



Camden Council

Business Paper

Ordinary Council Meeting 23 June 2020

Please note due to COVID-19 restrictions this meeting is being held as a teleconference. The public can 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>



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

ORDINARY COUNCIL

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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.

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 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 subject to necessary changes to accommodate remote access to the meeting. Speakers will be able to make their address by accessing Council's meeting remotely via the internet. Speakers must submit an application form, available on Council's website, 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. Speakers will be provided with instructions to allow them to access the meeting remotely online.

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 video conference and webcast. Visual images of the speaker will not be captured.

RECOMMENDED

That the public addresses be noted.

ORDINARY COUNCIL

SUBJECT: CONFIRMATION OF MINUTES

Confirm and adopt Minutes of the Local Traffic Committee Meeting held 5 May 2020 and Minutes of the Ordinary Council Meeting held 26 May 2020.

RECOMMENDED

That the Minutes of the Local Traffic Committee Meeting held 5 May 2020 and the Minutes of the Ordinary Council Meeting held 26 May 2020, copies of which have been circulated, be confirmed and adopted.



ORDINARY COUNCIL

SUBJECT: MAYORAL MINUTE

Consideration of Mayoral Minute (if any).



ORDINARY COUNCIL

ORD01

SUBJECT: SIGNS AND BANNERS POLICY - REVISED
FROM: Director Planning and Environment
TRIM #: 20/163163

PURPOSE OF REPORT

The purpose of this report is to recommend that Council authorise the public exhibition of the draft revised Signs and Banners Policy.

BACKGROUND

The Signs and Banners Policy (the Policy) allows for the temporary display of signs and banners by non-profit groups or organisations on public land. The Policy allows for the promotion of community events and functions that contribute to the Camden community.

The Policy was last reviewed in 2016 due to road works at various locations and sites becoming unavailable or unsuitable.

The Policy has been reviewed and additional locations have been added to the draft revised Policy. Minor word and format changes have also been made.

A Councillor briefing was provided on the draft revised Policy on 12 May 2020.

MAIN REPORT

Prior to 2016, there were 13 approved banner site locations with over 300 banners approved annually. Since 2016, due to the reduction in available sites, less than 100 applications have been approved annually (currently there are three sites).

Under the draft revised Policy, a total of 12 locations have been identified for the display of signs and banners.

A risk assessment has been undertaken for all locations, including locations controlled by the Roads and Maritime Services (RMS) and Council. Approval has been received from RMS for all proposed RMS locations.

The following table lists the proposed locations:

Suburb	Location	No. of signs/ banners proposed for site
Camden	Rotary Cowpasture Reserve, Argyle Street near Cowpasture Bridge	2
Camden South	Old Hume Highway south bound 100m north of Griffiths Avenue	2
Camden South	Old Hume Highway north bound 150m south of Cowper Street	2

Catherine Fields	Catherine Fields Road next to Rural Fire Service	1
Cobbitty	Macquarie Grove Road 200 metres south west of bridge	1
Currans Hill	Currans Hill Drive front of "Jack Nash Reserve" near carpark on the southern side of the footpath	2
Elderslie	Camden Valley Way 130 metres south west of Kirkham Lane on the southern side	2
Gregory Hills	Gregory Hills Drive off Lorikeet Street	1
Harrington Park	Camden Valley Way 150 metres north east of Smeaton Grange Road on the western side of Camden Valley Way	1
Harrington Park	The Northern Road 260 metres north of Hillside Drive on the eastern side	2
Leppington	Raby Road 220 metres south east of Emerald Hills Boulevard	1
Mount Annan	Waterworth Drive front of "Elizabeth Reserve" 200 metres west of Holdsworth Drive on the southern side of Waterworth Drive	1

A copy of the draft revised Signs and Banners Policy is provided as **Attachment 1** to this report.

FINANCIAL IMPLICATIONS

There are no fees associated with the display of signs and banners and there are no financial implications arising from the draft revised Policy.

CONCLUSION

It is proposed that the draft revised Signs and Banners Policy be placed on public exhibition for a period of 42 days.

RECOMMENDED

That Council:

- i. endorse the draft revised Signs and Banners Policy included as Attachment 1 to this report;**
- ii. authorise the public exhibition of the draft revised Signs and Banners Policy for a period of 42 days;**
- iii. if no unresolved submissions are received during the public exhibition period, adopt the revised Signs and Banners Policy effective from the day after the close of the exhibition period; and**
- iv. if any unresolved submissions are received during the public exhibition period, be provided a further report to review submissions made and consider adopting a final revised Signs and Banners Policy.**

ATTACHMENTS

- 1. Draft Signs and Banners Policy



ORDINARY COUNCIL

ORD02

SUBJECT: ADOPTION OF THE REVISED 2017/18 - 2020/21 DELIVERY PROGRAM (INCLUDING 2020/21 BUDGET).

FROM: Director Customer & Corporate Strategy

TRIM #: 20/157680

PURPOSE OF REPORT

The purpose of this report is to adopt:

- The Revised 2017/18 - 2020/21 Delivery Program (DP), which includes the 2020/21 Operational Plan (Budget); and
- The 2020/21 Revenue Policy, 2020/21 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 2020/21; and
- Authorisation of expenditure and voting of money for 2020/21.

BACKGROUND

Council adopted the 2017/18 - 2020/21 Revised Delivery Program and 2019/20 Draft Operational Plan (including Budget) on 25 June 2019. The *Local Government Act 1993* states that any major variations to the adopted Delivery Program must be publicly exhibited for a period of 28 days (minimum).

As part of the 2020/21 annual budget process, there have been a number of recommended inclusions to the 2020/21 budget over and above what was included in the 2017/18 - 2020/21 Delivery Program and therefore public exhibition is required.

All draft 2020/21 Budget documents were provided to Council under separate cover on 16 April 2020. Councillor briefings on the draft 2020/21 Operational Plan (budget) were held on 10 March 2020, 31 March 2020, 7 April 2020 and 21 April 2020.

A Councillor briefing on the final budget for adoption (post exhibition) was held on 16 June 2020.

PUBLIC EXHIBITION

The 2017/18 - 2020/21 Revised Delivery Program, 2020/21 Operational Plan (Budget), including 2020/21 Revenue Policy, 2020/21 Fees and Charges and 2020/21 LTFP were publicly exhibited from 4 May to 31 May 2020 inclusive. The exhibition was made available on Council's website.

No submissions were received by Council during the exhibition period.

2020/21 OPERATIONAL PLAN (BUDGET)

In summary, the draft 2020/21 Operational Plan (Budget) is as follows:

Draft Operational Plan	2020/21
Operating Expenditure	\$124,800,000
Capital Works Program Expenditure – Council Deliver	\$63,291,000
Capital Works Program Expenditure – Developers Deliver	\$110,775,000
Other Capital Expenditure	\$3,710,000
Operational Transfers to Reserves	\$9,763,000
Capital Transfers to Reserves	\$13,600,000
Gross Expenditure Budget	\$325,939,000
Non-cash and Reserve Transfers	
Less: Works in Kind - Land & Infrastructure	(\$110,775,000)
Less: Non-cash Depreciation Expense	(\$23,000,000)
Less: Transfer to Cash Reserves	(\$23,363,000)
Net Cash Expenditure Budget	\$168,801,000

Council's proposed gross expenditure budget for 2020/21 is \$325,939,000. Upon removing non-cash expenditure and transfers to reserve, Council's proposed cash budget for 2020/21 is \$168,801,000.

BUDGET RESULT AND ALLOCATION OF FUNDING

The 2020/21 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 2020/21 Operational Plan (Budget), Council has prudently considered both the needs of the community and long-term financial sustainability of the organisation.

A review of the 2020/21 Operational Plan identified funding for allocation of \$1,932,700.

