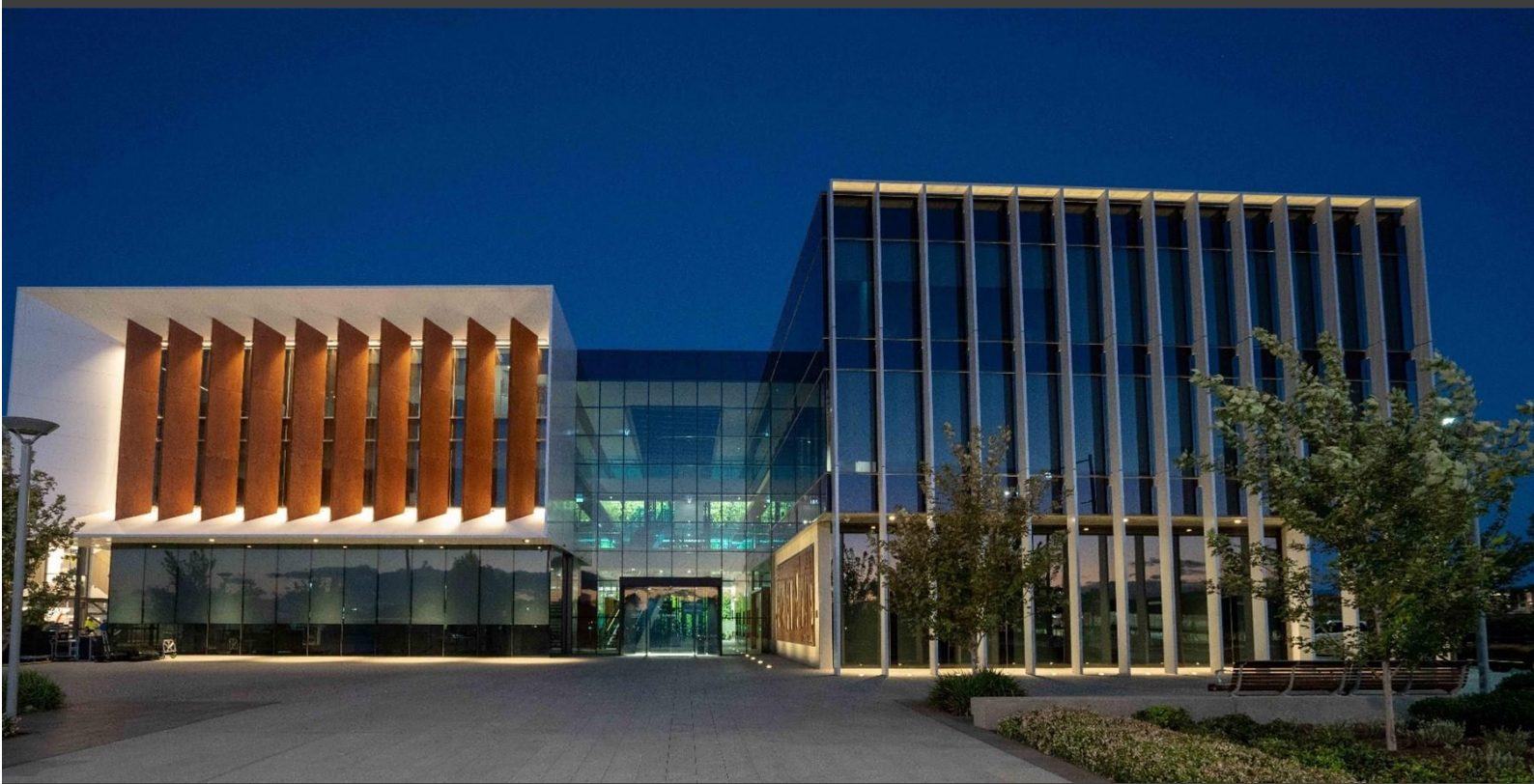


# Business Paper

Ordinary Council Meeting

Camden Council  
Administration Centre  
70 Central Avenue  
Oran Park

9 July 2024

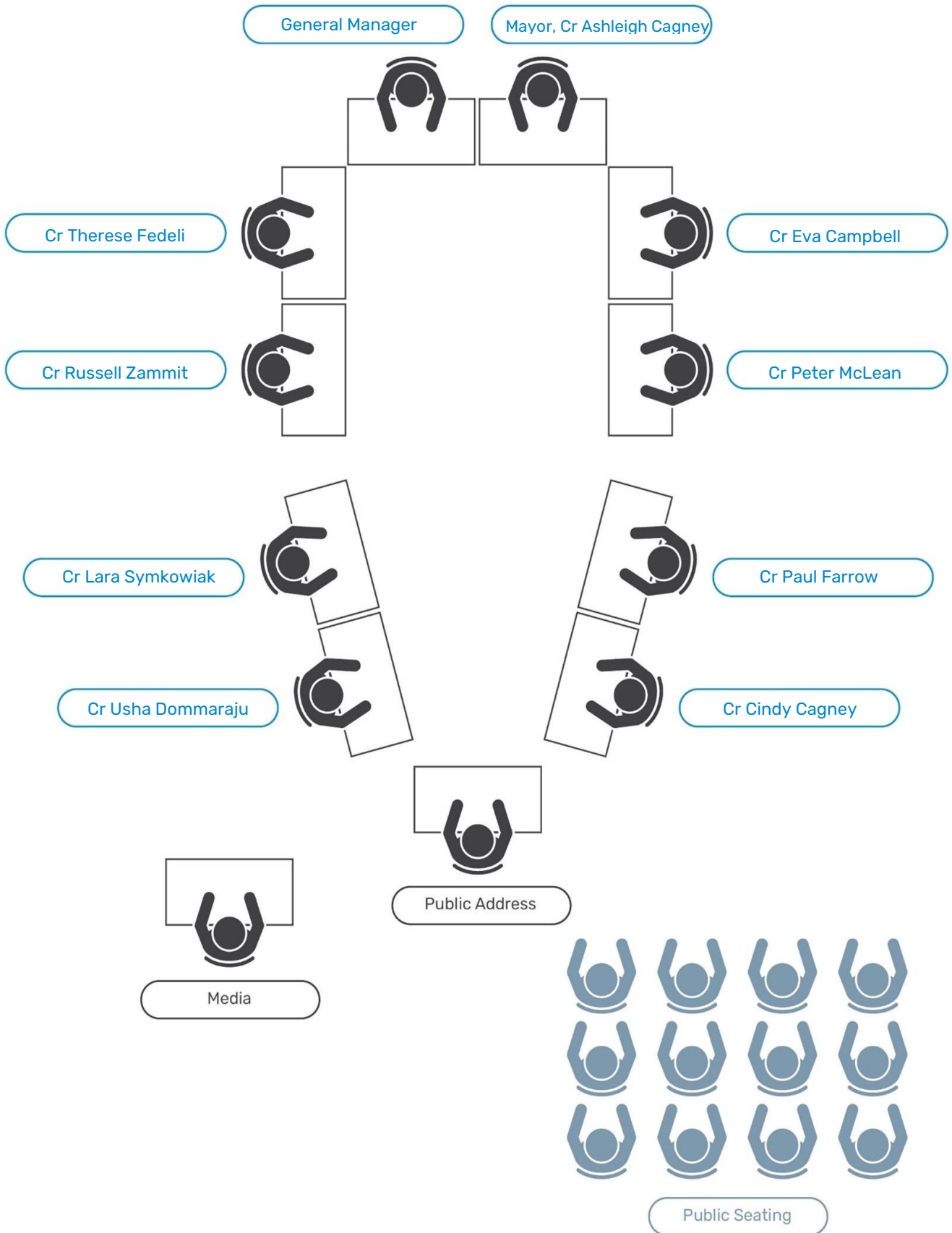


The public can also view the meeting via Council's webcast. A link to this webcast can be found on Council's webpage - <http://webcast.camden.nsw.gov.au/video.php>

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council

## COMMON ABBREVIATIONS

AEP	Annual Exceedance Probability
AHD	Australian Height Datum
CLEP	Camden Local Environmental Plan
CP	Contributions Plan
DA	Development Application
DCP	Development Control Plan
DPE	Department of Planning & 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
GCC	Greater Cities Commission
LAP	Local Approvals Policy
LEP	Local Environmental Plan
LGA	Local Government Area
LSPS	Local Strategic Planning Statement
NCC	National Construction Code
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



## OATH AND AFFIRMATION FOR COUNCILLORS

In accordance with section 233A of the *Local Government Act 1993*, all elected Councillors must take an oath of office or make an affirmation of office at or before the first meeting of the Council.

The oath or affirmation may be taken or made before the General Manager, an Australian legal practitioner or a Justice of the Peace.

A Councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of the office in accordance with the Act is not entitled to attend a meeting as a Councillor, until the Councillor has taken the oath or made the affirmation.

### OATH

"I [*name of councillor*] swear that I will undertake the duties of the office of Councillor in the best interests of the people of the Camden Local Government Area and the Camden Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment".

### AFFIRMATION

"I [*name of councillor*] solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people of the Camden Local Government Area and the Camden Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment".

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**SUBJECT: PRAYER**

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## 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)*

\*\*\*\*\*

**SUBJECT: ACKNOWLEDGEMENT OF COUNTRY**

---

I would like to acknowledge that this meeting is being held on the Traditional Lands and Waterways of the Dharawal people and also recognise surrounding Dharug, and Gundungurra people and pay our respect to Elders past, present, and those emerging.

**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. The recording will also be made publicly available on Council's website.

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.

I remind those that are participating in this meeting 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, or that release any personal information about another individual without their consent. Council accepts no liability for any damage that may result from your actions and comments.

