



CAMPBELLTOWN
CITY COUNCIL

ORDINARY BUSINESS PAPER

7 NOVEMBER 2023

COMMON ABBREVIATIONS

AEP	Annual Exceedence Probability
AHD	Australian Height Datum
BASIX	Building Sustainability Index Scheme
BCA	Building Code of Australia
BIC	Building Information Certificate
BPB	Buildings Professionals Board
CLEP 2002	Campbelltown Local Environmental Plan 2002
CLEP 2015	Campbelltown Local Environmental Plan 2015
CBD	Central Business District
CPTED	Crime Prevention Through Environmental Design
CSG	Coal Seam Gas
DA	Development Application
DCP	Development Control Plan
DDA	<i>Disability Discrimination Act 1992</i>
DPE	Department of Planning and Environment
EIS	Environmental Impact Statement
EPA Act	<i>Environmental Planning and Assessment Act 1979</i>
EPA	Environmental Protection Authority
EPI	Environmental Planning Instrument
FPL	Flood Planning Level
FFTF	Fit for the Future
FSR	Floor Space Ratio
GRCCC	Georges River Combined Councils Committee
GSC	Greater Sydney Commission
HIS	Heritage Impact Statement
IDO	Interim Development Order
IPR	Integrated Planning and Reporting
KPoM	Koala Plan of Management
LEC	Land and Environment Court
LEC Act	<i>Land and Environment Court Act 1979</i>
LEP	Local Environmental Plan
LGA	Local Government Area
LG Act	<i>Local Government Act 1993</i>
LPP	Local Planning Panel
LTFP	Long Term Financial Plan
NGAA	National Growth Areas Alliance
NOPO	Notice of Proposed Order
NSWH	NSW Housing
OEH	Office of Environment and Heritage
OLG	Office of Local Government, Department of Premier and Cabinet
OSD	On-Site Detention
OWMS	Onsite Wastewater Management System
PCA	Principal Certifying Authority
PoM	Plan of Management
POEO Act	<i>Protection of the Environment Operations Act 1997</i>
PMF	Probable Maximum Flood
PN	Penalty Notice
PP	Planning Proposal
PPR	Planning Proposal Request
REF	Review of Environmental Factors
REP	Regional Environment Plan
RFS	NSW Rural Fire Service
RL	Reduced Levels
RMS	Roads and Maritime Services
SANSW	Subsidence Advisory NSW
SEE	Statement of Environmental Effects
SEPP	State Environmental Planning Policy
SREP	Sydney Regional Environmental Plan
SSD	State Significant Development
STP	Sewerage Treatment Plant
SWCPP	Sydney Western City Planning Panel (District Planning Panel)
TCP	Traffic Control Plan
TMP	Traffic Management Plan
TNSW	Transport for NSW
VMP	Vegetation Management Plan
VPA	Voluntary Planning Agreement
PLANNING CERTIFICATE – A Certificate setting out the Planning Rules that apply to a property (formerly Section 149 Certificate)	
SECTION 603 CERTIFICATE – Certificate as to Rates and Charges outstanding on a property	
SECTION 73 CERTIFICATE – Certificate from Sydney Water regarding Subdivision	



31 October 2023

You are hereby notified that the next Ordinary Council Meeting will be held at the Civic Centre, Campbelltown on Tuesday 7 November 2023 at 6:30 pm.

Lindy Deitz
General Manager

Agenda Summary

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1. WELCOME

Welcome to the meeting of Campbelltown City Council.

Acknowledgement of Country

I would like to acknowledge the Dharawal people whose ongoing connection and traditions have nurtured and continue to nurture this land. I pay my respects and acknowledge the wisdom of the Elders – past, present and emerging and acknowledge all Aboriginal people here tonight.

Council Prayer

Almighty God, we who are gathered in Council, pledge ourselves to work in harmony for the welfare and development of our City. Guide us we pray in our deliberations. Help us to be fair in our judgements and wise in our actions, so that prosperity and happiness shall be the lot of our people. Amen.

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2. APOLOGIES/LEAVE OF ABSENCE

Nil at time of print.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held 10 October 2023

Officer's Recommendation

That the Minutes of the Ordinary Meeting of Council held 10 October 2023, copies of which have been circulated to each Councillor, be taken as read and confirmed.

Report

That the Minutes of the Ordinary Meeting of Council held 10 October 2023 are presented to Council for confirmation.

Attachments

1. Minutes of the Ordinary Meeting of Council held 10 October 2023 (contained within this report)

CAMPBELLTOWN CITY COUNCIL

Minutes Summary

Ordinary Council Meeting held at 6:30 pm on Tuesday, 10 October 2023.

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Minutes of the Ordinary Meeting of the Campbelltown City Council held on 10 October 2023

Present The Mayor, Councillor G Greiss
 Councillor G Brticevic
 Councillor J Chew
 Councillor M Chivers
 Councillor M Chowdhury
 Councillor J Cotter
 Councillor M George
 Councillor K Hunt
 Councillor M Khalil
 Councillor D Lound
 Councillor W Morrison
 Councillor R Munro
 Councillor M Oates
 Councillor M Stellino

1. ACKNOWLEDGEMENT OF LAND

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

Council Prayer

The Council Prayer was presented by the General Manager.

2. APOLOGIES/LEAVE OF ABSENCE

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

That the apology from Councillor Rey Manoto be accepted.

238/2023 The Motion on being Put was **CARRIED**.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held 12 September 2023

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

That the Minutes of the Ordinary Council Meeting held 12 September 2023, copies of which have been circulated to each Councillor, be taken as read and confirmed.

239/2023 The Motion on being Put was **CARRIED**.

4. DECLARATIONS OF INTEREST

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

Pecuniary Interests

Nil

Non Pecuniary – Significant Interests

Item 11.3 – PhD Scholarship

Dr Greiss advised he is Adjunct Professor at Western Sydney University will leave the Chamber.

Non Pecuniary – Less than Significant Interests

Nil

Other Disclosures

Nil

5. MAYORAL MINUTE

5.1 NSW Government Challenges

It was **Moved** Councillor Greiss:

That the information be noted.

240/2023 The Motion on being Put was **CARRIED**.

6. PETITIONS

7. CORRESPONDENCE

7.1 Correspondence regarding NSW Illegal Dumping Strategy

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

That the letters be received and the information be noted.

241/2023 The Motion on being Put was **CARRIED**.

7.2 Correspondence regarding Glenfield Parklands

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

That the letter be received and the information be noted.

242/2023 The Motion on being Put was **CARRIED**.

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

That Item 8.4 be brought forward to be considered in conjunction with Item 7.3.

243/2023 The Motion on being Put was **CARRIED**.

7.3 Correspondence regarding Billabong Operational Plan

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

1. That the letter be received and the information be noted.
2. That Council note the two additional items of correspondence received today and tabled at this meeting from Dr Mike Freeland MP, Member for Macarthur, and the Hon. Anouack Chanthivong MP, Member for Macquarie Fields.

244/2023 The Motion on being Put was **CARRIED**.

8. REPORTS FROM OFFICERS

8.1 Proposed Amendments to Campbelltown Local Infrastructure Contributions Plan 2018

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

1. That Council endorse the public exhibition of the proposed amendments to the Campbelltown Local Infrastructure Contributions Plan 2018 for a period of at least 28 days.
2. That Council note that the Campbelltown Local Infrastructure Contributions Plan 2018 (Amendment 1) will, if adopted, repeal the Section 94 Development Contributions Plan – Glenfield Urban Release Area May 2007
3. That following the public exhibition either:
 - a) Where objection(s) are received to the draft Plan a further report be presented to Council on those objection(s), or
 - b) Where no objection(s) are received during the exhibition period, the draft Plan be adopted as exhibited and a public notice placed on the Council website within 28 days of the completion of the exhibition, with the date of the public notice being the effective date in which the Plan will come in force.

245/2023 The Motion on being Put was **CARRIED**.

A Division was recorded in regard to the Resolution for Item 8.1 with those voting for the Motion being Councillors G Greiss, D Lound, K Hunt, M Chowdhury, M Oates, W Morrison, M Khalil, M Stellino, J Cotter, G Brticevic, M Chivers, M George, J Chew and R Munro.

Voting against the Resolution were Nil.

8.2 Urban Development Institute of Australia - National Congress Melbourne 2024

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

That interested Councillors be authorised to attend the 2024 Urban Development Institute of Australia National Congress in Melbourne, in accordance with the provisions of the Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors.

246/2023 The Motion on being Put was **CARRIED**.

8.3 Significant Development Applications

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

That the information be noted.

Carried

247/2023 The Motion on being Put was **CARRIED**.

Meeting Note: A procedural motion was moved to consider Item 7.3 in conjunction with Item 8.4.

8.4 Billabong Operational Report

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

1. That Council determine option 1, which is free entry for the years FY23/24 and FY 24/25, with fees subject to review after that time (in line with operational plan).
2. That Council endorses the operating hours as per the report.
3. That Council receives and notes the correspondence in Item 7.3 from Mr Greg Warren MP, Member for Campbelltown, and the tabled correspondence from Dr Mike Freeland MP, Member for Macarthur, and the Hon. Anoulack Chanthivong MP, Member for Macquarie Fields.
4. That Council is presented with a quarterly report detailing the operational costs and utilisation of the facility.

248/2023 The Motion on being Put was **CARRIED** Unanimously.

A Division was recorded in regard to the Resolution for Item 8.4 with those voting for the Motion being Councillors G Greiss, D Lound, K Hunt, M Chowdhury, M Oates, W Morrison, M Khalil, M Stellino, J Cotter, G Brticevic, M Chivers, M George, J Chew and R Munro.

Voting against the Resolution were Nil.

8.5 Library Policies

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

That the Library Regulations Policy and Library Fees and Charges Policy be rescinded.

249/2023 The Motion on being Put was **CARRIED**.

8.6 Minutes of the Campbelltown Multicultural Communities Advisory Committee Report

It was **Moved** Councillor Khalil, **Seconded** Councillor Cotter:

That the minutes of the Campbelltown Multicultural Communities Advisory Committee held 20 June 2023 be noted.

250/2023 The Motion on being Put was **CARRIED**.

8.7 Investments and Revenue Report - August 2023

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

That the information be noted.

251/2023 The Motion on being Put was **CARRIED**.

8.8 Determination of Councillor Numbers

It was **Moved** Councillor George, **Seconded** Councillor Chew:

That Council determine the number of its Councillors for the following term of office as fifteen.

252/2023 The Motion on being Put was **CARRIED**.

8.9 Disclosure of Interest Returns 2022-23

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

That the information be noted.

253/2023 The Motion on being Put was **CARRIED**.

8.10 Reports and Letters Requested

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

That the comments and updates to the reports and letters requested be noted.

254/2023 The Motion on being Put was **CARRIED**.

8.11 T23/04 Campbelltown Arts Centre Audio Visual Upgrade

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

That Council:

1. In accordance with section 178 of the *Local Government (General) Regulation 2021* Council declines to accept any of the tenders received for the arts centre audio visual upgrade as all tender submissions received exceed Councils budget.
2. Enter into negotiations with organisations that submitted a tender and achieved a satisfactory score for the company experience evaluation criteria, and include the organisation who attempted to submit a late tender as contained in the body of the report.
3. Endorse the General Manager to finalise negotiations and enter into a contract for Campbelltown Arts Centre audio visual upgrade by way of delegated authority under section 377 of the *Local Government Act 1993*.
4. That the Tenderers be notified of the results of the tender process.

255/2023 The Motion on being Put was **CARRIED**.

8.12 Transitioning our operations towards Net Zero

It was **Moved** Councillor Chew, **Seconded** Councillor Stellino:

That Council endorse the draft Transitioning towards Net Zero Strategy.

256/2023 The Motion on being Put was **CARRIED**.

8.13 Arts and Culture Submission to the NSW Government

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

That the information contained within the report be noted.

257/2023 The Motion on being Put was **CARRIED**.

9. QUESTIONS WITH NOTICE

Nil

10. RESCISSION MOTION

Nil

11. NOTICE OF MOTION

11.1 Campbelltown Ambassadorship Program

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

1. That a report be presented to Council investigating the opportunity for development of a Campbelltown Ambassadorship Program that acknowledges significant contributions of individuals to our city, and leverages their profile to promote Campbelltown.

258/2023 The Motion on being Put was **CARRIED**.

11.2 New National Park

It was **Moved** Councillor Stellino, **Seconded** Councillor Munro:

1. That Council write to the Minister for Environment and Heritage, the Hon. Penny Sharpe MLC, thanking the NSW Government for the commitment of \$48 million in the 2023-24 NSW Budget to help establish a new National Park along the Georges River between Long Point and Appin, eventually covering up to 1830 hectares, with an aim to delivering long-lasting conservation benefits for Sydney's largest and healthiest koala populations.
2. That Council write to the NSW Department of Environment and Heritage requesting details of the program for delivery of the new National Park and invite the department to present a briefing for councillors and any appropriate staff which includes the Department's position as to their plans to lock-out land previously accessible by the public.
3. That Council explores the prospect of collaborating with the NSW Department of Environment and Heritage to establish a light recreation trail between Glenfield and Wedderburn through the new National Park for our community to enjoy and observe the natural flora and fauna.

259/2023 The Motion on being Put was **CARRIED**.

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

That Councillor Stellino assume the Chair, as the Mayor, Dr Greiss has declared an interest in Item 11.3 and the Deputy Mayor has submitted the Notice of Motion Item 11.3.

260/2023 The Motion on being Put was **CARRIED**.

Meeting Note: Having declared an interest in Item 11.3 The Mayor, Councillor Dr Greiss left the Chamber at 8.33 pm and did not take part in the discussion or vote on the matter.

11.3 PhD Scholarship

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

1. That a report be presented to Council investigating the establishment of a PhD Scholarship program with Western Sydney University or other universities that have interest in our area that focuses on undertaking research on the Campbelltown LGA.

261/2023 The Motion on being Put was **CARRIED**.

Meeting Note: At the conclusion of the discussion regarding Item 11.3 The Mayor, Councillor Dr Greiss, returned to the Chamber at 8.59 pm and resumed the Chair.

12. URGENT GENERAL BUSINESS

13. PRESENTATIONS BY COUNCILLORS

1. Councillor Masood Chowdhury on 12 October 2023 attended a meeting organised by Campbelltown City Police and Multicultural Forum at the Ron Moore Community Centre. This meeting was attended by multicultural forum leaders and community service providers where they discussed current issues of concern regarding the multicultural community and the Police. They identified the crimes that impacted the multicultural community and shared their opinions, views and experiences on domestic violence. The Police provided comments and advice to the community members.
2. Councillor Meg Oates congratulated the Campbelltown Koshigaya Sister City Association for their preparation and training of the outbound delegation to Koshigaya, the first in over 4 years. Councillor Oates is looking to hearing back from the delegation.
3. Councillor Warren Morrison on the 18 September 2023 attended the quarterly Macarthur Bush Fire Management Committee Meeting at West Leagues Club with staff from City Services and City Futures. On the Agenda, each Agency shared their Progress Reports and provided updates. RFS staff discussed the new generation Bush Fire Risk Management Plan for the Macarthur area which will go on public exhibition in October/November which involves a significant increase in resources required by Land Management Agencies. RFS staff discussed opportunities to increase grant funding opportunities for Land Management Agencies and a workshop has been organised by Campbelltown Council and RFS for October. RFS also discussed the seasonal outlook which is for a hotter and dryer summer with a higher than usual bushfire risk, particularly for Macarthur.

4. Councillor Marian George on 20 September 2023, attended the Mt Carmel Catholic College Year 12 Graduation Mass and 2024 SRC badging ceremony. It was a lovely mass and great send off for the year 12 students which included a fantastic cultural dance performance. Councillor George thanked the school Principal, Mr Lo Cascio, and the staff for the invitation to attend this special event and wishes all the best for the students of 2023.

14. CONFIDENTIAL REPORTS FROM OFFICERS

Confidentiality Recommendation

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

1. That this Ordinary Meeting of Council be adjourned and reconvened as a meeting of the Confidential Committee for discussion of items 14.1 and 14.2 which are considered to be confidential in accordance with Section 10A(2) of the *Local Government Act 1993*, as indicated below:

Item 14.1 WestInvest Update

Item 14.1 is confidential in accordance with Section 10A(2)(g) of the *Local Government Act 1993* as the report refers to advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Item 14.2 General Manager's Performance and Appointment Review

Item 14.2 is confidential in accordance with Section 10A(2)(a) of the *Local Government Act 1993* as the report refers to personnel matters concerning particular individuals (other than Councillors).

2. Council considers that discussion of the business in open meeting would be, on balance, contrary to the public interest.

262/2023 The Motion on being Put was **CARRIED**.

The Ordinary Meeting of Council was adjourned at 9.08pm and reconvened as a meeting of the Confidential Committee at 9.09pm.

Recommendations of the Confidential Committee

14.1 WestInvest Update

It was **Moved** Councillor Munro, **Seconded** Councillor Khalil:

That Council re-state its proposals under the WestInvest Program to the NSW Government's WestInvest Program Office to accommodate Council's risk tolerance, as detailed within the report.

263/2023 The Motion on being Put was **CARRIED**.

14.2 General Manager's Performance and Appointment Review

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

That Council:

1. Notes the General Manager's performance review for the 2022-2023 year is considered as highly satisfactory by the Council.
2. Approve the General Manager's request for a contract renewal, and
 - i) Approve the renewal of the contract as outlined in the conclusion of this report, and
 - ii) Delegate the authority to the Mayor to execute the new contract.

264/2023 The Motion on being Put was **CARRIED** unanimously.

A Division was recorded in regard to the Resolution for Item 14.2 with those voting for the Motion being Councillors G Greiss, D Lound, K Hunt, M Chowdhury, M Oates, W Morrison, M Khalil, M Stellino, J Cotter, G Brticevic, M Chivers, M George, J Chew and R Munro.

Voting against the Resolution were Nil.

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

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

265/2023 The Motion on being Put was **CARRIED**.

At the conclusion of the meeting of the Confidential Committee the Open Council Meeting was reconvened at 9.46pm

It was **Moved** Councillor Munro, **Seconded** Councillor Stellino:

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

266/2023 The Motion on being Put was **CARRIED**.

There being no further business the meeting closed at 9.48pm.

Confirmed by Council on <<enter date>>

..... General Manager Chairperson

TABLED CORRESPONDENCE FOR ITEMS 7.3 AND 8.426th September 2023

Cr George Greiss
Mayor
Campbelltown City Council
PO Box 57
CAMPBELLTOWN NSW 2560

Dear George,

Thank you for writing to me about further delays in the construction and opening of the area known as the 'Campbelltown Billabong Parklands' and inviting me to further outline my thoughts on this project to Council.

This project has worried me from the very beginning, and I remain concerned with the possibility of it being both delivered and maintained.

I believe that this project was poorly planned, it was poorly thought through, and it was poorly executed.

The cost and time overruns have been nothing short of massive with very little to no transparency to the wider community over how these cost blowouts, time delays and continued lack of community consultation have proceeded.

The ongoing maintenance costs will be huge but there has been no transparency about this at all.

Unfortunately, nothing that I have seen by Council has changed my view and I remain deeply concerned with the long-term success and feasibility of this project.

Further, I believe that the Campbelltown LGA would have benefitted far greater if funding was spent in other areas and I also believe that the Campbelltown community has lost out on more beneficial projects had this been thoroughly planned and thought through from the beginning.

Yours sincerely,

Signature has been removed

Dr Mike Freeland MP
Federal Member for Macarthur





Anoulack Chanthivong MP

MEMBER FOR MACQUARIE FIELDS

Cr Dr George Greiss
Mayor
Campbelltown City Council
PO Box 57
CAMPBELLTOWN NSW 2560
Via email: George.Greiss@campbelltown.nsw.gov.au

10 October 2023

Dear Mayor,

Thank you for the opportunity to provide feedback on Campbelltown City Council's Billabong project.

I make these comments both as a long-standing Member of NSW Parliament, representing the Macquarie Fields electorate and as a concerned Campbelltown City Council ratepayer.

I have previously outlined my concerns in written correspondence to Council regarding the Campbelltown Billabong project about the level of oversight and due diligence of this significant local project.

The Billabong project has been poorly managed from the start, and this is evidenced by significant budget blowouts, the absence of an initial business case, and consistent project delays.

I would like to acknowledge that you were not the Mayor of Campbelltown when this project commenced and note your decision to appoint an independent auditor to examine the project's financial and operational shortfalls.

I was not surprised by the audit's findings given my previous concerns. The audit, conducted by KPMG, revealed the true cost of the Billabong had blown out by \$16 million, from \$18.75 million to \$31 million. Adding the cost of drainage works brought forward using money from the stormwater levy takes the total cost of the Billabong to more than \$42 million – and rising.

This excludes the millions of dollars in operating costs to maintain and operate the facility at a safe and acceptable standard, which Council estimates to be approximately \$2m per year. Given Council's record of financial miscalculation of this entire project, little confidence can be attached to Council's \$2m operating cost estimate.

The Billabong project has been poorly managed from the start and has created an ongoing financial burden for Campbelltown ratepayers. No business case, no adequate due diligence or detailed scope was undertaken for the project, despite the initial cost exceeding \$10 million. By any measure, this is poor corporate governance processes, which has contributed to the significant and increasing financial burden for ratepayers.

1

Office: Shop 3, 2-6 Oxford Road Ingleburn NSW 2565 **Mail:** PO Box 882 Ingleburn NSW 1890
Phone: 02 9518 2077 **Email:** macquariefields@parliament.nsw.gov.au **Website:** www.connectwithanoulack.com



Anoulack Chanthivong MP

MEMBER FOR MACQUARIE FIELDS

The poor financial outcomes raise the following questions:

- Will the Billabong's ongoing operational costs be at the expense of necessary infrastructure for the community such as footpaths, road upgrades, new parks or playground upgrades?
- Will Council's existing services be cut or constrained to free up money for the operation of the Billabong?
- Will Council raise rates or levies to fill the financial shortfall and budget blowout from this project?

Further, the Billabong project's location is in direct competition with the existing adjacent Gordon Fetterplace Swimming Centre competing for a similar revenue and patronage base.

I understand that Council is considering introducing an entry fee for Billabong patrons. This is contrary to Council's initial marketing that entry to the Billabong would be free as stated on Campbelltown Council's website under 'Campbelltown Billabong Parklands Project FAQs' that "Entry to the Billabong will be free."

Major projects such as the Campbelltown Billabong require good governance from the start and continuous oversight to ensure that ratepayers' money is managed responsibly. Sadly, this has not occurred.

It is imperative that Campbelltown Council demonstrate the upmost accountability and transparency for the remainder of the project. Senior Council officers and elected Councillors who were involved in leading and driving this failed project should be held accountable. This will help restore the public's trust in Council's processes and governance structures.

Yours sincerely,

Signature has been removed

The Hon. Anoulack Chanthivong MP
Member for Macquarie Fields

Minister for Better Regulation and Fair Trading | Minister for Industry and Trade
 Minister for Innovation, Science and Technology
 Minister for Building | Minister for Corrections

4. STATEMENT OF ETHICAL OBLIGATIONS AND DECLARATIONS OF INTEREST

Statement of Ethical Obligations

Statement of Ethical Obligations In accordance with section 233A of the Local Government Act 1993, the Mayor and Councillors are bound by the Oath or Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of the City of Campbelltown and the Campbelltown City Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act, to the best of their ability and judgement.

Declarations of Interest

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

Other Disclosures

5. MAYORAL MINUTE

5.1 Local Environmental Plan Review: State-Led Option

Recommendation

That the information be noted.

My role is not to defend the State Government, regardless of their political affiliation, but rather to advocate for our community. Those who have been following my mayoral minutes will see that I consistently highlight concerns and discuss the intended and unintended consequences of policies on our residents. As my previous minutes have shown, I will continue to do so.

However, I also have a responsibility to the community and the government to acknowledge and promote good ideas and policies, including offering our support for expanding and accelerating these ideas to achieve the best outcomes for our city and the state.

Late last week, the Minns Labor Government announced its plans to rezone part of Parramatta to provide housing for hundreds more families and singles, taking advantage of the city's new light rail route. With the support of Parramatta Council, the government will undertake state-led rezoning of Parramatta's Church Street North precinct as part of its efforts to address the long-term housing supply crisis in NSW.

This week, the Minns Cabinet is reported to be considering establishing another series of priority development zones located near public transport across Sydney. These initiatives are a commendable step towards accelerating the development of a key centres and increasing the housing supply to alleviate the housing shortage crisis. It not only ensures that the rezoning objective aligns with the state government's direction but also promotes collaboration among government departments in order to expediate the completion of the strategies (particularly in the area of transport) that will enable the achievement of these objectives. This is something that we urgently need for our Campbelltown Local Environmental Plan (LEP) amendment.

In early 2023, the Campbelltown City Council initiated the process of updating the Local Environmental Plan (LEP) for the Campbelltown City Centre. This commitment aims to ensure that the development of the City Centre aligns with the high-quality density standards set by the state government, which promote accessibility, sustainability, and liveability in city centres.

The Council has developed the Reimagining Campbelltown City Centre Masterplan in 2020 and a City Centre Design Framework, including a structure plan, in 2022. Additionally, the Council has actively participated in the development of the Collaboration Area Place Strategy led by the Greater Sydney Commission and other State Government agencies.

These strategic initiatives by the Council aim to instil confidence in the development industry, resulting in several high-density mixed-use planning proposals being submitted to the Council. We generally support well-considered proposals that contribute to the creation of high-quality, safe, attractive, and desirable urban environments.

