boundary for that portion of the boundary that is directly adjacent to an existing required private open space area on the adjoining allotment.	No development is proposed on the boundary with the exception of the common wall.	Yes
<b>3.4.4 Solar Access</b>	Living areas shall generally have a northerly orientation.	The living areas are oriented to the north to maximise solar access.	Yes
	A minimum 20sqm fixed area	A fixed POS area received 3	Yes

	of the required private open space shall receive three (3) hours of continuous direct solar access on 21 June, between 9.00am and 3.00pm, when measured at ground level.	hours of solar access on the winter solstice.	
	Development shall have appropriate regard to the impact on solar access to useable private open space and living areas, solar collectors and clothes drying areas of adjoining residential development.	The development is not considered to result in adverse overshadowing impacts upon the adjoining neighbour at 27 Euroka Street.	Yes
	Building siting shall take into consideration the range of factors that impact on solar access including slope of land, vegetation and existing building and other structures.	The siting of the building is appropriate for the orientation of the site.	Yes
<b>3.6.4.1 General Requirements</b>	Semi-Detached Dwelling shall only be permitted on an allotment having; i) a minimum width of 7.5 metres measured between the extended property side boundaries, or in the case of a corner allotment, the secondary street boundaries where they intersect with the kerb line.	The lots have a frontage of 6.705m each.	No, however this is considered acceptable given that they are existing lots.
	Despite Clause 3.6.4.1 a) above, semi-detached dwellings shall be permitted on an allotment having a minimum width less than 7.5 metres where each individual lot existed prior to the commencement of the CLEP.	The allotments are existing lots and satisfy (b).	Yes
<b>3.6.4.2 Setbacks</b>	Semi-detached dwellings shall be setback a minimum of: i) 5.5 metres from the primary street boundary for the semi-detached dwellings; ii) 6.0 metres from the primary street boundary for the garage or the undercover parking space; iii) 3 metres from the secondary street boundary; iv) 5.5 metres from the	The front setback of 5.5m complies.	Yes
		The garage doors are setback 6m from the property boundary.	Yes
		The site does not have a secondary street frontage.	N/A



	<p>secondary street boundary for the garage or the undercover parking space, where the garage is accessed directly from the secondary street;</p> <p>v) 0.9 metres from any side boundary, for the part of the building that is not attached to the other dwelling; and</p> <p>vi) 3 metres from the rear boundary for any part of the building that is up to 4.5 metres in height from ground level (existing); and</p> <p>vii) 8 metres from the rear boundary for any part of the building that is higher than 4.5 metres from ground level</p>	<p>900mm side setbacks are provided to the outer side boundaries.</p> <p>6m setbacks are provided to the rear al fresco.</p> <p>12.49m setbacks are provided to the rear of the first floor level.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>
<b>3.6.4.3 Car Parking Rates</b>	Each dwelling that is part of a semi-detached dwelling development shall be provided with of minimum of one (1) single garage.	Each dwelling is provided with a single garage.	Yes
<b>3.6.4.4 Private Open Space (POS)</b>	<p>Each dwelling that is part of a semi-detached dwelling shall be provided with an area of private open space that:</p> <p>i) is located behind the primary building setback;</p> <p>ii) has a minimum area of 60 sqm;</p> <p>iii) has a minimum width of 3 metres;</p> <p>iv) includes a minimum levelled area of (5x5)sqm;</p> <p>v) has a minimum unfragmented area of 40sqm;</p> <p>vi) has an internal living room directly accessible to outdoor private open space areas; and</p> <p>vii) satisfies solar access requirements contained in section 3.4.4.</p>	<p>The private open space area is located in the rear setback of each dwelling.</p> <p>The POS is 60m<sup>2</sup> to each dwelling.</p> <p>The POS has a width of 5m.</p> <p>The POS area has a level area of 6m x 6.7m</p> <p>An unfragmented area of 40m<sup>2</sup> is provided to each lot.</p> <p>The living area has direct access to the al fresco.</p> <p>The proposed development satisfies the solar access requirements.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
<b>3.6.4.5 Presentation to Public Streets</b>	Where a development involves the construction of an additional dwelling to create a semi-detached dwelling, the existing dwelling (where it is	The proposal does not retain the existing dwelling.	N/A

	proposed to be retained) shall be renovated to match the colour, material, texture and architectural style of the proposed building so as to create a harmonious development.		
<b>3.6.4.6 Landscaping and Deep Soil Planting</b>	A development application for semi-detached dwellings shall include a detailed landscape plan prepared by a suitably qualified person.	A detailed landscape plan has been provided with the application.	Yes
	A semi-detached dwelling shall satisfy the following provisions relating to deep soil planting: i) no more than 30% of the area forward of any building line shall be surfaced with impervious materials; and  ii) a minimum of 20% of the total site area shall be available for deep soil planting.	The level of impervious area forward of the building line is considered to be acceptable for the proposed development.  The proposed 26% deep soil planting satisfies the deep soil planting requirements.	Acceptable  Yes
<b>3.6.4.7 Waste bins requirements</b>	Space shall be allocated behind the primary and secondary building lines and out of public view to store the following for each dwelling: i) a 140 litre bin; and ii) two (2) 240 litre bins.	Sufficient space is provided in the side setback to store waste bins on each allotment.	Yes
<b>3.6.4.8 Site Services</b>	The location, design and construction of utility services shall satisfy requirements of the relevant servicing authority and Council.	The subject site has a power pole in the landscape strip. It is noted wiring from the pole runs to the adjoining property at 27 Euroka Street. The applicant has demonstrated via survey the power line does not conflict with the proposed development. However, to ensure the protection of service of power to the adjoining property, Council's Engineer has required an easement be registered on the lot, where the power line transverses the site, until such time the electricity service is relocated, and the easement can be extinguished.	Yes

	Adequate provision shall be made available for all essential services (i.e. water, sewerage, electricity, gas, telephone, internet and stormwater drainage).	The development makes provision for essential services.	Yes
	All site services shall be placed underground.	All services for the proposed development shall be located underground	Yes
	All communication dishes, antennae and the like shall be located to minimise visual prominence.	No details for antennae are provided, any such development will be required to comply with the relevant exempt provisions, unless separate consent is sought.	Yes

### Driveway

The proposed driveway crossover is not designed to be perpendicular to the road and splays so as to avoid the existing power pole on the road reserve. The splay of the driveway is minor and the restricted access to the two properties requires the provision of easements for access over each property, as recommended by Council's Engineer, which is included in the recommended conditions of consent.

### Part 11 – Vegetation and Wildlife Management

The proposed development includes the removal of three trees, a condition of consent shall be included to ensure the replacement planting is undertaken on the site to replace the removed trees and to ensure the existing landscape character of the neighbourhood is not diminished as a result of the proposed development, which includes larger trees to the rear setback of existing properties. Therefore a condition is recommended to require the planting of two native trees to each lot. Each tree shall have a minimum mature height of 8m and shall have a minimum pot size of 45 litres at planting.

The proposed development retains an existing tree to the rear setback and is within the vicinity of an existing tree on the adjoining property at 23 Euroka Street. To ensure the retention and protection of trees during construction, relevant conditions shall be applied to the consent.

### Developer Contributions

Section 94A developer contributions are applicable for the proposed development, a condition of consent has been included in the recommended conditions of consent.

### 3. Impacts on the natural and built environment

Section 79C(1)(b) of the Environmental Planning and Assessment Act 1979 requires Council to assess the development's potential impacts on the natural and built environment, as well as potential social and economic impacts.

The key matters for consideration when considering the development's potential impact on the natural and built environment is as follows:

- demolition and construction

- solar access
- built form

### **3.2 Demolition and Construction**

The demolition and construction phases of the development have the potential to generate short term environmental impacts through the generation of dust, noise and vibration.

Conditions of consent have been recommended to manage the demolition works, including the installation of erosion and sediment control measures prior to works commencing on site.

### **3.3 Solar Access**

The shadow diagrams submitted with the development application demonstrate that due to the orientation of the lots and the design of the dwellings, the development does not have any unreasonable impacts on the solar amenity of the adjacent lots or on the useable private open space of the development.

### **3.4 Built Form**

Each of the building elements work to unify the two dwellings, whilst also creating visual interest.

The utilisation of a facebrick finish for two dwellings unifies the dwellings, whilst variations to the first floor with the use of a gable end roof to the balcony of Lot 62 and a hip end to the roof over the balcony of Lot 61, ensure each dwelling maintains an element of diversity – so as not to create a repetitive façade. To further ensure individuality between the two dwellings a condition of consent shall be included to provide an alternate window design to lot 62, to provide greater differentiation between the two dwellings.

The porches and balconies provide visual relief and balance the façade of each dwelling to ensure that the garage doors do not dominate the streetscape.

The design is consistent with existing redevelopment along Euroka Street whilst also not detracting from the character of the existing established streetscape.

## **4. Social, economic and environmental impacts**

Section 79C(1)(b) of the Environmental Planning and Assessment Act 1979 requires the consent authority to assess the likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.

Having regard to social and economic impacts generated by the development, the attached dwelling development is contributing to the provision of affordable housing within the Ingleburn locality, to meet the housing needs of the local community. The demolition and construction phases of the development will have minor flow on economic benefits for the locality, through the generation of employment.

## **5. Site Suitability**

Section 79C(1)(c) of the Environmental Planning and Assessment Act 1979 requires the consent authority to assess the suitability of the site for the proposed development.

The semi-detached dwelling development is permissible with consent in the R2 land use zone and is consistent with the objectives of the zone. The site comprises two existing allotments which are readily capable of accommodating the development.

The development is similar in nature, scale and appearance to those that have been approved and constructed nearby over several years.

## **6. Submissions**

Section 79C(1)(d) of the Environmental Planning and Assessment Act 1979 requires the consent authority to consider submissions made to the proposal. Part 9 of Campbelltown (Sustainable City) Development Control Plan 2015 outlines Council's public participation policy in regard to Council Strategic Planning Documents (CSPDs) and Development Applications (DAs).

The subject application proposes construction of two semi-detached dwellings and as such was required to undergo the notification process.

The application was notified to the surrounding property owners by way of a letter and accompanying plans. The property owners were provided a period of 14 days between 28 February 2017 and 14 March 2017 to provide comments regarding the proposal. Additionally, a sign bearing a set of notification plans was required to be displayed on site for the duration of the assessment.

No submissions were received to the proposed development.

## **7. The Public Interest**

Section 79C(1)(e) of the Environmental Planning and Assessment Act 1979 requires the consent authority to consider the public interest when dealing with a development application.

The development is providing affordable housing stock to meet the housing needs of the local community. The demolition and construction phase of the development will generate positive economic benefits through the generation of employment. The development is considered to be in the public interest.

## **8. Conclusion**

The development application 450/2017/DA-M proposes demolition of an existing dwelling and construction of two semi-detached dwellings at 25 Euroka Street, Ingleburn. The proposal has been assessed under Section 79C of the Environmental Planning and Assessment Act 1979.

The proposal includes a Clause 4.6 variation to Clause 4.1C which relates to the minimum lot size for semi-detached dwellings within the R2 Zone. The proposal includes a 36% variation to the development standard. The applicant has submitted a Clause 4.6 variation which demonstrates the variation is well founded given the circumstances of the case. Therefore, the variation is supported.

The application was notified to nearby and adjoining neighbours and no submissions were received to the application.

The proposal is largely compliant with the relevant development standards and controls, with the exception of some minor variations to the controls, which are addressed within this report and found to be acceptable on merit or have been addressed by way of condition. Therefore, the proposal is recommended for approval.

### **Attachments**

1. Recommended Conditions of Consent (contained within this report)
2. Existing Street Frontage (contained within this report)
3. Locality Plan (contained within this report)
4. Site Plan (contained within this report)
5. Front and Rear Elevation (contained within this report)
6. Side Elevation Plan (contained within this report)
7. Concept Landscape Plan (contained within this report)
8. External Material and Finishes Schedule (contained within this report)
9. Ground Floor Plan - confidential for privacy reasons (distributed under separate cover)
10. First Floor Plan - confidential for privacy reasons (distributed under separate cover)
11. Notification Plan - confidential for privacy reasons (distributed under separate cover)

**450/2017/DA-M****Recommended Conditions of Consent****GENERAL CONDITIONS**

The following conditions have been applied to ensure that the use of the land and/or building is carried out in such a manner that is consistent with the aims and objectives of the planning instrument affecting the land.

For the purpose of these conditions, the term 'applicant' means any person who has the authority to act on or benefit of the development consent.

**1. Approved Development**

The development shall be carried out in accordance with the approved plans and documents listed in the table below, and all associated documentation supporting this consent, except as modified in red by Council and / or any conditions within.

<b>Plan/ Document No.</b>	<b>Version/ Revision</b>	<b>Prepared by</b>	<b>Date</b>
Drwg No. Ier0117_2 Site Plan	Issue B	S. Ghosh	17.07.2017
Drwg No. Ier0117_1 Cover Page	Issue B	S. Ghosh	17.07.2017
Drwg No. Ier0117_4 Ground Floor Plan	Issue B	S. Ghosh	17.07.2017
Drwg No. Ier0117_5 First Floor Plan	Issue B	S. Ghosh	17.07.2017
Drwg No. Ier0117_6 Front & Rear Elevation Section	Issue B	S. Ghosh	17.07.2017
Drwg No. Ier0117_7 Side Elevations	Issue B	S. Ghosh	17.07.2017
Project 3187 Drwg S1 of S2 - Stormwater disposal and Sediment Control Plan for Proposed Development	A	Consulting Design and Inspection Engineers Pty Ltd	12.08.2017
Drwg No. Ier0117_8 Concept Landscape Plan	Issue A	S. Ghosh	07.02.2017
Drwg No. Ier0117_11 Sediment & Erosion Control Plan	Issue A	S. Ghosh	07.02.2017

- a. BASIX Certificate No. 794173S\_03 and 794160S\_04.
- b. Waste Management Plan dated 25.01.2017
- c. External Material Finishes
- d. Arboricultural Impact Assessment prepared by N.S.W Tree Services P/L dated 9 August 2017

**2. Amended Plans**

The development is to incorporate the following amendments and the amended plans are to be submitted to the Principal Certifying Authority, for approval, prior to the issuing of a Construction Certificate:

- a. The window to the master robe on Lot 62 shall be amended to an alternate window style and opening, to the approved window design on Lot 61.

- b. The landscape plan shall be amended to ensure the plant species are amended to include a minimum 50% species selected from the Native Gardening Guide for the Campbelltown Local Government Area.
- c. Two native trees shall be planted on each lot. Each tree shall have a minimum mature height of 8m and shall have a minimum pot size of 45 litres at planting.
- d. Retaining walls are not permitted to be constructed on property boundaries without obtaining written consent of all adjoining property owners. Copies of written owner's consent from the adjoining neighbours shall be submitted to Council prior to the issue of a Construction Certificate. Where adjoining owner's consent cannot be obtained, all retaining walls shall be setback from the property boundary a minimum of 450mm and all plans shall be amended accordingly.
- e. A cut and fill management plan shall be prepared in accordance with Appendix 6 of the Campbelltown (Sustainable City) Development Control Plan 2015.
- f. The waste management plan shall be amended to include the following:
  - o All waste and recyclable streams shall be stored separately on site.
  - o All storage areas/containers for each waste and recycling stream shall be kept on the site at all times and shall be indicated on the site plans/drawings as part of the WMP.
  - o Where material cannot be reused or recycled, it shall be disposed of at an appropriately licensed waste management facility. Details of disposal arrangements shall be specified in the WMP.
  - o Convenient and safe vehicular access to waste and recycling material storage areas shall be provided.
- g. The total impervious areas that cannot be drained to the site stormwater system discharging to the kerb and gutter of Euroka Street on each lot must not exceed 20 square metres.

### **3. Building Code of Australia**

All building work must be carried out in accordance with the provisions of the *Building Code of Australia*. In this clause, a reference to the *Building Code of Australia* is a reference to that Code as in force on the date the application for the relevant construction certificate is made.

### **4. Contract of Insurance (residential building work)**

In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.

This clause does not apply:

- a. To the extent to which an exemption is in force under Clause 187 or 188 of the Environmental Planning and Assessment Regulation 2000, subject to the terms of any condition or requirement referred to in Clause 187(6) or 188(4) of that regulation, or
- b. To the erection of a temporary building.

### **5. Notification of Home Building Act 1989 Requirements**

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being Council) has given Council written notice of the following information:

- a. In the case of work for which a principal contractor is required to be appointed:



- i. The name and licence number of the principal contractor, and
  - ii. The name of the insurer by which the work is insured under Part 6 of that Act.
- b. In the case of work to be done by an owner-builder:
  - i. The name of the owner-builder, and
  - ii. If the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being Council) has given Council written notification of the updated information.

## **6. Landscaping**

The provision and maintenance of landscaping shall be in accordance with the approved landscape plan containing Council's approved development stamp including the engagement of a suitably qualified landscape consultant/ contractor for landscaping works. The landscape design shall incorporate a significant portion of native, low water demand plants consistent with BASIX requirements.

## **7. External Finishes**

The external finishes shall be in accordance with the approved plans and the schedule of finishes submitted with this application. Any proposed alterations to these finishes are considered to be a modification to the development consent and require separate approval by Council.

## **8. Fencing**

A 1.8 metre high fence shall be erected on the site's side and rear boundaries behind the front building alignment and between each required courtyard at the sole cost of the developer. 'Colorbond' style metal fences that face a public space are not permitted.

## **9. Switchboards/Utilities/Air Conditioning Units**

Switchboards, air conditioning units, garbage storage areas and storage for other utilities shall not be attached to the front elevations of the building or side elevations that can be seen from a public place.

## **10. Driveway**

The gradients of driveways and manoeuvring areas shall be designed in accordance with *Australian Standard AS 2890.1 and AS 2890.2 (as amended)*.

Driveways shall be constructed using decorative paving materials such as pattern stencilled concrete, coloured stamped concrete or paving bricks. The finishes of the paving surfaces are to be non-slip and plain concrete is not acceptable.

## **11. Shoring and Adequacy of Adjoining Property**

If the development referred to in this development consent involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the development consent must at the person's own expense:

- a. Protect and support the adjoining premises from possible damage from the excavation, and
- b. Where necessary, underpin the adjoining premises to prevent any such damage.

This condition does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

## **12. Rain Water Tank(s)**

Rain water tank/s shall be installed on site for the collection and storage of stormwater for irrigation and reuse purposes (eg the flushing of toilets), in accordance with the approved plans.

All rainwater tanks shall comply with *AS3500 (as amended) – National Plumbing and Drainage Code Guidelines for Plumbing Associated with Rainwater Tanks in Urban Areas and Sydney Water's Guideline for Rainwater Tanks on Residential Properties*.

## **13. Construction Certificate**

Prior to the commencement of any works that require a construction certificate:

- a. the applicant shall obtain a construction certificate for the particular works;
- b. the applicant shall appoint a principal certifying authority; and
- c. the private certifying authority shall notify Council of their appointment no less than two days prior to the commencement of any works.

## **PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE**

The following conditions of consent must be complied with prior to the issue of a construction certificate by either Campbelltown City Council or an accredited certifier. All necessary information to comply with the following conditions of consent must be submitted with the application for a construction certificate.

## **14. Utility Servicing Provisions**

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall obtain a letter from both the relevant electricity authority and the relevant telecommunications authority stating that satisfactory arrangements have been made to service the proposed development.

*Note: The applicant should also contact the relevant water servicing authority to determine whether the development will affect the authorities water or sewer infrastructure.*

## **15. Soil and Water Management Plan**

Prior to Council or an accredited certifier issuing a construction certificate, a detailed soil and water management plan shall be submitted for approval.

**16. Easement for Domestic Electricity Service**

An electricity cable servicing lot 60 DP 1703 passes over lot 61 DP 1703. An easement for domestic electricity services is required to protect the electricity supply to the adjoining property. The easement instrument is to have the same wording and meaning in relation to the supply of the domestic electricity service as in Part 11 of Schedule 8 of the Conveyancing Act 1919 and is to include the following additional wording:

"The owner of the lot burdened may insist that this easement be extinguished when domestic electricity is supplied to the lot benefited via a route that does not encroach on the lot burdened.

The owner of the lot burdened must not do or allow anything to be done to damage or interfere with the overhanging structure."

The registration of the easement for domestic electricity service must be completed at NSW Land Registry Services prior to the issue of a Construction Certificate.

**17. Vehicle Access and Parking**

The design of the vehicular access and off street parking facilities must be amended to address the relevant provisions of Australian Standard AS/NZS 2890.1-2004 Parking Facilities - Off-Street Car Parking. The following specific issues must be addressed in the design:

- a. The finished levels within the property must be adjusted to ensure that the levels at the boundary comply with the levels and grades of the driveway derived from Council's standard drawing SD-R08 Residential Vehicle Crossing for the full width of the vehicle crossing. The longitudinal profile must comply with the Ground Clearance requirements of AS/NZS 2890.1-2004.
- b. A minimum of 2200mm Headroom must be provided throughout the access and parking facilities. Note that Headroom must be measured to the lowest projection from the ceiling, such as lighting fixtures, and to open garage doors.
- c. A longitudinal section along the worst case outer edge of the access and parking facilities, extending from the rear of the garage(s) to the centreline of the road carriageway must be provided, demonstrating compliance with the above requirements.
- d. The shared vehicle crossing and driveway to the properties must be redesigned to comply with the following criteria:
  - i) The vehicle crossing must be 1.0 m clear from the adjacent power pole.
  - ii) The vehicle crossing must be no greater than 5.5 m wide at the Euroka Street boundary of the site in accordance with Clause 3.2.1 and Tables 3.1 and 3.2 of AS/NZS 2890.1: 2004 Parking facilities Part 1: Off-street car parking.
- e. Swept path diagrams must be provided showing the degree of encroachment of vehicles entering each of the lots on the other lot. If needed the dimensions of the reciprocal rights of way must be increased.

The design must be certified by a Professional Engineer as defined in Volume 2 of the National Construction Code and be provided to the Principal Certifying Authority prior to the issue of a Construction Certificate.

**18. Stormwater Management Plan (Development)**

A stormwater design must be provided to the Principal Certifying Authority prior to the issue of a Construction Certificate. The design must be prepared to make provision for the following:

- a) The design must be generally in accordance with the stormwater drainage concept plan on Drawing No. Ier0110\_9 issue A, prepared by S Ghosh and received in Council on 20/02/2017.
- b) Stormwater runoff from all roof areas within the properties must be collected in a system of gutters, pits and pipelines and be discharged together with overflow pipelines from any rainwater tank(s) by to the kerb and gutter of a public road or directly into Council's piped drainage system. Stormwater runoff from any paved areas within each property must be collected and discharged to a designed absorption pit located in each property. In this regard total surface impervious areas in each lot must be less than 20 square metres.
- c) A full hydraulic analysis of the charged drainage system including a hydraulic grade line and calculations MUST be submitted the stormwater design plan.
- d) Adequate height within the system must be provided (minimum of 0.9 m) between the overflow level from the rainwater tank and top of kerb at the stormwater outlet.
- e) All gutters and pipes in the roofwater system MUST be designed for a 1 in 100 year ARI storm event without overflowing in accordance with Table 3.3.4 of AS/NZS 3500.3: 2015.
- f) All pipes and downpipes are to be sealed to a minimum of 0.5 m above the top water level within the system. The system shall be (water) pressure tested prior to backfilling at the critical stage stormwater inspection. A note must be placed on the stormwater design plan to this effect.
- g) If the footpath falls towards the property and a positive grade in the footpath area cannot be achieved then:
  - i. The pipeline must remain sealed to the kerb outlet with a sealed cleaning eye installed within the property boundary OR if the fall toward the property is sufficiently low.
  - ii. The charged property line must discharge to a grated pit elevated above the ground to enable a sealed charged line from the grated pit to the kerb. The inlet to the pit must be at least 200 mm above the outlet from the pit.
- h) All services within the footpath must be identified and located prior to submitting the stormwater plans and the details must be shown on the plans.
- i) A charged line cleanout pit must be provided at the lowest point of each charged line within an inspection pit (350 x 350 min) with a sump for cleaning. The cap at the end of the extension line must have a dribble hole to prevent stagnation in the line. The clean out pit must provide for subsurface drainage of the dribble line and be located/designed so that any surcharge during maintenance does not Impact on adjoining properties.
- j) Measures must be provided to prevent leaves entering the down pipes serving roof areas.

- k) An absorption drainage system must be provided for surface impervious areas on each lot designed to address the following criteria:
- i. The absorption pit is to be designed to cater for all surface runoff generated from catchment impervious areas for the 1 in 50 year ARI storm event.
  - ii. A detailed design and supporting calculations, prepared by suitably qualified and experienced engineer must be submitted with the stormwater plan. The design parameters must be based on field measurements provided in a geotechnical report.
  - iii. A geotechnical report in support of the above design and an assessment of the infiltration (absorption rate) of the soil profile must be submitted with the stormwater plan.
  - iv. The absorption rate in litres/square metre/second must be determined with a recognised falling head or constant head test. The test shall be repeated until there is less than 5% difference in results. Full details of all test results are to be submitted. At least one test hole at each proposed pit location is to be drilled to a minimum depth of 1.5 m below surface level.
  - v. When calculating storage volume allow for 20% voids in the base aggregate, if aggregate is to be used for storage. The standard pipes network shall not be considered as storage volume.
  - vi. The absorption system shall be installed as far as practicable from downstream property boundaries/structures (minimum 3.0m) and from any buildings as recommended in the geotechnical report. The system should not be placed under any paved surfaces and must be at least 1.0m from pavements subject to vehicular traffic.
  - vii. All inflow pits/trenches must incorporate a silt arrestor function.
  - viii. On-site absorption will not be permitted in areas where the nominal absorption rate is less than 0.01 l/m<sup>2</sup>/sec and the geotechnical investigation identifies a potential soil salinity problem.
- l) A minimum 150mm step up must be provided between all external finished surfaces and adjacent internal floor areas, except where a reduced step is permitted under Section 3.1.2.3 (b) of Volume 2 of the National Construction Code for Class 1 buildings.
- m) All plumbing within the site must be carried out in accordance with Australian Standard AS/NZS 3500.3-20015 Plumbing and Drainage – Stormwater Drainage.
- n) Only a single point of discharge is permitted to the kerb and gutter, per frontage of the site. The kerb connection must comply with Councils standard drawing SD-R06 kerb roof water outlet and kerb adaptor.
- o) The design must comply with Councils Engineering Design Guide for Development (as amended).

The design must be prepared and certified by a Professional Engineer as defined in Volume 2 of the National Construction Code and be provided to the Principal Certifying Authority prior to the issue of a Construction Certificate.

**19. Work on Public Land**

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall obtain written approval from Council for any proposed work on public land. Inspection of this work shall be undertaken by Council at the applicants expense and a compliance certificate, approving the works, shall be obtained from Council prior to the principal certifying authority issuing an occupation certificate.

**20. Section 94A Developer Contribution - Community Facilities and Services**

Prior to Council or an accredited certifier issuing a Complying Development Certificate or a Construction Certificate (or where a Construction Certificate is not required, a Subdivision Certificate), the applicant shall provide a receipt for the payment to Council of a community facilities and services contribution in accordance with the provisions of the *Campbelltown City Council Section 94A Development Contributions Plan*.

For the purposes of calculating the required S94A contribution, where the value of the total development cost exceeds \$100,000, the applicant is required to include with the application for the respective certificate, a report setting out a cost estimate of the proposed development in accordance with the following:

- where the value of the proposed development is greater than \$100,000 but less than \$500,000, provide a Cost Summary Report by a person who, in the opinion of the Council, is suitably qualified to provide a Cost Summary Report (Cost Summary Report Template 1). All Cost Summaries will be subject to indexation on a quarterly basis relative to the *Consumer Price Index - All Groups* (Sydney) where the contribution amount will be based on the indexed value of the development applicable at the time of payment; or
- where the value of the proposed development is \$500,000 or more, provide a detailed development cost report completed by a quantity surveyor who is a registered member of the Australian Institute of Quantity Surveyors (Quantity Surveyors Estimate Report Template 2). Payment of contribution fees will not be accepted unless the amount being paid is based on a Quantity Surveyors Estimate Report (QS Report) that has been issued within 90 days of the date of payment. Where the QS Report is older than 90 days, the applicant shall provide an updated QS Report that has been indexed in accordance with clause 25J(4) of the Environmental Planning and Assessment Regulation 2000 to ensure quarterly variations in the *Consumer Price Index All Group Index Number for Sydney* have been incorporated in the updated QS Report.

Copies of the Cost Summary Report - Template 1 and the Quantity Surveyors Estimate Report - Template 2 are located under "Developer Contributions" on Council's web site ([www.campbelltown.nsw.gov.au](http://www.campbelltown.nsw.gov.au)) or can be collected from Council's Planning and Environment Division during normal business hours.

On calculation of the applicable contributions, all amounts payable will be confirmed by Council in writing.

Payment of Section 94A Developer Contributions will only be accepted by way of Cash, Credit Card or Bank Cheque issued by an Australian bank. Payment by any other means will not be accepted unless otherwise approved in writing by Council.

**Note: This condition is only applicable where the total development value exceeds \$100,000.**

**21. Telecommunications Infrastructure**

- a. If the development is likely to disturb or impact upon telecommunications infrastructure, written confirmation from the service provider that they have agreed to proposed works must be submitted to the Principal Certifying Authority prior to the issue of a Construction Certificate or any works commencing, whichever occurs first; and
- b. The arrangements and costs associated with any adjustment to telecommunications infrastructure shall be borne in full by the applicant/developer.

## **22. Sydney Water**

Prior to Council or an accredited certifier issuing a construction certificate, the approved plans must be submitted to Sydney Water via the Sydney Water Tap In service, to determine whether the development will affect any Sydney Water wastewater and water mains, stormwater drains and/or easements, and if any requirements need to be met. An approval receipt will be issued if the building plans have been approved. The approval receipt shall be submitted to the Principal Certifying Authority prior to Council or an accredited certifier issuing a construction certificate.

The Sydney Water Tap In service can be accessed at [www.sydneywater.com.au](http://www.sydneywater.com.au).

## **PRIOR TO THE COMMENCEMENT OF ANY WORKS**

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with prior to the commencement of any works on site.

## **23. Erosion and Sediment Control**

Prior to the commencement of any works on the land, adequate/approved erosion and sediment control measures shall be fully installed/implemented.

## **24. Erection of Construction Sign**

Prior to the commencement of any works on the land, a sign/s must be erected in a prominent position on the site:

- a. Showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours
- b. Stating that unauthorised entry to the work site is prohibited
- c. Pollution warning sign promoting the protection of waterways (issued by Council with the development consent)
- d. Stating the approved construction hours in which all works can occur
- e. Showing the name, address and telephone number of the principal certifying authority for the work.

Any such sign/s is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

## **25. Toilet on Construction Site**

Prior to the commencement of any works on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a

building is being carried out, at the rate of one toilet for every 20 persons or part thereof. Each toilet provided must be a standard flushing toilet and be connected to:

- a. A public sewer, or
- b. If connection to a public sewer is not practicable, to an accredited sewage management facility approved by Council, or
- c. If connection to a public sewer or an accredited sewage management facility is not practicable, to some other management facility approved by Council.

## **26. Trade Waste**

Prior to the commencement of any works on the land, a trade waste facility shall be provided on-site to store all waste pending disposal. The facility shall be screened, regularly cleaned and accessible to collection vehicles.

## **27. Vehicular Access during Construction**

Prior to the commencement of any works on the land, a single vehicle/plant access to the site shall be provided, to minimise ground disturbance and prevent the transportation of soil onto any public road system. Single sized aggregate, 40mm or larger placed 150mm deep, extending from the kerb and gutter to the property boundary, shall be provided as a minimum requirement.

## **28. Public Property**

Prior to the commencement of any works on site, the applicant shall advise Council of any damage to property which is controlled by Council which adjoins the site, including kerbs, gutters, footpaths, and the like. Failure to identify existing damage may result in all damage detected after completion of the development being repaired at the applicant's expense.

## **29. Demolition Works**

Demolition works shall be carried out in accordance with the following:

- a. Prior to the commencement of any works on the land, a detailed demolition work plan designed in accordance with Clause 1.7.3 of Australian Standard AS 2601-2001 – The Demolition of Structures, prepared by a suitably qualified person with suitable expertise or experience, shall be submitted to and approved by Council and shall include the identification of any hazardous materials, method of demolition, precautions to be employed to minimise any dust nuisance and the disposal methods for hazardous materials.
- b. Prior to commencement of any works on the land, the demolition Contractor(s) licence details must be provided to Council.
- c. The handling or removal of any asbestos product from the building/site must be carried out by a NSW Work Cover licensed contractor irrespective of the size or nature of the works. Under no circumstances shall any asbestos on site be handled or removed by a non-licensed person. The licensed contractor shall carry out all works in accordance with NSW Work Cover requirements.
- d. An appropriate fence preventing public access to the site shall be erected for the duration of demolition works



- e. Immediately prior to the commencement of the demolition or handling of any building or structure that contains asbestos, the applicant shall request that the principal certifying authority attend the site to ensure that all appropriate safety measures are in place. The applicant shall also notify the occupants of the adjoining premises and Workcover NSW prior to the commencement of any works.

### **30. Hoarding / Fence**

Prior to the commencement of any works, a hoarding or fence must be erected between the work site and a public place if the work involved in the development is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or if the building involves the enclosure of a public place in accordance with *Work Cover* requirements.

The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

A separate land use application under Section 68 of the Local Government Act 1993 shall be submitted to and approved by Council prior to the erection of any hoarding on public land.

### **31. Fencing**

An appropriate fence preventing public access to the site shall be erected for the duration of construction works.

### **32. Sydney Water**

Prior to works commencing, the approved plans must be submitted to Sydney Water via the Sydney Water Tap In service, to determine whether the development will affect any Sydney Water wastewater and water mains, stormwater drains and/or easements, and if any requirements need to be met. An approval receipt will be issued if the building plans have been approved. The approval receipt shall be submitted to the Principal Certifying Authority prior to works commencing.

The Sydney Water Tap In service can be accessed at [www.sydneywater.com.au](http://www.sydneywater.com.au)

### **33. Demolition of Existing Dwelling**

Prior to the commencement of any other works, the existing dwelling and all other improvements on the land shall be demolished in accordance with the conditions of this consent.

## **DEVELOPMENT REQUIREMENTS DURING CONSTRUCTION**

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with during the construction of the development on site.

### **34. Construction Work Hours**

All work on site shall only occur between the following hours:

Monday to Friday	7.00am to 6.00pm
Saturday	8.00am to 5.00pm
Sunday and public holidays	No Work.

**35. Erosion and Sediment Control**

Erosion and sediment control measures shall be provided and maintained throughout the construction period, in accordance with the requirements of the manual – *Soils and Construction (2004) (Bluebook)*, the approved plans, Council specifications and to the satisfaction of the principal certifying authority. The erosion and sedimentation control devices shall remain in place until the site has been stabilised and revegetated.

***Note: On the spot penalties up to \$1,500 will be issued for any non-compliance with this requirement without any further notification or warning.***

**36. Work Zones**

All loading, unloading and other activities undertaken during construction shall be accommodated on the development site.

Where it is not practical to load, unload or undertake specific activities on the site during construction, the provision of a 'Work Zone' external to the site may be approved by Council following an application being submitted to Council's Traffic Unit outlining the proposal for the work zone. The application is required to be made prior to the commencement of any works and is to include a suitable 'Traffic / Pedestrian Management and Control Plan' for the area of the work zone that will be affected. All costs of approved traffic / pedestrian control measures, including relevant fees, shall be borne by the applicant.

**37. Protection of Existing Trees**

During construction, no trees are to be cut down, lopped, destroyed or removed without the separate written approval of Council unless those trees are within three metres of the footprint of a building that has been approved by Council.

All trees that are to be retained are to be protected by fencing, firmly staked within the drip line/ canopy of the tree and maintained during the duration of the works. The area within the fencing must not be used for stockpiling of any material, nor for vehicle or pedestrian convenience. Tree protection measures shall comply with AS4970-2009 Protection of trees on development sites.

Tree protection measures shall also be implemented for trees within 2m of the property boundary on the adjoining property at 23 Euroka Street, Ingleburn.

All useable trees and shrubs shall be salvaged for re-use, either in log form, or as woodchip mulch for erosion control or garden beds or site rehabilitation. Non-salvable materials such as roots and stumps shall be disposed of to a waste management centre or other approved form.

**38. Fill Compaction Requirements**

Any filling carried out in accordance with this consent shall maintain a minimum requirement of 98% standard compaction.

Any lot filling operations carried out in accordance with this consent shall be tested to establish the field dry density every 300mm rise in vertical height. Test sites shall be located randomly across the fill site with 1 test per 500m<sup>2</sup> (minimum 1 test per 300mm layer) certified by a qualified geotechnical engineer.

**39. Dust Nuisance**

Measures shall be implemented to minimise wind erosion and dust nuisance in accordance with the requirements of the manual – *'Soils and Construction (2004) (Bluebook)*. Construction areas shall be treated/ regularly watered to the satisfaction of the principal certifying authority.

**40. Excess Material**

All excess material is to be removed from the site. The spreading of excess material or stockpiling on site will not be permitted without prior written approval from Council.

**41. Public Safety**

Any works undertaken in a public place are to be maintained in a safe condition at all times in accordance with AS 1742.3. Council may at any time and without prior notification make safe any such works Council considers to be unsafe, and recover all reasonable costs incurred from the applicant.

**42. Compliance with Council Specification**

All design and construction work shall be in accordance with:

- a. Council's specification for Construction of Subdivisional Road and Drainage Works (as amended);
- b. *Campbelltown (Sustainable City) DCP - Volumes 1 and 3 as amended;*
- c. *'Soils and Construction (2004) (Bluebook);* and
- d. Relevant Australian standards and State Government publications.

**43. Footpath Kerb and Gutter**

The applicant shall re-construct all damaged kerb and gutter, adjacent to the site, in Euroka Street. Areas not concreted shall be re-graded, topsoiled and turfed. All works shall be in accordance with Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended) and with the design requirements of Councils Engineering Design Guide for Development (as amended).

**44. Residential Driveway and Layback Crossing**

The applicant shall provide a reinforced concrete driveway and layback crossing to Council's *Residential Vehicle Crossing Specification* to the dwellings.

A separate application for this work, which will be subject to a crossing inspection fee, fixing of levels and inspections by Council, must be lodged with Council. Conduits must be provided to service authority requirements.

**45. Associated Works**

The applicant shall undertake any works external to the development, that are made necessary by the development, including additional road and drainage works or any civil works directed by Council, to make a smooth junction with existing work.

**46. Redundant Laybacks**

All redundant layback/s shall be reinstated to conventional kerb and gutter to Council's *Specification for Construction of Subdivisional Road and Drainage Works (as amended)* and

with the design requirements of the Campbelltown Council *Engineering Design Guide for Development (as amended)*.

#### **47. Completion of Construction Works**

Unless otherwise specified in this consent, all construction works associated with the approved development shall be completed within 12 months of the date of the notice of the intention to commence construction works under Section 81A of the Act.

In the event that construction works are not continually ongoing, the applicant shall appropriately screen the construction site from public view with architectural devices and landscaping to Council's written satisfaction.

#### **PRIOR TO THE ISSUE OF AN OCCUPATION CERTIFICATE**

The following conditions of consent must be complied with prior to the issue of an occupation certificate by either Campbelltown City Council or an accredited principal certifying authority. All necessary information to comply with the following conditions of consent must be submitted with the application for an occupation certificate.

Note: Under this subheading, for the purpose of issuing an occupation certificate, any reference to "occupation certificate" shall also be taken to mean "interim occupation certificate".

#### **48. Section 73 Certificate**

Prior to the principal certifying authority issuing an occupation certificate (or subdivision certificate, whichever shall occur first), a Section 73 Compliance Certificate under the Sydney Water Act 1994 must be obtained from Sydney Water Corporation. Early application for the certificate is suggested as this can also impact on other services and building, driveway or landscape design.

Application must be made through an authorised Water Servicing Coordinator.

For help either visit [www.sydneywater.com.au](http://www.sydneywater.com.au) > Building and developing > Developing your Land > Water Servicing Coordinator or telephone 13 20 92.

The Section 73 Certificate must be submitted to the Principal Certifying Authority prior to the issue of an occupation certificate.

#### **49. Completion of External Works Onsite**

Prior to the principal certifying authority issuing an occupation certificate, all external works, repairs and renovations detailed in the schedule of treatment/finishes, landscaping, driveways, fencing and retaining walls to be completed to the satisfaction of the principal certifying authority.

#### **50. Registration of Easements**

The granting of the following easements within the properties:

- a. A portion of the front roof within lot 62 of DP 1703 drains to lot 61 of DP 1703. An easement to drain water must be provided to enable drainage of stormwater of one lot through the other lot and to allow maintenance on the burdened lot. The instrument is to have the same wording and meaning as an easement to drain water in Part 3 of Schedule 8 of the Conveyancing Act 1919.

- b. A portion of the roof, eave, and gutter of the front roof of lot 62 of DP 1703 encroaches on lot 61 of DP 1703. An easement for overhang is required. The instrument is to have the same wording and meaning as an easement for overhang in Part 10 of Schedule 8 of the Conveyancing Act 1919.
- c. The width and configuration of the driveway may result in vehicles entering one lot trespassing on the other lot. A triangular right of carriageway must be created in favour of each lot over the other, of the development fronting Euroka Street. In this regard each triangle must extend no less than one metre along the Euroka Street frontage of the burdened lot and extend back no less than 1.5 metres along the common boundary between lots 61 and 62 of DP 1703. The instruments are to have the same wording and meaning as a right of carriageway in Part 1 of Schedule 8 of the Conveyancing Act 1919. Note that the dimensions of the reciprocal rights of way may be increased as a consequence of swept path analysis required to be undertaken prior to the issue of a Construction Certificate.

Documents relative to the creation of these easements are to be lodged with, and be accepted by, Land and Property Information NSW after the external form of the buildings have been constructed and prior to the issue of an Occupation Certificate. Costs associated with preparation and registration of easements to be borne by the developer.

#### **51. Final Inspection – Works as Executed Plans**

Prior to the principal certifying authority issuing an occupation certificate the applicant shall submit to Council two copies of a work as executed plan, certified by a qualified surveyor, which is in accordance with Council's Specification for Construction of Subdivisional Road and Drainage Works (as amended) and the requirements detailed in the Campbelltown City Engineering Design Guide for Development (as amended).

#### **52. Restoration of Public Roads**

Prior to the principal certifying authority issuing an occupation certificate, the restoration of public road and associated works required as a result of the development shall be carried out by Council and all costs shall be paid by the applicant.

#### **53. Public Utilities**

Prior to the principal certifying authority issuing an occupation certificate, any adjustments to public utilities, required as a result of the development, shall be completed to the satisfaction of the relevant authority and at the applicant's expense.

#### **54. House Numbers**

Prior to the principal certifying authority issuing a subdivision certificate all house numbers shall be stencilled onto the kerb at appropriate locations with black letters/numbers 75mm high on a white background using approved pavement marking grade paint.

#### **55. BASIX**

Prior to the principal certifying authority issuing an occupation certificate, completion of all requirements listed in the relevant BASIX certificate for the subject development shall be completed/installed.

#### **56. Council Fees and Charges**

Prior to the principal certifying authority issuing an occupation certificate, the applicant shall obtain written confirmation from Council that all applicable Council fees and charges

associated with the development have been paid in full. Written confirmation will be provided to the applicant following Council's final inspection and satisfactory clearance of the public area adjacent the site.

## **ADVISORY NOTES**

The following information is provided for your assistance to ensure compliance with the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2000, other relevant Council Policy/s and other relevant requirements. This information does not form part of the conditions of development consent pursuant to Section 80A of the Act.

### **Advice 1. Environmental Planning and Assessment Act 1979 Requirements**

The Environmental Planning and Assessment Act 1979 requires you to:

- a. Obtain a construction certificate prior to the commencement of any works. Enquiries regarding the issue of a construction certificate can be made to Council's Customer Service Centre on 4645 4000.
- b. Nominate a principal certifying authority and notify Council of that appointment prior to the commencement of any works.
- c. Give Council at least two days notice prior to the commencement of any works.
- d. Have mandatory inspections of nominated stages of the construction inspected.
- e. Obtain an occupation certificate before occupying any building or commencing the use of the land.

### **Advice 2. Tree Preservation Order**

To ensure the maintenance and protection of the existing natural environment, you are not permitted to ringbark, cut down, top, lop, remove, wilfully injure or destroy a tree outside three metres of the building envelope unless you have obtained prior written consent from Council. Fines may be imposed if you choose to contravene Council's Tree Preservation Order.

A tree is defined as a perennial plant with self supporting stems that are more than three metres or has a trunk diameter more than 150mm measured one metre above ground level, and excludes any tree declared under the Noxious Weeds Act (NSW).

### **Advice 3. Provision of Equitable Access**

Nothing in this consent is to be taken to imply that the development meets the requirements of the *Disability Discrimination Act 1992* (DDA1992) or *Disability (Access to Premises – Buildings) Standards 2010* (Premises Standards).

Where a Construction Certificate is required for the approved works, due regard is to be given to the requirements of the *Building Code of Australia* (BCA) & the Premises Standards. In this regard it is the sole responsibility of the certifier, building developer and building manager to ensure compliance with the Premises Standards.

Where no building works are proposed and a Construction Certificate is not required, it is the sole responsibility of the applicant and building owner to ensure compliance with the DDA1992.

### **Advice 4. Smoke Alarms**

From 1 May 2006 all NSW residents must have at least one working smoke alarm installed on each level of their home. This includes owner occupier, rental properties, relocatable homes and any other residential building where people sleep.

