



Camden Council

Business Paper

Ordinary Council
8 June 2021

Camden Council
Administration Centre
70 Central Avenue
Oran Park



**This meeting will be held in accordance
with current NSW Health COVID-19
guidelines and restrictions**

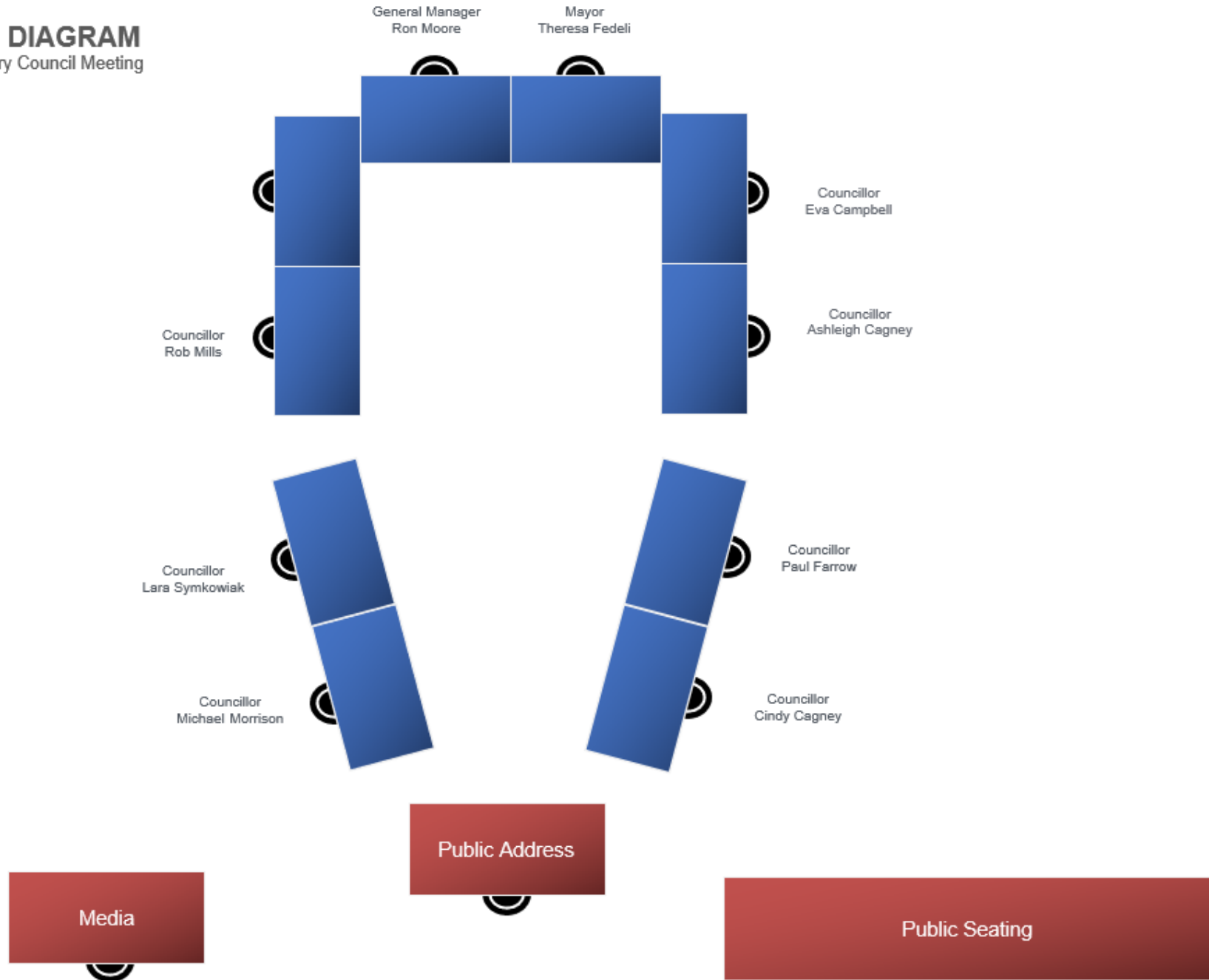


COMMON ABBREVIATIONS

AEP	Annual Exceedence Probability
AHD	Australian Height Datum
BCA	Building Code of Australia
CLEP	Camden Local Environmental Plan
CP	Contributions Plan
CRET	Camden Region Economic Taskforce
DA	Development Application
DCP	Development Control Plan
DPIE	Department of Planning, Industry & Environment
TfNSW	Transport for NSW
EIS	Environmental Impact Statement
EP&A Act	Environmental Planning & Assessment Act
EPA	Environmental Protection Authority
EPI	Environmental Planning Instrument
FPL	Flood Planning Level
GSC	Greater Sydney Commission
LAP	Local Approvals Policy
LEP	Local Environmental Plan
LGA	Local Government Area
LSPS	Local Strategic Planning Statement
REP	Regional Environmental Plan
PoM	Plan of Management
RL	Reduced Levels
S10.7 CERTIFICATE	Certificate as to zoning and planning restrictions on properties
S603 CERTIFICATE	Certificate as to Rates and Charges outstanding on a property
S73 CERTIFICATE	Certificate from Sydney Water regarding Subdivision
SEPP	State Environmental Planning Policy
SREP	Sydney Regional Environmental Plan
STP	Sewerage Treatment Plant
VMP	Vegetation Management Plan
VPA	Voluntary Planning Agreement

SEATING DIAGRAM

Camden Ordinary Council Meeting



ORDINARY COUNCIL

ORDER OF BUSINESS - ORDINARY COUNCIL

Prayer.....	6
Acknowledgement of Country	7
Webcasting of Council Meetings.....	8
Leaves of Absence	9
Declaration of Interest.....	10
Public Addresses	11
Confirmation of Minutes	12
Mayoral Minute	13
ORD01 Adoption of the Revised 2017/18 - 2021/22 Delivery Program (Including 2021/22 Budget).....	14
ORD02 Appointment of Chair and Alternate Chairs to Camden Local Planning Panel	28
ORD03 Determination of Councillor Fees 2021/22 - Local Government Remuneration Tribunal and Superannuation Contributions for Councillors.....	30
ORD04 Investment Monies - April 2021	33
ORD05 The Crest Masterplan - Gledswood Hills.....	34
ORD06 Public Exhibition - Draft Masterplan - Hilder Reserve, Elderslie	41
ORD07 Tranche 41, Pondicherry Voluntary Planning Agreement.....	44
ORD08 Tender T005/2021 - Operation and Management Services for Mount Annan Leisure Centre and Camden War Memorial Pool.....	49
ORD09 Acceptance of Funding - Leppington Town Centre Review.....	53
ORD10 Acceptance of Grant Funding - Showground Stimulus Project.....	55
ORD11 Acceptance of Grant Funding - Transport for New South Wales Safer Roads Program 2021/22.....	57
ORD12 Audit, Risk and Improvement Committee Charter and Internal Audit Charter - Revised	59
<u>CLOSED COUNCIL</u>	
ORD13 Closure of the Meeting to the Public	62



ORDINARY COUNCIL

SUBJECT: PRAYER

PRAYER

Almighty God, bless all who are engaged in the work of Local Government. Make us of one heart and mind, in thy service, and in the true welfare of the people we serve: We ask this through Christ our Lord.

Amen

Almighty God, give thy blessing to all our undertakings. Enlighten us to know what is right, and help us to do what is good: We ask this through Christ our Lord.

Amen

Almighty God, we pause to seek your help. Guide and direct our thinking. May your will be done in us, and through us, in the Local Government area we seek to serve: We ask this through Christ our Lord.

Amen

AFFIRMATION

We affirm our hope and dedication to the good Government of Camden and the well being of all Camden's residents, no matter their race, gender or creed.

We affirm our hope for the sound decision making by Council which can improve the quality of life in Camden.

Either – “So help me God” or “I so affirm” (at the option of councillors)

We pledge ourselves, as elected members of Camden Council, to work for the provision of the best possible services and facilities for the enjoyment and welfare of the people of Camden.

Either – “So help me God” or “I so affirm” (at the option of councillors)

ORDINARY COUNCIL

SUBJECT: ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the traditional custodians of this land on which we meet and pay our respect to elders both past and present.

ORDINARY COUNCIL

SUBJECT: WEBCASTING OF COUNCIL MEETINGS

In accordance with Camden Council's Code of Meeting Practice and as permitted under the *Local Government Act 1993*, this meeting is being live streamed and recorded by Council staff for minute taking and webcasting purposes.

No other webcasting or recording by a video camera, still camera or any other electronic device capable of webcasting or recording speech, moving images or still images is permitted without the prior approval of Council. Council has not authorised any other webcasting or recording of this meeting. A person may, as provided under section 10(2)(a) or (b) of the *Local Government Act 1993*, be expelled from a meeting of a Council for using or having used any device in contravention of this clause.

I remind those that are in the chamber that your image and what you say will be broadcast live to the public and will also be recorded so please be mindful of your actions and comments. You should avoid making statements that might defame or offend and note that Council will not be responsible for your actions and comments.

ORDINARY COUNCIL

SUBJECT: LEAVES OF ABSENCE

Leaves of absence tendered on behalf of Councillors from this meeting.

RECOMMENDED

That leaves of absence be granted.

ORDINARY COUNCIL

SUBJECT: DECLARATION OF INTEREST

NSW legislation provides strict guidelines for the disclosure of pecuniary and non-pecuniary Conflicts of Interest and Political Donations.

Council's Code of Conduct also deals with pecuniary and non-pecuniary conflict of interest and Political Donations and how to manage these issues (Clauses 4.28-5.19).

Councillors should be familiar with the disclosure provisions contained in the Council's Code of Conduct.

This report provides an opportunity for Councillors to disclose any interest that they may have or Political Donation they may have received relating to a Report contained in the Council Business Paper and to declare the nature of that interest.

RECOMMENDED

That the declarations be noted.

ORDINARY COUNCIL

SUBJECT: PUBLIC ADDRESSES

The Public Address session in the Council Meeting provides an opportunity for people to speak publicly on any item on Council's Business Paper.

The Public Address session will be conducted in accordance with the Public Address Guidelines. Speakers must submit an application form to Council's Governance team no later than 5.00pm on the working day prior to the day of the meeting.

Speakers are limited to one topic per Public Address session. Only seven speakers can be heard at any meeting. A limitation of one speaker for and one speaker against on each item is in place. Additional speakers, either for or against, will be identified as 'tentative speakers' or should only be considered where the total number of speakers does not exceed seven at any given meeting.

Where a member of the public raises a question during the Public Address session, a response will be provided where Councillors or staff have the necessary information at hand; if not, a reply will be provided at a later time. There is a limit of one question per speaker per meeting.

Speakers should ensure that their statements, comments and questions comply with the Guidelines.

All speakers are limited to four minutes, with a one minute warning given to speakers prior to the four minute time period elapsing. The commencement and conclusion of time shall be advised by the Mayor/Chairperson.

Public Addresses are recorded for administrative purposes. It should be noted that speakers at Council meetings do not enjoy any protection from parliamentary-style privilege. Therefore they are subject to the risk of defamation action if they make comments about individuals. In the event that a speaker makes potentially offensive or defamatory remarks about any person, the Mayor/Chairperson will ask them to refrain from such comments.