To meet the government's desired acceleration, it is necessary to go beyond proposals initiated by developers and revise our LEP. Ideally, this revision should encompass the three Centres outlined in the Reimagining Campbelltown City Centre Masterplan. However, due to financial constraints, our focus has primarily been on the Campbelltown Central Business District (CBD).

The Council considers the City Centre as the highest priority for future growth potential, with Campbelltown being well-positioned to accommodate growth and address housing affordability issues. Despite the previous NSW State Government's expressed desire for urban renewal in the Glenfield to Macarthur corridor, there was no specific planning or funding commitment. Earlier this year, we allocated \$2.7 million to fund the Campbelltown Central Business District (CBD) review as part of our operational plan.

The Council informed the Transport for NSW (TfNSW) Project Coordination Group of its intention to update the Campbelltown City Centre LEP in early 2023. In April 2023, the Council submitted a Scoping Proposal to the Department of Planning and Environment (DPE), followed by several formal consultations with State Agencies to gather feedback. On June 21, the Council received formal correspondence from DPE, outlining feedback on the Scoping Proposal.

One key feedback from the DPE was the requirement for transport modelling as part of the LEP review. The Council is also expected to provide additional information, including an infrastructure study, a flood study, and a traffic modelling report or traffic impact assessment.

The Council proposed that TfNSW deliver the required transport modelling, and discussions have been ongoing to formalise this agreement. However, we are yet to receive a return brief from TfNSW that outlines the scope, budget, and timeline, nor have we received a response to our request to accelerate the delivery of the model to meet government growth objectives.

Through discussions with TfNSW's Advanced Analytic and Insights (AAI) Team, it has become apparent that the existing baseline modelling for Campbelltown is outdated. This is disappointing considering the Council's investment in preparation for the Campbelltown City Centre LEP review. Delivering the modelling baseline in support of government policy will incur significant costs for the Council, estimated to be an extra \$500,000.

I believe that implementing a state-led rezoning for the Campbelltown CBD, or preferably for the area covered by the Reimagining Campbelltown City Centre Masterplan, will be instrumental in overcoming the challenges we currently face. While media outlets are reporting that the government is prepared to override council opposition to dramatically increase residential housing density, this council is not only willing, but eager to work with the government to achieve the densification that benefits not just our city, but the whole state.

We are fully committed to prioritising our future growth potential to address the housing crisis. Our objective is not to cut costs or evade responsibility but rather to facilitate the coordinated development of our city in partnership with the state government. We will not reduce or reassign our funding commitment; instead, we will continue to allocate resources to the project under state leadership. Alternatively, if the government is willing to assume full responsibility for the costs, we will utilise these funds to conduct the necessary studies for the next phase of urban development in the Campbelltown LGA.

If our goals align, there is no apparent reason why we should not work together to achieve them with priority and speed. I am confident that the government will incorporate our strategies and

address the various challenges we face, particularly in terms of creating local employment opportunities in our city.

Therefore, I intend to write to the Hon. Chris Minns with my proposal and offer him unconditional support in undertaking the state-led rezoning. It is my aspiration that we can secure the Council's endorsement of a preliminary Local Environmental Plan for public exhibition prior to the conclusion of this Council term.

Attachments

Nil

5.2 Local Government – Reform Agenda

Recommendation

That the information be noted.

In my previous Mayoral minutes, I discussed the challenges faced by local governments and the dual role they play as both service providers and instruments of democratic self-governance. I emphasised the inherent tension between efficiency and democracy, which has been a central theme in the history of Local Government in NSW and continues to shape contemporary reform efforts.

In this Minute, I would like to delve further into this tension and outline what I believe to be the impending reform agenda.

Typically, the local government reform agenda follows a consistent pattern. Upon assuming office, a newly elected state government often publicly expresses dissatisfaction with the inefficiency of local government and the lack of transparency in its decision-making process. Subsequently, media outlets launch attacks on councils, both collectively and individually, thereby influencing public discourse and engagement.

After a brief period of deliberation, during which the media, experts, residents, and politicians criticise the system and each other, the Government initiates an ostensibly "independent" inquiry aimed at exploring ways to enhance local government.

Following a period of consideration, the independent inquiry initiates a consultation process, followed by the publication of a discussion paper, an interim report, and ultimately a final report. These reports consistently propose modifications to the existing system, often involving compulsory mergers. After a brief period of mandatory public consultation, the suggested changes are implemented, disregarding public resistance.

It is worth noting that the last two Local Government reforms in 2004 and 2013 resulted in enforced council mergers. The number of councils were reduced in NSW from 174 to 152 in 2004 under the Carr Government, despite opposition from the local government sector. In 2013, number of councils in were reduced from 152 to 128, again despite opposition from the local government sector.

While some may perceive my perspective as cynical, influenced by my exposure to the television series *Yes Minister*, I share the views of several prominent local government scholars in NSW. Although the entire process is presented as evidence-based policy making and a practical solution to pressing issues such as housing and affordability, it is often driven by ideology, with the stated reasons for reform not necessarily aligning with the actual motives.

While I may disagree with some points made by Professor Joseph Drew in his book *Reforming Local Government*, he eloquently explains the intentions behind Local Government reforms as:

"advantage of the political party holding the higher tier of government, or to provide payback to local government political representatives who held up or opposed state

agenda in the past (Drew et al. 2016a, 2016b). These alternate heresthetic explanations are all plausible and probably all preferable to believing that anyone in an important position in government ... were incapable of critiquing the silly business cases produced by various consultants."

The reason for emphasising the reform process in this month's Minute is because the initial stages of implementation have become apparent. It is evident that the newly elected government is actively targeting Local Government, which is a matter of concern.

In my previous Minutes, I highlighted the emerging discourse surrounding housing crises and the targeting of councils. Despite our diligent efforts to not only meet but exceed these targets, there is a lack of government support in addressing the challenges faced by councils like ours. I propose a solution in my separate Mayoral Minute.

While much attention is given to the adverse effects of the 'Not In My Back Yard' (NIMBY) syndrome on housing growth, particularly in densely populated areas, there is a failure to acknowledge the influence of the 'Not In My Term Of Office' (NIMTOOs) mentality and the resulting community resistance. These detrimental campaigns have created challenges that Local Government must now address, requiring their attention and resources to correct community perceptions. What is of greater concern is the apparent disregard for previously upheld standards during these opposition campaigns.

I hope that my cynical views are proven wrong, and I hope that the government does not intend to pursue an ill-informed reform agenda. However, if Local Government reform is indeed necessary, it should be grounded in Council's democratic function and prioritise the equitable empowerment of communities. I will highlight my views for Campbelltown in future Minutes and my views for the sector in other forms of publication. However, it is of utmost importance that any reform agenda is not exploited to further undisclosed objectives of higher tiers of government.

Attachments

Nil

5.3 Local Government - Transparency and Accountability

Recommendation

That the information be noted.

In recent times, there has been a growing discussion surrounding transparency and accountability in Local Government and local decision-making. While there may be various factors contributing to this debate, it is important that we do not overlook it and instead continue to learn and enhance our system whenever possible.

The *Local Government Act 1993* (NSW) provides guiding principles that enable councils to carry out their functions in a manner that promotes strong, healthy, and prosperous local communities. This Act is complemented by the *Local Government (General) Regulation 2021* and the Integrated Planning and Reporting (IP&R) framework (2009). These frameworks, in conjunction with other legal requirements and government administration principles, establish a solid foundation for the transparency and accountability of Councils.

The financial reports of the Council undergoes an audit by the Audit Office of NSW, and the reports, along with the audit opinion and the entire Annual Report, are presented to the Council and made accessible to the public on an annual basis.

Tonight, we have a presentation from the Audit Office on the conduct and findings of the audit. I would like to take this opportunity to express my gratitude to the staff for their hard work and financial prudence throughout the year, as we have achieved outstanding results while maintaining a balanced budget. I would also like to thank our Auditor for providing us with an unqualified audit opinions.

However, we should not stop there. We should always strive to enhance our transparency beyond the minimum legal requirements. This should be done in a straightforward manner that enables our community to assess our decisions and hold us accountable for them.

One recent example of how we achieved this is through our handling of the Billabong operational plans. The Council, and the community, were presented numerous cost models and associated operational plans for the facility, which provided clear guidance on the annual cost, albeit as an estimate due to it being a new facility. The Council deliberated on the matter in a public meeting and resolved to subsidise the entry fee into this facility. Please refer to the resolution of Item 8.4 in Council's October 2023 Business Paper for further details.

Our decision was transparent and easily understood by our community, who can pass judgement on it in the upcoming election.

However, when I examine the numerous other fees and charges within our council, I struggle to see the same level of transparency, and I am certain our community feels the same way. Surely, the same principles we applied to the Billabong decision, and the ones demanded of us in various communications, should also apply to other facilities.

I believe that Local Government has a social responsibility to subsidise many activities within its jurisdiction, just as the State and Federal Governments do. While there may be ideological disputes regarding some of these activities and the extent of social intervention, I also believe that most would agree it is an important aspect of Local Government's role.

I also believe our community would benefit from understanding the true costs associated with the operation of these activities and the level of subsidy or profit made on each of them. This would enable our community not only to be more informed and engaged, but also to better understand Council decisions and hold us accountable.

I recognise that undertaking this task may present challenges; however, it holds significant importance for our ongoing commitment to transparency and accountability. Therefore, I have requested the General Manager to conduct a review of best practices and develop a clear policy framework for the council to discuss and share with our residents.

Attachments

Nil

6. PETITIONS

6.1 Petition seeking revocation of 'stop use' order

Officer's Recommendation

That the petition be received and noted.

An online petition containing 5007 signatures, 633 of which identify as being from the Campbelltown LGA. The petition and supporting documents call for the Revocation of "Stop Use Order" issued to Australian Muslim Welfare Centre.

Comment: The Petition calls for a 'stop use' order issued by Council to be revoked. The order is the subject of an appeal by the recipient to the Land and Environment Court of NSW. That appeal has been listed for a conciliation conference on 25 March 2024. Because the matter is the subject of Court proceedings, it is not appropriate for Council to comment at this stage.

Attachments

- 6.1.1 Petition Cover Letter (contained within this report) [↓](#)
- 6.1.2 Petition and Report on Public Comments (contained within this report) [↓](#)
- 6.1.3 List of Comments on the petition (distributed under separate cover due to personal information contained therein)
- 6.1.4 List of Signatures in support of the petition (distributed under separate cover due to personal information contained therein)



Bismillahir Rahmanir Raheem
Australian Muslim Welfare Centre Inc.
(অষ্ট্রেলিয়ান মুসলিম ওয়েলফেয়ার সেন্টার ইন্ক)
Registration No. INC 9888968, ABN: 96 688 727 721
13-17 EAGLEVIEW RD, MINTO, NSW-2566, AUSTRALIA

5 October 2023

Lindy Deitz
General Manager
Campbelltown City Council
91 Queen Street, Campbelltown NSW 2560

Purpose: Petition and Supporting Documents for the Revocation of "Stop Use Order" issued to Australian Muslim Welfare Centre

Head Petitioner: Habib Bhuiyan, Vice President of Australian Muslim Welfare Centre Inc.

Dear Ms Deitz,

Today, I write to formally present a petition and its accompanying documents, addressing the recent "Stop Use Order" imposed on the Australian Muslim Welfare Centre (AMWC) for the community facility situated at 13-17 Eagleview Road, Minto, NSW 2566.

The urgency of this matter cannot be overstated. Our petition, with its rapidly growing support both locally and globally, has captured the attention of media outlets far and wide. Our dedicated team and executive committee are diligently handling the surge of requests that have come our way.

Firstly, I would like to reiterate our position, which we have expressed consistently, that the AMWC Community Facility is primarily used for various community activities, including birth celebrations, marriage celebrations, empathy service, charity fundraisers, and other cultural events.

Secondly, it is important to clarify that the act of prayer is a fundamental aspect of the Islamic faith, with Muslims obligated to observe prayer five times a day, including Friday prayers. This religious obligation is fulfilled wherever an individual may be, whether it is at work, in their homes, in a park, or in a community facility with other Muslims.

Further, we would like to emphasize that prayer and worship are integral to the life of a Muslim and cannot be separated from their daily activities.



Bismillahir Rahmanir Raheem
Australian Muslim Welfare Centre Inc.
 (অষ্ট্রেলিয়ান মুসলিম ওয়েলফেয়ার সেন্টার ইন্ক)

Registration No. INC 9888968, ABN: 96 688 727 721
 13-17 EAGLEVIEW RD, MINTO, NSW-2566, AUSTRALIA

The sentiments and viewpoints articulated by the signatories require utmost consideration. We implore for a swift and equitable resolution to the challenges that have emerged since the inception of this petition. The members of the AMWC, as well as the broader community, have voiced profound apprehensions regarding recent council "Stop Use Order". We fervently hope that the council will proceed with a fair-minded perspective, aimed at promoting understanding and inclusivity.

Please find enclosed the petition and supporting documents for the revocation of "Stop Use Order" issued to Australian Muslim Welfare Centre:

1. Petition and report on public comments regarding the petition to Revoke the "Stop Use Order" Issued to Australian Muslim Welfare Centre, hosted on the change.org online platform. You can access the petition via the following link: <https://chng.it/XN2S4Hk5dd>.
2. A detailed list of individual comments made by supporters of the online petition. These comments serve as a testament to the community's collective voice in favour of the petition's purpose.
3. A list of names who have expressed their support for the petition on Change.org online platform to revoke the "Stop Use Order" issued to AMWC.

We strongly believe that regulatory decisions should not be made in isolation but must consider the evolving needs and composition of our community. We request the Campbelltown City Council to reconsider its decision, considering the changing demographics and the significant social impact this order carries.

We look forward to your response and hope for a positive resolution that serves the best interests of our diverse and thriving community. If you require any further information or clarification, please do not hesitate to contact us.

Yours Sincerely,

signature has been removed

Habib Bhuiyan

Vice President of Australian Muslim Welfare Centre Incorporated

A:140 Guernsey Ave, Minto NSW 2566

E: habib.bhuiyan@gmail.com

M: 0432 396 094

Petition and Supporting Documents for the Revocation of "Stop Use Order"
issued to Australian Muslim Welfare Centre

Petition to Revoke the "Stop Use Order" Issued to Australian Muslim Welfare Centre

Dear Dr Greiss,
Mayor, Campbelltown City Council

We, the members of a diverse and thriving community, seek your urgent attention and leadership to revoke the recent "Stop Use Order" issued to the Australian Muslim Welfare Centre (AMWC) to stop using the community facility located at 13-17 Eagleview Road, Minto, NSW 2566 as a place of public worship. We believe there may be a misunderstanding regarding the primary functions of the AMWC Community Facility.

Whilst we appreciate the ongoing efforts of the Campbelltown City Council to ensure the well-being and compliance of our community spaces, we are profoundly disappointed at the unfair treatment and targeting of our organisation and its Community Facility. The AMWC community facility has long been a vital hub for fostering community cohesion, cultural exchange, and interfaith dialogue. Our facility addresses the increasing requirements of our community by offering a range of services, including social and cultural events, counselling, and community welfare activities. Unfortunately, the 'Stop Use Order' hinders our members and the broader community from accessing these vital services.

The AMWC conducts empathy services almost every week to support members who have lost family members. All our activities, including empathy services, emphasize AMWC's commitment to collective well-being and local development, benefiting not only individuals but the entire community. Utilising a community centre for offering prayers and worship, doesn't inherently transform the facility into a "Place of public worship." When the imperative need for prayer arises for a Muslim – a fundamental obligation in Islam – our centre serves a secondary role by facilitating prayer and worship.

We request you to take prompt action and revoke the "Stop Use Order" for the AMWC Community Facility and the unfair targeting of our community. Revoking the order would enable the AMWC to continue its role in fostering harmony, understanding, and inclusivity within our community. Furthermore, we propose the exploration of an "Additional Permitted Use" designation for 13-17 Eagleview Road, Minto property (like 201 Eagleview Road, Minto) as a progressive solution. By granting this designation, the AMWC can continue its invaluable work without hindrance. This approach not only upholds the principles of religious freedom and diversity but also cultivates a spirit of collaboration between our community and the Council.

We invite, and urge, Mayor Dr George Greiss and the Campbelltown City Council to stand with us, acknowledging the dynamic role of the AMWC. Together, let's pave the way for a future where harmony, respect, and unity flourish. Your support in this regard would not only reflect the Council's commitment to our community's well-being but also uphold the principles of inclusivity and mutual respect that define our vibrant city as "A City of opportunity for all."

We await your response and hope for a positive resolution that serves the best interests of our community.

Sincerely,

Habib Bhuiyan
Email: habib.bhuiyan@gmail.com
Vice President of Australian Muslim Welfare Centre

Petition and Supporting Documents for the Revocation of "Stop Use Order"
issued to Australian Muslim Welfare Centre

**Report on Public Comments Regarding the Petition to Revoke "Stop Use Order" to
Australian Muslim Welfare Centre**

Date of Report: September 25, 2023

Prepared by: Habib Bhuiyan, Vice President, AMWC

Executive Summary:

This report compiles and provide a synopsis of the key themes which have emerged from the comments made in response to a petition concerning the "Stop Use Order" issued to Australian Muslim Welfare Centre (AMWC) demanding the community facility at 13-17 Eagleview Road Minto stop being used as a place of public worship. The comments reflect a diverse range of opinions and concerns from individuals regarding this regulatory decision. Regulatory decisions should not be made in isolation but must consider the evolving need and composition of the growing community. The overarching themes of the comments revolve around freedom of religion, importance of community facility, inclusivity, consideration of the evolving community requirements, and a call for the withdrawal of the order.

Methodology:

The comments analysed in this report were collected from the Change.org online petition platform where individuals expressed their views on the "Stop Use Order" issued to the AMWC as a place of public worship. These comments were made by individuals who either support the petition or wished to express their opinions on the matter. A total of 231 comments were analysed. The link of the online petition is <https://chng.it/XN2S4Hk5dd>.

Key Themes and Findings:

Religious Freedom and Rights:

- The most prominent theme in the comments is the assertion of religious freedom and rights.
- Commenters emphasise that everyone, regardless of their faith, should have the right to practice their religion without any hindrance or discrimination.
- The "Stop Use Order" has been seen as hindering the Muslim community to practice their faith freely.
- Many believed that it infringes upon the fundamental rights of Muslims to gather and pray.
- Quotes:
 - *"I am not a religious, but I support freedom of religion and a community that needs welfare help."*
 - *"Every Australian deserves to practice their religion regardless which religion they follow. It's council, state and federal government duty to ensure the citizens right to practice their religion without any fear or obstacle."*
 - *"Religious freedom. A community centre such as AMWC serves the broader community."*
 - *"Everyone deserves religious freedom."*

Petition and Supporting Documents for the Revocation of "Stop Use Order"
issued to Australian Muslim Welfare Centre

Importance of the AMWC Community Facility:

- Numerous comments highlight the significance of the AMWC Community Facility for the Muslim and Bangladeshi communities in the Campbelltown area.
- Commenters stress that the facility serves as a hub for cultural, social, and religious activities, contributing to the overall well-being of the community.
- It is seen as a place where people come together to connect, share, and learn through their faith.
- Quotes:
 - *"I am an atheist but understand the role in the community most religious groups play. It seems very unfair to stop a building being used on a technicality when it operates as a place of cultural hub and support to local people who need both."*
 - *"This is a community facility to enjoy the different activities in Bangladesh Community. We need it as a community centre to keep the community alive and active in social life."*
 - *"We need this for the community and the youth for their upbringing and stay away from drugs and other harmful activities."*
 - *"Mental health is real and people need support and someone to talk in times of need."*

Multiculturalism and Inclusivity:

- Several comments emphasize the importance of multiculturalism and inclusivity in Australian society.
- Commenters highlighted the vital role that the AMWC community centre plays in promoting community cohesion, multiculturalism, and social engagement.
- Commenters express concerns that the "Stop Use Order" may be perceived as discriminatory or biased against the Muslim community.
- They call for policies and decisions that promote harmony, unity, and acceptance among diverse communities.
- Quotes:
 - *"Council should respect, promote and cultivate freedom of religious practices, diversity, tolerance, multiculturalism and remove all restrictions on the facilities. Council should do everything possible to defeat racism from society and narrow politics. Council should work for a better society, inclusive society and society free from racism."*
 - *"I believe this centre is providing community services to promote multicultural bonding."*
 - *"Social hostilities involving religion has no place in a diverse and multicultural society. These 'knee jerk' and Islamophobic reactions does not benefit the community at large."*
 - *"Community needs this facility for their cultural, religious and social practices to live in harmony and building community for mutual benefit."*

Petition and Supporting Documents for the Revocation of "Stop Use Order"
issued to Australian Muslim Welfare Centre

Concerns About Division and Prejudice:

- Many commenters express concerns about the potential for division and prejudice within the community due to the order.
- They worry that such actions may lead to a sense of alienation and discrimination among community members.
- Some suggest that misunderstandings and misconceptions may have led to the order.
- Quotes:
 - *"I have visited this centre on a number of occasions. I have many friends in this area, and I know this is a wonderful facility for the local communities. I'm sure the closure of this centre has significant negative impacts on the local communities."*
 - *"Religious and cultural prejudice should not be tolerated in a democratic country like Australia when it does not promote terrorism and violence."*
 - *"Community centre is for everyone. Muslims cannot be single out it's discrimination."*

Evolving Community Needs:

- Some comments highlighted the changing demographics of the Campbelltown community, with a growing Muslim population.
- Respondents emphasized the need for accessible spaces that cater to the evolving needs of the community.
- One comment specifically highlights the need for regulatory decisions to consider the evolving needs and composition of the community.
- Quotes:
 - *"Muslims have limited community centres compared to other communities and need access to this community centre for their wellbeing. I request Campbelltown Council to not only revoke the stop use order but also support the Muslim community by allocating additional land / property in the area to cater to the growing needs of the Muslim community in this multi-cultural area of Campbelltown."*
 - *"Community is widening. We need more similar facilities rather than 'Stop using' order. Please withdraw this unfair decision."*
 - *"Bangladeshi community is the biggest minority community in Campbelltown City. This is the only place community people can get together & perform many cultural & social activities including religious activities. Closing down & restricting its vast social networking & get together will be a disaster for the entire community. Council must ensure that this centre remain open & continue its vibrant activities as usual."*

Call for Council Reconsideration:

- A recurring theme in the comments was the request for the Campbelltown City Council to reconsider and withdraw the "Stop Use Order".
- Commenters believe that a more inclusive and collaborative approach is needed to address any concerns related to the facility's use, rather than an outright prohibition.
- Commenters believed that a dialogue between the council and the AMWC community could lead to a more amicable resolution.

Petition and Supporting Documents for the Revocation of "Stop Use Order"
issued to Australian Muslim Welfare Centre

- Quotes:
 - *"I firmly believe that a reconsideration of this matter by the council would not only reflect respect for our community's needs but also uphold the values of inclusivity and freedom of worship that our society holds dear. Your understanding and support are greatly appreciated."*
 - *"Australia is a multicultural country where everyone has a right to practice one's culture and faith and indeed local council should promote this by supporting them. If there are any compliance issues that should be resolved through a discussion."*

Support and Solidarity:

- A significant number of comments expressed strong support for the Australian Muslim Welfare Centre (AMWC) and its activities within the community.
- Many comments express support and solidarity with the Muslim community and their right to worship freely.
- Commenters from various backgrounds, including non-Muslims, emphasize the importance of respecting and protecting religious freedom.
- Quotes:
 - *"Every Australian deserves to practice their religion regardless which religion they follow. It's council, state and federal government duty to ensure the citizens right to practice their religion without any fear or obstacle."*

Key Quotes:

- *"This has been a place for communal gatherings as well as providing kids with a sense of connection to their community and development. As a Respiratory and Sleep Physician who is a product of our local community and having grown up with this centre and gathering on Fridays, I wish to reiterate how fostering such a centre assisted in my development as well as many others who are now assisting the community at large (regardless of any denomination). The people of AMWC are a part of Campbelltown's general community and helping our future generations develop that sense of community will only foster further home-grown academics, professionals, workers and contributing members of society. Just from my own niche community I can affirm there are many medical professionals who are members of AMWC giving back to the community who will be significantly adversely affected also. I could say likewise for all of our other professions also though I cannot comment on their behalf. I would implore Dr Greiss and Campbelltown council to please consider the long-term ramifications of a centre that is and has been central to our development and communal gatherings for more than a decade. To clarify, Muslims do pray anywhere eg parks, halls etc but it does not turn those into places of worship and this centre has been a communal centre for quite a while. The AMWC centre has had a very positive impact on the community and misunderstanding and a war of semantics will not help the community at large. I was most disappointed upon hearing of this, and I hope foresight and common sense will prevail."*

Petition and Supporting Documents for the Revocation of "Stop Use Order"
issued to Australian Muslim Welfare Centre

- *"Seems ridiculous. Muslims pray at various times of the day and pray wherever they are. I ran workshops for years which were attended by people of the Muslim faith - at times, they would take time out to go to another room, or the balcony or other space and say their prayers. Non-Muslims at these workshops respected that. Sounds like Muslims, once again, sadly, are being targeted. My concern, if I was a councillor, would be division in the community brought about by racism. I don't know if this is the case, but I'm highly suspicious. I hope these good people have success in their appeal to Campbelltown Council."*

Petition Supporters:

A total of 5,007 people as of 25 September 2023 supported the petition to revoke the "Stop Use Order" issued to AMWC to stop using the premises as a place of public worship. It's important to highlight that substantial support for the petition from within the Campbelltown City Council LGA, despite the default location identification on the online platform as Sydney. This demonstrates the significance of the issue to the local and broader community.