The proposed allocation is shown in the following table:

Balanced Budget Position	2020/21
Funding available for allocation	(\$1,932,700)
Allocation:	
Transfer to Working Funds Reserve	\$1,500,000
Ron's Creek, Julia Reserve – maintenance (Net cost to budget)	\$432,700
Audit, Risk and Improvement Committee independent members fees \$20k (FUNDED)	\$0
Human Resource Information System Implementation Year 2. \$100k from existing budget, \$390k from Internal Reserves (FUNDED)	\$0
Additional Green Waste Truck and driver (incl.\$450k truck and \$180k operational, \$80k workforce cost) (FUNDED)	\$0
Balanced Budget Position	\$0



Adjustments to Budget allocation

It is proposed that the funding of the rates and charges rebate (\$100) be fully funded from the domestic waste management reserve; this is a change from the 2020/21 Draft Operational Plan (budget) endorsed by Council at its meeting 28 April 2020. The draft Operational Plan (budget) report endorsed the funding to be 50% from domestic waste management and 50% from General Fund.

An extensive review of the domestic waste management reserves and long-term financial position of the waste reserves has been completed and there will be no impact to current or future service levels in delivering a domestic waste management service or unreasonable increases in future domestic waste management charges.

The proposed funding change is recommended as a prudent fiscal measure to ensure Council continues to be in a strong financial position to address the budget implications of COVID-19. The funding change will provide an additional \$1.9 million for this purpose, being 50% of the \$3.8 million originally allocated to the rates and charges rebate from general fund.

To account for this change it is recommended that the unallocated funding of \$1.5 million (see table above) be transferred to Council's Working Funds Reserve and the transfer from reserves (see table below) to fund the COVID-19 Community Support Package be decreased from \$1.6 million to \$1.2 million. This does not change the value of the Community Support Package at \$16.75 million, only the funding source.

The Working Funds Reserve is predominantly a holding reserve for funds until allocated by a resolution of the Council. The funds should be considered for funding budget shortfalls associated with COVID-19 or for additional measures identified in Council's COVID-19 Recovery Package (Stage 3), once endorsed by Council.

COVID-19 Community Support Package

In addition to the funds allocated in the 2017/18 – 2020/21 Draft Delivery Program, Council endorsed its COVID-19 Community Support Package at the Ordinary Council meeting, 28 April 2020 (ORD 02) as follows:

COVID-19 Community Support Package	2019/20 - 2020/21
Rate and Charges Rebate	\$3,800,000
Rates - Interest not charged under hardship	\$200,000
Domestic Waste Fees and Charges (no increase 2020/21)	\$350,000
Business Support Grants	\$350,000
Community Response Grants	\$150,000
Council Fee Waiver	\$320,000
Council Property 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	\$4,150,000
Infrastructure Contributions (Section 711)	\$11,400,000
Balanced Budget Position	\$0

Community Infrastructure Renewal Program (CIRP)

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 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	Status	Expected Delivery
Improvements to Kirkham Park amenities	\$300,000	completed	n/a
Dickson Road - Ingleburn Rd to Heath Rd - patch and 1 coat seal	\$64,000	completed	n/a
Heath Rd - CVW to Rickard Rd - patch and 2 coat seal	\$155,000	completed	n/a
Byron Road - full length- patch and 2 coat seal	\$162,000	completed	n/a
Hulls Rd - full length - 1 coat seal	\$19,000	completed	n/a
Narellan Park - Ground improvements (Part of Narellan Hub Stage 2)	\$300,000	completed	n/a
Liquidamber Reserve - Car parking spaces	\$250,000	commenced	2019/20
Ingleburn Road - Camden Valley Way (CVW) to Rickard Rd - part 100 overlay, patch, 2 coat seal	\$400,000	commenced	2020/21
The Cascades, Mt Annan Park improvement works - seating, bridges and bollards	\$300,000	commenced	2020/21
Onslow Oval Entry Gates Heritage Renewal	\$200,000	commenced	2020/21
John Oxley Cottage - Building improvements to the Visitor / Tourist Centre	\$250,000	commenced	2020/21
Pat Kontista Reserve - Ground improvements - seating, pathways	\$250,000	commenced	2020/21
Jack Nash Reserve - Playing surface and ground improvements	\$400,000	commenced	2020/21
Narellan Library – Forecourt improvements – shade, landscaping, paving	\$300,000	commenced	2020/21
Nott Oval buildings - Repair of old building	\$300,000	not due yet	2020/21
Camden RSL Youth Club – Building improvements	\$200,000	not due yet	2020/21
Catherine Fields Reserve - Ground and building improvements	\$150,000	not due yet	2020/21
Camden Pool Buildings - Canteen and residential unit Improvements to the Building	\$150,000	not due yet	2021/22
Cowpasture Oval Amenities - Refurbishment of amenities	\$150,000	not due yet	2022/23
Civic Centre Undercroft – Building and interior improvements, minor upgrades, drainage improvements	\$800,000	not due yet	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 budget and 2017/18 - 2020/21 Delivery Program. The projects continue to be a prudent response to the needs of a growing community over the remaining year of the Delivery Program.

Capital Works Projects (Project Description)	Cost	Status	Expected Delivery
Herbert Rivulet Drainage Land Purchase - Elderslie	\$4,221,500	not commenced	2020/21
Works Depot Redevelopment Stage 1 & 2	\$4,800,000	commenced	2020/21
Synthetic Football Pitch - Nott Oval	\$2,800,000	commenced	2020/21
Ferguson Land – Bridge Construction	\$1,150,000	commenced	2020/21
Fergusons Land – Cricket Facility	\$7,200,000	commenced	2021/22
Narellan Sports hub Stage 2	\$17,300,000	commenced	2021/22
Leppington - Byron Rd - Design - Ingleburn to Bringelly	\$7,600,000	commenced	2022/23
Leppington - Ingleburn Rd - Design Rickard Rd to Eastwood Rd	\$6,700,000	commenced	2022/23

Other major projects that have been completed during this Delivery Program period:

Completed

- 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 \$3.0 million;
- Kirkham BMX \$1.7 million;
- Kirkham Park Playing Fields \$1.8 million;
- Bandara Circuit Playground \$1 million;
- Duncombe Avenue Playground \$400k;
- Spring Farm Amenities \$290k;
- Spring Farm Playground \$200k;
- Howard Park \$1.9 million;
- Julia Reserve Community Centre \$10.6 million;

-
- Julia Reserve Skate Park \$3.5 million;
 - Catherine Park Sporting Fields \$5.1 million.
 - Catherine Park Community Facility \$2.2 million.

Projects nearing completion

- Arcadian Hills Passive Recreation \$770k;
- Ron's Creek Waterplay, Youth and Passive Space \$1.54 million.

OTHER OPERATIONAL PLAN (BUDGET) INFORMATION

Rate Income and Rates and Charges Rebate

As part of Council's response to COVID-19, it is proposed that all rateable properties receive a \$100 rebate for 2020/21; this will result in 93% (36,268) of properties receiving a reduction on last year's rates and charges levied. Where there is an increase (net of the rebate), this is primarily the result of increases in land values.

Rates for the 2020/21 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 2020/21 rate and charges notices. This will be the first year that Council is required to use the 2019 valuations.

The Rates and Charges rebate is funded from the Domestic Waste Management Reserve. The rebate will be automatically deducted from rate account at the time of issuing the 2020/21 rate notice and shown as a single line item on the rates and charges notice.

Council's notional yield (total amount of income received by Council) will increase by 2.6% as allowed by IPART; this is primarily offset by the rebate for 2020/21.

Domestic Waste Management Charges and expansion of Kerbside pickup

As part of Council's response to COVID-19, it is proposed that there be **no increase** in Domestic Waste Management charges for 2020/21. The proposed charges for Domestic Waste Management can be found in Council's Fees and Charges schedule for the 2020/21 financial year.

It is proposed to expand Council's kerbside collection service from two to three per year from 1 July 2020.