The Mayor/Chairperson has the discretion to withdraw the privilege to speak where a speaker continues to make inappropriate or offensive comments about another person, or make a point of order ruling if a speaker breaches the Guidelines.

Only the audio recording of the public address speakers will be heard on Council's webcast. Visual images of the speaker will not be captured as part of that webcast.

RECOMMENDED

That the public addresses be noted.

ORDINARY COUNCIL

SUBJECT: CONFIRMATION OF MINUTES

Confirm and adopt Minutes of the Ordinary Council Meeting Meeting held 11 May 2021.

RECOMMENDED

That the Minutes of the Ordinary Council Meeting Meeting held 11 May 2021, copies of which have been circulated, be confirmed and adopted.



ORDINARY COUNCIL

SUBJECT: MAYORAL MINUTE

Consideration of Mayoral Minute (if any).



ORDINARY COUNCIL MEETING

ORD01

SUBJECT: ADOPTION OF THE REVISED 2017/18 - 2021/22 DELIVERY PROGRAM (INCLUDING 2021/22 BUDGET)

FROM: Director Customer & Corporate Strategy

TRIM #: 21/185893

PURPOSE OF REPORT

The purpose of this report is to adopt:

- The Revised 2017/18 - 2021/22 Delivery Program (DP), which includes the 2021/22 Operational Plan (Budget); and
- The 2021/22 Revenue Policy, 2021/22 Fees and Charges Schedule and Long-Term Financial Plan (LTFP).

As required under the *Local Government Act 1993*, Council is also required to resolve the following:

- Making of the rates and annual charges for 2021/22; and
- Authorisation of expenditure and voting of money for 2021/22.

BACKGROUND

On 13 April 2021, Council endorsed the public exhibition of the Revised 2017/18 - 2021/22 Delivery Program (DP), which includes the 2021/22 Operational Plan (Budget); and the 2021/22 Revenue Policy, 2021/22 Fees and Charges Schedule and Long-Term Financial Plan (LTFP).

It should be noted that the current adopted four-year Delivery Program finishes in 2020/21. With local government elections not being held during 2020/21 due to the COVID pandemic, legislation was passed to extend the current Council term by one year; this resulted in the Delivery Program also being extended by one year to include 2021/22.

In addition to the proposed 2021/22 Operational Plan (Budget), Council has endorsed Stages 1, 2 and 3 of its COVID-19 Community Support Package, with Stages 1 and 2 focusing on immediate financial relief and Stage 3 a comprehensive recovery package, with the total investment over four and a half years being \$130.6 million. The total package (3 stages) is estimated to raise Camden's economic output by up to \$222 million, which is a measure of the value of all sales of goods and services. Additionally, 507 full time equivalent (FTE) jobs will be supported and contribute between \$87.4 million and \$102.7 million to Camden's Gross Regional Product (GRP).

All draft 2021/22 Budget documents were provided to Council under separate cover on 10 March 2021. A Councillor briefing was held on 16 March 2021.

PUBLIC EXHIBITION

The 2017/18 - 2021/22 Revised Delivery Program, 2021/22 Operational Plan (Budget), including 2021/22 Revenue Policy, 2021/22 Fees and Charges and 2021/22 LTFFP were publicly exhibited from 21 April to 18 May 2021 inclusive. The suite of documents were available on Council's website as well as Council's Customer Service Centre at Oran Park and Camden, Oran Park and Narellan Libraries.

One submission was received by Council during the exhibition period.

The submission primarily discusses access to open space, planning for and care of the Nepean River and Council's response to climate change. A copy of the submission is provided as a **supporting document** to this report, with responses to questions raised detailed below.

Question

Where in this budget is there planning to acquire more open space land?

Officer's Response

Council's newly adopted Sportsground Strategy 2020-2024 and the Spaces and Places Strategy 2020 outline the strategic actions to not only deliver high quality passive and active recreational open space to our residents, but also provision of adequate open space to cater to the growth and demands of our community.

The Spaces and Places Strategy 2020 outlines the needs for recreation across various demographic groups. A community survey conducted as a part of development of the Spaces and Places Strategy highlights a high level of satisfaction with both quality and quantity of open space provision within the LGA.

Question

Where in this budget is there planning for the Nepean River and how is Council addressing erosion and loss of vegetation along the Nepean River?

Officer's Response

River systems such as the Nepean River are considered natural systems that are prone to riverbank erosion as part of their evolution, and minor bank erosion is a part of their lifecycle. Council has undertaken restoration and revegetation of the Nepean River corridor at Rotary Cowpasture Reserve and Camden Town Farm and through partnerships with stakeholders is investigating other projects to protect and enhance the biodiversity values of the Nepean River.

Priority has been given to protecting major infrastructure items such as Little Sandy Bridge, and external professional advice has been sought in terms of the longer-term solutions for these items. Repairs have already been undertaken to enable the safe re-opening of the bridge after earlier flood events, and to minimise future damage.

A guide for the community has also been prepared and is now available on Council's website. This guide provides information on bushland found within the Nepean River corridor and key actions that can be undertaken to protect the environmental values of the land and river.



Question

Where is financing of climate change responses?

Officer's Response

Council has adopted the Sustainability Strategy 2020-24 which includes a key theme of Improving Resilience to climate change. This work is ongoing and following a climate risk assessment for Council and the community, further actions will be identified and prioritised through Council's budget process.

2021/22 OPERATIONAL PLAN (BUDGET)

In summary, the draft 2021/22 Operational Plan (Budget) is as follows:

Draft Operational Plan	2021/22
Operating Expenditure	\$136,053,000
Capital Works Program Expenditure – Council Deliver	\$64,823,000
Capital Works Program Expenditure – Developers Deliver	\$110,732,000
Other Capital Expenditure	\$4,977,600
Loan Principal Repayments	\$2,353,900
Transfers to Reserves	\$25,621,800
Gross Expenditure Budget	\$344,561,300
Less: Capital Works Program Expenditure – Developers Deliver	(\$110,732,000)
Less: Depreciation Expense	(\$30,000,000)
Less: Transfer to Cash Reserves	(\$25,621,800)
Net Cash Expenditure Budget	\$178,207,500

Council's proposed gross expenditure budget for 2021/22 is \$344,561,300. Upon removing works undertaken by developers, depreciation expense and transfers to reserve, Council's proposed cash budget for 2021/22 is \$178,207,500.

Total Capital Works Program Summary

The Capital Works Program for 2021/22 is \$180,532,600. A breakdown of this program is shown in the following table:

Local Service	2021/22
Road/Transport Infrastructure	\$101,558,200
Drainage Infrastructure	\$32,502,700
Parks & Playgrounds	\$26,830,300
Community Facilities	\$1,200,000
Recreation Facilities	\$394,100
Corporate Buildings	\$125,000
Community Support Package Stage 3 (21/22 works only)	\$13,012,000
Library Services	\$372,000
Information Technology	\$778,900
Plant and Equipment Replacement	\$3,759,400
Total	\$180,532,600

Local Service	2021/22
Funded By	
Works in Kind Agreements	\$110,732,000
Section 7.11 Funds (Cash Reserves)	\$43,883,200
External Grants	\$11,529,400
Waste Management Reserve	\$2,928,200
Internal Reserves	\$1,412,500
Loans	\$7,800,000
General Fund	\$2,247,300
Total	\$180,532,600

2021/22 BUDGET RESULT

The 2021/22 Operational Plan (Budget) provides the financial resources for Council to continue to deliver the services, programs and activities outlined within the Delivery Program. In reviewing the 2021/22 Operational Plan (Budget), Council has prudently considered the needs of the community through COVID-19 and long-term financial sustainability of the organisation.

A review of the 2021/22 Operational Plan identified a budget surplus of \$1,777,700. The surplus is before the allocation of the budget to 2021/22 initiatives.

The proposed allocation of the budget surplus is shown in the following table:

Balanced Budget Position	2021/22
Draft Budget Surplus	(\$1,777,700)
Allocation:	
Technology Solutions	\$667,300
Strategic Planning	\$358,000
Public Affairs - Community Engagement	\$116,000
Parks and Community Buildings	\$636,400
Domestic Waste Services	\$814,400
Less: Funding from Domestic Waste Reserve	(\$814,400)
Balanced Budget Position	\$0

Community Support Packages (Stages 1, 2 and 3)

Stages 1 and 2 of the Community Support Packages focused on immediate support to the wider community and businesses to ease the impact of the COVID-19 pandemic. It is estimated that Stages 1 and 2 have raised Camden's economic output by up to \$26.7 million, which is a measure of the value of all sales of goods and services. Additionally, 70 FTE jobs will be indirectly supported by Stages 1 and 2 and contribute between \$11.3 million to \$13.3 million to Camden's gross regional product (GRP). Council adopted the following Community Support Package as part of the 2020/21 budget:



Community Support Package (Stages 1 and 2)	2020/21
Rates and Charges Rebate (reduction in Domestic Waste charge in 2020/21)	\$3,800,000
Rates - Interest not charged under hardship	\$200,000
Domestic Waste no increase 2020/21 Fees and Charges	\$350,000
Business Support Package	\$350,000
Community Response Grants	\$150,000
Council Fee Waiver	\$320,000
Council Rental Waiver	\$180,000
Accelerated infrastructure projects	\$11,400,000
Total Value	\$16,750,000
Less Funding:	
Council Reserve Funds	\$1,200,000
Domestic Waste Reserve (100% funding for Rates and Charges Rebate and no increase)	\$4,150,000
Developer Contributions (Section 711)	\$11,400,000
Total Value	\$16,750,000

Council adopted Stage 3 of Community Support Package at its meeting on 9 March 2021. The Stage 3 package focuses on longer term recovery across a four and a half year program and generating local employment both directly and indirectly.

Community Support Package (Stage 3)	2020/21 – 2024/25
Local Road and Community Infrastructure Grants (LRCI) Round 1	\$874,692
Local Road and Community Infrastructure Grants (LRCI) Round 2	\$3,249,586
Community Infrastructure Projects	\$104,995,000
Events	\$320,000
Grants and Assistance	\$359,600
Local Employment	\$675,000
Building Renewal Works	\$150,000
Programs	\$248,000
City Beautification Program	\$2,980,000
Total Value	\$113,851,878

The funding of the Community Support Package is detailed below.

Funding:	
Section 7.11 Funding	\$60,950,000
Grant Funding	\$10,536,278
Internal Reserves	\$1,609,800
Loan Income (over 4 years)	\$37,300,000
General Fund	\$3,455,800
Total Funding - Stage 3 Community Support Package	\$113,851,878

The package is estimated to raise Camden’s economic output by up to \$195 million, which is a measure of the value of all sales of goods and services. Additionally, 437 FTE jobs will be indirectly and directly supported by Stage 3 and contribute between \$76.1 million and \$89.4 million to Camden’s Gross Regional Product (GRP).

Community Infrastructure Renewal Program (CIRP) - Update

The program of works below are the same consulted with the community when Council considered whether to make application to the Independent Pricing and Regulatory Tribunal (IPART) for a continuation of a 1.10% special rate variation (SRV).

Council, at its Ordinary Council meeting of 12 February 2019, decided not to continue with the SRV but requested officers identify other opportunities to fund the program as part of considering the 2019/20 and future years Operational Plan’s (budgets).