Recommendations:

Based on the analysis of the comments and the overwhelming support expressed through the petition, the following recommendations are proposed:

1. **Council Dialogue:** Initiate a dialogue between the Campbelltown City Council and the AMWC community to better understand their needs and concerns.
2. **Review the "Stop Use Order":** Reconsider the "Stop Use Order" considering the importance of religious freedom and community cohesion, with an aim to find a balanced solution.
3. **Promote Inclusivity:** Encourage policies that promote inclusivity, multiculturalism, and respect for all faiths and cultures within the community.
4. **Transparent Decision-Making:** Ensure that regulatory decisions are made with transparency and with consideration of the evolving demographics and needs of the community.
5. **Community Engagement:** Continue engaging with the broader community to foster understanding and support for religious and cultural diversity.

Conclusion:

The comments collected from the petition regarding the AMWC highlight a strong sense of community support and unity. They emphasize the essential role that the AMWC plays in promoting cultural diversity, religious freedom, and community cohesion. Many commenters call for a reconsideration of the "Stop Use Order," believing it to be inconsistent with the principles of inclusivity and religious freedom that Australia upholds.

The comments reflect strong community support for the AMWC and its role in promoting diversity, religious freedom, and community cohesion. The comments reflect a community deeply invested in preserving a space that serves not only as a place of worship but also as a hub for social, cultural, and religious activities that enrich the lives of its members. The opinion is clear: the AMWC is valued, and its closure or restricted use would be detrimental to the community's well-being and the principles of diversity and inclusivity that Australia embraces.

7. CORRESPONDENCE

7.1 WestInvest

Officer's Recommendation

That the letter and the information be noted.

1. WestInvest issues:

Letter from the Mayor to Mr Greg Warren, Member for Campbelltown dated 5 October 2023.

Attachments

- 7.1.1 Letter from the Mayor Greiss to Greg Warren re WestInvest Issues 051023 (contained within this report) [↓](#)

Office of the Mayor



5 October 2023

Mr Greg Warren
Member of Campbelltown
Via email: Campbelltown@parliament.nsw.gov.au

Dear Mr Warren,

Re: WestInvest Issues

As you're aware, Campbelltown City Council was successful in securing \$171m of funding under the WestInvest grant program. This was a significant allocation, for Council to deliver recreation, activation, cultural, sporting and social infrastructure projects for our community's enjoyment.

Following the change in NSW Government, and the commencement of the NSW Grants Administration Guidelines on 1 July 2023, the requirements have become far more onerous. The arrangements now liken the government to engaging Council as a subcontractor to deliver the projects on its behalf, which shifts risk, and consequential cost, to Local Government in an unprecedented manner.

These changes will have a substantial impact on how the Council manages and delivers the WestInvest program and will force Council to undertake costly commercial risk mitigation measures which undoubtedly will result in decreased project scope and a worse outcome for our community.

These pressures, coupled with the continued burden on local government to do more with less, leaves Council in a position where it must consider how it will manage the continually increasing risk and cost profile of these projects.

We are committed to delivering the best outcomes for our community.

I seek your ongoing support and advocacy on these critical issues to ensure that the projects are able to be delivered as intended.

Yours sincerely,

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-421777

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

7.2 Lynwood Park Masterplan

Officer's Recommendation

That the letters and the information be noted.

1. Lynwood Park Masterplan: Letters from the Mayor to the following local Members of Parliament dated 9 October 2023.

- a. Dr Mike Freelander MP, Federal Member for Macarthur
- b. Mr Anoulack Chanthivong MP, Member for Macquarie Fields
- c. Mr Greg Warren, Member for Campbelltown
- d. Mr Nathan Hagarty, Member for Leppington
- e. Ms Sally Quinnett, Member for Camden
- f. Ms Anne Stanley, Federal Member for Werriwa

Attachments

- 7.2.1 Letter from Mayor Greiss to Dr Mike Freelander MP re Lynwood Park Draft Master Plan 091023 (contained within this report) [↓](#)
- 7.2.2 Letter from Mayor Greiss to Anoulack Chanthivong MP re Lynwood Park Draft Master Plan 091023 (contained within this report) [↓](#)
- 7.2.3 Letter from Mayor Greiss to Greg Warren MP Lynwood Park Draft Master Plan 091023 (contained within this report) [↓](#)
- 7.2.4 Letter from Mayor Greiss to Nathan Hagarty MP re Lynwood Park Draft Master Plan 091023 (contained within this report) [↓](#)
- 7.2.5 Letter from Mayor Greiss to Sally Quinnett MP re Lynwood Park Draft Master Plan 091023 (contained within this report) [↓](#)
- 7.2.6 Letter from Mayor Greiss to Anne Stanley MP re Lynwood Park Draft Master Plan 091023 (contained within this report) [↓](#)

Office of the Mayor



9 October 2023

Dr Mike Freeland MP
Federal Member for Macarthur
PO Box 88
Campbelltown NSW 2560
Email: Mike.Freeland.MP@aph.gov.au

Dear Dr Freeland,

Public Exhibition of Draft Lynwood Park Masterplan

As you may be aware, Lynwood Park is a Regional Sports facility located within the Campbelltown City Council Local Government Area (LGA). Lynwood Park has progressively been developed as a sports facility since the early 1980s. It is the home ground for the Macarthur RAMS football club and administrative centre for the Macarthur Football Association (MFA).

To better cater to the current and future needs of the 11,000 registered football participants in the Macarthur region, Council Officers and the MFA have collaborated to develop a draft Master Plan for the site.

At the Ordinary Meeting of Campbelltown City Council, held on 12 September 2023, The Council considered placing the draft Master Plan for Lynwood Park on public exhibition. In relation to the draft Master Plan, it was resolved:

- That Council sends correspondence to our region's State and Federal Members of Parliament seeking their input and/or support of the Masterplan prior to its exhibition, noting the funding for delivery for such a plan will come from NSW and/or Commonwealth government(s).
- That a report be presented to Council highlighting changes, if any, to the Masterplan and the response from the MPs for consideration and endorsement for public exhibition.
- That the report presented back to Council consider the impacts of:
 - a) synthetic fields on the environment and
 - b) the development on Koala habitat

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

Office of the Mayor



Per the resolution, we've enclosed a copy of the Lynwood Park Masterplan draft. We kindly request your review and welcome any feedback regarding proposed developments at Lynwood Park. Additionally, we'd appreciate any information on funding opportunities the Commonwealth government might provide to help bring the Master Plan to fruition.

Should you have any questions in relation to the draft master plan, please contact our Director City Lifestyles, Mr Scott Grant either by phone on (02) 4645 4552 or by email Scott.Grant@campbelltown.nsw.gov.au.

Yours sincerely

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-425764

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

Office of the Mayor



9 October 2023

Anoulack Chanthivong MP
Member for Macquarie Fields
PO Box 882
Ingleburn NSW 2565
Email: macquariefields@parliament.nsw.gov.au

Dear Mr Chanthivong,

Public Exhibition of Draft Lynwood Park Masterplan

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campbelltown.nsw.gov.au
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E council@campbelltown.nsw.gov.au

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Office of the Mayor



Per the resolution, we've enclosed a copy of the Lynwood Park Masterplan draft. We kindly request your review and welcome any feedback regarding proposed developments at Lynwood Park. Additionally, we'd appreciate any information on funding opportunities the Commonwealth government might provide to help bring the Master Plan to fruition.

Should you have any questions in relation to the draft master plan, please contact our Director City Lifestyles, Mr Scott Grant either by phone on (02) 4645 4552 or by email Scott.Grant@campbelltown.nsw.gov.au.

Yours sincerely

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-425781

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

Office of the Mayor



9 October 2023

Greg Warren MP
Member for Campbelltown
PO Box 895
Campbelltown NSW 2560
Email: campbelltown@parliament.nsw.gov.au

Dear Mr Warren,

Public Exhibition of Draft Lynwood Park Masterplan

As you may be aware, Lynwood Park is a Regional Sports facility located within the Campbelltown City Council Local Government Area (LGA). Lynwood Park has progressively been developed as a sports facility since the early 1980s. It is the home ground for the Macarthur RAMS football club and administrative centre for the Macarthur Football Association (MFA).

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91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
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Office of the Mayor



Per the resolution, we've enclosed a copy of the Lynwood Park Masterplan draft. We kindly request your review and welcome any feedback regarding proposed developments at Lynwood Park. Additionally, we'd appreciate any information on funding opportunities the Commonwealth government might provide to help bring the Master Plan to fruition.

Should you have any questions in relation to the draft master plan, please contact our Director City Lifestyles, Mr Scott Grant either by phone on (02) 4645 4552 or by email Scott.Grant@campbelltown.nsw.gov.au.

Yours sincerely

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-425852

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

Office of the Mayor



9 October 2023

Nathan Hagarty MP
Member for Leppington
PO Box 78
Leppington NSW 2179
Email: leppington@parliament.nsw.gov.au

Dear Mr Hagarty,

Public Exhibition of Draft Lynwood Park Masterplan

As you may be aware, Lynwood Park is a Regional Sports facility located within the Campbelltown City Council Local Government Area (LGA). Lynwood Park has progressively been developed as a sports facility since the early 1980s. It is the home ground for the Macarthur RAMS football club and administrative centre for the Macarthur Football Association (MFA).

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PO Box 57, Campbelltown NSW 2560 DX5114

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Office of the Mayor



Per the resolution, we've enclosed a copy of the Lynwood Park Masterplan draft. We kindly request your review and welcome any feedback regarding proposed developments at Lynwood Park. Additionally, we'd appreciate any information on funding opportunities the Commonwealth government might provide to help bring the Master Plan to fruition.

Should you have any questions in relation to the draft master plan, please contact our Director City Lifestyles, Mr Scott Grant either by phone on (02) 4645 4552 or by email Scott.Grant@campbelltown.nsw.gov.au.

Yours sincerely

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-425860

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

Office of the Mayor



9 October 2023

Sally Anne Quinnell MP
Member for Camden
PO Box 1084
NARELLAN NSW 2567
Email: camden@parliament.nsw.gov.au

Dear Mrs Quinnell,

Public Exhibition of Draft Lynwood Park Masterplan

As you may be aware, Lynwood Park is a Regional Sports facility located within the Campbelltown City Council Local Government Area (LGA). Lynwood Park has progressively been developed as a sports facility since the early 1980s. It is the home ground for the Macarthur RAMS football club and administrative centre for the Macarthur Football Association (MFA).

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Office of the Mayor



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Yours sincerely

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-425873

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

Office of the Mayor



9 October 2023

Anne Stanley MP
Member for Werriwa
PO Box 88
Hoxton Park NSW 2171
Email: Anne.Stanley.MP@aph.gov.au

Dear Ms Stanley,

Public Exhibition of Draft Lynwood Park Masterplan

As you may be aware, Lynwood Park is a Regional Sports facility located within the Campbelltown City Council Local Government Area (LGA). Lynwood Park has progressively been developed as a sports facility since the early 1980s. It is the home ground for the Macarthur RAMS football club and administrative centre for the Macarthur Football Association (MFA).

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Office of the Mayor



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Should you have any questions in relation to the draft master plan, please contact our Director City Lifestyles, Mr Scott Grant either by phone on (02) 4645 4552 or by email Scott.Grant@campbelltown.nsw.gov.au.

Yours sincerely

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-425882

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

7.3 Enabling Infrastructure - Seeking Support and Advocacy

Officer's Recommendation

That the letter and the information be noted.

1. Enabling Infrastructure: seeking support and advocacy for State Government funding for enabling infrastructure.

- a. Letter from the Mayor to Mr Anoulack Chanthivong MP, Member for Macquarie Fields, dated 9 October 2023

Attachments

- 7.3.1 Letter from Mayor Greiss to Anoulack Chanthivong MP re Seeking support & advocacy for State Government funding for enabling infrastructure 101023 (contained within this report) [↓](#)

Office of the Mayor



9 October 2023

The Hon. Anoulack Chanthivong MP
Member for Macquarie Fields
PO Box 882
INGLEBURN NSW 1890
E: macquariefields@parliament.nsw.gov.au

Dear Mr Chanthivong,

Seeking support and advocacy for State Government funding for enabling infrastructure

Thank you for your ongoing work supporting the Campbelltown Local Government Area and particularly the communities within your electorate. I am writing to let you know of further opportunities to support these communities.

Campbelltown City Council, at its meeting of 12 September 2023, considered a report on, and endorsed the Ingleburn CBD Planning Proposal and resolved to forward the endorsed proposal to the Minister for Planning and Public Spaces for its making. In addition to its endorsement of the proposal, the Council also resolved:

6. *That Council write to the member for Macquarie Fields seeking his support and advocacy for State Government funding to meet the demands and needs of population growth.*

A copy of Council's full resolution and the subject report is attached to this letter.

On behalf of Campbelltown City Council, I am reaching out to request your invaluable support and advocacy in securing State Government funding to address the demands and needs resulting from anticipated population growth in Ingleburn.

As Ingleburn looks ahead to a period of expansion, prosperity and increased residential densities in line with current state Government objectives, we're committed to delivering the density that the Government requires and would appreciate your commitment to take proactive measures to ensure that this growth is not only sustainable but also enhances the overall quality of the life for our residents and business owners.

To achieve this, we are seeking your assistance in securing State Government funding for the following key projects:

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

Office of the Mayor

**Upgrade of drainage infrastructure to mitigate flooding**

As you are aware, in certain rain events, the Ingleburn CBD has the potential to be heavily impacted by flooding. The cost estimate for drainage works to adequately mitigate this potential is approximately \$28 million.

The state government's Ingleburn Precinct Plan was not able to be fully realised due to the impacts of flooding which resulted in some lots missing out on the changes initially proposed in the Precinct Plan. These flooding impacts would be reduced if targeted drainage works were undertaken.

Putting aside the benefit that such flood mitigation works would bring to reducing any potential personal and property risk during a significant rain event, flood mitigation works would have a significant benefit on the pre-development process allowing simpler, quicker and more affordable development responses, while at the same time resulting in a simpler, quicker, and less costly planning approval process for development on many sites and ultimately an increased yield to support your government's agenda for well-located housing and improved housing affordability.

The drainage improvements represent a pivotal milestone in unlocking the full potential for the revitalisation and redevelopment of Ingleburn CBD. The success of the anticipated revitalisation of the Ingleburn CBD is inextricably connected to the completion of these essential drainage enhancements.

Construction of a multi-deck car park

Under the Ingleburn CBD Planning Proposal, two of the existing at grade car parks within the CBD are proposed to be partially converted to two public parks. To address the loss of car parking spaces, it is proposed to construct a multi-deck car parking facility. Council is proposing to fund the multi-deck car park through development contributions.

The multi-deck carpark is seen as a key aspect of the successful delivery of the CBD revitalisation, with the multi-deck car park promoting and stimulating economic activity within the CBD by making parking more accessible for visitors and shoppers visiting the CBD. The added benefit being that currently constrained land, will be converted to public parks.

The early construction of this multi-deck car park and embellishment of the parks would bring forward amenity improvements for visitors and workers in the CBD, and catalyse the supply of affordable housing by private investors.

Office of the Mayor

**Embellishment of two new public parks**

Council's vision includes the construction of two new public parks in the heart of the Ingleburn CBD that will serve as green havens for our residents and provide recreational spaces for families. The embellishment of the two new parks are proposed to be funded through local development contributions, however, obtaining upfront and timely funding for the embellishment of the parks is crucial to create vibrant, attractive, and inclusive public spaces, and kick start new development within the Ingleburn CBD.

The above projects are pivotal to the success of Ingleburn CBD's transformation into a thriving, sustainable, attractive, desirable and liveable urban centre. With your support and advocacy, we are confident that we can secure the necessary State Government funding to make these initiatives a reality, and to see the Ingleburn CBD evolve into a more desirable locality.

We understand the challenges faced by the Ingleburn community as it grows and evolves, and we recognise the vital role that State Government funding plays in addressing these challenges effectively. Your assistance in championing these initiatives will not only benefit the residents, workers and visitors to the Ingleburn CBD, but also contribute to the continued prosperity of our region.

Thank you for your consideration of the above issue. To achieve the best outcome for the current and future residents of Ingleburn and deliver the densification in line with the current Government objective, Council seeks your support and advocacy to achieve these outcomes.

Should you wish to discuss any of the above comments, please do not hesitate to contact Jim Baldwin, Director City Planning and Environment (02) 4645 4575.

Yours sincerely

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-425732

7.4 Bus Routes and Service Standards

Officer's Recommendation

That the letter and the information be noted.

1. Bus Routes and Service Standards:

- a. Letter from the Mayor to the Hon. Jo Haylen MP, Minister for Transport dated 9 October 2023.

Attachments

- 7.4.1 Letter from the Mayor Greiss to Minister Jo Haylen MP re Review of Bus Routes and Services Standards in Campbelltown (contained within this report) [↓](#)

Office of the Mayor



9 October 2023

Ms Jo Haylen, MP
Minister for Transport
GPO Box 5341
SYDNEY NSW 2001

Dear Ms Haylen,

Review of Bus Routes and Services Standards in Campbelltown

Campbelltown Local Government Area is experiencing rapid growth, that is impacting on our public transport services.

At the ordinary meeting on 12 September 2023, Campbelltown City Council resolved:

- 1) That Council write [to the State Government] seeking a review of current bus routes and service standards in Campbelltown Local Government Area, with particular focus on vulnerable community groups such as schools, aged care.

I am writing to address the concerns held by the Council and our community regarding the present state of bus services. Buses serve as an indispensable component of our public transport system. They play a vital role ensuring accessibility for our community, schools, the elderly, and those with mobility challenges.

Your consideration of this Council resolution would be greatly appreciated.

If you require any further information, please contact Council's Director City Services, Mr Ben Hoyle (02) 4645 4636.

Yours sincerely,

signature has been removed

Dr George Greiss
Mayor of Campbelltown

DOC-23-421083

Campbelltown City Council
91 Queen Street, Campbelltown
PO Box 57, Campbelltown NSW 2560 DX5114

campbelltown.nsw.gov.au
T 02 4645 4000
E council@campbelltown.nsw.gov.au

ABN: 31 459 914 087

8. REPORTS FROM OFFICERS

8.1 Annual General Meeting Presentation

Reporting Officer

Corporate Strategy and Reporting Coordinator
General Manager

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.2.2 Ensure that public funds and assets are managed strategically, transparently and efficiently

Delivery Program

Principal Activity
5.2.1.1 Lead and improve corporate planning for a sustainable future

Officer's Recommendation

That Council note the Annual General Meeting Presentations.

Attachments

Nil

8.2 Financial Statements 2022-23

Reporting Officer

Acting Director City Governance
General Manager

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.2.2 Ensure that public funds and assets are managed strategically, transparently and efficiently

Delivery Program

Principal Activity
5.2.2.4 Deliver financial sustainability through short, medium and long-term financial planning

Officer's Recommendation

That the financial reports and the Auditors reports for the period 1 July 2022 to 30 June 2023 be received and noted.

Purpose

Presentation of Councils annual financial statements for the period 1 July 2022 to 30 June 2023.

Report

Council at its meeting held 12 September 2023 resolved to refer the 2022-23 General Purpose Financial Reports and the 2022-23 Special Purpose Financial Reports to audit. Following completion of the audit by Council's auditor, Audit Office of New South Wales, and in accordance with Section 417 of the *Local Government Act 1993*, Council was issued with an audit opinion as outlined in the Auditor's reports.

Presentation of Financial Reports

Section 415 to Section 421 of the *Local Government Act 1993* outlines Council's annual financial reporting and auditing requirements. Council must give notice of the public meeting at which the audited financial reports together with the Auditor's reports are to be presented. Public notice commenced on 31 October 2023 via Council's website.

In accordance with Section 420 of the *Local Government Act 1993*, written submissions are invited with respect to the audited financial reports or the Auditor's reports. Council must

ensure that copies of all submissions are referred to Council's Auditor together with any action that Council considers appropriate in response to submissions received.

In accordance with Section 418 of the *Local Government Act 1993*, Council is required to hold a public meeting to review the Financial Reports within 5 weeks of receiving the Auditor's reports. Section 419 of the *Local Government Act 1993* advises that Council's Auditor may attend the meeting at which the Financial Reports are presented. Ms Somaiya Ahmed, Director Financial Audit Services from the Audit Office of New South Wales, will be in attendance to discuss any matters that Council may wish to raise.

The Financial Reports

The Financial Reports have been prepared in accordance with the *Local Government Act 1993* and regulations thereunder, Australian Accounting Standards and other pronouncements, the Local Government Code of Accounting Practice and Financial Reporting.

The Financial Statements are available on Council's website:

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

Operational Result

The financial result for the reporting period reflects an increase in equity of \$174 million, which includes depreciation of Council's infrastructure assets, capital grants and contributions and gains on revaluation of infrastructure, property, plant and equipment. The operating result after capital grants and contributions provided a surplus of \$43.3 million. Capital grants and contributions amounted to \$28.9 million, which resulted in an adjusted operating result before capital grants and contributions of a surplus of \$14.3 million.

In complying with the Australian Accounting Standards, income is assessed to be recognised either as sufficiently specific performance obligations are met, or where not applicable, recognised on receipt. As such some grant income, developer contributions and other income is brought to account on receipt or raised as accounts receivable. The subsequent expenditure required from this income may not be carried out until a future financial period which distorts the operating result. These funds are however, protected by placing a restriction over the income. Details of restricted funds are disclosed in Note C1-3 to the Financial Statements. For the 2022-23 financial year externally restricted funds, which are required to be committed to the purposes for which they were provided, amount to \$117 million.

Performance Measures

The Office of Local Government requires a minimum number of prescribed indicators to be presented in Note F6-1 of the Financial Reports as follows:

1. Operating Performance

The operating performance percentage measures Council's achievement in containing operating expenditure within operating revenue. This indicator exceeds the benchmark of > 0 for 2022-23 due to the growth rates and annual charges and increased level of operating grants and contributions.

2023	2022
8.92%	6.09%

2a. Own Source Operating Revenue

The own source operating revenue percentage measures fiscal flexibility and the degree of reliance on external funding sources such as grants and contributions. This indicator has increased for 2022-23 and remains above the benchmark of >60 per cent.

2023	2022
69.27%	63.65%

2b. Own Source Operating Revenue (exclusive of non-cash dedications)

The own source operating revenue ratio (2a) is distorted by non-cash revenues received through the dedication of non-current assets. This additional disclosure is provided to demonstrate that Council significantly exceeds the benchmark of >60 per cent after excluding \$12 million in non-cash dedications which better reflects a fairer comparison to other NSW councils who may not receive material dedications revenue as a result of high levels of growth.

2023	2022
72.90%	69.71%

3. Unrestricted Current Ratio

The unrestricted current ratio assesses the adequacy of working capital and the ability to satisfy obligations in the short term from the unrestricted activities of Council. This ratio has remained above the benchmark of 1.5:1 consistently as a result of the retirement of debt, small budget surpluses and good liquidity.

2023	2022
2.68:1	1.71:1

4. Debt Service Cover Ratio

The debt service cover ratio measures the availability of operating cash to service debt and lease repayments. This result reflects the strong operating result and the continued retirement of debt levels. Council has been consistently higher than the benchmark of >2.

2023	2022
20.13:1	15.32:1

5. Rates and Annual Charges Outstanding Percentage

The rates and annual charges outstanding percentage is reported to Council on a monthly basis as part of the Rates Summary Report. The percentage has significantly increased in 2022-23 however remains below the benchmark of 5% and is an excellent result for the 2022 and 2023 years given the pressures of living costs on our ratepayers.

2023	2022
4.70%	4.56%

6. Cash Expense Cover Ratio

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

2023	2022
14.10 months	12.51 months

The Budget Result

The budget result for the year is aligned to funding and takes into consideration Council's total expenditure and revenue, including not only operational items but capital expenditure, loan borrowings and sale of assets. Council's original budget was adopted as a balanced budget for the 2022-23 financial year, which was maintained through quarterly reviews.

In 2020-21 Council resolved to vote Billabong Parklands an additional \$13 million from unrestricted reserves with a commitment to repayment from savings achieved throughout the year over a 6 year period circa \$2 million per annum. As at the end of this reporting period a total of \$5.7m has been repaid to reserves.

Infrastructure Assets

Council's fixed assets continue to be re-valued in accordance with Australian Accounting Standards and as at 30 June 2023, all asset classes are stated at their fair value and will be re-valued every 3 to 5 years or as significant changes affect assets. Council should note that this significantly impacts depreciation which has a flow on effect and impacts Councils ability to maintain an operating surplus before capital grants and contributions.

The Infrastructure Assets Special Schedule details the condition of Council's buildings and infrastructure and reports the current backlog to bring assets to an agreed service level. The backlog and future funding gaps are being addressed in part by the special rate variation and loan borrowings under the Local Infrastructure Renewal Scheme. The backlog as at 30 June 2023 decreased to \$15 million which is an excellent result after increasing by \$10m in the previous reporting period due to the significant flooding events on Council owned roads in 2022.

Summary

Council as at 30 June 2023 remains in a sound and stable financial position for the short to medium term. After allowing for capital grants and contributions, the operational surplus of \$43.3 million has now been consolidated into Council's total equity which now stands at \$3.1 billion.

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

Overall, Council is proving its financial sustainability through meeting key financial performance indicators. These indicators underpin a Fit for the Future status and ensure Council is able to deliver quality services and infrastructure the community deserves and strengthen the system of local government.