Under Council's Code of Meeting Practice, individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting.



**SUBJECT: LEAVES OF ABSENCE**

---

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

**RECOMMENDED**

**That leaves of absence be granted.**

**SUBJECT: APPROVAL TO ATTEND BY AUDIO-VISUAL LINK**

---

Requests by Councillors to attend and participate in Council meetings by audio-visual link.

A decision whether to approve a request must be made by a resolution of Council. A resolution must state:

- The meetings the resolution applies to, and
- The reason why the Councillor is being permitted to attend the meetings by audio-visual link (unless the ground is illness, disability, or caring responsibilities).

**RECOMMENDED**

**That the requests to attend and participate by audio-visual link be granted for the meetings as determined by Council and for the reasons noted.**

**SUBJECT:       DECLARATION OF INTEREST**

---

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, and where applicable, all other persons, must be familiar with the conflicts of interest provisions contained in the Code of Conduct.

This item of business provides an opportunity for Councillors to declare and manage any conflicts of interest that they may have in matters being considered at this meeting of Council.

**RECOMMENDED**

**That the declarations be noted.**

**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.

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.

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.

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.**

**SUBJECT: CONFIRMATION OF MINUTES**

---

Confirm and adopt Minutes of the Local Traffic Committee Meeting held 4 June 2024 and the Ordinary Council Meeting held 11 June 2024.

**RECOMMENDED**

**That the Minutes of the Local Traffic Committee Meeting held 4 June 2024 and the Ordinary Council Meeting held 11 June 2024, copies of which have been circulated, be confirmed and adopted.**

**SUBJECT: MAYORAL MINUTE**

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Consideration of Mayoral Minute (if any).

## ORD01

**SUBJECT: PRE PUBLIC EXHIBITION - DRAFT PLANNING PROPOSAL FOR 5 SMALLS ROAD, GRASMERE**  
**FROM:** Director Planning and Environment  
**EDMS #:** 24/209768

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<b>PROPERTY ADDRESS</b>	5 Smalls Road, Grasmere Lot 201, DP 734620
<b>PROPONENT</b>	Carrington Centennial Care Ltd
<b>OWNER</b>	Carrington Centennial Care Ltd

### PURPOSE OF REPORT

The purpose of this report is to advise Council of a draft Planning Proposal for land at 5 Smalls Road, Grasmere, proposed to be known as 'Carrington Park'.

The proposal seeks to amend *Camden Local Environmental Plan 2010 (Camden LEP 2010)* by amending the maximum height of building (HOB) standards in certain locations on the site, adjusting the boundary of the E1 Local Centre zone and introducing food and drink premises and function centre as additional permitted uses on the subject site. The draft Planning Proposal is accompanied by a draft amendment to the Camden Development Control Plan 2019 (Camden DCP).

The draft Planning Proposal, draft DCP amendment and associated specialist studies are provided as **attachments** to this report.

The report recommends that Council endorse the draft Planning Proposal for referral to the Department of Planning, Housing and Infrastructure (DPHI) for a Gateway Determination. Subject to a Gateway Determination being received, the draft Planning Proposal will be placed on formal public exhibition to seek the views from the community. A further post-exhibition report will be submitted to Council to consider any objections received during the public exhibition.

### BACKGROUND

In December 2018, the site was rezoned from R5 Large Lot Residential to part R2 Low Density Residential, part E2 (now C2) Environmental Conservation and B1 Neighbourhood Centre (now E1 Local Centre) to facilitate seniors housing on the site. The maximum building height standard of 9.5m was retained.

In July 2020, a draft Planning Proposal was lodged, as well as a Development Application (DA) which sought concept approval for a seniors housing development on the site. The concept DA was withdrawn in September 2020.

The original proposal was reported to the Camden Local Planning Panel (CLPP) on 19 July 2022. The CLPP recommended that the proposal be amended.

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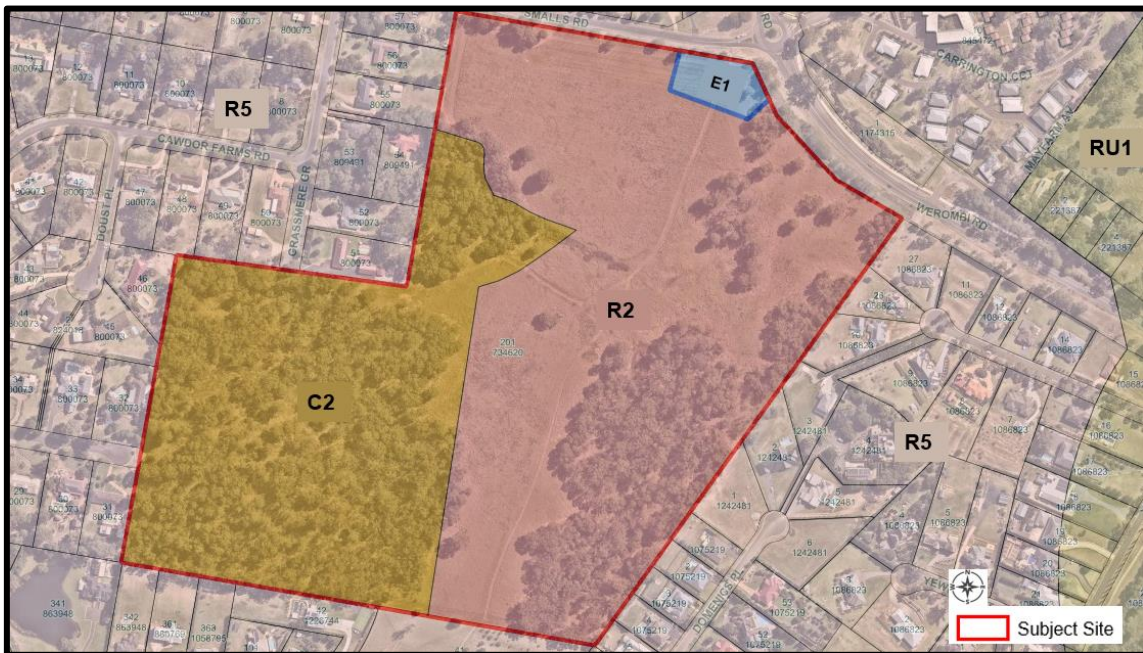
The proposal was subsequently amended in response to Council officers and the CLPP’s recommendations. The amended proposal was reported to the CLPP on 16 April 2024.

The CLPP considered the amended draft Planning Proposal, Council officer report and previous CLPP minutes. In summary, the CLPP noted the amended proposal demonstrates strategic merit and provided recommendations to address site-specific considerations. The minutes from both CLPP meetings are **attached** to this report.

Councillors have been briefed on the draft Planning Proposal including in August 2020, May 2022, August 2022 and 30 April 2024.

**Locality Context**

The site is located within the suburb of Grasmere which is within the Metropolitan Rural Area (MRA). The surrounding area is largely zoned R5 Large Lot Residential and RU1 Primary Production, except for the subject site which is zoned R2 Low Density Residential, E1 Local Centre and C2 Environmental Conservation (**Figure 1**).



**Figure 1: Aerial showing Zoning of Subject Site**

Camden Airport is located approximately 1.3 kilometres north east of the site (**Figure 2**) however the site is outside of the Australian Noise Exposure Forecast (ANEF) contours.



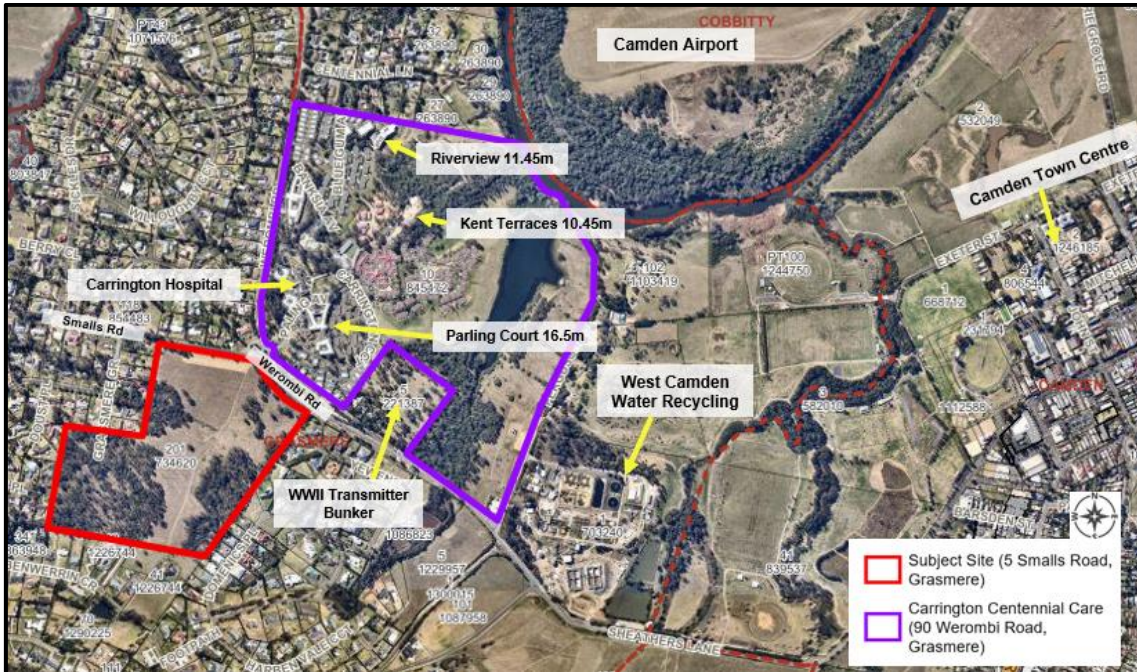


Figure 2: Locality Aerial Map

The West Camden Water Recycling Plant and a World War II transmitter bunker are located to the east of the site. The bunker is heritage listed under the *Camden LEP 2010* and is currently used by the Bureau of Meteorology.