Council proposed the following additional priority works as part of the 2019/20 budget:

Community Infrastructure Renewal Program	Cost	Expected Delivery
Ingleburn Road - Camden Valley Way (CVW) to Rickard Rd - part 100 overlay, patch, 2 coat seal	\$400,000	Completed
Dickson Road - Ingleburn Rd to Heath Rd - patch and 1 coat seal	\$64,000	Completed
Heath Road - CVW to Rickard Rd - patch and 2 coat seal	\$155,000	Completed
Byron Road - full length - patch and 2 coat seal	\$162,000	Completed
Hulls Road - full length - 1 coat seal	\$19,000	Completed
Liquidamber Reserve - Car parking spaces	\$250,000	Completed
The Cascades, Mount Annan Park improvement works - seating, bridges and bollards	\$300,000	Completed
Improvements to Kirkham Park amenities	\$300,000	Completed
Onslow Oval Entry Gates Heritage Renewal	\$200,000	Completed
John Oxley Cottage - Building improvements to the Visitor / Tourist Centre	\$250,000	Completed
Pat Kontista Reserve - Ground improvements - seating, pathways	\$250,000	Completed
Narellan Park - Ground improvements (Part of Narellan Hub Stage 2)	\$300,000	Completed
Nott Oval buildings - Repair of old building	\$300,000	Completed
Narellan Library – Forecourt improvements – shade, landscaping, and paving	\$300,000	Completed
Jack Nash Reserve - Playing surface and ground improvements	\$400,000	2020/21
Catherine Fields Reserve - Ground and building improvements	\$150,000	2021/22
Camden RSL Youth Club - Building improvements	\$200,000	2021/22
Camden Pool Buildings - Canteen and residential unit - improvements to the building	\$150,000	2021/22
Cowpasture Oval Amenities - Refurbishment of amenities	\$150,000	2022/23



Community Infrastructure Renewal Program	Cost	Expected Delivery
Civic Centre Undercroft - Building and interior - improvements, minor upgrades, drainage improvements	\$800,000	2022/23
Total - Community Infrastructure Renewal Program	\$5,100,000	

A combination of Council reserve funds, the 2019/20 budget surplus and a review of current priorities within Council's capital works programs has allowed the proposed CIRP to be funded over four years. This did not require Council to change the priority of any major projects currently endorsed in its four-year Delivery Program. An update on Council's major projects is detailed below.

Major Projects Update

The following information provides an update on Major Capital Works including references to major projects already completed or nearing completion as part of Council's adopted 2019/20 Operational Plan (budget) and 2017/18 - 2020/21 Delivery Program. The projects continue to be a prudent response to the needs of a growing community.

Capital Works Projects (Project Description)	Cost	Expected Delivery
Works Depot Redevelopment Stage 1 & 2	\$9,000,000	2021/22
Herbert Rivulet Drainage Land Purchase - Elderslie	\$4,221,500	2021/22
Ferguson Land - Bridge Construction	\$1,150,000	2021/22
Fergusons Land - Cricket Facility	\$7,200,000	2021/22
Narellan Sports Hub Stage 2	\$17,300,000	2021/22
Leppington - Byron Rd - Design - Ingleburn to Bringelly	\$7,600,000	2022/23
Leppington - Ingleburn Rd - Design Rickard Rd to Eastwood Rd	\$6,700,000	2022/23

Other major projects over \$500,000 that have been completed during this Delivery Program period include:

- Harrington Park Youth Facility \$1.14 million;
- Sedgewick Reserve Youth Facility \$1.36 million;
- Curry Reserve Water Play Facility \$2.5 million;
- Oran Park Library \$13.7 million;
- Stage 3 – Camden Town Centre Upgrade \$3.4 million;
- Stage 4 – Camden Town Centre Upgrade \$3.6 million;
- Camden Valley Way / Macarthur Road Intersection Upgrade \$4.95 million;
- Graham Hill Road / Richardson Road Upgrade \$3.9 million;
- Spring Farm Community Facility \$3 million;
- Kirkham BMX \$1.7 million;
- Kirkham Park Playing Fields \$1.8 million;

- Howard Park \$1.9 million;
- Catherine Park Sporting Fields \$5.1 million;
- Catherine Park Community Facility \$2.2 million;
- Nott Oval \$2.8 million;
- Dawson Damer Waterplay Park \$1.4 million;
- Dawson Damer Play Space \$7.6 million;
- Julia Reserve Skate Park \$5.2 million;
- Julia Reserve Youth and Recreation Centre \$10.6 million;
- Mick Doohan Reserve \$6.7 million;
- Olive Hill Drive Reserve, Arcadian Hills \$770k;
- Greendale Road Upgrade – Joint Project LCC \$1.4 million;
- Miss Llewella Davies Walkway \$670k;
- Jack Nash Playing Fields and Floodlighting \$719k;
- Emerald Hills Community Centre \$1.1 million;
- Emerald Hills Sports Fields \$1.65 million;
- Price Park \$1.55 million;
- Hill Top Park \$627k;
- St Andrews Road Upgrade \$2.1 million;
- Hollywood Park \$845k;
- Peter Brock Drive Extension \$1.54 million;
- Peter Brock Drive Crossing \$2 million;
- Gregory Hills Community Centre \$1.97 million;
- Cunningham Sports Fields \$3.36 million;
- Gledswood Hills Reserve North \$740k;
- Roundabout Program \$2.7 million.

2021/22 OPERATIONAL PLAN HIGHLIGHTS

Rate Income

Council's 2021/22 notional yield (total amount of income received by Council) is proposed to be increased by 2.0% as allowed by IPART. The impact on the average residential assessment is \$14.96 per year (approx. 29 cents per week).

In 2020/21, Council's COVID-19 Community Support Package included a \$100 Rates and Charges rebate for each rateable property.

Rates for the 2021/22 rating year will be based on 2019 land valuations as provided by the NSW Valuer General's Office. Under the *Valuation of Land Act 1916*, Council must use the 2019 valuations for the issuing of 2021/22 rate notices.

Stormwater Management Levy

Council will continue to levy properties that receive a stormwater service with the Stormwater Management Levy, which is \$25 per annum for land categorised as residential. The proposed charges for the Stormwater Management Levy can be found in Council's Fees and Charges schedule and the proposed program of works for the 2021/22 financial year can be found in Council's Revenue Policy.



Domestic Waste Charges

It is proposed to increase Domestic Waste Management charges by 2.5% for 2021/22. The impact on the average 120 litre service is approximately \$9.00 per year (17c per week). This increase is required to recover the cost of providing the service, future increases in disposal costs and funding Council's waste plant replacement program.

Council did not increase Domestic Waste Management Fees in 2020/21 and added a third kerbside pickup service at no additional cost.

The proposed charges for Domestic Waste Management can be found in Council's Fees and Charges schedule for the 2021/22 financial year.

Fees and Charges

It is proposed to increase the fees and charges by the projected CPI increase of 1.1% in 2021/22, except for fees which are set by legislation.

Council's Fees and Charges for the 2021/22 financial year were part of the documentation placed on public exhibition for 28 days.

It should be noted that following feedback from Council the Fees and Charges for the Camden Civic Centre and Art Gallery have been restructured for 2021/22. The Fees and Charges are now more user friendly and consistent with other similar venues. It is also proposed that there be a 12-month trial period for the new fee structure to ensure no user is disadvantaged under the new structure. In the unlikely event that a user is disadvantaged, the fees and charges document will allow for an adjustment back to the 2020/21 fees and charges plus the appropriate CPI for 2021/22.

A report on the success of the new fee structure will be provided to Council as part of the 2022/23 Operational Plan (budget) briefing/s before Council considers the 2022/23 draft Fees and Charges.

Additionally, there is a minor change proposed to the Fees and Charges to reflect the existing practice regarding fees charged for Council's kerbside collection service. The proposed change will reflect that new residents are provided an additional free service, in the instance where the previous resident has already used the 3 collection services. As this doesn't occur very often, the impact on Council's waste budget is minimal.

Investment Income

Council has an adopted investment policy which outlines the way Council may invest funds, risk profile considerations and the types of institutions and products which it may invest in.

Interest projections for 2021/22 have been prepared based on generating a return on investment of 1.00% (this includes a performance factor of up to 0.50%). Council is currently achieving a return on its investment portfolio of approx. 1.00% (April 2021).

Loan Borrowings - External

The proposed loan borrowings for 2021/22 are shown below. Council's capacity to borrow is strong and within the industry benchmarks for a growing Council.

Purpose	2021/22
Renewal Program	\$3.5m
Community Support Package Stage Three	\$4.3m
Total	\$7.8m

Where possible, Council will also take advantage of low-cost interest schemes offered by the NSW State Government that assist councils with the cost of growth.

Council was recently advised that its 2020/21 application for a low-cost loan (\$8.8 million) for improvements at Council's Narellan Works Depot had been approved. The interest rate payable on this fixed loan is reduced from 1.75% to 0.875% (50% reduction) saving Council \$415,400 over the 10-year term of the loan.

Loan borrowings are indicative only and revisited at each review of the Operational Plan (budget). Council's proposed debt is shown in the table below:

	2021/22	2022/23	2023/24	2024/25
Principal Outstanding	\$41,062,300	\$52,404,400	\$63,110,000	\$92,647,325
Debt Servicing Costs (principal & interest)	\$3,580,400	\$4,427,700	\$5,275,400	\$5,993,000

Reserve Transfers

In addition to the reserve transfers already approved in the LTFP, the following reserve transfer is also proposed to be made as part of the 2021/22 budget:

Proposed Reserve Transfers (Net)	2021/22
Transfer from Working Funds Reserve - Part funding for CSP 3 in 2021/22	\$548,400

Other minor or recurrent reserve transfers are contained within the 2021/22 Operational Plan (budget). This report will recommend that Council approve all internal reserve transfers.

RATES & CHARGES FOR 2021/22 AND AUTHORISATION OF EXPENDITURE

Rates and charges must be made by resolution of Council. In moving the adoption of the appropriate resolution, it is necessary to note that, under the *Local Government Act 1993*:

- All Councils are required to levy a separate Domestic Waste Management Charge. This charge must reflect the reasonable cost of providing the service as general rate revenue cannot be used to finance domestic waste management services.
- Revenue derived from domestic waste management services must be accounted for as a distinct activity from any trade waste or other waste service activity.
- Ratepayers who become eligible for pensioner concessions during the course of the year will become entitled to claim a proportionate rebate of their rates.
- Pension ratepayers who sell their land or lose eligibility for this concession will lose entitlement to a proportion of any previously granted rebate.



- Quarterly rate billing of each instalment must be given unless a ratepayer has, paid their rates in full.
- Rate instalments become payable on prescribed dates.
- Ratepayers who fail, for any reason, to pay an instalment on time will not be required to pay the balance of annual rates assessed immediately and will not be prevented from paying by quarterly instalments.
- The rate of interest on overdue rates and charges is fixed by the Minister for Local Government pursuant to Section 566 of the *Local Government Act 1993*. The Minister for Local Government has determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2021 to 30 June 2022 is 6.00%.

Authorisation of Expenditure

In relation to the authorisation of expenditure, Regulation 211 of the *Local Government (General) Regulation 2005* provides:

- A Council, or a person purporting to act on behalf of a Council, must not incur a liability for the expenditure of money unless the Council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:
 - a) has approved the expenditure; and
 - b) has voted the money necessary to meet the expenditure.
- A Council must each year hold a meeting for the purpose of approving expenditure and voting money.