Attachments

8.2.1 2022-23 Financial Statements (distributed under separate cover)

8.3 2022-2023 Annual Report

Reporting Officer

Corporate Strategy and Reporting Coordinator
General Manager

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.2.2 Ensure that public funds and assets are managed strategically, transparently and efficiently

Delivery Program

Principal Activity
5.2.1.1 Lead and improve corporate planning for a sustainable future

Officer's Recommendation

That Council endorse the Annual Report for 2022-23.

Purpose

To present Council's Annual Report for the period of 2022-23 under the Integrated Planning & Reporting Framework (IP&R).

History

Under the Integrated Planning and Reporting guidelines, Council is required to produce a report detailing the achievements and accomplishments against its IP&R documents for the previous financial year.

Report

The Annual Report is a key piece of Council's reporting and accountability to our community and stakeholders. The report presents progress towards the outcomes of the Community Strategic Plan – Campbelltown 2032, projects and actions in the Delivery Program 2022-26 and Operational Plan 2022-23, as well as key financial and statutory data.

The Annual Report provides a thorough overview of key projects completed, budget alignment and the current position of Council in relation to its service delivery to the community.

Attachments

8.3.1 2022-2023 Annual Report (distributed under separate cover)

8.4 Significant Development Applications

Reporting Officer

Director Planning and Environment
City Planning and Environment

Community Strategic Plan

Objective	Strategy
2 Places For People	2.3.1 Ensure all people in Campbelltown have access to safe, secure, and affordable housing

Delivery Program

Principal Activity
2.3.1.2 Lead and build partnerships to achieve diverse and affordable housing options

Officer's Recommendation

That the information be noted.

Report

Development applications received by the Council, are required to be determined by the appropriate authority in accordance with the relevant provisions of the *Environmental Planning and Assessment Act 1979*.

Determining authorities include but are not limited to the Campbelltown Local Planning Panel, the Sydney Western City Planning Panel, or the General Manager under delegation.

This report provides information detailing all development applications considered under the authority of entities such as the Local Planning Panel, the Sydney Western City Planning Panel, and any other non-council government authorities, as well as more significant development applications approved by the General Manager under delegation.

The table attached to this report provides a summary of those development applications that meet the above criteria.

Attachments

DAs where the authority is the Sydney Western City Planning Panel					
DA No. & Link	Address	Description	Value	Authority Criteria	Status
535/2021/DA-SW	Woolwash Road, Greengate Road, Teeswater Place, Wallinga Place, Katella Place and Mamre Crescent, Airds	Stage 7 Airds/Bradbury Renewal - Subdivision of 71 existing lots to create 214 lots comprising of 207 residential lots, 2 lots for future development, 1 lot containing an existing senior housing development	\$13,914,412	>\$5 million capital investment value Crown development	Assessment in progress
4606/2022/DA-C	381 St Andrews Road, Varroville	Construction of further stages of education establishment and associated site works	\$16,501,917	>\$5 million capital investment value private infrastructure	Waiting on information from applicant
4836/2022/DA-C	57 Junction Road, Leumeah	Construction of a child care and respite centre	\$5,366,572	>\$5 million capital investment value private infrastructure	Waiting on information from applicant
39/2023/DA-C	Willowdale Drive, Denham Court	Construction of a child care centre and subdivision into 3 lots	\$6,182,012	>\$5 million capital investment value private infrastructure	Waiting on information from applicant

DAs where the authority is the Department of Planning					
DA No. & Link	Address	Description	Value	Authority Criteria	Status
Nil	Nil	Nil	Nil	Nil	Nil

DAs where the authority is Campbelltown Local Planning Panel					
DA No. & Link	Address	Description	Value	Authority Criteria	Status
2675/2008/DA-S	Lot 7304 Kellerman Drive, St Helens Park	Subdivision into 355 residential lots and associated civil and road works	\$9,000,000	More than 10 unique objections	Assessment in progress
3400/2022/DA-RA	26 – 32 Iolanthe Street, Campbelltown	Demolition of existing dwellings and construction of a residential apartment building containing 75 units and associated site and landscaping works	\$23,770,670	SEPP 65 building, variation to development standard greater than 10%	Waiting on information from applicant
151/2023/DA-RA	6-8 Palmer Street, Ingleburn	Construction of a residential apartment building containing 30 units	\$6,574,000	Variation to development standard greater than 10%	Assessment in progress

Significant DAs approved under delegation by the General Manager since last Council meeting (value exceeding \$3 million)					
DA No. & Link	Address	Description	Value	Authority Criteria	Status
277/2023/DA-DW	83 Bruce Ferguson Ave, Bardia	Construction of a two storey dwelling with basement and swimming pool	\$5,992.805	Delegated Authority	Approved with conditions

8.5 Policy Review – Management of Feral and Infant Companion Animals

Reporting Officer

Manager City Standards and Compliance
City Planning and Environment

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.2.2 Ensure that public funds and assets are managed strategically, transparently and efficiently

Delivery Program

Principal Activity
5.2.2.1 Conduct Council business in an open, transparent and accountable manner

Officer's Recommendation

1. That the revised Management of Feral and Infant Companion Animals Policy be adopted.
2. That the Management of Feral and Infant Companion Animals Policy review date be set at 30 June 2027.

Purpose

To seek Council's endorsement of the reviewed Management of Feral and Infant Companion Animals Policy (attached).

History

Council at its meeting held 8 April 2014 adopted the Management of Feral and Infant Companion Animals Policy (the Policy).

The Policy was last reviewed and readopted by Council in June 2021, at which time the Council set a review date of 30 June 2023.

A report was tabled before the Council at its ordinary meeting of 6 June 2023, seeking readoption of the Policy. However, at that meeting, the Council resolved to defer making a decision on the adoption of the Policy, subject to being provided a Councillor briefing on the matter. A Councillor briefing was subsequently provided to the Council on 17 October 2023.

The Policy is now being returned to Council for adoption with no changes of a material nature being made to the Policy.

Report

The *Companion Animals Act 1998* (the Act) requires that where an animal is seized by or surrendered to a council, the council must hold the animal for a statutory holding period of 14 days for registered animals and 7 days for unregistered animals.

It is the case however, due to a range of reasons, some animals seized by the Council or otherwise surrendered to the Council's Animal Care Facility, are deemed unsuitable for rehoming or it would be inhumane to retain the animal.

These reasons would include but are not limited to biosecurity risks (e.g. transmission of disease), animal health or behavioural issues (e.g. feral cats, aggression), humane reasons or care requirements (e.g. infant animals less than 8 weeks of age require an intensive level of 'round the clock' care particularly in terms of warmth and feeding).

To ensure those animals are not inhumanly held with a council for an unnecessary period of time, Section 64 (2) of the Act provides the circumstances in which a council can lawfully euthanise an animal before the end of the relevant statutory holding period under the Act.

However, in order for a council to lawfully operate under Section 64 (2) of the Act, the council must have formally adopted a policy in relation to the Management of Feral and Infant Companion Animals.

The currently adopted Management of Feral and Infant Companion Animals Policy has been reviewed and is deemed to still reflect best practice and remain in accordance with the relevant provisions of the Act.


The current Policy has been reviewed in accordance with Council's Information Management Authorised Statement and the adopted procedure for Policy Development and Review, and no amendments of a material nature were required or made.

It is therefore recommended that the attached Management of Feral and Infant Companion Animals Policy, be adopted.

Attachments

8.5.1 Current Policy - Management of Feral and Infant Companion Animals (contained within this report) [↓](#)

8.5.2 Revised Policy - Management of Feral and Infant Companion Animals (contained within this report) [↓](#)

 CAMPBELLTOWN CITY COUNCIL		POLICY
Policy Title	Management of Feral and Infant Companion Animals	
Related Documentation	DocSet: 3520603 – Form – Infant Animal Assessment Form DocSet: 3520597 – Form – Feral Cat Assessment Form DocSet: 2468330 – Procedure Document – Euthanasia of Impounded Animals. DocSet: 2241642 – Procedure Document – Impounding Animals DocSet: 2535841 – Procedure Document – Housing Impounded Animals Risk Identification (R1011ACF) Euthanasia of Animals Risk Identification (R1012ACF) Disposal of Dead Animals	
Relevant Legislation/ Corporate Plan	<i>Companion Animals Act 1998</i> – S64& 64A; Guideline on the Exercise of Functions under the <i>Companion Animals Act 1998</i>	
Responsible Officer	Manager City Standards, Compliance and Waste and Animal Care Facility Team Leader Manager City Standards and Compliance and the Animal Care Facility Operations Lead	

UNCONTROLLED WHEN PRINTED**Objectives**

To authorise the humane euthanasia of seized, abandoned or surrendered feral and infant companion animals before the end of any statutory holding periods in certain circumstances, as prescribed in the Policy Statement and as permitted under Section 64 (2) of the *Companion Animals Act 1998* (the Act).

Policy Statement

The policy provides for the assessment and management of Feral and Infant Companion Animals that are not deemed either suitable for re-homing or practical to retain for humane or other reasons at Council's Animal Care Facility (ACF).

Feral and infant companion animals may not be practical to retain at Council's ACF Animal Care Facility for various reasons such as:

- Biosecurity risk
- Animal health or behavioural issues
- Humane reasons
- Care requirements.

DATA AND DOCUMENT CONTROL		
Division: City Planning and Environment Section: City Standards, Compliance and Waste DocSet: 3829666	Adopted Date: 08/04/2014 Revised Date: 08/06/2021 Minute Number: 095 Review Date: 30/06/2023	Page: 1 of 3

Campbelltown City Council

Scope

The policy provides for the assessment and management of Feral and Infant Companion Animals that are not deemed either suitable for re-homing or practical to retain at Council's Animal Care Facility (ACF).

Definitions

1. **Companion Animal** means a dog or cat and any other animal that is prescribed by the *Companion Animals Act 1998* regulations as a companion animal
2. **Feral** means wild or showing no signs of domestication but does not include any companion animal that is micro chipped or wearing a collar
3. **Infant** means a companion animal that appears to be under 8 weeks of age
4. **Euthanasia** refers to the euthanasing procedure administered by Council's authorised veterinary surgeon in accordance with Procedure Document DocSet: 2468330 Euthanasia of Impounded Animals.
5. **Statutory Holding Period** means the minimum period of time an animal specified under the Act is to be held at the Animal Care Facility.

Legislative Context

The *Companion Animals Act 1998* at Section 64(2) of the Act provides for the humane euthanasing of feral or infant animals prior to the end of the statutory holding periods if there is an adopted Council policy in place to do so. This policy has been developed to comply with that provision.

Principles

1. Feral companion animals

Feral cats may be euthanised at any time prior to the expiration of the statutory holding period providing the requirements of this policy are observed and documented evidence of this is recorded by the ACF Team Leader, Animal Care Facility Operations Lead or a delegated officer on a feral cat assessment form.

Upon receiving the animal cat at Council's ACF, a feral cat assessment form (DocSet: 3520597) is to be completed to document and justify the assessment of the animal as feral and the determination of the feral classification of the cat.

2. Infant companion animals

Prior to euthanasing an infant companion animal, all reasonable and practical steps shall be taken by the ACF Team Leader or a delegated officer to ascertain:

- a) if the infant is in good health and able to be cared for and if so
- b) if there is a suitable lactating animal at the Animal Care Facility that is able to adopt and care for the infant or

DATA AND DOCUMENT CONTROL		
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Campbelltown City Council

- c) if there is an alternative care arrangement (for example an arrangement with a foster carer that is associated with an approved Rescue Group) that is able to be implemented immediately to accept responsibility for, and deliver an appropriate level of care to, the infant.

Infant companion animals may be euthanised prior to the expiration of the statutory holding period if the requirements of this policy, as indicated at (a) – (c) above, are observed and documented evidence of this is recorded by the ~~ACF Team Leader~~ **Animal Care Facility Operations Lead** on an infant animal assessment form.

Upon receiving the infant animal at Council's ~~ACF~~ **Animal Care Facility**, an Infant Animal Assessment form (DocSet: 3520603) is to be completed to document and justify the assessment of the animal as an infant.

Responsibility


It is the responsibility of the ~~Animal Care Facility Team Leader~~ **Manager City Standards and Compliance** and the **Animal Care Facility Operations Lead**, or delegated officer, to administer this Policy.

Effectiveness of this Policy

The policy will be administered in accordance with the *Companion Animals Act 1998* to manage the infant and feral companion animals received by the Animal Care Facility.

END OF POLICY STATEMENT

DATA AND DOCUMENT CONTROL		
DocSet: 3829666	Page: 3 of 3	

 CAMPBELLTOWN CITY COUNCIL		POLICY
Policy Title	Management of Feral and Infant Companion Animals	
Related Documentation	DocSet: 3520603 – Form – Infant Animal Assessment Form DocSet: 3520597 – Form – Feral Cat Assessment Form DocSet: 2468330 – Procedure Document – Euthanasia of Impounded Animals. DocSet: 2241642 – Procedure Document – Impounding Animals DocSet: 2535841 – Procedure Document – Housing Impounded Animals Risk Identification (R1011ACF) Euthanasia of Animals Risk Identification (R1012ACF) Disposal of Dead Animals	
Relevant Legislation/ Corporate Plan	<i>Companion Animals Act 1998</i> – S64& 64A; Guideline on the Exercise of Functions under the <i>Companion Animals Act 1998</i>	
Responsible Officer	Manager City Standards and Compliance and the Animal Care Facility Operations Lead	

UNCONTROLLED WHEN PRINTED**Objectives**

To authorise the humane euthanasia of seized, abandoned or surrendered feral and infant companion animals before the end of any statutory holding periods in certain circumstances, as prescribed in the Policy Statement and as permitted under Section 64 (2) of the *Companion Animals Act 1998* (the Act).

Policy Statement

This Policy provides for the assessment and management of Feral and Infant Companion Animals that are not deemed either suitable for re-homing or practical to retain for humane or other reasons at Council's Animal Care Facility.

Feral and infant companion animals may not be practical to retain at Council's Animal Care Facility for various reasons such as:

- Biosecurity risk
- Animal health or behavioural issues
- Humane reasons
- Care requirements.

Scope

This Policy provides for the assessment and management of Feral and Infant Companion Animals that are not deemed either suitable for re-homing or practical to retain at Council's Animal Care Facility.

DATA AND DOCUMENT CONTROL		
Division: City Planning and Environment Section: City Standards, Compliance and Waste DocSet: 3829666	Adopted Date: 08/04/2014 Revised Date: 08/06/2021 Minute Number: 095 Review Date: 30/06/2023	Page: 1 of 3

Campbelltown City Council

Definitions

1. **Companion Animal** means a dog or cat and any other animal that is prescribed by the *Companion Animals Act 1998* regulations as a companion animal
2. **Feral** means wild or showing no signs of domestication but does not include any companion animal that is micro chipped or wearing a collar
3. **Infant** means a companion animal that appears to be under 8 weeks of age
4. **Euthanasia** refers to the euthanasing procedure administered by Council's authorised veterinary surgeon in accordance with Procedure Document DocSet: 2468330 Euthanasia of Impounded Animals
5. **Statutory Holding Period** means the minimum period of time an animal specified under the Act is to be held at the Animal Care Facility.

Legislative Context

Section 64(2) of the Act provides for the humane euthanasing of feral or infant animals prior to the end of the relevant statutory holding period if there is an adopted Council policy in place to do so. This Policy has been developed to comply with that provision.

Principles**1. Feral companion animals**

Feral cats may be euthanised at any time prior to the expiration of the statutory holding period providing the requirements of this Policy are observed and documented evidence of this is recorded by the Animal Care Facility Operations Lead or a delegated officer on a feral cat assessment form.

Upon receiving the cat at Council's Animal Care Facility, a feral cat assessment form (DocSet: 3520597) is to be completed to document and justify the assessment and the determination of the feral classification of the cat.

2. Infant companion animals

Prior to euthanasing an infant companion animal, all reasonable and practical steps shall be taken by the Animal Care Facility Operations Lead or a delegated officer to ascertain:

- a) if the infant is in good health and able to be cared for and if so
- b) if there is a suitable lactating animal at the Animal Care Facility that is able to adopt and care for the infant or
- c) if there is an alternative care arrangement (for example an arrangement with a foster carer that possibility for, and deliver an appropriate level of care to, the infant.

Infant companion animals may be euthanised prior to the expiration of the statutory holding period if the requirements of this Policy, as indicated at (a) – (c) above, are observed and documented evidence of this is recorded by the Animal Care Facility Operations Lead on an infant animal assessment form.

DATA AND DOCUMENT CONTROL		
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Campbelltown City Council

Upon receiving the infant animal at Council's Animal Care Facility, an Infant Animal Assessment form (DocSet: 3520603) is to be completed to document and justify the assessment and determination of the animal as an infant.

Responsibility

It is the responsibility of the Manager City Standards and Compliance and the Animal Care Facility Operations Lead, or delegated officer, to administer this Policy.

Effectiveness of this Policy

This Policy will be administered in accordance with the *Companion Animals Act 1998* to humanely manage infant and feral companion animals received by the Animal Care Facility.

END OF POLICY STATEMENT

DATA AND DOCUMENT CONTROL		
DocSet: 3829666	Page: 3 of 3	

8.6 Minutes of the Wildlife and Environment Advisory Committee meeting held 24 May 2023

Reporting Officer

Director of City Services
City Services

Officer's Recommendation

That the minutes of the Wildlife and Environment Advisory Committee held 24 May 2023 be noted and recommendations be adopted by Council.

Purpose

To seek Council's endorsement of the minutes of the Wildlife and Environment Advisory Committee meeting held 24 May 2023.

Report

Detailed below are the recommendations of the Wildlife and Environment Advisory Committee. Council officers have reviewed the recommendations and they are now presented for Council's consideration.

Reports listed for consideration

5.1 Minutes of previous Wildlife and Environment Advisory Committee Meetings held 30 November 2022 and 22 February 2023

That the information be noted.

5.2 Community Gardens

That the Wildlife and Environment Advisory Committee note the following:

1. The information provided on community gardens in Campbelltown.
2. That Council will publish the updated Directory of Community Gardens in Campbelltown on the Council website.
3. The intention to develop a Council policy to better enable the establishment of community gardens on Council owned land.
4. The development of a handbook for community groups interested in establishing and running a community garden in the Campbelltown Local Government Area.

5.3 Engaging and Educating Campbelltown for a Healthier Environment

That the information and presentation on Environmental Education Programs in Campbelltown be noted by the Wildlife and Environment Advisory Committee.

Attachments

1. Minutes of the Wildlife and Environment Advisory Committee held 24 May 2023 (contained within this report)

CAMPBELLTOWN CITY COUNCIL

Minutes Summary

Wildlife and Environment Advisory Committee Meeting held at 6.00 pm on Wednesday, 24 May 2023.

ITEM	TITLE	PAGE
1.	ACKNOWLEDGEMENT OF LAND	2
2.	APOLOGIES	2
3.	DECLARATIONS OF INTEREST	2
4.	MINUTES OF THE PREVIOUS MEETING	2
5.	REPORTS	2
5.1	Minutes of previous Wildlife and Environment Advisory Committee Meetings held 30 November 2022 and 22 February 2023	2
5.2	Community Gardens	3
5.3	Engaging and Educating Campbelltown for a Healthier Environment	6
6.	GENERAL BUSINESS	9

Minutes of the Wildlife and Environment Advisory Committee Meeting held on 24 May 2023

In attendance

Chairperson – M Stellino – Councillor
Member – R Manoto – Councillor
Member – W Morrison – Councillor
Member – R Munro – Councillor
Member – J Baldwin – Director City Planning and Environment
Member – M Clark – Coordinator Natural Areas
Member – M Van der Westhuizer – Education and Care Services Assistant
Member – Trina Soulas – Executive Manager Community Life –
Member – K Robinson – Committee Secretary

1. ACKNOWLEDGEMENT OF LAND

An Acknowledgement of Land was presented by the Chairperson .

2. APOLOGIES

Member – M Oates – Councillor
Member – J Cotter – Councillor
Member – M Chowdhury – Councillor
Member – I Andrews – Executive Manager Open Space
Member – L Deitz – General Manager
Member – S Grant – Director City Lifestyles

3. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

4. MINUTES OF THE PREVIOUS MEETING

5. REPORTS

5.1 Minutes of previous Wildlife and Environment Advisory Committee Meetings held 30 November 2022 and 22 February 2023

Reporting Officer

Director Planning and Environment
City Planning and Environment

Officer's Recommendation

That the information be noted.

Committee's Recommendation [Stellino/Munro]

That the information be noted.

Report

The minutes of the Wildlife and Environment Advisory Committee held on 30 November 2022 and 22 February 2023, copies of which have been circulated to each Sub Committee member via email on 5 April 2023 be endorsed.

Once formally approved, the Minutes will be adopted by Council at its meeting of 6 June 2023.

Attachments

5.1.1 Minutes of Wildlife and Environment Advisory Committee of 30 November 2022 (contained within this report)

5.1.2 Minutes and Attachments of Wildlife and Environment Advisory Committee Meeting of 22 February 2023 (due to size)(distributed under separate cover)

5.2 Community Gardens

Reporting Officer

Natural Areas Coordinator
City Services

Officer's Recommendation

That the Wildlife and Environment Advisory Committee note the following:

1. The information provided on community gardens in Campbelltown.
2. That Council will publish the updated Directory of Community Gardens in Campbelltown on the Council website.
3. The intention to develop a Council policy to better enable the establishment of community gardens on Council owned land.
4. The development of a handbook for community groups interested in establishing and running a community garden in the Campbelltown Local Government Area.

Committee's Recommendation [Manoto/Munro]

That the Wildlife and Environment Advisory Committee note the following:

1. The information provided on community gardens in Campbelltown.
 2. That Council will publish the updated Directory of Community Gardens in Campbelltown on the Council website.
 3. The intention to develop a Council policy to better enable the establishment of community gardens on Council owned land.
 4. The development of a handbook for community groups interested in establishing and running a community garden in the Campbelltown Local Government Area.
-

Purpose

At the 30 November 2022 meeting of the Campbelltown Wildlife and Environment Advisory Committee, it was requested by Cr Stellino that a report or presentation be provided to the Committee on the community gardens operating in the LGA.

Report

The Community Life team reviewed the Directory of Community Gardens in Campbelltown published in 2017. Of the 14 community gardens originally listed, 7 are currently operational.

One garden is specifically listed as having a strong indigenous aspect and operates for the Aboriginal community, yet other gardens are noted to include native gardening. The table below overviews each community garden location, hours of operation, accessibility and public transport options.

Community Gardens, Campbelltown LGA	
1. Airds/Bradbury Men's Shed Community Garden	
Address:	86 Greengate Rd, Airds
Auspice:	MDSI
Operating Hours:	Monday, Tuesday, Wednesday, Friday 9.00am-2.00pm
Target:	Men; must register to volunteer
Activities:	Fridays Men's shed
Accessibility	Seating, raised beds, pathways, storage, accessible using mobility aids, nearby parking, adaptive tools, accessible toilets
Public Transport:	Bus: 884
2. Campbelltown Community Garden	
Address:	HJ Daley Library, 1 Hurley Street Campbelltown
Auspice:	-
Operating Hours:	Monday, Thursday 9.00am-12.00pm
Target:	Whole community
Activities:	Seed raising and harvest, food forest, plant sales
Accessibility	Seating, raised beds, limited access for mobility aids, nearby parking, accessible toilets
Public Transport:	Train: Campbelltown Station Bus: 870, 871, 872, 878, 879, 880, 886, 887, 888, 889, 890, 890C, 891, 892, 893, 894, 894X, 895, 896, 898, 900
3. The Junction Works	
Address:	Cnr Glenroy Dr & Gould Rd, Claymore
Auspice:	Claymore Community Centre
Operating Hours:	Monday, Tuesday, Wednesday, Thursday, Friday 8.30am-4.30pm
Target:	Whole community; must register to volunteer
Activities:	Greening Australia workshops, plant giveaways
Accessibility	Seating, raised beds, some pathways, accessible for mobility aids, nearby parking
Public Transport:	Train: Campbelltown Station Bus: 887

4. Harmony House Community Garden	
Address:	103 Hoddle Ave, Bradbury
Auspice:	Harmony House
Operating Hours:	Monday, Wednesday, Thursday, Friday 9.00am-3.30pm
Target:	Harmony House clients
Activities:	Linked to Harmony house programs
Accessibility	Seating, raised beds, no access for mobility aids, nearby parking, toilets
Public Transport:	Train: Campbelltown Station Bus: 884
5. Tharawal Koori Community Kitchen and Garden	
Address:	187 Riverside Dr, Airds
Auspice:	Tharawal Aboriginal Corporation
Operating Hours:	Monday, Tuesday, Wednesday, Thursday, Friday 9.00am-5.00pm
Target:	Aboriginal community members
Activities:	Community kitchen
Accessibility	Seating, raised beds, some pathways, accessible for mobility aids, nearby parking, accessible toilets
Public Transport:	Bus: 884
6. The Hub Community Garden	
Address:	65 Woodhouse Dr, Ambarvale
Auspice:	Campbelltown Church of Christ
Operating Hours:	Tuesday, Thursday 9.30am-1.00pm
Target:	Whole community; people with disability; children
Activities:	Children's gardening program, Tuesday lunch, working bees, hamper giveaway, Community Greening workshops
Accessibility	Seating, storage, accessible for mobility aids, nearby parking
Public Transport:	Bus: 887, 888
7. Wilma's Garden	
Address:	6 Bugden Pl, Campbelltown
Auspice:	Wilma women's Health Centre
Operating Hours:	Monday 10.00am-11.00am
Target:	Women
Activities:	Social, health and well-being group for women
Accessibility	Seating, raised beds, accessible for mobility aids, nearby parking
Public Transport:	Train: Macarthur Station Bus: 870, 871, 872, 886, 887, 888

Proposed strategies to increase community participation in community gardens include:

1. Publish the updated directory on Council's website

2. Set a policy direction for Community Gardens on Council-owned land
3. Publish a community-friendly handbook for establishing and running a community garden

A presentation of current status and proposed actions to enhance engagement in Community Gardens will be provided.