Fees and Charges

As part of Council's response to COVID-19 it is proposed that there be **no increase** to fees and charges in 2020/21, except for fees which are set by legislation.

Council's Fees and Charges Schedule for the 2020/21 financial year were part of the documentation placed on exhibition for public comment.



Stormwater Management Levy and Program of Works

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 and the proposed program of works for the 2020/21 financial year can be found in Council's Revenue Policy.

Ratepayers who currently receive a pension rebate will be exempt from this levy providing they qualify for the pension rebate at 1 July of any given rating year. This will be shown on the rate notice as the Stormwater Management Levy Rebate.

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 2020/21 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. 2.03% (April 2020).

Loan Borrowings - External

The proposed loan borrowings for 2020/21 are shown below. Loan borrowings are indicative only and revisited at each review of the Operational Plan (budget). Council's capacity to borrow is strong and within the industry benchmarks for a growing Council.

Purpose	2020/21
Renewal Program	\$3.5m
Council Works Depot	\$2.1m
Total	\$5.6m

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.

Total Capital Works Program Summary

The Capital Works Program for 2020/21 is \$177,776,100. A breakdown of this program is shown in the following table:

Local Service	2020/21
Road/Transport Infrastructure	\$85,542,600
Drainage Infrastructure	\$39,532,900
Parks & Playgrounds	\$26,516,000
Community Facilities	\$400,000
Recreation Facilities	\$19,974,300
Library Services	\$362,000
Corporate Buildings	\$2,164,000
Information Technology	\$720,300
Plant and Equipment Replacement	\$2,564,000
	\$177,776,100
Funded By	
Developer Agreements	\$110,775,000

Local Service	2020/21
Section 7.11 Funds (Cash Reserves)	\$24,063,300
External Grants	\$27,750,800
Waste Management Reserve	\$1,594,700
Internal Reserves	\$4,239,300
Loans	\$5,600,000
General Fund	\$3,753,000
	\$177,776,100

Reserve Transfers

In addition to the reserve transfers already approved as part of the 2017/18 - 2020/21 Delivery Program, the following reserve transfers and an adjustment to a previously endorsed transfer from the Capital Works Reserve are proposed to be made as part of the 2020/21 Budget and 2017/18 - 2020/21 Delivery Program:

Proposed Reserve Transfers	2020/21
Transfer from Domestic Waste Reserve	(\$4,150,000)
Transfer to Working Funds Reserve	\$1,500,000
*Transfer back to Capital Works Reserve (reversal)	\$400,000
Total	(\$2,250,000)

(*This reduces the amount required from reserves from \$1.6 million to \$1.2 million to part fund the Community Support Package as endorsed at the Ordinary Council meeting 28 April 2020, ORD 02.)

Other minor or recurrent reserve transfers are contained within the draft 2020/21 Operational Plan (budget). This report will recommend that Council approve all internal reserve transfers.

RATES & CHARGES FOR 2020/21 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 2020 to 31 December 2020 is 0% and for the period 1 January 2021 to 30 June 2021 is 7.00%.

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.

2020/21 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	\$658.00	0.129431
Business	\$658.00	0.427122
Farmland Ordinary	\$658.00	0.064716
Farmland Intensive	\$658.00	0.116488

The above base charge and ad-valorem rates include the allowable increase in rate income approved by IPART of 2.60%.

- Based on the above rating categories, the percentage of base amount to total yield for the 2020/21 financial year for each class of rate is:

Rate Category	% Base Amount
Residential	49.41%
Business	12.12%
Farmland Ordinary	19.24%
Farmland Intensive	17.55%

(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 2020/21 budget.

CONCLUSION

The 2017/18 - 2020/21 Revised Delivery Program and 2020/21 Operational Plan (Budget) has been publicly exhibited for a period of 28 days from 4 May to 31 May 2020. No submissions were received.

The 2017/18 - 2020/21 Revised Delivery Program and 2020/21 Operational Plan (Budget) is a responsible allocation of funds. It addresses resourcing and maintenance needs to both enhance and maintain existing service levels and addresses much-needed infrastructure and places a focus on customer experience.

Council has already endorsed a \$16.75 million Community Support Package, which provides for a comprehensive community response to COVID-19.

It is recommended that Council adopt the 2.60% IPART increase to the total rates Council can collect. As part of Council's response to COVID-19, it has already adopted a \$100 rebate for all rateable properties for 2020/21. This will result in 93% (36,268) of properties receiving a net reduction on last year's rates and charges levied.

Council continues to demonstrate prudent financial management by adopting a balanced budget position and financial planning for the future. The majority of Council's financial health ratios are within or better than the IPART benchmarks which supports Camden Council's assessment by IPART and the Office of Local Government of being 'fit for the future'.

With a significant number of new residents per month, Council continues to respond to the needs of a rapidly growing community.



The 2017/18 - 2020/21 Revised Delivery Program and 2020/21 Operational Plan (Budget) are recommended for adoption by Council.

RECOMMENDED

That Council:

- i. **adopt the Revised 2017/18 - 2020/21 Delivery Program and Revised Long-Term Financial Plan;**
- ii. **adopt the 2020/21 Operational Plan (Budget) as set out below:**
 - **expenditure totalling \$325,939,000 as summarised in the 2020/21 Operational Plan and that the funds to cover such expenditure be voted;**
 - **the 2020/21 Fees and Charges (includes Domestic Waste Management Fees and Stormwater Management Levy), and the 2020/21 Revenue Policy;**
 - **the Minister's Allowable limit of a 2.60% rate be applied to the 2020/21 rating year;**
 - **provide a \$100 reduction for each rateable property for 2020/21 as part of Council's COVID-19 Community Support Initiatives.**
 - **adopt the following ad-valorem rates to be levied on the land value of all rateable assessments for 2020/21 financial year:**

Rate Category	Ad-Valorem Rates
Residential	0.129431
Business	0.427122
Farmland Ordinary	0.064716
Farmland Intensive	0.116488

- **in accordance with Section 537(b) of the *Local Government Act 1993*, note the percentage of base amount to total yield for the 2020/21 financial year for each class of rate is:**

Rate Category	
Residential	49.41%
Business	12.12%
Farmland Ordinary	19.24%
Farmland Intensive	17.55%

- **adopt a base amount of \$658.00 to be levied for each rateable assessment for the 2020/21 financial year;**
- **adopt the rate permitted by the Minister for Local Government for the allowable interest rate on overdue rates of 0% from 1 July 2020 to 31 December 2020 and 7.00% from 1 January 2021 to 30 June 2021; and**
- **approve the reserve transfers and loan borrowings for 2020/21 as detailed in the report.**

ORDINARY COUNCIL

ORD03

SUBJECT: MARCH REVIEW OF THE 2019/20 OPERATIONAL PLAN (BUDGET)
FROM: Chief Financial Officer
TRIM #: 20/42874

PURPOSE OF REPORT

This report presents the March Quarterly Operational Plan (budget) Review for the 2019/20 financial year in accordance with Part 9, Division 3, Clause 203 of the *Local Government (General) Regulation 2005*.

Its purpose is to inform Council of the necessary changes to the 2019/20 Operational Plan since the adoption of the 2017/18 - 2020/21 Revised Delivery Program and Operational Plan, and to consider other changes put forward for determination.

BACKGROUND

SUMMARY OF BUDGET POSITION

In adopting the 2019/20 Operational Plan, Council approved a balanced budget position. Budget adjustments identified at the March Review represent a projected budget surplus for the 2019/20 financial year of \$166,390.

The projected balanced budget is above Council's minimum working funds level of \$1,000,000.

ALLOCATION OF THE 2019/20 BUDGET SURPLUS

It is recommended that the projected surplus of \$166,390 be allocated as follows.