2021/22 RATING POLICY

Rating Income

Council has agreed to maintain its current rating structure and as such:

1. Council has the following categories/sub-categories for rateable land in the Camden Local Government Area:

Residential
 Business
 Farmland Ordinary
 Farmland Intensive

2. Up to 50% of total rates will be raised by a base amount on all rateable assessments and such charge be the same for each category/sub-category.
3. The ad-valorem rate for each category/sub-category is based on the following rating mix:

Residential	1.0	
Business	3.3	(i.e. 3.3 times the residential ad-valorem rate)
Farmland Ordinary	0.5	(i.e. half the residential ad-valorem rate)
Farmland Intensive	0.9	(i.e. 0.90 times the residential ad-valorem rate)

4. Based on the above rating categories, the ad-valorem rates and base charges would be charged as follows:

Rate Category	Base Charge	Ad-Valorem Rate
Residential	\$665.00	0.132796
Business	\$665.00	0.438227
Farmland Ordinary	\$665.00	0.066398
Farmland Intensive	\$665.00	0.119516

The above base charge and ad-valorem rates include the allowable increase in rate income approved by IPART of 2.00%.

5. Based on the above rating categories, the percentage of base amount to total yield for the 2021/22 financial year for each class of rate is:

Rate Category	% Base Amount
Residential	49.49%
Business	12.65%
Farmland Ordinary	19.74%
Farmland Intensive	16.90%

(this table is not meant to add to 100%)

The change in the ad-valorem rates from Council's draft Revenue Policy is largely a result of recognising additional rateable assessments and the re-categorisation of land in new release areas throughout the LGA. The subsequent budget adjustment relating to this change will be reported to Council at the first quarterly budget review (September) of the 2021/22 budget.

CONCLUSION

The 2017/18 - 2021/22 Revised Delivery Program and 2021/22 Operational Plan (Budget) has been publicly exhibited for a period of 28 days from 21 April to 18 May 2021. One submission was received.

The 2017/18 - 2021/22 Revised Delivery Program and 2021/22 Operational Plan (Budget) is a responsible allocation of funds. It addresses resourcing and maintenance needs to both enhance and maintain existing service levels and continues to address much-needed infrastructure and places a focus on customer experience. With a significant number of new residents per month, Council continues to respond to the needs of a rapidly growing community.

Council continues to demonstrate prudent financial management by adopting balanced budgets over the 10 years of the LTFP. The majority of Council's financial health ratios are better than the IPART benchmarks which provides confidence in Council's long-term financial sustainability.

Council has already endorsed stages 1, 2 and 3 of its COVID-19 Community Support Package, a total investment of \$130.6 million over four and a half years, being one of the most comprehensive responses to COVID-19 in NSW.



It is recommended that Council adopt the 2.00% IPART increase to the total rates Council can collect. The average increase to residential rates is approximately 29 cents per week, noting that last year Council provided each rateable property with a rates and charges rebate of \$100 under stages 1 & 2 of the COVID-19 Community Support Package.

The 2017/18 - 2021/22 Revised Delivery Program, 2021/22 Operational Plan (Budget) and associated documents are recommended for adoption by Council.

RECOMMENDED

That Council:

- i. adopt the Revised 2017/18 - 2021/22 Delivery Program and Revised Long-Term Financial Plan;**
- ii. adopt the 2021/22 Operational Plan (Budget) as set out below:**
 - expenditure totalling \$344,561,300 as summarised in the 2021/22 Operational Plan and that the funds to cover such expenditure be voted;
 - the 2021/22 Fees and Charges (includes Domestic Waste Management Fees and Stormwater Management Levy), and the 2021/22 Revenue Policy;
 - the Minister's Allowable limit of a 2.00% rate be applied to the 2021/22 rating year;
 - adopt the following ad-valorem rates to be levied on the land value of all rateable assessments for 2021/22 financial year:

Rate Category	Ad-Valorem Rates
Residential	0.132796
Business	0.438227
Farmland Ordinary	0.066398
Farmland Intensive	0.119516

- in accordance with Section 537(b) of the *Local Government Act 1993*, note the percentage of base amount to total yield for the 2021/22 financial year for each class of rate is:

Rate Category	
Residential	49.49%
Business	12.65%
Farmland Ordinary	19.74%
Farmland Intensive	16.90%

- adopt a base amount of \$665.00 to be levied for each rateable assessment for the 2021/22 financial year;
- adopt the rate permitted by the Minister for Local Government for the allowable interest rate on overdue rates of 6% for the period 1 July 2021 to 30 June 2022; and

-
- **approve the reserve transfers and loan borrowings for 2021/22 as detailed in the report.**

ATTACHMENTS

1. Budget 2021 22 - Submission - Operational Plan - *Supporting Document*



ORDINARY COUNCIL MEETING

ORD02

SUBJECT: APPOINTMENT OF CHAIR AND ALTERNATE CHAIRS TO CAMDEN LOCAL PLANNING PANEL

FROM: Director Planning & Environment

TRIM #: 21/192500

PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement to appoint a new alternate chair to the Camden Local Planning Panel (CLPP) for a period extending to 29 February 2024. It is also recommended that Council extend the appointments of the existing Chair and alternate chair for a period extending to 29 February 2024.

BACKGROUND

On 9 February 2021, Council considered a report on the reappointment of chairs, expert members and community representatives to the CLPP.

At that meeting, Council resolved to:

- i. reappoint the current chairs and expert members on the Camden Local Planning Panel for a period extending to 30 June 2021, unless the current chairs and expert members remain part of the Department's chair and expert pool, in which case the reappointment be extended for a period of 12 months.*
- ii. reappoint the current community representatives on the Camden Local Planning Panel for a period of up to 12 months.*

At that time, Council was informed that the Department of Planning, Industry and Environment ('the Department') was carrying out an expression of interest (EOI) to refresh the chair and expert member pools from which councils make appointments to their Local Planning Panels (LPPs).

The Department have now finalised the EOI process and the updated chair and expert member pools have recently been provided to Council. The existing Chair, alternate chair and expert members on the CLPP have been retained, with the exception of Ms Penny Holloway who was an alternate chair on the Panel.

A Councillor briefing was provided on this matter on 25 May 2021.

MAIN REPORT

The Minister for Planning and Public Spaces, the Hon. Rob Stokes MP ('the Minister') is responsible for approving the Chair and alternate chairs that Council appoints to its LPP.

The Minister has recently written to Council and advised that he has approved Mr Stuart McDonald as Chair and Ms Pamela Soon and Mr Michael Mantei as alternate chairs for appointment to the CLPP (provided in **Attachment 1** of the report). The curriculum vitae of the Chair and alternate chairs are provided as **supporting documents**.

Mr Stuart McDonald is the existing Chair and Mr Michael Mantei is an existing alternate chair on the CLPP. Ms Pamela Soon will replace Ms Penny Holloway as alternate chair on the CLPP.

The Minister has requested that Council appoint its approved Chair and alternate chairs for a term through to 29 February 2024.

At its meeting on 9 February 2021, Council resolved to reappoint the existing expert members and community representatives on the CLPP for a period of 12 months (noting that the current expert members on the CLPP remain part of the Department's expert member pool). It is considered any further appointments and reappointments of community representatives and expert members should be determined by the new Council following the local government election.

FINANCIAL IMPLICATIONS

There are no financial implications for Council arising from this report.

CONCLUSION

The Minister for Planning and Public Spaces ('the Minister') is responsible for approving the Chair and alternate chairs that Council appoints to its LPP.

The Minister has recently written to Council and advised that he has approved Mr Stuart McDonald as Chair and Ms Pamela Soon and Mr Michael Mantei as alternate chairs for appointment to the CLPP.

The Minister has requested that Council appoint its approved Chair and alternate chairs for a term through to 29 February 2024.

RECOMMENDED

That Council appoint Mr Stuart McDonald as Chair and Ms Pamela Soon and Mr Michael Mantei as alternate chairs on the Camden Local Planning Panel for a period extending to 29 February 2024.

ATTACHMENTS

1. Letter from The Hon. Rob Stokes MP - Appointment of Chair and alternate chairs for CLPP
2. Stuart McDonald, CV - *Supporting Document*
3. Michael Mantei, CV - *Supporting Document*
4. Pamela Soon, CV - *Supporting Document*



ORDINARY COUNCIL MEETING

ORD03

SUBJECT: DETERMINATION OF COUNCILLOR FEES 2021/22 - LOCAL GOVERNMENT REMUNERATION TRIBUNAL AND SUPERANNUATION CONTRIBUTIONS FOR COUNCILLORS

FROM: Director Customer & Corporate Strategy

TRIM #: 21/155870

PURPOSE OF REPORT

To advise Councillors of the determination by the Local Government Remuneration Tribunal (the Tribunal) for the range of councillors' and mayors' fees payable for the 2021/22 financial year, and request Council determine the fees for Councillors and the Mayor for the 2021/22 financial year and approve the payment of superannuation contributions for Councillors commencing from 1 July 2022.

BACKGROUND

The Tribunal determines the category in which each council is classified and sets the range of annual fees under each category that are payable to Mayors and Councillors each year.

Under the *Local Government Act 1993* (the Act), Council may fix the annual fees paid to the Mayor and Councillors. The annual fees must be within the range determined by the Tribunal. Under section 249 of the Act, the Mayor must be paid an annual fee in addition to the fee paid to the Mayor as a Councillor.

Should Council decide not to fix the annual fees payable to the Mayor and Councillors, it must pay the appropriate minimum fee determined by the Tribunal.

Additionally, the Act has been amended to provide for the payment of superannuation contributions for Councillors, commencing from 1 July 2022.

Councillors were briefed on this matter on 25 May 2021.

MAIN REPORT

The Tribunal's Decision

The Tribunal has concluded its annual review and determined that an increase of 2% will be applicable to each category for the 2021/22 financial year. The increases are effective on and from 1 July 2021, subject to Council's adoption.

A copy of the full decision is provided as an **attachment** to this report.

Section 239 of the Act requires the Tribunal to determine the categories of councils and to place each council in a category at least every three years. This year, the Tribunal did not undertake a broad review of councils and considered only those requests where an individual submission was made. The Tribunal found that the current allocation of councils into the current categories is appropriate. The Tribunal will next consider the criteria applicable to each group and the allocation of councils in detail in 2023. The criteria applicable to each of the categories remain unchanged from 2020.

Camden's Classification

Camden Council is categorised as a Metropolitan Medium council, which is described as typically having a minimum residential population of 100,000 and total operating revenue exceeding \$100M per annum. Noting the Tribunal's 2020/21 determination that had Camden Council re-categorised from a Metropolitan Small to a Metropolitan Medium, no submission for re-categorisation was made for the 2021/22 determination.

The revised fees payable for a Metropolitan Medium council for 2021/22 have been set by the Local Government Remuneration Tribunal as follows:

COUNCILLORS	MAYOR
Minimum \$14,100 – Maximum \$26,310	Minimum \$29,950 – Maximum \$69,900

The current fees are \$21,405.70 per annum for Councillors and \$56,879.90 per annum for the Mayor.