Attachments

Nil

5.3 Engaging and Educating Campbelltown for a Healthier Environment

Reporting Officer

Natural Areas Coordinator
City Services

Officer's Recommendation

That the information and presentation on Environmental Education Programs in Campbelltown be noted by the Wildlife and Environment Advisory Committee.

Committee's Recommendation [Munro/Manoto]

That the information and presentation on Environmental Education Programs in Campbelltown be noted by the Wildlife and Environment Advisory Committee.

Purpose

To provide Council with an overview of Environment Education and Engagement programs in Campbelltown.

Report

The Campbelltown environment is unique and diverse with our LGA boasting the pristine Georges and Nepean Rivers, and large tracts of remnant bushland, much of which is of high biodiversity value. A large number of threatened species, both flora and fauna call these endangered ecological communities, bushland and waterways home.

Our community's health and wellbeing is directly impacted by the quality of our local environment. Environmental Education plays a key role in ensuring that residents of Campbelltown have the information and understanding that they need to make smart lifestyle choices that reduce our impact on local natural areas and wildlife so we can enjoy them for future generations to come.

The solutions to environmental problems almost always depend on people adopting specific practices or behaviours. Examples of these specific to our LGA include walking pets on lead to help protect wildlife, driving slower in koala habitat, utilising responsible fishing practices to keep our platypus safe, installing bee hotels and bird boxes for pollinators, planting endemic trees, correctly disposing of litter or reducing fertiliser use to improve water quality.

Through environmental education, Council can empower individuals and organisations to have the knowledge, skills, values, capacity and motivation to respond to the complex environmental issues they encounter in their personal and working lives.

Our Community Strategic Plan, Operational Plan and Delivery Plan guide Council's Environmental Education activities and programs as well as other strategies including the Campbelltown Koala Plan of Management, Grey Headed Flying Fox Camp Management Plans and Environmental Education Plan.

The broad objectives of our Environmental Education programs within our community are:

- To foster and harness meaningful partnerships with individuals, organisations and communities to identify and support new environmental education opportunities and initiatives.
- To develop and deliver environmental education programs targeting a broad cross-section of the community that build capacity and facilitate lifelong behavioural change.
- To mainstream conservation/sustainability throughout the community by helping develop an understanding that environmental issues should be accorded the same priority as social and economic issues.
- To connect and collaborate with the Indigenous and CALD communities, sharing their customs and cultural knowledge to improve the local environment and the sustainability of the Campbelltown community.

Environmental Education Projects and Programs

In recognition of Campbelltown's environmental assets, we offer a range of environmental education programs to promote biodiversity, environmental awareness and create positive behaviour change among the local community and within schools.

The community can access information via Council's website by using the following link:

<https://www.campbelltown.nsw.gov.au/Local-Environment/Environmental-Education>

To ensure success a targeted messaging as part of our programs, Council have developed a number of environmentally focused excursions, incursions and workshops and provide our schools and communities these for free. Our schools community receive our Environmental Education Plan (EEP) annually, which aims to help schools participate in these activities. The EEP allows teachers to integrate these activities into their work programming and incorporate it easily throughout classroom learning that aligns with the NSW syllabus as well as incursions and excursions delivered by the Environmental Education Officer.

A snapshot of the programs we deliver include:

- Waterwise Waterways Stormwater Education
- National School Tree Planting Day
- Threatened Species Art and Creative Writing Competition
- Macarthur Nature Photography Competition
- Wild about Wildlife
- Menangle Fox Campaign
- Koalatown Certified Schools Program
- Student Rangers: Sensory Secrets, Insect Investigations, Platypus Pals, Habitats and Hollows
- Junior Rangers School Holiday Program
- Bird Olympics
- Citizen Science: Frog ID, Powerful Owl, Hollows as Homes
- Reiby Juvenile Justice nursery program
- Its Our Backyard Campaign
- Clontarf Academy – Caring 4 Country
- Project Koala – Taronga Zoo

Environmental Education Stakeholders

Council works with a range of community stakeholders to deliver our Environmental Education projects and programs. A key part of this is understanding who makes up our community – who the key people, groups and organisations in the community are and the key issues that they face in their daily lives is vital

in creating environmental education programs that can effectively engage people from all walks of life and cater to their needs.

Stakeholders engaged under our programs include:

- Local residents
- Local community groups
- Local schools
- Local businesses
- Tharawal Local Aboriginal Land Council
- Dharawal Men's Aboriginal Corporation
- The Department of Education and Training
- The Georges River Environmental Education Centre
- Macarthur Sustainable Schools Network
- Adjoining councils
- Western Sydney University
- NSW TAFE
- National Parks and Wildlife Services
- Australian Museum
- Mount Annan Botanic Gardens
- Reiby Juvenile Justice Centre
- WIRES and Sydney Wildlife
- Internal collaboration with Campbelltown City Council divisions.

Conclusion

Through environmental education, Council can empower individuals and organisations to have the knowledge, skills, values, capacity and motivation to respond to the complex environmental issues they encounter in their personal and working lives.

A presentation on our Environmental Education projects and programs will be provided.

Attachments

Nil

6. GENERAL BUSINESS

6.1

Councillor Manoto advised of the upcoming National Tree Planting Days to be held on:

- 28 July at School Tree Planting Day: Curran Public School, Mac Fields Public School at Milton Park 10-12
- 30 July at Milton Park: Community Tree Planting Day 9am-3pm
- 31 July – School Tree Planning Day: James Meehan High School, Mac Fields High School 10-12

M Clark – Coordinator Natural Areas advised that an announcement of these days will be placed on Council's website shortly.

These events will also be placed in the Councillor Weekly Bulletin for Councillors information.

Councillor Manoto:

Advised he will be raising a NoM at an upcoming Council meeting for the following:

He suggested edible plants be used to make a landscape, which could occur in private backyards or community gardens and Council could run a competition.

Councillor Stellino:

Requested no more ornamental trees be planted by Council or developers. Suggested using plants that could feed birds.

Councillor Stellino would like this in the handbook that Mitch is currently developing.

Mitchell Clarke advised that a briefing on Council's Urban Greening Plan is set down for 30 May 2023.

Councillor Morrison:

Would like to see inspection/field trips reinstated. He would like to view sites such as Friers Crossing and the flying fox areas.

The next meeting of the Wildlife and Environment Advisory Committee will be held on 23 August 2023 at 6.00 in the Staff Training Centre.

Councillor Stellino,

Chairperson

Meeting Concluded: 7.46pm

8.7 Minutes of the Youth Advisory Committee meeting held 18 July 2023

Reporting Officer

Director City Lifestyles
City Lifestyles

Officer's Recommendation

That the minutes of the Youth Advisory Committee held 18 July 2023 be noted and recommendations be adopted by Council..

Purpose

To seek Council's endorsement of the minutes of the Youth Advisory Committee meeting held 18 July 2023.

Report

Detailed below are the recommendations of the Youth Advisory 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 Youth Advisory Committee Meeting held 18 July 2023

That the minutes of the Youth Advisory Committee held 1 May 2023 be formally submitted to the Council at its meeting held on 8 August 2023.

5.1 Review and Update on Previous Action Items

That the Youth Advisory Committee note the updates from the previous committee meeting action items. Noted that all previous action items have since been actioned and closed.

5.2 Youth Service Providers

That the Youth Advisory Committee note that the list is updated according to the previous action item / additional service requested.

5.3 Youth Week Events

That the Youth Advisory Committee **NOTE** the Youth Week 2023 event summary.

Councillor R Munro thanked the staff for collating the data, this will really help us move forward.

5.4 Youth Plan Development

That the Youth Advisory Committee **NOTE** the progress of the Youth Plan 2024-2030 development.

Councillor R Munro – How many Youth Members? Report Item 5.5 outlines the draft number.

Councillor M Stellino – Have we measured what the range of youth crime is in the area? It would be helpful to understand where we are now to how it fluctuates once our Youth Plan is implemented and more activities are provided.

Answer – Campbelltown Local Area Command facilitate the Youth Action Meeting (YAM) that brings youth service providers and key departmental representatives together for referral, case management and seeks to minimise youth contact with the criminal justice system. The YAM will have information to address this.

Action: Further investigation and statistics to be obtained and provided back to the committee.

Councillor J Cotter – Thank you for the recap on the information and how quickly we turned this all around to made it happen. Being in the room over the 2 days for the Youth Forum has been rewarding and feedback is that the attendees can see the action occurring from their input. It's a really great testament to the work your team are doing. Peer to peer work is so important. Not all young people want to lift the city, sometimes they just want to be occupied, so please ensure we still cater to that demographic as well. When selecting the team, ensure we're not just selecting the 'leaders' and ensure we get a selection to bring difference of opinion.

S Grant – Is there any priority of the draft key themes?

Answer – No, all are equally important. No ranking system.

Councillor R Munro – Were they presented at the youth week to the operators?

Answer – Yes.

Action: Redact the Preliminary Findings' PESTLE.

5.5 Terms of Reference Youth Action Team

That the Youth Advisory Group **NOTE** the establishment of a Youth Action Group proposed to engage and empower young people through action, advocacy and advice.

Councillor R Munro – To encourage diversity and experience request to change the term period to max 24 month (2 year term period).

Action: Seek amendment to introduce a maximum of twenty four (24) months be served.

Councillor M Stellino – Items 2.8 and 2.9 appear to be contradictory.

Action: The ToR for the Youth Action Team was not agreed at the meeting and will be brought back to the next meeting for further discussion. The formation of the group will be delayed with the view to commencing in 4th Quarter 2023.

Councillor W Morrison – Queried what the token sitting fee is?

Answer – This will be benchmarked and is open for suggestions.

S Grant – Stated that the Youth Action Group is not an official committee. Information and findings from the Youth Action Team will form part of these committee reports and will therefore be reported to council via the minutes.

Councillor R Munro – We appreciate being part of the process and having the involvement we do to shape this Youth Action Team.

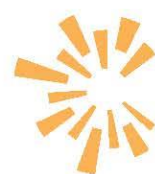
Attachments

1. Minutes of the Youth Advisory Committee held 18 July 2023 (contained within this report)

Minutes

Youth Advisory Committee

18 July 2023



CAMPBELLTOWN

CAMPBELLTOWN CITY COUNCIL

Minutes Summary

Youth Advisory Committee Meeting held at 4:30PM on Tuesday, 18 July 2023.

ITEM	TITLE	PAGE
1.	ACKNOWLEDGEMENT OF LAND	3
2.	APOLOGIES	3
3.	DECLARATIONS OF INTEREST	3
4.	MINUTES OF THE PREVIOUS YOUTH ADVISORY COMMITTEE MEETING	4
5.	REPORTS	5
5.1	Review and Update on Previous Action Items	5
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5.4	Youth Plan Development	8
5.5	Terms of Reference Youth Action Team	15
6.	GENERAL BUSINESS	17

Minutes of the Youth Advisory Committee Meeting held on 18 July 2023

Present

Chairperson - J Cotter – Councillor
Member - W Morrison – Councillor
Member - R Munro – Councillor
Member - S Grant – Director City Lifestyles
Member - B Duncan – Committee Secretary
Member - M Stellino – Councillor **arrived 5.38pm**
Member - T Soulos – Executive Manager Community Life

1. ACKNOWLEDGEMENT OF LAND

An Acknowledgement of Land was presented by the Chairperson.

2. APOLOGIES

Member - M Khalil – Councillor

3. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

4. MINUTES OF THE PREVIOUS YOUTH ADVISORY COMMITTEE MEETING

4.1 Minutes of the previous Youth Advisory Committee held 1 May 2023

Reporting Officer

Councillor – Chairperson J Cotter

Officer's Recommendation

That the minutes of the Youth Advisory Committee held 1 May 2023 be noted.

Committee's Recommendation:

That the minutes of the Youth Advisory Committee held 1 May 2023 be formally submitted to the Council at its meeting held on 8 August 2023.

Report

The minutes of the Youth Advisory Committee Meeting held 1 May 2023 copies of which have been circulated to each committee member via email on Friday 5 May 2023 be approved by the subcommittee.

Once confirmed in final form, the minutes will be formally adopted by Council at its meeting held 8 August 2023.

Comments / Feedback Received

Name	Date & Time	Comment Feedback	/	Response	Date & Time
Nil received.					

Attachments

4.1.1 DRAFT Minutes - Youth Advisory Committee 1 May 2023 (contained within this report)

5. REPORTS

5.1 Review and Update on Previous Action Items

Reporting Officer

Director City Lifestyles
City Lifestyles

Officer's Recommendation

That the Youth Advisory Committee review and note updates from the previous committee meeting action items.

Committee's Recommendation:

That the Youth Advisory Committee note the updates from the previous committee meeting action items. Noted that all previous action items have since been actioned and closed.

Purpose

The purpose of this report is to review and note updates from the previous committee meeting action items noted within the report.

Report

The attached Actions Register has been created to oversee how each previous action items have been formally addressed.

Attachments

5.1.1 Action Register – 18 July 2023 (contained within this report)

5.2 Youth Service Providers

Reporting Officer

Director City Lifestyles
City Lifestyles

Officer's Recommendation

That the Youth Advisory Committee note the youth service providers contained within the report.

Committee's Recommendation:

That the Youth Advisory Committee note that the list is updated according to the previous action item / additional service requested.

Report

The Youth Service Providers document contained within this report outlines local youth service providers.

Attachments

5.2.1 Youth Service Providers (contained within this report)

5.3 Youth Week Events

Reporting Officer

Executive Manager Community Life
City Lifestyles

Officer's Recommendation

That the Youth Advisory Committee **NOTE** the Youth Week 2023 event summary.

Committee's Recommendation:

That the Youth Advisory Committee **NOTE** the Youth Week 2023 event summary.

Councillor R Munro thanked the staff for collating the data, this will really help us move forward.

Report

Youth Week 2023 was celebrated 20 April – 30 April 2023.

The Participation and Inclusion Unit of NSW Department of Communities and Justice contributed \$4,781 toward activities hosted in the LGA. Council matched these funds dollar-for-dollar and contributed in-kind resources.

Council ran a small grants program for local service providers to deliver Youth Week events in-keeping with the theme, *by young people, for young people*.

Seventeen (17) activities were held across the LGA during Youth Week, attracting the participation of 993 young people. The Youth Week statistics document contained within this report outlines the outcomes of the Youth Week program for 2023.

Attachments

5.3.1 Youth Week Events Summary (contained within this report)

5.4 Youth Plan Development

Reporting Officer

Executive Manager Community Life
City Lifestyles

Officer's Recommendation

That the Youth Advisory Committee **NOTE** the progress of the Youth Plan 2024-2030 development.

Committee's Recommendation:

That the Youth Advisory Committee **NOTE** the progress of the Youth Plan 2024-2030 development.

Councillor R Munro - How many Youth Members? Report Item 5.5 outlines the draft number.

Councillor M Stellino - Have we measured what the range of youth crime is in the area? It would be helpful to understand where we are now to how it fluctuates once our Youth Plan is implemented and more activities are provided.

Answer - Campbelltown Local Area Command facilitate the Youth Action Meeting (YAM) that brings youth service providers and key departmental representatives together for referral, case management and seeks to minimise youth contact with the criminal justice system. The YAM will have information to address this.

Action: Further investigation and statistics to be obtained and provided back to the committee.

Councillor J Cotter - Thank you for the recap on the information and how quickly we turned this all around to made it happen. Being in the room over the 2 days for the Youth Forum has been rewarding and feedback is that the attendees can see the action occurring from their input. It's a really great testament to the work your team are doing. Peer to peer work is so important. Not all young people want to lift the city, sometimes they just want to be occupied, so please ensure we still cater to that demographic as well. When selecting the team, ensure we're not just selecting the 'leaders' and ensure we get a selection to bring difference of opinion.

S Grant - Is there any priority of the draft key themes?

Answer - No, all are equally important. No ranking system.

Councillor R Munro - Were they presented at the youth week to the operators?

Answer - Yes.

Action: Redact the Preliminary Findings' PESTLE.

Purpose

This report overviews the methodology adopted for the development of the future Youth Plan 2024–2030 and presents preliminary findings and emerging key themes.

Background

Campbelltown City Council defines 'young people' as individuals aged between 12 and 24 who live, work, study, or engage in recreational activities within the Campbelltown Local Government Area (LGA).

Campbelltown is home to almost 30,000 young people, approximately 18% of the population. As Campbelltown is one of the fastest growing urban areas in Australia, the youth population is set to more than double over the next 10 years.

To accommodate population growth, a Youth Plan will be drafted for Council endorsement. The Plan seeks to support the ambition of local young people, drive improvement in the delivery of services across the LGA and guide the allocation of Council's resources to better support our local young people, celebrate with them and ensure they are mentally, physically and socially connected.

Purpose of a Youth Plan

The Youth Plan seeks to:

- Provide clear tactical direction for Council's resources, partnerships, community engagement and advocacy to support the ambition of young people
- Ensure that best-practice support and services are delivered for young people
- Utilise a strong evidence base to help the community better meet the needs and aspirations of our young people
- Ensure that young people are actively engaged and that the community is responsive to their needs
- Outline how young people will be empowered to participate in community life

Methodology

There are four key phases for developing the Youth Plan:

1. Data Discovery
2. Exploration
3. Confirmation
4. Report Writing

1. Data Discovery Phase: January 2023 to April 2023

This preliminary phase baselines our information and develops a foundation for building a knowledge-base. Activities undertaken in this phase included:

- Context Analysis – Environmental Scan using PESTLE tool
- Benchmarking – Review of 13 other LGAs Youth Strategy documents and resources
- Policy review – Review of 9 Government policies pertaining to young people
- Data analysis – Population profile, workforce and education participation data, postcode mapping
- Stakeholder mapping – Identify funded and voluntary services working with local youth

2. Exploration Phase: April 2023 to May 2023

In this phase, the team worked with an external consultant to gather broad stakeholder input on youth issues, opportunities and priorities; and emerging key themes are identified. Activities have included:

- Survey - A digital survey was designed and circulated, with approximately 132 responses
- Youth consultations – Adopting the appreciative enquiry method, focus groups were held with 200+ young people held at local high schools, service provider premises and with local youth Advisory Groups
- Stakeholder interviews – Individual meetings were held with 30+ representatives of 18 local youth service providers local organisations

3. Confirmation Phase: May 2023 to December 2023

This phase explores more deeply information obtained to-date to clarify and confirm key pillars of the Youth strategy whilst piloting early learnings. Key activities include:

- Youth Services Workshop – held on 10 May 2023, attended by 60 representatives of local youth service providers
- Youth Forum – held on 27 June and 28 June 2023, attended by 80 young people who live, work or study in the LGA
- Internal consultation with Council's Senior Leadership Team on 18 May 2023
- Secondary surveys – among service providers and young people (currently open)
- Youth Consultations – continued in the public domain and during Council Activations
- Trial news ways of working – mobilise the youth services sector to collaborate and deliver a monthly youth outreach program
- Pilot the Campbelltown Youth Services Network – among local youth service providers
- Establish a Youth Action Team
- Internal consultations – with Council Divisions to develop activities that will be included in the Youth Plan

4. Report Writing Phase October 2023 – December 2023

Confirm draft Youth Strategy is reflective of data and stakeholder input and provides a clear and achievable direction. Activities identified for this final phase are:

- Draft report – identifying actions, stakeholders, assets and resources
- Assess – all actions piloted and trialled as part of the *Confirmation* phase
- Seek feedback – from community and stakeholders on the draft Youth Plan
- 'Close the loop' – with young people and key stakeholders engaged in the consultation process and report-back what we heard

Preliminary Findings

A summary of key findings from survey and consultation activities with youth and stakeholders representing the youth service sector is presented below.

Summary of Findings from Youth Engagement Activities:

Key sentiment shared by young people in survey and consultation activities include:

- Young people love music and film festivals, they want more youth events
- Public transport limitations restrict their social life and access to services
- Young people believe there aren't enough free youth programs in Campbelltown
- They want to have a say and get involved, they want a Youth Action Team (in preference to a Youth Reference or Advisory Group) to take forward their ambition
- Youth care about the environment and want more outdoor recreation opportunities

- Great spaces are safe, accessible, designed by young people, have free Wi-Fi, gaming and music recording equipment
- Youth are concerned about mental health and family violence
- They want to feel included in community life and events and think it's important to program youth engagement activities as part of broader community activities and festivals
- Tiktok is their preferred social media platform and they want Council to embrace it

When asked by the survey what young people would want to change to make Campbelltown a better place for the future, youth provided the following ranked result, as presented in **Table 1:**

Youth Survey, Future Improvements below:

1. A cleaner environment
2. Better transport
3. More affordable housing
4. More things to do
5. Better education opportunity in terms of choice and access
6. More local jobs
7. Parks / playgrounds / skate parks more inclusive of young people

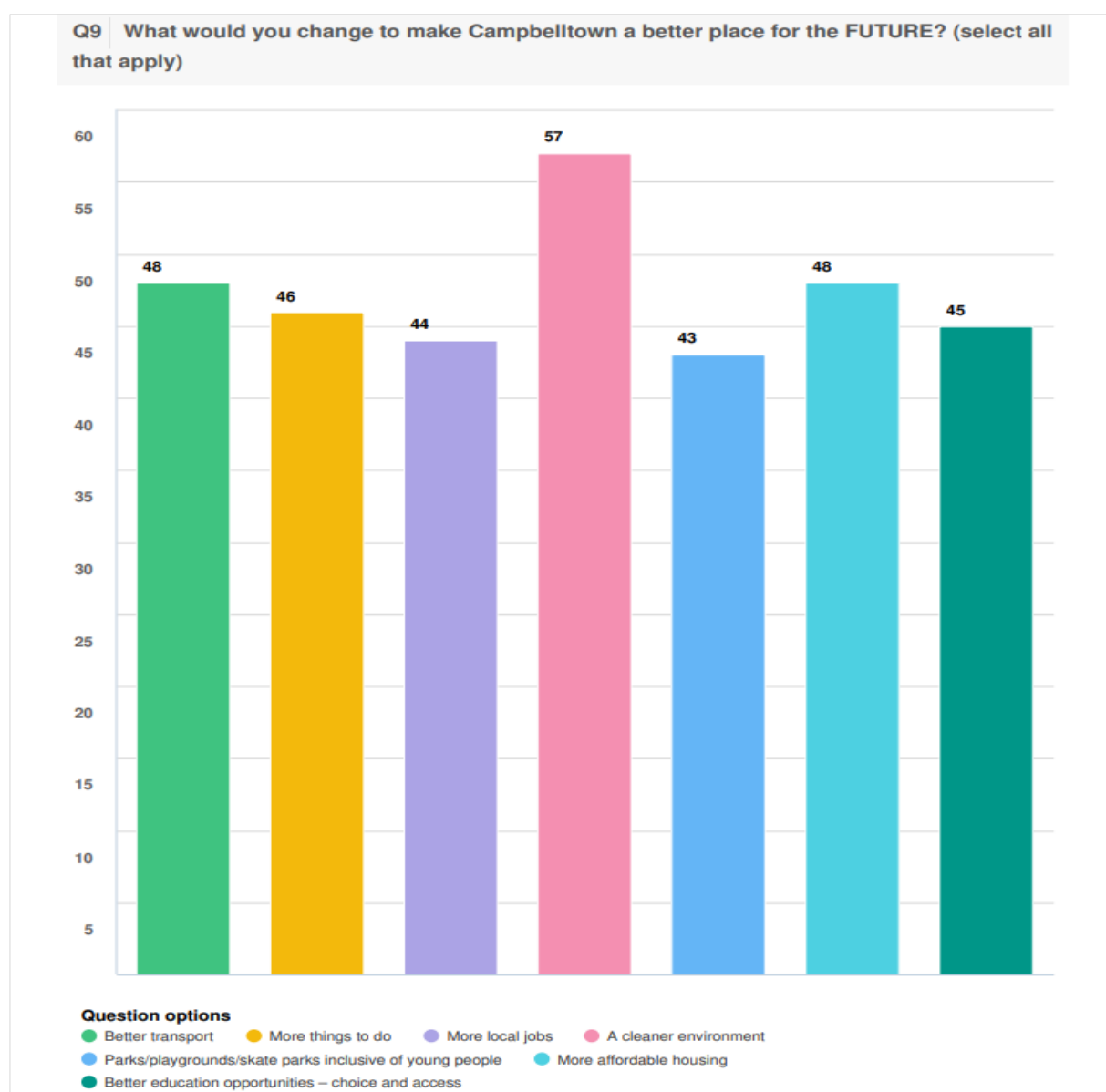


Table 1: Youth Survey, Future Improvements

Summary of Findings from Engagement Activities with Youth Sector Stakeholders:

The broad perspective shared by stakeholders representing the youth services sector includes:

- Service providers believe dedicated spaces for young people in the LGA currently are not optimal, they noted that young people travel to neighbouring LGAs for Library Services and youth centres
- Service accessibility was noted as an issue where safe spaces dedicated for youth are not open extended hours when youth want to 'drop in' or access services
- Public transport was also noted to hinder service accessibility as transport from the artillery suburbs where youth reside to service locations is limited and infrequent
- Stakeholders expressed concern for youth mental health and the need for young people to access enhanced wellbeing and mental health services
- Stakeholders believe could be done to encourage young people to celebrate diversity and inclusion; they expressed the need for more multicultural events in the LGA

- Service providers want to work more collaboratively with Council and with each other, especially to address complex issues like family violence, crime and antisocial behaviour
- Service providers expressed the view that information about youth facilities and programs are not promoted well among local providers
- Stakeholders identified the need for a Campbelltown Youth Services Network
- Stakeholders who work with local young people believe young people youth are part of the solution and a Youth Council / Committee / Action Group is needed

When asked what role Council should play in better meeting the need and ambition of young people of the LGA, stakeholders expressed the following expectation of Council Officers:

- To facilitate regular networking opportunity among local providers
- Enable better access to data, information and population projections
- Form advocacy partnerships
- Provide support with funding applications
- Provide community grants all year round, not just during Youth Week
- Commission research on specific youth-related issues
- Identify ways for young people's voices to be heard and involved in planning
- Provide and promote youth activities, programs and events
- Offer youth leadership development opportunity
- Better recognise and champion the positive contributions of young people in the community

Draft Key Themes

Preliminary findings have identified draft key themes for the future Youth Plan, presented in **Figure 1: Draft Key Themes** and overviewed below.