Budget surplus allocation		
Budget Surplus Available for Allocation		\$166,390
Less: Transfer to Capital Works Reserve	\$166,390	
Total - Allocation of Budget Surplus		\$166,390
Balanced Budget Position		\$0

CURRENT RESERVE BALANCES

Capital Works Reserve

The Capital Works Reserve is predominantly used to fund capital works or to match grant funding as part of a capital grant funding agreement. The balance of the Capital Works Reserve is as follows:



Capital Works Reserve	
Reserve Balance as at 30 June 2019	\$3,471,237
Add: 2018/19 Year End Budget Surplus Transfer	\$8,570
Add: December Quarterly Review Transfer	\$1,203,240
Add: Proposed March Quarterly Review Transfer	\$166,390
Proposed Balance of Reserve	\$4,849,437
Committed Funds Held in Reserve	
Less: 2018/19 Revoted projects	(\$1,469,590)
Less: Adopted 2019/20 Capital Works Program Funding	(\$1,146,600)
Less: Adopted 2020/21 Capital Works Program Funding	(\$500,000)
Less: RMS Active Transport Program 2019/20 Council Contribution	(\$50,000)
Less: Community Support Package	(\$1,300,000)
Total Allocated in 2019/20	(\$4,466,190)
Uncommitted Balance – Capital Works Reserve	\$383,247

The balance of this reserve can be used to fund new or existing projects unable to be funded as part of considering the 2019/20 Operational Plan (budget).

Asset Renewal Reserve

Council approved the creation of the Asset Renewal Reserve as part of adopting the 2013/14 - 2016/17 Delivery Program. The balance of the Asset Renewal Reserve is as follows:

Asset Renewal Reserve	
Reserve Balance as at 30 June 2019	\$250,600
Add: LIRS Interest 2019/20	\$43,800
Add: December Quarterly Review Transfer	\$300,000
Proposed Reserve Balance	\$594,400
Committed Funds Held in Reserve	
Less: 2018/19 Revoted projects	(\$89,973)
Less: Community Support Package	(\$300,000)
Total Allocated in 2019/20	(\$389,973)
Uncommitted Balance – Asset Renewal Reserve	\$204,427

Funds from this reserve are primarily used for the replacement and/or maintenance of existing assets.

[MAIN REPORT – MARCH REVIEW OF THE 2019/20 BUDGET](#)

Further information and explanation of the projected balanced budget for 2019/20 is detailed below:

PROPOSED VARIATIONS TO BUDGET

Below are the proposed variations between the adoption of the 2019/20 Budget and the March Review for 2019/20 which have led to a projected surplus budget position:

March review of the 2019/20 budget proposed variations	Budget Impact Increase/Decrease
Income adjustments	
Note: Increase in income is an increase to the budget Shortfall in income is a decrease to the budget	
1. Land Sale - Income Increase	\$410,000
2. Interest on Investments - Income Decrease	(\$150,000)
3. Libraries Subsidy Grant - Income Increase	\$66,590
4. Financial Assistance Grant – Income Decrease	(\$34,400)
Sub Total - Income Adjustments	\$292,190
Expenditure adjustments	
Note: Increase in expenditure is a decrease to the budget Saving in expenditure is an increase to the budget	
Council Authorised Variations	(\$105,000)
Variations under \$20,000 - Various Expense Increases	(\$20,800)
Sub Total - Expenditure Adjustments	(\$125,800)
TOTAL - proposed variations to budget	\$166,390

Income Adjustments Commentary:

- 1. Land Sale – Increase in Income of \$410,000**
Acquisition of land by the RMS for Road Widening on the Northern Road.
- 2. Interest on Investments - Income Decrease of \$150,000**
The performance of Council’s investment portfolio is below budget expectations. The primary reason for this is reducing interest rates.
- 3. Libraries Subsidy Grant – Income Increase of \$66,590**
Libraries Subsidy Grant higher than anticipated.
- 4. Financial Assistance Grant – Income Decrease of \$34,400**
Financial Assistance Grant less than anticipated.

COUNCIL AUTHORISED VARIATIONS

Council has authorised seven budget variations since the adoption of the 2019/20 Budget. A list of these approved variations is provided in the following table:

Council approved variations	Expenditure (Increase)/Decrease	Income Increase/(Decrease)	Budget Impact Increase/(Decrease)
Acceptance of Grant Funding - Community Recycling Centres Grants Program - ORD 6/20	(\$200,000)	\$200,000	\$0
Acceptance of Grant Funding - Communities Environment Program – ORD 10/20	(\$20,000)	\$20,000	\$0



Council approved variations	Expenditure (Increase)/Decrease	Income Increase/(Decrease)	Budget Impact Increase/(Decrease)
Bushfire Support – ORD 15/20	(\$22,000)	\$22,000	\$0
Camden Pool Tree removal and shade covers – ORD 23/20	(\$105,000)	\$0	(\$105,000)
Acceptance of Grant Funding - Upgrade of Auditorium Audio Visual Equipment at Camden Civic Centre – ORD 44/20	(\$93,528)	\$93,528	\$0
Western Sydney City Deal Governance Arrangements and Western Sydney Health Alliance – ORD 50/2020	(\$1,600,000)	\$1,600,000	\$0
Narellan Men's Shed - refund of Development Application fees – ORD 52/20		(\$645) \$645	\$0
TOTAL - Council approved variations	(\$2,040,528)	\$1,935,528	(\$105,000)

CONTRA ADJUSTMENTS

This section deals with all offsetting adjustments between income and expenditure or a transfer of funds between allocations. These adjustments have no impact on Council's projected budget result or ability to complete Council's existing works program.

During the period 1 January 2020 to 31 March 2020, a number of contra adjustments have taken place amounting to a total of \$820,212. A detailed list of the adjustments is provided as an **attachment** to this report.

COUNCILLOR CONSOLIDATED WARD FUNDS

The balance of Consolidated Ward Funds is \$48,754.

CONSOLIDATED WARD FUNDS	
2019/20 Budget Allocation	\$30,000
2018/19 Ward Funds Revote	\$29,899
TOTAL FUNDS AVAILABLE	\$59,899
PROJECTS FUNDED IN 2019/20	
Monopoly - Council ward funds for Council Sponsorship. ORD 260/18	(\$10,500)
Narellan Men's Shed - refund of Development Application fees. ORD 52/20	(\$645)
TOTAL PROJECTS FUNDED IN 2019/20	(\$11,145)
BALANCE OF CONSOLIDATED WARD FUNDS	\$48,754

It should be noted that the balance of Consolidated Ward Funds is over and above the projected balanced budget position as advised in this report.

SUMMARY OF MARCH REVIEW ADJUSTMENTS

The following table is a summary of budget adjustments up to 31 March 2020.

Summary of budget adjustments	Expenditure (Increase) / Decrease	Income Increase / (Decrease)	Budget Impact Increase / (Decrease)
2018/19 Carry-Forward Working Funds			\$1,000,000
2019/20 Adopted Budget Position			\$0
LESS: Minimum Desired Level of Working Funds			(\$1,000,000)
2019/20 September Review Adjustments	(\$2,343,983)	\$2,343,983	\$0
2019/20 December Review Adjustments	(\$7,677,920)	\$7,677,920	\$0
TOTAL Available Working Funds 01/07/2019			\$0
NOTE 1: Proposed Variations	(\$20,800)	\$292,190	\$271,390
NOTE 2: Authorised Variations	(\$2,040,528)	\$1,935,528	(\$105,000)
NOTE 3: Contra Adjustments	(820,212)	\$820,212	\$0
TOTAL - March Review Adjustments	(\$2,881,540)	\$3,047,930	\$166,390
TOTAL available working funds (uncommitted cash)			\$166,390

ON-TIME PAYMENT POLICY REPORTING

At the end of each quarter, Council is required to report on compliance with its adopted on-time payment policy. This policy requires Council to pay interest where an invoice received from small business (turnover less than \$2 million p.a.) has been held by Council for more than 30 days and the interest payable is more than \$20.

Council processes approximately 11,000 invoices each year. As at 31 March 2020, Council had processed 31 invoices from registered small businesses for the quarter. None of these invoices became overdue during the reporting period.