The installation of smoke alarms is required to be carried out in accordance with AS 3786. The licensed electrical contractor is required to submit to the Principal Certifying Authority a certificate certifying compliance with AS 3000 and AS 3786.

#### **Advice 5. Retaining Walls**

A separate development application shall be submitted and approved for any retaining walls that exceed 0.9 metres in height.

#### **Advice 6. Covenants**

The land upon which the subject building is to be constructed may be affected by restrictive covenants. Council issues this approval without enquiry as to whether any restrictive covenant affecting the land would be breached by the construction of the building, the subject of this permit. Persons to whom this permit is issued must rely on their own enquiries as to whether or not the building breaches any such covenant.

#### **Advice 7. Inspections – Civil Works**

Where Council is nominated as the principal certifying authority for civil works, the following stages of construction shall be inspected by Council.

- a. EROSION AND SEDIMENT CONTROL –
  - i. Direction/confirmation of required measures.
  - ii. After installation and prior to commencement of earthworks.
  - iii. As necessary until completion of work.
- b. STORMWATER PIPES – Laid, jointed and prior to backfill.
- c. VEHICLE CROSSINGS AND LAYBACKS – Prior to pouring concrete.
- d. FINAL INSPECTION – All outstanding work.

#### **Advice 8. Inspection within Public Areas**

All works within public areas are required to be inspected at all stages of construction and approved by Council prior to the principal certifying authority releasing the Occupation Certificate.

#### **Advice 9. Adjustment to Public Utilities**

Adjustment to any public utilities necessitated by the development is required to be completed prior to the occupation of the premises and in accordance with the requirements of the relevant Authority. Any costs associated with these adjustments are to be borne by the applicant.

#### **Advice 10. Salinity**

Please note that Campbelltown is an area of known salinity potential. As such any salinity issues should be addressed as part of the construction certificate application. Further information regarding salinity management is available within Campbelltown Councils *Engineering Design Guide for Development (as amended)*.

**Advice 11. Asbestos Warning**

Should asbestos or asbestos products be encountered during construction or demolition works you are advised to seek advice and information prior to disturbing the material. It is recommended that a contractor holding an asbestos-handling permit (issued by Work Cover NSW), be engaged to manage the proper disposal and handling of the material. Further information regarding the safe handling and removal of asbestos can be found at:

[www.environment.nsw.gov.au](http://www.environment.nsw.gov.au)  
[www.nsw.gov.au/fibro](http://www.nsw.gov.au/fibro)  
[www.adfa.org.au](http://www.adfa.org.au)  
[www.workcover.nsw.gov.au](http://www.workcover.nsw.gov.au)

Alternatively, call Work Cover Asbestos and Demolition Team on 8260 5885.

**Advice 12. Rain Water Tank**

It is recommended that water collected within any rainwater tank as part of the development be limited to non-potable uses. NSW Health recommends that the use of rainwater tanks for drinking purposes not occur where a reticulated potable water supply is available.

**Advice 13. Dial before you Dig**

Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at [www.1100.com.au](http://www.1100.com.au) or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before you dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

**Advice 14. Telecommunications Act 1997 (Commonwealth)**

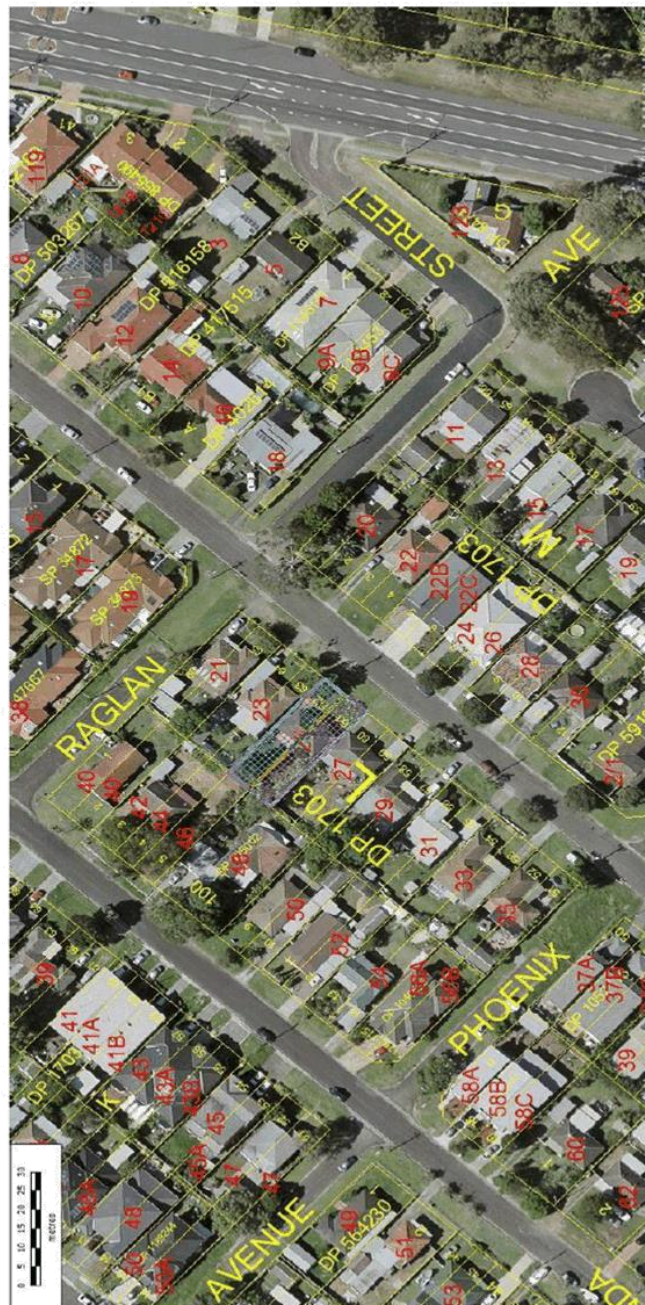
Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any persons interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution.

Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

**END OF CONDITIONS**

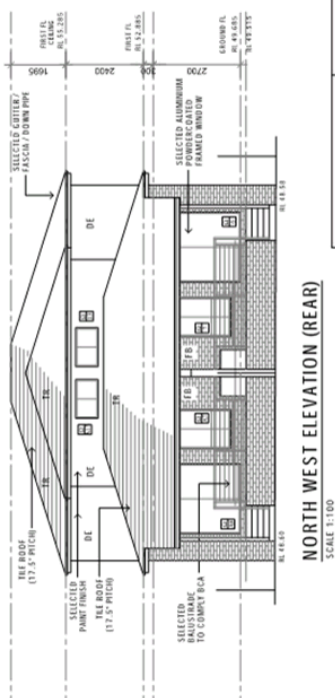
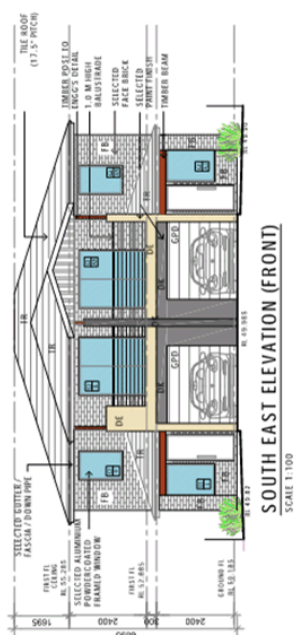
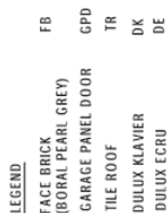
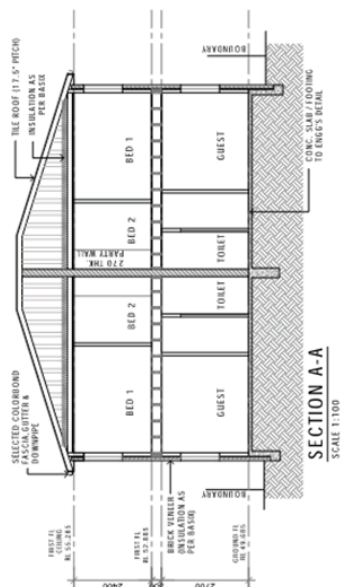


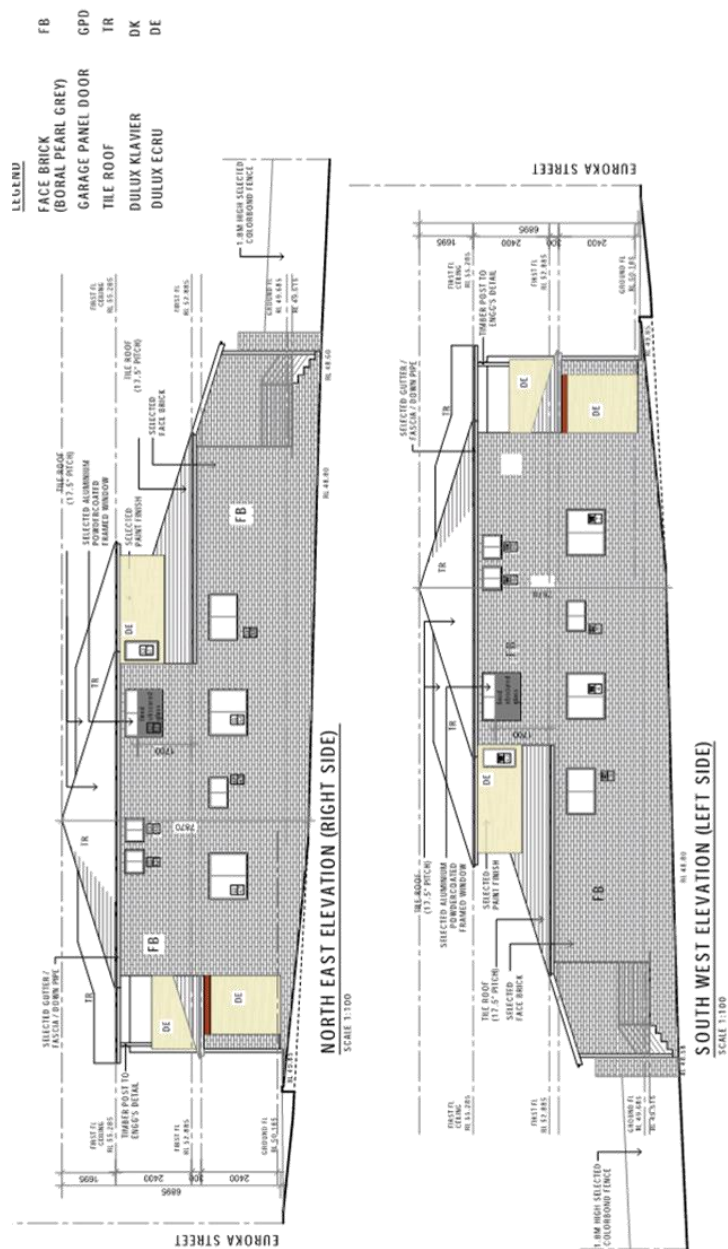


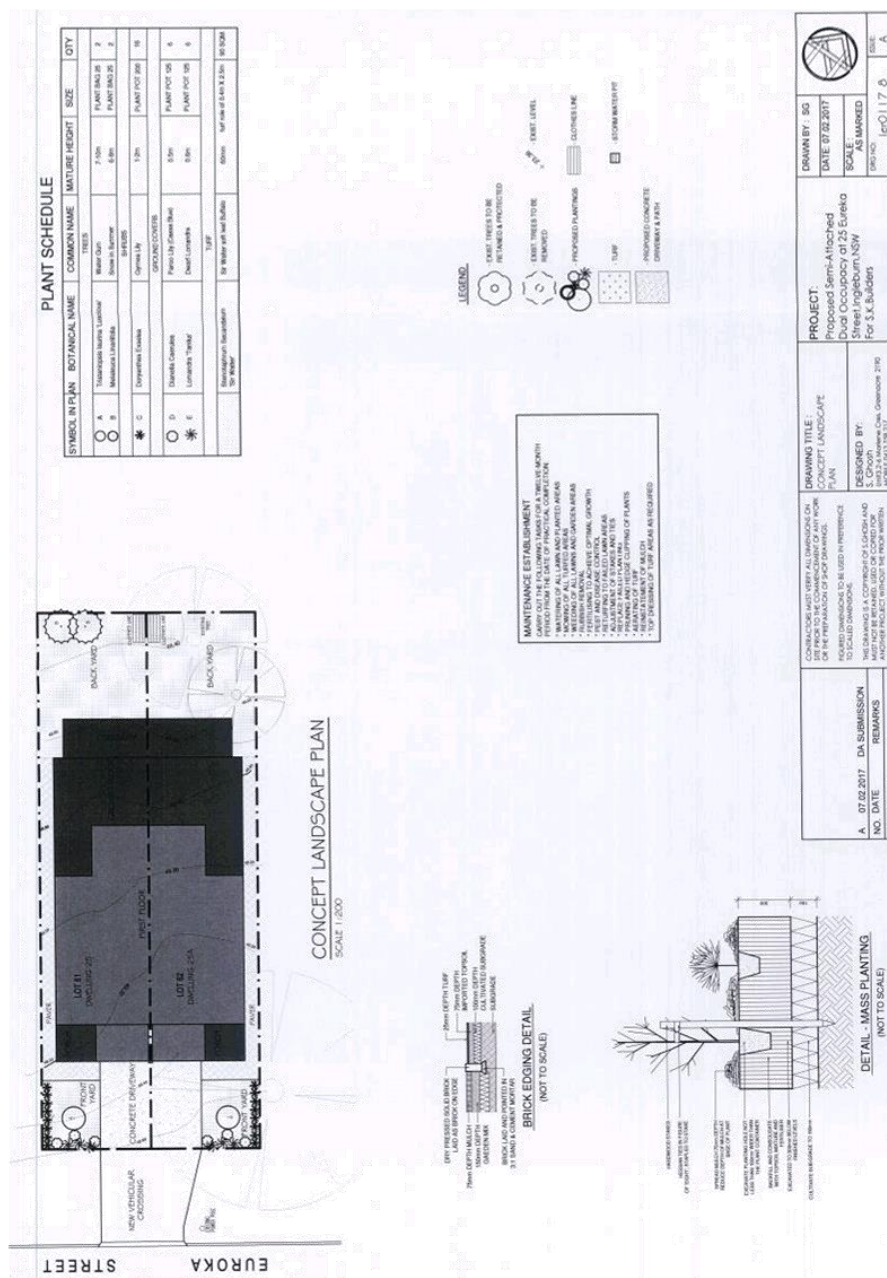






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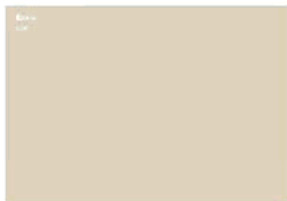




### **EXTERNAL MATERIAL FINISHES**

Proposed Semi-attached dwelling at 25 Euroka Street Ingleburn NSW

Wall Paint - Dulux Ecu



Wall Paint - Dulux Klavier



Roof Sheet/Fascia board / Gutter – Colorbond Evening Haze



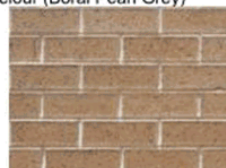
Window – Off White Aluminum



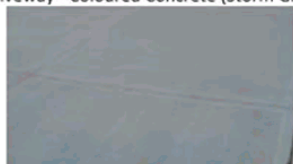
Garage Panel Door



Brick – Velour (Boral Pearl Grey)



Driveway - Coloured Concrete (Storm Grey)



### **8.3 Construction of semi detached dwelling development at 51 Brenda Street, Ingleburn**

#### **Reporting Officer**

Director City Development  
City Development

#### **Community Strategic Plan**

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

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

1. That Council permit the requested variation to Clause 4.1C of Campbelltown Local Environmental Plan 2015 which relates to the minimum allotment size required for semi-detached dwelling development.
2. That subject to recommendation No.1, development application 2316/2017/DA-M for the demolition of an existing dwelling and construction of two double storey semi-detached dwellings at 51 Brenda Street, Ingleburn, be approved, subject to the conditions detailed in attachment 1 of this report.
3. That subject to recommendations 1 and 2, approval of the development application be recorded in Council's quarterly report to the Department of Planning and Environment

#### **Background**

A development application was lodged with Council on 24 July 2017 for the demolition of existing structures and construction of a semi-detached dwelling development, comprising two dwellings at 51 Brenda Street, Ingleburn.

The land is within the locality of Ingleburn where the Council has previously approved the same variation and resolved to amend the CLEP 2015 to facilitate the development of existing narrow lots in Ingleburn; without the need for a Clause 4.6 variation request to CLEP 2015.

The required amendment to the CLEP 2015 is currently being undertaken, however, in the meantime, a Clause 4.6 variation request is required in order for Council to formally consider a variation to the Clause 4.1C development standard. Hence, this application has been tabled before Council, seeking formal approval for the variation.

#### **Purpose**

To assist Council in its determination of the subject application in accordance with the provisions of the *Environmental Planning and Assessment Act 1979*.



This development application is required to be reported to Council pursuant to Department of Planning Circular PS 08-014 dated 14 November 2008 as it is seeking a variation of greater than 10 percent to a development standard contained in Campbelltown Local Environmental Plan 2015.

A variation is sought from the minimum 700sqm qualifying lot size for semi-detached dwelling development in the R2 Low Density Residential land use zone, pursuant to the provisions of Clause 4.1C(2) of the Campbelltown Local Environmental Plan 2015.

<b>Property Description</b>	Lots 49 and 50 Section J DP 1703 51 Brenda Street, Ingleburn
<b>Application No</b>	2316/2017/DA-M
<b>Applicant</b>	Mr Milos Samardzija
<b>Owner</b>	Mr Milos Samardzija, Ms Lina Davies
<b>Provisions</b>	State Environmental Planning Policy Building Sustainability Index: (BASIX) 2004 Campbelltown Local Environmental Plan 2015 Campbelltown (Sustainable City) Development Control Plan 2015
<b>Non-Statutory</b>	Campbelltown 2027 – Looking Forward
<b>Date Received</b>	24 July 2017

## Report

### Site and Surrounding Locality

The site comprises of two existing allotments, legally described as Lots 49 and 50 in Section J in DP 1703. Each allotment maintains an individual area of 224.8sqm (total site area 449.6sqm) and a frontage of 6.706 metres to Brenda Street (total site frontage 13.412m). The site maintains a dual frontage to Brenda Street and Phoenix Avenue. Phoenix Avenue is an unformed paper road.

The land, and its vehicle access, is located on the north-western side of Brenda Street. A single storey clad dwelling and associated structures are located at the site.

The site is situated within the established residential area of the suburb of Ingleburn. Surrounding development comprises a mix of low and medium density residential development, including dwellings, attached dwellings, dual occupancies and multi dwelling housing.

### 1. Non-statutory provisions

#### 1.1 Campbelltown 2027 Community Strategic Plan

Campbelltown 2027 is the Community Strategic Plan (CSP) for the city of Campbelltown. Campbelltown 2027 addresses four key strategic outcomes that Council and other stakeholders will work to achieve over the next 10 years:

- Outcome 1: A vibrant, liveable city

- Outcome 2: A respected and protected natural environment
- Outcome 3: A thriving, attractive city
- Outcome 4: A successful city

Outcome 1 is the most relevant to the proposed development.

The strategy relevant to this application is as follows:

1.8- Enable a range of housing choices to support different lifestyles

The two lots are existing and are readily capable of facilitating the proposed development. The development is consistent with the above strategy as it would contribute to the provision of affordable housing to meet the needs of the growing local population and presents a design that is consistent with existing residential development along Brenda Street and within the broader Ingleburn locality.

## **2. Statutory Provisions**

### **2.1 State Environmental Planning Policy 55 - Remediation of Land**

There is no known history of contamination applicable to the site. The subject site has historically been used for residential purposes. Accordingly, site land contamination is considered unlikely and no further investigation is necessary.

### **2.2 State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004**

State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004 (BASIX SEPP) requires a BASIX Certificate to accompany development applications for dwellings.

A BASIX Certificate detailing the BASIX commitments applicable to the development have been provided for each dwelling:

- Certificate number: 820847S, Issued: 16 May 2017
- Certificate number: 820870S, Issued: 16 May 2017.

The commitments have been detailed on the development plans and a condition of development consent has been recommended to ensure the implementation of these commitments prior to the issue of an occupation certificate.

### **2.3 Greater Metropolitan Regional Environmental Plan No. 2 – Georges River Catchment**

The proposal is within the Georges River Catchment and thus this policy applies. The general aims and objectives of this plan are as follows:

- a) to maintain and improve the water quality and river flows of the Georges River and its tributaries and ensure that development is managed in a manner that is in keeping with the national, state, regional and local significance of the Catchment

- b) to protect and enhance the environmental quality of the Catchment for the benefit of all users through the management and use of the resources in the Catchment in an ecologically sustainable manner
- c) to ensure consistency with local environmental plans and also in the delivery of the principles of ecologically sustainable development in the assessment of development within the Catchment where there is potential to impact adversely on groundwater and on the water quality and river flows within the Georges River or its tributaries
- d) to establish a consistent and coordinated approach to environmental planning and assessment for land along the Georges River and its tributaries and to promote integrated catchment management policies and programs in the planning and management of the Catchment
- e) (Repealed)
- f) to provide a mechanism that assists in achieving the water quality objectives and river flow objectives agreed under the Water Reform Package.

The proposal does not conflict with any of the relevant provisions of the Greater Metropolitan Regional Environmental Plan No. 2 – Georges River Catchment, and is therefore considered acceptable in this regard.

## **2.4 Campbelltown Local Environmental Plan 2015**

The subject site is zoned R2 Low Density Residential under the provisions of Campbelltown Local Environmental Plan 2015 (CLEP). The development comprises two semi-detached dwellings.

A semi-detached dwelling is defined in the CLEP 2015 as:

- a dwelling that is on its own lot of land and is attached to only one other dwelling.

Development for the purpose of semi-detached dwellings is permissible with consent in the R2 land use zone.

Following is a discussion of the relevant provisions of the CLEP.

### **Clause 2.7 Demolition requires development consent**

Clause 2.7 provides that the demolition of a building or work may be carried out only with development consent. Consent is sought of the demolition of the existing dwelling and associated structures as part of this development application.

### **Clause 4.1C Minimum qualifying site area and lot size for certain residential and child care centre development in residential zones**

Clause 4.1C(2) relevantly provides that development consent may be granted to development for the purpose of semi-detached dwellings in the R2 Low Density Residential zone, if the area of the lot is equal to or greater than 700sqm.

The development is proposed across two existing lots, with a combined area of 449.6sqm; a deficit in qualifying site area of 250.4sqm.

A variation to this development standard has been sought in accordance with the provisions of Clause 4.6, discussed below.

### **Clause 4.3 Height of Buildings**

Pursuant to the provisions of Clause 4.3 a maximum building height of 9 metres is applicable to the site. The development maintains a maximum building height of 8.42 metres, in compliance with this clause.

### **Clause 4.3A Height restrictions for certain residential accommodation**

Clause 4.3A relevantly provides that an attached dwelling must not be higher than 2 storeys. The attached dwelling does not exceed 2 storeys in height.

### **Clause 4.4 Floor Space Ratio**

Pursuant to the provisions of Clause 4.4 a maximum floor space ratio (FSR) of 0.6:1 is applicable to the site. As the two lots are existing; the FSR has been calculated individually for each lot:

<b>Lot No.</b>	<b>GFA (sqm)</b>	<b>Site Area (sqm)</b>	<b>FSR</b>
1	131.4	224.8	0.58:1
2	131.4	224.8	0.58:1

**Table 1: FSR Calculations**

Both lots maintain a FSR of 0.58:1, in compliance with the maximum 0.6:1 FSR.

### **Clause 4.6 Exceptions to development standards**

Clause 4.6 relevantly provides that development consent may, subject to this clause, be granted for development even though the development would contravene a development standard. The development contravenes the following development standard:

- Clause 4.1C(2) The site maintains a total area of 449.6sqm; 250.4sqm less than the required qualifying site area of 700sqm for semi-detached dwelling development in the R2 zone. This equates to a 35.77 per cent variation deficit from the 700sqm qualifying lot size.

The Statement of Environmental Effects (SEE) includes a Clause 4.6 Variation Request which addresses the contravention of the abovementioned development standard.

<b>Clause 4.6</b>		<b>Campbelltown Local Environmental Plan 2015</b>	
<b>Subclause</b>	<b>Requirement</b>	<b>Response</b>	<b>Complies</b>
(3)	<p>Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:</p> <ul style="list-style-type: none"> <li>• that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and</li> <li>• that there are sufficient environmental planning grounds to justify contravening the development standard.</li> </ul>	<p>The applicant has provided a written request to vary the minimum qualifying lot size for semi-detached dwellings in Clause 4.1C(2).</p> <p>Compliance with the abovementioned development standard is considered unreasonable in the circumstances of the case. The lots are existing and are readily capable of facilitating the semi-detached dwelling development.</p>	Yes
(4)	<p>Development consent must not be granted for development that contravenes a development standard unless:</p> <ul style="list-style-type: none"> <li>• the consent authority is satisfied that: <ul style="list-style-type: none"> <li>○ the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and</li> <li>○ the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and</li> </ul> </li> <li>• the concurrence of the Secretary has been obtained.</li> </ul>	<p>Council is satisfied that the applicant's written request has adequately addressed subclause (3).</p> <p>The objectives of Clause 4.1C are maintained and the development is generally consistent with the requirements of the DCP. The proposed development is therefore in the public interest.</p> <p>Council has delegation.</p>	<p>Yes</p> <p>Yes</p>

Table 2: Clause 4.6 Assessment

### Clause 5.9 Preservation of trees or vegetation

Clause 5.9 relevantly provides that a person must not remove any tree or other vegetation to which the Campbelltown (Sustainable City) Development Control Plan 2015 (Sustainable City DCP) applies without development consent.

As part of the proposed development, no trees are proposed to be removed as part of the development. Additional planting is to be provided following completion of construction.

### Clause 7.10 Essential services

Clause 7.10 provides that development consent must not be granted to development unless Council is satisfied that services that are essential for the development are available or that adequate arrangements have been made to make them available when required.

The site is readily serviced by water, electricity, sewer and telecommunication services. The development demonstrates the ability to cater for stormwater drainage and vehicular access from Brenda Street.

### 2.5 Campbelltown (Sustainable City) Development Control Plan 2015

Campbelltown (Sustainable City) Development Control Plan (the Sustainable City DCP) is the relevant development control plan for the site and development type.

The development has been assessed against the relevant provisions of Part 2 (Requirements Applying to all Types of Development) and Part 3 (Low and Medium Density Residential Development and Ancillary Residential Structures) of the Sustainable City DCP.

### Volume 1 Part 2 – Requirements applying to all types of development

General design requirements with regard to possible environmental impacts of the development are outlined in Part 2 of the Sustainable City DCP.

		Campbelltown (Sustainable City) Development Control Plan 2015	
Control	Requirement	Proposed	Complies
<b>2.4.1 Rain Water Tanks</b>	In addition to satisfying BASIX, residential development is encouraged to provide a rain water tank for new buildings.  Above ground water tanks shall be located behind the primary or secondary building line.	A BASIX Certificate has been provided for each of the dwellings which detail the BASIX commitments for the semi-detached dwelling development.  A rainwater tank has been provided for each dwelling. The rainwater tanks have been located within the rear setback for each dwelling, behind the primary building line.	Yes
<b>2.4.3 Natural Ventilation</b>	The design of new buildings shall be encouraged to maximise opportunities for cross flow ventilation, where practical, thus minimising the need for air conditioning.	The design of the dwellings, where practical, encourages cross flow ventilation, with the placement of windows and sliding doors.	Yes
<b>2.4.5 BASIX</b>	BASIX Certificate is required	A BASIX Certificate has been provided for each of the dwellings.	Yes
<b>2.5 Landscaping</b>	Landscape Concept Plan is required	A satisfactory Landscape Plan has been provided.	Yes

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
<b>2.7 Erosion and Sediment Control</b>	An Erosion and Sediment Control Plan (ESCP) shall be prepared and submitted with a development application proposing construction and/or activities involving the disturbance of the land surface.	Erosion and Sediment Control details have been provided on the Site Plan. A condition of consent has been recommended requiring the installation of erosion and sediment control measures prior to the commencement of works.	Yes
<b>2.9 Demolition</b>	<p>A development application involving demolition shall be considered having regard to the following information:</p> <ul style="list-style-type: none"> <li>• a detailed work plan prepared by a suitably qualified person, in accordance with AS2601-2001- The Demolition of Structures (as amended);</li> <li>• details of the licensed demolition contractor engaged to carry out the work (including name, address and building licence number);</li> <li>• a hazardous materials report that lists details of methods to prevent air, noise and water pollution and the escape of hazardous substances into the public domain;</li> <li>• details of any asbestos or other hazardous substances to be removed from the site and/or damaged during demolition; and</li> <li>• a dilapidation report where any demolition work is to be undertaken within the zone of influence of any other structure.</li> </ul>	Demonstration of compliance with these provisions prior to any demolition commencing is recommended as a standard condition of development consent.	Yes
<b>2.10.3 Stormwater Drainage</b>	A stormwater Drainage Concept Plan shall be prepared by a suitably qualified person, and submitted with all development applications, involving construction (except for internal alterations/fitouts), demonstrating to Council how the stormwater will be collected and discharged from the site.	A Stormwater Plan has been submitted demonstrating that the development is able to drain via gravity into the existing stormwater system.	Yes

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
<b>2.15 Waste Management</b>	A detailed WMP is required to address waste management during the construction and on-going phases of the development	A Waste Management Plan has been provided.	Yes

Table 3: Sustainable City DCP Part 2 Assessment

### Volume 2 Part 3 – Low and Medium Density Residential Development and Ancillary Residential Structures

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
<b>3.4.1 Building Form and Character</b>	Building design (including facade treatment, massing, roof design and entrance features), setbacks and landscaping shall complement the scale of development, and the desired future character of the residential neighbourhoods.	Several of the properties along Brenda Street have undergone redevelopment/are in the process of being redeveloped and the character of the street is currently a mix of older single storey dwellings and newer dwellings and medium density development. The dwellings are of a design and scale that is generally consistent with the current streetscape, whilst also responding to the future desired character of the neighbourhood.	Yes
	Development on corner sites shall incorporate façade treatments that address both street frontages and achieve positive articulation in building design.	The development incorporates porches which address both street frontages	Yes
	The built form shall relate to the natural landform and setting.	Minimal earthworks are required to facilitate the development.	Yes
	On-site parking areas shall be designed and sited to reduce the visual prominence of garage doors and external parking spaces as viewed from the street or other public place.	Each dwelling has been provided with a single car garage.	Yes
	Garage doors facing a public street shall not be wider than 50% of the width of the building's facade fronting the street.	The garage doors of both dwellings are less than 50% of the width of the building's façade.	Yes



		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
	No carports or garages (or like structures) shall be located within 6 metres of the primary street boundary.	Garages are set back a minimum 6m from front boundary.	Yes
	No bathroom, ensuite, toilet or laundry windows shall face the primary street of an allotment.	No bathroom, ensuite, toilet or laundry windows face Brenda Street.	Yes
<b>3.4.1.2 Building Height</b>	The height of development shall not result in any significant loss of amenity (including loss of solar access and visual and acoustic privacy) to adjacent properties and public places.	The development maintains a maximum building height of 8.42 metres.	Yes
<b>3.4.2 Car Parking and Access</b>	The minimum dimensions of any required parking space shall be 2.5 metres x 5.5 metres. If the car parking space adjoins a vertical edge which is 100mm or higher, the minimum width of the car parking space shall be 2.7 metres.	Adequate parking is available in front of the dwellings' garages.	Yes
	The minimum internal dimension of an enclosed garage shall be 3 metres x 6 metres.	The internal dimensions of the garages are 3m x 5.5m.	No, however a variation is minor and considered reasonable.
	Transitional grades shall comply with AS2890.1 (as amended) Parking Facilities - Off-Street Car Parking.	The driveways have been designed to comply with the transitional grades in AS2890.1.	Yes
	The minimum width of the driveway at the street kerb shall be 2.5 metres where the driveway provides access for one dwelling.	Each driveway maintains a width in excess of 2.5m at the street kerb.	Yes
	Driveways shall be designed and located perpendicular to the road.	Driveways have all been designed perpendicular to the road.	Yes

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
<b>3.4.3.2</b> <b>Visual Privacy</b>	No window of a habitable room or balcony shall directly face a window of another habitable room, balcony or private open space (POS) of another dwelling located within 6 metres of the proposed window or balcony unless appropriately screened.	The living room windows along the side boundaries on the ground floor of the dwellings are appropriately screened by the 1.8m high boundary fence.  In order to address privacy impacts on the existing adjoining development, as well as having appropriate regard to any future development on the adjoining lots; the bedroom windows on the first floor shall be conditioned to have a sill height of minimum 1.5m.	Yes
<b>3.4.4</b> <b>Solar Access</b>	Living areas shall generally have a northerly orientation.	The living areas, where possible, generally have a northerly orientation.	Yes
	A minimum 20sqm fixed area of the required private open space shall receive three hours of continuous direct solar access on 21 June, between 9.00am and 3.00pm, when measured at ground level.	A minimum 20sqm fixed area of POS for each dwelling receives at least 3 hours solar access.	Yes
	Development shall have appropriate regard to the impact on solar access to useable private open space and living areas, solar collectors and clothes drying areas of adjoining residential development.	Shadow diagrams have been provided which demonstrate that the proposed development does not adversely impact the POS areas of adjoining residential development.	Yes
	Building siting shall take into consideration the range of factors that impact on solar access including slope of land, vegetation and existing building and other structures.	The dwellings have been sited having regard to the topography of the site. The site does not contain any significant vegetation.	Yes
<b>3.5.1</b> <b>Fencing</b>	Residential fencing along the rear and side boundaries shall be: <ul style="list-style-type: none"> <li>located behind the primary street building line;</li> <li>a maximum 2.1 metres in height (excluding retaining walls); and</li> <li>a maximum 1.8 metres in height, if adjoining a secondary street.</li> </ul>	A condition of consent has been recommended identifying acceptable fencing materials and heights.	Yes

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
<b>3.5.2.1 Outbuildings General Requirements</b>	<p>Outbuildings shall:</p> <ul style="list-style-type: none"> <li>• incorporate similar or complementary design features, finishes, materials and colours to those of the principal dwelling house;</li> <li>• not contain any other sanitary fixtures other than a toilet and a hand basin; and</li> <li>• not be used for any habitable, commercial or industrial purpose.</li> </ul>	No outbuildings proposed.	NA
<b>3.5.2.2 Maximum Floor Area for Outbuildings</b>	The combined areas for all 'detached' outbuildings (including carports and garages) shall be a maximum of 55sqm.	No outbuildings proposed.	NA
<b>3.5.2.3 Setbacks for Outbuildings</b>	<p>Outbuildings shall be setback by a minimum of:</p> <ul style="list-style-type: none"> <li>• 6 metres from the primary street boundary;</li> <li>• 3 metres from the secondary street boundary for all domestic outbuildings other than any garage that is accessed directly from the secondary street;</li> <li>• 5.5 metres from the secondary street boundary for the garage, where the garage is accessed directly from the secondary street;</li> <li>• 0.45 metres from the side boundaries; and</li> <li>• 0.90 metres from the rear boundary.</li> </ul>	No outbuildings proposed.	NA
<b>3.6.4.1 Semi-detached Dwellings – Zones R2 &amp; R3 General Requirements</b>	<p>Semi-Detached Dwellings shall only be permitted on an allotment having;</p> <ul style="list-style-type: none"> <li>• a minimum width of 7.5 metres measured between the extended property side boundaries, or in the case of a corner allotment, the secondary street boundaries where they intersect the kerb line.</li> </ul>	The lots each maintain a 6.706 metre frontage.	No, however given that the lots are existing, a variation to the required 7.5 metres is considered acceptable.

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
<b>3.6.4.2 Setbacks</b>	<p>Semi-detached dwellings shall be setback a minimum of:</p> <ul style="list-style-type: none"> <li>• 5.5 metres from the primary street boundary for the semi-detached dwellings;</li> <li>• 6.0 metres from the primary street boundary for the garage or the undercover parking space;</li> <li>• 3 metres from the secondary street boundary;</li> <li>• 5.5 metres from the secondary street boundary for the garage or the undercover parking space, where the garage is accessed directly from the secondary street;</li> <li>• 0.9 metres from any side boundary, for the part of the building that is not attached to the other dwelling; and</li> <li>• 3 metres from the rear boundary for any part of the building that is up to 4.5 metres in height from ground level (existing); and</li> <li>• 8 metres from the rear boundary for any part of the building that is higher than 4.5 metres from ground level (existing).</li> </ul>	<p>The development maintains the following setbacks:</p> <p>Primary street (both lots) – 5.89m</p> <p>Garages – 8.7m</p> <p>Secondary – 955mm*</p> <p>Rear (both lots (ground floor)) – 6.23m</p> <p>Rear (both lots (first floor)) – 12.1m</p>	<p>Yes</p> <p>* technical non-compliance with side setback. Considered acceptable given that compliance with 3m secondary side setback would render the site undevelopable</p>
<b>3.6.4.3 Car Parking Rates</b>	Each dwelling that is part of a semi-detached dwelling development shall be provided with a minimum of one (1) single garage.	Each dwelling is provided with a single car garage.	Yes

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
<b>3.6.4.4 Private Open Space</b>	<p>Each dwelling that is part of a semi-detached dwelling shall be provided with an area of private open space that:</p> <ul style="list-style-type: none"> <li>• is located behind the primary building setback;</li> <li>• has a minimum area of 60 sqm;</li> <li>• has a minimum width of 3 metres;</li> <li>• includes a minimum levelled area of (5x5)sqm;</li> <li>• has a minimum unfragmented area of 40sqm;</li> <li>• has an internal living room directly accessible to outdoor private open space areas; and</li> <li>• satisfies solar access requirements contained in section 3.4.4.</li> </ul>	Each dwelling maintains an area of POS behind the primary building setback, which maintains a minimum area of 60sqm and minimum width of 3 metres. The POS areas maintain a minimum levelled area of 25sqm and a minimum unfragmented area of 40sqm. The POS of each dwelling is accessed from the combined lounge/dining area and satisfies the solar access requirements at Section 3.4.4.	Yes
<b>3.6.4.5 Presentation to Public Streets</b>	Where a development involves the construction of an additional dwelling to create a semi-detached dwelling, the existing dwelling (where it is proposed to be retained) shall be renovated to match the colour, material, texture and architectural style of the proposed building so as to create a harmonious development.	The existing dwelling is to be removed.	NA
<b>3.6.4.6 Landscaping and Deep Soil Planting</b>	A development application for a semi-detached dwelling shall include a detailed landscape plan prepared by a suitably qualified person.	A Landscape Plan has been provided.	Yes

		<b>Campbelltown (Sustainable City) Development Control Plan 2015</b>	
<b>Control</b>	<b>Requirement</b>	<b>Proposed</b>	<b>Complies</b>
	<p>A semi-detached dwelling shall satisfy the following provisions relating to deep soil planting:</p> <ul style="list-style-type: none"> <li>• no more than 30 per cent of the area forward of any building line shall be surfaced with impervious materials; and</li> <li>• a minimum of 20 per cent of the total site area shall be available for deep soil planting.</li> </ul>	<p>The development provides in excess of 30 per cent of the front setback area for deep soil planting.</p> <p>Given that the lots are existing and maintain a narrow frontage, a variation to this requirement is considered acceptable. This is consistent with the approach adopted for similar development in the locality.</p>	<p>Partial compliance – considered reasonable in the circumstances. Compliance with this control would create unreasonable driveway widths on narrow lots.</p>
<b>3.6.4.7 Waste bin requirements</b>	<p>Space shall be allocated behind the primary and secondary building lines and out of public view to store the following for each dwelling:</p> <ul style="list-style-type: none"> <li>• a 140 litre bin; and</li> <li>• two (2) 240 litre bins.</li> </ul>	The plans denote space behind the building line of each dwelling for the storage of bins.	Yes
<b>3.6.4.8 Site Services</b>	The location, design and construction of utility services shall satisfy requirements of the relevant servicing authority and Council.	Noted. A condition of consent has been recommended.	Yes
	Adequate provision shall be made available for all essential services (i.e water, sewerage, electricity, gas, telephone, internet and stormwater drainage).	The site is readily serviced by existing essential services.	Yes
	All site services shall be placed underground.	Noted. A condition of consent has been recommended.	
	All communication dishes, antennae and the like shall be located to minimise visual prominence.	Noted. A condition of consent has been recommended.	Yes

Table 4: Sustainable City DCP Part 3 Assessment

### 3. Impacts on the natural and built environment

Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979* requires Council to assess the development's potential impacts on the natural and built environment, as well as potential social and economic impacts.

The key matters for consideration when considering the development's potential impact on the natural and built environment are as follows:

- vegetation removal
- demolition and construction

- solar access
- built form.

### **3.1 Vegetation Removal**

The development would not include the removal of significant vegetation.

### **3.2 Demolition and Construction**

The demolition and construction phases of the development have the potential to generate short term environmental impacts through the generation of dust, noise and vibration. Conditions of consent have been recommended to manage the demolition works, including the installation of erosion and sediment control measures prior to works commencing on site.

### **3.3 Solar Access**

The shadow diagrams submitted with the development application demonstrate that due to the orientation of the lots and the design of the dwellings, the development does not have any unreasonable impacts on the solar amenity of the adjacent lots or on the useable private open space of the development.

### **3.4 Built Form**

The design of the dwellings provides visual articulation through variations in roof form, the use of porches on the front facade and variations in the use of colours and materials. The dwelling design is consistent with existing redeveloped lots along Brenda Street, whilst also not offending the existing established streetscape. The streetscape is currently in the process of transitioning to a more contemporary urban area through the gradual redevelopment of sites.

## **4. Social and Economic Impacts**

Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to assess the likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.

Having regard to social and economic impacts generated by the development, the semi-detached dwellings are contributing to the provision of affordable housing within the Ingleburn locality, to meet the housing needs of the local community. The demolition and construction phases of the development will have minor flow on economic benefits for the locality, through the generation on employment.

## **5. Site Suitability**

Section 79C(1)(c) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to assess the suitability of the site for the proposed development.

The semi-detached dwellings are permissible with consent in the R2 land use zone and are consistent with the objectives of the zone. The site comprises two existing allotments which are readily capable of accommodating the development and is considered suitable for the development.

The development is similar in nature, scale and appearance to those that have been approved and constructed nearby over several years.

## **6. Submissions**

Section 79C(1)(d) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to consider submissions made to the proposal. The application was notified to surrounding property owners from 27 July 2017 for a period of 14 days. During this period Council did not receive any submissions objecting to the development.

## **7. The public interest**

Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979* requires the consent authority to consider the public interest when dealing with a development application. The development is providing affordable housing stock to meet the housing needs of the local community. The demolition and construction phase of the development will generate positive economic benefits through the generation of employment. The development is considered to be in the public interest.

## **8. Conclusion**

The development application for the demolition of the existing dwelling and construction of two double storey semi-detached dwellings at 51 Brenda Street, Ingleburn has been assessed against the relevant matters for consideration within the relevant environmental planning legislation and Council's development controls.

The development's impacts on the natural and built environment are considered to be minimal, subject to management of potential issues during the demolition and construction phases, including noise and dust. Further, the dwelling design is consistent with existing redeveloped lots along Brenda Street, whilst also not offending the existing established streetscape.

The development is similar in nature, scale and appearance to those that have been approved and constructed nearby over several years and the site is therefore considered suitable for the development.

With due reference to the matters for consideration under Section 79C(1) of the *Environmental Planning and Assessment Act 1979* and the issues raised throughout the report, it is considered that the proposed development is generally consistent with the relevant planning legislation and policies and is therefore recommended for approval subject to the conditions detailed in attachment 1.

## **Attachments**

1. Recommended Conditions of Consent (contained within this report)
2. Locality Plan (contained within this report)
3. Site Plan (contained within this report)
4. Elevations (contained within this report)
5. Landscape Plan (contained within this report)
6. Ground Floor Plan - confidential for privacy reasons (contained within this report)
7. First Floor Plan - confidential for privacy reasons (contained within this report)
8. Notification Plan - confidential for privacy reasons (distributed under separate cover)



**2316/2017/DA-M****Recommended Conditions of Consent****GENERAL CONDITIONS**

The following conditions have been applied to ensure that the use of the land and/or building is carried out in such a manner that is consistent with the aims and objectives of the planning instrument affecting the land.

For the purpose of these conditions, the term 'applicant' means any person who has the authority to act on or benefit of the development consent.

**1. Approved Development**

The development shall be carried out in accordance with the approved plans and documents listed in the table below, and all associated documentation supporting this consent, except as modified in red by Council and / or any conditions within.

<b>Plan/ Document No.</b>	<b>Version/ Revision</b>	<b>Prepared by</b>	<b>Date</b>
DD-491-1	2	Definitive Drafting	22.11.2017
DD-491-2	2	Definitive Drafting	22.11.2017
DD-491-3	2	Definitive Drafting	22.11.2017
DD-491-4	2	Definitive Drafting	22.11.2017
DD-491-5	2	Definitive Drafting	22.11.2017
DD-491-6	2	Definitive Drafting	22.11.2017
DD-491-7	2	Definitive Drafting	22.11.2017
DD-491-8	2	Definitive Drafting	22.11.2017
DD-491-9	2	Definitive Drafting	22.11.2017
DD-491-10	2	Definitive Drafting	22.11.2017
DD-491-11	2	Definitive Drafting	22.11.2017
DD-491-12	2	Definitive Drafting	22.11.2017
DD-491-13	2	Definitive Drafting	22.11.2017
DD-491-14	2	Definitive Drafting	22.11.2017
DD-491-15	2	Definitive Drafting	22.11.2017
DD-491-16	2	Definitive Drafting	22.11.2017
DD-491-17	2	Definitive Drafting	22.11.2017

**2. Building Code of Australia**

All building work must be carried out in accordance with the provisions of the *Building Code of Australia*. In this clause, a reference to the *Building Code of Australia* is a reference to that Code as in force on the date the application for the relevant construction certificate is made.