Figure 1: Draft Key Themes

Opportunities: Young people should have access to meaningful, local skill-building and employment opportunities.

Connection: Young people should feel a sense of connection and belonging to their spaces, peers, and the wider community.

Safety: Young people should have a say in community safety measures and feel safer within the Campbelltown City LGA.

Wellbeing: Young people should have access to information and resources for both mental and physical wellbeing.

Voice: The opinions and perspectives of young people should be sought, valued, and heard.

Sustainability: Young people should play a role in implementing environmental practices and principles, contributing towards a more sustainable Campbelltown LGA.

These themes are proposed as pillars for the future Youth Plan, with each having actions ascribed. The themes remain in draft state and will continue to be tested as the team progresses through the *Confirmation* phase and commence the *Report Writing* phase.

Communication Strategy

The community engagement plan designed to inform the development of the Youth Plan 2024–2030 is overviewed on Council’s website:

<https://overtoyou.campbelltown.nsw.gov.au/developing-our-youth-strategy>

Attachments

Nil

5.5 Terms of Reference Youth Action Team

Reporting Officer

Executive Manager Community Life
City Lifestyles

Officer's Recommendation

That the Youth Advisory Group **NOTE** the establishment of a Youth Action Group proposed to engage and empower young people through action, advocacy and advice.

Committee's Recommendation:

That the Youth Advisory Group **NOTE** the establishment of a Youth Action Group proposed to engage and empower young people through action, advocacy and advice.

Councillor R Munro – To encourage diversity and experience request to change the term period to max 24 month (2 year term period).

Action: Seek amendment to introduce a maximum of twenty four (24) months be served.

Councillor M Stellino – Items 2.8 and 2.9 appear to be contradictory.

Action: The ToR for the Youth Action Team was not agreed at the meeting, and will be brought back to the next meeting for further discussion. The formation of the group will be delayed with the view to commencing in 4th Quarter 2023.

Councillor W Morrison – Queried what the token sitting fee is?

Answer – This will be benchmarked and is open for suggestions.

S Grant – Stated that the Youth Action Group is not an official committee. Information and findings from the Youth Action Team will form part of these committee reports and will therefore be reported to council via the minutes.

Councillor R Munro – We appreciate being part of the process and having the involvement we do to shape this Youth Action Team.

Purpose

The purpose of this report is to share the Terms of Reference proposed for the Youth Action Team.

Terms of Reference

1. Objectives

- 1.1 Implement a minimum of two (2) initiatives proposed by young people for young people per calendar year

- 1.2 Represent the voice of youth on topics that matter to local young people
- 1.3 Create a direct link between Campbelltown City Council and local young people by providing a youth perspective on Council policies, planning, programs and projects

2. Membership

- 2.1 The term of membership will be (12) months of service
- 2.2 A maximum of two (2) consecutive terms may be served by an individual
- 2.3 The Action Team is comprised up to twelve (12) youth representatives of the LGA
- 2.4 To be eligible for membership, youth must:
 - Live, work or study in the LGA
 - Be aged between 14 and 24 years old as of 16 July on the year of application; if under 18 years, parent / guardian permission is required
 - Be willing to be active in the Youth Action Team and take a role the planning, promotion and delivery of youth initiatives
 - Have demonstrated links to other young people
- 2.5 Members will be appointed on a merit basis as a result of an Expression of Interest process
- 2.6 Membership is encouraged among youth of diverse backgrounds and geographic areas
- 2.7 Members will be appointed by the General Manager or their delegate
- 2.8 Membership is voluntary, however a token sitting fee will be awarded

3. Meetings

- 3.1 Youth Action Team members are expected to attend all meetings where possible and apologies for non-attendance must be submitted prior to the meeting
- 3.2 Campbelltown City Council's Youth Action Team will meet formally in person quarterly (February 2024, May 2024, August 2024, and November 2024) at the Civic Centre from 4.00pm-6.00pm
- 3.3 Campbelltown City Council's Youth Action Team will meet informally online via Teams at any other time necessary to discuss actions (as determined by the team)
- 3.4 Formal meetings will be Chaired and minuted by a Council Officer
- 3.5 Regular and ongoing communication will be primarily via electronic means which may include social media, blogs, websites, SMS; media channels will be monitored by a Council Officer

4. Action Plans

- 4.1 Action Plans will be developed annually and progress against them will be reported at quarterly meetings

5. Agenda

- 5.1 The Agenda shall be determined by the Youth Action Team prior to each formal meeting
- 5.2 The Agenda shall be distributed at least 5 working days prior to the meeting

6. Minutes

- 6.1 Minutes will be taken for all formal meetings
- 6.2 Minutes will be circulated within 2 weeks of the meeting date

7. Code of Conduct

- 7.1 All Youth Action Team members are required to comply with Campbelltown City Council Code of Conduct and policies
- 7.2 Youth Action Team members are not permitted to speak to the media as representatives of the Action Team unless approved by Council

8. Cessation of the Youth Action Team

- 8.1 Council may at its discretion by resolution of Council cease operation of the Youth Action Team

9. Amendments to Terms of Reference

- 9.1 Council may amend the Terms of Reference at the end of the 12-month review period

Appointment Process

Council Officers will promote an Expression of Interest process through the network of local service providers, local schools and youth centres, advocacy groups and on Council's media channels. A merit-based selection process will be informed by the membership criteria outlined in **Section 2. Membership**, above. Members will be appointed by the General Manager or their delegate.

6. GENERAL BUSINESS

Councillor J Cotter – Queried the consultation and capacity around the staffing from these activities and additional works. Important and key to allocate the right amount of resources for a ‘Youth Officer’. What does that look like and are we resourced appropriately?

Action: Council to conduct a benchmarking exercise in comparison to other councils.

The next meeting of the Youth Advisory Committee will be held on 24 October 2023 at the STC.

Chairperson Councillor J Cotter

Meeting Concluded: 5.42pm



Contacting Us

24 hour telephone service (02) 4645 4000

Email council@campbelltown.nsw.gov.au

Postal address PO Box 57, Campbelltown NSW 2560

Visit us Corner Queen and Broughton Streets,
Campbelltown, NSW 2560

8.8 Policy Review – Education and Care Services Policy

Reporting Officer

Executive Manager Community Businesses
City Lifestyles

Community Strategic Plan

Objective	Strategy
1 Community and Belonging	1.2.2 Improve wellbeing and quality of life

Delivery Program

Principal Activity
1.2.1.1 Deliver, and advocate for, essential community services

Officer's Recommendation

1. That the revised Education and Care Services Policy as attached to this report be adopted.
2. That the Education and Care Services Policy review date be set at 30 December 2027.

History

The Family, Education and Community Services Policy was first adopted by Council in 1986 and last reviewed in 2018.


Report

The abovementioned Policy has been reviewed in accordance with Council's Corporate Document and Development Review Procedure.

The Policy has been updated to reflect legislative changes. Additionally, minor changes to position titles and section names were made to align with Council's organisational structure.

Attachments

- 8.8.1 Current with Proposed Revisions – Education and Care Services Policy (contained within this report) [↓](#)
- 8.8.2 Final For Adoption – Education and Care Services Policy (contained within this report) [↓](#)

 CAMPBELLTOWN CITY COUNCIL		POLICY
Policy Title	Family , Education and Community Care Services	
Related Documentation	National Competition Policy Campbelltown City Council Child Protection Policy Education and Care Services Reportable Conduct and Investigation Procedure Education and Care Services Responding to and Reporting Risk of Abuse and Neglect	
Relevant Legislation/ Corporate Plan	Education and Care Services National Law Act 2010 Education and Care Services Regulation Child Protection Law Australian Children's Education and Care Quality Authority (ACECQA) NSW Department of Education and Communities NSW Family and Community Services NSW Ombudsman The Ombudsman Amendment (Child Protection and Community Service) Act 1998 Child Protection (Prohibited Employment) Act 1998 The Commission for Children and Young People Act 1998 The Children and Young Person (Care and Protection) Amendment (Children's Services) Act 2010 Privacy Act 1988 Government Information (Public Access) Act 2009 State Environment Planning Policy (SEPP) 2018 Reportable Conduct and Investigation Procedure National Redress Scheme Education and Care Services National Law Act 2010 Education and Care Services Regulation 2011 The Children and Young Person (Care and Protection) Act 1998 The Children and Young Person (Care and Protection) Regulation 2012 Child Protection (Working with Children) Act 2012 Children's Guardian Act 2019 Privacy and Personal Information protection Act 1988 Government Information (Public Access) Act 2009 Disability Discrimination Act 1992 Disability Inclusion Act 2014 Ombudsman Act 1974 Family Law Act 1975	
Responsible Officer	Operations Manager Family , Education and Community Care Services	

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

DATA AND DOCUMENT CONTROL		
Division: City Lifestyles Section: Family , Education and Community Care Services DocSet: 1555194	Adopted Date: 04/03/1986 Revised Date: 12/06/2018 Minute Number: 116 Review Date: 30/06/2021	Page: 1 of 3

Campbelltown City Council

Objectives

To ensure Council provides a variety of education and care services for children aged 0-12 years, including the provision of child development and family support.

Policy Statement

That Council foster and support the overall coordination, development and implementation of education and care services within the community.

Scope

This policy covers all of Council's ~~Family~~, Education and ~~Community-Care~~ Services, ~~Family~~, Education and ~~Community-Care~~ Services educators and ancillary staff, and other Specialist Services provided by ~~local community groups within the Campbelltown Local Government Area~~ City Council.

Definitions

This includes Playgroups, ~~Preschools~~, Long Day Care, Family Day Care, Outside School Hours Care, School Holiday Care, Bicycle Education Centre, Childhood Immunisation, Mobile Toy and Book Library and Campbelltown Child and Family Centre.

Legislative Context

Council's Education and Care Services operate under the Education and Care Services National Law Act ~~2010~~, Education and Care Services National Regulations ~~2018~~ and the Child Protection Act.

Principles

1. That Council's ~~Family~~, Education and ~~Community-Care~~ Services leadership team continue to deliver affordable, sustainable, quality, resource efficient Education and Care Services that meet customer needs through ongoing evaluation and operational reviews.

~~2. That Council encourage and support local community groups to develop and manage Education and Care Services, which address identified child and family needs.~~

~~3.2.~~ That Council's development and provision of new community facilities considers Education and Care Services requirements and the State Environmental Planning Policy (SEPP) in order to meet community needs and/or demand.

~~4.3.~~ That Council encourage the awareness and support of children and their families with diverse needs, children from culturally and linguistically diverse backgrounds, Aboriginal/Torres Strait Islanders, South Sea Islanders, children who are refugees and children who have suffered trauma and torture.

~~5.4.~~ That Council include support of families within their Education and Care Services, where possible, through partnerships with other local non-Government organisations.

Responsibility

That the ~~Operations~~-Manager ~~Family~~, Education and ~~Community-Care~~ Services be responsible for ensuring the information outlined in this policy.

Effectiveness of this Policy

Council will continue to foster and support the overall coordination and delivery of ~~all Family~~, Education and ~~Community-Care~~ Services.

DATA AND DOCUMENT CONTROL		
DocSet: 1555194	Page: 2 of 3	

Campbelltown City Council

- Council's Education and ~~Community-Care~~ Services maintains high quality standards at all times and complies with the Education and Care National Law and Education and Care Regulation requirements.
- ~~Council will continue to support local community groups to develop and manage Education and Care Services, which address identified needs.~~
- Council's ~~Family,~~ Education and ~~Community-Care~~ Services leadership team will continue to deliver sustainable and resource efficient children's services that meet customer needs through ongoing evaluation and operational review.
- The ~~Operations~~-Manager ~~Family,~~ Education and ~~Community-Care~~ Services will review practices on a regular basis to ensure this policy remains relevant and current.

END OF POLICY STATEMENT

DATA AND DOCUMENT CONTROL		
DocSet: 1555194	Page: 3 of 3	

 CAMPBELLTOWN CITY COUNCIL		POLICY
Policy Title	Education and Care Services	
Related Documentation	Campbelltown City Council Child Protection Policy Education and Care Services Reportable Conduct and Investigation Procedure Education and Care Services Responding to and Reporting Risk of Abuse and Neglect	
Relevant Legislation/ Corporate Plan	Education and Care Services National Law Act 2010 Education and Care Services Regulation 2011 The Children and Young Person (Care and Protection) Act 1998 The Children and Young Person (Care and Protection) Regulation 2012 Child Protection (Working with Children) Act 2012 Children's Guardian Act 2019 Privacy and Personal Information protection Act 1988 Government Information (Public Access) Act 2009 Disability Discrimination Act 1992 Disability Inclusion Act 2014 Ombudsman Act 1974 Family Law Act 1975	
Responsible Officer	Manager Education and Care Services	

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

Objectives

To ensure Council provides a variety of education and care services for children aged 0-12 years, including the provision of child development and family support.

Policy Statement

That Council foster and support the overall coordination, development and implementation of education and care services within the community.

Scope

This policy covers all of Council's Education and Care Services, Education and Care Services educators and ancillary staff, and other Specialist Services provided by Campbelltown City Council.

Definitions

This includes Playgroups, Long Day Care, Family Day Care, Outside School Hours Care, School Holiday Care, Bicycle Education Centre, Childhood Immunisation, Mobile Toy and Book Library and Campbelltown Child and Family Centre.

DATA AND DOCUMENT CONTROL		
Division: City Lifestyles Section: Education and Care Services DocSet: 1555194	Adopted Date: 04/03/1986 Revised Date: 12/06/2018 Minute Number: 116 Review Date: 30/06/2021	Page: 1 of 2

Campbelltown City Council

Legislative Context

Council's Education and Care Services operate under the Education and Care Services National Law Act, Education and Care Services National Regulations and the Child Protection Act.

Principles

1. That Council's Education and Care Services leadership team continue to deliver affordable, sustainable, quality, resource efficient Education and Care Services that meet customer needs through ongoing evaluation and operational reviews.
2. That Council's development and provision of new community facilities considers Education and Care Services requirements and the State Environmental Planning Policy (SEPP) in order to meet community needs and/or demand.
3. That Council encourage the awareness and support of children and their families with diverse needs, children from culturally and linguistically diverse backgrounds, Aboriginal/Torres Strait Islanders, South Sea Islanders, children who are refugees and children who have suffered trauma and torture.
4. That Council include support of families within their Education and Care Services, where possible, through partnerships with other local non-Government organisations.

Responsibility

That the Manager Education and Care Services be responsible for ensuring the information outlined in this policy.

Effectiveness of this Policy

Council will continue to foster and support the overall coordination and delivery of Education and Care Services.

Council's Education and Care Services maintains high quality standards at all times and complies with the Education and Care National Law and Education and Care Regulation requirements.

Council's Education and Care Services leadership team will continue to deliver sustainable and resource efficient children's services that meet customer needs through ongoing evaluation and operational review.

The Manager Education and Care Services will review practices on a regular basis to ensure this policy remains relevant and current.

END OF POLICY STATEMENT

DATA AND DOCUMENT CONTROL		
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8.9 New Policy - Data Breach Policy

Reporting Officer

Governance Coordinator
City Governance

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.2.1 Provide proactive and collaborative leadership on issues that are important to Campbelltown now and into the future

Delivery Program

Principal Activity
5.2.2.1 Conduct Council business in an open, transparent and accountable manner

Officer's Recommendation

1. That the new Data Breach Policy be adopted
2. That the Data Breach Policy review date be set at 30 December 2027.

Purpose

To seek the adoption of the Data Breach Policy

History

Amendments to the *Privacy and Personal Information Protection Act 1998* (PIIP Act) will come into effect on 28 November 2023 which introduces the Mandatory Notification of Data Breach (MNDB) Scheme. The scheme will require public sector agencies bound by the PIIP Act to notify the Privacy Commissioner and affected individuals of data breaches involving personal or health information likely to result in serious harm.

Report

The new section 59ZD of the PIIP Act will require the public sector agencies to prepare and publish a Data Breach Policy and make the Policy publicly available.


The Information and Privacy Commission (IPC) released a *Guide to Preparing a Data Breach Policy* which provides that public sector agencies should include the following in their Data Breach Policy:

- How the agency has prepared for a data breach.
- A clear description of what constitutes a breach.
- Strategy for containing, assessing, and managing eligible data breaches.
- Roles and responsibilities of staff members.
- Record keeping requirements.
- Post-breach review and evaluation.

To comply with the requirements of section 59ZD of the PPIP Act and with consideration of the IPC Guide, Council has drafted a Data Breach Policy in preparation for commencement of the MNDB scheme. The Policy has been developed in accordance with Council's Information Management Authorised Statement and the adopted procedure for Policy Development and Review. The preparation of associated corporate documents with respect to administration of the scheme is ongoing and will be tailored to the Council's operations. The Policy will also be periodically reviewed to ensure that it is consistent with legislative obligations, industry standards and current operational practices.

Attachments

8.9.1 Data Breach Policy (contained within this report) [↓](#)

 CAMPBELLTOWN CITY COUNCIL		POLICY
Policy Title	Data Breach Policy	
Related Documentation	Data Breach Action Plan Privacy Management Policy	
Relevant Legislation	<i>Privacy and Personal Information Protection Act 1998</i> <i>Health Records and Information Privacy Act 2002</i>	
Responsible Officer	Manager Governance & Risk	

UNCONTROLLED WHEN PRINTED**Objective**

1. The objective of this policy is to outline Campbelltown City Council's ("Council") protocol for the management of data breaches and to ensure Council's compliance with the Mandatory Notification of Data Breach ("MNDB") scheme.

Policy Statement

2. A data breach could have serious consequences for Council, creating risk through the disclosure of sensitive information which can impact the reputation, finances, interests or operations of Council.
3. Additionally, a data breach can damage Council's relationship with the community by creating a loss of trust and confidence in Council and the services we provide.
4. Responding quickly in the event of a data breach can substantially reduce the impact on any affected individuals and Council. Responding to a data breach includes determining if there has been an eligible data breach which is reportable under the MNDB scheme.

Scope

This policy applies to all Campbelltown City Council employees.

Definitions

Term	Definition
Data Breach	For the purposes of this policy, a data breach is the unauthorised access to, or disclosure of, or loss of personal and health information held by Council.
Unauthorised Access	For the purposes of this policy, unauthorised access is the access of personal and health information held by Campbelltown City Council by a person or persons without appropriate delegation or authority to do so.
Campbelltown City Council Employee (Council Employee)	Includes full time, part time, casual, temporary and fixed term employees, agency staff and contractors. For the purpose of this policy, employees also include volunteers, trainees and students on work placements.

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Campbelltown City Council

Personal Information	Information or an opinion of an individual whose identity is apparent or can reasonably be ascertained from the information or opinion.
Health Information	Information about an individual's physical or mental health, disability, and information connected to the provision of a health service.

Legislative Context

1. Part 6A of the *Privacy and Personal Information Protection Act 1998* ("PIIP Act") establishes the NSW Mandatory Notification of Data Breach scheme.
 - (a) The MNDB scheme requires that, in the event of a data breach, Council must notify the Privacy Commissioner and affected individuals of eligible data breaches.
 - (b) The MNDB scheme requires Council to prepare and publish a Data Breach Policy for managing such data breaches.

Principles

2. The MNDB scheme applies to breaches of 'personal information' as defined in section 4 of the PIIP Act, meaning information or an opinion about an individual whose identity is apparent or can reasonably be determined from the information or opinion.
3. The MNDB does not apply to data breaches that do not involve personal information or health information, or to breaches that not likely to result in serious harm to an individual. Where the scheme does not apply, Council is not required to notify individuals or the Commissioner but should still take action to respond to the breach.
4. Council holds obligations under the NSW MNDB scheme reporting to the NSW Privacy Commissioner.
 - (a) In some cases, Council may be subject to the Commonwealth Notifiable Data Breach ("NDB") scheme which is reportable to the Office of the Australian Information Commissioner ("OAIC").
 - (b) An example would be where a data breach involves federal data such as Tax File Numbers and the breach is likely to result in serious harm then the breach would be reportable to the OAIC as well as to the NSW Privacy Commissioner.

What is an Eligible Data Breach?

5. An eligible data breach occurs where:
 - (a) there is unauthorised access to, or unauthorised disclosure of, personal information held by Council, and a reasonable person would determine that the access and/or disclosure of the information would likely result in serious harm to a person to whom the information relates, or,
 - (b) personal information held by Council is lost in circumstances where:
 - i. unauthorised access to and/or unauthorised disclosure of the information is likely to occur, and
 - ii. a reasonable person would determine that the access and/or disclosure of the information would likely result in serious harm to a person to whom the information relates.
6. An eligible data breach may include a breach:
 - (a) within Council,
 - (b) between Council and other government agencies,
 - (c) that occurs by an external person or entity accessing data held by Council without authorisation.
7. Examples of a data breach include:

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- (a) Cyber incident such as ransomware, malware, hacking, phishing or brute force access attempts result in access to or theft of personal information.
- (b) A device with personal information is lost or stolen.
- (c) Personal information is mailed or emailed to the wrong person.
- (d) Hardcopy records with personal information is left in a discarded cabinet.

Data Breach Management Framework

- 8. Each data breach that may occur will be assessed on a case-by-case basis and no template response can be applied to all instances where there may be a data breach.
- 9. Rather Council will implement a Data Breach Management Framework intended to guide Council employees on the actions that should be taken in the event of a data breach.
- 10. A Data Breach Management Framework includes the implementation of a:
 - (a) Data Breach Response Team, and
 - (b) Data Breach Response Plan.

Data Breach Response Team

- 11. In the event of a data breach, Council will appoint a data breach response team. The team will be responsible for managing the data breach.
- 12. The Council employees appointed to the Data Breach Response Team will be determined on a case-by-case basis depending on the nature of the breach and where the breach occurred.
- 13. A Data Breach Response Team will include:
 - (a) Council's Privacy Officer.
 - (b) The team leader or coordinator of the team from where the breach originated.
 - (c) Manager / Executive Manager, of the section from where the breach originated.
 - (d) In the event of a Cyber incident, the Executive Manager of Corporate Support & Systems.

Data Breach Response Plan

- 14. In the event of a data breach, Council will follow the key action principles of the Data Breach Response Plan, these are:
 - (a) Contain and Report
 - (b) Assess
 - (c) Notify
 - (d) Review
 - (e) Document and Record

Key Action Principles

- 15. Contain and Report:
 - (a) Should a Council employee become aware of a breach, they should consider if there are any immediate actions that can be taken to contain the breach.

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- i. Examples of immediate actions include:
 - 1. If information has accidentally been emailed to the wrong person, are you able to recall the email, or contact the recipient and ask them to not open the email and delete the information.
 - 2. If you have misplaced a Council issue mobile phone, contact IT immediately to see if the phone can be remotely locked and logged out of any Council applications.
 - (b) The event must be reported as soon as possible to the Council employee's direct report, for example, their Team Leader, Coordinator, Manager, or Executive Manager.
 - i. For the purposes of this Data Breach Response Plan the report of the breach must be made within an hour of the breach having been identified.
 - (c) The event must be reported to Council's Privacy Officer. The report needs to specify the type of the breach, the type of information that has been compromised and any immediate actions taken to contain the breach and if these actions were successful.
 - i. For the purposes of this Data Breach Response Plan, Council's Privacy Officer must be notified of the breach on the day that the breach has been identified.
 - (d) Should the breach be successfully contained, the breach must still be reported to Council's Privacy Officer for the incident to be recorded on Council's Privacy Breach Incident Register. Additionally, a review of the incident will need to be undertaken, (see point 18 below).
16. Assess:
- (a) Council's Privacy Officer will assess the data that has been compromised and determine if the incident is an eligible data breach.
 - i. Factors to be considered are:
 - 1. Type of personal information that was compromised.
 - 2. Sensitivity of the information.
 - 3. Whether the information is protected by security measures.
 - 4. Who could have obtained the information.
 - 5. The harm that may occur in the disclosure of this information.
 - 6. Any other factors and guidelines provided by the NSW Information and Privacy Commissioner.
 - ii. The assessment of the data breach must be completed within 30 days of the breach occurring. If the Privacy Officer is satisfied that the assessment cannot be reasonably completed within the 30 days, an extension of time may be approved.
 - (b) In the event that the Privacy Officer has deemed the incident to be an eligible data breach, appropriate consultation may be undertaken with the Communications Team.
17. Notify:
- (a) If it is determined that an eligible data breach has occurred, then Council must notify the:
 - i. NSW Privacy Commissioner immediately, and
 - ii. Individuals affected by the data breach as soon as reasonably practicable.
 - iii. In the event that the data breach includes information that would affect a Federal Government agency, Council may also be required to notify the Australian Privacy Commissioner, (see point 24 below).