COVID-19 and Council's Budget Position as at 30 June 2020

The impact on Council's budget position due to COVID-19 is still being assessed by officers. It is expected that the final quarter of the 2019/20 and 1st quarter of the 2020/21 financial year is where Council will experience shortfalls in income. While preventative measures have been put in place to help protect Council's budget position, a more detailed analysis will be provided as part of Council considering the year-end (30 June 2020) budget review. Council will continue to support its community through strong fiscal management, without compromising service delivery or the investment required to ensure the economic health of the Camden region.



STATEMENT BY RESPONSIBLE ACCOUNTING OFFICER

The following statement is made in accordance with Clause 203(2) of the *Local Government (General) Regulation 2005*:

It is my opinion that the Quarterly Budget Review Result for Camden Council for the period ending 31 March 2020 indicates that Council's projected financial position is satisfactory. No remedial actions are required based on the financial position presented within this report. A more detailed understanding of the impact of COVID-19 will be considered as part of the year-end budget review including any impact on Council's long-term financial plan.

CONCLUSION

The March Quarterly Budget Review shows the budget to be in a surplus position as at 31 March 2020 of \$166,390. This report recommends the surplus be transferred to the Capital Works Reserve for future consideration by Council.

Council continues to carefully monitor its budget position with the impacts of COVID-19 assessed weekly. A more detailed analysis of the impact of COVID-19 will be provided as part of the Year-End Budget Review.

RECOMMENDED

That Council:

- i. approve the necessary budget adjustments as identified in the categories of 'proposed variations' and 'contra variations' in this report; and**
- ii. approve the allocation of the projected surplus for 2019/20 of \$166,390 as follows:**

Budget surplus allocation		
Budget Surplus Available for Allocation		\$166,390
Less: Transfer to Capital Works Reserve	\$166,390	
Total - Allocation of Budget Surplus		\$166,390
Budget Surplus Balance After Allocation		\$0

ATTACHMENTS

1. 2019-20 March Review - Budget Appendix
2. 2019-20 March Review - QBR\$.xlsb



ORDINARY COUNCIL

ORD04

SUBJECT: INVESTMENT MONIES - MAY 2020
FROM: Director Customer & Corporate Strategy
TRIM #: 20/173093

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 31 May 2020 is provided.

MAIN REPORT

The weighted average return on all investments was 1.97% p.a. for the month of May 2020. The industry benchmark for this period was 0.10% (Ausbond Bank Bill Index).

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 2020; and**
- iii. **note the weighted average interest rate return of 1.97% p.a. for the month of May 2020.**

ATTACHMENTS

1. Investment Report - May 2020



ORDINARY COUNCIL

ORD05

SUBJECT: CAMDEN LAKESIDE VOLUNTARY PLANNING AGREEMENT - POST EXHIBITION

FROM: Director Sport, Community & Activation

TRIM #: 20/93922

PROPERTY ADDRESS: Lot 101, DP 1206855
50D Raby Road, Gledswood Hills

PROPONENT: Sekisui House

OWNER: SH Camden Lakeside Pty Ltd

PURPOSE OF REPORT

The purpose of this report seeks Council's endorsement of the draft Voluntary Planning Agreement (VPA) for the Camden Lakeside development at 50D Raby Road, Gledswood Hills (Lot 101, DP 1206855) following the conclusion of the public exhibition period.

BACKGROUND

Council received a draft Planning Agreement offer from Sekisui House (the developer) on 8 November 2019 for land known as Camden Lakeside (Figure 1). The draft VPA proposes to fulfil the developer's obligations under the Camden Contributions Plan 2011 (CP 2011).

The draft VPA provides infrastructure in accordance with the draft amendment to the *Camden Development Control Plan 2019 - Schedule 6 Camden Lakeside*, endorsed at the meeting of 10 December 2019.

Under the draft VPA, the developer will provide a pedestrian/cycle track, transport infrastructure, dedicate and embellish local open space within Camden Lakeside, and provide a monetary contribution per lot to be allocated to out of precinct facilities within the Camden LGA. A copy of the draft VPA is provided as an **attachment** to this report.

Councillors were briefed regarding the draft VPA on 11 February 2020 prior to the draft VPA being placed on public exhibition. In addition, Council were briefed on 12 May with regards to the draft DCP (post exhibition).

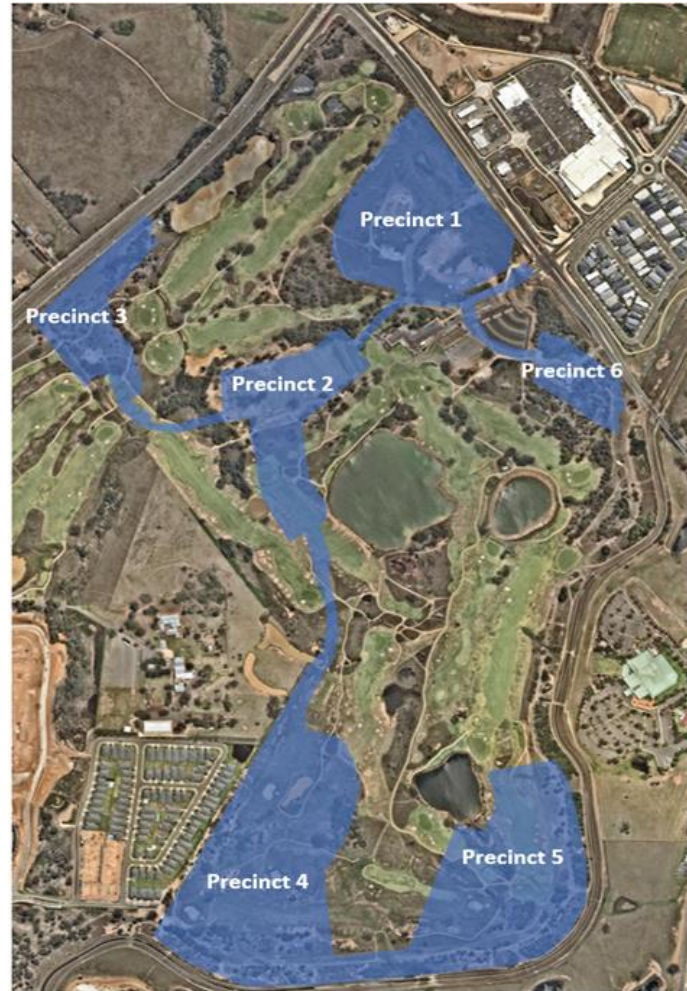


Figure 1 – Camden Lakeside Development

MAIN REPORT

Proposed VPA

The developer for Camden Lakeside (Sekisui House) has made an offer to Council seeking to enter into a VPA which will be the mechanism to deliver a total value of \$11.67M comprising \$7.440M worth of local facilities (land and works) and \$4.232M in monetary contributions. The proposal seeks to deliver infrastructure for 550 lots, in accordance with the draft DCP for the site.

Development within Camden Lakeside is covered by the Camden Contributions Plan (CP 2011). Under the existing arrangements (CP 2011) the proposed development would require a contribution to the value of \$10.975M in development contributions.

CP 2011 only collects a general development contribution amount of approximately \$22,000 per lot to deliver out of precinct infrastructure. There is no local infrastructure identified to be delivered within the Lakeside precinct under CP 2011.

The proposed VPA will therefore deliver local infrastructure in the precinct (such as parks and traffic infrastructure) that Council does not currently collect for under any of its contributions plans.

The items of local infrastructure that the proposed VPA will deliver are identified below:

Open Space (Figure 3):

- Local parks for precincts 2, 4, & 5; and
- Linear park bordering the heritage water canal in precincts 4 & 5.

Transport Management (Figure 4):

- Shared Bicycle/Pedestrian track through the development precincts;
- Two creek crossings along the spine road; and
- Two roundabouts along the spine road.