**3. Contract of Insurance (residential building work)**

In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.

This clause does not apply:

- a. To the extent to which an exemption is in force under Clause 187 or 188 of the Environmental Planning and Assessment Regulation 2000, subject to the terms of any condition or requirement referred to in Clause 187(6) or 188(4) of that regulation, or
- b. To the erection of a temporary building.

#### **4. Notification of Home Building Act 1989 Requirements**

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being Council) has given Council written notice of the following information:

- a. In the case of work for which a principal contractor is required to be appointed:
  - i. The name and licence number of the principal contractor, and
  - ii. The name of the insurer by which the work is insured under Part 6 of that Act.
- b. In the case of work to be done by an owner-builder:
  - i. The name of the owner-builder, and
  - ii. If the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being Council) has given Council written notification of the updated information.

#### **5. Landscaping**

The provision and maintenance of landscaping shall be in accordance with the approved landscape plan containing Council's approved development stamp including the engagement of a suitably qualified landscape consultant/ contractor for landscaping works. The landscape design shall incorporate a significant portion of native, low water demand plants.

#### **6. External Finishes**

The external finishes shall be in accordance with the approved plans and the schedule of finishes submitted with this application. Any proposed alterations to these finishes are considered to be a modification to the development consent and require separate approval by Council.

#### **7. Fencing**

A 1.8 metre high fence shall be erected on the site's side and rear boundaries behind the front building alignment and between each required courtyard at the sole cost of the developer. 'Colorbond' style metal fences that face a public space (ie Phoenix Avenue) are not permitted and instead either a masonry or timber fence shall be erected.

#### **8. Switchboards/Utilities/Air Conditioning Units**

Switchboards, air conditioning units, garbage storage areas and storage for other utilities shall not be attached to the front elevations of the building or side elevations that can be seen from a public place.

**9. Driveway**

The gradients of driveways and manoeuvring areas shall be designed in accordance with *Australian Standard AS 2890.1 and AS 2890.2 (as amended)*.

Driveways shall be constructed using decorative paving materials such as pattern stencilled concrete, coloured stamped concrete or paving bricks. The finishes of the paving surfaces are to be non-slip and plain concrete is not acceptable.

**10. Engineering Design Works**

The design of all engineering works shall be carried out in accordance with the requirements set out in the *Campbelltown (Sustainable City) DCP - Volumes 1 and 3 (as amended)*.

**11. Shoring and Adequacy of Adjoining Property**

If the development referred to in this development consent involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the development consent must at the person's own expense:

- a. Protect and support the adjoining premises from possible damage from the excavation, and
- b. Where necessary, underpin the adjoining premises to prevent any such damage.

This condition does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

**12. Rain Water Tank(s)**

Rain water tank/s shall be installed on site for the collection and storage of stormwater for irrigation and reuse purposes (eg the flushing of toilets), in accordance with the approved plans.

All rainwater tanks shall comply with AS3500 (as amended) – *National Plumbing and Drainage Code Guidelines for Plumbing Associated with Rainwater Tanks in Urban Areas* and Sydney Water's *Guidelines for Rainwater Tanks on Residential Premises*.

**13. Construction Certificate**

Prior to the commencement of any works that require a construction certificate:

- a. the applicant shall obtain a construction certificate for the particular works;
- b. the applicant shall appoint a principal certifying authority; and
- c. the principal certifying authority shall notify Council of their appointment no less than two days prior to the commencement of any works.

**14. CCTV footage verifying integrity of all new pipes and existing pipes**

Prior to Council or an accredited certifier issuing an occupation certificate, the applicant shall provide CCTV footage to Council for all new pipes and for all existing pipes which are modified by works under this consent. The footage shall comply with the following requirements:

- the files shall be in MP4 format

- file resolution shall be 640 by 480 pixels, 3Mbps and 25 frames per second
- each pipe reach (i.e. between two pits) shall be provided as a separate file
- the CCTV inspection shall be undertaken in accordance with the IPWEA Condition Assessment and Asset Performance Guidelines, Practice Note 5, Stormwater Drainage
- the speed and panning of the footage shall be sufficient to demonstrate that there are no significant cracks in the pipe and that the joints have been properly constructed
- the files shall have a name corresponding with the unique label provided in the associated stamped approved drawings and
- a summary report (\*.pdf) shall accompany the data.

## **PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE**

The following conditions of consent must be complied with prior to the issue of a construction certificate by either Campbelltown City Council or an accredited certifier. All necessary information to comply with the following conditions of consent must be submitted with the application for a construction certificate.

### **15. Utility Servicing Provisions**

Prior to Council or an accredited certifier issuing a construction certificate, the applicant shall obtain a letter from both the relevant electricity authority and the relevant telecommunications authority stating that satisfactory arrangements have been made to service the proposed development.

*Note: The applicant should also contact the relevant water servicing authority to determine whether the development will affect the authorities water or sewer infrastructure.*

### **16. Waste Management Plan**

Prior to Council or an accredited certifier issuing a construction certificate, the relevant provisions of Council's *Waste Management Plan* shall be completed to the satisfaction of Council.

### **17. Soil and Water Management Plan**

Prior to Council or an accredited certifier issuing a construction certificate, a detailed soil and water management plan shall be submitted for approval.

### **18. Stormwater Management Plan (Development)**

Prior to Council or an accredited certifier issuing a construction certificate, a plan indicating all engineering details and calculations relevant to site regrading and the collection and disposal of stormwater from the site, building/s and adjacent catchment, shall be submitted for approval. Floor levels of all buildings shall be a minimum of 150mm above the adjacent finished site levels and stormwater shall be conveyed from the site to the nearest system under Council's control. All proposals shall comply with the *Campbelltown (Sustainable City) DCP - Volumes 1 and 3 (as amended)*.

### **19. Section 94A Developer Contribution - Community Facilities and Services**

Prior to Council or an accredited certifier issuing a Construction Certificate, the applicant shall provide a receipt for the payment to Council of a community facilities and services contribution in accordance with the provisions of the *Campbelltown City Council Section 94A Development Contributions Plan*.

For the purposes of calculating the required S94A contribution, where the value of the total development cost exceeds \$100,000, the applicant is required to include with the application for the respective certificate, a report setting out a cost estimate of the proposed development in accordance with the following:

- where the value of the proposed development is greater than \$100,000 but less than \$500,000, provide a Cost Summary Report by a person who, in the opinion of the Council, is suitably qualified to provide a Cost Summary Report (Cost Summary Report Template 1). All Cost Summaries will be subject to indexation on a quarterly basis relative to the *Consumer Price Index - All Groups* (Sydney) where the contribution amount will be based on the indexed value of the development applicable at the time of payment; or
- where the value of the proposed development is \$500,000 or more, provide a detailed development cost report completed by a quantity surveyor who is a registered member of the Australian Institute of Quantity Surveyors (Quantity Surveyors Estimate Report Template 2). Payment of contribution fees will not be accepted unless the amount being paid is based on a Quantity Surveyors Estimate Report (QS Report) that has been issued within 90 days of the date of payment. Where the QS Report is older than 90 days, the applicant shall provide an updated QS Report that has been indexed in accordance with clause 25J(4) of the Environmental Planning and Assessment Regulation 2000 to ensure quarterly variations in the *Consumer Price Index All Group Index Number for Sydney* have been incorporated in the updated QS Report.

Copies of the Cost Summary Report - Template 1 and the Quantity Surveyors Estimate Report - Template 2 are located under "Developer Contributions" on Council's web site ([www.campbelltown.nsw.gov.au](http://www.campbelltown.nsw.gov.au)) or can be collected from Council's Planning and Environment Division during normal business hours.

On calculation of the applicable contributions, all amounts payable will be confirmed by Council in writing.

Payment of Section 94A Developer Contributions will only be accepted by way of Cash, Credit Card or Bank Cheque issued by an Australian bank. Payment by any other means will not be accepted unless otherwise approved in writing by Council.

**Note: This condition is only applicable where the total development value exceeds \$100,000.**

## 20. Telecommunications Infrastructure

- a. If the development is likely to disturb or impact upon telecommunications infrastructure, written confirmation from the service provider that they have agreed to proposed works must be submitted to the Principal Certifying Authority prior to the issue of a Construction Certificate or any works commencing, whichever occurs first; and
- b. The arrangements and costs associated with any adjustment to telecommunications infrastructure shall be borne in full by the applicant/developer.

## 21. Sydney Water

Prior to Council or an accredited certifier issuing a construction certificate, the approved plans must be submitted to Sydney Water via the Sydney Water Tap In service, to determine whether the development will affect any Sydney Water wastewater and water mains, stormwater drains and/or easements, and if any requirements need to be met. An approval receipt will be issued if the building plans have been approved. The approval receipt shall be

submitted to the Principal Certifying Authority prior to Council or an accredited certifier issuing a construction certificate.

The Sydney Water Tap In service can be accessed at [www.sydneywater.com.au](http://www.sydneywater.com.au).

## **PRIOR TO THE COMMENCEMENT OF ANY WORKS**

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with prior to the commencement of any works on site.

### **22. Erosion and Sediment Control**

Prior to the commencement of any works on the land, adequate/approved erosion and sediment control measures shall be fully installed/implemented.

### **23. Erection of Construction Sign**

Prior to the commencement of any works on the land, a sign/s must be erected in a prominent position on the site:

- a. Showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours
- b. Stating that unauthorised entry to the work site is prohibited
- c. Pollution warning sign promoting the protection of waterways (issued by Council with the development consent)
- d. Stating the approved construction hours in which all works can occur
- e. Showing the name, address and telephone number of the principal certifying authority for the work.

Any such sign/s is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

### **24. Toilet on Construction Site**

Prior to the commencement of any works on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out, at the rate of one toilet for every 20 persons or part thereof. Each toilet provided must be a standard flushing toilet and be connected to:

- a. A public sewer, or
- b. If connection to a public sewer is not practicable, to an accredited sewage management facility approved by Council, or
- c. If connection to a public sewer or an accredited sewage management facility is not practicable, to some other management facility approved by Council.

### **25. Trade Waste**

Prior to the commencement of any works on the land, a trade waste facility shall be provided on-site to store all waste pending disposal. The facility shall be screened, regularly cleaned and accessible to collection vehicles.

**26. Vehicular Access during Construction**

Prior to the commencement of any works on the land, a single vehicle/plant access to the site shall be provided, to minimise ground disturbance and prevent the transportation of soil onto any public road system. Single sized aggregate, 40mm or larger placed 150mm deep, extending from the kerb and gutter to the property boundary, shall be provided as a minimum requirement.

**27. Public Property**

Prior to the commencement of any works on site, the applicant shall advise Council of any damage to property which is controlled by Council which adjoins the site, including kerbs, gutters, footpaths, and the like. Failure to identify existing damage may result in all damage detected after completion of the development being repaired at the applicant's expense.

**28. Footpath and Vehicular Crossing Levels**

Prior to the commencement of any work, footpath and vehicular crossing levels are to be obtained from Council by lodging an application on the prescribed form.

**29. Demolition Works**

Demolition works shall be carried out in accordance with the following:

- a. Prior to the commencement of any works on the land, a detailed demolition work plan designed in accordance with Clause 1.7.3 of Australian Standard AS 2601-2001 – The Demolition of Structures, prepared by a suitably qualified person with suitable expertise or experience, shall be submitted to and approved by Council and shall include the identification of any hazardous materials, method of demolition, precautions to be employed to minimise any dust nuisance and the disposal methods for hazardous materials.
- b. Prior to commencement of any works on the land, the demolition Contractor(s) licence details must be provided to Council.
- c. The handling or removal of any asbestos product from the building/site must be carried out by a NSW Work Cover licensed contractor irrespective of the size or nature of the works. Under no circumstances shall any asbestos on site be handled or removed by a non-licensed person. The licensed contractor shall carry out all works in accordance with NSW Work Cover requirements.
- d. An appropriate fence preventing public access to the site shall be erected for the duration of demolition works
- e. Immediately prior to the commencement of the demolition or handling of any building or structure that contains asbestos, the applicant shall request that the principal certifying authority attend the site to ensure that all appropriate safety measures are in place. The applicant shall also notify the occupants of the adjoining premises and Workcover NSW prior to the commencement of any works.

**30. Hoarding / Fence**

Prior to the commencement of any works, a hoarding or fence must be erected between the work site and a public place if the work involved in the development is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or if the building involves the enclosure of a public place in accordance with *Work Cover* requirements.

The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

A separate land use application under Section 68 of the Local Government Act 1993 shall be submitted to and approved by Council prior to the erection of any hoarding on public land.

### 31. Fencing

An appropriate fence preventing public access to the site shall be erected for the duration of construction works.

### 32. Sydney Water

Prior to works commencing, the approved plans must be submitted to Sydney Water via the Sydney Water Tap In service, to determine whether the development will affect any Sydney Water wastewater and water mains, stormwater drains and/or easements, and if any requirements need to be met. An approval receipt will be issued if the building plans have been approved. The approval receipt shall be submitted to the Principal Certifying Authority prior to works commencing.

The Sydney Water Tap In service can be accessed at [www.sydneywater.com.au](http://www.sydneywater.com.au)

## DEVELOPMENT REQUIREMENTS DURING CONSTRUCTION

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. These conditions are to be complied with during the construction of the development on site.

### 33. Construction Work Hours

All work on site shall only occur between the following hours:

Monday to Friday	7.00am to 6.00pm
Saturday	8.00am to 5.00pm
Sunday and public holidays	No Work.

### 34. Erosion and Sediment Control

Erosion and sediment control measures shall be provided and maintained throughout the construction period, in accordance with the requirements of the manual – *Soils and Construction (2004) (Bluebook)*, the approved plans, Council specifications and to the satisfaction of the principal certifying authority. The erosion and sedimentation control devices shall remain in place until the site has been stabilised and revegetated.

***Note: On the spot penalties up to \$1,500 will be issued for any non-compliance with this requirement without any further notification or warning.***

### 35. Work Zones

All loading, unloading and other activities undertaken during construction shall be accommodated on the development site.



Where it is not practical to load, unload or undertake specific activities on the site during construction, the provision of a 'Work Zone' external to the site may be approved by Council following an application being submitted to Council's Traffic Unit outlining the proposal for the work zone. The application is required to be made prior to the commencement of any works and is to include a suitable 'Traffic / Pedestrian Management and Control Plan' for the area of the work zone that will be affected. All costs of approved traffic / pedestrian control measures, including relevant fees, shall be borne by the applicant.

### **36. Protection of Existing Trees**

During construction, no trees are to be cut down, lopped, destroyed or removed without the separate written approval of Council unless those trees are within three metres of the footprint of a building that has been approved by Council.

All trees that are to be retained are to be protected by fencing, firmly staked within the drip line/ canopy of the tree and maintained during the duration of the works. The area within the fencing must not be used for stockpiling of any material, nor for vehicle or pedestrian convenience.

All useable trees and shrubs shall be salvaged for re-use, either in log form, or as woodchip mulch for erosion control or garden beds or site rehabilitation. Non-salvable materials such as roots and stumps shall be disposed of to a waste management centre or other approved form.

### **37. Dust Nuisance**

Measures shall be implemented to minimise wind erosion and dust nuisance in accordance with the requirements of the manual – *'Soils and Construction (2004) (Bluebook)*. Construction areas shall be treated/ regularly watered to the satisfaction of the principal certifying authority.

### **38. Excavation and Backfilling**

All excavations and backfilling associated with the approved works must be executed safely and in accordance with appropriate professional standards. All excavations must be properly guarded and protected to prevent them from being dangerous to life or property.

If an excavation associated with the approved works extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made:

- a. Must preserve and protect the building from damage; and
- b. If necessary, must underpin and support the building in an approved manner, and
- c. Must, at least seven (7) days before excavating below the level of the base of the footings of a building on an adjoining allotment of land, give notice of intention to do so to the owner of the adjoining allotment of land and furnish particulars of the excavation to the owner of the building being erected or demolished.

The owner of the adjoining allotment of land is not liable for any part of the cost of work carried out, whether carried out on the allotment of land being excavated or on the adjoining allotment of land.

### **39. Fill Contamination**

Any landfill used on the site is to be validated in accordance with the *Environment Protection Authority's* guidelines for consultants reporting on contaminated sites. The validation report shall state in an end statement that the fill material is suitable for the proposed use on the land.

**40. Dust Nuisance**

Measures shall be implemented to minimise wind erosion and dust nuisance in accordance with the requirements of the manual – *'Soils and Construction (2004) (Bluebook)*. Construction areas shall be treated/ regularly watered to the satisfaction of the principal certifying authority.

**41. Certification of Location of Building during Construction**

Prior to the positioning of wall panels/ bricks or block work, the applicant shall submit to the principal certifying authority a qualified practicing surveyor's certificate showing the boundaries of the allotment, distances of walls and footings from the boundaries, and the dimensions of the building.

**42. Floor Level**

The floor level of all habitable rooms shall be a minimum 300mm above finished ground level, when measured 1 metre clear of the external wall.

All regraded areas shall be free draining with a minimum grade of 2% falling away from the dwelling. Regraded areas shall not direct flows into adjoining lots.

**43. Termite Control**

The building shall be protected from subterranean termites in accordance with *Australian Standard 3660.1*. Certification of the treatment shall be submitted to the principal certifying authority prior to the issue of an occupation certificate.

**44. Excess Material**

All excess material is to be removed from the site. The spreading of excess material or stockpiling on site will not be permitted without prior written approval from Council.

**45. Public Safety**

Any works undertaken in a public place are to be maintained in a safe condition at all times in accordance with *AS 1742.3*. Council may at any time and without prior notification make safe any such works Council considers to be unsafe, and recover all reasonable costs incurred from the applicant.

**46. Compliance with Council Specification**

All design and construction work shall be in accordance with:

- a. Council's specification for Construction of Subdivisional Road and Drainage Works (as amended);
- b. *Campbelltown (Sustainable City) DCP - Volumes 1 and 3 as amended;*
- c. *'Soils and Construction (2004) (Bluebook);* and
- d. Relevant Australian standards and State Government publications.

**47. Residential Driveway and Layback Crossing**

The applicant shall provide a reinforced concrete driveway and layback crossing to Council's *Residential Vehicle Crossing Specification* to the dwelling.

A separate application for this work, which will be subject to a crossing inspection fee, fixing of levels and inspections by Council, must be lodged with Council. Conduits must be provided to service authority requirements.

**48. Associated Works**

The applicant shall undertake any works external to the development, that are made necessary by the development, including additional road and drainage works or any civil works directed by Council, to make a smooth junction with existing work.

**49. Redundant Laybacks**

All redundant layback/s shall be reinstated to conventional kerb and gutter to Council's *Specification for Construction of Subdivisional Road and Drainage Works (as amended)* and with the design requirements of the *Campbelltown (Sustainable City) DCP - Volumes 1 and 3 (as amended)*.

**50. Demolition Work/Plan**

All work shall be completed in accordance with the approved demolition work plan designed in accordance with clause 1.7.3 of *Australian Standard A52601-2001 The Demolition of Structures*.

**51. Completion of Construction Works**

Unless otherwise specified in this consent, all construction works associated with the approved development shall be completed within 12 months of the date of the notice of the intention to commence construction works under Section 81A of the Act.

In the event that construction works are not continually ongoing, the applicant shall appropriately screen the construction site from public view with architectural devices and landscaping to Council's written satisfaction.

**PRIOR TO THE ISSUE OF AN OCCUPATION CERTIFICATE**

The following conditions of consent must be complied with prior to the issue of an occupation certificate by either Campbelltown City Council or an accredited principal certifying authority. All necessary information to comply with the following conditions of consent must be submitted with the application for an occupation certificate.

Note: Under this subheading, for the purpose of issuing an occupation certificate, any reference to "occupation certificate" shall also be taken to mean "interim occupation certificate".

**52. Section 73 Certificate**

Prior to the principal certifying authority issuing an occupation certificate (or subdivision certificate, whichever shall occur first), a Section 73 Compliance Certificate under the Sydney Water Act 1994 must be obtained from Sydney Water Corporation. Early application for the certificate is suggested as this can also impact on other services and building, driveway or landscape design.

Application must be made through an authorised Water Servicing Coordinator.

For help either visit [www.sydneywater.com.au](http://www.sydneywater.com.au) > Building and developing > Developing your Land > Water Servicing Coordinator or telephone 13 20 92.

The Section 73 Certificate must be submitted to the Principal Certifying Authority prior to the issue of an occupation certificate.

### 53. Completion of External Works Onsite

Prior to the principal certifying authority issuing an occupation certificate, all external works, repairs and renovations detailed in the schedule of treatment/finishes, landscaping, driveways, fencing and retaining walls to be completed to the satisfaction of the principal certifying authority.

### 54. Final Inspection – Works as Executed Plans

Prior to the principal certifying authority issuing an occupation certificate, the applicant shall submit to Council two complete sets of fully marked up and certified work as executed plans in accordance with Council's *Specification for Construction of Subdivisional Road and Drainage Works (as amended)* and with the design requirements detailed in the *Campbelltown (Sustainable City) DCP Volume 3 (as amended)*.

The applicant shall **also** submit a copy of the Works as Executed information to Council in an electronic format in accordance with the following requirements:

#### Survey Information

- Finished ground and building floor levels together with building outlines.
- Spot levels every five (5) metres within the site area.
- Where there is a change in finished ground levels that are greater than 0.3.m between adjacent points within the above mentioned 5m grid, intermediate levels will be required.
- A minimum of fifteen (15) site levels.
- If the floor level is uniform throughout, a single level is sufficient.
- Details of all stormwater infrastructure including pipe sizes and types as well as surface and invert levels of all existing and/or new pits/pipes associated with the development.
- All existing and/or new footpaths, kerb and guttering and road pavements to the centre line/s of the adjoining street/s.
- The surface levels of all other infrastructure.

#### Format

- MGA 94 (Map Grid of Australia 1994) Zone 56 - Coordinate System
- All level information to Australian Height Datum (AHD)

#### AutoCAD Option

- The "etransmit" (or similar) option in AutoCAD with the transmittal set-up to include as a minimum:

Package Type	-	zip
File Format	-	AutoCAD 2004 Drawing Format or later
Transmittal Options	-	Include fonts
		Include textures from materials
		Include files from data links
		Include photometric web files

Bind external references

The drawing is **not** to be password protected.

#### *MapInfo Option*

- Council will also accept either MapInfo Native format (i.e. .tab file) or MapInfo mid/mif.

All surveyed points will **also** be required to be submitted in a point format (x,y,z) in either an Excel table or a comma separated text file format.

#### **55. Public Utilities**

Prior to the principal certifying authority issuing an occupation certificate, any adjustments to public utilities, required as a result of the development, shall be completed to the satisfaction of the relevant authority and at the applicant's expense.

#### **56. House Numbers**

Prior to the principal certifying authority issuing an occupation certificate all house numbers shall be stencilled onto the kerb at appropriate locations with black letters/numbers 75mm high on a white background using approved pavement marking grade paint.

#### **57. Termite Protection**

Prior to the principal certifying authority issuing an occupation certificate, certification from a licensed pest controller shall be submitted certifying that the termite treatment has been installed in accordance with AS3660.1.

#### **58. BASIX**

Prior to the principal certifying authority issuing an occupation certificate, completion of all requirements listed in the relevant BASIX certificate for the subject development shall be completed/installed.

#### **59. Council Fees and Charges**

Prior to the principal certifying authority issuing an occupation certificate, the applicant shall obtain written confirmation from Council that all applicable Council fees and charges associated with the development have been paid in full. Written confirmation will be provided to the applicant following Council's final inspection and satisfactory clearance of the public area adjacent the site.

### **ADVISORY NOTES**

The following information is provided for your assistance to ensure compliance with the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2000, other relevant Council Policy/s and other relevant requirements. This information does not form part of the conditions of development consent pursuant to Section 80A of the Act.

#### **Advice 1. Environmental Planning and Assessment Act 1979 Requirements**

The Environmental Planning and Assessment Act 1979 requires you to:

- a. Obtain a construction certificate prior to the commencement of any works. Enquiries regarding the issue of a construction certificate can be made to Council's Customer Service Centre on 4645 4000.
- b. Nominate a principal certifying authority and notify Council of that appointment prior to the

commencement of any works.

- c. Give Council at least two days notice prior to the commencement of any works.
- d. Have mandatory inspections of nominated stages of the construction inspected.
- e. Obtain an occupation certificate before occupying any building or commencing the use of the land.

#### **Advice 2. Tree Preservation Order**

To ensure the maintenance and protection of the existing natural environment, you are not permitted to ringbark, cut down, top, lop, remove, wilfully injure or destroy a tree outside three metres of the building envelope unless you have obtained prior written consent from Council. Fines may be imposed if you choose to contravene Council's Tree Preservation Order.

A tree is defined as a perennial plant with self supporting stems that are more than three metres or has a trunk diameter more than 150mm measured one metre above ground level, and excludes any tree declared under the Noxious Weeds Act (NSW).

#### **Advice 3. Smoke Alarms**

From 1 May 2006 all NSW residents must have at least one working smoke alarm installed on each level of their home. This includes owner occupier, rental properties, relocatable homes and any other residential building where people sleep.

The installation of smoke alarms is required to be carried out in accordance with AS 3786. The licensed electrical contractor is required to submit to the Principal Certifying Authority a certificate certifying compliance with AS 3000 and AS 3786.

#### **Advice 4. Retaining Walls**

A separate development application shall be submitted and approved for any retaining walls that exceed 0.9 metres in height.

#### **Advice 5. Buried Waste**

Should buried materials/wastes or the like be uncovered during the excavation of footings or trenches on site works, Council is to be contacted immediately for advice on the treatment/removal methods required to be implemented.

#### **Advice 6. Covenants**

The land upon which the subject building is to be constructed may be affected by restrictive covenants. Council issues this approval without enquiry as to whether any restrictive covenant affecting the land would be breached by the construction of the building, the subject of this permit. Persons to whom this permit is issued must rely on their own enquiries as to whether or not the building breaches any such covenant.

#### **Advice 7. Inspections – Civil Works**

Where Council is nominated as the principal certifying authority for civil works, the following stages of construction shall be inspected by Council.

- a. EROSION AND SEDIMENT CONTROL –
  - i. Direction/confirmation of required measures.

- ii. After installation and prior to commencement of earthworks.
- iii. As necessary until completion of work.

- b. STORMWATER PIPES – Laid, jointed and prior to backfill.
- c. VEHICLE CROSSINGS AND LAYBACKS – Prior to pouring concrete.
- d. FINAL INSPECTION – All outstanding work.

#### **Advice 8. Inspection within Public Areas**

All works within public areas are required to be inspected at all stages of construction and approved by Council prior to the principal certifying authority releasing the Occupation Certificate.

#### **Advice 9. Adjustment to Public Utilities**

Adjustment to any public utilities necessitated by the development is required to be completed prior to the occupation of the premises and in accordance with the requirements of the relevant Authority. Any costs associated with these adjustments are to be borne by the applicant.

#### **Advice 10. Salinity**

Please note that Campbelltown is an area of known salinity potential. As such any salinity issues should be addressed as part of the construction certificate application. Further information regarding salinity management is available within *Campbelltown (Sustainable City) DCP - Volumes 1 and 3 (as amended)*.

#### **Advice 11. Asbestos Warning**

Should asbestos or asbestos products be encountered during construction or demolition works you are advised to seek advice and information prior to disturbing the material. It is recommended that a contractor holding an asbestos-handling permit (issued by Work Cover NSW), be engaged to manage the proper disposal and handling of the material. Further information regarding the safe handling and removal of asbestos can be found at:

[www.environment.nsw.gov.au](http://www.environment.nsw.gov.au)  
[www.nsw.gov.au/fibro](http://www.nsw.gov.au/fibro)  
[www.adfa.org.au](http://www.adfa.org.au)  
[www.workcover.nsw.gov.au](http://www.workcover.nsw.gov.au)

Alternatively, call Work Cover Asbestos and Demolition Team on 8260 5885.

#### **Advice 12. Rain Water Tank**

It is recommended that water collected within any rainwater tank as part of the development be limited to non-potable uses. NSW Health recommends that the use of rainwater tanks for drinking purposes not occur where a reticulated potable water supply is available.

#### **Advice 13. Dial before you Dig**

Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at [www.1100.com.au](http://www.1100.com.au) or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before you dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility

to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

**Advice 14. Telecommunications Act 1997 (Commonwealth)**

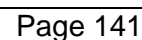
Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any persons interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution.

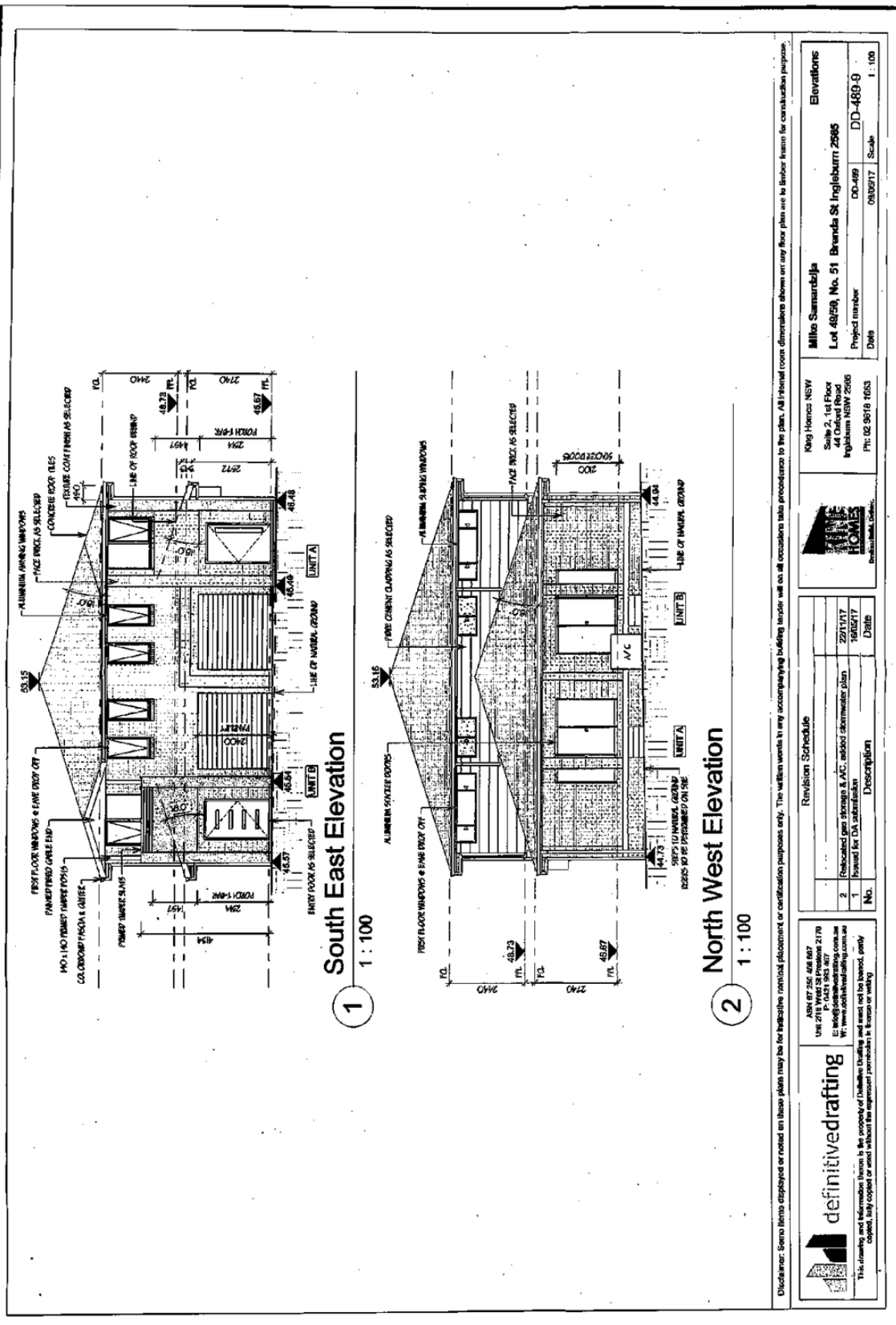
Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

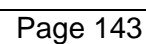
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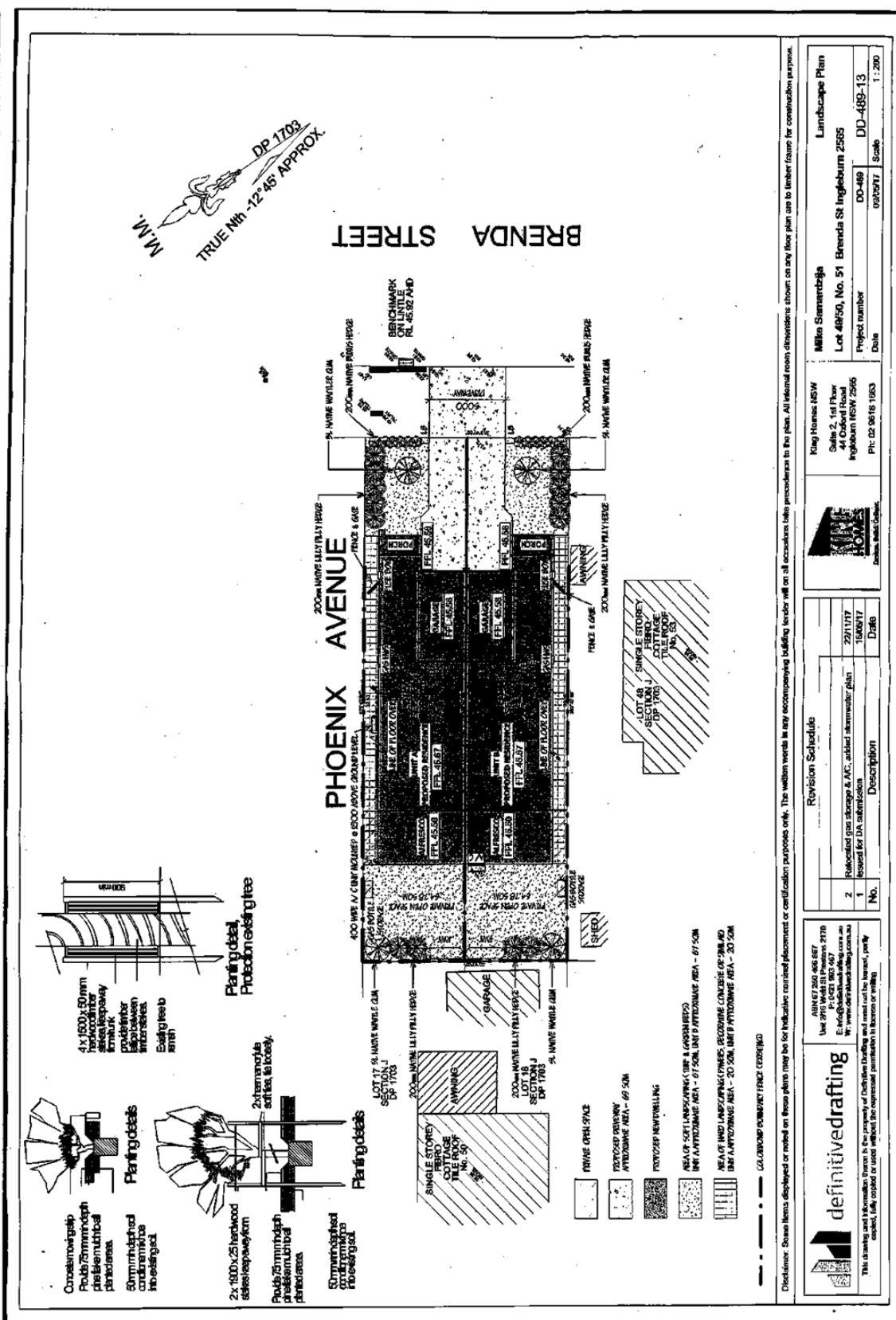




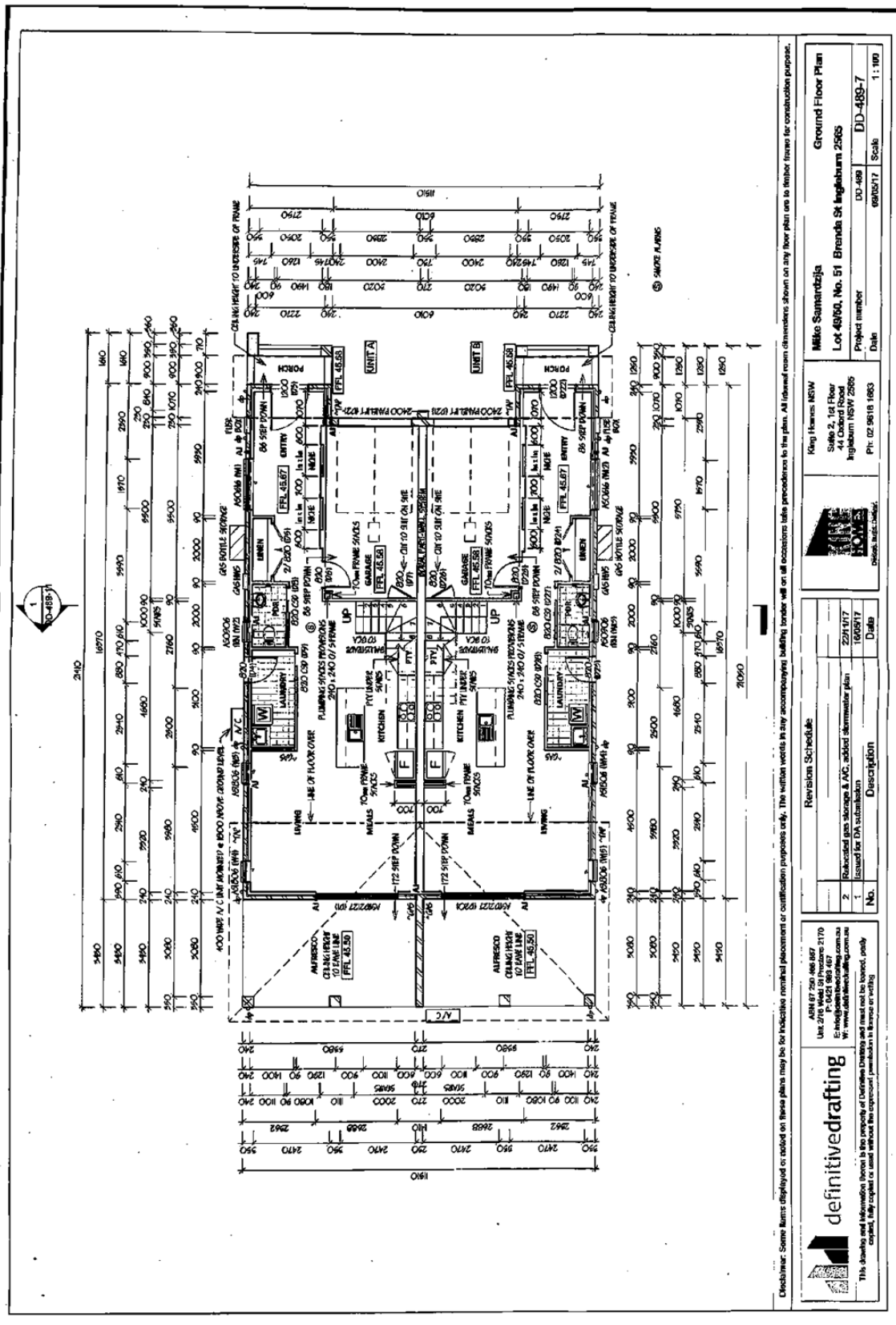


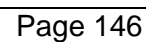












## **8.4 Minto South Planning Proposal - Outcome of Public Exhibition and Finalisation of LEP Amendment**

### **Reporting Officer**

Director City Development  
City Development

### **Community Strategic Plan**

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

### **Officer's Recommendation**

1. That Council endorse the Minto South Planning Proposal in accordance with attachment 1 for submission to the Parliamentary Counsel's Office for an Opinion.
2. That subject to a satisfactory Opinion, Council exercise, via the General Manager the functions of the Greater Sydney Commission under Section 59 of the Environmental Planning and Assessment Act 1979, pursuant to the Instrument of Delegation dated 14 October, 2012.
3. That Council advise all persons and authorities who made a submission to the public exhibition of the Planning Proposal of the actions detailed in Recommendations 1 and 2.
4. That Council advise the applicant and all directly affected property owners of its decision.

### **Purpose**

The purpose of this report is to advise Council of the post exhibition outcomes of the Minto South Planning Proposal and to seek Council's endorsement to:

- Forward the Planning Proposal to the Parliamentary Counsel's Office (PCO) for an Opinion
- To finalise the Planning Proposal under delegation in the event of a satisfactory Opinion from the PCO
- To ensure all stakeholders involved in the Minto South Planning Proposal are advised of the post exhibition/consultation outcome.

### **History**

Council resolved at its meeting of 23 May 2017, to support the subject draft Planning Proposal which seeks to rezone the parcel of approximately 3.8 hectares of land generally



bounded by Eagleview Road and Goodsell Street at Minto South for low density residential purposes (R2).

A development yield of in the order of 40 residential allotments is projected, with a minimum lot size of 500sq.m proposed.

A positive Gateway Determination (Refer to attachment 2) was issued by the Director, Sydney Region West Planning Services (Department of Planning and Environment) in her capacity as Delegate (the Delegate) for the Greater Sydney Commission on 26 July 2017, accompanied by a 9 month timeframe (March, 2018) for finalising the Planning Proposal.

Additionally, the Delegate issued authorisation for Council to finalise the Planning Proposal under delegation in accordance with the instrument of delegation previously issued to Council on 14 October 2012.

Prior to public exhibition, the amendments to the draft Planning Proposal detailed at Item 1 of the Gateway Determination were addressed. Further, the additional preliminary contamination and ecological investigations were undertaken. A copy of the consequential amended Planning Proposal was forwarded to the Department of Planning and Environment prior to public exhibition.

## **Report**

### **Property Description:**

- Lot 100 DP 706378 (No. 227-229 Eagleview Road)
- Lot 10 DP 719990 (No. 25 Goodsell Street)
- Lot 1 DP 719990 (No. 223 Eagleview Road)
- Lot 2 DP 719990 (No. 225 Eagleview Road)
- Lot 4 DP 539344 (No. 221 Eagleview Road)
- Lot 1 DP 719990 (No. 27 Goodsell Street)

### **Applicant:**

Tangible Planning Solutions

### **Application Number:**

1761/2016/E-LEPA

## **1. Public Exhibition/Community Consultation**

Consultation with the community, public authorities and relevant organisations took place for a minimum of 28 days over the period 8 November, 2017 to 8 December 2017, in fulfilment of Items 3 and 4 of the Gateway Determination.

The public exhibition was notified in public newspaper advertisements and letters mailed to public authorities and organisations and surrounding land owners. Exhibition materials were available at the Council Civic Centre, Greg Percival Library, Ingleburn, HJ Daley Library, Campbelltown and on Council's website.

One submission was received from a concerned member of the Campbelltown Community (not an adjoining resident, but rather a resident of the broader neighbourhood) and the electricity supply authority.

The authorities and organisations who did not respond were further invited to make a submission by 19 December 2017 and given a 14 day timeframe (excluding public holidays)

to respond. Additionally, they were advised that a non-response would be interpreted that no objections were raised to the Planning Proposal. By the close of business on 8 January 2018, two responses were received from National Parks and Wildlife Service and Sydney Water.

The issues raised in the submissions and relevant responses are summarised below:

### **1.1 Resident Concerns**

Concerned with Council allowing continued urbanisation, loss of natural amenity and increased traffic congestion to obtain additional rates.

#### **Comment**

The concern with continued urban development is understood. However, Council is challenged with providing additional diverse housing stock to meet the demands of an increasing population, in a sustainable manner.

The proposal would result in a modest number of additional lots in the locality and provide opportunity for traditional housing in an environmentally acceptable manner.

Increased rate revenue is not a driver in facilitating further residential development. The nature and extent of services demanded by the new community (as residents) can never be fully funded by additional rate revenue attributable to new development.

### **1.2 Endeavour Energy comment**

The energy authority raised no objection to the Planning Proposal in principle. However, it raised an alert that the existing electricity infrastructure and in particular the existing network may need an extension and / or augmentation.

#### **Comment**

The potential need to augment or extend existing electricity infrastructure would be at the cost of the applicant and determined following an application for connection of energy following the issuing of the development consent.

### **1.3 National Parks and Wildlife Services**

No objection to the Planning Proposal.

#### **Comment**

Noted

### **1.4 Sydney Water**

No objection to the Planning Proposal

#### **Comment**

Noted

## **2. Infrastructure Provision**

Physical infrastructure impacts have previously been identified as insignificant and would largely be addressed at the subdivision stage via the imposition of relevant conditions.

## **Conclusion**

The proposed Minto South Planning Proposal was previously identified to have sufficient strategic and site specific merit to be advanced through the Gateway process, subject to certain clarifications occurring. The matters requiring further clarification became conditions of the Gateway Determination and were addressed by way of supplementary investigations.

Further, the Planning Proposal was previously identified to provide a balanced planning outcome for the precinct, whilst facilitating traditional housing opportunities, in a manner consistent with Council's adopted Policy Position.

The Public Exhibition/Consultation phase has not raised issues that would prevent the finalisation of the Planning Proposal. Accordingly, it is recommended that Council finalise the Planning Proposal.