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- (b) Council's Privacy Officer is responsible for notifying the NSW Privacy Commissioner.
- (c) The team/section/division of Council, where the data breach originated will be responsible for notifying individuals affected by the data breach. Council's Privacy Officer will liaise with the team and provide guidance and support in executing the notification process.

18. Review:

- (a) Preventing any future data breaches is of the highest priority to Council. As such, in the event of a data breach occurring a key component of the Data Breach Response Plan is to review the incident and determine if there are any steps that can be taken to prevent a similar occurrence.
- (b) The team/section/division of Council where the data breach occurred will need to undertake a review of the incident and consider any appropriate measures that should be taken.
- (c) The review should consider the following:
 - i. What went wrong?
 - ii. Are there any processes and or procedures that could be improved to prevent this happening again?
 - iii. Is there a gap in knowledge that would need to be rectified with relevant training?
- (d) Council's Privacy Officer must be notified of the outcome of the review.

19. Document and record:

- (a) All records, information and documents related to the privacy breach, it's investigation and outcome must be recorded.
- (b) Council's Privacy Officer will create an Incident file in Council's Electronic Document and Records Management System, IRIS.
- (c) All internal emails, reports notes, investigations and outcome materials must be uploaded to the relevant file in IRIS. All Council employees hold a responsibility to document their involvement appropriately and accurately.
- (d) All incidents must be recorded in Council's Data Breach Incident Register.
- (e) All eligible data breaches must be recorded in Council's Eligible Data Breach Notification Register which must be published on Council's website.

Effectiveness of this Policy

- 20. This policy will be reviewed in accordance with Council's Corporate Document Review Framework contained within the Corporate Documents Authorised Statement
- 21. In accordance with the NSW Information and Privacy Commission recommendations the Data Breach Response Plan will be reviewed, tested, and updated annually.

END OF POLICY STATEMENT

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8.10 Investments and Revenue Report - September 2023

Reporting Officer

Acting Executive Manager Corporate Services and Governance
City Governance

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.2.2 Ensure that public funds and assets are managed strategically, transparently and efficiently

Delivery Program

Principal Activity
5.2.2.4 Deliver financial sustainability through short, medium and long-term financial planning

Officer's Recommendation

That the information be noted.

Purpose

To provide a report outlining the activity in Council's financial services portfolio for the months of September 2023.

Report

This monthly report provides details of Council's investment and revenue portfolios.

Investments

Council's investment portfolio as at 30 September 2023 stood at approximately \$236 million. Funds are currently being managed by both Council staff and fund managers and are in accordance with the *Local Government Act 1993*, Local Government (General) Regulation 2021 and Council's Investment Policy.

All investments are placed with approved deposit taking institutions and no funds are placed with any unrated institutions.

Council's investment portfolio for the month of September is consistent with the benchmark and provided an actual positive return of 0.38 per cent or 4.77 per cent annualised. This return includes the 31 day notice saver account but excludes Council's at call cash and Treasury Corp managed fund accounts.

Going forward, Council's interest income can be increased by undertaking a slightly longer duration position of 12-24 months, with rates being offered for this period trending up by one quarter to one half a per cent higher in comparison to shorter tenors in a normal market environment. This approach will also minimise any interest rate risks associated with potential economic recession conditions.

The portfolio is diversified with maturities with varying lengths ranging up to the maximum 5 year period in accordance with Council's Investment Policy.

Council's investment advisor has confirmed that Council's investment portfolio is compliant with current policy settings, with clear buffers between exposures to individual entities and is well diversified from a credit ratings spread perspective.

During the reporting period Council accepted a Deed of Novation for investment advisory services from Imperium Markets Pty Ltd to Arlo Advisory Pty Ltd. This change to the internal structure of Imperium Markets was introduced to clearly define and separate the investment advisory services from Imperium's investment platform services. There has been no impact to the investment advisory services to Council and has been acknowledged that this provides more transparency over the services provided.

Council's total liquidity to meet short to medium term cash flow needs remains strong with \$5.5 million held in an at call account and an amount of \$10 million in a 31 day notice account which is currently offering a 40 basis points bonus interest percentage for deposits until December 2023. The interest rate on the 31 day notice saver account remains attractive for short term deposits at 4.95 per cent which also increases in line with increases in the official cash rate.

The official cash rate is 4.10 per cent following a continued pause by the Reserve Bank (RBA) Board for the October monetary policy decision. In the statement accompanying the decision, the new RBA Governor stated "The recent data are consistent with inflation returning to the 2-3 per cent target range over the forecast horizon and with output and employment continuing to grow. Inflation is coming down, the labour market remains strong and the economy is operating at a high level of capacity utilisation, although growth has slowed".

The market value of the Treasury Corporation Long Term Growth Fund which has a current asset allocation of around 50 per cent in domestic and international shares also correlates to this downturn in global equity markets. This Treasury Corporation fund is a long term growth fund with high return potential over the long term that may experience occasional periods of negative returns. It is intended to be at least a 7 year investment with the expectation of a return of CPI plus 3.5 per cent over a rolling 10 year period.

It is important to note that councils are restricted to conservative investments strictly in line with the Minister's Investment Order of 17 February 2011 and other relevant legislation including the *Local Government Act 1993* and the *Trustee Act 1925*. Investments in equities are prohibited under the legislation and therefore a benchmark such as the Bank Bill Index is used in line with Council's Investment Policy and the recommendations of the Office of Local Government Guidelines.

Rates

Rates and Charges levied for the period ending 30 September 2023 totalled \$142,058,076 representing 100 per cent of the current budget estimate.

The rates and charges receipts collected to the end of September totalled \$47,912,790. In percentage terms 34.6 per cent of all rates and charges due to be paid have been collected, compared to 35.2 per cent collected in the same period last year.

To mitigate the risk of debts becoming unmanageable Council staff have been actively assisting ratepayers with their quarterly instalments and provide advice on options available such as regular weekly payments. Where the charging of penalty interest causes hardship the charges are waived in accordance with Councils Hardship Policy and an application being made. An on-line application form is available on Council's website to assist ratepayers to apply and complete their request at a convenient time.

Debt recovery action during the month involved the issue of 23 Statements of Claim to ratepayers with two or more instalments outstanding and a combined balance exceeding \$1000. Further recovery on accounts with previous action resulted in 24 Judgments being served on defaulters that have not made suitable payment arrangements or failed on multiple occasions to maintain an agreed payment schedule.

Ratepayers who purchased property since the annual rates and charges notices had been issued, are provided a 'Notice to new owner' letter. During the month, 159 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 30 September 2023 are \$2,660,369 reflecting a decrease of \$861,531 since August 2023. During the month, 893 invoices were raised totalling \$2,264,374. 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.

Debts exceeding 90 days of age totalled \$624,508 as at 30 September 2023. The majority of this debt relates to City Standards debt of \$202,479 consisting mainly of health licence inspection fees totalling \$144,994. These fees are generated for various shop premises, household pool inspections, fire safety services and wastewater management systems. Part of this debt is due to shop owners that have closed and are no longer contactable. If the cost of recovery is uneconomical to recover, the debt is then recommended for write-off. Also incorporated in this debt are various accounts raised totalling \$57,486 for companion animal impounding. In most cases owners, have surrendered or abandoned the animals and have moved premises or are not in a position to pay. Council staff make every effort to negotiate payment plans with the debtors involved.

Corporate Governance debts total \$178,633 with the most significant amount of \$96,587 relating to the CDS Refund Sharing Agreement between Council and Suez Recycling Centre. Contact has been made with the debtor and advice has been received that payment is expected in November. Another significant amount of \$25,564 is for various property related debts regarding clean-up orders issued and the recovery of costs associated with restoring private property to a suitable healthy status. In some cases, property owners are already in financial distress or are uncontactable. Council staff continue to reach out to the owners in the hope of a

positive resolution, however its important to note that debts are encumbered to the land and are often finalised with the sale of the property.

Public hall hire fees of \$152,454 are a result of debts raised in advance and in accordance with council policy do not need to be finalised until 2 weeks prior to the function. This process also gives hirers an option to book in advance and to make smaller regular payments leading up to their event. In this category however, there are a few accounts with the combined outstanding balance of \$17,780 where Council staff have reached out in the hope of seeking a suitable payment arrangement. We now await a response to our request and will refer to our agents for recovery should no contact be made.

Government Grant debt of \$56,161 is for pensioner rebate claim from Office of Local Government. Council is required to lodge the payment claim by the end of the financial year in order to receive payment in late November.

City Lifestyle debt of \$12,286 primarily relates to minor various leisure facility hire debts. The Bicycle Education Centre debt of \$5,885 are fees that are a result of debts raised in advance.

Debts categorised within Community Businesses total \$10,392. An amount of \$9,826 relates to various clubs and schools hire of the stadium and sports grounds.

City Services debt of \$8,300 is represented by costs associated with road restoration works to the value of \$6,877. Council staff have reached out to the debtors involved resulting in payment of one debt for \$1,439 and are close to finalising the remaining portion.

Debt recovery action is normally 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 7 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. Where 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, 41 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 recovery on matters.

Council continues to provide aid 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.

Attachments

8.10.1 Summary of Council's Investment Portfolio - September 2023 (contained within this report) [↓](#)

8.10.2 Rates and Charges Summary and Statistics - September 2023 (contained within this report) [↓](#)

8.10.3 Debtors Summary and Ageing Report - September 2023 (contained within this report) [↓](#)

Summary of Council's Investment Portfolio

Portfolio as at 30 September 2023



Investments Summary*

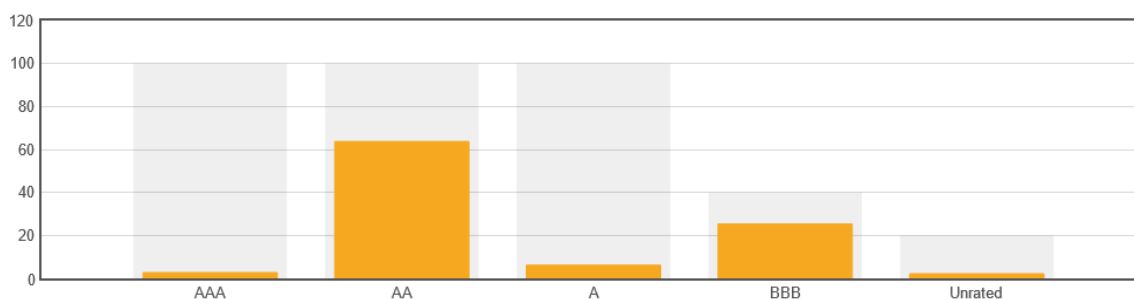
Asset Class as at 30/09/2023

Code	Number of Trades	Invested	Invested (%)
TD	48	132,237,796.14	55.92
FRN	19	40,355,716.60	17.07
FRTD	7	26,000,000.00	10.99
BOND	6	16,725,786.85	7.07
CASH	4	16,050,038.36	6.79
MGFUND	1	5,104,541.71	2.16
TOTALS	84	236,473,879.66	100.0

*Note valuations of Council's Senior FRNs on the Imperium Markets platform are marked-to-market and priced on a daily basis from an independent third party provider. Council has recorded its FRNs internally at the purchase price or face value. As such, the total portfolio's balance is likely to differ as at the reporting date).

Credit Quality

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	AAA	6,354,267.10	2.69	100.00	230,119,612.56
✓	AA	150,705,048.94	63.73	100.00	85,768,830.72
✓	A	14,494,124.18	6.13	100.00	221,979,755.48
✓	BBB	59,815,897.73	25.30	40.00	34,773,654.13
✓	Unrated	5,104,541.71	2.16	20.00	42,190,234.23
TOTALS		236,473,879.66	100.00		



Summary of Council's Investment Portfolio – September 2023 cont'd

Maturity Compliance

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✓	0 - 90 days	53,066,270.69	22.44	0.00	100.00	183,407,608.97
✓	91 - 365 days	109,494,029.31	46.30	0.00	100.00	126,979,850.35
✓	1 - 2 years	14,492,363.00	6.13	0.00	100.00	221,981,516.66
✓	2 - 5 years	54,316,674.95	22.97	0.00	100.00	182,157,204.71
✓	5 - 10 years	5,104,541.71	2.16	0.00	20.00	42,190,234.23
TOTALS		236,473,879.66	100.00			

Portfolio Return

Council's performance for the month ending September 2023 (excluding cash accounts and TCorp LTGF) is summarised as follows:

Performance (Actual)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	0.33%	1.02%	1.97%	1.02%	3.54%
AusBond Bank Bill Index	0.34%	1.08%	1.99%	1.08%	3.56%
T/D Portfolio	0.40%	1.14%	-	1.14%	-
FRT/D Portfolio	0.43%	1.29%	-	1.29%	-
FRN Portfolio	0.43%	1.29%	-	1.29%	-
Bond Portfolio	0.11%	0.32%	-	0.32%	-
Council's Total Portfolio[^]	0.38%	1.13%	-	1.13%	-
Relative (to Bank Bills)	0.05%	0.05%	-	0.05%	-

[^]Council's total portfolio returns excludes Council's cash account holdings and TCorp LTGF.
Returns for greater than three months are currently not available due to a lack of historical data.

Performance (Annualised)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	4.10%	4.10%	3.98%	4.10%	3.54%
AusBond Bank Bill Index	4.18%	4.35%	4.01%	4.35%	3.56%
T/D Portfolio	4.93%	4.60%	-	4.60%	-
FRT/D Portfolio	5.35%	5.20%	-	5.20%	-
FRN Portfolio	5.33%	5.22%	-	5.22%	-
Bond Portfolio	1.32%	1.29%	-	1.29%	-
Council's Total Portfolio[^]	4.77%	4.55%	-	4.55%	-
Relative (to Bank Bills)	0.59%	0.19%	-	0.19%	-

[^]Council's total portfolio returns excludes Council's cash account holdings and TCorp LTGF.
Returns for greater than three months are currently not available due to a lack of historical data.

Rates Summary

Statement of all Outstanding Rates and Extra Charges



Rate - Charge	30/06/2023	Net Levy for Year	Pension Rebates	Extra Charges	Total Receivable	Cash Collected	Net Amount Due	Postponed Rates & Interest	Gross Amount Due
Residential	3,982,851.76	76,482,286.04	1,365,387.33	220,605.07	79,320,355.54	25,050,956.85	54,269,398.69	329,735.53	54,599,695.99
Business	539,881.93	21,270,402.09		27,161.10	21,837,445.12	9,718,637.65	12,118,807.47		12,118,807.47
Farmland	35,098.13	485,070.24	205.23	488.38	520,451.52	180,785.13	339,666.39	232,636.49	572,302.88
Mining	0.00	30,760.56		13.23	30,773.79	30,760.58	13.21		13.21
SR - Loan	845.32	0.00		22.66	867.98	0.00	867.98	0.00	867.98
SR - Infrastructure	422,244.28	7,451,625.23		6,231.37	7,880,100.88	2,632,614.11	5,247,486.77	55,202.59	5,302,689.36
Total	\$4,980,921.42	\$105,720,144.16	\$1,365,592.56	\$254,521.81	\$109,589,994.83	\$37,613,754.32	\$71,976,240.51	\$617,574.61	\$72,594,376.89
Garbage	1,302,053.44	30,474,402.09	905,300.91	26,815.43	30,897,970.05	9,769,550.27	21,128,419.78		21,128,419.78
Stormwater	81,986.14	1,487,439.63		684.85	1,570,110.62	529,485.37	1,040,625.25		1,040,625.25
Grand Total	\$6,364,961.00	\$137,681,985.88	\$2,270,893.47	\$282,022.09	\$142,058,075.50	\$47,912,789.96	\$94,145,285.54	\$617,574.61	\$94,763,421.92

Total from Rates Financial Transaction Summary	93,555,771.28
Overpayments	-1,207,650.64
Difference	0.00

Analysis of Recovery Action

Rate accounts greater than 6 months less than 12 months in arrears	399,361
Rate accounts greater than 12 months less than 18 months in arrears	130,618
Rate accounts greater than 18 months in arrears	27,395
TOTAL rates and charges under instruction with Council's agents	557,374



Rates Statistics

No. of documents Issued	July	August	September	October	November	December	January	February	March	April	May	June	Sep-22
Rate Notices	58,791												22
Electronic - DoH	4,629												
Instalment Notices													
Electronic - DoH													
Missed Instalment Notices - Pensioners > \$15.00													
Notice to new owner	185	163	159										101
7-day Letters - Council issued - Pensioners > \$1000													
7-day Letters - Agent Issued													
Statement of Claim	144	12	23										16
Judgments	6	41	24										27
Writs													15
Electronic - eRates & BPAYView	16,302	16,557	16,882										14,927
Pensioner applications	77	48	54										67
Arrangements	86	81	78										91

DEBTORS SUMMARY 1 September 2023 to 30 September 2023



DEBTOR TYPE/DESCRIPTION	ARREARS AT 31/08/2023	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 30/09/2023	% DEBT RATIO
Corporate Governance	403,243	589,330	212,144	780,429	29.34%
City Services	10,633	30,857	8,069	33,421	1.26%
City Standards	513,385	52,418	172,685	393,118	14.78%
Community Businesses	81,816	278,531	101,934	258,413	9.71%
City Lifestyles	44,309	15,903	7,692	52,520	1.97%
Grants	2,035,298	559,995	2,192,568	402,725	15.14%
Hall Hire	206,858	174,680	115,561	265,976	10.00%
Property Services	226,358	562,661	315,253	473,767	17.81%
	3,521,900	2,264,374	3,125,905	2,660,369	100%

AGEING OF SUNDRY DEBTOR ACCOUNTS - 30 September 2023



	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due	Previous Month 90+ days
Corporate Governance	553,957	35,564	12,275	178,633	780,429	80,127
City Services	25,121	0	0	8,300	33,421	9,444
City Standards	47,655	128,573	14,411	202,479	393,118	196,794
Community Businesses	237,756	9,566	700	10,392	258,413	12,119
City Lifestyles	35,964	3,559	711	12,286	52,520	11,843
Grants	310,208	36,357	0	56,161	402,725	0
Hall Hire	72,398	20,567	20,558	152,454	265,976	144,788
Property Services	459,624	9,279	1,060	3,803	473,767	3,803
	1,742,682	243,463	49,715	624,508	2,660,369	458,919

8.11 Land Acquisition Review – Council submission

Reporting Officer

Property Services Manager
City Governance

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.2.2 Ensure that public funds and assets are managed strategically, transparently and efficiently

Delivery Program

Principal Activity
5.2.2.1 Conduct Council business in an open, transparent and accountable manner

Officer's Recommendation

That Council endorse the submission to the Land Acquisition Review project attached to this report.

Purpose

To provide Council with an overview of the Land Acquisition review project, its purpose and desired outcomes.

Report

The *Land Acquisition (Just Terms Compensation) Act 1991* sets out what NSW Government acquiring authorities must do to acquire land from a land owner, compulsorily or by agreement, including the processes and considerations for determining compensation. Government intends the process be fair, easy to understand and transparent while striking the right balance between rights of landowners and the delivery of essential public infrastructure.

Commencing mid 2023 the Department of Planning and Environment has announced it will lead a legislative review of the Act alongside a review of the whole of government approach to acquisitions.

The project will review:

- The Act, including issues raised in a recent enquiry (Report 17 Acquisition of land in relation to major transport projects) involving both NSW Government and public consultation
- The whole of Government approach to property acquisitions so that appropriate consideration and rigour is applied to the operationalisation of any reforms to the Act arising from the legislative review.

The Department has planned a two stage approach to ensure that all stakeholders are engaged in the review process. During Phase 1, government stakeholders will have an opportunity to provide evidence based information about potential amendments to the Act to address current risks and inconsistencies. Consultation will be directly with relevant agencies and acquiring authorities.

We have been invited to make a submission as part of Phase 1 of the review process. Our proposed submission is attached and is based improvements we have identified as a result of acquiring land for infrastructure under the Just Terms framework.

The submission considers our recently endorsed Land Acquisition policy framework and our commitments to the acquisition of land under Just Terms and Hardship set out in the policy.

The deadline for submission closed on 13 October 2023 and due to the tight timeframes set down in the project we have sent the submission back to the Department of Planning and Environment. The submission was reviewed by Council's Executive Group prior.

The risk of not proceeding with making a submission to the review would be "Low Med". While it is likely that Council will be required to acquire land under the Just Terms Compensation Act in the future the impact would be minor as the intention of the review is to make evidence based decisions to further refine the act for both acquiring authorities and land owners.

Attachments

8.11.1 Land Acquisition Review Project - Campbelltown September - October 2022 (contained within this report) [↓](#)

Legislation (Part/Division/Section)	Section description	Recommended Proposed Change	Agency	Reason / Legal Advice / Case Law reference	Campbelltown Council Notes
General					
4	Definitions - Confirm 'Interests in the Land'	Confirm that 'Interests' must be legally enforceable proprietary interests in land.	Campbelltown Council	Olde English Tiles Australia Pty Ltd v Transport for New South Wales [2022] NSWCA 108.	Particularly important where there are multiple owners involved or where land subject to the acquisition process is sold to another party during the transaction. We would seek consideration in the review for Owners to have a duty to disclose to any party they may be seeking to sell the land to that the land itself is subject to acquisition under the Just Terms Act in the event a PAN notice has been issued
10A	Genuine attempt to reach agreement	Clarifying what constitutes "genuine attempt".	Campbelltown Council	Relying on genuine attempts to acquire the land by agreement by identifying any six-month period prior to giving the Proposed Acquisition Notice (PAN) does not, in itself alone satisfy section 10A(2), as it is necessary to consider the acquiring authority's conduct during the entirety of the pre-PAN period.	The conduct of the land owner during this period is equally important. Failure to acknowledge an initial letter, selling land to another party during the acquisition process can create unnecessary delay. The obligations of the owner to participate and cooperate are very important through the 6 month period
10A	Genuine attempt to reach agreement and arbitration	Acquiring authorities should be obliged to engage meaningfully with all aspects of an owners claim. Should a deadlock between experts be reached during the negotiation for acquisition phase, examine the possibility of dispute resolution (or arbitration).	Campbelltown Council	Recommendation 3 of Report 17 Acquisition of Land in relation to major transport projects ("the inquiry") recommends that the NSW Government amend Section 10A of the Act (and any other associated provision) to ensure that owners can access an independent mediator, if requested.	The introduction of a mediator to assist in parties reaching a satisfactory outcome has the potential to decrease acquisition timeframes, has the potential to save costs and could assist in avoiding further expense and delay should the Land Owner refer the matter to the Land and Environment Court
26	Hardship	Review the: - compensation for loss, reasonable legal fees, valuation fees, and other costs which should reasonably be included within a Hardship claim - government processes for designating land for investigation or future acquisition.	Campbelltown Council	Recommendation of the Inquiry that the NSW Government improve the transparency of the procedures and review the guidelines for Hardship acquisitions for owners that experience a reduction in property value, are negatively impacted by construction or a property rezoning which arises as a result of a government project.	While the criteria could be widened it would be important to ensure there is sufficient evidence provided by the Owner to support the hardship. The introduction of expense caps in areas where it is deemed reasonable should also be considered
Amendments relating to Compulsory Acquisition					
48	Advance payments of compensation etc	For owners of acquired land, review applicability and supportive processes for advance payments to promote consistency.	Campbelltown Council	Applies to land acquired using the Just terms process and not land acquired by negotiation	Review process for advanced payments.
55	Amount of compensation	Review the requirement to use the Valuer General's office to determine the amount of compensation payable. Not only are there significant time delays in achieving a determination the Acquiring authority is burdened with unnecessarily high fees that it has no control over in order to arrive at the determination	Campbelltown Council		Review the potential for use of alternative valuation agencies on the proviso they obtain accreditation. This has the potential to address the delays experienced during the determination stage of the acquisition process. If this opportunity is not considered viable then introduce reasonable and agreed timeframes for review and determination and agree on fee structures that are benchmarked to ensure that the costs associated with arriving at determination are fair and reasonable for the Acquiring Agency

Legislation (Part/Division/Section)	Section description	Recommended Proposed Change	Agency	Reason / Legal Advice / Case Law reference	Campbelltown Council Notes
New Section - New Requirements - Improved processes					
A	Mandatory reporting of land acquisition data	Minimum reporting for compulsory acquisitions; compulsory acquisition by agreement; land acquisition by agreement (land that is not for public sale and acquired by deed of contract); and, hardship acquisitions.	Campbelltown Council	Increases the overall accountability and transparency for all parties involved in the process.	Could the data collected be analysed and used by acquiring agencies to determine more accurate baseline assessment of costs in preparation for future acquisition.

8.12 Reports and Letters Requested

Reporting Officer

Manager Governance and Risk
City Governance

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.1.2 Ensure the community is continuously informed about current and future issues affecting Campbelltown and key delivery partners

Delivery Program

Principal Activity
5.1.2.1 Communicate in a diverse, open and inclusive way that informs and engages our communities to build confidence and trust

Officer's Recommendation

That the comments and updates to the reports and letters requested be noted.

Report

Attached for the information of Councillors is a status list of reports and letters requested from Council as at 31 October 2023.