Based on the present level of fees payable to the Mayor and Councillors, a 2% increase would amount to an increase of \$428.11 per annum for each Councillor, bringing the total to \$21,833.81 per annum, and an increase of \$1,137.60 for the Mayor, bringing the total to \$58,017.50 per annum. Alternatively, Council could adopt an amount up to the maximum amount payable in each case which would result in increases of up to \$4,904.30 and \$13,020.10 respectively.

Superannuation Contributions for Councillors

The amount of superannuation contribution payable for Councillors is the amount that is required under Commonwealth superannuation legislation. From 1 July 2022, this will be 10.50%.

Superannuation contributions will only be permitted if Council resolves, at an open meeting of Council, to make superannuation contribution payments for its Councillors.

The Remuneration Tribunal may not take superannuation contribution payments into account in determining annual fees or other remuneration payable to a Mayor or Councillor.

FINANCIAL IMPLICATIONS

A 2% increase to Councillors' and Mayor's fees would result in additional expenditure of \$4,990.59. There is sufficient funding within the draft 2021/22 budget to support this increase.



If Council adopts the payment of superannuation contributions for Councillors commencing 1 July 2022, the impact on Council's budget would be approximately \$27,260 per annum. This assumes a future increase to Councillor and Mayoral fees of 2% (2022/23) and the payment of superannuation at the statutory rate of 10.50%, which is the statutory rate applicable from 1 July 2022.

CONCLUSION

Council is requested to determine the fees for Councillors and the Mayor for the 2021/22 financial year and approve the payment of superannuation contributions for Councillors, commencing 1 July 2022.

RECOMMENDED

That Council:

- i. set the fees payable to the Mayor and Councillors for the 2021/22 financial year; and**
- ii. approve the payment of superannuation contributions for Councillors, commencing 1 July 2022.**

ATTACHMENTS

1. Local Government Remuneration Tribunal 2021



ORDINARY COUNCIL MEETING

ORD04

SUBJECT: INVESTMENT MONIES - APRIL 2021
FROM: Director Customer & Corporate Strategy
TRIM #: 21/176313

PURPOSE OF REPORT

In accordance with Part 9, Division 5, Section 212 of the *Local Government (General) Regulation 2005*, a list of investments held by Council as at 30 April 2021 is provided.

MAIN REPORT

The weighted average return on all investments was 1.00% p.a. for the month of April 2021. The industry benchmark for this period was 0.04% (Ausbond Bank Bill Index) and the current official cash rate as determined by the Reserve Bank of Australia (RBA) is 0.10%.

The Responsible Accounting Officer (the Chief Financial Officer) has certified that all investments have been made in accordance with Section 625 of the *Local Government Act 1993*, the relevant regulations, and Council's Investment Policy.

Council's Investment Report is provided as an **attachment** to this report.

RECOMMENDED

That Council:

- i. note that the Responsible Accounting Officer has certified that all investments held by Council have been made in accordance with the *Local Government Act 1993*, Regulations, and Council's Investment Policy;**
- ii. note the list of investments for April 2021; and**
- iii. note the weighted average interest rate return of 1.00% p.a. for the month of April 2021.**

ATTACHMENTS

1. Investment Report - April 2021

ORDINARY COUNCIL MEETING

ORD05

SUBJECT: THE CREST MASTERPLAN - GLEDSWOOD HILLS
FROM: Director Sport, Community & Activation
TRIM #: 21/186291

PURPOSE OF REPORT

The purpose of this report is to advise Council of the outcomes of the public exhibition of the draft masterplan for the Crest, Gledswood Hills and to seek Council's endorsement of the amended masterplan post exhibition included as an **attachment** to this report.

BACKGROUND

The Crest at Gledswood Hills is a 48ha parcel of land located within the Crest estate developed by MIRVAC. The subject land is shown at **Figure 1** below.

The land had previously been identified for the provision of a nine-hole golf course that was to be delivered under a voluntary planning agreement (VPA) and retained in private ownership.

Following further analysis of the open space and the viability of a golf course, MIRVAC requested an amendment to the VPA that would see the land proposed to be utilised for a golf course instead be dedicated to Council for public purposes.



Figure - Subject Land – The Crest

To inform future use of the land, Council has prepared a draft masterplan for the site to guide future planning and detailed design.

To seek community feedback on the plan, the draft masterplan was placed on public exhibition for a period of six weeks.

Councillors were briefed on the masterplan and public exhibition outcomes on 25 May 2021.

MAIN REPORT

Draft CREST Masterplan

As part of the development of the masterplan a number of key objectives were identified to guide the plan, these included:

- Capitalising on and promoting activation opportunities;
- Creating new pedestrian amenity;
- Responding to the existing character of the surrounding suburb and natural areas and identify the most appropriate location and setting for all facilities; and
- Identifying opportunities throughout the park to enhance the experience of the space.

The initial draft masterplan as exhibited included:

- A site for a future animal holding facility;
- Learn to Ride / bike safety education facility and associated amenities;
- Futsal/hardcourt facility;
- BBQs and shelter areas;
- Picnic and kickabout spaces;
- Natural play areas that provide diversified play opportunities for a range of ages and abilities;
- Shared paths;
- Managed lawns; and
- Parklands and woodland areas.

A copy of the draft masterplan as exhibited is included as an **attachment** to this report.

Public Exhibition

The draft masterplan was placed on public exhibition from 10 February to 24 March 2021.

The exhibition included four pop-up consultations at Galloway Green, Gledswood Hills and one online forum. In addition, notification of the exhibition was also provided to residents within the CREST estate including a copy of the draft Masterplan.

During the exhibition period the draft masterplan received 54 formal submissions.

A table of the key issues identified as a result of the community consultation is provided as an **attachment** to this report, with a copy of all submissions received provided as a **supporting document**.



Summary of Submissions

1. Animal Care Facility

A number of submissions raised concerns relating to the proposed animal care facility. The main concerns raised were related to the location of the facility within a residential area, potential impacts, and the size of the facility.

In addition, some submissions raised concern about the compatibility of the animal care facility with the intent of the land dedication, which was for open space purposes.

Officer response

Given feedback from the community with regards to the animal care facility, it is recommended that this facility not be located within the masterplan. It is recommended that Council continue to investigate alternate sites for a future facility and bring a further briefing to Council on the matter.

To address the ongoing demand for dog off-leash and fenced dog training areas, it is recommended that an enclosed dog training area and off-leash dog area be provided within the masterplan in the location previously identified for the animal care facility.

2. Traffic Management

Submissions also raised concerns relating to traffic flow and access through Gledswood Hills Drive, and access to and capacity of the car park proposed off Gledswood Hills Drive.

Officer response

Further detailed traffic analysis and design of potential access and egress points, and traffic calming measures, will be required as part of the future detailed design of the masterplan.

In addition, it is recommended that further investigations be undertaken at the detail design stage to consider additional formal parking opportunities available throughout the masterplan; this will reduce the impact on the main car park off Gledswood Hills Drive.

3. Privacy

The draft masterplan includes a shared path around the periphery of the residential development in the Crest. The pathway includes seating areas and lookout nodes throughout. A number of submissions have raised concerns with regards to the potential impact on privacy due to the location of the shared path and associated points of interest.

Key privacy issues:

- Positioning of playground (number 19) at the southern end of the masterplan;
- Walking track proximity to fence line boundaries; and
- Viewing areas at identified vantage points.

Officer response

The detailed design of the masterplan will need to consider opportunities to improve privacy outcomes for adjacent residents. These may include moving items or implementing design elements such as additional fencing, buffer planting and landscaping.

In addition, it is recommended to remove one of the managed lawn areas on the western edge of the draft masterplan. Due to its proximity to residents and the elevation of the land, the privacy impacts cannot be mitigated sufficiently by design solutions.

4. Water Play Space

A number of submissions requested the inclusion of a water play space within the masterplan.

Officer response

Provision of a water play space at this location is not recommended due to the supporting infrastructure required (i.e. parking) and impact on adjacent residents. Council currently operates two water play spaces within the LGA at Curry Reserve, Elderslie and Dawson-Damer Park, Oran Park.

5. Café / General store

There were a number of submissions requesting the inclusion of a café/general store within the Masterplan.

Officer response

Provision of a permanent café/general store is not recommended in this location. However, as part of the detailed design of the facility, enabling infrastructure to facilitate temporary facilities should be investigated. This infrastructure could support temporary facilities such as food trucks.

6. Connection to Cunningham Park, Gregory Hills

The request to develop a connection to Cunningham Park, Gregory Hills from the Crest was identified as part of the exhibition; this will provide connectivity across Council's open space network.

Officer response

Connecting Council's sport and recreation areas is supported. Further investigation will need to be undertaken into the viability of the proposed linkage due to the impact on the Heritage Listed Sydney Upper Water Canal and the requirement to get approval from a number of statutory bodies.

7. Gas infrastructure

During the exhibition, Council received submissions from both APA and Jemena Group regarding easement management and the registered pipeline easements located within the Crest.



Officer response

Council officers engaged key stakeholders from Jemena and APA for input into the development of the draft masterplan. Additional stakeholder engagement will be included as part of the detailed design of specific elements within the masterplan with these key stakeholders.

8. Other Matters Raised

A number of other matters were identified within the submissions as identified below.

- Retention of water bodies – Submissions raised questions as to whether the existing farm dams would be retained on the site.

Officer Response

As part of the detailed design of the masterplan, works will be undertaken to determine what water bodies will be retained and those that will need to be removed. Key considerations as part of the assessment will include safety of the existing structures, public safety requirements and whether or not they are required as part of the water quality and water retention system for the Crest residential development and masterplan.

- Fruit trees - It was identified that the masterplan had an opportunity to integrate fruit trees and edible gardens into the concept plan.

Officer Response

Agreed; the provision of fruit trees and edible garden features should be considered as part of the detailed design and identification of species for the Masterplan.

- Western Sydney Airport Wildlife Buffer Zones – Raised by a submitter that Council needed to consider the Wildlife Buffer Zones for the Western Sydney Airport as part of the Masterplan.

Officer Response

No intersecting wildlife buffer zones for Western Sydney Airport have been identified. However, it is noted that the site is within 13km of Camden Airport Wildlife Hazard Zone which requires an action plan for future management (to be monitored for recreation-parks and playground uses). This will be undertaken as part of future detailed planning requirements.

- Retain openness and rural aesthetic – A number of submissions reflected on the openness of the current site and the rural aesthetic and identified a desire to maintain this sense of place.

Officer Response

The intent of the masterplan is to achieve a balance of usable passive and active open space against maintaining the openness and rural characteristics of the site. This will be achieved via the landscape design and final planting to be identified as part of the detailed design.

- More interest points in Southern area – Request to have more activation at the southern end of the masterplan.

Officer Response

Agreed; additional areas for activation have been identified in the draft masterplan (amended post exhibition).

Summary of Recommended Changes – Post Exhibition

As a result of the exhibition period, the following changes are recommended to be made to the masterplan:

- Removal of the Animal Care Facility and inclusion of an enclosed dog off leash training facility, seating and shelters;
- Location and distribution of shelter across the open space to be reviewed to ensure balance;
- Activating a recreational core in the southern end of the precinct with inclusion of a play space, innovative active recreation and supporting ancillary facilities;
- Activation of managed lawn areas as picnic nodes;
- Removal of one managed lawn area due to privacy concerns; and
- Identification on masterplan of a future potential connection to Cunningham Park to be investigated.