In seeking to finalise the Planning Proposal, Council should obtain an Opinion from the Parliamentary Counsel and in the event of a satisfactory Opinion should proceed to finalise the Planning Proposal under delegation, as previously issued to Council, by way of the Instrument of Delegation dated 14 October 2012.

All relevant persons/parties should be advised of the outcomes of the public exhibition / consultation and Council's proposed actions in respect of finalising the Planning Proposal.

### **Attachments**

1. Planning Proposal (contained within this report)
2. Gateway Determination (contained within this report)



**Planning Proposal -  
Goodsell/Eagleview Precinct, Minto**

## Goodsell / Eagleview Precinct, Minto

### Background

The East Edge Scenic Protection Lands form a strategic transitional landscape unit generally located between the eastern urban edge of Campbelltown City and the proposed "Georges River Parkway" (Road). The Landscape Unit has been the subject of numerous scenic landscape and urban capability investigations over recent years.

Most recently, at the Council meeting of 21 June 2016, Council reinforced the broad-ranging development principles for the future of the Landscape Unit, including the East Edge Scenic Protection Lands – Minto South – EEC3, which includes of the Goodsell / Eagleview Precinct. Refer to Figure 1 for the extent of the Edgelands.

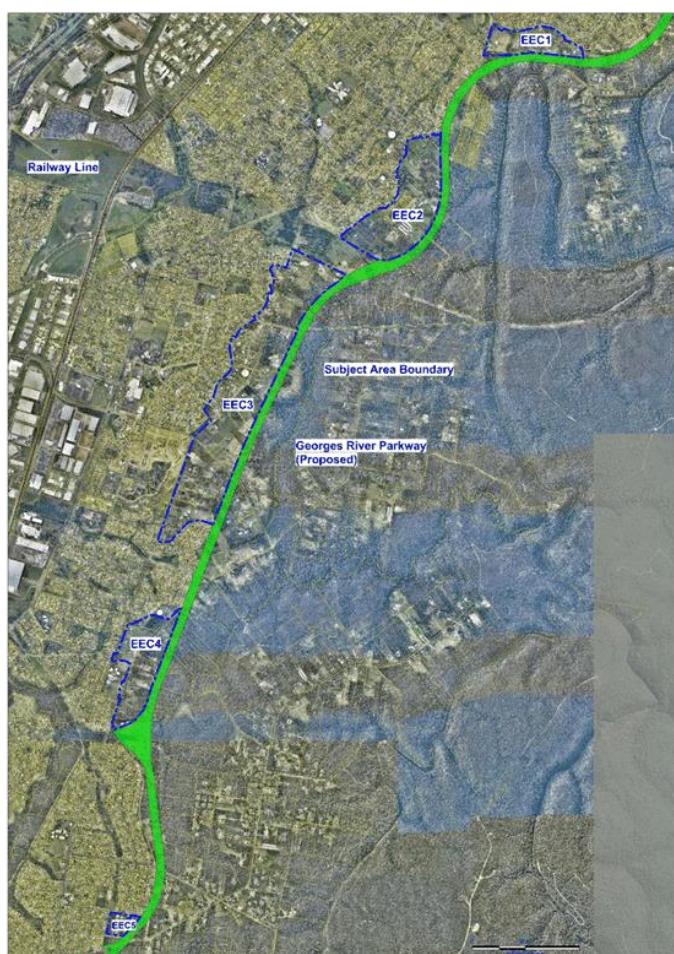


Figure 1 Edgelands Locality Plan

The policy position in the report of the 21 June 2016, in relation to the southernmost extremity of the precinct, in the vicinity of Goodsell Street (the Goodsell / Eagleview Precinct) was that it be considered on its merits for low density residential development.

This foundation principle has evolved during the review of a Planning Proposal Request (PPR) submitted for the part of the Minto South EEC3 precinct known as the Goodsell / Eagleview Precinct.

## Existing situation

The site comprises approximately 3.8 hectares of rural residential land, containing six allotments generally bounded by Eagleview Road and Goodsell Street. It forms part of the eastern edge of the suburb of Minto and part of a landscape unit, which is known as the East Edge Scenic Projection Lands or 'the Edgelands'. Generally, to the east is the reservation of the proposed 'Georges River Parkway' (Road), which forms a clear divide to the densely vegetated George River environs.

Approximately 1.25 km to the north west of the site is the Minto Mall. An Industrial Precinct and transport hub focused on Minto Railway Station is approximately a further 0.25km to 0.5 km removed.

An aerial photograph extract of the subject site in its immediate context is produced below.



*Figure 2 – Subject site and immediate locality*

The real property description of the land is as follows:

- Lot 100 DP 706378 (No.227-229 Eagleview Road);
- Lot 10 DP 719990 (No.25 Goodsell Street);
- Lot 1 DP 719990 (No.223 Eagleview Road);
- Lot 2 DP 719990 (No.225 Eagleview Road);
- Lot 4 DP 539244 (No.221 Eagleview Road); and
- Lot 11 DP 719990 (No.27 Goodsell Street).

The site occupies an urban edge location with a generally open rural residential character. The site has access to reticulated service provision, some of which will need to be extended onto the site and augmented.

## **Part 1 – Objectives or intended outcomes**

The objective of the Planning Proposal (PP) is to amend Campbelltown Local Environmental Plan 2015 (CLEP 2015) so as to facilitate the development of the subject land holding for low density residential purposes.

In seeking to realise this objective, the PP aims to deliver the following outcomes:

- a subdivision template with "transitional" 500 sqm allotments;
- strategic landscape embellishment;
- sensitive integration with the existing residential interface;
- a strategic approach to community and physical infrastructure impact; and
- augmentation and reticulation of all essential services.

## **Part 2 – Explanation of provisions**

### **2.1 Proposed amendments to CLEP 2015**

It is proposed that CLEP 2015 be amended to reflect the envisaged land use change. In this regard the following changes are proposed:

#### **Changes to Zoning Map**

Change from E4 - Environmental Living to R2 - Low Density Residential as shown on the Proposed Zoning Map in Annexure 1.

#### **Changes to Minimum Lot Size Map**

Change the proposed Minimum Lot Size from 4,000 sqm and 2 hectare plus the 1 hectare lot averaging provision to 500 sqm as shown on the Minimum Lot Size Map in Annexure 2.

#### **Changes to Dual Occupancy Lot Size Map**

Change the Minimum Lot Size for Dual Occupancy from 4,000 sqm and 2 hectare to 700 sqm as shown on Minimum Lot Size for Dual Occupancy Map in Annexure 3.

Note that the Maximum Building Height Map at nine metres is to remain unchanged.

## 2.2 Proposed amendments to Campbelltown Development Control Plan 2015

It is also proposed to prepare a concurrent amendment to the Campbelltown (Sustainable City) Development Control Plan 2015. This amendment will generally introduce the following provisions to facilitate the proposed objectives:

- landscape principles for ridgeline and streetscape;
- residential interface principles;
- relevant water quality outcomes;
- retention and embellishment of the existing rural verge on the perimeter roads;
- accessibility integration; and
- the servicing of the land.

## Part 3 – Justification

### Section A - Need for the planning proposal

#### 1. Is the planning proposal a result of any strategic study or report?

The PP is consistent with a recent review of the planning provisions for the Eastern Edge Lands locality (Council meeting of 21 June 2016). It is noted that the PPR submitted in respect of the subject land is a professionally compiled report supported by a range of specialist studies.

The supporting reports address the following specific areas:

- storm water management;
- traffic management and accessibility;
- service infrastructure provision;
- ecology;
- preliminary Concept Plan; and
- planning framework compliance.

#### 2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

The planning proposal is considered to be the best means of achieving the planning objective and intended outcomes detailed in Part 1. There are no other relevant means of accommodating the proposed development than to amend CLEP 2015 as promoted by this PP.

### Section B - Relationship to Strategic Planning Framework

#### 3. Is the planning proposal consistent with the objectives and actions contained within the applicable Regional or Sub-regional Strategy (including the Sydney Metropolitan Strategy and exhibited draft strategies)?

The Draft Southwest District Plan was released December 2016. The PP is considered to be consistent with the Draft Plan in that it is consistent with the following actions in the draft plan:

##### L3: Councils to increase housing capacity across District

The proposal will add approximately 40 new dwellings to the Campbelltown LGA.



L4: Encourage housing diversity

The proposal will provide access to some traditionally sized allotments thereby catering for different lifestyle choices and budgets.

S1: Protect the qualities of the Scenic Hills landscape

While not technically part of the Scenic Hills the proposal is in the area known as the Eastern Edge Land. The proposal has been designed as a sensitive infill development with a precinct enveloped by existing residential development.

The draft Greater Sydney Region Plan 2017 was released in October 2017. The PP is considered to be consistent with the Draft Plan in that it is consistent with the following actions in the draft plan:

Objective 10: Greater housing supply

The PP will assist in provide additional housing supply.

Objective 28: Scenic and cultural landscapes are protected

Studies have been undertaken to review the various landscape units of the Edgelands, which show that the PP will not compromise the scenic quality of the Edgelands.

The draft Western City District Plan was released in October 2017. The PP is considered consistent with the draft Plan in that it is consistent with the following actions in the draft plan:

Planning Priority W5: Providing housing supply, choice and affordability, with access to jobs and services

The land is located with the Greater Macarthur Priority Growth Area, being part of the Glenfield to Macarthur Corridor. It represents Local infill development by being an extension to the existing residential area at Minto. It is located approximately 1.25 km from the Minto Mall and a further 0.25km – 5km from Minto Railway Station and industrial area.

**4. Is the planning proposal consistent with the local Council's Community Strategic Plans?****Campbelltown Community Strategic Plan 2013 - 2023**

This overarching Community Strategic Plan represents the principal community outcome focused strategic plan guiding Council's policy initiatives and actions.

The PP at a generic level maybe considered to not be inconsistent with the relevant objectives headed accordingly;

- a sustainable environment;
- a strong economy;
- an accessible city; and
- a safe, healthy and connected community.

**Campbelltown Local Planning Strategy 2013**

The Edgelands is identified as a sensitive landscape unit which provides limited environmental living opportunities in the form of large lot residential development which has regard to the immediate general bushland character or broader bushland setting.

They are identified to fulfill a transitional function between the urban-edge and heavily vegetated and extensive Georges River 'foreshore areas'.

Opportunities for limited 4,000 sqm and large lot environmentally sensitive residential development were flagged to represent the general expectation in the fringing woodland and transitional areas. The strategy is less definitive in respect of the more open areas contiguous with existing urban communities. These areas may have some form of potential for infill urban development as reflected in the Preliminary Concept Plan accompanying the PPR and Council's acknowledgement in the PP for the subject precinct, adopted at its meeting on 21 June 2016.

The PP is consistent with the above-mentioned Planning Policy Position.

### **Campbelltown Residential Development Strategy 2013**

The Campbelltown Residential Development Strategy provided a broad strategic plan for delivering sub-regional housing supply objectives at a local level. It is heavily focused on urban renewal / infill areas and major Greenfield urban release areas.

Some passing reference is made to lifestyle housing opportunities. It does not however, address in any detail the transitional fringe rural / urban interface areas and infill precincts.

The PP could be considered to be consistent to the extent of fulfilling underpinning housing supply and housing diversity objectives.

### **5. Is the planning proposal consistent with applicable State Environmental Planning Policies?**

The planning proposal is consistent with applicable State Environmental Planning Policies (SEPPs). See Table 1 below.

**Table 1**

<b>State Environmental Planning Policies</b>	<b>Comments on consistency</b>
SEPP No 1 Development Standards	Not applicable as CLEP 2015 is a Standard Instrument LEP & incorporates Clause 4.6 - Exceptions to Development Standards, which negates the need for consistency with SEPP 1.
SEPP No. 14 - Coastal Wetlands	Not applicable in the Campbelltown LGA.
SEPP No. 19 - Bushland in Urban Areas	Not applicable as there is no bushland on site.
SEPP No. 21 - Caravan Parks	Not applicable to this PP.
SEPP No. 26 - Littoral Rainforests	Not applicable in the Campbelltown LGA.
SEPP No. 30 - Intensive Agriculture	Not applicable to this PP.
SEPP No. 33 - Hazardous and Offensive Development	Not applicable to this PP.
SEPP No. 36 - Manufactured Home Estates	Not applicable in the Campbelltown LGA.
SEPP No. 44 - Koala Habitat Protection	Consistent as an environmental assessment (flora and fauna) report has been submitted stating that on-site observations show no koala scats or bark scratching within the site.
SEPP No. 47 - Moore Park Showground	Not applicable in the Campbelltown LGA.
SEPP No. 50 - Canal Estates Development	Not applicable to this PP.
SEPP No. 52 - Farm Dams and Other Works in Land and Water Management Plan Areas	Not applicable in the Campbelltown LGA.

State Environmental Planning Policies	Comments on consistency
SEPP No. 55 - Remediation of Land	Consistent as a preliminary contamination investigation undertaken.
SEPP No. 62 - Sustainable Aquaculture	Not applicable to this PP.
SEPP No. 64 - Advertising and Signage	Not applicable to this PP.
SEPP No. 65 - Design Quality of Residential Flat Development	Not applicable to this PP as residential flat buildings are not proposed on the site.
SEPP No. 70 - Affordable Housing (Revised Schemes)	Not applicable in the Campbelltown LGA
SEPP No. 71 - Coastal Protection	Not applicable in the Campbelltown LGA.
SEPP (Affordable Rental Housing) 2009	Consistent as the PP does not propose any provisions contrary to the SEPP.
SEPP (Building Sustainability Index: BASIX) 2004	Consistent as the PP does not propose any provisions contrary to the SEPP.
SEPP (Educational Establishments and Child Care Facilities) 2017	Consistent as the PP does not propose any provisions contrary to the SEPP.
SEPP (Exempt and Complying Development Codes) 2008	Consistent as the PP does not propose any provisions contrary to the SEPP.
SEPP (Housing for Seniors or People with a Disability)	Consistent as the PP does not propose any provisions contrary to the SEPP.
SEPP (Infrastructure) 2007	Yes, certain infrastructure required to service residential development would be permissible in accordance with this SEPP.
SEPP (Integration and Repeals) 2016	Not applicable to this PP.
SEPP (Kosciuszko National Park—Alpine Resorts) 2007	Not applicable in the Campbelltown LGA.
SEPP (Kurnell Peninsula) 1989	Not applicable in the Campbelltown LGA.
SEPP (Mining, Petroleum Production and Extractive Industries) 2007	Not applicable to this PP.
SEPP (Miscellaneous Consent Provisions) 2007	Consistent as the PP does not propose any provisions contrary to the SEPP.
SEPP (Penrith Lakes Scheme) 1989	Not applicable in the Campbelltown LGA.
SEPP (Rural Lands) 2008	Not applicable to this PP.
SEPP (State and Regional Development) 2011	Not applicable to this PP.
SEPP (State Significant Precincts) 2005	Not applicable to this PP.
SEPP (Sydney Drinking Water Catchment) 2011	Not applicable in the Campbelltown LGA.
SEPP (Sydney Region Growth Centres) 2006	Not applicable to this PP.
SEPP (Three Ports) 2013	Not applicable in the Campbelltown LGA.
SEPP (Urban Renewal) 2010	Not applicable to this PP.
SEPP (Vegetation in Non-Rural Areas) 2017	Consistent as the PP does not propose any provisions contrary to the SEPP.
SEPP (Western Sydney Employment Area) 2009	Not applicable to this PP.

State Environmental Planning Policies	Comments on consistency
SEPP (Western Sydney Parklands) 2009	Not applicable to this PP.
REP No.2 – Georges River Catchment	Consistent as the accompanying Stormwater Concept Plan establishes acceptable water management targets can be realised.
REP No.9 - Extractive Industry (No 2)	Not applicable to this PP.
REP No.20 - Hawkesbury-Nepean River (No 2 1997)	Not applicable to this PP.
Drinking Water Catchments REP No.1	Not applicable in the Campbelltown LGA.

**6. Is the planning proposal consistent with the applicable Ministerial Directions (s.117 directions)?**

The planning proposal is consistent with applicable Ministerial Directions. See Table 2 below.

**Table 2**

Ministerial Direction	Comments on consistency
<b>1. Employment and Resources</b>	
1.1 Business and industrial Zones	Not applicable to this PP.
1.2 Rural Zones	Not applicable to this PP.
1.3 Mining, Petroleum Production and Extractive Industries	Not applicable to this PP.
1.4 Oyster Production	Not applicable to this PP.
1.5 Rural Lands	Not applicable to this PP.
<b>2. Environment and Heritage</b>	
2.1 Environmental Protection Zones	Justifiably inconsistent as, the PP does not adversely impact on an environmentally sensitivity. The current Environmental Living zone is the product of a translation for the former Environmental Protection zoning: a zoning established due to the general scenic qualities of the precinct. Such qualities have been impacted significantly by nearby residential development and do not represent a major current constraint.  Further field investigations have identified no major flora and fauna issues and in particular have identified no koala habitat.
2.2 Coastal Protection	Not applicable to this PP.
2.3 Recreation Vehicle Area	Not applicable to this PP.
<b>3. Housing, Infrastructure and Urban Development</b>	
3.1 Residential Zones	The PP seeks to provide an opportunity for housing on transitional sized allotments in accordance with a relevant zoning and minimum lot size. It can be readily and economically serviced and social infrastructure impacts appropriately addressed
3.2 Caravan Parks & Manufactured Home Estates	Caravan Parks are currently not permitted in the R2 zone, proposed to apply to the site.

Ministerial Direction	Comments on consistency
3.3 Home Occupations	The R2 Low Density Residential zone permits "Home occupations" without consent.
3.4 Integrating Land Use & transport	Consistent as the PP seeks to rezone land adjoining an existing urban area for residential development. The site is proximate to public transport.
3.5 Development Near Licensed Aerodromes	Not applicable to this PP.
3.6 Shooting Ranges	Not applicable to this PP.
<b>4. Hazard and Risk</b>	
4.1 Acid Sulphate Soils	Consistent as the land is not known to exhibit acid sulphate qualities.
4.2 Mine Subsidence and Unstable Land	Not applicable to this PP.
4.3 Flood Prone Land	Not applicable to this PP as the land is not recorded as flood prone.
4.4 Planning for Bushfire Protection	Not applicable to this PP as the land is not recorded as bushfire prone.
<b>5. Regional Planning</b>	
5.1 Implementation of Regional Strategies	Not applicable in the Campbelltown LGA
5.2 Sydney Drinking Water catchments	Not applicable in the Campbelltown LGA
5.3 Farmland of State and Regional Significance on the NSW Far North Coast	Not applicable in the Campbelltown LGA.
5.4 Commercial and Retail Development along the Pacific Highway, North Coast	Not applicable in the Campbelltown LGA.
5.5 -5.7	Revoked.
5.8 Second Sydney Airport	Not applicable in the Campbelltown LGA
<b>6. Local Plan Making</b>	
6.1 Approval and Referral Requirements	Consistent as the PP does not alter the provisions relating to approval and referral requirements.
6.2 Reserving Land for Public Purposes	Not applicable to this PP as no land is identified for acquisition by a public authority.
6.3 Site Specific Provisions	Not applicable in the Campbelltown LGA
<b>7. Metropolitan Planning</b>	
7.1 Implementation of a Plan for Growing Sydney	Consistent as the PP seeks to increase housing supply at a local scale in a location that is generally consistent with the locational commentary of the Plan.
7.2 Implementation of Greater Macarthur Land Release Investigation	Not applicable to this PP.

**Section C - Environmental, Social and Economic Impact****7. Is there any likelihood that critical habitat or threatened species, populations' or ecological communities, or their habitat will be adversely affected as a result of the proposal?**

A preliminary ecological assessment concluded in respect of the land:

- no endangered or threatened ecological communities;
- presence of endangered ecological communities highly unlikely;
- presence of threatened flora species highly unlikely;
- no "over-cleared vegetation types" evident;
- land generally highly disturbed; and
- no species of threatened flora and fauna mapped and considered highly unlikely.

Further, on-site koala investigations are, however, required to reinforce the conclusions of the preliminary report.

**8. Are there any other likely environmental effects as a result of the planning proposals and how are they proposed to be managed?**

There are no significant other environmental impacts which require resolution in the context of the Planning Proposal.

It is noted that stormwater can be appropriately managed in terms of water quantity and quality and can be readily integrated with existing systems.

The traffic likely to be generated by the ultimate development can be readily integrated with the existing traffic network with minor capital expenditure on the new intersection in particular.

A Stage 1 Preliminary Site Investigation was undertaken, which concluded that there is a low likelihood of unacceptable contamination to be present on the site, as a result of past and present land use activities. While there is no known contamination of the site, SEPP 55 - Remediation of Land, will require this to be further assessed before any intensification of land use occurs.

Amplification and reticulation of all service infrastructure including in particular water and sewer is required to be addressed by the DCP and any application for subdivision will need to address this criteria.

**9. How the planning proposal adequately addressed any social and economic effects?**

The rezoning for residential purposes will result in positive economic effects. The planning proposal will potentially result in short and medium term employment opportunities related to development and construction activities associated with the sub-divisional works and the subsequent erection of dwellings.

The increased supply of diverse housing stock will also have positive social impacts. Additionally, an increase in the resident population will potentially have positive social and economic impacts on the Minto commercial centre.

**Section D - State and Commonwealth Interests****10. Is there adequate public infrastructure for the planning proposal?**

Preliminary infrastructure investigations accompanied the PPR. These investigations concluded that the existing service infrastructure network (water, sewer, electricity, telecommunications and

gas servicing) was available in the locality and could be economically augmented and reticulated. The development proposal will readily integrate with the existing traffic network.

**11. What are the views of State and Commonwealth public authorities consulted in accordance with the Gateway determination?**

No objections were received from State or Commonwealth public authorities.

## **Part 4 – Mapping**

In seeking to achieve the PP objective and outcomes the following map amendments are proposed:

- Amendments to Zoning Map (refer to annexure 1);
- Amendments to Lot Size Map (refer to annexure 2); and
- Amendments to Lot Size for Dual Occupancy Development Map (refer to annexure 3).

It is noted that it is not proposed to amend the existing:

- Height of Buildings Map;
- Infrastructure Map; and
- Land Reservation Acquisition Map.

## **Part 5 - Community Consultation**

Public consultation was undertaken in accordance with a relevant Gateway determination.

All relevant agencies and local community were consulted during the mandated 28 day minimum public exhibition period.

Advice has been received from National Parks and Wildlife Service and from Endeavour Energy raising no objection to the Planning Proposal.

A submission was received from a local resident raising concern with continued urbanisation, loss of natural amenity and increased traffic congestion, all in a quest for additional rates. While the concern was understood, Council noted that it was challenged with providing additional diverse housing stock to meet the demands of an ever increasing population, in a sustainable manner and that the small proposed residential expansion will importantly provide additional limited traditional housing opportunities in an environmentally acceptable manner.

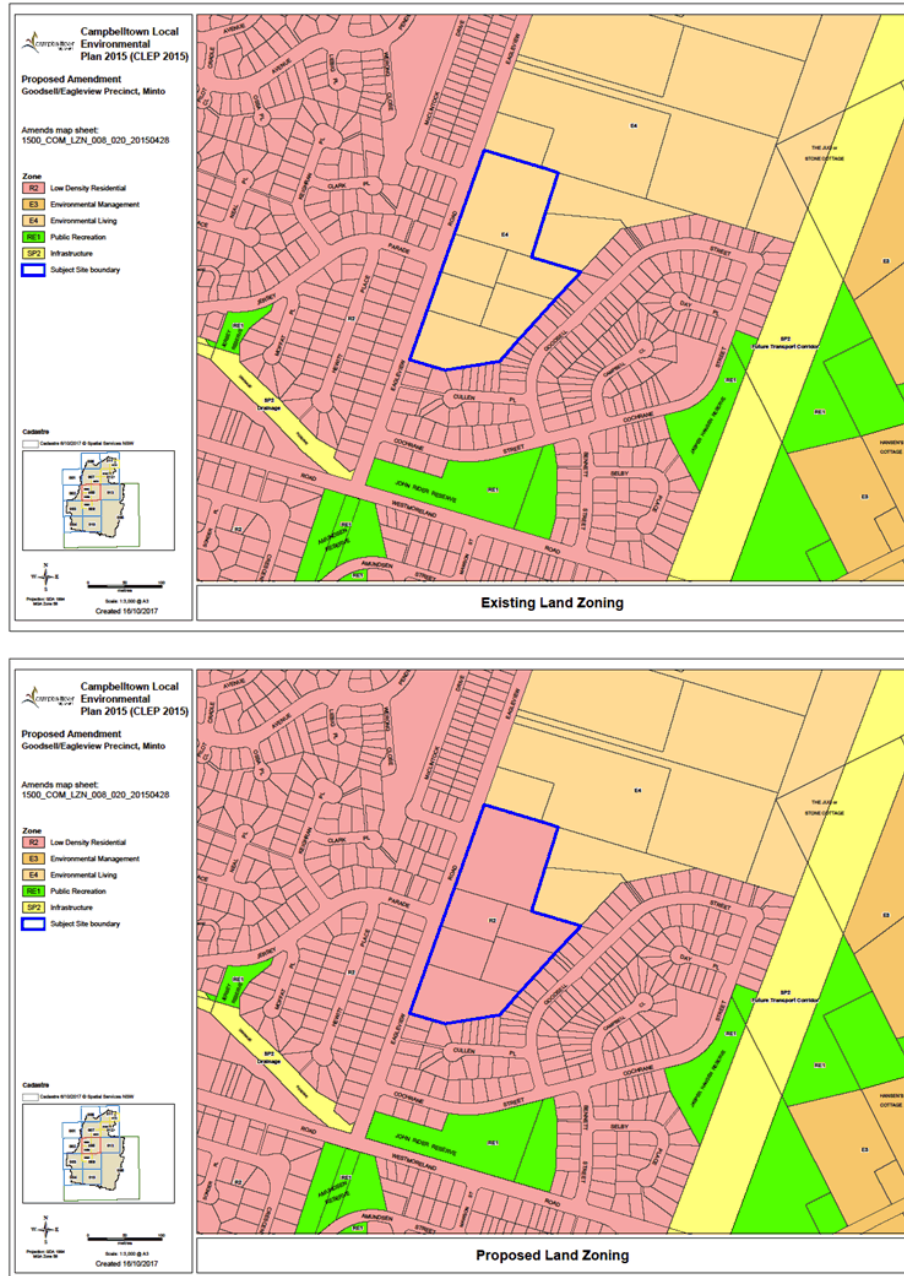
## Part 6 - Project Timeline

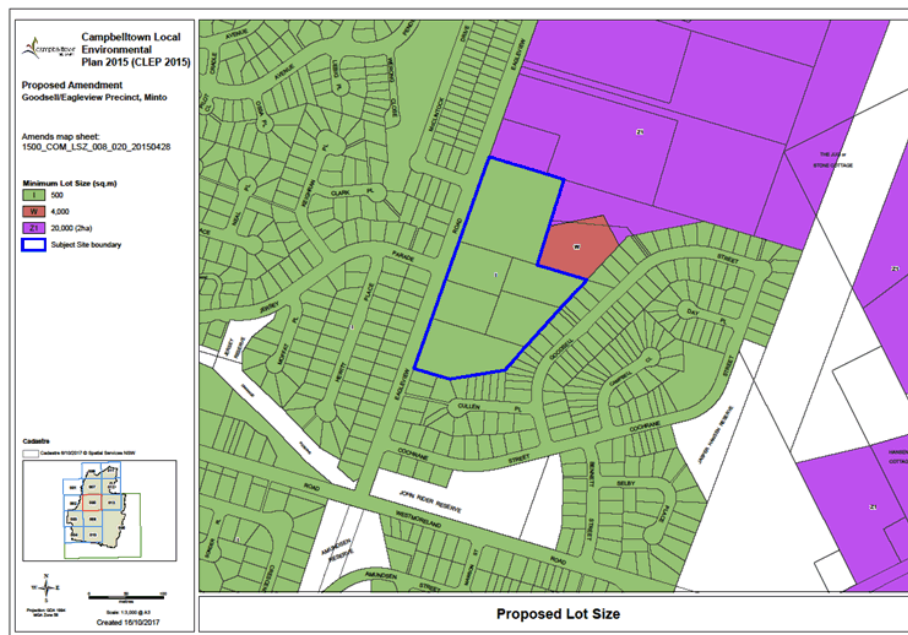
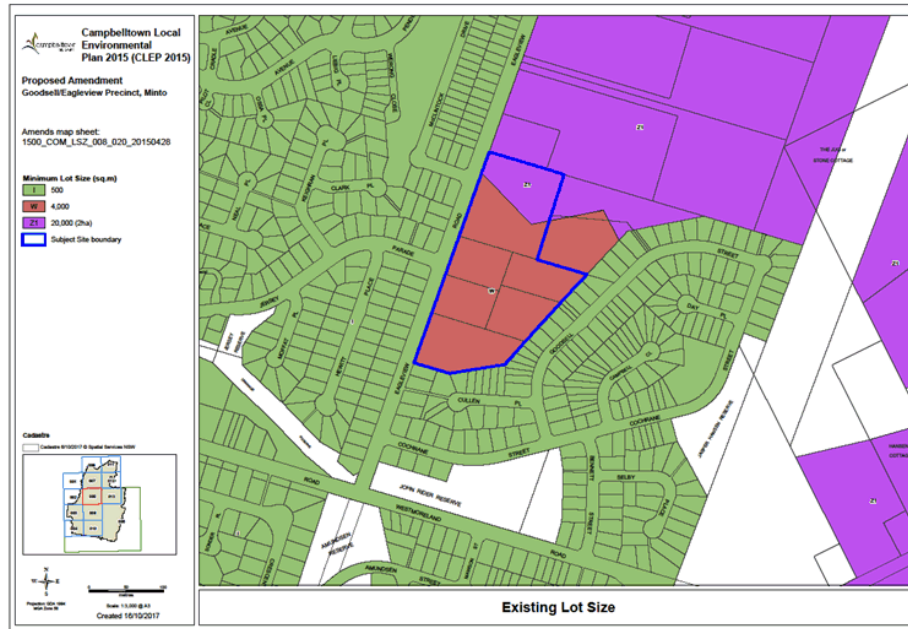
The following notional project timeline is proposed:

Council endorsement of Planning Proposal	May 2017
Referral for a Gateway Determination	June 2017
Gateway Determination	July 2017
Completion of additional supporting documentation	September 2017
Public Exhibition	November 2017
Consideration of submissions (Report to Council)	February 2017
Finalisation of LEP amendment	March 2017
Plan amendment made	May 2017

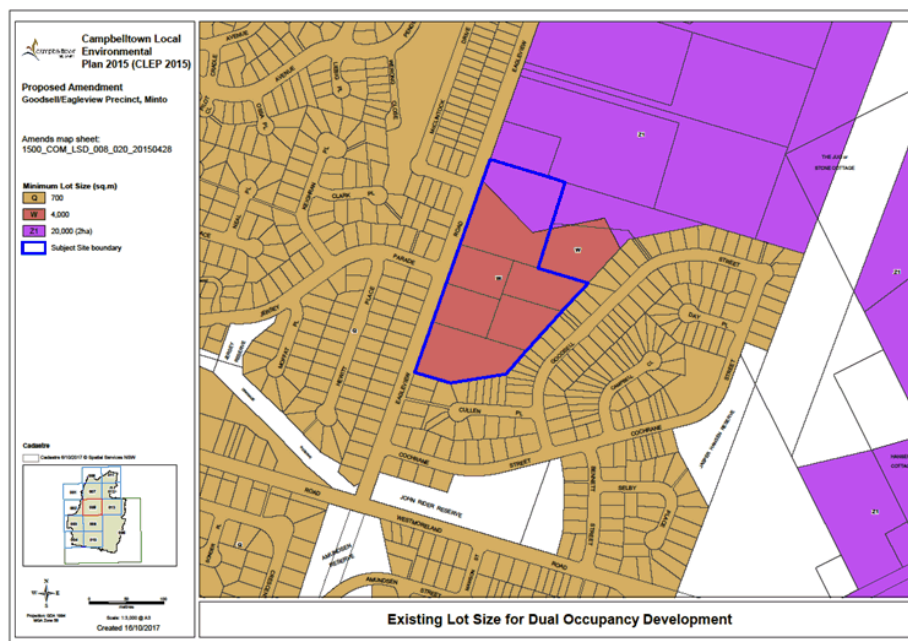
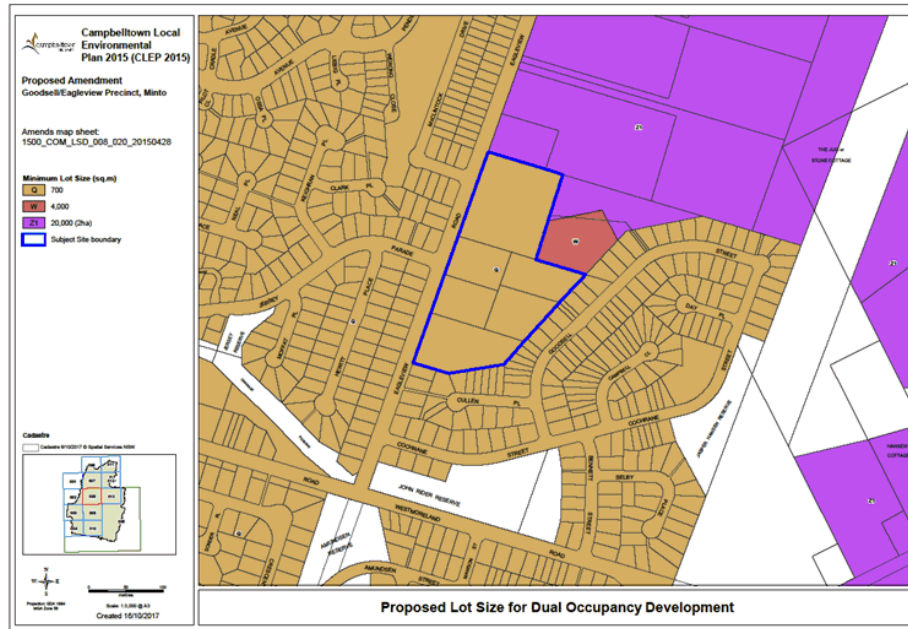


## Annexure 1 – Changes to Zoning Map



**Annexure 2 - Changes to Minimum Lot Size Map**

### Annexure 3 - Changes to Dual Occupancy Lot Size Map







## Planning & Environment

### Gateway Determination

**Planning Proposal (Department Ref: PP\_2017\_CAMPB\_001\_00):** to rezone land from E4 Environmental Living to R2 Low Density Residential and introduce minimum subdivision lot size standards at Eagleview Road and Goodsell Street, Minto.

I, the Director, Sydney Region West at the Department of Planning and Environment as delegate of the Greater Sydney Commission, have determined under Section 56(2) of the *Environmental Planning and Assessment Act 1979* (EP&A Act) that an amendment to the Campbelltown Local Environmental Plan (LEP) 2015 to rezone land from E4 Environmental Living to R2 Low Density Residential and introduce minimum subdivision lot size standards at Eagleview Road and Goodsell Street, Minto should proceed subject to the following conditions:

1. Prior to undertaking community consultation, Council is required to amend the planning proposal, as follows:
  - (a) Amend Part 2 - Explanation of provisions, of the planning proposal, to indicate the existing zone, standards and provisions that currently apply to the land, together with the proposed zone and standards.
  - (b) Include an explanation of the proposed lot size for dual occupancy map (annexure 3).
  - (c) Include diagrams in the planning proposal showing the existing zone (and surrounding zone[s]) and all other relevant standards.
  - (d) On all maps, the subject land is to be highlighted to show its location on these maps.
  - (e) Following further investigation, clarify within the planning proposal consistency, or otherwise, with Section 117 Direction 2.1 Environment Protection Zones.
2. Further, prior to consultation Council is to:
  - (a) in addition to those studies identified under Part 3 of the proposal, Council include the remaining studies undertaken to support the proposal and undertake a Phase 1 - Preliminary Site Contamination Investigation Study for the site in accordance with the Managing Land Contamination Planning Guidelines (EPA, 1998); and,
  - (b) the supporting flora and fauna study is to be supplemented by undertaking and documenting field work to address the accuracy of vegetation mapping, groundcover composition, the presence or absence of potential significant habitat features, and impacts upon threatened species, populations or ecological communities, with particular consideration being given to koala habitat.

A copy of the amended planning proposal is to be forwarded to the Department for information prior to community consultation.

3. Community consultation is required under Sections 56(2)(c) and 57 of the EP&A Act as follows:
  - (a) the planning proposal is classified as low impact as described in *A guide to preparing local environmental plans* (Department of Planning and Environment 2016) and must be made publicly available for a minimum of **28 days**; and
  - (b) the relevant planning authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in Section 5.5.2 of *A guide to preparing local environmental plans* (Department of Planning and Environment 2016).
4. Consultation is required with the following public authorities and organisations under Section 56(2)(d) of the EP&A Act and/or to comply with the requirements of relevant Section 117 Directions:
  - Office of Environment and Heritage; and
  - relevant organisations for the supply of water, gas, telecommunications, electricity and the disposal and management of sewage.

Each public authority/organisation is to be provided with a copy of the planning proposal and any relevant supporting material, and given at least 21 days to comment on the proposal.

A public hearing is not required to be held into the matter by any person or body under Section 56(2)(e) of the EP&A Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing.
5. The timeframe for completing the LEP is to be **9 months** following the date of the Gateway determination.

Dated 26<sup>th</sup> day of July 2017



Catherine Van Laeren  
Director, Sydney Region West  
Planning Services  
Department of Planning and Environment  
  
Delegate of the Greater Sydney Commission

## 8.5 Planning Proposal - Evelyn Street, Macquarie Fields

### Reporting Officer

Director City Development  
City Development

### Community Strategic Plan

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

### Officer's Recommendation

- That Council forward the planning proposal request to the Department of Planning and Environment for a Gateway Determination (forming attachment 5) to rezone the land known as:
  - Part Lot 1 DP 533662 (No. 22 Oakley Road) Macquarie Fields
  - Part Lot 100 DP 261125 (No. 109 Evelyn Street) Macquarie Fields
  - Part Lots 8 and 9 DP 826459 (Nos. 18-16 Oakley Road) Macquarie Fields
  - Lot 181 DP 834233 (No. 89 Evelyn Street) Macquarie Fields
  - Lot 305 DP 263295 (No. 87 Evelyn Street) Macquarie Fields
  - Lot 40 DP 623486 (No. 85 Evelyn Street) Macquarie Fields
  - And expanded to include Lot 9 DP852014 (No. 91 Evelyn Street) Macquarie Fields

from E4 Environmental Living to R2 Low Density Residential with a minimum lot size of 500m<sup>2</sup> and a maximum building height of 8.5m.
- That the General Manager be authorised to endorse the re-drafting of the Planning Proposal request (as amended) into the required format, under Council's cover for a Gateway Determination.
- That Council exercise authorisation to prepare and make the planning proposal (in accordance with the plan making powers delegated to Council) following receipt of the Gateway determination, including proceeding to public exhibition/consultation.
- That Council be advised of the outcomes of the public exhibition/consultation in respect of the Planning Proposal.
- That the proponent and property owners be advised of Council's resolution.

### Purpose

To seek Council's support to forward the Planning Proposal Request (as amended) and re-drafted to the Department of Planning and Environment (DP&E) for a Gateway

Determination, in order to commence the rezoning of the subject land for low density residential purposes.

## Report

### 1. Property owners/description

The land, which is requested to be rezoned includes:

- Part Lot 1 DP 533662 (No. 22 Oakley Road) Macquarie Fields
- Part Lot 100 DP 261125 (No. 109 Evelyn Street) Macquarie Fields
- Part Lots 8 and 9 DP 826459 (Nos. 18-16 Oakley Road) Macquarie Fields
- Lot 181 DP 834233 (No. 89 Evelyn Street) Macquarie Fields
- Lot 305 DP 263295 (No. 87 Evelyn Street) Macquarie Fields
- Lot 40 DP 623486 (No. 85 Evelyn Street) Macquarie Fields

This land comprises 6 holdings (7 allotments) generally with frontage to Evelyn Street, Macquarie Fields.

Additionally, Lot 9 DP852014, (No. 91) Evelyn Street which is a small 473.6 square metre allotment should have its zoning rationalised by inclusion in the proposed R2 rezoning.

**Applicant:** Planzone Consulting

**Application Number:** 2755/2016/E-LEPA

### 2. The Planning Proposal Request

The Planning Proposal Request (PPR) (contained in attachment 5), known as the Evelyn Street Fringe Proposal promotes the rezoning of several parcels of land (refer to attachment 1) to R2 Low Density Residential.

Also forming part of the PPR is a Concept Subdivision Design which illustrates an indicative allotment layout of 30 allotments with a minimum area of 500 sq.m (refer to attachment 2).

A relevant Zoning Amendment Map and Minimum Lot Size Map accompany the PPR (refer to attachment 3).

Further, it is considered appropriate the Maximum Height of Buildings Map be changed to 8.5 metres to reflect the R2 provisions on the opposite side of Evelyn Street (refer to attachment 3).

The PPR is also supported by a series of specialist consultant reports addressing:

- contamination (Phase 1)
- flora and fauna
- stormwater management/flooding
- service infrastructure
- traffic management.
- overall assessment/planning framework compliance

The site (refer to attachment 1), includes six land holdings (7 allotments) in the ownership of six parties, as listed at the beginning of this report. The site should be expanded to include No. 91 Evelyn Street as detailed below.

### **3. Other Nearby Land**

The joint owners of two parcels of land (No. 83A Evelyn Street and No. 58 Wills Road) totalling 1.544 hectares, which adjoin the subject land, have made rezoning enquiries of Council on several occasions, including after lodgement of the Planning Proposal Request. Their land has not been included in the proposal in time given the need to fully understand the qualities of the land and potential development management strategies. It may, however, be the subject of a future independent planning proposal, as the land appears to have rezoning merit (refer to attachment 4).

Further, No. 91 Evelyn Street (Lot 9 DP 852014) is a small 473.6 square metre allotment similarly zoned E4 - Environmental Living. It would be surrounded by R2 - Low Density Residential should the planning proposal proceed and is recommended for inclusion and rezoning (R2 zone) as part of the subject proposal. (refer to attachment 4).

### **4. Local/Regional Context**

The site forms part of the northern extremity of a landscape unit known as the East Edge Scenic Protection Lands (the Edgelands). The Edgelands form an area of transition and infill between the eastern boundary of the Campbelltown Urban Area and the extensive regional open space network associated with the Georges River.

The reservation for the proposed Georges River Parkway (Road) forms an edge to the heavily vegetated, ecologically diverse Georges River regional open space network. As such, the zone of transition/infill is considered to be limited to the Evelyn Street urban edge.

Until recently the land was zoned Environmental Protection 7(b) with a two hectare minimum area of subdivision. With the recent enactment of Campbelltown Local Environmental Plan 2015 (CLEP 2015), the land is now zoned Environmental Living (E4) with a two hectare minimum area of subdivision (and is subject to the one hectare lot averaging provision).

### **5. Recent interest and actions**

The public exhibition of draft CLEP 2014, in June-August 2014, generated significant interest in respect of further subdivision opportunities in the Edgelands. This interest was considered in the Extraordinary Report to Council on 28 April 2015.

Generally, submissions in respect of land to the east of the proposed Georges River Parkway (Road) were dismissed, while those to the west were identified for further investigation in a holistic, precinct based manner.

A constraints and opportunities mapping exercise and preliminary service infrastructure investigations were undertaken in late 2015, with the conclusions presented to a Councillor Briefing on 28 November 2015. It was established that the environmental qualities and service infrastructure availability vary on a sub-catchment/precinct basis and that site specific planning solutions could potentially evolve.

For land in the vicinity of Evelyn Street, it was identified that such land be considered on its merits for low density residential development.



Most recently, Council resolved in response to Item 2.3, Priority Investigation Area Campbelltown (Local Environmental Plan 2015) of the Planning and Environment Committee Meeting held 4 June 2016 (and Council Meeting held 21 June 2016) to adopt the following policy position:

“Any future developments reflect a transition from the existing residential density (generally 500 sq.m) to large lot sewered 4,000 sq.m allotments.

Retention/management of remnant woodland and reinstatement of an informal rural/woodland verge character to Oakley Road where practical.”

A project specific (Evelyn Street) Councillor Briefing held in November 2017 noted the nature of the Evelyn Street urban interface and limited potential for low density housing. No significant concerns were raised with the concept underpinning the Planning Proposal Request and it was agreed the matter should proceed to Council.

## **6. Assessment of the Planning Proposal Request**

The report considers the merit of the PPR in relation to State and Local policies and the potential impacts of the proposal as summarised below.

### **6.1. State and Regional Planning**

Section 117 directions (Ministerial Directions) apply largely on a state wide basis and seek to ensure Local Environmental Plans (and their implementation tool in the form of Planning Proposals) are consistent with State and Regional Planning. In a like manner, State Environmental Planning Policies (SEPPs) and deemed SEPPs also seek to ensure state and regional specific planning outcomes.

It is noted the PPR either adequately addresses the desired outcomes or justifies any inconsistency. Some additional investigation is foreshadowed in relation to the following matters:

- Additional justification for clearing of vegetation on proposed Lots 29 and 30
- Additional field flora and fauna surveys, including impacts of APZ clearing on proposed Lots 29 and 30 and full breadth of impacts on existing Lot 9
- Phase 2 contamination investigation (and remediation strategy if required)
- Revised stormwater management/flooding strategy

Importantly, it is considered that the PPR has strategic and site specific merit to justify its referral to the Department of Planning and Environment for a Gateway Determination.

### **6.2. Metropolitan Planning**

The Metropolitan Planning Framework for Greater Sydney is largely detailed in the Metropolitan Strategy known as the draft Greater Sydney Region Plan (the dGSR Plan). The PPR shows consistency with the dGSR Plan, in terms of its key directions/objectives, particularly in respect of the Western Parkland City.