**Site Context**

The site comprises 27.2 hectares of land and is approximately three kilometres west of Camden Town Centre. The site will be developed as an extension of Carrington Centennial Care (outlined in purple in **Figure 2**), which is located at 90 Werombi Road, Grasmere. The existing Carrington campus contains a mix of aged care housing and associated facilities, as well as the heritage listed Carrington Hospital.

The site is vacant with large areas of remnant Cumberland Plain Woodland (CPW) and a watercourse in the centre of the site. There is a knoll which creates a highpoint near the intersection of Smalls and Werombi Roads, before falling to the south-west towards the watercourse. From there, the site rises gradually in a south-west direction, with high points along the southern (113.5 AHD) and eastern boundary (103m AHD) where it interfaces with existing residential development. The site topography is shown in **Figure 3**.

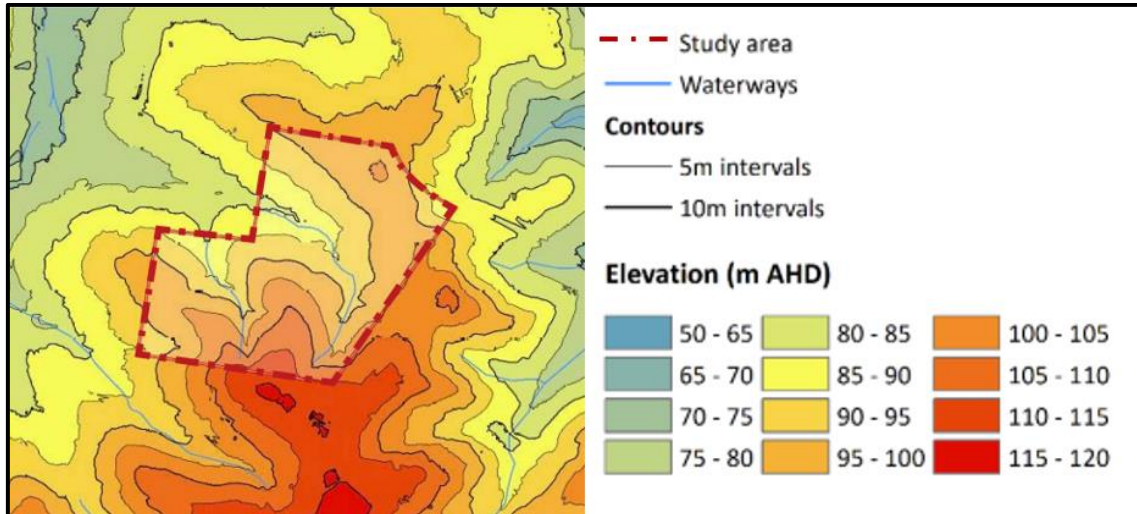


Figure 3: Subject Site Topography

**Initial Notification**

The original proposal was notified (along with the concept DA) from 28 August to 8 October 2020. The residents of Grasmere were notified, and a notice was placed on Council’s website. There were 124 submissions received from the community objecting to the draft Planning Proposal and concept DA.

Following withdrawal of the Concept DA and amendments to the draft Planning Proposal, the proposal was re-notified from 28 March to 22 April 2022. There were 50 submissions received in response to the amended proposal, raising concerns related to the following themes:

- The development will be out of character with the area;
- Inconsistent with R2 Low Density zone objectives;
- Existing planning controls should be retained;
- The proposal is inconsistent with strategic planning;
- Objections to the proposed height of buildings;
- Traffic and access impacts;
- Stormwater runoff and flooding impacts;
- Amenity, privacy and visual Impacts;
- Impacts on Cumberland Plain Woodland;
- Objections to the draft Development Control Plan;
- Use of existing services will impact residents (NBN, mobile, water, sewage);
- The increase in seniors housing will change the demographic of Grasmere;
- Economic impacts on businesses within Camden; and
- Buffer/setbacks to adjoining properties not provided.

The proposal has been further amended in response to submissions, and advice from Council officers and the CLPP. The submissions response table **attached** to this report provides a summary of how the proposal has responded to the key themes raised in the submissions.

Subject to Council endorsement and a favourable Gateway Determination, the amended Planning Proposal will be placed on formal public exhibition to seek the views of the community. A post-exhibition report will be prepared for Council to consider submissions received during the public exhibition.

#### Initial Public Agency Consultation

Initial consultation with public agencies was undertaken as part of the assessment of the concept DA (now withdrawn) and the draft Planning Proposal in 2020. As a result, seven public agency submissions were received, raising issues relating to the concept DA, which was subsequently withdrawn and have been addressed in the public agency submissions response table **attached**.

Further formal consultation with public agencies will occur during the public exhibition, should the draft proposal be supported.

### MAIN REPORT

#### **Summary of Proposal**

The proposal seeks to amend the *Camden LEP* 2010 by:

- Amending the maximum height of building (HOB) standards across the site;
- adjusting the boundary of the E1 Local Centre zone; and
- introducing food and drink premises and function centre as additional permitted uses on the subject site.

The proposal provides a range of seniors housing and care options, including independent living units (ILUs), assisted living and a residential aged care facility (RACF). The proposal also includes a neighbourhood centre and childcare facility on the corner of Smalls and Werombi Roads.

The proposal will facilitate an expansion of the existing Carrington Centennial Care development. Guided by the Masterplan (**Figure 4**), it is proposed to include:

- Residential Aged Care Facility (RACF) for 128 beds;
- Standard Independent Living Units (ILUs) (apartments) - approximately 154 units;
- Single Storey Villas (ILUs) – approximately 75 units;
- Assisted Living Apartments – approximately 75 units;
- Recreation Building combined with premium ILU apartments – approximately 87 units;
- Wellness Centre;
- Neighbourhood Centre including a health centre (including specialist medical rooms for visiting doctors and dispensary), retail and a supermarket; and
- Childcare facility for approximately 90 children.



Figure 4: Draft Carrington Park Masterplan

Building height

The building height and design carefully considers the site topography. For buildings up to two storey, the maximum building height is expressed in metres. For buildings more than two storey, the maximum building height is expressed as Australian Height Datum (AHD). This is to provide greater certainty on building height, to align height with site topography, and minimise cut and fill.

Vision and Objectives

The vision for the site is discussed in the draft Planning Proposal, and is summarised below:

Over the next 15 years, 5 Smalls Road, Grasmere, will deliver housing, recreation, health, child-care, café/restaurant and convenience shopping to its residents and the public. There will be several housing types and seniors care options, including independent and assisted living along with a residential aged care facility in a parkland style setting. All facets of housing and care for seniors is available.

Existing vegetation will serve as a vegetative barrier screen to neighbours, with the southwest stand of native Cumberland Plain Woodland being of significant environmental and cultural value.

A recreation and environmental precinct will develop around the headwaters of Sickles Creek that drains through the centre of the site.

The Neighbourhood Centre on the corner of Smalls and Werombi Roads will be open to the public, providing an active frontage to both roads that welcomes and encourages visitors.

The proposal includes the following objectives:

- To facilitate the development of a contemporary comprehensive seniors housing / aged care facility and ancillary commercial/community facility reflected in optimum building forms with building heights suited to the juxtapositions of buildings onsite, neighbouring development and the broader locality.
- To amend the prevailing planning provisions to provide a spatial footprint reflected in an E1 Local Centre zone precinct that fully accommodates the proposed diverse businesses, including accessibility and parking provision and to add food and drink premises and a function centre with a floor area of 500m<sup>2</sup> as additional permitted use.

### Key Design Principles

The following key design principles have informed the masterplan (taken from the Visual Impact Assessment):

- Retaining the large area of existing vegetation in the southwest corner of the site, regenerating it and providing limited access;
- Locating taller buildings in the natural hollow at the centre of the site;
- Locating lower buildings closer to the street frontage (and along the perimeter of the site);
- Creating parkland corridors along the eastern and western edges of the site;
- Creating strong visual corridors into the site from an elevated site entry; and
- Locating a recreation and environmental precinct around Sickles Creek, using the creek to create a central waterbody that provides recreational and ecological amenity to the site.

### **Zoning and Permissibility**

A comparison between the existing and proposed LEP provisions is provided in **Table 1**. **Figures 5** and **6** show the proposed changes to the E1 local centre zone boundary and the proposed HOB is shown in **Figure 7**.