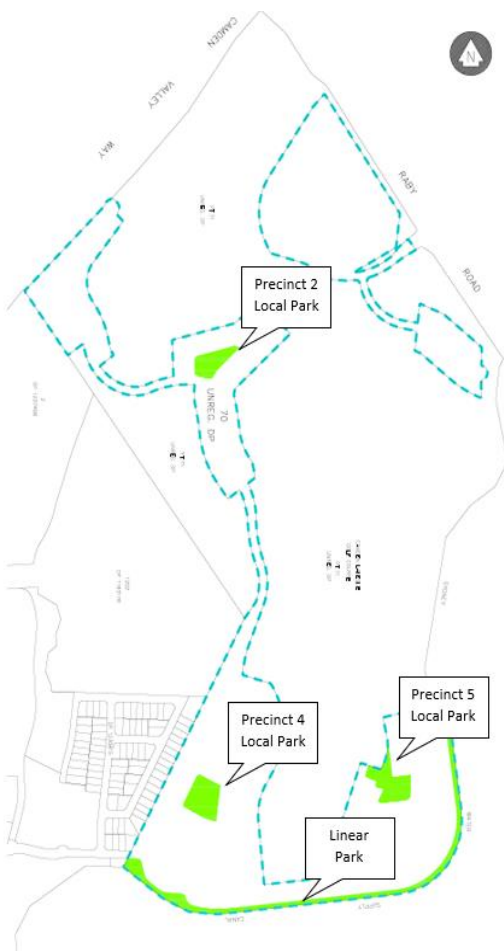


Figure 3 – Open Space

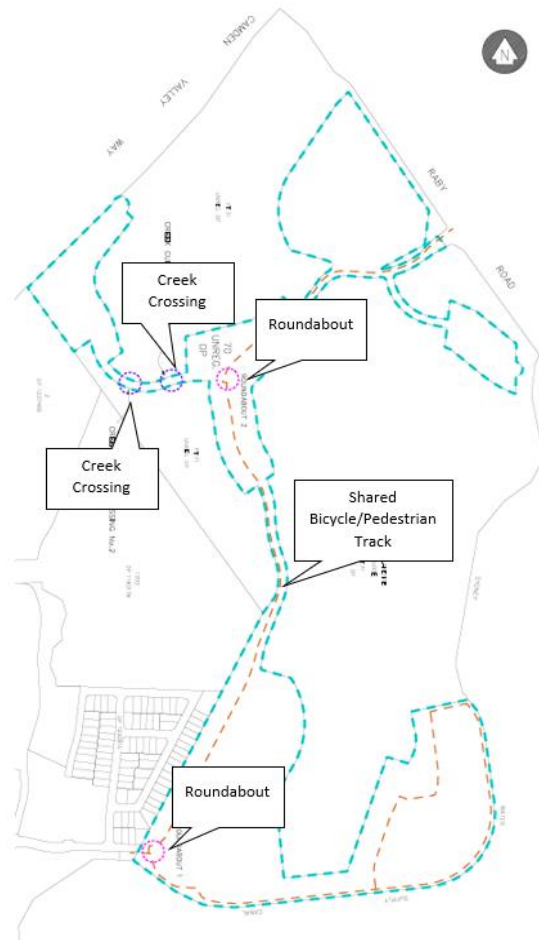


Figure 4 – Transport Management

The monetary contributions included in the draft VPA are as follows:

- Monetary contributions towards out of precinct open space; and
- Monetary contributions towards out of precinct transport management and infrastructure.

Assessment of proposed VPA

Open Space

In accordance with CP 2011, the minimum local open space requirement for the proposed development is approximately 6,400m². The provision of local open space within the draft VPA (21,300 m²) significantly exceeds the minimum requirement and is considered to provide for the sufficient usable open space for the future population.

Traffic

Transport management infrastructure has been reviewed by Council's traffic engineers. The proposed infrastructure included in the VPA is considered to satisfactorily meet the demands of the future population of the development.

Monetary Contributions

The draft VPA provides \$4.232M in monetary contributions in the form of a per lot contribution (\$7,694 X 550 final lots). Monetary contributions are provided for the purposes of funding off site district infrastructure.

Officer Comment

Council's officers support the monetary contributions regime proposed within the draft VPA. The proposed regime provides monetary contributions for out of precinct infrastructure in a manner that is consistent with the intent of CP 2011.

Exhibition of draft VPA Amendment

The draft VPA was exhibited from Wednesday, 19 February 2020 to Tuesday, 17 March 2020. The exhibition included the notification on Council's website along with an electronic copy of the draft VPA, hard copies of the draft VPA were displayed at all of Council's Libraries, and an ad was placed in the local newspaper.

No submissions were received in response to the exhibition.

Next Steps

If Council endorses the draft VPA, the following will occur:

- The draft VPA will be executed under Council's Power of Attorney; and
- The execution of the VPA will be publicly notified and a copy of the executed VPA will be forwarded to the Minister for Planning, in accordance with the *Environmental Planning and Assessment Act 1979*.

FINANCIAL IMPLICATIONS

The monetary value provided by the VPA is \$11.67M comprising \$7.440M worth of local facilities (land and works) and \$4.232M in monetary contributions.



CONCLUSION

Sekisui House have made an offer to Council seeking to enter into a Voluntary Planning Agreement (VPA) for their development in Camden Lakeside. The proposed VPA will be the mechanism to deliver local infrastructure for Camden Lakeside. The proposal development seeks to deliver 550 lots.

The combined value of land and works along with the monetary contributions proposed by the draft VPA exceed the value of contributions that would otherwise be collected under CP 2011.

The overall assessment of the offer demonstrates that the draft VPA provides material public benefit.

Following the public exhibition of the draft VPA there were no submissions, and it is recommended that the draft VPA be endorsed as exhibited.

RECOMMENDED

That Council:

- i. endorse the draft Camden Lakeside Voluntary Planning Agreement and authorise the relevant VPA documentation to be completed under Council's Power of Attorney;**
- ii. publicly notify the execution of the VPA in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and Regulations; and**
- iii. forward a copy of the executed VPA to the Minister for Planning and Environment in accordance with the provisions of the *Environmental Planning Act 1979* and Regulations.**

ATTACHMENTS

- 1. Planning Agreement Lakeside - Post Exhibition**

ORDINARY COUNCIL

ORD06

SUBJECT: ACCEPTANCE OF GRANT FUNDING - COMMUNITY CHILD CARE FUND (CCCF) SPECIAL CIRCUMSTANCES GRANT

FROM: Director Sport, Community & Activation

TRIM #: 20/161032

PURPOSE OF REPORT

The purpose of this report is to seek Council acceptance of grant funding under the Federal Government's Community Child Care Fund (CCCF) Special Circumstances grant program.

BACKGROUND

Council made a submission to the Department of Education, Skills and Employment for a grant under the Community Child Care Fund (CCCF) Special Circumstances Grant Opportunity. The submission was made by Council's Family Day Care Service on behalf of an educator to cover their loss of income during the COVID-19 pandemic.

The Department has offered a grant of \$1,379.10 (GST Exclusive) to Council on behalf of the educator to cover their loss of income.

MAIN REPORT

The CCCF Special Circumstances Grant Opportunity from the Australian Government Department of Education, Skills and Employment is designed to support continuity of childcare, in particular in disadvantaged or vulnerable communities, where a service is:

- At risk of closure due to an unforeseen event or circumstance, such as a natural disaster, or extreme weather event;
- At risk of permanent closure due to another event or circumstance, where that closure would result in a lack of suitable childcare for the community; or
- Seeking to commence a new service in a community where another service has closed, resulting in a lack of suitable childcare.

Childcare services that are approved for Child Care Subsidy (CCS) were eligible to apply for funding where there is a financial need in order to continue to provide childcare in the community.

Council made a submission on behalf of an educator who had to close her business for 14 days as she was in close contact to a COVID-19 case on a flight and was quarantined.