In brief, the proposal is noted to be consistent or at least partially consistent with the following:

Direction	Consistency with Objectives
<b>Infrastructure</b> City Supported by infrastructure	4. Infrastructure use is optimised (consistent)
<b>Liveable City</b> Housing the City	10. Greater housing supply (consistent)  11. Housing is more diverse and affordable (consistent)
A city of great places	13. Environmental heritage is considered and enhanced (in part) (consistent)
<b>A city in its landscape</b>	25. The waterways are protected (in part) (consistent)  27. Biodiversity is protected and remnant vegetation is enhanced (in part) (consistent)  28. Scenic and cultural landscapes are protected (in part) (consistent in part)

At the metropolitan scale of planning, the PPR is suitably consistent with the above objectives.

### 6.3. Subregional Planning

The draft Western City District Plan (the dWCD Plan) documents the most current sub regional planning framework and in doing so, a more detailed implementation framework for the dGSR Plan.

The PPR is not inconsistent with the draft Plans in providing for residential growth in a structured manner that leverages off existing infrastructure.

It is noted that the dWCD Plan and dGSR Regional Plan only recently concluded the public exhibition/consultation phase and do not represent adopted planning policy.

A brief review of the PPR in the context of the recently exhibited dWCD Plan highlights general consistency with following priorities:

Direction	Planning Priority
<b>A city supported by infrastructure</b> (infrastructure supporting new developments)	W1. Planning for a city supported by infrastructure
<b>Housing the city</b> (Giving people housing choices)	W5. Providing housing supply, choice and affordability with access to jobs and services (in part)
<b>A city in a landscape</b> (valuing green spaces and landscape)	W12. Protecting the health and enjoyment of the District waterways (in part)

At the district scale of planning, the PPR is consistent with the above priorities as the proposal would not demand any additional infrastructure to support the proposed

development and would provide additional housing choice in proximity to existing services and jobs.

#### 6.4. Local planning

Council's Local Strategic Land Use Planning Framework comprises principally of the Campbelltown Local Environmental Plan 2015 (CLEP 2015), the Campbelltown Local Planning Strategy (CLPS) and the Campbelltown Residential Development Strategy (CRDS).

Importantly, the subject framework is generally consistent with the overarching local strategic plan; namely, Campbelltown's Community Strategic Plan 2027 (CCSP). More particularly in respect of the CCSP it is noted:

Outcome	Strategies
1. <b>A vibrant, liveable city</b>	1.8 Enable a range of housing choices to support different lifestyles
2. <b>A respected and protected natural environment</b>	2.4 Conserve and care for our City's biodiversity (in part)
4. <b>A successful city</b>	4.3 Responsibly manage growth and development with respect to the environment, heritage and character of our city (in part).

The PPR is generally consistent with the local strategy framework and the policy position established by Council at its meeting on 21 June 2016 in relation appropriate development of the East Edge Scenic Protection Lands.

#### 6.5. Infrastructure Impacts

The development outcome proposed by the PPR will have a minor manageable impact upon local infrastructure provision. Access to the immediate road and drainage networks would need to be addressed as a future condition of development consent, including on-site infrastructure reticulation.

The stormwater management strategy submitted with the PPR requires further revision to provide a more innovative, cost effective, sustainable solution that is more closely attuned to the key qualities of the local environmental context and does not result in a significant impost on Council, with no broader public benefit. The principles of such system, as a minimum, should be endorsed by Council, prior to public exhibition (in the event of a positive gateway determination). Importantly, it is considered that such a system can be devised and implemented.

#### 7. Public Benefit

The community benefit test is an important element of determining whether a planning proposal has merit. Relevant matters for consideration of a spot rezoning include whether a local environmental plan accurately reflects the strategic direction and changing circumstances of an area, the length of time that has elapsed since the community was consulted about the planning controls applying to the land, and whether the planning controls are too prescriptive to facilitate a sensible development. The test also considers whether there is a demonstrable public interest in considering an alternative proposal to the existing planning scheme, which was not considered by Council or the community when the scheme was adopted.

In the case of this PPR, there is a strong argument to amend the Campbelltown LEP on the following grounds:

- The area has recently been identified by Council as a priority investigation area for future development.
- The site is well located with respect to access to public transport, services, employment and open space.
- Future development of the site would be consistent with the objectives and outcomes envisaged by metropolitan, district and local planning strategies.
- Would have a negligible impact on the local road network, open space and community facilities.

For the above reasons, the PPR would provide a public benefit commensurate with adjoining development. In addition, any future development would be required to pay a monetary contribution towards the provision of local traffic, open space and community facilities. This plan is currently under preparation and would levy the maximum amount permitted by the NSW Government of \$20,000 per lot, or dwelling for infill areas.

## **8. Formal Consultation**

A guide to preparing local environmental plans has been prepared by the DP&E to assist councils in preparing planning proposals and LEPs. Should Council resolve to proceed with the Planning Proposal, and Gateway Authorisation is issued by the DP&E, consultation would be undertaken in accordance with the Gateway Determination requirements.

All owners of the land included in the PPR support the rezoning of the subject land for low density residential and related purposes. The owner of the small allotment added (ie No. 91 Evelyn Street) will be consulted during the public exhibition/consultation period.

## **9. Statutory Consideration**

The preparation of a Planning Proposal is the first step in the process of requesting changes to a planning instrument. Should Council resolve to proceed with the Planning Proposal to Gateway Determination, the DP&E would confirm the technical studies required and relevant parts of the Planning Proposal to be updated or amended prior to public exhibition.

As part of the Gateway Authorisation process, Section 23 of the *EPA Act* allows the Minister and the Director-General to delegate functions to a Council and/or an officer or employee of a Council. When submitting a planning proposal, Council is required to identify whether it wishes to Exercise Delegation (the Authorisation). Authorisation delegates the following plan making powers to Council;

- to make and determine not to make an LEP
- to defer inclusion of certain matters
- to identify which matters must be considered and which stages of the plan making process must be carried out again

At its meeting on 20 November 2012, Council resolved to formally accept the plan making delegations and delegate the plan making functions to the General Manager. Acknowledgement of Council's resolution was received from the DP&E on 21 January 2013.

On the grounds that the planning proposal is consistent with the types of draft LEPs routinely delegated by the DP&E, it is recommended that Council exercise the Authorisation in this instance.

### **Conclusion**

The PPR for the rezoning of land generally fronting Evelyn Street, is considered to have sufficient strategic and site specific merit. Therefore, it is recommended the PPR be submitted with appropriate notation to the Department for Planning and Environment for a Gateway Determination.

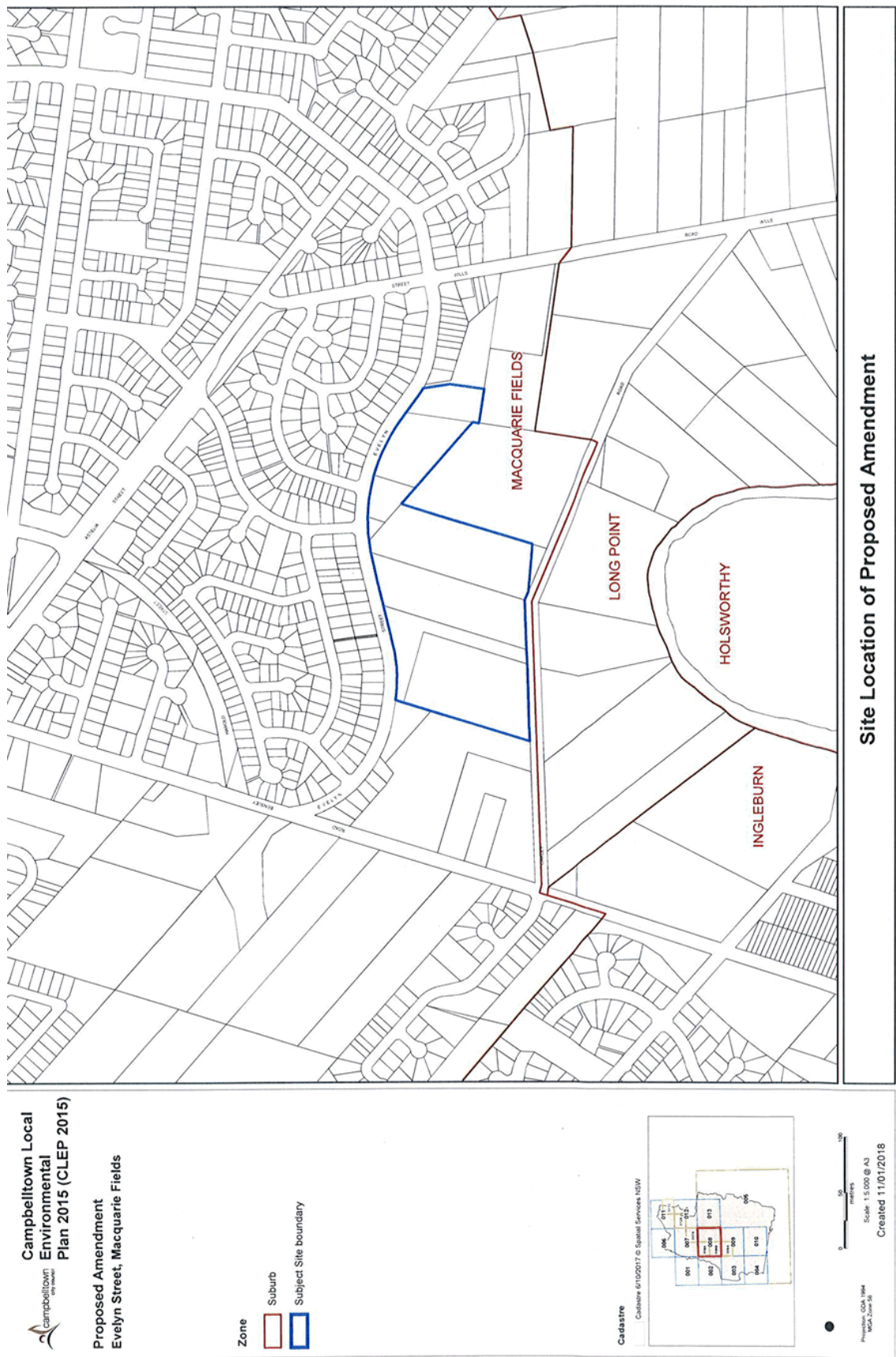
It is noted however, the undertaking of minor additional investigation and strategy development is required concerning local stormwater management. This matter can be addressed as part of the gateway process and should be resolved prior to finalising the proposal.

Notwithstanding the above, the draft planning proposal as presented, is considered to provide a balanced planning outcome for the subject precinct in consideration of both its residential and environmental boundaries and would establish a planning framework which has regard to its immediate context, whilst facilitating traditional housing opportunities.

Finally, the draft planning proposal is considered to be generally consistent with the principles detailed in the adopted Council policy regarding the East Edge Scenic Protection Lands.

### **Attachments**

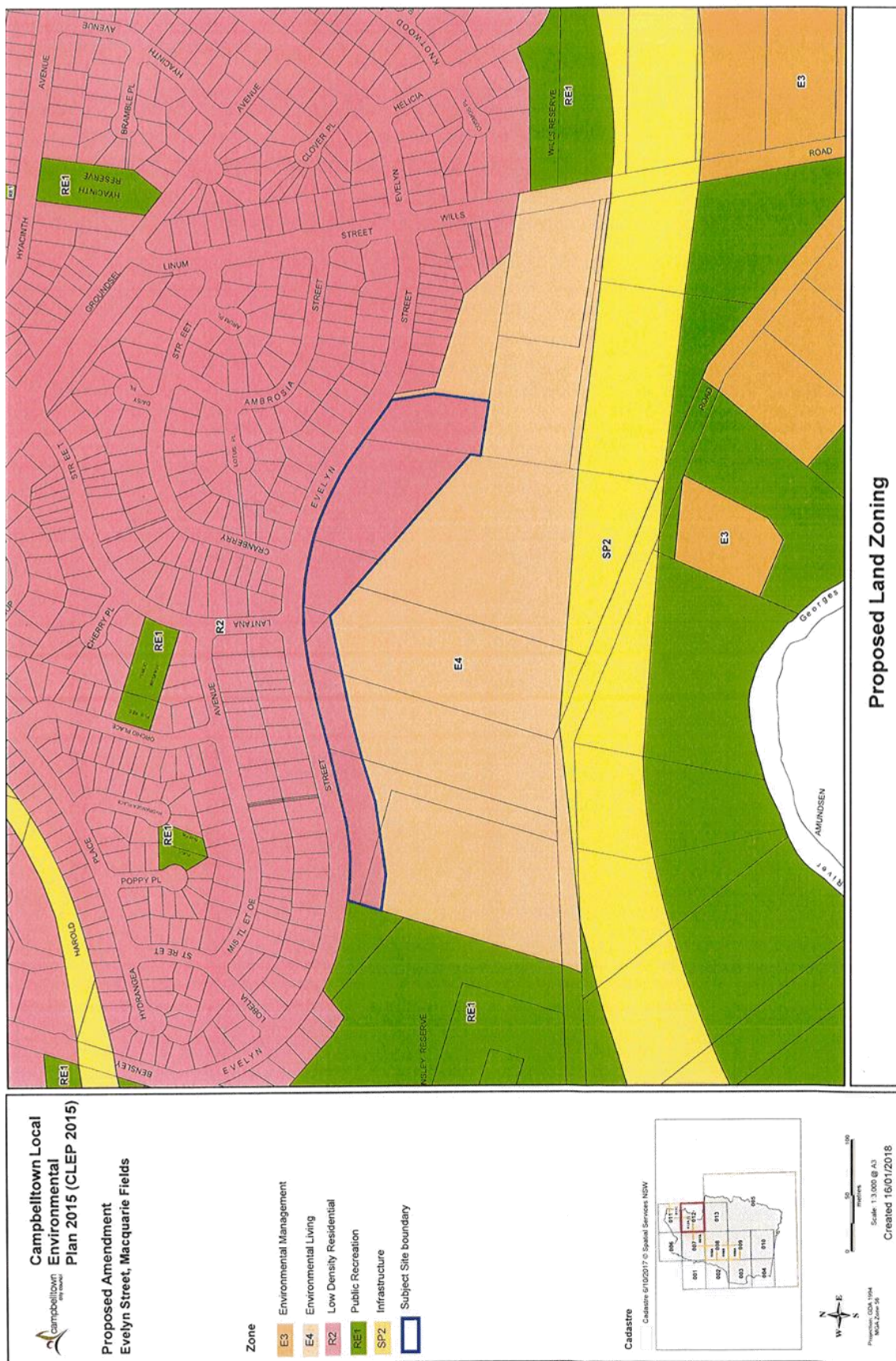
1. Site Location and Proposed Amendment (contained within this report)
2. Proposed Subdivision Plan (contained within this report)
3. Principal LEP Map Amendments (contained within this report)
4. Nearby Areas (contained within this report)
5. Planning Proposal - due to size of document - 239 pages (distributed under separate cover)





<p><b>PLANZONE</b></p> <p>1001 9011 7603              www.planzone.com.au              1001 9011 7603              1001 9011 7603              1001 9011 7603</p>	<p><b>Notes</b></p> <p>1. The plan is a preliminary plan and is not to be used for any purpose other than to show the general location of the lots.</p> <p>2. The plan is not to be used for any purpose other than to show the general location of the lots.</p> <p>3. The plan is not to be used for any purpose other than to show the general location of the lots.</p>	<p><b>Proposed</b></p> <p>Subdivision              Evelyn Street, Macquarie Fields              Local</p>	<p><b>Planning Details</b></p> <p>Project No: 1000 (842)              Project Name: 20150604              Project No: 20150604              Project Name: 20150604              Project No: 20150604              Project Name: 20150604</p>	<p><b>Site No: 1001</b></p> <p>Site Name: 1001              Site No: 1001              Site Name: 1001              Site No: 1001              Site Name: 1001</p>
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## 8.6 IHAP Community and Expert Nominations

### Reporting Officer

Director City Development  
City Development

### Community Strategic Plan

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

### Officer's Recommendation

1. That an Independent Hearing and Assessment Panel (IHAP) be established for Campbelltown City Council to determine development applications and to provide advice on planning proposals in accordance with the relevant referral criteria, operational procedures and code of conduct as finalised by the Minister for Planning.
2. That Council notes the appointment of the following members and alternatives by the General Manager for the Campbelltown Independent Hearing and Assessment Panel for a period of three years as follows:
  - a. Mr Ian Reynolds as Chair and Mr Stuart McDonald and Mr Keith Dedden as alternate Chairs.
  - b. Ms Mary-Lynn Taylor and Ms Jenny Rudolph as the expert members and Mr Scott Lee and Ms Helena Miller as the alternate expert members.
  - c. Ms Cecilia Cox as the community member and Mr Phil Hayward and Mr Edward Saulig as the alternate community members.
3. That Council advise the Department of Planning and Environment of the nominated members and alternates for the Campbelltown Independent Hearing and Assessment Panel for a period of three years.
4. That Council inform all persons who lodged an expression of interest of Council's decision and thank them for their interest in the matter.

### Purpose

The purpose of this report is to inform Council of the establishment an Independent Hearing and Assessment Panel (IHAP) and the appointment of the Chair, two expert and one community representative and their alternates so that Council may constitute a Panel by 1 March 2018.

## History

On 10 August 2017, the NSW Government amended the Environmental Planning and Assessment Act 1979 to make IHAPs mandatory for councils in Sydney and Wollongong from 1 March 2018. When an IHAP is established, the consent authority functions for Development Applications (DAs) submitted to the council can only be exercised by council staff under delegation, the local IHAP or the relevant Sydney Planning Panel.

The NSW Government advises that IHAPs are to be in place so that the process of assessment and determination of DAs of high value (but not of regional significance), corruption risk, sensitivity or strategic importance is transparent and accountable. An IHAP will also be able to provide independent expert advice to councils on the merit of planning proposals.

Sydney Planning Panels are intended to complement the operation of IHAPs in that they determine regionally significant DAs and provide advice on other regional planning matters that are beyond the scope of local IHAPs.

On 21 December 2017, the Minister for Planning advised that he has approved the appointment Mr Ian Reynolds as Chair and Mr Stuart McDonald and Mr Keith Dedden as alternate Chairs to Council's Independent Hearing and Assessment Panel (Panel).

The Minister also advised he has also approved a list of independent experts from which Council is required to select at least two members for appointment to the Panel.

An invitation for expressions of interest for local community member position on the IHAP was advertised in the local paper and on Council's website from 13 November 2017 to 22 December 2017.

## Report

This report outlines the selection and nomination process for the Community member, Expert members and Chair positions on the Panel.

### 1. Selection of community members

The Guidelines for the Recruitment and Appointment of IHAP Community Representatives issued by the Department of Planning and Environment provide that the General Manager appoint the community representative and alternates to the IHAP on behalf of council and notify the Department and nominees of the outcomes.

All IHAPs are required to follow a standard model comprising a chair, two other expert members and a community representative.

The selection criteria of community members include:

- Be current residents within the local government area
- Have knowledge and awareness of the LGA and issues of concern to the local community
- Be able to represent and communicate the interests of the local community
- Have an understanding of the planning process and assessment issues (but not expected to be experts)

- Commit to attending the IHAP meetings and contributing constructively to the determination of applications
- Be willing to adhere to the IHAP code of conduct and operational procedures.

It is considered that the appointment of one community member and two alternates will provide sufficient depth and opportunity for rotation.

In response to the advertisement of the local community member positions, seven submissions were received. Each person that lodged an expression of interest demonstrated that they satisfy the selection criteria. Further consideration was given to those nominations that best demonstrated their knowledge and understanding of Council and the local area.

At the completion of the interview process, it was considered that Ms Cecilia Cox best demonstrated the selection criteria for a community representative with a sound understanding of the planning framework and local issues, with Mr Phil Hayward and Mr Edward Saulig appointed as alternative community members

## **2. Selection of expert members**

Each expert was approved by the Minister for Planning based on their professional standing, experience, technical ability and broad understanding of the development assessment process. Each expert has met one or more of the following expertise requirements set out in the Environmental Planning and Assessment Act 1979:

- Planning
- Architecture
- Heritage
- The environment
- Urban design
- Economics
- Traffic
- Transport
- Law
- Engineering
- Tourism
- Government
- Public relations

The approved list is comprised of 218 persons, who have indicated their preference for membership on the Campbelltown Panel as summarised below:

- No nomination or exclusion (for any panel) - 46
- Exclusion (no interest or conflict of interest) - 15
- Personal preference for Campbelltown - 13
- Applied for all panels - 144

Priority has been given to those who indicated a preference for the Campbelltown Panel, hold qualifications in planning, law or administration and have knowledge and understanding of Council and the local area.

Having regard to the above, it is recommended that Ms Mary-Lynn Taylor and Ms Jenny Rudolph be appointed by the General Manager as Council's expert members on the following grounds:

- Ms Taylor has previously chaired the Sydney West Joint Regional Planning Panel, has chaired or been a member on three IHAPs and has extensive expertise in the field of Law and has an excellent understanding of local and metropolitan planning framework and high professional standing.
- Ms Rudolph is the current Planning Director at Elton Consulting and has over 25 years of experience in the strategic and statutory planning arena. Ms Rudolph has also represented many industry bodies, including the Planning Institute of Australia (PIA) where she advocates for good planning outcomes on behalf of the profession.

It is recommended that Mr Scott Lee and Ms Helena Miller be appointed by the General Manager as alternate expert members.

Each member has indicated their availability to attend Panel meetings and have undergone a probity and political donations check.

### **3. Referral Criteria**

The Minister for Planning will make a S117 Direction that sets out the primary functions of the IHAP, including the types of DAs to be determined by the Campbelltown IHAP, namely:

- DAs valued at more than \$5m (but less than \$30m as these will be determined by Sydney Planning Panels)
- DAs where the owner or applicant is the council, a councillor, a member of a councillor's family, a member of council staff, or a State or Federal member of Parliament
- DAs that receive ten or more objections from different households
- DAs seeking to depart by more than 10 per cent from a development standard
- DAs associated with a higher risk of corruption:
  - residential flat buildings assessed under the Apartment Design Guide
  - demolition of heritage items
  - licensed places of public entertainment and sex industry premises
  - designated development.
- DAs accompanied by a proposed voluntary planning agreement
- Modification applications that meet the above criteria.

It is anticipated that approximately 5 development applications per month would be considered by Council's IHAP. For developments that do not trigger the referral criteria, determinations would be issued under staff delegation or alternatively by Sydney Planning Panels, as appropriate.

In addition to considering development applications, the NSW Government also proposes that councils refer all planning proposals to the Panel for advice, unless the council's general manager determines that the planning proposal relates to:

- The correction of an obvious error in a LEP
- Matters that are of a consequential, transitional, machinery or other minor nature, or
- Matters that the panel considers will not have any significant adverse impact on the environment or adjoining land.

This process would not replace the existing pre-gateway review process that currently applies. Therefore, should Council not make a decision on a planning proposal within 90 days from lodgement, an applicant may also seek to have the planning proposal considered by the Sydney West Planning Panel.

#### **4. Operational Procedures**

The NSW Government has published a draft Operational Procedure and Code of Conduct for Panel meetings. The key elements of these documents is summarised below:

- The quorum for a meeting of a Panel is 3 members
- Site visits should be conducted on the same day as a public hearing
- Meetings must be in public and electronic recordings made available on the website
- A Panel may transact any of its business electronically (similar to Sydney Planning Panels)
- Pecuniary interests must be disclosed
- Code of conduct provisions must be complied with.

Remuneration has been determined by the Minister for IHAP members as follows:

- Chair - \$2,000 plus GST per meeting or, if they were the chair of that panel immediately prior to 1 March 2018, their existing rate of remuneration, whichever is the higher
- Independent experts - \$1,500 plus GST per meeting or, if they were a panel member of that panel immediately prior to 1 March 2018, their existing rate of remuneration for that panel, whichever is the higher
- Community representatives – a minimum of \$500 up to a maximum of \$1,500 plus GST per meeting.

The rates assume a full day (seven hours) and includes time for meeting preparation, site visits and participation at the meeting. Assuming one Panel meeting is held each month, the annual Panel cost would be approximately \$80,000 per annum.

Based on the above procedures, it is recommended that meetings of the Campbelltown Independent Hearing and Advisory Panel are held during business hours and scheduled to occur generally on the fourth Wednesday of each month. This would enable a regular schedule of meetings to occur and would not conflict with Council's ordinary meetings or informal briefings.

#### **5. How does this impact Councillors?**

As discussed in this report, the IHAP amendments to the EP&A Act provide that the consent authority functions for DAs submitted to the council can only be exercised by council staff under delegation, the local IHAP or the relevant Sydney Planning Panel. This means that Councillors will no longer have a role in determining development applications.

However, Councillors have an important role in establishing the local strategic planning framework that has been strengthened by recent amendments to the EP&A Act relating to:

- improving community participation
- strengthening the role of strategic planning
- increased probity and accountability in decision-making



- promoting simpler, faster processes for all participants.

As part of the commencement of new District Plans, councils will be required to update the strategic framework for which all development applications and rezoning proposals will be assessed. This would be undertaken by more frequent reviews of our local environmental plan, preparing a local strategic planning statement and ensuring that our development control plan is kept up-to-date and conforms to a standard template. An example of this role is progression of the Re-imagining Campbelltown project which will inform all future strategies for Council's growth corridor.

Finally, Councillors will continue to be informed of major development applications and matters for listing to both the IHAP and Sydney West Planning Panels via the existing Weekly Councillor Bulletin.

## **Conclusion**

IHAPs were recently established under State Government planning legislation to determine DAs of high value, corruption risk, sensitivity or strategic importance. Council is required to notify the DP&E of its nominated expert and community members by 14 February 2018 and have an IHAP in place by 1 March 2018.

A single IHAP may be constituted for one or more councils, however it is considered more appropriate that Campbelltown constitutes a single, stand-alone IHAP to operate solely on any matters relating to the Campbelltown LGA. IHAPs comprise a chair, two other expert members and a community representative as selected by the Council.

Pursuant to the Guidelines issued by the Department of Planning and Environment, it is the role of the General Manager to appoint the community representative and alternates to the IHAP on behalf of Council and notify the Department and nominees of the outcomes.

Council has undertaken an expression of interest process to select a suitable community member and two alternative members for the Panel. Seven submissions were received, with each person who lodged an expression of interest demonstrating that they satisfy the selection criteria. Following an interview process, one community member and two alternatives have been nominated for appointment by the General Manager for a period of three years.

As the EP&A Act requires that the Minister endorse the Chair, Council has received advice from the Minister for Planning that he has approved the appointment of Mr Ian Reynolds as Chair and Mr Stuart McDonald and Mr Keith Dedden as alternate Chairs.

In relation to the expert members, the Minister for Planning has endorsed a list based on their professional standing, experience, technical ability and broad understanding of the development assessment process. From the endorsed list, the General Manager has selected two expert member and two alternative experts for a period of three years.

## **Attachments**

Nil

## 8.7 New Policy - Memorial and Monuments on Open Space

### Reporting Officer

Director City Delivery  
City Delivery

### Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.3 - Ensure that Campbelltown is an inclusive city

### Officer's Recommendation

1. That Council endorse the Draft Memorial and Monuments on Open Space Policy for the purposes of a 28 day public exhibition.
2. That a further report be presented to Council on the Memorials and Monuments on Open Space Policy following the public exhibition period.

### Purpose

To submit a proposed policy to Council for adoption on Memorials and Monuments on Open Space that outlines the framework and criteria to assist with the assessment of eligible memorials and monuments on Council open space and provide guidance for the management of existing memorials and monuments on Council open space within the Campbelltown Local Government Area (LGA).

### Report


The Memorials and Monuments on Open Space Policy has been developed in accordance with Council's Record Management Policy and the adopted procedure for Policy Development and Review.

In August 2017 a briefing was provided to Councillors on the installation of memorials and monuments in our open space areas and the first steps towards the formalisation of a memorials and monuments policy for the Campbelltown LGA. The briefing session identified that the Council requires a clear direction for how memorial and/or monument requests would be assessed. That is what physical form the memorial/monument may take, what community consultation would be required, who would fund the construction and maintenance and what impacts they may have on their surrounding environment.

It is considered that this draft policy addresses those issues.

### Attachments

1. Draft Memorial and Monuments on Open Space Policy (contained within this report)

 <b>campbelltown</b> city council	<b>POLICY</b>
Policy Title	Memorial and Monuments on Council Open Space
Related Documentation	<i>Roadside Memorials Policy, DocSet 112723</i>
Relevant Legislation	Local Government Act 1993 Copyright Act 1968
Responsible Officer	Executive Manager Open Space

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

### Objectives

This policy is primarily to provide Applicants and Council with a framework for assessment and review of Memorials and Monuments on Council Land within Campbelltown LGA.

### Policy Statement

This Policy provides framework and criteria to assist in the assessment of eligibility for proposed Memorials and Monuments on Council Open Space and provide guidance for the management of existing Memorials and Monuments on Council Open Space within the Campbelltown LGA.

Campbelltown City Council (Council) recognises that Memorials and Monuments are an important part of community, with social, historical, cultural and religious significance. Memorials and Monuments have been an integral element of society for thousands of years, and have the ability to create community, provide comfort, encourage peace, offer respect and can improve the design and aesthetics of a city, including city centres and local parks.

In principal, Council acknowledges the historical concept and significance of Memorials and Monuments and supports the ongoing application of their purpose within Campbelltown LGA.

### Scope

This Policy will provide applicants and Council basis for application, assessment, installation, costs responsibility, design consideration, maintenance and location of Memorials and Monuments on Council Open Space. This Policy covers Memorials and Monuments proposed to be installed within Public Space and on Council land.

This Policy only applies to Memorials and Monuments proposed within Campbelltown LGA.  
This Policy applies to proposed Memorials and Monuments not currently installed or constructed.

The approval of, location, size, funding, and specific detailing of existing Memorials and Monuments located within Campbelltown LGA are not considered to be 'precedence' for new or proposed Memorials and Monuments. Applicants should not rely on historic approvals as framework for new applications or assessment criteria.

This Policy does not detail approval for spreading or placement of cremation ashes within Public Space or on Council land.

## **Definitions**

### **Memorial:**

A Memorial is a structure or a statue that is built to remember a deceased person or a group of people whom passed away in an important past event. (Types of Memorials/Monuments include but are not limited to; unmarked tree, marked tree, seats/park benches, public art pieces such as sculptures, statues, structure or building).

### **Monument:**

A Monument is a structure, statue or a building that is built to honour someone notable or a special event. (Types of Memorials/Monuments include but are not limited to; unmarked tree, marked tree, seats/park benches, public art pieces such as sculptures, statues, structure or building).

### **Plaque:**

A Plaque is an ornamental tablet, typically of metal, porcelain, or wood, that is fixed to a wall, or other surface in commemoration of a person or event. (Under this policy all plaques are to be considered for assessment in the frame work established for Memorials and Monuments).

### **Public Space / Open Space:**

Any lands which are in the ownership or management of Council, including road reserves, parks, bushlands, golf courses, playing/sports fields, buildings and their external feature owned/managed by Council or located on Council lands.

Note: Memorials proposed to be located on road reserves may be subject to approvals through both Council and other relevant authorities such as the Roads & Maritime Services.

## **4.1 ASSESSMENT CRITERIA**

The proposed Memorial or Monument should be generally in remembrance of a person, event or milestone that is significant in the Campbelltown LGA.

If relevant to a person, said person should have been, or currently be a resident within Campbelltown LGA, or made significant contributions within the LGA. Contributions include, community, cultural, sporting, religious, or educational contributions. These contributions are to be independently verified by a reputable source/sources.

If relevant to a cultural or religious event, figure, or movement, the Memorial or Monument should be relevant to a substantial portion of the local community. Evidence is to be provided to support the applicant's position including information and statistics relevant to Campbelltown's current demographic and/or future demographic.

Council reserves the right to request the applicant to provide verification/evidence of significance for a proposed Memorial or Monument. If Council is not satisfied with the verification or evidence provided, the applicant may be requested to seek and provide additional information to assist in the assessment of the application.

All Monuments and Memorials should be reviewed for their ability to offend public, culture or religion. If opportunity to offend exists, Council may reserve the right to reject the application. The approval of an application for a Memorial or Monument is at the sole discretion of Council.

Council is under no obligation to approve the application of a Memorial or Monument. The presence of an existing Memorial or Monument, or approval of a current application, or future

application, within Campbelltown LGA does not constitute precedence for any other Memorial or Monument application approval.

#### **4.2 PHYSICAL FORM, LOCATION AND DESIGN**

Memorials and Monuments proposed for Council Open Space are to have suitable designs completed for assessment. Information is to be formally detailed on a design drawing prepared by a suitably qualified consultant or firm. The application is to detail the following information;

- The proposed size of Memorials or Monument, including height, width, length dimensions, weight etc;
- The construction materials intended to be used;
- The lifespan of the design;
- The views to and from the Memorial or Monument;
- The proposed access points to the Memorial or Monument, including access diagrams from nearby pathways, roadways, carparks etc;
- The proposed drainage solutions around the Memorial or Monument, and drainage assessment of change in existing drainage flows/catchments;
- Shadow diagrams (where applicable);
- Structural design certifications (registered structural engineer); and
- Footing designs and certifications (registered structural engineer);

Large Structures, with a footprint exceeding 10m<sup>2</sup>, may require additional information to support the application and design including but not limited to:

- Geotechnical assessments on the proposed ground soil following in principal approval of the Memorial or Monument on Council Open Space and its location; and
- Traffic Impact Assessments for parking (where it is expected that the proposed Memorial or Monument will attract large gatherings, services or spectators).

Council may require additional information further to that listed above, relevant to the proposed Memorial or Monument, at its sole discretion.

#### **4.3 PRIMARY USE OF SPACE**

Consideration for assessment and approval is to include a review of proximity to existing or proposed future Open Space sporting and recreational facilities, and community facilities. The primary purpose of the Public Space must not be compromised or inhibited by the erection and/or presence of the Memorial or Monument on Council Open Space. For example, a sporting grounds primary purpose is to be used for sport, therefore sports activities are not to be compromised. Applicants are to provide supporting evidence to this effect as part of their application.

#### **4.4 MEMORIALS AND MONUMENTS IN ROAD RESERVES**

Memorials and Monuments on Council Open Space proposed within road reserves are to be reviewed and approved by the Executive *Manager – Infrastructure* (Council), as well as any other relevant authority such as Roads and Maritime Services, where applicable.

Where deemed necessary by Council, the applicant may be required to prepare and submit a road safety audit (by a registered Road Safety Auditor) with respect for the impact of the Memorial or Monument located within the road reserve to ensure that road user safety is not compromised by the installation of the Memorial or Monument.

This policy should be read in conjunction with *Roadside Memorials Policy, DocSet 112723* by Council.

#### **4.5 COMMUNITY CONSULTATION**

If the Memorial or Monument on Council Open Space is visible from any neighbouring properties (current or proposed), the applicant/Council is required to consult in accordance with Council's Community Engagement Policy for comment on the design. Any Memorial or Monument on Council Open Space may be subject to rejection at the sole discretion of Council.

#### **4.6 DELIVERY, COST & OWNERSHIP**

All costs associated with the design, management and installation of any proposed Monument or Memorial is to be borne solely by the applicant. All applications are to be accompanied with a cost estimate from a suitably qualified consultant. This estimate will be checked by council at the applicant expense to ensure the cost estimate is accurate.

The applicant is to pay the proposed cost of the Monument or Memorial on Council Open Space in accordance with the estimate. Cost estimates are to be inclusive of 20% construction contingency, with construction costs not exhausted to be returned to the applicant at the completion of works. It is Council's responsibility to deliver all proposed Monuments or Memorials on Council Open Space once approval granted and payment received, unless otherwise agreed.

Ongoing ownership of all Monuments and Memorials will rest solely with Council. Applicants are to transfer all rights they may legally have to the Memorial or Monument, including any moral rights under the Copyright Act 2000, to Council. All applications must be accompanied by a declaration from the applicant and designer/artist involved in the creation of the Memorial or Monument, transferring all rights and ownership to Council.

At all times, Council reserves the right to remove, replace and/or relocate any Monument or Memorial. Applicants will not be entitled to any reimbursement for Memorials or Monuments installed which have been removed, replaced or relocated by Council or its delegated agent.

#### **4.7 MANAGEMENT & MAINTENANCE COST**

Subject to size, structure, material composition, and cost of the proposed Monument or Memorial, Council may request a contribution to the ongoing maintenance of the asset.

The proposed contribution will be fixed at 10% of the construction cost. Irrespective of whether maintenance costs are contributed or not, Council reserves the right to request the applicant of the Monument or Memorial on Council Open Space to contribute to any rectification costs of property damage, or wear, to erected Memorials and Monuments.

If the applicant declines, Council reserves the right to remove or destroy the Monument or Memorial as specified under item section 4.6 above of this Policy.

All maintenance of Monuments and Memorials is to be undertaken by Council and/or its delegated agents. Applicants are not to attempt repairs, rectification or maintenance without the formal written approval of Council.

#### **4.8 APPLICATION & APPROVAL**

All applications for Monuments and Memorials on Council Open Space are to be submitted to Council by way of a formal written application, which clearly identifies the name and contact details of the applicant. The application is to provide a statement addressing the criteria listed within this Policy.

All applications which are received by Council are to be reviewed by the relevant Assessing Officer. If insufficient information is received, the Officer may either reject the application, or

request further information to assist in the approval assessment. Once the Assessing Officer is satisfied that the application and supporting documentation meets the criteria of this Policy, a formal recommendation is to be submitted to the next Council meeting for endorsement by the Councillors.

**END OF POLICY STATEMENT**

## **8.8 Minutes of Campbelltown Arts Centre Strategic Committee held 22 November 2017**

### **Reporting Officer**

Executive Manager Community and Cultural Services  
City Lifestyles

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### **Officer's Recommendation**

That the minutes be noted.

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### **Purpose**

To seek Council's endorsement of the minutes of the Campbelltown Arts Centre Strategic Committee held 22 November 2017.

### **Report**

Detailed below are the recommendations of the Campbelltown Arts Centre Strategic Committee. Council officers have reviewed the recommendations and they are now presented for Council's consideration.

#### **Reports listed for consideration:**

#### **4.1 Minutes of the previous Campbelltown Arts Centre Strategic Committee Meeting held 11 October 2017**

#### **Committee's Recommendation:**

That the information be noted.

#### **CARRIED**

#### **5.1 Audience Development Strategy**

#### **Committee's Recommendation:**

That the information contained within the Audience Development Strategy presentation be noted by the Committee.

#### **CARRIED**



## **5.2 Campbelltown Arts Centre's 30th Anniversary**

### **Committee's Recommendation:**

That members of the Campbelltown Arts Centre Strategic Committee consider appropriate events to mark the 30th Anniversary of Campbelltown Arts Centre and forward any suggestions to Council's Manager Creative Life accordingly.

### **Attachments**

1. Minutes of the Campbelltown Arts Centre Strategic Committee held 22 November 2017 (contained within this report)

# CAMPBELLTOWN CITY COUNCIL

## Minutes Summary

**Campbelltown Arts Centre Strategic Committee Meeting held at 6.00pm on Wednesday, 22 November 2017.**

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**Minutes of the Campbelltown Arts Centre Strategic Committee Meeting  
held on 22 November 2017**

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**Present:**

Deputy Mayor Cr M Oates	Chairperson, Campbelltown City Council
Councillor M Chowdhury	Committee Member, Campbelltown City Council
Ms Lisa Miscamble	Director City Lifestyles, (GM Nominee), Campbelltown City Council
Councillor M Banasik	Committee Member, Wollondilly Shire Council
Dr Cheryle Yin-Lo	Committee Member, Camden Council
Mr Rudi Kolkman	Committee Member, Business Sector/Community
Ms Alison Derrett	Committee Member, Business Sector/Community
Mr Steven Donaghey	Committee Member, Business Sector/Community
Ms Lorna Gear	Committee Member, Education Sector
Mr Andrew Christie	Committee Member, Arts Community
Mrs Joan Long	Committee Member, Friends of Campbelltown Arts Centre

**Also Present:**

Mrs Justine Uluibau	Executive Manager Community and Cultural Services, Campbelltown City Council
Mr Michael Dagostino	Manager Creative Life, Campbelltown City Council
Mrs Jane Worden	Executive Support, Campbelltown City Council

## 1. ACKNOWLEDGEMENT OF LAND

An Acknowledgement of Land was presented by Councillor Meg Oates.

**\*Committee Note:** In the absence of the Mayor Councillor Brticevic, the Deputy Mayor Councillor Meg Oates was unanimously elected to chair the meeting by members of the Campbelltown Arts Centre Strategic Committee.

## 2. APOLOGIES

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**Committee's Recommendation: (Kolkman/Banasik)**

That the apologies from Campbelltown City Council Committee members Mayor Councillor George Brticevic, Councillor Ben Moroney and Lindy Deitz - General Manager, Mariah Calman - Education Sector, Lucy Stackpool Committee Member, Business Sector/Community and Dorothy Heatley - Friends of Campbelltown Arts Centre be received and accepted.

**CARRIED**

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## 2. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

### **3. MINUTES OF THE PREVIOUS CAMPBELLTOWN ARTS CENTRE STRATEGIC COMMITTEE MEETING HELD 11 OCTOBER 2017**

#### **Reporting Officer**

Executive Manager Community and Cultural Services

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

That the information be noted.

#### **Committee's Recommendation: (Kolkman/Chowdhury)**

That the information be noted.

**CARRIED**

---

#### **Report**

The minutes of the Campbelltown Arts Centre Strategic Committee Meeting held 11 October 2017, copies of which have been circulated to each Committee member, will be considered by Council for adoption at its meeting to be held 28 November 2017.

#### **Attachments**

Nil

### **4. REPORTS**

#### **5.1 Audience Development Strategy**

The Manager Creative Life will give a presentation on the outcomes from the Audience Development Strategy workshop held on 11 October and present the implementation plan for discussion and review by the Campbelltown Arts Centre Strategic Committee.

The Committee collectively reviewed and discussed the implementation plan actions and corresponding priorities and timelines contained therein.

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#### **Committee's Recommendation: (Kolkman/Chowdhury)**

That the information contained within the Audience Development Strategy presentation be noted by the Committee.

**CARRIED**

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## **5.2 Campbelltown Arts Centre's 30th Anniversary**

### **Reporting Officer**

Manager Creative Life  
City Lifestyles

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### **Officer's Recommendation**

That the Campbelltown Arts Centre Strategic Committee provide advice on the development of associated events for the 30<sup>th</sup> Anniversary of Campbelltown Arts Centre.

### **Committee's Recommendation:**

That members of the Campbelltown Arts Centre Strategic Committee consider appropriate events to mark the 30th Anniversary of Campbelltown Arts Centre and forward any suggestions to Council's Manager Creative Life accordingly.

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### **Purpose**

The members of the Campbelltown Arts Centre Strategic Committee will participate in a workshop whereby they discuss the 30th Anniversary of Campbelltown Arts Centre and develop a series of associated events in conjunction with the exhibition program.

### **Report**

From its humble beginnings as the Campbelltown City Bicentennial Art Gallery, to the now internationally recognised Arts and Cultural facility, Campbelltown Arts Centre is celebrating 30 years in 2018. The past 30 years has seen much change within contemporary artistic practice in the Macarthur region. As the leading cultural facility in Sydney's southwest, Campbelltown Arts Centre will be producing a series of exhibitions and associated programs that will look back upon 30 years of high-quality, community engaged, multidisciplinary artistic programming.

### **Approach**

During August to October 2018, Campbelltown Arts Centre will celebrate the past, present and future of the site and Campbelltown City Council's commitment to contemporary arts. The series of programs will be presented alongside a major exhibition and will aim to deliver on the key proposed outcomes below:

- harnessing the creative energy of the Macarthur region and the wider community
- build new local partnerships
- profile the heritage and history of the local area
- discuss the growth of Campbelltown and South West Sydney region
- profile the Campbelltown Arts Centre's archive
- increase community partnerships
- increase the capacity of the Campbelltown Arts Centre Friends
- connect with new audiences

- explore the meaning of yesterday, today and tomorrow, the past, present and future
- profile artistic impact, locally, nationally and internationally
- connect with all artists that have exhibited at Campbelltown Arts Centre
- connect with past directors and staff
- launch and profile the Campbelltown City Council collection online
- launch the Campbelltown Arts Centre Trust.

Date: 11 August to 14 October 2018

Official Anniversary: 1 December 2018

### **Exhibition**

Campbelltown Arts Centre will commission an exhibition that reflects the past, present and future.

**Past:** the exhibition will include the commissioning of new works by four artists selected by the former and current Directors of Campbelltown Arts Centre. Each artist is selected on the premise of their impact on the community and ideas of the gallery.

**Present:** the exhibition will celebrate the diverse community, architecture, performance and cultural practices that reflect the complex and creative landscape of the Macarthur region. Campbelltown Arts Centre will commission four artists to explore how the Arts Centre continues to influence the local area. Through research conducted with the community, the Arts Centre will acknowledge significant local influences (people, landmarks, politicians, sites etc.) and look beyond the building to activate the region with large-scale outdoor creative projects.

**Future:** the exhibition questions what galleries and museums will look like in the future. With the imminent population growth of the Macarthur and surrounding regions, looking into the future will provide scope to examine an expanded Campbelltown Arts Centre and develop a digital archiving project that acknowledges the influence of future technology on arts, culture and wellbeing.

Using the proposed outcomes above, the Campbelltown Arts Centre Strategic Committee will workshop associated events in conjunction with the exhibition program that will form part of the celebrations of 30th anniversary of Campbelltown Arts Centre.