ORD01

Table 1: Existing and Proposed LEP Provisions

	Existing	Proposed
<b>Zoning (LZN)</b>	R2 Low Density Residential (existing area approximately 163,000m <sup>2</sup> ) E1 Local Centre (existing area approximately 4,000m <sup>2</sup> ) C2 Environmental Conservation	R2 Low Density Residential (proposed area approximately 162,328m <sup>2</sup> ) E1 Local Centre (proposed area approximately 4,677m <sup>2</sup> ) C2 Environmental Conservation (no change)
<b>Lot Size (LSZ)</b>	4,000m <sup>2</sup>	No change
<b>Height</b>	9.5m	7m (single storey built form) 9.5m (two storey built form) Building heights above 9.5m to be controlled by RL AHD (as shown in <b>Figure 7</b> ): <ul style="list-style-type: none"> <li>• Neighbourhood Centre: RL111</li> <li>• Childcare Centre: RL107</li> <li>• ILU 01: RL110</li> <li>• ILU 02: RL108</li> <li>• ILU 03: RL109.5</li> <li>• ILU 04: RL112</li> <li>• ILU 05: RL107</li> <li>• ILU 06: RL107</li> <li>• ILU 07: RL112.5</li> <li>• ILU 08: RL113.5</li> <li>• ILU 09: RL117.5</li> <li>• Assisted Living: RL115</li> <li>• RACF: RL114 (northside), RL118 (southside)</li> </ul>
<b>Additional Permitted Use</b>	N/A	Food and drink premises (within Recreation Building) Function centre (within Recreation Building)

A comparison between the existing and proposed zoning is shown in **Figures 5 and 6.**

ORD01

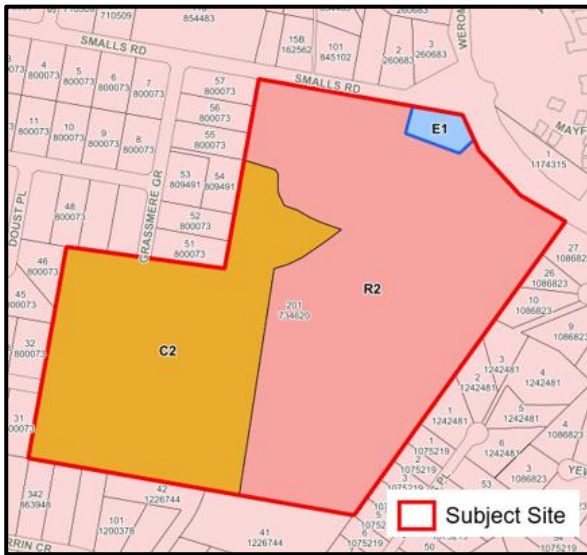


Figure 5: Existing Zoning Map

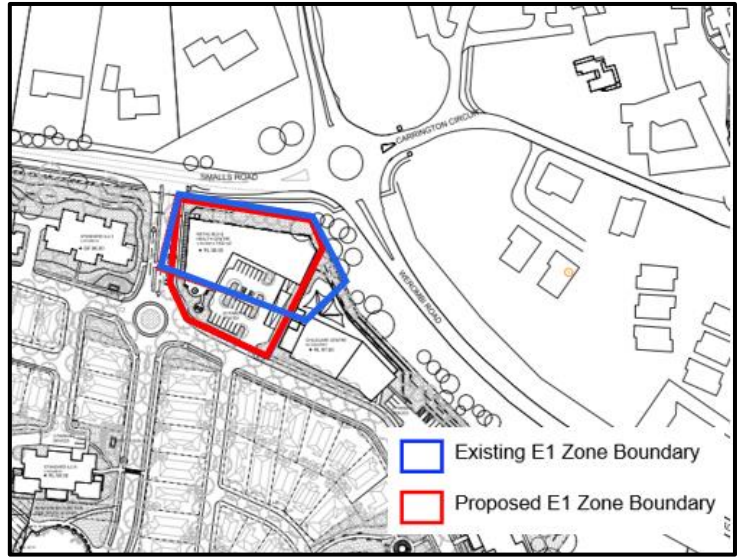


Figure 6: Proposed E1 Zoning Boundary Adjustment

The existing HOB standard applying to the site is 9.5 metres. **Figure 7** shows the proposed HOB standards for the site.

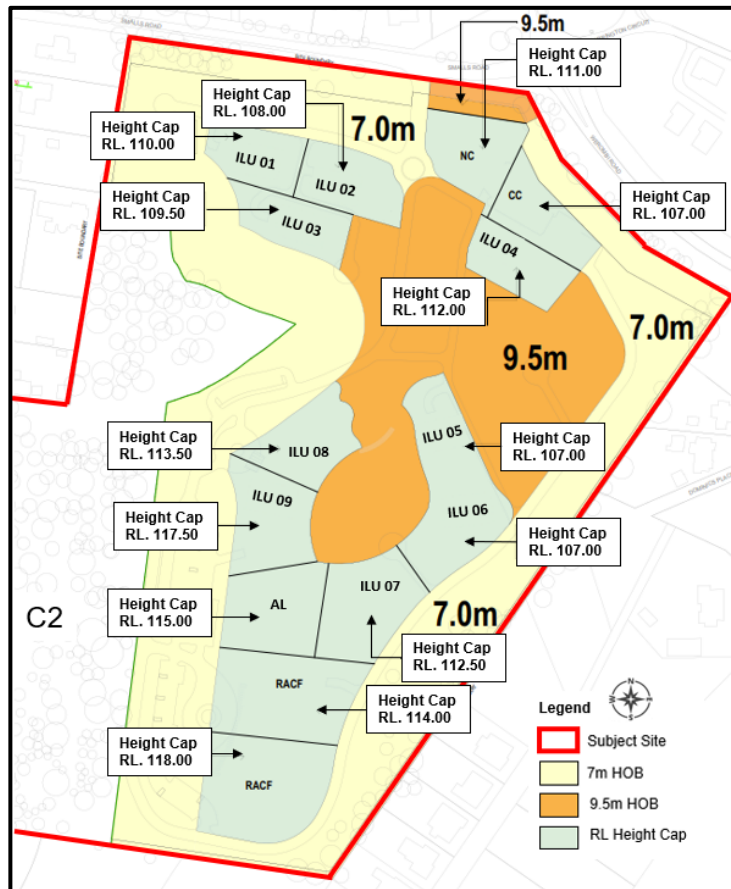


Figure 7: Proposed Height of Building Map

**Specialist Studies**

The proposal has been submitted with specialist studies, as listed in **Table 2**, which are provided under **separate cover** to this report.

**Table 2: Submitted Specialist Studies**

	Specialist Study	Author	Date
1.	Visual Impact Assessment	Site Image Landscape Architects	September 2023
2.	Services Report	Sky Engineering and Project Management	November 2023
3.	Landscape Masterplan Report	Jackson Teece and Site Image Landscape Architects	June 2024
4.	Economic Impact Assessment	MacroPlan	February 2021
5.	Aeronautical Impact Assessment	Aviation Solutions Pty Ltd	August 2020
6.	Bushfire Assessment	Peterson Bushfire	April 2020
7.	Traffic and Access Report	Transport & Urban Planning Pty Ltd	April 2020
8.	Aboriginal Archaeological Survey Report	Extent Heritage Advisors	January 2021
9.	Statement of Heritage Impact	Extent Heritage Advisors	April 2020
10.	Phase 1 Contamination Assessment Report	GeoEnviro Consultancy Pty Ltd	May 2020

Subject to the proposal being supported, the following specialist studies are recommended to be prepared and/or updated prior to public exhibition:

- Stormwater Management and Water Sensitive Urban Design Strategy;
- Emergency Evacuation Report;
- Biodiversity Development Assessment Report;
- Aboriginal Cultural Heritage Assessment Report;
- Connecting with Country Report;
- Visual Impact Assessment Report (updated);
- Traffic and Access Assessment Report (updated);
- Aeronautical Impact Assessment Report (updated); and
- Bushfire Assessment Report (updated).

**Key Assessment Considerations**

Proposed Building Heights

Consistent with key design principles outlined in this report, the proposal seeks a targeted increase in building heights (aligned to the proposed masterplan) on internal parts of the site while reducing building height at the perimeter of the site (neighbourhood centre height is discussed below). This is proposed to be achieved by introducing height caps in RL AHD for buildings greater than 2 storey (9.5 metres) and reducing height of



buildings from 9.5 metres to 7 metres for buildings fronting Smalls and Werombi Roads and along the boundaries adjoining existing properties.

The proposed height controls are supported by detailed investigation into the topography of the site. This work is shown in the Landscape Masterplan Report (provided under **separate cover**) and includes the preparation of cross-sections which demonstrate the relationship between the existing ground level, built form and the proposed RL height caps. These cross-sections are provided as an **attachment** to this report.

To support the proposed LEP height map, building height and building storey map (**Figure 8**) have been inserted into the draft DCP.



**Figure 8: Proposed Building Storeys Map**

The draft DCP also contains controls for interfaces with neighbouring properties, including controls for setbacks and landscaping to screen the built form (refer **Figure 9**). The draft DCP provisions require perimeter landscaping to be established in the initial stages of development and for vegetation management plans to be prepared, along with building material and colour requirements.

ORD01



**Figure 9: Vegetation to be retained and proposed setbacks**

*Officer Comment*

The definition of 'building height' in Camden LEP 2010 provides for RLs to be specified on the height of building map. Council officers support this approach, along with a reduced 7-metre building height at the perimeter, to provide certainty regarding the proposed building heights.

The proposed building heights consider the topography of the site. Development levels should match ground levels where possible, to reduce cut and fill and minimise visual impacts.

The draft DCP provisions will guide the design and assessment of future development on the site and provide certainty on matters including setbacks, building height, earthworks and landscaping requirements.

Visual Impact

The visual impact of the proposal has been assessed in the Visual Impact Assessment (VIA) and a summary of the VIA and Council officer comment is provided in the specialist studies **attachment**.

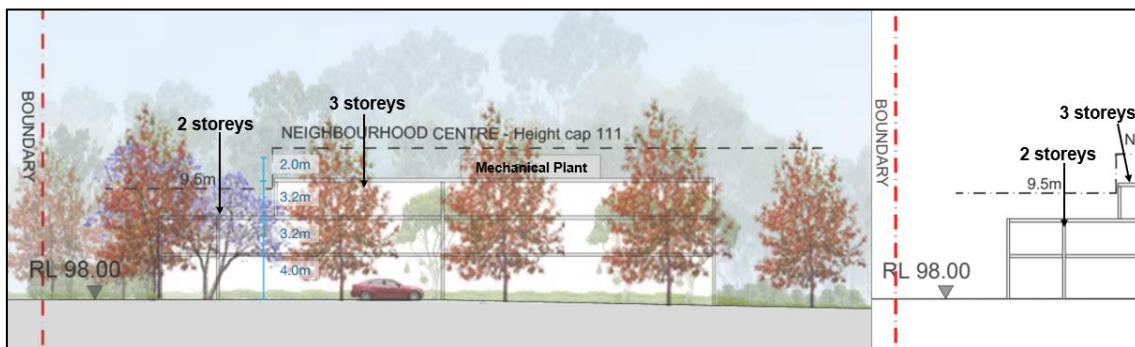
*Officer Comment*

The VIA considers the proposal’s visual impact and includes recommended visual impact mitigation measures that have been incorporated into the draft DCP, as outlined in this report.