The Camden Family Day Care Service applied for this funding on behalf of the educator as the CCCF funding could only be accessed by the childcare services who were approved for Child Care Subsidy (CCS).



The Department has offered a grant of \$1,379.10 (GST Exclusive) to Council on behalf of the educator to cover their loss of income.

FINANCIAL IMPLICATIONS

There are no financial implications for receiving this funding.

Once received, the amount will be passed on in full to the Family Day Care educator.

CONCLUSION

It is recommended that Council accepts the grant of \$1,379.10 (GST exclusive) on behalf of the Family Day Care educator.

RECOMMENDED

That Council:

- i. accept the grant of \$1,379.10 (GST Exclusive) from the Community Child Care Fund (CCCF) Special Circumstances grant program;**
- ii. write to the Federal Government's Department of Education, Skills and Employment accepting the grant; and**
- iii. write to the Federal members, Hon. Angus Taylor MP and Dr. Mike Freelander MP, thanking them for their support.**

ORDINARY COUNCIL

ORD07

SUBJECT: ACCEPTANCE OF GRANT FUNDING - GREATER SYDNEY SPORTS FACILITY FUND 19/20 - KIRKHAM PARK BMX AND SPORTING FACILITY EXPANSION

FROM: Director Sport, Community & Activation

TRIM #: 20/173293

PURPOSE OF REPORT

The purpose of this report is to seek Council's acceptance of grant funding under the 2019/20 Greater Sydney Sports Facility Fund (GSSFF) to the value of \$2.79m. The grant monies will provide funding towards Stage 2 of the Kirkham Park BMX and associated facilities for the wider Kirkham sporting precinct.

BACKGROUND

The NSW Government provides grant funding under the GSSFF to support the development of sporting facilities to improve participation at all levels. The key criteria for the 19/20 funding round were:

- Increase sport participation;
- Increase participation, access and usage for women and girls;
- Promote inclusion in sport by removing barriers to participation for families, multicultural communities and people of all abilities to play sport; and
- Encourage the development of multi-use, multi-purpose, shared and co-located facilities.

Council made an application for the 19/20 GSSFF to provide funding for the Kirkham Park Sports Precinct, including Stage 2 of the Kirkham Park BMX Facility.

MAIN REPORT

Council has been successful in its application for funding of \$2.79m for Stage 2 of the Kirkham Park BMX facility through the GSSFF.

The proposed works include:

- The provision of an 8-metre start hill for the international level BMX race track;
- Off road sprint area;
- Recreational jump park and pump park;
- Shared carparking; and
- Additional landscaping.

This expansion of the facilities at Kirkham Park will create a major community asset for Camden by providing a first class competitive and recreational off-road bicycle precinct.

The proposed works will enable Kirkham Park to host local, state, national and international BMX events and will also support the increased usage of the rugby league and cricket facilities at the venue.



FINANCIAL IMPLICATIONS

The grant funding of \$2.79m (excluding GST) will provide additional funding towards works at the Kirkham Park Sports Facility.

This funding is required to be matched by Council. Funding is available within 7.11 funds to match the grant.

CONCLUSION

Council has been successful in its application for funding under the GSSFF 19/20 funding round. The \$2.79m will go towards funding further works at the Kirkham Park Sports Facility, including the completion of Stage 2 of the Kirkham BMX facility, additional shared carparking and landscaping works.

Once completed, the works will enable the Kirkham BMX facility to host international level events.

RECOMMENDED

That Council:

- i. accept the grant funding of \$2.79m (excluding GST) for the Kirkham Park BMX and Sports Facility expansion;**
- ii. endorse allocating \$2.79m (excluding GST) from 7.11 funds to match the grant funding;**
- iii. write to The Hon. Dr. Geoff Lee MP, Acting Minister for Sport, Multiculturalism, Seniors and Veterans, thanking him for the funding; and**
- iv. write to Mr Peter Sidgreaves MP, Member for Camden, thanking him for his support.**

ORDINARY COUNCIL

ORD08

SUBJECT: T002/2020 - MINOR CONCRETE CIVIL WORKS IN CAMDEN LGA
FROM: Director Community Assets
TRIM #: 20/172775

PURPOSE OF REPORT

The purpose of this report is to provide details of the tenders received for contract T002/2020 – Minor Concrete Civil Works in Camden LGA, and to recommend that Council accept the tenders of Planet Civil Pty Ltd, Civotek Pty Ltd & State Civil Pty Ltd under a preferred supplier arrangement.

BACKGROUND

Council has undertaken a tender process for Minor Concrete Civil Works in Camden LGA for new works, civil upgrades, renewals, maintenance and utility restoration work. These works will include such items as footpaths, shared paths, pram ramps, and kerb and gutter etc.

MAIN REPORT

The invitation to tender was advertised in the Sydney Morning Herald, Local Newspapers and the NSW e-tendering website on 17 March 2020 and closed on 15 April 2020.

42 tenders were received, two of which were non-conforming, from the following companies listed alphabetical order:

Company	Location
1. All Civil Works Group Pty Ltd	Mortdale
2. Ally Property Services Pty Ltd	Bankstown
3. Auraha Civil Pty Ltd	Cecil Hills
4. Awada Civil Engineering Pty Ltd	Blacktown
5. AWS Sydney Pty Ltd	North Rocks
6. C W Concrete Pty Ltd	Campbelltown
7. Challita Construction & Civil Pty Ltd	Kogarah
8. Chambers Civil Construction Pty Ltd	Sydney
9. Citywide Asphalt Pty Ltd	Kogarah
10. Citywide Service Solutions Pty Ltd	North Melbourne
11. Civil Connect Group Pty Ltd	Turrella
12. Civil Streetscapes Pty Ltd	Sydney
13. Civotek Pty Ltd	Wetherill Park
14. Convil Group Pty Ltd	Cecil Hills
15. Dalski Pty Ltd	Sydney
16. Danste Civil Pty Ltd	Horsley Park



17. Diverse Contracting NSW Pty Ltd	Bargo
18. D Digian Company Pty Ltd T/A Form & Pour	Horsley Park
19. G & K Plant & Civil Pty Ltd	Auburn
20. Grants Concreting Pty Ltd	Grose Vale
21. Haytch Group Pty Ltd	Sydney
22. I W Contracting Pty Ltd	Kentlyn
23. Kelbon Project Services Pty Ltd	Terrey Hills
24. KK Consultants Pty Ltd	Padstow
25. Mack Civil Pty Limited	San Souci
26. Masport Pty Ltd	Hinchinbrook
27. Modern Building Solutions Pty Ltd	Colebee
28. Nemer Civil Pty Ltd	Enfield South
29. North Shore Paving Co Pty Ltd	Sydney
30. NSW Kerbing Pty Ltd	Chatswood West
31. K & D Klidas Nominees Pty Ltd T/A Omega Concreting & Civil Constructions	Middleton Grange
32. Ozpave Aust Pty Ltd	Arndell Park
33. Perfect Built Pty Ltd	Caddens
34. Planet Civil Pty Ltd	Arncliffe
35. R Line Civil & Concreting Pty Ltd	Blaxland
36. Resco Civil Pty Ltd	Kogarah Bay
37. RL Civil Works Pty Ltd	Turrella
38. South Syd Concrete Pty Ltd	Arncliffe
39. State Civil Pty Ltd	St Peters
40. Stateline Asphalt Pty Ltd	Rockdale
41. Statewide Civil Pty Ltd	Baulkham Hills
42. Rosebark Pty Ltd	Petersham

Tender Evaluation

The intention of the tender process is to appoint contractors under a preferred supplier arrangement, with proven capacity and experience in similar scale projects as well as providing the best value and quality services to Council.

A tender evaluation panel was established, and the submissions were assessed on price and non-price factors as agreed by the evaluation panel. Price was given a weighting of 50% and non-price factors a weighting of 50%.