### **Attachments**

Nil

## **5. GENERAL BUSINESS**

### **6.1 2018 Campbelltown Arts Centre Strategic Committee Meeting Dates**

It is proposed that discussions be held with members of the Campbelltown Arts Centre Strategic Committee in relation to proposed meeting dates for 2018 for their consideration and feedback.

Council's Manager Creative Life proposed that meetings in 2018 be held on the following Wednesday evenings at 6.00pm:

- 7 March
- 2 May
- 1 August
- 7 November

Committee members noted and agreed to the proposed dates as outlined above.

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#### **Committee's Recommendation: (Christie/Donaghey)**

That Campbelltown Arts Centre Strategic Committee meetings for 2018 be scheduled on Wednesday evenings at 6.00pm at the Campbelltown Arts Centre as outlined below:

- 7 March
- 2 May
- 1 August
- 7 November

#### **CARRIED**

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The next meeting of the Campbelltown Arts Centre Strategic Committee will be held on Wednesday 7 March 2018 at 6.00pm at the Campbelltown Arts Centre .

Deputy Mayor, Chairperson Councillor Meg Oates

**Chairperson**

Meeting Concluded: 7.35pm

## **8.9 Revised Policy - Use of Public Open Space by Commercial Fitness Trainers**

### **Reporting Officer**

Executive Manager Sport, Recreation and Leisure  
City Lifestyles

### **Community Strategic Plan**

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

### **Officer's Recommendation**

1. That the revised Use of Public Open Space by Commercial Fitness Trainers be adopted.
2. That the policy review date be set at 30 March 2020.

### **Purpose**

To provide Council with the updated Public Open Space by Commercial Fitness Trainers policy for adoption.

### **History**

Council at its meeting held 17 November 2015 resolved:

1. That the draft policy Use of Public Open Space by Commercial Fitness Trainers be adopted and become effective from 1 March 2016.
2. That subject to recommendation 1, the policy be reviewed annually with the first review date to be set at 31 March 2017.

### **Report**

Campbelltown City Council has significant parcels of open space that incorporate bushland, public reserves, sports fields and play spaces. The activities that are permissible on open space are governed by the classification of the land, and by Plans of Management (PoM) and the prescribed uses within those plans. Commercial fitness providers are prohibited from operating commercial activities on Council land without the approval by Council.

The Use of Public Open Space by Commercial Fitness Trainers policy was introduced to provide clear expectations and guidance to both providers and the community.



## **Origins of the initial Policy**

The use of open space for people doing their own fitness, or participating in classes provided by others is increasing and there is an expectation from our community to live more active lifestyles. The community also expects Council to provide direction and governance to the management of public assets and in particular how they may be used by private commercial operators. The community and the commercial fitness providers were both looking for certainty in this area.

Fitness providers were requesting certainty for their activities, with the community seeking effective management of any private use. The subsequent draft policy was developed to provide direction, create a compliance framework and acknowledge sensitivity to the community's needs. The draft Use of Public Open Space by Commercial Fitness Trainers policy was subsequently adopted by Council at its meeting on 17 November 2015 following a period of community consultation.

The policy introduced a permit system that provided the authorisation for a commercial fitness trainer to conduct business and receive payment from clients whilst using Council land. The policy requires operators to provide Council the insurance details with approved operators acknowledged on Council's website. This allows residents to immediately check and have confidence that commercial fitness trainers, who are running classes and receiving payment, have the appropriate insurances and registration.

The permit fee is identified in Council's fees and charges and considered as part of the annual budgeting process.

The policy came into force on 31 March 2016, with the initial implementation was designed to provide education and understanding of what is contained in the policy and what is permitted and not permitted in regard to outdoor commercial fitness classes.

## **Policy Review**

Since the implementation of the policy there have been no reports to Council of issues in relation to the policy or the behaviour of fitness trainers. There have been no issues relating to either noise or concerns from residents from surrounding areas to where the fitness providers were operating.

In addition to the policy being placed on Council's website, and the existence of the policy being advertised through Council's fitness centres, Council officers also approach fitness trainers in public reserves and informed them of the policy and encourage them to visit Council's website to complete the application and obtain the permit.

It is not proposed to make any amendments to the policy other than updating position titles and other name changes. These changes do not have any substantive impact on the application of the policy to the community.

## **Attachments**

1. Revised Use of Public Open Space by Commercial Fitness Trainers Policy (contained within this report)

		<b>POLICY</b> <b>Healthy Lifestyles Sport, Recreation &amp; Leisure</b>
Policy Title	Use of Public Open Space by Commercial Fitness Trainers	
Related Documentation	Council's Commercial Fitness Trainers User Guide	
Relevant Legislation	In accordance with the provisions under Section 68, 94 and 100 in <i>The Local Government Act 1993</i>	
Responsible Officer	Executive Manager Healthy Lifestyles Sport, Recreation & Leisure Facilities	

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

### Objectives

1. To provide an effective management framework for the use of Council's parks, public reserves, public open spaces, and sporting grounds by Commercial Fitness Trainers.
2. To minimise the impact of commercial fitness activities on Council's assets, protecting public infrastructure, and addressing public risk concerns
3. To ensure the overall community's equity of access to Council's parks, public reserves, public open spaces, and sporting grounds.

### Policy Statement

Campbelltown City Council actively promotes healthy activity and encourages residents to utilise local parks and infrastructure for exercise, leisure and family activity. Commercial Fitness Training has become one of the strongest growth sectors within the fitness industry. Outdoor fitness has significantly increased in recent years in the Campbelltown Local Government Area with Commercial Fitness Trainers utilising the parks, public reserves, public open spaces, and sporting grounds. The need to regulate use of public open space by all members of the community has been identified and this policy addresses the impact on the high level of use of Council's assets and public liability and risk concerns.

### Scope

The policy for the "Use of Public Open Space by Commercial Fitness Trainers" applies to Campbelltown City Council managing its public open space within the Local Government areas including all parks, public reserves, public open spaces, footpaths, cycleways, Simmo's Beach and sporting grounds. The scope of this policy refers to all fitness training activities conducted on these properties.

### Definitions

- Commercial Fitness Trainers - trainers, instructors, group fitness operators or trainers that are operating or representing a business whether a sole trader, proprietary limited or company
- Fitness Trails/Zones – fixed fitness equipment provided by Council

DATA AND DOCUMENT CONTROL		
<b>Division:</b> Community Services <b>Section:</b> Sport, Recreation & Leisure Facilities — Healthy Lifestyle <b>DocSet:</b> 4569219	<b>Adopted Date:</b> 17/11/2015 <b>Revised Date:</b> 17/11/2015 <b>Minute Number:</b> 213 <b>Review Date:</b> 30/03/2017	<b>Page:</b> 1 of 7

### Campbelltown City Council

- Fitness training activities – include aerobic activities, resistance training (with or without equipment), punch pad training (boxing and kick boxing), relaxation or lifestyle classes such as yoga or tai chi, circuit type classes or any combination of the above.
- Commercial Group Trainers - individuals providing fitness training, activities for a fee or payment.
- Commercial Fitness - a registered business providing fitness services.
- 30m Exclusion – A minimum distance of 30m must be maintained between the nearest private landowners boundary and the service being delivered
- Sporting Grounds – areas of public reserves where organised sports are played and where Council has developed facilities for such sports.
- Park – passive area on open space.
- Play spaces - open space that includes play experiences.
- Community land - is defined as Crown Land managed by Council.
- Permit Holder - shall mean a Commercial Fitness Trainers that have been granted a permit to conduct commercial fitness training on Council's public open space.
- Club - shall also infer Association and shall mean a group of people organised into a recognisable body to administer the playing of sport or recreation activities.
- Association - shall mean existing sporting associations governing the sport in this local government area.
- Policy - this refers to the Use of Public Open Space by Commercial Fitness Trainers.

#### Legislative Context

##### Related Legislation:

- Section 68, 626, 627, 632, 650 and 651 of the *Local Government Act 1993*
- *Road Rules 2008*
- *Work Health and Safety Act 2011 – NSW*
- *Crown Lands Act 1989*
- *Protection of the Environment Operations Act 1997*

Legal action can be brought under a range of legislation therefore the Council shall adopt practices that meet the requirements of potential legal action.

#### Principles

#### APPROVAL PROCESS

- Each Commercial Fitness Trainer covered by this policy requires approval pursuant to section 68 of the *Local Government Act 1993*. Each individual Commercial Fitness Trainer will require approval from Council before obtaining a permit to conduct commercial fitness training, for example one business employing six trainers will require six approvals, one in the name of each trainer on community land.
- Each approved Commercial Fitness Trainer allocated an approval will be issued an ID card per financial year. The ID card must be produced on request from Council officers. The ID card is to be returned to Council if the approval to use public open space for Commercial Fitness Trainers is terminated or up for renewal.
- If the applicant wishes to cancel their booking, they will need to give Council a minimum of two weeks notice in writing of intention to cancel.
- Penalties may apply if the following offence(s) are committed:
  1. A Commercial Fitness Trainer is found to be using public open space for fitness training activities without Council approval
  2. An approved Commercial Fitness Trainer is not operating in accordance with the policy.

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**TERM OF APPROVAL**

An approval will be valid for the current financial year expiring each year on 30 June. The approval will authorise each trainer to use public open space for fitness training activities strictly in accordance with this policy on a non-exclusive basis.

**ISSUE OF APPROVAL**

Applications for a Commercial Fitness Trainer approval will be assessed by Council officers taking into account the following factors:

- Evidence of the qualifications and insurance provided with the application
- Type of activities to be undertaken and the potential impact on the public asset, other users and neighbouring residents during the times requested
- Whether the activities will contribute to increasing congestion or user conflict in the areas requested
- Whether the proposed training site is within an exclusion zone.

In considering the above, Council officers may decide to approve or decline an application. Approval to conduct fitness training activities within the Campbelltown Local Government Area is not transferable to any other Commercial Fitness Trainer. A Commercial Fitness Trainer can nominate a replacement person in case of illness or leave. To do so, the replacement Commercial Fitness Trainer must also have a valid and current permit from Campbelltown City Council prior to the scheduled session.

**COMPLIANCE WITH TERMS AND CONDITIONS OF POLICY**

Council approved Commercial Fitness Trainers must comply with the terms and conditions of the Policy for the Use of Public Open Space by Commercial Fitness Trainers. Breaches of the policy may be referred to Fitness Australia and may incur a warning and be subject to directions to cease fitness activities, a cancellation and termination.

**APPROVED HOURS OF OPERATION**

Commercial Fitness Trainers have approval to operate on the prescribed public open space during the following hours:

- Daylight savings time – 5.30am until 8.30pm
- Non-daylight savings – 5.30am until 6.30pm (if adequate lighting is available)

When conducting activities beyond daylight hours, Commercial Fitness Trainers must monitor and control risk to participants and ensure public safety is not impacted by their activities.

Failure to operate within these specified times will be dealt with in accordance with the Termination of Approval Clause.

**SPORTSGROUND FLOODLIGHTS**

Cannot be used by Commercial Fitness Trainers.

**NUMBER OF TRAINERS**

Based on Fitness Australia recommendations, registered Commercial Fitness Trainers should ensure that the group participant number allows for appropriate supervision and instruction for each individual during the group session.

**OPEN SPACE AVAILABILITY**

Council offers no guarantee or warranty that the public open space will be available at any time or suitable for use. Allocation of a Council permit does not give the permit holder exclusive use of the park. It is public open space and as such must be able to be used by the community.

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**TERMINATION OF APPROVAL**

Council can terminate an approval to conduct fitness training activities on public open space in the following circumstances:

- The qualifications criteria are not complied with eg – no registration with Fitness Australia or equivalent body
- The approval holder has been issued three or more written warnings (this can include combination of penalty notices or written warnings), for non compliance with the policy.

Council will issue four weeks notice of termination in writing to the approved permit holder. The offending trainer will also be referred to Fitness Australia.

A Commercial Fitness Trainer whose permit has been terminated can appeal in writing to the General Manager, Campbelltown City Council PO Box 57, Campbelltown, NSW, 2560.

Permit fees will not be refunded if the agreement is terminated by Council as a result of breach of permit.

**EXCLUDED AREAS**

Commercial Fitness Trainers are not permitted to operate in areas of high activity and/or areas of cultural, environmental or natural significance. Specific areas where these activities are prohibited include:

- Koshigaya Park
- Mawson Park
- Raby Oval No 1
- Campbelltown Sports Stadium
- Campbelltown Showground
- Campbelltown Arts Centre
- Campbelltown Libraries
- Worrell Park
- Lynwood Park
- Within 10 metres of turf cricket wickets – Raby Sports Complex, Memorial Oval, Bradbury Oval, Jackson Park
- Baseball and Softball diamonds
- Playground areas (fenced)
- Trees/landscape areas
- Park furniture, picnic tables, shelters, seats and benches.
- Within 20 metres of memorials, playground equipment and public change rooms, toilets or kiosk areas.
- Leash free dog facilities
- Cemeteries
- Exclusive use of public outdoor fitness equipment in parks and reserves
- Stairways and pathways
- Within 30m of residential properties
- Sporting facilities (sports fields, netball courts) that are allocated to community groups and schools. Allocated community sporting groups and schools have the priority of use of sporting facilities.
- Any public or private car park, roadway, laneway or areas that are generally used by motor vehicles
- Commercial areas within the Campbelltown Local Government Area.

Council may nominate other exclusion zones during the life of this policy or approval term.

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**GROUPS EXEMPT FROM THIS POLICY**

This policy does not apply to the following groups, however Council approval is required by these groups for use of Council owned and managed open space and active parks and reserves through Council's **Healthy Lifestyle Sport, Recreation and Leisure Facilities** Section:

- Local sporting clubs and associations
- Local schools (recreation activities performed under the supervision of a Teacher)
- Corporate groups (businesses wishing to run events)
- Community training groups (where no participation fees are charged)
- Not-for-profit individual or small group exercise (eg tai-chi or meditative yoga or similar)
- Not-for-profit walking, jogging or cycling groups
- Defence Force activities including but not exercise to training drills, army reserves and exercise regimes, with prior approval from Council.

**PERMISSIBLE ACTIVITIES UNDER THE POLICY (subject to Council approval)**

Fitness training activities are limited to the normal activities of a registered Personal Trainer, Yoga teacher or the like which would include but is not limited to:

- Fitness sessions (with or without weights, fitballs, skipping ropes, etc)
- Boxing and pad training
- Organised aerobic activity
- Walking and running
- Not-for-profit Yoga, Tai Chi, and Pilates and like activities
- Circuit training
- A combination of any of the above
- Other pre-approved fitness activity
- Other appropriate cardio-vascular and muscular skeletal programs that are of benefit to a person's fitness including warming up and cooling down exercises.

**PROHIBITED ACTIVITIES**

The following fitness training activities are not permitted on Council public open space within the Campbelltown Local Government Area:

- Aggressive and intimidating activities
- Outdoor recreational or fitness activities conducted with amplified music or voice including megaphones or whistles
- Dragging tyres or other heavy items over any surfaces including sporting fields and parks
- Portable fitness equipment/machinery such as spin bikes, weight machines and rowing machines
- Group training with companion animals on or off leash
- Organised ball sports and competitions are restricted to designated ovals, sportsgrounds or courts, which are subject to the payment of applicable published fees and charges.

**PERMIT FEES**

- An annual permit fee is applicable under this policy.
- Memberships are renewed on 31 March each year. Applications can be accepted after this and licence fees will be at a pro rata rate
- Fees associated with a Commercial Fitness Trainer's permit will be in accordance with Council's Fees and Charges and are available on Council's website
- No refunds will be given.

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**INSURANCE**

Council approved Commercial Fitness Trainers must take out and maintain in their name or business name, for the duration of the term of the approval, public liability insurance for a minimum of \$20m (or such greater amount as Council may reasonably require) and produce documentary evidence of this at the time of application. In addition, Council is to be added to the policy as an interested party.

**QUALIFICATIONS**

The following criteria must be met to be eligible for an approval to provide fitness training activities on community land or public open space in the Campbelltown Local Government Area. Evidence (a copy of all certificates to be provided with application) of the following must be provided with the application form ([www.campbelltown.nsw.gov.au](http://www.campbelltown.nsw.gov.au)):

- Approved qualifications endorsed by Fitness Australia and/or VETAB providers such as TAFE, Universities and Nationally Recognised Training institutions/colleges
- A current Senior First Aid Certificate
- Proof of being a current registered professional with Fitness Australia or the relevant peak body
- Current Public Liability Insurance (certificate of currency) which indemnifies Campbelltown City Council to a minimum of \$20m and Professional Indemnity Insurance for the life of the permit approved.

The following criteria must also be met by Commercial Fitness Trainers who carry out Children's fitness training activities:

- Completed a Working with Children Check or provide a copy of their Blue Card.
- Provide a copy of certification in having completed an accredited course specific to Children's Fitness Training.

**TERMS AND CONDITIONS**

Under this policy Commercial Fitness Trainers approved by Campbelltown City Council must:

- Ensure that their clients do not use picnic tables and/or park furniture to store any bags or equipment that would leave members of the public unable to utilise these facilities
- Ensure that any exercise equipment used does not create any hazards or obstruction
- Vary or rotate their location for static and repeated training so as to reduce wear on turf
- Not suspend boxing bags, kickboxing bags or any other training apparatus from trees and/or structure in public reserves
- Always conduct themselves in a proper and orderly manner and be considerate to other users and adjacent residents
- Ensure that any training group for which they are responsible, runs in single file when running on footpaths or in narrow areas
- Not interfere with any Council approved or booked activities being carried out on any Council property. This includes the allocated community sporting use of sporting fields
- Not display any advertising signage including banners, "A" frame signs or Pop Up Tents unless approved by Council
- Ensure that the parks and associated facilities are left in a clean and tidy condition after use and all articles and items brought on to the property are removed and any damage is made good. Where this condition is breached, Council may carry out works to return the property to its original condition and recover the expense of doing so from the permit holder
- Not create any noise from training activities that unreasonably disturbs other users and/or adjacent residents
- Not fence or block off areas to the exclusion of the general public
- Acknowledge Council will accept no responsibility or liability for any interruption to business caused by Council or any other authority carrying out any special event, filming or type of

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maintenance works on approved public open space sites, inclement weather or any other interruption to business however caused

- Observe the closing of open space areas due to wet weather. During periods of wet weather the Commercial Fitness Trainer is responsible for viewing Council's website to determine whether parks have been closed or by phoning Council's **Healthy Lifestyle Sport, Recreation and Leisure Facilities** Section on 4546 4527. No activity is permitted if grounds are closed
- Inspect the immediate area prior to commencing any fitness training activities, to ensure no hazards are evident and take appropriate action to remove those hazards or alternatively move to another training site (if appropriate) and without undue delay
- Report to Council the hazards within 24 hours or matters observed during the training that may require Council's attention
- Ensure all equipment used for training sessions is stored off site. The erection of structures for the storage of fitness equipment is not permitted
- Ensure both themselves and participants park lawfully in designated parking areas and in accordance with parking control signs. Parking on grassed open space is not permitted and may incur penalties in accordance with sections 68, 632, 650 and 651 of the *Local Government Act 1993* and the *Road Rules 2008*
- Indemnify Council against all damages, sums of money, cost, charges, expenses, actions, claims and demands which may be sustained or suffered or recovered or made against Council by any person for any loss of life or injury or damage any person may sustain due to the negligent act of a trainer whilst conducting training sessions
- Comply with reasonable directions of Council's Rangers and other authorised Council officers in relation to any unacceptable practices, or to display evidence of the permit
- Keep a log book of significant accidents and injuries occurring during training sessions and advise Council of any injuries incurred on Council's property by Commercial Fitness Trainers or customers.
- Understand that the rights issued as part of the permit granted are not transferable.

**Responsibility**

**Executive Manager Healthy Lifestyle Sport, Recreation and Leisure Facilities**

**Effectiveness of this Policy**

The number of complying registered fitness providers, the communication between them and Council, and the level of fitness services and facilities provided to the community will measure the effectiveness of this policy and improve the management of the use of Council's open space.

**END OF POLICY STATEMENT**

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## 8.10 Report on Status of Asian Cup 2015 Funding Program Applications

### Reporting Officer

Executive Manager Sport, Recreation and Leisure  
City Lifestyles

### Community Strategic Plan

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

### Officer's Recommendation

1. That Council note that all applications submitted under Round One of the NSW Asian Cup 2015 Legacy Fund were unsuccessful.
2. That a further report be presented to Council detailing the grants submitted under Round Two of the NSW Asian Cup 2015 Legacy Fund.

### Purpose

To advise Council of the outcome of the applications submitted under the NSW Asian Cup 2015 Legacy Funding Program.

### History

The NSW Asian Cup 2015 Legacy Fund was an initiative of the NSW Government, Football NSW (FNSW) and Northern NSW Football (NNSWF). The program provides funding assistance to community football clubs (Clubs) to partner with local stakeholders to improve the quality, availability and standard of their facilities. Only one application can be made by each club and or association. Local councils and Government bodies are not eligible to apply.

The program provides up to 50 per cent of project costs, where the applicant is required to secure at least 50 per cent. The smallest grant available is \$50,000 and the maximum is \$150,000.

Council officers advised local Clubs of the program and offered assistance in completing applications. Seven applications were submitted for Round One (1) and reported to Council.

Council at its meeting held 14 February 2017 resolved:

1. That Council endorse the proposed Asian Cup funding applications which are listed below in priority order:
  - a. St Marys Football Club: Kooringa Reserve up to \$55,400
  - b. Eschol Park Football Club: Eschol Park up to \$76,800

- c. Gunners Football Club: Bensley Reserve up to \$52,400
  - d. Minto District Football Club: Sarah Redfern Playing Fields up to \$76,800
  - e. Bradbury Ambarvale Football Club: Ambarvale Sports Complex up to \$76,800
  - f. Ingleburn Eagles Soccer Club: Macquarie Fields Park up to \$32,400
  - g. 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 writes to each club submitting projects to advise them 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.

## Report

Council was notified on 23 November 2017 that all projects submitted by the Clubs and identified in the report of 14 February 2017 were unsuccessful.

With the announcement of unsuccessful projects, the Government also released the details for round two (2). Details of this round are set out below:

- Opened: Wednesday 22 November, 2017
- Closing: Friday 2 March, 2018
- Amount: Funding up to 50 per cent of the net project costs, with a maximum funding contribution of \$150,000 per project. The minimum amount an applicant can apply for is \$50,000.

The eligibility and infrastructure projects that can be funded are consistent with Round One.

Details of the program have been sent to all Football (Soccer) Clubs in the area, and will assist in scoping and prioritising projects prior to the closing date.

Feedback from the funding body Round One applications indicated that they were seeking more multifaceted projects and contributions in excess of 50 per cent. Due to funding deadlines, it will not be possible to report proposed projects prior to submission. Projects submitted will be in line with priorities identified within the Sport and Recreation Strategy. A further report will be provided to the April meeting providing details of the final applications.

## Attachments

Nil

## 8.11 Update on Proposed Joint Use Projects with the NSW Department of Education

### Reporting Officer

Director City Lifestyles  
City Lifestyles

### Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.2 - Ensure that service provision supports the community to achieve and meets their needs

### Officer's Recommendation

1. That a feasibility assessment of a joint use facility at the new Willowdale Public School be undertaken in conjunction with the NSW Department of Education.
2. That Council enter into a non-binding Terms Sheet with the Department of Education as part of the feasibility assessment.
3. That a further report be provided to Council following completion of this process and prior to entering into any Heads of Agreement document.

### Purpose

This report provides an update on discussions with the NSW Department of Education (DoE) on potential sites for joint use within the Local Government Area (LGA). In particular, this report identifies the opportunity for a potential joint use project as part of the delivery of the Willowdale community infrastructure.

### History

Council at its meeting held on 10 October 2017 resolved:

- That Council enter into the Joint Use Projects – Memorandum of Understanding with the NSW Department of Education
- That a further report be provided to Council detailing potential projects prior to progressing through a binding Joint Use Program Agreements.

The Joint Use Projects – Memorandum of Understanding with the NSW DoE was finalised on 10 November 2017.

As part of this process Council Officers have commenced initial discussions of possible projects.

## Report

### Willowdale

Stockland are in the process of delivering the new suburb of Willowdale located in East Leppington. Under the Voluntary Planning Agreement (VPA) associated with the development, there is provision of the delivery of a range of sporting, recreation and community infrastructure.

The sporting field, amenities and all abilities play space will be delivered within the Willowdale Sport Precinct as indicated in the Map below.



The community centre proposed as part of this VPA is approximately 500 – 600m<sup>2</sup>. Initial investigation was undertaken in relation to the most appropriate siting. It is possible to locate the 600m<sup>2</sup> facility within the sport precinct; however, the potential colocation with the school will deliver better community outcomes.

The draft Community Facilities Strategy completed late 2017 has identified that a community facility in the order of 1,250m<sup>2</sup> with a focus on community and performing areas is required. An opportunity was identified for the community centre to be co-located with the proposed new primary school which has the potential to offer greater benefits if delivered with the school as opposed to being delivered as a standalone facility.

Initial discussions have been held with both Stockland and the NSW DoE regarding this opportunity, with both parties indicating openness to exploring the opportunity further.

In order to do this, it is proposed to enter into a non-binding Terms Sheet with the DoE as set out in the planning process framework.

The purpose of this step is to investigate the feasibility of the co-location, in particular if a mutually beneficial win/win outcome can be achieved. Areas that will be assessed as part of this process include the ability for the project to:

- provide a new hall/performing arts facility that will meet both the DoE and Council's requirements
- be designed to enable community access during school times
- be delivered with mutually acceptable timeframes and
- reach agreement on the design, construction and operational arrangements for the facility and associated works
- align with the draft Campbelltown Community Facilities Strategy principles.

Following the investigation into the feasibility, a further report will be provided to Council advising of the outcome and making a recommendations as to the future direction.

### **Other potential projects**

A workshop will be held within the first quarter of 2018 to identify other potential joint use projects within the LGA. A further report will be provided to Council following this workshop.

### **Attachments**

Nil

## 8.12 Reports and Letters Requested

### Reporting Officer

Director City Governance  
City Governance

### Community Strategic Plan

Objective	Strategy
1 Outcome One: A Vibrant, Liveable City	1.3 - Ensure that Campbelltown is an inclusive city

### Officer's Recommendation

That the information be noted.

### Report

Attached for the information of Councillors is a status list of reports and letters requested from Council as at 12 December 2017.

### Attachments

1. Reports and Letters Requested February 2018 (contained within this report)

### Reports Requested as at 13 February 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Lifestyles</b>			
29.7.14 PL 3934158	CG3.3 - Report identifying alternative methods for managing the hire of Council's sporting fields. <b>Comment:</b> To be considered following the adoption of the Sport and Recreation Strategy	CL	March 2018
16.08.16 GB 4976615	NM17.3 - That Council prepare a feasibility report into a possible Vivid Lighting Event or similar event during the Fishers Ghost Festival, with a ghost theme, to assist in promoting a night time economy/entertainment for Campbelltown. <b>Comment:</b> To be considered as part of the events review in the first half of 2018.	CL	June 2018
14.02.17	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 <b>Comment:</b> Reported to Council meeting on 13 February 2018 - Item 8.10.	CL	February 2018
14.03.17	2. That a further report be provided to Council once advice is received from the NSW Department of Education in relation to the Start Strong program outlining impacts on Council's services. <b>Comment:</b> Reported to Council meeting on 13 February 2018 - Item 8.11.	CL	February 2018
26.09.17 BG	NM - 11.2 - That a report be presented to Council outlining the feasibility of contacting the creators of the Pokemon brand with the request to host a Pokemon Go event in the Campbelltown Local Government Area.	CL	April 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Delivery</b>			
21.06.16 FB 4851108	CW1.3 - 3. - That following completion of the Floodplain Risk Management Study and Plan, a further report be tabled for Council's consideration.	CD	October 2018
08.11.16 MO 5095792	ORD - NM - 11.1 1. That a report be presented to Council investigating the potential to establish a Georges River Bush Cycle Track from Glenfield to Wedderburn.  2. That this report include: <ul style="list-style-type: none"> <li>possible route and various access points</li> <li>potential and existing sources of funding - Local, State, Federal and Non-Governmental Organisation</li> <li>estimated initial construction costs and ongoing maintenance costs</li> <li>suggested time frame and schedule</li> <li>potential impediments to the development</li> <li>an assessment of environmental issues.</li> </ul>	CD	April 2018
22.11.16 GB 5116854	ORD - 11.1 - That Council seeks a report on the feasibility of creating a BMX track at the St Helens Park skate park and other sites, taking into consideration using the soil from the civil works creating the car park at that location.	CD	April 2018
18.04.17 GB 5311171	ORD - NM - 11.1 1. That a report be presented on the implementation of a roundabout beautification program, which would include at least one large tree and other lower level plantings, on larger roundabouts within the Campbelltown Local Government Area.  2. That the report include costings and timeframes.	CD	March 2018
18.04.17 KH 5311169	ORD - NM - 11.3 1. That Council identify appropriate park spaces in all sections of the Local Government Area that are suitable for the installation of accessible perimeter pathways for use by residents of all ages.  2. That a report be presented on the costs and possible time frame for providing such pathways.	CD	March 2018



*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
18.04.17 RM 5311168	<p>ORD - NM - 11.4</p> <ol style="list-style-type: none"> <li>That Council investigate and review the Campbelltown Boundary Signs/Markers on all roads going into the City entry/exit points e.g. <ul style="list-style-type: none"> <li>Welcome to Campbelltown - landscaping or entry statement</li> <li>Thank you for visiting or Campbelltown Exit Statement.</li> </ul> </li> <li>That Council provide alternative designs, perspective layout/blueprints, appropriate entry and exit wordings, list of specific locations and cost estimates.</li> <li>That a comprehensive report be presented at a future Briefing evening for consideration.</li> </ol> <p><b>Comment:</b> A comprehensive report was presented in the Councillor Weekly Bulletin addressing each of the above points.</p>	CD	February 2018
18.04.17 GB 5311166	ORD - NM - 11.6 - That Council seek a report establishing a request line/email for use by residents who wish to have an appropriate tree planted by Council on their immediate nature strip.	CD	April 2018
18.04.17 GB 5311165	ORD - NM - 11.7 - That Council seek to create further avenues of trees in significant locations such as Emerald Drive, Eaglevale Drive, Eagle Vale and Campbelltown Road, Woodbine. That a report be provided on the costs and benefits of Council's annual tree planting program.	CD	March 2018
26.09.17 M. Chowdhury	<p>ORD - NM - 11.1</p> <ol style="list-style-type: none"> <li>That a report be presented to Council on the feasibility of constructing an open air entertainment space [stage or platform] in the amphitheatre at Redfern Park, Minto.</li> <li>That the report include potential designs, material types, provision for weatherproof 3-phase power access and relevant costings.</li> </ol>	CD	May 2018
12.12.17 RM	<p>ORD - NM - 11.2</p> <ol style="list-style-type: none"> <li>That a report be presented to Council investigating an area in Campbelltown where Jacaranda trees can be planted contiguously and prominently on both sides of the street or road, including the median strip if possible with a minimum of 45 trees should there be a median strip or 50 trees if just both sides of the road.</li> </ol>	CD	April 2018
12.12.17 PL	<p>ORD - NM - 11.4</p> <ol style="list-style-type: none"> <li>That a report be presented to Council investigating the feasibility of extending the current bus service from Campbelltown Public Hospital through Parkside Crescent past Campbelltown Private Hospital to Macarthur Square.</li> <li>That a further report be presented to Council on the possibility of a new bus service being established to service the businesses along Blaxland Road and that Council Staff survey the individual businesses along Blaxland Road for their input on the benefits of a bus service including the hours and days of service.</li> <li>That Council investigate the feasibility of reintroducing the free bus service with the State Government.</li> </ol>	CD	June 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Governance</b>			
14.10.14 RK 4033794	CG2.3 - 4. That a further report will be submitted to Council once a draft VPA/Infrastructure Services Delivery Plan (ISDP) have been finalised which will deal with the compulsory acquisition/land transfer issues concerning the whole of the Claymore Urban Renewal Project. <b>Comment:</b> Still in the process of finalising the VPA/ISDP with Urban Growth.	CG	April 2018
23.05.17 BM	ORD - NM11.1 1. That a report be presented to Council detailing a procedure for Councillors to request that a delegated decision be called up to a meeting of Council.  2. That a report be presented to Council detailing the procedures for:  a. Councillors right and responsibility regarding access to administrative information.  b. Councillors right and responsibilities regarding the ability to communicate with staff.  c. Councillors right and responsibility to review decisions undertaken under delegated authority and the process to call the decisions to be reviewed.  <b>Comment:</b> Briefing date requested however has been deferred until after the commencement of the IHAP in March 2018.	CG	April 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Development</b>			
19.04.16 MO 4770730	CS8.1- Old Clinton's development site That a report be presented outlining any action taken by Council with regards to the dead trees on the old Clinton's development site - Queen Street, Campbelltown. <b>Comment:</b> Meeting held with development representatives to discuss financial contribution for street tree damage. Estimate of financial contribution prepared for further consideration and consultation.	CDVP (CS)	March 2018
08.11.16 GG 5095788	ORD - 11.5 1. That a report and a briefing be presented to Council detailing the cost associated with establishing and running a Design Excellence Panel (DEP) to encourage high quality urban design within the Campbelltown Local Government Area (LGA) including any honorariums, and the feasibility of any other options to ensure the best practice function of the panel. 2. That the report consider establishing a panel to provide an independent and transparent specialist peer review of major urban development and high density dwellings within the Local Government Area based on the following criteria: a. The Design Excellence Panel be comprised of five members consisting of, four professionals and one community representative, with membership open to: o well-known and respected professionals who are involved in the design of major projects and have extensive expertise in areas of architecture, urban design and/or landscape architecture; and o a community representative with a demonstrated understanding and experience in architecture, urban design, landscape architecture or a related field. o to ensure the panel's independence, a panel member cannot be a Councillor or council employee. b. Expert members must not live or do business in the council area in a related field. Community representatives must live in the area, but not do business in the Campbelltown area in a related field. c. That the panel members' tenure should be limited to two years with an optional extension for another two years. d. That a selection committee be established to undertake the selection of panellists. The selection committee should include the Mayor or his/her Councillor, representative and one other Councillor. Two senior staff members and two distinguished independent people with knowledge of the development assessment system. All members of the selection committee to be approved by a council resolution. e. That the appropriate Policy and Procedure and Code of Conduct be developed in line with ICAC recommendations to ensure the panel demonstrate the highest ethical standards in the exercise of their duties and responsibilities, maintain the integrity of the panel and to provide for fair and transparent dealings in making decisions. <b>Comment:</b> Information currently being compiled.	CDVP	April 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
13.12.16 PL 5146315	ORD 8.5 - That a report be provided investigating the use of a drone with heat detecting cameras to track and monitor Koala movement in the Local Government Area. <b>Comment:</b> Report is currently being compiled.	CDVP	April 2018
18.04.17 KH 5311170	ORD - NM - 11.2 - That a report be presented to Council that as part of the planning process involving all development applications relating to Appin Road and Gilead, Council include a requirement for Fauna Exclusion Fencing and appropriate tunnels and high crossing points to be provided by the applicant, to enable safe access for fauna through the wildlife corridors. <b>Comment:</b> Awaiting outcome of fauna studies in the Mt Gilead area.	CDVP	March 2018
28.11.17 BM	ORD - NM - 11.1 3. That a report be presented to Council investigating how Council can assist carers in obtaining and disposing of koala food, for example:  a. Council staff and contractors identifying and setting aside eucalyptus trees from worksites and tree-clearing activities for carers to access b. Council providing a free green waste drop-off for registered koala carers to dispose of unused or inappropriate leaves. <b>Comment:</b> Investigation will be undertaken and report compiled.	CD	July 2018
12.12.17 WM	ORD - NM - 11.1 1. That a report be presented investigating the feasibility and funding options to use the silos known as Vardy's Estate on the eastern side of Menangle Road, Menangle Park for art work associated with the use of Menangle Park by the Defence Forces during the first (Beersheba) and second world wars. <b>Comment:</b> Investigation will be undertaken and report compiled.	CDVP	July 2018

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Growth and Economy</b>			

## Letters Requested as at 31 October 2017

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Lifestyles</b>			

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Delivery</b>			

26.09.17 PL	<p>NM 11.4</p> <ol style="list-style-type: none"> <li>1. That Council write to the Minister for Roads, Maritime and Freight to request the following:               <ol style="list-style-type: none"> <li>a. To extend the merging lane onto the M31 from Narellan Road (South).</li> <li>b. To install street lights on the exit lane of M31 to Narellan Road (North).</li> <li>c. To remove or trim trees and bushes along the M31 from Menangle Road to the Old Campbelltown Road at Liverpool end, noting that when driving North or South exit signs are not clearly visible and 60kmph speed sign at Brooks Road on exit lane on left side is completely obscured.</li> <li>d. The first Campbelltown Road exit the left turning lane onto what was known as Old Campbelltown Road be extended.</li> </ol> </li> <li>2. That a copy of the letters be sent to the State Members of Campbelltown, Camden and Macquarie Fields and Federal Members for Macarthur and Hume seeking their support for the above requests.</li> </ol> <p><b>Comment:</b> Letter is being finalised to the Minister for 1a,1b and 1d. Request has been sent to RMS for Item 1c awaiting correspondence from RMS regarding item 1c</p>	CD	November 2017
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*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Governance</b>			

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Development</b>			
26.09.17 PL	NM 11.5 - That Council write to the Minister for the Environment, requesting the spraying of noxious weeds (Blackberry Bush and African Olive) along both sides of M31 from Brooks Road to St Andrews Road in the Campbelltown Local Government Area.	CDVP	December 2017

*Date of Decision *Mover *DocSet	Item/Comments	Div. Resp	Comp Date
<b>City Growth and Economy</b>			

## 8.13 Additional Road Names Bardia Sub-Precinct - Edmondson Park

### Reporting Officer

Geographical Information Officer  
City Governance

### Community Strategic Plan

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

### Officer's Recommendation

1. That Council approves the proposed road names in Attachment 1 to this report for use in the Bardia Sub-Precinct of the Edmondson Park Urban Release Area.
2. That Council advertise its proposal to use these road names in local newspapers for a period of 28 days and notifies the authorities prescribed by the Roads Regulation 2008.
3. That should no objections to the proposal to use these road names be received during the exhibition period, Council publish notice of these new road names in the NSW Government Gazette.

### Purpose

To propose additional road names for use in the Bardia Sub-Precinct of the Edmondson Park Urban Release Area, for Council's consideration and approval.

### History

Council at its meeting held 18 October 2011, approved 55 new road names for use within the Bardia Sub-Precinct of the Edmondson Park Urban Release Area. All of these road names have now been used in this residential development.

Council at its meeting held 1 July 2014, approved Ray Simpson Avenue as an additional road name for use within the Bardia Sub-Precinct of the Edmondson Park Urban Release Area. This name has now been allocated to a major road within this development.

Council at its meeting held 18 April 2017, approved an additional 8 new road names for use within the Bardia Sub-Precinct of the Edmondson Park Urban Release Area. All of these road names have been allocated to future streets and laneways within this residential development.

Council has now received a request from the developer for additional road names for use in the naming of streets and laneways in the final stages of this residential development.

## Report

A list of proposed road names with a brief summary of their origin is included as Attachment 1 to this report. It has been Council's protocol in the past to select a specific theme for road names within a suburb or development in an effort to unify street names and provide some assistance to the travelling public. The Bardia Sub-Precinct of the Edmondson Park Urban Release Area is located on part of the site of the Ingleburn Army Camp and the proposed road names have therefore been chosen to reflect and preserve the unique military heritage of this area.

As with the selection of road names for other stages of this development, some of the proposed road names reflect the various campaigns and operations in which the units and personnel from the Ingleburn Army Camp were involved. Other proposed road names again recognise the various branches of the army that have been stationed at Ingleburn throughout its long history, or preserve other names identified as being of special significance to the site. It is anticipated that many of these proposed road names will be used in the section the development located on the site of the military hospital complex. Therefore, many of these road names have a strong connection with the history of this part of the Ingleburn Army Camp.

At its meeting on 18 April 2017, Council approved Tracking Lane as a road name for use in this development. This road name recognises the Tracking Wing of the Army Infantry Centre that was established at Ingleburn in 1965 and trained tracker dogs and their handlers for deployment to South Vietnam during the Vietnam War. Correspondence has now been received from the Australian Defence Force Trackers and War Dogs Association requesting that consideration be given to changing this road name. The Association considered the inclusion of the word dog better reflected the main purpose of the Tracking Wing and proposed amending this road name to Tracker Dog Lane. Although this submission was received after the period of public exhibition of this road name had finished, it is considered appropriate to still take this request by the Association into account. As Tracking Lane has been allocated to a laneway located within a future stage of this development which is yet to be constructed, it is therefore proposed that Council approve the amendment of this road name to Tracker Dog Lane.

The proposed road names comply with the requirements of the NSW Addressing Policy and the NSW Addressing User Manual. Liverpool Council employees have also been consulted to avoid possible duplication of these road names in other parts of the Edmondson Park Urban Release Area.

### The Road Naming Process

Division 2 of Part 2 of the Roads Regulation 2008 outlines the procedure that Council must follow when naming public roads under its control. In accordance with these procedures, it is recommended that, subject to Council approval, the proposed road names are advertised in local newspapers to allow for public comment and that Australia Post, the Registrar General, the Surveyor General and the various emergency services are also notified of Council's intention to use these proposed road names within this development.

Should no objections be received in the period of one month following advertisement and notification of this proposal, it is also recommended that Council then completes the road naming process by publishing a notice of these new road names in the NSW Government Gazette. Should any objections be received during the exhibition period, a further report on this matter will be presented to the next available Council meeting.



## **Attachments**

1. List of Proposed Road Names (contained within this report)

**List of proposed road names**

<b>Road Name</b>	<b>Origin</b>
Amru Crescent	The 1st Malaria Research Unit was relocated to the grounds of 2 Military Hospital at Ingleburn in 1974. In 1981, this unit was renamed as the Army Malaria Research Unit (AMRU). In 1997 it became the Australian Army Malaria Institute and moved to the Gallipoli Barracks at Enoggera, Brisbane.
Digger Lane	'Digger' is a military slang term for soldiers from Australia and New Zealand. Thousands of diggers were trained at Ingleburn Army Camp between 1939 and 2000.
Habitat Lane	As part of the international relief effort to provide humanitarian aid to Kurdish refugees in northern Iraq, the Australian Army mounted Operation Habitat in 1991. The medical personnel deployed on this operation were sourced from a number of units, including the 1st Field Hospital which was then located at Ingleburn.
Lamia Street	In January 1974, the Military Police School was relocated to Coral Lines at Ingleburn to form part of the Military Police Complex. On 12 June 1983, Coral Lines was renamed Lamia Lines. Lamia is a small town in Greece through which the Australian Army conducted a fighting withdrawal in April 1941. During this action, Australian Military Police performed their duties under fire in an exemplary fashion. The Military Police Centre was relocated to Greenhills, near Holsworthy, in December 1989.
Rwanda Lane	In response to the humanitarian disaster in Rwanda in 1994, the Australian Army deployed a medical team as part of the United Nations Assistance Mission In Rwanda (UNAMIR). The medical personnel deployed on Operation Tamar were sourced from a number of units, including the 1st Field Hospital which was then located at Ingleburn.
Service Corps Lane	The Royal Australian Army Service Corps (RAASC) had a long association with the Ingleburn Army Camp, from the construction of the camp in 1939 to the 1970s when various units of the RAASC were stationed at Ingleburn both before and after service in Vietnam.
Tracker Dog Lane	The Tracking Wing of the Army Infantry Centre was established at Ingleburn in 1965. This unit trained tracker dogs and their handlers for deployment to South Vietnam during the Vietnam War. It closed in late 1971 when the last Australian combat troops were withdrawn from Vietnam.
Vampire Lane	In December 1971, the 1st Field Hospital was relocated to Ingleburn and remained there until December 1995. The call sign 'Vampire' was allocated to this unit when it was raised in Vietnam on the 1 April 1968 and continued to be associated with it after it moved to Ingleburn.

## 8.14 Investment and Revenue Report - November/December 2017

### Reporting Officer

Executive Manager Corporate Services and Governance  
City Governance

### Community Strategic Plan

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

### Officer's Recommendation

That the information be noted.

### Purpose

To provide a report outlining activity in Council's financial services portfolio for the months of November and December 2017.

### Report

#### Investment Portfolio

Council's Investment Portfolio as at 31 December 2017 stood at approximately \$207m. Funds are currently being managed both by Council staff and Fund Managers and are in accordance with the *Local Government Act 1993*, Local Government (General) Regulation 2005 and Council's Investment Policy.

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

The return on Council's investments is tracking in accordance with budget expectations and continues to outperform the benchmark of the AusBond bank bill index.

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

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

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 period ending 31 December 2017 totalled \$105,795,985 representing 98% of the current budget estimate.

The rates and charges receipts collected to the end of December totalled \$59,014,090. In percentage terms, 55.1% of all rates and charges due to be paid have been collected, representing an increase to the amount collected in the same period last year of 54.9%.

Debt recovery action during the month involved the issue of 10 Statements of Claim to ratepayers with two or more instalments outstanding and a combined balance exceeding \$500. Further recovery on accounts with previous action resulted in 9 Judgments and 11 Writs being served on defaulters that have not made suitable payment arrangements or failed on multiple occasions to maintain an agreed payment schedule.

Council staff continue to provide assistance to ratepayers experiencing difficulty in settling their accounts. This includes the monitoring of 455 ratepayers with a total arrears balance of \$733,916, who have made suitable payment arrangements.