Neighbourhood Centre Height and Built Form

The neighbourhood centre is two storey in height fronting Smalls Road, increasing to three storey where the building is setback (**Figure 10**). The draft DCP includes controls to require the centre to be level with the Smalls Road entrance.

A finished ground level of RL 98 is proposed with a maximum height of RL111 which will allow a 13 metre building height for the three storey section, including a higher floor to ceiling height on the ground floor to support the operational needs of the planned health service uses.



**Figure 10: Cross Section Neighbourhood Centre – Looking East (Left) and Detail showing stepped built form to boundary (right).**

The draft DCP sets objectives and controls to guide the built form of the neighbourhood centre to ensure it is welcoming, sympathetic to the landscape and is in keeping with the nearby Carrington Centennial Care site.

*Officer Comment*

Council officers support the proposed stepped built form for the neighbourhood centre. The design will minimise the visual impact of the centre while promoting public activation. Officers are also supportive of the proposed levels to ensure the centre is aligned with the Smalls Road entrance.

Biodiversity and Bushfire

The site contains Cumberland Plain Woodland and a watercourse. The amended proposal retains additional remnant vegetation in the south-eastern part of the site, that was originally proposed to be removed.

A Bushfire Assessment is provided under **separate cover**. A detailed summary of the Bushfire Assessment and Council officer comment is provided in the specialist studies **attachment**.

*Officer Comment*

Biodiversity, bushfire and topography are key environmental considerations for the proposal.

A detailed flora and fauna assessment was undertaken as part of the previous Planning Proposal (finalised in 2018) and informed the extent of the C2 (then E2) Environmental Conservation zone, in consultation with the then NSW Office of Environment and Heritage. The C2 Environmental Conservation zone is not proposed to be changed and will continue to protect a large portion of Cumberland Plain Woodland in the western portion of the site.

Regarding other areas of remnant vegetation on the site, bushfire risk and stormwater management, the following amendments and considerations have been made to the masterplan and draft DCP:

- The number of villas has been reduced and building setbacks increased, to allow the retention of additional vegetation in the southeastern portion of the site;
- Controls have been included for development adjacent to the watercourse and vegetated riparian zone;
- Development will need to be in accordance with a stormwater management and water sensitive urban design strategy;
- Controls have been included to ensure asset protection zones do not encroach on C2 zoned land or areas of remnant vegetation.

Additional and/or updated specialist studies to address these matters will be required prior to public exhibition, should the proposal be supported as outlined earlier in this report.

Additional Permitted Uses

The proposal seeks to introduce food and drink premises and a function centre, with a maximum floor area of 500m<sup>2</sup> as an additional permitted use (APU), subject to development consent, to facilitate the proposed restaurant and function centre within the proposed 'Recreation Building'.

*Officer Comment*

Council officers are supportive of introducing APUs to provide clarity and certainty regarding permissibility. These uses will be ancillary to the seniors housing development and will provide support services and facilities that foster a healthy and socially connected community.

Housing and Services for an Ageing Population

The proponent's vision seeks to fulfil the need for retirement living and aged/health care services for an ageing population. The proposal seeks to facilitate access to more diverse, affordable seniors housing and care opportunities.

The proposal notes the changing landscape of seniors living and care service models, as highlighted in the Royal Commission into Aged Care Quality and Safety, has informed the proposal.

### Officer Comment

Camden's Local Housing Strategy (LHS) acknowledges that Camden's aging population (over 55) is growing, resulting in an increased demand for seniors housing. The LHS seeks to provide a range of housing types, including seniors housing (objective 10 of the LHS is to cater for an ageing population and people with disability).

The proposal will assist to meet the increased demand for seniors housing, and includes social connection, specialised medical services and other supporting facilities.

### Camden DCP 2019 Amendment

The proposal is accompanied by an amendment to the Camden DCP 2019 (draft DCP). The purpose of the draft DCP is to guide the detailed design and assessment of future DAs and provide certainty about development outcomes.

In summary, the draft DCP amendments propose to:

- Make amendments to Part 5 of the Camden DCP 2019 to incorporate the neighbourhood centre into the Camden Centre's Hierarchy (Table 5-2 of the Camden DCP 2019) as a 'Neighbourhood Centre (large)' centre type, to align with DCP amendments made in response to the then Department of Planning and Environment's (now DPHI) Employment Zones Reform.

*A Neighbourhood Centre (Large) is defined as follows in the Camden DCP 2019: Generally, serves a single suburb, without detracting from large nearby centres, and offers a convenience function to local populations, often anchored by a neighbourhood supermarket and supported by a mix of other uses.*

- Insert site specific controls for 5 Smalls Road into the DCP to:
  - Outline the proposed height strategy including maximum building height and building storey figures and requiring development to respect the existing topography of the site;
  - Strengthen landscaping and setback controls to ensure the development is screened from adjoining properties along the site's west, south and south-eastern interfaces;
  - Provide urban design principles and controls for the neighbourhood centre to promote public activation and provide the higher building elements away from the road;
  - Ensure a traffic impact assessment, lighting impact assessment, bushfire management and evacuation plan and water sensitive urban design strategy are prepared;
  - Promote a functional, efficient and safe movement network within the site for vehicles (including public and private buses), pedestrians and cyclists; and
  - Identify proposed car parking areas on the subject site and insert controls to reduce the visual impact of carparking structures (part of a building).

*Officer Comment*

Subject to the proposal being supported, it is proposed to publicly exhibit the draft DCP in conjunction with the draft Planning Proposal. The draft DCP will be further amended to reflect the recommendations of specialist studies that are updated or prepared post Gateway Determination, subject to the proposal being supported.

In relation to onsite car parking provision, the Traffic and Access Report assesses up to 351 spaces are required to meet normal weekly demands and that car parking for 420 cars is proposed to accommodate any infrequent and unexpected car parking events that may take place, so that no overflow parking onto Smalls Road occurs. Car parking provision will be assessed against the car parking provisions of Camden DCP 2019 at any future Development Application (DA) stage.

The proponent has confirmed that in addition to the Carrington private bus servicing the site, public bus services are also proposed to service the proposal.

**Camden Local Planning Panel**

The amended proposal was reported to the Camden Local Planning Panel (CLPP) on 16 April 2024. In summary, the CLPP noted the amended proposal demonstrates strategic merit and was supportive of a seniors housing development that incorporates ageing in place, including seniors housing types that range from independent living units, assisted living and a RACF. The CLPP made recommendations to address site-specific considerations and raised no significant issues with the proposed height strategy.

The proposal and draft DCP have been amended in response to the CLPP's advice including:

- Introduced a proposed gross floor area (GFA) cap of 500m<sup>2</sup> for the function centre;
- Updated draft DCP controls related to bushfire risk and asset protection to reflect that the bushfire assessment will be updated and emergency evacuation plan will be prepared prior to public exhibition;
- Updated height map to:
  - confirm a two storey and 9.5 metres built form for the neighbourhood centre where it fronts Smalls Road; and
  - reduced RL height cap for neighbourhood centre to RL 111 (from RL 112) to reflect a finished ground level of RL98 to achieve at grade level with the Smalls Road entry;
- Updated draft DCP controls to acknowledge the watercourse as a first order stream which will require a vegetated riparian zone width of 10 metres on each side of the watercourse;
- Revised building setbacks figure to increase a portion of the southeast setback to reflect retention of vegetation and the south boundary setback to 20 metres;
- Aboriginal heritage draft DCP figure has been amended to remove specific reference to Aboriginal archaeological sites (consistent with the approach taken in Council's urban release area DCPs).

## Assessment against Key Strategic Documents

The draft Planning Proposal has been assessed against key strategic plans, including the Greater Sydney Region Plan, Western City District Plan, Community Strategic Plan, Local Strategic Planning Statement, Local Housing Strategy, Centres and Employment Land Strategy and Green and Blue Grid Vision provided as an **attachment** to this report.

## Assessment of Planning Merit

It is considered that the proposal demonstrates planning merit to proceed to Gateway Determination as:

- It will provide for a mix of seniors housing types which match the changing needs and preferences of the community while ensuring housing is inclusive and caters for an ageing population (LHS Objectives 9 and 10);
- Will provide a range of services and facilities to foster a healthy and socially connected community and support the health of Camden's ageing population;
- The proposed height strategy responds to the existing topography of the subject site; and
- The draft DCP contains controls to mitigate impacts on neighbouring properties. This includes controls that address the three main site-specific constraints of biodiversity, bushfire and topography.

## Next Steps

Subject to Council endorsement, the draft Planning Proposal will be submitted to DPHI for a Gateway Determination. Subject to a favourable Gateway Determination, the draft Planning Proposal will be placed on formal public exhibition concurrently with the draft DCP amendment to seek views from the community and agencies.

A further post-exhibition report will be prepared for Council to consider issues raised in submissions received the community and agencies. If no unresolved submissions are received, the draft Planning Proposal will be submitted to DPHI for finalisation.

This report and specialist studies summary **attachment** have identified the specialist studies that need to be completed and/or updated. The proposal and draft DCP will be updated to reflect the findings and recommendations of these specialist studies prior to public exhibition.