To determine the weighted price assessment portion of this tender, Tenderers were required to provide a schedule of rates for a range of concreting treatments. The rates were used to populate a pre-determined example matrix, providing a direct comparison between tenders. Non-price factors included:

- Experience and capacity;
- Quality of offer;
- Company logistics; and

- Work Health and Safety.

The panel recommends that the tenders by Planet Civil Pty Ltd, Civotek and State Civil represent the best value to Council.

The tender process was also reviewed by the Tender Compliance Panel.

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

Relevant Legislation

The tender has been conducted in accordance with the Local Government Act 1993, the *Local Government (General) Regulation 2005* and Council's Purchasing and Procurement Policy.

FINANCIAL IMPLICATIONS

Council has sufficient budget allocation from existing operational budgets to proceed with the proposed works in accordance with the terms and conditions of this tender.

CONCLUSION

The tender assessment concludes that the tendered offers from Planet Civil Pty Ltd, Civotek Pty Ltd & State Civil Pty Ltd represent the best value to Council. The companies demonstrated a thorough understanding of the project, provided evidence of relevant experience in Minor Concrete Civil Works and demonstrated value for money.

RECOMMENDED

That Council accept the tenders provided by Planet Civil Pty Ltd, Civotek Pty Ltd and State Civil Pty Ltd as per the terms and conditions of tender T002/2020 – Minor Concrete Civil Works in Camden LGA under a preferred supplier arrangement.

ATTACHMENTS

1. T002 2020 - Minor Concrete Civil Works in Camden LGA - *Supporting Document*



ORDINARY COUNCIL

ORD09

SUBJECT: MINUTES TO THE 4 MARCH 2020 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING

FROM: General Manager

TRIM #: 20/156611

PURPOSE OF REPORT

The purpose of this report is to provide Council with the minutes of the 4 March 2020 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 to Audit, Risk and Improvement Committee).

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

MAIN REPORT

The Audit, Risk and Improvement Committee met on 4 March 2020. The agenda discussed at the meeting included:

- Enterprise Risk Management;
- Property Acquisitions and Disposals Internal Audit Report;
- Events Internal Audit Report;
- External Audit Update;
- Audit Report Recommendations – Implementation Status Update January 2020;
- Governance Information Report – 31 December 2019;
- Legislative Compliance Process;
- Work, Health and Safety Update – July to December 2019
- Internal Audit Plan Status Update; and
- Update on Reports from Authoritative Bodies.

The draft minutes of the 4 March 2020 Committee meeting were circulated to Councillors as part of the Weekly Councillor Update on 24 April 2020 and subsequently approved at the 20 May 2020 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 are submitted for information.

RECOMMENDED

That Council note the Minutes of the Audit, Risk and Improvement Committee meeting of 4 March 2020.

ATTACHMENTS

1. Minutes of the 4 March 2020 Audit, Risk and Improvement Committee meeting



ORDINARY COUNCIL

ORD10

SUBJECT: PURCHASING AND PROCUREMENT POLICY - REVISED - AND LOCAL PREFERENCE INITIATIVES

FROM: Director Customer & Corporate Strategy

TRIM #: 20/157542

PURPOSE OF REPORT

The purpose of this report is to recommend that Council adopt a revised Purchasing and Procurement Policy to reflect a Local Supplier Preference model and other initiatives.

BACKGROUND

A key activity of Council's Economic Development Strategy (EDS) is to provide strong support to local businesses by creating an environment that supports a modern economy and encourages business interactions and supports business growth.

In response to COVID-19, Council proposes to introduce initiatives that will assist local business. These include Vendor Panel (Local Supplier Marketplace), changes to how tenders are assessed from a weighting perspective and new guidelines for requesting quotes for products, works and services. Changes to Council's on-time payment policy for small business will also be recommended.

It should be noted that, under the *Local Government Act 1993*, the tender threshold for when Council must source works or services through a formal tender process is \$250,000 (inc GST); procurement below this threshold is through a request for quote in line with Council's adopted Purchasing and Procurement Policy and Guidelines.

These changes will assist the local business community in general but predominantly in response to how Council can assist its local business community through COVID-19.

A draft copy of the revised Purchasing and Procurement Policy is provided as an **attachment** to this report with the proposed additions to the policy highlighted.

A Councillor briefing on the proposed procurement initiatives was held on 19 May 2020.

MAIN REPORT

Vendor Panel (Local Supplier Marketplace) and Request for Quotes

While Council supports using local suppliers, there is no current central place to store or retrieve information about suppliers wanting to supply to Council, the suppliers within the Camden LGA or the product range available. The Vendor Panel (Local Supplier Marketplace) system enables the capturing of local suppliers and their product range allocated to categories. The use of Local Supplier Marketplace for any business is free of charge. There are currently around 50,000 businesses registered across Australia.

The Local Supplier Marketplace system does not remove the need for Council's suppliers to go through a competitive quote process, but it allows a more focused understanding of what can be provided locally. The system allows quotes to be obtained from a pre-determined geographic area, for example, from within the circumference of the Camden LGA. If the number of quotes or type of work or service required is not obtained within the Camden LGA, the response area can be widened. The Local Supplier Marketplace system is used for purchases less than the tender threshold of \$250,000 (inc GST).

Tenders and Local Preference initiatives

It is proposed to provide preference to local suppliers by including a weighting benefit towards suppliers within the Camden LGA. The weighting would be included as part of the assessment criteria for all tenders and request for quotes over \$100,000 (inc GST).

The assessment criteria would be a point (or percentage) system as follows:

- Award 5 points (or 5%) to suppliers located physically within Camden LGA;
- Award 0 points (or 0%) to suppliers located outside Camden LGA.

The remaining financial and non-financial tender assessment criteria is scored out of 95 points (95%). Within the remaining 95 points (95%), a weighting can be allocated as part of the tender evaluation plan where there is a potential contribution to the Camden LGA (e.g. local sub-contracting).

What is being proposed complies with the relevant regulations and *Local Government Act 1993* as the tender and quote assessment criteria is not subjective, and tenders and quotes received by Council are assessed using a competitive process.

The introduction of the points system will be monitored for a 12-month period, with a future report to Council on the success of the initiative.

Small Business Friendly Program – On Time Payment Policy

Council's on-time payment policy applies to businesses with a turnover of less than \$2 million. The business must be registered as a small business with Council, registration forms are available on Council's website.

The current policy commits to paying small business suppliers who are registered and provide a valid tax invoice within 30 days. It is proposed to reduce the number of days to within 20 days to further assist small business cash flow.

Compliance with this policy is reported to Council at each quarterly budget review.

FINANCIAL IMPLICATIONS

The annual cost of the Vendor Panel system is \$23,000 (excluding GST). There is sufficient funding within Council's budget.



CONCLUSION

The introduction of both the Local Supplier Marketplace in Vendor Panel and the local supplier initiatives in Council's Purchasing and Procurement Policy will serve to support local business during and after the current economic climate created by COVID-19.

Council has also considered the importance of small business cash flow by committing to the payment of invoices within 20 days.

RECOMMENDED

That Council:

- i. endorse the changes to the Purchasing and Procurement Policy, Local Preference initiatives and change to the small business friendly program policy for on-time payments as detailed in this report and;**
- ii. receive a report on the success of the procurement points system in 12 months.**

ATTACHMENTS

- 1. Purchasing and Procurement Policy - P3.0161.4**

ORDINARY COUNCIL

ORD11

SUBJECT: CLOSURE OF THE MEETING TO THE PUBLIC
FROM: General Manager
TRIM #: 20/157372

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

- Land Acquisition – Part of 10 Springs Road, Spring Farm; and
- Insurance Matter

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
- commercial information of a confidential nature that, would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i))

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 reports dealing with commercial information and in accordance with the provisions of Sections 10A(2)(c) and 10A(2)(d)(i) of the *Local Government Act, 1993*.**