Ratepayers who purchased property since the November instalment notices are issued with a 'Notice to new owner' letter. During the month, 49 of these notices were sent to ratepayers advising them of the amount unpaid on their account and the amount levied in annual rates and charges.

## Sundry Debtors

Debts outstanding to Council as at 31 December 2017 are \$1,420,276 reflecting a decrease of \$384,323 since November 2017. During the month, 947 invoices were raised totalling \$770,507. The majority of these are paid within a 30 day period. Those that are not paid within the 30 day period are reflected in the ageing report in Attachment 3. Debts exceeding 90 days of age totalled \$223,753 as at 31 December 2017. The majority of this debt is made up of outstanding road widening works completed at 201 Eagleview Road Minto. Debtor is maintaining current arrangement of monthly payments for \$6,600 over a 12 month period, this debt is scheduled to be finalised in September 2018.

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

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

Matters referred to Council's recovery agent are conducted in accordance with relevant legislation and the *Civil Procedures Act 2001*. Formal legal recovery commences with a letter of demand (or letter of intent) providing debtors with at least 14 days to respond. In the

event that no response is received, instructions are given to proceed to Statement of Claim allowing a further 28 days to pay or defend the action. Failing this, the matter will automatically proceed to judgment and continue through the *Civil Procedures Act 2001* process.

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

During the month, eight 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 not instructed to issue any legal action for the month.

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.

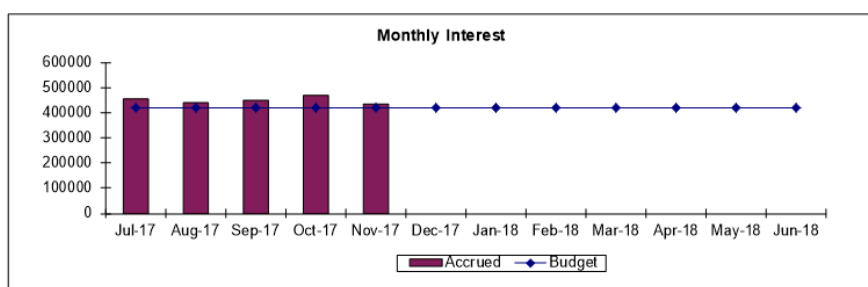
### **Attachments**

1. Investment Report November and December 2017 (contained within this report)
2. Rates Summary and Statistics December 2017 (contained within this report)
3. Sundry Debtor Summary and Ageing December 2017 (contained within this report)

**CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO**  
**November 2017**

Benchmark AusBond Bank Bill Index  
Portfolio Balance 207,940,188.93

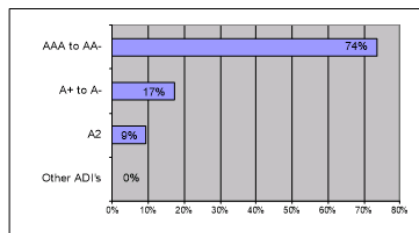
Monthly Performance	Return (mth)	Return (pa)
AusBond Bank Bill Index	0.13%	1.60%
Portfolio - Direct Investments	0.22%	2.69%
Performance to Benchmark	+ 0.09%	+ 1.09%
Short Term Call Accounts	0.14%	1.75%
Managed Funds	0.16%	1.96%



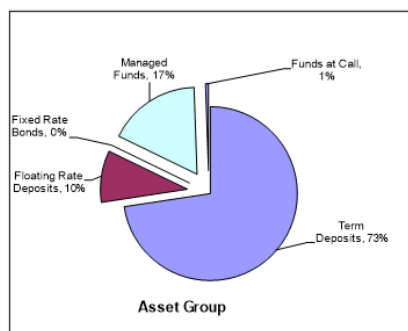
**Year to Date Performance** **Credit Exposure (S&P Long Term Rating)**

Rolling 12 Month Period  
2.74% Council Managed Funds  
1.74% Benchmark

Interest Budget to Actual  
Avg Original Budget to Period \$2,114,583  
Actual Accrued to Period \$2,250,231



**Portfolio Diversity**

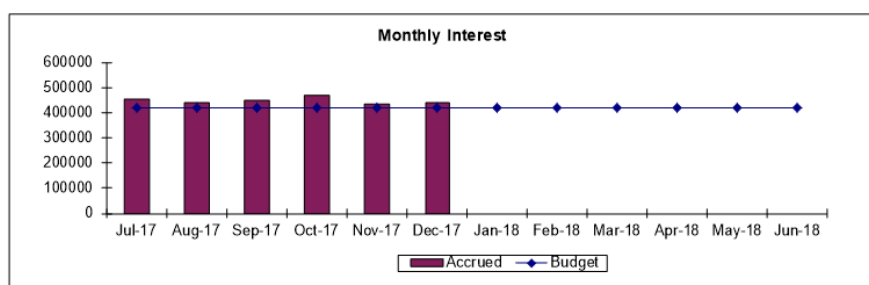


			%
Funds at Call	\$ 1,161,205.57	AA-	1%
NSW Treasury	\$ 38,664,664.07	AA+	19%
National Australia Bank	\$ 40,276,584.03	AA-	19%
Westpac Bank	\$ 41,151,694.94	AA-	20%
Commonwealth Bank	\$ 25,104,393.09	AA-	12%
Bank Western Australia	\$ 6,528,467.17	AA-	3%
AMP Bank	\$ 5,000,000.00	A	2%
Suncorp Metway	\$ 21,848,972.96	A+	11%
ING Bank	\$ 9,040,389.04	A-	4%
Members Equity Bank	\$ 5,000,000.00	A2	2%
Rural Bank	\$ 6,026,369.86	A2	3%
Bank of Queensland	\$ 5,044,304.09	A2	2%
Credit Union Aust	\$ 3,093,144.11	A2	1%
	<b>\$ 207,940,188.93</b>		<b>100%</b>

**CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO**  
**December 2017**

Benchmark AusBond Bank Bill Index  
Portfolio Balance 206,891,500.23

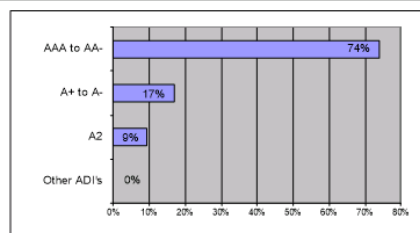
Monthly Performance	Return (mth)	Return (pa)
AusBond Bank Bill Index	0.15%	1.72%
Portfolio - Direct Investments	0.23%	2.71%
<i>Performance to Benchmark</i>	+ 0.08%	+ 0.99%
Short Term Call Accounts	0.15%	1.75%
Managed Funds	0.14%	1.66%



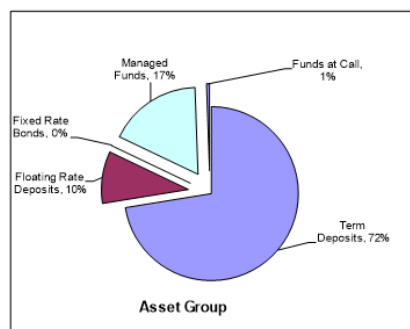
**Year to Date Performance** **Credit Exposure (S&P Long Term Rating)**

Rolling 12 Month Period  
2.74% Council Managed Funds  
1.73% Benchmark

*Interest Budget to Actual*  
Avg Original Budget to Period \$2,537,500  
Actual Accrued to Period \$2,689,830



**Portfolio Diversity**



			%
Funds at Call	\$ 1,163,609.27	AA-	1%
NSW Treasury	\$ 38,715,292.93	AA+	19%
National Australia Bank	\$ 38,214,068.25	AA-	18%
Westpac Bank	\$ 41,151,694.94	AA-	20%
Commonwealth Bank	\$ 25,104,393.09	AA-	12%
Bank Western Australia	\$ 8,528,467.17	AA-	4%
AMP Bank	\$ 5,000,000.00	A	2%
Suncorp Metway	\$ 20,809,767.48	A+	10%
ING Bank	\$ 9,040,389.04	A-	4%
Members Equity Bank	\$ 5,000,000.00	A2	2%
Rural Bank	\$ 6,026,369.86	A2	3%
Bank of Queensland	\$ 5,044,304.09	A2	2%
Credit Union Aust	\$ 3,093,144.11	A2	1%
<b>Total</b>	<b>\$ 206,891,500.23</b>		<b>100%</b>

## RATES SUMMARY

### STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES

RATE - CHARGE	NET ARREARS 1/7/2017	NET LEVY FOR YEAR	PENSION REBATES	EXTRA CHARGES	TOTAL RECEIVABLE	CASH COLLECTED	NET AMOUNT DUE	POSTPONED RATES & INTEREST	GROSS AMOUNT DUE
RESIDENTIAL	2,102,238.73	59,753,020.50	1,396,705.83	346,871.50	60,805,424.90	32,584,231.28	28,221,193.62	281,130.06	28,485,219.09
BUSINESS	315,185.85	18,408,608.59		39,968.71	18,763,763.15	11,052,545.26	7,711,217.89		7,711,217.89
FARMLAND	0.00	464,850.64	691.32	208.80	464,368.12	279,239.24	185,128.88	156,270.65	341,399.53
MINING	0.00	26,080.56		0.00	26,080.56	26,080.56	0.00		0.00
SR - LOAN	0.00	54.54		221.77	276.31	2,686.12	-2,409.81	8,585.69	0.00
SR - INFRASTRUCTURE	262,966.59	5,939,211.12		4,661.64	6,206,839.35	3,317,706.72	2,889,132.63	34,634.22	2,929,942.73
TOTAL	\$2,680,391.17	\$84,591,825.95	\$1,397,397.15	\$391,932.42	\$86,266,752.39	\$47,262,489.18	\$39,004,263.21	\$480,620.62	\$39,467,779.24
GARBAGE	625,322.26	20,653,687.41	857,181.63	19,969.37	20,441,797.41	10,982,975.81	9,458,821.60		9,458,821.60
STORMWATER	50,503.34	1,351,533.10		250.36	1,402,286.80	768,624.51	633,662.29		633,662.29
GRAND TOTAL	\$3,356,216.77	\$106,597,046.46	\$2,254,578.78	\$412,152.15	\$108,110,836.60	\$59,014,089.50	\$49,096,747.10	\$480,620.62	\$49,560,263.13

Total from Rates Financial Transaction Summary	48,981,917.68
Overpayments	-578,345.45
Difference	0.00

### ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears	373,532.47
Rate accounts greater than 12 months less than 18 months in arrears	176,819.31
Rate accounts greater than 18 months in arrears	48,349.38
TOTAL rates and charges under instruction with Council's agents	\$598,701.16



# RATES STATISTICS

No. of documents Issued	July	August	September	October	November	December	January	February	March	April	May	June	Dec-16
Rate Notices	49,616	324		236									
Electronic - DoH	5,266												
Instalment Notices				45,424									
Electronic - DoH				5,276									
Missed Instalment Notices			8,283			6,957							6,692
- Pensioners > \$15.00			733			675							592
Notice to new owner	122	83	36	27	30	49							52
7-day Letters - Council issued			1,793			1,944							2,172
- Pensioners > \$500.00			160			246							244
7-day Letters - Agent Issued			485										
Statement of Claim	119	19	14	197	17	10							9
Judgments	9	68	13	16	65	9							5
Writs	10	48	11	5	8	11							13
Electronic - eRates & BPAYview	3,241	3,454	3,578	3,631	3,736	3,777							2,670
Arrangements	303	263	398	431	393	455							461

**DEBTORS SUMMARY 1 December 2017 to 31 December 2017**

DEBTOR TYPE/DESCRIPTION	ARREARS AT 30/11/2017	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 31/12/2017	% DEBT RATIO
Corporate Administration	554,226	69,071	291,969	331,327	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	186,781	14,726	98,059	103,447	5.46%
Government and other Grants	366,240	67,253	387,494	46,000	12.87%
Public Hall Hire	128,885	43,479	49,383	122,981	1.39%
Health Services	350	0	0	350	0.02%
Land and Building Rentals	48,807	135,984	98,509	86,282	5.63%
Healthy Lifestyles	24,826	38,388	34,801	28,412	0.15%
Library Fines and Costs	72	0	72	0	0.00%
Licence Fees	29,407	6,813	10,411	25,808	1.85%
Pool Hire	48,621	31,075	47,441	32,256	0.39%
Private Works	2,612	0	0	2,612	0.52%
Road and Footpath Restoration	239,045	3,446	54,327	188,164	28.17%
Shop and Office Rentals	30,456	43,697	40,180	33,973	2.17%
Various Sundry Items	139,277	293,746	27,805	405,218	6.42%
Waste Collection Services	23,806	22,829	14,379	32,257	6.17%
	<b>1,804,599</b>	<b>770,507</b>	<b>1,154,830</b>	<b>1,420,276</b>	<b>100%</b>

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

	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Administration	57,237	191,346	5,490	77,254	331,327	80,162
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	39,982	52,007	463	10,996	103,447	43,997
Government and other Grants	0	22,000	24,000	0	46,000	33,940
Public Hall Hire	35,807	23,528	20,664	42,982	122,981	34,631
Health Services	0	0	0	350	350	350
Land and Building Rentals	68,941	16,607	733	0	86,282	0
Healthy Lifestyles	11,681	5,069	6,765	4,897	28,412	3,041
Licence Fees	6,491	3,720	2,437	13,161	25,808	13,935
Pool Hire	19,331	11,649	155	1,121	32,256	178
Private Works	1,189	0	0	1,423	2,612	1,423
Road and Footpath Restoration	24,840	23,993	138,620	711	188,164	1,204
Shop and Office Rentals	28,605	5,368	0	0	33,973	947
Various Sundry Items	293,152	35,884	6,392	69,791	405,218	76,130
Waste Collection Services	32,257	0	0	0	32,257	0
	<b>599,632</b>	<b>391,173</b>	<b>205,718</b>	<b>223,753</b>	<b>1,420,276</b>	<b>291,005</b>

## 8.15 Quarterly Budget Review Statement as at 31 December 2017

### Reporting Officer

Executive Manager Corporate Services and Governance  
City Governance

### Community Strategic Plan

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

### Officer's Recommendation

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

### Purpose

To advise Council that the quarterly financial review has been conducted on the original income and expenditure estimates presented in the 2017-2018 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 2017.

In June 2017, Council adopted a balanced budget for 2017-2018. There is no proposed change to the budget result in this review.

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

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

**Adjustments to Salaries across the following functions:**

**Community Engagement Activities - \$100,000 decrease in expenditure**  
**Engineering Develop and Certification - \$300,000 decrease in expenditure**  
**Open Space - \$90,000 decrease in expenditure**  
**Corporate Planning - \$145,000 decrease in expenditure**  
**City Growth - \$180,000 decrease in expenditure**  
**Economic Development - \$220,500 decrease in expenditure**  
**Place and Projects - \$30,000 increase in expenditure**

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

**Indigenous Art Prize Tour - \$47,600 decrease in expenditure**

The indigenous Art Prize tour is not proceeding this financial year due to Grant funding not being available. Traditionally, Council contributes funding to the Indigenous Art Prize, however this year funding will be transferred to the Exhibitions program.

**Leisure Services Administration - \$20,000 increase in expenditure**

Council has partnered with Live Life - Get Active to operate outdoor fitness classes that was not anticipated during the preparation of the original budget.

**Macquarie Fields Indoor Sports Centre - \$25,000 increase in expenditure**

The Indoor Sports Centre has required some renovations/repairs to meet the health and safety requirements in the fitness centre that included alterations to access doors and electronic cabling.

**City Lifestyles - \$300,000 increase in expenditure**

Provision of funds to assist in attracting events for the LGA to enhance local opportunities and support local economic development as per Council Resolution.

**Campbelltown Sports Stadium - \$250,000 increase in expenditure**

Provision of funds to assist in securing and hosting events at the Campbelltown Sports Stadium as per Council Resolution.

**Civic Centre - \$570,400 increase in expenditure**

The fit out of the Civic Centre to accommodate the changes in staffing structures will require additional funding. The surplus funds from this review have been transferred into the Civic Centre refurbishment reserve for future expenditure.

**Blaxland Road Precinct - \$1,015,000 decrease in income**

The anticipated income from projects in this precinct will not commence in this financial year. This item forms part of the development reserve and will be offset by a reduction in the transfer to the reserve and, as such, will not impact the budget.

**Land Acquisition/Sale - General - \$2,000,000 decrease in income**

Traditionally, an estimation of land sales is made for the preparation of the original budget with a corresponding transfer to the Property Reserve. The chart of accounts has also been modified to individually account for a number of specifically targeted land sales (eg. Groundsel Ave) as opposed to generic consolidated account number. As the Land Acquisition/Sale – General cost centre rarely targets specific sales due to sensitivity over providing a competitive advantage, it is appropriate to reduce this budget, as more specific disclosure and sale revenue is now known. This movement does not impact the net budget.

**People and Performance Management - \$162,800 increase in expenditure**

This movement is required for consulting costs incurred due to staff vacancies as well as equipment costs for new staff. This is partly offset by salary savings resulting from budgeted positions not being filled.

**Financial Assistance Grant - \$351,600 increase in income**

As reported to Council previously, the funding allocated under the Financial Assistance Grant program is more than was anticipated in the original budget. These funds have been utilised to fund the City Hosting of events reserve as per a Council Resolution.

**City Growth and Economy Directorate - \$261,500 increase in expenditure**

Additional funds are required to complete several projects underway including Western City Deals (part offset by cost recovery from other bodies), Leumeah Sports and Recreation Preliminary Precinct Strategy and City Advocacy.

**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 2017-2018 financial year.

As per the Responsible Accounting Officer's statement, the 2017-2018 results continue to support Council's sound financial position in the short to medium term. During 2017-2018, Council will further refine its financial strategy in line with the development of the ten year Long Term Financial Plan, required by the Integrated Planning and Reporting Framework and determine the most appropriate and financially responsible action for future periods.

**Attachments**

1. Quarterly Budget Review Statement as at 31 December 2017 (contained within this report)

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17

**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 2017.

It is my opinion that the Quarterly Budget Review Statement for Campbelltown City Council for the quarter ended 31/12/17 indicates that Council's projected financial position at 30/6/18 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Signed:** \_\_\_\_\_

SIGNATURE REMOVED

**date:**

Corinne Mears  
Responsible Accounting Officer

## Campbelltown City Council

## Income &amp; Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2017

## Income &amp; Expenses - Council Consolidated

Quarterly Budget Review Statement  
for the period 01/10/17 to 31/12/17

	Original Budget 2017/18	Approved Changes				Revised Budget 2017/18	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>	105,230	-	-	-	-	105,230	1	1	105,231	103,782
Rates and Annual Charges	14,388	-	-	(1)	-	14,388	(1,115)	2	13,273	4,364
User Charges and Fees	5,256	-	-	-	-	5,256	-	-	5,256	441
Interest and Investment Revenues	6,765	-	-	(13)	-	6,752	(1,823)	3	4,929	1,456
Other Revenues	24,981	489	1,569	(27)	-	27,011	248	4	27,260	5,192
Grants & Contributions - Operating	9,085	599	7,572	(200)	-	17,056	-	-	17,056	1,566
Grants & Contributions - Capital										
Net gain from disposal of assets										
Share of interests in Joint Ventures										
<b>Total Income from Continuing Operations</b>	<b>165,704</b>	<b>1,088</b>	<b>9,141</b>	<b>(240)</b>	<b>-</b>	<b>175,693</b>	<b>(2,688)</b>		<b>173,005</b>	<b>116,803</b>
<b>Expenses</b>										
Employee Costs	67,652	302	75	(782)	-	67,247	(1,567)	5	65,680	31,877
Borrowing Costs	1,020	-	-	-	-	1,020	-	-	1,020	581
Materials & Contracts	26,155	6,003	(2,325)	517	-	30,349	(131)	6	30,218	12,291
Depreciation	20,291	-	-	-	-	20,291	-	-	20,291	3,330
Legal Costs	1,055	-	-	30	-	1,085	1	7	1,086	399
Consultants	2,316	1,237	63	128	-	3,743	423	8	4,256	1,072
Other Expenses	32,589	1,166	(90)	381	-	34,047	1,022	9	35,068	16,059
Interest & Investment Losses										
Net Loss from disposal of assets										
Share of interests in Joint Ventures										
<b>Total Expenses from Continuing Operations</b>	<b>151,077</b>	<b>8,708</b>	<b>(2,277)</b>	<b>274</b>	<b>-</b>	<b>157,783</b>	<b>(163)</b>		<b>157,620</b>	<b>66,208</b>
<b>Net Operating Result from Continuing Operation</b>	<b>14,627</b>	<b>(7,620)</b>	<b>11,418</b>	<b>(514)</b>	<b>-</b>	<b>17,910</b>	<b>(2,526)</b>		<b>15,385</b>	<b>50,595</b>
Discontinued Operations - Surplus/(Deficit)										
<b>Net Operating Result from All Operations</b>	<b>14,627</b>	<b>(7,620)</b>	<b>11,418</b>	<b>(514)</b>	<b>-</b>	<b>17,910</b>	<b>(2,526)</b>		<b>15,385</b>	<b>50,595</b>
<b>Net Operating Result before Capital Items</b>	<b>5,542</b>	<b>(8,220)</b>	<b>3,846</b>	<b>(314)</b>	<b>-</b>	<b>854</b>	<b>(2,526)</b>		<b>(1,671)</b>	<b>49,029</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/17 and should be read in conjunction with the total QBRs report

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17

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

Budget Variations being recommended include the following material items:

Notes	Details
1	Part of savings in rates expenditure utilised to fund legal costs for leasing of Briar Cottage.
2	Reduction in income from the FDC Administration Levy due to a decline in numbers and the deferral of anticipated ground lease income from the Blaxland Road Precinct development.
3	Recovery of costs incurred from the Western Sydney City Deals project, legal costs from the waste contract court case and a reduction in proposed sales awaiting a full portfolio review, outcomes to be obtained in the new financial year.
4	Reduction in the number of tree inspection applications received, refund of the bell frog grant funding due to project not proceeding and reduced RFS and Age & Disability grant funding. Increase in the Financial Assistance grant funding allocation.
5	Variations in employee costs due to staff vacancies which in some case have been transferred to fund contract staff, or used to offset costs incurred in other sections.
6	Funding of contracted positions due to staff vacancies, transfer of funds to/from the capital budget and redistribution of funds to accommodate programs.
7	Funding of legal costs from saving in golf club utilities.
8	Funding of consultant work through staff vacancies, additional funds required for Western City Deals and Leumeah & Western Rail projects.
9	Various increases and decreases across a number of areas, the major items including the transfer of funds from the election reserve to fund the recent bi-election, increased funding for the City Advocacy project and funding for the City Hosting reserve.



**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17

Campbelltown City Council

**Capital Budget Review Statement**

Budget review for the quarter ended 31 December 2017

**Capital Budget - Council Consolidated**

	Original Budget 2017/18	Approved Changes			Revised Budget 2017/18	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									
- Plant & Equipment	332	1,988	0	-	-	-	-	2,320	238
- Land & Buildings								-	
- Other									
Renewal Assets (Replacement)									
- Plant & Equipment	3,215	32	21	299		-		3,567	1,484
- Office Equipment/Furniture & Fittings	150	2,150	163	(23)		13	1	2,453	599
- Land & Buildings	19,667	6,834	1,450	-		-		27,951	5,214
- Roads, Bridges, Footpaths	12,205	1,066	8,818	(377)		101	2	21,812	8,101
- Stormwater/Drainage	100	1,562	(46)	-		-		1,616	1
- Other Assets	290	-	-	-		-		290	98
Loan Repayments (Principal)	3,551	-	-	-		-		3,551	1,920
Other Expenditure... <a href="#">enter description here</a>								-	
Other Expenditure... <a href="#">enter description here</a>								-	
<b>Total Capital Expenditure</b>	<b>39,510</b>	<b>13,632</b>	<b>10,405</b>	<b>(101)</b>	<b>-</b>	<b>114</b>		<b>63,560</b>	<b>17,655</b>
<b>Capital Funding</b>									
Rates & Other Untied Funding	25,805	-	1,960	(200)		594	3	28,160	14,330
Capital Grants & Contributions	9,085	599	7,572	(200)		-		17,056	2,701
Reserves:									
- External Restrictions/Reserves	1,200	1,385	39	-		-		2,624	-
- Internal Restrictions/Reserves	2,230	11,648	834	299		(480)	4	14,530	-
New Loans								-	
Receipts from Sale of Assets									
- Plant & Equipment	1,184	-	-	-		-		1,184	618
- Office Equipment/Furniture & Fittings	-	-	-	-		-		-	5
- Other Assets	6	-	-	-		-		6	2
Other Funding... <a href="#">enter description here</a>								-	
Other Funding... <a href="#">enter description here</a>								-	
<b>Total Capital Funding</b>	<b>39,510</b>	<b>13,632</b>	<b>10,405</b>	<b>(101)</b>	<b>-</b>	<b>114</b>		<b>63,560</b>	<b>17,655</b>
<b>Net Capital Funding - Surplus/(Deficit)</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 31/12/17 and should be read in conjunction with the total QBRs report

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**

- |   |   |
|---|---|
| 1 | Purchase of new office equipment to furnish new positions.  |
| 2 | Funds transferred from operational budget to fund capital expenditure for kerb & gutter reconstruction. |
| 3 | Reconciliation of untied funds as a result of capital movements utilised to fund capital works.         |
| 4 | Transfer of funds to the building refurbishment reserve to fund the renovation of the Civic Centre.     |

Campbelltown City Council  
Quarterly Budget Review Statement  
for the period 01/10/17 to 31/12/17

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 December 2017

Cash & Investments - Council Consolidated

	Original Budget 2017/18	Movement in Reserves		Current Balance 2017/18	Projected Movement Dec Qtr	Notes Year End Balance	Actual YTD figures
		Income/ Expenses	Transfers to/from				
<b>Externally Restricted <sup>(1)</sup></b>							
Special Rates	-	-	-	-	-	-	-
Stormwater Management	1,159	-	-	1,159	500	1,659	1,159
Specific Purpose Grants	9,591	-	-	9,591	(1,500)	8,091	9,591
Specific Purpose Contributions	3,199	-	-	3,199	-	3,199	3,199
Developer Contributions - S94	15,840	5,596	-	(3,447)	-	17,989	17,989
Developer Contributions - Other	1,206	-	-	1,206	-	1,206	1,206
Domestic Waste Management	5,014	-	-	5,014	-	5,014	5,014
Self Insurance Workers Compensation Claims	5,640	-	-	5,640	-	5,640	5,640
<b>Total Externally Restricted</b>	<b>41,648</b>	<b>5,596</b>	<b>-</b>	<b>(3,447)</b>	<b>(1,000)</b>	<b>42,797</b>	<b>43,797</b>
<sup>(1)</sup> Funds that must be spent for a specific purpose							
<b>Internally Restricted <sup>(2)</sup></b>							
Property Development	79,482	-	-	79,482	-	79,482	79,482
Committed Works	11,069	-	50	11,119	(1,500)	9,619	11,119
Childcare	-	-	-	-	-	-	-
Self Insurance Workers Compensation Claims	500	-	-	500	-	500	500
Replacement of Plant and Vehicles	4,109	-	45	4,154	(1,000)	3,154	4,154
Committed Works funded by Loans	3,134	-	-	3,134	-	3,134	3,134
Employee Leave Entitlements	9,800	-	-	9,800	-	9,800	9,800
Environmental Sustainability	336	-	37	373	-	373	373
Asset Replacement	6,148	-	950	7,098	-	7,098	7,098
Infrastructure Replacement Fund	28,486	-	-	28,486	-	28,486	28,486
Olympic Ambassador	110	-	5	115	-	115	115
Insurance Claims - Excess	5,270	-	1,005	6,275	-	6,275	6,275
Local Government Elections	730	-	200	930	-	930	930
Other	133	-	-	133	-	133	133
<b>Total Internally Restricted</b>	<b>149,307</b>	<b>-</b>	<b>2,291</b>	<b>151,598</b>	<b>(2,500)</b>	<b>149,098</b>	<b>151,598</b>
<sup>(2)</sup> Funds that Council has earmarked for a specific purpose							
<b>Unrestricted</b> (ie available after the above Restriction)	15,711	-	-	16,633	-	16,633	16,633
<b>Total Cash &amp; Investments</b>	<b>206,666</b>			<b>212,028</b>	<b>(3,500)</b>	<b>208,528</b>	<b>212,028</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBR) for the quarter ended 31/12/17 and should be read in conjunction with the total QBR report

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17

**Cash & Investments Budget Review Statement**

**Comment on Cash & Investments Position**

Not Applicable

**Investments**

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

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$212,028,466

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.  
The date of completion of this bank reconciliation is 31/12/2017.

**Reconciliation Status**

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

		<b>\$ Amount</b>
Cash at Bank (as per bank statements)		6,595,692
Investments on Hand		206,891,500
less: Unpresented Cheques	(Timing Difference)	(38,156)
add: Undeposited Funds	(Timing Difference)	112,039
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	(1,537,462)
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	4,853
<b>Reconciled Cash at Bank &amp; Investments</b>		<b>212,028,466</b>
<b>Balance as per Review Statement:</b>		<b>212,028,466</b>
Difference:		-

**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

**Notes Details**



Campbelltown City Council

Quarterly Budget Review Statement  
for the period 01/10/17 to 31/12/17

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

Budget review for the quarter ended 31 December 2017

(\$'000's)	Current Projection		Original Budget	Actuals	
	Amounts	Indicator		Prior Periods	
	17/18	17/18	17/18	16/17	15/16

NSW Local Government Industry Key Performance Indicators (OLG):

<b>1. Operating Performance</b>					
Operating Revenue (excl. Capital) - Operating Expenses	-1,671	-1.1 %	3.5 %	10.6 %	9.7 %
Operating Revenue (excl. Capital Grants & Contributions)	155,949				

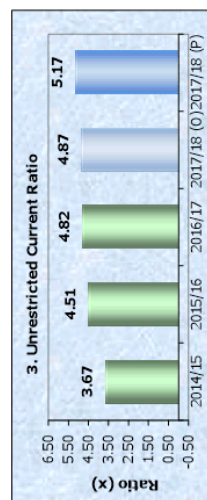
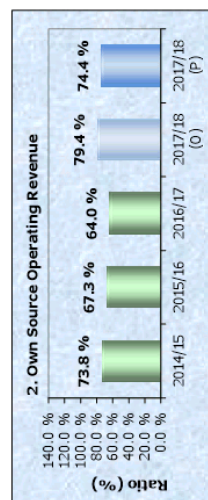
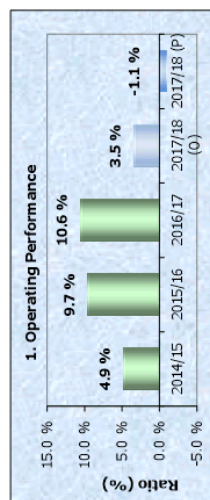
This ratio measures Council's achievement of containing operating expenditure within operating revenue.

<b>2. Own Source Operating Revenue</b>					
Operating Revenue (excl. ALL Grants & Contributions)	128,689	74.4 %	79.4 %	64.0 %	67.3 %
Total Operating Revenue (incl. Capital Grants & Cont)	173,005				

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

<b>3. Unrestricted Current Ratio</b>					
Current Assets less all External Restrictions	124,000	5.17	4.87	4.82	4.51
Current Liabilities less Specific Purpose Liabilities	24,000				

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



Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17

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

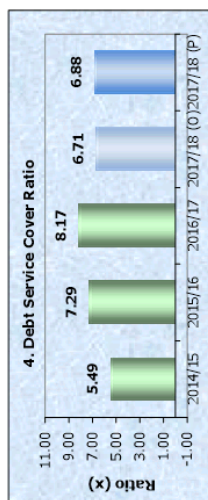
Budget review for the quarter ended 31 December 2017

(\$'000's)	Current Projection		Original Budget	Actuals	
	Amounts	Indicator	17/18	Prior Periods	
	17/18	17/18	17/18	16/17	15/16

NSW Local Government Industry Key Performance Indicators (OLG):

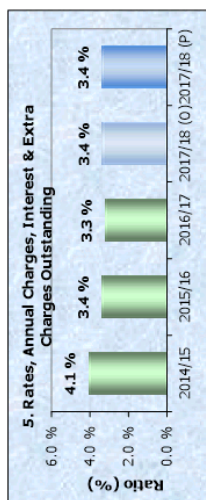
<b>4. Debt Service Cover Ratio</b>					
Operating Result before Interest & Dep. exp (EBITDA)	31,440	6.88	6.71	8.17	7.29
Principal Repayments + Borrowing Interest Costs	4,570				

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



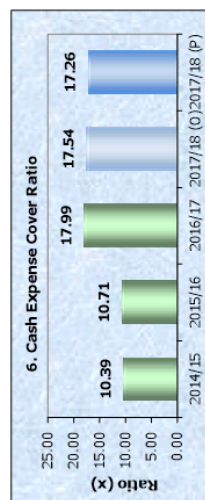
<b>5. Rates, Annual Charges, Interest &amp; Extra Charges Outstanding</b>					
Rates, Annual & Extra Charges Outstanding	3,600	3.4 %	3.4 %	3.3 %	3.4 %
Rates, Annual & Extra Charges Collectible	105,500				

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)	208,500	17.26	17.54	17.99	10.71
Operating & financing activities Cash Flow payments	145,000				

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



**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17

Campbelltown City Council

**Contracts Budget Review Statement**

Budget review for the quarter ended 31 December 2017

**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>						
Enviro-LCS Pty Limited as trustee for Shea Group Trading Trust	Q17/16 Supply and Service	Public Quotation	07/12/17	12 months with two 12 month options for extension	Y	1
<b>EXPENDITURE \$150,000 - \$300,000</b>						
Deloitte Financial Advisory Pty Ltd	T17/28 Reimagining Campbelltown - Macarthur Strategic Centre	Public Tender	09/10/17	Until Completion	Y	
Slattery Australia Pty Ltd ATF Slattery Australia Unit Trust	Q17/13 Quantity Surveyor	LGP	18/10/17	Until Completion	Y	
Adrans Hino Pty Ltd	T17/25 Heavy Patching Truck	Public Tender	15/12/17	Until Completion	Y	
Sydney Trucks & Machinery Centre Pty Ltd	Q17/22 Supply and Deliver Waste Truck	LGP	27/11/17	Until Completion	Y	
Northrop Consulting Engineers Pty Ltd	Q17/25 Mechanical, Electrical, Fire Hydraulic Engineering Services for the Centre of Excellence	LGP	18/12/17	Until Completion	Y	
<b>EXPENDITURE &gt; \$300,000</b>						
Acron Building Services Pty Ltd	T17/18 Building Maintenance	Public Tender	11/12/17	Two years with two 12 month options for extension	Y	2
ProGroup Management Pty Ltd						
ATCO Structures and Logistics Pty Ltd	T17/21 Construct and install Bathroom Demountable at Minto Indoor Sports Centre	Public Tender	18/10/17	Until Completion	Y	
Wood and Grieve Engineers Pty Ltd	Q17/18 Civil and Structural Engineer	LGP	18/10/17	Until Completion	Y	
The Almar Group Pty Ltd t/a Duracube	Q17/23 Supply and install Shower Partitions	Negotiations following Public Tender	18/11/17	Three years with two 12 month options for extension	Y	3
CTCI Pty Ltd t/a Waterloo Toilet and Shower Partitioning						
Bucher Municipal Pty Ltd	Q17/20 Supply and Deliver Two Street Sweepers	LGP	20/11/17	Until Completion	Y	

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.

This statement forms part of the Quarterly Budget Review Statement (QBR) for the quarter ended 31/12/17 and should be read in conjunction with the full QBR report.

Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17**Contracts Budget Review Statement**  
**Comments & Explanations relating to Contractors Listing****Notes   Details**

1	Price is based per service, therefore price is an estimation only
2	Price is based per service, distributed amongst the panel, therefore price is an estimation only
3	Price is based per project therefore price is an estimation only



Campbelltown City Council

**Quarterly Budget Review Statement**  
for the period 01/10/17 to 31/12/17

**Consultancy & Legal Expenses Budget Review Statement**

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	1,105,589	Y
Legal Fees	400,619	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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## 8.16 Online Report

### Reporting Officer

Executive Manager Corporate Support Systems  
City Governance

### Community Strategic Plan

Objective	Strategy
3 Outcome Three: A Thriving, Attractive City	3.2 - Ensure that service provision supports the community to achieve and meets their needs

### Officer's Recommendation

That Council note the information.

### Purpose

To provide information on Council's overall online presence during the period 1 July 2017 to 31 December 2017.

### Report

#### Online Statistics

Council uses Google Analytics and the reporting capabilities within each of our online tools to identify online usage patterns and trends. This report provides insights into Council's overall online presence, with information and statistics on:

- Council's website and other websites
- eServices
- Social media – Facebook, Google Pins
- eNewsletters.

Each Online Report highlights the activity of a particular online service/tool, and this reporting period focuses on Library Services.

#### Feature: Library Services

Council's four library branches provide a diverse range of digital services and events for our community. The statistics highlight the services and events which continue to grow in popularity. A review of the library website section identified a number of enhancements to improve usability. Some of the changes were implemented during the reporting period, with a key focus on improving the Library Services landing page and content to improve the user experience.

### **Council Website Update**

During the reporting period, Council's website sessions totalled 499,489 with a monthly average of 83,428. Website traffic peaked in November at 103,345 sessions which was due to increased traffic to the Festival of Fisher's Ghost pages. These pages alone attracted 45,608 views during November.

Smart phones continue to be the preferred device for our website users, with smart phone device usage now making up 52% of all site visits, an increase of 2% on the previous reporting period.

Our community spent a total of 17,815 hours on Council's website during the reporting period. These statistics highlight the ongoing trend that our community want to be able to self-service 24/7.

### **Additional Websites**

Council has two additional websites, Visit Macarthur and C-A-C (Campbelltown Arts Centre).

During the reporting period:

- The Visit Macarthur website attracted 97,150 visits with 71 per cent of these being new visitors to the site.
- The Campbelltown Arts Centre website attracted 66,844 visits, with 580,227 page views.

### **eServices**

Council is continually working on improving our eServices. A target of 30,000 online customer requests was set for the 2017 calendar year. A number of strategies were employed and the target was exceeded with 18,415 requests lodged during the reporting period and a total of 34,474 requests lodged during 2017. This equates to 34,474 less calls to Customer Service as well as a \$21,484 reduction in print and postage costs for Kerbside Clean Up bookings and eCertificate eServices during the year.

### **eNewsletters**

Council's eNewsletters complement the quarterly Council residential newsletter 'Compass' which is delivered to residents, as well as Council's Facebook pages.

Council's corporate eNewsletter is distributed via email and informs subscribers on events, Council initiatives, things to do and places to visit, as well as directing traffic to Council's website through links to further information.

There are currently 1083 subscribers to Council's eNewsletter, an increase of 102 since the previous reporting period.

Council's Visitor Information Centre's monthly eNewsletter (What's On in Macarthur) provides information about 'What's On' across the Macarthur region for residents, local tourism operators and visitor information centres across NSW. This eNewsletter currently has a subscription base of 1,818, an increase of 66 since the previous reporting period.

The Campbelltown Arts Centre eFlyers provide up-to-date information about the Centre's programs to a current subscription base of 6,864, an increase of 677 since the previous reporting period.

The Campbelltown Business eNewsletter was launched in September 2017 as a communication tool to help local businesses, investors and developers stay up-to-date with resources and opportunities within Campbelltown City. Distributed on the third Wednesday of every month, the e-newsletter also provides information on major business projects, development applications and local business success stories. The Business eNewsletter currently has a subscription base of 288.

## **Facebook**

Facebook continues to be a successful tool for engaging the community when sharing council initiatives, events and information. Off the back of its continued success, our corporate Facebook page reached 10,000 likes in December 2017.

Two out of the 'Top 5 posts by engagement/reactions' have related to the Dharawal National park which is always well received with the community and has been timely with the holiday period, both posts averaged just over 1,300 reactions (likes, comments, shares and clicks). The best performing post in terms of 'reach' was a post in September to visit the Macquarie Fields Splash Park which had a total reach of 28,200; again with the hot weather this post was relatable, current and popular.

Facebook makes up for approximately 4% of 'pageview' traffic that is directed to Council's website.

## **How insights are introducing change**

### *ReadSpeaker button move*

ReadSpeaker is Council's website text to speech converter. It was used 5,238 times during the reporting period, an increase of 215% on the previous reporting period. This significant increase is due to the repositioning of the ReadSpeaker tool button from the breadcrumb bar to underneath the page title.

The ReadSpeaker change was implemented as a result of the low usage of the feature, which was identified through the data analytics.

### *Events fully booked treatment*

In response to feedback from customers and website editors, a new treatment option has been added to events on Council's website to help advise customers when an event is booked out.

We continue to work with Council's website editors and our website vendor to implement changes to improve the user's experience.

## **Google Pins**

Council has a total of 390 pins for our services and facilities. Having one centralised account enables centralised reporting and allows Council to monitor and respond to customer reviews.

During the reporting period there were 11,255,080 views for Council services and facilities in Google Search and Google Maps.

Of these:

- 73,672 people requested directions to Council services and facilities
- 30,794 people visited our website for more information
- 11,433 people called Council for more information.

These figures show that the adoption of this social media tool has significantly increased our online presence and reach. We now have the ability to attract more customers and potentially increase revenue; as well as increase awareness of Council services and/or facilities.

## **Attachments**

1. Online Report (contained within this report)

## Online Reporting – July to December 2017

### Feature: Library Services



Council's four library branches provide a diverse range of digital services and events for our community. The statistics highlight the services and events which continue to gain popularity. A library website section review was conducted in September, which identified a number of potential improvements. Some of the changes were implemented during the reporting period, with a key focus on enhancing the landing page and content to improve the user's experience.

#### Technology training



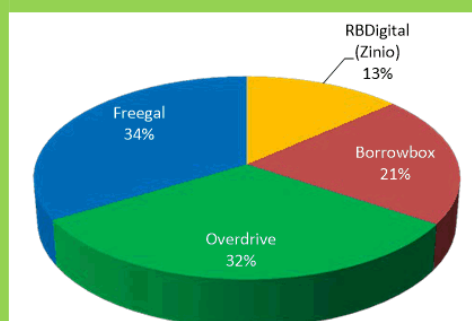
- IT & Biscuits
- Tech Savvy Seniors

**178** people attended

**19** Technology related programs (which are often fully booked).

#### eResource downloads

**11,962** eResources were downloaded by Library patrons.



#### Searches

**56,293** reference database searches

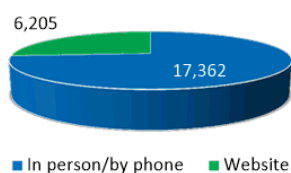
Ancestry Library Edition is the most searched database, with **16,629** searches during the reporting period.

WebOPAC (Library catalogue search) received **264,315** hits



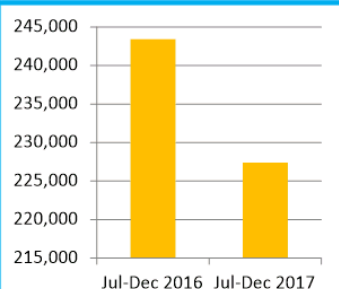
#### Renewals and reservations

##### Renewals



**4,993** emails for waiting reservations sent to library patrons

#### Photocopying and printing



Photocopier and printer use reduced by **16,025** pages

#### Public PCs and WiFi

**57** Public use computers

**34,519** Hours – public PC use

**28,333** WiFi connections



Library Services has a total of 57 computers for public use across the four library branches which are highly used, however BYOD (Bring Your Own Device) is proving to be another popular choice.

### Library Services website pages –Top 10<sup>1</sup>

General pages	What's On (event) pages	News pages
1. Libraries	1. Tracey Spicer Author Talk	1. HJ Daley Library renovation
2. HJ Daley Library	2. Pop-Up Library at Campbelltown Mall	2. Unlimited and extended loans at your library
3. Justices of the Peace	3. Free English Conversation Group, Ingleburn	3. Library Education Autism Program trial 2017
4. Using Your Library	4. Free English Conversation Group, Campbelltown	4. Coffee van trial at HJ Daley Library
5. Branch Libraries	5. Library Education Autism Program	5. Writers' Retreat launch
6. Greg Percival Library	6. Baby Read 'n' Rhyme, Campbelltown	6. 2017 HSC lectures
7. Eagle Vale Library	7. Pop-Up Library	7. HJ Daley Library solar panels
8. Glenquarie Library	8. Baby Read 'n' Rhyme, Ingleburn	8. IT & Biscuits 2017
9. Children's Library Services and Programs	9. Month Before HSC with Rowan Kunz	9. Tracey Spicer visiting author
10. Local Information	10. Summer Reading Club, HJ Daley Library	10. John Bicknell visiting author

<sup>1</sup> All Council website stats exclude internal traffic

### Library social media insights

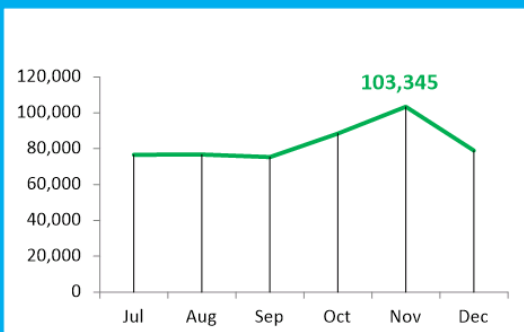
Instagram	Facebook	Pinterest
 @campbelltowncitylibrary		
5,298 followers	Campbelltown City Library	9 boards
1,312 photos posted	1,543 likes	2,081 followers
Average of 50 'likes' per image – some popular posts have reached 200-300 likes	Ingleburn Library	5,538 average monthly views
	845 likes	

Google Pins for branch libraries (combined)			
56,846	Total searches - Number of times customers found this listing by searching on Google Search or Maps	4,238	Directions actions - Number of times customers have requested directions from this listing
2,201	Website actions - Number of times customers have visited the website from this listing	1,923	Phone call actions - Number of times customers have called the business from this listing
		4.4 Review rating	

## Website insights

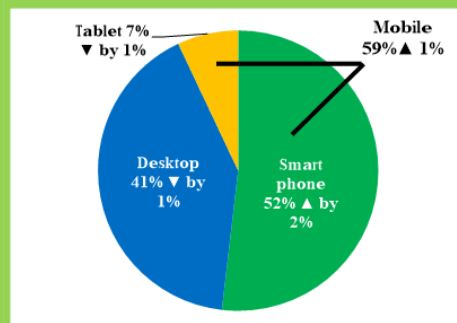
### Council website<sup>2</sup>

#### User traffic



Sessions peaked in November due to the Festival of Fisher's Ghost.