## Recommended Community Participation Methods

On 14 September 2021, Council endorsed the Camden Community Participation Plan 2021 (CPP). The CPP identifies that where a draft Planning Proposal demonstrates strategic merit, the report to Council will recommend the community participation methods for the public exhibition period.

Subject to Council endorsement and a favourable Gateway Determination, the following community communication and engagement methods are proposed:

- Notification letters will be sent to residents in Grasmere and previous submitters.
- Consultation with relevant agencies and stakeholders, including Aboriginal stakeholders;
- Site signage advising that the proposal is on public exhibition; and

ORD01

- Social media posts directing the community to Council's website for further information on the proposal.

### FINANCIAL IMPLICATIONS

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

### CONCLUSION

The draft Planning Proposal seeks to amend Camden LEP 2010 to amend the maximum height of buildings at certain locations on the site and adjust the boundary of the E1 Local Centre zone. The proposal also seeks to introduce food and drink premises and function centre as an additional permitted use on the site.

The draft Planning Proposal is accompanied by an amendment to the Camden DCP, which includes detailed controls and a masterplan for the site.

Council officers have assessed the draft Planning Proposal and draft DCP and consider the proposal demonstrates planning merit to proceed to Gateway Determination, as outlined in this report.

Subject to a Gateway Determination being received, the draft Planning Proposal and DCP will be placed on formal public exhibition to seek the views of the community and agencies. A post-exhibition report will be prepared for Council to consider submissions received during the exhibition.

### RECOMMENDED

#### **That Council:**

- i. **endorse the draft Planning Proposal to be forwarded to the Department of Planning, Housing and Infrastructure for Gateway Determination;**
- ii. **endorse the draft amendment to the Camden Development Control Plan 2019 – Part 5 and Schedule 11 Grasmere;**
- iii. **subject to receiving a favourable response from the Department of Planning, Housing and Infrastructure, proceed to public exhibition of the draft Planning Proposal and the draft Development Control Plan amendment in accordance with the requirements of the Gateway Determination and the *Environmental Planning and Assessment Act 1979* and *Environmental Planning and Assessment Regulation 2021*;**
- iv. **subject to no unresolved submissions being received, forward the draft Planning Proposal to the Department of Planning, Housing and Infrastructure for finalisation;**
- v. **upon notification of the Local Environmental Plan amendment being made:**
  - a. **grant delegation to the General Manager to adopt the amendment to the Camden Development Control Plan 2019 – Part 5 and Schedule 11 Grasmere; and**



- b. publicly notify the adoption of the Development Control Plan in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and *Environmental Planning and Assessment Regulation 2021*; or
- vi. if unresolved submissions are received, consider a further report outlining the results of the public exhibition; or
- vii. should the draft Planning Proposal not receive Gateway Approval, notify the proponent that the draft Planning Proposal will not proceed; and
- viii. notify submitters of Council's decision.

### ATTACHMENTS

1. 5 Smalls Road Planning Proposal Report - 21 May 2024
2. Draft Development Control Plan
3. Specialist Studies - under separate cover
4. Summary of Specialist Studies and Officer Comment
5. Minutes of CLPP 19 July 2022
6. Minutes of CLPP 16 April 2024
7. Height of Buildings Cross Sections
8. Submissions Response Table
9. Assessment Against Key Strategic Documents, SEPPS and Ministerial Directions
10. Initial Public Agency Consultation Summary
11. Public Agency Submissions
12. Submissions 2020 - under separate cover - *Supporting Document*
13. Submissions 2022 - *Supporting Document*

**SUBJECT: PRE PUBLIC EXHIBITION - DRAFT CAMDEN TOWN FARM MASTERPLAN**

**FROM:** Director Sport, Community and Activation

**EDMS #:** 24/294814

**PURPOSE OF REPORT**

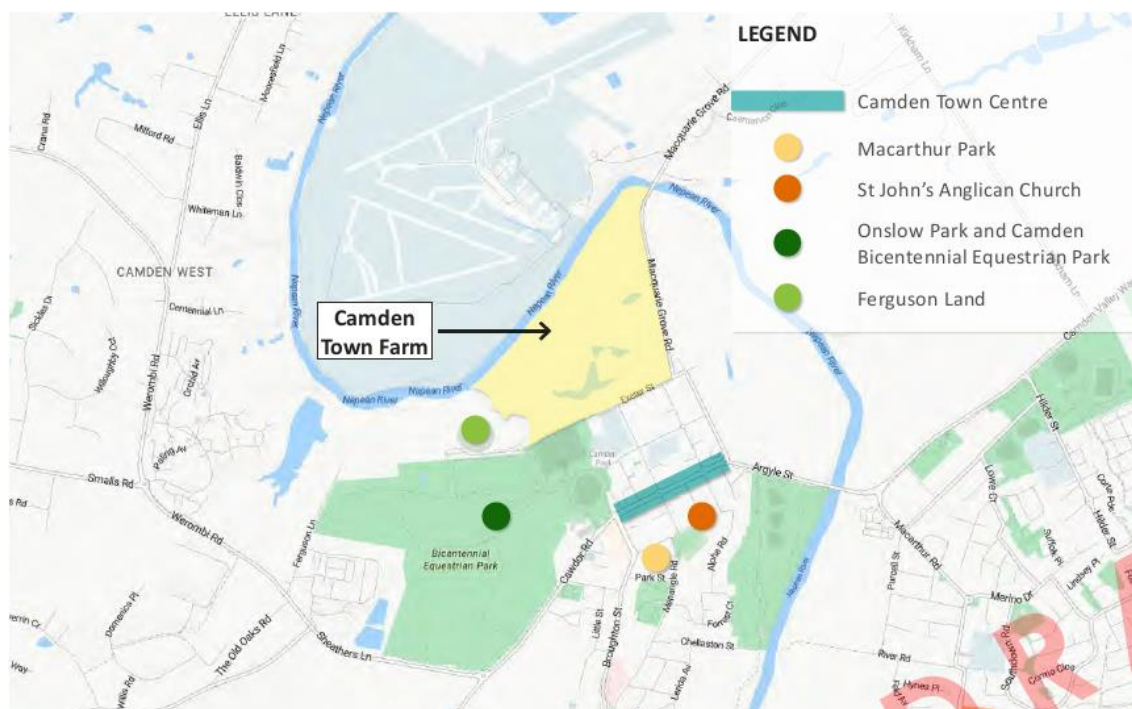
The purpose of this report is to seek Council’s endorsement to place the Camden Town Farm Masterplan on public exhibition for an extended period between July and September 2024.

**BACKGROUND**

The Camden Town Farm (the Farm) was bequeathed to the Camden community by Miss Llewella Davies OAM. The Farm consists of a heritage precinct adjacent to Exeter Street and is home to the recently opened Nepean River Trail, the Miss Llewella Davies Walkway and the Camden Community Garden. The Farm hosts a range of events and activities run by Camden Council and the Camden community.

Following community consultation, a draft masterplan has been developed for the Farm reflective of feedback provided by the Camden community and the Camden Town Farm Reference Group.

The Farm is highlighted in yellow in **Figure 1** below.



**Figure 1. Camden Town Farm**

Councillors were briefed on this matter on 18 June 2024.

## MAIN REPORT

### Masterplan Development

The masterplan has been developed with a focus on updating the existing strategic vision and masterplan endorsed by Council at their meeting in June 2016, with a view of reflecting works undertaken to date and to incorporate current community feedback about the future of the Farm.

The masterplan has been developed using the Camden Council Public Domain Design Principles:

- Place based;
- Natural and sustainable;
- Holistic and integrated;
- Creative and innovative;
- Relevant and inclusive; and
- Healthy and active.

The draft masterplan is included as an **attachment** to this report.

### Community Consultation

Consultation with the community was conducted in February and March 2024 and included:

- A community survey on Your Voice Camden;
- Multiple targeted engagements with the Camden Town Farm Reference;
- Targeted engagement with key stakeholders including: the Camden Community Gardens Assoc., Camden Historical Society and Camden Produce Markets;
- Pop up engagement at the Camden Town Farm Produce Market;
- A detailed communications plan including social media and Council's website; and
- Signage on site at the Camden Town Farm regarding opportunities for engagement.

There were 121 survey responses received during the consultation period and the following themes were identified:

- Maintaining a welcoming, accessible, inclusive and safe facility for the community;
- Recognition of diverse agricultural history and heritage (Aboriginal, Chinese and European);
- Providing a serene and peaceful place to reflect and connect with nature;
- Diversity of activity including education and passive recreation to attract visitors;
- Continuing genuine and sustainable agricultural operation; and
- Balancing activation of the site and the calm nature of the Farm.

### Draft Masterplan Framework

The draft Masterplan is consistent with the existing vision for the Camden Town Farm, initially identified in 2005.

*“The farm will be developed and maintained primarily for agricultural, tourism and educational purposes. It will be operated and managed in a sustainable manner that retains its unique character and encourages and facilitates community access, participation and visitation.”*

The draft masterplan identifies five strategic directions which are simplified from the 2016 masterplan. Each direction is supported by a specific plan of the Farm identifying key features and future development and key actions for delivery.

The five identified strategic directions are:

#### **Strategic Direction 1 - Agricultural Operational Use**

- The plan identifies agricultural operational areas of the Farm.
- Key actions include:
  1. Best practice model farming;
  2. Biosecurity Management;
  3. Opportunities for agritourism; and
  4. Investigate options for production and marketing of local produce.

#### **Strategic Direction 2 - Public Access and Tourism**

- The plan identifies: new proposed pathways, new proposed vehicle access points and key views.
- A separate plan relating to public art and interpretive signage is included.
- Key actions include:
  1. Create more inviting public access into the Farm;
  2. Restoration, activation and use of the Heritage Cottage;
  3. Improvements to event infrastructure;
  4. Support the Miss Llewella Davies Community Garden; and
  5. Wayfinding, signage and marketing.