Summary

Following consideration of submissions received during the public exhibition period, it is recommended that a number of changes be made to the draft masterplan to address feedback from the community.

The key change sees the removal of the animal care facility from the site and minor modifications to the masterplan to address concerns with regards to privacy and attaining balance and equitable access across the site.

A large number of the issues raised will need to be further addressed at a detailed design stage, as identified within the report.

Where to from Here

Subject to Council endorsing the draft masterplan (as amended), further detailed design will commence on key elements within the site.

As part of the Community Support Package (Stage 3), Council endorsed the commencement of the Learn to Ride facility and Futsal/hardcourt facilities (subject to site confirmation). It is anticipated that detailed design will commence on this part of the site in 2021/22 with construction to commence in 2022/23. As part of the detailed design, further community input will be sought.



FINANCIAL IMPLICATIONS

The funding for the Learn to Ride facility and the Futsal/hardcourt facility was endorsed by Council as part of the Community Support Package Stage 3.

Elements within the masterplan will be subject to future consideration by Council as part of future annual budget considerations.

CONCLUSION

A draft masterplan has been prepared for the 48ha site at the Crest, Gledswood Hills. The draft masterplan is a concept plan to guide the future detailed design and delivery of the public open space.

Following a six-week public exhibition period, Council received a total of 54 formal submissions on the matter.

Following consideration of the submissions, a number of amendments as outlined in this report are recommended to address community feedback.

It is therefore recommended that the masterplan as amended post exhibition be adopted by Council.

RECOMMENDED

That Council:

- i. adopt the revised Crest Masterplan included as Attachment 1 to this report;
and**
- ii. advise submitters of the outcome of this report.**

ATTACHMENTS

1. The Draft Crest Masterplan - Revised - Post Exhibition
2. The Draft Crest Masterplan - Exhibited
3. Summary Table of Submissions
4. Submissions - Draft CREST Masterplan - *Supporting Document*

ORDINARY COUNCIL MEETING

ORD06

SUBJECT: PUBLIC EXHIBITION - DRAFT MASTERPLAN - HILDER RESERVE, ELDERSLIE

FROM: Director Sport, Community & Activation

TRIM #: 21/214642

PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement to place the draft Hilder Reserve Masterplan on public exhibition for a period of 28 days.

BACKGROUND

A draft Masterplan has been developed for the 3.75ha site known as Hilder Reserve, Elderslie shown at **Figure 1** below. The subject site is currently utilised by a range of sporting codes including Baseball, Rugby League, Cricket and social Soccer.

Identified within Council's Sportsground Strategy (2020-2024) as a high priority site for masterplanning and improvements, Hilder Reserve currently has a single amenities block consisting of a single male and two female toilets.

The facility no longer has the capacity to support its users, particularly the main user group, Baseball, which has seen a significant growth in membership across the last five years.



Figure 1 – Subject Site Hilder Reserve, Elderslie



To address these concerns, a draft masterplan has been prepared for the site.

Councillors were briefed on this matter on 25 May 2021.

MAIN REPORT

Masterplan Development

The draft masterplan has been developed with a focus on meeting the needs of key user groups as well as providing a useable area of public open space for the Elderslie community.

The key objectives of the Masterplan are to:

- Maximise capacity of the sportsground;
- Incorporate both passive and active recreational opportunities;
- Enhance accessibility – including pathways, car park and cycle paths;
- Provide a new sports amenities building;
- Improve floodlighting seating and shade; and
- Make provision for a playground.

Draft Masterplan Proposed Outcomes

The draft masterplan, provided as an **attachment** to this report, seeks to achieve a range of outcomes and upgrades, and includes the following:

- One seniors' diamond and three juniors' diamonds including fencing and dugouts;
- New sports amenities building including changerooms, clubroom, storage and kiosk;
- Upgrade of existing amenities;
- Improvement of existing car park and on-street parking;
- Improved floodlighting, seating and shade structure;
- Additional planting and landscape works;
- Improved accessibility including pathway and cycleway network; and
- A future playground.

Community Engagement

As part of the community engagement process, it is proposed to place the draft masterplan on public exhibition for a period of 28 days.

During the exhibition period, staff will conduct a series of pop-up engagements on-site along with direct notification to residents within the vicinity of the site. The draft masterplan will also be promoted via social media channels and Council's website.

Where to from Here?

At the conclusion of the exhibition period, submissions received will be reported back to Council with the draft masterplan for consideration.

FINANCIAL IMPLICATIONS

There are no direct financial implications as a result of this report.

Council has \$2.9 million allocated to Stage 1 works at Hilder Reserve, Elderslie in the 2021/22 and 2022/23 Capital Works program.

Remaining stages of the Masterplan implementation will be subject to consideration as part of future budget cycles and other funding opportunities.

CONCLUSION

Council has prepared a draft masterplan for Hilder Reserve at Elderslie. The draft masterplan seeks to improve the user experience and the site's capacity with respect to the growing sport of baseball.

It is proposed to place the draft masterplan on public exhibition for a period of 28 days and provide a further report to Council at the conclusion of the public exhibition period.

RECOMMENDED

That Council:

- i. endorse proceeding to public exhibition of the draft Hilder Reserve, Elderslie Masterplan for a period of 28 days; and**
- ii. consider a further report at the conclusion of the public exhibition period.**

ATTACHMENTS

1. Draft Masterplan - Hilder Reserve



ORDINARY COUNCIL MEETING

ORD07

SUBJECT: TRANCHE 41, PONDICHERRY VOLUNTARY PLANNING AGREEMENT
FROM: Director Sport, Community & Activation
TRIM #: 21/171762

PROPERTY ADDRESS 600C - 680 The Northern Road, Oran Park
LOT: 50 DP:1232523
LOT: 4 DP: 1223563
LOT: 5 DP:1223563
LOT: 11 DP: 1229416
PT LOT 6 DP: 1223563

PROPONENT Greenfields Development Company No.2 Pty Ltd

OWNER Leppington Pastoral Company Pty Ltd

PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement to proceed to public exhibition of the draft Voluntary Planning Agreement (VPA) Tranche 41 Pondicherry and subject to the outcomes of the public exhibition period, execute the VPA with Greenfields Development Company (GDC), or consider a further report.

BACKGROUND

GDC have made a formal request to enter into a VPA with Council for land, known as Tranche 41 within the Pondicherry precinct.

The draft VPA is consistent with the Tranche 41 Planning Proposal briefed to Council on 10 November 2020 and reported to Council on 8 December 2020. At this meeting, Council resolved to submit the Tranche 41 Planning Proposal to the Department of Planning Industry and Environment (DPIE) for the purposes of attaining a Gateway Determination, and subject to receiving a favourable response proceed to public exhibition.

Council was briefed on the draft VPA on 18 May 2021, a copy of the draft VPA is provided as an **attachment** to this report.

MAIN REPORT

The subject land is located to the north of Oran Park and forms part of the broader Pondicherry Precinct within the South West Growth Area. It adjoins the proposed North South Rail Line corridor to the east and The Northern Road to the west. The subject land is identified in **Figure 1**.

The development will generate up to 470 lots with an estimated population of 1,500 residents.

Proposed Planning Agreement

This VPA addresses developer contributions in the form of land, works and monetary contributions.

Below is a summary of the infrastructure delivered under this PA:

- 3.8ha of passive open space;
- 2.4ha of riparian corridor which will be embellished for passive recreation;
- Transport infrastructure;
- Drainage infrastructure; and
- Monetary contributions towards the administration of the VPA.

It is noted that the future active open space for Tranche 41 is proposed to be provided as part of the wider Pondicherry Precinct. To ensure this open space is delivered to meet demand, the draft VPA includes a clause enabling a monetary contribution to Council. This contribution would be utilised to increase capacity of an existing facility should the delivery of active open space proposed for Pondicherry not be resolved.

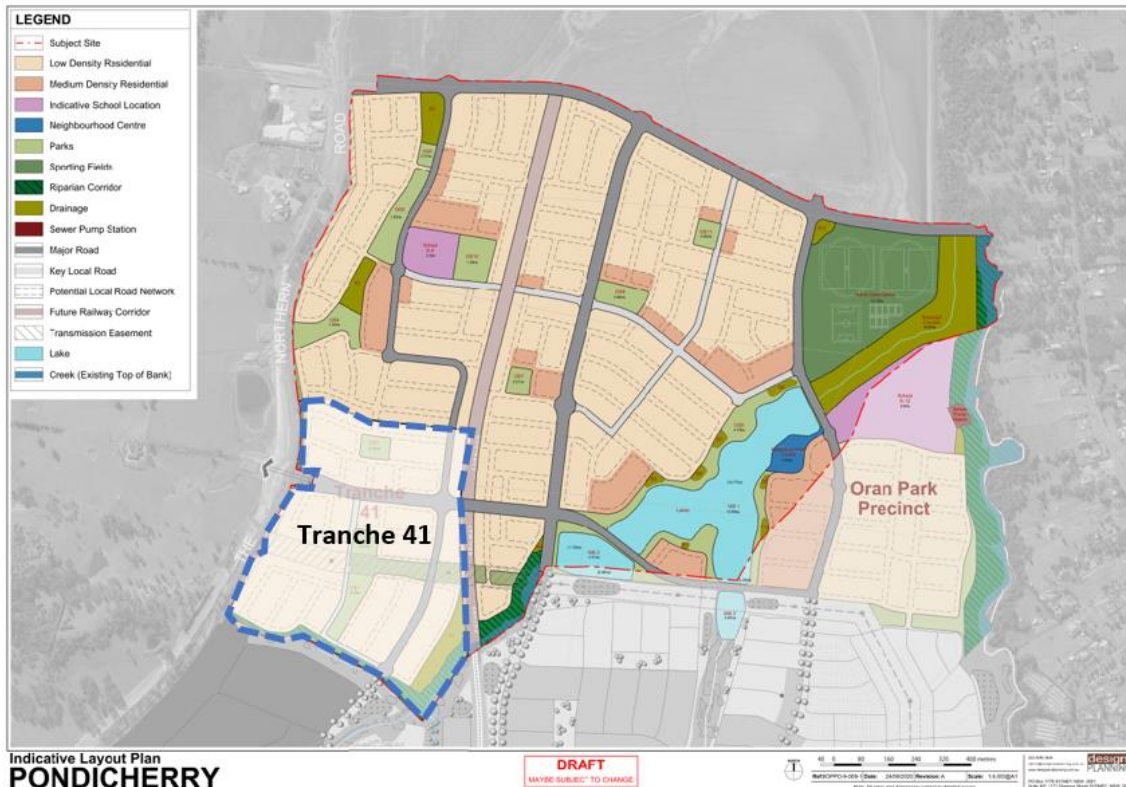


Figure 1: Location map of Tranche 41 land

Assessment of Proposed Planning Agreement

Figure 2 shows the Indicative Layout Plan for Tranche 41 and illustrates the infrastructure proposed to be delivered under the draft VPA.

Open Space

The passive open space is made up of 2.2ha of passive open space land and a further 4ha of land constrained by transmission easement or riparian corridor.

This riparian corridor also supports a shared path that links to the shared path along The Northern Road and through the riparian area to the future Lakes in the south eastern portion of Pondicherry. The share path will also travel south to link Tranche 41 to Jack Brabham Reserve via a pedestrian bridge.