#### Device usage breakdown



Smart phone usage grew by 2% and continues to be the preferred device.

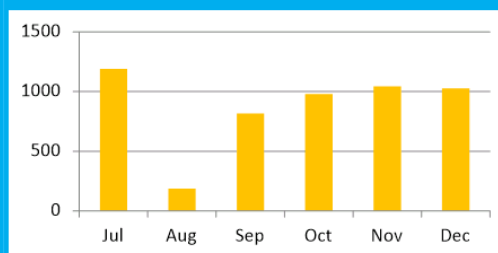
#### Self-service hours



Our community spent a total of **17,815 hours** on our website between July and December, an increase of 225 hours from the previous six months.

These statistics highlight the importance of ensuring that our website content is accurate, up-to-date and easy to navigate.

#### ReadSpeaker



The text to speech tool was used by our community 5,238 times – an increase of 215% on the previous reporting period. The significant increase is due to the repositioning of the ReadSpeaker tool button.

#### Top 10 - Have your say

1. Development Online
2. CSP Community Survey
3. Flood Study
4. IHAP Registrations
5. Your Ideal Town Centre
6. Flood Study
7. CSP Corporate Docs
8. Planning Proposal Caledonia Precinct
9. Campbelltown Community Facilities Strategy
10. Planning Proposal Maryfields

#### Top 10 - Events

1. New Year's Eve
2. Macarthur Night Markets
3. Fisher's Ghost Art Award Entries Open
4. Christmas Carols
5. Fisher's Ghost Art Award Exhibition
6. Riverfest
7. Child Restraint Inspection and Fitting Days
8. Free Recyclables Drop Off Day
9. NAIDOC Week 2017
10. Dharawal National Park Guided Indigenous Walking Tour

#### Top 10 - News

1. Sports Ground Closures
2. Festive Season Operating Hours
3. New Waste Calendar
4. Fisher's Ghost Road Closures
5. Fisher's Ghost Fun Run Entries Open
6. South West Sydney Football Bid
7. Waste And Recycling New Calendar Reminder
8. Operating Hours Labour Day
9. Vale Paul Tosi
10. Mayor's Christmas Appeal 2017

<sup>2</sup>All Council website stats exclude internal traffic.

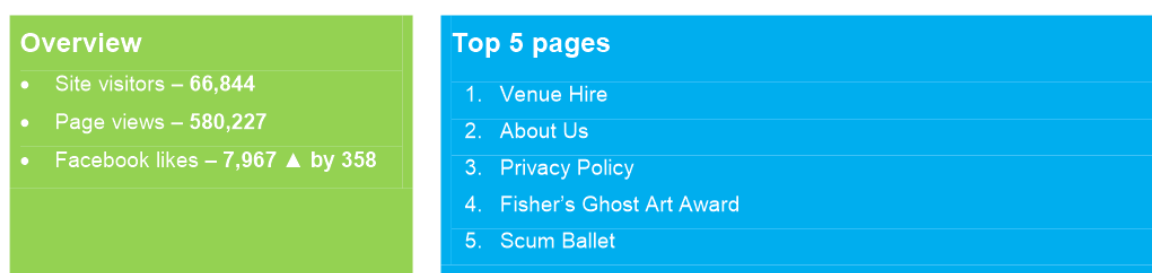


### Visit Macarthur website<sup>3</sup>



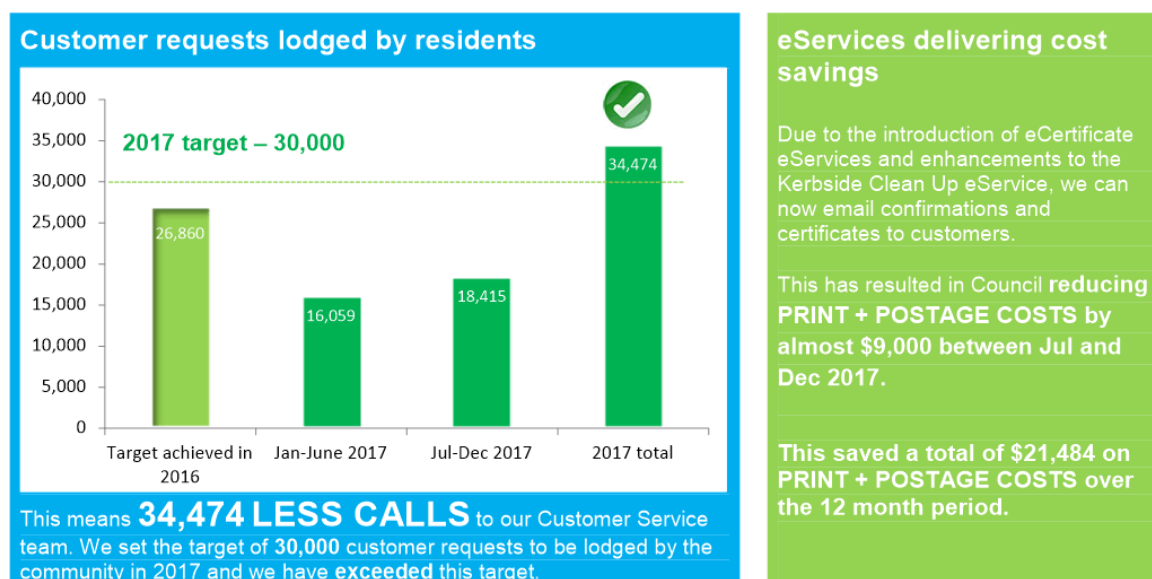
<sup>3</sup>Visit Macarthur website stats include both internal and external traffic. <sup>4</sup>Based on increase since 30 Jun 2017.

### Arts Centre website<sup>4</sup>



<sup>4</sup>Arts Centre website stats include both internal and external traffic. <sup>5</sup>Based on increase since 30 Jun 2017.

### eServices insights



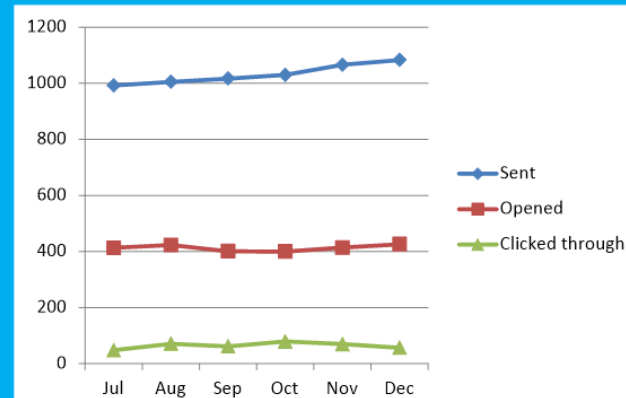
## eNewsletter insights

### Total number of subscribers

- Council's corporate eNewsletter = **1,083**  
▲ by 102
- Visit Macarthur eNewsletter = **1,818** ▲ by 66
- Arts Centre eFlyers = **6,864** ▲ by 677
- Campbelltown Business eNewsletter = **288\***

*\*Campbelltown Business eNewsletter was launched in September 2017*

### Council's Corporate eNewsletter



## Google pin insights

### Search highlights

<b>871,199</b>	Number of times customers found our listings by searching on Google Search or Maps.
<b>220,050</b>	Number of times customers found our listings while searching for our business name or address.
<b>651,149</b>	Number of times customers found our listings while searching a category, product or service.
<b>11,255,080</b>	Number of times listings have been viewed on Google Search or Maps.
<b>855,341</b>	Number of times listings have been viewed on Google Search.
<b>10,399,739</b>	Number of times listings have been viewed on Google Maps.
<b>115,899</b>	Number of times customers have taken action on our listings on Google Search or Maps.
<b>30,794</b>	Number of times customers have visited Council's website from listings.
<b>73,672</b>	Number of times customers have requested directions from listings.
<b>11,433</b>	Number of times customers have called Council from listings.

### Top 10 Google Pins

1. Campbelltown Animal Care Facility
2. Simmo's Beach
3. Macquarie Fields Leisure Centre
4. Koshigaya Park
5. Campbelltown Sports Stadium
6. HJ Daley Library
7. Eagle Vale Central
8. Macquarie Fields Skate Park
9. Mawson Park
10. Campbelltown City Council



*Based on total number of searches*

## Social media insights

### Council's corporate Facebook page: Post highlights

During the reporting period, more than 289 posts were published on Council's corporate Facebook page with a total reach of 1,129,498 Facebook users and growth to 10,000+ likes.

<u>Post Summary</u>	<b>Jul-Dec 2017</b>	<b>Jan-Jun 2017</b>	<b>Variance vs. Jan-Jun 2017</b>	<b>Var%</b>
Posts published	289	192	97	51%
<b>Total Reach (where a post has been served to a Facebook user)</b>	<b>1,129,498</b>	596,888	<b>532,610</b>	<b>89%</b>
Total Reactions (likes, comments and shares only)	<b>11,323</b>	8,905	2,418	27%
Page Likes at the end of reporting period	<b>10,311</b>	8,540	1,771	21%

<u>Top 5 Posts by Total Reach</u>	<b>Total Reach</b>	<b>Paid/Organic</b>	<b>*Total Reactions</b>
Has the hot weather forecast got you thinking about a trip to the beach to beat the heat? No need - there's a great splash park right here in your own backyard!	<b>28,238</b>	Organic	303
REMINDER: Clocks forward one hour tonight for the start of daylight saving. Be sure to check your smoke alarm batteries too!	<b>27,100</b>	Paid	283
[FREE CAR SEAT FITTING/INSPECTION SERVICE] Did you know that two in three car seats are not being properly used?	<b>24,368</b>	Organic	100
Don't forget you can get rid of your extra Christmas recyclables on Saturday 6 January 2018!	<b>24,173</b>	Organic	1,086
Council, in partnership with South West Sydney Virtual Assistant, will host the Campbelltown Micro Business Expo from 10am to 2pm on Wednesday 18 October	<b>23,715</b>	Organic +Paid	393

<u>Top 5 Posts by total Engagement and Reactions</u>	<b>Total Reach</b>	<b>Paid/Organic</b>	<b>*Total Reactions</b>
Have you visited our local National Park?	14,371	Organic	<b>1,380</b>
Planning a 'stay-cation' this Christmas break?	10,465	Organic	<b>1,347</b>
Don't forget you can get rid of your extra Christmas recyclables on Saturday 6 January 2018!	24,173	Organic	<b>1,086</b>
There's still time to head down to the Fisher's Ghost Street Fair	9,330	Organic	<b>985</b>
The Fisher's Ghost Parade has begun (live video feed)	6,612	Organic	<b>982</b>

\*Engagement and/or reactions are the number of unique people who engaged in certain ways with the post. For example, by commenting on, liking, sharing or clicking on particular elements of the post.

## 8.17 Six Monthly Progress Report against the Delivery Program

### Reporting Officer

Executive Manager City Growth and Strategy  
City Growth and Economy

### Community Strategic Plan

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

### Officer's Recommendation

That the information be noted.

### Purpose

To advise Council of the progress in undertaking the principle activities outlined in the 2017-2021 Delivery Program for the period of July 2017 to December 2017, in line with the requirements of the *Local Government Act 1993*.

### History

It is a requirement of the *Local Government Act 1993*, that Council receive a progress report on the principle activities outlined in the 2017-2021 Delivery Program.

### Report

In July 2017, Council adopted the 2017-2021 Delivery Program along with the full suite of Integrated Planning and Reporting documents. The Delivery Program outlines the objectives, strategies, services and functions, programs of work and activities that Council will undertake during 2017-2021.

This report provides an update on the progress of the principle activities outlined in the Delivery Program for the period of July 2017 to December 2017. 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's vision.

### Attachments

1. Draft Delivery Program - Biannual Report July 2017 to December 2017 - due to size (distributed under separate cover)

## 8.18 Capability Building Program

### Reporting Officer

Manager City Marketing and Economy  
City Growth and Economy

### Community Strategic Plan

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

### Officer's Recommendation

That Council staff work with the NSW Business Chamber to progress a second round of the Capability Building Program for small businesses in the Campbelltown LGA during 2018.

### Purpose

To update Council of the outcomes of the 2017 Capability Building Program, a joint initiative undertaken with the NSW Business Chamber.

### Report

In mid-2017, Council engaged the NSW Business Chamber to deliver a practical and hands-on program targeting Campbelltown-based small businesses to help them build their business through their online presence. This program was just one aspect of the business event program delivered by Council's City Marketing and Economy section over the last 12 months.

The tailored Capability Building Program was designed to extend the knowledge base and capacity of local small businesses in the field of digital marketing – one of the most common areas that experience some difficulty with, and one that local businesses have regularly expressed interest in.

The purpose of the program was to provide the skills and knowledge to businesses so they would have the technical understanding, capacity and capability to thrive in the ever-changing digital economy, as well as develop their businesses to drive increased sales and result in additional benefits for the local economy.

Interested businesses were invited to complete an online marketing health check which provided them with a holistic view of their current marketing performance, before securing their spot in the program (valued at \$1750) for just \$99.

This first group was made up of 19 local businesses from a range of fields including information technology, health, marketing, recreation and business development, with the program taking place from 18 July 2017 to 13 September 2017.

Over the course of the program, participants were involved in pre and post program engagement, hands-on workshops, dedicated one-on-one business coaching sessions and mentoring. The four workshops focused on how to use digital marketing; social media; driving traffic to your website; and using Google Adwords and Analytics. By the end of the program, each participating business had a personalised action plan to help them plan and implement their marketing during the next 12 months.

They also received access to Business Propel for the entire current financial year – an online Chamber tool that offers an integrated solution to assess, plan, prioritise and manage business performance.

The feedback from those who participated was very positive, and the majority indicated that they would recommend it to other local businesses should Council consider running the program again in 2018.

Following a review of the program, it is recommended that Council run a second Capability Building Program, with some minor changes to the program content and program delivery, specifically to include an additional one-on-one coaching session for each business.

## **Attachments**

1. Campbelltown Capability Building Program Post Delivery Report (contained within this report)



AUSTRALIAN BUSINESS  
Consulting & Solutions

# Campbelltown City Council Capability Building Program

Post Delivery Report



Melbourne City Council Building Capability Program



AUSTRALIAN BUSINESS



## Program Purpose

The purpose of the Capability Skills Building Program was to bring skills and knowledge to the businesses within the Campbelltown CBD so they have the technical understanding, capacity and capability to thrive in the ever-changing digital economy.

Specifically, the Capability Skill Building Program was about business activation, empowering and enabling local business owners to develop their businesses in a number of strategic ways to drive increased sales and result in additional benefits for the local economy.

Australian Business Consulting & Solutions (ABCS) were engaged by Campbelltown City Council to deliver the program to businesses in the Campbelltown CBD.

The objective of the methodology developed by ABCS was to deliver specialist support by providing an opportunity for self-learning through the Business Propel Diagnostic, comprehensive group training through 2 hour workshops, as well as face-to-face and one-on-one assistance to individual small businesses in the topic areas of:

- Digital Marketing Strategy
- Social Media Marketing
- Attracting Leads to your Website
- Google Adwords & Analytics

The aim of the program was to assist businesses in the Campbelltown CBD to gain a practical understanding and application of how they can improve in these areas to support business sustainability and growth.

The ABCS program included:

- Digital capability self-assessment diagnostic (an audit supported by technology platform Business Propel)
- Group workshops
- One-on-one coaching and support delivered face- to- face
- An action report tailored to each individual business owner's requirements



## Program Results and Feedback



Please see the participant feedback video: <https://vimeo.com/237649271>

In addition to gathering extensive weekly feedback during the Capability Building Program, ABC&S also carried out a post-program survey after the program had been delivered to gather insight into participants' views in a neutral context.

ABC&S used the globally recognised Net Promoter Score® metric to give a robust and comparable data set.

Net Promoter Score (NPS) measures the willingness of customers to recommend a company's products or services to others. It is used as a proxy for gauging the customer's overall satisfaction with a company's product or service and the customer's loyalty to the brand, segmenting customers into detractors, passive or promoters.

### Likelihood to recommend:

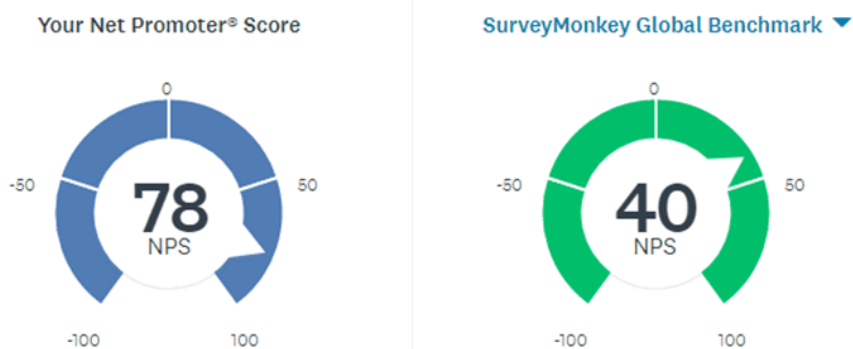


$$\% \text{ PROMOTERS} - \% \text{ DETRACTORS} = \text{NPS (NET PROMOTER SCORE)}$$

The Capability Building Program achieved an NPS of 78, falling between the upper quartile and the maximum. This means it's in the **top 25% of all organizations**, globally, in this benchmark.



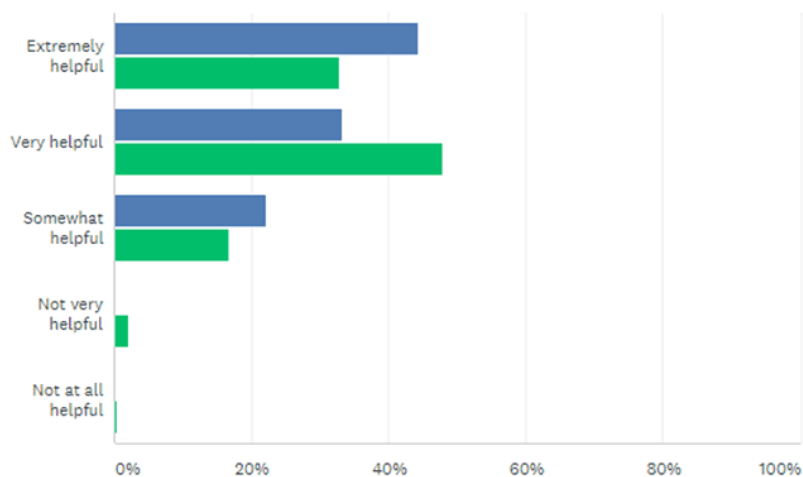
How likely is it that you would recommend Campbelltown City Council's Capability Building Program to a friend or colleague?



Of the survey respondents, 88% were promoters, rating Campbelltown City Council's Capability Building Program 10 out of 10.

**How helpful was the Capability Building Program in giving you tools and ideas to develop your business?**

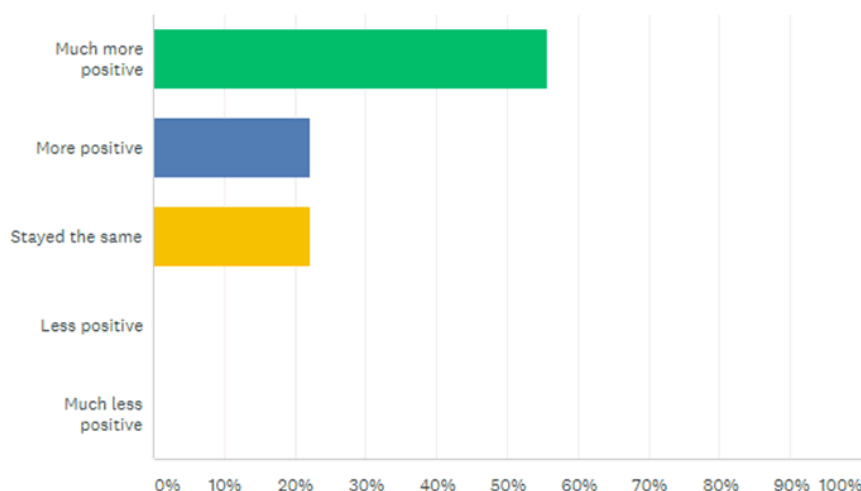
77.77% of respondents said it was "extremely or very helpful"





Most crucially, respondents' belief in Campbelltown City Council's commitment to the business community has increased, with 78% of participants saying that their sentiment to Campbelltown City Council was more positive or much more positive.

How has your perception of Campbelltown City Council's support for the business community changed since finding out about the Capability Building Program?



What does Campbelltown City Council's Capability Building Program do really well?

- "Brings awareness to new and old techniques, business functions and tools available to help our businesses become more successful."
- "Identify Digital Platforms and how to get better impact with their use."
- "Very clear and concise information, easy to understand and great take home material"
- "Provide overall knowledge on digital marketing"
- "very practical information provided. great value and sponsored by the council. good organised."
- "Works with local business owners to improve their on-line capability and target areas to improve their businesses in all ways."
- "Bring a team of professional together and supply great training environment. Opportunity for everyone to discuss. Continue to build a good collaboration space."



## What changes would Campbelltown City Council's Capability Building Program have to make for you to give it a higher rating?

- "I think we covered the what and why. Some more training on executing would be great."
- "Adding more one on one mentoring time"
- "A couple more lessons to do an overview of what we learnt, to get more clarification on certain parts"
- "Slow down delivery of content, intense"
- "I enjoyed the program and find it very beneficial. A 2nd more in depth program would be great going into more detail on facebook advertising and google advertising as well as google analytics"

## Program KPI's

One of the KPIs associated with the implementation of the Campbelltown Capability Building Program was based on achieving 20 registrations in the program.

19 participants registered, paid for and attended the program, with one withdrawing after registration.

37 businesses registered their interest in total, but some were unable to attend due to LGA restrictions, and others were unable to commit to the specific program dates.



## Program Delivery

In order to successfully deliver the program, solid foundations needed to be established in addition to the specific program deliverables. These included customer service procedures, Quality Assurance processes, as well as marketing and promotions material.

In its entirety the program consisted of the following deliverables:

- Customer Service
- Promotion and marketing
- Group workshops
- Digital capability self-assessment diagnostic (audit)
- One-on-one coaching and support delivered face- to- face
- Individual action report
- Online and or telephone support

The following report includes an assessment of how each deliverable was implemented, evidence of the implementation as well as the impact of the deliverable.

### Customer Service

As part of the program ABCS committed to developing a quality management process which included feedback forms, data collection and ongoing email and phone correspondence. The desired outcome was to set clear procedures for all involved in the project on the management of customer information and service.

Additional phone and email support from ABC&S Consultants was available to all participants throughout the program.

ABCS produced customised feedback forms for each session as well as the one-on-one consultation sessions. Each participant was requested to fill these in at the conclusion of the consultation and/or workshop.

#### **Supporting Documentation**

- 1:1 Feedback Form; file name 'Individual Feedback Sheet'
- Workshop feedback sheets; file name:
  - 'CCC - Workshop feedback - Attracting Leads to Website'
  - 'CCC - Workshop feedback - Digital Strategy'
  - 'CCC - Workshop feedback - Google Analytics - Google Adwords'
  - 'CCC - Workshop feedback - Social Media'

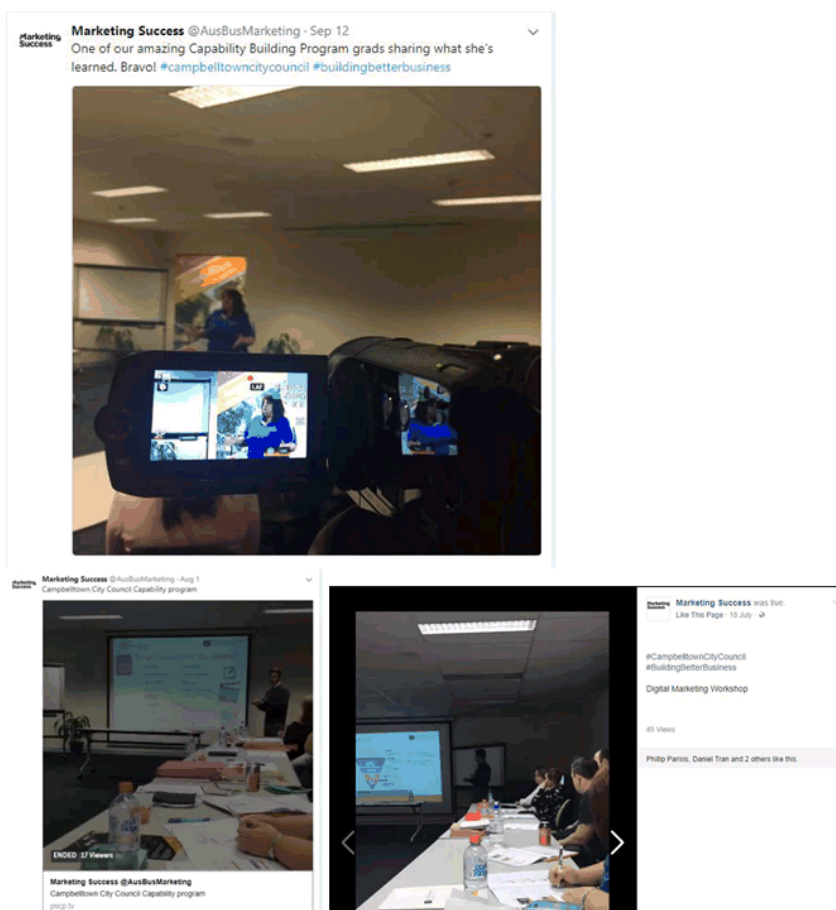
## Promotion and Marketing

To promote the program, ABCS committed to leveraging its existing ongoing engagement with members and businesses to generate large-scale awareness of, and recruit attendees into training activities, and contributed and in-kind contribution valued at \$12,500

The strategy behind the marketing campaign was to focus on communication through the existing ABCS channels to raise awareness of the program, the initiative of Campbelltown City Council, and generate registrations for the workshops.

ABCS established a designated page to promote the workshops and created flyers for each workshop, which were then distributed to account managers responsible for businesses in the region.

Throughout the program, content was created and distributed via social media through ABC&S channels to maintain awareness, including several live streamed videos hosted on Facebook and Twitter, peaking at 45 views per video.





To promote the program the following assets were developed, all designed to generate interest in the program:

- Flyers x 4
- Advertising landing page
- Registration landing page
- Thank you for registering email
- Press Release for general and local media



**Supporting Documentation:**

- Event Expression of Interest Page – EOIs - <https://www.eventbrite.com.au/e/campbelltown-city-council-expression-of-interest-only-tickets-35126223480>
- Promotional Flyers:
  - Customer Service Flyer
  - Digital Strategy Flyer
  - Social Media Strategy Flyer
  - Visual Merchandising Flyer
- Customised Propel page for Registrants – [www.businesspropel.com.au/CampbelltownCity](http://www.businesspropel.com.au/CampbelltownCity)
- Thank you for registering email – file name; 'CAPABILITY thanks for registering email'





## Digital Capability Self-Assessment

Each program participant was given the opportunity to complete a **Marketing Assessment Diagnostic** through Business Propel, which would identify key areas for business improvement. The assessment was to be conducted online and a customised report was produced based on the respondent's answers. The diagnostic provided participants with important insights into the needs of their business and further drive their commitment to strengthen their digital and online presence.

A short telephone interview was carried out with as many participants as possible to ascertain additional information about participants' individual circumstances, knowledge level and business maturity.

The individual reports were then used in the one-on-one coaching sessions to guide the main focus areas of the coaching. It allowed the coach to clarify the tasks required to improve the key focus areas identified in the report providing participants with the best opportunity for success. A selection of the completed reports is included as evidence in this report.

Further, through the Business Propel tool, ABCS was able to gather aggregated data from the participants, allowing for a more thorough understanding of the current marketing climate of local businesses in the Campbelltown CBD.

On average, participants scored 42% on the Business Propel diagnostic tool for marketing.

### Supporting Documentation:

- Campbelltown Council Registrations Data.xlsx

## Group Workshops

	Target Registrations	Actual Attendees	Percentage of target
Digital Strategy	20	17	85%
Social Media Strategy	20	14	70%
Attracting leads	20	15	75%
Google Adwords	20	17	85%

Per the program structure ABCS committed to deliver four group workshops; one per stream/topic and were KPI'd on achieving 20 registrations per workshop.

The presentations that were designed for the workshops were 2 hours in length and were a combination of theory, application and interactive activities.

This approach was taken so attendees could be educated on concepts that will assist them to grow their business and allowed them to understand how these concepts could then be applied to their business.

To maximise attendees' learning capability, workbooks were developed to allow attendees to follow along, take notes and complete the activities during and post the workshop to apply the knowledge





learnt to their business. This approach allowed attendees to understand the practical application and how the learning in the workshop would stimulate growth not only in their business but beyond into the local region.

In order to assess and evaluate the effectiveness of the workshop, including the workshop content, quality of the presenter and the effectiveness of the material to grow the attendees businesses, participants were asked to complete a feedback process.

Looking at an average across the four workshops, the feedback results are as follows:

100% of the businesses were small to micro sized.

The majority identified as being beginners, with a smaller proportion claiming to have 'no knowledge' in the area of digital marketing. A small percentage reported having "advanced" skills in marketing.

- There was a broad range of industries in attendance, with the biggest representation from professional services category
  - 26% - Professional and Business Services
  - 13% - Information Technology (ICT)
  - 13% - Arts and Cultural/Tourism
  - The remaining businesses categories were from education and health, trade and construction.
- 64.75% of attendees noted that the content was 'almost always' easy to understand
- 87.5% of attendees noted that the trainer was "almost always" helpful

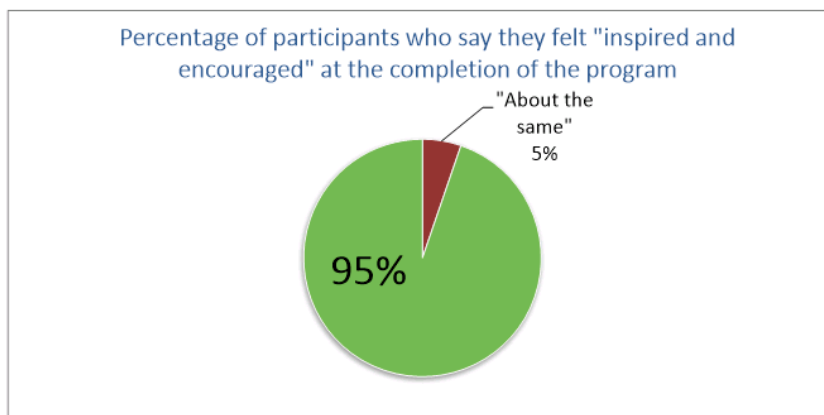
When the attendees were asked if as a result of the training their **understanding of engaging online had increased**, **95%** said yes.

Of that 95%, 59% said they would like more training.

When asked if their **confidence** in the specific workshop area had increased as a result of the training **92% of respondents said 'yes'**, and 40% of respondents said 'yes and that they would like more training.

98% of respondents said that they intended to improve their online presence or activities of the organisation using what they'd learned.

95% said that they felt inspired at the conclusion of the workshops.



In addition to the result of the feedback forms listed above, workshop participants shared their individual comments:

- "Well structured and relevant to my business"
- Excellent presentation, very well delivered easy to understand
- Great!
- Very informative, great ideas given on how to effectively market my business online
- Excellent session, great mentoring session focusing on the areas I really needed help with - Thank you
- I have definitely gained much more direction on how my website needs to change, very positive session
- this session was very informative and on track with what I need. Im looking forward to completing my tasks
- Cathie was very helpful and I look forward to working on Propel
- Thank you. The session I had today with Jorge was very productive and informative. A big thank you
- My one-on-one session was amazing!
- When you're stressed, that's when you need a mentor, an accountability partner who can tell you what you need to be doing"
- "The course was helpful. Thanks to Campbelltown City Council"
- The one on one was helpful, perhaps a bit painful to be brutally honest"
- I really liked the one on one session and gained a lot from that so I appreciated the business mentoring"
- I got a lot from the workshop, and now I know to get out there and start posting, Cathie put together a list of things I need to, I've started organising my logo so I'm excited about that"
- My one on one session was very informative, it was really good"
- "My one to one session with Cathie was an eye-opener and made me realise the mentor needs a mentor"
- "My one on one session made me realise I do need to think ahead, to plan"
- "My plan is being put in place"
- As a result of the things I've put in place I've already had my first booking!"



- Thanks for the course, the content has been excellent,”
- “Thank you to Campbelltown City Council”
- “The importance of having a strategy, a plan, being able to do that in the classroom environment was good, goal setting, an action plan and measuring results was one thing I’ll take away, and knowing my audience.”
- “The one to one time was very beneficial”
- “I’d like to commend Campbelltown City Council in relation to their support of this course”
- “It’s been a great course, and yes we do need more of this in Campbelltown, I know some other people who want to do it. I think it’s great if this is the sort of initiative that Council is going to run for business”

**Supporting Documentation:**

<ul style="list-style-type: none"> <li>• Powerpoint Presentations x4 with the below file names:                             <ul style="list-style-type: none"> <li>○ Digital Strategy - Getting Started - CCC</li> <li>○ CC Social Media workshop presentation</li> <li>○ Attracting new leads to my website - Campbelltown City Council</li> <li>○ Google Adwords and Analytics - CCC</li> </ul> </li> <li>• Presentation Workbooks x 4 with the below file names:                             <ul style="list-style-type: none"> <li>○ Digital Strategy</li> <li>○ Social Media Strategy</li> <li>○ Customer Service</li> <li>○ Visual Merchandising</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Registration Lists x 4 with the below file names:                             <ul style="list-style-type: none"> <li>○ Digital Strategy</li> <li>○ Social Media Strategy</li> <li>○ Customer Service</li> <li>○ Visual Merchandising</li> </ul> </li> <li>• Group Workshop Feedback Results x 4 with the below file names:                             <ul style="list-style-type: none"> <li>○ Digital Strategy</li> <li>○ Social Media Strategy</li> <li>○ Customer Service</li> <li>○ Visual Merchandising</li> </ul> </li> </ul>
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Consulting &amp; Solutions

## One-on-one coaching & support delivered face-to-face

An integral part of the program developed by ABCS was the delivery of one-on-one coaching, as it is acknowledged that the individual attention will help the participants to better understand their own businesses; their opportunities and their weaknesses. It allowed ABCS to focus on the areas the business needed particular help in and develop tailored marketing opportunities.

The key outcome of the coaching session was to help the business to understand that the importance of a plan and staff accountability. It also focused on closing the gaps in digital awareness and usage. Developing and implementing a digital business strategy and/or online marketing strategy is critical for sustaining and growing their business.

ABCS were dedicated to securing up to 15 one-on-one coaching sessions over the two week period. As result, 14 local Campbelltown organisations participated in the one-on-one coaching sessions.

In order to assess and evaluate the effectiveness of the coaching sessions, participants were asked to complete a feedback process.

### **Supporting Documentation:**

One-on-One Consultation Feedback (excel)











## Individual action report

To ensure that attendees of the one-on-one coaching sessions maximised their participation in the coaching session, each attendee was provided with a customised action plan that included an itemised list of actions points based on the outcomes of the coaching session.

The action plan included the opportunity to add deadlines for delivery of the action points as well as the ability to assign responsibility for the implementation of the action points. At the end of each coaching session, the customised action plan was emailed to the attendee so they had it on record and could use it as a working document.

These action points are also available within the Business Propel accounts set up by the registrants. This will allow registrants to track their business improvement, assign responsibility to staff members and monitor the implementation of each point.



CLIENT	ACTION PLAN	DUE	ASSIGNED TO
Evolution Health Services	 Look into wix/ plug ins for ecommerce / bookings	14/09/17	Tristan Woodward
Evolution Health Services	 Establish intro offers	05/09/17	Tristan Woodward
Evolution Health Services	 SEO audit	12/09/17	Jorge Gasca
Integrate Network Specialists	 1:1 Coaching Session Sept /17	05/09/17	David Simone
Samartha Information systems Pty Ltd	 Create 2 min presentation for grad	08/09/17	Milind Kulkarni
Samartha Information systems Pty Ltd	 List advantages of you over overseas supplier	13/09/17	Milind Kulkarni
Samartha Information systems Pty Ltd	 If keen plan marketplace info Sharing event x2 1 retail 1 wholesale	16/11/17	Milind Kulkarni
Samartha Information systems Pty Ltd	 rebuild website	31/10/17	Milind Kulkarni
CHEVRON TECHNOLOGIES	 1:1 Action Plan	30/09/17	MATTHEW GABRIEL
Samartha Information systems Pty Ltd	 Obtain video testimonials to build credibility and highlight service	13/10/17	Jorge Gasca



## Key Learnings and Future Opportunities

### **Program Design**

All participants reported that the one-on-one coaching was the element which brought the ideas and techniques they had learned to life. A possible option for future program delivery would be to offer two x 45 minute coaching sessions, spaced throughout the course.

While the fee of \$99 was a nominal one, feedback was that many participants were surprised at the low cost, and we infer that a higher charge would have not been a deterrent.

### **Program Content**

The breadth of type, life stage and goals of the business attending the program was such that content was also necessarily somewhat broad, to encompass the needs of each business owner. If future programs were targeted by sector, business type, business size or maturity, the program content could be tailored still further to the attending businesses. Another possibility could be to create a second program to build on the learnings of the first and develop and hone skills, or to hone the program delivery to focus solely on greater depth in areas business owners have identified as a particular challenge, for example: identifying and connecting with audiences; content and social media marketing; marketing automation etc.

### **Program Marketing**

Earlier engagement and peer marketing via the many vibrant business communities in Campbelltown may have given us better reach and attendance.

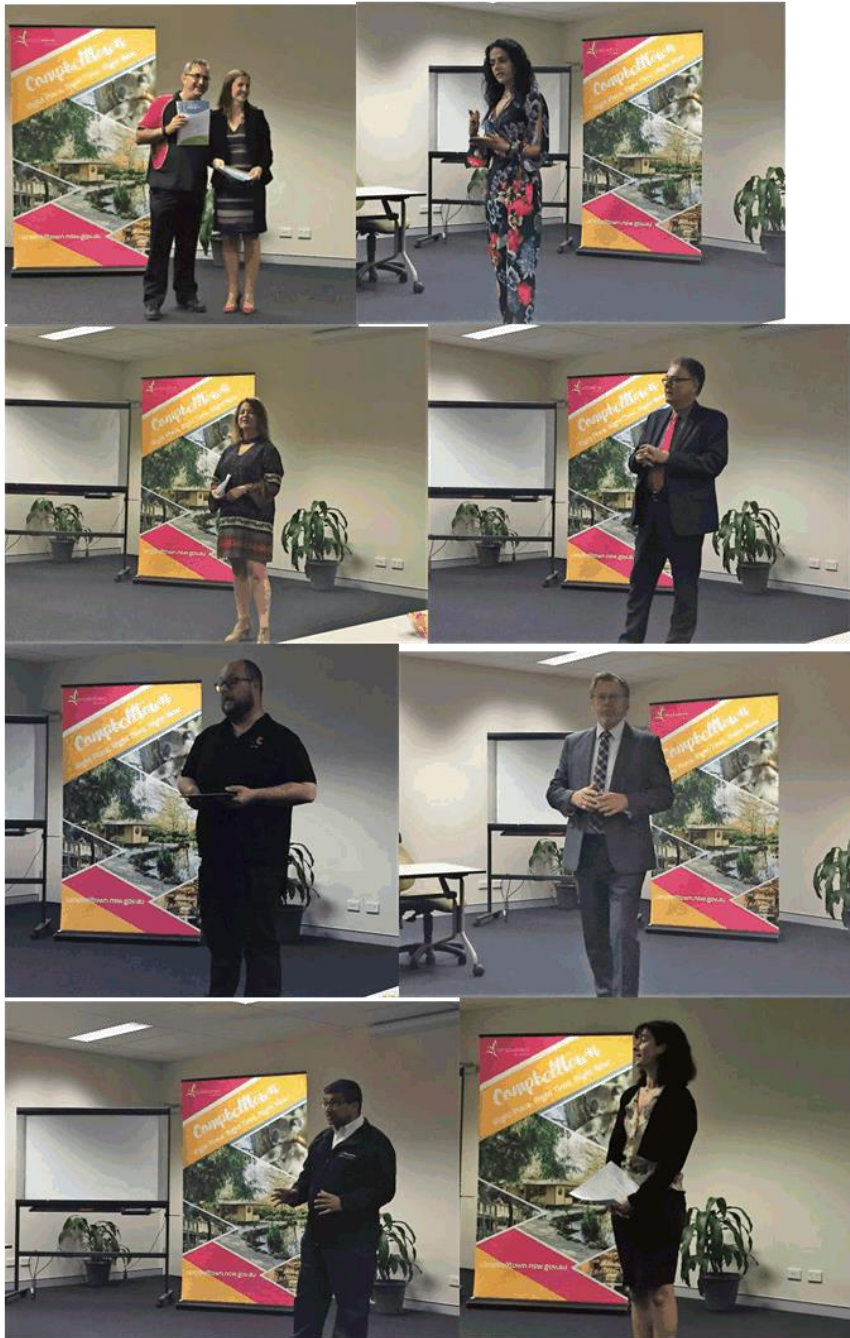
Feedback from some businesses indicates that early publication of the program schedule may have been helpful in being able to book time and organize their commitments accordingly.

### **Alumni network**

The ABC&S Consultant observations were that by the end of the program, the business owners had begun to develop a strong community with one another, offering help and support to one another and potentially becoming an excellent referral network and source of leads. By offering a formal or semi-formal group facility, hosted by Campbelltown City Council, there is strong potential to harness the nascent advocacy demonstrated by the program alumni to assist Campbelltown City Council in connecting with the business community and gaining strong grassroots support in promoting activities and initiatives. We would recommend the use of a platform such as LinkedIn or a restricted Facebook Group to assist in managing communication.

Further, should Campbelltown City Council invest in Capability Building Programs in 2018, each alumnus would be a strong brand advocate and ambassador for the program.







## Questions and Next Steps

If you have any questions regarding this report, or to discuss any aspect in further detail, please contact:

**Cathie McGinn**

Senior Marketing Consultant, Marketing Consulting

Australian Business Consulting & Solutions

t. 02 9458 7071 m. 0419 380 757

[cathie.mcginn@australianbusiness.com.au](mailto:cathie.mcginn@australianbusiness.com.au)

[www.australianbusiness.com.au](http://www.australianbusiness.com.au) | [www.marketingsuccess.com.au](http://www.marketingsuccess.com.au) | [www.nswbusinesschamber.com.au](http://www.nswbusinesschamber.com.au)



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Australian Business Consulting & Solutions

140 Arthur Street  
North Sydney NSW 2060

Locked Bag 938  
North Sydney NSW 2059

DX 10541 North Sydney

375 Wickham Terrace  
Brisbane QLD 4000

t 1800 505 529

f 1300 655 277

[australianbusiness.com.au](http://australianbusiness.com.au)



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**9. QUESTIONS WITH NOTICE**

Nil

**10. RESCISSION MOTION**

Nil

## **11. NOTICE OF MOTION**

### **11.1 Parking at Campbelltown Hospital**

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#### **Notice of Motion**

Councillor Warren Morrison has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 13 February 2018.

1. That Council is committed to patients, visitors and staff at Campbelltown Hospital having access to free parking.
  2. That Council write to the Minister for Health, the Hon. Brad Hazzard MP, stating our objection to the introduction of paid parking for patients, visitors and staff at Campbelltown Hospital, and a copy of this letter be sent to the Member for Campbelltown Mr. Greg Warren MP.
  3. That a report be presented to Council investigating Council's capacity to secure free or subsidised parking at Campbelltown Hospital for patients, visitors and staff.
  4. That all information regarding the introduction of paid parking at Campbelltown Hospital, including relevant Ministers and MPs to contact, be placed on Campbelltown Council's website to assist community efforts and campaigning.
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## **11.2 Traffic Calming - Eagleview Road, Minto**

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### **Notice of Motion**

Councillor Ben Moroney has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 13 February 2018.

1. That Council note the tabled petition from concerned residents of Eagleview Road, Minto, regarding the safety of traffic movements along the road.
  2. That a report be presented to Council investigating these concerns, in consultation with the residents.
-

### **11.3 Organic Bin Program**

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#### **Notice of Motion**

Councillor Ben Moroney has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 13 February 2018.

1. That Council notes the success of Bathurst Regional Council's "organic bin" program, with the diversion of 4000 tonnes of organic waste from landfill to commercial compost in its first year.
  2. That a report be presented to Council investigating the implementation of an organic bin program for Campbelltown, including a briefing for Councillors.
-

**12. URGENT GENERAL BUSINESS**

**13. PRESENTATIONS BY COUNCILLORS**

**14. CONFIDENTIAL REPORTS FROM OFFICERS**

**14.1 Directors of Companies - City Development**

**14.2 Macquarie Fields Youth Centre Licence**