#### **Strategic Direction 3 - Educational Use**

- The plan identifies a site for the Bookworm Garden; site for a cultural garden; site for an outdoor classroom and reflects the possible use of the heritage cottage for educational purposes
- Key actions include:
  1. Partnering with educational institutions;
  2. Community Education Programs; and
  3. Community Education Spaces.

#### **Strategic Direction 4 - Environmental Management and Sustainability**

- The plan identifies: key environmental sites including existing agroforestry and completed revegetation and possible wetland planting and gross pollutant trap.
- Key actions include:
  1. Weed and pest management;
  2. Storm water and urban runoff;
  3. Sustainability; and
  4. Eco-tourism Opportunities.

### **Strategic Direction 5 - Heritage and History**

- The plan identifies: heritage buildings; location of aboriginal relics and sites of historic interest including orchard, Chinese wells and fencing.
- Key actions include:
  1. Preserve heritage buildings and structures;
  2. History of Camden Town Farm; and
  3. Cultural Heritage.

Detailed concept plans have also been prepared for the following:

- Heritage cottage surrounds;
- Bookworm garden;
- Outdoor classroom;
- Farm View Pavilion / Covered Outdoor Work Area (COWA); and
- Community Garden and Cultural Garden.

#### Use of the Heritage Cottage

The heritage workers cottage located on the site, is currently vacant following significant flood affectation during the 2022 floods. The site is currently subject to an insurance process to facilitate its renewal and restoration.

Options for future use of the Cottage have been identified in the masterplan following community consultation:

- Welcome centre for the Farm;
- Community use / bookable spaces;
- Farm shop / makers shop;
- Visitor information centre;
- Pop up café / food trucks; and
- Combination of the above.

Detailed scoping and options regarding the future use of the Cottage are identified as a key action within the Masterplan.

#### Next Steps

The Camden Town Farm masterplan will be placed on public exhibition for an extended period of 56 days.

### FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

### CONCLUSION

A draft masterplan has been prepared for the Camden Town Farm which reflects community feedback received during consultation and builds on the vision and strategic directions identified in the now out of date Camden Town Farm Masterplan 2016.

The draft masterplan seeks to improve connectivity between walkways within the Farm and surrounding public spaces and the public use areas of the Farm and guide future improvements to the precinct.

It is proposed that the draft masterplan is placed on public exhibition for a period of 56 days following Council endorsement.

ORD02

**RECOMMENDED**

That Council:

- i. endorse the public exhibition of the draft Camden Town Farm Masterplan for a period of 56 days;
- ii. if no unresolved submissions are received during the public exhibition period, adopt the draft Camden Town Farm Masterplan effective from the day after the close of the exhibition period; and
- iii. if any unresolved submissions are received during the public exhibition period, receive a further report to consider the submissions.

**ATTACHMENTS**

1. Camden Town Farm Masterplan

ORD03

ORD03

**SUBJECT: PRIVACY MANAGEMENT PLAN - REVISED**  
**FROM:** Acting Director Customer and Corporate Strategy  
**EDMS #:** 24/300599

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### PURPOSE OF REPORT

The purpose of this report is to recommend that Council adopt the revised Privacy Management Plan (the Plan).

### BACKGROUND

The Plan was first adopted on 27 August 2013. It was last substantially reviewed and adopted by Council on 14 June 2022 and a further minor amendment was endorsed by Council's Executive Leadership Group on 23 November 2023 to include reference to the mandatory notification of data breach scheme, which took effect under the *Privacy and Personal Information Protection Act 1998* (PIIP Act) from 28 November 2023.

The Plan is now due for review again to ensure compliance with the latest guidance on Privacy Management Plans and relevant additional feedback provided by the Information and Privacy Commission (IPC).

A Councillor briefing on this Plan was held on 18 June 2024.

### MAIN REPORT

The Plan is a strategic document in which Council describes the measures it takes to ensure that it complies with the *Privacy and Personal Information Protection Act 1998* (PIIP Act) and the *Health Records and Information Privacy Act 2002* (HRIP Act). Under section 33 of the PIIP Act, all councils are required to have a Plan and to provide a copy of that Plan to the NSW Privacy Commissioner.

Specifically, the Plan is required to address:

- Council's policies and practices for complying with the PIIP Act and HRIP Act;
- How Council will make its staff aware of these policies and practices;
- Council's procedures for dealing with privacy internal reviews under the PIIP Act;
- Council's procedures and practices for complying with the mandatory notification of data breach scheme;
- Other relevant matters relating to the protection of the personal and health information that Council holds.

The current review of the Plan seeks to ensure that it complies with the latest versions of the *Guide to making Privacy Management Plans* and the *Privacy Management Plans Checklist* published by the IPC, as well as other relevant guidance from the IPC.

## ORD03

In accordance with the current IPC guidance material, a draft copy of the revised Plan was provided to the Privacy Commissioner through the IPC for review prior to reporting it to Council for formal adoption. The IPC subsequently confirmed that the revised Plan generally aligns with recommended practice; however, it also suggested a small number of additional minor enhancements that have been incorporated into the final draft revised Plan.

The key amendments to the Plan include:

- Providing more detail about how particular Information Protection Principles (IPPs) and Health Privacy Principles (HPPs) relate to and are addressed by Council;
- Updating the types of personal and health information held by Council and noting the link between this information and Council's functions as detailed in its Agency Information Guide;
- Including further detail about other relevant agencies and where appropriate, the resources they offer and their contact information;
- Expanding the guidance about how people can contact Council in relation to relevant matters associated with the Plan and ensuring that the Privacy Contact Officer (Manager Legal and Governance) is generally noted as the primary contact;
- Inserting additional template forms regarding access to and the collection or alteration of health information, ensuring that they are generally consistent with the existing templates for personal information;
- Including new provisions at clauses 39 and 41, which respectively reference relevant Memoranda of Understanding or Referral Arrangements Council is a party to that relate to personal or health information, and offences under applicable legislation;
- Updating references to the review process for the Plan, requiring Council to review the Plan at least annually and to notify the Privacy Commissioner both before and after the review is finalised;
- Embedding links to legislation, published Council records and other websites referenced in the body of the Plan, as well as embedding internal links within the Plan itself for ease of navigation;
- Utilising the Accessibility Checker tool within MS Word to ensure optimal accessibility for users.

A clean version of the revised Plan is provided as **Attachment 1** to this report. A marked-up version of the revised Plan showing tracked changes is provided as **Attachment 2** to this report.

### FINANCIAL IMPLICATIONS

There are no financial implications.

### CONCLUSION

It is proposed that Council adopt the revised Privacy Management Plan and note that a copy will then be forwarded to the NSW Privacy Commissioner.



### RECOMMENDED

**That Council:**

- i. adopt the revised Privacy Management Plan included as Attachment 1 to this report; and**
- ii. note that a copy will be forwarded to the NSW Privacy Commissioner.**

### ATTACHMENTS

1. Draft Revised Privacy Management Plan - Clean
2. Draft Revised Privacy Management Plan - Marked-up

ORD04

ORD04

**SUBJECT: NOTICE TO THE MINISTER FOR LANDS AND PROPERTY OF COUNCIL'S NATIVE TITLE MANAGERS**

**FROM:** Director Growth and Finance

**EDMS #:** 24/244203

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### PURPOSE OF REPORT

The purpose of this report is to obtain a resolution of Council to give notice to the Minister for Lands and Property of the name and contact details of Council's Native Title Managers.

### BACKGROUND

In accordance with section 8.8 of the *Crown Land Management Act 2016* (the Act), Council is required to give notice to the Minister for Lands and Property of the name and contact details of Council's Native Title Managers by 31 October each year.

Notification to the Minister must be via a Council resolution; it cannot be delegated by Council to the General Manager under the *Local Government Act 1993*.

### MAIN REPORT

A Native Title Manager is a person who has undertaken the approved training, facilitated jointly by the Crown Solicitor's Office and the Department of Planning, Infrastructure and Housing - Crown Lands, and holds the necessary qualification issued by the Department of Planning, Infrastructure and Housing - Crown Lands.

The role of a Native Title Manager is to ensure that Native Title legislation is applied correctly when dealing with Crown Land management issues, predominantly the issuing of leases, licenses and permits and the approval of plans of management.

The following officers have attained the Native Title Manager qualification:

1. Chantel Fenech, Property Services Coordinator;
2. Kristine Bice, Property Acquisition Officer; and
3. Joshua Hanns, Recreation Planner.

Although only one Native Title Manager is required to be nominated, assessing Native Title is comprehensive and requires two officers to complete each assessment in addition to an independent review by a Solicitor. Therefore, it is recommended for operational reasons that the above three officers be nominated in order to provide sufficient resourcing during any periods of staff leave.

### FINANCIAL IMPLICATIONS

There are no financial implications relating to this responsibility.

### CONCLUSION

Council must employ or engage at least one Native Title Manager to ensure dealings with Crown Land comply with any applicable provisions of the Act.

It is recommended that Council appoint Property Services Coordinator, Chantel Fenech, Property Acquisition Officer, Kristine Bice, and Recreation Planner, Joshua Hanns, as Council's Native Title Managers, as required under section 8.8 of the *Crown Land Management Act 2016*, and advise the Minister accordingly.