In addition to the passive open space, there is a requirement of 2.13ha of active open space to service the proposed community. The draft VPA does not include any active open space within Tranche 41; instead, the provision of active open space is provided within the wider Pondicherry Precinct.

It is estimated that the active open space (in Pondicherry) will be provided within four years, which would match the estimated demand from residents within Tranche 41.

Transport Infrastructure

The transport infrastructure proposed in the draft VPA is in accordance with the requirements of the draft Planning Proposal and has sufficient capacity to support the demand generated by the development.

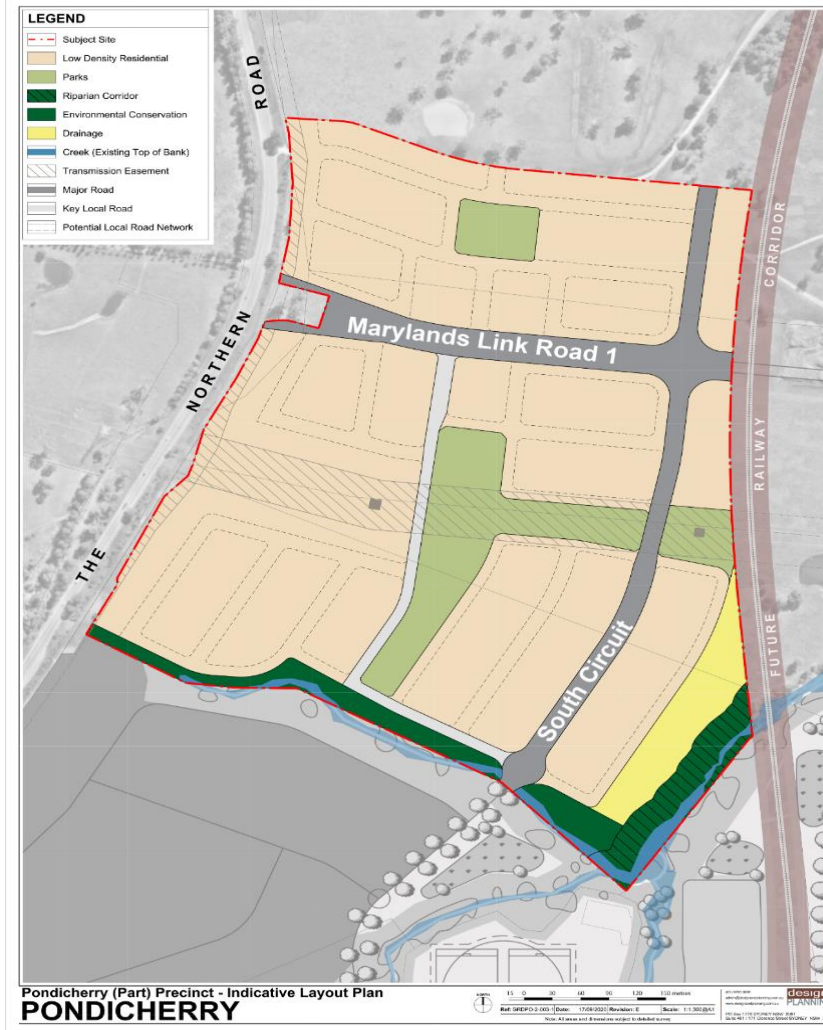


Figure 2: Infrastructure proposed in the Tranche 41 Planning Agreement

Summary

The draft VPA Tranche 41 delivers infrastructure and monetary contributions required by the proposed development. The draft VPA has been assessed against demand and is considered to have demonstrated material public benefit.

FINANCIAL IMPLICATIONS

The draft VPA has a total value of \$21,250,000 and includes \$19,500,000 of land and works, and approximately \$1,750,000 in monetary contributions.

CONCLUSION

The draft VPA is consistent with the Tranche 41 Planning Proposal reported to Council on 8 December 2020 and includes all infrastructure to support the future community.

The draft VPA is considered a good offer that delivers material public benefit.



RECOMMENDED

That Council:

- i. endorse the Tranche 41 Voluntary Planning Agreement to be publicly exhibited for 28 days;**
- ii. subject to no unresolved submissions, authorise the relevant Planning Agreement documentation to be completed under Council's Power of Attorney;**
- iii. once executed, make the Voluntary Planning Agreement publicly available in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and Regulations;**
- iv. once executed, forward a copy of the Planning Agreement to the Minister for Planning and Environment in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and Regulations; or**
- v. consider a further report, should unresolved submissions be received as part of the exhibition period.**

ATTACHMENTS

1. Tranche 41 Pondicherry VPA

ORDINARY COUNCIL MEETING

ORD08

SUBJECT: TENDER T005/2021 - OPERATION AND MANAGEMENT SERVICES FOR MOUNT ANNAN LEISURE CENTRE AND CAMDEN WAR MEMORIAL POOL

FROM: Director Sport, Community & Activation

TRIM #: 21/192572

PURPOSE OF REPORT

The purpose of this report is to advise Council of the tenders received for Tender T005/2021 Operations and Management Services for Mount Annan Leisure Centre (MALC) and Camden War Memorial Pool (CWMP) and recommend that Council accept the tender submitted by Young Men's Christian Association (YMCA) NSW.

BACKGROUND

Mount Annan Leisure Centre (MALC) is located on the corner of Welling Drive and Waterworth Drive, Mount Annan. The MALC includes:

- Health and fitness facilities and equipment;
- Pool hall including existing toilets and change rooms.
- Toilets and change rooms;
- Indoor multi-purpose sports hall with two courts;
- Creche facilities; and
- A kiosk.

Camden War Memorial Pool (CWMP) is located on Mitchell Street, Camden and includes a 50m outdoor pool and a program and toddler pool with water play features. The CWMP is opened on a six-month seasonal basis and is closed during the autumn and winter months.

The works associated with this tender include the operation and management of both the MALC and CWMP for the next two years with the potential to increase the service to a maximum of three years (two years + one-year option at Council's discretion).

The term of this management contract has been determined to enable the future Oran Park Leisure Centre to be included in the consideration of future management options for Camden Council's aquatic and leisure centres.

Councillors were briefed on the matter on 25 May 2021.

MAIN REPORT

Legislation

This tender process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy and Guidelines.



Contract Term

The works associated with this tender included the operation and management of both the MALC and CWMP for the next two years with the potential to increase the service to a maximum of three years (two years plus one-year option at Council's discretion).

Financial Implications

A review of Council's budget estimates for the MALC and CWMP over the next three years identified a funding shortfall in Year One of operations followed by a budget surplus in Years Two and Three. The budget surplus in Years Two and Three offset the funding shortfall in Year One. This budget scenario is consistent with all three tenders. It is expected that with the unpredictable nature of COVID-19, the expected income is more conservative in the first year of operations.

Therefore, Council has sufficient funding allocated over the next three years to meet the tendered amount by the YMCA. Any requirement to forward fund Year One of the budget or move funding between years would be considered by Council as part of the annual budget process or at a quarterly budget review.

Work, Health & Safety Requirements

The selected tender meets all WHS requirements as required for this contract.

Certificates of Currency

The selected tender provides all current insurances as required for this contract.

Advertising of Tenders

A tender for Operation and Management of Mount Annan Leisure Centre and Camden War Memorial Pool was called on 25 February 2021 and publicly advertised on Council's website. The tender was open for a period of 27 days until the closing date 24 March 2021 and was available through the e-tendering website: www.tenders.nsw.gov.au.

Tenders Received

Council received three *on time* tender responses from the following organisations. Tenders were received from the following companies listed in alphabetical order:

Tender	Suburb
Belgravia Health and Leisure Group Pty Ltd	Bayswater, VIC
BlueFit Pty Ltd	Lane Cove, NSW
YMCA NSW	Parramatta, NSW

Tender Evaluation Process

Tenders were assessed by the Tender Evaluation Panel in accordance with Council's Procurement Procedures and Guidelines (2019). The evaluation criteria were prepared and weighted on 24 March 2021. Following the close of the tender period, each tender was evaluated by the members of the Tender Evaluation Panel using a Tender Evaluation and Pricing Matrix on the following criteria:

The submissions were assessed on price and non-price factors as agreed by the Tender Evaluation Panel. Price was given a weighting of 50% and non-price factors a weighting of 45%. A 5% weighting was applied to local suppliers.

Non-price factors considered for this project included:

- Price;
- Demonstrated experience and capacity;
- Demonstrated managerial capacity;
- Program of works; and
- Local supplier preference.

A summary of the tender assessment is provided as a **supporting document**. Please note this information is commercial-in-confidence.

Tender Compliance Panel

Tender submissions and evaluations were reviewed by the Tender Compliance Panel.

CONCLUSION

Recommendation of the Tender Evaluation Panel

It is recommended that Council accept the tender from Young Men's Christian Association (YMCA) NSW. This tenderer overall provided a submission that demonstrated a thorough understanding of the project, provided evidence of relevant experience in the management of the two facilities, and financial capacity. In addition, the YMCA also included a strong focus on the community, including a requirement to reinvest into the community with a range of community programs. and demonstrated value for money.

RECOMMENDATION

That Council:

- accept the tender from Young Men's Christian Association (YMCA) NSW for Tender T005/2021 - Operation and Management Services for Mount Annan Leisure Centre and Camden War Memorial Pool; and**
- accept the tender value of \$1,213,939 (excl. GST) for a period of three years (two years plus one-year option at Council's discretion) in accordance with Council's adopted budget.**



ATTACHMENTS

1. T005/2021 Operation & Management Services for Mount Annan Leisure Centre and Camden War Memorial Pool - *Supporting Document*

ORDINARY COUNCIL MEETING

ORD09

SUBJECT: ACCEPTANCE OF FUNDING - LEPPINGTON TOWN CENTRE REVIEW
FROM: Director Planning & Environment
TRIM #: 21/196358

PURPOSE OF REPORT

The purpose of this report is to seek Council's acceptance of funding from the Department of Planning, Industry and Environment (the Department) to progress the review of the planning controls that apply in Leppington Town Centre.

BACKGROUND

In March 2013, Leppington Town Centre was rezoned by the State Government under *State Environmental Planning Policy (Sydney Region Growth Centres) 2006* as part of the Austral and Leppington North Precinct.

In July 2017, the Department commenced a review of the planning controls for the Leppington Town Centre.

In November 2019, the Minister for Planning and Public Spaces determined that Camden Council and Liverpool City Council would lead the review of Leppington Town Centre as a Council led Planning Proposal.

A Councillor briefing was provided on 25 May 2021 to advise Councillors of the recent funding offer.

MAIN REPORT

The review of the planning controls that apply in Leppington Town Centre and the preparation of a draft Planning Proposal, require a number of technical studies and reports to be undertaken.

Following a request from Council officers, the Department has recently offered Council \$700,000 (excl. GST) to assist Council in completing this project.

This funding will support:

- The preparation of technical reports to inform the project;
- Consultant and contractor costs to prepare and review the draft Planning Proposal;
- The preparation of a Place Strategy (to support public exhibition); and
- Public exhibition and facilitation costs.

FINANCIAL IMPLICATIONS

The funding will assist Council in completing this project. On completion of the project, Council must return any unspent funds to the Department.