Attachments

8.12.1 Reports Requested Register 31 October 2023 (contained within this report) [↓](#)

8.12.2 Letters Requested Register 31 October 2023 (contained within this report) [↓](#)

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Services			
13.10.22 Brticevic	<p>NM 11.3 Footbridge over Bow Bowling Creek</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. provide a report on the feasibility of building a footbridge over Bow Bowling Creek (causeway) at Bow Bowling towards Minto. 2. Ensure the report includes particular reference to any current legislative requirements for pedestrian footbridges and addresses accessibility for those with mobility and/or disability issues. 3. That Council also advocate to the Member for Macquarie Fields in relation to the development of the bridge to seek funding to ensure it is built to an appropriate standard. 	The feasibility report is currently being prepared.	December 2023
9.8.22 Chowdhury	<p>NM 11.4 - Grass Cutting</p> <ol style="list-style-type: none"> 1. That a briefing be presented to Councillors on the grass cutting maintenance program undertaken throughout the LGA, including the frequency during the four seasons; and 2. That a report be presented that details the current maintenance program and the costs associated with increasing the frequency of the program to enhance a consistent look of the city. 	Currently under investigation.	June 2024

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Services			
9.8.22 Brticevic	<p>That a further report be provided to Council detailing the requirements of the original notice of motion. NM 11.5 -District Park Midlothian Reserve, St Andrews</p> <p>1. Seeks a report in relation to a district park at St Andrews. The report includes detailed planning, timeline, consultation with community and funding for the park with consideration of the State of Play Strategy (2016-2036). In addition, consider any funding opportunities such as Everyone Can Play (Department Planning and Environment) to accelerate the project.</p>	A report is being prepared for December meeting.	December 2023
10.5.22 Stellino	<p>NM 11.2 - Reptile Protection</p> <p>1. That Council investigate the need and feasibility of reptile handling/catching services to be added to council capabilities. 2. That a report be provided to the Council on the outcome of the investigation and include what opportunities are available for Council to increase public education on the existence of and response to snakes and other reptiles.</p>	A report is being prepared for December meeting.	December 2023

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Services			
20.9.22 Brticevic	NM 11.3 - International Mother Language Day Monument 1. That Council present a briefing to Councillors on the imminent updated version of the Monuments and Memorials policy.	A report to be presented to Council at the December 2023 meeting.	December 2023
11.07.23 Munro	NM 11.1 - Intersection of Collins Promenade and Eagleview Rd 1. That Council undertake a review of recent changes to the intersection of Collins Promenade and Eagleview Rd and present the findings to Transport NSW for their review and consideration in the interest of motorist safety.	Currently under investigation. This item has been added to the newly recommenced traffic committee agenda for February 2024 meeting.	February 2024
13.12.22 Stellino	ORD 8.3 - Bin Locks - 12 Month Trial 3. A report on the findings be presented to Council after 3 months of the trial and before 12 months, whichever comes first.	12 month trial began in May 2023. The report on findings will be presented at the November Council meeting. Following Cr Stellino's statement at the September Council meeting a report will be provided 12 months from date of the first bin latch being issued to the public, or 3 months after all of the bin latches being distributed whichever comes first.	May 2024

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Services			
12.09.2023 Hunt	<p>NM 11.2 Bus Stop Shelters</p> <p>2. That Council, subject to confirmation of bus routes and service standards, review the current installation program of bus stop shelters and explore options to expand to meet community growth and expectations; and</p> <p>3. That a report is presented on the information received and options to be considered.</p>	Currently under review.	February 2024
14.6.22 Bricevic	<p>ORD 8.5 - Campbelltown Billabong Parklands - Project Update</p> <p>4. That Councillors be provided with a quarterly report on the progress of the Billabong project and the opportunity to inspect the site when feasible.</p>	<p>Quarterly reports completed: October 2022, December 2022, March 2023, June 2023, September 2023.</p> <p>The next quarterly update report is scheduled for December 2023.</p>	December 2023
8.3.22 Khalil	<p>NM 11.5 - Simmos Beach, Macquarie Fields</p> <p>That a report be presented to Council outlining ways to increase visitation to Simmos Beach, Macquarie Fields. The report should include:</p> <p>a) identification of any future enhancement works planned or required to improve the location.</p> <p>b) marketing opportunities to increase visitation and tourism.</p> <p>c) any environmental factors to be taken into account because of increasing visitation.</p> <p>d) any future resourcing considerations to enable an ongoing program of works and marketing activity.</p>	A report is being prepared for December meeting.	December 2023

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Planning and Environment			
10.5.22 Bricevic	ORD 8.1 - Local Housing Strategy - Approval Conditions and Affordable Housing Initiatives 4. That once the draft Campbelltown Affordable Housing Strategy has been prepared it be reported to Council for consideration prior to formal public exhibition.	Timing adjusted to align with Western Sydney Planning Partnership.	February 2024
8.11.22 Oates	ORD 8.6 - Planning Proposal - 80 O'Sullivan Road, Leumeah 5. That at the conclusion of the public exhibition, a report be presented to Council on the outcome of the public exhibition.	Public exhibition will not occur until Gateway Determination has been received. Post exhibition report is estimated as March 2024.	March 2024
8.8.23	ORD 8.2 - Planning Proposal - Amendment of Clause 4.4 'Floor Space Ratio' - Campbelltown Local Environmental Plan 2015 3. That following the public exhibition either: a) where objection(s) are received to the Planning Proposal a further report be presented to Council on those objection(s)	Awaiting Gateway determination prior to public exhibition.	February 2024

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Futures			
3.8.21 Manoto	<p>ORD 8.5 - Ingleburn CBD - Planning Proposal and Development Control Plan</p> <p>3. That a further report be presented to Council outlining options for a design excellence process for the development of the future car park site for a mixed use building and a public park. This report is to consider the appropriateness of this site for a possible iconic building.</p>	A feasibility study to determine the sites viability from a triple bottom line perspective (ie financial, social and environmental) is required. Funding to undertake this study is currently being sought. A report to Council will be provided following assessment of the viability.	June 2024
9.6.22 Brsticevic	<p>NM 11.1 - LED Street Lighting</p> <p>1. That a report on the contribution of the street lighting network (both public and private) to Council's electricity consumption, and opportunities to work</p>	Council is finalising the collation of information on the private and public street lighting network. A number of opportunities to reduce greenhouse gas emissions and costs associated with the street lighting network are being explored and will be presented in the report.	December 2023
14.9.21 Oates	<p>NM 11.2 - Creative Arts Fund</p> <p>1. That a report be presented investigating the establishment/trial of a local creative arts fund with the purpose of providing opportunities to improve the wellbeing, resilience and social cohesion of our community through creative expression and social connection.</p> <p>2. That the report also include the current and past, small and localised art funding initiatives undertaken by Campbelltown City Council including the cost associated with these initiatives.</p>	A report is currently being drafted that investigates the opportunity of a local creative arts fund to improve our community's well-being, resilience, and social cohesion through creative expression and social connection. The report will include the current and past, small and localised art funding initiatives undertaken by Campbelltown City Council.	February 2024

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Futures			
8.3.22 Lound	<p>NM 11.4 - Business Parking in the Campbelltown CBD</p> <p>1. That Council undertake further engagement with Campbelltown CBD Businesses to understand their concerns regarding parking.</p> <p>2. That a report be presented to Council for discussion and consideration of appropriate potential solutions.</p> <p>3. Develop an appropriate data strategy to ensure that recommendations regarding parking are based on evidence.</p>	Information and data regarding parking is being collected from a number of sources, including a recent travel survey, pedestrian movement data and anecdotal feedback from CBD businesses including through a targeted initial discussions in April 2022. Council has partnered with TfNSW to deliver a kerbside data project, with cameras and sensors installed in and around Queen Street. Additional data will be available in the coming months and will allow Council to make evidenced based assessment of vehicle and pedestrian movement in relation to car parking. A report will be presented to Council to consider options moving forward.	July 2024
13.10.20 Lake	<p>NM 11.1 - Charging for parking within the Campbelltown Local Government Area</p> <p>That a full feasibility report be presented to Council outlining the financial and non-financial implications of introducing paid parking into the Campbelltown Local Government Area.</p>	Further studies are required for paid parking to form a part of a parking strategy.	October 2024

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Futures			
11.07.2023 Oates	NM 11.4 - Agricultural and Indigenous History 1. That, in order to recognise Campbelltown's significant agricultural and Indigenous colonial histories, a report be presented advising how Council will seek funds to create a mural or murals on the Silos situated on Appin Road.	Further research to be undertaken and internal consultation including heritage assessment, road and site safety considerations, DA requirements, and research into external funding options.	June 2024
10.10.23 Khalil	NM 11.3 PhD Scholarship 1. That a report be presented to Council investigating the establishment of a PhD Scholarship program with Western Sydney University or other universities that have interest in our area that focuses on undertaking research on the Campbelltown LGA.	Currently under investigation	March 2024

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Lifestyles			
20.9.22 Cotter	<p>NM 11.2 - Youth Centres</p> <p>1. That a report be presented to Council on youth centres within Campbelltown Local Government Area. The report should include whether the current centres meet the community's needs and the feasibility of establishing a council-managed centre or transforming an under-utilised asset to cater to the needs.</p>	As directed by the Youth Advisory Group, Council is developing a Youth Plan 2024-2030 that will guide the allocation of Council resources to better meet the needs of young people. To inform the Youth Plan, Council has performed desktop research, benchmarking and policy review, plus and commenced consultation process involving young people and services that support them. This work will inform the feasibility assessment of transforming an under-utilised asset to better cater to the needs of young people. The work will conclude in December 2023 in lieu of Plan publication in 2024.	February 2024
11.07.2023 Oates	<p>NM 11.3 - Colonial History</p> <p>That, in order to recognise and celebrate Campbelltown's nationally significant colonial history, a report be presented to Council:</p> <p>1. outlining the plans for a Colonial Market Fair and Bush Dance to be held in Hurley Park near the site of the historic cattle tanks; 2. advising how funds will be sought to implement such an event; and 3. confirming the inaugural event be held during Heritage Week 2024.</p>	Investigation is underway.	February 2024

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Lifestyles			
8.8.2023 Cotter	NM 11.4 - Youth Festival That a report is presented to the council detailing the feasibility, costing and funding options for the creation of a youth festival	Further investigation will commence detailing the feasibility, costing and funding options for the creation of a youth festival.	March 2024
8.8.2023 Cotter	NM 11.5 -Library Design 3. That a report is presented to the council detailing the result of the consultation process, including costing and funding options.	Further investigation will commence detailing the result of the consultation process, including costing and funding options on the library design.	February 2024
12.09.2023 Bricevic	ORD 8.8 Public Exhibition of Draft Lynwood Park Masterplan 2. That a report be presented to Council highlighting changes, if any, to the Masterplan and the response from the MPs for consideration and endorsement for public exhibition. 3. That the report presented back to Council consider the impacts of: a) synthetic fields on the environment and b) the development on Koala habitat.	A report will be presented back to Council considering the impacts of: • synthetic fields on the environment and • the development on Koala habitat. • highlighting changes, if any, to the Masterplan and the response from the MPs for consideration and endorsement for public exhibition.	February 2024

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Lifestyles			
12.09.2023 Oates	NM 11.1 Vernacular Housing 1. Investigate different ways to involve our local community in recognising and researching examples of disappearing vernacular styles of housing in Campbelltown suburbs; 2. Use the information gathered to create a page on the Library's local studies website to contain photos and a brief description of the styles.	Local Studies team will work on this as a project for History Week in September 2024.	June/July 2024
10.10.23 Bricevic	4. That Council is presented with a quarterly report detailing the operational costs and utilisation of the facility.	The quarterly report will be provided to Council after the opening of the Billabong facility.	

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
City Governance			
9.5.23 Chew	NM 11.2 - Customer Experience 1. That Council further investigate opportunities for enhancing measurement of customer experience. 2. That a report to Council detailing the outcomes and recommendation for customer experience metrics.	Customer experience measures currently being developed and will form part of the customer service charter. A new indicator for customer service has been added to the Operational Plan - "First call resolution rate by customer service - 75%"	December 2023
13.7.21 Morrison	ORD 8.3 - Menangle Park - Amendments to Development Control Plan 4. That a further report be presented to Council that includes street names, derived from Table 1.3 of the current Campbelltown (Sustainable City) Development Control Plan, Part 8 Menangle Park, for places of Non-Indigenous Heritage Significance for inclusion on the list of road names approved for Menangle Park.	4. List of street names being prepared for approval by the Geographical Names Board.	December 2023

Reports requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates	Expected completion date
Office of the General Manager			
10.10.23 Morrison	NM 11.1Campbelltown Ambassadorship Program That a report be presented to Council investigating the opportunity for development of a Campbelltown Ambassadorship Program that acknowledges significant contributions of individuals to our city and leverages their profile to promote Campbelltown.	A number of delivery models are currently being explored for an Ambassador Program, and a report outlining considerations and options will be presented to the February Council meeting.	February 2024

Letters requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates
City Services		
14.6.22 Hunt	<p>ORD 7.1 - Koala Care and Treatment Facilities</p> <p>2. That Council write to the new Federal Minister for the Environment and Water, the Hon. Tanya Plibersek MP, seeking funding for koala protection.</p>	<p>2. Letter sent 4/07/2022 to the new Federal Minister for the Environment and Water, the Hon. Tanya Plibersek MP.</p>
9.8.22 Stellino	<p>NM 11.1 - Koala Care</p> <p>1. That Council write to the Minister for Environment and Heritage James Griffin MP requesting them not to administer the Chlamydia vaccine to koalas within our region for so long as no signs of Chlamydia are detected in the colony.</p> <p>2. That Council include in the letter that Koala experts hold the opinion that there was no merit in trialling the vaccine in Campbelltown, since the disease is not present, the vaccine is not inheritable and we are already at maximum reproductive rates leading to only possible negative outcomes.</p> <p>3. That Council include in the letter support for the rest of the program announced, including the Chlamydia testing machine to assist in detection of the disease as well as the allocation of state funds for habitat restoration of koala corridors in the Campbelltown Local Government Area.</p> <p>4. That Council ask if the minister has allocated or intends to allocate funding towards koala carers in the region under the NSW Koala strategy.</p> <p>5. That Council utilises the letter tabled by Councillor Stellino from Doctor Steve Phillips with the letter to the Minister for Environment and Heritage James Griffin MP.</p>	<p>Letters sent 15/11/22 to the Hon James Griffin MP- Minister for the Environment and Heritage</p> <p>Following the change of NSW State Government new letters are currently being drafted to the new Minister for the Environment, the Hon. Penny Sharpe MLC.</p> <p>Letter sent to the Hon. Penny Sharpe MLC 25.08.2023.</p>

Letters requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates
City Services		
10.10.23 Stellino	<p>NM 11.2 New National Park</p> <p>1. That Council write to the Minister for Environment and Heritage, the Hon. Penny Sharpe MLC, thanking the NSW Government for the commitment of \$48 million in the 2023-24 NSW Budget to help establish a new National Park along the Georges River between Long Point and Appin, eventually covering up to 1830 hectares, with an aim to delivering long-lasting conservation benefits for Sydney's largest and healthiest koala populations.</p> <p>2. That Council write to the NSW Department of Environment and Heritage requesting details of the program for delivery of the new National Park and invite the department to present a briefing for councillors and any appropriate staff which includes the Department's position as to their plans to lock-out land previously accessible by the public.</p>	Letters are currently being drafted
12.09.2023 Hunt	<p>NM 11.2 - Bus Stop Shelters</p> <p>1. That Council write to Hon. Jo Haylen MP, Minister for Transport seeking a review of current bus routes and service standards in Campbelltown Local Government Area, with particular focus on vulnerable community groups such as schools, aged care;</p>	Letter sent 09.10.2023.

Letters requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates
City Planning and Environment		
12.09.2023 Bricevic	ORD 8.1 Ingleburn CBD Planning Proposal - Post Exhibition Report 6.That Council write to the member for Macquarie Fields seeking his support and advocacy for State Government funding to meet the demands and needs of population growth.	Letter sent 13.10.2023.

Letters requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates
City Futures		
13.10.22 Khalil	<p>NM 11.1 - Bus Services in Campbelltown LGA</p> <p>1. That Council writes to the Hon. David Elliott MP, Minister for Transport and Ms Jo Haylen MP, Shadow Minister for Transport and if appropriate to the Minister for Education and Shadow Minister for Education and to our local MP's advocating for the following:</p> <p>a) implementation of an enhancement to the bus service network in Macarthur Heights to improve the residents' access to Campbelltown Station.</p> <p>b) establish additional bus services for students to and from schools in Campbelltown Local Government Area to reduce traffic congestion outside the school and ensure greater safety for the school children.</p>	<p>Letters sent 3 March 2023 to:</p> <ul style="list-style-type: none"> - Member for Macquarie Fields, Anoulack Chanthivong MP - The Hon. David Elliott MP, Minister for Transport - Member for Campbelltown, Greg Warren MP - The Hon. Jo Haylen MP, Shadow Minister for Transport - The Hon. Prue Car, Shadow Minister for Education - The Hon. Sarah Mitchell, Minister for Education and Early Learning

Letters requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates
City Lifestyles		
12.09.2023 Khalil	8.8 Public Exhibition of Draft Lynwood Park Masterplan 1. That Council write to our region's State and Federal Members of Parliament seeking their input and/or support of the Masterplan prior to its exhibition, noting the funding for delivery for such a plan will come from NSW and/or Commonwealth government(s).	Letters sent via email on the 10 October 2023 and included as correspondence item 7.2 in the November agenda.

Letters requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates
Office of General Manager		
14.2.23 Brdicevic	<p>NM 11.1 - Community and Justice Precinct</p> <p>1. That Council write to the Member/Candidate for the electorate of Campbelltown Greg Warren MP, shadow Attorney General Michael Daley, Opposition Leader Chris Minns seeking an election commitment to the redevelopment of the NSW Courts in Campbelltown to catalyse the Community and Justice Precinct.</p> <p>2. That Council write to the NSW Attorney-General, the Hon Mark Speakman MP, and the NSW Premier, the Hon Dominic Perrottet MP, seeking an election commitment to the redevelopment of the NSW Courts in Campbelltown to catalyse the Community and Justice Precinct.</p> <p>3. That Council write to the Member for Macarthur Dr Mike Freelander MP, Attorney General the Honourable Mark Dreyfus MP and the Prime Minister the Honourable Anthony Albanese MP seeking a commitment for a Federal Circuit and Family Court of Australia for the Community and Justice Precinct in Campbelltown.</p> <p>4. That Council write to the Shadow Attorney-General, Mr Julian Leaser MP, and the Leader of the Opposition, the Hon Peter Dutton MP, seeking a commitment for a Federal Circuit and Family Court of Australia for the Community and Justice Precinct in Campbelltown</p>	<p>1. Letters sent to Member/Candidate for the electorate of Campbelltown Greg Warren MP, shadow Attorney General Michael Daley, Opposition Leader Chris Minns on 16 February 2023.</p> <p>A further letter was sent to the new AG the Hon. Michael Daley MP on 4 April 2023 requesting a meeting to discuss the Community and Justice Precinct.</p> <p>2. Letters sent to the NSW Attorney-General, the Hon Mark Speakman MP, and the NSW Premier, the Hon Dominic Perrottet MP, on 15 February 2023</p> <p>3. Letters sent to the Member for Macarthur Dr Mike Freelander MP, Attorney General the Honourable Mark Dreyfus MP and the Prime Minister the Honourable Anthony Albanese MP on 15 February 2023 response received from the Hon. Mark Dreyfus KC MP, Attorney General, to Council dated 28 March 2023 included in April Agenda.</p> <p>4. Letters sent to the Shadow Attorney-General, Mr Julian Leaser MP, and the Leader of the Opposition, the Hon Peter Dutton MP on 15 February 2023, response received from the office of the Hon. Peter Dutton MP, Leader of the Opposition, dated 28 March 2023.</p>

Letters requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates
Office of General Manager		
6.6.23 Brticevic	<p>NM- 11.2 Campbelltown Hospital Staff Parking</p> <p>1. That Council writes to the federal Member for Macarthur, Dr Freeland, seeking his support to reallocate the \$15 million that was promised to Macarthur as part of the last government 2019 election to expand free parking in Campbelltown hospital and provide a cost of living relief to our residents attending the Campbelltown hospital in these hard times.</p> <p>2. That council acknowledges and thanks Dr Mike Freeland and Mr Greg Warren MP for their past and ongoing advocacy for staff and community parking assistance at Campbelltown hospital.</p>	Letters to Dr Freeland MP and Mr Greg Warren MP were sent 23 June 2023.

Letters requested effective 31 October 2023

*Date of Decision *Mover	Action Item	Comments / updates
Office of General Manager		
14.02.2023 Briticevic	<p>1. That Council write to the Member for Macarthur Dr Mike Freeland MP, the Honourable Catherine King MP the Minister for Infrastructure, Transport, Regional Development and Local Government and the Prime Minister the Honourable Anthony Albanese MP seeking a financial commitment to the upgrade/expansion of Appin Road including underpasses and fauna protection measures similar to Labor's election promise to allocate \$50 million for the upgrade of Appin Road, being the most notorious road in the Macarthur region, if it won that election.</p> <p>2. That Council write to the Shadow Minister for Infrastructure, Transport, Regional Development, Senator the Hon Bridget McKenzie, and the Leader of the Opposition, the Hon Peter Dutton MP, seeking a financial commitment to the upgrade/expansion of Appin Road, including underpasses and fauna protection measures.</p> <p>3. That Council write to the Member/Candidate for Campbelltown Greg Warren MP, Shadow Minister for Transport Jo Haylen MP, Opposition Leader Chris Minns seeking an election commitment to the upgrade/expansion of Appin Road including underpasses and fauna protection measures similar to the Wollongong by-election promise of fifty million dollars in 2016.</p> <p>4. That Council write to the Minister for Transport David Elliott MP, the NSW Premier, the Hon Dominic Perrottet MP seeking an election commitment to the upgrade/expansion of Appin Road including underpasses and fauna protection.</p>	Letters were sent 16 February 2023. Response received from the Hon. Catherine King MP 28 June 2023 and letter dated 6 June 2023.

8.13 2024 Council Meeting Calendar

Reporting Officer

Manager Governance and Risk
City Governance

Community Strategic Plan

Objective	Strategy
5 Strong Leadership	5.2.1 Provide proactive and collaborative leadership on issues that are important to Campbelltown now and into the future

Delivery Program

Principal Activity
5.2.2.1 Conduct Council business in an open, transparent and accountable manner

Officer's Recommendation

That the 2024 Council meeting calendar be adopted.

Purpose

To submit for Council's consideration a meeting calendar for 2024.

Report

The meeting calendar for 2024 proposes that meetings continue to be held on Tuesday evenings with Council meetings being held on the 2nd Tuesday of each month and briefings on other Tuesdays available within that month. The schedule is as follows:

1st Tuesday of the month	- Briefing
2nd Tuesday of the month	- Council meeting
3rd Tuesday of the month	- Briefing
4th Tuesday of the month	- Briefing
5th Tuesday of the month	- Briefing (only if required)

Under section 365 of the Local Government Act 1993, Council is required to meet at least ten times each year, each time in a different month.

The draft meeting calendar for 2024 provides for the first briefing to be held on Tuesday 30 January and the first Council Meeting to be held on Tuesday 13 February.

The dates for key events for the local government sector such as the Australian Local Government Association National General Assembly, usually held annually in June, have not yet been published. Any conflicts, and proposed changes will be reported to Council in a further report if required.

The Local Government election is scheduled to be held on Saturday 14 September 2024. Apart from the first extraordinary meeting of the new Council which must be held within three weeks of the declaration of the polls, and the first Ordinary Meeting of the new Council on 8 October 2023, the Council meeting cycle post October 2024 will be determined by the new Council.

Attachments

8.13.1 2024 Council Meeting Calendar (contained within this report) [↓](#)



2024 Council Meeting Calendar

S	M	T	W	T	F	S
January						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
S	M	T	W	T	F	S
February						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		
S	M	T	W	T	F	S
March						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
S	M	T	W	T	F	S
April						
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
S	M	T	W	T	F	S
May						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
S	M	T	W	T	F	S
June						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
S	M	T	W	T	F	S
July						
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
S	M	T	W	T	F	S
August						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
S	M	T	W	T	F	S
September						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
S	M	T	W	T	F	S
October						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
S	M	T	W	T	F	S
November						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
S	M	T	W	T	F	S
December						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Council Meetings
- Extraordinary Council Meeting
- Briefing Nights
- Annual General Meeting
- LG Conference
- ALGA National General Assembly
- Public Holidays

9. QUESTIONS WITH NOTICE

Nil

10. RESCISSION MOTION

Nil

11. NOTICE OF MOTION

11.1 Road Safety Measures for School Children

Notice of Motion

Councillor Masud Khalil has given Notice in writing of his intention to move the following Motion at the next meeting of Council on 07 November 2023.

1. That a review be undertaken of measures in place to ensure children and others with accessibility needs can safely access schools and other desired facilities in Campbelltown, including:
 - a. identifying common routes to/from school, including intersections
 - b. evaluating suitability and safety of existing infrastructure, including pedestrian crossings, traffic signals, and School Zone signage, to ensure they are adequate and well-maintained
 - c. reviewing available data on any previous incidents involving children while crossing roads
 - d. reviewing road safety campaigns to ensure applicability and awareness
 - e. opportunities to collaborate with NSW Government agencies to gather information on traffic violations within school zones.

That a report be presented to Council summarising the findings of the review and providing recommendations for future improvement in road-safety accessing schools.

12. URGENT GENERAL BUSINESS

13. PRESENTATIONS BY COUNCILLORS

14. CONFIDENTIAL REPORTS FROM OFFICERS

14.1 Project 24 - Domestic Waste Disposal

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

information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

14.2 Licence of Council Property - Campbelltown

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

commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

14.3 Licence for Carparking - Macquarie Fields

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

commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

14.4 Divestment of Surplus Land at Leumeah and Macquarie Fields

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

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

14.5 Acquisition of Property in Campbelltown

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

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