### RECOMMENDED

**That Council give notice to The Hon. Stephen Kamper MP, Minister for Lands and Property, of the contact details of Council's Property Services Coordinator, Chantel Fenech, Property Acquisition Officer, Kristine Bice, and Recreation Planner, Joshua Hanns, as its Native Title Managers, as required under section 8.8 of the *Crown Land Management Act 2016*.**

ORD05

ORD05

**SUBJECT: APPOINTMENT OF A CHAIR, ALTERNATE CHAIRS AND EXPERT MEMBERS TO THE CAMDEN LOCAL PLANNING PANEL**

**FROM:** Director Planning and Environment

**EDMS #:** 24/271308

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### PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement to appoint a chair, alternate chairs and expert members to the Camden Local Planning Panel (Panel) for a period of up to three years.

### BACKGROUND

On 1 March 2018, Local Planning Panels (LPPs) became mandatory for all councils in Sydney and Wollongong. LPPs, at the Direction of the Minister for Planning and Public Spaces (Minister), are responsible for determining development applications that involve a conflict of interest, receive 10 or more submissions, are contentious or sensitive in nature or involve development standard contraventions (greater than 10%). LPPs also consider and provide advice on planning proposals.

LPP meetings comprise four members from a pool of members, including a chair, two expert members and a community representative. The chairs and expert members appointed to a LPP must be approved by the Minister. Community representatives are recruited, selected and appointed by councils, however, under the criteria established by the State Government, mayors, councillors, property developers and real estate agents are not eligible for appointment.

Since its initial inception on 1 March 2018, Council has considered multiple reports dealing with the appointment and reappointment of chairs, expert members and community representatives to the Panel. Most recently, on 13 February 2024, Council considered a report recommending the appointment of a chair and alternate chairs to the Panel for an interim period extending up to 30 June 2024. These interim appointments were required as the Department of Planning, Housing and Infrastructure (DPHI) was finalising the recruitment of a new pool of expert members and chairs for the next three-year term (commencing 1 July 2024).

The DPHI has recently completed the recruitment process and on 27 May 2024 the Minister wrote to Council to advise of the approved chair, alternate chairs and expert members for appointment to the Camden Local Planning Panel.

Councillors were briefed on this matter on 18 June 2024.

### MAIN REPORT

The Camden Local Planning Panel currently consists of the following pools of chairs, expert members and community representatives:

### Chairs

Ms Pamela Soon (interim chair)  
Mr Jason Perica (interim alternate chair)  
Ms Heather Warton (interim alternate chair)

### Expert Members

Ms Glennys James  
Mr Mark Carlon  
Mr Vince Hardy  
Ms Helena Miller  
Ms Julie Walsh  
Ms Heather Warton  
Ms Marjorie Ferguson  
Ms Fiona Gainsford  
Mr Jason Perica  
Mr Brian Kirk

### Community Representatives

Mr Christopher Shinn  
Mr Domenic Pezzano  
Mr Sean Jeppesen  
Mr James Davis  
Ms Debby Dewbery

As noted above, the chairs and expert members appointed to a LPP must be approved by the Minister. The DPHI has recently finalised a recruitment process for the new pool of expert members and chairs for the next three-year term. On 27 May 2024, the Minister wrote to Council to advise of the approved chairs, alternate chairs and expert members for appointment to the Panel.

### Chairs

The Minister has approved the following chair and alternate chairs for appointment to the Panel:

- Ms Pamela Soon (chair);
- Mr Robert Montgomery (alternate chair); and
- Ms Elizabeth Kinkade (alternate chair).

### Expert Members

In April 2023, the NSW Government introduced new rules that required councils to have a minimum pool of 15 expert members. During the interim period (that expired on 30 June 2024), the minimum pool requirement for expert members was suspended. However, given the Minister has recently approved the new pool of expert members for the next three-year term (commencing 1 July 2024), Council is required to appoint additional expert members to meet the minimum pool requirement.

There are 214 expert members that the Minister has approved for appointment to the Camden Local Planning Panel. It is a matter for Council to select the additional expert members; however, taking into account their qualifications and experience (including experience on other Panels, including in Growth Area Councils), Council staff recommend the appointment of the following experts:

## ORD05

- Ms Alison McCabe;
- Ms Judith Clark;
- Ms Tina Christy;
- Ms Deborah Sutherland; and
- Mr Stephen Davies.

It is further recommended that the chairs and alternate chairs to be appointed to the Panel also be appointed as alternate expert members. These additional appointments will ensure Council has more than the required minimum pool of 15 expert members and will avoid the need for Council to appoint a new expert should one resign from the Panel.

The CVs of the recommended expert members (including the recommended chair and alternate chairs) are provided as a **supporting document**.

#### Community Representatives

There is currently a pool of five community representatives. Under the relevant State legislation, councils are required to maintain a pool of at least four community representatives. Council staff intend on carrying out an expression of interest for new community representatives towards the end of 2024 to allow the new Council to make the relevant appointments following the local government elections.

#### **Term of Appointment**

Under the *Environmental Planning and Assessment Act 1979*, a member of a local planning panel may not hold office for more than three years in a single term and more than six years in total. All new appointments are recommended for a period of up to three years.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications for Council arising from this report as the operation of the Panel is budgeted for in Council's operational budget.

#### **CONCLUSION**

The Minister has recently advised Council of the approved chair, alternate chairs and expert members for appointment to the Camden Local Planning Panel. It is recommended that Council appoint a chair, alternate chairs and expert members to facilitate the ongoing operation of the Panel in accordance with statutory requirements.

### RECOMMENDED

That Council:

- i. appoint the following chair and alternate chairs to the Camden Local Planning Panel for a period of up to 3 years:
  - a. Ms Pamela Soon (chair);
  - b. Mr Robert Montgomery (alternate chair); and
  - c. Ms Elizabeth Kinkade (alternate chair);
  
- ii. appoint the following expert members to the Camden Local Planning Panel for a period of up to 3 years:
  - a. Ms Alison McCabe;
  - b. Ms Judith Clark;
  - c. Ms Tina Christy;
  - d. Ms Deborah Sutherland;
  - e. Mr Stephen Davies;
  - f. Ms Pamela Soon (alternate);
  - g. Mr Robert Montgomery (alternate); and
  - h. Ms Elizabeth Kinkade (alternate).

### ATTACHMENTS

1. CVs of recommended chair, alternate chairs and expert members - *Supporting Document*

ORD06

ORD06

**SUBJECT: INVESTMENT MONIES - MAY 2024**  
**FROM:** Director Growth and Finance  
**EDMS #:** 24/298970

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### PURPOSE OF REPORT

In accordance with Part 9, Division 5, Section 212 of the *Local Government (General) Regulation 2021*, a list of investments held by Council as at 31 May 2024 is provided.

### MAIN REPORT

The weighted average return on all investments was 5.22% p.a. for the month of May 2024. The industry benchmark for this period was 4.50% (Ausbond Bank Bill Index) and the current official cash rate as determined by the Reserve Bank of Australia (RBA) remains at 4.35%.

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 May 2024; and**
- iii. **note the weighted average interest rate return of 5.22% p.a. for the month of May 2024.**

### ATTACHMENTS

1. Monthly Investment Summary - May 2024



**ORD07****ORD07**

**SUBJECT: MINUTES TO THE 27 MARCH 2024 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING**  
**FROM:** General Manager  
**EDMS #:** 24/302270

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### PURPOSE OF REPORT

The purpose of this report is to provide Council with the minutes of the 27 March 2024 Audit, Risk and Improvement Committee meeting.

### 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 Audit, Risk and Improvement Committee Terms of Reference (ARIC ToR) in force at the time of the 27 March 2024 Committee meeting was adopted by Council on 12 September 2023. This ARIC ToR includes a requirement to report draft minutes to Councillors via the Councillor Update, and to subsequently report the final minutes to Council for noting after they have been approved at the next Audit, Risk and Improvement Committee meeting.

Council have recently resolved to adopt the Committee's revised Audit, Risk and Improvement Committee Terms of Reference (ARIC ToR) on 11 June 2024 with an effective date of 1 July 2024.

### MAIN REPORT

The Audit, Risk and Improvement Committee met on 27 March 2024. The agenda discussed at the meeting included:

- Internal Audit Reports issued since last meeting – Conflicts of Interest Register review;
- General Manager's Update
- Enterprise Risk Management;
- External Audit update;
- Cyber Security Policy and Standard;
- Annual Budget and Long-Term Financial Plan update;
- Update on the Policy and Procedure Register;
- Integrated Planning and Reporting Framework and Performance Reporting;
- Revised Audit, Risk and Improvement Committee Terms of Reference and Internal Audit Charter;
- Update on Reports from Authoritative Bodies; and
- Internal Audit Plan Status update.

ORD07

The draft minutes of the 27 March 2024 Audit, Risk and Improvement Committee meeting were circulated to Councillors as part of the Weekly Councillor Update on 26 April 2024, and subsequently approved at the 19 June 2024 Committee meeting. The approved minutes are provided as an **attachment** to this report.

### FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

### CONCLUSION

The Audit, Risk and Improvement Committee plays an important role in supporting the governance framework of Council. Reporting the minutes from Committee meetings keeps Council informed of the outcomes from those meetings and they are submitted for information.

### RECOMMENDED

**That Council note the minutes of the 27 March 2024 Audit, Risk and Improvement Committee Meeting.**

### ATTACHMENTS

1. Minutes to the 27 March 2024 Audit, Risk and Improvement Committee Meeting

## ORD08

ORD08

**SUBJECT: CLOSURE OF THE MEETING TO THE PUBLIC**  
**FROM:** Acting Director Customer and Corporate Strategy  
**EDMS #:** 24/312288

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In accordance with the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021*, the following business:

- General Manager's Performance Review;

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

- Personnel matters concerning particular individuals (other than Councillors) (Section 10A(2)(a));

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 personnel matters in accordance with the provisions of Section 10A(2)(a) of the *Local Government Act 1993*.**

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