CONCLUSION

Council has been successful in securing funding from the Department to undertake a review of the planning controls in Leppington Town Centre. It is recommended that Council accept the funding.

RECOMMENDED

That Council:

- i. accept the funding of \$700,000 (excl. GST) from the Department of Planning Industry and Environment to review the planning controls in Leppington Town Centre; and**
- ii. write to The Hon. Robert Stokes MP, Minister for Planning and Public Spaces, thanking him for the funding.**

ORDINARY COUNCIL MEETING

ORD10

SUBJECT: ACCEPTANCE OF GRANT FUNDING - SHOWGROUND STIMULUS PROJECT

FROM: Director Sport, Community & Activation

TRIM #: 21/197546

PURPOSE OF REPORT

The purpose of this report is to seek Council's acceptance of grant funding under the NSW Department of Planning, Industry and Environment (Crown Lands) - Showground Stimulus Funding Program for a range of infrastructure upgrades at the Camden Showgrounds.

BACKGROUND

The NSW Government provides grant funding under the Showgrounds Stimulus Funding Program for projects that:

- Protect public health and safety and enhance community use and experience of showgrounds;
- Maximise opportunities for economic growth relating to showgrounds;
- Provide facilities that support a range of showground uses;
- Promote the sustainability of showgrounds across NSW; and
- Stimulate economic growth over short-term timeframes in local economies impacted by the COVID-19 pandemic.

Council has previously received \$20,903.01 (excl. GST) for electrical upgrade works in Stage 1 of the Showgrounds Stimulus Fund. Council has now been notified that it has been successful for further funding under Stage 2c of the Showgrounds Stimulus Fund.

MAIN REPORT

Council has been successful in receiving grant funding under the Showground Stimulus Funding Program for \$713,636.36 (excl. GST) to undertake the following infrastructure upgrade works at Camden Showgrounds:

- Upgrade the floodlighting;
- Install hostile vehicle mitigation infrastructure;
- Renewal and refurbishment of kiosk and grandstand; and
- Renewal work for seating, cattle stalls and fencing.

The project will see further improvements to the infrastructure within the Camden Showgrounds, which will support large events such as the Camden Show.

This will remove the need for temporary solutions and provide a more event-friendly facility.



FINANCIAL IMPLICATIONS

The grant funding of \$713,636.36 (excl. GST) will fully fund the upgrade works.

Council will provide in-kind contributions to the project through project management services.

CONCLUSION

Council has been successful in attaining funding through the NSW Department of Planning, Industry and Environments – Showground Stimulus Funding Program (Stage 2c) for the upgrade of a range of infrastructure within the Camden Show Grounds as outlined in this report.

The funding of \$713,636.36 (excl. GST) will fully fund the upgrades, which improve the user experience at the Camden show grounds and remove the need for temporary infrastructure for larger events.

RECOMMENDED

That Council:

- i. accept grant funding of \$713,636.36 (excl. GST) for the upgrade of electricity infrastructure at Camden Showground;**
- ii. write to the Hon. Melinda Pavey, Minister for Water, Property and Housing, thanking her for the grant;**
- iii. write to Mr Peter Sidgreaves MP, Member for Camden, thanking him for his support; and**
- iv. write to the Camden Show Society to formally advise of Council's acceptance of the funding.**

ORDINARY COUNCIL MEETING

ORD11

SUBJECT: ACCEPTANCE OF GRANT FUNDING - TRANSPORT FOR NEW SOUTH WALES SAFER ROADS PROGRAM 2021/22

FROM: Director Community Assets

TRIM #: 21/186281

PURPOSE OF REPORT

The purpose of this report is to seek Council's acceptance of grant funding from Transport for New South Wales (TfNSW) for road improvements on Cut Hill Road, Cobbitty.

BACKGROUND

Transport for New South Wales seeks applications from Councils each year for projects under a range of specific funding programs. This year applications were made for eligible crash blackspot projects under the 2021/22 NSW Safer Roads Program at locations on Cut Hill Road, Cobbitty, provided as an **attachment** to this report.

MAIN REPORT

Council has been advised by the TfNSW, on behalf of the NSW Government, that its application for Cut Hill Road has been successful for the 2021/22 financial year under the Safer Roads Program.

There were specific guidelines required to be met to apply for grant funding within the eligible crash blackspot projects under the 2021/22 NSW Safer Road Program. Council was required to have evidence of crash data for the location to be successful to obtain funding within this category. Transport for NSW's cost benefit analysis was required to be undertaken and this project met the criteria identified and was successful.

This project comprises of road shoulder improvements to provide a hard surface for vehicles either side of the travel lanes. The grant will fully fund the project at a cost of \$360,000 (excl. GST).

FINANCIAL IMPLICATIONS

Council will receive \$360,000 (excl. GST) through the NSW Safer Roads Program. No matching funding is required. This amount is to be included in the 2021/22 budget to fund the proposed program of works.

CONCLUSION

Council has been successful in securing grant funding under the 2021/22 NSW Safer Roads Program to the value of \$360,000 (excl. GST) for works on Cut Hill Road, Cobbitty.

The grant funding will enable the provision of improved road safety outcomes for the community. It is recommended that the grant funds be accepted.



RECOMMENDED

That Council:

- i. accept grant funding of \$360,000 (excl. GST) from Transport for New South Wales under the Safer Roads Program 2021/22 to undertake road improvement works on Cut Hill Road and include the funding amount into the 2021/22 budget;**
- ii. write to The Hon. Andrew Constance MP, Minister for Transport and Roads, thanking him for the grant; and**
- iii. write to Mr Peter Sidgreaves MP, Member for Camden, thanking him for his support.**

ATTACHMENTS

- 1. Cut Hill Road Safer Roads Program**

ORDINARY COUNCIL MEETING

ORD12

**SUBJECT: AUDIT, RISK AND IMPROVEMENT COMMITTEE CHARTER AND
INTERNAL AUDIT CHARTER - REVISED**

FROM: General Manager

TRIM #: 21/137458

PURPOSE OF REPORT

The purpose of this report is to recommend that Council adopt the revised Audit, Risk and Improvement Committee Charter and the revised Internal Audit Charter.

BACKGROUND

Council endorsed the implementation of a Business Assurance and Risk Management framework in June 2014. This framework included the establishment of a Business Assurance and Risk Committee (renamed Audit, Risk and Improvement Committee).

The objective of the Audit, Risk and Improvement Committee is to provide independent assistance to Camden Council by monitoring, reviewing and providing advice about Camden Council on governance processes; risk management and control frameworks; and external accountability obligations.

Council resolved to adopt the Committee's current Audit, Risk and Improvement Committee Charter on 9 April 2019.

Council's Internal Audit Charter was last reviewed and approved by Council's Audit, Risk and Improvement Committee on 6 March 2019 with no substantial changes from the prior version adopted by Council on 13 October 2015.

The *Local Government Amendment (Governance and Planning) Act 2016* includes changes to the Committee's roles and responsibilities. On proclamation, these changes will be mandatory six months after the next election. The last revision of the Audit, Risk and Improvement Committee Charter considered these changes.

In September 2019, the Office of Local Government issued a discussion paper on a proposed new internal audit and risk management framework to support the new requirements. It has been advised that further revisions to the proposed framework are to be issued for further consultation. The timeframe for this consultation is at this stage unknown.

NSW State Government in December 2020 released a Treasury Policy Paper *TPP 20-08 Internal and Risk Management Policy for the General Government Sector*. It is expected that the revised framework to be proposed by the Office of Local Government will closely align with NSW State Government requirements.

On 18 May 2021, Councillors were briefed on proposed changes to the Audit, Risk and Improvement Committee Charter and the Internal Audit Charter.



MAIN REPORT

The Audit, Risk and Improvement Committee reviewed the Audit, Risk and Improvement Committee Charter and the Internal Audit Charter at its 31 March 2021 meeting.

The Charter reviews considered section 428A of the *Local Government Amendment (Governance and Planning) Act 2016*; the discussion paper issued by the Office of Local Government; and the Treasury Policy Paper *TPP20-08 Internal Audit and Risk Management Policy for the General Government Sector*.

The revised Charters are consistent with the requirements of the Amendment Act and the Treasury Policy Paper where applicable. Updating the Audit, Risk and Improvement Committee Charter and Internal Audit Charter to reflect NSW State Government requirements means Council will likely be meeting many of the requirements expected to be mandated for Local Government ahead of time.

A summary of the key changes made as a result of the review are as follows:

Audit, Risk and Improvement Committee Charter:

- A requirement to review the Audit, Risk and Improvement Committee Charter annually;
- Restrictions around making public statements to safeguard confidentiality;
- Enhancing some responsibilities around risk management, compliance, fraud control and financial management; and
- Allowing further staggering of the appointment of independent members.

Internal Audit Charter:

- A requirement to review the Internal Audit Charter annually;
- Enhanced roles and responsibilities for internal audit;
- Better defined rules around internal audit access to information; and
- A requirement to comply with internal auditing standards.

The Audit, Risk and Improvement Committee resolved to recommend the revised Audit, Risk and Improvement Committee Charter and Internal Audit Charter to Council for adoption. 'Tracked changes' versions and 'clean' versions of the revised Audit, Risk and Improvement Committee Charter and Internal Audit Charter are attached for Council's consideration.

FINANCIAL IMPLICATIONS

This report has no financial implications.

CONCLUSION

The Audit, Risk and Improvement Committee and internal audit function are critical components of a robust governance framework. The revised Audit, Risk and Improvement Committee Charter and Internal Audit Charter proposed are in accordance with regulatory requirements and best practice.

RECOMMENDED

That Council:

- i. adopt the revised Audit, Risk and Improvement Committee Charter; and**
- ii. adopt the revised Internal Audit Charter.**

ATTACHMENTS

- 1. Audit Risk and Improvement Committee Charter - Clean Version
- 2. Audit Risk and Improvement Committee - Tracked Changes Version
- 3. Internal Audit Charter - Clean Version
- 4. Internal Audit Charter - Tracked Changes Version



ORDINARY COUNCIL MEETING

ORD13

SUBJECT: CLOSURE OF THE MEETING TO THE PUBLIC
FROM: General Manager
TRIM #: 21/133167

In accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*, the following business:

- Kirkham Rise Parks and Detention Basins;

is, in the opinion of the General Manager, of a kind referred to in Section 10A(2) of the Act, being:

- Information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c));

and should be dealt with in a part of the meeting closed to the media and public.

Before a part of the meeting is closed, members of the public may make representations as to whether that part of the meeting should be closed. Representations can only be made in writing to the General Manager prior to the commencement of the meeting or a fixed period immediately after the motion is moved and seconded. That period is limited to four minutes under Council's Code of Meeting Practice.

The meeting will only be closed during discussion of the matters directly the subject of the report and no other matters will be discussed in the closed part.

Members of the public will be readmitted to the meeting immediately after the closed part has ended and, if Council passes a resolution during the closed part, the Chairperson will make the resolution public as soon as practicable after the closed part has ended.

RECOMMENDED

That Council:

- hear any objection or submission by a member of the public, limited to a period of four minutes, concerning the closure of the meeting; and**
- close the meeting to the media and public to discuss a report dealing with a commercial matter in accordance with the provisions of Section 10A(2)(c) of the *Local Government Act 1993*.**